



**City of Conway, Arkansas**  
**Resolution No. R-23-03**

**A RESOLUTION ADOPTING THE ORGANIZATIONAL RULES AND PROCEDURES FOR THE CONWAY CITY COUNCIL FOR THE CALENDAR YEAR 2023**

**Whereas**, by state law city councils are charged with organizing their proceedings and setting their rules; and

**Whereas**, City councils are task to set their organizational rules and procedures at the first business meeting every year; and

**Whereas**, the City is required by law to have a majority of the elected members of the City Council vote on a particular issue in order to adopt or approve a measure presented for consideration; and

**Whereas**, the City maintains the ability to provide electronic means which would permit a City Council Member to view a particular meeting as it is being held and also enable that Member to actively participate in the meeting despite the fact that they are not physically present in City Council Chambers, or such other location where a City Council meeting is being held; and

**Whereas**, due to health concerns regarding the COVID-19 virus, public health officials recommend limiting the number of persons physically present at public meetings; and

**Whereas**, the City maintains the ability to broadcast/livestream City Council meetings so that the meetings may be viewed electronically without physical presence at the meeting; and

**Whereas**, the City desires a method for members of the public to present comments on agenda items without physically attending the meeting during this period of health concern.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CONWAY ARKANSAS THAT:**

**Section 1.** The Conway City Council shall formally adopt the rules and procedures of its long standing traditions and its general adherence to Robert's Rules of Order as written in the Rules & Procedures for Conway City Council, January 2023 document presented at the January 10<sup>th</sup>, 2023 City Council meeting.

**Section 2.** Special rules set forth in said Rules & Procedures for Conway City Council and regarding the conduct of City Council meetings during the pandemic emergency shall remain in effect until such time as the City Council determines that such special rules are no longer necessary to ensure health and safety due to the COVID-19 virus.

**Attest:**

  
**Michael O. Garrett**  
City Clerk/Treasurer

**Approved:**

  
**Mayor Bart Castleberry**