



Town of Southern Shores

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RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHERN SHORES, NORTH CAROLINA AMENDING THE TOWN COUNCIL'S RULES OF PROCEDURE (Resolution #2016-09-01)

WHEREAS, the Town Council desires to modify the procedure for release of proposed meeting agendas and agenda packets contained with the Town of Southern Shores Rules of Procedure for Town Council (the "Rules of Procedure").

NOW, THEREFORE BE IT RESOLVED, as follows:

1. **Section 13. Agenda generally.** of the Rules of Procedure is hereby amended as follows:
 - (a) The Town Clerk shall prepare a proposed agenda for each meeting. The Mayor shall approve the proposed agenda before it is advertised made available to Council members and the public. The Town Clerk shall make a diligent effort to make the proposed agenda available to Council members and the public, including electronically to the extent possible, at least five (5) business days before the meeting to which the proposed agenda applies. A request to have an item of business placed on the proposed agenda must be received at least ten (10) business days before the meeting. Any Council member, the Town Manager and the Town Attorney may, by a timely request, have an item placed on the proposed agenda.
 - (b) The Town Clerk shall make a diligent effort to make the agenda package available to each Council member and to the public, including electronically to the extent possible, no more than two (2) business days following date of proposed agenda release. The agenda package shall include, for each item of business placed on it, as much background information on the subject as is available and feasible to reproduce at the time of the release of the agenda package. A copy of all proposed ordinances shall be ~~attached to~~ included within the agenda package. ~~Each Council member shall receive a copy of the proposed agenda and the agenda package. Copies shall also be available for public inspection.~~
 - (c) The Council may, by majority vote, add items to or subtract items from the proposed agenda.

Adopted this 6 day of September 2016.


Tom Bennett, Mayor

Attest: 
Sheila Kane, Town Clerk

Date adopted:
9/6/2016

Motion to adopt by Councilmember:

Motion seconded by Councilmember:



Vote: 5 AYES 0 NAYS