



Meeting Minutes - Draft
Charter Review Advisory Board

Tuesday, July 2, 2019

6:00 PM

Room 244

1. Call to Order

Chair Hutchinson called the meeting to order at 6:00 p.m.

Rollcall

- Present** 4 - Chair Cory Hutchinson, Board Member Melanie Breuer, Board Member Eve Sweeting, and Board Member David Duval
- Absent** 2 - Vice-Chair Justin Willis, and Board Member William Sauer

Also Present:

Deputy City Clerk Heather Taylor, City Attorney Amber Slayton, and Recording Secretary Susan Hale.

3. The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [19-0552](#) Approval of Minutes for the May 7, 2019 Charter Review Advisory Board Regular Meeting.

A motion was made by Board Member Sweeting, seconded by Chair Hutchinson, that the Minutes for the May 7, 2019 Charter Review Advisory Board Regular Meeting. be approved. The motion carried by the following vote:

- Yes:** 4 - Chair Hutchinson, Board Member Breuer, Board Member Sweeting and Board Member Duval

- Absent:** 1 - Vice-Chair Willis

Presentations

- A. [19-0695](#) Training – Open Meetings, Public Records, Ethics, and Meeting Procedures.

Ms. Slayton provided training regarding the item including open meetings, public records requests and retention, ethics including solicitation, unauthorized compensation, and misuse of public position, voting, voting conflicts, penalties for violations, and meeting procedures including quorums and motions, discussion, and requests of staff liaisons.

6. New Business

- A. [19-0549](#) Discussion regarding a recommendation to increase the number of seats on the City Commission.

Chair Hutchinson introduced the item.

Discussion ensued regarding postponing the item to another meeting due to the absence of the two Board Members who requested discussion on the item, scenarios for decreasing and increasing the number of Commission seats and district lines, leaving the current number of Commission seats until after the 2020 Census, the last redistricting in 2014, and concerns of increasing the representation from five Commissioners to seven.

There was a consensus to table the item to a future meeting.

- B. [19-0550](#) Discussion regarding a recommendation to redistrict for the City Commission districts.

This item was discussed under 19-0549.

- C. [19-0551](#) Discussion regarding a recommendation relating to the powers and duties of the City Manager (Section 9.05), the City Clerk (Section 10.05), and the City Attorney (Section 11.05) with respect to employees in the City Clerk's and City Attorney's Offices.

Chair Hutchinson provided an overview and stated his concerns were satisfied after further research.

Ms. Slayton spoke to the 2017 City Charter language in Section 12.06 giving authority to the City Manager to employ or remove all employees except employees in the City Clerk's Office, the Legal Department, all employees being subject to the Personnel Policy, and the procedure of hiring and firing.

7. Updates

Ms. Taylor suggested items for a future agenda: 1) discussion regarding the requirement for emergency ordinances vs. a declaration of a state of local emergency and should the charter be amended.

Discussion ensued regarding a Commission request of whether Board meetings could be held in the daytime. Two members preferred evening meetings to make it easier for public attendance, two preferred morning meetings or alternating morning/evening meetings but need sufficient notice, and one member's schedule was flexible.

8. Future Agenda Items

Future agenda items included the requirement for emergency ordinances and approval of minutes.

The next meeting will be August 6, 2019 at 6:00 p.m.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Hutchinson adjourned the Charter Review Advisory Board Regular Meeting at 6:54 p.m.

By: _____
Cory Hutchinson, Chair

Minutes approved at the Charter Review Advisory Board Regular Meeting this ____ day of _____, 2019.