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ORDINANCE NO. 2026-07 OF THE CITY OF LAKE WORTH BEACH, FLORIDA, REPEALING SECTION 2-9 AND ARTICLES V, IX, XI, XV, XVI, XVII, XX, XXI, AND XXIII OF CHAPTER 2 AND SECTIONS 13-1, 13-2, 13-3, AND 13-4 OF CHAPTER 13, AND ADDING A NEW ARTICLE IV OF CHAPTER 2 OF THE CODE OF ORDINANCES REGARDING AGENCIES, BOARDS AND COMMITTEES OF THE CITY, INCLUDING PROCEDURES FOR THE APPOINTMENT OF MEMBERS AND TERMS OF OFFICE, ATTENDANCE, AND RESIDENCY REQUIREMENTS OF MEMBERS AND THE POWERS AND DUTIES OF ALL AGENCIES, BOARDS AND COMMITTEES OF THE CITY; PROVIDING FOR SEVERABILITY, REPEAL, CODIFICATION, AND AN EFFECTIVE DATE

**WHEREAS**, the City of Lake Worth Beach, Florida (the “City”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, the City Commission desires to encourage community involvement through participation in City boards; and

**WHEREAS**, the City Commission wishes to review the makeup of each board every even year beginning October 2026; and

**WHEREAS**, the City Commission also desires to consolidate various articles and sections of the Code that deal with agencies, boards and committees of the City into one article of the Code for clarity; and

**WHEREAS**, the Enterprise Zone Development Agency was not constituted, as the State disapproved the formation of new Enterprise Zones; and

**WHEREAS**, the City Community Relations Board was sunset in 2012; and

**WHEREAS**, the City Sister Board was sunset in 2017; and

**WHEREAS**, the City Recreation Advisory Board was sunset in 2023; and

**WHEREAS**, the City Commission desires to sunset the Lake Worth Public Library Board; and

**WHEREAS**, the City Commission has reviewed the amendments set forth in this ordinance regarding agencies, boards and committees of the City and has determined that the amendments are in the best interest of the public health, safety and general welfare of the City, its residents and visitors and serve a valid public purpose.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LAKE WORTH BEACH, FLORIDA, that:**

**Section 1:** That the foregoing “WHEREAS” clauses are ratified and confirmed as being true and correct findings of the City Commission and are made a specific part of this ordinance as if set forth herein.

55 **Section 2:** The following are hereby repealed:

56  
57 Chapter 2, Article I, Section 2-9, "City board appointment process, terms of office, and residence  
58 requirement";

59  
60 Chapter 2, Article V "Community Redevelopment Agency";

61  
62 Chapter 2, Article IX "Tree and Landscape Board";

63  
64 Chapter 2, Article XI. "City Recreation Advisory Board";

65  
66 Chapter 2, Article XV "City of Lake Worth Sister City Board";

67  
68 Chapter 2, Article XVI "City Community Relations Board";

69  
70 Chapter 2, Article XVII "City of Lake Worth Finance Advisory Board";

71  
72 Chapter 2, Article XX "Electric Utility Advisory Board";

73  
74 Chapter 2, Article XXI "Enterprise Zone Development Agency";

75  
76 Chapter 2, Article XXIII "Business Advisory Board"; and

77  
78 Chapter 13, Sections 13-1, 13-2, 13-3, and 13-4 regarding the Lake Worth Public Library Board.

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80  
81 **Section 3.** A new Article IV of Chapter 2 of the Code of Ordinances is hereby added to read  
82 as follows:

83  
84 **ARTICLE IV. AGENCIES, BOARDS, AND COMMITTEES OF THE CITY**

85 **Division 1. - Generally**

86  
87 **Sec. 2-48. Appointment of members, terms of office, residency, attendance, and ethics**  
88 **requirements.**

89  
90 (a) Appointment. Members of city agencies, boards, and committees (collectively,  
91 "boards") created by the city commission shall be appointed as follows:

- 92
- 93 1. Whenever there is a vacancy on a board, the city clerk, or designee, will, post the  
94 open position(s) on the city's website along with an application form. Positions will  
95 remain posted until filled. To the extent possible, the city commission shall fill any  
96 vacancy within sixty (60) days.
- 97 2. Individuals interested in becoming a member of a board must complete and submit  
98 an application form on the city's website.
- 99 3. The city commission will hold interviews to fill vacancies and to periodically review  
100 and refresh the membership of the boards so that each board will have a full roster  
101 of members.
- 102 4. The board appointments will be effective upon ratification by the city commission  
103 during a public meeting.

104  
105 (b) Terms. The members of all boards shall be appointed for an unspecified term, shall  
106 serve solely at the pleasure of the city commission, and may be removed from their

107 appointment at any time without cause by a majority vote of the city commission. Upon  
 108 the removal of any member, or upon a vacancy for any reason, a new member shall  
 109 be appointed by the city commission; however, all members are eligible for  
 110 reappointment.

112 (c) Residency. Each person who serves on any board created by the city commission  
 113 shall either maintain a bona fide residence in the city, own a business having a  
 114 permanent location in the City, or be an executive or manager representative of a  
 115 business entity having a permanent business location in the city. Whenever an  
 116 appointment to any such board is to be made and the city commission's ranking results  
 117 in a tie, if the choice is between a person who maintains a bona fide residence in the  
 118 city and a person who does not maintain a bona fide residence in the city, and the  
 119 person who maintains a bona fide residence in the city meets all other requirements  
 120 of the position to be filled, they shall be appointed. All other city commission rankings  
 121 that result in a tie shall be decided by majority vote. A bona fide residence, for the  
 122 purpose of this section, is a permanent domicile which has been acquired with the  
 123 intention of it being the applicant's primary residence. There is an exception for the  
 124 Electric Utility Advisory Board which requires a member who receives electric service  
 125 from the city who does not reside in the municipal boundaries.

126  
 127 (d) Attendance. If any member of a board shall fail to be present at three (3) consecutive  
 128 regularly scheduled meetings or at twenty (20) percent of the regularly scheduled  
 129 meetings of the board held within any twelve (12) month period for boards that meet  
 130 monthly or within any twenty-four (24) month period for boards that meet less often  
 131 than monthly, the city clerk shall declare the member's office vacant, and the city  
 132 commission shall fill such vacancy in accordance with the procedures for appointment  
 133 as set forth in this section. If any member of the Community Redevelopment Agency  
 134 (CRA) shall fail to be present as provided in this paragraph, the city clerk shall not  
 135 declare the member's office vacant but shall instead schedule the matter for hearing  
 136 before the city commission. Any exceptions for missed meetings due to extenuating  
 137 circumstances shall be reviewed by the city clerk on a case by case basis.

138  
 139 (e) Ethics. Each person who serves on any board created by the city commission shall  
 140 attend ethics training annually. The ethics training shall be in compliance with the  
 141 requirements of the Palm Beach County Code of Ethics. Newly appointed board  
 142 members must complete their first ethics training within 30 days of their appointment  
 143 and provide proof of training to the city clerk, or designee, in order to be a voting  
 144 member at their first meeting.

145  
 146 **Sec. 2-49. Meetings**  
 147

148 (a) Meetings, including workshops, of each board are subject to sunshine law, shall be  
 149 open to the public, properly noticed and minutes shall be kept. A public record of the  
 150 board's minutes and resolutions shall be maintained and made available for inspection  
 151 by the public and posted to the city's website by the staff liaison.

152 (b) All city boards are authorized to convert any publicly noticed meeting into a workshop  
 153 session when a quorum is not reached at said meeting. The decision to convert the  
 154 meeting into a workshop shall be determined by the chair, vice-chair or other member  
 155 of the board, who is present at and performing the role of chair during the meeting. No

156 official action shall be taken at any workshop and the discussion should be limited to  
157 the items on the agenda for the publicly noticed meeting.

158 (c) Quorum. A majority of the seats on the board make up a quorum. Up to two (2)  
159 members of an advisory board may participate and vote through electronic means at  
160 a meeting or workshop and vote in a meeting if a quorum of the Board is physically  
161 present at the meeting or workshop location. A member may only participate through  
162 electronic means due to extenuating circumstances with proper notice given to the  
163 staff liaison in advance.

164 (d) Staff liaison. Each board shall have a staff liaison who attends the board meetings.  
165 The staff liaison shall serve only in an advisory capacity and have a continuing  
166 responsibility to explain the organization, responsibilities and objectives to the board.  
167 The staff liaison shall be the official medium of communication between the city  
168 commission and the board..

169 (e) Officers. Each board shall elect officers to fill the positions in this subsection. The term  
170 for each officer is one (1) calendar year from the date of appointment. There is no limit  
171 to the number of terms an officer may serve. If an officer resigns, that position shall be  
172 filled for the remainder of the term and not as a new term. The CRA is not required to  
173 elect a Secretary and the terms for Chair and Vice Chair of the CRA are for two (2)  
174 calendar years from the date of appointment.

175 1. Chair. Presides at meetings of the board and makes presentations, written and  
176 oral, on behalf of the board to the city commission and the city manager. The chair  
177 must be a member of the board.

178 2. Vice-chair. Performs the duties of the chairperson in his/her/their absence. The  
179 vice-chair must be a member of the board.

180 3. Secretary. Records the minutes and attendance at each meeting. The secretary  
181 may be a member of the board or the staff liaison.

182 (f) Public comment. Members of the public are permitted to participate upon opening of  
183 the floor for public comment by the Chair. The time shall be limited to three (3) minutes  
184 per public participant on matters not on the agenda and two (2) minutes per public  
185 participant on all issues on the agenda.

186 (g) All boards created by general law, special act of the legislature, or pursuant to other  
187 authority, shall follow the requirements of the enabling legislation when such  
188 legislation is in conflict with this Ordinance.

190 **Division 2. – Advisory Boards.**

191 **Sec. 2-50. Business Advisory Board.**

192 (a) The business advisory board shall act in an advisory-only capacity to the city manager  
193 and city commission. The business advisory board shall promote business  
194 development and support and sustain existing businesses within the city by identifying  
195 business opportunities and acting as a liaison between the owners of businesses  
196 within the city and the city commission. The mayor or other member of the city  
197 commission may serve as a liaison for the commission.

198 (b) The board shall consist of seven (7) members comprised of representatives from the  
199 following categories: retail business, professional services business, personal services  
200 business, industrial business, commercial realtor or business broker, certified property  
201 business, industrial business, commercial realtor or business broker, certified property  
202 business, industrial business, commercial realtor or business broker, certified property  
203 business, industrial business, commercial realtor or business broker, certified property

204 manager, community bank representative, attorney, hospitality (to include restaurants,  
205 bars and hotels) and commercial property owner.

- 206  
207 (c) The board's duties shall consist of the following:  
208  
209 1. Advise the city commission as to recommended improvements to, and the  
210 establishment of, city policies and procedures impacting the business community.  
211 2. Review and recommend appropriate communication strategies to disseminate city  
212 information to the business community.  
213 3. Solicit and facilitate business input in matters of significance in the city.  
214 4. Endeavor to build an expanding community of support through the education of its  
215 members, prospective members, community groups and government officials.  
216 5. Advise the city commission and city administration on business development  
217 opportunities within the city.  
218 6. Identify, analyze and address legislative issues that may impact the business  
219 community.  
220 7. Any additional duties that may be assigned by the city commission or city manager.  
221  
222 (d) The board shall meet monthly, or more regularly as necessary to address matters as  
223 requested by the commission or the city manager.  
224

225 **Sec. 2-51. Education Advisory Board.**

- 226 (a) The education advisory board shall serve in an advisory-only capacity to the city  
227 commission regarding the needs of the schools in the city.  
228 (b) The board shall be comprised of seven (7) members, each member serving as liaison  
229 to one of the following Lake Worth Beach schools: Barton Elementary, Highland  
230 Elementary, North Grade Elementary, South Grade Elementary, Lake Worth Middle,  
231 Lake Worth High and Sacred Heart.  
232 (c) The board shall meet monthly, or more regularly as necessary to address matters as  
233 requested by the commission or the city manager.  
234 (d) The board's duties shall consist of the following:  
235 1. Oversee the Lake Worth Beach Educational Innovation and Advancement  
236 Grant Program.  
237 2. Advise the city commission and city administration on educational needs and  
238 opportunities within the city.  
239 3. Identify, analyze and address legislative issues that may impact the schools.  
240 4. Any additional duties that may be assigned by the city commission or city  
241 manager.

242  
243 **Sec. 2-52. Electric Utility Advisory Board.**

- 244 (a) Electric Utility Advisory Board shall serve in an advisory-only capacity to the electric  
245 utility director and the city commission on policy-related matters regarding the city's

246 electric utility. The board shall have any additional duties that may be assigned by the  
247 city commission or city manager.

248 (b) The board shall be comprised of seven (7) members as follows: five (5) at-large  
249 appointments, one (1) business owner, and one (1) at-large member representing the  
250 utility service areas of or in a portion of the Village of Palm Springs and unincorporated  
251 Palm Beach County.

252 (c) All members of the board must be customers of the electric utility.

253 (d) Appointments shall be made by the city commission on the basis of professional career  
254 experience relevant to the electric utility industry or knowledge of the city's electric  
255 utility. Preference for membership shall be to those who are knowledgeable or possess  
256 professional expertise in the following areas: engineering, commercial and residential  
257 development, accounting and finance, traditional energy generation and distribution,  
258 renewable energy generation and/or energy conservation or related fields.

259 (e) The meetings of the board shall be held on a monthly basis.

260

261 **Sec. 2-53. Finance Advisory Board.**

262 (a) The finance advisory board shall serve in an advisory-only capacity to the city  
263 commission and the city manager. The board shall serve to promote transparency in  
264 the city's budget process and allow for additional citizen input on major financial  
265 decisions. The board shall consult with and advise the city manager and the city  
266 commission in matters affecting the annual operating budget, capital improvement  
267 program and all financial policies.

268

269 (b) The board shall be comprised of five (5) members. Whenever possible, the city  
270 commission shall appoint members who have demonstrated expertise, training,  
271 education or experience in finance, accounting, business or related fields and are  
272 broadly representative of the population of the city.

273

274 (c) It shall be the duty of the board to review and make recommendations to the city  
275 commissioners regarding the city's annual budget and capital improvement program  
276 and perform such other duties and assignments as requested by the city commission  
277 or the city manager, including but not limited to the following:

278 1. Review and recommend action relating to the city's Comprehensive Annual  
279 Financial Report (CAFR), audits, investments, bonds, or other debt related  
280 instruments to be issued by the city.

281 2. Review and make recommendations on the rates and fees charged for city  
282 services.

283 3. Review and make recommendations on the city manager's proposed annual  
284 budget.

285 4. Review and make recommendations on the city's proposed annual capital  
286 improvement program.

287

288 (d) The meetings of the board shall be held on a monthly basis; with the possibility of more  
289 meetings during budget season.

290

291 (e) Board members shall be required to file Financial Disclosure forms.

292

293 **Sec. 2-54. Tree and Landscape Advisory Board**

- 294 (a) The tree and landscape advisory board shall serve in an advisory-only capacity to the  
295 city commission on tree and landscaping related issues.  
296
- 297 (b) The board shall be comprised of five (5) members to include two (2) members to the  
298 extent available who have certifications, licenses and/or education as a landscape  
299 architect, arborist, horticulturist, master gardener or have education/training/degree in  
300 one of the following areas: landscape architecture, botany, ecology, horticulture,  
301 agriculture, sustainability or a related field. The remaining three (3) members shall be  
302 members at large, who have demonstrated an interest, appreciation, understanding  
303 and/or knowledge of South Florida friendly landscapes.  
304
- 305 (c) It shall be the duty of the board to perform as follows:  
306 1. Review and provide a recommendation on the city's landscaping work plan  
307 addressing the planting and maintenance of trees and landscaping on city  
308 property;  
309 2. Review and provide a recommendation on amendments to the city's landscape  
310 requirements based on consistency with Florida-Friendly Landscaping Principles,  
311 as defined in Section 373.185, Florida Statutes;  
312 3. Review and provide recommendations on public information and outreach related  
313 to the promotion of shade trees and Florida-Friendly Landscaping Principles, as  
314 defined in Section 373.185, Florida Statutes, and the City's adopted regulations.  
315 Public outreach may include educational materials and events on proper planting,  
316 pruning techniques, insect and disease control; planting of native species and tree  
317 preservation;  
318 4. Advise on public outreach events related to Arbor Day observances including  
319 festivals and tree giveaways or sales in support of maintaining the city's Tree City  
320 USA designation; and  
321 5. Provide recommendations to the city commission on expenditures from the tree  
322 canopy restoration fund.  
323 6. Any additional duties that may be assigned by the city commission or the city  
324 manager.  
325
- 326 (d) The meetings of the board shall be held on a monthly basis.  
327

328 **Division 3. – Agencies.**

329

330 **Sec. 2-60. Community Redevelopment Agency.**

- 331 (a) The community redevelopment agency shall be organized and shall operate as  
332 provided in Section 163.356, Florida Statutes, as amended from time to time.
- 333 (b) The agency shall be comprised of seven (7) members. Members must reside or be  
334 engaged in business, which means owning a business, practicing a profession, or  
335 performing a service for compensation, or serving as an officer or director of a  
336 corporation or other business entity so engaged, within the area of operation of the  
337 agency, which shall be coterminous with the area of operation of the county or  
338 municipality, and otherwise be eligible to serve as a member under Section  
339 163.356(3)(b), Florida Statutes.
- 340 (c) The duty of the agency is to formulate and implement projects that are consistent with  
341 the City of Lake Worth Redevelopment Plan to assist in revitalization and  
342 redevelopment within the Redevelopment District.
- 343 (d) Members of the agency shall be required to file Financial Disclosure forms.

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**Sec. 2-61. Local Planning Agency.**

- (a) The local planning agency shall review rezoning and comprehensive plan amendments prior to such amendments being presented to the city commission, as provided in Section 163.3174, Florida Statutes, as amended from time to time. The agency shall also serve as the land development regulation commission and shall review proposed land development regulations, land development codes, or amendments thereto and make recommendations to the city commission as to the consistency of the proposal with the adopted comprehensive plan, or element or portion thereof, as provided in Section 163.3174, Florida Statutes.
- (b) The agency shall be comprised of the following:
  - 1. Historic Resources Preservation Board: The board shall be organized and shall operate in accordance with Sec. 23.2-7 of the Code.
  - 2. Planning & Zoning Board: The board shall be organized and shall operate in accordance with Sec. 23.2-8 of the Code.
- (c) Members of the agency shall be required to file Financial Disclosure forms.

**Division 4. - Decision-making Boards**

**Sec. 2-70. Construction Board of Adjustment & Appeals.**

- (a) The board shall be organized and shall operate in accordance with Section 113 of the city's local amendments to the Florida Building Code which have been adopted pursuant to Sec. 9-2.1 of this code.
- (b) The board shall serve as the local construction regulation board, as provided in Section 113 of the city's local amendments to the Florida Building Code and Section 489.113, Florida Statutes.
- (c) Members of the board shall be required to file financial disclosure forms.
- (d) The meetings of the board shall be called by the building official, as needed.
- (e) In the alternative, the city may enter into an interlocal agreement with another jurisdiction for the functions provided for in this section.

**Section 4:** Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 5:** Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6:** Codification. The sections of the ordinance shall be made a part of the City Code of Ordinances and may be re-numbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section", "division", or any other appropriate word.

**Section 7:** Effective Date. This ordinance shall become effective 10 days after passage.

The passage of this ordinance on first reading was moved by Commissioner \_\_\_\_\_,

387 seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

388

- 389 Mayor Betty Resch
- 390 Vice Mayor Mimi May
- 391 Commissioner Sarah Malega
- 392 Commissioner Christopher McVoy
- 393 Commissioner Anthony Segrich

394

395 The Mayor thereupon declared this ordinance duly passed on first reading on the \_\_\_\_  
396 day of \_\_\_\_\_ 2026.

397

398

399 The passage of this ordinance on second reading was moved by Commissioner  
400 \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote  
401 was as follows:

402

- 403 Mayor Betty Resch
- 404 Vice Mayor Mimi May
- 405 Commissioner Sarah Malega
- 406 Commissioner Christopher McVoy
- 407 Commissioner Anthony Segrich

408

409 The Mayor thereupon declared this ordinance duly passed on the \_\_\_\_ day of  
410 \_\_\_\_\_ 2026.

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LAKE WORTH BEACH CITY COMMISSION

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By: \_\_\_\_\_  
Betty Resch, Mayor

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ATTEST:

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\_\_\_\_\_  
Melissa Ann Coyne, MMC, City Clerk

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