

# Memorandum

**REPORT TO:** Study Commission

**FROM:** Caeleb Heinen, Recording Secretary  
Mike Maas, Ex Officio

**SUBJECT:** Outreach Reports

**MEETING DATE:** November 19, 2025

**AGENDA ITEM TYPE:** Citizen Advisory Board/Commission

**RECOMMENDATION:** This is the time for Study Commissioners to report personal outreach since the last meeting.

**STRATEGIC PLAN:** 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

**BACKGROUND:** This is the time for Study Commissioners to report personal outreach since the last meeting.

On November 10, the City Commission approved their minutes from the [October 21 joint meeting](#). They may be viewed from our Laserfiche repository.

**UNRESOLVED ISSUES:** None identified

**ALTERNATIVES:** As per the Study Commission

**FISCAL EFFECTS:** TBD

Report compiled on: November 13, 2025