ORDINANCE NO. 2001-12

AN ORDINANCE SETTING PROCEDURES FOR CONDUCTING CITY COUNCIL MEETINGS IN THE CITY OF MULBERRY, ARKANSAS, ADOPTING ACA 14-43-502 (b)(2)(B) AND FOR OTHER PURPOSES.

WHEREAS, the Council must set procedures to maintain organization and proper order when conducting a City Council meeting; and

WHEREAS, the Arkansas Municipal League has provided a publication of basic procedures to follow; and

WHEREAS, Resolution No. 99-13 sets similar procedures to conduct Council meetings; and

WHEREAS, New state legislation requires the above said procedures to be set by ordinance,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MULBERRY, ARKANSAS:

SECTION 1. Setting of City Council Meeting

A. Time, date and place of regular Council meeting shall be set by majority vote of the City Council and may under emergency, abnormal or unforeseen circumstances be altered by the Mayor.

B. ACA 14-43-502 (b)(2) is hereby adopted and therefore a Special Council meeting may be called by the Mayor or any three aldermen as may be needed to conduct business which is not of a routine nature or is of an urgent or emergent nature.

SECTION 2. Setting of the Agenda

A. The Mayor shall be responsible for setting the agenda for all regular or special called meetings of the City Council.

B. Any Council Member may have an item or items placed on the agenda for any meeting of the Council.

C. The agenda for regular meetings shall be closed to additional items five (5) days prior to the date of the Council meeting. In the case of Special called meeting the agenda will be closed two hours prior to the meeting.

D. After the agenda is closed, additional items may be placed on the agenda by the Mayor or mutual consent of the Council.

SECTION 3. Public Comment Period

A. There shall be allotted at the end of each Council meeting a "Public Comment" or public participation period in which any person attending may speak to the Council.

B. Each person wishing to speak shall be allotted three minutes to make their comments or presentation to the Council after being recognized by the Mayor.

C. If more than one person wishes to speak on the same subject a limit may be placed by the Mayor or majority vote of the Council as to the number of persons allowed to speak on any (1) subject.

D. Any item brought forth by the public at any Council meeting may be tabled at the discretion of the Mayor or by majority vote of the Council, as to allow an appropriate amount of time to research the subject.

SECTION 4. Adjournment and Recess

A. Any Council meeting may be adjourned or temporarily recessed by the Mayor or by majority vote of the City Council.

SECTION 5. Ordinance and resolution may be initiated, introduced or presented to the City Council by the Mayor or any Alderman.

SECTION 6. That unless otherwise stated above, the City Council of Mulberry will operate under the "Procedural Rules for Municipal Officials" as officially published June, 1987 by the Arkansas Municipal League.

SECTION 7. Nothing in the above provisions are in any way to alter precedence or prohibit other procedures which have been set from time to time by the City Council.

PASSED AND APPROVED THIS 17TH DAY OF JULY, 2001.

APPROVED: _____
Jeff Matvin, Mayor

ATTEST: _____
Joe Benham, Recorder-Treasurer