



# CLEVELAND HEIGHTS

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**Charter Review Commission  
Wednesday, February 7, 2024  
6:00 PM  
City Hall – Executive Conference Room**

## AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes of December 20, January 3, 18 and 24**
- 4. Review and Confirm or Amend Agenda - - Items 1 – 4: 8 minutes**
- 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.) – 10 minutes**
- 6. Old Business**
  - a. Status of responses from elected officials and others to invitations to meet with CRC – 5 minutes**
    - 1. Visit with Councilor Petras (his survey response was distributed). – 30 minutes**
    - 2. Awaiting survey responses from A Mattox and Mayor Seren.**
    - 3. Working on scheduling for Mayors from a few cities and speakers from Rank the Vote Ohio and Citizens for an Elected Mayor.**
  - b. Revised draft project plan for CRC**
    - i. Further discussion of public input meeting - 15 minutes**
      - 1. Registration status**
      - 2. Status of efforts to share the Save the Date flyer**
        - a. City publication**
        - b. League of Women Voters**
        - c. Heights Observer – will info be posted on line or hard copy or both?**



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- d. Letter to editor of Sun Press?
    - e. Own social media and contact lists
    - f. Next Door or Patch?
  - 3. Reports from Law Department:
    - a. Will Rec Center accommodate meeting ending at 8:30?
    - b. Recording arrangements?
  - 4. Finalize program schedule
- c. Update on use of CRC email by the public.
- d. Continue review of current City Charter – 20 minutes
- e. Discuss updated project plan

7. New Business

- a. Discussion of dates for CRC standing meetings through end of May – 10 minutes
- b. Discussion with Facilitator of potential amendments to Charter relating to “bucket 4” (see attached Exhibit A for buckets) – 30 minutes
- c. Discussion of draft text for Charter Article III, Section 4 regarding filling City Council vacancies – 10 minutes

8. Review of Meeting Action Items – 5 minutes

9. Public Comments (10 minutes) – 10 minutes

10. Review of Meeting for Lessons Learned – 3 minutes

11. Next Meeting: Wednesday, February 28 at 6 PM.

12. Adjourn



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## EXHIBIT A

### Possible Bucket Groupings for Charter Revision

Bucket #1 - *largely adopting text developed by 2019 CRC*

- Update and simplify presentation and language throughout
- Replacing 'electors' with 'voters', for example, replacing Roman numerals with Arabic numbers, gender-neutral language throughout

Bucket #2

- Adjust numbers, percentages, and the like on numbers of signatures needed for initiatives, recalls, etc., for days to file petitions, to fill vacancies, etc. – *We did not discuss/agree on any adjustments to percentage of signatures needed. The only context in which changes in number of sigs was raised by CC members was number needed on petitions of candidates.*

*The context for change in days was suggestions by some CCs to give CC 60 days to fill vacancy and discussion of whether official publicity should be issued 30 days (or some other advance date) before early voting, rather than 30 days before election day.*

- Adjust election requirements for appointed city councilors – *This refers to when an appointed CC has to stand for election.*

Bucket #3

- 'Ethics for elected officials' and 'parliamentary procedure' trainings for all newly-elected city officials – *I would add orientation and training of roles and responsibilities of mayor, CC*



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*and directors.*

- Comprehensive non-discrimination policy statement – *Should this be separate bucket?*

## Bucket #4

- Balance of powers between executive and legislative branches
- Council authority to request information and/or attendance at Council meetings from department heads, through mayor's office or directly
- Individual councilor's authority to contact department heads directly
- Mayor's authority to appoint department heads, with or without Council approval
- Who appoints to fill vacancy on dead-locked Council? Council president or mayor?
- Law Director available to advise City Council? On what terms?
- *Add statement of expectation of cooperation and collaboration between the 2 branches*

Bucket #5 - City Council structure: at-large only, ward only, hybrid at-large and ward? - *If a change is proposed using wards to any extent, we need to address how the ward boundaries would be set. I believe UH proposal (not adopted by majority of its CRC) was to use model charter language, which provides for non-partisan commission to set boundaries and to adjust as needed after each census. Setting boundaries is complicated and likely would involve the need to hire staff to assist.*

Bucket #6 - Ranked Choice Voting – *Again, this would require drafting to effect this. Model Charter refers to Ranked Choice Voting Resource Center for mechanics. I have not researched that. When we elect CC, in effect we have a version of RCV because the ballot has multiple candidates for multiple seats, with the highest vote getters winning a seat.*