



# City of Tacoma

## Charter Review Committee Minutes

January 11, 2024

5:00 p.m.

### SPECIAL MEETING

747 Market Street, Tacoma WA 98402, Conference Room 243

Dial: 253-215-8782 Meeting ID: 857 9094 1184

Webinar Link: [www.zoom.us/j/85790941184](http://www.zoom.us/j/85790941184)

### Call to Order

Chair Wamback called the special meeting to order at 5:03 p.m.

### Roll Call

**Present: 14** – Katie Baird, Nicholas Carr, Maricres Castro, Silong Chhun, Patrick Fischer, Bryan Flint, Jason Gauthier, Melissa Malott, Latasha Palmer, Andrea Reay, Rebecca Stith, Stephen Wamback, Diamtris Winston, and Lok Yin Wu

**Absent: 1** – Andre Jimenez

### Welcome

At approximately 5:05 p.m., Chair Wamback provided general information to the Charter Review Committee (CRC), including restroom location, emergency assembly location and AED location. The agenda was adopted by unanimous consent.

### Opening Remarks

At approximately 5:07 p.m., Chair Wamback introduced Mayor Victoria Woodards and City Manager Elizabeth Pauli. Together, Woodards and Pauli welcomed and thanked the CRC members for their participation in the review process and the importance of the Committee's work.

### Introductions

At approximately 5:16 p.m., each CRC member provided a brief introduction of themselves, followed by staff members Sonja Hallum, Chief Government Affairs Officer and CRC Executive Liaison, City Manager's Office; Nicole Emery, City Clerk; Martha Lantz, Deputy City Attorney, City Attorney's Office; and Joan Taverna, Office Assistant, City Clerk's Office.

## **Charter Review Committee Expectations and Guiding Principles Discussion**

At approximate 5:45 p.m., Chair Wamback led a discussion regarding CRC expectations and guiding principles. He provided a timeline for the Committee to complete the review process and the administrative work to get the items to the ballot.

Discussion ensued regarding holding public hearings and public engagement; making sure everyone's voice is heard, even the less vocal; expectations on communication through difficulties and how to handle them; engagement on items when there is disagreement; and maintaining the integrity of the committee.

All 14 present CRC Members affirmed their commitment to the Charter process.

### **Break**

The special meeting recessed at 6:20 p.m.

The special meeting reconvened at 6:35 p.m.

### **Committee Charter Discussion**

At approximately 6:35 p.m., discussion commenced regarding the CRC's own Charter, including responsibilities, membership, the option of bringing in alternates, committee operations and possibly electing a vice chair, and the plan on formation of different subcommittees.

**MOTION:** Castro moved to extend the Charter Review Committee meeting to 8:30 p.m.

**SECONDED BY:** Gauthier

**ACTION:** Voice vote was taken and carried. The motion was declared adopted by unanimous consent.

Discussion continued regarding the CRC's Charter, including meetings, duties of the Chair, staffing, and amendments. Chair Wamback stated that the CRC's draft Charter will be updated for review and adoption at the next meeting.

### **Open Public Meetings Act Presentation**

This topic was not addressed.

## Code of Ethics Presentation

This topic was not addressed.

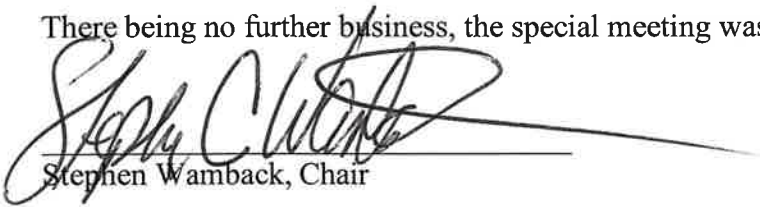
## Homework and Closing Comments

At approximately 8:22 p.m., Chair Wamback stated that the next meeting will be held on Thursday, January 18, 2024, at 5:30 p.m., and will include presentations on the Open Public Meetings Act, Public Records Act, Code of Ethics, and CRC process; review of a letter from the Mayor and City Council regarding suggested Charter Review topics; and the Committee's homework assignment.

Chair Wamback requested each CRC Member review the 2014 Charter and identify the section or sections of the Charter they are interested in amending or discussing, and to submit their selections by Monday, January 15, 2024.

## Adjournment

There being no further business, the special meeting was adjourned at 8:30 p.m.



Stephen Wamback, Chair



Joan Taverna, City Clerk's Office

