

## Parliamentary Rules of Orange County Commissioners' Court

1. Presiding Officer – The Presiding Officer shall be determined in the following order: County Judge, then Judge Pro Tem if the County Judge is absent, and finally the senior member of the Court if both the County Judge and Judge Pro Tem are absent.
2. Recognition for Comment – The Presiding Officer of a Commissioners' Court Session or Workshop has the sole discretion to recognize anybody for comment. No comments shall be taken from anybody without prior recognition or continued recognition from the Presiding Officer. Members of the Court shall not be prevented from commenting, but shall await recognition from the Presiding Officer before commenting. Members of the public must come forward to the podium after recognition.
3. Comments – Comments will be made one at a time and respectfully. At no time will those giving comments speak over each other or become disrespectful to the Court or any member of the Court. Those violating this rule will be reminded of this rule by the Presiding Officer. If unacceptable behavior continues, then the violator will be asked to leave by the Presiding Officer. If the violator refuses to leave and continues to act in an unacceptable manner, then the Presiding Officer shall ask the Sheriff or other Peace Officer to remove the violator.
4. Motions – The entering of a motion and a second to that motion are not considered comments requiring recognition from the Presiding Officer.
5. Voting – All votes shall be taken by Roll Vote. This means the voting will be recorded individually and done in linear order from right to left or left to right. Where the Roll Vote begins is determined by the Presiding Officer.
6. Agenda Items – All members of the Court have the discretion to add their agenda items or have their agenda items removed. The two exceptions to non-Presiding Officer discretionary removal are if the agenda has already been posted or if the subject of the agenda item is already aware of the existence of the agenda item and the subject of the agenda item specifically requests that the agenda item remain. In either of those instances, the Presiding Officer has the discretion to post an amended agenda or remove the agenda item before posting. All agenda items must be submitted in writing to the Office of the County Judge and the submitters name will be placed below their agenda item.
7. Description of Agenda Items – Whoever is listed as the submitter of an agenda item may give a brief description and summary of the background and purpose of said agenda item. Such a brief description and summary of said agenda item is not considered a comment requiring recognition from the Presiding Officer. However, the Presiding Officer has the sole discretion to end the brief description and summary of the agenda item if the Presiding Officer determines the description and summary are not brief.
8. Availability of These Rules – The Presiding Officer shall ensure these rules are posted on the Commissioners' Court website and in the Commissioners' Court room. All individuals in the Commissioners' Court room are responsible for knowing these rules.