



**Charter Advisory Review Board**  
**CITY HALL - COUNCIL CHAMBERS - 4 EAST LOCKWOOD AVENUE**  
**June 12, 2023, 5:00 PM**

This meeting of the Charter Review Advisory Board will be open to the public at City Hall or via teleconference. Instructions on listening through your phone or computer to the teleconference are available at [www.webstergroves.org/teleconference](http://www.webstergroves.org/teleconference). All those attending in person must comply with masking and other public health measures as ordered by the City of Webster Groves.

**MEMBERS:** Tammy Behm, Nicole Chaput (Vice Chair), Paul Dribin, Joseph Dugan, Jennifer Finney, Matthew Hile, Jeanne Kirkton (Chair), Kyle Klemp (Secretary), Michael Yokley

**Alternate Members:** John Eppers and Melissa Johnson

**COUNCIL LIAISON:** Mayor Laura Arnold

**STAFF LIAISONS:** Marie Peoples (City Manager), Neil Bruntrager (City Attorney)

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES**

**4. PUBLIC COMMENT** – *The public can share comments in-person, virtually via Zoom using the “Raise Hand” option during the Regular Meeting, via email to [charterreview@webstergrovesmo.gov](mailto:charterreview@webstergrovesmo.gov) or U.S. mail. Written comments will not be read aloud at the meetings. All speakers will be allowed three minutes. Comments can be left throughout the course of the meeting through the Zoom Q & A function by the public, but will not be addressed in real-time by the members.*

**5. GOVERNANCE** (*Action Items*)

**6. MEMBER DISCUSSION & QUESTIONS**

**7. NEW BUSINESS**

- a) Presentation on Preliminary Survey Results - Joseph Dugan
- b) Discussion on June 29<sup>th</sup> Listening Session – Joseph Dugan
- c) Discussion on Charter Article 4 - Proposed Administration Language Revision

**8. OLD BUSINESS**

- a) Discussion on Future Public Engagement
- b) Drafting Final Charter Advisory Review Board Report (sample links to reports are below)
  - a.) Draft Prototype Report
  - b.) Amerherst, Massachusetts  
[https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example\\_amherstfinalreportandhomerulecharter.pdf](https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example_amherstfinalreportandhomerulecharter.pdf)
  - c.) Beverly, Massachusetts  
[https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example\\_beverly022022charterreviewcommitteefinalreport.pdf](https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/example_beverly022022charterreviewcommitteefinalreport.pdf)

d.) Newton, Massachusetts

[https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/EXAMPLE\\_Final\\_Report\\_NewtonMA.pdf](https://www.cambridgema.gov/-/media/Files/charterreviewcommittee/charterresources/examplecharters/EXAMPLE_Final_Report_NewtonMA.pdf)

e.) Everett, Washington

<https://www.everettwa.gov/DocumentCenter/View/6524/Final-Report?bidId=>

c) Questions/Comments/Discussion Related to any Previously Reviewed Charter Articles

## **9. CONSIDER AGENDA ITEMS FOR THE NEXT MEETING**

- a) Preparation for Voting on Amendments to Send Forward to Council
- b) Preparation of any Member Remarks to Include in the Report to Council

## **10. FUTURE MEETING DATES**

- a) Review updated Charter Review Advisory Board Schedule
- b) Next Meeting Dates:  
June 27
- c) Set next meeting dates

## **11. ADJOURNMENT**

Individuals who require an accommodation (sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the City Clerk at 314-963-5318 or Relay Missouri at 1-800-735-2966 (TDD) at least two working days prior to the meeting.