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R-34-2022 A Resolution to Establish a Charter Review Process

**City Council of the City of Glenarden, Maryland
2022 Legislation**

Resolution Number: R-34-2022
Introduced By: Erika L. Fareed, Councilmember
Co-Sponsors: Angela D. Ferguson, Council Vice President
Public Hearing: Tuesday, May 17, 2022
Session: Regular Meeting
Date of Introduction: Tuesday, June 21, 2022

A Resolution to Establish a Charter Review Process

WHEREAS, the Glenarden City Council has responsibility to ensure that the City Charter is reflective of enacted Charter Amendments, is compatible with current County, State, and Federal law and, is supportive of the needs of City Residents and Officials; and

WHEREAS, the ultimate objective of the City Charter is to balance control with organizational and process flexibility and discretion;

WHEREAS, it is beneficial for the City Charter to be reviewed periodically to ensure consistency and clarity; and

WHEREAS, a comprehensive review of the City Charter is a weighty activity that requires serious consideration and participation from impacted parties;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Glenarden, Maryland, sitting in **Regular Session this 21st day of June, 2022** that the following procedures will govern the Charter Review Process:


- (1) The Charter will be reviewed at the end of each annual session to ensure that all legislation enacted in that session has been incorporated.
- (2) The Charter will undergo a comprehensive review, section by section, every 10 years starting July 2022.
- (3) The schedule for the Charter Review will be published by June 30 of the year in which the comprehensive review is due.
- (4) The Charter Review shall be completed by December 31 of the year in which the comprehensive review is due.

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- (5) A Charter Review Committee consisting of three (3) Councilmembers will be responsible for creating the schedule and facilitating the review process.
- (6) The Charter Review deliberations will take place during a 2-hour public meeting separate from the Work Session and Regular Meeting. Citizens may provide comments during the last 30 minutes of the meeting.
- (7) No action is to be taken during the Charter Review meetings. Charter Review Committee members are required to attend the Charter Review meetings. Other Councilmembers, the Mayor, and City Manager may attend at their discretion.
- (8) It is recommended that an attorney who is knowledgeable on the Charter Review and Amendment process be present at the Charter Review meetings.
- (9) After each Charter Review meeting, the Charter Review Committee will be responsible to prepare any amendments, if necessary.
- (10) Any Charter Amendments identified will be presented as Charter Amendment Resolutions at the next Work Session following the Charter Review meeting, further discussed with the public at a Public Hearing following the Work Session and voted on at a Regular Meeting following the Public Hearing. Any other public notification requirements stipulated by local, state, or federal law must also be performed.
- (11) The initial Charter Review session commencing July 2022 will be advised by Karen P. Ruff, Esq. of Levan Ruff, LLC for 5 hrs. per month (including the 2hr review meetings) at a discounted rate of \$200/hr. for a total of 30hrs and \$6,000 for the review period to be paid with American Rescue Plan Act funds. The legal advisor can be replaced at any time at the will of the council.
- (12) This Resolution shall take effect immediately following approval by the Council.

Date Approved: June 21, 2022

ATTEST:


Victoria Lewis, Council Clerk

City Council of Glenarden


Derek D. Curtis, II, Council President

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Angela D. Ferguson
Angela D. Ferguson, Council Vice President

Erika L. Fareed
Erika L. Fareed, Councilwoman

Kathleen J. Guillaume
Kathleen J. Guillaume, Councilwoman

NO
Maurice A. Hairston, Councilman

ABSTAIN
James A. Herring, Councilman

NO
Robin F. Jones, Councilwoman

Votes:

Yea 4

Nay 2

Abstain 1