

## **ORDINANCE 2020-06**

AN ORDINANCE AMENDING TITLE 1, GOVERNMENT AND ADMINISTRATION, CHAPTER 3, PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE, ARTICLE A, RULES OF ORDER AND PROCEDURE, SECTION 1-3-10 ORDER OF BUSINESS, OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO ADD A SECTION FOR CONSENT AGENDA

WHEREAS, the Isle of Palms Council desires to use a consent agenda to help streamline meetings and expedite routine and non-controversial items that require no discussion and have been unanimously approved by the full body of Council at any prior meeting; and

WHEREAS, it is necessary and appropriate to approve a procedure for consent agendas to assure all members understand and agree on the process; and

BE IT ORDAINED AND ENACTED BY THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF ISLE OF PALMS, SOUTH CAROLINA, IN CITY COUNCIL ASSEMBLED THAT CHAPTER 3, PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE, ARTICLE A, RULES OF ORDER AND PROCEDURE, SECTION 1-3-10 ORDER OF BUSINESS, SHALL BE AMENDED TO READ AS FOLLOWS:

SECTION 1. That Section 1-3-10 is hereby amended by adding (c) to state as follows:

Sec. 1-3-10. - Order of business.

(A) *Regular meetings.*


- (1) The order of proceedings of the City Council shall be as follows:
  - (a) The minutes of the previous Council meeting shall be presented by the City Clerk.
  - (b) Citizen comments.
  - (c) Reports from standing committees.
  - (d) Reports from city officers, boards and commissions.
  - (e) Reports from special or joint committees.
  - (f) Petitions received, referred or disposed of.
  - (g) Introduction of new bills or resolutions.
  - (h) Miscellaneous business.
- (2) The order of proceeding in subsection (A)(1) of this section shall be governed as follows:
  - (a) *Reading of the minutes of the past council meeting by the City Clerk.* Unless a motion to approve the minutes as published is passed by a majority of those members present, the minutes of all meetings which have not been approved shall be read in their entirety, excluding appendices, corrected, if necessary, and approved by a majority vote.
  - (b) *Citizen comments.* Members of the public who want to address the City Council at a City Council meeting shall sign up before the start of the meeting identifying themselves by providing name and address and shall be allowed the floor in the order of requests received. The individual requesting to speak should furnish the

City Clerk with a written copy of the comments to be made to Council. Speakers shall limit their remarks to no more than three (3) minutes. Public participation during Citizen Comments shall be limited to no more than thirty (30) minutes in total unless extended for a time certain by the Mayor or by a majority vote of the City Council. If there are more speakers signed up to address the City Council than time will allow, citizens may provide a written copy of the comments to be included in the public record. Public participation during Citizen Comments shall be conducted in accordance with section 1-3-13.

- (c) *Consent Agenda.* Routine or noncontroversial matters will be treated as one agenda item. All items on the consent agenda may be collectively approved by one vote without debate. Before the consent agenda is voted upon, any item included can be removed upon the request of any Councilmember. Any item removed from the consent agenda upon request will be handled separately in the same manner as an agenda item. Council will vote on the consent agenda as one item; passage of the consent agenda will be passage of each item included therein. Failure to pass the consent agenda will not defeat each item included therein, in such event, each item will be considered individually.
  - (d) *Reports from standing committees.* This should include only the standing committees of Council in the order listed in section 1-3-31. All reports from standing committees shall be submitted, in writing, to the City Clerk prior to the start of the meeting.
  - (e) *Reports from City officers, boards and commissions.* All reports should be submitted, in writing, to the City Clerk prior to the start of the meeting.
  - (f) *Reports from special or joint committees.* This shall include only those special or joint committees appointed by the Mayor and Council. All reports should be submitted in writing prior to the start of the meeting.
  - (g) *Petitions received, etc.* Petitions received, referred, or disposed of, this is to include all petitions, letters of request, etc., which have been proposed to Council. If a petition previously received by Council has been referred, the report on that petition shall be made here. When action has been taken on a petition, the disposition shall be reported here. All petitions and requests shall be submitted, in writing, one (1) week prior to the date of the Council meeting at which time the proposed action is requested. All reports on petitions and requests shall be submitted, in writing, prior to the start of the meeting.
  - (h) *Introduction of new bills or resolutions.* All new bills and resolutions shall be in a form approved by the Council and read.
  - (i) *Miscellaneous business.* Miscellaneous business shall include any matter that is not included in any of the other orders. All subjects/matters to be included here must be submitted to the City Clerk for inclusion on the agenda.
- (B) *Special meetings.* The order of proceeding for a special meeting shall be that order as published on the agenda for that special meeting. No items may be added.

SECTION 2. That this Ordinance take effect and be in full force immediately.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE \_\_\_\_\_ DAY OF July, 2020.


  
\_\_\_\_\_

Jimmy Carroll, Mayor

(Seal)



Attest:

  
\_\_\_\_\_

City Clerk

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Ratification: \_\_\_\_\_