

ORDINANCE NO. 2025-1191

ORGANIZATIONAL ORDINANCE

BE IT ORDAINED BY THE COUNCIL OF BOAZ, 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 Boaz, Alabama.

SECTION 2: Regular meetings of the Council shall be held on the following dates: the second and fourth Monday of each month, except for December and the dates shall be the first and third Monday.

SECTION 3: Special meetings may be held at the call of the presiding officer by serving notice on each member of the Council not less than 24 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, 1975, whenever two Council members, or the Mayor 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 Council members or the Mayor making the request shall have the right to call such meeting. Special meetings may be held without furnishing 24-hour advance written notice provided the Mayor and all members of the City Council shall first sign a waiver that waives any and all notice of the time and place of the special meeting, prior to commencing or transacting any business. Only those items of business for which the special meeting is convened shall be voted upon at said special meeting. All written notice and waivers shall state the specific purpose or purposes for such meetings.

SECTION 4: A quorum shall be determined as provided by Section 11-43-48, Code of Alabama.

SECTION 5: All regular meetings shall convene at 6:00 p.m. in the evening at the Boaz Senior Center on 112 Church Street, and all meetings, regular and special, shall be open to the public.

SECTION 6: The order of business shall be as follows:

1. Call to order
2. Invocation
3. Pledge of allegiance to the Flag
4. Would anyone like to speak under Public Comments?
5. Adoption of Agenda
6. Reading and/or approval of minutes of previous meeting(s)
7. Committee Reports
8. Council Member Reports
9. Public Hearings
10. Proclamations
11. New Business

- 12. Old Business
- 13. Public Comments
- 14. Mayor's Comments
- 15. Adjourn

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 the permission of the presiding officer.

SECTION 9: 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 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 and any amendments thereto shall be in writing at the time of introduction.

SECTION 11: 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 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 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 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, the largest sum shall be first out.

SECTION 16: 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 17: The council may meet in executive session only in accordance with and for those purposes authorized by Section 36-25A-7, Code of Alabama.

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 sessions 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 18: A motion for adjournment shall always be in order.

SECTION 19: The rules of the council may be amended in the same manner as any other ordinance of general and permanent operations.

SECTION 20: The rules of the council may be temporarily suspended by a vote of two-thirds of the members present.

SECTION 21: The chair of each respective committee, or the council member 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 22: 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 ordinance, 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 23: The clerk, attorney and chief of police, and such other officers or employees of the City of Boaz, Alabama, shall, when requested, attend all meeting of the council and shall remain in the council room for such length of time as the council may direct.

SECTION 24: 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 25: Robert's Rules of Order is hereby adopted as the rules of procedure for the council in those situations which cannot be resolved by the rules set in this ordinance.

SECTION 26: This ordinance shall go into effect upon the passage and publication as required by law.

Rodney Frix, Place 1

Steven Bates, Place 2

Alan Hales, Place 3

Matt Brannon, Place 4

Caleb Williams, Place 5

APPROVED AND ADOPTED THIS THE 3RD DAY OF NOVEMBER, 2025.

Tim Walker,
Mayor

ATTEST:

Beth Stephens
City Clerk/Treasurer