

**CITY OF WESTON, FLORIDA  
RESOLUTION NO. 2021-133**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WESTON, FLORIDA, AMENDING PROCEDURES FOR THE CITY COMMISSION, AS ADOPTED BY RESOLUTION NO. 2021-28.

WHEREAS, First, Section 4.01(b) of the City Charter provides that the City Commission shall determine procedures for its meetings; and

WHEREAS, Second, such procedures have been established, as well as other procedures governing the City Commission unrelated to its meetings, and from time to time amended, by Resolution; and

WHEREAS, Third, the City Commission believes that it is in the best interest of the City to amend the procedures.

NOW, THEREFORE BE IT RESOLVED by the City Commission of the City of Weston, Florida:

Section 1: The foregoing recitals contained in the preamble to this Resolution are incorporated by reference herein.

Section 2: Procedures for the City Commission are amended as set forth in Exhibit "A," attached hereto.

Section 3: This Resolution shall take effect upon its adoption.

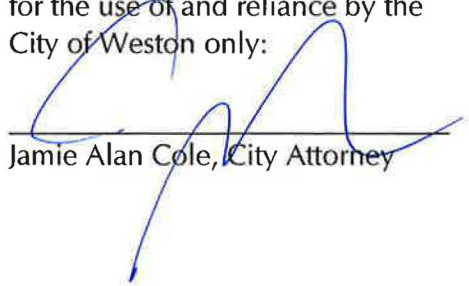
ADOPTED by the City Commission of the City of Weston, Florida, this 18<sup>th</sup> day of October 2021.

  
Margaret Brown, Mayor

ATTEST:

  
Patricia A. Bates, City Clerk

Approved as to form and legality  
for the use of and reliance by the  
City of Weston only:

  
Jamie Alan Cole, City Attorney

Roll Call:

Commissioner Mead	<u>Yes</u>
Commissioner Eddy	<u>Yes</u>
Commissioner Molina-Macfie	<u>Yes</u>
Commissioner Jaffe	<u>Yes</u>
Mayor Brown	<u>Yes</u>

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**Exhibit "A"**

Procedures for the City Commission as Amended

*(See Following 15 Pages)*

**PROCEDURES FOR THE CITY COMMISSION**  
**AS AMENDED BY RESOLUTION NO. 2021-133**

**Section 1.**     **Meetings.**

a. Time. The City Commission shall hold regular meetings on the first and third Monday of each month at 7:00 p.m., except for the third Monday in July and the first Monday in August, and the third Monday in December and the first Monday in January, during which times the City Commission shall be in recess, or except when otherwise changed or cancelled by the City Manager. The City Commission shall hold special meetings as provided by Section 4.01(a) of the City Charter.

All meetings of the City Commission, whether special or regular, shall be adjourned no later than 11:00 p.m. However, the City Commission may, by majority vote, declare that specific items on the agenda need to be acted upon at that meeting, and may continue the meeting beyond 11:00 p.m. for the purpose of taking action on the item(s).

b. Place. All meetings of the City Commission shall be held at such place as designated by the City Manager.

c. Public Notice. Public notice of all meetings shall be given in accordance with Chs. 166 and 286 Florida Statutes and as otherwise required. In addition to the notice required by state law, notice shall be posted at City Hall, shall be provided on the City's website and through the City's media platform, and may be provided to the local news media.

d. Remote Participation. Members of the City Commission shall be allowed to participate at any City Commission meetings remotely (through telephone or other electronic means), provided that at least three members shall appear in person to establish and maintain a quorum. If a member is appearing remotely, he or she shall provide the City Manager with such notice as early as possible in advance of the meeting.

## Section 2. Proclamations and Certificates of Recognition

### a. General Provisions

- I. The issuance of Proclamations and Certificates of Recognition is at the discretion of the Mayor, as the head of City Government, for all ceremonial purposes (Section 2.02, City Charter), subject to the objection process set forth below.
- II. No Proclamations or Certificates of Recognition shall be issued except pursuant to the procedures set forth in this Section 2.
- III. Proclamations and Certificates of Recognition shall make no commitment on behalf of the City to perform any acts or provide any funding.
- IV. No Proclamation or Certificate of Recognition shall be given to any individual or organization, or relating to any event, that discriminates by reason of race, color, age, sex, gender identity, national origin, religion, marital status, sexual orientation, disability or other legally protected class.

### b. Criteria

- I. Proclamations must meet one of the following criteria:
  - i. Pertains to an organization existing, or an event occurring, within the City of Weston or benefitting the City,
  - ii. Pertains to a government or governmental issue or governmental event at the local, state or federal levels, or
  - iii. Pertains to an individual who has resided or worked in Weston and/or made lasting contributions to the Weston community at large.
- II. Certificates of Recognition must meet one of the following criteria:
  - i. Pertains to athletes who have had notable achievements in youth sports.
  - ii. Pertains to students who have had notable achievements in academics in primary or secondary school.
  - iii. Pertains to youth who have had other exemplary achievements.
  - iv. Meets the criteria for a Proclamation, but the Mayor determines that a Certificate of Recognition would be more appropriate.
- III. Proclamations and Certificates of Recognition may not be issued for:
  - i. Endorsing candidates for public or private office.
  - ii. Public or private ballot issues.

c. Request Procedures

- I. Requests for Proclamations or Certificates of Recognition may be made to any member of the City Commission, the City Manager, or the City's Director of Communications
- II. Any request made to a member of the City Commission or City Manager shall immediately be forwarded to the Director of Communications.
- III. Requests must be made on the City's Recognition Request Form and should be submitted a minimum of two weeks prior to the requested receipt date.
- IV. The Recognition Request Form shall ask for, including other things, the following information:
  - i. Name of honoree(s) (A maximum of 25 persons for recognition can be accommodated at any one City Commission meeting).
  - ii. Description of accomplishment or recognition desired.
  - iii. Phone number and email of contact person and/or honoree.
  - iv. Details including dates, history, organizations involved, etc.
  - v. If for a Proclamation, 4-6 Whereas clauses explaining the basis for the Proclamation.
  - vi. Preference for Proclamation or Certificate of Recognition to be mailed, picked up, or presented in Person at an event or at a Commission meeting.
  - vii. Additional information may be required depending on the request.
- V. Review process
  - i. The Director of Communications will conduct due diligence regarding the request for a Proclamation or Certificate of Recognition, and verify all information provided.
  - ii. The Director of Communications will provide to the Mayor the completed Request Form and the results of the due diligence investigation.
  - iii. The Mayor shall advise the Director of Communications as to whether the Proclamation or Certificate of Recognition should be issued.
  - iv. The Director of Communications shall provide notice to all members of the Commission of the Mayor's determination to issue or not issue a

Proclamation or Certificate of Recognition, at least three business days prior to issuance thereof.

VI. Objections to issuance or non-issuance of Proclamations or Certificates of Recognition

- i. If any member of the Commission objects to the Mayor's determination to issue or not issue a specific Proclamation or Certificate of Recognition, the Proclamation or Certificate of Recognition will be temporarily suspended and not issued, and instead the objection shall be placed on the next available Commission agenda for determination by the Commission.
- ii. The Commission may, by majority vote, override the Mayor's determination to issue or not issue a specific Proclamation or Certificate of Recognition.
- iii. If the Commission overrides, by majority vote, the Mayor's determination to issue a specific Proclamation or Certificate of Recognition, then that Proclamation or Certificate of Recognition shall not be issued. If the Commission does not, by majority vote, override the Mayor's determination to issue a specific Proclamation or Certificate of Recognition, then that Proclamation or Certificate of Recognition shall be issued and signed by the Mayor, at or before the next regularly scheduled City Commission meeting.
- iv. If the Commission overrides the Mayor's determination not to issue a specific Proclamation or Certificate of Recognition, then that Proclamation or Certificate of Recognition shall be issued and signed by the Alternate Presiding Officer (or, if both the Mayor and Alternate Presiding Officer are unwilling to sign the Proclamation or Certificate of Recognition, by the Second Alternate Presiding Officer), at or before the next regularly scheduled City Commission meeting. If the Commission does not, by majority vote, override the Mayor's determination not to issue a specific Proclamation or Certificate of Recognition, then that Proclamation or Certificate of Recognition shall not be issued.

**Section 3. Agenda.**

a. Preparation. The City Manager shall prepare an agenda for each meeting that shall be distributed to the Mayor, Commissioners, and the City Attorney as far in advance of the meeting as time for preparation will permit.

b. Items. Placement and withdrawal of items on an Agenda shall be at the discretion of the City Manager. The Mayor and Commissioners may individually request that the City Manager place a particular item on an Agenda, but the discretion to do so remains with the City Manager. However, if the Mayor or a City Commissioner desires that the City Manager place a particular item on the agenda but the City Manager recommends against doing so, the Mayor or Commissioner may submit back-up materials to the City Manager who must place them as an item on the "Commissioner Agenda Requests" portion of the next agenda (which, when applicable, shall be at the end of the agenda.) The Mayor or Commissioner requesting the item shall not present at the Commission meeting any evidence or documents regarding the request unless the evidence or documents were provided to the City Manager for distribution to the other members before the close of business at least three business days before the Commission meeting. If, at the Commission meeting, there is a consensus of the City Commission that the item be placed on a future Agenda, the City Manager shall abide by that consensus and place the item on the soonest available agenda.

c. Consent Agenda. The City Manager may place resolutions that do not require public hearings on the consent agenda. Any member of the Commission or any member of the public may remove an item from the consent agenda, and will be considered as a regular agenda item.

d. Posting of Notices, Agendas and Backup Materials. For all meetings subject to the requirements of Section 286.011, Florida Statutes, as may be amended from time to time, and in addition to any applicable state law requirements, the City shall post on the City's website any required notices, agendas, and available backup materials at least 48 hours prior to the applicable scheduled meeting. Any revisions to the agenda, backup materials, or other information received or developed by the City within 48 hours prior to the scheduled meeting shall be posted on the City website as soon as practicable after the City's receipt or development of the agenda materials, and

shall be made available for public inspection at the meeting. All meeting notices subject to this Section shall include the date, time, and location of the meeting, the proposed agenda, and all backup materials received or developed in connection with each agenda item.

Exception for Emergency Meetings. In those instances where there is a City meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to post the meeting notice at least 48 hours prior to the meeting, the City shall be required to post the meeting notice on the City's website at the earliest practicable time. In the written notice calling for the emergency meeting, the City Manager shall include a detailed statement explaining the emergency nature of the meeting.

**Section 4. Presiding Officer.** In accordance with Section 2.02 of the City Charter, the Mayor shall be the Presiding Officer at meetings of the City Commission. There shall be an Alternate Presiding Officer who will serve as Presiding Officer, if the Mayor is not present or is not eligible to participate due to a conflict, and a Second Alternate Presiding Officer who shall serve as the Presiding Officer, if the Mayor and Alternate Presiding Officer are both not present or eligible to participate due to a conflict. The Alternate Presiding Officer and Second Alternate Presiding Officer shall be elected by majority vote of the City Commission upon adoption of these procedures and at the first City Commission meeting following each City Commission election thereafter. If the seat of the Commissioner holding the position of Alternate Presiding Officer becomes vacant, the Second Alternate Presiding Officer shall assume the position of Alternate Presiding Officer. Should the Mayor's seat become vacant, the Alternate Presiding Officer shall act as the Mayor until a new Mayor takes office.

**Section 5. Minutes.**

a. The City Clerk shall take minutes at all meetings of the City Commission. The minutes shall be action minutes, including a summary of all actions taken at the meeting.

b. Approval of Minutes. Minutes shall be placed on the consent agenda at a regular Commission meeting for approval by the Commission. Unless a reading of the minutes is requested by a majority vote of the Commission, such minutes may be approved without reading. If any member of the Commission believes the minutes need to be revised, he or she may so advise the



City Clerk in advance of the Commission meeting at which the minutes are to be approved, so that the City Clerk may review the video recording of the meeting and, if necessary, revise the minutes in advance of the meeting. If a member of the Commission believes the minutes need to be revised, but is unable to advise the City Clerk in advance of the meeting, he or she shall raise the issue at the Commission meeting and approval of the minutes will be deferred until the next meeting to enable the City Clerk to review the video recording of the meeting and revise the minutes, if necessary.

**Section 6.**      **Rules of Debate.**

a. If any member, in speaking or otherwise, transgresses the rules of the Commission, the Presiding Officer shall, or any member can, call him to order, in which case the member so called to order shall immediately cease discussion unless permitted by the Presiding Officer to explain; and the Commission, if appealed to, shall decide the question without debate. If the decision is in favor of the member so called to order, he or she shall be at liberty to proceed; if otherwise, he or she shall not proceed without leave of the Commission to proceed in order.

b. A member about to speak shall respectfully address the Presiding Officer, and shall not commence to speak until recognized by the Presiding Officer. When two (2) or more members request to speak at the same time, the Presiding Officer shall determine which one is recognized.

c. Every member while speaking shall confine himself or herself to the subject under debate, shall conduct themselves in a statesperson like manner, and shall not refer to any other member of the commission except in a respectful manner.

d. Unless a member who has the floor yields for that purpose, no member shall interrupt another while he or she is speaking, except to propound a parliamentary inquiry or make a point of order.

e. The Presiding Officer shall not be deprived of any of the rights and privileges of a Commissioner by reason of acting as the Presiding Officer.

f. A motion to reconsider any action taken by the Commission may be made only at the meeting such action was taken, and may only be made by a member of the Commission who was on the prevailing side of the action sought to be reconsidered. Reconsideration of the action may occur no earlier than the next Commission meeting.

g. The order of voting on all items shall be established after each regular or special election by Commissioner preference, selected in order of length of service in their current position, with the Mayor choosing first (ties shall be broken by alphabetical order of last name). In the event of a special election to fill a vacancy, the member so elected shall assume the voting position of the member who has vacated the seat. In the event of a vacancy in the seat of the Mayor, the Alternate Presiding Officer, who is acting as Mayor, may in his or her discretion vote in the voting position he or she previously held as a Commissioner or in the voting position previously held by the prior Mayor. No Commissioner who is present at the time a vote is taken shall be entitled to pass on voting.

**Section 7. Actions by the Commission.** Actions by the Commission may occur only by Resolution or Ordinance. No action may be taken by the Commission on an item that has not been placed on the Agenda by the City Manager, or by consensus of the City Commission under Section 3(b) of these procedures.

**Section 8. Addressing the Commission.**

a. Generally. In addition to public comments on each agenda item, thirty minutes of general public comments on items not on the agenda shall be heard at the beginning of each regular City Commission meeting, after announcements. To the extent that the public comments are not concluded during the allotted thirty minutes, they will resume at the end of the meeting, subject to Section 1(a). Anyone wishing to address the Commission with regard to a matter appearing on the Agenda or during general public comments must sign in with the City Clerk prior to the conclusion of the general public comments portion of the agenda or the discussion of the agenda item, as applicable. Each individual is requested to state his or her name and shall state the name of the entity represented (if applicable) and the item on the agenda to be addressed. Each person addressing the Commission shall approach the lectern and is requested to give his or her name and speak in an audible tone of voice for the record. Unless further time is granted by the

Presiding Officer, each person shall speak only one time, per item, for up to three (3) minutes. No person shall be allowed to donate his or her speaking time to another person. All remarks shall be addressed to the Commission as a body and not to any member thereof. A person speaking on an item on the agenda shall limit their comments to matters relevant to the item. All people addressing the Commission are strongly encouraged to refrain from making political statements and shall not make personal attacks on any member of the Commission or any other individuals or entities. No person, other than the Commission and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Commission, without the permission of the Presiding Officer. No question shall be asked of a Commissioner except through the Presiding Officer.

b. Documents. If an individual wishes to present documents or evidence to the Commission, he or she is requested to provide ten copies to the City Clerk at least two weeks before the Commission meeting for inclusion in the Commission's agenda back-up. He or she shall not approach the dais to deliver documents directly to the Mayor or Commissioners nor leave any materials on the dais. Paper copies (no larger than 11 inches x 17 inches) of any boards, charts, or PowerPoint/computer presentations shall be provided to the City Clerk prior to their use at the hearing.

c. Representative Disclosure. Any person who addresses the Commission on behalf of an individual, corporation or special interest group for compensation must disclose that representation at the beginning of their comments, as described above in Section 8a.

d. Decorum. No person shall engage in behavior that disrupts the proceedings of the Commission. Commission meetings are family-friendly and therefore profane, indecent or obscene language, content or conduct is not permitted. In addition, because the meetings are broadcast and rebroadcast through cable television and on the internet, any language that would not be permitted to be broadcast under FCC guidelines during day-time hours is not permitted during Commission meetings. Sufficient warnings of inappropriate conduct may be given by the Presiding Officer, at any time, and in the event that any individual shall continue to disrupt the proceeding, the Presiding Officer may then ask that the person be removed. Signs or placards may be brought to a Commission meeting, but may not block any other attendee's view of the

proceedings or interfere with any video, audio, stenographic or other recordings of the proceedings.

e. Dissemination of Information/Use of Multimedia for Public Comment. A member of the public may submit multimedia content for use during his/her comments. For cyber security reasons, multimedia must be submitted via email attachment(s) to the City Clerk's Office at least five working days prior to the meeting. The City can only accept common file types such as PDF documents, image files, Microsoft PowerPoint Presentations and video files in MP4 format. No inappropriate content will be approved for display. Speakers with pre-approved content to display will be ordered first during public comment and subject to the allotted time restrictions.

**Section 9.** **Deferrals.** The Mayor or any Commissioner may request to have any item deferred for one meeting if the Mayor or the Commissioner making the request for deferral will not be physically present at the Commission meeting, subject to the approval of the remaining Commissioners.

**Section 10.** **Quasi-judicial Hearings.**

a. General Applicability. Florida courts have determined that there are certain types of matters that are to be treated differently than other issues considered by the Commission. Most decisions of the Commission are legislative in nature, which means that the Commission is acting as a policy making body. In contrast, in quasi-judicial matters, the Commission is applying existing rules and policies to a factual situation and is therefore acting like a Judge or Jury in a Courtroom. In such cases, the Courts have decided that due process and fundamental fairness requires that more formal procedures be followed. The City Attorney shall determine which matters are to be treated as quasi-judicial, and such items shall be placed in a separate section of the Agenda.

b. Ex-parte Communications. In quasi-judicial proceedings, a person may not be precluded from communicating directly with a member of the decision-making body by application of ex-parte communication prohibitions. However, disclosure of such communications by a member of the decision-making body is required at the hearing, on a form provided by the City Clerk. All decisions of the decision-making body in a quasi-judicial proceeding matters within the

City of Weston must be supported by substantial, competent evidence in the record pertinent to the proceeding, irrespective of such communications.

c. Conduct of quasi-judicial proceedings.

- i. The hearings shall be conducted in an informal manner.
- ii. The City Clerk will confirm compliance with all advertising and notice requirements.
- iii. The City Clerk will collectively swear in all witnesses who intend to speak on any of the quasi-judicial items.
- iv. The Mayor may ask whether there are any objections to removing the item from the quasi-judicial agenda.
- v. The City Staff will make its presentation.
- vi. The applicant will make its presentation.
- vii. Any member of the public may speak and make a presentation. In the event that a member of the public chooses not to give his/her name and address, the City Commission shall take this under consideration when weighing his/her testimony and determining whether such testimony constitutes competent and substantial evidence.
- viii. All witnesses are subject to cross-examination by the City Staff, City Commission and the applicant.
- ix. The applicant and staff will make concluding remarks.
- x. The public hearing will then be closed.

xi. Once the public hearing is closed, no further presentations or testimony shall be permitted, although the City Commission may ask questions of staff, the applicant and any witnesses who have testified.

xii. The City Commission will make their comments, ask questions, deliberate, and then announce its decision by vote of the Commission.

xiii. The City Commission reserves the right to limit or prohibit redundant or irrelevant evidence, testimony or questions and may set reasonable time limits.

xiv. The City Attorney will rule on any evidentiary questions.

xv. The City's Comprehensive Plan, Code of Ordinances, material in the City Commission's agenda backup, and the staff résumés on file with the City Clerk will automatically be considered as evidence without authentication. If the applicant's representative or any other person wishes to introduce any documents or other evidence not contained in the agenda backup, he or she shall request that the documents or evidence be admitted into evidence during his or her presentation and shall provide ten copies to the City Clerk. Neither the applicant nor any person shall approach the dais to deliver documents or other evidence directly to the Mayor or Commissioners, or leave any materials on the dais. Paper copies (no larger than 11 inches x 17 inches) of any boards, charts, or PowerPoint/computer presentations shall be provided to the City Clerk prior to their use at the hearing.

xvi. Although the City Commission may listen to non-expert opinion and public sentiment, its decision must be based upon competent substantial evidence presented to it at the hearing.

d. Waiver of Quasi-Judicial Hearing. If the applicant or agent of the applicant agrees with the staff's recommendation and wishes to waive his or her right to a quasi-judicial hearing, and if no Commissioner or anyone from the audience wishes to speak for or against the quasi-judicial agenda item, the Commission may vote on the item based upon the materials in the agenda back-up, without any discussion or debate on the agenda item.

e. Documents and other Evidence. The applicant is requested to provide ten copies of any documents or other evidence that it intends to rely upon at the quasi-judicial hearing to the City Clerk at least two weeks before the scheduled hearing. Any such documents or evidence will be included in the Commission's agenda back-up and will automatically be made a part of the record of the hearing. If the applicant's representative or any other person wishes to introduce any other evidence at the quasi-judicial hearing, he or she shall follow the procedure set forth in Section 10(c)(xv) above.

f. Dissemination of Information/Use of Multimedia for Agenda Items. City staff, consultants, applicants and appellants for a quasi-judicial approval may connect to the overhead displays via HDMI connection using their own laptop computer. Speakers will be responsible for controlling their own presentations and/or multimedia content.

g. Deferrals.

i. If the advertising requirements for a quasi-judicial item are not met, the item shall not be considered and shall automatically be deferred. The City Manager shall place the item on a future agenda that is a minimum of twenty-five (25) days from the date of the meeting at which it was scheduled. The failure of an applicant to satisfy the advertising requirements for the same item two (2) consecutive times shall constitute sufficient grounds for denial of the application.

ii. An applicant may request one (1) deferral of a quasi-judicial item, and that deferral shall be granted as a matter of right. Additional deferrals for the same item may be granted only at the discretion of the Commission. Any deferral request by an applicant must be for a minimum of twenty-five (25) days from the date of the meeting at which it was scheduled, and the item must be re-advertised and re-noticed.

iii. In addition to the right to defer a quasi-judicial item pursuant to Section 10(f)(ii) above, if one or more members of the Commission are absent from, or are appearing remotely at, a Commission meeting, an applicant may request a deferral of his or her quasi-judicial item to the next Commission meeting, in which case (a) the deferral shall be granted as a matter of right, (b) the quasi-judicial item does not need to be re-advertised, and (c) the Presiding Officer shall announce the date when the item will be heard. If the applicant wishes to move forward with the

quasi-judicial item without the full Commission being present in person at the hearing, the applicant waives any objection as to the item not being heard by the full Commission.

**Section 11. Waiver of Procedures.**

a. Automatic Waiver during Emergencies. The procedures in Sections 1 through 8 shall be automatically waived during a Declared State of Local Emergency, a Declared State of Emergency or other City emergency situation to the extent necessitated by the emergency.

b. Waiver by Majority Vote. The City Commission may waive its procedures by majority vote of the City Commission.

**Section 12. Compliance with the Broward County Ethics Code.**

a. Ethics Training Compliance. Pursuant to the Broward County Ethics Code and Florida law each elected official shall comply with the continuing education training requirement. In order to comply with this training requirement, the City Attorney will conduct training sessions for the City Commission at times scheduled by the City Manager. If a member of the Commission desires to comply with the training requirement in another manner, he or she may do so, but shall be responsible for the cost of the training.

b. Procedures for Advisory Opinions. Pursuant to the Broward County Ethics Code elected officials may request an advisory opinion about how the Broward County Ethics Code applies to his or her own situation. Requests for opinions shall be made to the City Attorney. In order to request an advisory opinion, each member of the Commission shall forward the request orally or by email or written correspondence to the City Attorney. To the extent practicable, the request for the advisory opinion shall be given to the City Attorney at least two business days prior to any relevant proposed action. The City Attorney shall issue the advisory opinion in writing by email or written correspondence and shall copy the other members of the City Commission, the City Manager, the City Clerk and the County Attorney's Office. Each Commissioner may only rely upon the advisory opinion issued to him/her and may not rely upon opinions issued to other members of the Commission.



c. Lobbyists. The Broward County Ethics Code requires Lobbyists who lobby an elected official to legibly complete a contact log, contemporaneously with the lobbying activity or as soon thereafter as is practicable (but in any event within three (3) business days after the lobbying activity occurs). In the event a member of the City Commission receives communication from an unregistered Lobbyist, he or she should immediately forward the correspondence to the City Manager and City Attorney.

**Section 13. Commission appointments.**

a. Regular Appointments. At the first City Commission regular meeting following each City Commission regular election (the November election in even calendared years), the Commission shall appoint its representatives to the Broward Metropolitan Planning Organization, Broward League of Cities, Florida League of Cities and any other organization on which the City has a representative, to serve in that position until the next City Commission regular meeting following the next City Commission regular election.

b. Appointments Due to Vacancy. If a Commission vacancy occurs due to death, removal from office or resignation, upon death, removal from office or submission of the letter of resignation, the Commission shall appoint one of its other members as its representative at the first City Commission regular meeting following the vacancy, to serve in that position until the next City Commission regular meeting following the next City Commission regular election. In the event of a vacancy due to resignation, the effective date of the vacancy, for the purpose of this subsection, shall be the date of the submission of the letter of resignation regardless of the effective date of the resignation.

c. Alternates. If there is an existing alternate for a vacant representative position, the alternate shall not be presumed to be the new appointee representative. The Commission may or may not appoint the alternate as the new appointee representative.