

**M E M O R A N D U M**

**DATE:** October 21, 2009

**TO:** Honorable Mayor and Councilmembers

**FROM:** Patricia Allison, City Manager's Office

**SUBJECT: REQUEST BY COUNCILMEMBER SANCHEZ TO HAVE CITY HALL GO "PAPERLESS"; DIRECTION TO STAFF**

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Backup material for this item, if any, will be distributed separately.