



**CHARTER REVIEW COMMITTEE  
REGULAR MEETING  
MINUTES**

**City Hall Conference Room, 1000 San Pablo Avenue  
Monday, January 26, 2015 – 7:30-9:00 p.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Schneider at 7:30 pm.

**2. ROLL CALL**

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

**3. APPROVAL OF MINUTES**

**3-1.** November 24, 2014

Minutes approved unanimously as amended.

**4. PUBLIC COMMENT**

None.

**5. ANNOUNCEMENTS/COMMUNICATIONS**

Almaguer announced the status of City Council appointments to the Charter Review Committee and that there is still one appointment remaining.

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

**6-1.** Selection of Chair and Vice Chair

The Committee selected Baty to serve as Chair, and O'Keefe to serve as Vice Chair.

**6-2.** Annual review of Committee Work Plan

The Committee reviewed the work plan and agreed to add an item to the work plan to ask the Council if they would like the Committee to evaluate the appointment process for filling vacancies on the City Council, with the Charter possibly referring to a policy document that details the procedures for filling vacancies on the Council. O'Keefe will present the work plan to the Council on February 17, 2015.

**7. FUTURE AGENDA ITEMS**

Next meeting: March 23, 2015

**8. ADJOURNMENT**

The meeting was adjourned at 8:05 p.m.