



STAFF REPORT

AGENDA NO:

MEETING DATE: February 5, 2018

To: Honorable Mayor and City Council

Date: February 5, 2018

From: Meaghan Hassel-Shearer, City Clerk – (650) 558-7203

Subject: Adoption of a Resolution Establishing an Automatic Rotation for Assignment to the Economic Development Subcommittee

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution establishing an automatic rotation for assignment to the Economic Development Subcommittee (“EDS”).

BACKGROUND

At the January 16, 2018 City Council meeting, Mayor Brownrigg submitted a memorandum to the Council requesting that assignment to the Economic Development Subcommittee be routinized. He requested that EDS be removed from Mayoral assignment and instead its membership be made automatic. Each year, the Vice Mayor and the Councilmember that is third-in-line would be assigned to EDS.

Mayor Brownrigg stated that he believed that “the Economic Development Subcommittee is a very important liaison to the business/development community in Burlingame. The Subcommittee has opined on a number of critical contracts and potential business partnerships for Burlingame over the years. It is often the first stop for developers with unusual or bold proposals, and it maintains close and important contact with key economic constituencies such as hotels, auto sales, and commercial property owners.” He explained that it was important to ensure that all Councilmembers are provided an opportunity to serve on EDS for both the community and the Council.

DISCUSSION

At the January 16, 2018 meeting, the City Council discussed the Mayor’s request and, by a vote of 3-2, approved the creation of an automatic rotation process to the EDS. The City Council requested that:

1. The Vice Mayor and third-in-line for Mayor be automatically assigned to the EDS each year; and
2. If a Councilmember chooses not to be on the EDS, the Mayor is given the authority to assign a councilmember of their choosing, including himself/herself.

Exhibits:

- Mayor Brownrigg's Memorandum
- Resolution