



CITY OF WEST PARK
CHARTER REVIEW COMMITTEE MEETING AGENDA
CITY HALL, COMMISSION CHAMBER
1965 SOUTH STATE ROAD 7, WEST PARK, FL 33023

THURSDAY, MARCH 29, 2018
6:00 P.M.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. OPPORTUNITY FOR PUBLIC TO ADDRESS COMMITTEE**
- 5. APPROVAL OF MINUTES**
 - **August 10, 2017 Meeting**
 - **April 13, 2017 Meeting**
- 6. NEW BUSINESS**
 - **Review of Terms of Elected Officials**
 - **Districting**
- 7. FUTURE AGENDA ITEMS**
- 8. FOR THE GOOD OF THE ORDER**
- 9. ADJOURNMENT**

RULES OF PROCEDURE

WHO MAY SPEAK

Meetings of the Charter Review Committee are open to the public. They are not; however, public forums. Any resident who wishes to address the Committee on any subject within the scope of the Committee's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

SPEAKING ON ITEMS ON THE AGENDA

- **Regular Agenda Items** – These are items, which the Committee will discuss individually in the order listed on the agenda. By majority vote, the Charter Review Committee may permit any person to be heard on an item at a non-public hearing.
- **Public Hearing Items** – This portion of the agenda is to obtain input from the public. The chair will permit any person to be heard on the item during formal public hearings.

SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Committee on any items pertaining to Committee business during the Opportunity For The Public To Address the Committee portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

ADDRESSING THE COMMITTEE, MANNER & TIME

By majority vote the Charter Review Committee may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Chair to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the Charter Review Committee. Any question, which shall be related to the business of the Committee and deemed appropriate by the Chair, shall be directed to the Chair and the Chair shall then re-direct the question to the appropriate Committee Member or City staff to answer the citizen question which shall be related to the business of the Committee.

All comments or questions of the public are to be directed to the Chair as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest of order and conduct of the business at hand. Comments to the Committee by individual citizens shall be limited to two (2) minutes during the citizens request period. The City Clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

DECORUM

If a member of the audience becomes unruly, the Chair has the right to require the person to leave the room. If a crowd becomes unruly, the Chair may recess or adjourn the meeting. Please turn off all cell phones and pagers.

CONTACT INFORMATION

If anyone has questions or comments about anything on the meeting agenda, please contact the City Administrator at 954-989-2688.

AMERICANS WITH DISABILITY ACT

In accordance with the Americans With Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at (954)-989-2688 for assistance.

**CITY OF WEST PARK
CHARTER REVIEW COMMITTEE MEETING MINUTES
THURSDAY, AUGUST 10, 2017**

A meeting of the City of West Park Charter Review Committee was held in the Commission Chamber, City Hall, 1965 South State Road 7, West Park, Florida at **6:00 pm** on **Thursday, August 10, 2017**.

1. CALL TO ORDER

The meeting was called to order at 6:10 p.m.

2. ROLL CALL

The City Clerk called the roll and declared a quorum. The following Committee members were present: Ms. Florence Thomas, Ms. Marchahal Jenkins, and Dr. Katrina Touchstone.

Also present were: W. Ajibola Balogun, City Manager; Chris Wallace, Finance Director; Burnadette Norris-Weeks, City Attorney; and Alexandra Grant, City Clerk.

3. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMITTEE

There were no public comments.

5. NEW BUSINESS

- **Review of Charter and Terms of Elected Officials**

Discussion was held at length with regard to the pros and cons of considering term limits for elected officials.

(Supplemental materials were submitted and are filed with City records.)

- **Districting**

A motion was made by Ms. Thomas, and seconded by Ms. Jenkins, to postpone the districting discussion to the next meeting.

In a roll call vote, all voted in favor.

6. FUTURE AGENDA ITEMS

A motion was made by Dr. Touchstone, and seconded by Ms. Jenkins, to add review of the job descriptions and terms of office on the next Agenda.

In a roll call vote, all voted in favor.

9. FOR THE GOOD OF THE ORDER

The Committee members discussed scheduling the next meeting for early November.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:40 pm.

Respectfully Submitted By:

Alexandra Grant, City Clerk

**CITY OF WEST PARK
CHARTER REVIEW COMMITTEE MEETING MINUTES
THURSDAY, APRIL 13, 2017**

A meeting of the City of West Park Charter Review Committee was held in the Commission Chamber, City Hall, 1965 South State Road 7, West Park, Florida at **5:30 pm on Thursday, April 13, 2017.**

6. CALL TO ORDER

The meeting was called to order at 5:35 p.m.

7. ROLL CALL

The City Clerk called the roll and declared a quorum. The following Committee members were present: Ms. Marchahal Jenkins, Ms. Janice Minnis, and Ms. Florence Thomas.

Also present were: W. Ajibola Balogun, City Manager; Chris Wallace, Finance Director; Burnadette Norris-Weeks, City Attorney; and Alexandra Grant, City Clerk.

8. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

9. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMITTEE

There were no public comments.

10. NEW BUSINESS

- **Selection Of A Chair**

A motion was made by Ms. Thomas, and seconded by Ms. Jenkins, to postpone selection of a Chair until the entire Committee was present.

In a roll call vote, all voted in favor.

- **Selection Of A Vice Chair**

A motion was made by Ms. Thomas, and seconded by Ms. Jenkins, to postpone selection of a Chair until the entire Committee was present.

In a roll call vote, all voted in favor.

Dr. Katrina Touchstone, Committee Member, arrived at the meeting.

A motion was made by Ms. Thomas, and seconded by Ms. Jenkins, to rescind the previous motions to postpone selection of a Chair and Vice Chair.

In a roll call vote, all voted in favor.

A motion was made by Ms. Thomas, and seconded by Ms. Jenkins, to continue with the Agenda Item 5, Selection of Chair and Vice Chair.

In a roll call vote, all voted in favor.

- **Selection of Chair**

A motion was made by Ms. Minnis, and seconded by Ms. Jenkins, to nominate Florence Thomas as Chair.

In a roll call vote, all voted in favor.

- **Selection of Vice Chair**

A motion was made by Ms. Thomas, and seconded by Ms. Minnis, to nominate Dr. Touchstone as Vice Chair.

In a roll call vote, all voted in favor.

6. FUTURE AGENDA ITEMS

The meeting was turned over to Ms. Thomas to chair.

A motion was made by Dr. Touchstone, and seconded by Ms. Jenkins, to add review of the Charter and terms of elected officials on the next Agenda.

In a roll call vote, all voted in favor.

A motion was made by Dr. Touchstone, and seconded by Ms. Jenkins, to add districting on the next Agenda.

In a roll call vote, all voted in favor.

9. FOR THE GOOD OF THE ORDER

A motion was made by Ms. Thomas, and seconded by Dr. Touchstone, to schedule quarterly Committee meetings, beginning with the next meeting on Thursday, August 10, 2017 at 6 p.m.

In a roll call vote, all voted in favor.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:45 pm.

Respectfully Submitted By:

Alexandra Grant, City Clerk