

Memorandum

REPORT TO: Study Commission

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

SUBJECT: Approval of Study Commission Minutes

MEETING DATE: December 4, 2025

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: **Consider the Motion:** *I move to approve the Study Commission meeting minutes from November 6th and November 19th 2025.*

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

BACKGROUND: Attached are the written minute summaries from the previous two meetings. Future meeting minutes ought to be approved at the next schedule Study Commission meeting.

All past meeting recordings are available for review on the City's [Meeting Videos page](#).

UNRESOLVED ISSUES: None identified

ALTERNATIVES: As per the Study Commission

FISCAL EFFECTS: None

Attachments:

[11-06-25 Study Commission Meeting Minutes.pdf](#)

[11-19-25 Study Commission Meeting Minutes.pdf](#)

Report compiled on: November 13, 2025