CHARTER REVIEW ADVISORY COMMISSION

CITY OF TAMPA, FLORIDA
Old City Hall
315 E Kennedy Blvd.
Tampa, Florida 33602

AMENDED MINUTES FOR MEETING ON: May 26, 2026, AT 6:03 P.M.

The Charter Review Advisory Commission (CRC) of the City of Tampa, Florida convened in a regular meeting in the Sister Cities Room at Old City Hall, 315 E. Kennedy Boulevard, First Floor, at 6:03p.m. on the 26th day of May 2026. The Zoom meeting was live streamed and recorded, and available on YouTube and minutes were prepared by Dharsh Saravana, City Council/City Clerk Support Specialist, Office of the City Clerk.

Members present upon roll call: Stephen Benson, Garrett Greco, Bobby Creighton, Ashley Morrow, Rebecca Kert, Alan Cohn, Kathleen Shanahan, Bill Schifino, Ron Christaldi, Alison Hewitt, and Sue Carlton.

City Staff in attendance were Gavin Barrera, T&I Support Technician, Councilman Alan Clendenin, Tampa City Council Chairman, Samuel Thomas, Legislative Aide, Marley Wilkes, Director of Strategic Initiatives, Office of the Mayor, and Dharsh Saravana, City Council/City Clerk Support Specialist.

Others in attendance were CRC Facilitator Robert Hendrickson and CRC Attorney Kenneth Tinkler of Carlton Fields.

Public Comments

There were no public comments.

Approval of 5/12/26 Meeting Minutes

Chair Ashley Morrow asked for motion to approve minutes.

MOTION (Shanahan/Greco) to adopt the May 12, 2026, CRC Minutes. Motion carried unanimously.

Guest Speaker Councilman Alan Clendenin, Tampa City Council Chairman

Facilitator Robert Hendrickson introduced Councilman Alan Clendenin. Councilman Clendenin answered questions on City Council having a separate, standalone vote on the issuance of debt for projects and whether the council should be able to initiate mid-cycle budget amendments. Councilman Clendenin also discussed implications of moving the City's elections from March to November. At the conclusion, the Facilitator and CRC members thanked Councilman Clendenin for clarifying the CRC's inquiries.

Review and Discuss Potential Amendments to the Tampa City Charter (Sections 6.03, 6.08, 7.02, 9.02, 10.01)

The Facilitator led the CRC through a discussion of sections 6.03, 6.08, 7.02, 9.02, 10.01. No changes were made in sections 6.08, 7.02, and 10.01.

MOTION (Christaldi/Shanahan) to request the CRC Attorney to draft charter language that replaces the word "nominate" in all instances and derivatives thereof with "appoint" and derivatives thereof; and replace the existing word "appoint" in all instances and derivatives thereof with "confirm" and derivatives thereof in section 6.03. Motion carried with Morrow, Creighton, and Benson voting no.

Marley Wilkes from the Mayor's office disseminated a memo from the mayor advising this change, which is included in the minutes as Exhibits D & E.

The CRC by unanimous consent agreed to propose a change to section 9.02 to remove language in the charter requiring the chief building inspector to serve as the ex officio director of the zoning adjustment board, as the City Attorney confirmed this is no longer an active board.

For all sections, the Facilitator utilized a whiteboard to take notes covering recommended changes, items requiring clarification, and action items for follow-up. Attached to the minutes are Exhibits A, B, C, the whiteboard notes. Exhibits D & E are also attached, which includes the memo from the Mayor's office.

Discussion

The members discussed and expressed their views regarding whether allowing the Mayor to appoint rather than nominate staff would better attract talent and reduce employment transition hardships for prospective staff.

The CRC, by unanimous consent, authorized Alison Hewitt to share her recommendations on improving timely completion of approved projects. Her recommendations included the following: 1) Establish defined expenditure or implementation timelines, 2) Mandate annual public reporting to City Council on all funded projects, 3) Trigger automatic investigation by City Council on projects surpassing expected timelines, 4) Designate special priorities to projects in Community Redevelopment Areas and historically underserved neighborhoods, 5) Improve public communication standards on project status. The CRC Attorney reported that he found no precedent in other municipal charters for mandating timely project completion and the CRC debated whether this matter is appropriate to resolve via the charter.

The Facilitator provided a recap regarding the charter action items, and how the CRC is progressing with its review.

New Business

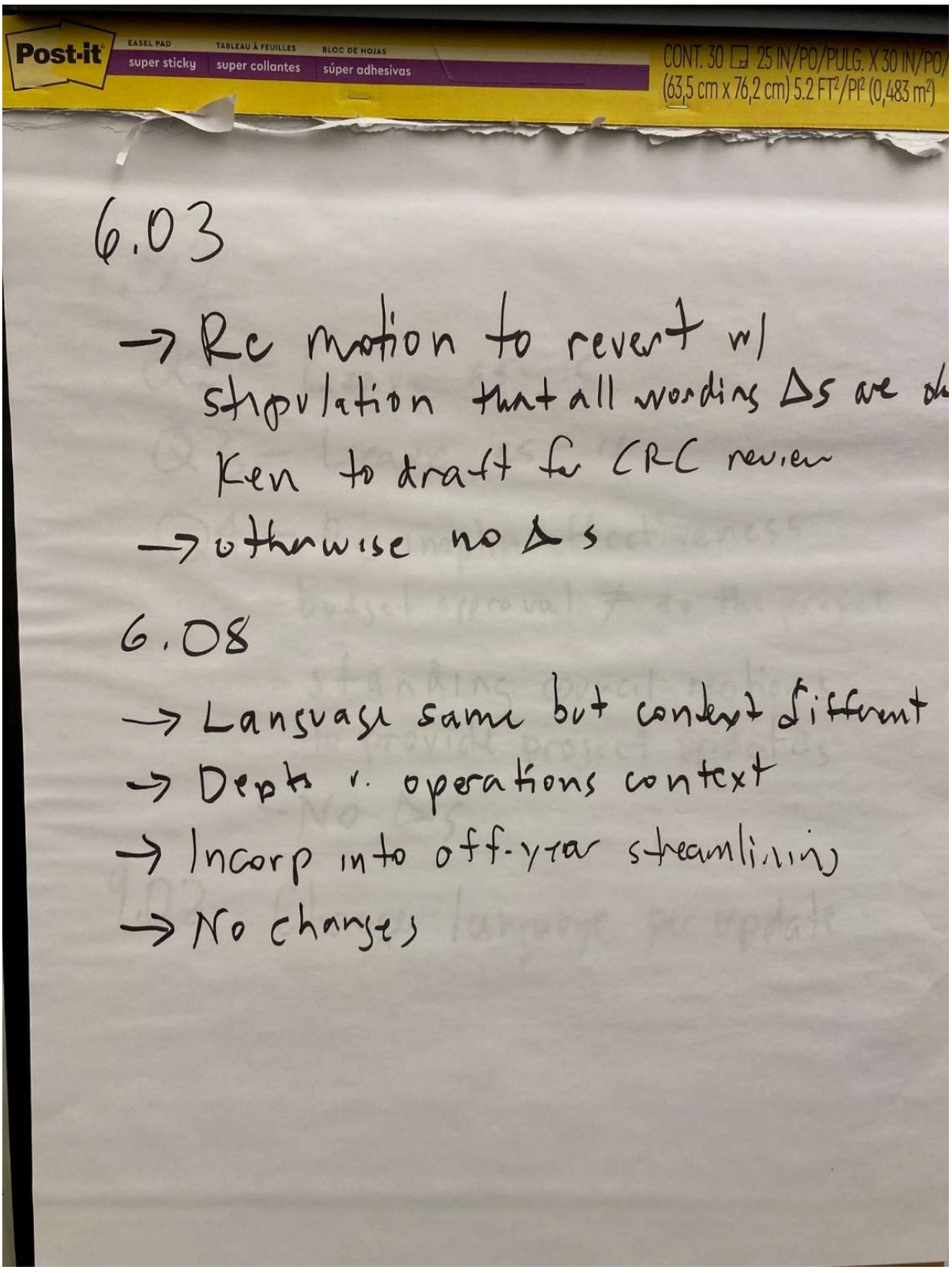
Mr. Benson proposed to investigate requiring early voting for city elections, which currently is only a feature of state and federal elections.

Adjournment

Motion to adjourn (Christaldi/Creighton): There being no further business to come before the Charter Review Advisory Commission at this time, upon no objection, CRC Chair Ashley Morrow adjourned said meeting by unanimous consent at 9:01p.m., on this the 26th day of May 2026.

Minutes Approved by CRC on 06/09/2026
Chairperson Ashley Morrow

EXHIBIT A


Post-it
EASEL PAD
super sticky
TABLEAU À FEUILLES
super collantes
BLOC DE HOJAS
súper adhesivas
CONT. 30 25 IN/PO/PULG. X 30 IN/PO/
(63,5 cm x 76,2 cm) 5.2 FT²/PI² (0,483 m²)
6.03
→ Rc motion to revert w/
stipulation that all wording Δs are
Ken to draft fr CRC review
→ otherwise no Δs
6.08
→ Language same but context different
→ Depts v. operations context
→ Incorp into off-year streamlining
→ No changes

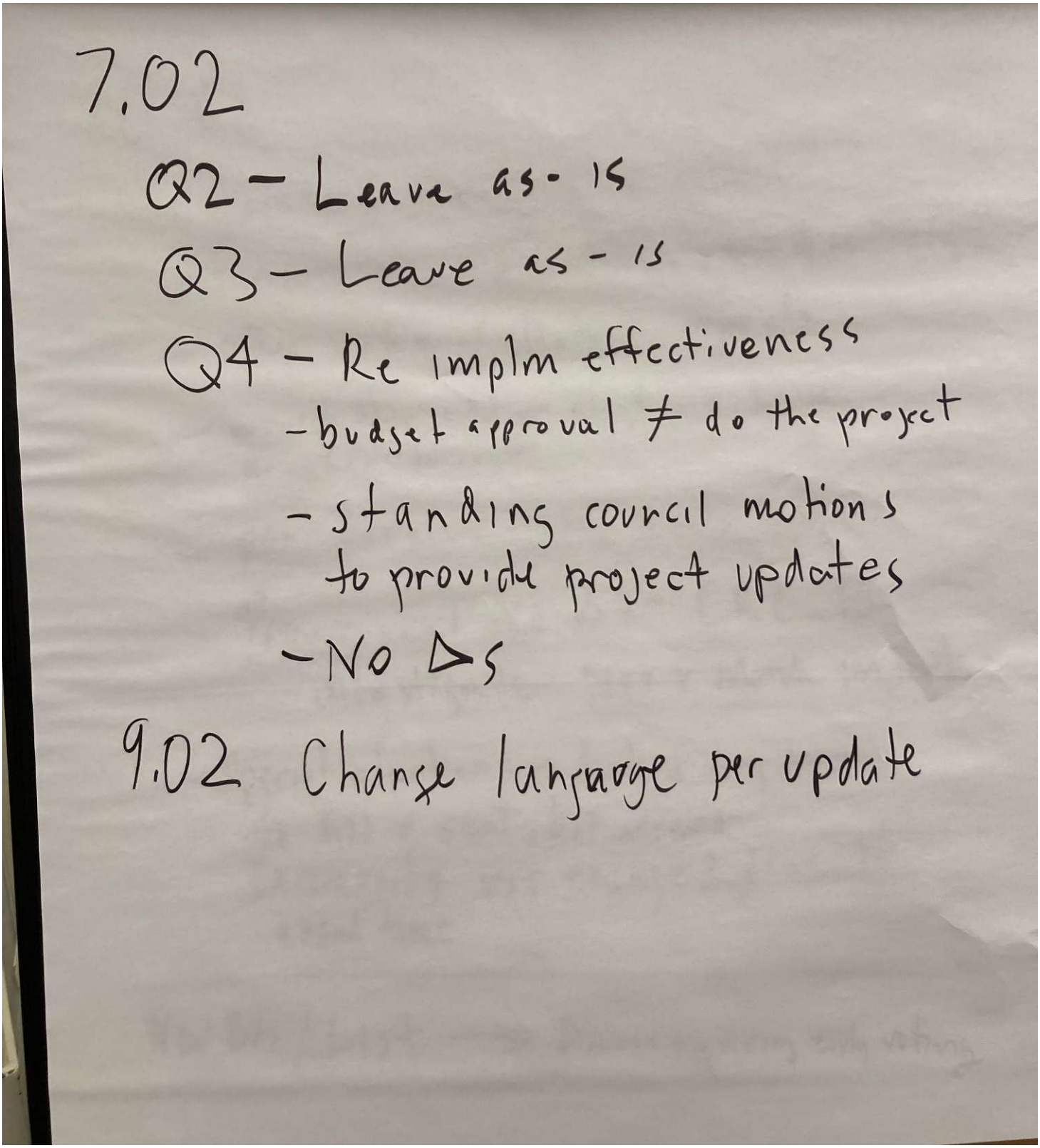

7.02
Q2 – Leave as-is
Q3 – Leave as-is
Q4 – Re implm effectiveness
- budget approval ≠ do the project
- standing council motions to provide project updates
- No Δs
9.02 Change language per update

Exhibit C

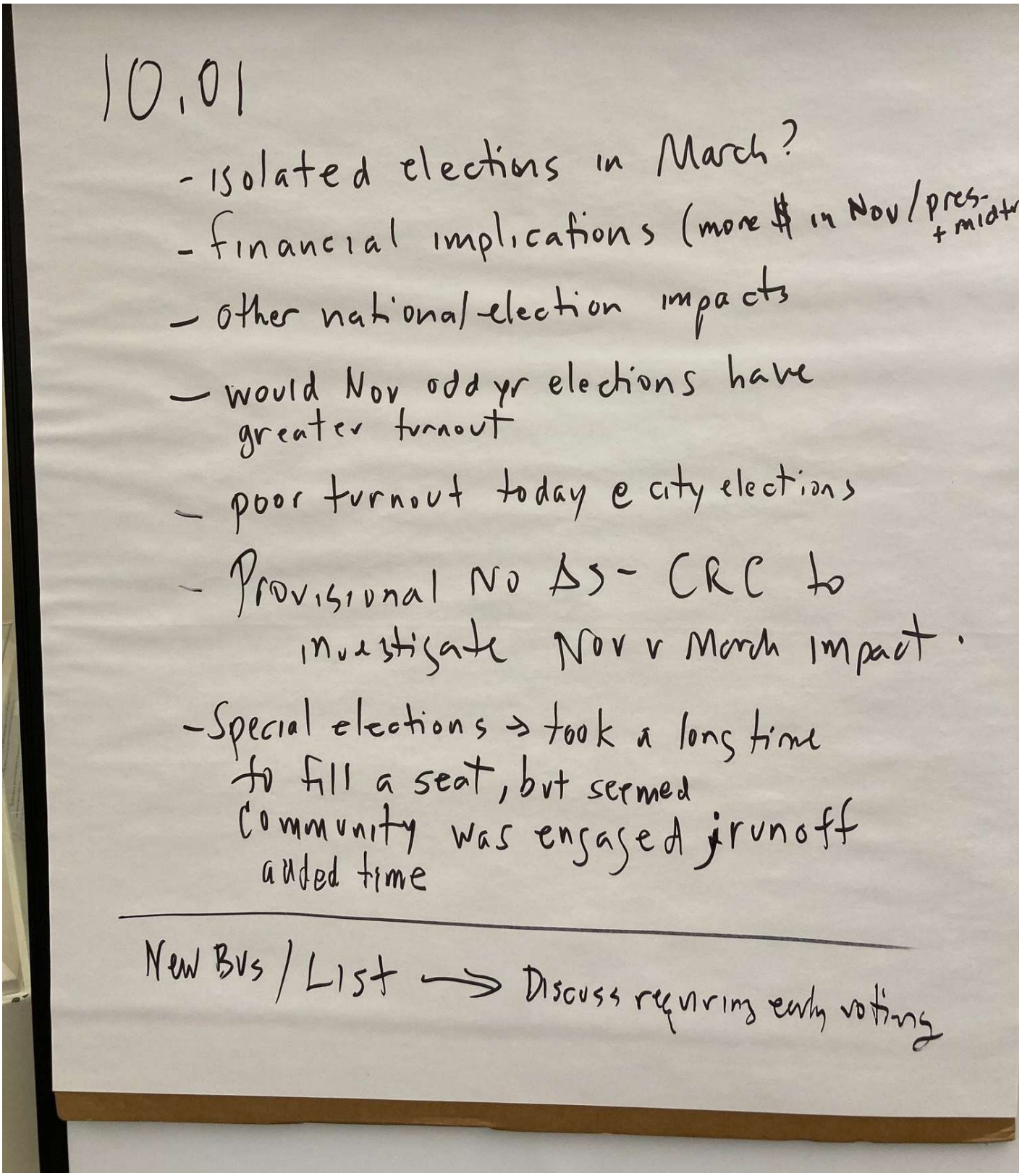

10.01
- isolated elections in March?
- financial implications (more $ in Nov / pres. + midt
- other national election impacts
- would Nov odd yr elections have greater turnout
- poor turnout today e city elections
- Provisional NO Δs - CRC to investigate Nov v March impact.
- Special elections → took a long time to fill a seat, but seemed Community was engaged j runoff added time
New Bvs / List → Discuss requiring early voting

Exhibit D

CITY OF TAMPA

OFFICE OF THE MAYOR

Jane Castor, Mayor

To: Charter Review Advisory Commission

From: Mayor Jane Castor

The attached memo was sent to City Council in October of 2025, in response to file motion No. **E2025-8 CH1** - Administration to submit their list of recommended changes of the Charter. *(Original motion initiated by Maniscalco-Miranda on April 17, 2025) (Updated motion initiated by Carlson-Hurtak on June 26, 2025; and by Hurtak-Maniscalco on August 7, 2025)*

This same memo was then provided to the Charter Review facilitator once the Charter Review was formed to be disseminated to the Charter Review Advisory members:

"Specifically, the administration recommends that the change made in 2023 to Section 6.03 regarding the appointment of department heads be revised to return it to its original language- i.e., giving the mayor the power to appoint, and the City Council the power to confirm, the appointment of department heads. The administration believes that the 2023 amendment, which limited the mayor's power by stating that the mayor may nominate, but the City Council must appoint such personnel, will detrimentally impact future administrations, making it more difficult for the next mayors to recruit and hire their administrative staff."

The Administration recommends reverting to the original Charter language for several important reasons.

First, under Section 4.01 of the Charter, the Mayor is the "administrative head of the municipal government" and is responsible for administering City operations and, accordingly, must have the authority to hire, manage, and, when necessary, remove members of the executive leadership team. Requiring appointment from multiple elected officials who do not directly supervise these employees is in direct conflict with Section 4.01 as the Mayor has the ultimate responsibility of the administrative functions of the City. Secondly, this process may discourage qualified candidates from pursuing these positions.

Second, a public appointment process may significantly hinder the City's ability to recruit highly qualified executive-level professionals. Many prospective candidates are currently employed elsewhere and may be unwilling to publicly disclose their interest in another position before receiving certainty regarding appointment. This concern is particularly relevant in today's competitive employment market, where candidates may view leaving an existing position without a guaranteed transition as an unacceptable professional risk.

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Exhibit E

CITY OF TAMPA

OFFICE OF THE MAYOR

Jane Castor, Mayor

Additionally, candidates considering relocation must often make substantial personal and financial decisions, including the sale of a home, relocation of family members, and enrollment of school-aged children. A prolonged or uncertain appointment process may deter otherwise strong candidates from expressing interest in serving the City.

The Administration is also concerned that requiring executive hiring decisions to proceed through a public legislative appointment process would create unnecessary procedural burdens and risk introducing political considerations into what should remain an administrative and management function.

City Council should retain the ability to raise concerns regarding appointments when credible negative or disqualifying information is identified. However, the routine appointment by city council of executive appointments may impede the City's ability to attract and retain qualified leadership talent.

Finally, any amendment to the City Charter should, at a minimum, include meaningful public engagement, a clearly identified purpose and demonstrated need, and a comprehensive analysis of potential fiscal and operational impacts. Proposed amendments should also be carefully evaluated to ensure consistency with existing Charter provisions and to avoid confusion, unintended consequences, or conflicting governance structures.

Jane Castor

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