

State of Minnesota
County of Watonwan

ORDINANCE 036, 4TH SERIES

AN ORDINANCE AMENDING CHAPTER §30.04(B) TO THE ST. JAMES CITY CODE
PERTAINING TO COUNCIL PROCEDURES AT REGULAR MEETINGS

The City of St. James does ordain:

Section 1. Title III of the City Code is amended by revising Chapter §30.04(B) to read as follows:

§ 30.04 COUNCIL PROCEDURES AT REGULAR MEETINGS.

(B) The City Clerk-Treasurer shall forthwith cause to be delivered to the Mayor and each Council member copies of all of the documents. *Robert's Rules of Order* (revised) shall govern all Council meetings as to procedural matters not set forth in the Charter or city code. The order of business at regular meetings shall be as follows:

- (1) Call to order;
- (2) ~~Roll call;~~ [Pledge of Allegiance](#)
- (3) ~~Determination of a quorum;~~ [Roll call](#)
- (4) ~~Approval of minutes (actual reading may be waived by majority vote of the Council member present if each member of the Council was furnished with a copy thereof, as herein before set forth;~~ [Determination of a quorum](#)
- (5) Consent items; [Approval of minutes \(actual reading may be waived by majority vote of the Council member present if each member of the Council was furnished with a copy thereof, as herein before set forth;](#)
- (6) ~~Scheduled bid lettings;~~ [Consent items](#)
- (7) ~~Scheduled hearings;~~ [Scheduled bid lettings](#)
- (8) ~~Administrative appeals;~~ [Scheduled hearings](#)
- (9) ~~Financial reports;~~ [Administrative appeals](#)
- (10) ~~Licenses and permits;~~ [Financial reports;](#)
- (11) ~~Old business;~~ [Licenses and permits;](#)
- (12) ~~New business; and~~ [Old business;](#)
- (13) ~~Reports of boards, commissions;~~ [New business; and](#)
- (14) [Reports of boards, commissions.](#)

Section 2. Effective Date. The effective date of this ordinance shall be effective upon passage and publication.

First Reading: _____

Second Reading: _____

Date of Publication: _____

Date Ordinance Takes Effect: _____

Adopted by the City Council this ____ day of _____, 2026.

Christopher Whitehead, Mayor

ATTEST:

Kristin K. Hurley, City Clerk