

**CITY OF MILTON-FREEWATER  
CHARTER REVIEW COMMITTEE MINUTES**

**November 21, 2024**

The Charter Review Committee met on Thursday, November 21, 2024 in the Albee Room of the City Library, 8 SW 8<sup>th</sup> Avenue at 5:35 p.m.

The following members were present: Suni Danforth, Kenneth Jenkins, Margo Piver, David Prock, Paul Seaquist, Kay West and Sally Babcock.

Staff members present were: City Manager Chad Morris and City Recorder Leanne Steadman.

Citizen present was Ryan Westman.

Introductions were made around the room.

**ELECTION OF COMMITTEE CHAIR**

The first order of business was the election of a Chair for the committee.

Paul Seaquist motioned to appoint Suni Danforth as the Committee Chair. Kay West seconded the motion. Motion passed with all in favor.

**ESTABLISH A REGULAR MEETING TIME AND PLACE**

There was a recommendation from Chair Danforth to meet the third Thursday of each month at 5:30 p.m. in the Albee Room. There was consensus among the committee. This will be contingent upon availability of the Albee Room.

**ESTABLISH A REVIEW TIMELINE**

Manager Morris shared his experience with a Charter Review process in Florida. He suggested setting a shorter timeframe rather than a longer one which may not be necessary.

Mr. Seaquist suggested March 20, 2025, which was four months out.

Chair Danforth shared that if it were necessary the dated could be extended if more time was needed.

Paul Seaquist motioned to set the initial timeframe as March 20, 2025. David Prock seconded the motion. Motion passed with all in favor.

There was a brief discussion regarding community/citizen comments being allowed.

Chair Danforth expressed having community/citizen input was an important part of the whole process.

There was discussion about how to set the room up for the next meeting to allow better communication and dialog between committee members.

Chair Danforth asked the committee to review the provided materials and to come to the next meeting with areas marked for questions.

There being no further business the meeting was adjourned at 6:01 p.m.

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

By: \_\_\_\_\_  
Suni Danforth, Charter Review Committee Chair