



Public Safety Committee  
Office of the City Clerk

D. Back, City Clerk  
K. O'Connell, Deputy City Clerk

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## INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS OF THE  
PUBLIC SAFETY COMMITTEE

DATE: 2016 January 05

FROM: ADMINISTRATIVE OFFICER

FILE: 2410-20  
*Reference: PSC*

**SUBJECT: PUBLIC SAFETY COMMITTEE MEETING 2015 DECEMBER 10 -  
MONTHLY REPORTS - DISTRICT 3 – CPO SIGNAGE**

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At the Public Safety Committee meeting held on 2015 December 10, Ms. McQueen, District #3 Chair, raised concern regarding the readability of the CPO Office signage. This matter was referred to staff to investigate appropriate enhancements.

Ms. Laurel DiBartolomeo, Manager Community Programs and City Services confirmed that the awning was faded and difficult to read and noted a request had been made to have the awning repainted. Further measures would be taken by staff if this action does not meet the required result.

A handwritten signature in cursive script that reads "Lynne Axford".

Lynne Axford  
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