



AGENDA MEMORANDUM
City Council Meeting of May 14, 2019

DATE: May 9, 2019
TO: Mayor and Council
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Discussion with possible action regarding the Process for City Charter Review.
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CAPTION:

Discussion with possible action regarding the Process for City Charter Review.

PURPOSE:

The purpose of this presentation is to discuss the process for reviewing the City Charter.

BACKGROUND AND FINDINGS:

On January 8, 2019, the Council requested an agenda item to discuss the creation of a Charter Review Committee. This presentation will provide background information on previous charter reviews and ask for Council direction on how to proceed with this review.

SUPPORTING DOCUMENTS:

Discussion Questions
PowerPoint

PROCESS FOR CITY CHARTER REVIEW

DISCUSSION QUESTIONS

- I. Who would lead the comprehensive review of charter?
 - A. By outside counsel – “charter specialist”
 - B. By in-house legal staff
 - C. Charter commission with legal support (in-house or outside counsel)
- II. Proposal process
 - A. Council action – Council can, by majority vote, order a charter amendment election and propose amendments.
 - B. Citizen petition – Council submits a proposed amendment to the voters if the amendment is supported by a petition signed by 5% of qualified voters in the city.
 - C. Review Committee – The committee can only make recommendations to the Council. The Council must forward the recommendation to the voters.
- III. What appointment process would the Council prefer for the Charter Review Committee?
 - A. “All members to City Council ad hoc committees will be appointed by the Mayor or a majority of the Council.”
 - B. Selection of chair – By the committee, by the Mayor, or by the full Council?
- IV. Areas to be considered – What is the scope of the review?
 - A. City Council
 1. Structure – 5 Single-Member Districts/ 3 At-Large/ 1 Mayor
 2. Term of office
 3. Term limits – Policy question that has no legal requirements.
 - i. Consecutive
 - ii. Cumulative
 4. Qualifications
 - i. Age
 - ii. Residency
 5. Disqualifications
 - i. Debt
 - ii. Convictions
 - iii. Misconduct
 - iv. Absences
 - B. Vacancies
 - C. Initiative, Referendum and Recall
 - D. Other areas?
- V. Target Election Date
 - A. 2019 – Uniform election date
 1. May – Deadline to order election is February 15.
 2. November – Deadline to order election is August 2019.
 - B. 2020 – Uniform election date
 1. May
 2. November