

MEETING DATE: 06/01/2021

ITEM NO: 11

DESK ITEM

DATE: May 18, 2021

TO: Mayor and Town Council

FROM: Laurel Prevetti, Town Manager

SUBJECT: Adopt the Proposed Modifications to the Agenda Format and Rules Policy as

Recommended by the Council Policy Committee

REMARKS:

Attachment 3 contains public comment received from 11:01 a.m. Thursday, May 27 through 11:00 a.m. Tuesday, June 1, 2021.

Attachments Previously Received with the Staff Report:

- 1. Red-lined Agenda Format and Rules Policy 2-01
- 2. April 27, 2021 Council Policy Committee Staff Report

Attachment Received with Desk Item:

3. Public Comment Received 11:01 a.m. Thursday, May 27 through 11:00 a.m. Friday, June 1, 2021

PREPARED BY: Shelley Neis

Town Clerk

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney