

# City of Fremont City Council Agenda Policy

## Resolution 2019-209

A POLICY OF THE CITY OF FREMONT, NEBRASKA, ESTABLISHING PROCEDURES FOR CITY COUNCIL AGENDAS.

Agenda for meetings:

1. The City Clerk shall place upon the agenda of any regular, special or formal study session meeting only those matters which have been directed by the Mayor, a Council Member, or authorized by the City Administrator before the following times:
  - a. Items and backup from the Mayor, City Staff/Boards/Commissions - end of the seventh (7th) day prior to the date of the meeting; Late filed items submitted after the deadline will be held over and placed on the next regularly scheduled City Council meeting.
  - b. Claims report from Treasurer - end of the fifth (5th) day prior to the date of the meeting,
  - c. Trade permits from City Clerk - 12:00pm of the fourth (4th) day prior to the date of the meeting,
  - d. Items and backup from the Mayor or a member of City Council – 12:00pm of the fourth (4th) day prior to the date of the meeting.
  - e. Emergency items shall follow Fremont Municipal Code and State Statute.
2. A current working agenda in draft form will be maintained by the City Clerk and posted on the City's website.
3. The preliminary final draft of the agenda and supporting materials will be posted to the City's website before the end of the sixth (6th) day prior to the date of the meeting. Subsequent revisions will be posted to the website as soon as possible.
4. The final agenda and supporting materials will be posted to the City's website before the end of the fourth (4th) day prior to the date of the meeting.

PASSED AND APPROVED THIS 14<sup>th</sup> DAY OF JANUARY, 2020.

ATTEST

  
Tyler Ficken, City Clerk



  
Scott Getzschman, Mayor