

MINUTES  
CHARTER REVIEW COMMITTEE  
HELD ON THURSDAY, OCTOBER 3, 2019, 5:30 PM  
915 S. TOVREAVILLE ROAD, BISBEE, AZ 85603

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:30 PM

ROLL CALL:

CHARTER REVIEW COMMITTEE

Ward I

Danielle Bouchever

Sean Hicks

Thomas Holz

Boyd Nicholl

Ward II

William Crow- Excused

Lisbeth Hines- Excused

Fred Miller

Catherine Wright-Excused

Ward III

Oney Crowley

Duane Earl Doane- Excused

Juanetta Hill

Sandra Hummingbird

Original Freeholder: Tom Wheeler

Former Committee Member: Sylvia Anable

CITY COUNCIL LIAISON

David M. Smith, Mayor

CITY STAFF LIAISON

Theresa Coleman, City Manager

Ashlee Coronado, City Clerk

CITY ATTORNEY

James Ledbetter

1. Introduction of Bisbee City Charter Members.  
Mayor Smith

Mayor Smith welcomed the members and had each member introduce themselves and give the ward they were representing.

2. Introduction of the Bisbee City Charter Review Process.  
Mayor Smith

Mayor Smith reviewed the Charter Review Process with the committee members.

3. Presentation of the Charter's Function and Importance.  
Ken Strobeck, Executive Director Arizona League of Cities and Towns

Mr. Strobeck discussed the function and importance of having a Charter and answered questions that the Committee had.

4. Discussion of the Open Meeting Law  
Mayor Smith

Mayor Smith addressed how the committee was a public body and must follow Open Meeting Laws. He gave several examples of situations that would / would not violate Open Meeting Laws. He stressed not to “Reply All” to emails sent out.

5. Discussion and Selection of a Chairperson.  
Mayor Smith

MOTION: Member Miller nominated Boyd Nichol as Chairperson.

SECOND: Member Crowley

MOTION PASSED: UNANIMOUSLY

6. Discussion and Selection of a Vice Chairperson.  
Mayor Smith

MOTION: Member Nichol nominated Sean Hicks as Vice-Chair.

SECOND: Member Crowley

MOTION PASSED: UNANIMOUSLY

7. Discussion and Selection of a Secretary.  
Mayor Smith

MOTION: Member Miller nominated Danielle Bouchever as Secretary.

SECOND: Member Nichol

MOTION PASSED: UNANIMOUSLY

8. Discussion and Selection of Times, Dates and Length of Meetings.  
Chair

The Members discussed the selection of times, dates and length of meetings.

MOTION: Member Miller moved that they meet on the first Wednesday of every month at 5:30PM for a maximum of 120 Minutes (2 hours) with the ability to add extra meetings if needed and also with the availability of the City.

SECOND: Member Hummingbird

MOTION PASSED: UNANIMOUSLY

9. Discussion and Possible Recommendations or Decisions regarding Article I, Incorporation, Form of Government, Powers of the City, and Boundaries, and Article II, The Council.  
Chair

Mayor Smith passed out a list of areas of interest in Section 1 through 4 that had been brought up to him. The members looked at the list and spoke about gender neutral and how this would be done throughout the Charter. It was noted that it would need to be done throughout each Article/Section.

The following Articles and Sections of the City Charter required no changes.

Article I Information, Form of Government, Powers of the City and Boundaries

Section 1.01 Incorporation

- (a) Name of City

Section 1.02 Form of Government

- (a) Council-manager
- (b) Council
- (c) Exercise of Powers

Section 1.03 Powers of the City

- (a) Grant of Powers
- (b) Control of Property
- (c) General Municipal Powers
- (d) Enumeration of Powers
- (e) Comprehensive Plan
- (f) Specific Plans
- (g) Prior Approval of Construction
- (h) Levy of Assessments and Enforcement of Liens on Real Property
- (i) Streets, Alley, Public Grounds: Fred Miller moved to add Ways Including Stairs, Boyd Nichol seconded. Motion Passed Unanimously.
- (j) Requirements for New Development

Section 1.04 Boundaries

Article II The Council

Section 2.01 Powers of the Council

Section 2.02 Number; Selection

Section 2.03 Elections

Section 2.04 Term of Mayor

- (a) Two-Year term
- (b) Term of Mayor Elected

Section 2.05 Terms of Council Members: Sandra Hummingbird moved to change the pronoun used to a gender neutral term, Sean Hicks seconded. Motion Passed Unanimously.

- (a) Term of Present Council Members
- (b) Term of Council Members Elected
- (c) Term of Council Members Elected
- (d) Run-Off in General Election
- (e) Term of Council Members Elected

Section 2.06 Wards

- (a) Laws
- (b) Boundaries
- (c) Boundary Changes

10. Future Agendas for the Committee.  
Chair

- The Members will pick back up at Article II Section 2.07 Qualifications of Mayor and Council at the next meeting.
- Timeline of when the recommendations will need to go to Council for approval and when it will be placed on the ballot.

Next meeting has been scheduled for **TO BE DETERMINED** in Council Chambers.

Adjournment: **7:30 PM**

MOTION: Mr. Miller moved to adjourn.

SECOND: Mr. Crowley

MOTION PASSED: UNANIMOUSLY