

**CITY OF GUSTAVUS  
ORDINANCE FY25-08**

**AN ORDINANCE FOR THE CITY OF GUSTAVUS PROVIDING FOR THE AMENDMENT OF  
CITY ORDINANCE TITLE 2 ADMINISTRATION, CHAPTER 2.40 CITY COUNCIL MEETINGS,  
SECTIONS 2.40.030 ORDER OF BUSINESS**

**BE IT ENACTED BY THE GUSTAVUS CITY COUNCIL AS FOLLOWS:**

- Section 1. Classification. This ordinance is of general and permanent nature and shall become a part of the City of Gustavus Municipal Code.
- Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and its application to other persons, or circumstances shall not be affected thereby.
- Section 3. Enactment. Now therefore, it is enacted by the Gustavus City Council that Title 2, Chapter 2.40.030 be amended as follows:

**Bold and Underlined** items are additions. Strikeout items are deletions.

TITLE 2 – ADMINISTRATION

Chapter 2.40 – CITY COUNCIL MEETINGS

Section 2.40.030 ORDER OF BUSINESS

- (a) At all regular meetings the order of business shall be:
- (1) Call to order;
  - (2) Roll call;
  - (3) Approval of minutes;
  - (4) Mayor's request for agenda changes;
  - (5) **Staff and** Committee reports;
  - (6) Public comment on non-agenda items;
  - (7) Consent agenda:
    - (A) Public requests for consent agenda changes, other than ordinances for introduction;
    - (B) City council requests for consent agenda changes;
    - (C) City council action;
  - (8) Ordinances for public hearing:
    - (A) Administrative or committee reports;
    - (B) Public hearing;
    - (C) City council action;
  - (9) Unfinished business:

- (A) Administrative or committee reports;
  - (B) Public hearing;
  - (C) City council action;
- (10) New business:
- (A) Administrative or committee reports;
  - (B) Public hearing;
  - (C) City council action;
- ~~(11) Staff reports;~~
- (12) City council reports:
- (A) Mayor's report;
  - ~~(B) City clerk reports;~~
- (13) City council questions and comments;
- (14) Public comment on non-agenda items;
- (15) Executive session;
- (16) Adjournment.
- (b) The agenda shall be prepared by the mayor **with support from the clerk**. The mayor shall brief the city council as to any revisions. Other matters may be considered under administrative reports, unfinished business, or new business as applicable.
- (c) The mayor shall include under the consent agenda:
- (1) Ordinances for introduction;
  - (2) Resolutions;
  - (3) Bid awards requiring city council concurrence; and
  - (4) Other items requiring city council action which do not involve substantial public policy questions.
- (d) The mayor shall include with the agenda such supplemental material or reports as may be necessary to explain each item on the consent agenda and shall include a specific recommendation for city council action on each item. Material, reports, and recommendations submitted in writing to each member present and which are available for public inspection prior to the city council meeting need not be read aloud, but the minutes shall reflect the mayor's recommendation on each consent agenda item adopted. Upon adoption of a motion to adopt the consent agenda, all consent agenda items subject to the motion are adopted as recommended by the mayor. The motion to adopt may not be amended; provided, upon the request of any member, an item on the consent agenda shall be removed from the consent agenda and placed under the appropriate regular agenda item for city council action. A notice or motion for reconsideration or a motion to rescind a consent agenda item which is the subject of the notice or motion and only that item shall be affected by the notice or motion.

Section 4. Effective Date. This ordinance becomes effective upon its adoption by the Gustavus City Council.

**Date Introduced: January 13<sup>th</sup>, 2025**  
**Date of Public Hearing: February 10<sup>th</sup>, 2025**

**PASSED** and **APPROVED** by the Gustavus City Council this XX<sup>th</sup> day of XXXX, 2025

---

Sally A McLaughlin, Mayor

---

Attest: Liesl M. Barker, City Clerk