

GENERAL RULES AND PROCEDURES

CITY OF COCONUT CREEK CITY COMMISSION MEETINGS

I. WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not, however, open public forums. Any person who wishes to address the Commission on any subject within the scope of the Commission's authority may do so, provided it is undertaken in an orderly manner and in accordance with the procedures outlined below:

A) Speaking on Items on the Agenda:

1. Consent Agenda Items. Items placed on the Consent Agenda are voted on as a group and are not discussed individually. However, any Commissioner or member of the public may request the removal of any item from the Consent Agenda, which then will be voted upon individually, thereby allowing discussion on that item. If an item is not removed from the Consent Agenda, there shall be no public discussion on that item.

2. Regular Agenda Items. Items placed on the Regular Agenda are voted upon individually and are considered by the Commission generally in the order presented in the Agenda. The Mayor will allow persons to be heard on items requiring a formal public hearing and will allow persons to be heard on Regular Agenda items that do not require a public hearing (see below).

B) Speaking on Subjects not on the Agenda:

~~Any person A resident~~ may address the Commission on subjects that are not on the Agenda during the period of time designated as Input from ~~Residents of Coconut Creek the Public~~. ~~The Mayor has the discretion to allow non-residents to be heard on non-agenda items during that time.~~

C) Speaking at Public Hearings:

Members of the public may participate in public hearings and be heard regarding a specific Agenda item. The Mayor will announce the opening of the public hearing and call upon persons who have signed the sheet available on the table in the lobby outside of ~~as one enters~~ the Commission Chambers. Persons also may be recognized by raising their hand at the time indicated by the Mayor.

D) Quasi-Judicial Proceedings:

Certain Agenda items are quasi-judicial in nature. Generally they are items related to land use matters. Quasi-judicial proceedings require persons to be sworn in before addressing the Commission and ~~they~~ those who speak may be subject to cross-examination by the Commissioners or Applicant. Comments of persons refusing to submit to cross examination will not be considered by the City Commission in its final deliberation.

II. ADDRESSING THE COMMISSION, MANNER, TIME

The length of time each person may speak is limited in the interest of keeping order and conducting the business at hand. Individuals ~~will~~ may be limited to three (3) minutes' speaking time. All comments or questions by a person are to be directed only to the Mayor as presiding officer. These are opportunities for public input or questions and are not discussions or question/answer periods. There shall be no cross conversations or questions of any other persons, including City staff.

Persons wishing to address the Commission shall raise their hands until acknowledged by the Mayor. Once acknowledged, they shall come forward, clearly state their name and address, and speak to the Commission, using no more than three (3) minutes. Anyone wishing to speak a second time on the same subject matter first must receive express permission from the Mayor.

III. DECORUM

If a person attending a City Commission meeting exhibits unruly or threatening behavior or the use of profanity, the Mayor has the authority to order their removal from the Commission Chambers, which may be done by the Police Department, if necessary. If excessive unruliness occurs, the Mayor has the authority to recess or adjourn the meeting.