

TOWN OF LAUDERDALE-BY-THE-SEA

Charter Review Board

MINUTES

Jarvis Hall

4505 Ocean Drive

Wednesday, April 11, 2012

6:30 P.M.

1. CALL TO ORDER

Assistant Town Manager Bud Bentley called the meeting to order at 6:30 p.m. Also present were Susan Delegal, David Wessels, Yann Brandt, Sandra Green, Ken Kugler, Charles Clark, Ronald Piersante, and Town Clerk June White.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. OATH OF OFFICE

The oath of office was given.

4. APPOINTMENT OF CHAIRPERSON

Sue Delegal nominated David Wessels as Chairperson. Charles Clark seconded the motion. All voted in favor.

The meeting was turned over to Chairman Wessels.

Sandra Green arrived at 6:35 p.m. and was given the oath upon arrival.

5. APPOINTMENT OF VICE-CHAIRPERSON

Ronald Piersante nominated Susan Delegal as Vice Chairperson. Charles Clark seconded the motion. All voted in favor.

6. BOARD RULES & PROCEDURES:

i. Set Quorum Requirements

It was the consensus of the Board that a quorum shall consist of five (5) members.

ii. Voting Procedures

Vice Chair Delegal opined an affirmative vote from the entire Charter Review Board should be required for action on a Charter amendment. Other motions would require a majority vote of members present.

The members of the Board agreed.

iii. Attendance Requirements

It was the consensus of the Board that two (2) unexcused absences would warrant the removal of that Board member.

iv. Taking Public Input and Time Limits on Public Comments

Board members discussed and unanimously agreed to limit public input to three (3) minutes with the option to extend the time limit at the discretion of the Chairperson.

v. Procedures for Placing Items on the Agenda

Chairman Wessels suggested that each board member submit their agenda item to the Town Clerk.

Vice Chair Delegal questioned the procedure to submit an item that a member of the public wished to have discussed.

Chairman Wessels suggested if a member of the public requested discussion of a new item at a Charter Review Board meeting they can present their request to the Town Clerk for Board consideration at the next meeting. The Charter Review Board will vote on whether to discuss the item or not.

Mr. Kugler inquired of the deadline for submission of agenda items.

Town Clerk White indicated at least seven (7) days would be needed. Mr. Kugler proposed the deadline to submit an item to the Town Clerk be no later than seven (7) calendar days. There was no objection to the seven (7) calendar day deadline.

Mr. Brandt proposed that items which may require generation of backup documentation be discussed briefly at a Board meeting and allow public input. The Board would decide whether that item should be placed on the next agenda for official consideration.

There was no objection from the Board.

Exhibits:

a) Rules of Voting/Procedure Adopted by Previous Charter Review Board in 2002

Vice Chair Delegal suggested the Rules of Voting/Procedures should be deferred until the Board confers with the Town Attorney.

Chairman Wessels believed the Charter Review Board would follow the same rules the Town Commission follows Robert's Rules of Order. He stated that Robert's Rules provided a "motion to reconsider" be reconsidered by the following meeting. He advised that Robert's Rules could be modified by the Board to reconsider at any time convenient to the Board or leave it the way it is. Chairman Wessels suggested that the Board work on an informal / flexible basis; follow the guidelines, and make exceptions at their own discretion.

There was consensus of the Board to follow the guidelines with the option to make exceptions.

b) Minutes of Organizational meeting of 2002 Charter Review Board in 2002

It was the consensus of the Board that the Clerk would take the minutes of the Board.

7. SET MEETING DATES

There was consensus of the Board to hold their meeting the 2nd Wednesday of every month at 6:30 p.m.

The Board inquired how much time was needed to submit referendum questions to be placed on the ballot for the November 2012 General Election.

Town Clerk White indicated the deadline to submit ballot questions to the Supervisor of Elections was June 8, 2012. She added that the referendum questions would require Town Commission adoption on 1st and 2nd readings of the Ordinance/ordinances containing the referendum prior to submission to the Supervisor of Elections.

Mr. Kugler was reluctant to rush through the process to make the June 8th deadline.

Mr. Clark agreed there would not be sufficient time to submit a ballot for the November 2012 election.

The Board members believed one (1) meeting per month would be sufficient, unless the Town Commission believed there was an urgent matter requiring placement on the ballot, or the Charter Review Board thought the agenda material required more than one meeting.

It was the consensus of the Board to hold meetings on the 2nd Wednesday of every month at 6:30 p.m., allowing the Board the flexibility to increase to two (2) or

more meetings monthly, if and when necessary and/or change the date and time of a scheduled meeting.

The next meeting of the Charter Review Board was scheduled for Wednesday, May 9, 2012 at 6:30 p.m.

8. AGENDA TOPICS FOR NEXT MEETING

Exhibits:

- a) Verbatim Minutes of March 13, 2012 Town Commission meeting
- b) List of Possible Topics

The consensus of the Board was to begin with the ten (10) topics listed by the Commission. The topics were read into the record by Chairman Wessels and attached as part of these minutes.

Chairman Wessels added that additional items would also be considered as they are brought forth.

There was no objection.

Mr. Brandt inquired of the process of submitting Charter Review Board items to the Town Commission and the deadlines for ballot submissions to the Supervisor of Elections for the March 2014 Municipal Election.

Chairman Wessels believed the Town Attorney would be able to answer those questions at the next meeting.

9. ADJOURNMENT

With no further business before the Board, the meeting was adjourned at 7:00 p.m.

NOTE: A copy of the Rules/Procedures created at this meeting are hereto attached as part of these minutes.

David Wessels, Chairperson

ATTEST:

Town Clerk, June White

Date: _____

Topics for the Charter Review Board to Consider:

1. Clarify the meaning of the language in 6.6 (2) of the Town Charter (forfeiture of office with regards to ethics)
2. Clarify the height limit as it is difficult to interpret. Consider mapping a geographical area within the Town, within which 3 over 1 is the legal maximum construction height, and everywhere else is 32 feet.
3. Review and clarify what it means to "rezone for any other use".
4. Review land use changes that would support our Comprehensive Plan goals to support hotels and discourage the conversion of hotels to residential uses.
5. Add procedure for candidate withdrawal following qualification per statute.
6. Determine whether to sunset residential electoral districts (as in ballot question 2004, attached). If not, future redistricting needs to be addressed. On the latter point, consider changing Charter language that dictates that a university must be used to do the districts study.
7. Broaden qualifications for Town Manager.
8. Remove residential uses from prime hotel areas – or revise language to be clear that we can remove uses by ordinance without a referendum.
9. Consider not specifying that the Vice Mayor must be selected on a particular date.
10. Length of Mayoral term of office.