

Commission Meeting Date	Direction from the Commission/Internal Project	Note	Status	Status Date
Carry Over from 2020				
07/10/18	There was a consensus to have a consultant for an electronic records plan, and an	Visits on hold due to COVID 19	Ongoing	4/14/2020
09/10/19	Policy Regarding shirts, badges, business cards	Ordinance, Resolution, Policy scheduled for October Meeting, followed up with CAO 9/22/20, CAO requested changes returned to CAO 10/2/20, Resolution & Policy still w CAO	Complete	2/9/2021
09/24/19	Policy Regarding Use of the City Seal	Ordinance, Resolution, Policy Draft to CIM for review - 5/22/20, Revised 6/16/20, CA email received noting delay in review 7/7/20, followed up with CAO 9/22/20, Resolution &	Complete	11/3/2020
10/27/2020	Policy Regarding Commission Travel	Resolution and Policy to CA for review 12/2/20, follow up w/CAO 1/5/21	Complete	12/2/2020
09/17/19	Resolution Adopting Policy Regarding Commission Procedures	To CAO 8/7/20, 9/28/20 CAO requested revising into three policies, 9/29/20 revisions to CAO, 1/7/21 revisions to CAO	In process	8/7/2020
09/17/19	Resolution Adopting Policy Regarding Commission Decorum	To CAO 8/7/20, 9/28/20 CAO requested revising into three policies, 9/29/20 revisions to CAO, 1/7/21 revisions to CAO	In process	8/7/2020
10/03/19	Resolution Adopting Policy Regarding Commission Meeting Minutes	To CAO 8/7/20, 9/28/20 CAO requested revising into three policies, 9/29/20 revisions to CAO, 1/7/21 revisions to CAO, 2/1/21 CAO questions, 2/8/21 revisions to CAO	In process	8/7/2020
09/24/19	Resolution Adopting Policy Regarding Letters from the City			

12/12/19	Policy Regarding Archive Collection	CAO 12/16/19, returned w/changes 2/11/20, records consultant for review 8/10/20, followed up with CAO 9/22/20, followed up with CAO 11/3/20, followed up with CAO 12/10/20, CAO questions 12/23/20, returned to CAO 1/4/20	In process	8/11/2020
10/13/2020	Code Amendment for Art Advisory Board Duties	To CAO 10/8/20, Revised to CAO 1/13/21	In process	10/8/2020
<u>New In 2021</u>				
1/12/2021	Refer to CRAB recommendation removing the requirement that all contracts go the Commission for review and interlocal agreements requireing mayor signature, w/ detailed summary of how arrived to recommendation with pros & cons	On February 25, 2021 CRAB agenda	In process	2/17/2021
2/3/2021	Work on necessary policy revisions for hybrid meetings	Meeting schedules for CC, CA & CM on 2/18/21	In process	2/17/2021
01/28/20	Status of public records requests including number received, fullfilled and outstanding	FYTD 10/01/20 to 11/18/20 The City has Received 460 Requests and has 28 Open Requests	Recurring	11/17/2020