



MEMORANDUM

TO Toby Futrell City Manager

FROM Greg Canally, Budget Officer

DATE April 5 2007

SUBJECT Charter Revision Committee

Item # 29 on the April 5, 2007 Council Agenda is to approve a resolution creating a Charter Revision Committee composed of not less than nine members, including two members of the City Council for the purpose of advising the City Council on proposed amendments to the City Charter. The additional seven members of the Committee shall be representative of the community and shall be appointed by the Council.

Staffing needs for this effort would include legal resources as well as technical resources ranging from demography, economic analysis, mapping research and community outreach. Finally, the Clerk's office will provide meeting support staffing for both the committee and interested community members.

Together we estimate this team of legal and technical support will require 4 - 5 full time equivalents during the timeframe in which this Committee will be operating.

Without backfilling these resources, the impact of this project will be that routine day-to-day workload will slow down. In addition, because the same staff will be involved in timelines for other significant council initiated projects – campaign finance, vertical mixed use, 2006 bond issuances, community land banks, downtown master plan, transportation oriented development, and affordable housing – would be impacted.