



City of Boynton Beach Agenda Item Request Form

Meeting Date: 07/15/2025

Proposed Resolution No. R25-195- Approve the establishment of a Charter Review Committee for the purpose of conducting a comprehensive review of the City's Charter and recommending necessary amendments or revisions.

Requested Action:

Staff recommends approval of Proposed Resolution No. R25-195.

Explanation of Request:

The Charter of the City of Boynton Beach, Florida, is the constitutional document for the City, establishing the underlying structure of City government. The City Commission has in the past created Charter Review Committees to review the Charter and make recommendations as to items that should potentially be amended. The last Charter Review Committee was in 2011, and the Charter has not been subject to a Charter Review for over ten (10) years. As such, it is time to create another Charter Review Committee to conduct a review of the City's Charter.

The Charter Review Committee will be composed of five (5) members to review and propose changes to the Charter of the City of Boynton Beach. The Committee shall function in an advisory capacity to the City Commission. The Mayor, Vice Mayor, and Commissioners will each appoint one member who must be a City resident. Any vacancy occurring on the Committee shall be filled by the appointing Mayor, Vice Mayor, or Commissioner who made the appointment.

Membership shall be sought from persons of knowledge, experience, mature judgment, and background, having the ability and desire to act in the public interest and representing, insofar as possible, the various special professional training, experience, and interests to make informed suggestions for amendments to the City's Charter. At least three (3) of the nominations made by the City Commission shall be sought from the following professions: 1) Attorneys, 2) Previous/current elected officials, 3) Individuals with extensive professional experience in City or County Government, 4) Professors/academics well versed in local government, 5) Historians, or 6) Public finance professionals. The Commission shall ratify its appointees to the Committee at the August 5, 2025, regular City Commission meeting or as

soon as possible thereafter.

The Commission will then hold a joint sunshine meeting with the Committee in order to provide the Committee with guidance on the questions it shall consider.

The Committee members shall at their first meeting after their appointment elect a chair and a vice chair and other officers as may be deemed necessary, who shall serve at the pleasure of the Committee. A City staff liaison and an attorney from the City Attorney's office will attend meetings as support personnel. The City staff liaison will prepare agendas, post meetings, attend meetings, and prepare minutes of the meetings.

A majority vote of the Charter Review Committee shall be required to submit amendments to the City Commission. The final Charter Review Committee recommendations shall be presented by the chair at the October 21, 2025, regular Commission meeting. The Charter Review Committee's recommendations shall be nonbinding, and the City Commission shall have the sole discretion to determine which amendments it places on the ballot, if any, the final wording of any amendments, and the timing of any election on Charter amendments. Upon final approval by the City Commission, a referendum will be held where an amendment is presented to the electorate for final adoption.

The Charter Review Committee shall be considered a temporary advisory board that will sunset once its mandate is completed. The members of the Committee shall serve without monetary compensation. Members of other City boards may be members of the Charter Review Committee as well.

How will this affect city programs or services? N/A

Account Line Item and Description: N/A

Fiscal Impact: There is no fiscal impact to the budget for this item.

Attachments:

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