

Sec. 2-47. - Special meetings—Calling; notice.

All special, or called, meetings of the mayor and council shall be held in the city hall, and shall be called by the mayor or by two-thirds of the councilmembers if the mayor or the mayor pro tem cannot or will not call such a meeting upon request therefor by two-thirds of the council. Such meetings may be called for the purpose of considering any business of the city or any matter affecting the city. Notice of each such meeting shall be delivered to all councilmembers, the mayor, and the city administrator by telephone or by electronic means at least 24 hours in advance of the meeting. shall be telephoned at least one day in advance to the mayor and each member of the council by the clerk upon direction of the mayor or the councilmembers. Such notice shall also be confirmed in writing prior to such meeting and shall specify all known items of business for which the meeting is called; the notices shall be mailed or delivered by the city clerk to the home address of each of the officials so as to arrive at each such destination in advance of each such meeting. Such notice shall not be required if the mayor, all councilmembers, and city administrator are present when the special meeting is called. Such notice of any special meeting may be waived by the mayor, a councilmember, or the city administrator in writing before the meeting occurs. The notice of such special meeting shall state what business is to be transacted at the special meeting. Only the business stated in the call may be transacted at the special meeting.

Charter reference— Authority to provide for special meetings, § 7.