**DATE:** December 11, 2023

**FROM:** Ramie Hammonds, Development Services Director

**AGENDA ITEM:** Roberts Rules of Order

## **SUMMARY:**

• Meeting Reference Sheet for Roberts Rules of Order.

## **FISCAL INFORMATION:**

Budgeted: N/A Amount: N/A GL Account: N/A

## **RECOMMENDED MOTION OR ACTION:**

Staff recommends APPROVAL with the condition all comments are satisfied prior to City Council approval.

## **ATTACHMENTS:**

Roberts Rules of Order Reference