

INDIAN SHORES

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ADMINISTRATIVE AND FINANCE/CHARTER REVIEW COMMITTEE MEETING MINUTES TUESDAY, MAY 10, 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 Councilor Mike Hackerson, Committee Council Alternate Councilor Bill Smith, Committee Citizen Members John Caruso and Lori Kauffman, Committee Alternate Citizen Member Ellen Bauer, and Town Attorney Regina Kardash.

Also present: Vice Mayor Diantha Schear, Town Administrator Bonnie Dhonau, Town Clerk Freddie Lozano, Police Chief Rick Swann, 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 May 10, 2022.

Motion by Councilor Smith – seconded by **Ms. Bauer** to approve the Administrative and Finance/Charter Review Committee Meeting agenda for May 10, 2022. **All ayes. Motion carried 6-0.**

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

3.0 Consideration of recommendation of waiving the one-year employment requirement for tuition reimbursement eligibility for Officer Alexandra Holt to obtain a Master's degree in Professional Studies in Criminal Justice.

Patrick C. Soranno
Mayor

Diantha Schear
Vice Mayor

Mike Hackerson
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

Captain Smith mentioned that Officer Holt is very driven, and she wants to further her education by taking advantage of the Town's tuition reimbursement program. She would be in a 30-month Master's degree program that is estimated to cost \$2,600-\$3,600 per fiscal year for the next couple of years depending on the tuition cost and the number of credit hours taken.

There are no Town employees currently in the tuition reimbursement program.

Captain Smith stated that the tuition will be approximately \$1,400 for the remainder of this fiscal year. Officer Holt is two months shy of her one-year employment anniversary that is required to utilize the tuition reimbursement program.

Mr. Caruso made a motion to waive the one-year requirement for tuition reimbursement in accordance with the FOP contract or Town policy, whichever supersedes.

The motion was not seconded.

Motion by Vice Chair Hackerson – seconded by **Ms. Bauer** to recommend waiving the one-year employment requirement for tuition reimbursement for Council approval. **Council polled. All ayes. Motion carried 6-0.**

4.0 Continue review of Town of Indian Shores Charter.

Attorney Kardash referred to the Model Charter that the speakers from the Florida League of Cities (FLC) and the International City/County Management Association (ICCMA) individually presented to the Committee at previous meetings. The model charter contains comments that explain the need for specific provisions.

She focused on the division and delegation of responsibilities concerning the mayor and the town administrator to clearly understand their responsibilities and where the accountability lies. She recommended no changes to Article III, Section 3.05 of the charter regarding the mayor's duties. Based on recent new legislation changes to the service of process, she suggested appointing the mayor as the town's registered agent. The language change to the charter would clarify that the mayor is the head of the government and for ceremonial purposes, not administrative purposes. Day-to-day business administration would fall under the town administrator. This recommended change would make for a more cohesive charter.

Motion by Vice Chair Hackerson – seconded by **Mr. Caruso** to remove “for administrative” from Article III, Section 3.05 from the mayor’s duties, and to add the mayor as the registered agent under service of process.

Council polled. All ayes. Motion carried 6-0.

A conversation ensued on other methods of electing the vice mayor, including secret ballots read aloud at a public meeting, by tenure, or on a rotational basis. No decision was made on the method of electing the vice mayor. Attorney Kardash will find examples of how other cities appoint their vice mayors to bring back to the Committee at a future meeting.

Attorney Kardash pointed out Article III, Section 3.07 of the charter, specifically regarding former elected officials. The charter currently prohibits former elected officials from holding any compensated Town office or employment until two years after their term expires. The proposed ballot question is for expanding the prohibition from two to six years to be more in line with the State’s ethics laws. This is a suggested change. It is not a necessary change under state law. No motion was made for this proposed ballot question for more discussion at a future charter review meeting.

A discussion ensued on dual office holding concerning the Town’s current committee structure, with council members also being members of committees. The model charter’s language on dual office holding prohibitions includes “except where authorized by law.” Attorney Kardash will strengthen Section 3.07’s language to begin with this phrase and to include language defining that council members serve as committee chairs.

Motion by Vice Chair Hackerson – seconded by **Councilor Smith** to begin Section 3.07 with the phrase “except as provided by Town ordinances”.

Council polled. All ayes. Motion carried 6-0.

The additional change to Section 3.07 involves compensation for appointed officials. The Committee agreed that this section should be revised to remove the word “appointive” to limit compensation to only those employed by the Town.

Motion by Vice Chair Hackerson – seconded by **Mr. Caruso** to revise Section 3.07 to remove the word “appointive”.

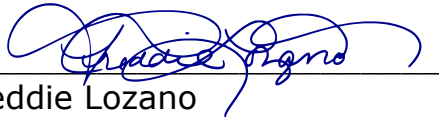
Council polled. All ayes. Motion carried 6-0.

Attorney Kardash reviewed the remaining sections under Article III of the Town Charter. She did not have any recommended changes. The Town Council reached a consensus to keep the remaining sections as currently written.

5.0 Citizens' comments on any subject. None.

6.0 Committee members' comments on any subject. None.

7.0 Meeting adjournment. 3:45 P.M.



Freddie Lozano
Town Clerk