

CHARTER REVIEW COMMISSION

APRIL 21, 2021

A Charter Review Commission (CRC) Organizational Meeting was held at the Charlotte Harbor Event and Conference Center, 75 Taylor Street, Punta Gorda, Florida.

Call to Order

The Meeting was called to order at 3:04 pm.

Roll Call

The following CRC members were present:

William C. Abbatematteo	William J. Dryburgh	William B. Schafer
Patricia W. Aho	Donald McCormick	Stephen J. Vieira
William A. Akins	Theresa A. Murtha	<u>Alternates</u>
Jeffrey K. Anlauf	Donna C. Peterman	Colleen C. Palinski-Ferrara
Donna L. Barrett	Richard J. Pitz	Cherie A. Burnette
Joyce S. Cream	Adam James Riley	Steve A. Drake

The following members were absent: Cyril F. Schrage.

II. Administrative Support – Hector Flores, County Administrator

County Administrator Flores highlighted Home Rule Charter Preamble and process.

Deputy County Administrator Emily Lewis commented on administrative support, supplies, budget, Chair and Vice Chair elections, hiring and interview process, and thanked Minutes Clerk Smoleski and Natalie Sainchuk, County Administration Executive Assistant.

I. Welcome – Janette S. Knowlton, County Attorney

County Attorney Knowlton reviewed Charter, members, alternates, Charter Review Commission (CRC) purpose, review scope, Florida Constitution Article 8, proposed changes, Supervisor of Elections, Board duties, process, subcommittees, and interviews.

a. Sunshine and Public Records law

County Attorney Knowlton gave a brief overview of Constitutional Right, The Sunshine Law a/k/a Open Meetings, Public Meetings, Who Is Covered, What is a public meeting, Non-In-Person Communication, What Is Not A Public Meeting, What are the Requirements for Meetings, Open, Notice, Time, Location, Minutes, Newly Elected/Newly Appointed, Whoops the meeting was improper, the Penalties, Public Records Chapter 119, What is a Public Record, Best Practices, Penalties, and pamphlets.

Member Schafer inquired to locations and public hearings. **Member Aho** mentioned Penalties and meeting schedule communication.

Deputy County Administrator Lewis responded to locations, Charlotte Harbor Event Center, and Room B-106.

III. Election of Chairman and Vice Chairman

MEMBER ABBATEMATTEO NOMINATED WILLIAM DRYBURGH AS CHAIRMAN, SECONDED BY MEMBER AHO

MOTION CARRIED 14:0.

MEMBER PITZ NOMINATED WILLIAM ABBATEMATTEO, SECONDED BY MEMBER AKINS

MOTION CARRIED 14:0.

IV. Discussion

Deputy County Administrator Lewis noted next meeting date, County organizational charts, surrounding counties charters, difference between Deputy County Administrator and Assistant County Administrator, Charlotte Harbor Event Center, Room B-106, Centennial Park, and times.

County Attorney Knowlton spoke to surrounding counties charters, future meeting days and locations, public confrontation, public input, and time limit.

Chair Dryburgh commented on Room B-106, time, day, meeting frequency, committees, notice, public confrontation, public input time limit, and set next meeting date on Wednesday, May 12, 2021 at 3:00 pm in Room B-106. **Member Abbatematteo** discussed time. **Member Barrett** mentioned surrounding counties charters, date, and public input. **Member Cream** noted location. **Member Murtha** spoke to location. **Member Pitz** commented on location. **Member Schafer** inquired to difference between Deputy County Administrator and Assistant County Administrator.

County Administrator Flores remarked on Deputy County Administrator role.

ADJOURNMENT: 3:53 pm

William J. Dryburgh, Chair

DATE ADOPTED: _____

ATTEST:

**ROGER D. EATON, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk