



# CLEVELAND HEIGHTS

---

## Charter Review Commission

January 3, 2024

6:00 PM

**City Hall – Executive Conference Room**

## AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes of Prior Meeting**
- 4. Review and Confirm or Amend Agenda**
- 5. Public Comments (Each speaker is limited to 3 minutes. Public comment at this point in the meeting is limited to a total of ten minutes; additional public comment time will be added to the end of the agenda if needed.)**
- 6. Old Business**
  - a. Tech and administrative support for CRC**
    - i. Update on use of City document storage for CRC work product – Discussion of best practices for organization of document storage within Dropbox**
    - ii. Update on CRC members establishing new personal email addresses for use for CRC communications**
  - b. Review of updated poll results on presenter topics; consideration of presenters and issuance of invitations to presenters**
    - i. Discussion of potential extra meeting days/times for input from elected officials and others**
    - ii. Status of responses from elected officials to invitations to meet with CRC**
  - c. Revised draft project plan for CRC**
    - i. Select second February date for CRC standing meeting**
    - ii. Discussion of scheduling public input meeting and mapping CRC work to completion**



# CLEVELAND HEIGHTS

---

- iii. Continue discussion of planning for meeting with public, including potential day/time and availability of meeting space at CH Rec Center.
- d. Consider options for communication from the public to the CRC other than attending/speaking at CRC meeting or future meeting specifically for public input

7. **New Business**

- a. Discussion of dates for twice per month meetings for February, 2024, with adjustments to reflect availability of City meeting rooms with recording capacity, and for meeting with public. (Doodle polls to be circulated prior to January 3 meeting.)
- b. Commence review of current City Charter.

8. **Review of Meeting Action Items**

9. **Public Comments (10 minutes)**

10. **Review of Meeting for Lessons Learned**

11. **Next Meeting: Wednesday, January 24, 2024 at 6 PM**

- a. **NOTE: this is the 4<sup>th</sup> Wednesday, not the 3rd Wednesday.**

12. **Adjourn**