



City of Prescott

Charter Review Committee

July 20, 2026 | 2:30 PM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Charter Review Committee** at their meeting to be held **July 20, 2026**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38431.02.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the June 1, 2026 Charter Review Committee Meeting.
Recommended Action: MOVE to approve minutes as presented
- B. Committee Discussion Regarding Council Action on Proposed Charter Amendments at the June 9 and June 23, 2026 Council Voting Meetings.
Recommended Action: This item is for discussion only. No formal action will be taken.
- C. Discussion Regarding Committee Member Role Regarding Advocating for November 3 Propositions.
Recommended Action: This item is for discussion only. No formal action will be taken.
- D. Discussion Regarding Proposed Governance Framework from Chair McMinn.
Recommended Action: This item is for discussion only. No formal action will be taken.
- E. Presentation & Discussion Regarding Upcoming Meeting Schedule, Future Agenda Items and a Process for Establishing the Committee's Agenda for the Next Year.
Recommended Action: This item is for discussion only. No formal action will be taken.

4. ADJOURNMENT

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-

431.03(A)(3));

- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 7/16/26 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: July 20 Charter Review Committee
DATE: July 20, 2026
DEPT: City Clerk
ITEM #: 3.A
SUBJECT: Approval of Minutes from the June 1, 2026
Charter Review Committee Meeting.

ITEM SUMMARY

This item is for the approval of the June 1, 2026 Charter Review Committee Meeting Minutes. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. June 1, 2026 CRC Minutes

City of Prescott

Charter Review Committee



June 1, 2026 | 2:30 PM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chair McMinn called the meeting to order at 2:30 p.m.

2. ROLL CALL

Bonnie McMinn - Chair

Rod Moyer - Vice Chair

Michael Broggie - Member (Arrived at 2:50 p.m.)

Michael Gjede - Member

Ralph Hess - Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of Minutes from the May 18, 2026 Charter Review Committee Meeting.

MOTION BY MEMBER GJEDE TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER BROGGIE: PASSED (4 - 0)

- B. **CONTINUED ITEM:** Discussion & Possible Action Regarding an Update to the Prescott City Charter Establishing Certain Restrictions on Development Agreements by City Council

Chair McMinn stated that today's meeting is to finalize amendments that have already been reviewed by the Committee. She doesn't anticipate any additional charter amendments be forwarded to the Council for the November 2026 Election cycle. Any future meetings before the election will focus on education and outreach.

Deputy City Attorney Alane Moore provided an overview of the language provided by the legal department in response to previous Committee discussion. Powers of the city section was amended, and open space requirements were added based on those discussions as well.

Member Gjede asked about new paragraph 5 "unless expressly approved by the voters..." and if it is really necessary because it could significantly delay things. Things like this should be approved by the Council.

Ms. Moore responded that, based on the last meeting, the desire of the Committee was to have the developer bear that burden and not the voters, this would allow for the city to bear the cost.

City Attorney Joseph Young arrived and added that there could be an opportunity for workforce or senior housing that would meet a need and criteria

is different where it would go to the voters.

Council Liaison Cathey Rusing commented that the purpose of the amendment is to relieve the burden of the citizens to fund private development. With projects like Deep Well Ranch, the city has to fund bringing utilities to property and a deal was made with AED that was completely unrealistic and unsustainable. Amendments should be in the charter to protect the taxpayers. She suggested eliminating "shall" in paragraph 5 and changing it to "must", and "shall not" to "will not" to make it crystal clear.

Mr. Young stated that "shall" is the formal of "will" or "must" so he doesn't see a need for the change, but if the Committee would like to see it revised, he can do so. The language is a prohibition on adding property at a later time. The intent is to have three separate Charter Amendments as follows: 1. Article VIII, Section 14; 2. Article I, Section 3; and 3. Open Space for Article I, Section 4.

Member of the public Mary Frederickson addressed the Committee and stated that with regard to the "shall" versus "will" language, and suggested that "must" or "will" is firmer.

Mr. Young stated that the Committee could make the motion with the amendment of the language if they'd like to do so.

Member Hess stated that the language should be left as the Legal Department recommended it. The enforceability issue doesn't have anything to do with the language.

MOTION BY MCMINN TO APPROVE THE PROPOSED BALLOT LANGUAGE WITH REVISION IN PARAGRAPH 5 TO BE FORWARDED TO COUNCIL FOR APPROVAL; SECONDED BY MEMBER GJEDE: PASSED (5 - 0)

- C. Presentation, Discussion & Possible Action Regarding Requested Updates to the Prescott City Charter Article VIII, Section 2 - Related to Appraisals and Valuation Requirements.

Chair McMinn commented that this amendment is about stewardship of resources and making sure that acquisitions are supported by appraisals and that those are available to the public before the Council votes on them.

Member Hess asked if appraisals are limited to purchase only, and what the intent is.

Mr. Young responded that the intent is to apply to purchases. However, exchanges could also be applicable if the Committee chose to do so. Something along the lines of "purchase or exchange of property..." would be appropriate and could be added. He further stated that this section would not apply to leases because it is outside the scope of this particular amendment.

Council Liaison Rusing stated that it should be clear that the appraiser is a licensed professional.

Member Gjede said he is comfortable with the amendment as it was written.

MOTION BY VICE CHAIR MOYER TO APPROVE THE PROPOSED BALLOT LANGUAGE WITH THE ADDITION OF THE WORD "EXCHANGE" TO BE FORWARDED TO COUNCIL FOR APPROVAL; SECONDED BY MEMBER BROGGIE: PASSED (5 - 0)

- D. Presentation & Discussion From Staff Regarding Upcoming Meeting Schedule. City Clerk Sarah Thornhill reviewed the proposed revised schedule based on Committee discussion at their May 18 Meeting and requests from Chair McMinn. The schedule can be amended at the discretion of the Committee, but staff's preference would be to establish a regular and consistent meeting schedule done in a similar way as the other city Boards, Commissions and Committees.

Member Hess stated that he preferred the original proposed schedule, and added that if there are no meetings before November or December the Committee will be jammed up for time for any revisions in 2027. His preference would be to continue to meet on a monthly basis beginning in July so they can begin looking at future amendments without a compressed timeline.

Chair McMinn stated that she likes having the meeting in July to look at the education and to be focused on looking at future agendas.

Member Gjede stated that public education is not the Committee's role.

Mr. Young agreed.

Vice Chair Moyer agreed that meeting once a month is important in order to have a more relaxed approach to review of future proposed amendments.

Committee consensus to establish the regular meeting date as the 3rd Monday of each month at 2:30 p.m. beginning on July 20th.

This item was for discussion only, no formal action was taken.

4. ADJOURNMENT

There being no further business to discuss, Chair McMinn adjourned the meeting at 3:15 p.m.

ATTEST:

BONNIE MCMINN, Chair

SARAH M. THORNHILL, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: July 20 Charter Review Committee
DATE: July 20, 2026
DEPT: City Clerk
ITEM #: 3.B
SUBJECT: Committee Discussion Regarding Council Action on Proposed Charter Amendments at the June 9 and June 23, 2026 Council Voting Meetings.

ITEM SUMMARY

This item is for the Committee to discuss Council action at the June 9 and June 23 Voting Meetings.

BACKGROUND

Council received a brief presentation from staff at their June 9 Voting Meeting where they voted on the following items forwarded for review and approval by this Committee:

Proposal 1:

Article XI, Section 4 Current Language & Proposed Language:

The presiding officer of the city court shall be a city judge, who shall be appointed by the council in December of each even-numbered year. The term of office of the city judge shall commence on the first business day of the month following his or her appointment, and shall be for two (2) years, or until his or her successor is appointed and qualified. The city court department employees shall be appointed by and accountable to the city judge. The city judge will report to and be responsible for the operation of the city court department to the city council. The city judge shall prepare the budget for the city court department for submission to the city council, and the city court budget shall be established by the city council.

The presiding officer of the city court shall be the City Judge, who shall be appointed by the council. The City Judge shall be an attorney licensed and in good standing in the State of Arizona and shall serve at the pleasure of the council with a contract to be reviewed annually. At the annual review date, the City Council, at its discretion, shall decide whether to renew the contract. During the term of his/her contract, the Judge may be removed by the City Council only for cause, after notice and an opportunity to be heard. Removal for cause shall be justified by any criminal conduct and/or a violation of the Arizona Code of Judicial Conduct.

Proposal 2:

Article VIII, Section 14 "Development Agreements" Proposed Addition to City Charter

Section 14

A. Authority and purpose.

The city may enter into development agreements with property owners or developers for the purpose of establishing the terms and conditions under which development of property shall occur, consistent with the Prescott general plan, Arizona revised statutes, and applicable ordinances. The restrictions outlined in this section shall apply to any development agreement approved following the adoption of this section [date]

B. Prohibition on adjoining or adjacent property provisions.

No development agreement shall include provisions that obligate, restrict, encumber, or otherwise impose conditions upon real property other than the property that is the subject of the agreement. Clauses purporting to apply to adjoining or adjacent properties, whether currently owned or subsequently acquired, are expressly prohibited and shall be void and unenforceable.

C. Term and duration.

Every development agreement shall include a defined term and expiration date. Any extension or renewal shall require approval in the same manner as the original agreement and shall not exceed the maximum term established therein nor create perpetual obligations.

Proposal 3:

Article I, Section 3 "Powers of the City" Proposed Revisions:

The City shall have the power to require all persons, firms, or corporations responsible for new physical development within the City to provide for or furnish, or pay a fee in lieu of providing or furnishing: (1) public utility easements; (2) water production, storage and transmission; (3) sewage collection, treatment and disposal; (4) park land and development; (5) school sites; (6) dedication and improvement of public rights-of-way; (7) bike paths and other necessary transportation; (8) drainage; (9) flood control; and (10) other public facilities necessary to maintain satisfactory levels of service for said new development as provided by ordinance which shall include definite standards basing the foregoing requirements on the needs of the inhabitants of said new development. (4) dedication and improvement of public rights-of-way, roads and other necessary transportation; (5) drainage; (6) flood control; and (6) other public facilities necessary to maintain satisfactory levels of service for said new development, as provided by ordinance which shall include definite standards basing the foregoing requirements on the needs of the inhabitants of said new development.

Notwithstanding the foregoing, all infrastructure improvements necessary to bring a new residential development into the City through annexation, including but not limited to roads, utilities, drainage facilities, and public service extensions, as well as any easements necessary to serve a residential development, must be planned, designed, constructed, and fully funded by the developer thereof. The City will not bear financial responsibility for such improvements, whether newly constructed or due to increased capacity necessitated by increased usage, unless expressly approved by the voters at a regular or special election.

Proposal 4:

Article I, Section 4 "Boundaries" Proposed Addition

C. Open space requirements for large-scale annexation developments.

Any proposed residential development project encompassing more than two hundred fifty (250) acres which is proposed to be annexed into the city pursuant to a pre-annexation development agreement shall dedicate and permanently preserve not less than twenty-five percent (25%) of the total annexed project area as open space. Such open space shall be meaningful and functional, and shall, to the greatest extent practicable:

1. Preserve wildlife corridors and native habitat;
2. Provide public access to usable open areas, including hiking, biking, or similar recreational trails; and
3. Be configured in a manner that promotes connectivity and environmental sustainability, rather than consisting of isolated or fragmented parcels

Proposal 5:

Article VIII, Replacing Section 2 "Acquisition of Real Property"

Section 2 – Contracts for city improvements or materials ACQUISITION OF REAL PROPERTY

~~Deleted September 11, 2001.~~

The city shall have the power to acquire real property and interests therein by purchase, gift, exchange, lease, or other lawful means, provided that any such acquisition is determined by the city council to serve a public purpose and promote the public good, and is consistent with the provisions of this section and the other provisions of this charter.

Prior to the approval of any purchase or exchange of real property by the city, the property shall be appraised by an independent, qualified real estate appraiser who is licensed and certified and has no financial or personal interest in the transaction. The appraisal shall establish the fair market value of the property.

The city shall not pay consideration for any real property in excess of the appraised fair market value as determined by the independent appraisal required herein unless an alternative valuation is determined by a court of law in an action to acquire property through eminent domain.

The appraisal and all supporting documentation shall be made part of the public record prior to final approval of the acquisition by the city council.

Following discussion, the Council approved ballot language as presented for Proposals 2, 4 and 5 with the stipulation that all "shall" be changed to "must" where applicable and that paragraph three (3) in Proposal 5 be deleted. Staff made these revisions and proposition language will appear on the November 3 Special Election ballot. Additionally, the Council requested that Proposals 1 and 3 be revised and returned for their review and approval at the June 23 Voting Meeting. Staff followed this direction and returned to the Council on June 23 with the following revised proposals:

Proposal 1:

Article XI, Section 4 Current Language & Proposed Language:

~~The presiding officer of the city court shall be a city judge, who shall be appointed by the council in December of each even-numbered year. The term of office of the city judge shall commence on the first business day of the month following his or her appointment, and shall be for two (2) years, or until his or her successor is appointed and qualified. The city court department employees shall be appointed by and accountable to the city judge. The city judge will report to and be responsible for the operation of the city court department to the city council. The city judge shall prepare the budget for the city court department for submission to the city council, and the city court budget shall be established by the city council.~~

Section 4 - Remove reference to "Justice of the Peace"

The presiding officer of the city court shall be the City Judge, who shall be appointed by the City Council. The City Judge shall be an attorney licensed and in good standing in the State of Arizona and shall serve as a direct report to Council for a defined term. The term of office of the City Judge shall be for two years, beginning on the first business day of each odd numbered year. The City Judge's contract will be reviewed in December of each even numbered year, and may be renewed or terminated at that time by the City Council in their sole discretion. The City Judge shall also provide a written and verbal report to Council on at least an annual basis. During the term of his/her contract, the Judge may be removed by the City Council only for cause, after notice and an opportunity to be heard. Removal for cause shall be justified by any criminal conduct and/or a violation of the Arizona Code of Judicial Conduct.

Proposal 2:

Article I, Section 3 "Powers of the City" Proposed Revisions:

The city HAS the power to require ANY persons, firms, or corporations responsible for new physical development within the city to provide for or furnish, or pay a fee in lieu of providing or furnishing: (1) public utility easements; (2) water production, storage and transmission; (3) sewage collection, treatment and disposal; (4) park land and development; (5) school sites; (6) dedication and improvement of public rights-of-way; (7) bike paths and other necessary transportation; (8) drainage; (9) flood control; and (10) other public facilities necessary to maintain satisfactory levels of service for said new development as provided by ordinance which shall include definite standards basing the foregoing requirements on the needs of the inhabitants of said new development. (4) dedication and improvement of public rights-of-way, roads and any other necessary transportation; (5) drainage; (6) flood control; and (7) other public facilities necessary to maintain satisfactory levels of service for such development. Such requirements shall be established by ordinance and shall include objective standards relating to the required improvements, dedications, or payments to the needs generated by the development.

Notwithstanding the foregoing, with respect to any new residential development proposed for annexation into the City, all infrastructure improvements necessary to serve the development and to bring such development into conformance with City standards and allow incorporation into the City through annexation, including but not limited to roads, utilities, drainage facilities, and public service extensions, as well as any easements necessary to serve the development, must be planned, designed, constructed, and fully funded by the developer thereof. The City will not expend or commit public funds for such improvements, whether newly constructed or due to increased capacity

necessitated by increased usage, unless expressly approved by voters at a regular or special election.

Proposal 3:

Article VIII, Section 2 "Appraisals" Proposed Revisions:

The City Council previously approved this section to be submitted to voters, which requires an appraisal be performed prior to any real estate purchase or land swap. City staff has requested Council consider amending the draft language so that the appraisal requirement only applies in the event the City will be spending more than \$100,000 for the real property to be purchased. The City often purchases small parcels including easements, which cost much less than \$100,000, in those common circumstances, the cost of an appraisal could double the cost of the expenditure, increase regulatory burdens, but without saving the City any money. If Council does not approve this new revised language, the previously approved amendment will still be presented to voters for approval this fall.

Following discussion, Council approved all revised ballot language as presented with the revisions of "shall" to "must".

The City Clerk's Office has opened the Argument filing period for all six (6) propositions and it will close on Monday, August 3rd in order to meet necessary deadlines for publication of the city's publicity pamphlet. All information related to the Propositions and Pro/Con Argument filing is available on the city website: [Election Information](#)

FINANCIAL IMPACT

There is no fiscal impact associated with this item at this time, however, there will be future election costs.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: July 20 Charter Review Committee
DATE: July 20, 2026
DEPT: City Clerk
ITEM #: 3.C
SUBJECT: Discussion Regarding Committee Member Role
Regarding Advocating for November 3
Propositions.

ITEM SUMMARY

This item will allow the City Attorney's Office to provide a brief informative update to the Committee Members regarding their role in advocating for November 3 Propositions.

BACKGROUND

Arizona law prohibits certain types of electioneering, which is primarily the use of City resources to influence an election. However, Committee members are not prohibited from advocating their position on elections as long as City resources are not used.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: July 20 Charter Review Committee
DATE: July 20, 2026
DEPT: City Clerk
ITEM #: 3.D
SUBJECT: Discussion Regarding Proposed Governance Framework from Chair McMinn.

ITEM SUMMARY

This item is a request from Chair McMinn regarding a proposed "governance framework" related to consideration of future Charter Amendments by the Committee.

BACKGROUND

The Clerk's Office received a request from Chair McMinn regarding this matter with the following email and the attached worksheets:

"I would like to include this document as an agenda item for discussion only. I will send a companion worksheet next. The committee needs to have a conversation about the process we utilized during the past 6 months and assuming the committee will continue, how might we better utilize staff time and the committee time."

It is anticipated that the proposed framework shall guide the discussions to be had regarding the Committee's future agenda and to also be presented to City Council for input.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

1. Proposed Governance Framework
2. CRC Framework Worksheet

Prescott City Council Charter Review Committee

Governance Framework

Committee Purpose

The Prescott City Council Charter Review Committee serves in an advisory capacity to the City Council by evaluating potential amendments to the Prescott City Charter.

The committee evaluates governance issues, determines whether Charter action is appropriate, and, when warranted, develops recommendations for City Council consideration.

Because the Charter is the City's governing document, proposed amendments should be limited to matters that appropriately belong in the Charter.

Core Principles

- Focus on governance rather than policy preferences.
- Preserve the Charter as a concise governing document.
- Promote thoughtful, transparent, and consistent decision-making.
- Consider legal, operational, fiscal, and practical implications.
- Evaluate proposals from a long-term governance perspective.
- Consider legal advice provided by the City Attorney as part of the committee's deliberations.
- Develop Charter language only after reaching agreement on the governance objective.

Review Process

Step 1 – Identify the Governance Issue

Purpose: Clearly define the issue before discussing solutions.

Questions to Consider

- What problem or concern has been identified?
- Why is it important to the governance of the City?
- Is there evidence that change is needed?

Step 2 – Determine Whether the Charter Is the Appropriate Vehicle

Purpose: Determine whether the issue belongs in the Charter or should be addressed through another process.

Questions to Consider

- Can the issue be addressed through ordinance?
- Can it be addressed through Council policy or administrative practice?

- Is state or federal law already controlling?
- Does the issue involve a fundamental governmental power, structure, or voter-approved authority appropriate for the Charter?

If not, the committee may recommend that the matter be addressed through another process.

Step 3 – Evaluate the Impacts

Purpose: Consider the broader implications before developing Charter language.

Questions to Consider

- What are the legal implications?
- What are the operational and fiscal impacts?
- How does the proposal affect governance, accountability, and transparency?
- Are there potential unintended consequences?
- Does the proposal affect other Charter provisions?

The committee may request additional legal research, staff analysis, or other information as needed.

If the City Attorney has previously identified significant legal or procedural concerns regarding the proposal, the committee should consider whether the proposal, applicable law, or relevant facts have materially changed before continuing its review.

Step 4 – Establish the Governance Objective

Purpose: Reach general agreement on the governance objective before drafting.

Questions to Consider

- What should the proposal accomplish?
- Is there general agreement on the governance objective?

Step 5 – Develop Charter Language

Purpose: Develop amendment language that reflects the agreed governance objective.

Draft language should:

- Clearly implement the governance objective.
- Be concise and understandable.
- Be consistent with applicable law.
- Leave matters of policy and administration to ordinance or practice whenever appropriate.

Step 6 – Committee Recommendation

The committee may:

- Recommend a Charter amendment.

- Recommend additional research or public input.
- Refer the issue for consideration through ordinance, policy, or administrative action.
- Recommend no further action.

Guiding Philosophy

Effective Charter review begins with governance—not language.

By first defining the governance issue, determining whether Charter action is appropriate, and establishing a shared objective, the committee can develop thoughtful recommendations that preserve the integrity of the Charter and serve the long-term interests of the City.

Charter Amendment Proposal Framework Worksheet

Prescott City Council Charter Review Committee Charter Amendment Proposal Submission

Purpose:

This worksheet is intended to help submitters explain why a proposed amendment belongs in the City Charter and to provide the committee with sufficient information to begin its discussion. Completing this form does not guarantee that a proposal will be considered or recommended.

1. Proposal Title

2. Proposed Charter Amendment

Briefly describe the amendment you are proposing.

3. Background and Basis for the Proposal

In your own words, explain the issue or concern that prompted this proposal.

Describe:

- What problem or governance issue are you trying to address?
- Why do you believe this issue belongs in the Charter?
- Why can't the issue be adequately addressed through ordinance, policy, administrative practice, or existing law?

(Please provide sufficient explanation. A narrative response is required.)

4. Governance Considerations

Please indicate whether your proposal relates to one or more of the following:

- ☐ Structure or organization of City government
- ☐ Powers or duties of elected officials
- ☐ Checks and balances or accountability
- ☐ Election processes

☐ Voter-approved authority or limitations

☐ Fiscal governance

☐ Citizen participation or voting rights

☐ Other: _____

5. Charter-Level Review

Please indicate whether you believe the proposal:

☐ Creates or modifies a governing principle

☐ Establishes or limits governmental authority

☐ Changes an existing Charter provision

☐ Implements a voter-approved policy direction

☐ Cannot reasonably be addressed through ordinance, policy, or administrative action

6. Potential Impacts

To the best of your knowledge, could the proposal affect any of the following?

☐ Legal authority

☐ City operations

☐ Budget or finances

☐ Elections

☐ Public participation

☐ Existing Charter provisions

☐ State law

☐ Other: _____

7. Supporting Information (Optional)

Please identify any supporting information you believe would assist the committee.

☐ Legal authority

- ☐ Court decisions
- ☐ Arizona statutes
- ☐ Other city charters
- ☐ Staff reports
- ☐ Financial information
- ☐ Other: _____

Attach additional documents if applicable.

8. Requested Action

What would you like the committee to do?

- ☐ Consider the proposal for future discussion
- ☐ Request additional research
- ☐ Refer to another committee or City staff
- ☐ Other:

Committee Use Only

Date Received: _____

Agenda Date(s): _____

Disposition:

- ☐ Accepted for discussion
- ☐ Deferred
- ☐ Additional information requested
- ☐ Referred elsewhere
- ☐ No further action

Committee Notes:



TO: MAYOR AND CITY COUNCIL
AGENDA: July 20 Charter Review Committee
DATE: July 20, 2026
DEPT: City Clerk
ITEM #: 3.E
SUBJECT: Presentation & Discussion Regarding Upcoming Meeting Schedule, Future Agenda Items and a Process for Establishing the Committee's Agenda for the Next Year.

ITEM SUMMARY

This item will provide an opportunity for staff to discuss the proposed upcoming meeting schedule based on feedback and requests from Committee Members and to establish a framework for setting up a legislative agenda for the Committee.

BACKGROUND

Based on the City Council's actions on June 9 and June 23, the Charter Review Committee's work related to the 2026 Special Election has concluded.

As the Committee transitions beyond the 2026 Special Election, its focus should shift toward establishing a legislative agenda to guide its work over the coming year. With this item, the Committee should set its schedule for the next weeks or months. Specifically, when the Committee will meet to review the existing City Charter and identify provisions that may warrant clarification, modernization, or revision, as well as areas where additional charter language may be appropriate to address issues not currently covered by the Charter.

Once the Committee has identified and prioritized potential amendment topics for consideration, staff will compile the proposed list and forward it to the City Council for its review and input. Following Council's feedback, the Committee will finalize its legislative agenda. That agenda will serve as the framework for the Committee's work during the upcoming year and will help ensure that future Charter review efforts are focused on priorities identified by both the Committee and the City Council. Specific amendment language, etc. will not be considered until the legislative agenda has been set following Council input.

Should the Committee wish to continue meeting for the remainder of the year, it may continue on a monthly basis or proceed with the schedule outlined below, breaking until after the November 3 Special Election and then reconvening to begin development of its legislative agenda and preparations for any future proposed Charter amendments.

November:

Monday, November 16 at 2:30 p.m. (review of November 3 Special Election results and initial discussion of potential legislative agenda items)

December:

Monday, December 7 at 2:30 p.m. (development of the Committee's proposed legislative agenda for City Council review)

In addition to creating a plan for future consideration of agenda items, the Clerk's Office received the below email from Member Hess on July 11th regarding additional proposals for consideration by the Committee:

For the upcoming recurring agenda item to address possible future agenda items and dates for consideration, I submit the following three (3) proposed article amendments for consideration:

Article II - The Council

Section 1 - Powers of the Council

Proposed amendment: delete 2nd paragraph prohibiting collective bargaining

Rationale: City negotiates employment conditions with city manager, city clerk, and city attorney. Many Prescott police officers and fire officers are members of unions and benefit from such membership. Deletion does not mandate collective bargaining and allows the city and city employees some flexibility.

Article X Initiative, Referendum, and Recall

Proposed amendment: replace article title to "Declaration of Rights" and add the following additional sections patterned after Article 2, Section 13 and 36 of the Arizona State Constitution

"Section 2- Equal Privileges and Immunities

The City shall not enact any law setting forth terms applicable to any citizen or class of citizens that do not equally belong to all citizens. The City shall not enter any agreement or contracts that include terms violative of any constitutional rights, obligations, or prohibitions.

"Section 3 - Preferential treatment or discrimination prohibited.

A. The city shall not grant preferential treatment to or discriminate against any individual or group on the basis of race, ethnicity or national origin, sexual orientation, gender, religious practice, spiritual practice, age, or mental/physical ability in the operation of public employment, public education or public contracting. B. This section does not:

B. This section does not:

- 1. Prohibit bona fide qualifications based on sex that are reasonably necessary to the normal operation of public employment, public education or public contracting.*
- 2. Prohibit action that must be taken to establish or maintain eligibility for any federal program, if ineligibility would result in a loss of federal monies to this state.*
- 3. Invalidate any court order or consent decree that is in force as of the effective date of this section.*

C. The remedies available for a violation of this section are the same, regardless of the injured party's race, color, ethnicity or national origin, sexual orientation, gender expression or identity, religious practice, spiritual practice, age, or mental/physical ability as are otherwise available for a violation of the existing anti-discrimination laws of this city and the State of Arizona.

D. This section applies only to actions that are taken after the effective date of this section.

E. This section is self-executing.

Rationale: Codifies a demonstration that Prescott truly is "Everybody's Home Town" by reinforcing and expanding the state constitution prohibition of discrimination in the operation of public employment, public education or public contracting.

Article XIII General Provisions

Proposed amendment: add "Section 9 - General Plan Major Amendment (recommended to Charter Review by General Plan Review Committee)

Prescott City Council shall submit each proposed major amendment to every general plan adopted by the electorate of the City of Prescott in accordance with Arizona State law to the voters for ratification at the next regularly scheduled municipal election or at a special election scheduled at least one hundred twenty days after the governing body resolved to adopt the major amendment to the plan.

The governing body shall include a general description of the major amendment to the revised plan and its elements in the municipal election pamphlet and shall provide public copies of the revised plan in at least two locations that are easily accessible to the public and may include posting on the municipality's official internet website.

If a majority of the qualified electors voting on the proposition approves the major amendment to the revised plan, it shall become effective as provided by law. If a majority of the qualified electors voting on the proposition fails to approve the major amendment to the revised plan, the current plan remains in effect until a new amended plan is approved by the voters.

Rationale: addresses public dissatisfaction with the lack of enforceability of Prescott's previous general plans by requiring voter approval of major amendments. This is not a cure-all; yet, it might help.

Thank you. Ralph Hess

Staff will take direction from the Committee regarding the upcoming meeting schedule and the Charter topics or potential amendments to be considered as part of the Committee's proposed legislative agenda, and anticipates other Committee members also identifying additional topics for consideration. Following discussion on this topic the Committee may provide direction to staff regarding next steps.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

None