

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, JUNE 1, 2015 TIME: 6:30PM

AGENDA

- 6:30 PM – AN ANICIPATED “NON-MEETING” WITH COUNSEL RE: Employment agreement of Superintendent-Elect Steve Zdravec in accordance with – RSA 91-A:2, I (b)

I. CALL TO ORDER (6:30 PM)

II. ROLL CALL

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Senior Subcommittee Report, Brinn Chute Senior Services Coordinator
2. Interim Report Re: Sagamore Creek Land Blue Ribbon Committee, David Moore, Community Development Director
(Sample motion:
a) To endorse the Vision and Guidelines document from the Blue Ribbon Committee on Sagamore Creek Land.
b) To request the City Manager to make a report back, which addresses the goals of the Recreation Needs Study, including resurfacing existing fields with artificial turf, (e.g. adjacent High School Athletic Complex); and to also make a report back that addresses the acquisition of land and development of recreation fields in the City.)

V. ACCEPTANCE OF MINUTES – *There are no minutes on for acceptance*

VI. PUBLIC COMMENT SESSION

VII. PUBLIC HEARING

- A. ORDINANCE AMENDING THE ZONING MAP BY REZONING THE FOLLOWING LOTS FROM INDUSTRIAL (I), OFFICE RESEARCH (OR) OR MUNICIPAL (M) TO GATEWAY (GW):
- ASSESSORS MAP 163, LOTS 33, 34 AND 37;
 - ASSESSORS MAP 165, LOTS 1, 2 AND 14;
 - ASSESSORS MAP 172, LOTS 1 AND 3;
 - ASSESSORS MAP 173, LOTS 2 AND 10;
- AND INCLUDING CATE STREET BETWEEN HODGSON’S BROOK AND BARLETT STREET; AND AMENDING THE ZONING ORDINANCE AS FOLLOWS:
- ARTICLE 7, SECTION 10.730 – GATEWAY PLANNED DEVELOPMENT:
 - AMEND SECTION 10.734.20 – LOT REQUIREMENTS, BY ESTABLISHING FRONT YARD STANDARDS RELATIVE TO STREETS OTHER THAN LAFAYETTE ROAD;

- AMEND SECTION 10.734.33 BY MODIFYING THE MAXIMUM BUILDING HEIGHT STANDARDS;
- INSERT A NEW SECTION 10.734.40 – WORKFORCE HOUSING INCENTIVES, TO ALLOW INCREASED BUILDING HEIGHT AND BUILDING LENGTH, AND TO ALLOW PARKING TO BE LOCATED IN A REQUIRED FRONT YARD OR BETWEEN A PRINCIPAL BUILDING AND A STREET, FOR A GATEWAY PLANNED DEVELOPMENT THAT CONTAINS 10% OR GREATER WORKFORCE HOUSING UNITS.
- ARTICLE 15 – DEFINITIONS:
 - AMEND SECTION 10.1530 – TERMS OF GENERAL APPLICABILITY, BY INSERTING DEFINITIONS OF “WORKFORCE HOUSING” AND “WORKFORCE HOUSING UNIT.” ***(Public Hearing kept open from the May 18, 2015 City Council meeting)***

VIII. APPROVAL OF GRANTS/DONATIONS

(There are no items on under this section of the Agenda)

IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First reading of Proposed Ordinance amending Short-term Vacation Rentals and other Lodging Uses ***(Sample motion – move to pass first reading and schedule a public hearing and second reading of the proposed Ordinance at the June 15, 2015 City Council meeting, as presented)***
- B. Second reading of Ordinance the Zoning Map by rezoning the following lots from Industrial (I), Office Research (OR) or Municipal (M) to Gateway (GW):
 - Assessors Map 163, Lots 33, 34 and 37;
 - Assessors Map 165, Lots 1, 2 and 14;
 - Assessors Map 172, Lots 1 and 2;
 - Assessors Map 173, Lots 2 and 10;
 and including Cate Street between Hodgson’s Brook and Bartlett Street; and amending the Zoning Ordinance as follows:
 - Article 7, Section 10.730 – Gateway Planned Development:
 - Amend Section 10.734.20 – Lot Requirements, by establishing front yard standards relative to streets other than Lafayette Road;
 - Amend Section 10.734.33 by modifying the maximum building height standards;
 - Insert a new Section 10.734.40 – Workforce Housing Incentives, to allow increased building height and building length, and to allow parking to be located in a required front yard or between a principal building and a street, for a Gateway Planned Development that contains 10% or greater workforce housing units.
 - Article 15 – Definitions:
 - Amend Section 10.1530 – Terms of General Applicability, by inserting definitions of “workforce housing” and “workforce housing unit.”

(Sample motion:
1) Amend the proposed Ordinance as recommended by the Planning Board, and
2) Pass second reading and schedule a third and final reading of the proposed Ordinance, as presented, at the June 15, 2015)

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Letter from Peter Newbury, Organizer, Open Streets Portsmouth, Seacoast Area Bicycle Riders Board of Directors, requesting permission to hold an Open Streets event on Saturday, September 12, 2015. ***(Anticipated action – move to refer to the City Manager with power)***
- B. Request for License from Philip Saul, owner of Sault New England for property located at 10 Market Square for a projecting sign on a new bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Philip Saul, owner of Sault New England for a projecting sign at property located at 10 Market Square and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director's Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and***
- ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

- C. Request for License from Robin Miller, owner of Juliette Lovelys Boutique for property located at 65 Bow Street for 1 projecting sign on a new bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Robin Miller, owner of Juliette Lovelys for 1 projecting sign at property located at 65 Bow Street, and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director's Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and***
- ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

- D. Request for License to Install an Awning from Shore Gregory, owner of ROW 34 for property located at 5 Portwalk Place ***(Anticipated action – move to approve the aforementioned stipulations and approve the request of Shore Gregory, owner of ROW 34 for an Awning located at 5 Portwalk Place, as recommended by the Planning Director, and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director's Stipulations:

- *The license shall be approved by the Legal Department as to content and form;*
 - *Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and*
 - *Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works*
- E. Request for Approval of Pole License to install 4 poles located on Borthwick Avenue ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- F. Request for Approval of Pole License to install 1 new pole and guy wire located on Coakley Road ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- G. Request for Approval of Pole License to install 1 replacement pole located on Regina Road ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- H. Request for Approval of Pole License to install 1 replacement pole located on Lafayette Road on conjunction with recent reconstruction of Rte 1/ Rte 1 Bypass in front of Bowl-O-Rama ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- I. Request for Approval of Pole License to install 1 new pole and guy wire located on the northwest corner of the intersection of the Rte 1 Bypass and Borthwick Avenue ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- J. Request for Approval of Pole License to install 3 replacement poles located on Commerce Way across from the entrance to the strip mall ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Steve Couture, Manager, New Hampshire Coastal Program and Secretariat, Gulf of Maine Council on the Marine Environment, regarding the City of Portsmouth being selected to receive Gulf of Maine Council 2015 Sustainable Communities Award.
- B. Letter from Fr. Robert J. Archon, Saint Nicholas Greek Orthodox Church regarding St. Nicholas Greek Orthodox Church Back Lot – Tax Map Lot 229-6A (***Sample motion – move to refer to the Planning Board for a report back***)

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

- 1. First Reading of Proposed Ordinance:
 - 1.1 First reading of Proposed Ordinance amending Short-term Vacation Rentals and other Lodging Uses
- 2. Public Hearing and Second Reading of Proposed Ordinance:
 - 2.1 Ordinance the Zoning Map by rezoning the following lots from Industrial (I), Office Research (OR) or Municipal (M) to Gateway (GW):
 - Assessors Map 163, Lots 33, 34 and 37;
 - Assessors Map 165, Lots 1, 2 and 14;
 - Assessors Map 172, Lots 1 and 2;
 - Assessors Map 173, Lots 2 and 10;and including Cate Street between Hodgson’s Brook and Bartlett Street; and amending the Zoning Ordinance as follows:
 - Article 7, Section 10.730 – Gateway Planned Development:
 - Amend Section 10.734.20 – Lot Requirements, by establishing front yard standards relative to streets other than Lafayette Road;
 - Amend Section 10.734.33 by modifying the maximum building height standards;
 - Insert a new Section 10.734.40 – Workforce Housing Incentives, to allow increased building height and building length, and to allow parking to be located in a required front yard or between a principal building and a street, for a Gateway Planned Development that contains 10% or greater workforce housing units.
 - Article 15 – Definitions:
 - Amend Section 10.1530 – Terms of General Applicability, by inserting definitions of “workforce housing” and “workforce housing unit.”

City Manager’s Items Which Require Action:

- 1. North End Character-Based Zoning

Informational items

1. Events Listing
2. Report Back Re: Enabling Legislation Regarding the Regulation of Plastic Bag Use within the City
3. Report Back Re: Peirce Island Non-resident Entrance Fee
4. Reminder Re: Special Meeting – Adoption of FY16 Budget
5. Update Re: Hanover Garage Structural Evaluation
6. Report Back Re: Fiber Line Upgrade for Channel 22
7. Timing of Proposed Charter Amendment Activity

B. ASSISTANT MAYOR SPLAINE

1. *Proposed Amendment to Transportation Services Ordinance

C. COUNCILOR LOWN

1. Acceptance of Temporary Action Item and Minutes of the May 14, 2015 Parking and Traffic Safety Committee Meeting – ***(Sample motion – move to accept the Temporary Action Item and Minutes of the May 14, 2015 Parking and Traffic Safety Committee Meeting)***
2. *Employee Gifts Bequest Ordinance Report Back

D. COUNCILOR MORGAN

1. *Speed enforcement in Portsmouth – pedestrian and bicyclist safety

E. COUNCILOR SPEAR

1. *Request for a Work Session Regarding Peirce Island Wastewater Treatment Facility Compliance Strategy
2. *Proposed Motion Re: Election of Mayor

MOVED: That the Legal Department be requested to draft the text and related documents necessary for the Council to consider placement on the ballot for referendum vote in November 2015 of a Charter Amendment which would accomplish the following:

1. The Office of Mayor would become an elected position.
2. Only candidates who are candidates for City Council would have the option of also becoming a candidate for Mayor.
3. To become Mayor a candidate would have to be duly elected to both the City Council and the Office of the Mayor.
4. The statutory authority and responsibility of the Mayor and the City Council would remain unchanged.
5. The Charter Amendment would become effective January 1, 2017.

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

XIV. ADJOURNMENT

**KELLI L. BARNABY, MMC, CMC, CNHMC
CITY CLERK**

**Indicates Verbal Report*


INFORMATIONAL ITEMS

1. *Notification that the minutes of the April 29, 2015 meeting of the Historic District Commission are now available on the City's website

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: May 28, 2015
To: Honorable Mayor Robert J. Lister and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on June 1, 2015 City Council Agenda

6:30 p.m. Non-meeting with counsel regarding employment agreement of Superintendent-Elect Steve Zdravec in accordance with RSA 91-A:2, I (b)

For details on this matter, please refer to the confidential envelope inserted in the inside pocket of your binder.

Presentations:

1. **Senior Subcommittee Report.** On Monday evening, Brinn Chute, Senior Services Coordinator, will make a presentation to the City Council regarding the Senior Subcommittee progress. For your information, [attached is a memorandum from Carl Diemer, Chair of the Senior Subcommittee of the Recreation Board.](#)
2. **Interim Report Re: Sagamore Creek Land Blue Ribbon Committee.** David Moore, Community Development Director, and Councilor Eric Spear, Chair of the Blue Ribbon Committee, will update the City Council regarding the Sagamore Creek Land Study.

The Committee is requesting the following actions from the City Council:

- a) *To endorse the Vision and Guidelines document from the Blue Ribbon Committee on the Sagamore Creek Land.*
- b) *To request the City Manager to make a report back, which addresses the goals of the Recreation Need Study, including resurfacing existing fields with artificial turf, (e.g. adjacent High School Athletic Complex); and to also make a report back that addresses the acquisition of land and development of recreation fields in the City.*

Items Which Require Action Under Other Sections of the Agenda:

1. First Reading of Proposed Resolution and Ordinance Amendments.

- 1.1 **First Reading of Proposed Ordinance amending Short-term Vacation Rentals and Other Lodging Uses.** As you will recall, at the May 4th City Council meeting, the Council was provided a report back regarding the [attached proposed Ordinance amending Chapter 10 – Zoning Ordinance – Section 10.440, Table of Uses, as set forth in Attachment A: “Proposed Amendments to Zoning Ordinance, Section 10.440 – Short-Term Vacation Rentals and Other Lodging Uses”](#) and inserting Section 10.83720. Under Section IX of the Agenda, I am bringing back for first reading the proposed Ordinance.

As you will recall, at the March 2, 2015 City Council meeting, the Council voted to request the Planning Board prepare proposed amendments to the zoning ordinance to address short-term rentals by home owners. Based on the Council-Planning Board work session discussion of February 17th, the Planning Board could take into account discussion points that emerged, including at least:

- a) creating a definition that captures the short-term rental, perhaps a bed-breakfast 3 rather than attempting to force-fit one of current definitions;
- b) addressing in the definition the requirements for number of rooms, parking, length of stay, life safety plan, health-food inspections, registration with the City; and
- c) considering which current zoning districts can allow the rental by special exception.

For your information, [attached is a memorandum from Jessa Berna, Associate Planner](#), outlining the amendments to the proposed Ordinance. The Planning Board considered these draft amendments at its meeting on April 30, 2015 and May 21, 2015 meetings. The Board voted to recommend the [attached amendment](#) to the Zoning Ordinance.

I recommend the City Council move to pass first reading and schedule a public hearing and second reading of the proposed Ordinance at the June 15, 2015 City Council meeting, as presented. Action on this matter should take place under Section IX of the Agenda.

2. **Public Hearing/Second Reading for Proposed Ordinance.**

- 2.1 **Public Hearing/Second Reading of Proposed Ordinance Amending the Zoning Map by Rezoning Lots Outlined in the Ordinance from Industrial (I), Office Research (OR) or Municipal (M) to Gateway (GW) and including Cate Street Between Hodgson's Brook and Bartlett Street; and Amending the Zoning Ordinance Article 7, Section 10.730 Gateway Planned Development and Article 15 – Definitions (Public Hearing continued and second reading was postponed from the May 18, 2015 City Council meeting).** As you will recall, at the May 18th City Council meeting, the Council continued the public hearing and postponed second reading until your June 1, 2015 meeting.

Portsmouth Land Acquisitions, the owner of several parcels of land on the Route One Bypass and Cate Street, has requested that the area generally bounded by Hodgson's Brook, Bartlett Street, the Pan Am Railroad line and the Route One Bypass be rezoned to the Gateway district, and that the Zoning Ordinance be amended to provide incentives for developments that include workforce housing. The Council opened its public hearing on this matter at its meeting on March 16, 2015, and then voted to continue the public hearing and second reading to May 18, 2015, and to refer the proposed zoning amendments to the Planning Board for a report back.

At its meeting on April 30, 2015, the Planning Board considered the proposed zoning changes and voted unanimously in favor of (1) the request to rezone the subject parcels to the Gateway district, and (2) the staff recommendations to amend two provisions of the Zoning Ordinance relating to building setbacks and height. However, the Board did not support the workforce housing incentives proposed by Portsmouth Land Acquisitions because of the considerable increases in residential density and building scale that would be allowed. The Board requested the Planning Department staff to draft alternative language to provide zoning flexibility for projects that incorporate workforce housing, and postponed the matter to its next meeting on May 21, 2015.

At its meeting on May 2, 2015, the Planning Board voted to recommend that in place of the specific Workforce Housing Incentives requested by Portsmouth Land Acquisitions, Section 10.738.30 of the Zoning Ordinance be amended as follows (new text is highlighted).

In granting a conditional use permit, the Planning Board may modify specific standards and requirements set forth in this Section (including development intensity and dimensional standards, and building design standards) provided that the Planning Board finds such modification will promote design flexibility and overall project quality, **or that such modification is required for the development to provide a proposed workforce housing component**, and that such modification is consistent with the purpose and intent set forth in Section 10.731.

This change would give the Planning Board the flexibility to modify standards as necessary to produce workforce housing on a case-by-case basis, rather than opening up a broad set of formula-based exemptions. It should be noted that Section 10.738.30 applies to all “flexible development” conditional use permits; therefore, this provision could be used to support workforce housing components of Planned Unit Developments (PUDs) as well as Gateway Planned Developments.

The amended ordinance recommended by the Planning Board is attached under Section VII of the Agenda. There are two changes from the version advertised for second reading:

(1) The “workforce housing incentives” in the previous draft has been replaced by the new “modification of standards” language (item 2.C on page 2 of both versions) as discussed above; and

(2) A stand-alone definition of the term “affordable” has been added, where previously it was embedded in the definition of “workforce housing unit” (item 2.D on pages 2-3).

If the City Council supports the Planning Board’s recommendation, it would be appropriate to amend the ordinance prior to passing second reading by substituting [the attached version \(dated 5/26/15\) for the version advertised for second reading.](#)

[Attached is a memorandum from Jessa Berna, Associate Planner,](#) regarding this matter.

I recommend that the City Council move the following motions:

- 1) *Amend the proposed Ordinance as recommended by the Planning Board, and,*
- 2) *Pass second reading and schedule a third and final reading of the proposed Ordinance, as presented, at the June 15, 2015 City Council meeting.*

Action on this matter should take place under Section IX of the Agenda.

Consent Agenda:

1. **Request for License to Install Projecting Signs.** [Attached under Section X of the Agenda](#) are requests for a projecting sign licenses (see [attached memorandums from Rick Taintor, Planning Director](#)):
 - Philip Saul, owner of Sault New England for property located at 10 Market Square.
 - Robin Miller, owner of Juliette Lovelys Boutique for property located at 65 Bow Street.

I recommend the City Council move to approve the aforementioned Projecting Sign Licenses as recommended by the Planning Director and, further, authorize the City Manager to execute this License Agreements for these requests. Action on this item should take place under Section X of the Agenda.

2. **Request for License to Install an Awning.** Attached under Section X of the Agenda is a request for a License to install an awning (see attached memorandum from Rick Taintor, Planning Director):

- Shore Gregory, owner of ROW 34 for property located at 5 Portwalk Place.

I recommend the City Council move to approve the aforementioned License as recommended by the Planning Director and, further, authorize the City Manager to execute this License Agreement for this request. Action on this item should take place under Section X of the Agenda.

City Manager's Items Which Require Action:

1. **North End Character-Based Zoning.** On April 20, 2015, the City Council voted to authorize the City Manager to bring back for first reading the proposed amendments to the Zoning Ordinance and the Zoning Map, as presented, at the June 1, 2015 City Council meeting, and further, to refer the proposed amendments to the Planning Board for recommendations.

At the May 21, 2015 Planning Board meeting, they voted to schedule a public hearing for June 18, 2015. The Planning Department is planning to bring forward additional changes to the proposal in advance of that public hearing, therefore, they recommend that the City Council postpone first reading until July 13, 2015.

I recommend the City Council move to postpone first reading of the aforementioned proposed Ordinance to the July 13, 2015 City Council meeting.

Informational Items:

1. **Events Listing.** For your information, attached is a copy of the Events Listing updated after the last City Council meeting on May 18, 2015. In addition, this can be found on the City's website.
2. **Report Back Re: Enabling Legislation Regarding the Regulation of Plastic Bag Use Within the City.** As you will recall at the February 3, 2015 City Council meeting, Councilor Lown introduced a proposed Plastic Bag Ordinance. The matter was referred for further review to the City Manager, Recycling Coordinator, Mayor's Blue Ribbon Committee on Sustainability, and City Attorney Robert Sullivan. For your information, attached is a memorandum from City Attorney Robert Sullivan regarding enabling legislation for the regulation of plastic bag use in New Hampshire.

3. **Report Back Re: Peirce Island Non-resident Entrance Fee.** As you will recall at the April 20, 2015 City Council meeting, the Council voted to request that the Peirce Island Committee study the feasibility of an entrance fee for the use of Peirce Island for non-residents. For your information, [attached is a copy of the Peirce Island Committee vote](#) to not recommend charging an entrance fee for non-residents at Peirce Island.
4. **Reminder Re: Special Meeting – Adoption of FY16 Budget.** Just a reminder that on Monday, June 8, 2015 at 6:30 p.m., in the Eileen Dondero Foley Council Chambers is a Special Meeting regarding the Adoption of the FY16 Budget.
5. **Update Re: Hanover Garage Structural Evaluation.** For your information, [attached is a memorandum from Eric Eby, Parking and Transportation Engineer, as well as a copy of the High/Hanover Street Parking Facility Report](#) regarding the structural evaluation.
6. **Report Back Re: Fiber Line Upgrade for Channel 22.** City staff are proceeding with upgrading Channel 22 from Coax to Fiber, which will improve the quality of Channel 22. The upgrade will cost \$14,782.47, and the work will be carried out by Comcast. This upgrade should be complete within the next couple of months. Once the fiber line is installed and tested, staff will review the current Channel 22 equipment and plan on upgrading what needs to be upgraded.
7. **Timing of Proposed Charter Amendment Activity.** [Attached is a memorandum from City Attorney Robert Sullivan](#), regarding the timing of proposed Charter amendment activity.