



**CITY OF COOPER CITY
CHARTER REVIEW BOARD MINUTES
NOVEMBER 12, 2019
6:30 PM**

1. Call to Order/Welcoming Remarks
The Charter Review Board Meeting was called to order at 6: p.m. and Interim City Manager Pat Lynn welcomed the members and thanked them for volunteering their services.

2. Roll Call
Those in attendance:
Ryan Shrouder
David Nall
Joshua Giancarlo
Lori Green
William Athas
Thomas Jones
Jim Federici
Bob Sands
John Sims
Jimmy Goulet

3. Public Comments
There were no public comments.

4. Organizational Meeting
All Board members introduced themselves and provided some background on themselves.
A. Chair Selection
Motion: To select Bob Sands as Chair

Moved by Board Member Goulet, seconded by Board Member Giancarlo, all aye on roll call vote. Motion Passed.

B. Vice Chair Selection

Motion: To select Ryan Shrouder as Vice Chair

Moved by Board Member Goulet, seconded by Josh Giancarlo, all aye on roll call vote. Motion Passed.

C. Secretary Selection

Motion: Moved by Board Member Goulet, seconded by Board Member Giancarlo, all aye on roll call vote. Motion Passed.

5. Sunshine Law/Public Records Presentation by City Attorney

City Attorney Jacob Horowitz provided overview of The Sunshine Law and The Public Records Law and provided all members with a detailed packet.

6. City Manager Overview

Discussion tool place to provide all members with Scope of Work. Ms. Sims stated she will email the Resolution in advance and provide a hard copy at next meeting.

Ms. Sims explained the timeline.

All Charter Amendments must be submitted to the Supervisor of Elections Office no later than June 8, 2020. All readings by the City Commission should be completed by the middle of May 2020 therefore all items should be submitted by the Charter Review Board to the City Clerk no later than April 17, 2020.

Board Member Sims brought forward that the City staff would like to provide input in matters for discussion by the Charter Review Board. Members agree they would like staff input.

Board Member Athas suggested all members review the Charter prior to next meeting. Mr. Shrouder suggested all members submit topics for discussion to be placed on the agenda to Ms. Sims, no later than December 4, 2019.

Board Member Sims suggested staff provide a history of Charter Review Boards with regard to items as to what was

discussed in the past and provide reasons the items either did not move forward or if they did and perhaps failed on the ballot.

Discussion took place regarding meeting dates. The Board established meeting on the 1st and 3rd Tuesday beginning in January 2020 with the next meeting December 10, 2020.

The meeting dates following the December meeting would be as follows:

January 7, 2020
January 21, 2020
February 4, 2020
February 18, 2020
March 3, 2020
March 17, 2020
April 7, 2020

7. Adjournment

The meeting adjourned on 7:26 p.m.