

**Charter Review Committee  
October 8, 2020**

**Municipal Administration Building  
Commission Chambers  
201 W. Central Avenue  
Lake Wales, FL 33853**

*This meeting will be conducted partially via teleconference*

*Pursuant to Executive Order No. 20-69, issued by the Office of Governor Ron Desantis on March 20, 2020, and extended by Executive Order No. 20-112, and further extended by Executive Orders No. 20-114, 20-150, 20-179 and 20-246 municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location, and utilizing communications media technology such as telephonic or video conferencing, as provided by Section 120.54(5)(b)2, Florida Statutes.*

*The City of Lake Wales will hold all virtual public meetings using the GoToMeeting Web/Teleconference service.*

*Members of the public who wish to participate should register for the meeting at this link.*

*<https://www.lakewalesfl.gov/Register>*

1. CALL TO ORDER & ROLL CALL
2. Minutes - September 24, 2020  
The minutes of [SEPTEMBER 24, 2020](#)
3. COMMUNICATIONS AND PETITIONS
4. Review Proposed Changes  
Review of draft Ordinances based on proposed changes

Documents:

[ORD 2020-28 FUNCTIONS OF MAYOR.PDF](#)  
[ORD 2020-19 CANDIDATE RESIDENCY\(3\).PDF](#)  
[ORD 2020-21 FILLING VACANCIES\(2\).PDF](#)  
[ORD 2020-23 CTY MGR APPOINTMENT\(2\).PDF](#)  
[ORD 2020-24 CTY MGR PURCHASING\(2\).PDF](#)  
[ORD 2020-25 DUTIES OF COMMISSIONERS\(2\).PDF](#)

5. AROUND THE ROOM
6. ADJOURN

Minutes of the Charter Review Committee meeting can be obtained from the City Clerk's Office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript

may make arrangements with the City Clerk to duplicate the recording, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be the expense of the requesting party.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 p.m. on the day prior to the meeting.

Appeals concerning decisions on issues requiring a public hearing:

Persons who wish to appeal any decision made by the Charter Review Committee with respect to any matter considered during a public hearing at this meeting will need a record of the proceedings, and for such purpose may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

## ORDINANCE 2020-28

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE III, SECTION 3.06 (e) OF THE CHARTER OF THE CITY OF LAKE WALES TO ALIGN THE FUNCTION OF THE MAYOR WITH THOSE OF THE INDIVIDUALS SERVING AS CITY COMMISSIONERS CONCERNING APPOINTMENT TO CITY BOARDS, COMMITTEES AND COMMISSIONS; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales ("City Commission") is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality's governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article III, Section 3.10 (Reserved) of the City's Charter to identify the duties of the City Commissioners; and

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article III, Section 3.06 (e) of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to align the function of the mayor regarding appointments to the various citizen advisory and regulatory boards, commissions, committees and authorities with the duties of city commissioners concerning such appointments as follows:

### **Section 1.**

#### **§ 3.06 (e). Functions and powers of mayor.**

(e) The mayor, in conjunction with the city commissioners, will make appointments to the various citizen advisory and regulatory boards, commissions, committees and authorities. Each of the commissioners may suggest individuals for appointment and the appointments will be made by the mayor with the advice and consent of the city commission.

**Ballot Title:**

Adoption of a Charter provision providing for a cooperative process whereby the mayor and the members of the city commission will collaborate in the appointment of individuals to the various citizen advisory and regulatory boards, commissions, committees and authorities.

**Ballot Summary:**

Proposing a process whereby the mayor and the members of the city commission will work cooperatively to make appointments of individuals to the various citizen advisory and regulatory boards, commissions, committees and authorities of the City of Lake Wales.

**Ballot Question:**

**Shall the above described Amendment be adopted?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

\_\_\_\_\_  
Eugene Fultz, Mayor

Attest:

\_\_\_\_\_  
Jennifer Nanek, CMC, City Clerk

Prepared by:

\_\_\_\_\_  
Albert C. Galloway, Jr., City Attorney

**ORDINANCE 2020-19**

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE III, SECTION 3.02, OF THE CHARTER OF THE CITY OF LAKE WALES TO INCREASE THE RESIDENCY REQUIREMENT FOR THE MAYOR OR COMMISSIONER TO THREE YEARS; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales (“City Commission”) is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality’s governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article III, Section 3.02 of the City’s Charter to provide a residency requirement for mayor or city commission member from one year to three years to allow for a better understanding of the community prior to seeking elective office; and

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article III, Section 3.02 of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to read as follows:

**Section 1.**

**§ 3.02. Qualifications of members.**

Members of the city commission shall have been residents of the City of Lake Wales for not less than three years preceding their date of qualification for election. The office of any commission member who shall move from the City of Lake Wales during the term for which the member was elected shall automatically become vacant from the date of such removal.

**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 prior to qualification 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?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

\_\_\_\_\_  
Eugene Fultz, Mayor

Attest:

\_\_\_\_\_

Ordinance 2020-19

Jennifer Nanek, CMC, City Clerk

Prepared by:

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Albert C. Galloway, Jr., City Attorney

## ORDINANCE 2020-21

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE III, SECTION 3.08 (c), OF THE CHARTER OF THE CITY OF LAKE WALES TO REVISE THE MANNER IN WHICH A VACANCY IN OFFICE IS FILLED; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales (“City Commission”) is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality’s governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article III, Section 3.08 (c), Filling of vacancies, of the City’s Charter to provide that a vacancy that has more than one year remaining in the term will be filled by the electorate at the next available election. The City Commission will appoint an individual to serve until the next available election and the newly elected commission member would serve the balance of the unexpired term; and

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article III, Section 3.08 (c) of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to read as follows:

### **Section 1.**

#### **§ 3.08 (c). Filling of vacancies.**

A vacancy of the commission shall be filled by majority vote of the remaining commission members. Should more than one year remain of the term of the office of the member whose seat was vacated, the remaining commissioners will, within 30 days of the vacancy, appoint an interim member to serve until the next available election. The remainder of the term will then be filled by the commission member chosen by the electorate for the remainder of the term.

**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 a vacancy which occurs on the city commission be filled within 30 days 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 and installed in office to serve the remainder of the term for the vacated seat on the city commission.

**Ballot Question:**

**Shall the above described Amendment be adopted?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

\_\_\_\_\_  
Eugene Fultz, Mayor

Attest:

\_\_\_\_\_  
Jennifer Nanek, CMC, City Clerk

Prepared by:

\_\_\_\_\_  
Albert C. Galloway, Jr., City Attorney

## ORDINANCE 2020-23

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE IV, SECTION 4.01, OF THE CHARTER OF THE CITY OF LAKE WALES TO PROVIDE A RESIDENCY REQUIREMENT FOR THE CITY MANAGER; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales (“City Commission”) is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality’s governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article IV, Section 4.01, of the City’s Charter to provide a residency requirement for the city manager to live within the “greater Lake Wales area” within six months of employment.

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article IV, Section 4.01 of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to read as follows:

### **Section 1.**

#### **§ 4.01. Appointment of city manager; qualifications.**

The commission members shall appoint a city manager who shall be the administrative head of the municipal government under the direction and supervision of the city commission, and shall hold office at the pleasure of the city commission. The city manager shall be chosen solely on the basis of executive and administrative qualifications and need not be a resident of the city or state at the time of appointment. The city manager must reside within “the greater Lake Wales area as determined by the commission” within six months of employment. The city manager shall receive a salary to be fixed by the city commission. No person who has served on the city commission shall be eligible for appointment to the office of city manager until two years after membership on the city commission has ended.

**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 as determined by the commission” within six months of employment.”

**Ballot Question:**

**Shall the above described Amendment be adopted?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

\_\_\_\_\_  
Eugene Fultz, Mayor

Ordinance 2020-23

Attest:

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Jennifer Nanek, CMC, City Clerk

Prepared by:

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Albert C. Galloway, Jr., City Attorney

## ORDINANCE 2020-24

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE IV, SECTION 4.04 (9), OF THE CHARTER OF THE CITY OF LAKE WALES GOVERNING THE ACTS OF THE CITY MANAGER IN THE CAPACITY OF THE CITY'S PURCHASING AGENT; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales ("City Commission") is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality's governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article IV, Section 4.04 (9), of the City's Charter to govern the actions of the city manager in the capacity of the City's purchasing agent and to allow certain purchasing activities of the City and its department heads to be controlled by the City's Code of Ordinances, as amended from time to time.

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article IV, Section 4.04 (9), of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to read as follows:

### **Section 1.**

**§ 4.04 (9)** To act as purchasing agent for all purchases of supplies and equipment. The city manager and the City's department heads shall have the authority to approve vouchers for purchases of supplies and equipment within dollar amounts established in the City's Code of Ordinances. All purchases shall comply with the applicable provisions of the City's Code of Ordinances, as amended from time to time. In the capacity of purchasing agent the city manager shall also arrange for the conduct of all sales of personal property which the city commission may authorize to be sold as having become obsolete, unnecessary or unfit for the city's use. All purchases and sales shall conform to such regulations as the city commission may from time to time prescribe.

**Ballot Title:**

Providing policy for the city manager acting as the City’s purchasing agent and further providing authority for the city manager and the city’s department heads to approve of vouchers for the payment for purchases of supplies and equipment in accordance with the applicable provisions of the City’s 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?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

Ordinance 2020-24

\_\_\_\_\_  
Eugene Fultz, Mayor

Attest:

\_\_\_\_\_  
Jennifer Nanek, CMC, City Clerk

Prepared by:

\_\_\_\_\_  
Albert C. Galloway, Jr., City Attorney

## ORDINANCE 2020-25

**AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, PROPOSING AN AMENDMENT TO ARTICLE III, SECTION 3.10, ( RESERVED) OF THE CHARTER OF THE CITY OF LAKE WALES TO IDENTIFY THE DUTIES OF THOSE INDIVIDUALS SERVING AS CITY COMMISSIONERS; PROVIDING UPON FINAL PASSAGE OF THE ORDINANCE FOR THE PROPOSED AMENDMENT TO BE PLACED ON THE BALLOT FOR A VOTE OF THE ELECTORS OF THE CITY AT THE 2021 MUNICIPAL ELECTION OR AT A SPECIAL ELECTION CALLED FOR THE PURPOSE OF VOTING ON A CHARTER AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of Lake Wales (“City Commission”) is the governing body of the City of Lake Wales, Florida, an incorporated Florida municipality; and

**WHEREAS**, §8-86 of the Lake Wales Code of Ordinances and §166.031, Florida Statutes, sets forth the process for amending the Charter of a Florida municipality and specifically allows for charter amendments to be proposed to municipal electors by the municipality’s governing body; and

**WHEREAS**, the City Commission of the City of Lake Wales finds it in the best interests of the citizens of the City to initiate an ordinance proposing an amendment to Article III, Section 3.10 (Reserved) of the City’s Charter to identify the duties of the City Commissioners; and

WHEREAS, the City Commission of the City of Lake Wales finds that this ordinance proposes a single-subject amendment to the *Charter of the City of Lake Wales, Polk County, Florida*; **NOW, THEREFORE**,

Be it enacted by the City Commission of the City of Lake Wales, Florida:

Article III, Section 3.10 of the *Charter of the City of Lake Wales, Polk County, Florida*, shall be amended to add language describing the duties of city commissioners as follows:

### **Section 1.**

#### **§ 3.10. Duties of city commissioners.**

Individual commissioners have no express power, but members acting together as a city commission are responsible for:

- (a) Adopting vision, goals, and policies for the city
- (b) Adopting local laws, ordinances and resolutions
- (c) Representing the best interests of the city and its citizens
- (d) Attending regular and special commission meetings and workshops
- (e) Employing, supervising, and evaluating a city manager, who is responsible for the city’s day-to-day operations

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- (f) Employing a city attorney and city clerk
- (g) Adopting an annual ad valorem tax rate and budget, and approving any necessary budget amendments
- (h) Setting rates for any special fees or assessments
- (l) Adopting a 5-year Capital Improvement Program prior to the start of the fiscal year
- (j) Prioritizing projects for annual funding
- (k) Serving as the city's Community Redevelopment Agency
- (l) Collaborate with the mayor to suggest and confirm appointments to the various citizen advisory and regulatory boards, commissions, committees and authorities of the city in accordance with §3.06(e) of the City's Charter.
- (m) Approving the city's organization plan, operational departments, and salary ranges
- (n) Adopting a long-range comprehensive plan for land use, planning, and zoning
- (o) Providing for the public safety by supporting adequate police and fire services
- (p) Adopting comprehensive personnel policies
- (q) Ensuring that city pension programs are adequately funded
- (r) Representing the city at various community events
- (s) Promoting active citizen engagement in the affairs of the city

**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?**

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

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**Section 2.** After final passage of this Ordinance, the proposed amendment shall be placed on the ballot for a vote of the electors at the 2021 municipal election held within the City Lake Wales, Florida, or at a special election called for the purpose of voting on charter amendments, whichever election occurs first. In accordance with §166.031, Florida Statutes, Section 1 of this Ordinance shall take effect only upon adoption of the amendment by a majority of the electors voting in a regular municipal election or in a duly called special election to consider the proposed amendment.

INTRODUCED on First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED AND ENACTED on Second Reading, with a quorum present and voting, by the City Commission of the City of Lake Wales, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF LAKE WALES, FLORIDA**

\_\_\_\_\_  
Eugene Fultz, Mayor

Attest:

\_\_\_\_\_  
Jennifer Nanek, CMC, City Clerk

Approved as to form:

\_\_\_\_\_  
Albert C. Galloway, Jr., City Attorney