



**MINUTES
CHARTER REVIEW COMMITTEE
REGULAR MEETING**

City Hall Conference Room, 1000 San Pablo Avenue
Monday, February 25, 2013 – 7:30-9:00 p.m.

1. CALL TO ORDER

The meeting was called to order by Chair Baty at 7:35 pm.

2. ROLL CALL

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

Members Absent: Mori

3. APPROVAL OF MINUTES

3-1. September 24, 2012

Moved by Jordan, seconded by Baty to approve the minutes. Minutes approved unanimously, O'Keefe abstained.

4. PUBLIC COMMENT

None.

5. ANNOUNCEMENTS/COMMUNICATIONS

5-1. Welcome new Committee Members Bart Grossman and Kaz Mori

6. ELECTION OF OFFICERS

6-1. Selection of Chair and Vice Chair

Jordan nominated O'Keefe as Chair, seconded by Baty, unanimously approved.

Jordan nominated Grossman as Vice Chair, seconded by Baty, unanimously approved.

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

7-1. Continue review of election methods utilizing criteria for judging methods as selected by the Committee

a. Continued review of revised table summarizing election methods and review criteria (Baty)
Baty will provide updated table at the next meeting.

b. Review draft report regarding review of election methods (Jordan)
O'Keefe will draft a summary statement as a cover memo to the report that includes pro/con analysis, potential implementation timing, cost considerations based on the context of the City's overall operating budget, and the cost and diversity of viewpoint outcomes of the various election methods.
Jordan will conduct additional research regarding government efficiency and update the report if any additional information is identified.

c. Continued review of identified responses to questions raised by City Council Member Thomsen (O'Keefe)
O'Keefe will provide a final version of this item at the Committee's next meeting, including question 8 to include the CVRA lawsuit.

7-2. 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.

Develop pro/con analysis and suggestions on whether the item should be included in the Charter

The Committee identified a number of preliminary questions regarding this item as follows:

1. To what extent is it mandatory for a Charter City to appoint standby officers

2. What is in the Model Charter on this topic
3. What have other cities done regarding this item
4. What offices does this item apply to – (just Council or other elected offices)
5. What is the definition of vacancy of a Council Member as currently included in the Charter

Almaguer will check with the City Attorney regarding the questions identified by the Committee, and will also check with other cities to determine how they have implemented this section of the Government Code.

8. FUTURE AGENDA ITEMS

Next meeting – April 22, 2013

Almaguer noted that the next meeting date may need to be changed to April 29, 2013 pending scheduling of a special meeting by the City Council.

The Committee identified the following future agenda items:

1. Review of the Committee work plan
2. Review of the term limits for the Board of Education Members

9. ADJOURNMENT

The meeting was adjourned at 8:45 pm.