



CHARTER REVIEW COMMISSION

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
Wednesday, July 26, 2023 at 6:30 PM

AGENDA

- A. CALL TO ORDER, INVOCATION, & PLEDGE OF ALLEGIANCE
- B. ROLL CALL & DETERMINATION OF QUORUM
- C. REVIEW AND APPROVAL OF MINUTES

[1.](#) 7-12-2023 CRC Draft Meeting Minutes

- D. NEW BUSINESS
- E. CITIZEN COMMENTS
- F. ADJOURNMENT

Meeting Records Request

You are welcome to attend and express your opinion. Please be advised that **Section 286.0105**, Florida Statutes state that if you decide to appeal a decision made with respect to any matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made.

Americans with Disabilities Act

In accordance with the American Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, he or she should telephone the **City Clerk at (407) 851-2920**.



CHARTER REVIEW COMMISSION MEETING

City Hall – Council Chamber
405 Bagshaw Way, Edgewood, Florida
Wednesday, July 12, 2023 at 6:30 PM

DRAFT MINUTES

CALL TO ORDER

Chair Dawson called the meeting to order at 6:32 pm.

DETERMINATION OF QUORUM

There was a quorum with six of the appointed Charter Review Commission (CRC) members in attendance. Commission Member Lerma was absent.

CHARTER REVIEW COMMISSION MEMBERS PRESENT

Anita Bering
Chris Dawson
Tina Demostene
Tom Perley
Shannon Pierce
Catrin Schuetz-Kohler

ABSENT

Nelson Lerma

STAFF PRESENT

Sandra Riffle, City Clerk

REVIEW OF MINUTES

Commission Member Schuetz-Kohler made a motion to approve the minutes from the June 14, 2023 minutes as presented; seconded by Commission Member Bering. Motion approved (6/0).

BUSINESS

- There was a short discussion about the purpose of the City’s Charter. Commission Co-Chair Demostene compared the City’s Charter to a Constitution, and that it was not designed for short-term changes. The CRC members were in agreement.
- CRC members discussed modifications to the City Charter.
 - Section 2.01
Proposed change - Update the corporate city limits to reflect the Oakwater Circle annexation
 - Section 3.04
Proposed change - update the election cycles which includes deleting section 7.01 Transition Schedule. The ongoing election rotation is included in Section 3.04.
 - Section 3.11 –
Proposed changes – changing stipend to \$1300 and/or providing health insurance to Mayor.
 - Commission Member Perley cautioned that a mayor may already have health insurance which may make the offer open to abuse; he would prefer to hire an employee that could be doing the job.

- Chair Dawson added that they would benefit from a legal interpretation on if the Mayor is treated as an employee.
- Section 3.14 (d) – Commission member Perley would like an interpretation and reason for the language regarding grants.
- Section 3.14 (f) –Proposed change: allowing approval of union contracts via resolution rather than by ordinance.
Discussion: Chair Dawson thought that approval should remain by ordinance.
- Section 3.15 Emergency Ordinances
Discussion of changing the 60-day renewal. No change decided.
- Section 3.18 Authentication, recording and disposition of Charter amendments, ordinances and resolutions.
Proposed change: copies of code should be provided for free and to add electronic access to the code.
- Section 3.21 Charter Review
Discussion item: asked City Attorney if the Council can change the Charter without a CRC. No proposed change to the CRC cycle of seven years.
- Section 4.01 Mayor
Request information from City Attorney – Section 4.1 identifies the Mayor as an “administrator” which seems to conflict with Section 4.07.
- Section 4.04 Powers and Duties of the Mayor
Request clarification of what “session” means.
- Section 4.05(b) City Clerk
Proposed change: “keeps” to “keep” providing verb tense consistency.
- Section 44.09 Planning and Zoning
Proposed change for attendance policy to mirror that of City Council and require excused absences.
- Section 5.02
Proposed change – removed “At least 60 days prior to the start of the fiscal year” and replace with language such as “concurrent with the first reading of the Ordinance for the adoption of the fiscal year budget, the Mayor shall present a budget message.”
- Section 5.09 Reserves
 - Discussion included that the requirement causes more work than was intended.
 - She would like to know the impact over the last two year.
Request more information from the City Attorney about the history of this section.
- Section 5.10 Clerk Riffle will research if the amount in excess of \$10,000 is still the amount for all purchase and sales requiring competitive bids.
- Section 6.11 Results of Election.
Request opinion from City Attorney if additional language is needed.

CITIZEN COMMENTS – no comments.

ADJOURNMENT

Commission Member Pierce made a motion to adjourn the meeting; seconded by Commission Member Bering. The meeting was adjourned at 8:24 PM.

Chris Dawson, CRC Chair

Attest:

Sandra Riffle, City Clerk

Approved in the _____ CRC meeting

DRAFT