



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Draft Charter Review Advisory Board

Wednesday, May 17, 2023

6:00 PM

City Hall Room 244

1. Call to Order

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

2. Roll Call

Present 4 - Vice Chair Garren, Board Member Bilski, Board Member Bartolotta and Board Member Frandsen

Absent 2 - Chair Justice and Board Member Harris

Also Present:

Assistant City Attorney Michael Golen, Assistant City Clerk Adrian Jianelli, and Recording Secretary Matthew Powell

3. Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

- A. [23-0763](#) Approval of Minutes for the April 19, 2023 Charter Review Advisory Board Meeting

A motion was made by Board Member Bartolotta, seconded by Board Member Frandsen, to approve the Minutes as presented. The motion carried on the following vote:

Yes: 4 - Vice Chair Garren, Board Member Bilski, Board Member Bartolotta and Board Member Frandsen

Absent: 2 - Chair Justice and Board Member Harris

6. Unfinished Business

- A. [23-0132](#) Discussion and Possible Action Regarding Adding Language to the City Charter to Create a Commission Job Description

Vice Chair Garren announced the item.

Discussion took place regarding Charter interpretation, Board role and purview, and

amending Commission Handbook.

Ms. Jianelli noted the Commission Handbook is in the process of being reviewed.

Discussion continued regarding candidate age and financial limitations, defining and documenting full-time versus part-time, Commissioner role and responsibilities, City growth, de-annexation potential, voter role to determine Commissioner time commitment, candidate background and experience, and calendar schedule scope.

A motion was made by Board Member Bilski, seconded by Board Member Frandsen, to not define full-time or part-time in the Charter, as it is beyond the purview of the Charter Review Advisory Board.

Discussion continued regarding Board role and purview, and Charter intent.

The motion carried on the following vote:

Yes: 3 - Vice Chair Garren, Board Member Bilski and Board Member Frandsen

No: 1 - Board Member Bartolotta

Absent: 2 - Chair Justice and Board Member Harris

Board Member Bartolotta dissented due to concern regarding limitations of potential candidates and Board purview.

B. [23-0290](#)

Discussion and Possible Action Regarding Recap of the Failed Referendum Question on the 2022 General Election to Amend the City Charter to Direct the City Manager to Sign all Contracts and Allow the City Commission to Grant the City Manager Authority to Enter into Certain Contracts Without Prior Commission Approval, and to Establish Conditions for that Authority, such as Financial Limits.

Vice Chair Garren announced the item.

Discussion took place regarding Board intent, interlocal and no-cost contracts versus all contracts, Commission determining limitations relating to contracts, ballot wording versus intent, educational campaign necessity, efficiency of approval, ballot limitations, City Manager powers relating to items approved on the budget, budget process and outlook, Commissioner support, transparency, and possibility of reintroduction.

A motion was made by Board Member Bilski, to reintroduce the concept that the City Manager can sign interlocal agreements, no-cost contracts, and budget approved not-to-exceed contracts. The motion failed due to lack of a second.

A motion was made by Board Member Bartolotta, seconded by Board Member Frandsen, to direct the Chair or Vice Chair of the Charter Review Advisory Board to send a memorandum to Commission asking if they want the Charter Review Advisory Board to revisit this topic.

Discussion continued regarding indicating preference.

The motion carried on the following vote:

Yes: 4 - Vice Chair Garren, Board Member Bilski, Board Member Bartolotta and Board Member Frandsen

Absent: 2 - Chair Justice and Board Member Harris

7. Future Agenda Items

Discussion took place regarding review of Charter content, accomplishments, process for conflict resolution, and meeting schedule.

Ms. Jianelli spoke to future agenda items and meeting schedule.

There was consensus to cancel any future meetings until after receiving a response from City Commission regarding the memorandum submitted as to whether the City Commission would like the board to revisit the referendum question relevant to the City Manager's signature authority.

8. Public Comment

There was no public comment.

9. Adjournment

Vice Chair Garren adjourned the meeting at 6:48 p.m.

By: _____
Joe Justice, Chair

These minutes were approved on the ____ day of _____, 2023.