

# DRAFT

## Summary of Minutes

### THE MONROE COUNTY CHARTER REVIEW COMMITTEE

August 29, 2013 at 10:30 a.m.

Monroe County Legislature Chambers – Room 406

County Office Building

39 W. Main Street

Rochester, New York 14614

#### MEMBERS PRESENT:

Jeffrey R. Adair ( Legislature President), Debbie Drawe (Legislator – District 9), John Lightfoot (Legislator – District 25), Daniel M. DeLaus, Jr. (Deputy County Executive), John A. DiCaro (Chairman), Frederick J. Holbrook (Citizen Member), Jared C. Lusk (Citizen Member), Cheryl Rozzi (Secretary)

#### OTHERS PRESENT:

John Rizzo (Sec. Deputy County Attorney), Patrick Pardyjak (Legislature Counsel), Bill Napier (Chief of Staff – Republican Majority Office), Dick Yolevich (Legislator), Carrie Andrews (Minority Leader), Joe Rittler (Minority Office- Director), Dennis O'Brien (Minority Office – Dep. Director), Justin Feasel (Director - Monroe County Communications Dept.)

The meeting commenced at approximately 10:36 a.m. Chairman John DiCaro welcomed everyone and Citizen Member Holbrook led the committee in the Pledge of Allegiance. Chairman DiCaro stated that the June 4, 2013 minutes were approved as submitted.

He indicated that the meeting was an opportunity to gather public input about the Charter review process. Chairman DiCaro sent out more than 30 letters to groups and organizations that he thought might have an interest in the process, and invited them to speak before the committee or send comments via email to: [charterreview@monroecounty.gov](mailto:charterreview@monroecounty.gov). Chairman DiCaro also stated that the meeting was advertised on the County's website, by distribution of meeting notices and press releases which were sent to the local media and also were publicly displayed as required by the Open Meetings Law.

Chairman DiCaro stated that some of the board members had the chance to meet with staff of the Administration to discuss their assignments and develop recommendations for the committee to discuss. He said that in the coming weeks, the committee would be working to set up more meetings and develop initial reports. He stated that the goal would be to present preliminary reports at the next meeting and to have public input.

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He said that there will be opportunities for the committee members to review Charter sections from additional charter counties.

Chairman DiCaro asked if there was anyone registered to speak at the session and Secretary Rozzi responded that there wasn't anyone registered to address the committee.

Legislator Lightfoot stated that he invited folks to attend the meeting and then asked a question regarding putting in place an email blast to communicate the meeting announcements. Chairman DiCaro responded by stating that notices were sent out to invite various organizations to the meeting. Legislator Drawe stated that there are plenty of opportunities for the public to attend a meeting (citing the Legislature's process as an example) to discuss and gather public input and that she encouraged public participation from the community, specifically, her constituency.

Deputy County Executive DeLaus suggested that the committee might want to consider having an evening session to increase the opportunity for the public to comment. Legislature President Adair stated that he was encouraged by the format of this process to obtain public input and that there are certainly other avenues as well to get public input. He also said that he felt going forward the committee would have comments from the public. He further stated that the committee might consider alternative locations, in addition to the county office building, as possible venues to gather information from the public.

Legislator Lightfoot indicated that everyone seemed to be in agreement and "on the same page" regarding soliciting public input. He further stated that at the end of next month, he or a colleague would be holding a Town Hall meeting to solicit public input. Legislator Lightfoot inquired about moving forward with correspondence to the committee and to reach out to the membership. The Chairman reiterated that the intention of today's meeting was to: 1) get public input; 2) to see where each committee member stood in terms of their preparation of preliminary reports; and 3) how comfortable each member was with their assignments. Chairman DiCaro stated that he would be the conduit to filter information between committee members going forward in the process.

At this point, Chairman DiCaro stated that he would email possible dates, times etc. to each committee member in order to determine a mutually agreed upon schedule for the next meeting. He also stated that the purpose of the next meeting should be for additional public input. He called for a Motion to Adjourn which was MOVED by Deputy County Executive DeLaus and SECONDED by Legislator Drawe. The meeting adjourned at 10:52 a.m.

Respectfully Submitted,

Cheryl M. Rozzi