



## ***PUBLIC NOTICE***

COMMUNICATIONS COMMITTEE  
Commissioners' Room  
Friday, February 28; 9:00 a.m.

### **AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Correspondence
5. Approval of Minutes – Workshop Meeting held on December 6, 2013

PUBLIC PARTICIPATION – Public comment regarding agenda items will be heard during each agenda topic after initial discussion by the Committee. Public comment on non-agenda items will be heard under “Public Comment.”

6. Old Business
  - A. Update and discussion about ongoing City website overhaul.
    1. Discussion about web project to include status and management of project, results of preliminary review of new draft site and timeline to advance including going live.
    2. Follow up on committee recommendation for better website maintenance including appropriation of additional personnel and/or additional budgeting considerations if needed.
    3. Discussion of any additional recommended content for the new web site.
  - B. Discussion with City Manager Sharon Lynn about a potential program for the City to issue “Welcome” letters:
    1. To residential property owners – Commissioner Sharp.
    2. To business owners – Commissioner Zellers.
7. New Business
8. Discuss and prioritize items to include on future agendas.
9. Schedule next meeting.
10. Committee Member Comment
11. Public Comment
18. Adjournment

AGENDA ITEMS MAY BE CONSIDERED OUT OF SEQUENCE

\*For additional information or special accommodations, please call (302) 227-6181 (TDD Accessible) 24-hours prior to the meeting.  
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pc (via Fax) Cape Gazette, Coast Press, State News