



Date: February 1, 2024
To: Mayor & City Council
From: Interim City Manager Holstine
Subject: City Council Subcommittee to consider Local Election Issues/Charter City Option

Background

At the City Council meeting of January 18th, the City Council discussed public input regarding potential changes to elections in Brisbane.

The council directed that an item be placed on the next agenda to form a City Council Subcommittee to review and discuss various options and ideas. Although this subcommittee would “ad hoc”, I suggest the Subcommittee would comply with the Ralph M. Brown Act and notices of meetings made available to the public.

Several years ago, the City Council formed a Subcommittee to review the potential of becoming a Charter City. It may be beneficial for the new Subcommittee to encompass this issue as well as potential changes to elections.

The City Council has a policy that when a Subcommittee may want to use significant staff time (including City Attorney or specialized legal counsel) and or use consultants to assist in the subcommittee’s work that the request for such assistance be brought forward to the “Council as a Whole” at a regular meeting. The request would outline the proposed scope of work as well as the anticipated expense.

Recommendation

The City Council choose two members to serve on the Subcommittee.

The subcommittee meet with City staff and legal counsel to review and determine what election issues will be considered and what resources may be needed for such issues.

The issues and the cost of any resources would be brought back to City Council at a regular meeting to assure City Council concurrence.

Subcommittee would report back to the “Council as a Whole” regarding recommendations.