

City of Kent Charter Review Commission Meeting

319 S. Water St., Kent, Ohio 44240

June 24, 2025

MINUTES - Amended

Present: Jason Gartland; Tom Mahon; Dawn Albright; Barb Hipsman-Springer; Julie Hurd-Schmidt; Craig Berger; Jeff Roeger; Don Schjeldahl; Adam Stephens; Brian Bialik; Todd Milton; Darlene Rocco; Emma Kelly

Also Present: Hope Jones, Law Director; Kathy Coleman, Clerk of Council; Mayor Jerry Fiala; Angela Manley, Parks & Rec Director; Melissa Celko, Ward 1 Council member

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- Adam called the meeting to order at 6:00pm.
 - Motion to approve June 10, 2025 minutes was made by Brian; seconded by Jeff; and carried by unanimous voice vote.
 - Jason pointed out that Kai was left out of the June 17 meeting minutes pertaining to the subcommittee. Kathy will add. Motion to approve the minutes of the June 17, 2025 meeting as amended was made by Don, seconded by Brian and carried by unanimous voice vote.
 - The commissioners continued to review proposed changes to Articles. Discussion included:
 - **5.01 NUMBER, SELECTION, TERM**
Language has been updated to reflect size of Council and reference to ward boundary changes due to census. Motion to submit amended version to Council was made by Barb, seconded by Craig, and carried 12-1. *Amended version will be submitted to Council for approval.*
 - **6.03 ACTING CITY MANAGER**
Language has been updated to replace the word “disability” with “inability to perform duties.” Motion to submit amended version to Council was made by Don, seconded by Todd, and carried 13-0. *Amended version will be submitted to Council for approval.*
 - **6.04 POWERS AND DUTIES OF THE CITY MANAGER**
Language has been added to the list of City Manager duties, to wit: “The City

Manager will annually submit an economic development strategic plan to the council and the public, The plan will outline goals and objectives for achieving and maintaining a sustainable Kent economy, report on performance and metrics and resource needs for strategy implementation, include a 5 year forecast, and include any other section required by City Council.” Motion to submit the amended version to Council was made by Brian, seconded by Don, and carried 13-0. *Amended version will be submitted to Council for approval.*

⊖ 7.03(E) DIRECTOR OF SAFETY

Discussion continued regarding the Director of Safety’s responsibilities. Tom and Jason submitted draft versions; after discussion it was decided to utilize Tom’s version, with the following additions: providing the unique case reference number to the complainant; removing the March 1 date for the annual report to Council; development of two annual reports-one on open complaints and one on closed complaints; and specifying that the report on open cases will be given during executive session of Council which is not open to the public. **Language will be updated and brought back for vote at next meeting.** *Amendments were approved on the floor and will be submitted to Council for approval.*

○ 8.03 PARKS AND RECREATION BOARD

Discussion was held about the structure of the Parks & Recreation department within the City, i.e., the idea of moving the department under the City Manager and limiting the P&R Board to an advisory capacity. Angela Manley, P&R Director, provided information about the operations of P&R, and pointed out that, regardless of how it is organized, the main issue is financial, and that would not be addressed by moving the department under the City Manager. After discussion, it was decided to remove this article from consideration. Motion to remove was made by Jeff, seconded by Brian and carried 13-0.

⊖ 8.07 CHARTER REVIEW

Language has been updated as previously discussed. Further discussion was held about the wording of Charter Review meetings, including the use of the phrase “town hall meetings” to encourage the public to attend. It was clarified that all meetings of Charter Review are public, but it was felt that using the phrase “town hall” would be more welcoming. **Language will be updated and brought back for vote at next meeting.** *Amendments were approved on the floor and will be submitted to Council for approval.*

- 9.02 NONPARTISAN ELECTIONS

Language regarding primary elections has been updated as previously discussed. Motion to submit the amended version to Council was made by Darlene, seconded by Brian, and carried ~~13-0~~ [12-1](#). *Amended version will be submitted to Council for approval.*

- ADJOURNMENT

There being no further business, the meeting was adjourned at 7:56pm.

The next meeting will be held on July 1, 2025 at 6:00pm at City Hall.