

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** November 11, 2024
SUBJECT: Discuss Charter review process and plan for November 4, 2025 election.
PRESENTER: Paulette Hartman, City Manager

SUMMARY:

Several members of the City Council have mentioned interest in holding a Charter election in November 2025 specifically to put forth City Council term limits for consideration by voters. The purpose of this item is to discuss the Charter review process with the Council along with the timeline for calling an election for November 2025, and to receive City Council direction on how you wish to proceed.

GENERAL DESCRIPTION:

In order to consider whether to hold a Charter election, a charter review commission must be established. The City Council can appoint residents to serve on a Charter Commission, or the City Council can serve as the Charter Review Commission. The purpose of the commission is to review the current city charter and make recommendations to the City Council as to what areas of the Charter should be amended if any.

The last Charter election as held in May 2023. The soonest the next election could be held would be in 2025 as state law requires at least 2 years between Charter elections. The 2023 Charter election was comprehensive. The City Council appointed citizens to a Charter Review Commission. The commission met for several months to review the Charter and draft proposed amendments for the City Council to consider. The City Council accepted all of the Commission's recommendations and called an election which included 26 propositions for amendments. Voters approved 25 of the 26 proposed amendments.

Since the most recent Charter election resulted in a comprehensive review by a committee of citizens along with numerous amendments, and only one specific Charter amendment to consider term limits has been suggested, it may be appropriate for the City Council to serve as the Charter Review Commission. Should the Council wish to appoint a committee of citizens that committee would need to be appointed very soon after the new year. Any Charter commission (whether the Council or a committee) would need to begin its review work by the end of the first quarter of 2025 and have final recommendations prepared by the end of July because, in order to hold a November



election, the City Council would need to call the election no later than the August 11, 2025 City Council meeting.

I look forward reviewing the process with you and receiving direction on how to proceed.