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**FINAL AGENDA AND COMMITTEE MINUTES
TOWN OF JUPITER
CHARTER REVIEW COMMITTEE
COMMUNITY CENTER
TUESDAY, JANUARY 27, 2009**

The meeting was called to order at 4:18 P.M. by Mr. Lukasik.

Present: William Capko, Robert Culpepper; Michael J. Kennedy; Tom McCarthy; Anne Lyons, Assistant Town Manager; Andrew D. Lukasik; Town Manager; Thomas J. Baird; Town Attorney and Sally M. Boylan, Town Clerk. Denise M. Neiman, arrived at 4:25 P.M.

1. Selection of Chair and Vice Chair.

Mr. Lukasik welcomed the Committee members to the first meeting of the 2009 Charter Review Committee and thanked them for their commitment to serve. Members discussed their service from five years ago and the successful outcome.

Mr. Culpepper moved to appoint Mr. McCarthy to serve as Chair; seconded by Mr. Kennedy. Motion passed unanimously.

Mr. Culpepper moved to appoint Mr. Capko to serve as Vice-Chair; seconded by Mr. Kennedy. Motion passed unanimously.

2. Review of Report on the 2003 Charter Review Process findings and Town Council action.

Mr. Lukasik mentioned the Town Council appreciated the Committee's efforts and how there had not been any Charter issues in the past five years. He asked members if they had any specific items to discuss.

3. Article XI Section 3 – Charter Review.

Committee members agreed with Mr. Baird's comment that reviewing the Charter every five years, may be too frequent. Mr. Kennedy moved to insert "10 years" in place of "5 years"; seconded by Mr. Culpepper. Motion passed unanimously.

4. Mr. Lukasik informed the Committee he and Police Chief Frank Kitzerow had discussed a Charter Amendment from the Village of North Palm Beach, which required a super majority and a referendum to replace any department. Members opposed recommending this amendment due to the following concerns: weak economy may necessitate organizational changes; elected officials hands would be tied; elected officials could always choose to send to referendum and the effect on union relationships. Members opposed recommending this amendment.

5. Article II (two) Section 5 – Schedule for elections.

Mr. Lukasik indicated the current cost of a Run-off Election was approximately \$35,000. He questioned whether members supported the majority requirement or would prefer something between a plurality and a majority. Mr. Baird commented, in his sampling of 14 South Florida municipalities only two had eliminated Run-offs and none had a hybrid type requirement.

Ms. Neiman moved to keep Section 5 as is; seconded by Mr. Capko; motion passed unanimously.

6. Article V Section 5 – Town Manager.

Mr. Kennedy commented section 5(d)(2) may not be needed due to the current position of Assistant Town Manager. Members also discussed Sections 5(c), 5(d)(1) and 5(d)(3).

Consensus of the Committee Members agreed to ask Staff to recommend language revisions.

7. Article V Section 6 – Town Attorney

Mr. Baird suggested the Town Attorney appoint any Assistant Town Attorneys, rather than the Town Council.

Consensus of the Committee Members agreed and recommended "and such Assistant Town Attorneys" be deleted.

8. Article V Section 9 – Administrative Departments and general provisions.

Committee members agreed with the following language "The Council, on recommendation of the Manager, may combine, delete, modify or establish the departments, divisions, offices or agencies. Consensus of the Committee agreed "by ordinance" was unnecessary and should be deleted.

Mr. Lukasik explained if there were no other topics for consideration, a draft recommending the changes would be provided for the next meeting.

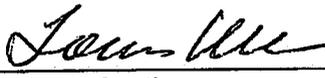
9. Date for next meeting.

Members discussed their preferences for the next meeting. Consensus of the Committee Members agreed to schedule the next meeting for Thursday, February 19, 2009 at 3:00 P.M.

Adjournment – 5:10 P.M.



Sally M. Boylan
Town Clerk



Tom McCarthy
Chair