

Section 2.01 Submission of Items

Agenda items may be sponsored and submitted by an individual Council Member or by the Mayor. In order to be included in the next regularly scheduled meeting and to have adequate time to go through the appropriate approval process and dedicated review, items shall show as “Agenda Ready” with all necessary attachments included by 5:00 p.m. on the Friday prior to the posting of the agenda for public view. All proposed Ordinances and Resolutions must go through review by the Office of the City Attorney (Legal) prior to being placed on the agenda. The sponsor of an item may unilaterally withdraw that item at any time prior to the commencement of Council voting on that item in a regular or special Council meeting.