

## Council Referral Process Survey

1. Name:

2. Where would you prefer that the first discussion of Council referrals take place?

- Public section of closed session meetings
- Regular City Council meetings
- At the appropriate Committee meeting

3. Do you have more thoughts on where the process should take place or would you like to elaborate on your answer to Question 2?

4. Should Council referral votes be recorded in meeting minutes?

- Yes
- No

**ATTACHMENT VI: Council Survey Questionnaire**

5. Do you have more thoughts on recording Council referral votes or would you like to elaborate on your answer to Question 4?

6. What form should Council referrals take?

- Verbal request
- Brief memo (2 pages or less)
- Whitepaper/policy brief (longer than memo, cited, etc.)

7. Do you have more thoughts on the form Council referrals should take or would you like to elaborate on your answer to Question 6?

8. Should a Council referral memo require more than one Councilmember signatory before being added to the agenda?

- Yes
- No

9. If yes, how many Councilmembers should sign a memo before it can be agendized?

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10. Should there be a cost/complexity threshold for when referrals are incorporated into the strategic planning or budget process?

Yes

No

11. Do you have more thoughts on when a referral belongs in the Council's annual planning and priority-setting processes or would you like to elaborate on your answer to Question 8?

12. Is there anything else you would like to share with staff and your colleagues regarding changes to the Council referral process?

Done

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# **ATTACHMENT VI: Council Survey Questionnaire**

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