



## Town of Lake Park Town Commission

### Agenda Request Form

**Meeting Date:** January 3, 2024

**Originating Department:** Town Clerk **Vivian Mendez, MMC**

Digitally signed by Vivian Mendez, MMC  
DN: cn=Vivian Mendez, MMC, o=Town of Lake Park, ou=Town Clerk,  
email=vmendez@lakeparkflorida.gov, c=US  
Date: 2023.12.29 14:00:56 -05'00'

**Agenda Title:** Commission Discussion Regarding Filling The Vacant Commission Seat.

**Approved by Town Manager:** **Bambi McKibbon-Turner**

Digitally signed by Bambi McKibbon-Turner  
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park,  
ou=Assistant Town Manager/Human Resources Director,  
email=btturner@lakeparkflorida.gov, c=US  
Date: 2023.12.29 14:07:20 -05'00'

**Cost of Item:** \_\_\_\_\_ **Funding Source:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_ **Finance Signature:** \_\_\_\_\_

**Advertised:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Newspaper:** \_\_\_\_\_

**Attachments:** Town Charter; Palm Beach County Supervisor of Election Email

**Please initial one:**

\_\_\_\_\_ Yes I have notified everyone

VM \_\_\_\_\_ Not applicable in this case

#### Summary Explanation/Background:

As a result of Former Commissioner John Linden's resignation, which was submitted at the December 20, 2023 Commission Meeting and which became effective on December 28, 2023, the Town Commission has a vacancy.

The following language in the Town Charter, Article IV – Elective Officers, Section 4 – Filling of vacancy in the Office of Commissioner or Mayor states:

“In the case of death, disability, resignation or removal of the Mayor or any member of the Town Commission, or in the event that a Commissioner or the Mayor ceases to remain a bona fide legal resident of the Town, a vacancy for that Office shall exist. If such vacancy exists in the Office of Commissioner, it shall be filled by the appointment of a new temporary Commissioner by the remaining members of the Town Commission. The individual appointed by the Commission shall serve until a

Commissioner is elected to fill the unexpired term. The election to fill the vacancy shall be held at the next scheduled municipal, state or federal primary or general election, whichever occurs first. If a vacancy in the Office of the Mayor exists, then an election shall be held to fill the vacancy in the Office of the Mayor for the remainder of the unexpired term. An election to fill the unexpired term shall be held at the next scheduled municipal, state or federal primary or general election, whichever occurs first.” Emphasis added.

The next scheduled state or federal primary or general election will occur on March 19, 2024. Attached is a copy of the email which the Town received from the Palm Beach County Supervisor of Elections which sets forth the deadline of January 12, 2024 for receipt of all names that will be on the ballot for the March 19, 2024 election.

There will be a financial impact to the Town, which will be the cost to conducting this election; however, the specific cost of doing so is unknown at this time. This information will be provided to the Commission at a later date.

**Recommended Motion:**

I move to appoint \_\_\_\_\_ to serve as a temporary Commissioner and to conduct an election on March 19, 2024.