

# Charter Review Commission Recommendations

## Review by Council Appointees

*Special Meeting*

*April 11, 2022*

### Presenters

Lee Wilcox

Sarah Zárate

Michelle McGurk

Assistant City Manager

Director, Office of Administration,  
Policy, and Intergovernmental Relations

Assistant to the City Manager

Toni Taber

Joe Rois

City Clerk

City Auditor



# Special Meeting Agenda

1

Brief staff presentation followed by City Council Q&A

2

Public Comment

3

City Council discussion and categorization exercise (2 Rounds)

4

Discuss next steps

# Charter Review Commission Recommendations

## Council Appointee Review

### WHAT?

- City Council accepted 2021 Charter Review Commission's Final Report on January 11, 2022
- Directed Administration to:
  - Return with a potential ballot measure for the June 2022 election (**COMPLETE**)
  - Schedule one Special Meeting to review and discuss the recommendations, including analysis of implementation costs, policy considerations, and other issues to facilitate Council prioritization of the recommendations. [Items related to public safety or police oversight will be heard at a future meeting]
  - Schedule a second Study Session to examine extending municipal voting eligibility to all City residents. [Scheduled for April 29, 2022]



TODAY

# Charter Review Commission Recommendations

## Council Appointee Review

### HOW?

- Review 15 recommendations, not including public safety related
- Analysis includes implementation costs, policy considerations, and other issues pertinent to contextualizing recommendations
- Provide a framework for City Council to further categorize and prioritize work.

Should the issue be:

- Considered by voters in November 2022?
- Addressed as a Council Policy or other non-charter method like the City Roadmap, or be considered as a November 2024 ballot measure?
- Further explored by a future Charter Review Commission because there is ongoing, related work occurring or there are complex timing issues?

# Charter Review Commission Recommendations

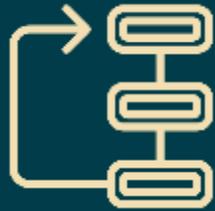
## Categorizing

**A.**  
**Now**



Consider by voters in November 2022 election?

**B.**  
**Next**



Address as a Council Policy/other non-charter method/consideration of November 2024 ballot measure?

**C.**  
**Later**



Explore further in future Charter Review Commission?

**D.**  
**Decline**



Do not recommend moving forward?

# Charter Review Commission Recommendations

## Council Appointee Review

### 15 recommendations, not including public safety related

- Span four categories:
  - Governance
  - Voting
  - Inclusion and Accountability
  - Other Policy
- Some require charter changes; others have alternative implementation options;
- Some require considerable additional community engagement

## Recommendation 1

Maintain a “Council-Manager” Government Structure and Allow Council Members to Make Nominations for City Manager Candidates

**Category:  
Governance**

## Policy Considerations



Requires Charter Amendment?

- Yes, to change charter language



Policy/Programmatic Alternatives?

- Adopt Council Policy to guide appointee recruitments



Needs Additional Community Engagement?

- No



## Organizational Impacts

Staff Impact

Low

- Time to draft amendment or Policy

Funding Impact

Low

- Ballot measure cost

# Charter Review Commission Recommendation

## Recommendation 2

Establish Future Charter  
Review Commissions

**Category:  
Governance**

## Policy Considerations



Requires Charter  
Amendment?

- Yes



Policy/Programmatic  
Alternatives?

- Council has authority  
to appoint at any time



Needs Additional  
Community  
Engagement?

- No



## Organizational Impacts

Staff Impact **High; Intermittent**

- 100+ hours of  
meeting time

Funding Impact **High; Intermittent**

- \$375,000+ in 2021,  
higher by 2028

## Recommendation 3

Expand City Council to  
14 Districts

**Category:  
Governance**

## Policy Considerations



Requires Charter  
Amendment?

- Yes



Policy/Programmatic  
Alternatives?

- Retain current structure  
or revisit in advance of  
2030 redistricting



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact **High; Ongoing**

- Add Council staff,  
Clerk, CMO staff

Funding Impact **High; Ongoing**

- \$4M+ ongoing,  
\$2.5M+ one-time

**Recommendation 4**

Implement Ranked  
Choice Voting

**Category:  
Voting**

## Policy Considerations



Requires Charter  
Amendment?

- Yes



Policy/Programmatic  
Alternatives?

- Wait until County implements for Board of Supervisors and Countywide races.



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact

Medium;  
Intermittent

- Outreach, election management

Funding Impact

Medium;  
Intermittent

- \$1.6M for stand alone ballot measures

## Recommendation 5

Elevate the Board of Fair Campaigns and Political Practices to the City Charter

**Category:  
Voting**

## Policy Considerations



Requires Charter Amendment?

- Yes



Policy/Programmatic Alternatives?

- Keep in Municipal Code.



Needs Additional Community Engagement?

- No



## Organizational Impacts

Staff Impact

Low

- Minimal

Funding Impact

Low

- Ballot measure costs

## Recommendation 6

Reform Boards and  
Commissions (Article X)

**Category:**  
**Inclusion &  
Accountability**

## Policy Considerations



Requires Charter  
Amendment?

- Yes to change (3)  
Charter Commissions



Policy/Programmatic  
Alternatives?

- 18 (of 19) non-Charter  
commissions do not  
have citizenship  
requirements



Needs Additional  
Community  
Engagement?

- Yes to encourage  
participation



## Organizational Impacts

Staff Impact

Low

- 6B: training impacts

Funding Impact

High Ongoing

- 6C (stipends):  
\$597,500 estimated

## Recommendation 7

Add a Native Land Acknowledgement to the Charter

**Category:**  
**Inclusion & Accountability**

## Policy Considerations



Requires Charter Amendment?

- Yes if placed in the Charter



Policy/Programmatic Alternatives?

- Council Policy or Resolution



Needs Additional Community Engagement?

- Yes



## Organizational Impacts

Staff Impact

Medium  
Ongoing

- Outreach & coordination

Funding Impact

Medium  
Ongoing

- Consultant (one-time), staff (ongoing)

## Recommendation 8

Use Gender-Inclusive Language in the Charter and City Documents

**Category:  
Inclusion &  
Accountability**

## Policy Considerations



Requires Charter Amendment?

- Yes



Policy/Programmatic Alternatives?

- In Progress for City documents going forward



Needs Additional Community Engagement?

- No



## Organizational Impacts

Staff Impact

Low

- If not retroactive.

Funding Impact

Low

- If not retroactive.

## Recommendation 9

Establish Equity Values,  
Equity Standards, and  
Equity Assessments

**Category:  
Inclusion &  
Accountability**

## Policy Considerations



Requires Charter  
Amendment?

- Yes if placed in the Charter



Policy/Programmatic  
Alternatives?

- Council Policy or Resolution
- Work is in process



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact

In Process

- Developing Council Policy would be new work

Funding Impact

In Process

- Timeline changes could impact budget

**Recommendation 10**

Address Equity and  
Inclusion in City  
Programming and  
Budgeting

**Category:  
Inclusion &  
Accountability**

## Policy Considerations



Requires Charter  
Amendment?

- Yes if placed in the Charter



Policy/Programmatic  
Alternatives?

- Council Policy or Resolution
- Work is in process



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact

In Process

- Council Policy would be new work

Funding Impact

In Process

- Timeline changes could impact budget

## Recommendation 11

Establish Regular  
Department-Level  
Audits

**Category:  
Inclusion &  
Accountability**

## Policy Considerations



Requires Charter  
Amendment?

- Yes if placed in the Charter



Policy/Programmatic  
Alternatives?

- Council could request, or City Auditor could propose department-wide audits as appropriate.



Needs Additional  
Community  
Engagement?

- No



## Organizational Impacts

Staff Impact **High; Ongoing**

- 7 new audit staff

Funding Impact **High; Ongoing**

- \$1.5-\$1.6 million

**Recommendation 12**

Climate Action  
Commission

**Category:  
Other Policy**

## Policy Considerations



Requires Charter  
Amendment?

- No



Policy/Programmatic  
Alternatives?

- Ordinance;  
consolidate with SJ  
Clean Energy Advisory  
Commission



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact **High; Ongoing**

- Requires admin,  
policy, outreach staff

Funding Impact **High; Ongoing**

- Full cost analysis TBD

**Recommendation 13**

Community  
Opportunity to  
Purchase Act

**Category:  
Other Policy**

## Policy Considerations



Requires Charter  
Amendment?

▪ No



Policy/Programmatic  
Alternatives?

▪ In Process



Needs Additional  
Community  
Engagement?

▪ Yes



## Organizational Impacts

Staff Impact

In Process

▪ On Housing workplan

Funding Impact

In Process

▪ On Housing workplan

**Recommendation 14**

Homeownership for  
Low-Income Residents

**Category:  
Other Policy**

## Policy Considerations



Requires Charter  
Amendment?

- No



Policy/Programmatic  
Alternatives?

- In Process



Needs Additional  
Community  
Engagement?

- Yes



## Organizational Impacts

Staff Impact

In Process

- On Housing workplan

Funding Impact

In Process

- On Housing workplan

## Recommendation 15

Smart City Advisory  
Board: Community  
Input

**Category:**  
**Other Policy**

## Policy Considerations



Requires Charter  
Amendment?

▪ No



Policy/Programmatic  
Alternatives?

▪ Can add additional  
participants.

▪ Can utilize the  
Neighborhoods  
Commission.



Needs Additional  
Community  
Engagement?

▪ Yes



## Organizational Impacts

Staff Impact

Low

▪ Outreach efforts

Funding Impact

Low

▪ Minimal

# Special Meeting Agenda



**1** Brief staff presentation followed by City Council Q&A

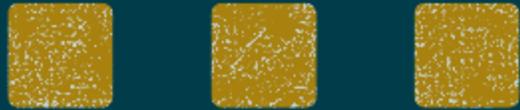
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**3** City Council discussion and categorization exercise (2 Rounds)

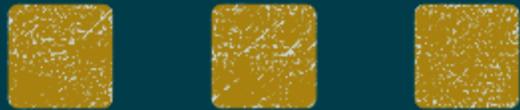
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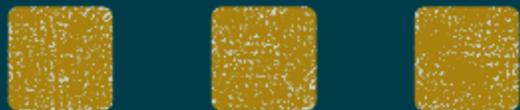
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# Charter Review Commission Recommendations

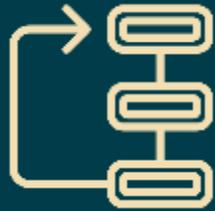
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**Now**



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**B.**  
**Next**



Address as a Council Policy/other non-charter method/consideration of November 2024 ballot measure?

**C.**  
**Later**



Explore further in future Charter Review Commission?

**D.**  
**Decline**



Do not recommend moving forward?

# Charter Review Commission Recommendations

## Categorizing

# Round 1

15. Recommendation 15 (non-Charter): Strengthen community input to the Smart City Advisory and Innovation and Technology Advisory Boards. \*

Now

Next

Later

Decline

## For each recommendation:

- Complete your ballot by selecting only one category for each recommendation
- Staff will collect ballots and aggregate data for Round 1
- Any recommendation receiving 5+ votes will be placed in that category
- Recommendations receiving  $\geq 4$  votes or equal votes of 5 move to Round 2

# Charter Review Commission Recommendations

## Categorizing

# Round 1 *EXAMPLE*

Recommendation	A Now	B Next	C Later	D Decline
<b>W</b>	-	6	3	-
<b>X</b>	-	3	4	3
<b>Y</b>	5	3	1	1
<b>Z</b>	-	-	5	5

**Note: Votes may not add up to 11 if anyone abstains from voting**

- Recommendation W remains in “Next” category and Recommendation Y remains in “Now”
- Recommendations X and Z will move to Round 2

# Charter Review Commission Recommendations

## Categorizing

# Round 2 *EXAMPLE*

Recommendation	A Now	B Next	C Later	D Decline
-	-	-	-	-
<b>X</b>	-	2	5	4
-	-	-	-	-
<b>Z</b>	-	-	5	6

- Recommendation X will remain in the “Later” category
- Recommendation Z was declined

# Charter Review Commission Recommendations

## Categorizing

### Round 2 *EXAMPLE* – Final Results

**A.**

**Now**



Recommendation  
Y

**B.**

**Next**



Recommendation  
W

**C.**

**Later**



Recommendation  
X

**D.**

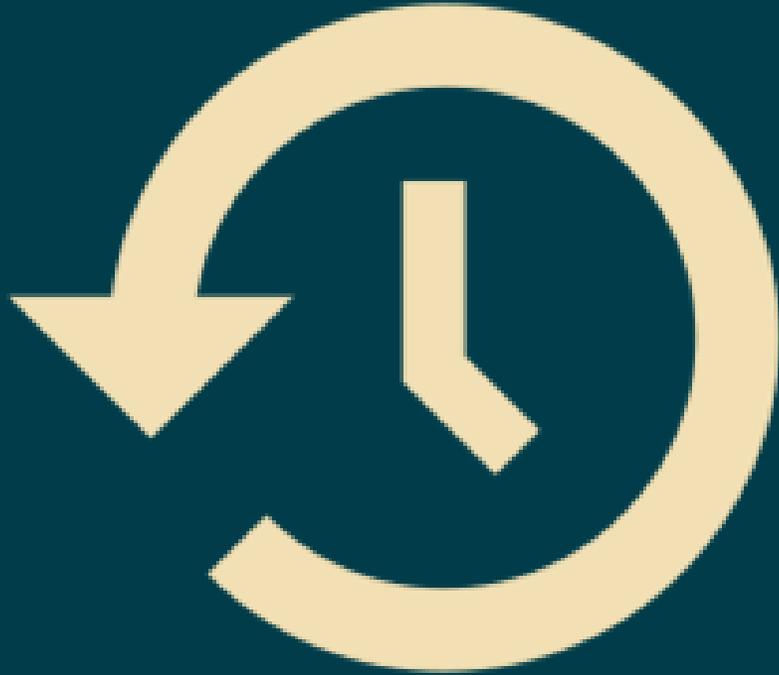
**Decline**



Recommendation  
Z

# Charter Review Commission Recommendations

## Categorizing



**10-minute BREAK**

**Staff Processing City  
Council Round 1 Ballots**

Charter Review Commission Recommendations  
Categorizing

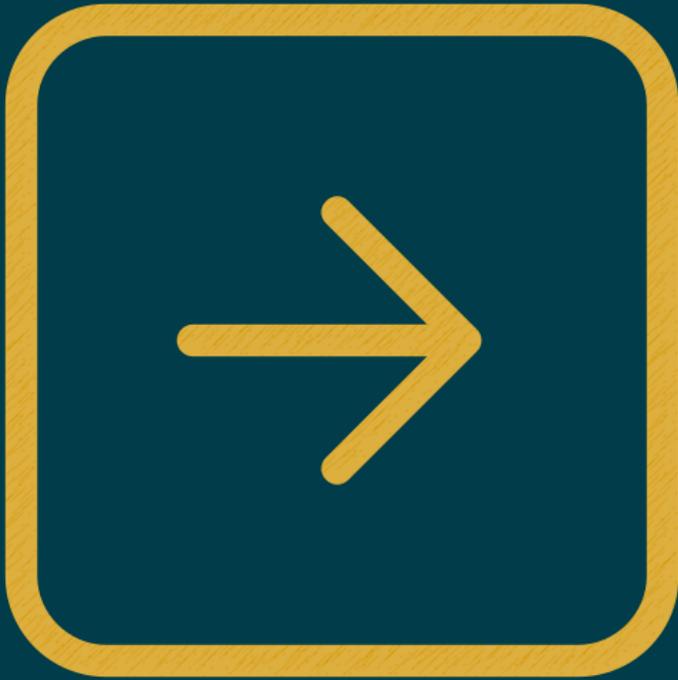
# Round 2

Charter Review Commission Recommendations  
Categorizing

**Round 1 – *Final Results***

**TBD**

# Special Meeting Agenda



**1** Brief staff presentation followed by City Council Q&A

**2** Public Comment

**3** City Council discussion and categorization exercise (2 Rounds)

**4** Discuss next steps

# Charter Review Commission Recommendations

## Next Steps

### Staff will summarize today's activities in an Information Memorandum

#### Items categorized as *A. Now*

- Staff will return to Council by June 30, 2022 with a draft ballot measure to amend the City Charter.

#### Items categorized as *B. Next*

- Council will consider placing these recommendations on the FY 2022-2023 Citywide Roadmap
- Tentatively scheduled for the 2022-2023 Proposed Budget Study Session on May 16, 2022

#### Items categorized as *C. Later*

- These recommendations will be referred to the next Charter Review Commission

#### Items categorized as *D. Decline*

- These recommendations will not move forward