

MINUTES OF COUNCIL ORGANIZATIONAL MEETING

CITY OF GULF SHORES, ALABAMA

NOVEMBER 3, 2008

Mayor Duke called the meeting to order at 5:00 p.m. at the City Hall. The invocation was delivered by The Reverend Robert Warren, St. Andrew by the Sea Church. The Pledge of Allegiance to the flag was led by Mayor Duke.

Mayor Duke introduced the Honorable Walter J. Chandler, Municipal Judge for the City of Gulf Shores, who had consented to administer the oath of office to the newly-elected officials. Upon completion of the verbal ceremony, Judge Chandler secured the signatures of the individuals and executed the appropriate forms.

Mayor Duke left the dais.

Mayor Craft expressed gratitude and appreciation to Mayor Duke for his dedication and many years of service to the City.

Mayor Craft stated he was proud to represent the City and looked forward to working with the Council.

Mayor Craft announced the first order of business was to elect a Mayor Pro Tempore and asked for nominations from the Council.

Councilman Harris nominated Councilman Doughty as a candidate for Mayor Pro Tempore and moved that nominations be closed; seconded by Councilman Garris. Upon the question, the vote thereon was as follows: Councilman Garris, "aye," Councilman Doughty, "abstain," Councilman Harris, "aye," Councilman Dyken, "aye," Councilman Jones, "aye," and Mayor Craft, "aye." Whereupon, the Mayor declared the motion carried.

Mayor Craft introduced and offered for Council consideration Ordinance No. 1530 to adopt the rules of procedure to govern deliberations and meetings of the City Council during their four year term of office.

Councilman Jones moved for unanimous consent of the Council to suspend the rules of procedure to allow for the immediate consideration of the following Ordinance:

ORDINANCE NO. 1530

**AN ORDINANCE TO ESTABLISH
RULES OF PROCEDURE FOR MEETINGS
OF THE CITY COUNCIL
OF THE CITY OF GULF SHORES**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GULF SHORES, ALABAMA, WHILE IN ORGANIZATIONAL SESSION ON NOVEMBER 3, 2008, as follows:

Section 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the City Council of the City of Gulf Shores, Alabama.

Section 2. That regular meetings of the Council shall be held on the second and fourth Monday of the month.

Section 3. That special meetings may be held at the call of the Mayor by serving notice on each member of the Council not less than twenty-four (24) hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50, *Code of Alabama 1975*, whenever two (2) councilmembers making the request shall have the right to call such meeting. Notice of all special meetings shall be posted on a bulletin board accessible to the public at least twenty-four (24) hours prior to such meeting.

Section 4. That all regular meetings shall convene at 5:00 p.m. at the city hall, and all meetings, regular and special, shall be open to the public except when the Council meets in Executive Session as authorized by state law.

Section 5. That a quorum shall be determined as provided by Section 11-43-48, *Code of Alabama 1975*.

Section 6. That the City Administrator, City Clerk, Public Works Director, Planning Director, Chief of Police, Fire Chief and such other officers or employees of the city shall, when requested, attend all meetings of the council and shall remain in the council chambers for such length of time as the council may direct.

Section 7. That the order of business shall be as follows:

1. Call to order
2. Invocation
3. Pledge of allegiance
4. Roll call
5. Approval of minutes
6. Approval of payroll and expense vouchers
7. Public hearings
8. Presentation of petitions, requests and communications
9. Hearing of persons not listed on formal agenda
10. Unfinished business
11. New business: resolutions, ordinances, etc.
12. Committee reports
13. Department supervisors' reports
14. Adjourn

Section 8. That any item of business not on the prepared agenda, or any person wishing to address the council on any matter not on the prepared agenda, may be admitted to the agenda by majority vote of the council; provided, however, that any item of business to be presented to the council by way of the prepared agenda and which may require the review, investigation, or preparation of written documents or any other matter which may require administrative, legal or technical review and investigation shall be submitted in writing to the city clerk no later than 12:00 noon on Wednesday immediately preceding the next regular council meeting.

Section 9. That no member shall speak more than twice on the same subject without the permission of the presiding officer.

Section 10. That no person, not a member of the council, shall be allowed to address the same while in session without permission of the presiding officer.

Section 11. That every officer, whose duty it is to report at the regular meetings of the council, who shall be in default thereof, may be fined at the discretion of the council.

Section 12. That motions shall be reduced to writing when required by the presiding officer of the council or any member of the council. All resolutions and ordinances and any amendments thereto shall be in writing at the time of introduction. The reading at-length of proposed ordinances may be dispensed with, upon a majority vote of the councilmembers present.

Section 13. That motions to reconsider must be by a member who voted with a majority and at the same or next succeeding meeting of the council.

Section 14. That whenever it shall be required by one (1) or more members, the 'yeas' and 'nays' shall be recorded and any member may call for a division on any question.

Section 15. That all questions of order shall be decided by the presiding officer of the council with the right of appeal to the council by any member.

Section 16. That the presiding officer of the council may, at his or her discretion, call any member to take the chair, to allow him or her to address the council, make a motion or discuss any other matter at issue.

Section 17. That motions to lay any matter on the table shall be first in order; and on all questions, the last amendment, the most distant day, and the largest sum, shall be first put.

Section 18. That a motion for adjournment shall always be in order.

Section 19. That the chairman of each respective committee, or the councilmember acting for him or her, shall submit or make all reports to the council when so requested by the presiding officer or any member of the council.

Section 20. That no ordinance or resolution of a permanent nature shall be adopted at the meeting at which it is introduced unless unanimous consent be obtained for the immediate consideration of such ordinance or resolution, such consent shall be by roll call and the vote thereon shall be spread on the minutes.

Section 21. That all ordinances, resolutions, or propositions submitted to the council which require the expenditure of money shall lie over until the next meeting; provided, that such ordinances, resolutions, or propositions may be considered earlier by unanimous consent of the council; and provided further, that this rule shall not apply to the current expenses of, or contracts previously made with, or regular salaries of officers or wages of employees of the city.

Section 22. That the rules of the Council may be amended in the same manner as any other ordinance of general and permanent operation.

Section 23. That the rules of the council may be temporarily suspended by a vote of two-thirds of the members present.

Section 24. That Robert's Rules of Order is hereby adopted as the rules of procedure for this council in those situations which cannot be resolved by the rules set out in this ordinance.

Section 25. That all meetings of the council shall be open to the public, except when the council meets in executive session as authorized by state law.

Section 26. That the council may meet in executive session only for those purposes authorized by state law. When a council member makes a motion to go into executive session for an enumerated purpose, the presiding officer shall put the motion to a vote. If the majority of the council shall vote in favor of the motion to go into executive session, the body shall then move into executive session to discuss the matter for which the executive session was called. No action may be taken in an executive session. When the discussion has been completed, the council shall resume its deliberations in public.

Section 27. That this Ordinance shall become effective upon its adoption and publication as required by law.

The motion for unanimous consent was seconded by Councilman Garris; and upon the question, the vote thereon was as follows: Councilman Garris, "aye," Councilman Doughty, "aye," Councilman Harris, "aye," Councilman Dyken, "aye," Councilman Jones, "aye," and Mayor Craft, "aye." Mayor Craft then declared the rules suspended.

Councilman Doughty then moved for the adoption of Ordinance No. 1530 and to waive the reading of said Ordinance at length. The motion for the adoption of Ordinance No. 1530 was seconded by Councilman Harris; was regularly put; was discussed and considered in full by the Council; and upon the question, the vote thereon was as follows: Councilman Garris, "aye," Councilman Doughty, "aye," Councilman Harris, "aye," Councilman Dyken, "aye," Councilman Jones, "aye," and Mayor Craft, "aye." Whereupon, the Mayor declared Ordinance No. 1530 duly and legally adopted.

There being no further business to come before the Council, Councilman Doughty moved to adjourn; seconded by Councilman Jones; and the vote was unanimously in favor of the motion.

Mayor Craft declared the meeting adjourned.

Robert Craft, Mayor

(SEAL)

ATTEST:

Renee F. Moore, MMC, City Clerk