



RESOLUTION NO. 8261

A RESOLUTION establishing a Charter Review Committee and defining the responsibilities and procedures of the Committee.

WHEREAS,

1. The Charter of the City of Everett was adopted at a special election held June 25, 1968; and
2. Specific provisions of the Charter were amended by Everett voters on November 7, 1968, November 2, 1982, November 5, 1996, November 7, 2006 and November 8, 2016; and
3. Everett residents voted and approved Section 16. 5 of Charter in November 2006 requiring the City of Everett to convene a new Charter Review Committee no later than February 15, 2016, to ensure that the Charter remains consistent with the governance needs of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE EVERETT CITY COUNCIL THAT:

1. A Charter Review Committee, consisting of fifteen (15) Everett residents, is hereby established. Seven (7) members were nominated by the City Council for designation by the Mayor and seven (7) members were designated by the Mayor. These fourteen (14) members so designated shall, as its first item of business, elect a fifteenth member to serve in a like manner. Once fully formed with fifteen (15) members, the Committee shall elect a chairperson from its members. The chairperson shall retain full voting rights. If a vacancy occurs on the Committee, the Mayor may designate a person to fill that vacancy subject to approval of the City Council.
2. The purpose of the Committee shall be to examine and evaluate the Charter, take public input and provide a written recommendation to the Mayor and City Council as to whether the Charter should be revised and, if so, identify the specific sections of the Charter to be changed, with an explanation as to the need for the revisions and the recommended changes. In order for a recommendation to amend a particular section of the Charter to be made to the Mayor and the City Council, the recommendation must have a favorable vote of ten (10) members or more.
3. The Committee shall hold at least two (2) public hearings for the purpose of considering public comments concerning whether the Charter should be revised and, if so, what specifically should be changed.
4. The Committee shall follow a Code of Conduct similar to the City Council:
 - a. The Committee is committed to maintaining a professional and respectful environment for all members of the City of Everett. Nothing in this Code of Conduct shall serve as the sole justification for restricting a committeemember's right to attend and participate in committee meetings. As stewards of public trust, each Charter Review Committee member is expected to:
 - i. Conduct themselves with self-awareness, self-respect, and professionalism;
 - ii. Treat all others with respect, dignity, and civility, regardless of status or position; and

- iii. Refrain from engaging in hostile, intimidating, offensive, or unlawful activities or behaviors that may amount to discrimination, harassment, sexual harassment, or bullying.
 - b. This Code of Conduct applies equally and at all times to all members of the Everett Charter Review Committee in their role as committee members, both on and off the property of the Everett Municipal Building and Council Chambers.
 - c. The Committee will also establish shared meeting principles to support this code of conduct.
5. Should it be necessary due to disorderly or disruptive behavior, the Committee Chair or a group of five committee members may petition the City Council and Mayor to remove a member of the Committee.
6. The committee shall present to the Mayor and City Council a written report containing its findings along with specifics concerning the Committee's recommendations on whether to revise the Charter and, if so, then how.
7. The report shall make specific recommendations as to each section of the Charter it believes should be amended. This report shall be presented to the Mayor and the City Council on or before June 1, 2026. The report shall be advisory to the Mayor and City Council in their deliberation on the issues of Charter review. Once the report is received by the Mayor and the City Council, the Committee's purpose shall be deemed fulfilled and the Committee shall be disbanded unless the Mayor and City Council determine otherwise.
8. City Council shall review the report submitted by the Charter Review Committee, to determine if any or all of the recommended Charter amendments shall be placed on the ballot for consideration by Everett voters. Further, Council may determine that proposed Charter amendments be placed on the Ballot in addition to those recommended by the Charter Review Committee.
 - a. If it is determined that any or all of the recommended Charter amendments should be placed on the ballot for consideration by Everett voters, City Council, pursuant to Charter section 16. 1, shall adopt an ordinance directing that the recommended Charter amendments be placed on the ballot.
 - b. The ordinance shall direct that each of the proposed Charter amendments be placed on the ballot as separate questions to be voted upon by the Everett voters.

Scott G. Bader

Councilmember introducing resolution

Passed and approved this 4th day of February, 2026.

Tom R. Schwab

Council President

Resolution No. 8261

Final Audit Report

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