

Procedural Protocols to be Considered

1. 4-Day Rule for Late Items

Consider imposing a 4-day Rule, to permit any member to invoke the Rule and defer any late item to the next regular agenda, including Addendum items or any Supplemental item where the Commission Memorandum, Resolution or Ordinance is not published with the Regular Agenda.

2. Referrals/Discussion Items

- a) Consider whether to limit discussion items for informational purposes or for purposes of providing assignments to the City Manager, City Attorney, or City Clerk, i.e. for development of a complete agenda item at a subsequent meeting, so as to better structure policy action of the City Commission via regular agenda items only.
- b) Consider limiting the number of discussion and referral items to 3-5 referrals and 3-5 discussion items for the Mayor and each Commissioner. Consider a 5/7ths waiver, to permit placement of additional discussion and referral items on the agenda and provide flexibility to hear additional items of importance, as necessary.

3. Items Not Heard Within Certain Period of Time

Consider whether items which are deferred and/or otherwise not heard for a period of 90 days or longer should be automatically withdrawn.

4. Duration of Commission Meetings

Consider adjourning all City Commission meetings by 7:00 p.m., subject to a 4/7ths waiver to extend a meeting for a specific time period, excluding meetings that start at 4 p.m.

5. Duration of Committee Meetings

Committee meetings limited to 4 hours only to be extended by 1 hour by a unanimous vote of our committee members.

6. Sponsored Items to be Reviewed

Items sponsored by elected officials must be shared with all impacted departments for review. The City Manager, impacted departments, and/or the City Attorney must be prepared to discuss the merits and legal soundness of items during Agenda Review and City Commission meetings.