



REPORT TO 2009 Sacramento Charter Review Committee

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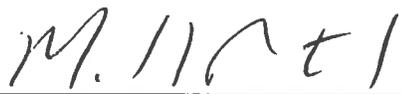
Staff Report
July 20, 2009

**Honorable Chair and
Members of the Committee**

Title: Decision Making Framework

Contact: Mark Prestwich, Special Projects Manager, (916) 808-5380

Summary of Issue: This report includes a draft Decision Making Framework for Committee review, discussion and possible adoption.

Respectfully Submitted by: 
Mark Prestwich, Special Projects Manager

Attachments

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Background

The Charter Review Committee adopted a work plan at their May 7, 2009 meeting including a decision making strategy of dedicating time at the conclusion of topical areas (e.g. governance, election process, etc.) for discussion and consensus building. The strategy's design duplicates the budget development process used by the Sacramento City Council where tentative decisions are made throughout the budget process and before final adoption of the comprehensive budget is considered.

During the July 2, 2009 Charter Review Committee meeting, Chair Edgar noted that the Committee's tentative decision making was planned to begin in August. Accordingly, Chair Edgar invited Committee Members to provide suggestions to him on a specific framework that could be utilized by the Committee to help reach decisions and noted he would be meeting with Staff to discuss alternatives.

A draft Decision Making Framework (see Attachment 2) has subsequently been developed for Committee review, consideration and possible action. The Framework is consistent with the Committee's governing Resolution and Benchmark Cities Matrix document and includes a two-meeting decision making process for each general topic area. During the first meeting, the Committee would discuss a list of items/questions that are intended to be threshold or introductory in nature. For example, during the first meeting the Committee would discuss a threshold question such as whether the Mayor should be provided any veto powers. If the Committee reached an initial affirmative response to the question, staff would prepare a range of possible veto powers the Mayor might yield for Committee consideration during meeting number two. By design, the Committee would then discuss the various alternatives at meeting two and work on reaching a tentative decision on the issue.

A sample draft Decision Making Worksheet (see Attachment 3) has been developed for use by Committee Members. The Worksheet may be utilized by Committee Members as a working document during the process to develop answers to threshold questions. A subsequent document would be prepared by Staff for the second meeting to identify a range of possible alternatives including which benchmark agencies utilize a certain alternative. While the draft Worksheet only includes topics related to governance, budget and elections, additional Worksheets would be prepared for other topics to be discussed later by the Committee.

Staff is seeking Committee direction and action on the draft Framework and Worksheet.

**CITY OF SACRAMENTO
Charter Review Committee**

DECISION MAKING FRAMEWORK (DRAFT)

Process

The decision making process consists of three steps for a subject area over a two meeting period:

Meeting #1

- 1) A worksheet including a list of items/questions for Committee to discuss for a particular subject area is introduced. The items/questions are built on the Benchmark Cities questions approved by the Committee. Committee members will review and modify the list of items/questions.
- 2) Committee discussion of the items/questions and general direction to staff for drafting of a tentative decision to be voted on at Meeting #2.

Meeting #2

- 3) Staff provides a draft of tentative decision for action based on Committee direction. Committee discusses further, makes any changes or modification and approves.

Order of Subjects

To facilitate the process, the Committee will proceed with the decision making on subjects in the following order:

- Green Waste – Should the Committee recommend eliminating this subject from its work plan?
- Charter Updates and Cleanup
- Governance, Delegation and/or reservation of power, Appointing Authority, Budget
- Full Time Mayor/Council, Term Limits
- Elections
- Ethics Commission

Initial Schedule for Decision Making

- 1) Monday, July 20th
 - a. Committee decision to proceed with proposed decision making process.
 - b. Committee discussion to delete green waste from further consideration.
- 2) Monday, August 3rd
 - a. Committee decision to delete green waste from further consideration
 - b. Committee discussion of City Attorney's recommendations regarding Charter Updates and Cleanup.
- 3) Monday, August 17th
 - a. Committee decision of City Attorney's recommendations regarding Charter Updates and Cleanup.
 - b. First of two meetings in which Committee reviews worksheet, discusses Governance/Budget/Elections questions and provides direction to staff.
- 4) Thursday, September 3rd
 - a. Second of two meetings in which Committee reviews range of options and develops tentative decisions on Governance/Budget/Elections issues.

