



City of Tarpon Springs, Florida

324 E. Pine Street
Second Floor Media Room
Tarpon Springs, Florida 34689
<https://tarponspringsfl.portal.civicclerk.com>

Charter Revision Commission
MONDAY, JUNE 24, 2024
2:00 p.m.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS (Limited to 4 minutes)

1. APPROVAL OF MINUTES

- a. June 10, 2024

2. CHARTER CHANGE RECOMMENDATIONS BY:

- a. Commissioner John Koulianos
- b. Jane Kniffen, Human Resources Director

3. REVIEW AND DISCUSSION OF CHARTER SECTIONS (Continued - as time permits)

4. UPCOMING AGENDA ITEMS - NEXT MEETING July 1, 2024

BOARD AND STAFF COMMENTS

ADJOURNMENT

MINUTES
CHARTER REVISION COMMISSION
CITY OF TARPON SPRINGS
June 10, 2024

THE CHARTER REVISION COMMISSION MET IN THE SECOND FLOOR MEDIA ROOM, 324 EAST PINE STREET, TARPON SPRINGS, FLORIDA, ON MONDAY, JUNE 10, 2024, AT 2:00 P.M., WITH THE FOLLOWING PRESENT:

	DR. CARRIE ROOT	CHAIR
	JIM KOLIANOS	VICE-CHAIR
	DR. TINA BUCUVALAS	MEMBER
	JOAN JENNINGS	MEMBER
	MIKE KOUSKOUTIS	MEMBER
	JOHN TARAPANI	MEMBER
ABSENT/EXCUSED:	MERLIN SEAMON	MEMBER
ALSO PRESENT:	ANDREW SALZMAN	CITY ATTORNEY
	IRENE S. JACOBS	CITY CLERK & COLLECTOR
	K.MICHELE MANOUSOS	DEPUTY CITY CLERK

CALL TO ORDER

Chair Root called the meeting to order at 2:00 p.m.

ROLL CALL

Deputy City Clerk Manousos called roll.

Public Comments:

Chair Root asked for public comments and there were none.

1. APPROVAL OF MINUTES (MAY 20, 2024)

MOTION: MR. KOUSKOUTIS
SECOND: MS. JENNINGS

To approve the May 20, 2024 minutes
as presented.

Vote on Motion: Upon roll call, the motion carried unanimously.

Dr. Bucuvalas	Yes
Mrs. Jennings	Yes
Mr. Kouskoutis	Yes
Mr. Seamon	Absent
Mr. Tarapani	Yes
Vice Chair Kolianos	Yes
Chair Root	Yes

2. CHARTER CHANGE RECOMMENDATIONS BY:

- A) RENEVA VINCENT, PLANNING AND ZONING DIRECTOR
- B) JANINA LEWIS, PROCUREMENT SERVICES DIRECTOR
- C) TOM FUNCHEON, PUBLIC WORKS DIRECTOR

A) RENEVA VINCENT, PLANNING AND ZONING DIRECTOR

Ms. Vincent presented her thoughts on Section 8 items h, i, and j (Exhibit 1). Additionally, she recommended to remove the words “, for special exceptions,” in Section 12 because this was no longer done with the Board of Adjustments Board.

The Charter Revision Commission then asked Ms. Vincent her thoughts on adequate purchasing amounts, building height restrictions, and her thoughts on Planning & Zoning decisions. She felt permitted uses by right would be okay, but that all other things should require Board of Commissioners approval. As for building height restrictions, would prefer not to have this in the Charter and that the city had good controls in place currently; however, informed the Charter Review Commission that Mt. Dora, Sanibel, and Key West mention building heights in their charter; however, Mt. Dora was the only place that listed the actual height.

(Continued)

2. CHARTER CHANGE RECOMMENDATIONS BY: (Continued)
A) RENE VINCENT, PLANNING AND ZONING DIRECTOR
B) JANINA LEWIS, PROCUREMENT SERVICES DIRECTOR
C) TOM FUNCHEON, PUBLIC WORKS DIRECTOR

B) JANINA LEWIS, PROCUREMENT SERVICES DIRECTOR

Janina Lewis, Procurement Services Director, reviewed the bid process and presented her recommended changes on Section 23. General (Exhibit 2). Ms. Lewis suggested that the current threshold be increased from \$25,000 to a minimum of \$50,000 but would like to see it at \$75,000 and explained that the reasoning was due to inflation and the current value of the dollar. In addition, she would like to see additional authority added for change orders up to the new dollar threshold to alleviate the unnecessary lag on projects and wait time for services and goods.

C) TOM FUNCHEON, PUBLIC WORKS DIRECTOR

Mr. Funcheon spoke on sidewalk funds and presented the sidewalk priority list (Exhibit 3). He suggested that he would like to see the money allocated by the last Charter Revision Commission increased due to the rising construction cost to be used for a citywide plan.

Mr. Tarapani asked what happened to the original language of this section, and Mr. Harring, Finance Director explained the change of this language. Mr. Harring explained that the only money going into this fund since the change, was only interest. Chair Root who served on the last Charter explained the intent of that change. A lengthy discussion then took place regarding increasing funds to accomplish completion.

Mr. Kouskoutis asked if a sidewalk impact fee could be contemplated that would allow the city to recoup the cost of a sidewalk on a vacant lot because the city felt it was necessary. He did not feel this was a charter thing but something that would need to be done internally. Mr. Kouskoutis asked what the maximum dollar amount was that was allocated in the budget for sidewalks and Mr. Harring replied that it was \$ 100,000 with the matching \$ 100,000 from the sidewalk improvement fund.

Mr. Funcheon also discussed how the city was currently addressing Brazilian Peppers and other invasives. Mr. Funcheon said this was done on an issue basis and that the city tries to get grants for this which was contracted out. He said that they were looking for existing grants and that a contracted company vs. hiring in house employees was the better way to handle this.

Dr. Bucuvalas asked Mr. Funcheon his thoughts on purchasing amounts in which he responded.

RON HARRING, FINANCE DIRECTOR

Mr. Harring informed the Charter Revision Commission that in viewing the charter, he noticed that Section 23. General – stated that it listed that “Monthly financial statements shall be made available in the office of the City Clerk and Collector and quarterly financial statements shall be made available in the public library”. He suggested that sentence be revised because currently, this was done electronically and posted on the City’s website.

2. CHARTER CHANGE RECOMMENDATIONS BY: (Continued)
 A) RENEA VINCENT, PLANNING AND ZONING DIRECTOR
 B) JANINA LEWIS, PROCUREMENT SERVICES DIRECTOR
 C) TOM FUNCHEON, PUBLIC WORKS DIRECTOR
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SCOTT YOUNG, FIRE CHIEF

Chief Young presented the EOC and Support Staff list (Exhibit 4) and was present to answer questions. He explained that the list he provided was just for the operational command center and that it did not include various city crews that also are on duty. Chief Young was asked his thoughts on residency, and he suggested a radius and gave examples how the Police and Fire Departments were set up for any type of event. He said events could be handled even if the Chiefs were not present. Chief Young was also asked if Police and Fire had the same purchasing limits to which he said they were the same as the city.

The Charter Revision Commission took a recess at 4:11p.m. and reconvened at 4:19 p.m.

3. REVIEW AND DISCUSSION OF CHARTER SECTIONS

Section 24: Emergency Purchases

The Charter Revision Commission thought after explained, there was flexibility and that this section was adequate the way written.

MOTION: MR. KOLIANOS
 SECOND: MRS. JENNINGS

To accept this section as written.

Vote on Motion: Upon roll call, the motion carried unanimously.

Dr. Bucuvalas	Yes
Mrs. Jennings	Yes
Mr. Kouskoutis	Yes
Mr. Seamon	Absent
Mr. Tarapani	Yes
Vice Chair Kolianos	Yes

(Continued)

3. REVIEW AND DISCUSSION OF CHARTER SECTIONS (Continued)

Section 30: Initiative and Referendum

City Clerk Jacobs advised that the only thing she suggested for this section, was that a specific time frame for an election be changed from 120 days, and or as soon thereafter as the supervisor of elections shall permit in the second paragraph and to read “until the next regular city or county election”. Also, to change the last paragraph by deleting 90 days from the date of filing thereof, or as soon thereafter, or as soon thereafter as the supervisor of elections”. City Clerk Jacobs said that in the past cities could have an election in as little as 90 days; however, now it was only when the county could support an election.

There was discussion on what the percentage of petitions should be for initiatives and referendums and it was decided to change from 15% to 10%.

MOTION: MR. KOUSKOUTIS
SECOND: MRS. JENNINGS

To change 15% to 10%, to change 120 days with 90 days until the next regular city or county election, and remove or as soon thereafter as the supervisor of elections shall permit in paragraph 2 and the last paragraph.

Vote on Motion: Upon roll call, the motion carried unanimously.

Dr. Bucuvalas	Yes
Mrs. Jennings	Yes
Mr. Kouskoutis	Yes
Mr. Seamon	Absent
Mr. Tarapani	Yes
Vice Chair Kolianos	Yes

4. UPCOMING AGENDA ITEMS – NEXT MEETING JUNE 17, 2024

Chair Root announced that the next meeting would be held on Monday, June 17, 2024 and announced that Ryan Quattlebaum, President/CEO of AdventHealth was invited to come. Mr. Kouskoutis advised that he would be away and not at this meeting but made a comment on the hospital section. Mr. Kouskoutis said that the hospital had many leases for medical office buildings throughout Pasco and Pinellas, and did not know what it meant by “shall require in all leases” and “shall be required to be referenced in any lease or agreement between AdventHealth and any third party” meant.

BOARD AND STAFF COMMENTS:

Mr. Kouskoutis thanked Chair Root for putting together a summary recapping items discussed and felt it was very helpful. He also said that he was traveling and would not be at the next two meetings.

Mrs. Jennings and Chair Root thanked the city staff for their support.

City Clerk Jacobs invited all to the Board of Commissioner’s first budget hearing for the public tomorrow night.

ADJOURNMENT:

Chair Root adjourned the meeting at 4:51 p.m.

ATTEST:

DR. ROOT, CHAIR

IRENE S. JACOBS, CMC
CITY CLERK & COLLECTOR

CITY CLERK’S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk’s Office for the required retention period.