



# City of Hallandale Beach CHARTER REVIEW AGENDA COVER MEMO

Meeting Date: October 13, 2021

## SHORT TITLE:

Reconvening Charter Review Commission

## SUMMARY

Section 8.01(3) of the City's Charter establishes the City of Hallandale Beach Charter Review Committee. The Committee comprises individuals appointed by the City Commission and shall continue to exist until the Committee renders a report.

The Charter Review Committee is initiated every eight (8) years to review the City's Charter. The duty of the Committee is to study the existing Charter with the view to improve it and provide for the preservation of the general health, welfare, and safety of the inhabitants of the City. The Committee is to create a report making recommendations to the City Commission for any Charter changes deemed necessary. The Committee's formal existence ends once it submits its final report, within six (6) months of the Committee's first meeting. In order to put any items on the ballot for November 2022, the report must be completed and submitted to the City Commission by April 28, 2022.

A quorum is required for the Committee to conduct business. A quorum consists of a majority of the members, and action by the Committee requires an affirmative vote of at least four (4) members. Attendance by phone may be permitted but will not count toward quorum requirements.

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)

### **Background:**

The previous Charter Review Committee was appointed on June 1, 2011. That Charter Review Committee held public meetings to review the City Charter and received  
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comments from the public during six months. The last Charter Review was completed in the last quarter of 2011. Its Final Report was presented to the City Commission for consideration at the January 18, 2012, meeting.

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 a referendum during the November 6, 2012, Municipal General Election.

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

On November 6, 2019, the City Commission appointed the Charter Review Committee for the 2019-2020 Review Cycle. The Committee's formal existence would end once it submits its final report. Section 8.01(3) of the City's Charter further states this is to be within six (6) months of the Committee's first meeting.

During the period December 3, 2019, through March 3, 2020, the Charter Review Committee held Seven (7) public meetings to review the City Charter and received comments from the public. As a result of preventive measures taken due to the Novel Coronavirus (COVID-19) pandemic and State of Emergency, which followed, the City Commission suspended the Charter Review Committee's work prematurely.

The City Commission has directed the City Manager to re-convene the Charter Review Committee and has appointed members to finish the work of the current cycle.

### **Current Situation:**

#### **STEP 1: Administrative Matters**

The Committee's first step will be to nominate a chair and a vice-chair to lead the proceedings. Second, the Committee must determine a meeting schedule. Please note, if the Committee recommends that questions be included for a referendum, and if the City Commission approves, the final ballot questions are due to the SOE on the first day of Qualifying: **June 13, 2022, by 5:00 p.m.** Therefore, it is recommended that the Committee submit its Final Report no later than **April 28, 2022**, for inclusion on the May 4, 2022, and May 18, 2022, City Commission Meetings.

#### **STEP 2: Consider Ratification of 2020 Directives**

The City Clerk will be providing the Committee with a listing of directives for charter amendments approved by the Charter Review Committee in 2020. This committee should consider ratification of those amendments for inclusion in the final report. Full meeting minutes are attached as Exhibit 3 and videos of past meetings will be made available to committee members for their review.

#### **STEP 3: Setting Priorities for Consideration**

Given the 6-month time frame established by Charter for this Committee, the Committee should consider identifying additional priorities for consideration and review to maximize its effectiveness.

**Attachments:**

Exhibit 1 - City Charter

Exhibit 2 - Membership Roster

Exhibit 3 – Meeting Minutes (December 2019 – March 2020)