

ORDINANCE NO. 111

BE IT ORDAINED BY THE COUNCIL OF BROOKWOOD, ALABAMA, that the order of procedure in all instances for meetings of the council shall be as follows:

Section 1. That the rules or order of procedure herein contained shall govern deliberations and meetings of the council of Brookwood, Alabama.

Section 2. Regular meetings of the Council shall be held on the following dates: The first and third Monday of each month.

Section 3. Special meetings may be held at the call of the mayor by serving notice to each member of the council not less than twenty-four hours before the time set for such special meetings; or special meetings may be held as provided by Section 11-43-50 of the Alabama Code of 1975, whenever two aldermen request in writing that the presiding officer call such meeting; upon the failure or refusal of the presiding officer to call such meeting when requested, the two aldermen making the request shall have the right to call such meeting.

Section 4. A quorum shall be determined as provided by Section 11-43-48 of the Alabama Code of 1975.

Section 5. All regular meetings shall convene at 7 o'clock at the City Hall and all meetings, regular and special, shall be open to the public.

Section 6. The order of business shall be as follows:

1. A call to order.
2. Roll call.
3. Reading of the minutes.
4. Reports of standing committees.
5. Reports of special committees.
6. Reports of officers.
7. Hearing on petitions, applications, complaints, appeals, communications, etc.
8. Auditing accounts.
9. Resolutions, ordinances, orders, and other business.

Section 7. No member shall speak more than twice on the same subject without permission of the presiding officer.

Section 8. 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 9. Every officer, whose duty it is to report at the regular meetings of the council, shall be in default thereof, be fined at the discretion of the council.

Section 10. 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 shall be in writing.

Section 11. Motions to reconsider must be by a member who voted with the majority, and at the same or next succeeding meeting of the council.

Section 12. Whenever it shall be required by one or more members the "yeas" and "nays" shall be recorded; and any member may call for a division on any question.

Section 13. 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 14. The presiding officer of the council, may at his discretion, call any member to take the chair, to allow him to address the council, make a motion or discuss any other matter at issue.

Section 15. 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 16. All meetings of the council shall be public.

Section 17. A motion for adjournment shall always be in order.

Section 18. The rules of the council may be altered, amended or temporarily suspended by a vote of two-thirds of the members present.

Section 19. The chairman of each respective committee, or the councilman acting for him in his place, shall submit or make all reports to the council when so requested by the presiding officer or any member of the Council.

Section 20. All ordinances, resolutions or propositions submitted to the Council which require the expenditure of money shall lie over until the next regular 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 of, or wages of employees of the city.

Section 21. The clerk engineer, attorney and chief of police, and such other officers or employees of the Town of Brookwood shall, when requested, attend all meetings of the council and shall remain in the council room for such length of time as the council may direct.

Section 22. 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 spread on the minutes.

Section 23. This ordinance shall go into effect upon the passage and approval of the same.

Approved this the 7 day of March, 1983

Alton C. Hyche
Mayor, Town of Brookwood, Alabama

Passed and approved 7 day of March, 1983

Clara Pierce
Clerk, Town of Brookwood, Alabama