

**CHARTER ADVISORY BOARD MEETING
HELD ON JANUARY 19, 2011
AT 5:30 P.M. IN THE CITY COMMISSION CHAMBERS
121 S.W. FLAGLER AVE.
STUART, FLORIDA 34994**

**Chair Joe Capra
Vice Chair Carol Waxler
Board Member Nick Blount
Board Member David Collier
Board Member Amber Ducote
Board Member Kevin Henderson
Board Member Craig Mancuso
Board Member Sandra Newman
Board Member Nicala Penna
Board Member Carol Waxler**

**Also in attendance were:
City Manager Dan Hudson
City Attorney Paul J. Nicoletti
City Clerk Cheryl White
Legal Assistant Alice Lyons**

1. Oath of Office, Charter Advisory Board Members.

The Oath of Office was administered by City Attorney Nicoletti.

2. Introduction of Members Appointment by the City Commission.

The members all introduced themselves to each other.

3. Selection of Vice Chairperson

MOTION: BOARD MEMBER HENDERSON: NOMINATION OF CAROL WAXLER AS VICE CHAIR.

SECOND: BOARD MEMBER BLOUNT

MOTION APPROVED UNANIMOUSLY

4. Legal Concepts you need to know-Sunshine Law.

City Attorney Paul Nicoletti gave a PowerPoint presentation to the Board regarding Sunshine Law and their responsibilities as Board Members. He also explained the City of Stuart General operations.

The Board unanimously agreed that public input is important to the process of the Charter review.

Chairman Capra asked that in the future a section be added to the agenda for public comment.

5. Review of Proposed Charter Advisory Board By-Laws 2011

The Board agreed to discuss the By-Laws at the next regular CAB meeting.

6. Review of Information in Charter Advisory Board Packet.

Board Member Collier recommended the following:
Assure the City is following the Charter regarding the Fiscal Policy.

City Attorney Nicoletti stated that would be part of the review of the Charter, and the cycles regarding budget.

Mr. Collier also noted that the Annual Financial Audit in the Charter reads like the 1930's. He highly recommended revisiting that section due to the number of requirements in place based on National Standards that must be followed. He also stated he remembers an issue from the past regarding the leasing of an alleyway, and recommended revisiting Sec 9.02 of the Charter.
He also requested from the City Clerk minutes from the last Charter Advisory Board.

Chairman Capra requested the City Attorney advised the Board of any concerns from staff members, regarding the current Charter, and any conflicts that may arise.

City Attorney Nicoletti stated some items no longer must be presented to the voters for change to the Charter, and may be done by the City Commission. He said he will have a list of items that may or may not need voter approval.

There was light discussion by the Board regarding modification to Effective Date of the Charter that currently reads 1992.

Board Member Capra asked if the Board had any questions.

There were none.

SCHEDULE NEXT MEETING: The Board agreed to meet Tuesday, February 15th 2011, at 5:30 p.m.

ADJOURNMENT: 6:15 P.M.