

The City of Aventura



19200 West Country Club Drive Aventura, FL 33180

City Commission Workshop Meeting

March 17, 2016
9 A.M.

Executive Conference Room

AGENDA

1. ***Proposed Charter Amendment – Charter Revision Process (City Manager)****
Future Action Required: Ordinance
2. ***Hospital District Overview (City Manager)*****
3. ***Email Policy (Mayor Weisman)****
4. ***Policy Goal/Priorities Update (City Manager)*****
5. ***Adjournment***

* **Back-up Information Exists**

** **PowerPoint**

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, 305-466-8901, not later than two days prior to such proceeding.

CITY OF AVENTURA

OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: City Commission

FROM: Eric M. Soroka, ICMA-CM, City Manager 

DATE: March 1, 2016

SUBJECT: **Proposed Charter Amendment –Charter Revision Process**

Section 7.06 of the City Charter provides that at the first regular meeting of November every five years, the City Commission shall appoint a Charter Revision Commission (CRC). This section outlines that the CRC shall commence its proceedings within 15 days after appointment by the Commission. Any recommended changes are required to be submitted to the City Commission by January 1 of the upcoming year. The City Commission shall, not less than 60 days or more than 150 days after the submission of the proposed amendments to the City Commission, submit them to the electors of the City.

This procedure worked well when City Commission elections were held in March. However, in 2008 the voters approved a Charter Amendment that placed the elections for the City Commission in November. Therefore, each time the CRC meets and places items on the ballot a special election is required along with its associated additional costs.

In order to address this issue, it is recommended that the City Commission consider adopting an Ordinance to present to the electors at the November 8, 2016 general election a proposed Charter Amendment to provide that future proposed amendments arising from the periodic CRC process be submitted to the electors at the next general election which occurs in the following November, along with any other appropriate adjustments to Section 7.06.

I have placed this item on the Workshop Agenda for the City Commission's review and direction.

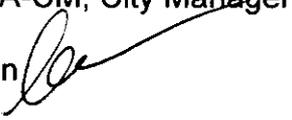
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CITY OF AVENTURA

OFFICE OF THE CITY COMMISSION

MEMORANDUM

TO: Eric M. Soroka, ICMA-CM, City Manager

FROM: Mayor Enid Weisman 

DATE: March 9, 2016

SUBJECT: **Discussion Regarding Amending Current Email Policy for the City Commission**

Please place on the March Workshop Meeting a discussion regarding amending the current email policy for the City Commission as follows:

- Each member of the City Commission will have the option to have email sent directly to their phone utilizing the city email address or continue the current practice. The City Manager will have the IT Department assist members with this process. The City Clerk shall continue to receive City Commission emails even if a member chooses to have email on their phone.
- For security purposes members will place a passcode on the phone and notify the City Manager if their phone is lost or stolen, so access to City email can be suspended.
- Any email received by a City Commission member involving any litigation matter shall be referred to the City Manager and/or City Attorney for a response.
- Any email received by a City Commission member involving any police officer and/or employee of the City shall be forwarded to the City Manager for his handling.
- Members who have chosen to have email sent directly to their phone will be responsible for responding directly with the person emailing them. All responses shall be done through the City email system so that a public record is preserved. Members should not use "reply all" when other members are included on an email.
- The email account will only be used for official City business.