



**2024 Charter Review Committee (CRC)**  
Joseph E. Johnston III Council Chambers  
201 Howell Avenue, Brooksville, Florida 34601

**AGENDA**

**March 26, 2024**

**5:15 P.M.**

- A. Call to Order
- B. Introduction of new CRC Member, Pat Brayon
- C. Approval of Minutes

**Attachment One:** March 5, 2024 CRC minutes

- D. Follow up discussion items on items discussed at March 5<sup>th</sup> CRC meeting:
  - Role of a Mayor 2.03 – Vice Chair asked for this to be “postponed”
  - Whether setting salaries of Council Members should be in Charter
  - Adding the role of CRC to the Charter
  - Further research: voluntary service of former Council members on advisory boards
  - How Economic Development policy is regulatedPresentation by: Community Development Director, David Hainley

**Attachment Two** – research from other cities on salary language in Charter (previously distributed at 3/5/24 CRC meeting)

- E. Discussion on recommending establishment of ad hoc committee to further research districting concept.
- F. Additional comments or questions on Charter
- G. Determine next steps of Committee
- H. Next meeting date: ~~April 2, 2024~~ - **Due to conflict, meeting will be moved to 4/11/24**
- I. Citizens Input
- J. Adjourn

Two or more Council members may participate in this meeting. In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact the ADA Coordinator, no later than 48 hours in advance of the meeting at (352)540-3810. Meeting agendas and supporting documentation are available from the City Clerk’s office and on line at [www.cityofbrooksville.us](http://www.cityofbrooksville.us). Any person desiring to appeal any decision with respect to any matter considered at this meeting may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and, therefore, must make arrangements for a court reporter to ensure that a verbatim record of the proceeding is made.

## **2024 CHARTER REVIEW COMMITTEE MEETING MINUTES**

Joseph E. Johnston III Council Chambers  
201 Howell Avenue, Brooksville, Florida 34601

**March 24, 2024**

**5:15 P.M.**

The Charter Review Committee (CRC) met with Chair Peg Bloomquist, Vice Chair Christopher Licata, III, and Members Brent Young, Sally Sperling and Tom Barnett. Board Members Darren McKethan and Joe Quinn were absent. Also present was Nancy Stuparich, City Attorney, Vose Law Firm and Jennifer J. Battista, City Clerk/Recording Secretary.

### **Call to Order**

The meeting was called to order by Chair Bloomquist.

City Clerk Battista reported that Board Member Quinn was unable to attend. She further advised that Board Member McKethan, who has not been able to attend a meeting, has advised that regretfully, his work schedule will not accommodate being on the CRC.

### **Approval of Minutes**

February 26, 2024 CRC minutes

### **Motion:**

Motion was made and seconded to approve the February 26, 2024 CRC minutes. Motion carried 5-0.

### **Article 4 of Charter**

City Attorney Stuparich requested to revisit this Article that references departments of the City. She pointed out that the CRC agenda back up material includes the City's organizational chart, which she went over. Attorney Stuparich confirmed the Chair's comment that all the Department Heads report to the City Manager.

### **City Attorney overview of Charter – Articles V – VII**

Attorney Stuparich continued with review of Articles V – VII, which includes Article VI detailing how the Charter can be amended.

## **Questions and/or Comments on Articles V – VII**

The following was discussed:

- Vice Chairman Licata was curious about the 2006 revisions. He was also curious about how many different Charters the City had since incorporation. He wondered also if there was ever a strong Mayor type government. City Clerk Battista was unaware if there was ever a strong Mayor type government. There was no consensus from the Board to research past Charter amendments.
- Attorney Stuparich discussed the Home Rule Authority concept adopted in 1968 which resulted in cities having strong charters. Before that, cities would have to get State approval on many decisions.
- Chair Bloomquist wondered if a Council Member, who is not re-elected, should be eligible to sit on a City advisory board or if it is a conflict of interest for them to sit on the CRC and make suggestions for Charter changes. City Attorney Stuparich advised she would research that as far as the Commission on Ethics. The Chair heard that a Council Member had to sit out a year, and if so, maybe it should be in the Charter.

## **Follow up discussion items, questions, comments or suggestions on Articles I – IV and Discussion of suggested revisions to Charter from Vice Chair Licata**

CRC Member Young made a general comment that if a change to the Charter is suggested, he would like to hear a specific example of how the current Charter is not working in that instance and what solution is being offered. He was not concerned about how other cities address it, but wanted to hear specifics about how the Charter is not working for the City of Brooksville. Chair Bloomquist summarized that it would be the identification of a specific problem and a solution.

Vice Chair Licata stated that fundamentally what he is trying to solve is what he feels is bad political accountability when five members of Council run for the Council seats “at-large”. He discussed single member districts. He supports an independent Mayor who is politically responsible for the actions the City takes. The Mayor, who is in charge, and can remove the City Manager independent from Council, means they are accountable but it is his understanding from the last CRC meeting that this committee is not interested in pursuing that. CRC Member Young gave reasons for which he did not support an independent Mayor.

City Attorney Stuparich and the CRC committee discussed Vice Chair Licata’s modified proposal of the districts concept [Note: included in the agenda packet, titled as “Proposal 2”]. The Vice Chair explained that it would be a 3-member City Council and they would function as they currently do, but elected from single member districts. Vice Mayor Licata contributed that he would love it to be paired with an independent Mayor, a Council Chair and a City Manager or Chief of Staff.

CRC Member Barnett agreed with political accountability but wondered if voters are interested in such a complicated change to the charter. Attorney Stuparich went over how charter changes can occur, which is addressed in Section 6.01 and she specifically called attention to the process in which voters can bring forth a recommended charter change for the ballot through a petition process.

Chair Bloomquist felt the information provided by Vice Chair Licata entailed a lot of research but she felt a little pressured on such a complex charter change since the CRC has to report their recommendations to City Council in May. Attorney Stuparich responded to the Vice Chair's question on the process of the recommendation by stating she would prepare language that would go into the CRC's final report to Council. If City Council approves it, it would be adopted by ordinance to go forward for inclusion on the ballot.

CRC committee continued to discuss the concept of single member districts and whether there should be some Council members representing single member districts and some elected "at-large".

Chair Bloomquist called attention to Proposal 3 in the agenda packet and wondered what the committee's thoughts were on a Mayor who is elected, at large, by the people, with the same duties they have today. Vice Chair reminded all that since there was no interest in a strong Mayor, he modified his proposal such that the Mayor would not hire or fire. Stuparich called out that it would be a change to 2.03. CRC Member Barnette wondered if there had been any citizen complaints about why Brooksville didn't have an elected Mayor, to which Clerk Battista and Attorney Stuparich advised they knew of no such complaints.

CRC Member Barnett stated that the Charter does not seem to address economic development zones or set forth a goal of strong business development growth and establish actual economic zones. The CRC discussed the Comprehensive Plan and the role of the Community Development Department. Chair Bloomquist felt staff could research that and bring it back to the next meeting. Attorney Stuparich cautioned that the Charter is like the constitution and if an economic development zone is set by Charter, it will constrain the Community Development Department on what they can do. CRC Member Barnett felt that the Charter should charge the City Council with establishing a stringent economic development process as a policy. Attorney Stuparich felt that was in the Comprehensive Plan and Barnett felt it should be mandated per the Charter. Stuparich stated that part of her research would be to find out the process of how economic development is regulated in the City of Brooksville currently. Attorney Stuparich discussed Vice Chair Licata's comment that there could be language in the Charter that one of the purposes of the City is to grow and expand the City.

Regarding Proposal 3 and whether there was an "appetite" for an independent and elected Mayor, Vice Chair Licata wanted the decision to be held to allow him time to work on another draft proposal.

A lengthy discussion ensued again regarding the concept of 3 single member districts and two at large and how that would work and whether it was acceptable that the representative of the district does not have to actually live in the district. CRC Member Sperling was unsure why a resident would want someone not in her district to represent her. The problem would be if no one wants to run in that district.

The City Attorney had a conflict with the next meeting on March 14<sup>th</sup> and it was decided that the next CRC meeting would be March 21<sup>st</sup> [subsequently changed to March 26<sup>th</sup> due to a conflict]

**Motion:**

Motion was made by Licata and seconded by Barnett to move forward with recommending changing to Section 2.01 to have three single member districts, with 2 members at large.

CRC Member Young stated that it would mean defining the district lines and looking at switching terms to accommodate that. Chair Bloomquist advised that it would mean researching the process further. Motion was denied 3-2, as follows:

Young	No
Sperling	No
Licata	Yes
Barnett	No
Bloomquist	Yes

These items will be discussed at the next meeting:

- Role of a Mayor 2.03– Vice Chair advised he is “postponing” it but he acknowledged that based on past discussions, an “elected Mayor is off the table”.
- Setting salaries of Council Members will be considered [research distributed at meeting by City Clerk]
- adding the role of CRC to the Charter
- voluntary service of former Council members on advisory boards
- How Economic Development policy is regulated

**Citizens Input** - None

**Adjourn** - There being no further business, meeting was properly adjourned at 6:32 p.m.

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Recording Secretary

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CRC Chair

## **CITY OF LAKE WALES:**

### **In Charter**

In our Charter it states that the Commission salaries are set by Ordinance but any changes cannot go into effect until after the next election, and the changes must be made 6 months before the election. From our Charter...

#### **§ 3.04. - Compensation.**

The commission may determine the annual salary of commission members by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of the commission member(s) elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six (6) months.

## **CITY OF PALATKA**

### **Not in Charter**

Our Commission can give themselves a COLA during the budget process each year (this isn't done by Ordinance). They also have step in grade. There isn't a reference to it in the Charter.

Our Ordinance says:

- **Sec. 2-32. - Compensation of mayor and commissioners.**

Beginning October 1, 2003, the positions of mayor and commissioner shall be added to the city step-in-grade salary plan, providing for yearly salary increases according to the provisions of that plan, which was adopted for use by the city on April 1, 1986.

## **CITY OF MARCO ISLAND**

### **In Charter:**

Council members' salaries are in the City Charter. The Charter didn't include language for inflation/ cost of living adjustments.

We're currently going through a referendum to account for cost-of-living adjustments and also to a new salary for the Council members. The residents will vote if the Charter salaries amendment on the March 19 Presidential Primary Election.

## **CITY OF LARGO**

### **In Charter**

#### **Sec. 2.05. - Salaries and expenses.**

The mayor shall be paid a yearly salary of \$21,409.18 and the city commissioners shall be paid a yearly salary of \$14,274.00. The salaries of the mayor and city commissioners shall increase each year at the same percentage as the salaries of the management employees of the City. Provided, however no increase in the mayor's and commissioners' salaries shall exceed three percent (3%) in any one (1) year. The city commission may adopt a resolution providing for no increase to the mayor's and commissioners' salaries or adopting an increase that is less than that given to the management employees of the City, in any given year.

The mayor and the other members of the city commission shall further be eligible to participate in any health, hospital, life or other insurance programs available to the general employees of the City of Largo.

## **CITY OF BELLEAIR BLUFFS**

### **In Charter:**

#### **Sec. C3.04. - Compensation.**

The City Commission shall determine their annual compensation by ordinance, but no ordinance increasing such compensation shall become effective until the date of commencement of the terms of the members of the City Commission elected at the next regular election.

(Amended 3-9-2021 by [Ord. No. 2020-04](#), § 1)

**Note**— Salary ordinances are not included in this Code, but are on file in the office of the City Clerk.

[Ord. No. 2020-04](#), § 1, adopted Dec. 17, 2020, was approved at a municipal election held March 9, 2021.

## **City of Belleair Beach**

### **In charter:**

#### **Section 2.03. - Compensation of council.**

The council, by ordinance, shall determine the annual salary, if any, of council members, the mayor and vice mayor, but no ordinance establishing or increasing such salary shall become effective until the date of commencement of the terms of council members elected at the second regular election following passage of the ordinance.

## **CITY OF DAYTONA BEACH**

**In charter:**

### **Sec. 14. - Mayor and commissioners; salaries and expenses.**

The commission may determine the annual salary of the mayor and commissioners by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of commissioners elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six (6) months.

### **IN OUR CODE OF ORDINANCES**

### **Sec. 2-56. - Salary review committee.**

The city commission shall appoint, no later than one year before each general election of the city, a committee of not less than five members of the community, including not less than two former elected city officials, to serve without pay and at the pleasure of the commission, to conduct a review and make a written recommendation to the commission concerning the salaries for the position of mayor and city commissioner. The committee shall report its finding no later than January 15 of the year in which the general election is held.

## **CITY OF PUNTA GORDA**

**In charter:**

### **Section 4. Salary.**

The salary of Councilmembers shall be equal to 20% of the salary of Charlotte County Commissioners and the salary of the Mayor shall be equal to 22.5% of the salary of Charlotte County Commissioners which is determined by the State legislature.

## **CITY OF DUNELLON**

**In Charter**

“It is in our Charter”

## **CITY OF SAINT LEO**

**In charter:**

- **Section 3.04. - Compensation and Expenses.**

The Commission may, by ordinance, determine the annual salary of commission members, but any such ordinance determining an annual salary or increasing an existing salary shall not become effective until the commencement of the terms of the commissioners elected at the next regular town election, provided that such election follows the adoption of such ordinance by at least six (6) months.

## **CITY OF PARKLAND**

**In charter:**

### **3.05 - Compensation.**

The Commission shall establish the benefits received by the Commission. The salary paid to the Mayor and City Commissioners shall be established pursuant to the following method: The salary of the Mayor and City Commissioners shall be fixed annually on October 1 of each year based upon the average salaries received by the Mayor and Commissioners of Deerfield Beach, Coconut Creek, and Margate. In order to determine the salary of the Mayor, the City Manager shall take the average salary for the Mayors of Deerfield Beach, Coconut Creek, and Margate (as of October 1 of that year) and deduct one percent from said average; the result shall be the salary of the Mayor of Parkland for the year beginning on October 1 and ending on September 30. In order to determine the salary of the four City Commissioners, the City Manager shall take the average salary of the City Commissioners of Deerfield Beach, Coconut Creek, and Margate (as of October 1 of that year) and deduct one percent from said average; the result shall be the salary of the four Parkland City Commissioners for the year beginning on October 1 and ending on September 30. This process shall be repeated each year. For the period beginning January 1, 2015 through September 30, 2015, the formula set forth above shall be applied to fix the salaries of the Mayor and City Commissioners for that period of time.

## **CITY OF INVERNESS**

**In charter:**

Section 2.04. - Compensation of council.

The base salary for the mayor and city councilmen shall be the sum of three hundred dollars (\$300.00) per month, except that the president shall receive an additional fifty dollars (\$50.00) per month. Should the population of the city increase to six thousand (6,000) residents, then said beforementioned salaries shall be increased by the sum of twenty-five dollars (\$25.00), and further increased by twenty-five dollar (\$25.00) increments for every increase of one thousand (1,000) residents in the population of the city. All subsequent compensation increases after the effective date of this section shall be effective October 1, of each year, based upon the city population data provided by the University of Florida