

*City of Arts & Innovation*

# City Council Memorandum

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**TO:** HONORABLE MAYOR AND CITY COUNCIL **DATE:** MAY 14, 2019

**FROM:** JACK B. CLARKE, JR., CHAIR **WARDS:** ALL  
CHARTER REVIEW COMMITTEE

**SUBJECT:** CHARTER REVIEW COMMITTEE – INTERIM REPORT

**ISSUE:**

Receive interim report from 2018/2019 Charter Review Committee on activities, process, and timeline.

**COMMITTEE RECOMMENDATION:**

That the City Council receive and order filed the interim report of the Charter Review Committee.

**BACKGROUND:**

The fifteen members and two Alternates appointed by the Mayor and City Council to serve as the 2018/2019 Charter Review Committee first convened on January 16, 2019. The Committee selected Jack B. Clarke, Jr., as Chair and Marcia McQuern as Vice-Chair and set the second Monday of the month at 5 p.m. as a regular meeting date and time. All meetings are live streamed on RiversideTV and the public is encouraged to attend and offer comments on the City Charter.

The Committee reviewed the scope of work delegated to them by the Mayor and City Council and the review process undertaken in 2011/2012. The attached workplan was adopted on February 11, 2019, and includes interviews with the Mayor and Members of the City Council, Charter Officers, and Department Heads, as needed, and four community forums held throughout the City. Additional community forums may be scheduled if prompted by continued community interest. The Committee welcomes public comment at the beginning and then again at the end of each meeting as well as for each individual discussion item.

Ideas for potential Charter amendments as suggested by Charter Review Committee members, elected officials, staff, and the public are being logged and will be categorized for substantive discussion in the Fall or at some other appropriate time as determined by the Committee.

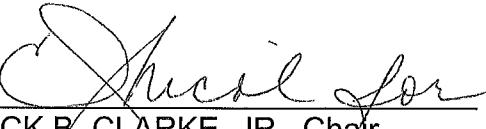
The strong attendance record of all Members has resulted in the sharing of information and robust discussion. Copies of all historical versions of the Charter have been provided as well as other informational materials as requested by the Committee.

The Committee remains on track to present its recommendations on proposed Charter amendments to the Mayor and City Council on April 13, 2020, for City Council action and scheduling of an election for November 3, 2020.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by:

  
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JACK B. CLARKE, JR., Chair  
Charter Review Committee

Attachments:      Charter Review Committee Roster  
                         Workplan  
                         Community Forums - English  
                         Community Forums - Spanish