

A. CALL TO ORDER

A Special Meeting of the Charter Review Advisory Committee was called to order by Chair Strutzenberg at 7:00 p.m. in the City Hall Council Chambers, 415 Diamond Street.

B. ROLL CALL

Members Present: Narain, Dawidziak, Solomon (via teleconference), Maroko,
Pinzler, Wunderli, Chair Strutzenberg
Members Absent: None
Officials Present: Mike Witzansky, City Manager
Eleanor Manzano, City Clerk
Mike Webb, City Attorney

Member Solomon, via teleconference, confirmed that he posted the agenda and affidavit at his remote location in Bozeman, Montana.

C. SALUTE TO THE FLAG

At the request of Chair Strutzenberg, Member Maroko led the Committee in the Salute to the Flag.

D. APPROVE ORDER OF AGENDA

The Committee discussed the items on the agenda and the ability to move and remove certain items.

Chair Strutzenberg called for public comments. There being none, the public comment period was closed.

Motion by Chair Strutzenberg to move items J.1 and J.2 to Section I (ITEMS CONTINUED FROM PREVIOUS AGENDAS) and to remove items J.3 through J.8 from the current agenda. Motion was seconded by Member Solomon. Motion carried by the majority by the following roll call vote:

AYES: Dawidziak, Solomon, Narain, Chair Strutzenberg
NOES: Maroko, Pinzler, Wunderli

E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS

E.1. RECEIVE AND FILE BLUE FOLDER ITEMS

Motion by Member Maroko, seconded by Member Dawidziak, to receive and file items received I.2 received under J.2 and H.1 (received as J.5). Motion carried by the following roll call vote:

AYES: Dawidziak, Solomon, Maroko, Narain, Wunderli, Chair Strutzenberg
NOES: Pinzler

F. CONSENT CALENDAR

Chair Strutzenberg called for public comments. There being none, he closed the public comment period.

Chair Strutzenberg pulled item F.2 from the Consent Calendar.

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE CHARTER REVIEW ADVISORY COMMITTEE SPECIAL MEETING OF JUNE 30, 2022

Motion by Chair Strutzenberg to approve F.1, seconded by Member Maroko. Hearing no objections, Chair Strutzenberg so ordered.

Member Dawidziak abstained stating he was not present at the previous meeting.

F.2. APPROVE THE FOLLOWING CHARTER REVIEW ADVISORY COMMITTEE MINUTES: A. JUNE 2, 2022 REGULAR MEETING

Chair Strutzenberg proposed to not include Alternate Members on the roll call. City Clerk Manzano stated that going forward the alternates will not be included; however, since the alternates were at the June 2, 2022, meeting, City Clerk Manzano will leave the June 2, 2022, minutes as is. Chair Strutzenberg also inquired if remote attendees be listed as such. City Clerk Manzano explained since other Commissions are not differentiated, she will keep it consistent with this Committee as well.

Motion by Chair Strutzenberg to approve the June 2, 2022, minutes with the changes, seconded by Member Dawidziak. The motion carried by majority vote, Member Pinzler voting no.

G. EXCLUDED CONSENT CALENDAR ITEMS

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Chair Strutzenberg called for public comments.

A member of the public commented that there are other cities involved in litigation regarding school board elections and suggested placing this topic on a future agenda.

H.1. For eComments and Emails Received from the Public

Records Management Coordinator Diaz read the comment submitted via eComment by Paul Moses.

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS

I.1. (formerly J.1) DISCUSSION PERTAINING TO THE AMENDED RESOLUTION NO. CC-2204-022, A RESOLUTION OF THE CITY OF REDONDO BEACH, CALIFORNIA ESTABLISHING A CHARTER REVIEW ADVISORY BOARD

City Attorney Webb commented that City Council made a resolution stating it is up to the Committee what to discuss, deliberate and what to recommend moving forward to the City Council. All recommendations would need to be given to City Council by November 1, 2022.

Chair Strutzenberg commented that after viewing the video, it was not clear that there was a request to remove the list and what was discussed was to allow the Committee to select the order in which the items are addressed.

City Attorney Webb stated the motion was the Committee can decide what to discuss and what to deliberate. City Council was clear where the amendment stood. There is no limit as long as it is dealing with the Charter amendment.

Chair Strutzenberg inquired if there was a request to remove the list from the Resolution.

City Attorney Webb stated that Council amended the list so it is entirely up to the Committee.

Member Pinzler inquired why there can be no discussion on Items J.3 through J.9 as they are functional issues.

City Attorney Webb stated that the Committee previously voted to remove those items from the agenda.

City Attorney Webb suggested the Committee discuss their rules as it will empower each member to discuss something that is of interest to each member. However, it will take longer since it involves a two-step process. If the Committee adopts to place items under Referrals to Staff, that would enable anything the Committee would like to discuss in the step one process to be on the agenda.

Chair Strutzenberg called for public comments. There being none, Chair Strutzenberg closed the public comment period.

I.2. (formerly J.2) DISCUSSION AND POSSIBLE ACTION PERTAINING TO ESTABLISHING THE COMMITTEE RULES AND PROCEDURES

City Attorney Webb stated a draft has been provided which makes clear the committee members' obligations when attending the meeting remotely. It codifies the time by which the member would have to inform the City Clerk of their location during the meeting because that information needs to comply with the current state of the Brown Act. Committee members may appear remotely as long as the information is provided to the City Clerk to be publicized, and the member posts the information at their location so that the information is made available to the public.

City Attorney Webb stated the last section is the two-step process, which gives the greatest ability to each member to have items discussed by the Committee as a whole.

City Attorney Webb reported with the one-step process, if there is a majority vote, an item would be on the following agenda.

Chair Strutzenberg proposes under Section VI (COMMITTEE MEMBER REQUEST FOR FUTURE AGENDA ITEMS), keep what is written in Item A, but list it as Item B. List Item A as the primary with, "By a majority vote of the voting members or their alternate in their absence present any item may be placed directly on a future agenda for a full report discussion and action."

Member Pinzler stated his concern with the limited time the Committee has to put things on the agenda for discussion.

Member Solomon inquired if there could be a rule in the two-step process, whereby if a member wanted to have ten ideas to discuss, could it be prioritized with the top items having a staff report for consideration.

City Attorney Webb stated there would be no guarantee the staff would get them but thinks Chair Strutzenberg's suggestion provides both options.

Chair Strutzenberg suggested the Committee vote to put these items on the next agenda for full discussion, not a two-step process; add a section stating with a majority vote of the Committee, the item will be on the following agenda. If there are items individual members would like to add on the agenda that the Committee does not support as a majority, it can still go on as a two-step process.

City Attorney Webb commented this would give the ability to move quickly on items that the majority wants included.

Motion by Chair Strutzenberg, seconded by Member Narain, to amend the document as follows. Motion carried unanimously by the following roll call vote:

AYES:	Dawidziak, Solomon, Maroko, Narain, Pinzler, Wunderli, Chair Strutzenberg
NOES:	None

Section I.A., Item 2 (Cell phone number of Committee member participating remotely): Replace with phone number by which the Committee member participating remotely may be reached.

Section I.B., Item 1 (Proof of posting): Replace ill with will. Also replace accordingly with according.

Member Maroko made an amendment to Chair Strutzenberg's amendment proposing that if a member is attending remotely, the member may not preside over this body without being physically present.

Member Maroko made a second amendment to Chair Strutzenberg's amendment. Member Maroko requested that the Committee receive the minutes to the meeting well in advance of the meeting to provide time for review.

Chair Strutzenberg did not accept the friendly amendments requested by Member Maroko, explaining that although being physically present is more positive, it may present some complications. With regards to the minutes, Chair Strutzenberg commented that it may present a problem for the City Clerk's office. Member Pinzler concurred with Chair Strutzenberg. City Clerk Manzano commented that the turnaround time for minutes is currently two to three weeks. However, it is possible to provide draft minutes.

Section II, Item A (Consent Calendar): Replace the second sentence with "Items will be addressed and voted on individually under excluded Consent Calendar items."

Section III: There is an Item B, but there is no Item A. Place an A before the very first sentence under the title and then Item B can remain as is.

Section IV: Similar to Section III. Place an A in front of the first sentence and change the numbering further down.

Section IV, Item D: Strike general problems, questions or complaints. Instead, it should read, "The "public participation" portion of the agenda shall be reserved for the public to address the Committee regarding items within the scope of its subject matter jurisdiction, not otherwise on the agenda."

Section IV, Item F: Strike the words "shall step" and replace with "by stepping to the microphone..."

Section V, Item A: The word "its" should have an apostrophe after the "s" (its'), and the comma should be removed.

Section V, Item B: Chair Pro Tempore should be changed to Vice Chair.

Section V, Item C: In the first sentence, change "a" to "are."

Section VI: Create a new Item A that states, "By a majority vote of the voting members (or their alternate in their absence) present, any item may be placed directly on a future agenda for a full report discussion and action. Leave the current Item A as it is written in its entirety, but label it as Item B.

Member Maroko requested that in the future, if Committee members have notes with extensive comments to please provide them to the City Clerk to project on the screen for ease of understanding. Chair Strutzenberg acknowledged and agreed to this request.

Chair Strutzenberg called for public comments. There being none, Chair Strutzenberg closed the public comment period.

Alternate Member Matthew Hinsley requested that Section IV, Item K be edited to not limit the number and amount of time a member of the public can speak. The Chair can make that determination.

Council Member Nils Nehrenheim stated that the upcoming election cycle will include a vote on the City Treasurer and City Clerk's positions. The cycle after in 2025 will include Council, Mayor

and the City Attorney positions. Administrative items need to be updated. Council Member Nehrenheim also commented that the Committee may hold as many meetings as deemed necessary.

Member Solomon requested clarification with regards to the November 1 deadline.

Council Member Nehrenheim reported that the City Council requested the Committee to address the City Attorney's position and the administrative items since they can only be changed every four years. Council Member Nehrenheim stated that the most important items should be done in November to enable Council to confer with the City Clerk to place on an agenda, and post in November to prepare for the election in March.

Member Solomon inquired if City Council would permit work by the Committee to extend beyond November.

Council Member Nehrenheim commented that City Council primarily wanted the November 1 deadline for what is coming up in March 2023, and non-urgent items can be extended beyond November 1.

City Attorney Webb reported the motion made by City Council is different than the intent of the motion. Council Member Obagi stated a report with all of the Committee's decisions be presented by November 1; the language used was all. City Attorney Webb commented that although the City Council may return and authorize an extension of time, the language of the motion dictates.

City Attorney Webb suggested the Committee can recommend additional meetings as needed, however, the Committee should keep in mind the items that will be on the March 2023 election versus the November election.

Member Pinzler commented that meeting the November deadline for everything should be the Committee's goal.

Chair Strutzenberg called for additional public comments. There being no public comments, Chair Strutzenberg closed the public comment period.

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

Agenda Items J.3 through J.8 were not discussed by Committee Action to remove them under D. APPROVAL OF AGENDA.

J.3. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE XX, SECTION 20.1, APPROVAL OF DEMANDS

CONTACT: MIKE WITZANSKY, CITY MANAGER

J.4. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE VIII, SECTION 8.3 (C), MAYOR, PRESIDING ON CONTRACT SIGNATURES

CONTACT: MIKE WITZANSKY, CITY MANAGER

J.5. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE XIX, SECTION 19, PUBLIC WORKS, CONTRACTS ON BID LIMITS

CONTACT: MIKE WITZANSKY, CITY MANAGER

J.6. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE XIX, SECTION 19.1, COMPETITIVE BIDDING WHEN NOT REQUIRED ON MAINTENANCE-REPAIR AND MATERIALS UNDER \$5K

CONTACT: MIKE WITZANSKY, CITY MANAGER

J.7. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE XIX, SECTION 19.9, MUNICIPAL PURCHASES

CONTACT: MIKE WITZANSKY, CITY MANAGER

J.8. DISCUSSION AND POSSIBLE ACTION REGARDING ARTICLE XIX, SECTION 19.7, CONTRACTS, PROGRESS PAYMENTS ON RETENTION PERCENTAGE

CONTACT: MIKE WITZANSKY, CITY MANAGER

K. MEMBER ITEMS AND REFERRALS TO STAFF

Member Solomon made a referral motion, Member Maroko seconded, to agendize Items J.3, J.4, J.5, J.6, J.7 and J.8, along with the initial discussion of the City Attorney elected position, for the next meeting. Motion passed unanimously.

Member Maroko made a referral motion, Member Pinzler seconded, to agendize the history of the Charter for the next meeting. Motion passed unanimously by the following roll call vote:

AYES: Dawidziak, Solomon, Maroko, Narain, Pinzler, Wunderli, Chair Strutzenberg
NOES: None

Member Maroko reported the following items will be requested on future agendas:

- a) Review Charter Article XV, Appointive Boards and Commissions (pulled in 1974 with Measure D and should be reviewed):
 - Section 15.2. Membership, Appointments, Terms;
 - Section 15.5. Proceedings;
 - Section 15.7. Membership Eligibility; and
 - Section 15.8. Vacancies

- b) Examine if meeting locations are specifically limited to Council Chambers or can meetings be held at other City buildings that are open to the public.
- c) Review Charter Article X, Elective Officers:
 - Two-year terms of office for mayor, and council
 - Four-year terms for other elected positions
- d) Review Charter Article IV, Legislative Department:
 - Section 9.11. Emergency Ordinance – Does the Emergency Ordinance override the Charter
- e) Positions of the City Attorney, City Clerk, and City Treasurer:
 - Responsive responsibilities to the public for each position
- f) Section 10.3: City Attorney residency role
 - Appointed vs. elected
- g) City Clerk records responsibility:
 - Requirements for retaining records. Emails currently state a 90-day retention. Should there be more comprehensive information
- h) Comparison of City Treasurer and City Clerk functions:
 - Discuss responsibilities of each position, including the Department Head financial officer.

Chair Strutzenberg requested clarification as to what Member Maroko requests to return on the next agenda.

Member Maroko clarified the request for Article XV (Appointive Boards and Commissions) and Article X (Elected Officers) regarding terms of office (two years vs. four years) to return on the next agenda.

Chair Strutzenberg clarified a report will be prepared by Member Maroko.

City Attorney Webb commented the report should be sent to the City Attorney and City Clerk to be released with the agenda. Member Maroko's report shall not be released to the entire Committee until the agenda is released.

Member Pinzler requested there be a discussion pertaining to the five council members and the mayor with regards to managing the City.

Member Wunderli requested to discuss the language in the Charter be gender neutral and will prepare a mark-up version for consideration.

Member Pinzler inquired if changes to the language would require the need for the entire Charter to be on the ballot. City Attorney Webb reported that significant changes to sections would be included on the ballot.

L. ADJOURNMENT

There being no further business to come before the Redondo Beach Charter Review Advisory Committee, motion by Chair Strutzenberg, seconded by Member Pinzler to adjourn the meeting at 9:04 p.m. to July 20, 2022 at 7:00 p.m., in the Redondo Beach Council Chambers, at 415 Diamond Street, Redondo Beach, California. There being no objections, the motion carried unanimously.

All written comments submitted via eComment are included in the record and available for public review on the City website.

Respectfully submitted,



Eleanor Manzano, City Clerk