

CHARTER REVIEW COMMITTEE  
CITY OF WILDWOOD, FLORIDA

November 18, 2024 6:00 PM  
CITY HALL CONFERENCE ROOM 124

(meeting taped)

**1. Call to Order**

Chairperson Fountaine called the meeting to order at 6 PM.

**2. Proper Noticing**

City staff confirmed there was proper noticing for the meeting.

**3. Roll Call**

Attendee Name	Title	Status
David Fountaine	Chairperson	Present
Derrel Strickland	Vice Chairperson	Present
Andre Nacaxe	Voting Member	Present
Robin Caruthers	Voting Member	Present
Keith Pearlman	Voting Member	Present
Joe Elliott	Ex-officio Member	Present
Ryan Harrison, Jr.	Non-Voting Member	Absent
Trinidy Harris	Non-Voting Member	Absent
Cassandra Smith	Assistant City Manager/CFO	Present
Madison Guinn	Executive Assistant	Present
Joshua Bills	City Attorney	Present

**4. Determination of a Quorum**

Cassandra Smith stated that a quorum was present.

**5. Comments from the General Public**

There were no members from the public present for the meeting.

**6. Presentations**

**A. Florida League of Cities Presentation by Lynn Tipton**

Commissioner Elliott introduced Lynn Tipton by reading from her biography and discussing his experiences working with her. Lynn Tipton then gave a presentation explaining the importance of a City Charter and the review process. Her presentation also covered the history of charters and

best practices when conducting a charter review. She mentioned that the Model City Charter, created by the National Civic League, is a great resource for the Committee and provides a solid framework for the structure of City Charters. Copies of the publication have been sent to all of the Committee members.

## 7. Action Items

### A. Minutes for Approval: October 14, 2024 Charter Review Committee Meeting

Chairperson Fontaine asked the Committee to review the minutes from the previous meeting held on October 14, 2024. He also asked Madison Guinn if she would send him the minutes ahead of time going forward, and she stated that she would. Madison Guinn then advised the Committee members that a Wildwood email address had been set up for each of them and that she had sent everyone their login credentials. Vote 5-0.

<b>RESULT:</b>	<b>Passed</b>
<b>MOVER:</b>	Strickland
<b>SECONDER:</b>	Nacaxe
<b>AYES:</b>	Pearlman, Nacaxe, Strickland, Caruthers, Fontaine

## 8. Discussion Items

### A. General Discussion of City Charter Revisions

Chairperson Fontaine began the discussion on City Charter revisions. He stated that he liked Commissioner Elliott's suggestion to conduct the City Charter revisions section by section and could plan the meeting dates to lead up to the election in November 2026. He noted that the Committee would need to allow enough time for the City Commission to review and consider any revisions to the City Charter as well as to educate the public. The Committee discussed May 2026 as a good target date to have revisions completed and asked City staff when the Referendum questions would need to be submitted to the Supervisor of Elections. Cassandra Smith advised that she would confirm the deadline and provide it to the Committee.

Chairperson Fontaine suggested holding two public Town Hall meetings for the public to learn about the Charter revisions. Commissioner Elliott recalled that during the previous Charter review, seven Town Hall meetings were planned, but several were canceled due to low attendance. He recommended reducing the number to four meetings. Chairperson Fontaine agreed with this adjustment.

Chairperson Fontaine then began discussing how to section out the Charter review and suggested reviewing one or two sections of the Charter per meeting. This would allow for all necessary Charter Review Committee meetings to take place, followed by the public Town Hall meetings. Derrel Strickland questioned whether the Committee should discuss changing the way the Commissioners are elected from at-large to single-member district elections, as that had been brought to his attention by a resident. The Committee then discussed the pros and cons of both election methods.

Chairperson Fontaine inquired about the Committee's views on maintaining the current Council-Manager form of government. The consensus was unanimous in favor of retaining this structure as the optimal system for the City of Wildwood. Additionally, Chairperson Fontaine noted that the current timeframe for seat appointments in the event of a vacancy might require reassessment due to its tight scheduling.

Chairperson Fontaine then stated that he would like the Committee to determine all meeting

dates at the next meeting in January. Commissioner Elliott mentioned that he would receive more detailed directives from the Commission at the upcoming meeting.

**B. Determination of Next Meeting Date**

The date and time of the next meeting was then considered. January 6, 2025, at 6 PM was determined to be an appropriate date for the next Charter Review Committee meeting.

**9. Adjournment**

With no further business, the meeting was adjourned at 7:15 PM.

<b>RESULT:</b>	<b>Adjourned</b>
<b>MOVER:</b>	Strickland
<b>SECONDER:</b>	Pearlman
<b>AYES:</b>	Pearlman, Nacaxe, Strickland, Caruthers, Fountaine

CHARTER REVIEW COMMITTEE  
CITY OF WILDWOOD, FLORIDA

SEAL

Date: 1/6/2025

CRC Chairperson: 