



CITY CHARTER COMMISSION REPORT

January 23, 2020

To: Charter Review Commission 2020

From: Linda Matthews, Human Resources Director/Risk Manager

Subject: Amendments to Charter Review Commission 2020 Bylaws

CONSENT AGENDA ITEM

RECOMMENDATIONS: That the Charter Review Commission approve the amended Charter Review Commission 2020 Bylaws, as shown in Attachment 2.

DISCUSSION:

In an effort to expedite the efforts of a new Charter Review Commission, the City Council approved initial By-Laws for Charter Review Commission 2020 (CRC or Commission) on December 16, 2019. The initial By-Laws addressed matters critical to the functions of the Commission, such as establishing a meeting schedule, appointment of the Chair and Vice-Chair and various processes in the conduct of meetings of the CRC.

At the CRC's first meeting on January 9, 2020, the Commission discussed some desired changes to the Bylaws. Most of the changes are minor clean-up and procedural issues. Attachment 1 includes the red-lined version with the specific changes shown. Attachment 2 includes the final version.

Below is a summary of the changes:

1. A-3 Membership and C-5 Member Attendance
This section was changed to reflect that a member who is absent for two or more consecutive regular meetings, excused or unexcused, may be removed from the Commission by the City Council. This is consistent with section C-5 in the Bylaws and is more flexible than the original language automatically creating a vacancy after a member missing two meetings.
2. C-1 Regular Meetings
This section was changed to note that the meeting location may be changed with appropriate notice.
3. D-4 Agenda – Contents Of
This section was modified to add a Consent Calendar, Commission Items, Staff Items, clarify that public comment should be limited to items within the jurisdiction of the

Commission, and to provide some flexibility in creating agenda headings and contents as needed.

4. Other Changes - Clean up minor errors and omitted words throughout the document, as shown in Attachment 1, including but not limited to changing a references to the City Council to Charter Review Commission, changing “Committee” to Commission”.

One proposal from a member of the Commission is to require a 5/7 vote for the final report that is submitted to the City Clerk and ultimately City Council for approval for placement on the ballot. The purpose of the 5/7 vote would be to maximize the probability that any proposed amendment put forth before the voters would have a likelihood of passing. There was no clear majority consensus of the Commission regarding this item and it was agreed to postpone discussion and decision on this suggestion until the meeting on January 23, 2020 or later. The City Attorney’s Office also opined that the minor clarifications to the Bylaws submitted for approval herein are within the scope of the Commission. A significant change such as a voting threshold, however, may need to be submitted to City Council for approval since the City Council initially adopted the Bylaws. The change to the voting threshold has not been included in the proposed Bylaws submitted for adoption.

Approval of this item will resulted in the amended Bylaws as included in Attachment 2.

Attachments:

- 1) Bylaws Showing Proposed Changes
- 2) Final Bylaws with Amendments Incorporated