

***MINUTES***  
***CHARTER REVIEW COMMISSION***  
**City Council Chambers, March 19, 2020, 7:00 p.m.**

1. Members of the Charter Review Commission met on March 19, 2020 with members LaVonne Bailey, Megan Reamsnyder, Dennis Blair, Larry Jenkins, Mary Johnston, Clerk of Council, Thomas Schmitt, Assistant Director of Law, and Assistant Prosecutor Lauren Swihart present. Also present was Jessica Hilts. John Bokros was excused.

2. The Minutes for the February 25, 2020 meeting were previously provided to members.

Ms. Reamsnyder moved, Ms. Bailey seconded to approve the Minutes as provided.

The Minutes were approved by acclamation.

3. **PUBLIC COMMENT**

None.

4. **REVIEW COMMISSION'S PRELIMINARY RECOMMENDATIONS TO CITY COUNCIL**

Mr. Schmitt reviewed the Charter issues to be removed without further discussion, prepare Commission's recommendations of alternate means (i.e. Ordinance Council Bylaws, etc.), and sufficient direction to prepare recommended amendments for Commission review.

**Issues to be removed without further discussion**

- Article IV, City Manager, Section 2, Powers and Duties, Capital Improvement Plan
- Article VII, Planning Commission, Section 1, Membership and Organization, Consider Term Limits
- Article VIII, Fiscal Matters, Taxation and Debt, Section 2. Fiscal Matters, Capital Improvement Plan
- Article IX, Elections, Section 2, Nominations for Council, Term Limits
- Article XI, General, Section 3, Conflict of Interest and Ethics, Compatibility

**Staff to prepare Commission's recommendation of alternative means (i.e. Ordinance, Council Bylaws, etc.)**

- Article III, Council, Section 7, Vacancies, Resignation from Council
- Article III, Council, Section 16, Relation of Council to City Manager, Candidate endorsement
- Article III, Council, Section 16, Relation of Council to City Manager, Using influence to solicit votes
- Article IV, City Manager and Assistant City Manager, Section 4, Vacancy, Absence or Incapacity, Designation to Perform duties in absence
- Article V, Administrative Departments, Section 1, General Provisions, Realign Department Heads
- Article V, Administrative Departments, Section 4, Director of Public Safety, Consider

- elevating Director of Planning and Development
- Article V, Administrative Departments, Section 6, Director of Public Utilities, Consider one default position
- Article VII, Planning Commission, Section 1, Membership and Organization, Consider temporary appointment
- Article XI, General, Section 6, Vacancy in Board or Commission, Consider making for all boards and commissions

**Staff has sufficient direction to prepare recommended amendments for Commission review.**

**Notice/Publication**

- Article III, Council, Section 9, Special Meetings of Council, Electronic notice and posting
- Article III, Council, Section 13, Legislative Procedure, Clarify three readings for Resolutions
- Article III, Council, Section 13, Legislative Procedure, Delete requirement to maintain three copies
- Various, All posting and publishing requirements

**Clarify/Confirm Current Practice**

- Article III, Council, Section 10, Clerk of Council, Allow for Deputy Clerk
- Article III, Council, Section 11, Salaries, Compensation and Bonds, Council pay increases during term
- Article XI, General, Section 3, Conflict of Interest and Ethics, Appointment to Intergovernmental collaborative organizations
- Various, Review voting counts and use of words (pick one word and use it, i.e., elect, choose, select)

**Implement New Practice**

- Article III, Council, Section 13, Legislative Procedure, Clarify three readings for Resolutions
- Article III, Council, Section 13, Legislative Procedure, Avoid large ordinances for minor changes
- Article III, Council, Section 13, Legislative Procedure, Allow for automatic updates with Council action
- Article III, Council, Section 14, Effective Date of Ordinances and Resolutions, Allow Resolutions to take effect in a shorter time frame
- Article IX, Elections, Section 1, Time of Elections, Strengthening requirements for non-partisan elections – policy statement

**State Law**

- Article IV, City Manager and Assistant City Manager, Section 1, Appointment, Removal

and Qualifications, Delete as being superseded by state law

- Article IV, City Manager and Assistant City Manager, Section 3, Assistant City Manager, Delete as being superseded by state law
- Article X, Initiative, Referendum and Recall, Section 2, Recall, Match state law language – more research

**Issues for significant research and discussion**

- Article III, Council, Section 1. Number and Term, Recommend January 1 Start of Term
- Article III, Council, Section 3, Organization, Recommend first meeting of Council in January

**5. REVIEW OF PUBLIC COMMENTS RECEIVED**

The Commission reviewed the public comments received which totaled seven. The removal of the City Manager/Assistant City Manager residency requirement will be considered. The comment about the appointment of a Council member replacement and suggestion to hold a special election or next highest vote getter will not be considered. The comment about holding teleconferencing meetings in case of an emergency was discussed. This depends on state open meeting requirements. This suggestion was added to the list as #35 for the Commission to consider.

**6. ADDITIONAL BUSINESS AND COMMISSION COMMENTS**

None.

**7. NEXT MEETING IS APRIL 27, 2020 AT 7:00 PM**

The Commission will be meeting with City Council to review the considerations discussed by the Charter Review Commission.

**8. ADJOURNMENT**

Ms. Reamsnyder moved, Ms. Bailey seconded to adjourn.

The meeting was adjourned by acclamation. The meeting adjourned at 8:13 p.m.

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Mary J. Johnston  
Secretary