



City of
Panama City Beach

City Hall
17007 PCB Parkway
PCB, FL. 32413
P: (850) 233-5100
F: (850) 233-5108
www.pcbgov.com

**CITIZENS CHARTER REVIEW COMMISSION
MEETING MINUTES**

Date: Thursday, June 3, 2021

Time: 3:30 p.m.

Location: City Hall

Introductions

Vice Mayor McConnell called the Citizens Charter Review Commission meeting to order at 3:30 p.m.

Commission Members present included: Vice Mayor McConnell, Rick Ramos, Ryan Houk, Zach Coleman and Matt Bush. A quorum was present with all five members attending.

Others present were: City Manager Drew Whitman, Assistant City Manager Holly White, City Attorney Amy Myers, HR Director Lori Philput, City Clerk Lynne Fasone and members of the public.

Vice Mayor McConnell asked Attorney Myers to provide a brief overview of Florida public records and Sunshine laws. Vice Mayor McConnell provided brief instructions as to the purpose of the Commission and discussed the timeline, possible ballot issues, and the importance of attending all meetings.

Review Article 2.

Vice Mayor McConnell asked Attorney Myers to provide a recap of Article 2, so Commission members would be comfortable voting on any amendments at the Commission's next regular meeting.

Mrs. Myers opened discussion on sections with potential amendments.

Section 2-1. Created; powers; composition – discussion regarding the last paragraph with respect to the composition of Council took place.

Section 2-2. Terms of Office – discussion regarding (b)-Mayor took place.

Section 2-3. Vacancies – discussion regarding how vacancies are filled took place.

Section 2-4. Mayor – discussion regarding striking the last sentence "The Mayor shall have no administrative duties except those required to carry out the provisions of this charter, whenever a City Manager has been duly appointed and is acting" took place.

Section 2-7. Meetings – discussion regarding the pros and cons of the second meeting in December took place.

Vice Mayor McConnell called for comments from the Commission.

Commission Coleman discussed the benefits of holding elections by the citizens for the Mayor seat. Discussion regarding pros and cons of offsetting the Ward elections took place. Discussion regarding public hearings and if it was necessary to prove residency to speak at a council meeting took place. Discussion regarding city council adopting operating rules took place. Mr. Coleman noted he was in favor of making the second December meeting optional for Council.

Commission Bush noted he was fine with the way the Charter was written with respect to how Council and the Mayor were elected. Discussion regarding Section 2-3 Vacancies took place. Mr. Bush concurred that the second meeting in December should be optional.

Commission Ramos reported that he had talked with neighbors and those that he spoke with were comfortable with the way the Charter was written with respect to the election process. Mr. Ramos concurred that the second December meeting could be removed.

Commissioner Houk inquired if the Mayor was elected every three years, how would that time out. Discussion took place regarding timing and the rotation of Mayor took place. Mr. Houk discussed the benefits of the December meeting. Commissioner Houk noted he was fine with removing the second December meeting from the Charter since Council had the power to call an emergency meeting. Discussion regarding the Council being elected by Ward, but at-large took place.

Vice Mayor McConnell noted he may be the lone dissenter pertaining to the December meeting. Vice Mayor McConnell expressed concern that the January meeting would be long.

The Commission brainstormed different language options pertaining to the December meeting; the last sentence in Section 2-7(a). City Manager Whitman noted he was in favor a stating a fixed date for scheduling purposes. Director Philput inquired about virtual participation. The Commission discussed adding "when permitted by law" to the Charter pertaining to Zoom/virtual participation. Attorney Myers noted that she would do a little more research on the Zoom/virtual participation topic. The Commission discussed the benefits of Council being able to meet virtually especially during an emergency/natural disaster.

Resident Input on Article 2.

Vice Mayor McConnell called for resident input on Article 2.

Karen Barnes – Ms. Barnes noted she enjoyed the discussion and recommended Council have a back-up plan for hurricane preparedness.

Terry Laird – Mr. Laird inquired as to how long this Charter had been in effect. Attorney Myers reported since 1970. Mr. Laird and the Commission discussed the increase in population, population shift, Census data, Ward boundaries and Wards to be reviewed in Article 7.

The Commission further discussed Section 2-7 Meetings with respect to scheduling meetings in November and December. The Commission discussed meeting notice requirements. Commissioner Houk moved to move the meeting to the first week in December. Commissioner Bush seconded the motion. Attorney Myers discussed Council's current ability to move the December meeting. Commissioner Houk withdrew his motion.

The Commission discussed adding the Assistant City Manager into the Charter. Commissioner Bush so moved. Commissioner Coleman seconded the motion. All members were in favor of adding the Assistant City Manager into the Charter where appropriate (5-0).

Additional Discussion Items

The Commission briefly discussed **Article 3** with respect to:

1. adding the Assistant City Manager to Section 3-3;
2. requiring the City Manager to be a resident in Section 3-3;
3. adding language to Section 3-4 Removal, thereby permitting a public hearing be held "for cause;"
4. Section 3-5 in good shape, however, adding some delegation language may be appropriate;
5. Clarifying duties of the Assistant City Manager in Section 3-6; and
6. Section 3-8 Evaluations, no comments at this time however further discussion may need to take place.

Vice Mayor McConnell recommended the Commission review and vote on any amendments to Article 3 at its next meeting. Vice Mayor McConnell called for further questions/discussion on Article 3. Hearing and seeing none.

Approval of Minutes

Vice Mayor McConnell asked the Commission if they were comfortable approving the Minutes. **Commissioner Ramos moved to approve the May 20, 2021 meeting minutes. Commissioner Houk seconded the motion. All were in favor of approval of the minutes by a voice vote.**

Citizen Comments

Vice Mayor McConnell asked Ms. Fasone to add "Citizen Comments" to all future agendas. Vice Mayor McConnell called for citizen comments.

Terry Laird – Mr. Laird agreed that the City Manager should live within the City limits of PCB. Mr. Laird thanked everyone for the good discussion.

Karen Barnes – Ms. Barnes agreed with Mr. Laird and thanked everyone for the productive discussion.

Adjournment

Vice Mayor McConnell called for additional discussion. Hearing and seeing no none. Vice Mayor McConnell adjourned the meeting by unanimous consent at 4:27 p.m.

READ AND APPROVED this 17th day of June, 2021.



Vice Mayor Geoff McConnell, Chair

Lynne Fasone, City Clerk

The next meeting of the Citizens Charter Review Commission is scheduled for Thursday, June 17, 2021 at 3:30 p.m.