

**CHARTER REVIEW COMMISSION  
ADMINISTRATION STAFF SUB-COMMITTEE  
Minutes of Meeting  
December 17, 2009**

A meeting of the Administration Staff Sub-Committee of the Charter Review Commission was held at the Administration Complex, Room 106-B, Port Charlotte, Florida.

Roll Call:

The following members were present:

*Julie Mathis (Chairman), Kevin Russell*

Absent members: *Donald McElroy, Paula Hess, Bill Weller (Alternate)*

Call to Order:

The meeting was called to order at 4:20 p.m. EST by *Chairman Mathis*.

Agenda Items:

1. Committee Comments:

*Chairman Mathis* and *Kevin Russell* briefly reviewed copies of Minutes and other pertinent reports from the 2004 Administration Staff Sub-Committee.

They discussed interviewing the following:

- Roger Baltz, - County Administrator
- Kelly Shoemaker and Ray Sandrock, - Assistant Administrators
- Gordon Burger, - Budget Director
- Robert Halfhill, - Public Works Director
- Jeffrey Ruggieri, - Community Development Director
- Don Rot, - EDO
- Jeannette Knowlton, - County Attorney
- Howard Kunik, - City Manager

2. Future Meeting Dates:

*Chairman Mathis* and *Kevin Russell* did not schedule any future meeting dates but discussed meeting again after the CRC meeting/Public Hearing ( to be held on January 21, 2010). At future meetings further scheduling will be done and interview questions will be formulated. Possible questions may include topics such as elected versus appointed Administrator and MSBUs. *Chairman Mathis* and *Kevin Russell* also discussed asking the County Administrator's staff to set up back to back meetings, perhaps on a Friday. They will ask the full sub-Committee for other topics to be addressed.

3. Public Input: None

4. Adjournment: The meeting was adjourned at 4:40 p.m. EST

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Julie Mathis, Chairman