

AGENDA
CHARTER REVIEW ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, MARCH 6, 2019
6:00 P.M.
MEETING/TRAINING ROOM 244
4970 CITY HALL BOULEVARD
NORTH PORT, FL 34286

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF MINUTES FOR JANUARY 29, 2019**
5. **NEW BUSINESS**
 - A. Selection of Next Meeting Date
 - B. Update on the Board's Annual Report to the Commission
 - C. Discussion Regarding Use of Parliamentary Procedure during Commission Meetings
 - D. Discussion Regarding District Representation by Commissioners
 - E. Discussion Requiring a Referendum for Project Funding
6. **PUBLIC COMMENT**
7. **ADJOURNMENT**

Note: One or more Commissioners may attend the meeting.

The following Boards/Committees currently have or will have vacancies. If you are interested in service on any of those listed, please contact the City Clerk.

CITY OF NORTH PORT ADVISORY BOARD VACANCY LIST

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| Art Advisory Board 3 Regular Members, 2 Alternates | Audit Committee 2 North Port Citizens |
| Beautification & Tree/Scenic Highway Committee 1 Regular Member, 2 Alternates | Charter Review Advisory Board 1 Regular Member, 2 Alternates |
| Community Economic Development Advisory Board 1 Financial Representative, 1 Home Owners Association Board Member Representative, 1 Higher Education/School Board Member Representative, 1 Development/Engineering Planning Representative, 1 Land Use Attorney Representative; 1 Public Relations Representative | Environmental Advisory Board 2 Alternate Members; 1 Youth Member |
| Historic and Cultural Advisory Board 2 Regular Members, 2 Alternates | Joint Management Advisory Board 1 North Port Citizen; 1 Member appointed by the North Port |

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| | High School Principal |
| Parks & Recreation Advisory Board 2 Alternates; 1 Youth | Planning & Zoning Advisory Board 1 Regular Member, 2 Alternates |
| Public Utility Advisory Board 3 Regular, 2 Alternates, 1 Alternate may be a youth 14-17 | Zoning Board of Appeals 1 Regular; 2 Alternates |

UPCOMING EXPIRATION DATES FOR BOARD MEMBERS

| | | |
|-------------|-------------------|---|
| 2019 | | |
| 03-28-19 | Samuel Cohen | Citizens Tax Oversight Committee |
| 03-28-19 | Justin Willis | Charter Review Advisory Board |
| 04-11-19 | Helen Marchese | Parks & Recreation Advisory Board |
| 04-11-19 | David Wheatcroft | Citizens Tax Oversight Committee |
| 04-13-19 | Howard Henriksen | Police Pension Board of Trustees (Elected by the Board) |
| 04-25-19 | Richard Lindner | Beautification & Tree/Scenic Highway Committee |
| 04-27-19 | Christine Glenn | Beautification & Tree/Scenic Highway Committee |
| 05-08-19 | Kody Parsotan | Parks & Recreation Advisory Board |
| 05-08-19 | Zhaneta Albritton | Art Advisory Board |
| 05-23-19 | Valerie LaBoy | Citizens' Tax Oversight Committee |
| 05-23-19 | Alice White | Citizens' Tax Oversight Committee |

AMERICAN WITH DISABILITIES ACT OF 1990 - The North Port City Hall is wheelchair accessible. Special parking is available on the west side of City Hall and the building may be accessed from the parking area. Persons with hearing difficulties should contact the City Clerk to obtain a hearing device for use during meetings.

NONDISCRIMINATION: The City of North Port does not discriminate on the basis of race, color, national origin, sex, age, disability, family or religious status, marital status, sexual orientation, gender identity or expression, or physical characteristic in administration of its programs, activities or services.

No stenographic record by a certified court reporter is made of these recordings. Accordingly, anyone seeking to appeal any of the decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. Copies of the tapes are available (for a fee) at the City Clerk's Office.



Charter Review Advisory Board Annual Report to City Commission

Pursuant to City Administrative Code Section 4-7 Reports, all boards shall provide a verbal or written report to the City Commission including the year's activities and goals for the upcoming year. The following was approved by the Charter Review Advisory Board to forward to the Commission.

Currently the Charter Review Advisory Board has the following members: Cory Hutchinson, Justin Willis, Robert Smith, Melanie Breuer, Eve Sweeting, and William Sauer. There is one vacancy for a regular member and two vacancies for alternates.

During 2018, the Charter Review Advisory Board met on July 11 and September 13, 2018. During both, meetings Ordinance 2018-28, Proposed City Charter, was discussed and several recommendations were forwarded to the Commission for review. City Attorney Slayton provided Sunshine Law training to all the Board Members on July 11, 2018.

On January 29, 2019 the Charter Review Advisory Board met for the first time following the adoption of the new City Charter during the 2018 Election. The Board established some new items that will be discussed in upcoming meetings. The Board intends to request a Joint Meeting with the City Commission once they have had some time to work with their new Board, determine Charter items for further consideration and craft recommendations to the Commission for joint discussion at a meeting.

**CHARTER REVIEW ADVISORY BOARD
MINUTES OF REGULAR MEETING
TUESDAY, JANUARY 29, 2019**

PRESENT: Cory Hutchinson, Chair; Robert Smith; Melanie Breuer; Eve Sweeting; William Sauer; City Attorney Slayton; City Clerk Peto; and Recording Secretary Hale.

ABSENT: Justin Willis, Vice-Chair;

The Regular Meeting of the Charter Review Advisory Board was called to order in the Meeting/Training Room 244 at 6:00 p.m. by Chair Hutchinson.

The Pledge of Allegiance was led by Board Member Smith.

3. PUBLIC COMMENT

There was no public comment.

New Board Members Eve Sweeting, William Sauer and Melanie Breuer introduced themselves and provided a brief background.

4. APPROVAL OF MINUTES FOR SEPTEMBER 13, 2018

Board Member Smith moved to approve the September 13, 2018 Charter Advisory Board Regular Meeting minutes as presented; seconded by Chair Hutchinson. The motion carried unanimously.

5. NEW BUSINESS

A. Election of Chair and Vice-Chair

Chair Hutchinson nominated himself as Chair; seconded by Board Member Smith. There were no other nominations. Board Member Sweeting moved to approve Cory Hutchinson to remain as Chair of the Charter Review Advisory Board; seconded by Board Member Smith. The motion carried unanimously.

Board member Sweeting moved that Vice-Chair Willis remain Vice-Chair of the Charter Review Advisory Board; seconded by Board Member Smith. The motion carried unanimously.

B. Approval of 2019 Schedule or Select Next Meeting Date

There was a *consensus to base the next Board Meeting on what is discussed tonight and decide when that is to be scheduled.*

C. Discussion Regarding the Board's Annual Report to the Commission

Chair Hutchinson explained that the Board's Annual Report may be submitted to the Commission in one of three ways: 1) request a joint meeting at a regular meeting and thereafter present a report at the joint meeting; 2) submit a report at a special recognition meeting; or 3) submit a report to the City Manager and the City Manager will forward to the Commission with a cover memo.

DRAFT

A brief discussion ensued and the Board favored choosing Option 1 and to request a joint meeting with the Commission to present the Board's Annual Report.

Chair Hutchinson moved that the Charter Review Advisory Board requests a joint meeting with the City Commission; seconded by Board Member Smith. The motion carried unanimously.

Discussion ensued regarding the content of the annual report: 1) items that the Board has been working on and potential referendum questions and formulate these from future Board meetings to give Members time to work as a group.

D. Discussion of Possible Future Agenda Items

Discussion ensued: 1) to base Board discussions on just a few items that are substantive to make it easier for residents to absorb and understand; 2) revisiting the districting issue and the potential to eliminate the requirements for commission candidates; 3) adding to the Charter, a stop-gap amount for public money being used for projects and requiring a referendum for approval on those items; 4) to require that the Commission strictly adhere to Parliamentary Procedures during their meetings.

Board Members were asked to email their agenda item suggestions to the Liaison for the next meeting.

The next meeting will be scheduled on Wednesday, March 6, 2019 at 6:00 p.m.

6. PUBLIC COMMENT

There was no public comment.

7. ADJOURNMENT

Board Member Smith moved to adjourn the Charter Review Advisory Board Regular Meeting; seconded by Board Member Sweeting. The motion carried unanimously.

The Charter Review Advisory Board Meeting adjourned at 6:22 p.m.

CORY HUTCHINSON,
CHAIR

Minutes approved this _____ day of _____ 2019.

CRAB RECOMMENDATIONS FOR CONSIDERATION IN 2019

I. RESTORE THE PRACTICE OF PARLIAMENTARY PROCEDURE

- A. BACKGROUND** – Last year the commissioners suspended rules for themselves, but not for others, under the guise that meetings would be less lengthy, more work would be accomplished and better order would be kept. In fact, the vast majority of all public & private organizations use some form of rules to maintain **order**, control the **time** and **direction** of meetings produces **better results**, and the lack of rules results in the opposite.
- B. WHO USES PARLIAMENTARY PROCEDURE?** – Virtually all of the business of public, private sectors in Business, Industry, Civic, Councils, cultural, Education, Fraternal, Scientific, Social and Governmental in three forms of rules:
1. Roberts **Rules of Order Newly Revised** is used by 80% of the above, mainly due to its long-standing existence, even though it is the most complex and has drawbacks in fairly ending debate, reconsidering motions and suspending rules.
 2. Sturgis **Standard Code of Parliamentary Procedure** is used by about 15% of the above, commonly by physicians and dentists (who really value time and results), as it works better for smaller and less formal organizations because although similar to Roberts, is less complex and more user friendly, especially in the above 3 mentioned actions.
 3. Demeter's **Manual of Parliamentary Procedure** is used by 5% of the above, often by unions. It's the most complex of the three and is more aligned to legal conduct than the first two, and contains much reference to basic law and court decisions.
- C. BASIC PRICIPLES OF ALL THREE:**
1. Facilitates cooperation and harmony in the meetings.
 2. Most members have equal rights.
 3. A quorum must be present to conduct business.
 4. Full & free discussion of all motions or questions is a basic right.
 5. Only one topic/question at a time may be considered.
 6. The chair is basically neutral.
- D. RECOMMENDATION:**
1. Suggest including Sturgis Standard Code of Parliamentary Procedure to the Charter, to be used to conduct all business because it is less complex, fairer to all and is more user friendly to a smaller body such as the NP Commissioners
 2. Suggest obtaining the opinion of the NP 's legal counsel and advice in this selection.

II. COMMISSIONER REPRESENTATION BY DISTRICT/AT-LARGE

A. BACKGROUND – According to the current listing on the internet, Florida has about 17 cities with a median population of 64,500 (8 have more residents than NP and 8 with less, so we are close to the median) ranging from 52,905 to 72,483) which charter the city manager/commissioner form of government, which is also used by about two-thirds of all cities in this state. Of these 17, 14 or 82% have resident commissioners that represent each of their districts, 10 have 5 districts, one has 4 districts, two have 6 and Ft. Myers has 7. Three (averaging 58,800 residents) of the 17 cities have at-large commissioners; each having all districts represented plus 1 or 2 at large. Based on this internet-posted population there is one commissioner for about every 13,150 residents, with 5 of 88 being chosen at-large. There has been some discussion here in North Port that at-large commissioners would attract more qualified candidates and would better serve the overall needs better than just a single district. The demographics of the above 8 larger and 8 smaller than NP, really do not support that notion as only 7% of the 88 are selected at-large.

B. MOVING FORWARD:

1. We should recognize and plan for the unique needs of NP as we are number 8 of the 10 cities by largest *land-area* size and we are one of the *faster growing* cities in that group as well. At the same time NP is woefully lacking in infrastructure such as hospitals, lodging and technically-trained residents that will attract better commercial enterprises such as car dealerships, better restaurants (not more pizza parlors), manufacturing, recreational & tourist attractions and educational institutions (not pawn shops and mattress dealers).
2. We should also make plans to structure our districts to improve infrastructure as to better accommodate the above together with the growth in residential population.
3. The 8 cities with more residents than NP do not have as large a land area, but are much more attractive in terms of the infrastructure we lack. They also average 5.38 commissioners per city.

C. RECOMMENDATIONS:

1. While every commissioner must be committed to the immediate and long-range well-being of NP, they must also represent their constituency.
2. The charter should address either re-districting to add another commissioner, or to re-evaluate our current 5 districts to accommodate growth in residents and commerce, and add an at-large resident-commissioner *qualified* to deal with NP's future needs as we go forward. Given our large land area and residential growth rate this should be done well before we reach 70-72,000 residents.
3. Such redistricting should be done considering not only residential growth, but that of civic, medical, industry, commerce, recreation & tourism and education as well

III. FUNDING OF PROJECTS

A. BACKGROUND – While North Port has a huge land area and has more than tripled in population over the last 20 years, its infrastructure has not kept pace with that growth. Much of the fault lies with decision making in how we ***prioritized*** and ***justified*** projects. All too often in the past, we hired outside consultants and legal advice when many of those studies could have been conducted in-house. As a result, we wasted millions of dollars.

While the charter itself cannot specifically manage what has to be done, it can lay out guidelines, which are continually updated to align with inflation, to ensure projects which balance the city's future infrastructure with its growth.

In 2007-8 the city hired a consultant to help project growth; that 32-page report projected NP's population to be 100,000 by 2015 and 200,000 by 2030.

B. RECOMMENDATIONS –

1. Suggest that large, non-revenue projects accurately specify cost, maintenance and schedule before going to vote.
2. Suggest that all revenue-based projects (such as the new swimming pool) accurately state the cost, maintenance and revenue that supports justification.
3. Suggest that the scope and authority to proceed be categorized to reflect inflation.
4. Suggest that the Commission provide an annual 5-year look-ahead report outlining the targets for balancing infrastructure with population growth.

Submitted to the NP CRAB by Robert J. Smith

February 12, 2019