

# **STAFF REPORT REGULAR MEETING**

**AGENDA DATE:** November 4, 2025

**DEPARTMENT:** City Attorney/City Clerk

**TITLE:**

Ordinance No. 2025-20 – First Reading – calling for referendum to amend the Charter regarding certification of election results

**SUMMARY:**

Proposed Ordinance calling for referendum to amend Article III, Section 2 of the Charter to provide for the Palm Beach County Supervisor of Elections to certify the City's election results

**BACKGROUND AND JUSTIFICATION:**

Article III, Section 2 provides for the City Commission to canvass the ballots of City elections and to certify the election results. In 2021, the Palm Beach County Supervisor of Elections informed the municipalities that she would be unable to sit on each municipality's canvassing board and requested that the municipalities utilize the County Canvassing Board instead. Since the 2022 election, the City has, by Resolution, directed the use of the County Canvassing Board to canvass the City's elections. As a function of her position, the Supervisor of Elections certifies the results of the elections that are canvassed by the County Canvassing Board. The language in the Charter is obsolete because the City Commission does not canvass the ballots nor certify the results of an election.

According to Florida Statute 166.031, amendments to a municipality's charter must be submitted to its electors. A referendum question is needed to amend this Section of the Charter to reflect that the Palm Beach County Supervisor of Elections certifies the election results. At the October 6, 2025 special meeting, the City Commission voted to include an amendment on the ballot to recognize that the Palm Beach County Supervisor of Elections certifies the results of the City's elections.

**MOTION:**

Move to approve/disapprove Ordinance No. 2025-20 on first reading and set the second reading and public hearing for November 18, 2025.

**ATTACHMENT(S):**

Ordinance 2025-20  
Charter language – election certification