



City of Santa Rosa

CITY CHARTER REVIEW COMMITTEE REGULAR MEETING AGENDA AND SUMMARY REPORT NOVEMBER 17, 2021

5:00 P.M. - (VIA ZOOM)

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF
SONOMA, THIS MEETING WILL BE HELD VIA ZOOM.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/83503615766](https://srcity-org.zoom.us/j/83503615766)
OR
BY DIALING 877-853-5257 AND ENTER WEBINAR ID: 835 0361 5766**

**PLEASE NOTE THAT ALL E-MAILS SENT TO THE CITY CHARTER
REVIEW COMMITTEE ARE CONSIDERED TO BE PUBLIC RECORDS AND
SUBJECT TO DISCLOSURE UNDER THE CALIFORNIA PUBLIC RECORDS
ACT.**

**DEADLINES AND ADDITIONAL INSTRUCTION FOR PUBLIC COMMENT
ARE SET FORTH BELOW.**

PUBLIC COMMENTS

Public Comments can be made live during the meeting OR in advance of the meeting if unable to attend via Zoom or telephone.

Live Public Comment: Members of the public can provide comment on an Agenda Item by accessing the meeting through the Zoom link, or by dial-in at the time the Agenda Item is discussed. Go to <https://srcity.org/virtualparticipation> for more information.

Advanced Public Comment:

E-mail Public Comment: To submit an e-mailed public comment to the Charter Review Committee, please send to: charterreview@srcity.org by 8:00 a.m., Wednesday, November 17, 2021. Identify in the subject line of your e-mail the CRC Agenda Item Number on which you wish to comment,

provide your name in the body of the e-mail and your comment. Please limit your e-mail to approximately 400 words (which is a speaking rate of 133 words per minute).

E-mail public comments received by the deadline will be distributed to Charter Review Committee members and uploaded to the agenda prior to the start of the meeting for public access.

5:00 P.M. - (VIA ZOOM)

1. WELCOME AND INTRODUCTION

2. CALL TO ORDER AND ROLL CALL

3. PUBLIC COMMENTS ON NON-AGENDA MATTERS

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter jurisdiction of the Charter Review Committee. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

4. APPROVAL OF MINUTES - NONE.

5. SCHEDULED ITEMS

5.1 CHARTER REVIEW PROCESS

This is the first meeting of the 2022 Charter Review Committee, charged with leading the City's decennial review of the City Charter. To set the stage for the Committee's work, the City Attorneys' Office will provide (a) a brief overview of the nature and contents of the Santa Rosa City Charter, (b) a summary of the composition and responsibilities of the Charter Review Committee, and (c) an outline of the Charter review process and its associated timelines.

Attachments: [Presentation](#)

5.2 INTRODUCTION TO BROWN ACT AND PUBLIC RECORDS ACT

The Charter Review Committee is subject to the Brown Act and the California Public Records Act. Staff will provide an outline of the basic requirements and restrictions of the two statutes.

Attachments: [Presentation](#)

5.3 CHARTER REVIEW WORK PLAN

The Charter Review Committee has significant responsibilities and exciting work ahead. The Committee will be researching, deliberating and, as it deems appropriate, drafting proposed revisions to the City Charter. The City Council has identified twelve topics for the Committee's consideration. As the Committee moves forward and hears from the community, additional ideas may emerge. The Committee is expected to have its work completed by sometime in the spring. In this agenda item, the Committee will begin the process of developing its work plan and its path forward.

6. SUBCOMMITTEE REPORTS - NONE.

7. WRITTEN AND/OR ELECTRONIC COMMUNICATIONS - NONE.

8. FUTURE AGENDA ITEMS

This schedule is tentative and subject to change pending final publication and posting of the Meeting Agenda. This time is reserved for discussion whether to place matters on a future agenda for further discussion.

9. ADJOURNMENT

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by calling (707) 543-3015 one week prior to the meeting. (TTY Relay at 711).

Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in the City Clerk's Office, Room 10, City Hall, 100 Santa Rosa Ave, during normal business hours.