

**Charter Review Committee  
Meeting Minutes  
September 24, 2020**

9/24/2020 - Minutes

1. CALL TO ORDER & ROLL CALL

**Members Present:** Chevon Baccus, Keith Wadsworth, Andy Oguntola, Jim Weaver arrived late.

**Members Absent:** Sara Jones

**Commission Member Present:** Al Goldstein

**Staff Present:** Jennifer Nanek, City Clerk; Zaillet Suri, Deputy City Clerk; Albert C. Galloway, Jr., City Attorney

Chair called the meeting to order at 6:00 p.m. A quorum was present.

2. Minutes - September 10, 2020

The Minutes of September were reviewed. Andy Oguntola made a motion to approve the minutes. The motion was seconded and unanimously approved.

3. Changing Duty Of Mayor Regarding Committee And Board Appointments

Chair reported that this issue was brought up at a recent workshop. The Commission wants to have a more active role in the board appointment process. This could be more generic in the charter where it can be changed by ordinance. This would give the Commission flexibility to decide appointment process.

Commissioner Goldstein said that he wants appointees to come to the Commission meetings and the Commission should share responsibility for appointments. Ideas for the appointment process were discussed. It was decided to change that section in the Mayor's duties to allow the Commission a greater say in the appointment process.

Albert C. Galloway, Jr., City Attorney, said he could make the change.

The Chair said further details could be established by Ordinance.

4. Review Proposed Changes

**Ordinance 2020-18 Mission Statement:** This was reviewed.

[Begin Draft Ballot language]

Ballot Title:

Addition of a Mission statement to Article I. In General, to the Charter for the City of Lake Wales, Florida.

Ballot Summary:

Proposing that the Mission statement of the City of Lake Wales be published as the first entry in the City's Charter and that the existing §§ 1.01., 1.02., and 1.03., be renumbered accordingly.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft ballot language]

There was consensus to accept this draft.

**Ordinance 2020-19 Candidate Residency:**

[Begin Draft Ballot language]

Ballot Title:

Increase of the residency requirement for elective office of mayor or commissioner in the City of Lake Wales from one year to three years.

Ballot Summary:

Proposing that the residency requirement for elective office in the City of Lake Wales be increased from one year to three years so that the candidate will have a better understanding of the community prior to seeking to govern.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

The Chair asked if it should be 3 years before election or qualifying. After discussion there was consensus that it should be before qualifying. Albert Galloway, Jr., City Attorney, said he could change that in the ordinance.

**ORDINANCE 2020-20 District Residency:**

[Begin Draft Ballot language]

Ballot Title:

Requiring an elected city commission member to be a resident of the District in which the commission member qualified throughout the member's term in office.

Ballot Summary:

Proposing that an elected city commission member remain a resident of the District in which the commission member qualified as a candidate throughout the term to which the commission member was elected.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

There was consensus to accept this draft.

### **Ordinance 2020-21 Filling Vacancies:**

[Begin Ballot Language]

Ballot Title:

Election of a candidate to fill a vacancy occurring on the city commission with the remaining commission members to appoint an interim commissioner to serve until the next available election when more than one year remains in the term of the vacated office.

Ballot Summary:

Proposing that the a vacancy which occurs on the city commission be filled by majority vote of the remaining members of the city commission. When the remaining term exceeds one year, the individual appointed to serve shall do so on an interim basis until the next available election when a candidate will be elected to serve the remainder of the term for the vacated seat on the city commission.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

The Chair suggested changing from "Next Available election" to "when the next Commission member is seated". This is so there is not a month when there is a vacancy. There was consensus to this change. Albert Galloway, Jr., City Attorney, agreed to make that change.

Andy Oguntola said that the vacancy should be filled in 30 days. The Chair said that they wanted the vacancy to be filled in 30 days and asked Mr. Galloway to include that. He said he would.

### **Ordinance 2020-23 City Manager Appointment**

[Begin Draft Ballot Language]

Ballot Title:

Providing for a residency requirement for the city manager within six months after appointment to serve as the city manager.

Ballot Summary:

Proposing that there be a residency requirement for appointment as city manager of the City of Lake Wales by addition of the following sentence to §4.01 of the City's Charter as set forth above: "The city manager must reside within "the greater Lake Wales area" within six months of employment."

[End Draft Ballot Language]

There was consensus to accept this draft.

### **Ordinance 2020-24 City Manager Purchasing**

[Begin Draft Ballot Language]

Ballot Title:

Providing policy for the city manager acting as the City's purchasing agent for approval of vouchers for the payment for purchases of supplies and equipment; providing authority for approval of certain purchases by the City's department heads; and requiring compliance with the City's purchasing guidelines as set forth in the Lake Wales Code of Ordinances, as the same may be amended from time to time.

Ballot Summary:

Proposing requirements for purchasing of supplies and equipment by the city manager acting as the City's purchasing agent and by the City's department heads with specific limitations as set forth in the City's Code of Ordinances as the same may be amended by the city commission from time to time.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

The Chair mentioned the line about \$1,000 or greater. She said they should get away from mentioning specific numbers. Mr. Galloway said as of now the Charter requires approval of all purchases. Keith Wadsworth said it should just reference the ordinance. This was discussed. Mr. Galloway said he can do that.

#### **Ordinance 2020-25 Duties of Commissioners:**

[Begin Draft Ballot Language]

Ballot Title:

Adoption of a Charter provision listing the duties of the city commissioners of the City of Lake Wales

Ballot Summary:

Proposing a list of clearly identified duties of the elected city commissioners of the City of Lake Wales.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

The Chair said L, Confirming appointments to city boards, committees, and commissions, should be modified to allow Commission flexibility on this. Mr. Galloway said he will work on revising this. There was agreement among the members that the ballot language itself was fine.

#### **Ordinance 2020-26 Capital Program**

[Begin Draft Ballot Language]

Ballot Title:

Providing for submission of the City's five-year capital program to the City Commission at the same time the annual budget is submitted.

Ballot Summary:

Proposing that the City's annual budget and five-year capital program be submitted to the City Commission at the same time.

Ballot Question:

Shall the above described Amendment be adopted?

[End Draft Ballot Language]

There was consensus to accept this draft.

5. COMMUNICATIONS AND PETITIONS

6. AROUND THE ROOM

Andy Oguntola asked about the next steps. The Chair said we should review the proposed items at the next meeting on October 8th. She reported that she spoke with James Slaton, Interim City Manager, and they could present these to the Commission at the Agenda Work Session on October 14 to go to Commission on October 20th.

Albert Galloway, Jr., said he will have the revisions done soon, as discussed, and will send to the City Clerk.

Commissioner Goldstein thanked the committee for their work.

7. ADJOURN

The Meeting was adjourned. Next Meeting will be October 8.

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Chair

ATTEST:

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City Clerk