

**CITY OF COOPER CITY
CHARTER REVIEW BOARD AGENDA
JANUARY 6, 2016
6:00 PM**

1. Call to Order/Roll Call

Chair Neal de Jesus opened the meeting at 6:02 PM. Present were Howard Meltzer, Sean Sullivan, Frank Lanza, Lorenzo Calhoun and Neal de Jesus. Toni Megna arrived at 6:27 PM.

2. Approval of Minutes

December 29, 2015

MOTION: To approve the minutes of the CRB Meeting of 12/29/2015.

Moved by Frank Lanza. Seconded by Lorenzo Calhoun.

All aye on roll call vote. Motion passed.

3. Public Input

Chair de Jesus opened the Public Input portion of the meeting. With no intended speakers, he closed the Item.

4. Introduction of Members Not Present at Meeting of 12/29/2015

Sean Sullivan, Howard Meltzer and Lorenzo Calhoun introduced themselves to the Board.

5. Old Business

City Atty. Wolpin briefed the board regarding the information they had previously received on Sunshine Law, the Code of Ethics and Voting Conflict Law.

6. New Business

Howard Meltzer requested clarification language in Sec. 3.03 regarding population variance percentages.

- The City Manager agreed to supply the Board with the consultant's report that provided the data for the recent redistricting, which was done in 2013.

City Manager Loucks asked for consideration of Sec. 4.01 (M). He explained that it may require clarifying language, such as "shall" in place of "may" and, additionally may include "...subject to approval by the majority of the City Commission," or similar descriptive language as drafted by the City Attorney.

Chair de Jesus reviewed the Board's timeline and explained that suggestions and requests for review may be presented at any time and

should be fully vetted by the second week of March in order to make final draft recommendations by the meeting of March 30, 2016.

Chair de Jesus presented the Public Input Policy provided by the City Clerk for consideration by the Board.

Since this item was not on the agenda Chair de Jesus opened the floor for public input again. Hearing none, public input was closed

MOTION: To adopt the Public Input Policy as presented.
Moved by Howard Meltzer. Seconded by Sean Sullivan.
All aye on roll call vote. Motion passed.

Howard Meltzer addressed Sec. 6.01 Standards of Ethics and asked if the City had formally adopted a Code of Ethics.

- City Attorney Wolpin explained that the City has adopted specific sections of the Broward County Code of Ethics as they relate to elected officials and Lobbyist Registration.
- City Manager Loucks agreed to supply the Board with the pertinent sections of the Personnel Manual and any applicable adopted policies.

7. Adjournment

MOTION: To adjourn the meeting at 6:33 PM.
Moved by Lorenzo Calhoun. Seconded by Howard Meltzer.
All aye. Motion passed.

NOTICE: This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-434-4300 ext. 220, not later than two days prior to such proceeding. One or more members of the City of Cooper City Commission and Advisory Boards may be in attendance and may participate as the public does at the meeting. Anyone wishing to appeal any decision made by the Charter Review Board with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, 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 to be based. Agenda items may be viewed online at www.coopercityfl.org or at the Office of the City Clerk, City of Cooper City, 9090 SW 50 Place, Cooper City, Florida, 33328, 954-434-4300.