

MEMORANDUM
CITY OF VENICE
Office of the City Manager

TO: Mayor & City Council

FROM: Ed Lavalley, City Manager

DATE: December 7, 2016

RE: Asset Management

Attached is a calendar of activity for creation and management of the City's capital assets. Dates listed in the outline represent the projected time of completion for each respective step. As illustrated, the task is complex. Council will be apprised of accomplishments as the staff advances through this process.