



# Albemarle County

## Legislation Text

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**File #:** 24-111, **Version:** 1

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**AGENDA DATE:** 1/3/2024

**TITLE:**

Adoption of 2024 Board Rules of Procedure

**SUBJECT/PROPOSAL/REQUEST:** Adopt Board Rules of Procedure

**ITEM TYPE:** Regular Action Item

**STAFF CONTACT(S):** Richardson, Rosenberg

**PRESENTER (S):** Steven L. Rosenberg

**LEGAL REVIEW:** Yes

**REVIEWED BY:** Jeffrey B. Richardson

**BACKGROUND:** Rules of parliamentary procedure guide public bodies, such as the Board of Supervisors, through the various procedural issues that may arise before and during its meetings. Rules of procedure exist for the simple purpose of facilitating the Board's official actions in an orderly manner.

The Board adopts its Rules of Procedure at its annual organizational meeting each January.

**STRATEGIC PLAN:** Mission - To enhance the well-being and quality of life for all community members through the provision of the highest level of public service consistent with the prudent use of public funds.

**DISCUSSION:** The draft Rules in Attachment A are those adopted by the Board on January 4, 2023, with the following proposed revisions:

- 1) in Rule 5(A)(1)(e) and Rule 5(A)(2)(d), provision for circumstances in which resolutions and proclamations may, and shall, be included on the Consent Agenda;
- 2) in Rule 5(A)(1)(f) and Rule 5(A)(3), clarification that requests by residents for proclamations and recognitions are subject to Rule 5(A)(3), whether they are made directly to the Clerk or through a member of the Board;
- 3) in Rule 6(A) and Rule 6(E)(3), a change in the time items may be removed from the Consent Agenda, from the Board's consideration of the Final Agenda to the Board's consideration of the Consent Agenda;
- 4) in Rule 6(D), a clarification of the scope of *From the Public* to make the rule consistent with the Board's previously expressed intention;
- 5) in Rule 6(D)(2), Rule 6(F)(1)(a) and Rule 6(F)(3)(a), a prohibition on sharing time for public comment; and
- 6) other miscellaneous revisions.

If any amendments are desired, staff will return to the Board at a later meeting with amended Rules for the Board's consideration.

**BUDGET IMPACT:** None.

**RECOMMENDATION:**

Staff recommends the Board adopt the draft amended Rules of Procedure (Attachment B).

**ATTACHMENTS:**

A - Track Changes Version of 2024 Draft Rules of Procedure

B - Clean Version of 2024 Proposed Rules of Procedure