

RESOLUTION 20-10

A RESOLUTION RELATING TO THE TIMES AND PROCEDURES FOR CITY COUNCIL MEETINGS AND WORKSHOPS; PROVIDING FOR SEVERABILITY AND AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the City Council has determined that City Council Meetings should be scheduled in the morning instead of the afternoon; and

WHEREAS, the City adopted Resolution 2017-07 governing meeting times, dates and procedures and some aspects of that resolution have been difficult to follow since Hurricane Michael, so the City Council wishes to change certain procedures and streamline others; and

WHEREAS, the City Council has determined that it is in the best interests of the people of the City of Mexico Beach, Florida that this resolution be enacted.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MEXICO BEACH, FLORIDA:

Section 1. This resolution supersedes, replaces, and repeals Resolution 2017-07 and sets forth the rules for City Council meetings and workshops. Issues not addressed herein will be handled pursuant to the City Charter, State law, and the will of the City Council.

Section 2. Meetings Dates and Times.

- (A) Regular Meetings - The City Council shall meet regularly the second Tuesday of each month at 9:00 am CST and on the fourth Tuesday of each month at 9:00 am CST. All meetings shall be held at the location set forth in the meeting agenda.
- (B) Special meetings and workshops - Pursuant to the City Charter, special meetings, workshops, and emergency meetings may be held on the call of the Mayor or three (3) or more members of the Council.
- (C) Holidays - When the day for a regular meeting falls upon a day which is a legal holiday or election day in this state, the meeting date and time may be changed in advance by the City Council.
- (D) Procedure and Meeting Records - Roberts Rules of Order shall guide the proceedings at City Council meetings and workshops, but strict adherence to Roberts Rules is not required.
- (E) Any meeting of the Council may be continued from day to day, or for more than one (1) day, but no continuance shall be for a longer period than until the next regular meeting thereafter.

- (F) Except as permitted by state law, all meetings and workshops of the City Council shall be open to the public. A calendar of regular meetings and workshops shall be available on the City website. Special meetings and workshops shall be posted within twenty-four (24) hours of scheduling and generally should provide at least seventy-two (72) hours' notice to the public. Emergency meetings must have the most appropriate and effective notice under the circumstances

Section 3. Agendas and Procedure.

- (A) Call to Order - The Mayor shall chair and conduct meetings and workshops. He or she shall preserve the order and decorum, decide all questions of order, unless appealed to the Council. In the absence of the Mayor, the Mayor Pro Tem is vested with like powers. If there is no presiding officer in attendance, the Council may elect a presiding officer for that meeting.
- (B) Addressing Council - All persons wishing to address the Council must be first recognized by the Mayor or other presiding officer before any comments are made. After being recognized to speak, the speaker should come to the podium and state their name and address. Comments will be limited to three (3) minutes per speaker per item and all comments must be addressed to the agenda item currently under discussion. The comment time period may be extended by affirmative vote of the Council. No comments should be made from the audience seating area.
- (C) Consent Agenda - For the regular meeting, a portion of the agenda may be designated as a consent agenda and all items contained therein may be voted on together. Any Council member may, without discussion, remove an item from the consent agenda and add it to the regular agenda so that it will be debated and voted on individually.
- (D) Regular Agenda - For all meetings and workshops, audience members wishing to address the Council on items on the agenda should do so after the item(s) has been introduced by the Mayor or presiding officer. Persons wishing to speak must be recognized by the Mayor or presiding officer before commenting.
- (E) Disruptions and Misconduct - Those in the audience are asked to respect each speaker and disruptions during the speaker's comment period are prohibited. Comments should only be addressed to the Mayor and Council. Any member of the public who creates a disturbance by any noises, conversations, gestures, acts, or conduct that interferes with the orderly considerations and deliberations of the Council may be required to leave the meeting by the Mayor unless overruled by a vote of the Council.
- (F) Filing Agenda Items - The Mayor, any Council member, City Administrator, or City Clerk shall have the right to place an item on the agenda to be published. The City Clerk or his/her designee shall prepare the published meeting agenda and packet for the Council. The agenda for regular meetings shall be posted on the City website by 5:00 pm CST on the Thursday immediately preceding the meeting. Backup materials shall be posted online at the time the agenda is posted

or as soon as they are available. Additional or miscellaneous agenda items may be considered at the discretion of the Council and in accordance with state law. For special meetings or workshops, the agenda and any backup materials shall be posted as soon as they are available.

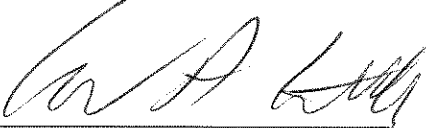
Section 4. All resolutions or parts of resolutions thereof, in conflict with the provisions of this resolution are hereby repealed in whole or in part to the extent of the conflict.

Section 5. Should any part of this resolution be deemed invalid by a court of competent jurisdiction, the invalid parts shall be severed from the resolution and the remaining parts shall not be affected thereby.

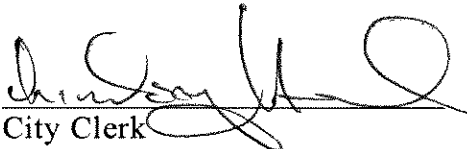
Section 6. This Resolution shall become effective immediately upon passage.

INTRODUCED and ADOPTED on May 26, 2020, by the City Council of Mexico Beach.

CITY OF MEXICO BEACH

By: 
William A. Cathey, Mayor

ATTEST:


City Clerk

