

**THE FOLLOWING RESOLUTION WAS INTRODUCED BY COUNCIL MEMBER
MCGUIRE; AND SECONDED FOR ADOPTION BY COUNCIL MEMBER
ZUCKERMAN**

RESOLUTION NO. 24-43

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MANDEVILLE ESTABLISHING PROCEDURES FOR CITY COUNCIL BUSINESS
AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

WHEREAS, Section 2-06(c) of the Mandeville Home Rule Charter states the City Council shall determine by Resolution its own rules and order of business, and

WHEREAS, the City Council desires to provide proper notice and transparency in the introduction, discussion and adoption of resolutions and ordinances that come before the Council, and

WHEREAS, the City Council desires to clarify agenda notice requirements and procedures relating to how ordinances and resolutions are placed on Council agendas; and

WHEREAS, the City Council desires to formalize the agenda process to be efficient and enhance communication between the Administration and the Council; and

WHEREAS, the City Council desires to provide for orderly, respectful, and professional public meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mandeville that the following rules are established:

1. Any proposed ordinance, resolution or any other item that requires a vote of the Council shall be offered by a Council Member. Members of the Administration shall request a Council Member, district specific is preferred, to offer any items the Administration wishes to offer before the Council.
2. All ordinances, resolutions, and any other items the Council Chairperson deems necessary shall be submitted to the City Attorney for legal review before such item is included on a meeting agenda.
3. The deadline for submission of all agenda items to the Council Clerk and City Attorney is **Monday at noon** one week prior to any regular Council meeting. No items will be considered for inclusion on the agenda if submitted after such deadline unless approved by the Council Chairperson.
4. The Council Chairperson will determine the final agenda for each Council Meeting and determine if additional legal review is needed before the public notice is posted and may defer items submitted to future meetings at his or her discretion. However, the

Council Chairperson shall not unreasonably deny or delay any item offered by any Council Member from being placed on an upcoming agenda.

5. Council Members shall not engage in activities unrelated to Council business during Council Meetings.
6. No Council Member shall send or receive text messages or emails, communicate with the public, other Members of the Council, the Administration, or public via electronic means during Council Meetings. Council Members receiving communications of a personal or urgent nature on electronic devices shall notify the Presiding Officer so they can be excused to address such items.

With the above resolution having been properly introduced and duly seconded, the vote was as follows:

AYES: 5 (Zuckerman, McGuire, Strong-Thompson, Vogeltanz, Discon)

NAYS: 0


ABSTENTIONS: 0

ABSENT: 0

and the resolution was declared adopted this 11th day of July, 2024.



Alex Weiner
Interim Council Clerk



Scott Discon
Council Chairman