

RESOLUTION NO. 07- 557

**A RESOLUTION OF THE TOWN COUNCIL OF
THE TOWN OF MIAMI LAKES, FLORIDA,
AMENDING RESOLUTION NO. 01-37, THE
COMPREHENSIVE COUNCIL MEETING AND
AGENDA PROCEDURES; AND PROVIDING FOR
AN EFFECTIVE DATE.**

WHEREAS, on August 28, 2001, the Town Council by Resolution No. 01-37 adopted the Comprehensive Council Meeting and Agenda Procedures (the "Procedures") for the Town of Miami Lakes (the "Town"), which has since been amended by Resolutions No's. 03-122 and 07-516; and

WHEREAS, the Town Council desires to amend the Procedures to hold special presentations at any time between 6:30 p.m. and 7:00 p.m. on the same day and location of a regular meeting with the Town Clerk having the sole discretion to set the actual start time depending on how many special presentations are scheduled, if any.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing Recitals are true and correct and are incorporated herein by this reference.

Section 2. Amending Procedures. The Comprehensive Council Meeting and Agenda Procedures are hereby amended as follows¹:

Section 1. Town Council Meetings

¹ Additions to existing text are shown by underline; deletions are shown by ~~striketrough~~

1.3 Special Presentations. Special presentations shall be scheduled between 6:30 p.m. and 7:00 pm on the same day and location of a regular meeting. The Town Clerk shall set the actual start time depending on how many special presentations are scheduled, if any, which shall be included in the Agenda and distributed to the Council at the time specified in section 7.1.

1.3 1.4 Robert's Rules of Order. Except as expressly provided in these procedures, all meetings of the Town Council shall be governed by the rules and procedure provided by Robert's Rules of Order, Newly Revised, 2000 Edition.

1.4 1.5 Majority defined. Subject to any restrictions in the town charter, the term majority as stated in these rules shall be defined as a majority of the council members present at any meeting at which a quorum exists.

Section 3. Order of Business. The order of business of the Town Council at its regular meetings shall be as follows:

- (1) Call to Order
- (2) Roll Call
- (3) Invocation
- (4) Pledge of allegiance
- (5) Order of Business: Deferrals, Additions and Deletions
- ~~(6) Special Presentation~~
- (6) ~~(7)~~ Public Comments
- (7) ~~(8)~~ Consent Agenda
- (8) ~~(9)~~ Ordinance – First Reading (No Public Hearing)
- (9) ~~(10)~~ Public Hearings – Ordinances – Second Reading
- (10) ~~(11)~~ Resolutions
- (11) ~~(12)~~ Reports
- (12) ~~(13)~~ New Business
- (13) ~~(14)~~ Adjournment

Section 3. Effective Date. This Resolution shall take effect immediately upon adoption.

