

CITY OF BETHLEHEM

Inter-Office Memorandum

SUBJECT: Amending Rules of Council – Rules 3A and 4

TO: Members of Council

FROM: Michael G. Colón, President of Council

DATE: January 31, 2024

Attached are two proposed Resolutions to amend the Rules of Council, specifically Rules 3A – the order of business and 4 – submission deadline.

I would ask Members of Council to consider amending Rule 3A to eliminate invocation as well as move new business up in the agenda between unfinished business and communications. Invocation had been stopped during the COVID-19 pandemic when our meetings had moved to virtual. As Council meetings resumed in-person, invocation was not continued. Removing invocation from the Rules brings current practice in line with our rules and removes a task historically handled by our clerks. Moving new business up in the agenda provides relief for members of the public who often bring up issues of importance and concern during public comment which are then typically addressed by Council during new business before adjournment. This change would allow the same conversations to happen earlier in the meeting without having members of the public have to stay until the end of the meeting to hear the discussion.

Changing Rule 4 would bring the existing rule in line with recently implemented practice. Moving the submission deadline to 4 PM of the Wednesday preceding Council meetings allows our clerks more lead up time to prepare the agenda while causing little disruption to operations.

Thank you,



Michael G. Colón
President of Council

cc: Stephanie J. Steward, Esquire, City Council Solicitor