



**Charter Review Commission
Minutes
WebEx Board Meeting
April 13, 2021 7:00 PM**

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

Staff Present: Acting City Attorney Cynthia Walters, City Clerk Sara Ferrell, 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 30, 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. The subgroup recommended that the subtopics related to expanding the number of members on City council and representative districts be combined.

Election Process/Franchise Expansion Working Group:

Commissioner Shaw reported that each subgroup is continuing to research and report on the subtopics. She indicated that Commissioner Hodges researched the city charter and the city code and determined that neither of them has any discrepancies in the election process. However, there is a lack of clarity in certain terms/words in the city charter that need explanation or a proper definition.

Board of Supervisors of Elections (BSE) Working Group:

Commissioner Becker provided an update regarding other jurisdictions' Boards of Supervisors of Elections, including the number of appointees, length of terms, the appointment process, and reporting requirements for BSE members.

Commissioner Wright suggested adding a column regarding the roles and responsibilities for each member of the BSE.

Furthermore, City Clerk Ferrell suggested adding a column regarding whether each county is assisting their respective jurisdiction with their election process, or whether each jurisdiction is conducting the election process on their own.

Commissioner Kelly stated draft issue papers are available for commissioners to view.

IV. Review and Approval – RE: Memo to Mayor and Council regarding Attorney General opinion

Motion: to approve the memo to the Mayor and Council regarding Attorney General opinion

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

V. Outline –Report Format

Commissioner Kelly stated that he is continuing to receive commissioners' comments and edits regarding the report outline and will start drafting issue papers.

VI. Outreach

Commissioner Shaw stated her working group is developing a draft communications plan to help solicit feedback from the community. She will present the plan at the Commission's April 27, 2021 meeting.

VII. Old/New Business

Chair Evans stated that he has not received a response regarding the appointment process for the current vacancies on the Commission. He indicated that he will follow up with the Mayor and Council this week.

VIII. Future Meetings

Tuesday, April 27, 2021—7:00 p.m.

Tuesday, May 11, 2021—7:00 p.m.

IX. Adjournment

There being no further business, the meeting adjourned at 8:02 p.m.

Motion: to adjourn.

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