

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



**Meeting Minutes
Charter Review Commission**

Municipal Plaza Building
114 W. Commerce Street
San Antonio, Texas 78205

Commission Members

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, January 8, 2024

5:30 PM

Central Library

The Charter Review Commission convened a regular meeting at the Central Library Auditorium, 600 Soledad, at 5:39 PM. City Clerk Debbie Racca-Sittre took the Roll Call noting a quorum with the following Members present:

PRESENT: 11 – Prosser Elder, Zammiello, Adams, Baugh, Casso, Garza, Frost, Martinez-Flores, Perez, Potter, Salazar

ABSENT: 4 - Frisbie, Miller, Robinson, Saenz

Approval of Minutes

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

Pat Frost moved to Approve the minutes of the December 18, 2023 Charter Review Commission meeting. Martha Martinez-Flores seconded the motion. The motion carried unanimously by those present.

Public Comments

Assistant City Attorney Iliana Castillo-Daily announced that no members of the public had signed up to speak.

Briefing on the following items:

2. Discussion of future meetings calendar for full Charter Review Commission.

Co-Chair Prosser-Elder reported that the poll conducted by the City Attorney's Office resulted in a meeting calendar which included the following dates at 5:30 p.m. at the Central Library Auditorium: Thursday, January 25, 2024; Thursday, February 8, 2024; Thursday, February 22, 2024; Monday, March 4, 2024; Thursday, March 21, 2024; Thursday, April 11, 2024; Thursday, April 25, 2024; Monday, May 6, 2024; Thursday, May 9, 2024; Monday, May 20, 2024; and Thursday, May 23, 2024. She noted that all dates were subject to change, however, the May dates would be confirmed as the Commission's work progressed.

3. Discussion of subcommittee assignments and issues to be considered by Charter Review Commission.

Co-Chair Zammiello reported that the subcommittee assignments were based upon interest submitted through the poll conducted by the City Attorney's Office. Co-Chair Zammiello announced the members of the Ethics Officer and Other Ethics Revisions Subcommittee: Adams, Joshua, Perez and Potter, with Frisbie serving as Chair.

Co-Chair Prosser Elder announced the members of the City Council Compensation and Term Length Subcommittee: Baugh, Frisbie, Martinez-Flores and Robinson, with Casso serving as Chair.

Co-Chair Zammiello announced the members of the City Manager Tenure and Compensation Subcommittee: Adams, Martinez-Florez, Miller and Robinson, with Frost serving as chair.

Co-Chair Prosser Elder announced the members of the Council Districts and Redistricting Subcommittee: Miller, Perez, Saenz, and Salazar, with Garza serving as Chair.

Co-Chair Zammiello announced the members of the Language Modernization Subcommittee: Garza, Potter and Saenz, with Salazar serving as Chair.

Co-Chair Prosser Elder reminded the subcommittees that staff and consultants were available to help with research and staff would support the meetings by taking notes.

Co-Chair Zammiello stated that the dates of the meetings pace of the work would be determined by the subcommittees but the first meeting should occur before January 22, 2024. He stated that staff would coordinate locations and assist in preparation of status reports. Co-Chair Zammiello requested that the chairs to submit one written status report two business days prior to each Commission meeting to track their progress and needs.

Member Potter asked whether there would be a subcommittee report provided at each Commission meeting. Co-Chair Zammiello stated that initially, there would be reports out but deeper dives into certain issues might be needed. Member Potter recommended that time be reserved at the end of the process to consider other issues. Co-Chair Prosser Elder clarified that the priority issues where the charges but auxiliary issues could be discussed after completion of the priority charge.

Member Baugh asked if there was a concern with the timeline or completion of the charges.

Member Potter noted that her concern was regarding the process. Co-Chair Zammiello clarified that all potential changes could be reviewed but the initial charge must come first.

Member Potter commented that once the Commission got to the point when residents were speaking up on issues, the public might bring up points that the Commission had not considered so she wanted time for that.

Member Casso requested clarification on the timeline for the subcommittees' work. Co-Chair Zammiello summarized that there were basically 12 meetings of the full commission that would have a focus on the work of the subcommittees, however, on March 21, 2024 he would expect preliminary recommendations so that residents would have time to comment and those comments could be evaluated by the subcommittees before the final recommendations were made on May 23, 2024.

Co-Chair Prosser Elder added that the Commission might also have comments and suggestions for the subcommittees in addition to public comments. Member Casso requested a schedule of when each subcommittee was expected to report their preliminary recommendations. Casso asked whether there would be discussion on what moved forward and what did not. Co-Chair Zammiello confirmed there would need to be a prioritization of issues as the work of the Commission progressed.

Recess

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

Co-Chairs Zammiello and Prosser Elder recessed the meeting into subcommittee meetings at 6:06 p.m. Castillo-Daily provided break out room locations and noted that the goal was to set meeting dates.

Members Perez and Garza arrived at the meeting during the recess. City Clerk Debbie Racca-Sittre swore-in Member Garza upon his arrival.

Reconvene

Co-Chair Prosser Elder reconvened the meeting at 6:59 p.m. and asked the subcommittee chairs to report.

Member Perez, on behalf of subcommittee chair Frisbie, reported that the Ethics Officer and Other Ethics Revisions Subcommittee set its next meeting and would focus on benchmarking and other research.

City Council Compensation and Term Length Subcommittee Chair Casso reported that the subcommittee had set its meeting dates and requested that staff research other cities.

City Manager Tenure and Compensation Subcommittee Chair Frost reported that the subcommittee had set its next meeting for after the MLK March and would review the

benchmarking of other Cities.

Council Districts and Redistricting Subcommittee Chair Garza reported that the subcommittee had set its next meeting and would discuss peer cities research.

Language Modernization Subcommittee Chair Salazar reported that the subcommittee had set its meeting date and intended to spend its first meeting reviewing recommendations from the Office of the City Attorney and other City departments.

Co-Chair Prosser Elder summarized that the subcommittees had accomplished the goal of setting their first meeting date and staff would be working on the research.

Co-Chair Zammiello noted that there was a briefing template and other documents that would be provided in anticipation of the subcommittee report on January 25, 2024.

Co-Chair Prosser Elder offered the Co-Chairs' participation in the subcommittees, as needed.

Castillo Daily provided housekeeping information regarding the next Commission meeting and stated that she would be communicating with the subcommittees and providing the templates.

ADJOURNMENT

There being no further business, Co-Chair Prosser Elder called for a motion to adjourn at 7:06 p.m.

Councilmember Potter moved to Approve. Councilmember 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

Bonnie Prosser Elder, Co-Chair

David Zammiello, Co-Chair

Respectfully Submitted

Debbie Racca-Sittre, City Clerk