

**R-34-2022 A Resolution to Establish a Charter Review Process**

**City Council of the City of Glenarden, Maryland  
2022 Legislation**

**Resolution Number:** R-34-2022  
**Introduced By:** Erika L. Fareed, Councilmember  
**Co-Sponsors:** Angela D. Ferguson, Council Vice President  
**Public Hearing:** Tuesday, May 17, 2022  
**Session:** Regular Meeting  
**Date of Introduction:** Monday, May 9, 2022

**A Resolution to Establish a Charter Review Process**

**WHEREAS**, the Glenarden City Council has responsibility to ensure that the City Charter is reflective of enacted Charter Amendments, is compatible with current County, State, and Federal law and, is supportive of the needs of City Residents and Officials; and

**WHEREAS**, the ultimate objective of the City Charter is to balance control with organizational and process flexibility and discretion;

**WHEREAS**, it is beneficial for the City Charter to be reviewed periodically to ensure consistency and clarity; and

**WHEREAS**, a comprehensive review of the City Charter is a weighty activity that requires serious consideration and participation from impacted parties;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and City Council of the City of Glenarden, Maryland, sitting in **Regular Session this 13th day of June, 2022** that the following procedures will govern the Charter Review Process:

- (1) The Charter will be reviewed at the end of each annual session to ensure that all legislation enacted in that session has been incorporated.
- (2) The Charter will undergo a comprehensive review, section by section, every 10 years starting July 2022.
- (3) The schedule for the Charter Review will be published by June 30 of the year in which the comprehensive review is due.
- (4) The Charter Review shall be completed by December 31 of the year in which the comprehensive review is due.

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- (5) A Charter Review Committee consisting of three (3) Councilmembers will be responsible for creating the schedule and facilitating the review process.
- (6) The Charter Review deliberations will take place during a 2-hour public meeting separate from the Work Session and Regular Meeting. Citizens may provide comments during the last 30 minutes of the meeting.
- (7) No action is to be taken during the Charter Review meetings. Charter Review Committee members are required to attend the Charter Review meetings. Other Councilmembers, the Mayor, and City Manager may attend at their discretion.
- (8) It is recommended that an attorney who is knowledgeable on the Charter Review and Amendment process be present at the Charter Review meetings.
- (9) After each Charter Review meeting, the Charter Review Committee will be responsible to prepare any amendments, if necessary.
- (10) Any Charter Amendments identified will be presented as Charter Amendment Resolutions at the next Work Session following the Charter Review meeting, further discussed with the public at a Public Hearing following the Work Session and voted on at a Regular Meeting following the Public Hearing.
- (11) An exact copy of the Charter Amendment Resolution will be posted at the Municipal Center in the vestibule outside of the Administrative Offices for at least 40 days. Any other public notification requirements stipulated by local, state, or federal law must also be performed.
- (12) An approved Charter Amendment Resolution will become effective 50 days after its passage unless petitioned to referendum which requires the gathering of 20% of the qualified voters in the City of Glenarden.
- (13) The initial Charter Review session commencing July 2022 will be advised by Karen P. Ruff, Esq. of Levan Ruff, LLC for 5 hrs. per month (including the 2hr review meetings) at a discounted rate of \$200/hr. for a total of 30hrs and \$6,000 for the review period to be paid with American Rescue Plan Act funds.
- (14) This Resolution shall take effect immediately following approval by the Council.

Date Approved: \_\_\_\_\_

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ATTEST:

**City Council of Glenarden**

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Victoria Lewis, Council Clerk

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Derek D. Curtis, II, Council President

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Angela D. Ferguson, Council Vice President

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Erika L. Fareed, Councilwoman

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Kathleen J. Guillaume, Councilwoman

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Maurice A. Hairston, Councilman

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James A. Herring, Councilman

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Robin F. Jones, Councilwoman

Votes:

Yea \_\_\_\_

Nay \_\_\_\_

Abstain \_\_\_\_