

ORDINANCE NO. 798-04

ADOPTING RULES OF PROCEDURE FOR COUNCIL MEETINGS

BE IT ORDAINED BY THE CITY COUNCIL OF FOLEY, ALABAMA that the order of procedure in all instances for meetings of the Council shall be as follows:

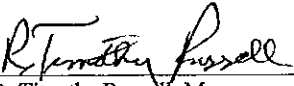
- Section 1. That the rule of order of procedure herein contained shall govern deliberations and meeting of the City Council of Foley, Alabama.
- Section 2. Regular meetings of the Council shall be held on the following dates: the first and third Monday of each month at 5:30 p.m.
- Section 3. Special meetings may be held at the call of the presiding officer by serving notice on each member of the Council not less than 24 hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50, Code of Alabama 1975, whenever two councilmembers making the request shall have the right to call such meeting. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least 24 hours prior to such meeting.
- Section 4. A quorum shall be determined as provided by Section 11-43-48, Code of Alabama 1975.
- Section 5. All regular meetings shall convene at 5:30 p.m. in the Council Chambers at City Hall and all meetings, regular and special, shall be open to the public.
- Section 6. The order of business shall be as follows:
1. Call to order
 2. Roll Call
 3. Approval of the minutes of the previous meeting
 4. Old Business
 5. New Business
 6. Reports
 7. Auditing Accounts
 8. Resolutions, Ordinances & Other Business
 9. Visitor Comments
 10. Adjourn
- Section 7. No member shall speak more than twice on the same subject without the permission of the presiding officer.
- Section 8. No person, not a member of the Council, shall be allowed to address the same while in session without permission of the presiding officer.
- Section 9. Every officer whose duty it is to report at the regular meetings of the Council, who shall be in default thereof, may be fined at the discretion of the Council.
- Section 10. Motions shall be reduced to writing when required by the presiding officer of the Council or any member of the Council.
- Section 11. Motions to reconsider must be by a member who voted with a majority and at the same or next succeeding meeting of the Council.
- Section 12. Whenever it shall be required by one or more members, the "yeas" and "nays"

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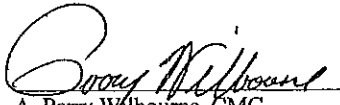
shall be recorded and any member may call for a division on any question.

- Section 13. All questions of order shall be decided by the presiding officer of the Council with the right of appeal to the Council by any member.
- Section 14. The presiding officer of the Council may, at his or her discretion, call any member to take the chair, to allow him or her to address the Council, make a motion, or discuss any other matter at issue.
- Section 15. Motions to lay any matter on the table shall be first in order, and on all questions, the last amendment, the most distant day, and the largest sum shall be first put.
- Section 16. All meetings of the Council shall be open to the public, except when the Council meets in executive session as authorized by state law.
- Section 17. The Council may meet in executive session only for those purposes authorized by state law. When a councilmember makes a motion to go into executive session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the Council shall vote in favor of the motion to go into executive session, the body shall then move into executive session to discuss the matter for which the executive session was called. No action may be taken in an executive session. When the discussion has been completed, the Council shall resume its deliberations in public.
- Section 18. A motion for adjournment shall always be in order.
- Section 19. The rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.
- Section 20. The rules of the Council may be temporarily suspended by a vote of two-thirds of the members present.
- Section 21. The chair of each respective committee, or the councilmember acting for him or her, shall submit or make all reports to the Council when so requested by the presiding officer or any member of the Council.
- Section 22. All ordinances, resolutions or propositions submitted to the Council which require the expenditure of money shall lie over until the next meeting; provided, that such ordinances, resolutions or propositions may be considered earlier by unanimous consent of the Council; and provided further that this rule shall not apply to the current expenses, contracts, regular salaries or wages of City officers and employees of the City.
- Section 23. No ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and the vote hereon spread on the minutes.
- Section 24. *Roberts Rules of Order* is hereby adopted as the rules of procedure for this Council in those situations which cannot be resolved by the rules set out in this ordinance.
- Section 25. This ordinance shall go into effect upon its passage and publication as required by law.

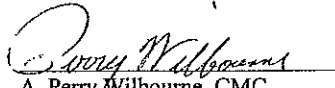
PASSED, ADOPTED AND APPROVED this 4th day of October 2004.


R. Timothy Russell, Mayor

ATTEST:


A. Perry Wilbourne, CMC
City Clerk/Administrator

"I certify that the foregoing Ordinance was published in the Foley Onlooker, a newspaper of general circulation in the City of Foley, in its issue of Wednesday, October 20, 2004.


A. Perry Wilbourne, CMC
City Clerk/Administrator

State of Alabama, Baldwin County
I certify this instrument was filed
and taxes collected on:

2004 October -22 10:35AM

Instrument Number 040005 Pages 3
Recording 9.00 Mortgage
Deed Min tax
Index DP 5.00
Archive 5.00
3 Adrian T. Johns, Judge of Probate