

INDIAN SHORES

Ph 727.595.4020 Fax 727.596.0050
19305 Gulf Boulevard, Indian Shores, FL 33785
www.myindianshores.com



ADMINISTRATIVE AND FINANCE/ CHARTER REVIEW COMMITTEE MEETING MINUTES TUESDAY, FEBRUARY 22, 2022, BEGAN AT 2:00 P.M. INDIAN SHORES MUNICIPAL, CENTER 4TH FLOOR

The Meeting convened at 2:00 P.M.

Those present: Committee Chair Mayor Patrick C. Soranno, Committee Vice Chair Vice Mayor Mike Hackerson, Committee Council Alternate Bill Smith, Committee Citizen Members Art Newsome and John Caruso, Alternate Committee Citizen Member Ellen Bauer, and Town Attorney Regina Kardash.

Also present: Councilor Mike Petruccelli, Councilor Diantha Schear, Town Administrator Bonnie Dhonau (by telephone), Director of Finance and Personnel Susan Scrogam, Town Clerk Freddie Lozano, Police Chief Rick Swann, Police Captain Glen Smith, Building Official Brian Rusu, Interim Town Engineer Jerry Dabkowski, Planning, Zoning and Building Committee Citizen Member Dr. Candiss Rinker, and Florida League of Cities University Director, Lynn Tipton.

Those absent: Administration and Finance Alternate Committee Citizen Member Tom King

ITEM # AGENDA ITEM

1.0 Consideration of approving the Administrative and Finance/Charter Review Committee Meeting agenda for February 22, 2022.

Motion by Councilor Smith – seconded by **Mr. Newsome** to approve the Administrative and Finance/Charter Review Committee Meeting agenda for February 22, 2022. **All ayes. Motion carried 6-0.**

2.0 Comments from the public on any agenda item. None.

Patrick C. Soranno
Mayor

Mike Hackerson
Vice Mayor

Diantha Schear
Councilor

Michael (Mike) Petruccelli
Councilor

William F. (Bill) Smith
Councilor

Bonnie Dhonau
Town Administrator

Richard (Rick) Swann
Chief of Police

Susan L. Scrogam
Director of Finance
and Personnel

Freddie G. Lozano
Town Clerk

Regina Kardash, Esq.
Town Attorney

3.0 Consideration of approving the Administrative and Finance/Charter Review Committee Meeting Minutes of January 25, 2022.

Motion by **Councilor Smith** – seconded by **Mr. Newsome** to approve the Administrative and Finance/Charter Review Committee Meeting Minutes for January 25, 2022. **All ayes. Motion carried 6-0.**

4.0 Presentation on City Charters by Florida League of Cities University Director, Lynn Tipton.

Ms. Tipton provided a high-level overview of city charters, which a municipality must have at incorporation. Charters are typically short, with most at 8-10 pages in length. Ordinances or administrative policies and procedures would contain more detailed information. Charter reviews generally are stipulated in the city code to be reviewed after a set number of years. Charter reviews can also be initiated by citizens or upon a call by the Council. The Review Committee makes charter amendment recommendations to the Council, which goes through a ballot referendum process if the recommendations are approved.

She provided more details in her presentation on the following:

- differences between council-weak mayor, council-strong mayor, commission, council/commission-manager, and hybrid forms of governments in Florida
- charter offices and departments
- Indian Shores compared to cities with similar attributes with regards to population and geographical location
- charter review best practices

A conversation ensued on chartered positions, such as the clerk, attorney, and auditor and who they report to. Each may report to the mayor, council, or city manager, depending on the city. The city administrator or city manager may have similar duties and report to the mayor or the council. The positions mentioned evolve to fit a city's needs as it ages and changes.

The position of town administrator was established by a resolution. Part of the charter review will be to determine if the position should be in the charter or adopted by ordinance.

Ms. Tipton mentioned that the most commonly seen charter review cycle is every 10-15 years. Newer cities around 5 years.

5.0 Charter Review.

This agenda item was part of Ms. Tipton's presentation on city charters.

6.0 Citizen's comments on any subject. None.

7.0 Committee members' comments on any subject.

Vice Mayor Hackerson commented that Ms. Tipton's presentation was helpful.

8.0 Meeting adjournment. 3:06 P.M.

A handwritten signature in black ink, appearing to read "Freddie Lozano", written over a horizontal line.

Freddie Lozano
Town Clerk