

**MINUTES**

**CITY CHARTER AND DISTRICT  
BOUNDARY REVIEW COMMITTEE**

**OLD CITY HALL, 510 GREENE STREET**

**THURSDAY, AUGUST 11, 2011**

A regular meeting of the City Charter and District Boundary Review Committee of the City of Key West, Florida was held in Commission Chambers, Old City Hall, on Thursday, August 11, 2011.

Madam Chair Virginia Panico called the meeting to order at 1:00 p.m.

Answering roll call were Perry Johnston, Clark Knight, Bill Lilley, Tom Milone, Philip Schaeffer and Madam Chair Virginia Panico.

Committee Member Robert Harvey was absent.

Also present were Assistant City Attorney Larry Erskine, Deputy Clerk Angela Budde and City Clerk Cheri Smith.

Madam Chair Panico recognized Commissioner Clayton Lopez was in attendance.

The pledge of allegiance to the flag of the United States of America was given by all present.

**APPROVAL OF AGENDA**

It was moved by Mr. Milone and seconded by Mr. Schaeffer to approve the agenda. There were no objections.

**APPROVAL OF MINUTES - July 28, 2011**

It was moved by Mr. Milone and seconded by Mr. Schaeffer to approve the minutes of July 28, 2011.

Madam Chair asked for objections; seeing none the minutes were approved.

## **PRESENTATIONS:**

### **Section 5.01- Claire Hurd – Civil Service Board**

Ms. Hurd reported she has served as the Clerk for the Civil Service Board (CSB) for over eleven years and presented an historical overview to the Committee. She advised the CSB has five volunteer members who are appointed by the City Commission to serve a two year term. The CSB meets quarterly however; they can call for a special meeting if necessary. The primary duty of the CSB is to administer the Police and Fire promotional examinations. The Police have one promotional exam and Fire has two promotional exams administered each year. Another function is serving as an Appellate Board for grievances for those employees of the City who are entitled to make such an appeal. After a discussion the members asked Ms. Hurd to provide a list of City staff eligible to file an appeal with the CSB.

Member Tom Milone stated the title of the Code Section “Civil Service Board” is inaccurate and offered the suggestion to rename the title to “Civil Service System”. It was the consensus of the members a title change was not necessary.

Madam Chair Panico acknowledged Commissioner Weekley’s arrival at the meeting.

### **Section 7.03 – Referendum required for conveyance of City owned real property; exceptions.**

Assistant City Attorney Erskine gave a briefing of the process of referendums requiring conveyance of City owned real property citing the recent examples of the Assisted Care Facility, BCCLT and the Pier House.

## **DISCUSSION ITEMS: (Mr. Johnston)**

### **a. Comprehensive Plan Amendment**

Member Perry Johnston discussed his rationale for asking the members to consider having a Supermajority vote from the Planning Board and City Commission when those bodies are given the

Comprehensive Plan to adopt. After a discussion, Mr. Milone asked to have the item brought back as an action item to approve in concept having a Supermajority vote at their August 25 meeting.

**b. Charter Review Committee Appointment**

Member Perry Johnston discussed his thought process on having language included in the Charter that states “The Commission may appoint a Charter Review Committee from time to time but shall appoint such a Committee at least once during a ten year period”. The members discussed the issue and it was agreed on to have an action item to approve the language as stated at the August 25 meeting.

**c. Election Procedure**

Member Perry Johnston proposed removing the majority factor from deciding the elections outcome and replace with having a plurality factor thus eliminating run-off elections and saving the City money. It was the consensus of the members not to change the majority factor.

Commissioner Weekley directed the City Clerk to obtain the cost of the elections if moved to coincide the same years as the Presidential and Gubernatorial elections.

**CITIZEN COMMENTS:**

None

**COMMITTEE COMMENTS:**

Madam Chair Panico advised she will not be in attendance at the September 8<sup>th</sup> meeting and Mr. Knight also advised he will be absent from the same meeting.

**ADJOURNMENT:**

It was moved by Mr. Milone and seconded by Mr. Lilley to adjourn the meeting.

There being no further business the meeting was adjourned at 2:20 p.m.

  
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Angela Budde,  
Deputy Clerk City Clerk