

Governance Topics

1. Rules of Procedure
 - a. How to place something on the agenda.
 - i. How many members
 - ii. What form – at a meeting, through email, etc
 - iii. By when – currently Town Manager discretion within 60 days.
 - b. Study session rule (what needs to go to study session the meeting before going regular business meeting)
 - c. What needs to be submitted when putting something on the agenda and by when
 - d. Speaker times (when in a group)
 - e. Continuances
2. Appointment Process
 - a. Who appoints for boards, commissions, and special Council committees (Section XVII Rules)
 - b. Who appoints for liaisons (Boards and commissions, CVB)
 - c. Who appoints substitutes
 - d. Who appoints representatives to associations (MAG, League, Risk Pool)
3. Conflict of Interest
 - a. When is the Town Attorney used, when is it contracted out
 - b. Who gets to hear the opinion
 - c. What if Council disagrees with the position
4. Use of Statement of Direction
 - a. Broaden the use of the Statement of Direction when Council delegates
5. Update the Ethics Policy
6. Sequence regarding Variances(BOA) vs. Hillside Committee – also came up as a Hillside Issue
7. Parameters of Council Champions
 - a. Organization of the Task Force Advising the Town Manager
 - b. When the task force can make the decision over referring it back to Council
 - c. Use or direction of staff
 - d. Ability of Member sit on procurement panels. (Cheney Drainage study, VSC, Alarm Monitoring, Trash)
 - e. What if no Task Force, just an elevated interest in the topic so wants more time with staff to review materials, make suggestions to documents or direction.
8. When are cost estimates necessary?