



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 10

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine L. Ramaglia, Town Manager
DATE: April 4, 2023
SUBJECT: Discussion of Town Council Rules and Procedures

Background:

The ground rules for Town Council behavior and conduct of meetings are governed by the Code of Ordinances and the Council's adopted rules. Section 2-23 of Article II "Town Council" of Chapter 2 "Administration" of the Code sets forth the codified regulations. The Town Council Approved Resolution No. 2019-65 "Town Council Rules of Engagement" and the Town Attorney has provided training on the role and conduct of being a member of Council. Copies of Section 2-23, Resolution No. 2019-65, and the training materials are attached for your review and discussion.

In addition to the general review of the guidelines, there has been interest expressed in addressing modifications and adjustments to the rules and procedures to include, but not necessarily be limited to the following topics:

1. Which meetings (including board and committee meetings) get live streamed, or otherwise disseminated;
2. Who and how many councilmembers sign ordinances, resolutions, contracts, checks and other official documents of the Town;
3. The use and. placement of lights;
4. Cellphone use;
5. Roll call procedures and acknowledgements;
6. Appropriate manner of addressing each other during meeting discussions;
7. The extent and limitation, tone and tenor of Councilmember comments;
8. One on ones prior to Council Meetings;
9. Effective use of Agenda Review meetings on Mondays.

Recommendations:

Town Council to review and discuss proposed changes.