



**COUNCIL PRESIDENT SEAN ELO-RIVERA
NINTH COUNCIL DISTRICT**

MEMORANDUM

DATE: February 4, 2022
TO: Honorable Members of the Rules Committee
FROM: Council President Sean Elo-Rivera, Chair, Rules Committee
SUBJECT: 2022 Rules Committee Work Plan

San Diegans expect and deserve a transparent, accessible, and effective government. The San Diego City Council Rules Committee is uniquely positioned to advance this vision, which is why I am excited to share our 2022 Work Plan as the chair of the Rules Committee. The Work Plan is based in part on your policy priorities, which were promulgated via memo in response to my call memo dated December 21, 2021. The public also played a role in shaping the Work Plan.

As per the municipal code, the Rules Committee's area of responsibility is policy matters related to:

- Rules of Council
- City Charter
- Open government
- Elections and ballot measures
- Annexations
- Boards and commissions
- Communications
- Customer service
- Public outreach
- Council-initiated matters
- Committee composition and responsibilities

District 9 staff reviewed each submission from the committee members and public and grouped them by themes, which are represented in the Work Plan. It then aligned the public's priorities with those of the committee members to build a list of policy priorities. Not all priorities submitted by the public or committee members are reflected in the Work Plan, but the Work Plan is neither exhaustive nor binding. I welcome your and the public's feedback on its priorities throughout the year.

I deeply appreciate the San Diegans who participated in the process to develop the 2022 Work Plan. As discussed in the Work Plan, public participation is a core principle of this year's agenda and I invite all members of the public to engage with the Rules Committee at and before each meeting.

Additionally, the District 9 office will emphasize the intentional inclusion of youth voices in the work of this Committee. Despite having the most at stake when policy decisions are made, youth have been systemically excluded from participating in the development of such policies. We intend to change that at both committee and City Council and hope the committee can identify opportunities to include the voice of young San Diegans.

Racial equity and social justice

Racial equity means the elimination of racial disparities, and social justice can be defined as equal rights and opportunities for all. Our office hears demands for racial equity and social justice across policy areas. Recognizing the way rules have historically been weaponized to create and perpetuate injustice, we've placed racial equity and social justice at the forefront when developing the list of Committee policy priorities.

Every policy can be assessed for its impact on marginalized communities. To support this goal, I've added resources on conducting racial equity analyses (Attachment 2). These resources are not official tools of the City of San Diego, but they will help me assess policies brought before the Committee.

I am extremely excited to serve with you on the Rules Committee. Your commitment to a more transparent, accessible, and effective government is inspiring and I look forward to what we can achieve in 2022.

Attachments: (1) 2022 Rules Committee Work Plan
(2) Racial equity resources

CC: Heather Ferbert, Chief Deputy City Attorney, Office of the City Attorney
Kathy Steinman, Deputy City Attorney, Office of the City Attorney
Jeff Kavar, Interim Independent Budget Analyst
Randy Wilde, Senior Policy Advisor, Office of Mayor Todd Gloria
Ty Burch, Committee Liaison, Council Administration
Brendan Dentino, Rules Committee Consultant

2022 Committee meeting information**Meeting Dates**

Date	Time	Type
January 19	2:00 p.m.	Regular
February 16	2:00 p.m.	Regular
March 16	2:00 p.m.	Regular
April 20	2:00 p.m.	Regular
June 8	2:00 p.m.	Regular
July 27	2:00 p.m.	Regular
September 21	2:00 p.m.	Regular
October 19	2:00 p.m.	Regular

Note: the legislative calendar is subject to change and special meetings may be called. The public will be notified in accordance with Brown Act noticing requirements when meetings are added or changed.

Meeting participation**Access**

Due to the COVID-19 pandemic, City Council and committee meetings have been held virtually via Zoom Webinar since March 2020. The City Council will continue monitoring the status of the pandemic and may change the format of Council and committee meetings to reflect the latest public health guidelines. Information for attending meetings or viewing broadcasts can be found on the [City Clerk's website](#) and on each committee meeting agenda.

Non-agenda public comment

At each meeting, any member of the public can provide non-agenda public comment, which is typically held soon after the meeting begins. Non-agenda public comment is an opportunity to offer remarks on any topic relevant to the Rules Committee that is not being discussed as an agenda item. Speakers for non-agenda public comment will have 2 minutes to provide their remarks, although there will be no discussion among the committee members of the topics addressed during non-agenda public comment.

Public comment

Members of the public have an opportunity to comment on each agenda item. Depending on the number of speakers, each speaker will have 1-2 minutes to provide their remarks, which must be applicable to the item being heard. Following the conclusion of public comment, committee members will deliberate on the item. Instructions for providing public comment are included on the meeting agenda and are promulgated at the meeting.

Guiding Values

Informing the Rules Committee's work and policy priorities is the following set of values.

Justice

San Diego's low-income communities and people of color have been disproportionately and negatively impacted by decades of racist and prejudiced government decisions. Justice represents the intentional and affirmative action to correct such inequities and ensure the input of San Diegans most impacted by a given policy is considered in the development of that policy. The Committee is dedicated to advancing justice.

Transparency

The Committee has a responsibility to be transparent and explain in layperson's terms the processes, policies, and decision making at the Committee. The public may not always agree with the outcomes, but the Committee is committed to increasing transparency and accountability. That starts with this Work Plan, in which the rationale for the goals and priorities are provided. Transparency must also guide the policies the Committee develops and weighs in on.

Democracy

Meaningful public participation is essential to building public trust and to developing and implementing impactful public policy. The Committee invites all members of the public to engage in Committee work. This can be through public comment at meetings to inform decision making and hold committee members accountable. It can also be through phone or email communication with committee members' staff or the committee consultant in between meetings.

Committee goals

Flowing from the committee's principles are desired outcomes, which were identified by grouping community and committee members' priorities by theme. Policies crafted and informed by the committee should result in improved quality of life for all San Diegans by:

- Advancing impactful ballot measures
- Improving access to City government
- Supporting Council committees and City boards and commissions
- Instilling transparency

2022 Work Plan summary

Month	Priorities
January	2022 priorities Direct docketing process
February	Boards and commissions – review Funds Commission Translation services Ballot measures
March	Ballot measures
April	Ballot measures
June	Ballot measures
July	Rules of Council
September	Get It Done Standing committees – review
October	Boards and commissions - action Standing committees – action

Note: this schedule is tentative and is subject to change.

2022 Rules Committee priorities

The policy priorities below are designed to achieve the Committee’s goals and align with its guiding values.

Advancing impactful ballot measures

Ballot measures – initial consideration

Per Council Policy 000-21, ballot proposals may be submitted to the office of the City Clerk. The City Clerk then transmits submitted proposals to the Rules Committee for the Committee’s consideration. It is anticipated that the initial consideration for each submitted proposal will occur no later than April 2022. Measures included in Committee member priorities include:*

- Reforming Municipal Code Section 66.0127 – the so called “People’s Ordinance”
- Allowing for childcare, education, and other instruction-based activity to occur in City park space
- Height limit reconsiderations in the Midway-Pacific Highway Community Planning Group area
- Stormwater funding
- Independent counsel for the City Auditor’s Office
- Housing, Zoning, and Construction Bond
- Elections and Voter Participation
- Campaign Finance and Administration Reform
- Raising TOT to Increase Revenue to the General Fund

Est. Completion Date: April 2022

** Note: references to possible measures in the Work Plan does not imply support for measures by the Committee or its members.*

Ballot measures – further consideration

Per Council Policy 000-21, a ballot measure proposal that has received Committee review and comment may be referred to the appropriate department to work with the City Attorney to prepare a ballot measure. Once the ballot measure has been drafted, the measure will return to the Committee for a second discussion, including any additional policy direction necessary to complete a draft of the measure, before the measure is forwarded to the Council for consideration. It is anticipated that the Rules Committee's second consideration for proposals will occur no later than July 2022.

Est. Completion Date: July 2022

Improving access to City government

Receive update on Get It Done application

The City's Get It Done application can be used to report problems related to City assets, make appointments for Passport services, or to schedule Household Hazardous Waste Materials drop-off facility. The Committee seeks an update on the Get It Done program, to include system operations, performance data, and planned or needed service enhancements.

Est. Completion Date: September 2022

Receive update on translation services

Over the course of the COVID-19 pandemic, the City Clerk's Office has implemented several measures to increase accessibility of City Council meetings. Among them are expanded translation services. The Committee seeks an update on City Council translation services, to include past utilization and planned or needed service enhancements.

Est. Completion Date: February 2022

Update Rules of Council

Municipal Code Section 22.0101 establishes the Rules of Council, to include how City Council meetings are conducted. The COVID-19 pandemic has resulted in some temporary rules that altered many elements of conducting City Council meetings. The Committee will review the permanent Rules of Council and consider updating them to reflect accessibility and governing needs in the era of COVID-19.

Supporting Council committees and City boards and commissions

Review/update standing committee structure

Per Rules of Council 6.10.7(c), the Rules Committee shall review the standing structure and assigned areas of responsibility every three years.

Est. Completion Date: October 2022

Review/update City boards and commissions

Per Municipal Code section SDMC section 26.0108(a), the Rules Committee shall hold a meeting at least once every two years in February dedicated to reviewing the structure of the City's boards and commissions created under the authority of the Charter and Municipal Code. The Council or standing committee shall consider proposing potential changes, if any, to the structure of specific City boards and commissions, including:

- (1) Reorganizing or consolidating existing boards and commissions;
- (2) Amending board or commission membership requirements;
- (3) Sunsetting boards or commissions that are obsolete or redundant; and
- (4) Proposing potential Charter amendments governing City boards and commissions, to be considered for submission to City voters on a future ballot.

Est Completion Date: October 2022

Instilling transparency

Update direct docketing process

Per the Rules of Council, the Council President has discretion over the process known as "direct docketing." This is when an item is heard at full City Council without first being heard at a Council committee. In 2013, then-Council President Todd Gloria established a criteria and process for direct docketing, and in January 2022 Council President Elo-Rivera solicited feedback at the Rules Committee to update those guidelines.

Est. Completion Date: February 2022

Receive Funds Commission semi-annual report

Per Council Policy 000-26, the City Treasurer provides regular reports to the Rules Committee on the City Funds that the Funds Commission supervises and controls.

Est. Completion Date: February 2022

Draft Council Policy regarding Council Administration guidelines

Municipal Code Section 22.2101 establishes the Division of Council Administration. However, few administrative guidelines have been established to guide the day-to-day operations of Council Administration. The Committee may consider drafting a Council Policy that establishes onboarding and training requirements, staffing needs and responsibilities, and administrative processes.

Est. Completion Date: October 2022

Racial Equity Resources

The resources in this section are unofficial tools to help committee and community members assess the impact of proposed policies on marginalized communities, especially people of color.

Racial Equity Toolkit: An Opportunity to Operationalize Equity ([link](#))

Local and Regional Government Alliance on Race & Equity
December 2016

Designing Equitable Legislation ([link](#))

Washington, D.C. Council Office of Racial Equity

Racial Equity Toolkit ([link](#))

City of Portland (OR) Office of Equity and Human Rights

Racial Equity Toolkit ([link](#))

The Greenlining Institute