**Actions of the City Council**

Actions of the City Council take the form of ordinances, resolutions and minute actions.

An **ordinance** or amendment to an ordinance is the legislative action of the City and requires two readings at separate City Council meetings. Unless a special effective date is defined, the day after the adopted ordinance is published it becomes law and must be enforced by the appropriate City department. When public health, safety and welfare are concerned or when certain pressing circumstances prevail, the City Council may pass an emergency ordinance, which is effective immediately. An ordinance is the most binding type of City Council action and may be repealed or modified only by subsequent ordinance.

A **resolution** expresses City Council policy or directs certain types of administrative action. It requires one reading, becomes effective immediately unless otherwise noted and may be changed by a subsequent resolution.

A **minute motion** is the most informal official action taken by the City Council. It ordinarily is used to indicate majority approval of a procedural action such as approval of an agreement, appointment of advisory board members or authorizing disposition of an agenda item.

The day after each meeting the City Clerk’s Office posts online an Action report listing all actions taken by City Council at the meeting. Draft minutes are usually available a week after the meeting as part of the upcoming meeting agenda packet. Minutes are approved at subsequent meeting – Action reports, draft and final minutes, and video of meetings can all be viewed at online at: http://www.cityofnorthlasvegas.com/sirepub

**About Your City Government**

The Mayor and four Councilmembers are elected directly by the citizens to serve four-year terms with Councilmembers elected by ward. The Mayor is the presiding officer. Each year Council appoints one member to serve a one-year rotation as Mayor Pro Tempore.

Primary elections are held in June and general elections held in November of even-numbered years. Municipal Judges are elected to serve six-year terms. Elections are staggered with the Mayor and two Council seats chosen at one election and two Council seats chosen at the next election.

North Las Vegas is one of many Nevada cities operating under the City Council-City Manager form of government. Under this system, the City Council appoints an experienced professional City Manager who serves as the City’s chief administrative officer and is responsible for the efficient operation of all City departments.

As the legislative branch of the municipal government, the City Council holds regular meetings to adopt laws and make policy decisions for the City of North Las Vegas. They are also members of the City’s Redevelopment Agency. Meetings are open to the public and are held in the Council Chambers, at City Hall. City Council sessions generally begin at 4:00 p.m. on the first and third Wednesdays of each month.
AGENDA

The agenda includes the date, time and location of the meeting and brief descriptions of the items to be considered at the meeting. For regular Council meetings the agenda may contain the following types of agenda items: public forum, public hearings, consent agenda, business, ordinances introduction, ordinances final action, and appointments. A brief description of each item follows.

Addressing the City Council

Any person has the right to address the Council at the meeting about items within the jurisdiction of the City and about items on the agenda. If you wish to speak, please complete one of the blue cards which are located on the table outside the main entrance of the Council Chamber or at the podium rail. Indicate on the blue card if you want to speak at one of the public forums or want to speak about a specific item on public hearing or the business agenda.

Public Forums - There are two Public Forums set aside for public comments to speak on items on the agenda and not on the agenda, one public forum at the beginning of the meeting and one at the end. Please note that according to the Nevada Open Meeting Law the City Council may hear items on public forum, but Council may not take action on any item that is not on the agenda.

Time Limits - When the Mayor calls upon the public to speak at the meeting, the public must limit comments to no more than three minutes and avoid repetition.

Public Hearings are designed to protect personal and public interests by permitting citizens to voice their approval or disapproval of the issue at hand. By law, the date and time of public hearings must be advertised and posted well in advance of the meeting so that interested parties can be present to address the issue.

Consent agenda items are routine in nature and are usually approved by a single vote. Prior to action, a member of the public or a Council member may request that a consent item be placed on the business agenda for discussion.

Business items are reports on non-routine issues that might stimulate public discussion and require Council action, but that do not require formal noticing as public hearings.

Office of the City Clerk (702) 633-1030
Monday-Thursday 8:00 a.m.-5:45 p.m.

Appeals—To file an appeal to the City Council of a Planning Commission decision Download form and file with the City Clerk’s Office within seven calendar days of the Planning Commission Meeting.

Contacting the City Council

Routine matters are handled most quickly and efficiently by directing your questions or concerns to departmental staff or the City Manager at (702) 633-1002 before submission to City Council.

Any person wishing to present a matter directly to the City Council is urged to put information in writing. Material may be sent in care of the City Manager, 2250 Las Vegas Blvd North, Suite 900, North Las Vegas, NV 89030. Copies of the communication will be made and distributed to the Mayor and Councilmembers as well as appropriate departmental staff. Parties may be contacted for additional information or notified if the issue will be included on a subsequent agenda.

KCLV CHANNEL 2
Council proceedings are video recorded for future viewings on KCLV, Cable Channel 2. Proceedings are rebroadcasted on KCLV Channel 2 the Friday after the meeting at 4:00 P.M., the following Tuesday at 12:00 P.M. and Thursday at 6:00 A.M. Customers of CenturyLink can view this program in high definition on Channel 1002 and some customers of Cox Communications who do not have a cable box can view this meeting on digital Channel 89.5. The Council Meeting can be viewed on the internet site at www.cityofnorthlasvegas.com.

Complete City Council agendas are available for review at City Hall in the City Clerk’s Office and online at http://www.cityofnorthlasvegas.com/sirepub.

Regular Meeting agendas are posted five (5) business days in advance of the meeting on notice boards at five (5) City locations and online.

Copies of agendas and staff reports are available in the City Clerk’s office during normal business hours.

Contact the City Clerk’s Office if you would like to receive the City Council agenda on a subscription basis.