

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2015-18

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, RELATING TO PROCEDURES AND PUBLIC PARTICIPATION FOR TOWN BOARD AND COMMITTEE MEETINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council finds it in the best interest of the Town to confirm a uniform policy, based upon the policy used by the Town Council, for conduct of business and public participation at Town Board and Committee meetings.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Loxahatchee Groves as follows:

Section 1. Each “WHEREAS” clause set forth above is true and correct and herein incorporated by this reference.

Section 2. All meetings of Town boards and committees shall be conducted in accordance with the following:

- A. All meetings or workshops shall be governed by the Rules of Procedure set forth herein, where applicable.
- B. Any board or committee member desiring to speak must be recognized by the Chair. If the Chair desires to participate in a discussion, he or she shall do so only when all members of the board or committee have spoken at least once (if so desired). No member of the board or committee shall interrupt another member of the board or committee who has been recognized by the Chair and no member shall dominate the floor in excess of five (5) minutes without offering to yield to other members of the board or committee.
- C. The Chair shall not use that position to dominate debate or discussion, nor unreasonably cut short or prolong any debate, discussion or taking of any vote.
- D. Any matters not specifically addressed by this policy will be governed by Robert's Rules of Order to the extent possible.
- E. Except when abstaining from voting in accordance with Florida Statutes, each member who is present at a meeting must vote on each decision, ruling or other official act. A roll call vote may be had on any matter for which the Chair deems is appropriate; otherwise, all votes may be done by voice vote. For roll call votes, the order of each member vote will rotate after each roll call vote. The Chair shall

announce the results after each vote.

- F. Public comments shall be placed on the agenda at the beginning of the meeting and at the end of meeting. Public comments will also be entertained for each agenda item. Public Comment will be allowed after board or committee deliberation and prior to the vote on any item. Public comment is an opportunity for members of the public to make comment, and shall not be a question/answer period conducted with the board or committee. Persons desiring to speak on an item shall submit a comment card to the board or committee clerk. All public comments shall be limited to a three (3) minute time period.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED by the Town Council of the TOWN OF LOXAHATCHEE

GROVES, Florida this 19th day of May, 2015.

ATTEST:

Janet K. Whipple
Janet K. Whipple, Town Clerk

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

David Browning
Mayor David Browning

Ronald Garret
Vice-Mayor Ron Jarriel

Tom Goltzené
Council Member Tom Goltzené

Ryan Liang
Council Member Ryan Liang

Jim Rockett
Council Member Jim Rockett

APPROVED AS TO LEGAL FORM:

[Signature]
Town Attorney