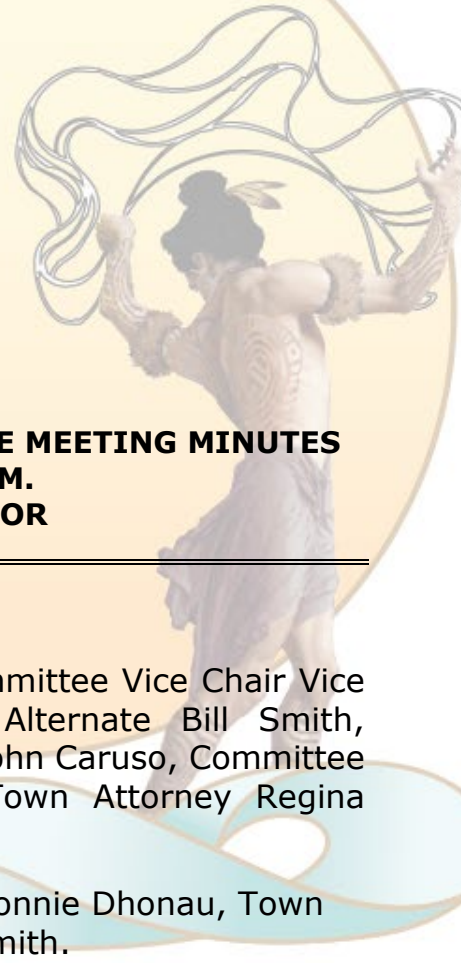


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ADMINISTRATIVE AND FINANCE/CHARTER REVIEW COMMITTEE MEETING MINUTES TUESDAY, MARCH 8, 2022, BEGAN AT 2:00 P.M. INDIAN SHORES MUNICIPAL, CENTER 4TH FLOOR

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, Committee Alternate Citizen Member Ellen Bauer, and Town Attorney Regina Kardash.

Also present: Councilor Diantha Schear, Town Administrator Bonnie Dhonau, Town Clerk Freddie Lozano, and Police Captain Glen Smith.

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

ITEM # AGENDA ITEM

1.0 Consideration of approving the Administrative and Finance/Charter Review Committee Meeting agenda for March 8, 2022.

Motion by **Councilor Smith** – seconded by **Mr. Caruso** to approve the Administrative and Finance/Charter Review Committee Meeting agenda for March 8, 2022. **All ayes. Motion carried 6-0.**

2.0 **Comments from the public on any agenda item.**

Councilor Schear wondered why the resumes for the Town of Redington Shores' Town Administrator position were included in the agenda packet.

Vice Mayor Hackerson replied that the resumes serve as reference examples to see how the neighboring community established the position, and to help the Town determine whether the position should be established by ordinance or by charter via a charter amendment.

Patrick C. Soranno
Mayor

Mike Hackerson
Vice Mayor

Diantha Schear
Councilor

Michael (Mike) Petrucci
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

Attorney Kardash added that the current Town Administrator Resolution should move to an Ordinance to make the position permanent. For future planning, a more permanent change is to amend the charter to include a Town Manager if that is what pleases the Council. Credentialed Town Managers look for job positions that are part of municipal charters.

3.0 Consideration of approving the Administrative and Finance/Charter Review Committee Meeting Minutes of February 22, 2022.

Motion by **Vice Mayor Hackerson** – seconded by **Ms. Bauer** to approve the Administrative and Finance/Charter Review Committee Meeting Minutes for February 22, 2022. **All ayes. Motion carried 6-0.**

4.0 Review of Town of Indian Shores Charter Articles I – III.

Attorney Kardash gave her review and made the following observations and recommendations:

- There were no recommended changes for Article I – Creation and Powers and Article II – Corporate Limits.
- For Article III – Legislative:
 - **Section 3.01. Authority of Town Council**

Attorney Kardash noted that it is important to look at the governing positions and the entity to determine if they are what the citizens expect to serve them in the future. She recommended amending Section 3.01 delegating administrative authority to the Town Administrator by ordinance.

She added that under the charter, the mayor is the only person that should be signing contracts.

- **Section 3.02. Qualifications**

Attorney Kardash felt that the 6-month resident requirement provision under Section 3.02 is too short to qualify an individual to run for office. She recommended expanding the residential requirement to one or two years.

- **Section 3.03. Elections and Terms**

Attorney Kardash felt that the 3-year term in office is adequate and can be reviewed further if the Committee is inclined to look at different term lengths.

- **Section 3.04. Compensation and expenses**

Attorney Kardash felt that setting the compensation and expenses by ordinance, rather than in the charter, is appropriate.

- **Section 3.05. Mayor**

Attorney Kardash has not seen any issues with non-compliance to the provisions under this section by the Council. The mayor is the designated head of the government and, with approval of Council majority, is authorized to sign or execute documents.

Mayor Soranno asked about the different powers of the Chief of Police and Town Administrator associated with declared emergencies.

Attorney Kardash replied that emergency powers are defined in a state statute and not in the Town's charter. This provision can be revised to clearly reflect the emergency management authority or emergency management powers if desired.

- **Section 3.06. Vice Mayor**

The vice mayor serves a 1-year term and is appointed annually by the Council after a municipal election. In the event that the mayor is unavailable, the vice mayor serves as the mayor. No changes were recommended for this section.

Mayor Soranno mentioned ways other cities fill the vice mayor seat, such as appointments and seat rotations.

Attorney Kardash mentioned another option is to make the Vice Mayor seat via an election. This requires a charter amendment and would impact Section 3.01.

Councilor Smith mentioned possibly electing the vice mayor by ballot at a public meeting. Attorney Kardash will research how other communities appoint/elect their vice mayors.

○ **Section 3.07. Holding other Office**

Under this section, Attorney Kardash pointed at the prohibition of a former elected official from holding any compensated appointed town office or employment for a minimum of two years after the expiration of the term for which they were elected. Although she does not think it is a necessity at this time, the Charter Review Committee should consider expanding this to six years to stay in line with the new ethics provisions that will take effect in December 2022.

Attorney Kardash ended the review of Article III at Section 3.07 to address the remaining items on the agenda. The review of the remaining sections will continue at the next Charter Review Committee meeting.

5.0 Review of Town Administrator candidate resumes from the Town of Redington Shores, FL.


Vice Mayor Hackerson commented that the sample resumes were provided to help create a job description for the Town Administrator or Town Manager position moving forward.

Attorney Kardash mentioned that this would involve some forward planning, and that the best resource to define these positions would be someone from the International City/County Management Association (ICMA). The Council agreed and she will contact their local representative from Treasure Island to speak at the April 12, 2022, Charter Review.

6.0 Citizens' comments on any subject. None.

7.0 Committee members' comments on any subject. None.

8.0 Meeting adjournment. 2:50 p.m.



Freddie Lozano
Town Clerk