



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: September 26, 2023

TO: Honorable Mayor and Members of the City Council

FROM: Alex D. McIntyre, City Manager

PREPARED BY: Trisha Ortiz, City Attorney

SUBJECT: Consider Adoption of an Ordinance Entitled “An Ordinance of the City Council of San Bruno Amending Section 2.04.110(b) of the San Bruno Municipal Code Establishing Procedures for Selection of Vice Mayor”

BACKGROUND:

Section 2.04.110(b) of the San Bruno Municipal Code provides a process for the selection of the vice mayor. The current process provides a rotation schedule for the position of vice mayor ranked by time of service on the council, with the longest serving member at the top of the rotation and newly elected members added to the bottom of the list. In the event that more than one newly elected member is added, the current Code provides for the names to be added in the order they appeared on the ballot. However, on March 22, 2022, the San Bruno City Council established a City district map and by-district elections of city council members. By-district elections mean that no two members will appear on the same ballot and the current rotational process will not work for selecting the order of two newly elected members. On May 9, 2023, the City Council considered an ordinance that would add new members to the rotational order according to district number, when members are elected at the same time. However, Council preferred a different approach and directed staff to return with an ordinance that provides for a random means of selection to add members to the rotational order.

DISCUSSION:

The proposed ordinance amends the procedure for selection of vice mayor so that it is consistent with the City’s new by-district election process. The ordinance retains the procedure whereby council members are appointed as vice mayor on a rotating basis according to amount of time served on council, but amends the process for appointment when two members are elected to council at the same time. The current process adds members to the rotational order according to the order they appeared on the ballot. The proposed ordinance provides that the names of council members, who are elected at the same time, will be added to the rotational order according to a random means of selection. There are a variety of random means of selection that could be used, such as drawing names out of a hat or drawing straws.

On September 12, 2023, the City Council introduced, read by title and waived further reading of the ordinance.

FISCAL IMPACT:

There is no fiscal impact from the adoption of the ordinance.

ENVIRONMENTAL IMPACT:

Adoption of the proposed ordinance is not considered a “project” under the California Environmental Quality Act (CEQA) Guidelines and is therefore exempt from CEQA requirements. As provided by CEQA Guidelines Section 15378(b)(5), a “project” does not include “organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.” Adoption of the ordinance is therefore exempt from CEQA and no further environmental analysis is required.

RECOMMENDATION:

Adopt the ordinance entitled “An Ordinance of the City Council of San Bruno Amending Section 2.04.110(b) of the San Bruno Municipal Code Establishing Procedures for Selection of Vice Mayor.”

ALTERNATIVES:

Direct staff to modify the selection process and return with a revised ordinance at a subsequent meeting.

ATTACHMENTS:

1. Ordinance