

Charter Review Committee Minutes – August 3, 2017

Charter Review Committee Board

Members Present	Staff	Visitors
Ellis Conner	Growth Management Director	Graham Fountain
Adrienne McKinnie	Planning Coordinator	Cal Zethmyer
Andrew Rencich		Ken Neilson
Warren Robinson		Linda Parker
Michelle Simmons	Members Absent	Stephen Storm
Joshua Molyneux		
Gene Strickland		

The data reflected within these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes and photographs. Comments reflected herein are sometimes paraphrased, condensed and have been edited to reflect essential subject matter covered during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Clerk's office and providing their own representative and equipment to produce a verbatim account of the proceedings pursuant to Crestview Policy 91 1, Duplication of Public Records, Chapters 119 and 283, Florida Statutes and Attorney General opinions in force at time of enactment of Policy 91 1.

CONVENE - The Charter Review Committee meeting was called to order at 6:00 p.m. on Thursday, August 3, 2017, in the City Hall Council Chambers, by Mr. Conner.

A motion was made by Mr. Rencich to approve the July 13, 2017 minutes and was seconded by Mr. Molyneux. Motion passed.

Ms. Gaillard advised the committee that Dr. Goetsch is unable to attend this meeting, but will attend the August 17th or 31st meeting.

Mr. Conner then began an interactive round table discussion:

Mr. Rencich asked if they should look through the proposed Charter and the information provided by Mr. Lux and compare it to the previous Charter and begin striking and lining out items on the new Charter.

Mr. Conner stated it would be best to go through the proposed Charter.

Mr. Conner discussed the duties of the Mayor. He stated he has talked to the Mayor about giving up his authority over the Police and Fire departments and would like the Mayor to speak to the Board.

Mr. Strickland asked a question from page 2, "Does the Mayor preside over the City Council"?

Mr. Conner stated that the verbiage was a discrepancy and needed to be corrected.

Mr. Rencich stated that Mayor sat on the Board but was not a voting member and not subject to the Sunshine Law.

Mr. Molyneux presented a visual aid he prepared showing his opinion on the Mayor – Council – Manager structure.

Discussion ensued.

Ms. McKinnie asked if the City Clerk was an elected position because she was advised by others that the Clerk was currently an elected position.

The committee then discussed the Clerk's position and the requirements and qualifications for the job.

Mr. Molyneux stated that the Board should recommend certain requirements such as 10-15 years' experience and a Master's Degree.

Mr. Rencich added that it be nationally advertised and asked about vague wording.

Mr. Conner asked for consensus on the proposed flow chart.

The Board agreed to utilize the chart and Mr. Rencich suggested its use for educating to the public.

Mr. Conner moved to discussion on page 4; decide terminology for Administrator vs Manager.

Mr. Molyneux stated Administrator usually refers to someone that works for the Mayor and the Manager usually works for the City Council. He also stated that Council should only contact the Manager and not talk directly to City Employees.

Mr. Strickland stated he felt the Board should go with the term Manager. He felt the term Administrator could be construed as trying to get around the Manager idea with the public.

Mr. Rencich stated he understood his viewpoint but felt it would come to public education.

Mr. Conner asked for consensus: all agreed with Manager.

Mr. Robinson then asked for clarification on political duties of the Mayor and Manager. He also asked how a citizen can influence a Manager.

Mr. Conner stated with how things work now, they would attend budget workshops.

Mr. Molyneux stated that the public would still have access to the City Council, who had the power to fire the Manager.

Mr. Conner then moved to discussion on Page 7, Article 5: Duties of City Clerk.

Mr. Molyneux questioned the structure of the City Clerk and suggested that all department heads including the City Clerk report to the Manager.

Discussion moved to the HR department to hire and fire and the process for hiring / firing / grievances.

Mr. Rencich questions current HR department duties.

Ms. Gaillard stated that the City Clerk is currently performing those duties along with a Risk Management person.

Mr. Rencich and Mr. Molyneux both suggested adding language to the Charter to add an HR department to the City structure.

Ms. Gaillard stated that some members of the Council have asked for data on adding an HR department to the City.

Commissioner Fountain discussed how the County and other cities handle HR duties.

Mr. Strickland stated he was concerned with who the HR person would fall under with the new proposed structure.

Discussed placing the HR person under the City Manager.

Committee then discussed Section 5.04 Departments – Community Services – Growth Management.

Ms. Gaillard stated that name use in the previous review was Community Services and that it better describes the task performed by the department.

Mr. Molyneux stated that he had been told that the Public Works department has gotten very large and that Parks and Recreation should be on its own department.

Discussion ensued on how Public Works and Parks and Recreation came to be and making Parks and Recreation a standalone department.

Mr. Rencich asked if there were other departments that needed reviewing.

Ms. Gaillard stated that Growth Management was a very complex department and only had 15 employees.

Mr. Robinson asked if the Board was creating more government. He is concerned about how it would look.

Mr. Rencich replied that it was an effort to streamline and make more efficient.

Mr. Molyneux stated that it was to make it a better government. That the only two new jobs being created was HR and City Manager. No other new jobs.

Discussion moved to 6.04 Election procedures. Advertising requirements.

The committee discussed that only 353 people, 3.6% of voters showed up; the newspaper is not commonly read anymore; utilize the City's water bill as a source of sending out information.

Ms. Gaillard stated that the Studer study had similar methods to educate and engage the public.

Mr. Rencich stated that it all costs money and wanted to ensure that the best ways were used.

Mr. Molyneux then read the mission statement of the CRC.

Mr. Strickland suggested perhaps a broader spectrum publication method.

Mr. Conner moved discussion to Page 13, Article VII.

Mr. Rencich stated that 10 years is a good time frame for review committee.

Mr. Molyneux felt it was too long.

Mr. Conner ended this portion of the discussion. Committee will pick up discussion next meeting.

Ms. Gaillard stated that supplies were available as needed and asked if there was any additional data or research needed. She asked if the Board wished for Dr. Goetsch to speak or any other speakers. Discussion ensued on the next meeting agenda and timetable. The City Department Heads will speak at the 8/31 meeting.

Ms. Gaillard asked if an extension was needed she would need to know on 31st. Next meeting scheduled for August 17th .

Mr. Rencich stated he felt the Board should not ask for an extension.

Mr. Molyneux agreed.

The Board discussed the pros and cons of getting more information from Department heads and the timeline of the meetings.

Ms. Gaillard suggested making the meetings longer. Board agreed to let meetings run long as needed.

Ms. Gaillard stated that advertising nationally would not be a problem. That was how the CRA Director position was advertised.

Mr. Rencich asked for a synopsis of where the Board is in the process for Brian Corlew with Government Issues Committee, Chamber of Commerce and asked the Attorney and the Committee to approve.

Mr. Conner stated that it should go through Ms. Gaillard and the Attorney. He also stated he did not want to jeopardize the committee discussions with Sunshine issues.

Public and Board Comments/Questions: Mr. Conner asked if there was anything from the audience.

Mr. Neilson commented on the public not knowing about the election and commented on news feed from his live stream and comments being made about roads and traffic when it was a Charter Review Committee. He stated that the verbiage should be worded so that a layman can understand.

Ms. Parker stated she agreed the Parks should be by itself and that it should have its own budget. Briefly discussed.

Mr. Fountain then spoke; He is speaking as a resident of the community, not as a Commissioner; The Board should review F.S. Title VII 165 – 185. Some state laws have changed and the Charter needs to be consistent. He is concerned that the Charter should not state how to search for a Manager; Leave the Charter brief and leave the search criteria up to the Council. The secret to appointing a City Manager is the requirements; A Master's degree should be required; 5 – 6 years should be sufficient; they should have a work history with a City administrative; He discussed the history of internal problems with the City Council undermining the Mayor; Stay as close as possible to Florida Statutes to prevent future issues; The

City cannot spend money to lobby for Charter review it can only be paid for by political action committees; Suggested going and visiting other City such as Fort Walton to see how it works; Commented that the City Charter is one of the worst ones he has seen; Recommends to stay as close as possible to Florida Statutes and keep it brief; Suggested to completely strike current Charter and create a new one.

Ms. Gaillard asked for clarification, if he was saying to strike the existing Charter completely and create a new one.

Mr. Fountain affirmed that was possible and highly suggested.

Mr. Conner asked if Ms. Gaillard could obtain a shorter version of a City Charter.

Mr. Storm spoke and stated his opinion is that committee is on right track to get a City Manager and stated that he felt the City Clerk should be a hired position with the right qualifications. He then stated that he was initially concerned with Mr. Conner and the 'good ole boy' effect and was happy that he had not seen that and was glad to see Mr. Conner doing a great job. He was happy with the direction and the work of the committee.

Mr. Zethmyer discussed his opinion on the need for a Manager and proper management. He also stated the need for Parks to be its own department and the need for HR, but that the cost will be high because the new department heads would want the same or similar pay as other department heads. He mentioned his history with elections in other areas and the turnout in our City and made comments about out of balance voting precincts are and that it needs to be addressed.

Mr. Conner called for a motion to adjourn.

A Motion was made by Mr. Strickland; seconded by Mr. Rencich.

Meeting adjourned at 7:34 P.M.



Secretary



Chairman/Vice Chairman