

PROPOSED

RESOLUTION NO.

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA, PERTAINING TO DELEGATION REQUESTS; AMENDING SECTION 18.5 OF THE BROWARD COUNTY ADMINISTRATIVE CODE (“ADMINISTRATIVE CODE”); AND PROVIDING FOR SEVERABILITY, INCLUSION IN THE ADMINISTRATIVE CODE, AND AN EFFECTIVE DATE.

(Sponsored by Mayor Lamar P. Fisher)

WHEREAS, the rules of procedure of the Broward County Board of County Commissioners (“Board”) address the method by which members of the public may present delegation requests to the Board; and

WHEREAS, the Board finds it appropriate at this time to clarify the scope and frequency of such delegation requests, NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA:

Section 1. Section 18.5 of the Broward County Administrative Code is hereby amended to read as follows:

18.5. Conduct of Meetings; Agenda.

...

d. *Agenda.*

...

22 6. *Delegation Requests.* Any person shall be entitled to have a delegation
23 request placed on the official agenda of a regular meeting of the ~~County~~
24 Commission provided the request is consistent with the conditions stated in
25 this ~~sub~~Section 18.5.d.6. The delegation request must concern a matter
26 within the scope of the ~~County~~ Commission's substantive jurisdiction, such
27 that the ~~County~~ Commission can directly and materially affect the matter
28 that the delegation request concerns.

29 (a) Any person who desires to speak to the ~~County~~ Commission
30 regarding a delegation request must properly and fully complete and
31 return a delegation request form, to be provided by the County
32 Administrator, no later than fifteen (15) days before the ~~County~~
33 Commission meeting at which the person desires to speak. The
34 delegation request form must identify by name the person desiring
35 to speak, must identify the particular topic on which the person
36 desires to speak, and must include an affirmation that the particular
37 topic is within the scope of the ~~County~~ Commission's substantive
38 jurisdiction. The person may submit supplemental information with
39 the delegation request form, which the County Administrator shall
40 furnish to the ~~County~~ Commission if the delegation request is placed
41 on the agenda. The person may also identify on the delegation
42 request form up to two (2) other persons who desire to speak to the
43 ~~County~~ Commission on the topic as part of the same delegation
44 request.

45 (b) If the County Administrator determines the delegation request is
46 properly and fully completed and the particular topic is within the
47 scope of the ~~County~~ Commission's substantive jurisdiction, such that
48 the ~~County~~ Commission may directly and materially affect the matter,
49 the County Administrator shall place the delegation request on the
50 first available official agenda in which there is sufficient time to hear
51 the delegation request, but in no event shall there be more than three
52 (3) delegation requests during any ~~County~~ Commission meeting.
53 Repeat delegation requests on the same topic shall be scheduled
54 such that a delegation request on that topic occurs no more than
55 once a quarter. When the County Administrator places a delegation
56 request on the official agenda, the County Administrator shall also
57 furnish to the ~~County~~ Commission any appropriate backup
58 information, as determined by the County Administrator, regarding
59 the topic the person wishes to discuss.

60 (c) For each delegation request, the person who submitted the
61 delegation request form may address the ~~County~~ Commission for
62 three (3) minutes, and the two (2) interested persons, if any,
63 identified on the delegation request form may also address the
64 ~~County~~ Commission on the same topic for two (2) minutes each,
65 subject to Section 18.6.c. Only the person(s) listed on the delegation
66 request may address the Commission.

67 . . .

68 Section 2. Severability.

69 If any portion of this Administrative Code Resolution is determined by any court to
70 be invalid, the invalid portion will be stricken, and such striking will not affect the validity
71 of the remainder of this Administrative Code Resolution. If any court determines that this
72 Administrative Code Resolution, in whole or in part, cannot be legally applied to any
73 individual, group, entity, property, or circumstance, such determination will not affect the
74 applicability of this Administrative Code Resolution to any other individual, group, entity,
75 property, or circumstance.

76 Section 3. Inclusion in the Broward County Administrative Code.

77 It is the intention of the Board of County Commissioners that the provisions of this
78 Administrative Code Resolution become part of the Broward County Administrative Code
79 as of the effective date. The sections of this Administrative Code Resolution may be
80 renumbered or relettered and the word “resolution” may be changed to “section,” “article,”
81 or such other appropriate word or phrase to the extent necessary in order to accomplish
82 such intention.

83 Section 4. Effective Date.

84 This Administrative Code Resolution is effective upon adoption.

ADOPTED this day of , 2023.

PROPOSED

Approved as to form and legal sufficiency:
Andrew J. Meyers, County Attorney

By: /s/ René D. Harrod 12/28/2022
René D. Harrod (date)
Chief Deputy County Attorney

RDH/dp
Delegation Resolution
12/28/2022

Coding: Words ~~stricken~~ are deletions from existing text. Words underlined are additions to existing text.