



CITY CHARTER COMMISSION REPORT

February 25, 2021

To: Charter Review Commission 2021

From: Derek Engdahl
Transparency subcommittee

Subject: Expansion of agenda posting date

- 1) Recommend that the commission consider expanding the requirement for the posting of agendas and all related materials to seven (7) days prior to any regular meetings of all Brown Act municipal bodies.
- 2) Recommend that the commission consider expanding the requirement for the posting of agendas and all related materials to 72 hours prior to any special meeting of all Brown Act municipal bodies.

In reviewing various “Sunshine Laws” enacted by different municipalities, one element I felt might be incorporated into our charter rather than enacted by way of ordinance could be the requirement for agendas and materials to be made available to the public earlier than our current requirements. This would give the community more time to become aware of agendas and review materials. It would also likely benefit officials who serve on these bodies by granting them more time to review materials as well. By way of comparison, the city of Riverside requires that agendas and all related materials be posted twelve (12) days prior to any regular meeting. The city does, however, allow for some exceptions noted in their municipal code. Since this commission has expressed a desire to make our own agendas public earlier than what is required, these recommendations seem consistent with our stated values.

Another potentially helpful action recommended by some bodies would be to create a listserv system that notifies enrollees of the posting of upcoming agendas. While I think this would be good for the city to consider, because it is connected to a particular technology it seems that it should be up to the council to act by way of ordinance rather than be cemented in the charter.