



BALDWIN COUNTY, ALABAMA
TIM RUSSELL PROBATE JUDGE
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City of Foley, AL

407 E. Laurel Avenue
Foley, AL 36535

Signature Copy

Ordinance: 13-1006

File Number: 13-0279

Enactment Number: 13-1006

ESTABLISHING ORDER AND RULES OF PROCEDURE FOR FOUR YEAR TERM BEGINNING NOVEMBER 5, 2012

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

Section 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the 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 except on holidays as recognized and/or designated by the Council of Foley, Alabama beginning at 5:30 p.m. Work Sessions shall be held the same days as the Council meetings beginning at 4:00 p.m. except on holidays as recognized and/or designated by the Council of Foley, Alabama.

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 twenty-four 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 council members (or the mayor) 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.

Section 5. All regular meetings shall convene at 5:30 o'clock p.m. at the 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. A call to order

2. Roll call and Pledge of Allegiance
3. Review of the Agenda
4. Approval of the minutes of the previous meeting
5. Reports
6. Auditing accounts
7. Resolutions, ordinances, proclamations and other business.
8. Public comments
9. Adjourn

Section 7. No member shall speak more than twice on the same subject without 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 may be reduced to writing when required by the presiding officer of the council or any member of the council. All resolutions and ordinances and any amendments thereto may be in writing at the time of introduction.

Section 11. Motions to reconsider must be by a member who voted with the prevailing side and at the same or next succeeding meeting of the council.

Section 12. Whenever it shall be requested by one or more members, the "yeas" and "nays" 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. 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 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 operations.

Section 20. The rules of the council may be temporarily suspended by a two-thirds vote of the members present.

Section 21. The chairman 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.

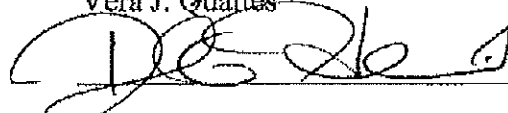
Section 22. All ordinances, resolutions or propositions submitted to the council which require the expenditure of money shall lie over the next regular meeting; provided, that such ordinances, resolutions or propositions may be considered earlier by unanimous consent of the council; and provided further, that this rule shall not apply to the current expenses of, or contracts previously made with regular salaries of officers or wages of employees of the city.

Section 23. The clerk, engineer, attorney and chief of police, and such other officers or employees of the city of Foley, shall, when requested, attend all meetings of the council and shall remain in the council room for such length of time as the council may direct.

Section 24. 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 thereon spread on the minutes.

Section 25. Robert's 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 the ordinance.

Section 26. This ordinance shall go into effect upon the passage and publication as required by law.


Vera J. Quaites
Ralph G. Hellmich

Cecil R. Blackwell

Cecil R. Blackwell

Charles J. Ebert, III

Charles J. Ebert, III

PASSED, APPROVED AND ADOPTED this 5th day of November, 2012.

President's Signature

JW Truesdell

Date

11-8-12

Attest by City Clerk

Victoria Southern

Date

Sent to Mayor

Date

"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 Friday, February 1, 2013".

Victoria Southern

Victoria Southern, CMC
City Clerk