

City of San Antonio



AGENDA

Charter Review Commission

Monday, January 8, 2024

5:30 PM

**Central Library, 600
Soledad, Auditorium**

A full list of Charter Review Commission meeting dates, times and locations can be found at www.SASpeakUp.com.

The Charter Review Commission will meet in the Central Library, 600 Soledad, Auditorium beginning at 5:30 PM. Once convened, the Charter Review Commission will take up the following items no sooner than the designated times.

Once a quorum is established, the Charter Review Commission shall consider the following:

Approval of Minutes

1. Approval of the minutes from the December 18, 2023 Charter Review Commission meeting.

Public Comments

Individuals may sign up for live public comment the day of the meeting at the meeting location up to 15 minutes before the start of the meeting or prior using SASpeakUp. Those unable to attend the meeting may submit written comment by calling 311 or using SASpeakUp at <https://www.saspeakup.com/U3878> until 4:00 PM on the day before the meeting. Comments may be provided in English or Spanish and interpretation services will be provided with advanced notice. Voicemail comments can be left at 210.207.6889. Voice messages will be limited to 300 words transcribed. Comments that do not pertain to the agenda items will not be presented to the Commission.

Briefing on the following items:

2. Discussion of future meetings calendar for full Charter Review Commission.
3. Discussion of subcommittee assignments and issues to be considered by Charter Review Commission.

Recess

The Charter Review Commission will recess from its general meeting to permit time for subcommittees to meet. Subcommittee meetings are not open to the public. The Charter Review Commission will reconvene and continue to discuss Item 3.

Reconvene

ADJOURNMENT

At any time during the meeting, the Charter Review Commission may meet in executive session for consultation with the City Attorney's Office concerning attorney client matters under Chapter 551 of the Texas Government Code.

ACCESS STATEMENT

The City of San Antonio ensures meaningful access to City meetings, programs and services by reasonably providing: translation and interpretation, materials in alternate formats, and other accommodations upon request. To request these services call (210) 207-7268 or Relay Texas 711 or by requesting these services online at <https://www.sanantonio.gov/gpa/LanguageServices>. Providing at least 72 hours' notice will help to ensure availability.

For additional information on the Charter Review Commission, please visit <https://www.sa.gov/Directory/Departments/CAO/City-Charter/Charter-Review-Commission>

Posted
on: 01/05/2024 02:30 PM

**State of Texas
County of Bexar
City of San Antonio**



**Meeting Minutes
Charter Review Commission**

Bonnie Prosser Elder, Co-Chair | David Zammiello, Co-Chair
Elva Pai Adams | Josh Baugh
Luisa Casso | Mike Frisbie
Pat Frost | Frank Garza
Martha Martinez-Flores | Naomi Miller
Bobby Perez | Shelley Potter
Dwayne Robinson | Rogelio Saenz
Maria Salazar

Monday, December 18, 2023

5:30 PM

Central Library

The Charter Review Commission convened a regular meeting at Central Library, 600 Soledad, Auditorium at 5:35 PM. City Clerk Debbie Racca-Sittre took the Roll Call noting a quorum with the following Members present:

PRESENT: 14 – Prosser Elder, Zammiello, Adams, Baugh, Casso, Frisbie, Frost, Martinez-Flores, Miller, Perez, Potter, Robinson, Saenz, Salazar

ABSENT: 1 - Garza

City Clerk Debbie Racca-Sittre swore in all members in attendance.

Co-Chair Prosser Elder called the meeting to order at 5:35 p.m. and introduced the overall process, charge for the Commission and the timeline for the process which was expected to be completed by June 14, 2024 in time for City Council to order a November 2024 election. Co-Chair Zammiello thanked the members for serving and listed the issues identified in the Mayor's Memo.

Co-Chair Prosser Elder provided an overview of the rules of engagement and meeting protocols for the Commission. Co-Chair Zammiello outlined the roles of staff that would be supporting the Commission.

Briefing on the following items:

- 1. Presentation from the City Attorney's Office on ethics and meeting guidelines, including applicability of the Texas Public Information Act and Texas Open**

Meetings Act.

Assistant City Attorney Camila Kunau provided the presentation which outlined the City's Ethics Code, the Texas Public Information Act and the Texas Open Meetings Act as they pertained to the Commission.

2. Discussion of subcommittees and subcommittee chairs.

Co-Chair Zammiello listed the five subcommittees as follows and asked members to consider volunteering to serve on a subcommittee: 1) Ethics-Covering Ethics Officer and Other Ethics Revisions, 2) Governance-Personnel City Council Compensation and term length, 3) Governance-Personnel City Manager, City Manager Tenure and compensation, 4) Council Districts and Redistricting, and 5) Language Modernization.

Member Potter asked if the Commission was limited to the charge provided in the memo or if they could deviate. Co-Chair Prosser Elder stated that given the timeline, she recommended staying within the charge. Member Perez noted that the charge to modernize language could be rather broad. Kunau recommended that language modernization not include too much expansion. Co-Chair Zammiello was open to discussions that did not jeopardize the scope. Assistant City Attorney Iliana Castillo Daily stated that there was not a legal requirement to stay within the charge. Co-Chair Prosser Elder strongly recommended staying on task.

Co-Chair Prosser Elder advised that the subcommittee chairs would set the meeting dates and staff would coordinate locations, take notes and provide guidance and a template for submitting status reports. Co-Chair Prosser Elder recommended that the subcommittees begin meeting in mid-January 2024 in anticipation of the next Commission meeting. Co-Chair Zammiello recommended that the committees utilize staff to help research topics to ensure a strong foundation for their subcommittees.

3. Discussion of future meetings calendar for the full Charter Review Commission.

Co-Chair Zammiello anticipated that no less than 10 meetings would be needed to complete the work of the Commission and suggested that the meetings could be held on Mondays or Thursdays. Co-Chair Zammiello noted that the locations of the meetings would rotate monthly across the quadrants of the City for accessibility and transparency. Co-Chair Zammiello stated that the next meeting would be held on January 8, 2024 and proposed that meetings be held every two weeks at 5:30 p.m.

Members discussed options including virtual and in-person. Co-Chair Zammiello stated that the subcommittee chairs could host their meetings as they wished but the Commission meetings should be in-person.

Member Miller asked about absences. The City Clerk clarified requirements of the City Code that required that members not miss three meetings in a row or more than 50% of the total meetings in the year. Co-Chair Prosser Elder suggested that members try to make as many meetings as possible but understood that members had other commitments.

Member Potter asked how community engagement would be handled. Castillo-Daily stated that the Communications & Engagement Department would develop an engagement plan and advertise the meetings and members of the public would be able to attend meetings and address the Commission.

Co-Chair Prosser Elder set the next meeting for Monday January 8, 2024 at 5:30 p.m. at the Central Library.

The Members briefly introduced themselves.

Member Potter moved to Adjourn. Member Perez seconded the motion. The motion carried by the following vote:

Aye: Prosser Elder, Zammiello, Adams, Baugh, Casso, Frisbie, Frost, Martinez-Flores, Miller, Perez, Potter, Robinson, Saenz, Salazar

Absent: Garza

ADJOURNMENT

There being no further discussion, the meeting was adjourned at 6:31 p.m.

David Zammiello, Co-Chair

Bonnie Prosser Elder, Co-Chair

Respectfully Submitted

Debbie Racca-Sittre
City Clerk

Charter Review Commission



January 8, 2024
Central Library

Agenda



- Approval of Minutes
- Public Comment
- Calendar of Commission meetings
- Subcommittee charges, assignments and meeting guidelines
- Adjournment



Approval of Minutes



Public Comment



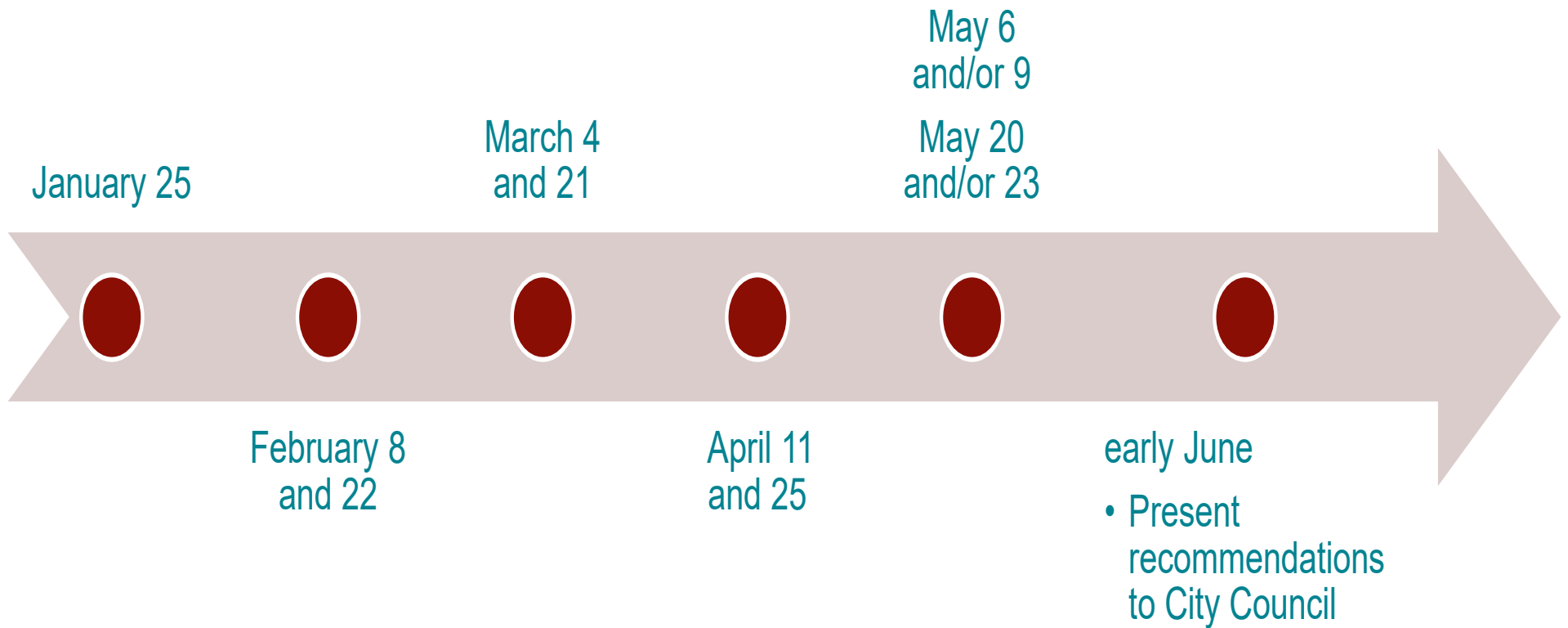
Future Meetings

CRC Meetings



- Results based on Doodle poll and number of CRC members available
 - Full calendar of dates in your binder
 - Subcommittee work should occur between general CRC meetings
- **UPDATE** – Meetings will stay at Central Library location
- General meetings are open to the public with opportunities for public comment online and in-person
- Subcommittee meetings are not open to the public

Meeting Calendar



** All dates subject to change.*



Subcommittees

Subcommittee Assignments



- Five subcommittees
 - 1) Ethics officer and other ethics revisions
 - 2) City Council compensation and term length
 - 3) City Manager tenure and compensation
 - 4) Council districts and redistricting
 - 5) Language modernization

Ethics Officer and Other Revisions



Chair:

- Mike Frisbie

Members:

- Elva Pai Adams
- Josh Baugh
- Bobby Perez
- Shelley Potter

Ethics Officer - Whether the City should be able to appoint an independent ethics auditor with a legal background

Other Ethics Revisions - Whether the Ethics Review Board should be autonomous with independent oversight and power to compel testimony, and whether any additional recommendations would strengthen the effectiveness, authority, and/or jurisdiction of the board

City Council Compensation and Term Length



Chair:

- Luisa Casso

Members:

- Josh Baugh
- Mike Frisbie
- Martha Martinez-Flores
- Dwayne Robinson

City Council Member Compensation -

Whether City Council members should be compensated on indexed terms that more accurately reflect the city's cost of living and lower barriers to participation in City government

City Council Term Length - Whether Mayor or Mayor and Council terms should be extended to four years with a limit of two terms, and whether such terms should be staggered

City Manager Tenure and Compensation



Chair:

- Pat Frost

Members:

- Elva Pai Adams
- Martha Martinez-Flores
- Naomi Miller
- Dwayne Robinson

City Manager Tenure - Whether the City Council should have the authority and discretion to hire, manage, and determine the length of service of the City Manager

City Manager Compensation - Whether the City Council should determine the compensation of the City Manager so that market and competitive indicators are taken into account

Council Districts and Redistricting



Chair:

- Frank Garza

Members:

- Naomi Miller
- Bobby Perez
- Dr. Rogelio Saenz
- Maria Salazar

Council Districts - Whether an increase in single-member Council districts would appropriately enhance representation for San Antonio residents

Redistricting - Whether the decennial Council redistricting process should be conducted by an independent, autonomous citizens committee and how such a committee's membership shall be appointed

Language Modernization



Chair:

- Maria Salazar

Members:

- Frank Garza
- Shelley Potter
- Rogelio Saenz

Language - Whether the Charter shall be generally amended to update its language to more accurately reflect current processes, acknowledgments, and roles

Subcommittee Process



- Subcommittee chairs will set meeting dates and share with CRC co-chairs
 - Meetings will occur between CRC general meetings
 - First meeting on or before January 22, 2024
 - City staff is available to coordinate locations with chair
 - City staff will take minutes and support preparation of status report
- Subcommittee chairs will submit one written status report two business days prior to each CRC meeting to track their progress and needs; brief at subsequent CRC meetings
 - Submit to Co-Chairs, file in Subcommittee folder, copy City staff
 - City staff will share additional guidelines and template for submitting status reports
- Priority issues are the charges as defined. Auxiliary issues may be discussed after completion of subcommittee charge.

Breakout Session



- Round 1: City Council, Council Districts
- Round 2: City Manager, Ethics
 - 15 minutes
 - Review charge
 - Review reporting template
 - Set first meeting date
 - Reconvene to share any questions



Recess

Next Steps



- **Subcommittees:**
 - First subcommittee meeting
 - Prepare baseline report for January 25 CRC meeting
 - Work with COSA staff to gather what you need
- **Next meeting:**
 - Thursday, January 25, 2024
 - 5:30 p.m. – 7:30 p.m.
 - Central Library



Thank You
End of Presentation