



City of Cleveland Heights Charter Review Commission

To Commission Members:

We are at about the midpoint in our work. Based on the experience of the last few months, it seems desirable to update the Work Plan. A proposed update has been tacked on to the bottom of the original Plan, and the full document is attached for your review prior to the July 19 meeting, at which the intent is to discuss the update briefly and vote on it as-is or with agreed modifications.

Given the depth and breadth of our anticipated article-by-article discussions (based on what has occurred thus far), the updated plan is pretty aggressive. For that reason if no other, it is important for us to strive to have everyone's input and questions on the articles coming up for discussion before the discussion occurs. That approach will best prepare us to move forward effectively and with hope of meeting our intended timing objectives.

As reflected in the Work Plan, the proposal is to move on to discussion of Articles V-VII at the August 2 meeting. With that in mind:

1. Please review and consider Articles V-VII, and send any questions or items that you identify as warranting advance investigation/research to Larry by Monday, July 23. The point here is to have applicable external inquiries made before the meeting to the extent practical, eliminating or at least reducing the need to hold them over to a later meeting.
2. To the extent you have thoughts or discussion points that you believe should be considered on these articles, please send them to Larry (a Word document would be preferable) by Monday, July 30. These will be assembled and distributed to all members of the Commission the following day, providing ample time for all to review and come prepared for the August 2 meeting.

A similar structure would be used for each subsequent meeting.

No doubt this feels like more work, but the hope is that with the right preparation and process, the group can stay reasonably on track and conclude our work as projected in November.