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Charter Review Commission  
Regular Commission Minutes  
April 8, 2025

Members Present: Amy Berger, Nancy Crawford, Matt Hochberg, Randy Rentz, Shannon Stark, Joey Thomas

Members Absent: Kris Heller

Staff Present: Kaitlin Grafmiller, David Brehm, Rebecca Princehorn (Bricker Graydon)

Others Present: Cindi Cooper, Daryl Hennessy

### **Call to Order**

Chairman **Randy Rentz** called the meeting to order.

Roll call was conducted by **Kaitlin Grafmiller**, confirming six members were present. Ms. Heller was absent.

### **Approval of Minutes**

- **Motioned:** Nancy Crawford
- **Seconded:** Amy Berger
- **Approval:** Unanimous (6-0)

### **Public Comments**

There were no public comments.

### **Review of Work Plan**

Ms. Princehorn presented the revised work plan. She outlined the schedule of article discussions to ensure timely completion for the Charter's placement on the ballot this year. The final meeting is anticipated to be on May 13, 2025.

### **Approval of Revised Work Plan**

- **Motioned:** Joey Thomas
- **Seconded:** Ms. Crawford
- **Approval:** Unanimous (6-0)

## Discussion of Article VII - Administrative Departments and Personnel Systems

- **Uniform Suspension Language**
  - The language regarding the suspension of the Chief of Police was updated to match the suspension procedures already outlined for the City Manager and Clerk of Council, ensuring consistency throughout the Charter.
- **General Language Cleanup**
  - Ms. Princehorn provided an update on minor language revisions and clean-up, reflecting previously approved changes made by the Commission.

## Discussion of Article VIII - Boards and Commissions

- **Term Alignment**
  - Ms. Princehorn and Mr. Brehm discussed the terms for the Planning Commission and Board of Zoning Appeals, noting that changes to Council terms would also require changes to these boards to ensure alignment. However, the recommendation from legal counsel is to maintain current term structures for both Council and Boards/Commissions.
- **Board Member Term Limits**
  - Ms. Stark raised the question of whether term limits should be implemented for board and commission members.
  - Mr. Brehm responded that all terms are open for public application and being an incumbent does not guarantee reappointment.
- **Planning Commission vs. Board of Zoning Appeals**
  - Mr. Brehm also clarified the distinct functions of the Planning Commission and the Board of Zoning Appeals. He recommended that the existing Charter language regarding these two entities remain unchanged.

## Good of the Order

- **Final Meeting and Vote**

Ms. Princehorn informed the Commission that the **next meeting will serve as the review for Articles IX and XIII.**
- **Review Frequency Discussion**

Ms. Stark suggested **changing the review cycle** of the Charter from every **ten years to every five years** . General discussion followed regarding the pros and cons of this change. The Commission **agreed to revisit the topic and make a final decision at the next meeting** .
- **Commission Attendance**

Ms. Crawford informed the Commission that she will **not be in attendance** at the next meeting.

## **Adjournment**

- **Motioned:** Ms. Stark
- **Seconded:** Ms. Crawford
- **Approval:** Unanimous (6-0)

The meeting was adjourned.

**Next Meeting:** April 22, 2025