

**City of Cleveland Charter Review Commission**  
**April 26, 2018**  
**12:00 Noon**  
**Cleveland City Hall, Mercedes Cotner Council Committee Room 217**

**Attendance**

Charter Review Commission Members Present: Bibb, Brady, Camardo, Cleveland, Hamm, Kazy, Keane, Kenney, Johnson, McCormack, McNair, Santana, Vento.

Members Absent: Langhenry, Phillips.

Also attending: Cleveland City Council President Kevin Kelley; Cleveland Assistant Law Director Ronda Curtis, for Langhenry.

Council President Kevin Kelley called the meeting to order at 12:03 pm and provided an overview of the Charter Review Commission.

- Kelley spoke about the process and the purpose for the Charter Review Commission.
- Kelley requested that the length for doing the charter review should be no more than 3 to 6 months duration and would like to see this concluded by that time. Even though, he admitted that it could take longer if more time is required.
- The Charter Review Commission has the remaining balance of 2018 to finish reviewing the Charter and provide recommendations to City Council.
- Introductions were made by the Charter Review Commission Members.
- City Council Special Counsel Rachel Nigro Scalish provided further introductions of staff members to the Charter Review Commission who will be assisting the Members during the review process.
- Nigro Scalish reviewed the Charter and provided an explanation of the process and spoke about Home Rule, along with powers and authority of a municipality and how this fits into the Charter.
- The Charter determines how a municipality will function.
- Nigro Scalish provided various examples on how the Charter works and the different areas that it is applicable to in a municipality.
- Any change or amendments made to the Charter must go the citizens for approval.
- 10% of the citizens can submit a petition to propose a change to the charter, or City Council can vote to place proposed amendments on the ballot.
- There were recommendations that were made by the last Charter Review Commission in 2008 and some of these items were placed on the ballot and some were not.
- There were five (5) Charter recommendations that were on the ballot in 2008 and approved, and these items were used as an example.
- Council President Kelley pointed out that the Charter Review Commission is a self-governing body and needs to select a Chair a Secretary.
- Council President Kelley recommended that Cleveland City Council Member Martin Keane be selected as the Chair of the Charter Review Commission. Council Member Kerry McCormack was supportive of this as well and made the motion.
- Council Member Kenneth Johnson seconded the motion, and a vote was taken by all Commission Members, unanimously selecting Martin Keane as the Chair.

- Council President Kelley also mentioned that some of the City Council Research Staff (John James, Olivia Ortega, Takasha Nutall) should function as the Secretary, taking notes during the Charter Review Commission proceedings. That motion was made and accepted by all Members of the Commission.
- Chair Keane talked about the frequency of the Charter Review Commission meetings, and mentioned that either Thursdays or Fridays would be most appropriate day to meet.
- A question was raised on the length of the meetings, where it was decided that this would be of two (2) hours duration on average.
- Council Member Dona Brady proposed that Thursdays be the day for regular meetings with a time from 10:00 am to 12:00 noon, and that the meetings would occur bi-weekly.
- Chair Keane stated that all meetings will follow Robert's Rules of Order.
- Charter Review Commission meetings on Thursdays at 10:00 am occurring bi-weekly was approved by the Commission Members.
- Council Staff Allan Dreyer will handle the communications to the Commission Members, informing them of meetings as well as other information.
- May 10, 2018, was selected for the next meeting of the Charter Review Commission.
- Nigro Scalish mentioned that all Commission meetings are subject to public record law and that any communication sent by the Members of the Commission is a public record, even if it is in their own private email and private computer.
- A public comment period at meetings was raised and Chair Keane mentioned that if there is public comment it would go through the Chair, and he will allow comment if it is appropriate to the topic the Charter Review Commission is discussing.
- Council Communications Chief Joan Mazzolini mentioned that there is a Commission page on the City Council website where citizens can submit comments and suggestions.
- Council President Kelley suggested that a good starting place for the Commission would be to review those amendments from the 2008 Charter Review that were not submitted to the voters.
- It was suggested that any suggestions in regards to sections and topics should be routed through staff and/or the Chair.
- Council Member Phyllis Cleveland spoke about the Charter and mentioned about the great ideas that were brought up the last time but some of them were not appropriate for use in the Charter, so this must be kept in mind as well.
- Council Member Brian Kazy asked about the timeline on when charter amendments could go to the voters. Council President Kelley mentioned that this would not take place until 2019.
- Chair Keane adjourned the meeting at 12:45 pm.