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**CITY OF DELTONA, FLORIDA
CHARTER REVIEW COMMITTEE MEETING
THURSDAY, OCTOBER 17, 2013**

A Regular Meeting of the Deltona Charter Review Committee was held on Thursday, October 17, 2013 at the 2nd Floor Conference Room, 2345 Providence Boulevard, Deltona, Florida.

1. CALL TO ORDER:

The meeting was called to order at 6:00 p.m. by Chairperson Jean Armstrong.

2. ROLL CALL:

Chairperson	Jean Armstrong	Present
Vice Chairperson	Michael Kiepert	Present
Committee Voting Member	Michael Kerns	Present
Committee Voting Member	Paula Rossiter	Present
Committee Voting Member	Beverly Spitz	Present
Alternate	David Dapore	Present (6:05 p.m.)
Alternate	Carolyn Carbonell	Present
Facilitator	Wade Vose	Present

Also present was Mr. Richard Anderson, Chief Administrative Officer for the City of Apopka.

3. APPROVAL OF MINUTES AND AGENDA:

A. Minutes:

Approval of Minutes – Meeting of September 19, 2013

Motion by Mr. Michael Kiepert, seconded by Ms. Paula Rossiter, to approve the minutes of the September 19, 2013 meeting.

Motion carried with members voting unanimously.

B. Additions or Deletions to Agenda: None.

4. GENERAL DISCUSSION:

A. Discussion with Mr. Richard Anderson, Chief Administrative Officer, City of Apopka, FL

Mr. Richard Anderson is the Chief Administrative Officer for the City of Apopka, Florida. The City of Apopka is presently undergoing their own Charter Review and Mr. Anderson was invited to come to Deltona and do an answer/question session with the Charter Review Committee.

47 The reason for bringing Mr. Anderson to address the committee was because one of the Charter
48 Review Committee members thought it would be advantageous to have a one-on-one discussion
49 with Mr. Anderson, since it could be prove to be useful in the context of informing the
50 committee and addressing the committee's concerns with regard to the powers of the Mayor in
51 the Deltona City Charter as well as those powers used with the City Commission and City
52 Manager.

53

54 The following points were briefly discussed:

- 55 • Apopka's Mayor being in office for approximately 61 years.
- 56 • Apopka having a strong Mayor form of government and actually looking to take
57 away some of the authority from the Mayor.
- 58 • Evolvement from a strong Commission form of government into a strong Mayor form
59 of government.
- 60 • That the only two charter officers in Apopka are their City Clerk and the City
61 Attorney.
- 62 • Whether the best type of government is a City Manager/Council government; strong
63 Mayor/Council type of government; or weak Mayor/strong Council form of
64 government.
- 65 • Cities are being run as regular businesses with regular employees. If you have a
66 business and you have the wrong people in the position you're going to have
67 problems.
- 68 • Who should run the day-to-day operations of the city?
- 69 • Who should be the big vision guy?
- 70 • The Mayor building a consensus with the Commission.
- 71 • Getting the pulse of the community and listening to city staff in putting things
72 together to come up with what's the best plan for the city, how do we need to do
73 certain things, and which is the best direction we need to go.
- 74 • Good leadership.
- 75 • The Mayor's position being a full-time position.
- 76 • The need for a city to have commercial and industrial growth; high revenues and low
77 service demand.
- 78 • That whether the city has a strong Mayor or they have a City Manager form of
79 government somebody has got to run the day-to-day operation in the city. That it can
80 be a mix of both and the possibility of working through a hybrid is also another way
81 to go.
- 82 • Process of hiring a good City Manager.
- 83 • Term limits for Commissioners.
- 84 • City Manager should be a leader and a good sales person who sells his community.
- 85 • That both the Mayor and City Manager/Administrator should have to be very
86 outgoing selling individuals.
- 87 • City Manager and Commissioners need to be able to work together.
- 88 • Number of Commissioners on the Council.

- 89 • A good administrator knowing where he/she stands all the time with issues.
90 • Allocation of power between the Mayor and the City Manager.
91 • Residency requirements for the City Manager/Administrator.
92 • Doing a radius within the community if the city is going to stay with the City
93 Manager type of government.

94

95 There was also a short answer/question session between the Charter Review Committee
96 members and Mr. Anderson.

97

98 One of Mr. Anderson's suggestions was that the Charter Review Committee go back and review
99 strong Mayor forms of government, because virtually every strong Mayor form of government
100 still has a City Administrator/Manager.

101

102 Mr. Anderson also pointed out that when searching for a City Manager the one thing he knows
103 that works out good is to start looking and developing your existing personnel. He stated that if
104 you have somebody that the city thinks might be able to work out for you the city should get that
105 person educated and get the right people in their and train them. They should be kept within our
106 community. Pay your employees well and retain them so that you don't have any problems with
107 personnel. Mr. Anderson mentioned that there are no unions in the City of Apopka. They
108 haven't had a union in 15 years. So those things come from spending time with your employees
109 and finding the right people for the job.

110

111 Mr. Anderson stated that the problem with City Managers is that they are in constant flow.
112 That's the main nature of the beast. So, he suggested that as you look out there, look within your
113 organization. Look at those people that have done good jobs in various areas in your
114 community, in your city. You have to be able to identify those people and grow with them. Mr.
115 Anderson stated that he personally thinks that's what works best in a community. People that
116 have some desire to live in that community and be a part of that community, and knows the ins
117 and outs and working of the community. Those things just seem to work better. So, if you can
118 figure how to work that in your system that's what would work.

119

120 Mr. Anderson further stated that the City of Apopka has its issues but they don't have leadership
121 issues and their Commission works very well together. That they seldom have less than a
122 majority vote with any issues that comes through.

123

124 **B. Proposed Changes to Charter Re: Powers of Mayor**

125

126 After a brief discussion this topic was withdrawn by Mr. Michael Kiepert.

127

128 It was agreed that the Committee did not have to address the powers of the Mayor and whether
129 the Committee was going to do anything about that and any of the other proposed changes.

130

131

132

133 **C. Other proposed changes to Charter**

134
135 Discussion ensued regarding revisiting the residency requirements for the City Manager.

136
137 **Motion by Michael Kiepert, seconded by Beverly Spitz, to revisit the residency**
138 **requirements for the City Manager.**

139
140 The Committee discussed the radius they all thought was appropriate.

141
142 They also discussed that the City Manager should live within the county.

143
144 After discussion, the Committee decided to take a vote as to the residency requirements for the
145 City Manager.

146
147 **Motion by Beverly Spitz, seconded by Michael Kiepert, to amend the Charter so that our**
148 **potential City Manager be allowed to live anywhere in Volusia County, and that the City**
149 **Manager be given a period of 6 months to move to Volusia County with an additional**
150 **extension of 6 months if necessary.**

151
152 **Motion carried unanimously with members voting as follows: Michael Kiepert, For; Beverly**
153 **Spitz, For; Michael Kerns, For; Paula Rossiter, For; and Jean Armstrong, For.**

154
155 Atty. Vose stated that he would prepare the language for the next meeting.

156
157 The Committee discussed the issue of finding a good strong City Manager.

158
159 The Committee also discussed no term limits for Commissioner or the Mayor.

160
161 The Committee concurred that the people are the ones that vote and if they're doing a good job
162 the people are going to keep voting them in and if they're not doing a good job they're going to
163 vote them out. That we're not in Washington, we are not in Tallahassee – we're right here
164 locally. So the people here are the ones that need to establish whether they need to stay or
165 whether they need to go.

166
167 The Committee discussed that they have to think about the ballot questions that are going to be
168 placed on the ballot. That these questions need to be explained in clear and concise verbiage that
169 would not get people lost.

170
171 The Committee concurred that the ballot questions need to be put together in a way that the
172 public would vote "yes" on them.

173
174 The Committee also discussed the issue of where it was determined whether the Mayor's
175 position was a part-time or a full time position.

176

177 Atty. Vose explained that it doesn't need to say whether it's part-time or full-time. That it's
178 basically defaulted to be a part-time job if it doesn't say full-time.

179
180 The Committee continued their discussion on the issue of the Mayor's position being a part-time
181 or a full-time position.

182
183 The Committee went into briefly discussing the issue of who is the head person responsible for
184 hiring the City Manager and after discussion concurred that ultimately it was the Commission.

185
186 After discussion, the Committee decided to take a vote on the issue of term limits.

187
188 **Motion by Michael Kiepert, seconded by Paula Rossiter, to remove the term limits for the**
189 **Mayor and Commissioners.**

190
191 **Motion carried unanimously with members voting as follows: Michael Kiepert, For; Beverly**
192 **Spitz, For; Michael Kerns, For; Paula Rossiter, For; and Jean Armstrong, For.**

193
194 Atty. Vose suggested that the Committee go back and look over the Charter once again and see if
195 there are any other issues that they might want to address and have them ready for the next
196 meeting.

197
198 **5. MEETING SCHEDULE:**

199
200 After discussion, the Committee agreed that the next meeting will be held on Thursday,
201 December 5, 2013 at 7:00 p.m. on the 2nd Floor Conference Room.

202
203 A very brief discussion ensued regarding letting the City Commission know the
204 recommendations of this Committee and if the Commission has any other questions, or any other
205 issues they would like addressed, to please let the Committee know.

206
207 Atty. Vose advised the Committee that he would be bringing them up to speed next week at the
208 regular City Commission meeting, during the City Attorney time.

209
210 Chairman Armstrong pointed out that if the City Commission had any further suggestions, or if
211 any of the committee members had any other suggestions, to please look it over one more time,
212 as Mr. Anderson stated with some fresh eyes, in hope that the Committee can get this wrapped
213 up as much as they can.

214
215 **6. ADJOURNMENT:**

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217 There being no further business, the meeting adjourned at 7:25 p.m.

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220

221 Approved this 5th day of December, 2013.

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227

228 **ATTEST:**

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230

231 **Gladys N. Merced, Legal Assistant**
232 **Recording Secretary**

Jean Armstrong, Chair
Charter Review Committee