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**Charter Review Committee
Meeting Minutes**

**December 27, 2023
Zoom & Community Auditorium**

Minutes approved by CRC on 1.18.2024.

1. Called to Order

The meeting was called to order at 6:00 PM.

Present: Ashley Driscoll, City Attorney, Joyce Phillips (staff liaison), Tacy Steele, Elysha Johnson, Dale Thaler (arrived at 7:10 pm), Wolanda Groombridge, Isaac Echeverria, Adolph “Val” Valfre, Tammi McLaughlin, Kate MacDonald, Bryan Dennis

Absent: LaAna Littlefield

2. Public Comment: N/A

3. Consent Agenda: Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Committee members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

1. Approve/review meeting minutes from the December 13, 2023 meeting – approved

4. Additions/Deletions: None.

5. Discussion Items – Meeting decorum was presented and reviewed. The CRC updated timeline was discussed. The next meeting dates of January 17, 24, and 31 were mentioned regarding discussing Ranked Choice Voting and the CM Residency.

a) 12.13.23 Meeting Recap

- Agreed to address the Quorum issue through Section 32
- Quorum adjusted under Section 32 to fill vacancies
- Appointment and procedures

b) CRC Conversation Timeline

- Substantive Areas to Cover: Term Limits, Ranked Choice Voting, Vacancies, and Residency Requirements.

- The timeline was discussed to outline the meeting schedule:
 - o January 17, 24, & 31
 - o February 14 & 28
 - o March 13 & 27 (completion goal)
 - o April – to Council

c) Term of Appointments – Current Language

- Current language provides that the appointee fill the full remaining term
- This could be up to 3+ years

d) Terms of Appointment – Alternative to FG

- Fairview Language
 - o If an individual is appointed to a vacant council seat, they serve in that position until the next general election.
 - o Appointee will not serve more than two years without an election.
 - o If the original term is expiring, the election is for a four-year term.
 - o If the original term is not expiring, whoever is elected fills the remainder of the original term.
- Staff comment – impacts the election cadence
- Motion to amend
- to the Fairview language – unanimous

e) Appointment Procedure

- Does the committee want an appointment process included in the Charter?
- Or left to other methods such as resolutions or ordinances?
 - o Option 1 – Corvallis Model
 - o Option 2 – Immediate/ASAP
 - o Option 3 – Council Adopted Process
- A round table discussion occurred to vet all three options presented.
- Motion to add a requirement to adopt an ordinance when making appointments – unanimous

f) Councilor Term Limits

- A policy matter
- Forest Grove has no term limits
- Average tenure: Councilor = 7.3 years, Mayor = 13 years
 - o Questions: Are you for term limits? What are you hoping to accomplish with term limits?

- Term Limits – Pros and Cons
 - o Pros
 - May reduce potential abuse of power
 - Limits may also encourage the political participation of newcomers
 - Infringement on the democratic process
 - o Cons
 - Infringement on the democratic process
- Is there a trend that supports changing term limits? If there were in place where the Charter needs to be reviewed every 10 years, would that reduce the need to change the current charter?
- Motion – to leave the term limit section the same, no change - unanimous.

g) Section 31 – Vacancies

- Forest Grove vs. LOC language compared side by side
 - o Review subsection 2 concerning absences
- Staff recommendation – keep the language the same as excused absences are addressed in Council Rules. The process is completely outlined in Council Rules.
- Motion – to keep language, no change - unanimous
 - o Review of subsection 5 – to amend FG Charter to the LOC language to LOC Model Charter
 - Conviction of misdemeanor or felony crime
- Motion to change language to LOC model - all say I, except for Kate.

h) Next Meeting

- Ranked Choice Voting

i) Meeting Schedule

- Every 2nd and 4th Wednesday at 6:00 PM
- Next meeting on January 17, 2024
- Upcoming meeting dates: January 24 and 31st

6. Adjournment and Announcement of Next Meeting: The meeting adjourned at 7:27 p.m. The next CRC meeting will be held on Wednesday, January 17, 2023, at 6:00 p.m.

Respectfully submitted,

Joyce Phillips, Staff Liaison