

ST. TAMMANY PARISH COUNCIL

RESOLUTION

RESOLUTION COUNCIL SERIES NO. C-1982

COUNCIL SPONSOR: MR. STEFANCIK

PROVIDED BY: COUNCIL OFFICE

RESOLUTION TO ESTABLISH GUIDELINES FOR PLACEMENT OF SUPPLEMENTAL ITEMS ON AN OFF THE FLOOR AGENDA AT PARISH COUNCIL MEETINGS.

WHEREAS, in accordance with Home Rule Charter Section 2-07(F), the Parish Council conducts its regular meetings from an agenda that has been published in the official journal at least two work days prior to the meeting; and

WHEREAS, all agenda items must be submitted to the Parish Council office by an established deadline in order to meet publication requirements; and

WHEREAS, for items that may arise after the deadline for the published agenda, an off the floor agenda is prepared for consideration upon a two-thirds vote of the Council membership. However, supplemental items are not available for Council members or the general public until the day of the Council meeting; and

WHEREAS, the number of items off the floor is steadily increasing making it necessary to create guidelines for such items to be considered by the Parish Council.

THE PARISH OF ST. TAMMANY HEREBY RESOLVES that the following is established for placement of supplemental items on the off the floor agendas at Parish Council meetings.

- 1) Each item requires a Council sponsor who has been fully apprised of the subject matter;
- 2) Each item must be in final written form and accompanied by an administrative comment on the reason the item cannot be placed on the next published meeting agenda;
- 3) Items dealing with public health, safety and welfare will be addressed as needed;
- 4) Items of a time sensitive nature will be considered on a case by case basis;
- 5) Items not meeting the above guidelines may be withheld for the next published meeting agenda;
- 6) Items involving emergency issues are exempt from these requirements.

THIS RESOLUTION HAVING BEEN SUBMITTED TO A VOTE, THE VOTE THEREON WAS AS FOLLOWS:

MOVED FOR ADOPTION BY _____, SECONDED BY _____

YEAS:

NAYS:

ABSTAIN:

ABSENT:

THIS RESOLUTION WAS DECLARED ADOPTED ON THE _____ DAY OF _____ 2007 AT A REGULAR MEETING OF THE PARISH COUNCIL, A QUORUM OF THE MEMBERS BEING PRESENT AND VOTING.

COUNCIL CHAIRMAN

ATTEST:

DIANE HUESCHEN, COUNCIL CLERK