



**CITY OF PARKLAND  
CHARTER REVIEW BOARD  
TUESDAY, AUGUST 29, 2017 – 6:00 PM  
6600 UNIVERSITY DR  
PARKLAND, FL 33067**

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**I. CALL TO ORDER**

*A. Pledge*

*B. Roll Call*

**II. MINUTES APPROVAL**

**A. CHARTER REVIEW BOARD - JUN 27, 2017 AT 6:00 PM**

**III. COMMENTS FROM THE PUBLIC**

**IV. COMMENTS FROM THE BOARD CHAIR AND BOARD MEMBERS**

**V. APPROVAL OF THE AGENDA**

**VI. NEW BUSINESS**

**A. ARTICLE III: MAYOR AND CITY COMMISSION**

**B. OTHER TOPICS FROM THE CHARTER**

**VII. OLD BUSINESS**

**A. REVIEW: ARTICLE I: TRANSITION**

**ARTICLE II: GENERAL POWERS**

**VIII. COMMENTS FROM THE CITY ATTORNEY**

**IX. ADJOURNMENT**

**CITY OF PARKLAND**

Meeting: Tuesday, August 29, 2017

**STAFF REPORT**

Agenda Item: 6.A

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**DISCUSSION****SHORT TITLE:** Article III: Mayor and City Commission**SUBMITTED BY:** Jennifer Johnson**SPONSOR:****DEPARTMENT:** Charter Review Board**ORIGIN OF REQUEST:**

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**BACKGROUND & PURPOSE**

Discussion related to Article III: Mayor and City Commission

## ARTICLE III. - THE MAYOR AND CITY COMMISSION

### 3.01 - City Commission.

The City of Parkland shall be governed by a City Commission consisting of five (5) members, one of whom shall be the Mayor and one of whom shall be the Vice Mayor. The Commissioners shall elect from among themselves one Commissioner as Vice Mayor.

### 3.02 - Districts.

At least three hundred sixty (360) and not more than four hundred eighty (480) days prior to the municipal election to be held in November 2008 and at least three hundred sixty (360) and not more than four hundred eighty (480) days prior to the municipal general election held every four (4) years thereafter, the City Commission shall by ordinance divide the City into four (4) commission districts. The districts shall be drawn as nearly as is practicable, on an equal population basis by contiguous boundaries. The districts shall be designated by numbers 1 through 4. At the commencement of the redistricting process, the City Manager shall submit to the City Commission the names of three independent consultants with experience in drawing boundaries on either the municipal, county, state or federal levels. The consultants may not be employees of the City of Parkland. The City Commission shall retain one of three consultants for the purpose of drawing commission districts. The consultant, in consultation with the City Manager or his designee, shall develop at least two redistricting plans for submission and consideration by the City Commission. At least fifteen days prior to the first reading of any ordinance on redistricting Commission districts, the City Commission shall hold a workshop at which the consultant shall be present and at which the public shall have an opportunity to be heard on the proposals submitted to the City Commission for consideration. The City Commission shall make the final decision as to any redistricting mandated pursuant to this section and may either accept, reject, or modify the plans submitted to it for review. The redistricting shall be adopted by ordinance. The drawing of district boundaries pursuant to this section shall not prevent any sitting City Commissioner from completing his/her term of office.

(Ord. No. 88-20, § 1, 12-1-1988; Ord. No. 92-26, § 1, 12-16-1992; Ord. No. 2006-19, § 2, 8-9-2006)

### 3.03 - Term of office.

- a. The mayor and commissioners shall serve four year terms. The commissioners serving districts 3 and 4 shall have their terms extended until the election held in November 2008; the mayor and commissioners serving districts 1 and 2 shall have their terms extended to the election held in November 2010. The November 2008 election shall elect commissioners from districts 3 and 4, with elections for those seats occurring every four years thereafter; the November 2010 election shall elect the mayor and commissioners from districts 1 and 2, with elections for the mayor and those seats occurring every four years thereafter.
- b. No person may appear on the ballot for re-election as mayor of Parkland if, by the end of the current term of office the person will have served (or, but for resignation, would have served) as mayor for eight (8) consecutive years; this amendment shall take effect on the day it is approved by the electorate, but no service as a mayor which commenced prior to the effective date of this subsection will be counted against the limit in the prior sentence.

No person may appear on the ballot for re-election as a Parkland district commissioner if, by the end of the current term of office that person will have served (or, but for resignation, would have served) as a Parkland Commissioner representing a district for eight (8) consecutive years; this amendment shall take effect on the day it is approved by the electorate, but no service as a district commissioner which

commenced prior to the effective date of this subsection will be counted against the limit in the prior sentence. This provision shall not prohibit a term limited district commissioner from running for mayor.

(Ord. No. 92-26, § 2, 12-16-1992; Ord. No. 2006-19, § 2, 8-9-2006)

### 3.04 - Oath of office.

All elective officers, before starting their duties, shall take and subscribe to the following oath of office:

"I do solemnly swear (or affirm) that I will support, protect and defend the Constitution and government of the United States and of the Charter of the City of Parkland; that I am duly qualified to hold office under the Constitution of the state and the Charter of the City of Parkland and that I will well and faithfully perform the duties for \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ upon which I am now about to enter. So help me God."

### 3.05 - Compensation.

The Commission shall establish the benefits received by the Commission. The salary paid to the Mayor and City Commissioners shall be established pursuant to the following method: The salary of the Mayor and City Commissioners shall be fixed annually on October 1 of each year based upon the average salaries received by the Mayor and Commissioners of Deerfield Beach, Coconut Creek, and Margate. In order to determine the salary of the Mayor, the City Manager shall take the average salary for the Mayors of Deerfield Beach, Coconut Creek, and Margate (as of October 1 of that year) and deduct one percent from said average; the result shall be the salary of the Mayor of Parkland for the year beginning on October 1 and ending on September 30. In order to determine the salary of the four City Commissioners, the City Manager shall take the average salary of the City Commissioners of Deerfield Beach, Coconut Creek, and Margate (as of October 1 of that year) and deduct one percent from said average; the result shall be the salary of the four Parkland City Commissioners for the year beginning on October 1 and ending on September 30. This process shall be repeated each year. For the period beginning January 1, 2015 through September 30, 2015, the formula set forth above shall be applied to fix the salaries of the Mayor and City Commissioners for that period of time.

(Ord. No. 2014-05, § 2, 5-21-2014, passed by voters, 11-4-2014)

### 3.06 - Regular and special meetings.

- (a) *Regular.* The Commission shall meet regularly at times and places as shall be specified by resolution.
- (b) *Special.* Special meetings of the Commission may be called by the Mayor or two (2) or more Commissioners. Notice of said special meeting shall be sent by the City Clerk to the City Commission. The notice shall contain the time, place and subject matter to be considered at said special meeting. No other subject shall be considered except in the case of an extreme emergency affecting the health, safety, and welfare of the citizens of Parkland. A unanimous vote of the Commissioners may waive the requirement of said notice. Said notice of special meeting shall be posted at City Hall and, if time permits, advertised in the newspaper. If there is insufficient time to advertise, then the notice shall be posted at a conspicuous entrance to the City. When posting the notice at a conspicuous entrance to the City, the notice only needs to read: "City Commission Meeting" and state the time and place.
- (c) *Quorum.* A quorum for any City Commission meeting shall consist of not less than three (3) members of the Commission.
- (d) *Attendance requirement.* Any member of the Commission missing three (3) consecutive regular meetings of the Commission, without excuse, shall create a vacancy in that office; provided that the absent member of the Commission shall receive written notice within three (3) days after he has missed his second consecutive meeting without consent. Absence shall be excused for good cause shown upon motion and vote of the majority of the Commission.

(Ord. No. 90-22, § 2, 12-5-1990)

3.07 - Presiding Officer.

The Mayor shall serve as the presiding officer of the Commission and shall be entitled to vote similarly to any of the Commissioners. The Mayor shall execute all documents on behalf of the City. The Vice Mayor shall preside at all meetings in the absence of the Mayor. The Mayor and Vice Mayor shall perform such other duties as authorized by the City Commission.

**CITY OF PARKLAND**

Meeting: Tuesday, August 29, 2017

**STAFF REPORT**Agenda Item: 7.A

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**DISCUSSION****SHORT TITLE:** Review: Article I and Article II**SUBMITTED BY:** Jennifer Johnson**SPONSOR:****DEPARTMENT:** Charter Review Board**ORIGIN OF REQUEST:**

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**BACKGROUND & PURPOSE**Review Article I: Transition and Article II: General Powers as necessary.

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