

RESOLUTION NO. 2012 - 973

**A RESOLUTION OF THE TOWN OF MIAMI LAKES,
FLORIDA, AMENDING SECTIONS 4.1, 6.7 AND 6.9 OF
THE TOWN COUNCIL MEETING RULES AND
PROCEDURES, TO REQUIRE WRITTEN MEMORANDA;
PROVIDING FOR INCORPORATION OF RECITAL;
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Town Council desires to amend Sections 4.1, 6.7 and 6.9 of the Town Council Meeting Rules and Procedures, to require written memoranda, and to make other amendments.

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

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

Section 2. Amendment. Sections 4.1, 6.7 and 6.9 of the Town Council Meeting Rules and Procedures are hereby amended to read as follows:

Section 4.1 Discussion by Council Members.

Initial discussion by Members of the Town Council, including the Mayor, on any agenda item shall be limited to three (3) minutes, and one (1) minute rebuttal. The Chair will have the discretion to grant Council Members more time to speak if need be. This rule may be waived with a supermajority vote. *(added as per resolution 12-973) The Town Clerk shall keep the time of the speeches and rebuttals and shall report the same when asked by the Mayor or a Council Member through the Mayor (See Section 4.3 entitled Closing Debate). A Council Member, once recognized by the Mayor, shall direct all comments or questions on the subject matter being discussed to the Mayor only. Council Members shall not engage in cross conversation with other members of the public. Members of the Town Council shall not interrupt another member who has the floor. The Mayor shall not unreasonably withhold or delay recognition of any Member of the Town Council desiring to speak. The Mayor shall recognize other members of the Council in rotation and not call on any member a second time or subsequent time until such time as all members who wish to have had an opportunity to speak.

Section 6.7 Reports

This section of the agenda shall be utilized for the Mayor, Council Members, Town Manager, and Town Attorney and Committees to provide informational reports. The Mayor and Council Members will be limited to two (2) reports per meeting. A written memorandum or form provided for such purposes shall state the purpose and the major points to be covered. Said documents shall be provided to the Town Manager prior to the deadline for closing the agenda and placed in the packages. The Town Manager has the authority to review and delete any report submitted that does not specify the purpose and the major points to be covered. Items submitted as a report can not come back before the Council for six (6) months*(added as per resolution 12-973). The Mayor and Town Council Members shall update the Council on conferences attended on behalf of the Town. The conference update shall be under the Report section of the agenda, provided however, that such updates shall not be considered part of the two (2) report maximum provided in this section. *(added as per resolution 09-713).

6.9 New Business

While the Town Manager may initiate the preparation of policy legislation or action by the Town Attorney, a Council Member who wishes to request the preparation of policy legislation by the Town Attorney or Administration shall place such requests for consideration by the Town Council under this section of the agenda. A signed, written memorandum or form provided for such purposes shall state the purpose of the item/action, the major points to be covered, the reasons for necessary action, and the action desired by the Council Member. The Town Manager has the authority to review and delete any New Business Item submitted that does not adhere to the memorandum rules. Items submitted under New Business can not come back before the Council for six (6) months *(added as per resolution 12-973). The Mayor and Councilmembers will be limited to three (3) New Business items per meeting. The Mayor and the Council Members shall indicate the priority ranking for each item they are submitting as a New Business item. Said document shall be provided to the Town Manager prior to the deadline for closing the agenda and placed in the agenda packages. The request shall not be acted upon until such request is approved by a majority vote of the Town Council.

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

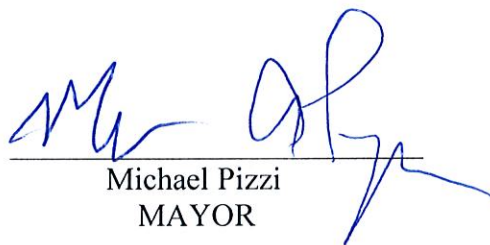
Resolution No. 2012-_____

PASSED AND ADOPTED this 13th day of March, 2012.

Motion to adopt by Councilmember Perdomo, second by Mayor Pizzi.

FINAL VOTE AT ADOPTION

Mayor Michael Pizzi	yes
Vice-Mayor Ceasar Mestre	yes
Councilmember Mary Collins	yes
Councilmember Tim Daubert	no
Councilmember Nelson Hernandez	no
Councilmember Nick Perdomo	yes
Councilmember Richard Pulido	no



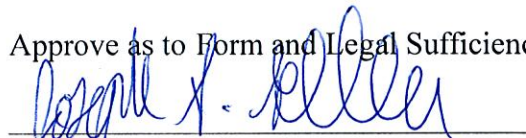
Michael Pizzi
MAYOR

Attest:



Marjorie Tejeda
TOWN CLERK

Approve as to Form and Legal Sufficiency



Joseph S. Geller
GREENSPOON, MARDER, P.A.
TOWN ATTORNEY