

## **SUMMARY.**

### **Introduce Legislation Anytime.**

Council Rule VIII currently requires new legislation to be introduced at a council meeting.

In order to be properly introduced, legislation must be entered into Legistar by a firm deadline (Friday the week before the council meeting) and then it proceeds through an approval workflow where it is reviewed by Legal and Finance and is made agenda ready by the City Clerk.

Not only does this deadline leave little time for review prior to introduction, it also creates recurring suspension of the Council Rule due to the common practice of read ins (and occasional short circuits).

The proposed change to Council Rule VIII will allow legislation to be introduced at any time and will allow all legislation the proper review; thus eliminating read ins.

Departments will continue to enter legislation into Legistar. When items are entered will determine in what cycle the legislation will appear before Council following the legislation approval date.

**Creates Legislation Approval Date.** The legislation approval date will be noon on Friday the week following the regular council meeting. All items entered timely that receive full review in the approval workflow will be noticed by committee agenda (J&A or F&P) for that month's council cycle. The intent is to notice committee agendas by 5:00 p.m. on that same Friday; however, in some cases it may be the following Monday.

**Eliminates New Items for Referral.** With items being introduced at any time and not at a council meeting, new items will no longer be listed as a New Item for Referral. This will help alleviate the perceived wait for items working through a council cycle – first introduced and then referred 30 days. Removing new items will also allow us to notice the Council agenda sooner than the day before the meeting. New items can be queried in the Legislation Information Center and will be noticed by committee agenda well in advance of committee meetings.