

## City of Green Request for Legislation

Date:

PART 1- General Information			
Subject of Requested Legislation:			
Department/Division: Requestor:			
If applicable, previous legislation on this subject (reference ordinan	ce/resolution n	umber):	
Purpose/Objective of Legislation:			
Number of Exhibits: *Please make sure all Exhi	bits are attached a	ınd named	<del></del>
Are you requesting <u>First</u> Reading Passage: Are you requesting <u>Second</u> Reading Passage:	YES YES	NO NO	Note: Deadline for first reading request below.
Reason:			
Is this reason included in the body of your legislation?	YES	NO	
PART 2- Financial Information			
Does this legislation directly involve the expenditure of funds? Was this expenditure budgeted for in the current budget?		NO	
If yes, what account will the expenditure come from	YES	NO	
Total Requested Amount: \$			
PART 3- Signatures: (Must be completed in order)			
1) 2)	_ 3)	Law Director	
Dept/Division Requestor Finance Approval		LUW DITECTOR	

<sup>\*</sup>Please CC the Council Clerk on all legislation requests

<sup>\*\*</sup>Important: In order to have requests for legislation processed timely, members of the Administration must provide a properly completed Request for Legislation including all supporting documentation and information *no later than 12:00 p.m. on the Tuesday preceding the Council meeting at which they intend to introduce the piece.* If you are requesting a first reading passage, legislation must be submitted no later than 8:00 a.m. on the Monday preceding the Council meeting.

4/26/2022