

CITY OF CASSELBERRY CITY COMMISSION MEETING

Tuesday, October 31, 2023
1:00 PM

City Commission Chambers
1st Floor, Casselberry City Hall
95 Triplet Lake Drive
Casselberry, Florida 32707

TO THE PUBLIC: Persons are advised that, if they decide to appeal any decision made at these meetings/hearings, they will need a record of the proceedings and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, per Section 286.0105, Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the A.D.A. Coordinator, 48 hours in advance of the meeting at (407) 262-7700, ext. 1150.

This is a public meeting, and the public is invited to attend. The agenda is subject to change. Please be advised that one (1) or more members of any of the City's Advisory Boards may be in attendance and may participate in the discussions at the meeting.

Persons can obtain an electronic copy of the agenda packet for this meeting by making a public records request to the City Clerk's Office by calling (407) 262-7700, Ext. 1133 or emailing cityclerk@casselberry.org.

WORKSHOP AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Discussion Items

A. Draft Ordinance - Proposed Charter Amendments

The City Commission accepted the Charter Review Advisory Committee's final report on October 23, 2023 and reviewed their recommendations for proposed amendments to the City Charter. Staff has conducted research as requested by the City Commission and is looking for further guidance on charter amendment ballot language in order to bring back the ordinance for consideration on first reading at the November 27, 2023 regular City Commission meeting.

B. Draft Resolution - Proposed Revisions to the Code of Boardmanship Policy

The Charter Review Advisory Committee made a recommendation in its final report that the City Commission approve a Resolution with suggested revisions to the Code of Boardmanship that provide for possible sanctions for City Commissioners. At their October 23, 2023 regular meeting, the City Commission agreed to hold a workshop on October 31, 2023 to further discuss the draft Resolution and proposed revisions to the Code of Boardmanship Policy.

5. Citizens' Comments

6. Adjournment

Date

Donna G. Gardner, CMC
City Clerk



CITY MANAGER M E M O R A N D U M

To: The Honorable Mayor and City Commissioners
From: The City Manager
Date: October 31, 2023
Subject: Draft Ordinance - Proposed Charter Amendments

Introduction: The City Commission accepted the Charter Review Advisory Committee's final report on October 23, 2023 and reviewed their recommendations for proposed amendments to the City Charter. Staff has conducted research as requested by the City Commission and is looking for further guidance on charter amendment ballot language in order to bring back the ordinance for consideration on first reading at the November 27, 2023 regular City Commission meeting.



CITY MANAGER M E M O R A N D U M

4.B.

To: The Honorable Mayor and City Commissioners
From: The City Manager
Date: October 31, 2023
Subject: Draft Resolution - Proposed Revisions to the Code of Boardmanship Policy

Introduction: The Charter Review Advisory Committee made a recommendation in its final report that the City Commission approve a Resolution with suggested revisions to the Code of Boardmanship that provide for possible sanctions for City Commissioners. At their October 23, 2023 regular meeting, the City Commission agreed to hold a workshop on October 31, 2023 to further discuss the draft Resolution and proposed revisions to the Code of Boardmanship Policy.

Background: The Code of Boardmanship Policy was first adopted by the City Commission on April 24, 2006 via Resolution 06-1673 and was modeled from the Seminole County School Board's Code of Boardmanship. It required that the policy be signed upon entering office or being appointed and then annually thereafter. However, it stated the act was voluntary for elected officials but would be a mandatory requirement for appointment of voluntary board members. A copy of Resolution 06-1673 and an excerpt from the April 24, 2006 minutes is attached for your reference.

The Code of Boardmanship Policy was revised by the City Commission on April 23, 2007 via Resolution 07-1783 and is the current standing policy. The current policy does not require a signature and removed the mandatory requirement for appointment to a board. It is now a public statement of expected conduct from both elected officials and appointed board members and is provided to candidates and with board applications. A copy of Resolution 07-1783 and an excerpt from the April 23, 2007 minutes is attached for your reference. Additionally, a comparison of the proposed changes with the current Code of Boardmanship Policy as adopted under Resolution 07-1783 is also attached for use during the workshop.

Discussion: The Charter Review Advisory Committee had lengthy discussion regarding penalties for violation of the City Charter or the Code of Boardmanship policy by an elected official and whether or not either or both should be amended to include stronger penalties, consequences, or some type of censure for such violations. The Committee felt this would dissuade elected officials from behaviors that would negatively impact the City. Excerpts from the August 29, 2023, September 5, 2023 and September 14, 2023 Charter Review Advisory Committee meetings are attached for your reference.

Budget Impact: This item has no budget impact.

Recommendation: The City Manager, City Attorney, and City Clerk recommend review of the Charter Review Advisory Committee's recommended draft resolution revising the Code of Boardmanship Policy.

Prepared by: Donna Gardner, City Clerk

Attachments:

1. Draft Resolution - Code of Boardmanship
2. Resolution 06-1673
3. City Commission 04/24/2006 Minutes Excerpt
4. Resolution 07-1783
5. City Commission 04/23/2007 Minutes Excerpt
6. Comparison Document
7. CRAC 08/29/2023 Minutes Excerpt
8. CRAC 09/05/2023 Minutes Excerpt
9. CRAC 09/14/2023 Minutes Excerpt