



**Governance Task Force Minutes
Community Chambers Conference Room
February 7, 2005**

Members Present: Gerald Adler (Vice Chair), Val Dolcini, Susan Gefter, Ted Lascher, Michael Levy (Chair), Jon Li, Joan Poulos

Members Absent: John Garamendi, Jerry Adler

Staff Present: Bette Racki, Kelly Stachowicz

Meeting called to order by Chair Levy at 7:00 p.m.

1. Approval of Agenda

Agenda approved by consensus.

2. Task Members and Staff Communications

Lascher suggested that the Independent Campaign Spending and Reporting Requirement include a recommendation that City Council consider developing further sanctions for persons violating the independent expenditure regulations including establishing a register of violators. Task Force concurred.

Chair Levy reviewed his oral presentation to City Council on February 8, 2005. Presentation will include a brief overview of discussion topics and schedule of future activities, namely, Task Force recommendations and final report. Members made various suggestions of topics to cover in the presentation.

3. Written Communications

- a. Publication *Single Transferable Voting in New Zealand* submitted by Vice Chair Adler.
- b. Council Subcommittee Ground Rules.

4. Public Communications

None.

5. Methods to Encourage Public Participation

- a. Task Force recommended that the City Council annually establish rules and procedures for dealing with public comments and publicize/articulate those on a regular basis to the public.
- b. Recommend that citizens fill out speaker cards prior to public comment and more information be included in minutes/staff report regarding comments made by the public.

- c. Consider handbook outlining how the public can participate at Council/Commission meetings.

6. Advisory Commissions

- a. Task Force recommends that the City Council rely on the use of ad hoc task force with limited durations.
- b. Combine Commissions with overlapping jurisdictions to reduce the overall number of Commissions.
- c. Encourage the use of Commissions to allow more public participations on city issues prior to being heard by the Council.
- d. Recommend additional detail in Commission minutes regarding public comments.

Adjournment. Meeting adjourned at 9:00 p.m.