

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Liza Normandy, Chairperson
Diane Papan, Vice Chairperson

Sukhmani S. Purewal, Secretary
400 County Center
Redwood City, 94063
650-363-1802

TO: MAYORS OF SAN MATEO COUNTY
FROM: SUKHMANI S. PUREWAL, SECRETARY
SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE ON DECEMBER 15, 2017
DATE: December 7, 2017

Addendum

11) Acting on the behalf of the Council of Cities, Selection of one (1) Council Member to serve on the 2018 Charter Review Committee representing *Council of Cities* for an approximate term of 6 months beginning January, 2018 to review the San Mateo County Charter and make recommendations for amendment or revision to the Board of Supervisors.

If you have any questions or require additional information, contact Sukhmani S. Purewal at (650) 363-1802.

December 6, 2017

Liza Normandy, Chair, Council of Cities
400 Grand Ave
South San Francisco, CA 94080
liza.normandy@ssf.net

Dear Chair Normandy:

Re: Request to Designate An Appointee to the 2018 Charter Review Committee

On November 21, 2017, the Board of Supervisors adopted the enclosed resolution convening a 2018 Charter Review Committee to review the San Mateo County Charter and make recommendations for amendment or revision to the Board of Supervisors. It is anticipated that the 2018 Charter Review Committee will convene in early January and will serve for approximately six months.

The 2018 Charter Review Committee will be comprised of 18 members. Each member of the Board is appointing two residents from his or her Supervisorial District. In addition, the Board will be appointing two additional members representing, respectively, businesses with more than 100 employees and communities of concern. Finally, the Board has determined that each of the following six organizations shall designate one person for appointment to the Committee: the Council of Cities, County School Boards Association, League of Women Voters, Central Labor Council, SamCEDA, and the Youth Commission. I am pleased to inform you that your organization is being requested to provide a designee to serve on the Committee.

Because the Board will be making the appointments at its meeting of January 9, 2018, the Board is requesting that you identify your agency's designee **no later than December 31, 2017**. Please complete the form below and return it to Shirley Lectura, Executive Assistant with the County Counsel's Office either by e-mail at slectura@smcgov.org or regular mail at the following address:

Charter Review Committee Designation
Attn: Shirley Lectura
San Mateo County Counsel
400 County Center, 6th Floor
Redwood City, CA 94063-1662



If you have any questions, please feel free to call County Counsel John Beiers at (650) 363-4775 or send him an e-mail at jbeiers@smcgov.org. Thank you for your assistance in this very important project for the County of San Mateo and its residents.

Sincerely,


Don Horsley, President
San Mateo County Board of Supervisors

CHARTER REVIEW COMMITTEE DESIGNEE

Name of Agency:

Name of Designee:

Contact Information for designee

Mailing address:

Phone number(s):

E-mail:

RESOLUTION NO. 075570

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**AMENDED RESOLUTION ESTABLISHING THE 2018 CHARTER REVIEW
COMMITTEE TO MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS
REGARDING PROPOSED AMENDMENTS TO THE COUNTY CHARTER**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, San Mateo County Charter section 801 provides that the Board of Supervisors shall convene a Charter review committee within eight years of the last complete Charter review and that said committee shall review the Charter and, after public hearings, make appropriate recommendations for amendment or revision to the Board; and

WHEREAS, the last Charter review committee convened by this Board was in 2010, and this Board has determined that a committee should be convened to review the Charter in 2018; and

WHEREAS, on July 25, 2017, this Board created an ad hoc subcommittee for the purposes of developing and presenting recommendations regarding the creation of the 2018 Charter Review Committee. The subcommittee reviewed prior charter review materials and has met with staff from both the County Manager's Office and County Counsel's Office and has developed recommendations concerning the composition, scheduling, and guidance to be given to the 2018 Charter Review Committee; and

WHEREAS, the Board desires that any recommendation of the Charter Review Committee to amend the Charter be received by June 30, 2018, in order to allow the Board adequate time to consider the recommendations and to further consider whether to place any amendments to the Charter on the November 6, 2018, election ballot; and

WHEREAS, in light of the desire to convene Charter Review Committee meetings as soon as possible after January 1, 2018, the Board should appoint its nominees on or before its December 12, 2017, meeting; and

WHEREAS, on November 7, 2017, this Board adopted Resolution No. 075548 which contained inadvertent errors concerning the matters that the Board was directing the Charter Review Committee to address.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED as follows:

1. A 2018 Charter Review Committee of sixteen (16) members is hereby established, the membership of which shall be selected as follows: (1) each member of the Board shall appoint two residents from his or her Supervisorial District; (2) one person shall be designated by each of the following five organizations for appointment to the Committee by the Board of Supervisors: the Council of Cities, the County School Boards Association, the League of Women Voters, the Central Labor Council, and SamCEDA; and (3) the Board shall nominate a representative from the community representing businesses with more than 100 employees.

2. The Committee shall appoint a Chair to preside over meetings of the Committee, and a Vice Chair to preside in the absence of the Chair.
3. The Committee will comply with the open meeting and other requirements set forth in the Ralph M. Brown Act.
4. Nine members shall constitute a quorum of the Committee and shall also be the voting requirement for approval of recommendations.
5. The County Counsel and County Manager, or their designees, shall provide staff support for the Committee.
6. The Charter Review Committee should submit to the Board, no later than June 30, 2018, such recommendations, consistent with the State Constitution and other provisions of State law, which in its opinion are appropriate.
7. In its review of the Charter, the Committee should specifically address: (a) the consolidation of the offices of controller and treasurer-tax collector into a single appointed Director of Finance position such as that in Marin County and Santa Clara County, or, in the alternative, whether the separate offices of controller and treasurer-tax collector should be changed from elected offices to appointed offices; (b) technical and administrative clean-up items concerning matters such as the appointment process for the County Manager and the consolidation of the elections function with the Office of the Assessor-Clerk-Recorder; and (c) such other matters as the committee deems appropriate.

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RESOLUTION NUMBER: 075570

Regularly passed and adopted this 21st day of November, 2017

AYES and in favor of said resolution:

Supervisors: CAROLE GROOM
DON HORSLEY
WARREN SLOCUM
DAVID J. CANEPA

Absent: DAVE PINE

NOES and against said resolution:

Supervisors: NONE



*President, Board of Supervisors
County of San Mateo
State of California*

Certificate of Delivery

I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the President of the Board of Supervisors.



Deputy Clerk of the Board of Supervisors