

ORDINANCE NO. 2020-037-ADM

**AN ORGANIZATIONAL ORDINANCE FOR THE CITY COUNCIL
TERM BEGINNING THE FIRST MONDAY IN NOVEMBER 2020
THROUGH THE FIRST MONDAY IN NOVEMBER 2024**

BE IT ORDAINED BY THE CITY COUNCIL OF TRUSSVILLE, ALABAMA, that the order 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 Trussville, Alabama.

Section 2. Immediately after its installation, the city council shall elect from among its members a president who shall serve as the presiding officer of the council, the nomination and election of which shall be conducted by the city clerk. The president of the city council shall exercise such duties and functions as are prescribed by law. In addition thereto, the president shall conduct city council meetings in accordance with governing statutes, ordinances, and duly adopted rules of procedure, shall assign council members to standing and special committees, and shall ensure that official proceedings of the city council are conducted with appropriate decorum, fairness, and efficiency. The term of the president shall expire on the first Monday of each successive November following adoption of this ordinance, but the sitting president may serve until a successor to the office is elected by the city council. The incumbent council shall elect a council president at a regular meeting held during the month of October of each year, except the October of the quadrennial municipal election year, and the councilmember so elected shall assume the presidency at the first Monday in November. The president pro tempore shall succeed to the duties and responsibilities of the president in the absence or upon the death or disability of the council president in the manner prescribed by law. The term of the president pro tempore shall expire on the first Monday of each successive November following adoption of this ordinance, but the sitting president pro tempore may serve until a successor to the office is elected by the city council. Both the president and president pro tempore shall be eligible to be re-elected to such offices by the city council.

Section 3. Regular meetings of the Council shall be held at least twice each month on the following dates: The second and fourth Tuesdays of each month.

Section 4. Special meetings may be held in compliance with the Open Meetings Law, Act 2005-040 by giving public notice seven (7) days in advance of any rescheduled required regular meeting, one (1) day in advance of any special meeting, or one (1) hour in advance of any emergency meeting. Notice shall be placed on a bulletin board at a place convenient to the public at City Hall and to those on the direct notice list. The presiding officer shall call special meetings as provided in Section 11-43-50, Code of Alabama, 1975, whenever in his opinion the public interest may require it and whenever two aldermen or the mayor request him in writing to call such meeting. Upon the failure or refusal of the presiding officer to call such meeting when requested, the two aldermen or the mayor making the request shall have the right to call such meeting.

Section 5. A quorum shall be determined as provided by Section 11-43-48, Code of Alabama.

Section 6. All regular meetings shall convene at 6 o'clock p.m. at Trussville City Hall and all meetings, regular, special, and emergency shall be open to the public.

Section 7. The order of business for regular meetings shall be as follows:

1. A call to order
2. Prayer
3. Pledge to the Flag
4. Roll call
5. Approval of the minutes of the previous meeting
6. Approve agenda/Consent agenda/Agenda addendum (if necessary)
7. Public Comment
8. Resolutions, ordinances, orders, and other business
9. Auditing accounts
10. Council Reports and Mayor comments
11. Audience
12. Adjourn

Section 8. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 9. 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 10. 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 11. Motions shall 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 shall be in writing at the time of introduction.

Section 12. 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 13. Whenever it shall be required by one or more members, the "yeas" and "nays" shall be recorded and any member may call for a division on any question.

Section 14. 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 15. 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 16. 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 17. 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 18. The council may meet in executive session only after a quorum convenes a duly advertised public meeting, and 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 insure the declaration is made by the appropriate authority to authorize the reason for the executive session, shall put the motion to a voice vote, and shall state whether the Council will reconvene after the executive session, and if so, the approximate time the body expects to reconvene. 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 19. A motion for adjournment shall always be in order.

Section 20. The rules of the council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 21. The rules of the council may be temporarily suspended by a vote of two-thirds of the members present.

Section 22. 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.

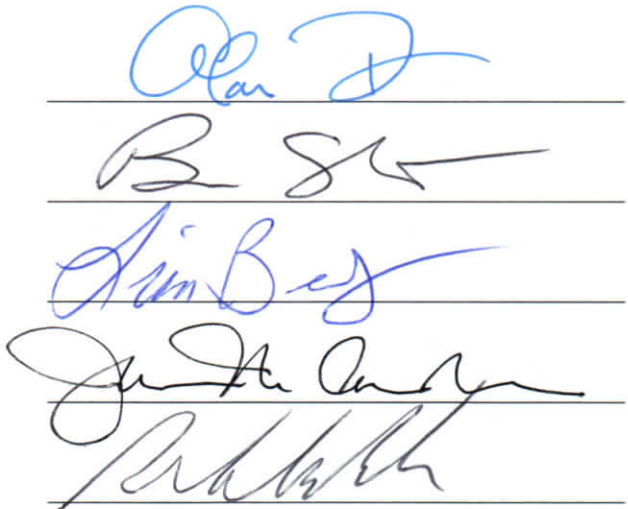
Section 23. All ordinances, resolutions or propositions submitted to the council which require the expenditure of money shall lie over until the next meeting; provided, that such ordinances, resolutions, or propositions may be considered earlier by unanimous consent of the council; and provided further, that this rule shall not apply to the current expenses of, or contracts previously made with, or regular salaries of officers, or wages of employees of the city.

Section 24. The clerk, engineer, attorney and chief of police, and such other officers or employees of the City of Trussville, 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.

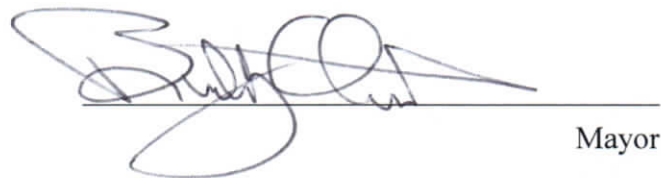
Section 25. No ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and the vote thereon spread on the minutes.


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

Adopted this the 2th day of November, 2020.



Approved this the 2 day of November, 2020.


Mayor

Attest: 
City Clerk