



To: Honorable Mayor and Village Council

Date: October 29, 2012

From: Ron E. Williams, Village Manager

Re: Order of Business

A handwritten signature in blue ink, appearing to read "Ron E. Williams".

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO THE VILLAGE COUNCIL; REVISING ORDER OF BUSINESS; PROVIDING FOR ORDINANCES IN CONFLICT, CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS:

The Village of Palmetto Bay Code of Ordinances 2-49, Council discussion, public participation, and decorum, dictates the manner in which a Council meeting is conducted. Recently, the Mayor and Village Council have directed the Village Clerk to read the decorum statement at the beginning of all Council meetings (the statement is read at the beginning of all Zoning hearings.) As the order of business at Council meetings is mandated by Ordinance, it is necessary to revise the Ordinance to include this direction.

FISCAL/BUDGETARY IMPACT:

None, with the exception of the advertising cost for announcement of second reading/public hearing (approximately \$75 with advertisement in the Daily Business Review.)

RECOMMENDATION:

Approval, upon the determination of the Village Council.

ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO THE VILLAGE COUNCIL; REVISING ORDER OF BUSINESS; PROVIDING FOR ORDINANCES IN CONFLICT, CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, article IV, section 4.1(B) of the village charter of the Village of Palmetto Bay provides that the council shall determine its rules of procedure and order of business; and,

WHEREAS, the Mayor and Council desire to enact an ordinance to implement the cited provision of the village charter.

BE IT ENACTED BY THE MAYOR AND COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

4.2 *Agenda Procedures.*

(a) Order of business. There shall be an official agenda for every regular and special meeting of the council that shall determine the order of business to be conducted at the meeting. The order of business of the council at the regular meetings shall be as follows:

1. Call to Order, Roll Call, Pledge of Allegiance
- ~~2.~~ 2. Decorum Statement
- ~~3.~~ 3. Proclamations, Awards, Presentations
- ~~4.~~ 4. Approval of Minutes
- ~~5.~~ 5. Village Manager's Report
- ~~6.~~ 6. Village Attorney's Report
- ~~7.~~ 7. Board and Commission Reports
- ~~8.~~ 8. Consent resolutions
- ~~9.~~ 9. Resolutions
- ~~10.~~ 10. Resolutions requiring public hearing
- ~~11.~~ 11. Ordinances for first reading and emergency ordinances
- ~~12.~~ 12. Ordinances for second reading and public hearing
- ~~13.~~ 13. Requests, petitions and public comments
- ~~14.~~ 14. Council comments
- ~~15.~~ 15. Other business
- ~~16.~~ 16. Next meeting and adjournment

Section 2. Codification. This ordinance shall be codified and included in the code of ordinances.

Section 3. Severability. If any section, clause, sentence, or phrase of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, the holding shall not affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date. This ordinance shall take effect immediately upon enactment.

First reading: _____, 2012

PASSED AND ENACTED this ____ day of December, 2012.

Attest: _____
Meighan Alexander
Village Clerk

Shelley Stanczyk
Mayor

APPROVED AS TO FORM:

Eve Boutsis
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____
Council Member Howard J. Tendrich _____
Council Member Joan Lindsay _____
Vice-Mayor Brian W. Pariser _____
Mayor Shelley Stanczyk _____