



Council Meeting Monthly Report

To: Honorable Mayor and Councilmembers

From: Connie Diaz, City Clerk

Subject: City Clerk's Office Monthly Report | December 2025

Dear Mayor and Councilmembers:

Below please find the department report summary for the tasks and activities carried out by the Office of the City Clerk for the month of December 2025:

City Clerk's Office Report Summary

- **2** Meeting were held during the month of December 2025:
 - December 10th, 2025 | Council Meeting
 - December 10th, 2025 | Local Planning Agency (LPA) Meeting
- **18** Resolutions were adopted during the month of December 2025.
 - **14** December 10th, 2025 | Council Meeting
 - **4** December 10th, 2025 | Local Planning Agency (LPA) Meeting
- **8** Ordinances were adopted during the month of December 2025.
 - **8** December 10th, 2025 | Council Meeting
- **3** Minutes were approved during the month of December 2025.
- **24** Public notices were published by the City Clerk's Office during the month of December 2025.
- **494** Public records requests and inquiries were received during the month of December 2025.
- **49** Contracts/Agreements were received and processed by the City Clerk's Office during the month of December 2025.
- **26** Financials were processed by the City Clerk's Office (On behalf of the Clerk's Office & Mayor/Councilmember expenses) during the month of December 2025: **19** Check Requests, **7** Receiving Reports, **0** Requisition Requests/PO Maint.
- **4** of 13 Advisory Board meetings were held during the month of December 2025.



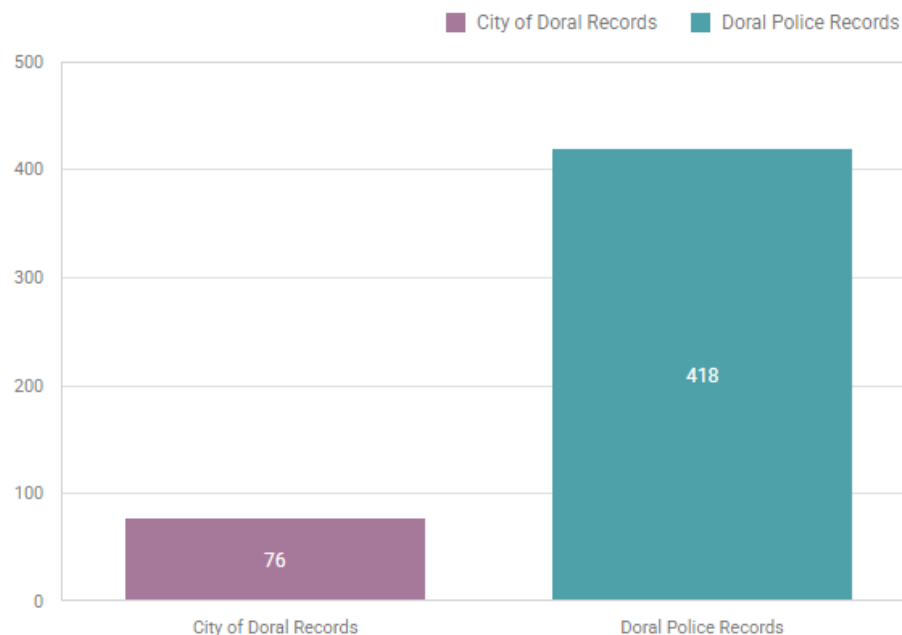
Public Records Requests December 2025

From: December 1, 2025

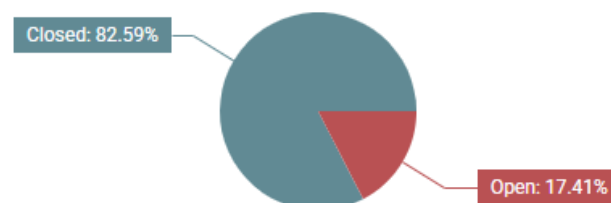
To: December 31, 2025

Status: All

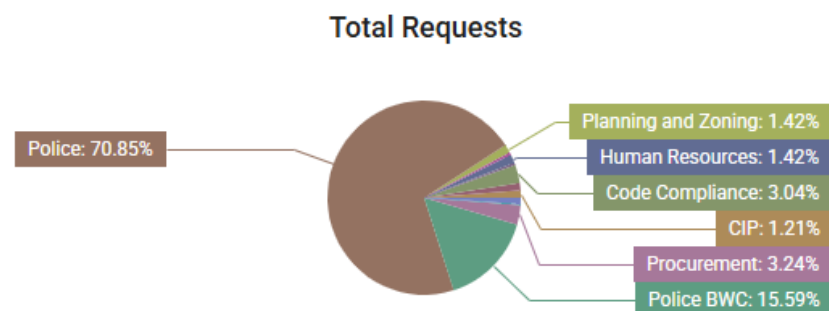
Request Type



Open/Closed



Departments



PRRs Received December 2025 Per Dept.	
Police: 350 BWC: 77	Human Resources: 7
Capital Improvements Division: 6	Planning & Zoning: 7
Code Compliance: 15	Procurement: 16