

**CITY OF WINTER GARDEN
CHARTER REVIEW ADVISORY COMMITTEE
MEETING MINUTES
April 24, 2006**

The organizational meeting of the Winter Garden Charter Review Advisory Committee Meeting was called to order by Facilitator Marilyn Crotty at 6:35 p.m. at Tanner Hall W. Garden Avenue, Winter Garden, Florida.

ATTENDANCE / ROLL CALL

MEMBERS PRESENT:

Derek Blakeslee
Ed Lynch
Bert Valdes
Don Miller
Barbara Muzeni
Richard Napotnik
Pamella Stewart

MEMBERS ABSENT:

Erma Dennard
Richard Hudson

Also Present:

Drew Smith, Interim City Attorney
Angee Grimmage, Assistant City Clerk
Marilyn Crotty, Facilitator

1. WELCOME AND INTRODUCTION

Bert Valdes introduced himself as a native to Winter Garden who has lived here all his life. He explained that he was past President of Rotary Club as well as Main Street Winter Garden. He is a support member of the Chamber of Commerce, is an active member of the Presbyterian Church, and loves the town of Winter Garden.

Ms. Crotty then asked Drew Smith to introduce himself. He stated that he is currently working for Cliff Shepard, who is the Interim City Attorney for the City of Winter Garden. He is the Assistant Town Attorney for the City of Maitland and Assistant Town Attorney for the Town of Windermere. He is also the Charter Review Commission Attorney for the Town of Windermere.

2. APPROVAL OF MINUTES - March 27, 2006

There was discussion that the agenda packages being sent out sooner so that the committee has more time to review the materials.

Ms. Crotty explained that everyone in attendance received a thick packet, provided by Mr. Smith, regarding the Sunshine Laws. She stated that she is sure Mr. Smith would be delighted to assist anyone who may have related questions throughout the course of the meeting.

Ed Lynch stated that clarification is needed in the minutes regarding the statement: *“If any two-committee members get together it is considered a meeting and if it was not noticed to the public, it is against the law.”* He stated that this is true if they talk about Charter business. He mentioned that this clarification was made later in the meeting but thought this might confuse anyone reading the minutes. Ms. Crotty further explained that people could get together outside of the meetings to discuss things other than the issues that have or may come before the committee. She stated that the language “any members that get together to discuss anything that could conceivably come before this body” should be added to the March 27, 2006 meeting minutes for clarification. She stated that perception sometimes is reality and when people see two members of the same body together, sometimes they make an assumption that they are talking about charter business. She cautioned the members of the body to use good judgment outside of this arena as not to violate the law.

Don Miller stated that prior discussions of attendance requirements are not mentioned in the minutes. It was the **consensus** of the committee that the appropriate Commissioners need to be notified that their appointees are not participating. Ms. Crotty stated that we could have someone who is able to attend fill these seats.

Richard Napotnik wanted clarification on the Sunshine Law regarding members of the board speaking with City Commissioners. Mr. Smith responded that meeting with a City Commissioner is acceptable; the Sunshine Law only covers members of the same board.

It is the **consensus** of the board that the minutes of March 27, 2006 be amended and approved as stated.

3. PUBLIC COMMENT

Don Miller asked how the public was notified. Ms. Grimmage responded that the City posted the agenda at City Hall and on the website and possibly an ad in the newspaper. Ms. Crotty stated that there are no legal requirements for placing advertisements for these types of meetings. She said that posting on a bulletin board at City Hall or on a website meets the requirements of the law. She stated that free publicity from the newspaper would be great. Ms. Crotty stated that she will talk about extra efforts that the board can make to gain public participation.

4. REVIEW OF GROUND RULES

Ms. Crotty informed the board that there was an agreement made to follow the ground rules as not to become sidetracked. The board did agree that it would try to use consensus when making decisions, not everything had to be decided upon by motions and voting. The board would ultimately be voting on the final product, but it would be a better idea to vote on issues that everyone would support unanimously, if possible.

Ms. Crotty reminded members that they decided to not elect a chairperson and that she would act as the group's facilitator.

5. OVERVIEW OF FORMS OF GOVERNMENT (*See attached outline*)

Ms. Crotty provided a handout describing, "City forms of government" and went over the following key points with gave brief explanations and there was some discussion:

- Council - Weak Mayor
- Council - Strong Mayor
- City Commission
- Council - Manager

6. IDENTIFICATION OF CHARTER ISSUES FOR REVIEW

Board members for discussion in reviewing the charter identified the following items:

- Election
 - Canvassing Board
- Recall
- Term Limits
- Terms of Office
- Charter Review
 - Timing
- Alcohol Sales
- Size of Commission (redistricting)
- Powers of Mayor
- Charter Officers
 - City Manager (Powers and Duties)
- Advisory Board Appointments
 - Qualifications
- Extraneous items
- Run-off Election
- Qualifications for Elected Officials
- Districting
 - Population change
 - Re-districting
- Taking of Office
- Board of Ethics
- Ethics
- Filling Vacancies of Commission
- Initiative/ Referendum
- Interference Clause
- Preamble
- Creation of Departments
- Finance/ Budget

- Compensation for elected officials

7. MUNICIPAL CODE CORPORATION RECOMMENDATIONS

Ms. Crotty stated previously that this information was made available for review. She also stated that there are items the Municipal Code Corporation recommended for deletion, but it does not mean that the committee must delete them.

8. GENERAL DISCUSSION

There was discussion on getting the agenda packets out in a timelier manner to allow committee members enough time to review the materials.

Ms. Crotty stated that she will be keeping a running list of decisions made for the committee to review.

There was discussion on meeting minute review for any necessary corrections.

There was discussion on the Model Charter previously provided to the Committee for review.

9. CONFIRM MEETING SCHEDULE

The next meeting will be Tuesday, May 9 at 6:30 p.m., with the following meetings being held on: May 23, June 13, June 27, July 11, July 25, August 8, August 22, September 12, September 26, October 10, and October 24, 2006.

The committee decided that they may schedule a longer public input time at the beginning of the meeting on June 13, 2006 for public input. This will give the committee time to corroborate on some of the ideas and issues discussed in previous meetings.

Ms. Crotty stated that she will organize the sequence of issues discussed in today's meeting for subsequent agendas.

10. ADJOURNMENT at 8:36 p.m.