

Council of 5
Advisory
Committee



RECOMMENDATIONS TO TOWN COUNCIL
February 20, 2020

Overview

- I. Status of Council-Directed Deliverables
- II. Review of Jan 16, 2020 Town Council Feedback
- III. Recommended Options
- IV. Implementation Timeline
- V. Marketing Considerations

I. Status of Council-Directed Deliverables

Charge Item	Status
A. All meetings shall conform to the Maryland Open Meetings Act and provide the opportunity for public comment	Completed; four open meetings advertised/held: <ul style="list-style-type: none"> • Thurs, Dec 19 @ 6:30 pm • Tues, Jan 7 @ 6:30 pm • Wed, Jan 22 @ 6:30 pm • Tues, Feb 4 @ 6:30 pm
B. Work with Town Attorney Sharon VanEmburch and include her in your meetings	Completed; Committee worked with Ms. VanEmburch and reviewed her memos of: <ul style="list-style-type: none"> • Thurs, Nov 5, 2019 (to Town Council) • Fri, Jan 3, 2020 (to Advisory Committee)
C. Please take into account the cause and effect of any recommendations which would require additional charter changes and their effect on each other	Completed: <ul style="list-style-type: none"> • Discussed at each meeting • Incorporated into final recommendations • Addressed tie scenarios as well
D. A budget of \$5,000 is available which can include attorney time, administrative expenses, and professional services	Apart from additional town staff time required, Committee did not require any additional expenses

I. Status of Council-Directed Deliverables

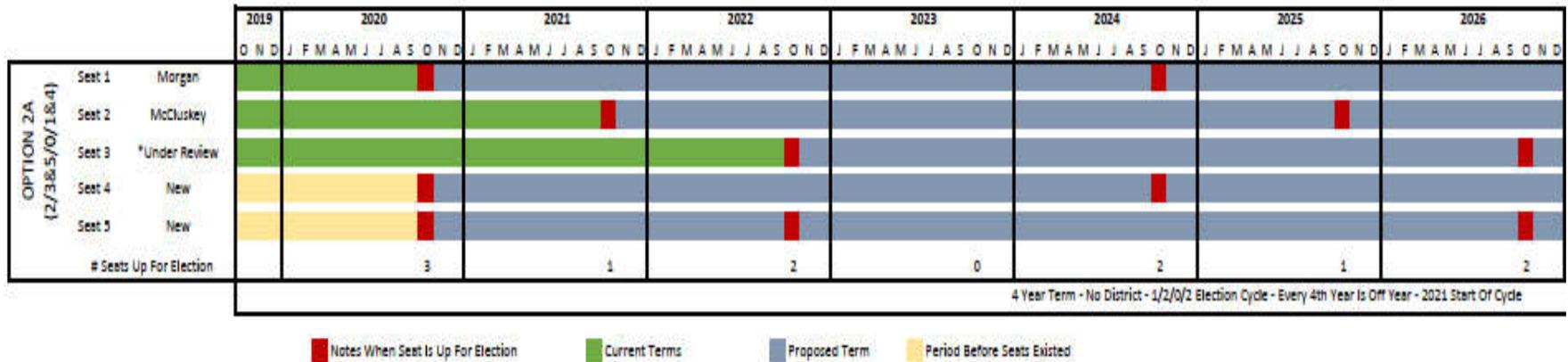
Charge Item	Status
E. Look into other jurisdictions that have made this transition for advice	Reviewed data from Ms. VanEmburch: <ul style="list-style-type: none"> • June 1991 MML Memo • Dec 2019 MML Data Reviewed email traffic exchanged between Elaine Studley and regional towns (sent 01/23/20)
F. Provide at least 5 separate ideas of how to make the transition	Completed; reflected in this briefing
G. At the first meeting, a chair will be elected to run the meetings and a meeting timeline will be established	Completed; Eric Johnson elected Chair and Joseph Saboury elected Vice Chair; group agreed to meet as needed to complete the deliverables
H. A progress update to the Town Council is requested at their January 16, 2020 meeting which will include a timeline for measurables and an estimated completion date	Completed

II. Review of Jan 16, 2020 Town Council Feedback

- A. Council believes the 3 year term is best and believes that extending to 4 years will reduce the pool of willing candidates.
- B. We should include costs for marketing and communications regarding the recommendations out of the \$5k budget.
- C. Agreed that the “why” behind the recommendations is important and that we should be sure to include that in our report.
- D. Advised against having an election year where a majority of the council is up for election as the learning curve is significant.
- E. Advised against providing districting-based recommendations at this time.

III. Recommended Options

Option 2A: 4-year term scenario

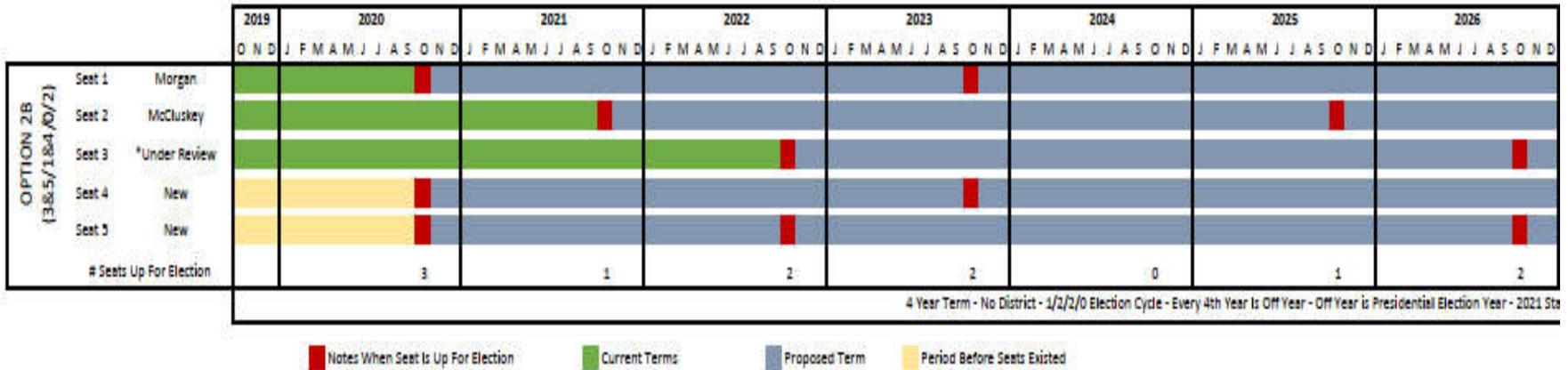


Option 2: 4-year term scenario where there would be one “off” year (i.e., 1/2/0/2)

Notes:

- Does not preserve current council member individual preference for maintaining 3-year terms
- Allows for an “off” year for elections every third year
- Charter amendments needed for additional 2 seats, in general, and:
 - 2-year term required for fifth seat (Oct 2020-Oct 2022 term)
 - 2 seat election, 2 candidates = no election

Option 2B: 4-year term scenario

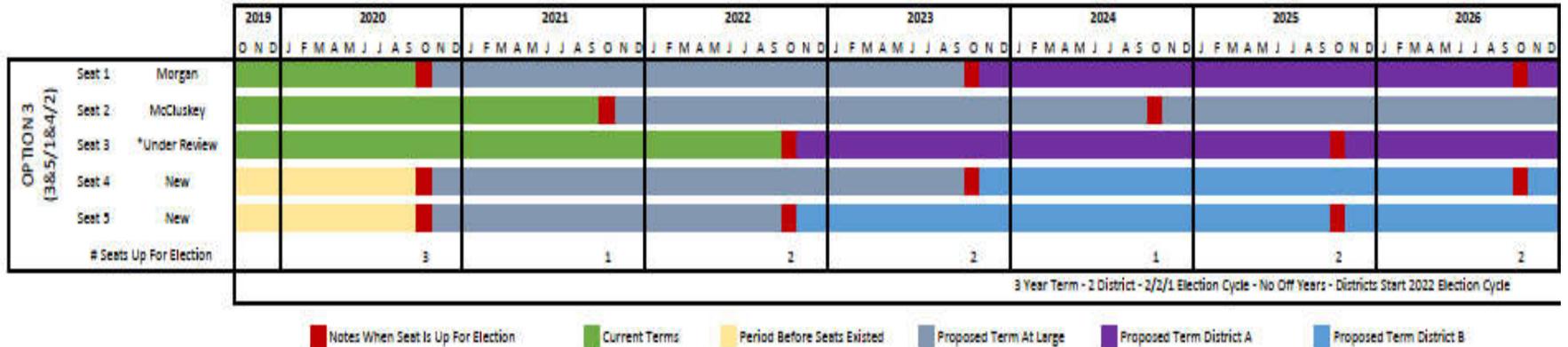


Option 2: 4-year term scenario where there would be one “off” year (i.e., 1/2/2/0)

Notes:

- Does not preserve current council member individual preference for maintaining 3-year terms
- Allows for an “off” year for elections every fourth year (the Presidential Election year)
- Charter amendments needed for additional 2 seats, in general, and:
 - 3-year term requirement for Jeff Morgan’s seat (Oct 2020-Oct 2023)
 - 3-year term required for fourth seat (Oct 2020-Oct 2023 term)
 - 2-year term required for fifth seat (Oct 2020-Oct 2022 term)
 - 2 seat election, 2 candidates = no election

Option 3: Districting



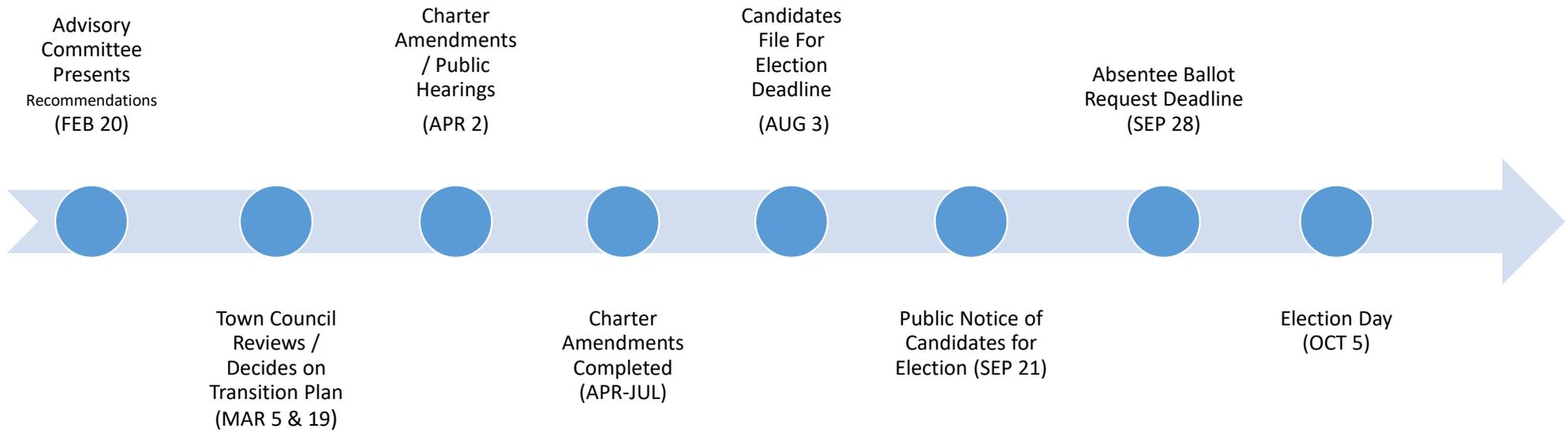
Option 3: A 2-district/3-year term scenario where there would be an election every year (i.e., 2/2/1)

Notes:

- Preserves current council member individual preference for maintaining 3-year terms
- Allows for implementation of district-based representation while continuing at-large representation
- Charter amendments needed for additional 2 seats, in general, and:
 - 2-year term required for fifth seat (Oct 2020-Oct 2022 term)
 - 2 seat election, 2 candidates = no election



IV. Implementation Timeline



Approx. 8 Months From Council Decision On Recommendation to Election

We strongly encourage citizen participation in this effort and invite all to participate in our committee meetings as scheduled and posted on the town website.

V. Marketing Considerations

In any scenario, it is the recommendation of this committee that a great deal of effort is spent on communications and marketing to keep the citizens informed

- A. Formal/Recurring Email Alerts from Town on Mtgs
- B. Web Page with Advisory Committee Agendas/Minutes
- C. Social Media Platforms – Unofficial

Questions