

**ELK GROVE CHARTER COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 8400 LAGUNA PALMS WAY
TUESDAY, JULY 29, 2008**

1. Call to Order / Roll Call

The Regular Commission meeting of July 29, 2008 was called to order by Chair Allen at 6:03 p.m.

Present: Commissioners – Allen, Lopez, Loveland, Martin, and Orrock

Absent: Commissioner Johnson (arrived at 6:07 p.m.)

Also Present: City Attorney Susan Cochran and City Clerk Susan Blackston

2. Public Comment (on non-agenda items)

None.

3. Approval of Minutes

MOTION/VOTE:

Commissioner Martin made a motion, Orrock second, to approve the July 15, 2008 minutes as presented. The motion carried by the following vote:

Ayes: Commissioners – Allen, Johnson, Lopez, Loveland, Martin,
and Orrock

Noes: Commissioners – None

Absent: Commissioners – None

4. Report from City Manager regarding contract authority for Public Works projects

City Attorney Cochran reported that City Manager Gill was unable to attend the meeting due to unforeseen circumstances; however, she had an opportunity to speak with Ms. Gill regarding this matter who had expressed a preference for the charter to include a definition of what a public work is, rather than the dollar amount of contracts. Ms. Gill recommended that routine maintenance not be considered a public work. Ms. Cochran clarified that fixtures such as cabinetry or flooring should be considered public work; however, painting (as part of general maintenance) should not.

Commissioner Martin felt that both a definition and dollar amount threshold ought to be included in the charter provision so that projects of a large amount, regardless of type, are subject to the bid process.

The Commission expressed a desire to include in the charter a provision prohibiting splitting single projects into two or more transactions for the purpose of evading bidding requirements.

5. Report from City Attorney regarding status of telephone survey

City Attorney Cochran reported that the results of the telephone survey should be completed this week and are expected to be reviewed at the Commission's regularly scheduled August 12 meeting.

6. Report from Public Information Officer regarding status of public outreach consultant Request for Qualifications and website options to garner public input

Public Information Officer Christine Brainerd reported that the Request for Qualifications was released on July 24 and was sent to 30 firms. Proposals are due on August 8. Proposals from the top three most qualified firms will be brought forward for the Commission's review at its regularly scheduled meeting on August 26. Ms. Brainerd stated that she spoke with Stephen Kinney of *Public Opinion Strategies* regarding the Commission's suggestion of posting the survey online to obtain additional responses. Mr. Kinney warned that, in his experience, such online surveys do not necessarily yield representative feedback, as no controls exist to verify if responders are Elk Grove citizens, City employees, registered voters, or repeat participants answering the survey multiple times to skew results. The Metrocable firm has been contacted regarding televising Charter Commission meetings; however, they limit their broadcasts to city council meetings within Sacramento County and the County Board of Supervisors.

In response to Commissioner suggestions, Ms. Brainerd stated that she would report back at the next meeting regarding the following:

- Charter website page activity;
- Adding updates to the website on Charter Commission activities;
- Including a section on the website for members of the public to email their comments and opinions to the Commission;
- Adding the Charter Commission to the speakers bureau listing; and
- Cost of direct mail notices and other options such as the City's newsletter and inserts in utility bills.

7. New Business / General Announcements

City Clerk Blackston reported that three persons had, thus far, applied for the Charter Commission vacancy. The deadline to apply is August 15 and the Council will consider making an appointment at its August 27 meeting. In response to Commissioner Orrock, Ms. Blackston stated that she would write a letter to all applicants inviting them to attend Charter Commission meetings.

City Attorney Cochran suggested that, at the Commission's next meeting, it consider drafting charter language regarding public works contracting.

Commissioner Loveland reported that he had recently spoken with Donna Hansen, General Manager of the Cosumnes Community Services District (CSD), who expressed an interest in any efforts the Charter Commission is considering that would interface with the CSD.

8. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 6:30 p.m.

ATTEST:

Susan J. Blackston.
City Clerk