

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** January 18, 2022

**DEPARTMENT:** City Attorney

**TITLE:**

Resolution No. 08-2022 – amending the City Commission’s Rules of Procedure

**SUMMARY:**

The City Commission requested to update its Rules of Procedure to change the “Electric Utility” meetings to the “Utility” meetings to include the City’s Water Utilities in said meetings.

**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 with the most recent amendment in May 2021. At a recent City Commission meeting, the City Commission requested to update its Rules of Procedure to change the “Electric Utility” meetings to the “Utility” meetings to include the City’s Water Utilities in the meetings.

In reviewing the current Rules of Procedure, an update to the agenda submission deadline and agenda publishing dates is also needed based on current practice of publishing the agenda two (2) weeks prior to the Commission meeting date.

Resolution No. 08-2022 implements the aforementioned amendments to the City Commission’s Rules of Procedure. There are two others issues to consider which are highlighted on the resolution, Rule 5, numbers 3 and 6 regarding adding items to the agenda and Rule 12 regarding comment cards.

**MOTION:**

Move to approve / disapprove Resolution No. 08-2022 - amending the City Commission’s Rules of Procedure.

**ATTACHMENT(S):**

Resolution No. 08-2022