

# Memorandum

**REPORT TO:** Study Commission

**FROM:** Caeleb Heinen, Recording Secretary  
Mike Maas, Ex Officio  
Becky Franks, Study Commissioner

**SUBJECT:** Change in schedule in Study Commission Plan

**MEETING DATE:** February 18, 2026

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

**RECOMMENDATION:**

1. May 7: Review of draft Charter language and submit for legal review
2. May 13: Final approval of draft and release for public comment
3. May 28: Public hearing on draft Charter language
4. June 4: Review public and legal comments
5. June 17: Decide sub-options for ballot
6. During this time, Becky and Barb work on the Report and Ballot Education team gets working in earnest
7. July 15: Input on draft Report and Charter language
8. July 30: Approve Ballot Language to be submitted
9. August 10: Ballot language due to County election department
10. End of August or week after Labor Day: Final approval of Charter and Report Language

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

**BACKGROUND:** This is a proposed updated Study Commission schedule

**UNRESOLVED ISSUES:** None identified

**ALTERNATIVES:** As per the Study Commission

**FISCAL EFFECTS:** None

Report compiled on: February 11, 2026