



AGENDA
CHARTER REVIEW BOARD
CITY OF PORT ORANGE

Meeting Date: Monday, April 9, 2018

Time: 5:00 PM

Type of Meeting: Regular

Location: Council Chambers
City Hall, 1000 City Center Circle

A. CALL TO ORDER

1. Roll Call

B. DISCUSSION/ACTION

2. Consideration of Minutes - March 12, 2018
3. Contract Term for City Manager
4. Voting Methodology

C. PUBLIC COMMENTS

D. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **CHARTER REVIEW BOARD** WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771. UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

CHARTER REVIEW BOARD MEETING MINUTES
CITY OF PORT ORANGE
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
MARCH 12, 2018 AT 5:00 P.M.

A Regular Meeting of the Charter Review Board was called to order by Debbie Connors, Chair Person at 5:04 p.m.

Present: Debbie Connors, Chair Person
Newton White, Vice Chairman
Willie Scales
Stan Hetrick

Absent: Wayne Wilcox

Also Present: Jake Johansson, City Manager
Margaret Roberts, City Attorney
Robin Fenwick, City Clerk

DISCUSSION/ACTION

2. Consideration of Minutes - February 13, 2018

Jake Johansson, City Manager, read the minutes from February 13, 2018 into the record as they were provided to the Board outside of the agenda packet and most had not read them yet.

Motion to approve the meeting minutes
from February 13, 2018 as read was
made by Vice Chair White, and
Seconded by Member Scales. Motion
carried unanimously by voice vote.

3. Contract Term for City Manager

Chairwoman Connors opened the item by reading from the Employment Contract. Ms. Roberts read from the Charter, Section 4.02(a) "Appointment. The council shall appoint a city manager for an indefinite term by a two-thirds vote of all of the council members."

Vice Mayor White suggested allowing the Charter revision to include latitude for providing a term should the Council choose. Mr. Johansson discussed his thoughts on the topic. The position is an at-will position currently and Council can fire the City Manager at any given meeting.

Member Hetrick suggested using "no less than" as an option for Council to consider hiring at will or for a specific term.

Discussion was held with legal input regarding severance pay. Risks of changing the term from "indefinite" to "indefinite or for a term of not less than <a specific number> of years" was discussed. Mr. Johansson offered to do further research to determine risks other cities have run into.

Item will be discussed further at the next meeting.

4. Civil Service Process Discussion

Chair Person Connors opened the item. Ms. Roberts read from the Charter, Section 4.06 Civil Service. She explained that the Civil Service process as outlined in the Charter provides the steps for Council to establish a civil service system. The Council enacted an Ordinance which establishes the Civil Service Advisory Board that makes recommendations to the City Manager. The Civil Service Advisory Board is not established by the Charter and is not under this Board's jurisdiction for discussion regarding changes.

Items for next meeting: Continue discussion on City Manager's Contract term and District voting vs. city wide voting

PUBLIC COMMENTS - There were none.

ADJOURNMENT - 6:29 p.m.

Debbie Connors, Chair Person

Attest:

Robin Fenwick, CMC
City Clerk