

MEMORANDUM COUNTY EXECUTIVE OFFICE ADMINISTRATION

County of Placer

TO:	Honorable Board of Supervisors	DATE:	February 26, 2019
FROM:	Todd Leopold, County Executive Officer By: Jane Christensen, Assistant County Executi	ve Officer	
SUBJECT:	County Charter Review Committee		

ACTION REQUESTED

Convene a County Charter Review Committee of seven members and direct the Clerk of the Board of Supervisors to post a notice of vacancies for appointments to the Committee.

BACKGROUND

The Placer County Charter was adopted by the voters of the County in 1980. The County Charter is a governing document that provides a level of flexibility in local decision making and contains provisions that guide the organizational structure, duties, and responsibilities of elected and appointed officials. The Charter also includes a provision for the periodic review and assessment of the charter document as a means to recommend any changes or additions to it. Specifically, Section 601 of the Charter requires the Board to convene a Charter Review Committee within five years of the last review and every five years thereafter. The last review action occurred in late November FY 2014-15 and it is now time to convene a review committee for FY 2019-20.

Committee Composition/Method of Selection

The Charter does not prescribe a specific method, composition, or number of members to the Review Committee and is based on the discretion of the Board of Supervisors. There is no Supervisorial District residency requirement for individuals to serve on the Committee. Prior Boards have approached the formation of the Committee in different ways. The Charter Review Committees formed in 1990 and 2000 consisted of five members selected one each from Placer County Supervisorial Districts. In 1994, the Review Committee consisted of seven members; five selected, one from each District and two at large members. The last Charter Review Committee in 2014 also included seven members to allow for broader representation. It is recommended that the Board consider appointment of seven members; one from each Placer County Supervisorial District and two additional members that would be selected at large. It is also recommended that the names of all selected members be submitted to the Board for final appointment and confirmation. The staff from the County Executive Office and County Counsel can also assist the Board in the review of applications for appointment to the Committee.

Charter Review Process/Method

Under Section 601, the Charter Review Committee shall review the Charter and after at least two public hearings make recommendations to or revisions of the County Charter to the Board. There is not a prescribed method or process to appoint members to the Review Committee, nor are there guidelines for the method of review, review topics or the length of the review and

Honorable Board of Supervisors February 26, 2019 County Charter Review Committee Page 2

assessment. The recommendations of the Committee, if any, are not binding and do not compel the Board to adopt such recommendations. Any proposed changes or additions to the County Charter must be submitted to the voters of the County in the form of ballot measures including the text of the proposed amendments, impartial analysis, and arguments.

In addition to the members of the Review Committee, topics of review may be generated from many sources including the public, other agencies, County officials both elected and appointed, county employees, and the Board. The Committee is subject to the Brown Act and meetings are open to the public.

FISCAL IMPACT

For the current year, costs for the Charter Review Committee will be absorbed in the Other Agencies and County Executive Office budgets to support the work of the Committee. Expenditures would include reimbursement of mileage, travel, and/or meal expenses as may be required and authorized by the Placer County Meals, Lodging, Travel & Transportation Policy. A preliminary budget estimate of \$8,000 to \$10,000 should be sufficient to fund the work of the Committee.

Attachment A

Summary of Placer County Charter Amendments

Attachment A

SUMMARY OF PLACER COUNTY CHARTER AMENDMENTS

The official version of the County Charter (and the County Code) is available online at http://qcode.us/codes/placercounty/

DATE	SUMMARY	ADOPTED
11/4/80	Adopted County Charter by General Election.	Yes
11/4/80	Measure L: Provide at-large election of County Supervisors. (Later reversed)	Yes
11/4/80	Measure M: Make County Clerk/Recorder an appointed position.	No
11/4/80	Measure N: Make County Auditor/Controller an appointed position.	No
11/4/80	Measure O: Make County Treasurer/Tax Collector an appointed position.	No
11/2/82	Amendment 1: Allowed Board to set manner, time and place of meetings.	Yes
11/2/82	Amendment 2: Local matters would fall under the rule of the Charter as long as these matters did not conflict with state or federal authority.	Yes
11/2/82	Amendment 3: Use of resolutions instead of ordinances to adopt number of positions in county and for creation of new offices.	No
11/2/82	Amendment 4: Allows Board to contract for county services if more economical.	Yes
11/2/82	Amendment 5: New appointed position of Public Administrator.	No
11/2/82	Amendment 6: Appoint Director of Revenue and Reimbursement as ex-officio License Collector.	No
11/2/82	Amendment 7: Preference to county suppliers for purchasing contracts.	Yes
11/2/82	Amendment 8: Raise bid limit related to road (\$30,000) and non-road projects (\$20,000).	Yes
6/5/84	Measure A: Spelling, punctuation or grammatical corrections.	Yes
11/6/84	Measure A: Create new appointed position of Finance Director; eliminate elected position of Auditor/Controller.	No

DATE	SUMMARY	ADOPTED
11/6/84	Measure B: Separate criminal and probate functions of the District Attorney; create new appointed position of Public Administrator.	Yes
11/6/84	Measure C: Return election of County Supervisor to district rather than by countywide.	Yes
6/2/93	Measure A: Limit County Supervisors' salary to \$30,000.	Yes
11/4/09	Measure R: Raise Supervisors' salary to \$48,000 per year, with cost of living increases in subsequent years.	No
11/4/09	Measure S: Section 507 of the Charter amended to change the terms of employment of the County Counsel.	Yes
11/4/14	11/4/14 Measure B: Raise Supervisors' salary to no more than the average salary of Supervisors' of the neighboring Counties of El Dorado, Nevada, and Sacramento	

SUMMARY OF PLACER COUNTY CHARTER AMENDMENTS