Charter Review Board
Charter Sections Recommended for Review: Town Commission

Section 1.06 (3)
Consideration: Increase the number of consecutive terms for any of the Commissioner offices to three (3), three-year terms from (2), three-year terms to retain high performing elected officials and consistency in governance.

Section 1.06 (5)
Consideration: Increase the one (1) year qualification period to two (2) year qualification period for residents to be eligible for election or appointment as a Commissioner.

Section 1.06 (11)
Consideration: Modify to read "In case of Commission vacancy, the seat will remain open until the next general election if said seat becomes vacant less than 3 months prior to election. If more than 3 months until the general election, the seat shall be filled temporarily by Commission appointment." Improve consistency on how vacant seats become filled.

Section 2.01 (6) Fills
Consideration: Discuss as remaining open lands are predominately owned by the county and are mangroves or other such environmentally sensitive areas that may need to be protected for water quality and quantity purposes.

Section 2.01 (9) Fire and rescue protection
Consideration: Include a provison that requires voter approval to enter into an interlocal agreement for the provision of all fire rescue services.

Section 2.01 (14) Drainage
Consideration: Strengthen the language and include enforcement.

Section 2.01 (30) Funding limitation
Consideration: Increase the funding limitation from the current $350,000 for any single project or cumulative projects to a higher amount established as a percentage of the operating budget of the Town.

  Suggested Modification --
  • Maintenance projects would be limited to no more than 10% of the combined operating and enterprise fund budgets.
  • All other Town projects would be limited to no more than 7.5% of the operating budget including the expansion of Town services.
<table>
<thead>
<tr>
<th>Number</th>
<th>Author</th>
<th>Subject</th>
<th>Date</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 2:51:30 PM</td>
<td>Two four year terms would work as well. I don’t see an issue with the length. Highland Beach voters will take care of any issues through the normal election process.</td>
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<tr>
<td>2</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>6/2/2021 10:19:20 AM</td>
<td>I do not believe that this needs to be modified. One year residency is sufficient.</td>
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<td>3</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 2:56:04 PM</td>
<td>I do not believe that the current language needs to be modified. A commission needs to be able to appoint and function during a vacancy situation.</td>
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<td>4</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 2:57:11 PM</td>
<td>This language does not need to be modified. Any issues should be addressed through ordinance changes.</td>
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<td>5</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 2:59:42 PM</td>
<td>Any changes that would result in the termination of the current police department and the soon to be new fire and rescue departments would require a referendum voted on by HB voters.</td>
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<tr>
<td>6</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 3:00:58 PM</td>
<td>The current language is sufficient. Any issues should be addressed through ordinance changes.</td>
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<td>7</td>
<td>Nancy Reame</td>
<td>Sticky Note</td>
<td>5/29/2021 3:03:00 PM</td>
<td>Maintenance projects should have unlimited funding approval by a Commission. Other capital expenditures should be capped at 15% of the approved Town budget.</td>
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</table>
Section 3.02 (1) Payment of lawful debts

Consideration: Grant the Finance Director and Town Manager the option of signing checks (electronic). Financial management systems, dual authentication and security have allowed for assurances needed to allow payments without Commissioner signature. Also, the Finance Director and Town Manager are bonded while Commissioners are not.

Section 4.02 Mayor

Consideration: Change this language to read “Section 4.02 Commissioners” and state that a vote of 3 or more Commissioners is required to suspend the Town Manager and that just cause must be shown at a public meeting or special meeting.

Multiple Sections Fire Department

Consideration: Addition of Section 4.04 Fire Chief, Employment; Fire Chief Powers, or, add language to Section 4.01 Town Manager stating the Fire Chief is hired and discharged by the Commission similar to that of the Chief of Police and Town Clerk. Further, should certain positions be moved out the direct control of the Commission and be moved under the administrative authority of the Town Manager as we move to a full-service municipal structure.

Section 5.01 (c) calling a special meeting

Consideration: Modify language so that a special meeting may be called by the Mayor, Town Manager or a single Commissioner (rather than three Commissioners.)
Because there are enough safeguards in place, the Finance Director and the Town Manager should be given authority to sign checks. This assumes that the check amounts would be backed up by prior approval of the Town Commission in one form or another.

The current language should not be changed. This would diminish the authority of the Mayor unnecessarily and the Mayor should be able to suspend the Town Manager when the situation is called for unilaterally.

I recommend that all Town employees be placed under the direct supervision of the Town Manager and that the Town Manager has full employment authority over all Town employees with the exception of the Police chief and the New Fire Chief, which require approval by the Town Commission for termination. The Town manager would be allowed to suspend both positions.

The current language should not be modified. A change would diminish the authority of the Mayor’s position and create possible administrative chaos since then any single Commissioner by themselves could call a special meeting. Not a sound idea.