

# **Orange County Government**

*Orange County Administration Center  
201 S Rosalind Ave.  
Orlando, FL 32802-1393*



## **Draft Meeting Minutes**

**Thursday, April 11, 2019**

**4:00 PM**

**County Commission Chambers**

## **2020 Charter Review Commission**

*CRC Members:*

*Camille Evans, Chair*

*Carmen Torres, Vice Chair*

*James R. Auffant–Jack Douglas–Russell Drake–John E. Fauth–Matthew Klein–  
Jeffrey A. Miller–Nikki Mims–Samuel Vilchez Santiago–Soraya Smith–  
Lee Steinhauer–Eugene Stoccardo–Anthony (Tony) Suarez–Dotti Wynn*

**Call to Order**

The meeting was called to order at 4:00 p.m.

**Present:** 15 - Member Camille Evans, Member Lee Steinhauer, Member John E. Fauth, Member Jack Douglas, Member Eugene Stoccardo, Member Matthew Klein, Member Russell Drake, Member Samuel Vilchez Santiago, Member Jeffrey A. Miller, Member Carmen Torres, Member Dotti Wynn, Member Soraya Smith, Member James R. Auffant, Member Anthony (Tony) Suarez, and Member Nikki Mims

Others present:

Assistant County Attorney Kate Latorre  
Deputy Clerk Katie Smith  
Senior Minutes Coordinator Craig Stopyra  
Senior Minutes Coordinator Noelia Perez

**Pledge of Allegiance****I. Public Comment - Elected Official**

Town of Eatonville Mayor Eddie Cole addressed the CRC requesting a study on the growth within Orange County to examine potential areas of focus and need for change.

**II. Chair Comments**

Chair Evans addressed the CRC regarding the following items:

- CRC Members desiring to speak during the meeting are asked to select the "queue" button on the panel box that sits in front of them. Chair Evans has requested that CRC Members familiarize themselves with the queue button/panel box. The panel box will not be used to record votes.

- Chair Evans has included a new Agenda section entitled "New Business". CRC members are encouraged to submit ideas, comments, and changes to CRC staff for inclusion in future Agendas.

- Chair Evans and Vice Chair Torres will be conducting Sunshine Meetings to discuss CRC issues and developments for the upcoming CRC meetings. Chair Evans mentioned CRC members are subject to the Florida Sunshine Law and cannot discuss the charter review outside of publicly noticed meetings. These Sunshine Meetings between Chair Evans and Vice Chair Torres will be held throughout the duration of the CRC and will be properly noticed, recorded and made available to CRC members and the public. All meetings shall be open to the public and Chair Evans encouraged CRC members to attend.

**III. Consent Item**

[CRC-20-017](#) Approval and execution of the minutes of the February 25, 2019 and March

14, 2019 meetings of the Charter Review Commission (CRC).

Deputy Clerk Katie Smith addressed the CRC regarding approval of the minutes of February 25, 2019. Ms. Smith indicated that, per the CRC's request, the minutes be amended to indicate a CRC member voting "present" when a motion was made for approval of the minutes. Ms. Smith reminded CRC members when voting on a motion, any member stating "present" is abstaining. Per Florida Statute, members present at the CRC meetings must vote either yes or no, unless there is a conflict of interest.

A motion was made by Member Wynn, seconded by Member Santiago to approve the minutes of February 25, 2019 meeting of the Charter Review Commission with the original language. The motion carried by the following vote:

**Aye: 13** - Member Evans, Member Torres, Member Wynn, Member Stoccardo, Member Douglas, Member Auffant, Member Miller, Member Fauth, Member Steinhauer, Member Klein, Member Santiago, Member Smith, and Member Mims

**Absent: 2** - Member Drake, Member Suarez

A motion was made by Member Torres, seconded by Member Douglas, to approve the minutes of March 14, 2019. The motion carried by the following vote:

**Aye:** 13 - Member Evans, Member Steinhauer, Member Fauth, Member Douglas, Member Stoccardo, Member Klein, Member Santiago, Member Miller, Member Torres, Member Wynn, Member Smith, Member Auffant, and Member Mims

**Absent:** 2 - Member Drake, and Member Suarez

#### **IV. Informational Items**

**These items are for informational purposes only. No action is requested of the CRC at this time.**

[CRC-20-018](#) Sunshine Meeting Report - March 22, 2019 Meeting with Chair Evans and Vice Chair Torres

Chair Evans opened discussion with regards to the Report of the March 22, 2019 Sunshine Meeting between Chair Evans and Vice Chair Torres. Ms. Smith contributed to discussion and informed the CRC that staff is providing public notice of the Sunshine Meetings via the following:

- County's Bulletin Board
- Comptroller's Website
- District Commissioners' Offices
- Orange TV

Ms. Smith reiterated the Sunshine Meeting Notices are being published on the County's Community Board located on the First Floor as well as on the Comptroller's website, on the Charter Review Commission's page.

[CRC-20-019](#) Memorandum - April 2, 2019 CRC Community Outreach

Chair Evans opened discussion in reference to the April 2, 2019 Memorandum regarding CRC Community Outreach. Ms. Smith detailed the community outreach efforts conducted by members of the CRC and staff. The Memorandum outlined the methods being utilized for community outreach as follows:

- Comptroller and County Websites
- District Commissioner Newsletters
- Press Releases through Orange TV
- CRC Followers List
- Invitation to Mayor, BCC Commissioners, Constitutional Officers, Municipal Officers
- CRC Voter Outreach
- Local organizations and agencies

Discussion ensued. Ms. Smith contributed to discussion and informed CRC members of the extensive process of attaining district public hearing meeting spaces.

[CRC-20-020](#) Press Release - May 1, 2019 District 5 Public Hearing

Chair Evans opened discussion with regards to the Press Release for the District 5 Public Hearing, to be held at the Winter Park Community Center located at 721 West New England Avenue on May 1, 2019, at 6 p.m. Discussion ensued regarding press release distribution. Community outreach efforts would be applied to every meeting being conducted by two or more CRC members as outlined in the Community Outreach Memorandum.

**V. Discussion Items**[CRC-20-021](#) Future Meeting Schedule and Notice of Public Hearing Publications

Chair Evans opened discussion regarding the CRC future meeting schedule and notice of public hearings. Ms. Smith contributed to the discussion and provided the following upcoming meeting schedule as follows:

- District 5 Public Hearing, at the Winter Park Community Center on May 1, 2019, at 6 p.m.
- CRC Regular Business Meeting at the County Commission Chambers on June 5, 2019, at 5:30 p.m.
- District 6 Public Hearing at Holden Heights Community Center on July 10, 2019, at 6 p.m.

Ms. Smith mentioned Chair Evans' suggestion regarding advertising public hearing notices in the Orlando Sentinel for each of the District Public Hearings. Staff would run the notice once, ten days prior to the public hearing, and the public hearing notices would appear in the Sunday public record section of the Orlando Sentinel.

[CRC-20-022](#) Selection of Shepard, Smith, Kohlmyer & Hand, P.A. to provide legal services to the Charter Review Commission

Chair Evans presented a brief overview regarding the review, selection and scoring process of General Counsel for the CRC. Chair Evans, Member Klein and Member Wynn, along with two staff members of the County's Procurement Division were, on the Procurement Committee for selection of General Counsel. Two proposals were submitted and received by the Procurement Committee. On March 27, 2019, a publically noticed procurement meeting was conducted to review the scoring of each Procurement Committee member for the two proposals received. Based upon the review of the Procurement Committee, Shepard, Smith, Kohlmyer & Hand, P.A. was recommended to provide legal services to the CRC. Discussion ensued.

The following person addressed the CRC: Clifford B. Shepard.

A motion was made by Member Wynn, seconded by Member Klein, to select Shepard, Smith, Kohlmyer & Hand, P.A. as General Counsel to the Charter Review Commission. The motion carried by the following vote:

**Aye:** 14 - Member Evans, Member Steinhauer, Member Fauth, Member Douglas, Member Stoccardo, Member Klein, Member Santiago, Member Miller, Member Torres, Member Wynn, Member Smith, Member Auffant, Member Suarez, and Member Mims

**Absent:** 1 - Member Drake

#### [CRC-20-023](#) Future Presentation Regarding Status of Constitutional Officers

Chair Evans opened discussion with regards to the status of Constitutional Officers. Ms. Smith contributed to discussion. Chair Evans requested General Counsel prepare a presentation regarding the Status of Constitutional Officers.

#### **I. Public Comment (Continued)**

The following person addressed the CRC for public comment: Marjorie Holt.

#### **VI. New Business**

Chair Evans informed the CRC that the next Sunshine Meeting between herself and Vice Chair Torres would be taking place shortly. The Sunshine Meeting would be properly noticed and would include the date and time. Chair Evans encouraged members of the CRC and the public to attend.

Chair Evans thanked the CRC members who submitted their ideas for consideration for the May 1, 2019 CRC Meeting. Chair Evans encouraged the CRC members to continue submitting their ideas for consideration to CRC staff.

Member Auffant, Member Steinhauer, and Member Stoccardo voiced their desire to serve on the subcommittee regarding the environment and development of Orange County. Chair Evans thanked those members wishing to serve and indicated the formation of subcommittees within the CRC would be considered at a later date.

#### **VII. Adjournment**

There being no further business, the CRC adjourned at 4:51 p.m.

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Camille Evans, Chair  
2020 Charter Review Commission