



CITY COMMISSION ORDINANCE/RESOLUTION

TITLE: Ordinance 26-08 (Administration)

DATE: March 24, 2026

DESCRIPTION: AN ORDINANCE OF THE CITY OF COOPER CITY, FLORIDA, SUBMITTING TO REFERENDUM AN AMENDMENT TO THE CHARTER OF THE CITY OF COOPER CITY AT ARTICLE III, ENTITLED “LEGISLATIVE,” AMENDING SECTION 3.10 ENTITLED “VACANCIES, FORFEITURES OF OFFICE, FILLING OF VACANCIES,” TO PROVIDE FOR COORDINATION WITH THE BROWARD COUNTY SUPERVISOR OF ELECTIONS AND REQUIRE THAT A SPECIAL ELECTION BE HELD AT THE EARLIEST DATE AVAILABLE WHEN A VACANCY OCCURS ON THE CITY COMMISSION; PROVIDING FOR SUBMISSION OF THE PROPOSED CHARTER AMENDMENT TO THE ELECTORS OF COOPER CITY AT THE NOVEMBER 3, 2026 GENERAL ELECTION; PROVIDING FOR ADVERTISEMENT OF THE REFERENDUM; PROVIDING FOR SEVERABILITY, CONFLICTS, CODIFICATION, AND AN EFFECTIVE DATE.

BACKGROUND OF ITEM:

The Cooper City Charter Review Board met under Section 7.02 of the City Charter to examine and suggest possible amendments. During its review, the Board assessed provisions in Article III related to vacancies on the City Commission.

Section 3.10 of the Charter currently explains how vacancies are filled; however, the existing language does not fully consider scheduling constraints related to the Broward County Supervisor of Elections’ election calendar.

The Charter Review Board recommended amending Section 3.10 to specify the timing of special elections when a vacancy occurs. The proposed change states that if more than 180 days remain in the term and no regular election is scheduled within that period, the City must coordinate with the Broward County Supervisor of Elections to arrange a special election at the earliest possible date.

In accordance with Chapter 166, Florida Statutes, amendments to the City Charter may be proposed by ordinance and submitted to the City electors for approval through a referendum. If approved by the City Commission, the proposed amendment will be placed on the ballot for the November 3, 2026, General Election for consideration by the qualified electors of Cooper City.

ANALYSIS:

The proposed amendment clarifies and offers operational flexibility in scheduling special elections to fill Commission vacancies.

Currently, the Charter requires special elections to be held within a specific timeframe after a vacancy. However, election administration in Broward County is managed by the Broward County Supervisor of Elections, whose established election calendar determines when elections can take place.

The amendment ensures the City coordinates with the Supervisor of Elections and schedules the election at the earliest available date consistent with the county election calendar. This approach:

- Aligns the City's Charter with practical election administration requirements.
- Ensures compliance with Broward County election scheduling procedures.
- Provides clarity regarding the timing and process for filling vacancies.
- Maintains the principle that vacancies with significant remaining terms should be filled by voter election rather than appointment.

If approved by the electorate, the amendment will become part of the City Charter.

ATTACHMENTS:

1. Resolution 26-08