## INTEROFFICE MEMORANDUM

**TO:** KRYSTAL POESCHEL

FROM: HALEY BRACKEN

**SUBJECT:** AMENDMENTS TO 10/30/2019 TRANSPORTATION ROM

**DATE:** 11/22/2019

**CC:** C&C ASSISTANTS

Please make the following amendments to the October 30<sup>th</sup>, 2019 Regular Open Meeting Minutes:

P. 3: Line 4 – Insert "a" before "property"

P. 3: Line 5 – Add "item" after "this"

P. 5: Line 9 – Replace "is" with "are"