



MEMORANDUM

Date: October 10, 2024 City Commission meeting

To: The City Commission for the City of Key West

From: Ron Ramsingh, City Attorney

Subject: Amendment of Resolution Regarding Procedures of the City Commission.

Sponsors: Mayor Henriquez, Commissioner Lee

Background

The City Commission periodically amends its procedures from time to time by Resolution. Historically, procedures, time limitations for presentations, public comment meeting days, times, and frequency have been amended.

This Resolution was brought forward by Mayor Henriquez to consider making Commissioner comments limited to 5 minutes unless leave is granted by the Mayor for topics of particular community interest and relevancy. This does not prevent a Commissioner from asking questions on agenda items before the Commission.

Additionally, this Resolution was brought forward (as a separate request) by Commissioner Lee to consider changing the meeting day to the 1st Tuesday of the month to avoid conflicts with other community meetings. Also, some clarification language was proposed to re-iterate that public comments are not grounds to remove an item from the consent agenda, and make specific reference to the decorum ordinance for Commission meetings.

The last amendment was in 2023 when City Commission Meetings went from twice a month on Tuesdays to once monthly on the second Thursday of the month. In 2023, the Commission also decided to take the month of August off. That was changed in 2024 to July. However, the Commission met for budget workshops and a special meeting to approve the bond ordinances in July. Therefore, there was not a true month off for the City Commission. Some discussions were had internally about possibly making June the month to not have a meeting(s), also March was discussed as a possibility when Monroe County Schools have spring break. The proposed

Resolution proposes June, but the City Commission should debate and decide what month (if any) to take off from having meetings.

Cost

There are no additional direct costs to this Resolution

Options:

1. Consider whether or not to approve a 5-minute time limit for Commissioner comment with leave by the Mayor in instances of community importance and relevance.
2. Consider whether or not to change Commission meeting days to the 1st Tuesday of the month from the 2nd Thursday.
3. Consider whether or not to continue to meet once a month or revert back to twice a month.
4. Consider what month to not schedule Commission meetings (if any).

Recommendation:

The undersigned does not make any recommendations on his item since it is strictly a matter of preference for the City Commission to debate and decide.