



Islamorada, Village of Islands CHARTER REVIEW COMMITTEE

March 4, 2026 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

The Village Council has resumed the in-person regular meeting format. Virtual participation is still available to the public. Please see the last page of the agenda for participation details

AGENDA

- I. **CALL TO ORDER / ROLL CALL**
- II. **PUBLIC COMMENT**
- III. **APPROVAL OF MINUTES**
 - A. Charter Review Committee Meeting Minutes of February 25, 2026
- IV. **ITEMS FOR DISCUSSION**
 - A. Review and Discussion of Islamorada Village Charter, Section 5(5) - Compensation and expenses
 - B. Review and Discussion of Islamorada Village Charter, Section 5(8) - Village Council Meetings
 - C. Review and Discussion of Islamorada Village Charter, Section 8 - Elections
 - D. Review and Discussion of Islamorada Village Charter, Section 8(9) - Initiative and referendum
- V. **OTHER BUSINESS**
 - A. Schedule of Meetings
 - B. Future Discussion Items
- VI. **ADJOURNMENT**

Options for Viewing the Village Council Meeting:

The public is encouraged to watch the meeting on Monroe County's MCTV Comcast Channel 77. Alternatively, the public may view the meeting streamed live on the Village website from their personal computer, tablet or phone via the following link:

https://www.islamorada.fl.us/departments/communications/live_village_broadcast_meeting.php

[PUBLIC_PARTICIPATION]

Option 1: Email your comments.

1. Public comment should be submitted via email to: public.comment@islamorada.fl.us
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day before the meeting. Public comment will be sent to the Charter Review Committee Members for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

1. If phoning in, dial 305-224-1968 and enter the webinar **ID: 911 0656 4166** followed by #. When the Chair opens public comment pertaining to the agenda item you are interested in dial *9 to be recognized by the Zoom meeting monitor. The Monitor will call you by the last four digits of your phone number. **Please be sure to unmute your phone when you are called upon.**

2. If watching online via Zoom:

Open the Zoom webinar link <https://zoom.us/j/91106564166> and follow the prompts to join the webinar. When the Mayor opens public comment use the "raise your hand" feature to be recognized by the meeting monitor. Public comments will be heard in the order in which they are received.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting



Islamorada, Village of Islands CHARTER REVIEW COMMITTEE

February 25, 2026 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Chair Ty Harris called the meeting to order at 5:30 p.m.

PRESENT: Chair Ty Harris, Vice Chair Susan Raffanello, Committee Member Richard Black, Committee Member Lorie LaLonde, Committee Member Craig McBay, Committee Member Joseph Roth, Committee Member Roger Young

ABSENT:

II. PUBLIC COMMENT

Chair Ty Harris opened public comment, and there being no one wishing to speak, closed public comment,

III. ITEMS FOR DISCUSSION

A. Review and Discussion of Islamorada Village Charter, Section 5(3) - The mayor; powers and duties

Chair Harris asked the Committee whether they wanted to revisit the staggering of terms issue. The committee agreed that they would like to discuss further and Committee Member LaLonde offered a motion to stagger terms, seconded by Committee Member Young;

After discussion, the consensus was that it was preferable to tie the staggered terms to the three-year terms approved at the previous meeting. The logic was that if the staggered terms passed without the three-year term, it would require the Village to hold an election every year.

Committee Member LaLonde modified the motion to be for a three-year term with staggered terms and a term limit of three terms.

ACTION: Motion for a three-year term with staggered terms and a term limit of three terms Item III.A. by Lorie LaLonde, second by Roger Young;
Motion Passed with a 7:0 vote

AYES: Ty Harris, Susan Raffanello, Richard Black, Lorie LaLonde, Craig McBay, Joseph Roth, Roger Young

NAYS: None

ABSTAIN: None

Section 5(3) – Mayor: Powers and Duties

The Committee discussed whether any changes should be made to the role, selection, and authority of the Mayor and Vice Mayor.

- It was noted that this item was placed on the agenda at the request of a Committee member during an earlier meeting.
- Discussion included whether the Mayor and Vice Mayor should serve one-year terms and whether the Mayor should be **elected by voters or selected by the Council**.
- Some members expressed support for a directly elected Mayor, citing examples from other municipalities, while others preferred maintaining the current system where the Council selects the Mayor.
- The Committee discussed whether the Mayor should serve a longer term (e.g., three years) and whether that would concentrate influence.
- Several members emphasized that Islamorada operates under a **ceremonial mayor structure**, with no greater authority than other Council members.
- Concerns were raised about perceived versus actual power of the Mayor, including influence over meeting procedures and voting order.
- Some members noted that increasing the prominence of the Mayor role could impact the tone of elections and governance.

Consensus:

The Committee agreed to **make no changes** to the current Charter provisions regarding the Mayor's powers and duties.

B. Review and Discussion of Islamorada Village Charter, Section 5(5) - Compensation and expenses

The Committee discussed Council Member compensation, including potential increases, structure (annual vs. per meeting), and cost-of-living adjustments.

- Members expressed differing views on whether increased compensation would improve candidate quality or simply maintain civic-minded participation.

- Suggestions included tying increases to CPI or another index, benchmarking against comparable municipalities, and considering the higher cost of living in the Keys.
- Discussion also included the significant time commitment required of Council Members and the potential impact on attracting a broader candidate pool.
- The Committee agreed that additional data and analysis are needed before making a recommendation.

Travel-related expenses were discussed, with general agreement that official travel should be reimbursed, potentially with a brief report back to the Council.

Consensus: Table discussion pending additional compensation data and analysis.

C. Review and Discussion of Islamorada Village Charter, Section 5(7) - Vacancies; forfeitures of office; suspension; filling of vacancies

The Committee discussed the current process for filling vacancies, noting that the Charter presently provides for Council appointment rather than a special election.

- Members discussed whether a special election should be required in certain circumstances, particularly if a vacancy occurs early in a term.
- A potential approach was discussed to require a special election if a vacancy occurs within the first six months, with appointments used thereafter.
- The Committee also discussed in-person attendance expectations and agreed that the current provisions are sufficient without Charter changes.

Consensus:

No changes to attendance provisions.

Further discussion was needed on vacancy procedures; item to be continued at the next meeting.

D. Review and Discussion of Islamorada Village Charter, Section 5(9) - Village Records

The Committee discussed whether changes needed to be made to this section and determined that no changes were required.

E. Review and Discussion of Islamorada Village Charter, Section 8 - Elections

The Committee discussed the Charter provision allowing up to a **5-mill rate** without requiring voter approval.

- Members expressed concern that the threshold may be high and could limit residents' ability to initiate a referendum.
- Questions were raised regarding whether the 5-mill threshold is typical and the rationale for its inclusion in the Charter.
- Lynn Tipton noted that such provisions are uncommon in municipal charters and require further research.
- Discussion also included the role of supermajority requirements and how they compare to other municipalities.

Consensus:

Further research needed on millage thresholds and referendum standards; item to be continued at the next meeting.

- F. Review and Discussion of Islamorada Village Charter, Section 8(9) - Initiative and referendum

IV. OTHER BUSINESS

A. Schedule of Meetings

The Committee decided to hold its next meeting on Wednesday, March 4, with the following meeting on Monday, March 23.

There was discussion on whether it was acceptable for a member to attend via Zoom if they were unable to attend in person. It was determined that a physical quorum was required to consider any action items, but that a member could attend virtually if need be.

B. Future Discussion Items

C. Approval of February 18, 2026 Charter Review Committee Meeting Minutes

ACTION: Motion to Approve item III.A. by Roger Young; second by Richard Black
Motion Passed with a 7:0 vote

AYES: Ty Harris, Susan Raffanella, Richard Black, Lorie LaLonde, Craig McBay, Joseph Roth, Roger Young

NAYS: None

ABSTAIN: None

V. ADJOURNMENT

Motion by Susan Raffanella to adjourn at 6:59 p.m.



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: March 4, 2026
SUBJECT: **Review and Discussion of Islamorada Village Charter, Section 5(5) - Compensation and expenses**

Background:

(5) Compensation and expenses. Village councilmembers shall initially be compensated at the rate of \$300 per month, and shall be entitled to receive reimbursement in accordance with Florida Statutes for authorized travel and per diem expenses incurred in the performance of their official duties. The village council, by not less than four affirmative votes, may elect to provide for an increase in compensation by ordinance. However, no such ordinance establishing or increasing compensation shall take effect until approved by a majority of the village electors at the next regular election which follows the adoption of said ordinance.

Analysis:

Committee members should discuss any potential modifications and work towards a consensus on which items should be amended.

Budget Impact:

Budget impact will be dependent on recommendations of the committee.

Staff Impact:

Staff impact will be dependent on recommendations of the committee.

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: March 4, 2026
SUBJECT: **Review and Discussion of Islamorada Village Charter, Section 5(8) - Village Council Meetings**

Background:

Village council meetings. The council shall conduct regular meetings at such times and places as the council shall prescribe by resolution. Such meetings shall be public meetings within the meaning of F.S. § 286.011, and shall be subject to notice and other requirements of law applicable to public meetings. Pursuant thereto:

(a) Special meetings may be held at the call of the mayor, or in his or her absence, at the call of the vice-mayor. Special meetings may also be called upon the request of a majority of the councilmembers. Unless of an emergency nature, the person or persons calling such a meeting shall provide not less than 72 hours' prior notice of the meeting to the public.

(b) Elected or reelected councilmembers shall be inducted into office at the first regularly scheduled meeting following certification of their election.

(c) A majority of the council shall constitute a quorum. No action of the council shall be valid unless adopted by an affirmative vote of the majority of the councilmembers in attendance, unless otherwise provided by law. All actions of the village council shall be by ordinance, resolution, or motion.

Analysis:

Committee members should discuss any potential modifications and work towards a consensus on which items should be amended.

Budget Impact:

Budget impact will be dependent on the recommendations of the committee.

Staff Impact:

Staff impact will be dependent on the recommendations of the committee.

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: March 4, 2026
SUBJECT: **Review and Discussion of Islamorada Village Charter, Section 8 - Elections**

Background:
See attached Section 8

Analysis:
Committee members should discuss any potential modifications and work towards a consensus on which items should be amended.

Budget Impact:
Budget impact will be dependent on recommendations of the committee.

Staff Impact:
Staff impact will be dependent on recommendations of the committee.

Recommendation:

Attachments: 1. IVOI Charter Section 8

Sec 8 Elections

- (1) *Electors.* Any person who is a resident of the village, who has qualified as an elector of this state, and who registers in the manner prescribed by law shall be an elector of the village.
- (2) *Nonpartisan elections.* All elections for the village councilmembers shall be conducted on a nonpartisan basis without any designation of political party affiliation.
- (3) *Qualifying for office.* Any resident of the village who wishes to become a candidate for a village elective office shall qualify with the village clerk no sooner than the second Tuesday prior to the Monroe County's primary election at noon and ending no later than noon on the following Tuesday of the year in which the election is to be held.
- (4) *Schedule for general elections.* The regular village election shall be held on the first Tuesday after the first Monday in November of each even numbered year. Such village elections shall be general village elections.
- (5) *Schedule for other elections.*
 - (a) An election to fill the remainder of an unexpired term shall be held as provided in subsection (4).
 - (b) Special municipal elections shall be held in the same manner as regular elections, except that the village council, by ordinance, shall fix the time for holding of such elections.
- (6) *Determination of election to office.* If only one candidate qualifies for a seat, said candidate shall be deemed to be elected to office for that particular seat. If two or more candidates qualify for a seat, the names of those candidates shall be placed on the ballot, by seat, at the general election. The candidate receiving the highest number of the votes cast for each seat in the election shall be elected to such office. If the vote at the election results in a tie, the outcome shall be determined by lot.
- (7) *Village canvassing board.* The village canvassing board shall be no less than three members and composed of those members of the village council who are not candidates for reelection and the village clerk, who shall act as chairperson. If there are less than two eligible councilmembers to serve, board members shall be appointed by the council. At the close of the polls of any village election, or as soon thereafter as practicable, the canvassing board shall meet at a time and place designated by the chairperson and shall proceed to publicly canvass the vote as shown by the returns when on file in the office of the village clerk, and then shall publicly canvass the absentee elector ballots. The canvassing board shall prepare and sign a certificate containing the total number of votes cast for each candidate or other measure voted upon. The certificate shall be placed on file with the village clerk.
- (8) *Recall of village councilmembers.* Any member of the village council may be removed from office by the electors of the village following the procedures for recall established by general law.

State law reference(s)—Recall, F.S. § 100.361.
- (9) *Initiative and referendum.*
 - (a) *Power to initiate and reconsider ordinances.*
 - (i) *Initiative.* The electors of the village shall have the power to propose ordinances to the village council and, if the village council fails to adopt an ordinance so proposed without any change in substance, to adopt or reject it at a village election, provided that such power shall not extend to the annual budget or

capital program or any ordinance appropriating money, levying taxes, or setting salaries of village officers or employees.

(ii) *Referendum.*

- A. The village council shall have the power, by resolution, to call for a referendum vote by the electors of the village at any time, provided that the purpose of such referendum is presented to the village at a public hearing at least 60 days prior to the adoption of said resolution. Any resolution calling for a referendum vote of the electors of the village must be passed by the affirmative vote of not less than four members of the council.
- B. The electors of the village shall have the power to require reconsideration by the village council of any adopted ordinance and, if the village council fails to repeal an ordinance so reconsidered, to approve or reject it at a village election, provided that such power shall not extend to the annual budget or capital program or any ordinance appropriating money, levying taxes, or setting salaries of village officers or employees.
- C. Notwithstanding anything in subparagraph 2.b. to the contrary, the referendum power shall extend to any ordinance levying ad valorem taxes, provided that the ordinance increases the total village tax rate above 5 mills, and that all petitions with respect to the referendum are filed within 30 days after the date of adoption of the ordinance.

(b) *Commencement of proceedings.* Any ten electors may commence initiative or referendum proceedings by filing with the village clerk an affidavit stating that they shall constitute the petitioner's committee and be responsible for circulating the petition and filing it in proper form stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or citing the ordinance sought to be reconsidered. Promptly after the affidavit of the petitioner's committee is filed, the village clerk may, at the committee's request, issue the appropriate petition blanks to the petitioner's committee at the committee's expense.

(c) *Petitions.*

- (i) Initiative and referendum petitions must be signed by electors of the village equal in number to at least ten percent of the total number of electors registered to vote in the last regular village election.
- (ii) All papers of a petition shall be assembled as one instrument of filing. Each signature shall be executed in ink and shall be followed by the printed name and address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.
- (iii) Each paper of a petition shall have attached to it, when filed, an affidavit executed by the circulator thereof stating that he or she personally circulated the paper, the number of signatures thereon, that all signatures were affixed in his or her presence, that he or she believes them to be the genuine signatures of the persons whose names they purport to be, and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.

- (iv) Except as otherwise provided in subparagraph 2.b., all initiative and referendum petitions must be filed within 60 days of the date on which proceedings with respect to such initiative or referendum are commenced, and all requirements of the process, including, but not limited to, the submission of the signatures required, must be completed no later than 90 days following the date of filing said initiative or referendum petition.

(d) *Procedure for filing.*

- (i) Within 20 days after an initiative petition or a referendum petition is filed, the village clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, the particulars wherein it is defective and shall promptly send a copy of the certificate to the petitioner's committee by registered mail. Grounds for insufficiency are only those specifics in subparagraph (c)3. that are not met. A petition certified insufficient for lack of the required number of valid signatures may be amended once if the petitioner's committee files a notice of intent to amend it with the designated official within two business days after receiving the copy of the certificate and files a supplementary petition upon additional papers within ten days after receiving the copy of such certificate. Such supplementary petition shall comply with original petition requirements, and within five days after it is filed, the village clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the petitioner's committee by registered mail. If a petition or an amended petition is certified sufficient, or if a petition or amended petition is certified insufficient and the petitioner's committee does not elect to amend or request the village council review under subparagraph 2. within the time required, the village clerk shall promptly present a certificate to the village council and such certificate shall then be a final determination as to the sufficiency of the petition.
- (ii) *The village council review.* If a petition has been certified insufficient and the petitioner's committee does not file notice of intent to amend it or if an amended petition has been certified insufficient, the committee may, within two business days after receiving the copy of such certificate, file a request that it be reviewed by the village council. The village council shall review the certificate at its next meeting following the village council's filing of such request and approve or disapprove it, and determination shall then be final as to the sufficiency of the petition.

(e) *Action on petitions.*

- (i) *Action by village council.* When an initiative or referendum petition has been determined insufficient, the village council shall promptly consider the proposed initiative ordinance or reconsider the referendum ordinance by voting its repeal. The repeal of an ordinance relating to the levy of ad valorem taxes shall be by ordinance. If the village council fails to adopt a proposed initiative ordinance without any change in substance within 45 days or fails to repeal the referendum ordinance within 30 days or, in the case of a referendum authorized pursuant to subparagraph (a)2.c., within five days after the date on which the petition is determined to be sufficient, it shall submit the proposed initiative or referendum ordinance to the electors of the village. If the village council fails to act on a proposed initiative ordinance or a referendum ordinance within the time period specified, the village council shall be deemed to have failed to adopt the proposed initiative ordinance or failed to repeal the referendum ordinance on the last day that the village council was authorized to act on such matter.

- (ii) *Submission to electors.* The vote of the village on a proposed initiative or referendum ordinance shall be held not less than 30 or more than 60 days from the date the village council acted or was deemed to have acted pursuant to subparagraph (e)1. that the petition was determined sufficient. If no regular election is to be held within the period described in this paragraph, the village council shall provide for a special election, except that the village council may, in its discretion, provide for a special election at an earlier date within the described period. Copies of the proposed initiative or referendum ordinance shall be made available at the polls.
- (iii) *Withdrawal of petitions.* An initiative or referendum petition may be withdrawn at any time prior to the 15th day preceding the day scheduled for a vote of the village by filing with the village clerk a request for withdrawal signed by at least eight members of the petitioner's committee. Upon the filing of such request, the petition shall have no further force or effect and all proceedings thereon shall be terminated.

(f) *Results of election.*

- (i) If a majority of the qualified electors voting on a proposed initiative ordinance vote in its favor, it shall be considered adopted upon certification of the election results. If conflicting ordinances are approved at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.
- (ii) If a majority of the qualified electors voting on a referendum ordinance vote[s] against it, it shall be considered repealed upon certification of the election results.

(Ord. No. 03-13, § 3, 12-11-2003, referendum 3-9-2004; Ord. No. 07-02, § 2, 2-8-2007, referendum 5-15-2007; Ord. No. 07-04, § 2, 3-8-2007; Ord. No. 11-15, § 2, 6-23-2011; Ord. No. 11-19, § 2, 9-8-2011, referendum 1-31-2012)



Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: March 4, 2026
SUBJECT: **Review and Discussion of Islamorada Village Charter, Section 8(9) - Initiative and referendum**

Background:

See previous Item attachment.

Analysis:

Committee members should discuss any potential modifications and work towards a consensus on which items should be amended.

Budget Impact:

Budget impact will be dependent on recommendations of the committee.

Staff Impact:

Staff impact will be dependent on recommendations of the committee.

Recommendation:

Attachments: None

Proposed 2026 CRC Meeting Dates

03/04/2026

03/23/2026

03/30/2026

04/06/2026

04/15/2026

04/20/2026

04/27/2026

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Council Communication

To: Mayor and Village Council
From: Jennifer DeBoisbriand , Planning Director
Date: March 4, 2026
SUBJECT: **Future Discussion Items**

Background:

Other sections requested for discussion include:

- Section 6 - Budget and Appropriations
- Section 7(4) - Village Attorney (as charter officer)
- Section 11(3) - Height Restriction
- Section 13(1) - Approval by electors (Precincts)

Other New Items for Discussion include:

- Advancements in technology and modern communication
- Citizens Bill of Rights
- Updating Publication Requirements

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None