

CITY OF PRESQUE ISLE

Rules of the Presque Isle City Council



Approved by the City Council: March 3, 1997
Reaffirmed without changes: January 7, 2008
Amended: January 22, 2008

Attest: _____
Nancy G. Nichols, City Clerk



RULES OF THE PRESQUE ISLE CITY COUNCIL

Section 1 – Purpose

The purpose of the Rules of the Presque Isle City Council is to establish parliamentary procedure of the City Council at Council meetings as allowed by the Council Procedure Ordinance.

Section 2 – Terms

In the normal course of City Council business, the word “**Motion**” shall have the same meaning as “**Resolve**”.

Section 3 – Policy on Voting

- A. At least a **Majority** vote of four (**4**) is required for: Electing a Council Chair and Deputy Chair; to pass ordinances, resolves, Council rules, to resolve personnel and financial matters; and the adoption of the budget after thirty (30) days of the new fiscal year; and all others not specified.
- B. At least a **two-third** (2/3) vote of five (**5**) is required to approve the City budget and to appoint and to suspend or terminate the appointment of the City Manager, the City Clerk, the City Attorney, and any other officials appointed by Council; emergency enactment of ordinances prior to the 10-day enactment period; extending the time of submission of a voter initiative for an election; designating another person to serve as Acting City Manager, either in default of, or instead of, the City Manager’s designee; changing the fiscal year other than the period January 1 to December 31, amending an adopted budget during the fiscal year; and revising or repealing capital appropriations.
- C. A **Unanimous** vote of seven (**7**) is required: To spend from the Emergency Reserve Account.

Section 4 – Records

The City Clerk shall maintain an accurate and up-to-date copy of all rules adopted by the City Council for parliamentary procedure at Council meetings. A written copy of the most current rules shall be provided periodically to all Councilors or upon request by any individual Councilor or general public.

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Section 5 – Order of Business

At regular meetings the following shall be the normal order of business, where applicable:

1. Call to Order – Roll Call
2. Pledge of Allegiance
3. Moment of Silence, Proclamations, Recognitions
4. Public Hearings
5. Citizen Comments
6. Old Business
7. New Business
8. Manager’s Report
9. Announcements
10. Executive Session
11. Adjournment