

**CITY OF BELLE SLE, FLORIDA
CITY COUNCIL AGENDA ITEM COVER SHEET**

Meeting Date: October 7, 2025

To: Honorable Mayor and City Council Members

From: Rick J. Rudometkin, City Manager

Subject: Going paperless in 2026

Background:

As we begin a new FY, the staff and I would like to propose a simple but impactful change: transitioning the city to go paperless. As an example, one of the common uses for paper is agenda packets. With packets already uploaded to the city website three days before each meeting, the information is readily available to council members, staff, and the public. Printing full agenda packets for every meeting, often over 75 pages, is increasingly costly. Many of these packets are discarded after the meeting, contributing to unnecessary waste. By moving to a digital format, we can reduce expenses and reallocate those funds for other needs.

A paperless process also offers greater flexibility. In dealing with the agenda packets, they can be easily updated when changes occur, and councilmembers can view them on laptops or tablets during meetings. This approach reflects a more modern, efficient, and fiscally responsible local government, and no need to reprint or redistribute last-minute changes.

Thank you for considering this proposal as part of our efforts to improve operations and reduce waste in the transition to paperless.

Staff Recommendation:

We recommend starting with a trial phase in which printed agenda packets are provided only upon request. After a few meetings, we can gather feedback and make any necessary adjustments as we move completely to paperless in the future.

Suggested Motion:

None at this time.

Alternatives: N/A

Fiscal Impact:

Save money on the purchase of paper

Attachments:

N/A