

BOARD OF TRUSTEES

CITY OF LAUDERHILL POLICE OFFICER'S PENSION FUND

ADMINISTRATIVE RULES GOVERNING PUBLIC PARTICIPATION

Background: Senate Bill 50, Chapter 2013-207 Laws of Florida, was adopted effective October 30, 2013. Senate Bill 50 governs most public meetings, requires a reasonable opportunity to be heard, provides for payment of attorneys fees in certain cases enforcing SB 50, and permits boards to adopt administrative rules in compliance with Section 286.0114(4), Florida Statutes.

Administrative Rules Governing Public Participation:

(a) **Regular meetings.** Public discussion shall be placed on each agenda at the beginning of each scheduled meeting, unless the Chair or presiding officer decides to deviate from these rules on a case by case basis.

(b) **Special meetings.** Public comments at special meetings shall be limited only to the items and matters referred to on the agenda for such special meeting. The Chair or presiding officer may disallow any and all public comments on matters not specifically referred to on the agenda for a special meeting.

(c) **Order on agenda.** The first agenda item at each regular meeting shall be “public discussion” for fifteen minutes. The Board, by a majority vote, may authorize the extension of time for public discussion until a “time certain.” In the event that members of the public are excluded from speaking due to time limitations, such members of the public shall be entitled to address the Board at the next regular meeting and a final vote on the pending items listed on speaker request cards described in section (d) shall be postponed accordingly.

(d) **Procedure for persons wanting to speak.** Members of the public who wish to speak under public discussion for either a regular or special meeting shall sign a speaker’s request card containing their complete name and a brief discussion of the topic they wish to discuss. Completed cards shall be transmitted to the Chair or presiding officer prior to public discussion and shall be preserved as public records by the Board pursuant to applicable records retention policies.

(e) **Time limitation.** Public discussion shall be limited to three (3) minutes maximum per person during either a regular or special meeting. The Chair or presiding officer may, in their discretion, authorize the extension of such three-minute timeframe after due consideration for the substance, content and relative importance of such discussion.

(f) **Decorum.** No person shall interrupt or disrupt an individual who is addressing the Board or use loud, offensive, disorderly, threatening, insulting, abusive, or foul language, or behave in an offensive, disorderly, threatening, abusive, or insulting manner, or make personal, impertinent,

slanderous, or profane remarks during the meeting. To maintain decorum and order, individuals who disturb the conduct of meetings, or who refuse to conform their discussion to items set in the agenda, may be ejected by the Chair or presiding officer. All remarks shall be addressed to the Board as a body and not to any member thereof. No person other than a Board member or the person having the floor shall be permitted to enter into any discussion, without the permission of the Chair or presiding officer. All questions to the Board shall be directed through the Chair or presiding officer.

(g) Scope. These rules shall not apply to any meeting that is exempt from Section 286.011, Florida Statutes, or to any meeting where the Board is acting in a quasi-judicial capacity.

This rule was considered by the Board of Trustees at a public hearing, following proper notice. The Administrative Rule was adopted by vote of the Board of Trustees on September 04, 2013.

A handwritten signature in cursive script, appearing to read "Paul C. Cunningham".