



Agenda Report

TO: CITY COUNCIL

DATE: November 30, 1998

FROM: CITY ATTORNEY

SUBJECT: AUTHORIZATION TO PREPARE ORDINANCE ESTABLISHING
COMMITTEE ON CITY COUNCILMEMBERS' COMPENSATION AND
PROCEDURES FOR SELECTION OF NOMINEES

RECOMMENDATION:

It is recommended that the City Council take the following actions: (1) direct the City Attorney's office to prepare an ordinance for first reading on December 7, 1998 establishing a Committee on City Councilmembers' Compensation ("Committee") as provided under Measure O; (2) establish January 25, 1999 as the date by which nominations for the Committee must be submitted to City Council and (3) consider procedures or guidelines for community outreach in the appointment process.

BACKGROUND:

Measure O as passed by the voters contains detailed requirements for the establishment of and appointment of members to the Committee on Councilmembers' Compensation which may recommend adjustments in the compensation of City Council members. The Charter Amendment will become effective upon certification of the election results by the Secretary of State, which is anticipated to occur by December 7. The process incorporated into Section 405 of the City Charter by Measure O is as follows:

- City Council establishes the Committee by enacting an ordinance for that purpose. The enabling ordinance also defines the tasks to be completed by the Committee, the dates during which the Committee will be active, the process by which appointments are to be made to the Committee and the details for supporting and staffing the Committee.
- Once the Committee is established, each Councilmember may nominate one elector of the City (but not necessarily a resident of the Councilmember's district) to the Committee.

- Any elector (person eligible to vote in City elections) may be nominated unless that person (1) was an officer or employee of the City during the past 5 years or (2) had any personal or business related contractual relation with the City during the previous 5 years. Nominees are seated on the Committee if they are approved by the affirmative vote of a majority of the City Council.
- Councilmembers are required in selecting their nominee to “consider persons recommended by representatives in the fields of higher education, labor, business and organizations reflecting the diversity of the City”. This provision was intended to encourage an outreach process by which residents and community representatives are informed about the qualifications for office and the nomination process and are provided a mechanism to bring potential nominees to the attention of the Councilmember for consideration. The purpose of this mandated outreach process is to encourage diversity among the members of the Committee that reflects the diversity of the City of Pasadena.
- The Committee must complete its work and render its report to the City Council no later than October 1 of the year in which its members were first appointed. Failure to present a report by that date constitutes a recommendation for no change in compensation, and the Committee automatically dissolves at that time.

Based on the foregoing Charter requirements, the following dates represent a suggested timetable for establishing the Committee:

- November 30, 1998 - Authorize preparation of ordinance formally establishing Committee, and commence discussion of methods for outreach and solicitation of nominees from community.
- December 7, 1998 - Conduct first reading of enabling ordinance, and establish procedures or guidelines for outreach process.
- December 14, 1998 - Conduct second reading of enabling ordinance.
- December 17, 1998 - Publish ordinance establishing Committee.
- January 25, 1999 - Council vote on appointment of nominees to Committee.
- February, 1999 - First meeting of Committee.

FISCAL IMPACT:

Based on the costs incurred by the Charter Reform Task Force, it is anticipated that the expenses for meetings, consultants, equipment and personnel for recording meetings, facilities for public meetings and similar expenses may reach \$15,000, exclusive of staff time, depending on the length of the Committee's deliberations.

Respectfully submitted,


Michele Beal Bagneris, City Attorney

attachment: City Charter section 405 (effective upon certification by Secretary of State).