

**Minutes  
Drafting Committee  
Charter Revision Commission**

**Tuesday, September 13, 2016 at 5 pm  
Music Hall (3<sup>rd</sup> Floor) in City Hall  
474 Broadway  
Saratoga Springs, NY 12866**

**I. Call to order**

*Present: Matt Jones, Pat Kane, Ann Casey Bullock*

*Excused absence: Beth Wurtmann*

**II. Assignment of minutes**

*Mr. Jones assigned to take the minutes.*

**III. Review Drafting Committee's charge from the Commission**

*Charge reviewed by Committee. Discussion of scope and approach.*

**IV. Identify list of known issues to be studied**

*Committee members identified various issues for submission to Mr. Izzo for a threshold determination on what is required to be included in the Charter and what categories of items can be moved to City Code.*

**V. Identify and schedule City Officials to be interviewed**

*Committee would like to interview deputies if full Commission elects not to. The Committee will nevertheless extend invitations to City Attorney, Administrators, Directors, Building Inspector, City Engineer, Police Chief, Fire Chief and other supervisory personnel employed by the City.*

**VI. Discussion on recommendation for selection of counsel for Drafting Committee**

*Committee discussed attorneys who might be able to assist Drafting Committee. Mr. Jones will coordinate with Mr. Turner who is working on the issue.*

## **VII. Identify topics for next agenda**

- *Receive report from Mr. Izzo regarding Charter requirements*
- *Commence work on discussion on substantive issues*
- *Schedule interview with City Attorney*

## **VIII. Adjourn**

*Drafting Committee Charge: Drafting Committee - This committee would be tasked with distilling and trimming the existing charter into a shorter more form. The committee would make the obvious cuts and move them into an administrative code. Second, they would talk to officials, deputies and department heads about other potential cuts. The Committee would identify controversial and potentially controversial stuff for the full charter committee to vote on. They would identify a series of policy issues for example- does city attorney role be fired by consent of city council as an example-- that need to studied and analyzed. Their goal is to get a slimmed down version of the City Charter, doesn't change the form of the city government. They would need funding to pay for an attorney.*