

**CITY OF BULL SHOALS  
MARION COUNTY ARKANSAS  
ORDINANCE**

**AN ORDINANCE TO REPEAL AND REPLACE ORDINANCE 2013-04 WHICH IS AN ORDINANCE TO ESTABLISH RULES OF PROCEDURE FOR THE CITY COUNCIL, CITY OF BULL SHOALS, MARION COUNTY, ARKANSAS.**

**WHEREAS**, Arkansas State Statutes provide some latitude to municipal governing bodies in the establishment of rules of procedure, and

**WHEREAS**, the City Council, City of Bull Shoals has determined that it is in the best interest of said City to have such rules of procedure.

**WHEREAS**, this ordinance replaces ordinance, 2013-04, and all ordinances or parts of ordinances in conflict herewith are hereby repealed.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Bull Shoals, Marion County, Arkansas:

**SECTION I – MEETINGS**

- A. Regular** – Regular meetings of the City Council shall be held on the last Thursday of each Calendar month, beginning at 6:30 P.M. If this day occurs on a holiday or an emergency exists City Council may set an alternate date by majority vote for the meeting.
- B. Workshop**- Regular Workshop meetings of the City Council shall be held on Monday, 10 days prior to the regular City Council meeting, beginning at 6:30 P.M. If this day occurs on a holiday or if an emergency exists City Council may set an alternate date by majority vote for the meeting.
- C. Special** – Special meetings of the City Council may be called by the Mayor or by any three (3) Aldermen who shall make a request to the Recorder/Treasurer at least two (2) days prior (unless a critical/emergency situation exists) to the time specified for such meeting. Such request shall include the topic to be considered and a reason that consideration of said topic cannot be delayed.

The person requesting the meeting shall be responsible for notification at least (2) hour's prior, each Alderman and such media that have requested notice to be given of the time and purpose of such meeting and the names of the other requesting council members (ref. A.C.A. 25-19-106).

- D. Place** – All meetings of the City Council, including Special meetings shall be held in the Bull Shoals City Hall.
- E. Quorum** – A majority of the member-elect, including the Mayor, shall constitute a quorum, but a lesser number may, adjourn from time to time or compel the attendance of absent members. (14-43-501) ( c ) (ii) Prescribed manner and under such penalties
- E. Agenda-** Agenda items for the monthly workshop and meeting must be received by the recorder treasurer by noon the day of the workshop.

## **SECTION II – ORDER OF BUSINESS**

The business of the City Council shall be conducted in the following order.

- Pledge of Allegiance;
- Call to order by presiding officer;
- Roll Call;
- Minutes of previous meeting;
- Treasurer Report;
- Department Reports;
- Old Business;
- New Business;
- Mayor's Comments and announcements
- Public Input (all parties wishing to address the City Council, for whatever reason shall be required to state their name and address for the record after which they will be afforded a period of three (3) minutes to state their concern).
- Adjournment (Meeting shall end by 8:30PM unless voted to extend for special circumstances)

## **SECTION III – PRESIDING OFFICER**

- A. Control of meeting.** The Mayor shall preserve order and conduct the proceeding of the meeting. Following the guidelines of, Arkansas Municipal Leagues, Procedural Rules for Municipal Officials.

- B. Absence of Mayor.** If the Mayor is absent from any meeting, the Recorder/Treasurer shall perform the function of this office or the City Council can vote for a presiding officer for that meeting.(ref. A.C.A. 14-42-111).
- C. Participation in debate.** The presiding officer may speak upon any question recognizing that some discretion must be exercised, so as not to override a fair opportunity for debate by members of the Council.

## **SECTION IV – ORDINANCES & RESOLUTIONS**

- A. Reading Requirement** – All bylaws and ordinances shall be, read in full on three (3) different days unless two-thirds (2/3) of the members of the Council shall suspend the rule (ref. A.C.A. 14-55-202).
- B. Voting Requirements**
1. Passage of every bylaw, ordinance, resolution or order to enter into a contract by the Council, the yeas and nays shall be recorded [ref. A.C.A. 14-55-203 (a)].
  2. To pass any by-law, ordinance, resolution or order, a concurrence of a majority of the whole number of members elected to the Council shall be required [ref. A.C.A. 14-55-203 (b)].
  3. Any person or persons taking issue with an ordinance enacted by the City Council may within thirty, (30) days of publication of said ordinance file a referendum petition requesting reconsideration of said ordinance by fully stating reasons ordinance should be reconsidered within said petition.
  4. Emergency clause of any given ordinance shall only be executed if a true emergency exists [ref. A.C.A. 14-55-203 (c) (1) (C)].(Existing Law)
  5. The Mayor shall have a vote to establish a quorum of the City Council and when his/her vote is needed to pass any ordinance, bylaw, resolution, order, or motion. (14-43-501) (B).

## **SECTION V – GENERAL RULES**

1. The deliberations of the City Council shall be conducted in accordance with the parliamentary rule contained in the Procedural Rules for Municipal Officials,

- published by the Arkansas Municipal League,  
which is hereby incorporated in this section by reference
2. Any Council member may bring a topic not on the agenda to the floor for discussion.

## **SECTION VI – SUSPENSION OF RULES**

These rules or any part thereof may be temporarily suspended in connection with matter under consideration by a recorded vote of two-thirds of the members.

## **SECTION VII – RECONSIDERATION OF MOTIONS OR QUESTIONS.**

- A. When a motion or question has been decided, it shall be in order for any member of the Council who voted on the prevailing side to move for reconsideration at the next succeeding meeting of the Council. If a motion to reconsider is made at the succeeding meeting, then a majority of the Council is required to decide whether a motion or question is to be reconsidered.
- B. A motion to reconsider any motion or question shall not be heard if it is not made at the succeeding meeting at which the original motion or question was proposed.
- C. If a motion or question is raised which had previously been decided by the Council, but not at the same or at the succeeding meeting, then the Council in order to consider the motion or question must first vote to suspend the rules (as set forth in Section VI) to allow the question or motion to be brought before it.
- D. If the Council votes to suspend the rules to consider a question or motion once, the Council shall not vote to suspend the rules to consider the question or motion again until the beginning of the next scheduled meeting.

## **SECTION VIII – SEVERABILITY**

The invalidity or unconstitutionality of the provisions of this Ordinance shall not affect any other section hereof, but same shall remain in full force and effect.



THIS ORDINANCE PASSED AND ADOPTED by the City Council of  
the City of Bull Shoals, Marion County, Arkansas this 29<sup>th</sup> day of  
January, 2015

Attest:

Kimberly M. Williams David R. Hetch  
Recorder/Treasurer Mayor

In accordance with Arkansas Statute 14-55-206; I, Jenny Hargleroad,  
Recorder/Treasurer, certify I have posted this Ordinance in five (5) of the most  
public places in the City of Bull Shoals, Arkansas (Arvest Bank, City Hall, First  
Security Bank, Harps Bulletin Board and the C.S. Woods Community Center).

Posted Date: February 2, 2015

Posted By: Kimberly M. Williams  
(signature)