



CITY OF TAMARAC
NOTICE OF WORKSHOP MEETING
CITY COMMISSION OF TAMARAC, FL
City Hall - Conference Room 105
May 20, 2019

CALL TO ORDER:

9:30 a.m.

ROLL CALL:

PLEDGE OF ALLEGIANCE:

Commissioner E. Mike Gelin

1. Surtax Update

Surtax Update - *Broward County Assistant County Administrator Gretchen Cassini and Executive Director of the Broward MPO Greg Stuart*

2. Presentation - Woodsprings Suites Public Art Easement

Presentation - Woodsprings Suites Public Art Easement - *Community Development Director Maxine Calloway, Public Art Administrators George Gadson and Beth Ravitz*

3. Sister Cities Discussion

Sister City's Discussion - *Carolina Rendeiro, Chief Marketing & Development Officer, Connect2Global, Inc. and Assistant to the City Manager Laura Karpaviciute*

4. Presentation to the Commission on People Profile Awards

Presentation to the Commission on People Profile Awards - *People Profile Awards founder Dr. Allan Cunningham*

5. Discussion on Social Media

Discussion on Social Media - *Senior Strategic Communications Officer Elise Boston and Assistant City Attorney Jacob Horowitz*

6. Boards and Committees Discussion

Boards and Committees Discussion - *City Clerk Patricia Teufel, Community Development Director Maxine Calloway and Parks & Recreation Director Greg Warner*

7. Discussion on Banning Plastic Straws and Styrene

Discussion on Banning Plastic Straws and Styrene - *Commissioner Mike Gelin*

8. Other

The City Commission may consider and act upon such other business as may come before it. In the event this agenda must be revised, such revised copies will be available to the public at the City Commission meeting.

Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the City Commission with respect to any matter considered at such meeting or hearing, he may need to ensure that a verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is based.

The City of Tamarac complies with the provisions of the Americans with Disabilities Act. If you are a disabled person requiring any accommodations or assistance, please notify the City Clerk's Office at (954) 597-3505 of such need at least 48 hours (2 days) in advance. Additionally, if you are hearing or speech impaired and need assistance, you may contact the Florida Relay Service at either of the following numbers: 1-800-955-8770 or 1-800-955-8771.

A handwritten signature in blue ink that reads "Patricia Teufel". The signature is written in a cursive style with a large, looping initial "P".

Patricia Teufel, CMC
City Clerk



Title - 9:30 a.m.

9:30 a.m.



Title - Commissioner E. Mike Gelin

Commissioner E. Mike Gelin



Title - Surtax Update

Surtax Update - ***Broward County Assistant County Administrator Gretchen Cassini and Executive Director of the Broward MPO Greg Stuart***



Title - Presentation - Woodsprings Suites Public Art Easement

Presentation - Woodsprings Suites Public Art Easement - ***Community Development Director Maxine Calloway, Public Art Administrators George Gadson and Beth Ravitz***



Title - Sister Cities Discussion

Sister City's Discussion - ***Carolina Rendeiro, Chief Marketing & Development Officer, Connect2Global, Inc. and Assistant to the City Manager Laura Karpaviciute***



Title - Presentation to the Commission on People Profile Awards

Presentation to the Commission on People Profile Awards - ***People Profile Awards founder Dr. Allan Cunningham***



Title - Discussion on Social Media

Discussion on Social Media - ***Senior Strategic Communications Officer Elise Boston and Assistant City Attorney Jacob Horowitz***



Title - Boards and Committees Discussion

Boards and Committees Discussion - ***City Clerk Patricia Teufel, Community Development Director Maxine Calloway and Parks & Recreation Director Greg Warner***

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> Board & Committee Boards Ordinance	5/15/2019	Backup Material
<input type="checkbox"/> Board & Committee Administrative Policy	5/15/2019	Backup Material

ARTICLE III. - BOARDS, COMMITTEES, COMMISSIONS

DIVISION 1. - GENERALLY

Sec. 2-56. - Residency requirements.

Each member of a board, committee or commission of the City of Tamarac shall be a resident of the city. Failure to be a resident of the city shall result in forfeiture of the position on the board, committee or commission. This section does not apply to staff who have been appointed to a board, committee or commission as part of their work responsibilities. The city commission may waive the requirements of this section.

(Ord. No. 97-8, § 2, 7-9-97)

Sec. 2-57. - Appointment process for city advisory boards and committees.

The city commission shall adopt the following process for the appointment of regular members and alternate members to city advisory boards and committees. With respect to any advisory board or committee created after the adoption of this Code section, the applicable resolution or ordinance shall specify whether the processes as stated in this section applies to the appointment of advisory board or committee members.

(Ord. No. 2007-13, § 2, 5-23-07)

Editor's note— Ord. No. 2007-13, § 2, adopted May 23, 2007, did not specifically amend the Code. Hence, its inclusion as sections 2-57—2-60 was at the discretion of the editor.

Sec. 2-58. - Application process.

- (a) The city commission shall request that individuals who meet the qualification requirements for a specific advisory board and/or committee submit an application for appointment to a specific advisory board. The city clerk shall provide notice of the city commission's request for applications for appointment to the city's advisory boards and committees through notices posted at city hall, on the city's web site, and in a local newspaper of general circulation.
- (b) Once all applications are submitted, the city clerk shall provide copies of all of the applications for each prospective member to the mayor and commissioners for their review.

- (c) Following a review of the applications, the mayor and each commissioner shall forward to the city clerk a list of their nominees to fill the membership positions on the respective advisory boards and committees. The mayor and the commissioners' lists shall include only individuals who meet the qualification requirements for the specific advisory board and/or committee within their district. In conformance with F.S. § 286.011, (the "Sunshine Law"), as may be amended from time to time, the mayor and commissioners shall provide a copy of their list of nominees to the other commissioners and the mayor only as a means to advise the other commission members of their recommendations. The mayor and commissioners may not discuss the contents of their respective lists of nominees outside of a duly noticed city commission meeting.
- (d) The city clerk shall review the list of prospective members submitted by the mayor and each commissioner, and develop a list of proposed members for each respective advisory board and committee. In the event the mayor and commissioner nominate the same individual for the same board or committee, the commissioner's nomination shall take precedence, and the city clerk shall move to the next individual on the mayor's list. Once the list of regular members and alternate members is prepared, the city clerk shall forward the lists to the city manager for inclusion on an upcoming city commission agenda.
- (e) The list of nominated members (the "list") for each respective advisory board and committee shall be approved by a majority vote of the city commission. In the event the mayor or commissioner has an objection to any specific individual, the mayor or commissioner shall move to remove that individual from the list. In order to remove an individual from the list, the motion must be approved by an affirmative vote of four (4) members of the city commission. If an individual is removed from the list, the commissioner who nominated that individual may then nominate another person to the respective advisory board or committee. The commission will then consider the list of proposed members until the list is approved by a majority vote of the city commission.
- (f) Following the first advertisements and application submittals, in the event a commissioner is unable to nominate a qualified individual to be a member of a specific advisory board and/or committee, the commissioner shall notify the city clerk of the need to re-advertise for the specific advisory board and/or committee position for that commissioner's district. The city clerk shall then re-advertise for

that specific advisory board and/or committee member position. Following the re-advertisement, if the commissioner is still unable to nominate a qualified individual to be a member of the specific advisory board and/or committee, the commissioner may nominate an individual who resides outside of the commissioner's district to the respective advisory board and/or committee.

- (g) For boards or committees with five (5) regular members the mayor shall appoint one (1) member from the city at large, and each commissioner shall appoint one (1) individual who meets the qualification requirements for the specific advisory board and/or committee.
- (h) For boards and committees with seven (7) members, the mayor shall appoint two (2) regular members from the city at large. Each commissioner shall appoint one (1) individual who meets the qualification requirements for the specific advisory board and/or committee within their district to serve as a regular member. The seventh (7th) member shall be appointed by a majority vote of the mayor and commissioners.
- (i) For boards and committees where the number of regular members is less than five (5) and/or the regular members are to be representatives from a specific organization, trade group, school, or other entity, the mayor and commissioners shall review the applications for those member positions and provide the city manager, in writing, their order of preference for the individuals to fill the respective member positions. The city manager, or his designee, will review the rankings and provide a list of the appointments in order of preference. The complete list of appointees will then be presented to the city commission in the same manner as stated above.

(Ord. No. 2007-13, § 2, 5-23-07; Ord. No. 2010-17, § 2, 9-7-10)

Editor's note— See Editor's note following section 2-57.

Sec. 2-59. - Terms of appointees to city advisory boards and committees.

- (a) Except where otherwise provided by or inconsistent with the City's Charter, general or special law, all appointees to advisory boards and committees shall serve at the pleasure of the nominating member of the city commission, or until the nominating member of the city commission vacates his or her office for any reason.

- (1) If the nominating member of the city commission vacates his or her office for any reason, the terms of the respective advisory board/committee members nominated by the member of the city commission shall terminate at the time the new member of the city commission appoints a replacement member to the advisory board or committee.
 - (2) Upon certification of an election in which a new mayor or city commissioner has been elected, the city clerk shall notify all advisory board and committee members nominated by the outgoing mayor/commissioner of the expiration of their terms.
 - (3) Best efforts shall be employed to ensure that membership of all city advisory boards and committees will fairly represent the diverse population and demographics of the city.
 - (4) In the event that the mayor or a member of the city commission is reelected, all advisory board and committee members appointed by said mayor/commissioner shall need to be reappointed upon reelection in order to continue their term. The newly reelected mayor/commissioner shall have the option of appointing different advisory board and committee members at the commencement of their new term.
- (b) Except where otherwise provided by or inconsistent with the City Charter, ordinance, resolution, or general or special law, a person appointed to a board or committee:
- (1) Shall meet the qualification requirements for the specific advisory board and/or committee, and maintain those qualifications for the duration of the term of the appointment.
 - (2) If appointed by a commissioner, the individual shall maintain the qualifications in the district from which they were appointed.
 - (3) Shall be prohibited from simultaneously serving as an appointee of another city board/committee, unless the city commission approves the appointment of the individual to the second board or committee by super majority vote of the full city commission.
- (c) Except where otherwise provided by or inconsistent with the City Charter, general or special law, any appointee who fails to meet the requirements for his or her appointment to a board/committee, including residency if required to live in the district, shall immediately cease to be a member of his or her board/committee.

(Ord. No. 2007-13, § 2, 5-23-07)

Editor's note— See Editor's note following section 2-57.

Sec. 2-60. - Annual review.

On or before May 1st of each year, the respective advisory board or committee shall forward to the city commission a summary of the advisory board's or committee's accomplishments during the prior year.

(Ord. No. 2007-13, § 2, 5-23-07)

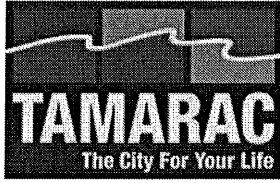
Editor's note— See Editor's note following section 2-57.

Sec. 2-61. - Meetings; quorum; procedure.

The city's advisory boards and committees shall meet quarterly, or on an as needed basis. Unless otherwise provided in this Code, a quorum of a city advisory board or committee shall consist of a majority of the membership of the respective advisory board or committee. The city's advisory boards and committees shall conduct their meetings pursuant to Robert's Rules of Order, Newly Revised, and all applicable laws.

(Ord. No. 2010-17, § 7, 9-7-10)

Secs. 2-62—2-70. - Reserved.



City of Tamarac, Florida Administrative Policy

Title: Board and Committee Appointment Procedures	Origination Date: January 5, 2000 Revised: December 2, 2014 Next Scheduled Review: December 2019
Originating Department: City Clerk	Supersedes: All previous and existing memos or administrative policies in conflict
Policy Number: 00-01R Effective Date: December 2, 2014	Page 1 of 3

I. **Purpose:**

- A. To establish guidelines and processes that governs the appointment of residents to the City's Boards and Committees. The purpose of this policy is to outline an efficient and effective system for the appointment of residents to City Boards and Committees. **(This policy does not pertain to Pension Board appointments).**

II. **Definition:**

- A. Board and Committee Liaison: Department Director or Department Designee responsible for coordination of Board Activities.

III. **Policy:**

- A. The City Clerk's Office is responsible for advertising, collecting and processing the applications for City Commission consideration. More specifically, the City Clerk's Office will notify current or newly appointed Board and Committee members about appointments and/or reappointments to City Boards and Committees. .

IV. **Procedures:**

1. The City Clerk shall send letters to Committee Members whose terms have expired asking if they wish to be reappointed and resubmit applications.

2. The City Clerk shall provide notice of the City Commission's request for applications for appointments to the City's advisory boards and committees through notices posted at City Hall, on the City's web site, and in a local newspaper of general circulation.
3. The Mayor and City Commission shall encourage those within their districts (in the Mayor's case, residents at large) to apply to serve in these positions.
4. Once the applications are received in the City Clerk's office, notebooks of applications will be compiled and distributed to district Commission members (not the Mayor).
5. Each Commissioner will make one selection for each Board and Committee, said appointments to run concurrent with the Commissioner making the appointments or until new appointments are made.
6. After the Commissioners have made their selections, a book will be prepared for the Mayor, which will contain all the remaining applicants and the Mayor will make a selection for each Board and Committee from the City at-large, said appointments running concurrent with the Mayor's term or until new appointments are made.
7. For Boards and Committees with five regular and two alternate members each Commission member shall appoint one (1) regular member who meets the qualification requirements for the specific advisory Board and/or Committee, said appointments to run concurrent with the Commission member making the appointments or until new appointments are made. Two (2) alternate members shall be appointed by a majority vote of the Mayor and Commissioner's said appointments running concurrent with the Mayor's term or until new appointments are made.
8. Traditionally, all who have applied to serve on the Veterans Affairs Committee and meet the qualifications as set out in the Tamarac Code of Ordinances have been appointed by the Mayor and Commission.
9. After selections have been made, the City Clerk will prepare the enabling resolutions and place them on the appropriate agenda for approval by the Mayor and City Commission.
10. The City Clerk's Office will be responsible for informing the Board and Committee appointees, staff liaisons and other appropriate persons of the City Board and Committee appointments. The City Clerk will distribute all pertinent and legal documents to the appointees and advise them that prior



Title - Discussion on Banning Plastic Straws and Styrene

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Title - Other