

ORDINANCE 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF INDIAN RIVER COUNTY, FLORIDA AMENDING INDIAN RIVER COUNTY CODE CHAPTER 102 TITLED "BOARD OF COUNTY COMMISSIONERS MEETINGS AND PROCEDURES" TO STATE THAT REGULAR MEETINGS WILL BE HELD ON THE FIRST AND THIRD TUESDAYS OF THE MONTH; TO REQUIRE ADVANCE APPROVAL OF ANNUAL MEETING SCHEDULE AND TO SPECIFY WHEN AGENDA MATTERS MUST BE SUBMITTED INTO THE AGENDA MANAGEMENT SYSTEM AND WHEN AGENDA PACKETS WILL BE DISTRIBUTED PRIOR TO MEETINGS.

Section 1. Code Amendments.

Indian River County Code Chapter 102, Section 102.01 titled "Board of county commissioners meetings and procedures" is hereby amended as follows (note ~~striketrough~~ text indicates deletions, underline text indicates additions):

Section 102.01. - Board of county commissioners meetings and procedures.

1. *Time.* The board of county commission shall generally hold regular meetings on the first and third Tuesday of the month beginning at 9:00 a.m. The annual schedule of regular meetings shall be approved by the board no later than the first regular meeting in November each year for the ensuing calendar year.

2. *Place.* All meetings of the commission shall be held in the Commission Chambers, County Administration Building A, 1801 27th Street, Vero Beach, Florida, unless otherwise decided by the commission.

3. *Quorum.* A majority of the commission shall constitute a quorum.

4. *Agenda.* All matters to be placed on the agenda for a regular meeting shall be uploaded to the county's ~~document~~ agenda management system, allowing for approval chain to reach the county administrator on or before noon of the Wednesday before the commission meeting at which the matter is to be heard. Commissioners may submit a Commissioners Matter ten (10) days prior to the regular commission meeting. Constitutional Officers and Governmental Agencies may submit an item to the county administrator no later than ten (10) days prior to the regular commission meeting for which the matter is requested to be presented to the board of county commissioners. The county administrator shall then compile an agenda ~~kit~~ packet arranged according to the order of business and furnish each member of the commission, and the county attorney with a ~~kit~~ packet on or before ~~Friday noon~~ close of business on Thursday preceding the commission meeting. An agenda ~~kit~~ packet shall be kept for inspection by the public. Electronically, the agenda shall be emailed to the public and posted on ~~www.iregov.com~~ indianriver.gov.

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Once the agenda ~~kits~~ packets have been distributed no additional matters shall be presented to the board of county commission except with the unanimous approval of the commission.

5. *Special meetings.* Special meetings may be held at the call of the chairman, or, in his absence, at the call of the vice chairman, or at the request of a majority of the commissioners; and, whenever practicable, shall provide for not less than twelve (12) hours' notice to each member and the public.

Section 2. Conflicts.

In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of the County, the provision which establishes the higher standards for the promotion and protection of the health and safety of the people shall prevail.

Section 3. Severability.

If any portion of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holding shall not affect the remaining portions of this Ordinance. If this Ordinance or any provision thereof shall be held to be inapplicable to any person, property or circumstances, such holding shall not affect its applicability to any other person, property or circumstances.

Section 4. Codification.

It is the intention of the Board that the provisions of this Ordinance shall become a part of the County's Code of Ordinances, as amended. The provisions of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "section," "article" or other appropriate word to accomplish such intention.

Section 5. Effective date.

The provisions of this Ordinance shall take effect as provided by law.

This ordinance was advertised in the *Indian River Press Journal* on the 18th day of November, 2025, for a public hearing to be held on the 9th day of December, 2025, at which time it was moved for adoption by Commissioner _____, seconded by Commissioner _____, and adopted by the following vote:

Chairman Deryl Loar	_____
Vice-Chairman Laura Moss	_____
Commissioner Joseph E. Flescher	_____
Commissioner Susan Adams	_____
Commissioner Joseph H. Earman	_____

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The Chairman thereupon declared the ordinance duly passed and adopted this 9th day of December, 2025.

BOARD OF COUNTY COMMISSIONERS
INDIAN RIVER COUNTY, FLORIDA

Attest: Ryan Butler, Clerk and
Comptroller

By _____
Deryl Loar, Chairman

By _____

Deputy Clerk

Approved as to form and
legal sufficiency:

By _____
Jennifer W. Shuler, County Attorney

Effective Date: This ordinance was filed with the Department of State and becomes effective on the _____ day of December, 2025.