



VILLAGE OF CORRALES

ORDINANCE NO. 16-04

AN ORDINANCE RELATING TO THE ORDER OF BUSINESS AT MEETINGS OF THE GOVERNING BODY OF THE VILLAGE OF CORRALES; AMENDING SECTION 2-60(h) OF THE CODE OF ORDINANCES OF THE VILLAGE, BEING A PART OF ORDINANCE NO. 1 ADOPTED SEPTEMBER 17, 1971, AS SUBSEQUENTLY AMENDED; REFLECTING ACTUAL PRACTICE IN THE ORDER OF BUSINESS.

WHEREAS, by Ordinance No. 1, adopted September 17, 1971 and as subsequently amended and codified as Section 2-60(h) of the Code of Ordinances of the Village of Corrales (the "Village"), the Village Council, the governing body of the Village ("Governing Body") established the order of business for regular meetings of the Governing Body; and

WHEREAS, actual practice at meetings of the Governing Body has come to differ from the order of business set forth in Section 2-60(h) of the Code of Ordinances; and

WHEREAS, the Governing Body finds that the Village's Code of Ordinances and, specifically, Section 2-60(h) thereof, should be amended to reflect the actual practice that has come to prevail with regard to the order of business at regular meetings of the Governing Body.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Village of Corrales, New Mexico, that Section 2-60(h) of the Code of Ordinances of the Village, being a part of Ordinance No. 1, adopted September 17, 1971, and as subsequently amended, is hereby **amended** to read, in its entirety:

(h) *Order of business.* The order of business of the Governing Body shall be taken up for consideration and disposition in the following order unless changes are approved by the Governing Body:

- (1) *Call to order.* The Mayor, or in the Mayor's absence the mayor pro tem, shall call the meeting to order at the appointed hour. Before proceeding with the order of business, the Village Clerk or deputy shall call the roll of the members, or the presiding officer may verbally note the presence or absence of individual members, and the names of those members present or absent shall be entered in the minutes.
- (2) *Pledge of allegiance.*
- (3) *Approval of agenda.*

- (4) *Presentations by visitors.* Persons from other organizations or individuals who have made prior arrangements to make presentations to the Governing Body on matters of general interest, not relating to items otherwise on the agenda for discussion or consideration, may be invited to make their presentations.
- (5) *Reports by officers.* The Village Administrator and other Village officials or committees shall present such reports as may be required by the Governing Body.
- (6) *Councilors forum.* Councilors may speak or present materials for informational purposes only, to inform the Governing Body of issues, concerns or other matters of interest that would not be addressed during the business sessions. Being informational in nature, this section shall not be used for extensive discussion or debate.
- (7) *Petitions.* Petitions and remonstrances in writing from citizens or groups of citizens shall be presented to the Governing Body. The person or persons presenting the petition shall be provided an opportunity to briefly state the nature of the petition and answer any questions from the Governing Body regarding it. Remarks by the petitioner or petitioners shall be limited to a reasonable time, as determined by the presiding officer. This section is for presentation of the material offered, not for discussion or debate.
- (8) *Corraleños forum.* Citizens will be afforded an opportunity to address the Governing Body on matters of concern that do not appear as business items on the agenda. This section is for informational purposes only, and not for discussion or debate. The presiding officer may limit the time allowed for each speaker, in the discretion of the presiding officer.
- (9) *Consent agenda.* All matters listed under the consent agenda shall be matters reasonably considered to be routine in nature, and will be enacted upon a single motion, second and vote of the Governing Body. There will be no separate discussion of these items. If discussion is desired on any item appearing on the consent agenda, it will be removed from the consent agenda and addressed individually upon the request of any member of the Governing Body. Such matters as approval of minutes of prior meetings, confirmation of appointments, approval of routine contracts and procurements, and adoption of resolutions of a routine nature may be placed on the consent agenda.
- (10) *Items removed from the consent agenda.* The Council will consider and may act upon any items removed from the consent agenda.
- (11) *Confirmation of appointments* (if not included in the consent agenda).

(12) *Announcements and future agenda items.* This is an opportunity for members of the Governing Body to present topics or specific items that the members wish to place on future agendas for discussion or action.

(13) *Old business.* The Governing Body shall consider and may act upon any business that has been previously considered and which is still unfinished, including but not limited to public hearings and consideration of ordinances previously introduced.

(14) *New business.* The Governing Body shall consider and may act upon any business not yet considered, including but not limited to resolutions and the introduction (first reading) of ordinances.

(15) *Adjournment.*

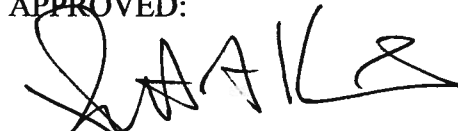
SEVERABILITY CLAUSE: Should any section, paragraph, clause or provision of this Ordinance be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance. The Governing Body of the Village of Corrales hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, word or phrase thereof irrespective of any one or more sections, subsections, sentences, clauses, words or phrases being declared unconstitutional or otherwise invalid.

COMPILING CLAUSE: The amended sections of the Village Code adopted pursuant to this Ordinance shall be compiled as a part of the Code of Ordinances of the Village of Corrales, as provided herein.

EFFECTIVE DATE AND PUBLICATION: This Ordinance shall become effective and be in full force and effect from and after its passage, publication and posting, according to law.

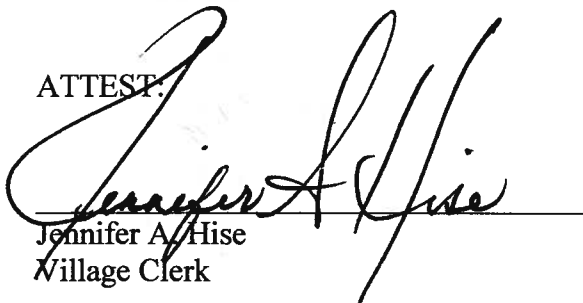
PASSED, APPROVED AND ADOPTED by the Governing Body of the Village of Corrales, New Mexico, this 24th day of May, 2016.

APPROVED:



The Honorable Scott Kominiak
Mayor

ATTEST:



Jennifer A. Hise
Village Clerk