# **Village Board Meeting Agenda Development**

## **Board Goals**

• Currently adopted every other year

## **Budget Adoption**

- Appropriates funding for Goals and day-to-day operations
- Department work plans and staffing levels established

AGENDAS

# Applications Requiring Legislative Action\*

#### Examples:

- Zoning and land Use matters
- Liquor licenses
- Pawn shop licenses
- Other licensing matters
- Certain citizen petitions, including traffic calming/parking requests
- \*May require public hearing before Citizen Advisory Commission and recommendation

# Reports required under Village Code

Examples:

- Commission work plan matters
- Financial statements including annual independent financial audit

## **Ceremonial Matters**

#### Example:

- Employee tenure of service awards
- Fitzsimmons Awards
- In memoriam recognition
- Celebratory recognition

# Budget Appropriations Requiring Legislative Action

Examples:

- Public Works construction contracts over \$10,000
- Contracts over \$25,000
- Collective bargaining agreements
- Tax levies and abatements
- Adoption of fees and charges

# Statutorily Required Actions

### Examples:

- Annual approval of zoning map
- Consent to Village President appointment of advisory board/ commission members
- Disaster/emergency legislative authorizations
- Approval of meeting minutes
- Approval of collective bargaining agreements
- Approval of intergovernmental actions (Federal, State and Local)