

Your City Council At Work

The mayor, or in their absence, the mayor pro tem, presides at all council meetings with the power to preserve order and decorum and enforce meeting procedures.

Audience members will not display disorderly or boisterous conduct—such as whistling, foot stomping or loud or threatening language—which disrupts the orderly conduct of city council meetings.

The city council makes decisions to protect the overall health, welfare and safety of our community.

Council members take into account comments from residents, staff, city committees and the public before making a decision. The final decision-making responsibility, however, rests with the city council.



1670 Stieger Lake Lane
Victoria, MN 55386
(952) 443-4210

www.ci.victoria.mn.us

City Council Voting

Victoria is a statutory plan B city under Minnesota state law. The city council includes a mayor and four council members, all having equal voting authority.

At least three members of the council must be present to constitute a quorum to conduct official business. Ordinances, resolutions and motions of the council are typically adopted by a simple majority of members present.

There are, however, some items that require a four-fifths vote of the entire council. The most common of these items are the following.

- Adoption or amendment of zoning ordinances that change existing zoning from one type to another.
- Adoption or amendment of comprehensive plans.
- Street improvement projects that will be funded by special assessment.
- Summary publication of ordinances.

CITY COUNCIL RULES OF ORDER



Welcome

Victoria City Council has adopted rules to govern the conduct of its meetings. Rules provide a systematic and consistent way to conduct business. Rules support participation of city council members, city residents and business owners in council meetings.

Agenda and Order of Business

Call to Order
Pledge of Allegiance
Announcements
Open Forum
Visitor Presentation
Adopt Final Agenda
Consent Agenda
Regular Agenda
Roundtable
Reports
Adjournment

CLOSED SESSION

In accordance with Minnesota Statutes §13D.05 and upon advice of the city attorney, the city council may adjourn into closed session to discuss non-public information and/or attorney-client privileged information.

Open Forum

This is an opportunity for public input, limited to 5 minutes per person, on an item that is not on the agenda or in the city application process. No advance notice needed.

Complete a "Request to Speak" form, and submit it to the mayor or city manager prior to the meeting.

Visitor Presentation

These are done in open forum. Typically, these are presentations by governmental agencies, nonprofit groups or businesses. Presentations must be scheduled with the city clerk two weeks prior to council meeting. No official action is taken.

Consent Agenda

These items are routine, administrative, do not require deliberation or are "housekeeping" items required by law. These items are approved as a block with one vote unless a council member requests an item to be considered separately.

QUESTIONS?

City Clerk Cindy Patnode
(952) 443-4229
cpatnode@ci.victoria.mn.us

Regular Agenda

Agenda items requiring discussion prior to taking official action.

Roundtable

Roundtable is a means for council members to gain input from fellow members on items they would like staff to explore.

Reports

This section is reserved for reports of the city manager, staff, mayor and council members. This includes committee reports or updates.

WATCH CITY COUNCIL MEETINGS

2nd & 4th Monday
6:30 pm-until business concludes
Victoria City Hall Council Chambers
1670 Stieger Lake Lane
Victoria, MN 55386

WATCH MEETINGS LIVE

www.ci.victoria.mn.us
Mediacom Cable Channel 8