



# City of Cleveland Heights Charter Review Commission

## **APPROVED PLAN FOR CONTINUED WORK**

### Phase 1 -- Data Gathering (through May)

Activities through April have already been set – discussion on interim thinking and planning; interviews of Messrs. Hilf, Presser and Zagara; community meeting

Additional activities to include a developer roundtable; individual sessions with a Mentor representative, Brenda May (Noble Neighbors), Tom Malone (former finance director of CH and other cities), Karen Knittel (CH master plan); others?

### Phase 2 -- Assessment of Major Items (June)

Discussion and voting to set operating conclusions, in principle, as to major items (elected mayor or not; structure of council elections) as well as all associated features essential to understanding what the form will actually involve (distribution of power, etc.); assignment to commission member or small collection of members to work with law department on drafting charter language implementing the principles decided and preparing the related segment of the report to council. Proposed drafts then to be discussed at subsequent meetings, including in later phases as timing dictates.

### Phase 3 -- Consideration of Additional Items (July/August)

Discussion and voting to set operating conclusions, in principle, as to sections of the charter other than those covering phase 2 items.

When each segment or logically related set of segments is determined, assignment to a commission member or small collection of members for same purposes regarding that segment or set of segments in the same manner as described in Phase 2 above for the major items, with drafts to be discussed at subsequent meetings.

### Phase 4 – Completion and Consideration of Integrated Draft and Report (September/October)

Assignment to a commission member or a small collection of members to assemble all segments of the newly proposed charter into an integrated whole, for consideration and approval by the commission, and use as the basis for a public hearing.

Public hearing.

Preparation of, and voting on, any adjustments to the proposed charter prompted by the public hearing. Completion of, and voting on, the accompanying report to council.

Phase 5 -- Delivery to Council (early November)

Newly proposed charter and accompanying report delivered to council.

### **UPDATED DETAILED PLAN – PROPOSED JULY 19, 2018**

July 19<sup>th</sup> Meeting –

- Continue Review of Articles I-IV
- Review proposed “Transparency of Government” article

August 2<sup>nd</sup> Meeting –

- Review Articles V-VII
- Review and comment on draft of revised Articles I-IV

August 16<sup>th</sup> Meeting –

- Continue Review of Articles V-VII
- Potential presentation or Q&A with Board of Elections representatives
- Review updated draft of Articles I-IV

September 6<sup>th</sup> Meeting –

- Review Articles VIII-XIV
- Review and comment on draft of Articles I-VII

September 20<sup>th</sup> Meeting –

- Continue Review of Articles VIII-XIV
- Review updated draft of Articles I-VII

October 4<sup>th</sup> Meeting–

- Review draft of complete charter
- Discuss and determine structure and content of final report to Council

October 18<sup>th</sup> –

- Public Meeting

November 1<sup>st</sup> Meeting -

- Review of final charter draft and final draft of report to Council
- Vote on final charter draft and final draft of report to Council