

Approved: \_\_\_\_\_, 2013

**Charter Review Commission  
Meeting Minutes**

March 15, 2013

8:00 a.m.

Black-Eyed Susan Conference Room

**Members Present:** Chair Steven VanGrack, Laura Berthiaume, John Britton, Margaret Chao, Don Hadley, Susan Hoffmann, Joseph Jordan, Charles Littlefield, and Virginia Onley.

**Member Absent:** Rev. Jane Wood.

**Staff Present:** City Clerk Doug Barber, Assistant to the City Clerk Sara Ferrell, and City Attorney Debra Daniel.

The Charter Review Commission met at 8:13 a.m. on Friday, March 15, 2013, in the Black-Eyed Susan Conference Room at Rockville City Hall, 111 Maryland Avenue, Rockville, Maryland.

**Welcome**

Chair VanGrack opened the meeting and welcomed those present.

**Discussion – Upcoming Rockville Community Coalition Public Forum**

The Commissioners discussed the upcoming Rockville Community Coalitions public forum scheduled for Thursday, March 21, 2013, at 7:00 p.m. to be held at the Red Brick Courthouse (29 Courthouse Square). The public forum is titled “Should the Rockville City Charter be Revised?” The Commissioners noted that some had been asked to speak on the issues addressed by the Charter Review Commission. Chair VanGrack noted that he had been asked to provide the opening remarks. The Commission noted that they are fully in support of the recommendations as they stand and that the expression of consideration pro and con in this form was for the purpose of demonstrating that the Charter Review Commission carefully considered all points of view. The Commission discussed and agreed that it was okay for the Commissioners to speak and provide their personal input on the issues.

**Approval of Minutes:**

City Clerk Barber presented the following Charter Review Commission Meeting Minutes for adoption: February 22, 2013.

**Motion:** To approve the minutes of February 22, 2013, as amended.

Commissioner Jordan requested that the minutes reflect that City Clerk Barber would send all parties the web link to the Commission’s Final Report.

Moved by Commissioner Jordan, duly seconded by Commissioner Hadley, and unanimously approved.

**Proposed Language for Advisory Referenda Questions**

The Commission had a broad and general discussion on the proposed responses to the questions and deliberation on whether it should be:

Yes/No vs. Yes/No and No Opinion

After a lengthy discussion, the Commission deliberated and agreed to present the Mayor and Council with the two options for their opinion.

**Motion:** To submit the Advisory Referendum Questions to the Mayor and Council with corrections made by the Commission during the meeting of March 15, 2013, and to include the “No Opinion” option with the questions.

Moved by Commissioner Hadley, duly seconded by Commissioner Jordan, and unanimously approved.

### **Commission’s Follow-Up with the Mayor and Council**

Chair VanGrack requested the Commission choose a date. City Clerk Barber will review the Mayor and Council’s schedule and send an email to the Commissioners with a proposed date.

### **Adjournment**

There being no further business, the meeting adjourned at 9:09 a.m.

**Motion:** To adjourn

Moved by Commissioner Britton, seconded by Commissioner Jordan, and unanimously approved.