

ACTION MINUTES

NORTH FAIR OAKS COUNCIL

Meeting Date (Enter date)

In the Human Services Agency Building located at 2500 Middlefield Road, Redwood City.

Meeting called to order at _____ p.m.

Roll Call: Councilmembers Present: (Enter names)
Councilmembers Absent: (Enter names)
Staff Members Present: (Enter names)

1. **Oral Communications** to allow the public to address the Commission on any matter not on the agenda. (Summary of issue)

2. **Consideration of the Minutes** of the North Fair Oaks Council meeting of (enter date) Councilmember _____ moved, and Councilmember _____ seconded, that the minutes be approved as submitted. Motion carried (___ to ___)

3. **Supervisor Jacobs Gibson's report** (Summary of report)

4. **Sheriff's Department report** (Summary of report)

5. **Agenda Item** (Brief summary of item and discussion)

Councilmember (Enter name) moved and Councilmember (Enter name) seconded to close the public hearing. Motion carried (___ to ___)

6. **Agenda Item** (Brief summary of item and discussion)

Councilmember (Enter name) moved and Councilmember (Enter name) seconded to close the public hearing. Motion carried (___ to ___)

7. **Agenda Item** (Brief summary of item and discussion)

Councilmember (Enter name) moved and Councilmember (Enter name) seconded to close the public hearing. Motion carried (___ to ___)

8. **Agenda Item** (Brief summary of item and discussion)

9. **Correspondence and other matters** (Brief summary)

9. **Adjournment**

The meeting adjourned at (enter time)

