RESOLUTION NO. R-2022-148

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OAKLAND PARK, FLORIDA, AMENDING RESOLUTION NO. R-2013-154 DATED DECEMBER 18, 2013, BY SPECIFICALLY AMENDING PARAGRAPH B ENTITLED "GRANTING AND YIELDING THE FLOOR" TO PROVIDE FOR THE INCLUSION OF A CIVILITY DISCOURSE COMMITMENT STATEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Oakland Park deems it to be in the best interests of the City to amend Resolution No. R-2013-154 to include a Civility Discourse commitment statement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OAKLAND PARK, FLORIDA, THAT:

SECTION 1. The foregoing "WHEREAS" clause is hereby ratified and confirmed as being true and correct.

SECTION 2. This resolution hereby amends Resolution No. R-2013-154 by specifically amending Paragraph B entitled "Granting and Yielding the Floor" as follows:

A. Rules of Order: All meetings of the City Commission of the City of Oakland Park, whether they be special or regular meetings, shall be governed by the Rules of Order set forth herein. The Mayor or Acting Chairperson of the City shall call for all votes incident to requirements set forth in the Charter and the Code of Ordinances of the City of Oakland Park.

B. Granting and Yielding the Floor: Any Commissioner wishing to speak must be recognized by the Mayor or Acting Chairperson by raising his or her hand. The Mayor or Acting Chairperson shall grant the floor in the order the hands were raised. If the Mayor or Acting Chairperson desires to participate in a discussion, he or she shall do so only when all members of Commission have spoken at least once.

1. The Mayor or Acting Chairperson shall not interrupt a speaking member for the purpose of comment, nor shall any member of the Commission interrupt another member of the Commission who has been recognized by the Mayor or Acting Chairperson, except no member of the Commission shall dominate the floor in excess of five minutes without

offering to yield to other members of Commission. Commissioners shall address their comments to the Agenda item.

2. The Mayor or Acting Chairperson shall not use that position to dominate debate or discussion, nor unreasonably cut short or prolong any debate, discussion, or the taking of any vote.

3. Civility Discourse - In order to safeguard participatory democracy in Oakland Park, all persons attending public meetings in Oakland Park should strive to treat everyone courteously, listen to others respectfully, exercise self-control, give open-minded consideration to all viewpoints and focus discourse exclusively on the issues before the body. Disorderly conduct, determined by the Mayor or Acting Chairperson or a majority of the city commission or board, intended as a disruption of a meeting and a failure to comply with any lawful decision or order of the presiding officer or of a majority of the city commission, shall constitute a disturbance.

C. Rules of Procedure: This City Commission Procedures Resolution shall supersede Robert's Rules of Order on any subject specifically addressed herein; however, on any matters not specifically addressed by this Resolution, Robert's Rules of Order shall prevail to the extent possible.

D. Public Comments at Regular Meetings: Public Comments shall be placed on the Agenda for each regular and special scheduled meeting of the City Commission and City Boards, and shall be scheduled to begin immediately following the public hearing items, if any. Members of the public shall not be interrupted in any form or fashion by members of the City Commission or Board member when speaking during public comments. Members of the public shall be granted no more than four minutes and all comments or questions from the public will be directed to the City Manager or Board member. The Mayor or Acting Chairperson may specify a shorter period of time for each member of the public to speak, barring objection from a majority of the commission or Board. The time limit may be extended only by a vote of the majority of the Commission or Board.

1. All public comments shall only pertain to City or Board business and the Mayor or Acting Chairperson shall determine whether public comments are relevant to City or Board business. A super majority may veto the Mayor or Acting Chairperson in the determination of whether it is relevant to City or Board business.

2. If a member of the audience becomes unruly, the Mayor or Acting Chairperson has the right to require that person to leave the room and may order this done. Should a crowd become unruly, the Mayor Acting Chairperson or presiding officer may recess or adjourn the meeting. Either of these decisions may be overruled by a majority vote of the Commission or Board.

E. Public Comments at Special Meetings: Public comments shall be placed on the Agenda may be entertained at special meetings of the City or Board majority vote of the Commission, and they shall be limited to the items and matters referred to on the Agenda for such special meeting. Members of the public shall be granted no more than four (4) minutes and all comments or questions from the public will be directed to the Mayor or Acting Chairperson. The Mayor or Acting Chairperson is hereby authorized and directed to disallow any and all public comments on matters not specifically referred to on the Agenda for a special meeting of the-this City Commission or Board.

F. Commencement Time of Regular Meetings: Regular meetings of the City commission shall commence at 6:30 p.m. on the first and third Wednesdays of
each month, except if a regular meeting date shall fall on a legal holiday, then the meeting date shall be canceled. In the event of an emergency situation, as determined by the City Manager or City Manager's designee, a regular scheduled City Commission meeting may be canceled and held on the Wednesday following the emergency.

G. Adjournment Time of Meetings: All meetings of the City Commission, whether they be regular or special, be adjourned no later than 10:00 p.m. Notwithstanding the foregoing, the City Commission, by a majority vote, may extend the City Commission meeting beyond 10:00 p.m. In any event, the motion to extend the regular or special City Commission meeting must provide a specific time frame, not to exceed 11:00 p.m., which the City Commission will honor for the purposes of continuing the regular or special City Commission meeting.

H. Consent Agenda: There shall be a consent Agenda during each regular City commission meeting. The Consent Agenda shall contain Resolutions and other pertinent matters which can be handled and implemented without necessity of comments. Notwithstanding the foregoing, any item placed on the Consent Agenda may be removed from the Consent Agenda by any Commissioner, and discussed and deliberated by the City Commission.

I. Agenda Item Submission and Deadlines:

a. The City Manager, or City staff may place items on the Commission Agenda for a regular meeting for discussion, review, or consideration of any action. Items must be submitted by an Agenda request form with a memorandum referencing the business item, stating the purpose of the item/action, the major points to be covered, the reasons for needed action, and the action requested by the Commission. All appropriate background material shall accompany the signed memorandum.

b. The Commission may place items on the Commission Agenda for a regular meeting for discussion. Topics for discussion items are provided to the City Clerk's office via the City Manager's office. The discussion item will be placed on the next available agenda· consistent with submission deadlines. Upon receiving a consensus by the Commission,
a discussion item become a further discussion item on a future agenda or an action item developed by City staff adhering to the Agenda request form and providing all background material.

1. The deadline for submission of such request is the end of business on the Friday preceding the following Wednesday's publication and distribution of the Commission Agenda. In the event of a holiday falling on the Friday of the Agenda .submission deadline, agenda items must be submitted by the Thursday preceding the Wednesday publication and distribution of the Commission Agenda.
2. Supplemental information not pertaining to the development of the Agenda item must be submitted no later than 5:00 p.m. the Monday preceding the Wednesday City Commission meeting. Failure to adhere strictly to this schedule shall result in delay/deletion of the submitted item.
3. Publication of the Commission Agenda shall be by Wednesday preceding the next regularly scheduled Commission meeting.

J. Removal of Items from the Agenda: Once an item has been placed on the Agenda in accordance with the terms and conditions of this Resolution, it may be removed only by the person who originally placed it on the Agenda. The City Manager is advised to comply with the terms and conditions of this resolution to the fullest extent.

K. Proclamations, Keys to the City, Awards, Certificates: In accordance with the Charter of the City of Oakland Park, the City Commission establishes a
procedure to be adhered to by the City Commission relative, but not limited to the issuance of proclamations, the issuance of keys to the City, awards, certificates, and other ceremonial items or documents. The deadline for submission of proposed proclamations or any other ceremonial items or documents shall be the same as for any agenda item.

1. Any certificate or plaque presented from a Commissioner or the Commission must be on an agenda and voted by the Commission in favor of presenting said certificate or plaque at a meeting prior to the meeting it is issued.

2. Proclamations and other ceremonial items or documents shall be read by the City Clerk and issued by the City Commission only after they have been reviewed, considered, and approved by a majority vote of the City Commission.

L. Introduction of Agenda Items: The member of the Commission acting as Mayor at any regular or special meeting of this body shall only introduce an Agenda item by its Agenda item number, and the brief title as listed in the Agenda. No further explanation or comment shall be made by the Mayor at this time.

M. Presentation/Explanation of Agenda Items: The Mayor shall then call on the City Manager or a designated spokesperson for a brief explanation of the item under consideration. Following this, the item shall be opened for public hearing or Commission discussion as required by the item under the established limits.

N. Placement Order of Items on the Agenda: All items on the Agenda shall be listed the following order: Invocation, Proclamations, Additions/Deletions/Changes, Presentations, Public Hearings, Ordinances, Public Comments, Consent Agenda, Resolutions and Miscellaneous, Discussion Items and Reports. Items removed from the consent agenda during Additions/Deletions/Changes shall be placed after the consent unless an item is placed out of order by the majority of Commission members.

SECTION 3. The appropriate city officials are authorized and directed to execute the necessary documents to comply with this Resolution.

SECTION 4. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 5. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered eliminated and will in no way affect the validity of the other provisions of this Resolution.

SECTION 6. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the City Commission of the City of Oakland Park, Florida this 2nd day of November 2022.

CITY OF OAKLAND PARK, FLORIDA

MAYOR MICHAEL E. CARN

A. GORDON	YES
M. ROSENWALD	YES
M. SPARKS	YES
J. BOLIN	YES
M. CARN	YES

ATTEST:

RENEE M. SHROUT, CMC
CITY CLERK