



**CITY OF GLENDALE  
CHARTER REVIEW COMMITTEE  
Minutes of Meeting  
December 12, 2024, at 5:00 PM**

**1. Roll Call**

- The meeting was called to order on December 12, 2024 at 5:00 PM
- Present: Committee Member Durham, Committee Member Flower, Committee Member Garibyan, Committee Member Karapetian, Committee Member Manasserian, Committee Member Megerdichian, Committee Member Meek, Committee Member Povalitis, Committee Member Smith
- Absent: Committee Member Harutunyan, Committee Member Miller, Committee Member Yoo

**2. Regular Business Agenda**

- a) **The Agenda for the December 12, 2024 meeting of the Sustainability Commission was posted November 26, 2024, on the Bulletin Board Outside City Hall.**

**3. ORAL COMMUNICATIONS**

- None

**4. APPROVAL OF MINUTES**

- Motion to approve: Committee Member Meek
- Second: Committee Member Durham

**5. REPORTS – INFORMATION ONLY**

**6. BUSINESS/DISCUSSION ITEMS**

**a) Review of Charter Language for Potential Revisions**

**i. Location of City Council Meetings**

- The Committee requested draft language from the City Attorney's Office for options for special meetings and flexibility for regular meetings.

**ii. Removal of Obsolete Officer/Employee Positions**

- A Motion was passed to make the following changes:

- Elimination of the outdated City Assessor and Maintenance Services Administrator positions (Article IV, Section 1)
- Change of the outdated Director of Administrative Services title to Director of Finance (Article IV, Section 1)
- Motion to approve: Committee Member Meek
- Second: Committee Member Flower

**iii. Cleanup of Article VI, Section 12 Pertaining to Councilmembers holding other offices during term and 2 years after leaving office**

- The Committee requested draft language from the City Attorney's Office to vote on during a future meeting.

**b) Review of items regarding Committee scope and timeline**

**c) Continued discussion regarding selection of a Chair**

- The Committee determined that a Chair will be selected during the next meeting.

**7. FUTURE AGENDAS**

- The next meeting will take place on January 9<sup>th</sup>, 2025 in the Council Chambers
- The Committee requested an Agenda Item to establish a schedule for the 2025 calendar year

**8. ADJOURNMENT @ 6:19 PM**

- Motion: Committee Member Meek
- Second: Committee Member Manasserian