

**RESOLUTION NO. .**

**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**

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**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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