

**COMMON COUNCIL  
MEETING SCHEDULE AND LEGISLATION DEADLINES FOR THE YEAR 2013  
(Subject to Revision by Common Council)**

LEGIS CYCLE	INTERNAL WORK SESSIONS <sup>11</sup>	DEADLINE FOR ORDINANCES; E-MAILED TO CCL BY NOON	DEADLINE FOR RESOLUTIONS; E-MAILED TO CCL BY NOON	REGULAR SESSION 1 <sup>st</sup> READING FOR ORDS.	COMMITTEE DISCUSSION	REGULAR SESSION 2 <sup>nd</sup> READINGS AND RESOLUTIONS	<i>* Note on Legislative Cycle</i>
1	Mon. Dec. 17 (2012)	Mon. Dec. 17 (2012)	Mon. Dec. 17 (2012)	<sup>1</sup> Jan. 9	<sup>1</sup> Jan. 9	Jan. 16	
2	Fri. Jan. 4	Mon. Jan. 7	Mon. Jan. 14	Jan. 16	Jan. 23	<sup>2</sup> Feb. 6	
3	Fri. Jan 25	Wed. Jan. 23	Mon. Feb. 4	<sup>2</sup> Feb. 6	Feb. 13	Feb. 20	
4	Mon. Feb. 4	Mon. Feb. 11	Fri. Feb. 15	Feb. 20	Feb. 27	<sup>3</sup> Mar. 6	
5	Fri. Feb. 22	Mon. Feb. 25	Mon. Feb. 25	<sup>3</sup> Mar. 6	<sup>3</sup> Mar. 6	Mar. 20	
6	Mon. Mar. 4	Mon. Mar. 11	Mon. Mar. 17	Mar. 20	Mar. 27	Apr. 3	
7	Mon. Mar. 18	Mon. Mar. 25	Mon. Apr. 1	Apr. 3	Apr. 10	Apr. 17	
8	Mon. Apr. 1	Mon. Apr. 8	Mon. Apr. 15	Apr. 17	Apr. 24	May 1	
9	Mon. Apr. 15	Mon. Apr. 22	Mon. Apr. 29	May 1	<sup>4</sup> May 8	May 15	
10	Mon. Apr. 29	Mon. May 6	Mon. May 13	May 15	May 22	<sup>2</sup> June 5	
11	Mon. May 20	Wed. May 22	Mon. June 3	<sup>2</sup> June 5	June 12	June 19	
12	Mon. June 3	Mon. June 10	Mon. June 17	June 19	<sup>5</sup> June 26	July 3	
13	Mon. June 17	Mon. June 24	Fri. June 28	July 3	July 10	<sup>4</sup> July 17	
14	Mon. July 1	Mon. July 8	Mon. July 15	<sup>4</sup> July 17	<sup>6</sup> July 31	<sup>7</sup> Aug. 7	
AUGUST RECESS							
15	Mon. Aug. 26	<sup>8</sup> Tue. Aug. 20	<sup>8</sup> Tue. Aug. 20	<sup>8</sup> Sep. 3	Sep. 11	Sep. 18	
16	Mon. Sept. 9	Mon. Sep. 9	Mon. Sep. 16	Sep. 18	Sep. 25	Oct. 2	
17	Mon. Sept. 16	Mon. Sep. 23	Mon. Sept. 30	Oct. 2	Oct. 9	Oct. 16	
18	Mon. Sept. 30	Mon. Oct. 7	Fri. Oct. 11	Oct. 16	Oct. 23	<sup>10</sup> Oct. 30	
19	Fri. Oct. 18	Mon. Oct. 21	Mon. Oct. 28	<sup>10</sup> Oct. 30	<sup>10</sup> Nov. 6	<sup>10</sup> Nov. 13	
20	Mon. Oct. 28	Mon. Nov. 4	Fri. Nov. 8	<sup>10</sup> Nov. 13	<sup>10</sup> Nov. 20	Dec. 4	
21	Mon. Nov. 18	Wed. Nov. 20	Mon. Dec. 2	Dec. 4	Dec. 11	<sup>7</sup> Dec. 18	
YEAR END RECESS							
First Legislative Cycle for 2013:							
	Mon. Dec. 16 (2013)	Mon. Dec. 16 (2013)	Mon. Dec. 16 (2013)	<sup>1</sup> Wed. Jan. 8 (2014)	<sup>1</sup> Wed. Jan. 8 (2014)	Wed. Jan. 15 (2014)	

Deadlines for Legislation: The deadline for submitting legislation and all accompanying materials, including a summary memo, is noon on the date listed. For information on the manner for submitting these materials, please inquire with the Council Office.

Unless otherwise indicated, the Council meets on the first four Wednesdays of the month in the Council Chambers in Room 115 of the Showers Center, 401 North Morton, at 7:30 p.m. It also meets for a Staff-Council Internal Work Session on Mondays about 10 days before the beginning of the next legislative cycle typically to hear about items to be considered during that legislative cycle.

*\* Note on the Legislative Cycle: While it is typical for legislation introduced in one cycle to get final action during the same cycle, that does not necessarily happen with every piece of legislation. The Council may schedule the matter for further consideration at subsequent Committees of the Whole, Regular Sessions or Special Sessions.*

The following footnotes list and explain the exceptions to this general rule:

1. The Council will hold an annual Organizational Meeting on this date when, along with other matters, it elects officers and gives legislation first reading. The meeting is generally held on the first Monday in January, except when it is a legal holiday, in which case the meeting is held on the first Tuesday. (BMC 2.04.050[c & d]). However, by the adoption of this schedule, the Council has set this meeting for the second Wednesday in January. This meeting will be immediately followed by a Committee of the Whole.
2. There will be two weeks between the Committee of the Whole and the Regular Session due to the occurrence of a fifth Wednesday in this month.
3. The Council will hold its first Regular Session and Committee of the Whole in March on the 6<sup>th</sup> in order to avoid meeting during Spring Break (March 13<sup>th</sup>).
4. The Council will hold a Council Budget Advance in the McCloskey Room (Room 135) of City Hall at 5:30 p.m. on Wednesday, May 8<sup>th</sup> and Departmental Budget Hearings in the Council Chambers at 6:00 p.m. on Monday, July 22<sup>nd</sup>, Tuesday, July 23<sup>rd</sup>, Wednesday, July 24<sup>th</sup>, and Thursday, July 25<sup>th</sup>, 2013.
5. The Council will hold a Special Session at 7:30 p.m. on June 26<sup>th</sup> before the Committee of the Whole to consider the Annual Tax Abatement Report.
6. The Council will hold its second Committee of the Whole meeting in July on Wednesday, July 31<sup>st</sup> (a fifth Wednesday) because the week of the fourth Wednesday of that month has been set aside for Departmental Budget Hearings (per footnote 4).
7. Since it will take a brief recess after first Regular Session in August and the second Regular Session in December, the Council will not introduce legislation for first reading at these meetings. (BMC 2.04.060 [e] & [g])

(Over)

8. The Council will consider the City Budget for 2014 along with routine legislation during the first legislative cycle in September. Because Rosh Hashanah (the Jewish New Year) falls on the first Wednesday, the first Regular Session of September will be held on Tuesday, September 3<sup>rd</sup>. With one exception, the City Budget package will be considered at a public hearing during the Committee of the Whole to be held immediately after the Regular Session on that first Tuesday in September and be ready for second reading at a Special Session on the Second Wednesday in September. The one exception is the Transit Budget will be ready for final adoption at the second Regular Session on the third Wednesday of September. Typically, non-budget related legislation for that legislative cycle will be heard at a Committee of the Whole held immediately after the Special Session on the second Wednesday in September and be ready for second readings at the second Regular Session on the third Wednesday in September.

10. The Council will not meet on the fourth Wednesday of November because it is the night before the Thanksgiving Holiday (BMC 2.04.050(f)). By taking advantage of the fifth Wednesday in October (when the Council does not ordinarily meet) and by holding the first two meetings in November a week earlier than usual, the Council will be able to schedule four evenings of meetings for the two legislative cycles in November. Those evenings include: a Regular Session on October 30<sup>th</sup>, Committee of the Whole on November 6<sup>th</sup>, Regular Session on November 13<sup>th</sup> and a Committee of the Whole on November 20<sup>th</sup>.

11. Staff-Council Internal Work Sessions provide an opportunity for the Council members to learn about City initiatives, most of which are close to formal consideration by the Council. These meetings are held either on Monday or Friday at noon in the McCloskey Room, unless they are held in the Hooker Room (Room 245 of City Hall). Meetings that will be held in the Hooker Room include:

- Monday, 15 April 2013
- Monday, 20 May 2013
- Monday, 17 June 2013
- Monday, 16 September 2013
- Friday, 18 October 2013
- Monday, 18 November 2013

DRAFT