

Agenda Item: 3.b
Meeting Date: January 8, 2026

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Michelle Wells

Date: 2025-12-19

Subject: Resolution 26-01, adopting certain Rules of Procedure for the Commission

Presenter(s): Michelle Wells, City Clerk

Staff Recommendation: Staff recommends adoption of Resolution 26-01, Rules of Procedure for Commission.

Strategic Themes: Good Governance

Boards & Committees: N/A

Budget Impact: N/A

Past Action: Approved Resolution 25-11, Rules of Procedure for the Commission, on April 17, 2025.

Next Action: Review Resolution 26-01, Rules of Procedure for the Commission, at the first meeting in December 2026.

Attachments: [A. Resolution 26-01 Rules of Procedure.pdf](#)
[B. DRAFT Resolution 26-01 Rules of Procedure \(with edits\).pdf](#)

Background: At the December 4, 2025, Commission meeting Resolution 25-11 was reviewed and requested minor changes and updates to be brought forward for approval.