

ST. TAMMANY PARISH COUNCIL

ORDINANCE

ORDINANCE CALENDAR NO.: 7753

ORDINANCE COUNCIL SERIES NO.: 24-_____

COUNCIL SPONSOR: MR. CORBIN

PROVIDED BY: COUNCIL OFFICE

INTRODUCED BY: MR. CORBIN

SECONDED BY: MR. BURKE

ON THE 20TH DAY OF NOVEMBER, 2024

ORDINANCE TO AMEND ST. TAMMANY PARISH CODE OF ORDINANCES, PART I – CODE OF ORDINANCES, CHAPTER 2 – ADMINISTRATION, ARTICLE III – PARISH COUNCIL, SEC. 2-75 – AGENDA FORMAT, TO PROVIDE FOR CHANGES TO THE AGENDA FORMAT.

WHEREAS, as a public body the St. Tammany Parish Council is governed by the Louisiana Open Meetings Law, as adopted in Louisiana Revised Statutes §§ 42:11-42:28; and,

WHEREAS, Louisiana Open Meetings Law requires that the agenda be reasonably clear to provide the public sufficient notice of what subjects will be discussed; and,

WHEREAS, Louisiana Open Meetings Law requires that each item listed on the agenda shall be listed separately and described with reasonable specificity; and,

WHEREAS, St. Tammany Parish Code of Ordinances Sec. 2-75 provides a layout for the Council agenda format; and,

WHEREAS, it is necessary to amend the current agenda format to ensure that Council meetings are run more productively and in the best interests of the public.

THE PARISH OF ST. TAMMANY HEREBY ORDAINS that St. Tammany Parish Code of Ordinances, Part I – Code of Ordinances, Chapter 2 – Amended, Article III – Parish Council, Sec. 2-75 – Agenda Format be amended to provide as follows:

Sec. 2-75. Agenda format.

- (a) Call to order, invocation, pledge of allegiance, and roll call.
- (b) Presentations.
- (c) Appeals of decisions of the planning/zoning commission. Appearers involved in the appeal process shall be allowed ten minutes per side (for/against), with a three-minute rebuttal per side, a two-minute conclusion per side may be allowed if questions are asked by the council. Large groups shall be required to select one or more specific individuals to share the total time allocation.

(e~~d~~) Resolution of nominations/appointments.

- (1) Appointments to parish-wide boards and commissions must lay over after nomination until the following council meeting, unless the rule is suspended by ten votes of the council.
- (2) Individual district nominations/appointments shall not require a lay-over period.

(d~~e~~) Consent calendar.

- (1) Any item may be removed from the consent calendar by councilmembers, administration or the public for individual consideration prior to the adoption of the consent calendar. Any items not removed shall be introduced/adopted on consent by one motion, which motion shall restate the removed items.
- (2) The minutes of the previous month's meetings.
- (3) Ordinances for introduction. Ordinances for introduction shall be introduced by title only, sponsored by a councilmember, shall not require public reading, and be presented in full written form when considered at committee meetings.

- (4) Resolutions (except those of appointments). Resolutions shall be sponsored by a councilmember and shall not require public reading.
- ~~(e) Appeals of decisions of the planning/zoning commission. Appearers involved in the appeal process shall be allowed ten minutes per side (for/against), with a three minute rebuttal per side, a two minute conclusion per side may be allowed if questions are asked by the council. Large groups shall be required to select one or more specific individuals to share the total time allocation.~~
- (f) Ordinances for adoption and public hearing.
 - (1) All meetings of the parish council are open to the general public. Any person wishing to speak relative to an item on the agenda shall be allowed to do so upon consideration of that matter. A three-minute time limitation is established for each person wishing to speak for/against an item on the agenda. The time limit for public comment on procedural motions to postpone an agenda item shall be one minute for each person wishing to speak on the postponement.
 - (2) All ordinances for adoption at the meeting must be on the agenda, unless qualifying as an emergency under section 2-14 of the Home Rule Charter.
 - a. The chairperson shall read the title of each ordinance prior to consideration.
 - b. Ordinances adopted shall state the members voting, members absent, and the vote cast by each member.
- (g) Award of bids.
- (h) Discussion and other matters.
- (i) Appearers.
 - (1) Appearers wishing to discuss items not listed on a meeting agenda shall be considered upon receiving a unanimous vote of the councilmembers present, which would amend the meeting agenda.
 - (2) The council chairperson shall have the option of extending time limitations on issues when deemed necessary.
- (j) Executive session.
- (k) Off-the-floor agenda.
 - (1) *Deadline.* A deadline of 10:00 a.m. on the Wednesday prior to the regular council meeting shall be established as the deadline for the off-the-floor agenda.
 - (2) *Format.* Items will be placed on the off-the-floor agenda in the order in which they are received in final form, and must each include an administrative comment stating the reasons for their placement on the agenda consistent with the following requirements:
 - a. Involving an issue of public health, safety and welfare; or
 - b. Of a time-sensitive nature; or
 - c. Of an emergency nature.
 - (3) *Sponsor.* All items off-the-floor must be sponsored by a councilmember who has been fully apprised of the subject matter of the item.
 - (4) *Procedure.* Following the hearing of matters on the regular agenda, the council may open the off-the-floor agenda upon the unanimous vote of councilmembers present. The title of each item shall be read by the chairperson prior to consideration.

(l) Verbal off-the-floor.

- (1) Items received after off-the-floor agenda deadlines may be individually considered at the end of the meeting upon a unanimous vote of councilmembers present taken on each item after the sponsoring councilmember having read the title of the item and provided a description of the matter and the necessity for it being presented.
- (2) Ordinances presented by a councilmember at the end of the meeting must be in writing and in the form required for final adoption pursuant to Home Rule Charter section 2-12.

REPEAL: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SEVERABILITY: If any provision of this Ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this Ordinance are hereby declared to be severable.

EFFECTIVE DATE: This Ordinance shall become effective immediately upon adoption.

MOVED FOR ADOPTION BY: _____ SECONDED BY: _____

WHEREUPON THIS ORDINANCE WAS SUBMITTED TO A VOTE AND RESULTED IN THE FOLLOWING:

YEAS:

NAYS:

ABSTAIN:

ABSENT:

THIS ORDINANCE WAS DECLARED DULY ADOPTED AT A REGULAR MEETING OF THE PARISH COUNCIL ON THE 5TH DAY OF DECEMBER, 2024; AND BECOMES ORDINANCE COUNCIL SERIES NO. 24-
_____.

ARTHUR A. LAUGHLIN, COUNCIL CHAIR

ATTEST:

KATRINA L. BUCKLEY, COUNCIL CLERK

MICHAEL B. COOPER, PARISH PRESIDENT

Published Introduction: NOVEMBER 27, 2024
Published Adoption: _____, 2024
Delivered to Parish President: _____, 2024 at _____
Returned to Council Clerk: _____, 2024 at _____