



**MINUTES OF THE JANUARY 7, 2024 MEETING OF THE
NEW YORK CITY CHARTER REVISION COMMISSION**

A duly noticed meeting of the 2025 New York City Charter Revision Commission was held at the Taxi and Limousine Commission in Manhattan, at 12:00 pm on January 7, 2024.

The Chair, Richard Buery, presided at the meeting. Chair Buery called the meeting to order at 12:09 p.m. Also present were the following members of the Commission:

- Sharon Greenberger, Vice Chair
- Leila Bozorg, Secretary
- Grace Bonilla
- Shams DaBaron
- Anita Laremont
- Dr. Lisette Nieves
- Julie Samuels
- Diane Savino
- Valerie White
- Kathryn Wylde

Each Commissioner present was introduced by Chair Buery.

Upon motion by Chair Buery as seconded by Vice-Chair Greenberger, the following resolutions were considered:

Resolution No. 1

Resolution of the Charter Revision Commission to designate staff and establish authority to conduct business of the Commission.

WHEREAS, on December 12, 2024, the Mayor of the City of New York established the Charter Revision Commission pursuant to section 36(4) of the Municipal Home Rule Law of the State of New York; and

WHEREAS, the Mayor of the City of New York has appointed thirteen individuals to serve as the New York City Charter Revision Commission (hereafter “the Commission”) pursuant to section 36(4) of the Municipal Home Rule Law; and

WHEREAS, this Resolution is intended to promote the effective functioning of the Commission as it undertakes its mandate of reviewing the New York City Charter in its entirety; and

Now, therefore, be it RESOLVED that the Commission hereby appoints Alec Schierenbeck as Executive Director of the Commission;

And may it be further RESOLVED, that consistent with section 36 of the Municipal Home Rule Law, the Executive Director shall have the power to conduct the day-to-day business of the Commission, including but not limited to the authority to enter contracts on behalf of the commission, appoint and remove staff, fix their compensation, and establish policies and procedures for staff necessary to ensure the professional and orderly conduct of the staff’s work;

And may it be further RESOLVED, that the Executive Director may request and accept any and all services, facilities, materials, data or funds on behalf of the Commission in accordance with Municipal Home Rule Law § 36;

And may it be further RESOLVED, that the Commission delegates to the Chair, who may further delegate duties to the Executive Director, the power to take all steps necessary, consistent with any actions taken by the Commission, to ensure that the

Commission meet as appropriate, including scheduling and providing notice of meetings and hearings, and preparing and distributing agendas and determining the order of business for meetings and hearings.

Dated: January 7, 2024

Resolution No. 2

Resolution of the Charter Revision Commission establishing an order of succession to the Chair.

WHEREAS, on December 12, 2024, the Mayor of the City of New York established the Charter Revision Commission pursuant to section 36(4) of the Municipal Home Rule Law of the State of New York; and

WHEREAS, the Mayor of the City of New York has designated Richard R. Buery, Jr. to serve as Chair of the Commission, Sharon Greenberger to serve as Vice Chair of the Commission, and Leila Bozorg to serve as Secretary of the Commission.

WHEREAS, this Resolution is intended to ensure continuity of operations of the Charter Revision Commission in the absence of the Chair; and

Now, therefore, be it RESOLVED that the Commission hereby designates Vice Chair Sharon Greenberger to act in place of the Chair should he be unable to execute the duties of his office;

And may it be further RESOLVED, that should the Chair be unable to execute the duties of his office, Vice Chair Sharon Greenberger shall assume all the duties and responsibilities of the Chair until a new Chair is designated by the Mayor consistent with section 36 of the Municipal Home Rule Law or the term of the Charter Revision Commission concludes.

Dated: January 7, 2024

Resolution No. 3

Resolution of the Charter Revision Commission to allow remote participation by Commissioners with an extraordinary circumstance.

WHEREAS, pursuant to section 103-a of the Public Officers Law, the Charter Revision Commission (hereafter “the Commission”) held a public meeting on January 7, 2025, at which it considered the adoption of a resolution to allow certain use of videoconferencing to conduct its meetings pursuant to the requirements of Article 7 of the Public Officers Law (also known as the Open Meetings Law); and

WHEREAS, remote participation in Commission meetings offers flexibility to Commissioners and benefits the public by enabling greater participation in the meeting process.

Now, therefore, be it RESOLVED that, the use of limited videoconferencing to conduct meetings of the Commission is hereby authorized in conformance with the requirements of the Open Meetings Law and this Resolution;

THAT a minimum number of Commissioners, sufficient to constitute a quorum of the Commission, shall be present in a physical location or locations where the public can attend in person; and

THAT where a quorum of Commissioners is physically present at a Commission meeting where the public can attend in person, any Commissioner not needed to fulfill the Commission’s quorum requirement may attend and participate in such meeting by videoconference from any location, and without providing access to members of the public to such location, provided that such Commissioner is unable to physically attend the meeting due to a disability or to extraordinary circumstances, which include illness, caregiving responsibilities, and any other significant or unexpected event that precludes the Commissioner’s physical attendance at such meeting; and

THAT a Commissioner participating in a meeting by videoconference shall be capable of being seen, heard and identified by members of the public while the open portion of such meeting is occurring, except when the Commission is in executive session; and

THAT any Commissioner wanting to participate in a meeting of the Commission by videoconference shall, prior to such meeting, notify the Executive Director of such Commissioner's intent to do so and obtain their consent thereto; and

THAT when any Commissioner, pursuant to this Resolution, participates in a meeting of the Commission by videoconferencing from a location that is not open to the public due to a disability or to extraordinary circumstances, the Commission shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized; and

THAT the authorization described in this Resolution applies also to meetings of any committees or subcommittees of the Commission. This Resolution shall take effect on January 8, 2025.

Dated: January 7, 2024

The three resolutions were approved unanimously (11 in favor, 0 opposed, and 0 abstentions) by all Commissioners present.

Alex Kipp of the New York City Conflicts of Interests Board presented on the ethics obligations of Commissioners on the New York City Charter Revision Commission.

Brenda Cooke and Benjamin Miller of the New York City Law Department summarized the history of the New York City Charter and outlined the responsibilities of the Commission.

Chair Buery confirmed the details for the Charter Revision Commission’s first two public hearings:

- First Public Hearing (Brooklyn):
 - Tuesday, February 11, 2025
 - 5 pm to 8 pm
 - 9 MetroTech Center, Brooklyn, NY 11201
- Second Public Hearing (Queens):
 - Monday, February 24, 2025
 - 5 pm to 8 pm
 - 30-30 Thomson Avenue, Long Island City, NY 11101

Chair Buery stated that the Charter Review Commission will announce the details for three additional public hearings, which will be held in Manhattan, the Bronx, and Staten Island throughout March and April 2025.

A motion was made by Chair Buery to adjourn. The motion was thereafter adopted unanimously by all Commission members present.

The meeting adjourned at 1:24 p.m.

Respectfully submitted,

Devin Stuzin and Lily Richman
New York City Charter Revision Commission

Adopted:

Leila Bozorg, Secretary
New York City Charter Revision Commission