



City of the Village of Clarkston

Clarkston City Council

MEETING AGENDA ITEM FORM

MEETING DATE: February 25, 2019

SUBMITTED BY: Jonathan Smith

TITLE: City Manager

AGENDA ITEM: Agenda Deadline

AGENDA ITEM PLACEMENT: New Business

REQUEST FOR CONSULTANT ATTENDANCE AT MEETING: _____

BRIEF DESCRIPTION OF AGENDA ITEM:

Motion to accept Proposed City Council Agenda Development Procedure.

RECOMMENDED MOTION (s):

VOTE:

City of the Village of Clarkston

Proposed City Council Agenda Development Procedure

In an effort to sufficiently allow for City Council meeting preparation, the following procedures shall be adopted effectively immediately relative to City Council Agendas and requests to be on a City Council Agenda:

1. On the agenda of every Council meeting shall be the approval of the items to be discussed and/or voted on at the following Council meeting.
2. Only those items approved at the previous Council meeting shall be allowed on the next agenda, with the following exceptions: Pledge of Allegiance, Public Comments, Sheriff Report, Consent Agenda, City Manager Report and FYI items.
3. Emergency items, as determined by the Mayor, shall also be considered an exception to the above procedures.
4. Recommendations to Council from Boards, Commissions or Committees shall follow the same procedure. Recommendations from Boards and Commissions must furthermore be based upon approved minutes from their organization (although approved minutes will not be required at the time the agenda request is made).

February 25, 2019