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4 RESOLUTION NO. 02-2021 OF THE CITY OF LAKE WORTH BEACH,
5 FLORIDA, ESTABLISHING A CHARTER REVIEW COMMITTEE TO
6 REVIEW, RECOMMEND, AND SUBMIT PROPOSED AMENDMENTS TO
7 THE CITY'S CHARTER; PROVIDING FOR COMPOSITION, OBJECTIVE,
8 MEETINGS, AND ASSISTANCE OF THE COMMITTEE; AND PROVIDING
9 FOR AN EFFECTIVE DATE
10

11 **WHEREAS**, the City Commission for the City of Lake Worth Beach recognizes the
12 necessity of amending sections of the City Charter from time to time to take into account
13 changes in technology, law, financial matters, and other factors, which may necessitate
14 or facilitate the need for amendments to the City Charter;
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16 **WHEREAS**, the City Commission has recently expressed interest in considering
17 term limits, resign to run restrictions, declarations of emergency, and more detailed
18 procedures on vacancy appointments;
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20 **WHEREAS**, in order to ensure the City Charter is reviewed for such potential
21 amendments in an efficient and timely manner, the City Commission has determined that
22 an advisory committee consisting of active, concerned residents and business owners is
23 desirable; and,
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25 **WHEREAS**, the City Commission has determined that the formation of the City's
26 Charter Review Committee as set forth herein is in the best interests of the City and
27 serves a valid public purpose.
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29 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF LAKE
30 WORTH, FLORIDA, that:
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32 **Section 1. Composition of Charter Review Committee.** The Charter Review
33 Committee shall consist of five (5) City resident and/or City business owner members
34 appointed by the City Commission. The Mayor and each Commissioner will recommend
35 a member to be ratified by the entire Commission no later than _____,
36 2021. Appointed members shall serve without compensation. The appointed members
37 shall serve until the Charter Review Committee submits its recommendation to the City
38 Commission for consideration. Thereafter, the Charter Review Committee will be
39 automatically dissolved without further action. All Charter Review Committee members
40 shall serve at the pleasure of the City Commission. Any vacancy created by the incapacity
41 or resignation of a member shall be promptly filled in writing by the original maker of the
42 appointment without the need for ratification.
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44 **Section 2. Objective of Charter Review Committee.** The Charter Review
45 Committee shall review the City Charter and provide a recommendation to the City
46 Commission regarding proposed amendments to the City Charter. The Charter Review
47 Committee shall consider proposed amendments which include, but are not limited to,

term limits, resign to run restrictions, declarations of emergency, and more detailed procedures on vacancy appointments. The Charter Review Committee's recommendation shall be delivered to the City Clerk within 180 days of its first meeting unless an extension is granted by the City Manager in writing. The City Clerk will place the Charter Review Committee's recommendation on an upcoming City Commission regular meeting agenda. The City Commission shall review the recommendation of the Charter Review Committee and determine if any proposed amendments to the City Charter should be pursued by the City. Ultimately, the timing of any proposed amendment(s) to the Charter will be finalized by ordinance no later than early December 2021 in order to be placed on the March 2022 municipal election ballot by the Palm Beach County Supervisor of Elections.

Section 3. Meetings. The Charter Review Committee shall meet for the purpose organization within thirty (30) days of all members being appointed. The City Clerk shall organize the first meeting of the Charter Review Committee. At the initial meeting, the Charter Review Committee shall elect a Chair from its membership to lead the meetings and elect a Vice-Chair to act in the event the Chair is absent. The Charter Review Committee shall also elect a Secretary from its membership to take and maintain minutes of the Charter Review Committee meetings. The City Attorney will provide Sunshine Law and Public Records training to the Charter Review Committee at its first meeting.

Further meetings of the Charter Review Committee shall be held on the call of the Chair or a majority of the appointed members. All meetings of the Charter Review Committee shall be open to the public with reasonable notice of the date and time of the meetings. All meetings shall be held at City Hall in the Commission Chambers. The Charter Review Committee shall allow public comment at its meetings. Minutes of each meeting shall be taken and maintained by the Secretary. The Secretary shall send a copy of the minutes to the City Clerk for maintaining after the Charter Review Committee is dissolved.

A majority of the appointed members of the Charter Review Committee shall constitute a quorum. No City Charter amendment shall be submitted to the City Commission unless recommended by an affirmative vote of a majority of the appointed members.

The Charter Review Committee will be subject to Florida's Public Records Act, Chapter 119, Florida Statutes, and Florida's Sunshine Law, Section 286.011, Florida Statutes. Unless prohibited by law, the Charter Review Committee may adopt such other rules and procedures for its meetings as it deems desirable.

Section 4. Extraordinary Circumstances. If due to extraordinary circumstances (e.g., continuation of COVID-19 pandemic), the Charter Review Committee may use assistive technology to conduct its meeting without being physically present at City Hall (e.g., conduct the meetings via Zoom). Public comment may also be received via such technology or other format. Notice of such meetings shall identify how the meetings will be conducted and how public comment may be submitted or provided.

Section 5. Assistance. The City Manager, City Clerk, and City Attorney shall assist the Charter Review Committee as needed. Further staff or other professionals may be provided to assist the Charter Review Committee as needed.

Section 6. Effective Date. This resolution shall take effect immediately upon its adoption.

The passage of this resolution was moved by Commissioner _____, seconded by Commissioner _____, and upon being put to a vote, the vote was as follows:

Mayor Pam Triolo
Vice Mayor Andy Amoroso
Commissioner Scott Maxwell
Commissioner Carla Blockson
Commissioner Herman Robinson

Mayor Pam Triolo thereupon declared this resolution duly passed and adopted on the ____ day of _____, 2021.

LAKE WORTH BEACH CITY COMMISSION

By: _____
Pam Triolo, Mayor

ATTEST:

Deborah M. Andrea, CMC, City Clerk