



**MINUTES
CHARTER REVIEW COMMITTEE
REGULAR MEETING**

**City Hall Conference Room, 1000 San Pablo Avenue
Monday, April 29, 2013 – 7:30-9:00 p.m.**

1. CALL TO ORDER

The meeting was called to order by Chair O'Keefe at 7:32 p.m.

2. ROLL CALL

Members Present: Baty, Jordan, Mori, O'Keefe

Members Absent: Grossman

3. APPROVAL OF MINUTES

3-1. February 25, 2013

Jordan noted two edits to the minutes.

Moved by Jordan, seconded by Baty minutes approved unanimously as amended.

4. PUBLIC COMMENT

None.

5. ANNOUNCEMENTS/COMMUNICATIONS

None.

6. DISCUSSIONS AND POSSIBLE ACTIONS ON MATTERS RELATED TO THE FOLLOWING ITEMS:

6-1. Finalize review of election methods utilizing criteria for judging methods as selected by the Committee, review and approve the following documents to forward to the City Council:

a. Table summarizing election methods and review criteria (Baty)

The Committee reviewed the summary table and recommended edits. Baty will revise and provide final version at the next meeting.

b. Review draft report regarding review of election methods (Jordan)

The Committee reviewed the draft report and recommended edits. Jordan will revise and provide a final version at the next meeting.

c. Cover memo (O'Keefe)

The Committee reviewed the draft cover memo and recommended edits. O'Keefe will provide a revised version at the next meeting. The Committee asked Almaguer to inquire with the City Attorney regarding the allowed mechanism to change the election method for City Council and/or the Board of Education Members.

d. Continued review of identified responses to questions raised by City Council Member Thomsen (O'Keefe)

The Committee reviewed the two versions of responses to questions raised by City Council Member Thomsen. Jordan noted that he provided an alternative version to clarify particular facts and add detail. Baty agreed to work on merging the two versions of the response to questions together. O'Keefe requested that the response to questions remain as neutral as possible.

6-2. City Council referred item: appointment of standby officers to serve in the event of an emergency should a Council Member become unable to perform their duties.

Receive feedback from City Attorney regarding non-conflict with the City's Charter

Almaguer reported that the City Attorney reviewed the matter including initial questions raised by the Committee. The City Attorney found the appointment of standby officers by the City Council to not be in conflict with the City's Charter. As such, the matter will return to City Council for action in the future.

6-3. Term Limits for Board of Education Members

Discuss process for reviewing term limits and identify next steps to obtain direction from the Board of Education

The Committee requested Almaguer coordinate with the School District to provide the Charter reference regarding Board of Education term limits, and that a change in term limits would require an amendment to the Charter.

6-4. Charter Review Committee Work Plan

Review work plan, identify projects that have been completed, and any new projects for current year

This item was not discussed and will be included as part of the next agenda.

7. FUTURE AGENDA ITEMS

Next meeting – June 24, 2013

Committee member announcement of requests for future agenda items.

8. ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Attachments

- 1.** Revised Election Methods Review Table (Baty)
- 2.** Revised Draft Report – Election Methods Review (Jordan)
- 3.** CRC Response to Voting Methods Questions from Council Member Thomsen (O’Keefe)
- 4.** Alternative CRC Response to Voting Methods Questions from Member Thomsen (Jordan)
- 5.** Cover Memo for Election Methods Review Report (O’Keefe)
- 6.** Email Response from City Attorney regarding Council Appointment of Standby Officers
- 7.** Board of Education Term Limits History (Jordan)
- 8.** 2012 CRC Work Plan

Please note that if you provide your name and address when speaking before the Committee it will become part of the official public record, which will be posted on the Internet. Any writings or documents provided to a majority of the Committee regarding any item on this agenda will be made available for public inspection at the City Clerk’s Office at City Hall located at 1000 San Pablo Avenue, Albany during normal business hours.