



**RESOLUTION NO. 2020-16**

**A RESOLUTION OF THE CITY OF WEST MIAMI, FLORIDA, IN ACCORDANCE WITH THE FLORIDA GOVERNOR'S EXECUTIVE ORDER 20-69, ADOPTING RULES OF PROCEDURE FOR VIRTUAL CITY COMMISSION MEETINGS THAT TAKE PLACE DURING THE PENDENCY OF THE STATE OF EMERGENCY DECLARED IN FLORIDA GOVERNOR'S EXECUTIVE ORDER 20-52.**

**WHEREAS**, it is well established in opinions issued by the Florida Attorney General that in order to establish a quorum, the requisite number of members must be physically present in the room and, that if a quorum is physically present, the participation of an absent member by telephone/video is permissible due to extraordinary circumstances; and

**WHEREAS**, the Center for Disease Control and Prevention has advised that in order to slow the spread of the Coronavirus/COVID-19, individuals should adopt far-reaching social distancing measures; and

**WHEREAS**, finding it necessary and appropriate to take action to ensure that Coronavirus/COVID-19 remains controlled and that residents and visitors in Florida remain safe and secure, on March 20, 2020, the Governor of the State of Florida issued Executive Order No. 20-69 ("Order") suspending any Florida Statute, "that requires a quorum to be present in person or requires a local government body to meet at a specific public place;" and

**WHEREAS**, the Order also expressly permits local government bodies to utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)(2), F.S., and

**WHEREAS**, the Order does not waive any other requirement under the Florida Constitution or "Florida's Government in the Sunshine Law," including Chapter 286, F.S., and

**WHEREAS**, the Order requires that local government bodies adopt rules of procedure for virtual meetings, in accordance with section 120.54(5)(b)(2), F.S.

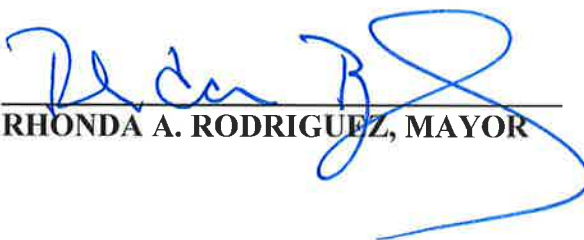
**NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of West Miami as follows:**

**SECTION 1.** The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

**SECTION 2.** That in accordance with the Order, Chapter 252, F.S., and Section 120.54, F.S., the City Commission hereby adopts the Rules of Procedure attached hereto as Exhibit A for virtual City Commission meetings that take place during the pendency of the state of emergency declared in the Governor's Executive Order 20-52.

**SECTION 3.** That said resolution shall become effective upon the date of its passage and adoption herein.


PASSED AND ADOPTED this 13th day of April, 2020.

  
\_\_\_\_\_  
**RHONDA A. RODRIGUEZ, MAYOR**

ATTEST:

  
\_\_\_\_\_  
**ANNERY GONZALEZ, CMC**  
**CITY CLERK**

APPROVED AS TO FORM AND SUFFICIENCY:

  
\_\_\_\_\_  
**JOSE A. VILLALOBOS, CITY ATTORNEY**

<b>MAYOR RHONDA A. RODRIGUEZ</b>	<b><u>Y</u></b>
<b>VICE-MAYOR LUCIANO L. SUAREZ</b>	<b><u>Y</u></b>
<b>COMMISSIONER CANDIDA BLANCA</b>	<b><u>Y</u></b>
<b>COMMISSIONER JUAN M. BLANES</b>	<b><u>Y</u></b>
<b>COMMISSIONER ERIC DIAZ-PADRON</b>	<b><u>Y</u></b>



**RULES OF PROCEDURES FOR VIRTUAL MEETINGS**  
**OF THE CITY COMMISSION OF THE CITY OF WEST MIAMI**  
**(CORONAVIRUS/COVID-19)**

These rules are adopted in accordance with the Florida Governor's Executive Order 20-69, Florida Statutes Chapter 252, and § 120.54(5)(b)(2) in order to provide for fully virtual meetings of the City Commission. This action is taken in response to the Coronavirus/COVID-19 pandemic, in order to comply with social distancing recommendations intended to protect the life and safety of individuals in the community. Accordingly, City Hall will be closed to the public.

**PLATFORM:**

The video conference platform Zoom will be used for virtual City Commission meetings. The City already has a subscription with Zoom and it is the platform used by the City Clerk for live remote public comments during traditional City Commission meetings. In accordance with Section 2-28 of the City Code, the Mayor will administer the Commission meeting as Chair of the City Commission, with technical assistance from the Information Technology Department.

Audio of the meeting will be streamed on the City's website at: [www.cityofwestmiamifl.com](http://www.cityofwestmiamifl.com) . In addition, a dedicated phone number will be provided so that any individual who does not wish (or is unable) to use Zoom may listen to the meeting.

**NOTICE:**

The virtual meeting will be noticed in the same manner and at the same locations as all City Commission meetings are noticed. The Zoom conference number (along with instructions) will be published on the City Commission agenda and will be included everywhere that the meeting is noticed. Two phone numbers (one for listening and one for providing comment) will also be included on the City Commission agenda and everywhere that the meeting is noticed. Additionally, instructions on how to provide a comment via e-comment will be provided everywhere that the meeting is noticed.

All notices will make clear that City Hall will be closed to the public.

All notices will provide that any person needing an accommodation in order to listen to or participate in the meeting should contact the City Manager, Yolanda Aguilar at 901 SW 62 Avenue, Miami, FL 33144; Tel. (305) 266-1122; [yolandaaguilar@cityofwestmiami.org](mailto:yolandaaguilar@cityofwestmiami.org).

**PUBLIC PARTICIPATION:**

The public may comment on any item on the agenda using the Zoom platform. A separate phone number will also be provided for anyone wishing to comment, via telephone, on an item on the agenda. In addition, the public may comment on an item on the agenda using the City's already-established e-comment function which may be found on the City's website at:

Before each item is voted on, the Mayor will allow for public comment using Zoom or the telephone line provided. In addition, the Mayor will request that the City Clerk read any e-comments relating to that particular item into the record.

As Chair of the City Commission, the Mayor may exercise his or her authority to limit the length of time provided to an individual for public comment. In addition, the Mayor may preserve decorum and order.

A phone number and email address will be provided for individuals who may have questions on how to access the meeting or participate in the meeting, prior to the date of the meeting.

**MINUTES:**

Minutes and a recording of the meeting will be kept as customary.