

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: City Attorney's Office

AGENDA DATE: March 3, 2015

CONTACT PERSON NAME AND PHONE NUMBER: Elizabeth Ruhmann 212-1113

DISTRICT(S) AFFECTED:

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Approve a Resolution creating the 2015 Ad Hoc Charter Advisory Committee; establish deadlines for the appointment of committee members; and establish meeting and reporting requirements for the Committee.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

At the LRC held on February 23, 2015, Council voted to support holding a city charter amendment election in November 2015 and directed the City Attorney's Office to prepare a resolution creating an Ad Hoc Charter Advisory Committee to review and make recommendations on potential charter amendments.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

The most recent city charter amendment election was held in May 2013, for which the Council created a similar Ad Hoc Charter Advisory Committee. Pursuant to the Resolution creating the committee, the committee automatically dissolved upon the completion its business.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

WHEREAS, the City Council desires to hold a city charter amendment election in November 2015; and

WHEREAS, the City Council desires the assistance of members of the public to review and make recommendations on potential charter amendments for the special election.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That there is hereby created a 2015 Ad Hoc Charter Advisory Committee composed of nine members who are representative of the community and residents of El Paso. The Mayor and council members shall each recommend one Committee member. All members will be appointed by the City Council no later than March 17, 2015.
2. The Ad Hoc Charter Advisory Committee shall begin its work as soon as all members are appointed.
3. The Ad Hoc Charter Advisory Committee shall appoint a Chair and a Vice-Chair by a simple majority vote at its first meeting. The Chair shall establish such procedures as are appropriate for the orderly consideration of the business of the committee.
4. The Ad Hoc Charter Advisory Committee will review recommendations submitted by the City Council, City Manager and staff and those made upon their own initiative, and consider public input regarding potential amendments to the Charter, to include making revisions that (1) implement cost-saving measures, (2) eliminate redundancies and inefficiencies or costly obligations, (3) will continue to modernize and streamline government operations, and (3) other changes and improvements that the City Council, City Manager and the Committee deem appropriate.
5. The Committee shall meet at least twice a month. The Ad Hoc Charter Advisory Committee will present its final recommendations to the City Council no later than June 2, 2015. The committee may be required to provide status reports to City Council at regular intervals leading up to its final recommendations report.
6. All meetings of the Ad Hoc Charter Advisory Committee shall be open to the public and notice of all meetings shall be posted at least seventy-two hours prior to the meeting.
7. The City Manager shall provide staffing and administrative assistance to the Ad Hoc Charter Advisory Committee as is necessary for the conduct of the Committee's business.

8. The ad hoc members of the Committee shall not be subject to the financial disclosure requirements of Section 2.92.070 of the City Code, but shall otherwise be subject to all other provisions of Chapter 2.92 (Ethics Ordinance).
9. The Ad Hoc Charter Advisory Committee shall automatically dissolve upon the completion of its business.

DATED this _____ day of March 2015.

CITY OF EL PASO

Oscar Leeser, Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:

Elizabeth Ruhmann
Assistant City Attorney