



Legislation Details (With Text)

File #: ORD-93:782 **Version:** 1 **Name:** Procedure for putting items on the City Council agenda
Type: Ordinance **Status:** Passed
File created: 4/19/1993 **In control:** City Council
On agenda: **Final action:** 4/19/1993

Title: AN ORDINANCE TO ESTABLISH A PROCEDURE FOR SUBMITTING ITEMS TO BE PLACED ON THE AGENDA OF JONESBORO CITY COUNCIL MEETINGS AND TO ADDRESS THE COUNCIL IN SUCH MEETINGS (NOTE: THIS ORDINANCE WAS AMENDED BY ORD-98:1492 ON JUNE 1, 1998)

Sponsors:

Indexes: Policy - creation/amendment

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
4/19/1993	1	City Council	Passed	Pass
4/5/1993	1	City Council	Held at one reading	Pass

AN ORDINANCE TO ESTABLISH A PROCEDURE FOR SUBMITTING ITEMS TO BE PLACED ON THE AGENDA OF JONESBORO CITY COUNCIL MEETINGS AND TO ADDRESS THE COUNCIL IN SUCH MEETINGS (**NOTE: THIS ORDINANCE WAS AMENDED BY ORD-98:1492 ON JUNE 1, 1998**)

WHEREAS, a need has arisen to set forth written procedures to be followed in submitting items to be placed upon the City Council agenda or in seeking to address the City Council at regularly scheduled meetings.

NOW THEREFORE, BE IT ORDAINED, by the City Council of the City of Jonesboro, Arkansas, that:

SECTION 1: Any citizen seeking to be placed on the City Council agenda or to address the City Council at a regularly scheduled meeting should submit in writing to the City Clerk's Office, no later than 10:00 a.m. on the Thursday prior to the regular City Council meeting, a request to be placed upon the agenda stating the subject matter to be addressed.

SECTION 2: All items regarding rezoning, street abandonments, alley abandonments, island abandonments, appeals, annexations, hardship home applications, petitions, and any other transaction which is to be placed on the agenda, must be submitted with full disclosure of details and information, to the office of the City Clerk.

SECTION 3: Any person seeking to delete an item from the agenda must submit a notice to the Clerk prior to the regular City Council meeting.

SECTION 4: The mayor, as chief executive of the city, may add items to or delete items from the agenda, as prepared by the clerk, providing it is done so in a time frame that allows a copy of the changes be made available to every council person by the affected meeting time. The City Council may override the mayors amendments to the agenda with a 2/3 vote of council members present.

SECTION 5: Fifteen (15) copies of any and all documentation submitted shall be provided to the City Clerk

and shall be on a mailable size of no larger than 8 1/2 X 14 inches.

SECTION 6: All ordinances and resolutions submitted to the Clerk's office must be written in proper form. Any ordinance or resolution which appears to be in improper form according to the City Clerk will be approved or disapproved by the City Attorney upon request by the City Clerk.

SECTION 7: Failure to meet any or all of the above-mentioned requirements will result in the items not being placed upon the agenda.

SECTION 8: Any ordinance or resolution rejected due to improper form will be returned to the person submitting it with suggestions on the proper remedy or proper form to be implemented and the document may be corrected and resubmitted at a later date.

PASSED AND ADOPTED this 19th day of April, 1993.