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CHARTER REVIEW COMMITTEE

MINUTES

January 9, 2020

1. CALL TO ORDER

Chair Stephen Phrampus called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

2. ROLL CALL

Present: Chair Stephen Phrampus, Vice-Chair Michele Rutledge, Committee Members Bill Mettrick, Sandra Carbon, Matthew Brothers, and Sandra Michelson.

Absent: Committee Member Chris Gibbs.

Also present: Planning Director Christy Fischer and City Clerk Cynthia Hanscom.

Chair Phrampus moved to excuse Committee Member Chris Gibbs. Committee Member Carbon seconded the motion, which passed 6-0.

3. APPROVAL OF MINUTES

Chair Phrampus moved to approve the minutes of December 12, 2019. Committee Member Brothers seconded the motion, which passed 6-0.

4. SUMMARY OF CHANGES

As the Committee continues their review, any changes will be compiled into a continuing document. Committee Member Michelson stated she would like to discuss the issue of Council salaries again but would defer discussion until the Committee reviews all of the changes proposed.

5. REVIEW OF CHARTER

The Charter Review Committee reviewed Article XIV of the Charter. Planning Director Fischer provided a background on how the Charter had changed in 2007 to change the approval board for submissions for certain developments and the criteria established for service on the Board of Adjustment. The review process was bifurcated so that some approvals no longer went to Council, but rather were reviewed and approved by the Planning & Zoning Board.

Planning Director Fischer explained that Florida Statutes requires that all local governments have a local planning agency. The local agency planning duties were assigned to the Planning & Zoning Board by City Council, however, the Charter does not specifically state this. Therefore, she recommended that the language specifically state that the Planning & Zoning Board be designated as the local planning agency.

Planning Director Fischer also addressed the composition of the Board of Adjustment and the criteria requirements for serving on the Board. She suggested specific criteria for Board members be required for three members rather than four. She also suggested that the word "professional" be removed from the member of a planning organization, which would significantly limit the eligible candidates.

Chair Phrampus stated some organizations simply require that the individual sign up and pay the dues. This would not guarantee that the individual was knowledgeable.

The Committee discussed the membership to the different organizations and if there were applications on file for the Board of Adjustment. City Clerk Hanscom said that there were no applications on file and it was difficult to get applicants with the required qualifications. The Committee discussed removing the criteria requirements for the Board of Adjustment.

Mayor Rose spoke stating that he would not see an issue with removing the language for the fourth requirement but, given the importance of the Board of Adjustment and that it would take a majority of 4 votes to pass an issue, he would rather have a majority of the Board with the experience to make decision.

All agreed that a proposal to remove specifications for the Planning and Zoning Board and the Board of Adjustment could be made and proposed language could be brought back before the Committee for review. The language could still reference the boards but requirements for the Board could be made according to what was listed in the code. This would allow for changes to be made by Council in the future. Staff agreed to come back with suggested language at the next meeting.

6. PUBLIC COMMENTS

Chair Phrampus asked that the next agenda include the review of the items that have been voted by the Committee to include as ballot changes. He reminded members that these would need to be approved for recommendation to City Council by a super majority vote.

7. ADJOURNMENT

There being no further business, Chair Phrampus adjourned the meeting at 7:17 p.m.