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I am writing to provide you with an overview of the process through which an ordinance progresses from committee consideration to becoming official, including the steps involving the Council agenda and publication in the local paper. Understanding this process is crucial for effective communication and transparency in the legislative procedures of our municipality.

1. ****Committee Review:****

- The journey of an ordinance typically begins in a committee. The relevant committee conducts a thorough review, holds hearings, and may make amendments to the proposed ordinance.

2. ****First Reading on Council Agenda:****

- After committee review, the ordinance is scheduled for its first reading on the Council agenda. During this reading, the ordinance is introduced, but no final action is taken. Council members may ask questions or propose further amendments.

3. ****Second Reading on Council Agenda and Final Vote:****

- Following the first reading, the ordinance proceeds to a second reading on the Council agenda. This is when the Council has the opportunity to debate the ordinance further and make any final amendments. If too many changes are needed ordinance can go for a third or even fourth vote. For example ordinance 2063 (parking by the middle school) and 2075 (short term rental)

4. ****Public Notice and Publication:****

- Once the Council is satisfied with the ordinance, public notice is typically given, and the ordinance is published in a local newspaper or other official publication. This provides the public with an opportunity to be informed about the upcoming changes.

5. ****Effective Date:****

- The ordinance becomes official after publication in the paper.

It is important to note that variations in this process may exist depending on local ordinances, state laws, or specific Council rules. Keeping stakeholders and the public informed at each stage of the process contributes to transparency and encourages civic engagement.

Heather Boehm
City Clerk