

# **Regular City Commission Meeting**

**Wednesday, April 15, 2026**

**1:00 PM**

## **City of Hollywood**



Hollywood City Hall  
2600 Hollywood Blvd  
Hollywood, FL 33020  
<http://www.hollywoodfl.org>

**Commission Chambers Room 219**

### ***CITY COMMISSION***

***Josh Levy, Mayor***

***Traci Callari, Vice Mayor - District 3***

***Caryl Shuham, Commissioner - District 1***

***Peter D. Hernandez, Commissioner - District 2***

***Adam Gruber, Commissioner - District 4***

***Kevin Biederman, Commissioner - District 5***

***Idelma Quintana, Commissioner - District 6***

***Raelin Storey, City Manager***

***Damaris Henlon, City Attorney***

***Patricia A. Cerny, City Clerk***

**NOTES**

As a courtesy the City is offering a new option for Citizens' Comments, other than in-person comments, for persons to participate at 5:00 PM by telephone. The option for public comment via telephone is not available for Proclamations, Presentations or other agenda items.

Advance registration is required to participate via telephone for Citizens' Comments at :

<https://fl-hollywood2.civicplus.com/FormCenter/City-Clerk-12/Citizens-Comments-Telephone-Registration-291>

This registration form must be received by noon on the Tuesday prior to the meeting. Requests received after this time will not be honored. The public is encouraged to participate in -person at City Hall, 2600 Hollywood Boulevard, room 219.

The Consent Agenda is comprised of items prepared by various offices and departments in the City. These items are routine and/or non-controversial in nature, and may be voted upon by the Commission in one motion as listed below.

The Regular agenda consists of items that must be discussed or that could be considered controversial, and are voted upon by the Commission individually.

Agenda items not scheduled for a specific time may be considered at any time during the meeting, at the Commission's discretion. However, time certain items will not be considered by the Commission earlier than the time listed for those items, although those items may be taken up at a later time.

The following items on this agenda are time certain items.

**1:00 PM - Item - 10 thru 17**

**1:15 PM - Item - 18**

**1:30 PM - Item - 19**

**2:00 PM - Item - 20**

**5:00 PM - Item - 26 thru 27**

1. **Moment of Silence**
2. **Pledge of Allegiance**
3. **Recognition of Veterans, Active Service Personnel & Their Families**
4. **Roll Call**

## **CONSENT AGENDA**

(Items # 5 - 9)

If a citizen wishes to comment on a specific item, he/she should submit a comment card to the City Clerk before the Commission approves the consent agenda.

### **OFFICE OF BUDGET & STRATEGY**

5. [R-2026-125](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Amending The Number And Type Of Authorized Positions And Adjusting The Assignments Of The Authorized Positions For Each Department For Fiscal Year 2026 As Previously Established By R-2025-337.


**Attachments:** [PosCntrl amendment reso Exhibit 1 revised.pdf](#)  
[Position Control Exhibits v.2.pdf](#)

Strategic Plan Focus Area:  Financial Management & Administration

### **DEPARTMENT OF FIRE RESCUE & BEACH SAFETY**

6. [R-2026-126](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Issue A Purchase Order To ETR, LLC For The Purchase Of A 2027 Freightliner M2 Custom Horton Type I Advanced Life Support Ambulance In An Amount Up To \$530,000.00, Based Upon The Florida Sheriff's Association Cooperative Purchasing Program Contract No. FSA25-VEF 19.0 In Accordance With Section 38.41(C)(5) Of The Procurement Code. (Piggyback)


**Attachments:** [Resolution ETR - 01-26-2026.docx](#)  
[PO PFY-2602001\\_0.pdf](#)  
[Piggyback Checklist - ETR - Rescue Apparatus 10-03-2025.docx.pdf](#)  
[Rescue Quote 12-23-2025.pdf](#)  
[ETR Horton Rescue 45 price breakdown.pdf](#)  
[1 Horton Warranty Program Overview.pdf](#)  
[Pages from Award Packet 1-100.pdf](#)  
[Pages from Award Packet 101-200.pdf](#)  
[Pages from Award Packet 201-300.pdf](#)  
[Pages from Award Packet 301-357.pdf](#)  
[Award Report Horton Freightliner 209 - 10-03-2025.pdf](#)  
[Term Sheet \(Piggyback\)](#)

Strategic Plan Focus Area:  Public Safety

**DEPARTMENT OF PARKS, RECREATION & CULTURAL ARTS**

7. [R-2026-127](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Execute An Agreement With American Ramp Company For Demolition, Site Preparation And Installation Of Skate Park Equipment In An Amount Up To \$138,692.27.

**Attachments:** [Resolution - American Ramp Company Skate Park Equipment - Agreement](#)  
[American Ramp Company Binder #1.pdf](#)  
[American Ramp Company Binder #2.pdf](#)  
[4. RFP-349-25-GJ Aggregate Scores Summary](#)  
[5. RFP-349-25-GJ Skate Park Equipment Solicitation](#)  
[Term Sheet - American Ramp Company - Blvd Heights Skate Park](#)

Strategic Plan Focus Area:  Quality of Life & Strong Neighborhoods

**DEPARTMENT OF PUBLIC UTILITIES**

8. [R-2026-128](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Execute An Interlocal Agreement With Broward County To Provide Cost Share Support For Integrated Water Resource Plan Funding In A Total Amount Not To Exceed \$49,000.00; Amending The Fiscal Year 2026 Capital Improvement Plan.

**Attachments:** [01 BC ILA 2026 IWRP Grant Resolution LEGAL Exhibit 1 - Broward County ILA for IWRP Grant ILA Hollywood](#)  
[Term Sheet - Broward County ILA for IWRP- GENERAL](#)

Strategic Plan Focus Area:  Infrastructure & Facilities


9. [R-2026-129](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Issue An Authorization To Proceed For Work Order Number H&S 26-08 To Hazen And Sawyer, P.C. To Provide Professional Engineering Consulting Services For Design, Permitting, And Bidding Assistance For Phase 2 Of The Lift Station E-03 Upgrade Project In An Amount Up To \$465,815.00; And Approving And Authorizing The Appropriate City Officials To Execute The First Amendment To The Professional Services Agreement For Continuing Consulting Engineering Services Between The City Of Hollywood And Hazen And Sawyer, P.C. To Include The Contract Period; Amending The Fiscal Year 2026 Capital Improvement Plan.

**Attachments:** [Resolution -H&S LS E-03 LEGAL Exhibit 1 - Lift Station E-03 Upgrade ATP H&S 26-03 - LS E-03 signed.pdf 1st Amendment Contract 3.23.26 Proposal - LS E-03 Capacity Upgrade Design Consulting Agreement - Hazen and Sawyer PC \(1324A\) R-2023-251 \(executed\) Engineering Services Related to WTP and WWTP Proje](#)

Strategic Plan Focus Area:  Infrastructure & Facilities


### **1:00 PM PRESENTATIONS, PROCLAMATIONS AND AWARDS**

10. [P-2026-021](#) Presentation By Jeffrey Levy, Fire Chief, Recognizing Recipients Of Hollywood Fire Rescue Awards for 2025.

Strategic Plan Focus Area:  Public Safety

11. [P-2026-022](#) A Proclamation In Recognition Of The 75th Anniversary Of The Roe Fulkerson Masonic Lodge, April 18, 2026.

**Attachments:** [04-15-26-Roe Fulkerson Masonic.docx](#)

Strategic Plan Focus Area:  Communications & Civic Engagement


12. [P-2026-023](#) A Proclamation in Recognition of National Volunteer Appreciation Week, April 19-25, 2026.

**Attachments:** [04-15-26-Volunteer Appreciation .doc](#)

Strategic Plan Focus Area:  Communications & Civic Engagement


13. [P-2026-024](#) A Proclamation In Recognition Of Earth Day, April, 22, 2026 and Arbor Day, April 24, 2026.

**Attachments:** [04-15-25-Earth Day Arbor Day.doc](#)

Strategic Plan Focus Area:  Quality of Life & Strong Neighborhoods

14. [P-2026-025](#) Presentation By C.J. Davila, Director, Florida Green Building Coalition, Of An Award To The City Of Hollywood Florida For Achieving Green Local Government Recertification.

**Attachments:** [Certificate - FGBC Silver Recertification 2025.jpg](#)  
[FGBC Congratulatory Letter.pdf](#)

Strategic Plan Focus Area:  Quality of Life & Strong Neighborhoods

15. [P-2026-026](#) Presentation By Joann Fullington-Reese, Chair, Regarding The Annual Report For The African American Advisory Council.


Strategic Plan Focus Area:  Communications & Civic Engagement

16. [P-2026-027](#) Presentation By Chris Canter, Chair, Regarding The Annual Report For The Education Advisory Committee.

**Attachments:** [2025 EAC Report Presentation Rev. 2026.03.28.pdf](#)

Strategic Plan Focus Area:  Communications & Civic Engagement

17. [P-2026-028](#) Presentation By Alex Nonamaker, Parks & Athletics Manager, Regarding The Annual Report For The Marine Advisory Council.

Strategic Plan Focus Area:  Communications & Civic Engagement

### **1:15 PM TIME CERTAIN ITEM(S)**

#### **(Or as soon thereafter as the agenda permits)**

18. [PO-2026-006a](#) An Ordinance Of The City Commission Of The City Of Hollywood, Florida, Vacating A Portion Of The Platted Alley Lying Within Block 53 Of The Plat Of "HOLLYWOOD," Plat Book 1, Page 21, And More Specifically Described In Exhibit "A" Attached Hereto And Incorporated Herein; Providing A Severability Clause, A Repealer Provision, And An Effective Date (Alta Hollywood/Gaia Residences). (VA-22-05)

**Attachments:** [Ordinance](#)  
[Exhibit A - Alley Vacation](#)  
[Exhibit B - East Alley Easement](#)  
[Exhibit C - West Alley Easement](#)  
[Location, Vacation, and Easements Location Map](#)  
[Attachment 6 - Part 1 - Planning Board Resolution.pdf](#)  
[Attachment 6 - Part 2 - Planning Board Resolution \(1\).pdf](#)  
[Attachment 6 - Part 3 - Planning Board Resolution.pdf](#)  
[PO-2026-006 Business Impact Form.pdf](#)

Second Reading  
 Advertised Public Hearing  
 No Changes Since First Reading  
 Department of Development Services

Strategic Plan Focus Area:  Financial Management & Administration

**1:30 PM TIME CERTAIN ITEM(S)****(Or as soon thereafter as the agenda permits)**19. [PO-2026-005a](#)

An Ordinance Of The City Commission Of The City Of Hollywood, Florida, Amending Chapter 98 Of The Code Of Ordinances Entitled "Marine And Waterway Regulations; Boats And Other Vessels" To Create A Vessel Exclusion Zone; Providing For A Severability Clause And A Repealer Provision.

**Attachments:** [Ordinance Second Reading buoys Business Impact Form](#)

Second Reading

Advertised Public Hearing

Department of Fire Rescue & Beach Safety

Strategic Plan Focus Area:  Public Safety

**2:00 PM TIME CERTAIN QUASI-JUDICIAL ITEM****(Or as soon thereafter as the agenda permits)****(Rules of Procedure Attached to Agenda)**20. [PO-2026-008](#)

An Ordinance Of The City Of Hollywood, Florida, Changing The Zoning Designation Of 0.59 Acres Of Land, Generally Located At 2200 Jackson Street, Along With Unaddressed Parcels On Jackson Street, Folio Nos. 5142-16-01-2370 And 5142-16-01-0850, As More Specifically Described In Exhibit "A," From Dixie Highway Medium Intensity Multi-Family District (DH-2) To Dixie Highway High Intensity Mixed-Use District (DH-3); And Amending The City's Zoning Map To Reflect The Change In Zoning Designation. (25-Z-91)

**Attachments:** [Ordinance EXHIBIT A](#)

[ATTACHMENT I 2591a PDB StaffReport 2026 0310](#)

[ATTACHMENT I Attachment A Application Package Part1.pdf](#)

[ATTACHMENT I Attachment A Application Package Part2.pdf](#)

[ATTACHMENT I Attachment B Zoning and Land Use Map](#)

[ATTACHMENT I Attachment C Public Participation Meeting 0106 2026 -0126](#)

[ATTACHMENT I Attachment C Public Participation Meeting 0106 2026 -0126](#)

[ATTACHMENT I Attachment C Public Participation Meeting 0106 2026 -0126](#)

[ATTACHMENT I Attachment D Conceptual Site Plan and Elevation Part1.pdf](#)


[ATTACHMENT I Attachment D Conceptual Site Plan and Elevation Part2.pdf](#)

[Business Statement-25-Z-91](#)

First Reading

Advertised Public Hearing

Department of Development Services

Strategic Plan Focus Area:  Economic Vitality


## **ORDINANCE(S)**

21. [PO-2026-009](#) An Ordinance Of The City Of Hollywood, Florida, Amending Article XIII Of The City Charter Entitled “Limitation On Sale, Lease Or Purchase Of City-Owned Real Property,” By Amending Section 13.01 Entitled “Sale Of City-Owned Property,” Section 13.02 Entitled “Lease Of City-Owned Real Property,” And Section 13.03 Entitled “Purchase Of Real Property By City,” Subject To Approval By The Electorate At A Referendum To Be Held On November 3, 2026.

**Attachments:** [2026 Ord Charter Amendment Article 13 Sale or Lease of City-Owned Property](#)

First Reading

Office of the City Attorney

Strategic Plan Focus Area:  Communications & Civic Engagement

## **QUASI-JUDICIAL ITEM(S)**

### **(Rules of Procedure Attached to Agenda)**

22. [R-2026-130](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Considering A Request To Review The Planning And Development Board’s Action On A Design And Site Plan For A Four-Story, 22-Unit Residential Development Located At 2101-2111 North 16th Avenue.

**Attachments:** [Resolution and Exhibit A](#)

[Letter of Intent](#)

[CRR Letter with Resumes](#)

[Commissioner Request](#)

[PDB Minutes 3-10- DRAFT](#)

[PDB Minutes 0210 FINAL](#)

[CC Memo PDB 2026 0210 - Final](#)

[Original PDB Package 0211 Part1.pdf](#)


[Original PDB Package 0211 Part2.pdf](#)

[Original PDB Package 0211 Part3A-1.pdf](#)

[Original PDB Package 0211 Part3A-2.pdf](#)

[Original PDB Package 0211 Part3B.pdf](#)

Department of Development Services

Strategic Plan Focus Area:  Economic Vitality

## **REGULAR AGENDA**

23. [R-2026-131](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Naming The Dog Park At Stan Goldman Memorial Park As “K9 Kimbo Dog Park.”

**Attachments:** [Reso - K9 Kimbo](#)


Office of the City Clerk

Strategic Plan Focus Area:  Communications & Civic Engagement

24. [R-2026-132](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Supporting The Naming Of Broward County's North Beach Park In The City Of Hollywood In Honor Of Late Commissioner Suzanne Gunzburger.

**Attachments:** [4.15.26 Gunzburger Reso](#)


Office of the City Manager

Strategic Plan Focus Area:  Communications & Civic Engagement

25. [R-2026-133](#) A Resolution Of The City Commission Of The City Of Hollywood, Florida, Approving And Authorizing The Appropriate City Officials To Issue A Purchase Order To Ten-8 Fire & Safety, LLC, D/B/A Ten-8 Fire Equipment Inc, For The Purchase Of A Pierce Impel Top Mount Pumper For An Amount Up To \$1,102,637.65, Based Upon The Florida Sheriff's Association Cooperative Purchasing Program Contract No. FSA25-VEF19.0 In Accordance With Section 38.41(C)(5) Of The Procurement Code. (Piggyback)

**Attachments:** [Resolution Ten-8 - 02-18-2026.docx](#)  
[PO PFY-2602015\\_0.pdf](#)  
[Piggyback Checklist - Ten-8 - Pumper Apparatus 12-23-2025.docx.pdf](#)  
[2025\\_Hollywood\\_Impel\\_Pumper\\_Proposal - 12-23-2025.pdf](#)  
[Pierce Warranty Information.pdf](#)  
[Pages from Award Packet 1-100.pdf](#)  
[Pages from Award Packet 101-200.pdf](#)  
[Pages from Award Packet 201-300 .pdf](#)  
[Pages from Award Packet 301-357 .pdf](#)  
[Award\\_Report - Ten-8 -12-23-2025.pdf](#)  
[Term Sheet \(Piggyback\)](#)


Department of Fire Rescue & Beach Safety

Strategic Plan Focus Area:  Public Safety

### **5:00 PM TIME CERTAIN ITEM(S)**

**(Or as soon thereafter as the agenda permits)**

26. [P-2026-029](#) Presentation By Commissioner Idelma Quintana Recognizing Hollywood Student Artist Winners And Participants In The Broward Sierra Group Plastic Waste Art Competition.

Strategic Plan Focus Area:  Quality of Life & Strong Neighborhoods

27. **5:00 PM CITIZENS' COMMENTS (Total Time 30 Minutes)**

**COMMENTS BY THE CITY COMMISSION, CITY ATTORNEY & CITY  
MANAGER**

- 28. Commissioner Biederman, District 5
- 29. Commissioner Quintana, District 6
- 30. Commissioner Shuham, District 1
- 31. Commissioner Hernandez, District 2
- 32. Vice Mayor Callari, District 3
- 33. Commissioner Gruber, District 4
- 34. Mayor Levy
- 35. City Attorney
- 36. City Manager
- 37. ADJOURNMENT

The City of Hollywood is conducting its City Commission Meetings in person at City Hall, located at 2600 Hollywood Boulevard. To view the meeting agenda, please visit [hollywoodfl.org](http://hollywoodfl.org). Members of the public may watch the City Commission Meetings via the City's website at [hollywoodfl.org/WatchMeeting](http://hollywoodfl.org/WatchMeeting), via livestream on the City's YouTube Channel, on Comcast Channel 78 or ATT U-Verse Channel 99.

Any person who wishes to speak must first complete a comment card from the City Clerk. Comment cards must be returned to the City Clerk within the first five minutes after the start of the agenda item. After being recognized, approach the podium, give your name and address, identify your client or clients (if applicable). A citizen's time is not transferable to any other person.

Citizens' Comments shall be held on the First and Third Wednesday of each month at the Regular City Commission Meeting in the City Commission Chambers, Room 219, at 5:00 PM.

Lobbyist registration is required if any person, firm or corporation is lobbying the City Commission on any petition or issue, pursuant to the Section 30.15 of the Code of Ordinances.

Any person wishing to appeal any decision made by this Commission with respect to any matter considered at such meeting or hearing will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.

Two or more members of the same city board, commission, or committee, who are not of this Commission, may attend this meeting and may, at that time, discuss matters on which foreseeable action may later be taken by their board, commission or committee.

Persons with disabilities who require reasonable accommodations to participate in City programs and/or services may call the Clarissa Ip, ADA Coordinator/City Engineer, five business days in advance at 954-921-3915 (voice) or email: [cip@hollywoodfl.org](mailto:cip@hollywoodfl.org). If an individual is hearing or speech impaired, please call 1-800-955-8771 (V-TDD).

Disclosure of Real Estate Interests and Business Relationships - When an agenda item involves the use or development of land, each member of the City Commission, City Manager, Assistant City Manager(s), City Attorney, Deputy City Attorney, and the director and assistant director (s) of each City department/office shall disclose orally, at the time the City Commission begins to discuss the item, or in writing to the City Clerk prior to the publication of the agenda, any significant interest (as defined below) that such City official or employee or any relative of such City official or employee has in land located within 300 feet of the land that is the subject of the item. When an agenda item involves an invitation for bids, request for proposals, request for qualifications, request for letters of interest, or other competitive solicitation, each member of the City Commission, City Manager, Assistant City Manager(s), City Attorney, Deputy City Attorney, and the director and assistant director (s) of each City department/office shall disclose orally, at the time the City Commission begins to discuss the item, or in writing to the City Clerk prior to the publication of the agenda, any client or business relationship that such City official or employee or any relative of such City official or employee has with any business entity that has submitted a response to the competitive solicitation. "Significant interest" means ownership of more than five percent of the value of the land.

Persons attending meetings shall remain seated at all times unless called upon to speak, will not call out comments during the meeting or make inappropriate hand or facial gestures. Please silence all cell phones prior to entering the meeting.

QUASI-JUDICIAL HEARING PROCEDURES  
AND RULES FOR EX-PARTE COMMUNICATIONS

I. Scope and Applicability. These procedures shall apply to all quasi-judicial hearings held by the City Commission or by any Board or Committee (hereinafter referred to as "Boards") which holds quasi-judicial hearings. The City Attorney shall determine which matters are quasi-judicial in nature and shall direct the City Clerk or Board liaison to designate specially such matters on the agenda.

II. Proceedings. Mayor, Vice Mayor or other presiding officer (hereafter, the "Presiding Officer") shall conduct the proceedings and maintain order. The City Attorney or legal advisor shall represent the City Commission or Board, rule on all evidentiary and procedural issues and objections, and advise the City Commission or Board as to the applicable law and necessary factual findings. Hearings shall be conducted informally, but with decorum. Formal rules of procedure shall not apply except as set forth herein; however, fundamental due process shall be accorded.

III. Unauthorized Communications. In all quasi-judicial hearings, all rulings must be based only upon the evidence presented at the hearing. In accordance with Section 286.0115(1), Florida Statutes, ex parte communications with City Commissioners or Board members in quasi-judicial matters is permissible and the adherence to the following procedures shall remove the presumption of prejudice arising from ex parte communications with City Commissioners or Board members:

1. The substance of any ex parte communication with a City Commissioner or Board member which relates to a quasi-judicial action pending before the Commission or Board is not presumed prejudicial to the action if the subject of the communication and the identity of the person, group, or entity with whom the communication took place is disclosed and made a part of the record before the final action on the matter.

2. A City Commissioner or Board member may read a written communication from any person. However, a written communication that relates to a quasi-judicial action pending before the Commission or Board shall not be presumed prejudicial to the action, and such written communication shall be made a part of the record before final action on the matter.

3. City Commissioners or Board members may conduct investigations and site visits and may receive expert opinions regarding quasi-judicial action pending before them. Such activities shall not be presumed prejudicial to the action if the existence of the investigation, site visit, or expert opinion is made a part of the record before final action on the matter.

4. Disclosure made pursuant to subparagraphs 1, 2 and 3 must be made before or during the public meeting at which a vote is taken on such matters, so that persons who have opinions contrary to those expressed in the ex parte communication are given a reasonable opportunity to refute or respond to the communication.

IV. Witnesses and Supporting Materials. At least eight City business days before a quasi-judicial hearing.

A. Staff shall prepare a report, recommendation and supporting materials, a copy of which shall be available to the applicant, appellant and to the public at the City Clerk's Office. Included in the supporting materials will be copies of all exhibits and documents upon which staff's recommendation is based.

B. The Applicant and the Appellant, if applicable, shall submit a detailed outline of the argument in

support of their application, copies of all exhibits which will be presented at hearing and the names and addresses of all witnesses who will be called to testify in support of the application (including resumes for any witness the party intends to qualify as an expert).

C. The eight City business day deadline is necessary to ensure the Commission or Board members are given sufficient opportunity to review the written submissions prior to the hearing, and shall be strictly observed. Should the eight day City business day deadline be missed by either staff or the Applicant, the item may be continued at the discretion of the City Commission or Board to the next available agenda.

V. Party Intervenors. The City Attorney may allow a person to intervene as a Party Intervenor if they meet the following requirements:

A. The person must have an interest in the application, which is different than the public at large.

B. At least three days prior to the hearing, the person shall submit a written request to intervene including: a detailed outline of their interest in the application and argument in favor or against it, copies of all exhibits which will be presented at the hearing and the names and addresses of all witnesses who will be called to testify on their behalf (including resumes for any witness the person intends to qualify as an expert).

VI. Conduct of Hearing.

A. The Presiding Officer shall call the proceeding to order and announce that the hearing has begun.

B. The Presiding Officer, City Attorney or legal advisor shall inquire whether all parties, members of the public and Commission or Board members agree to waiving the quasi-judicial hearing.

C. When the quasi-judicial hearing is not waived, the City Attorney, legal advisor or Presiding Officer shall explain the rules concerning procedure, testimony, and admission of evidence.

D. When the quasi-judicial hearing is not waived, the City Clerk or staff liaison shall swear in all witnesses who are to testify at the hearing.

E. The order of proof shall be as follows:

1. A representative of the City's staff (or outside counsel) shall briefly describe the Applicant's request, introduce and review all relevant exhibits and evidence, report staff's recommendation, and present any testimony in support of staff's recommendation. Staff shall have a maximum of 30 minutes to make their full presentation, including opening statement and all direct presentation by witnesses, but excluding any cross-examination or questions from the Commission or a Board member.

2. The Appellant, if applicable, (or his/her representative or counsel) shall present evidence and testimony in support of the application. Appellant shall have a maximum of 30 minutes to make its full presentation, including opening statement and all direct presentation by witnesses, but excluding any cross-examination or questions from the Commission or a Board member.

3. Any Party Intervenor (or his/her representative or counsel) shall present evidence and testimony in support of or opposed to the application. A Party Intervenor shall have a maximum of 30 minutes to make his/her full presentation, including opening statement and all direct presentation by witnesses, but excluding any cross-examination or questions from the Commission or a Board Member.

4. The Applicant (or his/her representative or counsel) shall present evidence and testimony in support of the application. Applicant shall have a maximum of 30 minutes to make his/her full presentation, including opening statement and all direct presentation by witnesses, but excluding any cross-examination or questions from the Commission or a Board member.

5. Any other persons present who wish to submit relevant information to the City Commission or Board shall speak next for a maximum of three minutes each (excluding any cross-examination or questions from the Commission or a Board member). Members of the public will be permitted to present their non-expert opinions, but the Commission or board will be expressly advised that public sentiment is not relevant to the decision, which must be based only upon competent and substantial evidence.

6. The Appellant will be permitted to make final comments, if any (maximum of five minutes).

7. The Applicant will be permitted to make final comments, if any (maximum of five minutes).

8. The Party Intervenor will be permitted to make final comments, if any (maximum of five minutes).

9. The City's staff will make final comments, if any (maximum of five minutes).

10. At the discretion of the Presiding Officer, the Applicant may be permitted to respond to the final Party Intervenor and staff comments and recommendations (maximum of three minutes).

G. The City Attorney or legal advisor will advise the City Commission or Board as to the applicable law and the factual findings that must be made to approve or deny the application.

H. The City Commission or Board will conduct open deliberation of the application. The Presiding Officer shall have the discretion to reopen the proceeding for additional testimony or argument by the parties when an outcome substantially different than either the granting or denial of the application is being considered. After deliberations, a vote shall be taken to approve, approve with conditions or deny the application.

VII. Examination by Commissioners and City Attorney or Legal Advisor. Commissioners, Board members and the City Attorney or Legal Advisor may ask questions of persons presenting testimony or evidence at any time during the proceedings until commencement of deliberation.

VIII. Cross-Examination of Witnesses. After each witness testifies, the City staff representative, the Applicant's representative, Appellant's representative, and/or the Party Intervenor's representative shall be permitted to question the witness, but such cross-examination shall be limited to matters about which the witness testified and shall be limited to five minutes per side. Members of the public will not be permitted to cross-examine witnesses. Cross-examination shall be permitted only as would be permitted in a Florida court of law.

IX. Rules of Evidence.

A. All evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs shall be admissible, whether or not such evidence would be admissible in a court of law in Florida. Irrelevant, immaterial, harassing, defamatory or unduly repetitive evidence shall be excluded.

B. Hearsay evidence may be used for the purposes of supplementing or explaining other evidence, but

it shall not be sufficient by itself to support a finding unless it would be admissible over objection in a civil action.

C. Documentary evidence may be presented in the form of a copy or the original. Upon request, parties shall be given an opportunity to compare the copy with the original.

X. Statements of Counsel. Statements of counsel, or any non-attorney representative, shall only be considered as argument and not testimony unless counsel or the representative is sworn in and the testimony is based on actual personal knowledge of the matters which are the subject of the statements.

XI. Continuances and Deferrals. The City Commission or Board shall consider requests for continuances made by City staff, the Applicant, the Appellant or a Party Intervenor and may grant continuances in its sole discretion. If, in the opinion of the City Commission or Board, any testimony or documentary evidence or information presented at the hearing justifies allowing additional research or review in order to properly determine the issue presented, then the City Commission or Board may continue the matter to a time certain to allow for such research or review.

XII. Transcription of hearing.

A. The City Clerk or staff liaison shall preserve the official transcript of the hearing through tape recording and/or video recording.

B. the Applicant, Appellant or Party Intervenor may arrange, at its own expense, for a court reporter to transcribe the hearing.

C. The Applicant, Appellant or Party Intervenor may request that all or a part of the transcript of a hearing be transcribed into verbatim, written form. In such case, the Applicant, Appellant or Party Intervenor requesting the transcript shall be responsible for the cost of production of the transcription and the transcription shall become the official transcript.

XIII. Maintenance of Evidence and Other Documents. The Office of the City Clerk or staff liaison shall retain all of the evidence and documents presented at the hearing unless any such evidence is too large to be stored by the City Clerk or staff liaison. In that event, such evidence will be stored in the Community Planning and Development Department.

XIV. False Testimony. Any willful false swearing on the part of any witness or person giving evidence before the Commission or Board as to any material fact in the proceedings shall be deemed to be perjury and shall be punished in the manner prescribed by law for such offense.

XV. Failure of Applicant to Appear. If the Applicant, the Appellant or Party Intervenor or their representative fails to appear at the time fixed for the hearing, and such absence is not excused by the Commission or Board, the Commission or Board may proceed to hear the evidence and render a decision thereon in absentia.

XVI. Subpoena Power. The Applicant, the Appellant or Party Intervenor or City's staff shall be entitled to compel the attendance of witnesses through the use of subpoenas. All such subpoenas shall be issued by the City Clerk at the request of the Applicant, Appellant or City's staff.

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