

ASSEMBLY RULES COMMITTEE

ROBERT'S RULES AND OUR AGENDA



LET'S GET STARTED

- Call to Order
- Roll Call
- Pledge of Allegiance and Land Acknowledgement
- Approval of the Minutes
- Mayor's Report and Assembly Chair's Report
- Committee Report

ADDENDUM TO THE AGENDA – LAID ON THE TABLE ITEMS

- Laid on the Table Items
 - Rules of Procedure in the Code
 - Ordinances for Introduction
 - Motion to introduce and set for public hearing, accompanied by a second and a third
 - Resolutions to be set for public hearing at a future meeting
 - Motion to Introduce and set for public hearing at a future meeting – Approved by a majority vote
 - Other items, including resolutions not set for public hearing
 - May only take place under circumstances that require immediate assembly action – Affirmative vote of at least eight members
 - Supplemental materials on a properly published agenda may be added at any time

ADDENDUM TO THE AGENDA – SERIES OF MOTIONS

- Addendum items prepared the Friday before the Assembly meeting
- Formally adding these items to the agenda by a motion to incorporate the addendum and Laid on the Table items into the agenda.

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Please state your name and the part of town in which you live.

ASSEMBLY CHAIR

CONSENT AGENDA - 10A-10G

- The consent agenda items are typically routine in nature, information, and reports.
- Do not require a public hearing
- Unless pulled, are approved with one motion.

CONSENT AGENDA – 10F – INFORMATION AND REPORTS

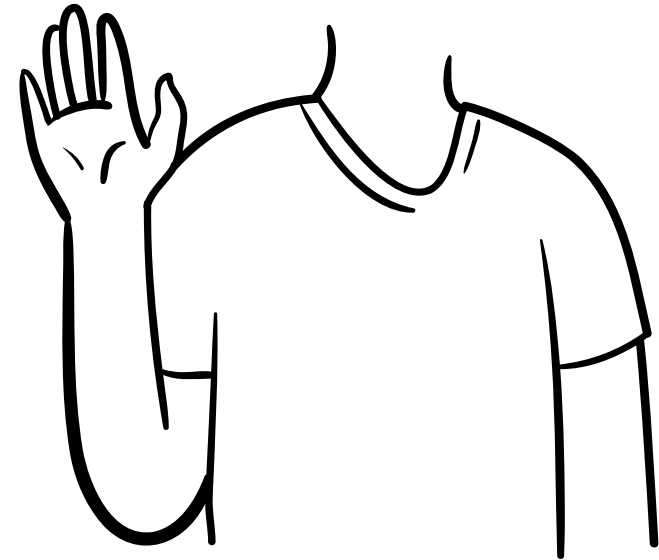
- Assembly Information Memorandums
 - Periodic Reports
 - Updates
 - Reviews
 - Recommendations
 - Public Testimony

EVERYTHING ELSE – LET'S TALK ABOUT IT

- Main Motions
 - Motion to Approve or Accept
 - Motion to Postpone to Time Certain
 - Motion to Postpone Indefinitely
- Subsidiary Motions
 - Motion to Amend
 - Motion to Amend the Amendment
 - Motion to Postpone to Time Certain
 - Motion to Postpone Indefinitely

A LITTLE ABOUT SECONDS

- Agrees motion should come before the body
- Doesn't necessarily favor the motion



INCIDENTAL MAIN MOTIONS – OTHER MOTIONS TO GET US TALKING

- Motion to Lay on the Table
- Motion to Change the Order of the Day
- Motion to Refer
- Motion to Continue
- Motion to Reopen a Public Hearing

MOTION TO RECONSIDER

- Motion to Reconsider
- Motion to Reconsider and Enter on the Minutes
- Second Motions to Reconsider

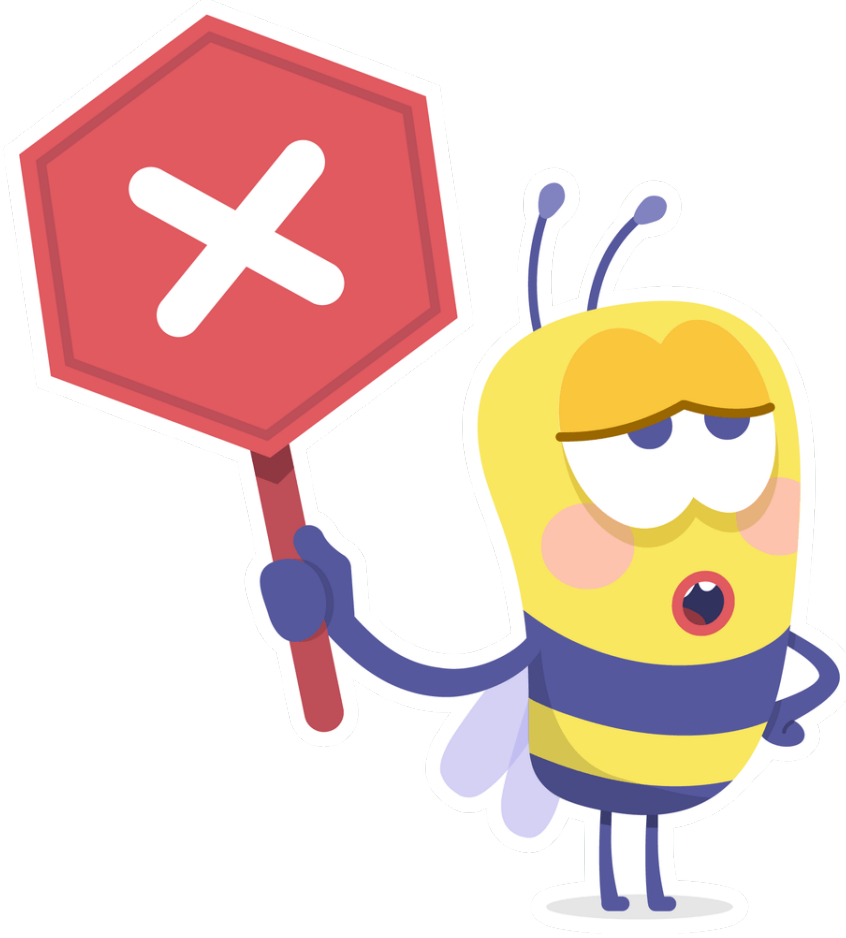


MOTION TO DIVIDE THE QUESTION - BIFURCATE

When a question relating to a single subject contains several parts, each of which is capable of standing on its own, the parts can be separated to be considered and voted on as if they were distinct questions.

- A motion is made and seconded to divide the question or bifurcate, indicating how the divide is to be made
- It is only amendable as to how the motion is divided
- If the question is divided, each section is treated as a separate motion that has already been made
 - So, you discuss one, vote on it, and then go to the next one.

CALL THE QUESTION



- Brings the assembly to an immediate vote on the motion
- Not debatable

QUESTIONS?

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