

RESOLUTION NO. 2168

INTRODUCED BY COMMISSIONER: Mark Kujala

Adopting a Policy for Placement of Items
on the Warrenton City Commission's Regular Meeting Agendas

Be it resolved by the City Commission of the City of Warrenton that placement of items on its regularly scheduled meeting Agendas be done in the following manner:

Scheduling of Agenda Items. Items may be placed on the Commission agenda by any of the following methods:

1. A majority vote of the Commission,
2. Consensus of the Commission,
3. By any Commissioner by advising the Mayor or City Manager,
4. By the City Manager or City Attorney, or
5. By department directors.

Agenda titles will be received by the City Recorder by 5:00 p.m., on the Tuesday (one full week) prior to the Commission meeting. Documentation for each agenda item will be received by the City Recorder by 5:00 p.m. on the Wednesday prior to the Commission Meeting scheduled for the following Tuesday.

Additions of Agenda Items After the Agenda is Closed and Notice Published

The practice of adding items to the Commission Agenda after it has been printed and published is to be discouraged, and will be permitted only when required by business necessity.

An item may be placed on the Commission's agenda after the agenda is closed and notice published if the Mayor, a Commissioner, or City Manager explains the necessity during the Communication/Comment period prior to consideration of the Consent Calendar with a majority vote of approval by the Commission.

This resolution will take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton this 23rd day of January, 2007.