

ORDINANCE NO. 3-2012

Offered by: All of Council

AN ORDINANCE AMENDING SECTIONS 121.03 AND 133.01 OF THE CODIFIED ORDINANCES PERTAINING TO MEETINGS OF COUNCIL

WHEREAS, Section 121.03 and Section 133.01 of the Codified Ordinances specify the time by which the Clerk of Council is to receive the agenda for Council meetings and the time by which the Clerk of Council is to distribute the agenda to Village officials; and

WHEREAS, Council desires to amend Section 133.01 to provide and revise the time for the Clerk of Council to post and distribute the agenda to Village officials; and

WHEREAS, Section 121.03 also currently requires Council to hold work sessions on the Thursday following the second Tuesday at 7:30 p.m.; and

WHEREAS, Council desires to amend Section 121.03 to permit Council work sessions be held on the same day as and prior to Council’s regularly scheduled meetings; and

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That Sections 121.03 and 133.01 of the Codified Ordinances be amended to read as follows:

“121.03 RULES AND REGULATIONS.

\* \* \*

(z) Work Sessions. ~~Review Sessions of active items preceding Regular Council Meetings, shall begin at 7 p.m. and will cover old and new business of Council.~~

Work sessions shall be held on the first and third Tuesday of every month at 6:30 p.m. in the Council caucus room unless the necessity to move the meeting is decided upon by the Council President and in his or her absence, the Council Vice-President.

Each work session will cover discussion topics and old and new business of Council. The Council President shall prepare the agenda. The Clerk of Council shall distribute and post the agenda to the Village Hall bulletin board and website at least 24 hours prior to the work session. The Council President may cancel a work session as deemed necessary and the cancellation notice shall be posted in the same manner as the agenda. The Clerk of Council

shall notify newspapers of any cancellations 24 hours prior to the work session.

~~(aa) Work Sessions shall commence on the Thursday following the 2<sup>nd</sup> Tuesday at 7:30 p.m. in the Council caucus room unless the necessity to move the meeting is decided upon by the Council President and in his or her absence, the Council Vice-President.~~

The Council President shall prepare the agenda.

~~The Clerk of Council shall distribute and post to the Village Hall bulletin board and website at least 24 hours prior to Work Session. The Council President may cancel work sessions as deemed necessary and the cancellation notice shall be posted in the same manner as the agenda. Clerk to notify newspapers of any cancellations 24 hours prior to the work session.”~~

\* \* \*

133.01. DUTIES.

\* \* \*

(d) Agenda. The agenda for each meeting of Council shall be prepared by the President of Council. The Clerk of Council shall type and make copies of the agenda as directed by the President. A copy of the agenda shall be ~~received by~~ sent to the Mayor, members of Council, Municipal Engineer, Finance Director, Law Director, Service Director, and all department heads, by e-mail and paper copy, by the Friday 6:30 p.m. on the Monday preceding each regular Tuesday meeting of Council or before any special meeting of Council. The agenda shall be posted in accordance with Section 123.01(d).

\* \* \*

SECTION 2. That Sections 121.03 and 133.01 of the Codified Ordinances, as they existed prior to the effective date of this Ordinance, be, and the same hereby are, repealed.

SECTION 3. This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 3/6/12

Michael White  
President of Council

ATTEST:

Carolyn E. Sullivan  
Clerk of Council

Bobbe Bestman  
Mayor

Dated: 3/6/12