

**CITY OF CORAL GABLES, FLORIDA**

**ORDINANCE NO. 2025-\_\_**

AN ORDINANCE OF THE CITY COMMISSION OF CORAL GABLES, FLORIDA, AMENDING CITY CODE CHAPTER 2, "ADMINISTRATION," ARTICLE III "BOARDS, COMMISSIONS, COMMITTEES," SECTION 2-83 "CITIZEN INPUT; ADDRESSING THE CITY COMMISSION," TO ADD ADDITIONAL RULES OF DECORUM FOR PUBLIC MEETINGS; PROVIDING FOR SEVERABILITY, REPEALER, CODIFICATION, AND AN EFFECTIVE DATE

**WHEREAS**, in 2016 the City Commission adopted Resolution 2016-279 setting forth a civility code for members of the public and outlining rules of participation and decorum for City meetings; and

**WHEREAS**, those previously adopted rules of decorum are also included in various provisions of the City Code; and

**WHEREAS**, the proposed ordinance adds additional rules of decorum for the conduct of city meetings; and

**WHEREAS**, the City Commission wishes to provide additional notice to the public of the rules of decorum by having signage installed outside of commission chambers and meeting rooms as well as in the published commission agendas summarizing the rules of decorum contained in the City Code.

**NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF CORAL GABLES, FLORIDA:**

**SECTION 1.** That the foregoing "**WHEREAS**" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

**SECTION 2.** That the City Commission does hereby amend Chapter 2 "Administration," Article III "Boards, Commissions, Committees," Section 2-83 "Citizen Input; Addressing the City Commission," as follows<sup>1</sup>:

**Sec. 2-83. Citizen input; addressing the city commission.**

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<sup>1</sup> Deletions are indicated by ~~strike through~~. Insertions are indicated by underline.

(a) *Citizen input.* The commission recognizes the importance of protecting the right of all citizens to express opinions on the operation of city government and encourages citizen participation in the local government process. The commission also recognizes the necessity for conducting orderly and efficient meetings in order to complete city business in a timely manner.

(b) *Citizen input on a matter pending before the commission.* Each person who addresses the commission on an agenda item pending before the commission may complete a citizen's input card if requested by the chairperson, and submit the card to the receptionist or to the chairperson. The remarks of each speaker shall be limited to no more than three minutes. The chairperson has the discretion to either extend or reduce time limits, based on the number of speakers.

(c) *Addressing the commission.* If requested by the chairperson, prior to addressing the commission, the person shall complete the "request to speak reference card" and place same back into a cardholder whereupon, following the closure of said commission meeting, the city clerk shall collect all cards.

(1) When the person's name is called, the person shall step up to the speaker's lectern and shall give the following information in an audible tone of voice for the minutes:

- a. Name;
- b. Place of residence or business address;
- c. The person shall state whether the person speaks for a group of persons or a third party, if the person represents an organization, whether the view expressed by the person represents an established policy or position approved by the organization, and whether the person is being compensated by the organization.

(2) All remarks shall be addressed to the commission as a body and not to any member thereof.

(3) No person, other than a member of the commission, and the person having the floor, may be permitted to enter into any discussion, either directly or through a member of the commission, without permission of the chairperson. No question may be asked except through the chairperson or by vote of the commission.

(4) Speakers should make comments concise and to the point, and present any data or evidence for consideration to the city commission. No person may speak more than once on the same subject unless specifically granted permission by the chairperson.

(d) *Decorum.*

(1) Order must be preserved. No person shall, by speech or otherwise, delay or interrupt the proceedings or the peace of the commission, or disturb any person having the floor.

No person shall refuse to obey the orders of the chairperson or the commission. Any person making irrelevant, impertinent, or slanderous remarks or who becomes boisterous while addressing the commission shall not be considered orderly or decorous. Any person who becomes disorderly or who fails to confine remarks to the identified subject or business at hand shall be cautioned by the chairperson and given the opportunity to conclude remarks on the subject in a decorous manner and within the designated time limit. Any person failing to comply as cautioned shall be barred from making any additional comments during the meeting by the chairperson, unless permission to continue or again address the commission is granted by the majority of the commission members present.

(2) If the chairperson or the commission declares an individual out of order, the individual will be requested to relinquish the podium. If the person does not do so, the individual is subject to removal from the commission chambers or other meeting room and may be arrested by the police chief, or designee, subject to F.S. § 810.08(1).

(3) Any person who becomes disruptive or interferes with the orderly business of the commission may be removed from the commission chambers or other meeting room for the remainder of the meeting.

(4) All persons in the audience shall refrain from consuming food or beverages in the commission chambers or meeting room.

(5) All cellphones and electronic devices in the commission chambers must be set to silent mode to avoid disruption of proceedings. All individuals must exit the chambers to answer incoming cell phone calls.

(6) All persons entering commission chambers are required to wear shirts and shoes as a minimum standard of dress.

(7) All persons entering and exiting the commission chambers shall do so quietly

**SECTION 3.** The City Manager and City Clerk are directed to install signage outside of commission chambers and meeting rooms as well as in the published commission agendas summarizing the rules of decorum contained in the City Code.

**SECTION 4.** All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 5.** If any section, part of section, paragraph, clause, phrase, or word of this Ordinance is declared invalid, the remaining provisions of this Ordinance shall not be affected.

**SECTION 6.** It is the intention of the Commission of the City of Coral Gables, Florida, that the provisions of this Ordinance shall become and be made part of the City Code and that the

sections of this “ordinance” may be changed to “section”, “article”, or such other appropriate word or phrase in order to accomplish such intentions.

**SECTION 7.** This Ordinance shall become effective immediately upon passage.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2025.

APPROVED:

VINCE LAGO

MAYOR

ATTEST:

BILLY Y. URQUIA

CITY CLERK

APPROVED AS TO FORM

AND LEGAL SUFFICIENCY:

CRISTINA M. SUÁREZ

CITY ATTORNEY

