



Charter Review Commission
Regular Commission Minutes
May 13, 2025

Members Present: Nancy Crawford, Kris Heller, Matt Hochberg, Randy Rentz, Shannon Stark, Joey Thomas

Members Absent: Amy Berger

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

Call to Order:

Chairman Randy Rentz called the meeting to order. Roll was called by Kaitlin Grafmiller, with six members present. Ms. Berger was noted as absent.

Approval of Minutes:

Motion to approve: Shannon Stark

Second: Kris Heller

Vote: Approved (5-0)

Public Comments:

Mr. Paul Hollar addressed the Commission to request clarification on the City's staff recommendation regarding technical codes. He stated he was not aware of the City ever addressing the matter.

Mr. Rentz stated his belief that the issue had already been addressed, and Ms. Princehorn confirmed it had, noting it would be included in the Charter approval vote during the meeting.

There were no further public comments.

Final Charter Review :

Ms. Princehorn noted that, in addition to language and formatting updates, she and Mr. Brehm revised Section 3.05 to remove the Clerk of Council from the list of employees eligible to request a hearing upon termination. This change reflects the current scope and structure of the position within the City.

Mr. Thomas identified a minor typographical error in Section 5.02, noting that the word “City” appeared unnecessarily at the beginning of the second sentence. Ms. Princehorn confirmed this would be corrected.

Motion to approve final Charter revision and send to City Council: Ms. Crawford

Second: Mr. Hochberg

Vote: Approved (6-0)

Review of Election Requirements :

Ms. Princehorn provided an overview of the upcoming timeline for placing the Charter revisions on the November ballot. She explained that City Council may accept all revisions, accept a portion, or reject the proposed changes entirely.

She also emphasized that the full text of the Charter must be made readily accessible to the public. The City intends to mail a copy to residents and post it on the City’s website. A condensed version will also be available at voting locations. All election-related steps will be handled by City staff.

Adjournment:

Motion to adjourn: Mr. Rentz

Second: Ms. Heller

Vote: Approved unanimously (6-0)

The meeting was adjourned.