

CHRISTOPHER HALLUM  
*President of Council*

MICHAEL KLINE  
*Vice President of Council*

G. ANDREW GARDNER  
*Mayor*

# City of Willoughby Hills

*Council*  
NANCY E. FELLOWS

DAVID M. FIEBIG

JOE JARMUSZKIEWICZ

JANET R. MAJKA

TANYA TAYLOR DRAPER

## **ORDINANCE NO. 2020-07**

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### **AN ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE - TITLE THREE – LEGISLATIVE, SUBSECTION 121.01(d) ORDER OF BUSINESS OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS BY THE INCLUSION OF A SECOND “PUBLIC PORTION”, REPEALING ANY CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

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**WHEREAS**, on January 28, 1960 the Council of the City of Willoughby Hills adopted Ordinance No. 1960-7 supplementing the Rules of Council by providing for a permanent agenda and thereby establishing the “Order of Business”; and

**WHEREAS**, on April 28, 2005 the Council of the City of Willoughby Hills adopted Ordinance No. 2005-49 further supplementing the Rules of Council by providing for the inclusion of “Public Presentations of Resolutions, Commendations, and Proclamations” and “For the Good of the Order” as part of Council’s Order of Business; and

**WHEREAS**, on February 11, 2016, the Council of the City of Willoughby Hills adopted Ordinance No. 2016-4 further supplementing the Rules of Council by providing for the inclusion of “For the Good of the Community” as part of Council’s Order of Business; and

**WHEREAS**, at the Regular Council Meeting on January 9, 2020, Council discussed an option allowing for a second Public Portion during the regular Council meeting, amending Council’s previously established “Order of Business” in Ordinance 2016-4, Section 1(d); and

**WHEREAS**, the first Public Portion is intended to be an opportunity for the public to address Council concerning anything pertaining to that meeting’s agenda. The second Public Portion is intended to be an opportunity for the public to address Council with any comments, issues or concerns; and

**WHEREAS**, the Council of the City of Willoughby Hills is desirous of allowing the public an opportunity to voice their concerns in an open forum and hereby makes this change to provide them the chance to do so twice at each Regular Council meeting.

***NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOUGHBY HILLS, COUNTY OF LAKE, STATE OF OHIO THAT:***

**SECTION 1.** The existing Section 121.01(d) of the Codified Ordinances of the City of Willoughby Hills be, and the same hereby is amended to read and provide in its entirety as follows:

**“(d) Order of Business.** The business of all regular meetings of Council shall be transacted in the following order:

- (1) Call to Order.
- (2) Pledge of Allegiance.
- (3) Roll Call of Council.
- (4) Public Presentations of Resolutions, Commendations, and Proclamations.
- (5) Disposition of the Council Journal(s).
- (6) Council Correspondence and Miscellaneous Reports.
- (7) Public Portion #1 – Recognition of persons present requesting to be heard by Council concerning anything pertaining to that meeting’s agenda.
- (8) Mayor’s Report.
- (9) Law Director’s Report.
- (10) Finance Director’s Report.
- (11) City Engineer’s Report.
- (12) Reports of Standing and Special Committees.
- (13) Unfinished Business.
- (14) Legislation.
- (15) New Business.
- (16) Public Portion #2 – Recognition of persons present requesting to be heard by Council concerning any comments, issues or concerns.
- (17) For the Good of the Order.
- (18) For the Good of the Community.
- (19) Adjournment.

The failure of Council to follow the above schedule of procedure shall not affect the validity of any legislation adopted by Council. Council shall not be required to consider any legislation presented to it for passage at any meeting of council unless such legislation has been submitted to each member of council at least two days prior to the date of the meeting at which it is proposed to be considered. Any such legislation which has not been submitted at least two days prior to the meeting as herein provided shall only be acted upon by Council at the meeting upon the affirmative vote of five Members of Council waiving this rule and consenting to consider such legislation."

**SECTION 2.** All ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.

**SECTION 3.** The actions of this Council concerning and relating to the passage of this legislation were conducted in lawful meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in compliance with all legal requirements including Chapter 107 of the codified Ordinances of the City of Willoughby Hills.

**SECTION 4.** This Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, safety and welfare of the inhabitants of the City of Willoughby Hills insofar as it provides for the usual operation of a municipal department: to wit: to immediately incorporate a second Public Portion in Council's Order of Business: wherefore this Ordinance shall be in full force and effect from and after its adoption and approval by the Mayor.

PASSED: January 23, 2020

  
**Christopher Hallum**  
*President of Council*

Submitted to the Mayor for his approval on this  
23<sup>rd</sup> day of January, 2020

Approved by the Mayor:

January 23, 2020

ATTEST:

  
**Brianne Mayhew**  
*Clerk of Council, Pro Tem*

  
**G. Andrew Gardner**  
*Mayor*