

# **STAFF REPORT REGULAR MEETING**

**AGENDA DATE:** December 2, 2025

**DEPARTMENT:** City Commission

**TITLE:**

Resolution No. 48-2025 – amending the City Commission Rules of Procedure

**SUMMARY:**

The City Commission will update the rules and procedures for commission meetings periodically.

**BACKGROUND AND JUSTIFICATION:**

The City Commission's Rules of Procedure were initially adopted in 2004 by resolution and have been amended multiple times by subsequent resolutions, most recently in April 2025. This revision incorporates consensus from previous meetings.

At the July 11, 2025 pre-agenda workshop, there was consensus to bring a revised resolution to include a policy that Commission Liaison Reports and Comments would be only city-related or liaison-related topics. Rule 13 on page 7, which was reserved for future consideration, is being implemented to add that stipulation for per the discussion.

At the November 4, 2025 regular city commission meeting there was consensus to amend the City Commission Rules of Procedure that there would be three regular commission meetings, the first of which would include Proclamations, Honors and Presentations, the third of which prioritize utility items and include Commission Liaison reports, and the City Manager and City Attorney reports would appear on all three meetings.

Revisions are also proposed in Rule 14, pages 8-9, related to public comment that is consistent with recent Court decisions.

Direction is sought regarding the six (6) month provision related to unsuccessful consensus in Rule 12 (1).

**MOTION:**

Move to approve/disapprove Resolution No. 48-2025 amending the City Commission Rules of Procedure.

**ATTACHMENT(S):**

Resolution 48-2025  
Resolution 18-2025