



CITY COUNCIL AGENDA ITEM

SUBJECT: Municode Update

AGENDA SECTION: *(check all that apply)*

☒ **PRESENTATION** ☐ **PUBLIC HEARING** ☐ **CONSENT AGENDA** ☐ **OLD BUSINESS**
☐ **NEW BUSINESS** ☐ **OTHER, PLEASE STATE:** Click or tap here to enter text.

CATEGORY: *(check all that apply)*

☐ **ORDINANCE** ☐ **RESOLUTION** ☐ **CONTRACT** ☐ **POLICY** ☒ **STATUS REPORT**
☐ **OTHER, PLEASE STATE:** Click or tap here to enter text.

ACTION REQUESTED: ☐ **DECISION** ☐ **DISCUSSION,** ☐ **REVIEW,** or ☒ **UPDATE ONLY**

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Monday, May 9, 2022

Current Council Meeting: Click or tap to enter a date.

SUBMITTED BY: Aisha Harris, Deputy City Clerk

PRESENTER: Aisha Harris

PURPOSE: To provide an update and publication of ordinances using Municode services.

FACTS: The City Clerk's Office initially took on a historical data project to track and log each legal document from the inception of the City to current times. The Clerk's Office has been working on this process for approximately a year to date. The Clerk's Office acquired services of Municode that include bi-annual supplements, creation of a portal that houses meeting information (agendas, agenda packets, minutes), calendars, and the board portal. Outside of the supplemental uploads, recent ordinances can be located on the Municode site. A recent supplement was sent to Municode on April 1, 2022. Codification begins once the Clerk's Office approves of the supplement.

OPTIONS: Update Only Click or tap here to enter text.

RECOMMENDED ACTION: Update only

ATTACHMENTS:



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- (1) Attachment 1 - Presentation
- (2) Attachment 2 - Municode Portal Tutorial
- (3) Attachment 3 - [Click or tap here to enter text.](#)
- (4) Attachment 4 - [Click or tap here to enter text.](#)
- (5) Attachment 5 - [Click or tap here to enter text.](#)