



# Charter Review Committee Minutes

## Amended

Tacoma Municipal Building, 733 Market Street, Room 16  
[www.cityoftacoma.com/charterreview](http://www.cityoftacoma.com/charterreview)

February 3, 2014

Chair Baarsma called the meeting to order at 7:01 p.m.

Committee Members Present: 15 Baker, Brackett, Edmonds, Farrell (arrived at 7:10), Hahn, Horne (arrived at 7:05), Leighton, Martinez, Merritt, Messina, Miller Talton, Ushka, Van Dyk and Chair Baarsma.

Committee Members Absent: 0

### **Approval of the January 27, 2014 Minutes**

The minutes were pulled by staff due to formatting error

### **Presentation by Stan Finkelstein**

At approximately 7:10 p.m., Stan Finkelstein, Governmental Counselor and Trainer, provided information and answered questions from committee members on the different forms of government for municipalities in the United States.

### **Communication Plan Options**

At approximately 8:25 p.m., Justin Leighton, committee member, presented information on the updated communication plan. Justin announced he will be the point on communications for the charter review process. He asked anyone that had suggestions on what target audiences the committee should be in contact with to send them in an email to him and copy charter review staff. The communication framework would be discussed and finalized at the Wednesday, February 5 meeting of the charter review committee.

### **Planning Calendar and Work Schedule**

At approximately 8:50 p.m., Chair Baarsma went over the charter committee planning calendar and work schedule. Discussion ensued regarding speakers and topics. Charter review staff was directed to work with vice-chair Catherine Ushka for generic questions for all the speakers to address. It was clarified that the agenda subcommittee will only

meet on Monday. Discussion ensued regarding the desire of the committee to look at model charters from other cities. Charter review staff was instructed to research the National Civic League model charter and send to the committee. ~~Three-Five~~ possible subcommittees were discussed, administrative, legislative, ~~and~~ form of government ~~and Housekeeping (civil service board) and Tacoma Public Utilities~~. Discussion ensued regarding the special meeting on Monday, February 10, 2014. The public hearing will be an agenda item and the location will be the council chambers. Also on the agenda for the same meeting will be discussion on items in the charter that will not be reviewed or put in a parking lot for deliberation.

### **Other Business/Unfinished Business**

There were no items for other or unfinished business.

### **Public Comment**

None.

### **Name Address/Affiliation**

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### **Adjournment**

There being no further business, the meeting was adjourned at approximately 9:25 p.m.

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Bill Baarsma, Chair

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Jeanne Harris, Charter Review Liaison