

TO: Planning Commission  
FROM: Brad Medrud, Planning Manager  
DATE: January 11, 2022  
SUBJECT: Open Public Meetings Act Training

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1) Recommended Action:

Review attached presentation and be prepared to discuss.

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2) Background:

For four Planning Commissioners, their Open Public Meetings and Records training expires in January 2022. This training is required every four years or within 90 days of appointment to the Planning Commission.

There are three options available to complete the training:

1. The Attorney General's Office will provide Open Public Meetings and Records training to the City Council and Management Team on January 25, 2022 at 5:30 p.m. At this time, the training/Worksession will be offered via Zoom. You are welcome to attend the January 25, 2022 City Council worksession. If you would like to do this, please let staff know.
2. Review the attached PowerPoint at the January 11, 2022 Planning Commission meeting.
3. Planning Commissioners can review the attached PowerPoint on your own and report back to staff once their training is complete.

The Planning Commissioners indicated that they would like to follow option #2.

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3) Alternatives:

None.

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4) Attachments:

- A. Open Public Meetings Act Training Presentation