



Charter Review Committee Minutes

Tacoma Municipal Building, 733 Market Street, Room 16
www.cityoftacoma.com/charterreview

January 27, 2014

Chair Baarsma called the meeting to order at 6:07 p.m.

Committee Members Present: 15 Baker, Brackett, Edmonds, Farrell, Hahn, Horne, Leighton, Martinez, Merritt, Messina, Miller (participated telephonically), Talton, Ushka, Van Dyk and Chair Baarsma.

Committee Members Absent: 0

Approval of the minutes of January 13, 2014

Committee Member Hahn moved that the minutes of January 13, 2014 be approved. Committee Member Martinez seconded the motion. Voice vote was taken and motion declared carried.

Presentation by Former Mayor Brian Ebersole

At approximately 6:20 p.m., former Mayor Brian Ebersole reviewed sections of the charter and talked about the inherent conflicts between policy and administrative actions.

Proposed Charter Review Process

At approximately 7:20 p.m., Committee Member Jim Merritt provided a presentation on the Task and Schedule Gantt chart that illustrates when certain tasks need to be done for the charter review process and how they interrelate. Committee Member Merritt pointed out that decision-making doesn't happen until information gathering, organization, brainstorming, strategies and needs are looked at. Discussion ensued regarding meeting dates, strategy, suggestions for speakers, the timing of formation of sub-committees, outreach and involvement of the community.

Election of Vice-Chair and Secretary

At approximately 7:30 p.m., Chair Baarsma announced who had offered themselves for nomination and asked if there was anyone else that was interested. Hearing none Chair Baarsma asked for a show of hands for each candidate for vice-chair. There was only one candidate for secretary. By show of hands Catherine Ushka was elected to be Vice-Chair and Justin Leighton as Secretary. Chair Baarsma asked Committee Member Merritt to serve as vice-chair of the Agenda Subcommittee and Merritt accepted.

Discussion of Proposed Ground Rules and Procedures for Operations

At approximately 7:40 p.m., began discussion on the proposed ground rules and procedures for operations of the charter review committee. The committee reviewed and accepted the ground rules and procedures.

Committee Member Hahn moved for approval of the Ground Rules and Procedures for Operations. Committee Member Leighton seconded the motion. Voice vote taken and motion declared carried.

Develop Regular Meeting Schedule

At approximately 8:10 p.m., discussion ensued regarding a regular meeting schedule. It was agreed by consensus the charter review committee would meet Monday and Wednesday from 7:00 pm – 10 pm in Room 16 and the subcommittees would meet Monday through Friday 5:00 – 6:30 in Room 12.

Community Outreach Plan

At approximately 8:16 p.m., discussion ensued regarding a communication plan and suggestions on places to go and groups to contact as well as how to capture the feedback and what to do with it. It will be the responsibility of the facilitators to gather the information at public meetings and bring the information back. Justin Leighton volunteered to be the point on the committee for the community outreach plan.

Proposed Public Hearing

At approximately 8:20 p.m., Chair Baarsma announced February 10, 2014 in Council Chambers for the first public hearing to gather feedback from the community.

Other Business/Unfinished Business

At approximately 8:22 p.m., Chair Baarsma stated the next regular meeting of the charter review committee will be on Monday, February 3, 2014 at 7:00 p.m. in the Tacoma Municipal Building North, 733 Market Street, in Room 16. The CRC Agenda Subcommittee will meet Thursday, January 30, 2014 at 9:00 a.m. in Room 12. Chair Baarsma announced Stan Finkelstein would be at the February 3, 2014 meeting to talk about forms of government.

Public Comment

There was no public comment.

Name	Address/Affiliation
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Committee Comments

There were no comments.

Adjournment

On proper motion the Charter Review Committee adjourned at 8:26 p.m.

Bill Baarsma, Chair

Jeanne Harris, Charter Review Liaison