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MEMORANDUM

TO: Members of the Commission Streamlining Task Force
FROM: Jon Givner
Chief Assistant City Attorney
DATE: November 25, 2025
RE: Sample Draft Charter Language

As the Commission Streamlining Task Force continues to make decisions at its meetings in December and January, the City Attorney's Office is preparing a draft Charter amendment and a draft ordinance to implement those decisions. The Task Force will review those two documents in January.

Before we present finished products to the Task Force in January, we are providing the Task Force with a sample of some draft Charter sections to show you how we are implementing the Task Force's decisions in proposed Charter language. I will provide a brief overview of these draft Charter sections at the Task Force's the December 3, 2025 meeting. For your review in advance of the meeting, I am attaching two documents to this cover memo: (1) draft amendments to several Charter sections, and (2) a chart describing the changes in each section.

Feel free to contact me if you have any questions before the December 3 meeting.