



Agenda

Regular Meeting of the Charter
Review Commission
April 13, 2026 at 5:00 PM
Council Chambers, City Hall
200 Lincoln Avenue

Procedures for Charter Review Commission Meeting

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1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Introduction of Members and Staff
5. Presentations
 - a. Open Meetings Act as Applied to the Charter Review Commission. (Marcos Martinez, City Attorney; mdmartinez@santafenm.gov)
 - b. What Does it Mean to be a Home Rule City? (Marcos Martinez, City Attorney; mdmartinez@santafenm.gov)
 - c. Charter Review Commission Resolution: Process and Timeline. (Marci Eannarino, Legislation Policy and Innovation Manager; maeannarino@santafenm.gov)
6. Discussion and Possible Action Items
 - a. Appointment of Chair and Vice Chair
 - b. Public Input Session Planning. (Jerica Simmons, Project Administrator; jjsimmons@santafenm.gov)

- c. Virtual, Hybrid, or In-Person Meeting Options for Future Meetings. (Xavier Vigil, Assistant City Clerk; xivigil@santafenm.gov)
 - d. Agenda Items for Next Meeting.
7. Matters from Staff
 8. Matters from the Committee
 9. Matters from the Chair
 10. Next Meeting: To Be Determined
 11. Adjourn

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**REGULAR MEETING OF THE CHARTER REVIEW COMMISSION
APRIL 13, 2026, 5:00 PM
COUNCIL CHAMBERS, CITY HALL, 200 LINCOLN AVENUE
SANTA FE, NEW MEXICO**

1. CALL TO ORDER

A regular meeting of the Charter Review Commission was called to order on April 13, 2025, at 5:03 pm, by Xavier Vigil, in the City Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Commissioner Brandon Vella
Commissioner John Paul Granillo
Commissioner Maria Perez
Commissioner Kendal Chavez
Commissioner Pamela Ray
Commissioner Renee Villarreal
Commissioner Roberta Duran
Commissioner Rod Gould

MEMBERS ABSENT

Commissioner Lillie Mae Ortiz

OTHERS PRESENT

Xavier Vigil, Assistant City Clerk
Marci Eannarino, Legislative Policy and Innovation Manager
Jerica Simmons, Project Administrator
Marcos Martinez, City Attorney
Geralyn Cardenas, City Clerk
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Commissioner Gould, seconded by Commissioner Villarreal, to approve the agenda as presented.

VOTE The motion passed on a voice vote.

4. INTRODUCTIONS OF MEMBERS AND STAFF

Commissioners and staff introduced themselves.

5. PRESENTATIONS

A. OPEN MEETINGS ACT AS APPLIED TO THE CHARTER REVIEW COMMISSION

Mr. Martinez gave a PowerPoint presentation on the Open Meetings Act as applied to the Charter Review Commission. The presentation was included in the meeting packet.

Mr. Martinez said it is the basics that are important. The charge for this Commission comes from the City Charter. It is a policy making role.

Mr. Martinez spoke about the votes being decided by the majority of the members present, the definition of a rolling quorum, the public's right to attend and listen, notice requirements, the requirement for minutes, the use of virtual attendance when it is difficult or impossible to attend and other points in the Open Meetings Act.

B. WHAT DOES IT MEAN TO BE A HOME RULE CITY?

Mr. Martinez gave a PowerPoint presentation on what it means to be a home rule city including, that the Charter Municipality is in the New Mexico Constitution, Santa Fe has been home ruled since 1997, the Charter Act also governs charter municipalities, amending a charter, the Chart Act specifies that amendments to the charter go to the voters in an election for a vote and other specifics.

This presentation was included in the meeting packet.

C. CHARTER REVIEW COMMISSION RESOLUTION : PROCESS AND TIME LINE

Ms. Eannarino gave a presentation on the Charter Review Commission Resolution including the process and time line. The presentation highlights were included in the meeting packet. .

Ms. Eannarino stated that a Resolution passed in 2025 outlining the task before the Commission. Page 2 of the Resolution contains good information of how to organize yourselves and the task before you. The specific purpose for the convening of this Commission is to take a deep dive into the separation of powers of the Governing Body and the Mayor. This will be a year-long process - April to April. There will be multiple

meetings in districts, two per district, as prescribed in the Charter. The clock began on April 1, 2026 and ends in April 2027. Then the clock starts for her office to put together ballot measures for consideration by the Council. The Council will vote yes or no regarding the inclusion of the measures on the ballot. Measures agreed upon will be on the ballot in the November 2027 election for public vote. Your report is due to her office in April 2027. The final ballot measures will go to the Clerk's office in August. Items A through F in your packet are the ideas that the Governing Body is interested in you looking at. You are not limited to that list. Your term is April to April.

Ms. Eannarino reviewed a work plan time line.

There was discussion regarding the district meetings, ensuring there is a meaningful process for the meetings with the public, educating people regarding the purpose of the Commission and the importance of public input, the suggestion of altering the proposed work plan time line to start the public meetings in July to allow the Commission to hold two meetings for discussion with the Commissioners prior to the district meetings, staff providing assistance with research, providing snacks and drinks for public meetings and the budget.

Ms. Cardenas said there is a budget for the Commission. She will look into making those accommodations for you. Jerica proposed a calendar of public meetings for you, but we will work with your schedule. We appreciate that you want to give us guidance on how to do the input sessions.

Commissioner Villarreal said it would be helpful to know what the last Commission recommendations were. Many did not make it to the ballot.

Ms. Eannarino said we have the report. We did draft resolutions for each and every one of the Commission's recommendations. Some were approved by City Council and some were not.

There was discussion regarding why the Charter Commission is running again so soon, an overview of what transpired during the previous Commission, looking at other forms of government, looking at a possible budget process refresh, looking at adopting a strategic plan and how often that would be done, and clarification as to the purpose of the Commission - to clarify the powers of the Mayor and Council.

Commissioner Perez said as a summary, for the meeting next time, we would like to see the time line with the changes and what actually went out to the voters after the last Commission.

6. DISCUSSION AND POSSIBLE ACTION ITEMS

A. APPOINTMENT OF CHAIR AND VICE CHAIR

After discussion, it was agreed that the election of a Chair and Vice Chair would be postponed to the next meeting so that all of the Commissioners would be present.

MOTION A motion was made by Commissioner Gould, seconded by Commissioner Villarreal, to postpone the decision regarding the Chair and Vice Chair to the next meeting of the Commission.

VOTE The motion passed on a voice vote.

Ms. Cardenas said she will send more details about the roles of the Chair and Vice Chair to the Commissioners.

B. PUBLIC INPUT SESSION PLANNING

Ms. Simmons gave a presentation including an initial proposal for public engagement. The proposal was included in the meeting packet.

Ms. Simmons stated that her function is to provide as much structure on the front end as possible.

There was discussion regarding looking at options for the time line and where the meetings will be held, the regular Commission meetings will be at least once a month for the next year, the process within the public meetings, education of the public on the process, development of social media clips of what the Commission is and supplemental education material, the blocked out working time on the time line, working with nonprofits, the Portland plan, attendance of Commissioners at the public input meetings, holding input meetings between working sessions, locations of public input meetings, the suggestion of forming a working group to look at the process for the public meetings, and a schedule.

The following schedule was agreed upon:

The Commission will meet in May and June as a Commission. There will be District 1 and 2 public meetings in July and August, The Commission will meet in September and October as a Commission and District 3 and 4 public meetings in November and December.

C. VIRTUAL, HYBRID, OR IN-PERSON MEETING OPTIONS FOR FUTURE MEETINGS

Mr. Vigil reviewed the meeting options for future meetings.

There was discussion regarding the hybrid option with members committing to be in person with the option if necessary.

It was decided to go with the hybrid option for future meetings.

There was a discussion about the next meetings.

It was decided that the next meeting of the Charter Commission will be on April 30th in the City Council Chambers. The first order of business will be the election of Chair and Vice Chair.

Commissioner Villarreal asked that the Commissioners receive the historical information regarding the prior Commission prior to the meeting.

Commissioner Vella asked that the information regarding the Portland example and the Gould information regarding other forms of government and some context as to strategic plans as mentioned by a Commissioner be provided at the next meeting.
discussion about next meetings

D. AGENDA ITEMS FOR NEXT MEETING

The following items were discussed for inclusion on the next agenda:

- Election of Chair and Vice Chair
- Subcommittee discussion and formation
- items the Council asked the Commission to look at
- Ideas Commissioners may want to look at and further clarification - such as the budgeting process item, strategic plans, the Portland example, looking at other forms of government and other items.

7. MATTERS FROM STAFF

None.

8. MATTERS FROM THE COMMITTEE

Commissioner Gould suggested that the Commissioners not assume staff has the resources and time to research every thought we have. Be specific.

Commissioner Perez said she looks forward to working with all of the Commissioners and appreciates staff and their support of our work.

9. MATTERS FROM THE CHAIR

None.

10. NEXT MEETING: APRIL 30, 2026, 5:00 PM, CITY HALL, COUNCIL CHAMBERS

11. ADJOURN

There being no further business before the Commission, the meeting adjourned at 6:48 pm.

Xavier Vigil, Assistant City Clerk

Elizabeth Martin, Stenographer