

## 2020 Orange County Charter Review Commission (2020 CRC)

### Evaluation Process for Potential Topics for Consideration

- 1- Written proposal submitted shall be submitted for the Agenda for an upcoming CRC meeting via email to [charter2020@occompt.com](mailto:charter2020@occompt.com) with background research and information provided by proposer, and CRC Staff and/or CRC General Counsel.

To facilitate adequate time for CRC Members and the public to review proposed topics and companion information, the agendas for all future 2020 CRC meetings will be distributed seven (7) days prior to each meeting. Accordingly, all written proposals shall be provided to CRC Staff no later than twelve (12) days prior to the upcoming 2020 CRC meeting date, to afford the Chair, CRC Staff and CRC General Counsel sufficient opportunity to review the written proposal and ensure that adequate backup information is included in the agenda for the upcoming 2020 CRC meeting.

The respective dates for submitting written proposals and publishing agendas for each of the remaining 2020 CRC meetings is provided below.

<u>CRC Meeting</u>	<u>Agenda Publication</u>	<u>Meeting Backup Materials Deadline</u>
10-Jul	3-Jul	28-Jun
7-Aug	31-Jul	26-Jul
4-Sep	28-Aug	23-Aug
2-Oct	25-Sep	20-Sep
6-Nov	30-Oct	25-Oct
4-Dec	27-Nov	22-Nov
9-Jan	2-Jan	27-Dec
5-Feb	29-Jan	24-Jan
4-Mar	26-Feb	21-Feb
1-Apr	25-Mar	20-Mar
6-May	29-Apr	24-Apr
3-Jun	27-May	22-May

Written proposals and backup information shall be included in the agenda for the next 2020 CRC meeting (assuming submission prior to the deadline noted above).

- 2- Written proposals for evaluation included on an agenda shall be presented by the Chair and proposing CRC Member, if applicable, and discussed by the CRC. If a motion is made and properly approved by a majority of the members of the 2020 CRC present at the meeting, the subject topic shall be established as a "2020 CRC Evaluation Topic."

- 3- If approved for evaluation, the 2020 CRC shall then discuss whether the 2020 CRC Evaluation Topic can be efficiently evaluated by the full 2020 CRC or whether it would be more appropriate to assign the Topic to a Subcommittee of the 2020 CRC. If a motion is made and properly approved by a majority of the members present at the 2020 CRC meeting, the subject 2020 CRC Evaluation Topic shall be assigned to be evaluated by a Subcommittee of 2020 CRC Members.
- 4- The chair and members of each CRC Subcommittee will be assigned by the Chair of the 2020 CRC. Members' interests in being assigned to certain Subcommittees shall be considered by the Chair when making assignments, but the Members' interests shall not be the sole determining factor for subcommittee assignments.
- 5- CRC Subcommittees will meet and evaluate the assigned 2020 CRC Evaluation Topic, and ultimately provide a report and recommendation for consideration by the 2020 CRC.
- 6- The 2020 CRC will ultimately vote on each 2020 CRC Evaluation Topic (those evaluated by the full 2020 CRC and those assigned to a Subcommittee), with only those receiving approval by a majority of the members of the 2020 CRC, being submitted for consideration by Orange County voters in the November 2020 election.