

Charter Review Commission
Minutes
March 30, 2023
Civic Center Conference Room

Chairperson Gilkison called the meeting to order at 5:13 pm. Members present were: David Best, Wayne Gilkison and Carissa Ross. City staff members present were Phil Callahan, Law Director, Emily Christian, Assistant City Manager and Kim Combs, Secretary.

The Commission discussed Articles 1, 2 and 3. During the discussion of Article 3, the Commission asked that he/she be changed to "they" to be gender neutral. This revision will be recommended throughout the entire Charter. In Section 3.10, City staff asked the Commission to revise the process of delivery for Special Meeting Agendas. Staff hasn't hand delivered agendas for many years. The sentence would read: **The Clerk of Council, or in their absence, incapacity or refusal to act, the Mayor, shall cause notice in writing of each special meeting to be served personally, be delivered to a verified city email address or be left at the usual place of residence of each member of the Council and the Mayor not less than twelve hours preceding the time for such special meeting.**

Mr. Gilkison asked the Commission members to review Articles 4 through 7. These Articles will be discussed at the next meeting.

The next meeting is scheduled for April 13 at 5:15 p.m.

There being no further business to come before this Commission, a motion was made by Mr. Gilkison to adjourn the meeting.

Respectfully submitted,



Kim Combs
Secretary