Council – If the item is meant for Council action, staff includes all recommendations in backup.

Other Motions – These EC recommendations are posted to the EC webpage and shared in the daily digest.

Additional B&C Review -

Responsible staff will place the item on the agenda with the EC recommendation as backup. (e.g. LUC, PC)

Council Committee – Some items require Committee recommendation and other items are for briefing purposes.

Responsible Staff

• Staff ushers the item through the next level of review. The various possible levels are shown above.

Liaison

• The liaison posts the recommendation on the EC's webpage and sends the motion sheet to responsible staff.

Recommendations are also included in a daily digest to the Mayor, Council, and CMO.

Environmental Commission (EC)

• The EC takes action and makes a recommendation.

Originator

Items are submitted by staff or at the request of the EC.
 Typical items include variances, ordinances, and other action items.