

STAFF REPORT REGULAR MEETING

AGENDA DATE: August 6, 2024

DEPARTMENT: City Commission/City Attorney/City
Manager/City Clerk

TITLE:

Resolution No. 25-2024 – amending the City Commission Rules of Procedure

SUMMARY:

The City Commission will update various items in the rules and procedures for commission meetings.

BACKGROUND AND JUSTIFICATION:

The City Commission's Rules of Procedure were initially adopted in 2004 by resolution and have been amended multiple times by subsequent resolutions, the most recent in July 2023. The City Commission gave consensus to move the Commission Liaison Reports and Comments, City Manager Report and City Attorney Report to 12, 13 and 14 in the Order of Business [Rule 5 (1)] {page 4} at the June 14, 2024 pre-agenda work session. On July 16, 2024, there was agreement to change the District Public Forums to Town Halls to be held on a bi-annual basis, rotating the location by district and holding Districts 2 and 4 in even years and Districts 1 and 3 in odd years [Rule 1 (5)] {page 2}. There was agreement to rename work session as workshop.

The city allows for public comment to be submitted on the city's website where it is approved (only in keeping with Rule 14, Decorum for citizen participation) and then posted on the website to be viewed. Having the City Clerk read comments that are publicly posted is very time consuming, therefore there is a request to discontinue this practice (most cities do not allow comments to be submitted online.)

A pre-agenda work session was implemented to obtain commission consensus before an item was added to the agenda by a commissioner. Almost every municipality in Palm Beach County requires consensus or majority vote for a commissioner to add an item to the agenda. The commissioner could make the request during a pre-agenda work session or during commission comments, but there would be other avenues to get consensus for an item to be added.

No cities in the country allow members of the public to give presentations to the commission. Presentations are NOT related to public comment nor public participation. The public would still comment on each item and would have three (3) minutes to "present" ideas or speak about any topic not on the agenda under Public Participation.

The July 16, 2024 meeting adjourned before the resolution was fully discussed or a vote was taken.

MOTION:

Move to approve/disapprove Resolution No. 25-2024 – amending the City Commission Rules of Procedure

ATTACHMENT(S):

Resolution 25-2024 (redlined and clean versions)
Resolution 13-2023