



FINAL

**GOVERNANCE COMMITTEE MINUTES
WEDNESDAY, March 8, 2017**

MEMBERS PRESENT: Mayor Georgia Tuttle and Assistant Mayor Suzanne Prentiss.

MEMBERS ABSENT: Councilor Karen Hill

OTHERS PRESENT: Interim City Manager Paula Maville and City Clerk Sandi Allard

1. CALL TO ORDER: The meeting was called to order by Assistant Mayor Prentiss at 11:13 am.

2. ACCEPTANCE OF MINUTES – February 8, 2017:

Motion by Mayor Tuttle, seconded by Assistant Mayor Prentiss to approve the minutes of February 8, 2017 as presented in the agenda packet. Vote on motion was unanimous in favor.

3. STUDY ITEMS:

A. Finalize RFP for City Manager Recruitment Services

Committee members reviewed the updated draft RFP which was revised based on Council comments received at the March 1, 2017 City Council Work Session. Interim Manager Maville highlighted the areas where changes were made. After a few other minor amendments were made, Committee members agreed to move the document forward to the March 15, 2017 City Council for final approval by the Council.

Discussion also occurred about the point at which legal counsel should be called in to meet with either with the Governance Committee or with the entire Council to review the process and any questions Councilors might have.

4. FUTURE MEETINGS:

None Scheduled

5. ADJOURNMENT:

Motion by Mayor Tuttle, seconded by Assistant Mayor Prentiss to adjourn. Vote was unanimous in favor.

The meeting adjourned at 11:59 am.

Respectfully Submitted,
Sandra Allard, City Clerk