



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	Item Type:		1 st Reading	2 nd Reading
11/6/2019	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	Click or tap to enter a date.	Click or tap to enter a date.
		Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
		Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
		Quasi Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number :	
TBD	TBD	FY2019/20 Budget	N/A	
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	N/A	Jenorgen Guillen	City Clerk	
Strategic Plan Focus Areas:				
<input checked="" type="checkbox"/> Financial	<input checked="" type="checkbox"/> Organizational Capacity	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Development, Redevelopment and Economic Development	
Implementation Timeline				
Estimated Start Date: 11/6/2019 Estimated End Date: 5/6/2020				

SHORT TITLE:

APPOINTMENTS TO THE CHARTER REVIEW COMMITTEE.

STAFF SUMMARY:

Summary:

Under Section 8.01(3) of the City's Charter, there is created and established a body to be known as the City of Hallandale Beach Charter Review Committee. The committee shall be made up of individuals appointed by the city commission on or before the first Tuesday of November, 2019, by motion of the commission, and again every eight (8) years thereafter, on or before the first Tuesday of November, and shall continue to exist

until the committee renders the report. This provision shall not be construed to preclude the city commission from appointing a Charter review committee at any other time.

The Charter Review Committee is made up of seven (7) members, each City Commissioner shall nominate one (1) member of the Charter review committee; The City Commission shall select two (2) additional committee members (at-large) by majority vote in an effort to ensure diversity within the committee.

The purpose of the committee shall be to meet on a periodic basis, as needed, to identify and address issues of concern to the city relevant to its Charter. The duties of the Committee are to study the existing Charter with the view to improve it and to provide for the preservation of the general health, welfare and safety of the inhabitants of the City. The Committee is to make recommendations to the City Commission for any Charter changes deemed necessary.

The Committee's formal existence ends once it submits its final report. Section 8.01(3) of the City's Charter further states that within six (6) months of the Committee's first meeting, the committee shall prepare a final report detailing its findings and recommendations; a copy of which shall be made available in the office of the City Clerk for public view. The first meeting of the Committee is called by the City Manager.

A quorum on the Committee consists of a majority of the members, and action by the Committee requires an affirmative vote of at least four (4) members.

Once the final report is submitted to the City Commission, the City Commission considers it, and determines which of the recommendations of the Committee concerning proposed changes to the City Charter shall be submitted to the residents for consideration at an election (Florida Statutes 166.031)

Ultimately, the City Commission determines what charter amendments will be submitted to the electorate, and the ordinances incorporating the proposed charter changes are prepared for consideration by the electorate at either a special election called by the City Commission or for consideration at the next general election.

Background:

The City Commission completed appointments for the last Charter Review Committee on June 1, 2011. The Charter Review Committee held public meetings to review the City Charter and receive comments from the public during a six-month period.

The last Charter Review was completed in the last quarter of 2011 and its final report was presented to the City Commission for consideration at the January 18, 2012 meeting. A copy of the committee's Final Report is provided herewith as reference as Exhibit "1".

Following consideration of the Charter Review Committee's Final Report, the City Commission adopted Ordinance No. 2012-07, Ordinance No. 2012-09 and Ordinance 2012-10. These ordinances outlined three (3) ballot questions to be presented to the voters for referendum during the November 6, 2012 General Election. (See Exhibit "2")

Subsequently, the voters approved all three (3) ballot questions outlined, all have been codified and are now reflected in the City Charter.

Current Situation:

Since the last Charter Review was completed in the 2011/2012, the City is now approaching the eighth year mark and due for its next Charter Review in preparation for the 2020 General City Election on November 3, 2020.

If so, the City must inform the Broward County Supervisor of Elections (SOE) of its intent to go to referendum as soon as possible.

Following City Commission approval, the final ballot questions are due to the SOE on the first day of Qualifying: June 8, 2020 by 5:00 p.m.

To date, the City Clerk's office has received two (2) applications for the Charter Review Committee which are hereby attached as Exhibit "5" for your consideration.

Why Action is Necessary:

Pursuant to Section 8.01(3) of the City's Charter *...the committee shall be made up of individuals appointed by the city commission on or before the first Tuesday of November, 2019, by motion of the commission, and again every eight (8) years thereafter, on or before the first Tuesday of November, and shall continue to exist until the committee renders the report...*

Cost Benefit/Fiscal Impact:

The City's Charter specifically requires a review of the City Charter every eight years in order to identify and address issues of concern to the City relevant to its Charter.

There are significant costs associated with this process. To remain neutral and separate from the process, in the past the City Commission has not permitted use of City Attorney or City Clerk staff services for legal facilitation and/or attendance at meetings and transcription of meeting minutes.

On October 2, 2019, the City Commission approved Resolution No. 2019-086 authorizing the utilization of the National Institute of Governmental Purchasing/Southeast Co-operative Contract #13-0-0140F for Temporary Staffing needs.

Additionally, should the City Commission decide to go to referendum in 2020, the City is responsible for the extra costs of including questions on the Hallandale Beach ballot.

Since we have not yet completed our Charter Review, we do not have an estimated number of questions/pages if any.

PROPOSED ACTION:

The City Commission consider appointments to the Charter Review Committee for the 2019/20 Charter Review Cycle.

ATTACHMENT(S):

- Exhibit 1 - 2012 Charter Review Committee Report
- Exhibit 2 - Ordinances Approving Final Ballot Questions (2012-07, 2012-09, 2012-10)
- Exhibit 3 - Facilitating Attorney's Report Submitted by Bryant, Miller, Olive P.A._ 2011
- Exhibit 4 - City of Hallandale Beach Charter
- Exhibit 5 - Charter Review Committee Applications Received