

Commission Members:

Attached is the agenda for our meeting to be held on **Wednesday, March 18, 2026**.

At the previous meeting, language for the following revisions were requested:

- 1) GENERAL
 - a) Gender Neutral terms throughout the charter
 - b) Terms of Council and Mayor to begin on Jan 1. (Multiple Sections impacted)
- 2) ARTICLE III – THE COUNCIL
 - a) Section 3.01 Number and terms.
 - i) Changing to terms beginning on Jan 1 and accounting for expiration of existing terms
 - b) Section 3.02 Vacancy.
 - i) Removal based on absence or other.
 - c) Section 3.03 Powers.
 - i) Council to perform annual evaluations of Manager, Finance Director and Clerk.
- 3) ARTICLE IV – THE MAYOR
 - a) Section 4.04 Other Powers.
 - i) Mayor / Manager relationship similar to 3.04
 - b) Section 4.05 Vacancies.
 - i) Clarifying when President of Council does not want to become Mayor

These items are included under Old Business and if the requested language is available, we will review accordingly. Otherwise, we can move these items to the next meeting.

Several items were Tabled at the previous meeting. These items are also listed in the attached agenda under Old Business. As we will have the Law Director present, these items can be removed from the table and discussed accordingly.

Looking ahead at the schedule, it looks like we have time available in case the meeting runs long and we need to move some of the scheduled items to the next meeting. Plan to cover all items on the agenda, just something to keep in mind.

Regards,

Charles Copley

Chairman, 2025 Charter Review Commission

Requested Language Additional Details

1) GENERAL

- a) Gender Neutral terms throughout the charter
- b) Terms of Council and Mayor to begin on Jan 1. (Multiple Sections impacted)

2) ARTICLE III – THE COUNCIL

a) Section 3.01 Number and terms.

i) Revise term to the following:

- (1) Terms elected in 2027: December 6, 2027 to December 31, 2031
- (2) Terms elected in 2029: December 3, 2029 to December 31, 2033
- (3) Terms elected in 2031 and beyond: 4-year term commencing Jan 1 following election and expire Dec 31

b) Section 3.02 Vacancy.

- i) Should this be a new Section???
- ii) Sample language from City of Aurora, OH

(1) SECTION 3.04. REMOVAL

Notwithstanding any other provision of this Charter, Council may remove from office any member for gross misconduct, misfeasance, malfeasance or nonfeasance in or disqualification for office, or for the conviction while in office of a crime involving moral turpitude, or for the violation of the oath of office, or persistent failure to abide by the rules of Council, or absence without justifiable excuse, as determined by a majority of the other members of Council, from three consecutive regular meetings of Council, or three consecutive regular meetings of any one standing committee of Council to which the Council member is appointed. Such removal shall not take place without the concurrence of at least two-thirds of the other members of Council, nor until the individual shall have been notified in writing of the charge at least 15 days in advance of a public hearing upon such charge, and the individual or the individual's counsel has been given an opportunity to be heard, present evidence or examine any witness appearing in support of, or against such charge. No individual so removed shall be eligible for appointment to the vacancy created thereby.

(Amended 5-3-05; 11-5-19)

c) Section 3.03 Powers.

- i) Council to perform annual evaluations of Manager, Finance Director and Clerk.
 - (1) To be discussed whether to require evaluation or to allow but not require.

3) ARTICLE IV – THE MAYOR

a) Section 4.04 Other Powers.

- i) Mayor / Manager relationship similar to 3.04
- ii) Should this be a new section????

Requested Language Additional Details

b) Section 4.05 Vacancies.

i) Sample language from City of Euclid, OH

(1) SECTION 3. VACANCY.

During such a period when the Mayor is absent from the City, or is otherwise not accessible, or is temporarily unable for any cause to perform his duties, or the office of Mayor has become vacant due to the death, resignation or removal of the Mayor and continuing until permanent succession is chosen pursuant to the provisions of this section, the order of succession as Acting Mayor shall be as follows: Director of Law, Administrative Director, Director of Service, and Director of Finance. In case of the death, resignation or removal of the Mayor, the order of succession as Mayor shall be as follows: President of Council, a member of City Council elected by a majority of the Council members. The President of Council shall have ten working days after the office of Mayor becomes vacant to determine whether or not to succeed to the office of Mayor. He shall notify the Clerk of Council of his decision. Should the President of Council decline to succeed the Mayor or not inform the Clerk of Council within ten working days, then the City Council shall meet forthwith and elect one of its members by a majority vote to succeed to the office of Mayor.

Should the President of Council so decline, he shall forfeit none of the rights and duties incumbent upon him as President of Council. The person who succeeds the Mayor shall serve as Mayor until a successor for the remainder of the unexpired term is elected at the first regular Municipal election, if such election is held more than 120 days after the vacancy shall have occurred. Otherwise, he shall serve for the unexpired term. (Amended May 3, 1988.)

ii) Suggested language based on City of Euclid version:

- (1) In the event the office of Mayor shall become vacant for any reason, the order of succession as Mayor shall be as follows: President of Council, a member of City Council elected by a majority of the Council members. The President of Council shall have ten working days after the office of Mayor becomes vacant to determine whether or not to succeed to the office of Mayor. They shall notify the Clerk of Council of their decision. Should the President of Council decline to succeed the Mayor or not inform the Clerk of Council within ten working days, then the City Council shall meet forthwith and elect one of its members by a majority vote to succeed to the office of Mayor.

Should the President of Council so decline, they shall forfeit none of the rights and duties incumbent upon them as President of Council.

The person who succeeds the Mayor shall serve the unexpired term of the vacated office of Mayor and vacate their term as President of Council and/or Council member.

AGENDA
CHARTER REVIEW COMMISSION MEETING
Wednesday, MARCH 18, 2026 at 6:00 pm

COUNCIL CHAMBERS, CITY HALL
49 W. OHIO AVENUE

1. Roll Call
2. Advance Alternates as Required
3. Approval of Minutes – Mar 4, 2026
4. Old Business
 - a. GENERAL
 - i. Gender Neutral terms throughout Charter
 - ii. Terms of Council and Mayor to begin on Jan 1.
 - b. ARTICLE I - NAME AND BOUNDARIES
 - i. Section 1.01 Name and boundaries. **(TABLED)**
 - c. ARTICLE III – THE COUNCIL
 - i. Section 3.01 Number and terms. (11/8/83; 11/7/06)
 - ii. Section 3.02 Vacancy. (11/8/96; 11/8/16)
 - iii. Section 3.03 Powers
 - iv. Section 3.06 Meetings. (11/5/96; 11/6/01; 11/7/06) **(TABLED)**
 - v. Section 3.08 Quorum and voting. (11/8/16) **(TABLED)**
 - d. ARTICLE IV – THE MAYOR
 - i. Section 4.03 Legislative Powers. **(TABLED)**
 - ii. Section 4.04 Other Powers.
 - iii. Section 4.05 Vacancies.
5. Citizen Comments
6. New Business
 - a. ARTICLE VI - ADMINISTRATIVE OFFICERS AND DIVISIONS
 - i. Section 6.01 General Provisions.
 - ii. Section 6.02 Division of Safety. (11/5/96)
 - iii. Section 6.03 Division of Utilities.
 - iv. Section 6.04 Division of Service.
 - v. Section 6.05 Law Director. (11/5/96; 11/8/16)

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- b. ARTICLE VII - MUNICIPAL PLANNING COMMISSION
 - i. Section 7.01 Composition and Terms. (11/7/06)
 - ii. Section 7.02 Powers and Duties.
- c. ARTICLE VIII - BOARD OF ZONING AND BUILDING CODE APPEALS
 - i. Section 8.01 Composition and Terms. (11/7/06)
 - ii. Section 8.02 Powers and Duties.
- d. ARTICLE IX - CIVIL SERVICE COMMISSION
 - i. Section 9.01 Civil Service Commission and System.
 - ii. Section 9.02 Composition and Terms. (11/7/06)
 - iii. Section 9.03 Classified and Unclassified Service. (11/5/96)
 - iv. Section 9.04 Police, Fire and EMS Chiefs. (11/5/96; 11/7/06)
 - v. Section 9.05 Employees with Prior Service.
 - vi. Section 9.06 Ohio Law.
- e. ARTICLE X - RECREATION AND PARKS ADVISORY COMMISSION (**Repealed 11/8/16**)
- f. ARTICLE XI - CEMETERY BOARD
 - i. Section 11.01 Composition and Terms. (11/7/06)
 - ii. Section 11.02 Duties.
- g. ARTICLE XII – FINANCE
 - i. Section 12.01 Fiscal Year.
 - ii. Section 12.02 Preparation and Submission of Budget. (11/8/16)
 - iii. Section 12.03 Salaries and Bonds. (11/7/06)
 - iv. Section 12.04 Contracts and Purchasing. (5/5/92)
 - v. Section 12.05 Debt and Tax Limitation. (Repealed 5/5/70)
 - vi. Section 12.06 Finance Director. (11/5/96; 11/7/06; 11/8/16)
- 7. Set Agenda for Next Meeting
 - a. Proposed
 - i. ARTICLE XIII - NOMINATIONS, ELECTIONS AND QUALIFICATIONS
 - ARTICLE XIV - INITIATIVE, REFERENDUM AND RECALL
 - ARTICLE XV - AMENDMENTS TO CHARTER
 - ARTICLE XVI - CHARTER REVIEW COMMISSION
 - ARTICLE XVII - GENERAL PROVISIONS

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49 W. OHIO AVENUE

- 8. Next Meeting Date
 - a. Proposed
 - i. Wednesday April 1, 2026
- 9. Adjournment