



**Charter Review Commission
Minutes
WebEx Board Meeting
March 16, 2021 7:00 PM**

Members Present: Chair Fred Evans, and members John Becker, Harold Hodges, Jack Kelly, Robert Kurnick, Anita Powell, Izola Shaw, and Robert Wright. David Gottesman and Marissa Valeri were absent.

Staff Present: Acting City Attorney Cynthia Walters, City Clerk Sara Ferrell, and City Manager Management Assistant Melissa Wiak.

I. Welcome

City Clerk Sara Ferrell opened the meeting via WebEx at 7:05 p.m.
Chair Evans welcomed all those present.

II. Approval of Minutes

Motion: to approve the minutes from the March 2, 2021 Charter Review Commission meeting, as amended.

Moved by Commissioner Wright, seconded by Commissioner Kelly, and approved unanimously.

III. Report on Team Assignments

Mayor and Council Working Group:

Commissioner Wright reported that each subgroup is continuing to research and report on the subtopics. He indicated the pros and cons to the City of Rockville's "Vote by Mail" campaign regarding City-wide elections.

Commissioner Powell reported that she is continuing to research the number of councilmembers per population size in jurisdictions throughout Maryland. Given that Rockville is a highly populated city, Commissioner Powell stated that she will include increasing the number of councilmembers in her suggestions to the Mayor and Council. Additionally, Commissioner Powell stated she will continue to research the pros and cons regarding term limits for councilmembers. Acting City Attorney Walters stated that the Commission's proposed suggestions and changes would not take effect until the 2027 election.

Election Process/Franchise Expansion Working Group:

Commissioner Shaw reported that each subgroup is continuing to research and report on the subtopics. Ex-officio Commissioner Kurnick stated that Montgomery County received an award for its use of texting to inform voters regarding election information in the 2020 election and that he shared Montgomery County's process with Commissioner Gottesman to assist with recommendations regarding voter outreach for future City of Rockville elections.

Board of Supervisors of Elections (BSE) Working Group:

Commissioner Kelly reported that he is continuing to research and analyze how the BSE's responsibilities have changed since the City's code was created. He stated that he drafted issue papers regarding the consequences of different appointment terms, staggered terms, and the length of terms regarding the amount of expertise that might be available to the BSE in preparation for an election.

Commissioner Becker reported that he is continuing to research and analyze other jurisdictions' Boards of Supervisors of Elections, including the number of appointees, length of terms, the appointment process, and reporting requirements for BSE members.

IV. Letter to Attorney General

Commissioner Wright drafted a memo for the Commission's approval to send to the Mayor and Council. Chair Evans indicated he will review the memo and provide edits for the Commission's approval at its March 30, 2021 meeting.

V. Outline –Report Format

Commissioner Kelly stated that the commissioners send their comments and edits regarding the report outline by close of business on March 24, 2021.

VI. Outreach

City Clerk Ferrell provided commissioners with information regarding the City's outreach methods for the 2012 election. Commissioner Shaw stated that the commissioners should consider the changes and advancements in technology since the 2012 election.

VII. Old/New Business

There was no old/new business.

VIII. Next Steps

Chair Evans suggested that the Commission meet on March 30, April 13, and April 27, 2021.

IX. Future Meetings

Tuesday, March 30, 2021—7:00 p.m.

Tuesday, April 13, 2021—7:00 p.m.

Tuesday, April 27, 2021—7:00 p.m.

X. Adjournment

There being no further business, the meeting adjourned at 7:57 p.m.

Motion: to adjourn.

Moved by Commissioner Kelly, seconded by Commissioner Becker and approved unanimously.