

**CHARTER REVIEW COMMISSION**

October 8, 2025 – 8:00 a.m.  
Council Office Building, 4<sup>th</sup> Floor  
100 Maryland Avenue  
Rockville, MD 20850

**Minutes**

<b>Commission Members Present:</b> Jim Michaels, Chair Marvin Lynch (Virtual) Michael Persh (Virtual) Jeffrey Naftal (Virtual) Sherry Brett-Major David Nachtsheim (Virtual) Howard Denis (Virtual) Dylan Presman (Virtual)	<b>Staff Present:</b> Stephen Mathany, Office of the County Council Dale Tibbits, Office of the County Executive
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**Commission Chair Jim Michaels called the meeting to order with a quorum at 8:04 a.m.**

**I. Administrative Matters**

- October 2025 agenda adopted by unanimous consent. (Commissioner Presman moved, seconded by Commissioner Persh)
- Minutes from the September 10, 2025 meeting were approved without changes. (Commissioner Presman moved, seconded by Commissioner Lynch)

**II. Chair’s Report**

- Commission Vacancies: Three vacancies on the Commission are expected to be filled at the next County Council meeting, with nominees put forward by the County Executive. New members will join the Commission at the November meeting.
- Public Participation: The Chair welcomed a member of the public in attendance and encouraged ongoing public engagement

**III. Budget Reserves Workgroup Discussion**

Led by Commissioners Mike Persh, David Nachtsheim, and Jeff Naftal

The workgroup reported ongoing research into reserve policies and governance structures in other Maryland counties, noting that some charters are more expansive and prescriptive than Montgomery County.

Key principles discussed:

- **Annual Budgeting of Reserves:** Reserves should be proactively budgeted, not just accumulated as surplus.
- **Comprehensive Reserve Policy:** Governance should address all reserve funds, not just those specified in the Charter.

- **Formal Appropriation Process:** There should be clear guidelines for how reserves are accessed and used, potentially including supermajority vote requirements.
- **Numerical Targets:** The Charter currently sets a 5% cap, but actual reserves often exceed this due to Council policy. The group debated whether to set a minimum, a goal, or a cap in the Charter.

Commissioners agreed that the Commission should focus on three main areas for public input:

1. Whether a minimum reserve should be codified in the Charter.
2. Whether a formal process for appropriating reserves should be included in the Charter.
3. Whether regular risk management and reserve studies should be required.

The group emphasized the importance of keeping the public listening session questions broad and non-prescriptive to encourage meaningful feedback.

#### **IV. Upcoming Public Listening Sessions**

- The Commission discussed readiness for a public listening session on November 19, 2025. The Council hearing room is reserved for that date, with flexibility on timing (suggested 1–3 p.m.).
- Commissioners agreed to draft a public notice and background document, aiming for circulation and consensus by early November.
- The listening session will focus on the three broad areas identified above, with language kept general to reflect differing views within the Commission.
- Previous listening session notices and press releases will be used as templates for drafting the new notice

#### **V. Staff Updates**

- Staff reported no new mail or public comments
- Staff distributed links to previous press releases and listening session notices for reference.

#### **VI. Next Steps**

- The Budget Reserves Workgroup will draft sample language for public notice and circulate it for review within one week.
- The Chair will reach out to new Commission nominees before the next meeting and encourage in-person attendance for introductions.
- The Commission will finalize the public notice and background document for the November 19 listening session at the November 12 meeting.

**The meeting was adjourned at approximately 9:01 a.m.**