

# CHARTER REVIEW COMMISSION

## Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



**Date:** Wednesday, May 14, 2025  
**Time:** 6:00 p.m.  
**Location:** City Hall, Bldg. A, Executive Conference Room #103  
276 Fourth Avenue, Chula Vista, CA

### Charter Review Commission Regular Meeting

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**In-Person Public Comments:** Submit a request to speak to the Commission secretary before the close of the public comment period on an item or before the close of the general Public Comment period for non-agenda items.

**Electronic Public Comments:** At [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings), locate the meeting, and click the comment bubble icon. Select the item and click on "Leave comment." You may also email [CRC@chulavistaca.gov](mailto:CRC@chulavistaca.gov). eComments, emails, and other written comments must be received by **noon** for a regular meeting.

**Time Allotted for Speaking** (*subject to change by the presiding officer*)

- Agenda Items: 3 minutes
- General Public Comment (not on agenda): 3 minutes

*Individuals who use a translator will be allotted twice the amount of time.*

**Agenda Packet:** Materials provided to the Commission, including staff reports, draft resolutions, and other materials related to any open-session item on this agenda, are available for public review at [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings) or the City Attorney's Office at 276 Fourth Ave, Chula Vista.

**Accessibility:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, contact [CRC@chulavistaca.gov](mailto:CRC@chulavistaca.gov). Providing at least 48 hours' notice will help ensure that reasonable arrangements can be made.

**1. CALL TO ORDER****2. ROLL CALL**

Commissioners Castillo, Disharoon, Hopida, Keyes, Vice-Chair Lopez, and Chair Buddingh

**3. PUBLIC COMMENTS**

*Persons may address the Board on any subject matter within the Board's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Board from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Board may schedule the topic for future discussion or refer the matter to staff. If you wish to comment, please submit comments electronically at: [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings) or submit an electronic comment per the instructions on page one of this agenda.*

**4. ACTION ITEMS**

*The Item(s) listed in this section of the agenda will be considered individually by the Board and are expected to elicit discussion and deliberation. If you wish to comment on one of these items, you may do so at [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings) or submit an electronic comment per the instructions on page one of this agenda.*

**4.1 Approval of Meeting Minutes**

4

Commission to approve the Charter Review Commission meeting minutes dated February 12, 2025.

**4.2 Written Communications**

7

Approve excused absences for Commissioner Keyes requesting an excused absence from the May 14, 2025, Charter Review Commission meeting.

**4.3 Discussion of Modification to Charter Section 303 (C) (3)**

To discuss possible modifications to Charter Section 303 (c) (3) to allow up to 60 days to fill a vacancy by appointment for a City Council vacancy and to take action as appropriate.

**4.4 Discussion of Potential City Charter Amendment Allowing City Council to Appoint the City Attorney**

To discuss a potential City Charter Amendment Section 503 recommendation to the City Council allowing the City Attorney to be appointed by the City Council rather than an elected position, and to take action as appropriate.

**4.5 Discussion of Potential City Charter Amendment to add an Independent Auditor's Office**

To discuss a potential City Charter Amendment recommendation to the City Council to amend the charter to add an Independent Auditor's Office and take action as appropriate.

**4.6 Discussion of Potential Creation of a Sub-Committee to Address Homelessness**

To discuss the creation of a sub-committee of the Charter Review Commission to explore modifying the charter to address homelessness issues and take action as appropriate.

**5. PRESENTATIONS**

*The following item(s) will be presentations given to the Commission. Action on these item(s) is typically limited to the Commission receiving the presentation and providing direction or feedback to staff, as appropriate. If you wish to speak on an item, please fill out a "Request to speak" form and submit it to the Secretary prior to the meeting or submit an electronic comment per the instructions on page one of this agenda.*

**6. STAFF COMMENTS****7. CHAIR'S COMMENTS****8. COMMISSIONERS' COMMENTS****9. ADJOURNMENT**

to the regular meeting on August 13, 2025, at 6:00 p.m.

*Materials provided to the Charter Review Commission relating to any open-session item on this agenda are available for public review by contacting the City Attorney's Office at [CRC@chulavistaca.gov](mailto:CRC@chulavistaca.gov).*

*Sign up at [www.chulavistaca.gov/residents/enotification](http://www.chulavistaca.gov/residents/enotification) to receive email notifications when agendas are published online.*



## REGULAR MEETING OF THE CHARTER REVIEW COMMISSION

### Meeting Minutes

February 12, 2025, 6:00 p.m.  
City Hall, Bldg. A, Executive Conference Room #103  
276 Fourth Avenue, Chula Vista, CA

Present: Commissioner Disharoon, Vice Chair Lopez, Chair Buddingh

Absent: Commissioner Hopida

Also Present: City Attorney Marco Verdugo, Secretary Sydnie Montalvo

*Minutes are prepared and ordered to correspond to the agenda.*

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#### 1. CALL TO ORDER

*A regular meeting of the Charter Review Commission of the City of Chula Vista was called to order at 6:02 p.m.*

#### 2. ROLL CALL

*Secretary Montalvo called the roll.*

#### 3. PUBLIC COMMENTS

Robert provided public comment.

#### 4. ACTION ITEMS

##### 4.1 Approval of Meeting Minutes

**Moved by** Commissioner Disharoon

**Seconded by** Vice Chair Lopez

To approve the minutes dated: August 14, 2024.

*The motion was carried by the following vote: Yes (3) Commissioner Disharoon, Vice Chair Lopez, and Chair Buddingh.*

*Absent (1): Commissioner Hopida*

**Result: Carried (3-1)**

**4.2 Discussion of Potential City Charter Amendment Allowing City Council to Appoint City Attorney**

*Robert spoke in opposition to appointing the City Attorney.*

*There are many aspects that need to be reviewed. The Chair recommended putting this discussion on the agenda for the following meeting.*

**4.3 Discussion of Potential Future City Charter Amendments**

*Andy Hanu spoke in favor of creating an independent auditor office.*

*Robert spoke expressing a neutral position.*

*Commission to discuss further the idea of creating an independent auditing function. They would like the City Manager to participate in the discussion.*

*Commissioner Disharoon would like to create an ad hoc committee to address homelessness.*

*Chair Buddingh would like to discuss modifying Charter Section 303 (C) (3) to allow up to 60 days to fill a vacancy by appointment.*

**5. STAFF COMMENTS**

*City Attorney Verdugo notified the board of an applicant for the Commission was ratified and needs to be sworn in.*

**6. CHAIR'S COMMENTS**

*There were none.*

**7. COMMISSIONERS' COMMENTS**

*There were none.*

**8. ADJOURNMENT**

*The meeting was adjourned at 6:55 p.m.*

*Minutes prepared by: Sydnie Montalvo, Secretary*

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Sydnie Montalvo, Secretary

DRAFT

**REQUEST FOR EXCUSED ABSENCE**

City of Chula Vista Boards, Commissions, and Committees

Name: Ryan Keyes Date of Absence: 5-14-25Board/Commission/Committee: Charter Review Commission

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member's absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member's absence is excused by a majority vote of the other members.** An absence is only recorded as "excused" upon receipt of a member's request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.

Please indicate the reason for the absence:

- ☐ 1. Illness of the member, family member of the member, or personal friend of the member;
- ☐ 2. Business commitment of the member that interferes with the attendance of the member at a meeting;
- ☒ 3. Previously scheduled vacation of the member, notice of which was provided to the respective board or commission in advance of the meeting;
- ☐ 4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
- ☐ 5. Unexpected, emergency situation that prohibits the member's attendance; or
- ☐ 6. Other reason for which the member has given notice to the secretary of his or her unavailability at least seven days in advance of the meeting.

OR

☐ The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused.

I certify the reason for the absence indicated above is true and correct.

Member's Signature: Ryan Keyes Date: 4-6-25*If completed by secretary or staff to board/commission/committee:*

Completed on member's behalf by: \_\_\_\_\_, per member's ☐ Verbal ☐ Written request  
on: \_\_\_\_\_ (date) (secretary/liaison's name)