

CHARTER COMMISSION-ADMINISTRATIVE COMMITTEE

Unofficial Minutes of the Meeting

August 22, 2013

Present: John Ciaravino, Ron Hayes, Les Hutchinson, Jim Marks, Dave Steel

Also Present: Jeff Gray, Tim McLean, Bob Snow

The meeting of the Administrative Committee was called to order by Chairman Steel at 1:30 P.M.

Chairman Steel opened up a general discussion of procedure in addressing how to write the proposed city charter. The Administrative Committee then went through sections of the proposed charter, reviewing statutory requirements and procedural items. Chapters I-X were discussed and reviewed. Chapter VII will be reviewed by staff to ascertain the continuity of existing administrative procedures. The Administrative Committee intends to introduce Chapters I-X to the Charter Commission for discussion and approval.

With no further business, the Administrative Committee adjourned at 3:10 P.M.

Respectfully submitted,

Tim McLean, Assistant to the Manager