

PROPOSED NEW/AMENDING LEGISLATION REQUEST FORM

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PERSON OR PARTY REQUESTING BILL:	
ALDERMANIC SPONSOR:	
REASON/PURPOSE OF THE BILL:	
BILL TITLE AND/OR REFERENCE TO EXISTING ORDINANCE OR STATE STATUTE R PROPOSED BILL:	ELATED TO THE
ACTION REQUESTED OF STAFF/CITY OFFICIALS:	

- FOR BOARD PRESIDENT & STAFF USE ONLY -

PRIORITY OF REQUEST HIGH – Bill warrants immediate attention and should be presented to the Board of Alderman in next 30 days. Medium – Bill should be pursued but may require additional information or research. Should be presented to Board of Alderman in 60 to 90 days. Low – Bill will not be presented to the Board of Alderman at this time. Form will be put in pending file of draft bills. Additional information can be presented to change its status. If in pending file for more than one year it will be purged. ADMINISTRATIVE ACTION: (Decision of the Board President, City Administrator, and City Clerk on the proposed bill.) STATUS NOTES: A dated, running dialogue on what has been done on any pending request. All notes should be dated and signed by the entering party.