

**OFFICE OF THE CITY COUNCIL**

**RESEARCH DIVISION**

117 WEST DUVAL STREET, SUITE 425

4TH FLOOR, CITY HALL

JACKSONVILLE, FLORIDA 32202

904-630-1377

**CHARTER REVISION COMMISSION**

**COMMISSIONERS BROCK AND SANTIAGO NOTICED MEETING MINUTES –**

**CRC ATTENDANCE AND WORKFLOW**

**Conference Room A, Suite 425, City Hall**

**January 16, 2020**

**1:30 p.m.**

**In attendance:** Commissioners Lindsay Brock, Betzy Santiago and Emily Lisska (arr. 1:40)

**Also**: Jeff Clements – Council Research Division; Sharonda Davis – Legislative Services Division; Paige Johnston – Office of General Counsel

**Meeting Convened**: 1:31 p.m.

Commissioner Santiago described her committee’s work and its past issue with commissioner attendance, which has hampered discussion of issues at meetings. The committee will meet tomorrow and will be discussing about the strategic plans from other cities that committee members have been researching. Tomorrow they will be hearing by telephone conference call from planning officials in Tulsa, Oklahoma. Jacksonville, as a consolidated government, is substantially different than most other jurisdictions and our strategic planning process will probably also be different for that reason. The committee will be making recommendations on structure and process, not on the content of the plan. One idea has been to have the 5 at-large city council members be the core of the strategic planning committee and choose what other entities ought to be participant on the committee. There are hundreds of organizations and individuals that could legitimately be included, but some reasonably sized, representative group will need to be selected to do the work.

Mr. Brock shared a copy of the draft recommendation on changing the timing of City elections produced by the Government Structure and Preservation of Institutional Knowledge Committee and discussed at their meeting earlier today. He suggested the use of a similar format, with proposed Charter amendment recommendations accompanied by background information and research findings that led to the recommendations. Reference can be made by footnotes or attachments to minutes of specific meetings to provide further detail on previous discussions. The committee has discussed the appropriate location for a strategic planning entity (other cities have then in the planning department, city manager’s office, or a stand-alone office) and what kind of recommendation to make about funding.

Mr. Brock reiterated that the commission’s desire is to recommend a good structure, not to craft a strategic plan. When the strategic planning committee is created, it will be up to them to determine how broad or fine-grained the strategic plan should be. Decisions will need to be made in the CRC’s recommendation about how long a period the strategic plan should cover (5 years, 10 years), how progress should be measured, how often reporting should be done, etc. There was discussion of whether the recommendation should include a requirement that budgetary items must demonstrate a relationship to achieving strategic plan goals, as is the case in at least one other city. Commissioner Lisska said that she’s heard of a granting agency that provides grants to allow cities to enhance public input into their strategic planning efforts. Commissioner Santiago said that the city she’s studying hired a consulting firm specializing in strategic plans to help them develop theirs. Consideration also needs to be given to a reporting mechanism to measure the success of the implementation of the plan, which could be done in several ways. She questioned whether a timeline for developing the strategic plan should be recommended. Mr. Brock suggested a recommendation that the strategic planning committee be given one year from the time of appointment to develop the plan, which should then be reviewed every year thereafter for progress toward achieving 1-, 3- and 5-year goals. Commissioner Lisska noted that the bicentennial of Jacksonville’s founding is coming up in 2022 and that would be a good milestone to unveil a new strategic plan.

Commissioner Brock suggested that a review of the City’s Comprehensive Plan might be useful as a source of strategic plan goals because the City needs to comply with the goals and objectives of that policy document pursuant to state law.

Public Comment

John Nooney urged a recommendation for a charter amendment requiring DIA and CRA projects with public funding to guarantee public access to waterways. A kayak launch is being installed at the School Board headquarters property which is nice, but he’s afraid the public will lose that access if and when that property is sold to private owners. Ordinance 2013-384 would have conveyed the Armory property abutting Hogan’s Creek for $1 to the Sons of Confederate Veterans with no public access requirement.

**Meeting adjourned:** 2:31 p.m.

Minutes: Jeff Clements, Council Research Division

jeffc@coj.net (904) 255-5137

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