RESOLUTION NO. <u>06-404</u>

A RESOLUTION OF THE TOWN COUNCIL OF TOWN OF MIAMI LAKES, FLORIDA, PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF PROPOSED **AMENDMENTS** TO THE TOWN CHARTER PROVIDED \mathbf{BY} THE CHARTER REVISION **COMMISSION, IN ACCORDANCE WITH SECTION 7.4 OF** TOWN CHARTER; SUBMITTING PROPOSED **CHARTER AMENDMENTS CONCERNING SECTION 2.1** "TOWN COUNCIL," SECTION 2.3 "ELECTION AND TERM OF OFFICE," SECTION 2.6 "COMPENSATION," SECTION 5.1 "ELECTIONS," PROVIDING FOR THE INCLUSION OF A CITIZEN'S BILL OF RIGHTS, PROVIDING FOR RECALL OF TOWN OFFICIALS IN ACCORDANCE WITH STATE LAW, PROVIDING FOR TRANSITION TO **IMPLEMENT** CHARTER AMENDMENTS: PROVIDING REQUISITE BALLOT LANGUAGE FOR SUBMISSION TO THE ELECTORATE; CALLING A SPECIAL ELECTION ON THE PROPOSED AMENDMENTS TO THE TOWN CHARTER ON TUESDAY THE 18th OF JULY, 2006; PROVIDING FOR MAIL BALLOT ELECTION; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR INCLUSION IN THE CHARTER: PROVIDING FOR SEVERABILITY: AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 7.4 of the Town Charter, the Charter Revision Commission has determined that certain revisions are needed to the Town Charter and has by report of April 24, 2006 submitted the proposed amendments of the Town Charter (the "Charter Amendments") to the Town Council; and

WHEREAS, pursuant to Section 7.4 of the Town Charter, the Town Council is required to submit the Charter Amendments to the electors of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendments. That pursuant to Section 7.4 of the Town Charter and Section 5.03 of the Miami-Dade County Charter, the Town Charter of the Town of Miami Lakes, Florida is hereby amended by amending the Town Charter Sections described below to read as follows: "Election and Term of Office" and Section 5.01 "Elections" of the Town Charter, are amended by revising those Sections to read, as follows¹:

Citizen's Bill of Rights

- (A) This government has been created to protect the governed, not the governing. In order to provide the public with full and accurate information, to promote efficient administration management, to make government more accountable, and to insure to all persons fair and equitable treatment, the following rights are guaranteed:
- 1. Convenient Access. Every person has the right to transact Town business with a minimum of personal inconvenience. It shall be the duty of the Town Manager and the Council to provide, within the Town's budget limitations, reasonably convenient times and places for registration and voting, for required inspections, and for transacting business with the Town.
- 2. Truth in Government. No Town official or employee shall knowingly furnish false information on any public matter, nor knowingly omit significant facts when giving requested information to members of the public.
- 3. Public Records. All audits, reports, minutes, documents and other public records of the Town and its boards, agencies, departments, and authorities shall be open for inspection at reasonable times and places convenient to the public.
- 4. Minutes and Ordinance Register. The Town Clerk shall maintain and make available for public inspection an ordinance register separate from minutes showing the votes of each member on all ordinances and resolutions listed by descriptive title. Written minutes of all meetings and the ordinance register shall be available for public inspection not later than thirty (30) days after the conclusion of the meeting.
- 5. Right to be Heard. So far as the orderly conduct of public business permits, any interested person has the right to appear before the Town Council or any Town agency, board, or

¹ Proposed additions to existing Town Charter text are indicated by <u>underline</u>; proposed deletions from existing Town Charter text are indicated by <u>strikethrough</u>.

department for the presentation, adjustment or determination of an issue, request or controversy within the jurisdiction of the Town. Matters shall be scheduled for the convenience of the public. The Town Council shall adopt agenda procedure and schedule hearings in a manner that will enhance the opportunity for public participation. Nothing herein shall prohibit any Town entity or agency from imposing reasonable time limits and procedures for the presentation of a matter.

- 6. Right to Notice. Persons entitled to notice of a Town hearing shall be timely informed as to the time, place and nature of the hearing and the legal authority pursuant to which the hearing is to be held. Failure by an individual to receive such notice shall not constitute mandatory grounds for canceling the hearing or rendering invalid any determination made at such hearing. Copies of proposed ordinances or resolutions shall be made available at a reasonable time prior to the hearing, unless the matter involves an emergency ordinance or resolution.
- 7. No Unreasonable Postponements. No matter, once having been placed on a formal agenda by the Town, shall be postponed to another day except for good cause shown in the opinion of the Mayor, Town Council, board or agency conducting such meeting, and then only on condition that the affected person shall, upon written request, receive mailed notice of the new date of any postponed meeting. Failure by an individual to receive such notice shall not constitute mandatory grounds for canceling the hearing or rendering invalid any determination made at such hearing.
- 8. Right to Public Hearing. Upon a timely written request from any interested party, and after presentation of the facts to and approved by the Council, a public hearing shall be held by any Town agency, board, department or authority upon any significant policy decision to be issued by it which is not subject to subsequent administrative or legislative review and hearing. This provision shall not apply to the law department of the Town, nor to any body whose duties and responsibilities are solely advisory.

At any zoning or other hearing in which review is exclusively by certiorari, a party or his or her counsel shall be entitled to present his or her case or defense by oral or documentary evidence, to submit rebuttal evidence, and to conduct such cross-examination as may be required for a full and true disclosure of the facts. The decision of any such agency, board, department or authority must be based upon the facts in the record. Procedural rules establishing reasonable time and other limitations may be promulgated and amended from time to time.

- 9. Notice of Action and Reasons. Prompt notice shall be given of the denial in whole or in part of a request of an interested person made in connection with any Town administrative decision or proceeding when the decision is reserved at the conclusion of the hearing. The notice shall be accompanied by a statement of the grounds for denial.
- 10. Managers' and Attorneys' Reports. The Town Manager and Town attorney shall periodically make public status report on all major matters pending or concluded within their respective areas of concern.
- 11. Budgeting. In addition to any budget required by state statute, the Town manager at the direction of the Mayor shall prepare a budget showing the cost of each department for each

budget year. Prior to the Town Council's first public hearing on the proposed budget required by state law, the Town manager shall make public a budget summary setting forth the proposed cost of each individual department and reflecting the personnel for each department, the purposes therefor, the estimated millage cost of each department and the amount of any contingency and carryover funds for each department.

- 12. Quarterly Budget Comparisons. The Town Manager shall make public a quarterly report showing the actual expenditures during the quarter just ended against one quarter of the proposed annual expenditures set forth in the budget. Such report shall also reflect the same cumulative information for whatever portion of the fiscal year that has elapsed.
- 13. Representation of Public. The Mayor shall endeavor, when deemed appropriate, to designate one or more individuals to represent the Town at all proceedings before County, State and Federal regulatory bodies, significantly affecting the Town and its residents.
- (B) The foregoing enumeration of citizens' rights vests large and pervasive powers in the citizenry of the Town of Miami Lakes. Such power necessarily carries with it responsibility of equal magnitude for the successful operation of government in the Town. The orderly, efficient and fair operation of government requires the intelligent participation of individual citizens exercising their rights with dignity and restraint so as to avoid any sweeping acceleration in the cost of government because of the exercise of individual prerogatives, and for individual citizens to grant respect for the dignity of public office.
- (C) Remedies for violations. In any suit by a citizen alleging a violation of this article filed in the Miami-Dade County Circuit Court pursuant to its general equity jurisdiction, the plaintiff, if successful, shall be entitled to recover costs as fixed by the Court. Any public official or employee who is found by the Court to have willfully violated this Article shall forthwith forfeit his or her office or employment.
- (D) Construction. All provisions of this Bill of Rights shall be construed to be supplementary to and not in conflict with the general laws of Florida. If any part of this Bill of Rights shall be declared invalid, it shall not affect the validity of the remaining provisions.

Section 2.1 Town Council.

There shall be a Town Council (the "Council") vested with all legislative powers of the Town. The Council shall consist of the Mayor and six members, four Residential Councilmembers and two four at-large Councilmembers as described below ("Councilmembers"). References in this Charter to the Council and/or Councilmembers shall include the Mayor unless the context dictates otherwise.

Section 2.3 Election and Term of Office.

(a) Election and Term of Office. Except for the initial election and The terms of office

specified in Article VIII, shall be four (4) years for each Councilmember and the Mayor. shall be elected at large for four year terms by the electors of the Town in the manner provided in Article V of this Charter. The provisions of this Section shall not affect the term of office of any sitting Councilmember whose term has not expired prior to October 2008.

- (b) Seats. Election. Councilmembers shall serve in seats numbered 1 6 described below, collectively "Seats." Individually each is a "Seat." One Councilmember shall be elected to each Seat. Beginning with the Town Election to be held in October 2006, the qualified electors shall elect two Councilmembers. For the Town election to be held in October 2008, the qualified electors shall elect the Mayor and two Councilmembers. Thereafter, the Mayor and Councilmembers shall be elected at each general municipal election as provided in Article V of this Charter.
- (c) Residential Areas. Seats 1-4. The Town shall be divided into four residential areas. Individually each is a "Residential Area" collectively "Residential Areas." One Councilmember shall be elected to a Seat from each Residential Area. Councilmembers from Residential Areas are collectively the "Residential Area Councilmembers." Individually each is a "Residential Area Councilmember." The Residential Areas corresponding to each Seat are formally set forth in the document entitled "Town of Miami Lakes, Residential Area Description" dated 2000, which shall be on tile in the Office of the Town Clerk and are generally described below. In case of conflict between the Residential Area Description and this Charter, the Residential Area Description shall govern.

Seat 1	Northern Boundary:	NW 170 Street
	Eastern Boundary:	
		Miami Lakes Drive (NW 154 Street)
	Western Boundary:	Interstate 75
	Trestern Doundary.	IIICIStato 75

Seat 2 N	orthern Boundary:	Miami Lakes Drive (NW-154 Street)
E	astern Boundary:	Palmetto Frontage Road
	•	The City of Hialeah
	Jestern Boundary:	Interstate 75

Seat 3 Northern Boundary:	- Miami Lakes Drive between NW 77-
	Avenue and Fairway Drive; Fairway
	Drive between Miami-Lakes Drive
	and Miami Lakeway North; Miami
	Lakeway North between Fairway Drive and
	Main Street; Main Street between Miami-
	Lakeway North and NW 67 Avenue;
	NW 67 Avenue between Main Street
	and Miami Lakes Drive; Miami
	Lakes Drive East between NW 67

Avenue and NW 57Avenue

Eastern Boundary: NW 57 Avenue (Red Road)

Southern Boundary: The City of Hialeah
Western Boundary: NW 77 Avenue

Seat 4 Northern Boundary: State Road 826 (Palmette Road)

Eastern Boundary: NW 57 Avenue (Red Road)

Southern Boundary: Miami Lakes Dr between NW 77

Avenue and Fairway Drive; Fairway Drive between Miami Lakes Drive and Miami Lakeway North; Miami Lakeway North between Fairway Drive and Main Street; Main Street between Miami Lakeway North and NW 67 Avenue; NW 67 Avenue between Main Street and Miami Lakes Drive; Miami Lakes Drive East between NW 67 Avenue and NW 57

Avenue

Western Boundary: NW 77 Avenue

(d) Councilmembers At Large. Seats 5 and 6. Two additional Councilmembers shall be elected at large and shall occupy Seats 5 and 6 collectively, the "At-large Councilmembers." Individually each is an "At-large Councilmember."

Section 2.6 Compensation; Reimbursement for Expenses.

- (a) Councilmembers shall serve without compensation. Councilmembers and the Mayor shall receive a payment in the amount of \$400 per month as reimbursement for expenses incurred in the performance of their official duties. This payment shall be increased, but not decreased, annually in an amount equal to the percentage increase if any, in the Consumer Price Index for the Miami area, all categories. The Town Council, by not less than a super-majority vote, may elect to provide for Council compensation by Ordinance. However, no Ordinance establishing Council compensation shall take effect until the date of commencement of the term of the Councilmembers elected at the next regular Town election following the date of the adoption of the Ordinance.
 - (b) The Council, may by ordinance establish a salary for the Mayor.

Section 2.7 Recall.

The electors of the Town shall have the power to recall and to remove from office any elected official of the Town to the extent permitted by the Constitution and the laws of the State of Florida. The minimum number of electors of the Town which shall be required to initiate a recall petition shall be ten (10) percent of the total number of electors registered to vote at the last regular Town election, or such percentage as may be established by State law.

Section 5.1 Elections.

- (a) *Electors*. Any person who is a resident of the Town, has qualified as an elector of the State, and registers to vote in the manner prescribed by law shall be an elector of the Town.
- (b) *Nonpartisan Elections*. All elections for the Council and Mayor shall be conducted on a nonpartisan basis. The ballot shall not show the party designation of any candidate.
- (c) Election Dates. A general election shall be held in each even-numbered year, on the day of the second state primary election, or if none is held in any such year, on the first Tuesday following the first Monday in October. A runoff election, if necessary, shall be held 14 calendar days thereafter. Notwithstanding the foregoing sentence, if a County general election is scheduled in the first two (2) weeks of October, the Town election shall be held on that election date. The Council shall hold no meetings between the general election and the swearing in of those newly elected or re-elected Councilmembers except in the case of an emergency affecting life, health, property or the public peace.
- (d) General Election. The ballot for the general election shall contain the names of all qualified candidates for Mayor, if the Mayor's term is expiring, and for each of the three two open Councilmember seats which are to be filled as a result of three two members' terms expiring. The ballot shall instruct electors to cast one vote for Mayor, if applicable, and no more than one vote for each open Councilmember seat., with a maximum of one vote per candidate. If any candidate for Mayor receives a number of votes greater than 50% of the total number of ballots cast, such candidate shall be the duly elected Mayor and no run off election for Mayor shall be required. If any candidate for a Seat receives a number of votes greater than 50% of the total number of ballots cast, such candidate(s) shall be duly elected to the Council and no run off election for that Seat(s) shall be required. The candidate for Mayor receiving the highest number of votes for the open Councilmember seats to be filled shall be declared duly elected.
- (e) Run-off Election. If necessary, the ballot for the runoff election shall contain the names of the two candidates for Mayor, and the names of the two candidates for each Seat, who received the most votes in the general election. The ballot shall instruct electors to cast one vote for Mayor and to cast one vote for each Seat, with a maximum of one vote per candidate. The candidate for Mayor receiving the most votes shall be duly elected Mayor. The case of a tie vote for either the Mayor or Councilmember, a run-off election shall he held. The ballot shall instruct electors to cast one vote for Mayor, and if there is a run-off for Councilmember, then to cast one vote for Councilmember. A run-off election shall be held 14 calendar days after the general election.
- (f) Special Elections. Special elections, when required, shall be scheduled by the Council at such times and in such a manner as shall be consistent with this Charter and State law.

- (g) Single Candidates. No election for Mayor or any seat shall be required in any election if there is only one duly qualified candidate for Mayor or for any open seat. That candidate shall be considered elected by operation of law.
- (h) Commencement of Terms. The term of office of all elected officials will commence on the day following the day of the run-off election or, if there is no run-off election for any Seat or for Mayor, on the day after the general election, or if there is a run off election, the day following the run off election.

Section 3. Election Called. That a special election is hereby called, to be held on Tuesday, the 18th day of July, 2006, to present to the qualified electors of the Town of Miami Lakes the ballot questions provided in Section 4 of this Resolution.

Section 4. Form of Ballot.

The form of ballot for the Charter amendments provided for in Section 2 of this Resolution shall be, as follows:

1. PROVIDING FOR A CITIZEN'S BILL OF RIGHTS

The Town Charter currently does not include a Citizen's Bill of Rights. It is proposed that the Charter be amended to include a Citizen's Bill of Rights.

Shall the above described amendment be adopted?

Yes []
No []

2. REDUCING COUNCIL SIZE AND PROVIDING FOR ELECTION OF COUNCIL BY GROUP RATHER THAN BY SEATS.

Currently the Council consists of seven members composed of the Mayor, and six Councilmembers with four elected to a Seat based upon their area of residence. It is proposed that the Charter be amended to reduce the Council to five members composed of the Mayor and four at-large Councilmembers elected by group without a residential area residency requirement, along with transition provisions facilitating this change and conforming amendments.

Shall the above described amendment be adopted?

Yes []

	No []
3.	PROCEDURE FOR ELECTION OF MAYOR AND TOWN COUNCILMEMBERS
	The Charter currently provides for both general elections and run off elections. It is proposed that the Charter be amended to eliminate the run off election, except to break a tie vote, and to revise the majority vote requirement for election of Mayor and Councilmember so that candidates for Mayor or Councilmember receiving the most votes are elected to the open positions.
	Shall the above described amendment be adopted?
	Yes []
	No []
4.	TOWN COUNCIL COMPENSATION
	The Town Charter currently provides that the Councilmembers receive reimbursement for official expenses but no compensation. It is proposed that the Charter be amended to provide that the Town Council may provide, by a super-majority vote, Council compensation by Ordinance which shall take effect upon the commencement of the term of Councilmembers elected at the next regular Town election following the date of the adoption of the Ordinance.
	Shall the above described amendment be adopted?
	Yes []
	No []
5.	RECALL OF ELECTED OFFICIALS
	The Town Charter currently does not contain a specific provision for recall of elected Town officials. It is proposed that the Charter be amended to provide for a recall procedure for elected Town officials by referencing and incorporating applicable state law.
	Shall the above described amendment be adopted?
	Yes []
	No []
6.	CLARIFYING ELECTION DATE

The Town Charter currently provides that a general election shall be on the first Tuesday following the first Monday in October of each even-numbered year. It is proposed that the Town Charter be amended to provide that if a County general election is scheduled in the first two weeks of October in an even-numbered year, the Town election shall be held on that County election date.

Shall the above described amendment be adopted?

Yes []

No []

Section 5. Ballot; Notice; Copies; etc.

- a. The mail ballots, as prescribed by Section 101.6101-101.6107, Florida Statutes, shall be used in this special election. All qualified electors residing within the Town who are timely registered shall be entitled to vote.
- b. That notice of said election shall be published in accordance with Section 100.342, Fla. Stat., in a newspaper of general circulation within the Town at least 30 days prior to said election, the first publication to be in the fifth week prior to the election (to-wit: during the week commencing Sunday, June 11th, 2006), and the second publication to be in the third week prior to the election (to-wit: during the week commencing Sunday, June 25th, 2006), and shall be in substantially the following form:

"NOTICE OF ELECTION."

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO RESOLUTION NO. DULY ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF MIAMI LAKES, FLORIDA, (THE "TOWN"), A SPECIAL ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE TOWN ON TUESDAY, 18th DAY OF JULY 2006 BY MAIL BALLOT, AT WHICH TIME THE FOLLOWING CHARTER AMENDMENTS PROPOSED SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN.

PROVIDING FOR A CITIZEN'S BILL OF RIGHTS

The Town Charter currently does not include a Citizen's Bill of Rights. It is proposed that the Charter be amended to include a Citizen's Bill of Rights.

Shall the above described amendment be adopted?

Yes []
No []

2. REDUCING COUNCIL SIZE AND PROVIDING FOR ELECTION OF COUNCIL BY GROUP RATHER THAN BY SEATS.

Currently the Council consists of seven members composed of the Mayor, and six Councilmembers with four elected to a Seat based upon their area of residence. It is proposed that the Charter be amended to reduce the Council to five members composed of the Mayor and four at-large Councilmembers elected by group without a residential area residency requirement, along with transition provisions facilitating this change and conforming amendments.

Shall the above described amendment be adopted?

Yes []

No []

3. PROCEDURE FOR ELECTION OF MAYOR AND TOWN COUNCILMEMBERS

The Charter currently provides for both general elections and run off elections. It is proposed that the Charter be amended to eliminate the run off election, except to break a tie vote, and to revise the majority vote requirement for election of Mayor and Councilmember so that candidates for Mayor or Councilmember receiving the most votes are elected to the open positions.

Shall the above described amendment be adopted?

Yes []

No []

4. TOWN COUNCIL COMPENSATION

The Town Charter currently provides that the Councilmembers receive reimbursement for official expenses but no compensation. It is proposed that the Charter be amended to provide that the Town Council may provide, by a super-majority vote, Council compensation by Ordinance which shall take effect upon the commencement of the term

	of Councilmembers elected at the next regular Town election following the date of the adoption of the Ordinance.
	Shall the above described amendment be adopted?
	Yes[]
	No []
5.	RECALL OF ELECTED OFFICIALS
	The Town Charter currently does not contain a specific provision for recall of elected Town officials. It is proposed that the Charter be amended to provide for a recall procedure for elected Town officials by referencing and incorporating applicable state law.
	Shall the above described amendment be adopted?
	Yes[]
	No []
6.	CLARIFYING ELECTION DATE
	The Town Charter currently provides that a general election shall be on the first Tuesday following the first Monday in October of each even-numbered year. It is proposed that the Town Charter be amended to provide that if a County general election is scheduled in the first two weeks of October in an even-numbered year, the Town election shall be held on that County election date.
	Shall the above described amendment be adopted?
	Yes []
	No []
	g place information and the full text of the proposed Charter Amendments is available at the of the Town Clerk located at 15700 NW 67 Avenue, Miami Lakes, FL 33014.
	TOWN CLERK

- c. The registration books shall remain open at the Office of the Miami-Dade County Supervisor of Elections until the date at which the registration books shall close in accordance with the provisions of the general election laws.
- d. The Town Clerk, with necessary assistance from the Miami-Dade County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Resolution.
- e. This election shall be canvassed by the Town Clerk in accordance with any applicable provisions of the general election laws of the State or County.
- f. Copies of this Resolution are available for public inspection during regular business hours at the Office of the Town Clerk.
- Section 6. Effectiveness of Charter Amendment. Each Town Charter Amendment as described in Section 2 above, shall only be effective if a majority of the qualified electors of the Town voting at the Charter amendment election held for such purpose, pursuant to Sections 3 and 4 hereof, vote for its adoption, and shall be considered adopted and effective upon certification of the election results as provided herein.
- Section 7. Severability. The provisions of this Resolution are declared to be severable and if any section, sentence, clause or phrase of this Resolution shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Resolution but they shall remain in effect, it being the legislative intent that this Resolution shall stand notwithstanding the invalidity of any part.
- <u>Section 8.</u> <u>Inclusion in the Charter.</u> Subject to the requirements of Section 2 above, it is the intention of the Town Council and it is hereby provided that the Charter Amendments

shall become and be made a part of the Charter of the Town of Miami Lakes; that the Sections of this Resolution may be renumbered or relettered to accomplish such intention.

Section 9. Effective date. That this Resolution shall become effective immediately upon adoption hereof.

PASSED AND ADOPTED this 9th day of May, 2006.

Motion to adopt by Councilmember Roberto Alonso, second by Councilmember Mary Collins.

FINAL VOTE AT ADOPTION

Mayor Wayne Slaton	Yes
Vice Mayor Robert Meador	Yes
Councilmember Roberto Alonso	Yes
Councilmember Mary Collins	Yes
Councilmember Dorothy Cook	Yes
Councilmember Michael Pizzi	No
Councilmember Nancy Simon	Yes

Wayne Slaton MAYOR

ATTEST:

Debra Eastman, MMC
TOWN CLERK

Approved as to form and legality for the use and benefit of the Town of Miami Lakes only:

Weiss, Serota, Helfman, Pastoriza,

Cole & Boniske, P.A. TOWN ATTORNEY