

Charter Review Committee Meeting Minutes

3/10/2020

I. Call to order

Chairperson, Berniece Hower called to order the regular meeting of the Charter Review Committee at 7:00pm on 3/10/2020 at Town Hall.

II. Roll call

Roll call was not conducted. Present at the meeting were Berniece Hower, Kat Ormsbee, Dan Powers, Donna Klein, Graham Wells, Patricia Miller. Sal Galleli was not present.

III. Approval of minutes from last meeting

The minutes were discussed with Kat Ormsbee making a motion to approve the minutes and seconded by Patricia Miller. Motion accepted unanimously.

IV. Open issues

- a) The committee emails were discussed with Graham and Dan still not signed into the town email system. Graham will continue to reach out to Dairian for assistance and Dan will get himself logged in on the following business day. Attention to the Sunshine Law was again discussed with emails to go through Dairian to avoid violation.
- b) Berniece advised that each of us should use the email to provide changes to the Charter that each would like to address and change so that it can be put onto the agenda and discussed at the next meeting.
- c) Discussion was had concerning agendas with Berniece requesting that each member with a topic to discuss would email to the board and it would be placed on the agenda for discussion.
- d) Binders were discussed with the committee in agreement that we all use our own binders

V. New business

- a) Patricia Miller requested that we ask Dairian to provide access to the Town Hall in her absence or other arrangements. Berniece will contact Dairian and Chief Thomas to request alternate access to the Town Hall.
- b) Meeting dates and times were discussed. Berniece suggested that the meetings be more often and limited to an hour. A vote was taken, and Graham disagreed due to the amount of time and consideration required to review and make possible changes.

The committee agreed to schedule meeting for March 16th, 20th, 30th and April 20th.

****Subsequently, meetings were canceled due to COVID 19

- c) Berniece discussed the dates that suggested changes to the Charter need to take place starting with The Office of Elections. The date of delivery for placing the change/s on the ballot is August 21st with Berniece advising she will confirm. Prior to that date there needs to be 2 meetings before council to approve. Berniece will contact the attorneys for information regarding how much time they will need to review.
- d) The discussion was started regarding the Charter. Graham advised that during his review of other town charters he found Astatula and Montverde were very good documents to look to for changes to the Howey in the Hills Town Charter. It was agreed to review the following for consideration of change:

Boundaries: Pat read the descriptions from Astatula with a suggestion of using similar language:

The area constituting limits of the Town of Howey in the Hills is that which is described in the legal description of Florida Statute Chapter 59 1925 as well as all subsequent annexations a description of the town boundaries shall be on file with town clerk.

Graham advised that the Chapter #'s should be confirmed and any recent boundary surveys that were performed should be added.

Changing the Charter from Sections to Articles with Sections:

This will allow for better flow of the Charter. A review of each Sections 1 through 4 of Article 1. Town Boundaries; Corporate Authority. Graham advising that Section 4 of the Astatula Charter should be reviewed by an attorney. It was suggested that further review of other Charters with Windermere being suggested due to the type and

size town and the attorney for the town of Windermere is also the attorney for Howey in the Hills.

Review of Article II – The Town Council Section 1 – The town and mayor.

Graham explained very well some of the differences in how the towns are run i.e. Strong Mayor vs Weak Mayor, term limits, specific seats vs open seats, qualifications and qualification periods. A discussion on each topic ensued.

Each of the above items were briefly reviewed by Berniece with instructions to use the time between meetings to formulate what each member would like to see on the Charter.

VI. Adjournment

Chairperson, Berniece, requested for a motion for adjournment. Kat made the motion and was second by Pat and agreed by the committee

Minutes submitted by: Donna Klein

Minutes approved by: Berniece Hower
(Chairperson, Berniece Hower)