



## **CITY OF COCONUT CREEK CITY COMMISSION WORKSHOP MINUTES**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: October 24, 2019  
Time: 6:00 p.m.  
Meeting No. 2019-1024WS**

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### **1. CALL TO ORDER**

Mayor Welch called the meeting to order at 6:18 p.m.

### **2. PRESENT UPON ROLL CALL:**

Mayor Sandra L. Welch  
Vice Mayor Lou Sarbone  
Commissioner Rebecca A. Tooley  
Commissioner Mikkie Belvedere  
Commissioner Joshua Rydell  
City Manager Karen M. Brooks  
City Attorney Terrill C. Pyburn  
City Clerk Leslie Wallace May

### **3. BOARDS AND COMMITTEES MEMBERSHIP REQUIREMENTS**

Deputy City Attorney Kathy Mehaffey presented a draft ordinance amending the City's Code of Ordinances regarding board and committee membership requirements. She gave a brief overview of the existing requirements, noting that board member appointments were not limited to a Commissioner's district and that board members were required to be City residents. She commented that the draft ordinance proposed to allow board members to also be a property owner or business owner within the City.

Deputy City Attorney Mehaffey reviewed the following membership options for the Commission to consider:

- Applying general requirements that are universal to all boards;
- Applying board specific requirements that may be in addition to the general requirements or as an exception to the general requirements; and
- Applying a caveat to expand or waive membership requirements under certain conditions.

She discussed provisions for the removal of board members, noting that the current Code provisions provide for both automatic and discretionary removal of members, and commented that staff recommended deleting the automatic removal of board members. She reviewed alternate discretionary removal provisions related to board member attendance. The Commission discussed challenges with the current selection process for board member appointments, and City Manager Brooks commented that staff would work on developing a better selection process.

The Commission discussed the feasibility and implementation of membership criteria for board members related to experience and civic engagement, either as a requirement or a preference. Deputy City Attorney Mehaffey spoke about waiver options in the event membership criteria could not be met.

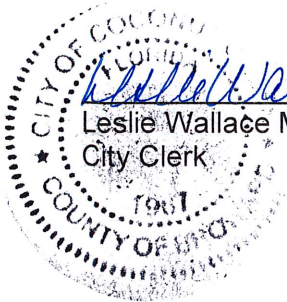
There was consensus for the following items to be addressed in the proposed board amendment ordinance:

- broad membership criteria relevant to each board, including participation in the Citizen's Academy as a preferred criteria;
- allowing board members to be a resident of the City or an owner of a business with a physical location within the City; and
- deletion of the automatic removal provisions for board members related to attendance and inclusion of discretionary removal provisions for those board members who fail to attend more than 25 percent of the regular meetings of the board.

#### ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Transcribed by: Marianne Bowers



*Leslie Wallace May*  
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Leslie Wallace May, MMC  
City Clerk

*11/14/2019*  
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Dated