

ORDINANCE NO. 2021-2

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OZARK, ARKANSAS, AN ORDINANCE ENTITLED:

“AN ORDINANCE DESIGNATING PROCEDURES FOR MEETING OF THE CITY COUNCIL OF THE CITY OF OZARK, ARKANSAS.”

Section 1. As required by A.C.A. §14-43-501, the City Council hereby designates the following procedures for its meetings.

Section 2. An Agenda shall be prepared by the City Clerk for each regular or special meeting of the City Council.

Section 3. The Agenda shall contain any item of business that any member of the City Council shall request be added thereto, or any matter requested by the Mayor be added thereto. Any member of the general public wishing to place an item on the Agenda shall obtain the consent of a member of the City Council or Mayor, who shall join in the request to add the item for the Agenda.

Section 4. The Agenda shall be prepared in the following format:

1. Call to Order
2. Prayer and Pledge of Allegiance
3. Roll Call
4. Minutes of prior meeting(s)
5. Treasurer's Report
6. Committee/Commission Reports
7. Department Reports
8. Old Business
9. New Business
10. Public Comment
11. Announcements
12. Adjournment

Section 5. While it is recognized by the Council that a citizen's right to address its government is essential to our democratic republic, doing so during a meeting to conduct the business of the City should be limited, and therefore citizens are encouraged to contact their representatives at times other than during City Council meetings. Should a citizen desire to address the Council during its meeting, such person shall so indicate on a sign in sheet prior to the meeting. Public Comments shall be limited to three (3) minutes per person, and shall consist of a statement to the council or mayor be each such person. Public Comments are not for the purpose of a question and answer session.

Section 6. The Agenda shall be transmitted to each council-person, the mayor and city attorney at least five days before any regular meeting.

PASSED this 11<sup>th</sup> day of January, 2021.

APPROVED:

Roxie Hall  
Roxie Hall, Mayor  
Approved date: Jan 11<sup>th</sup> 2021

ATTEST:

Susan Stevens  
Susan Stevens, City Clerk  
Attest date: Jan 11, 2021

SEAL