

Item 40

**RESOLUTION R-19-2023
TO ADOPT A PROCEDURE REGARDING
ORDINANCE PROPOSALS INITIATED BY
INDIVIDUAL MEMBERS OF THE CITY COUNCIL**

Presented by the City Manager's Office & City Attorney's Office

Submitted at Meeting
Date: 4/19/2023 Item: 40
by Staff



To ensure opportunity for

HISTORICAL PERSPECTIVE & RESEARCH

DEPARTMENTAL FEEDBACK

FINANCIAL & OPERATIONAL IMPACTS

CITY MANAGER & CITY ATTORNEY RECOMMENDATIONS

Before

USING COUNCIL MEETING TIME

FULLY DEPLOYING STAFF RESOURCES

ANNOUNCING CONCEPT PUBLICLY



Current Process

ORDINANCE IDEA FROM ANY COUNCIL MEMBER

CITY MANAGER OR
CHIEF

CITY ATTORNEY

DEPARTMENT
DIRECTOR

OTHER EMPLOYEE

FOLLOW ORDINANCE POLICY/PROCEDURE USED BY CITY DEPARTMENTS & THE ORDINANCE REQUEST MEMO (ORM) TO CIRCULATE IDEA INTERNALLY

SIGNATURES ON ORM; CAO DRAFTS BILL; INTERDEPARTMENTAL REVIEW, FEEDBACK & EDITS; STAFF & SPONSOR REVIEW OF FINAL DRAFT

PROPOSED ORDINANCE PLACED ON COUNCIL AGENDA FOR FIRST READING



Today's Resolution: Proposed Briefing Procedure

ORDINANCE IDEA FROM ONE COUNCIL MEMBER



EMAILED TO CITY MANAGER AND CITY ATTORNEY;
INITIAL CMO/CAO RECOMMENDATIONS AND SUGGESTIONS



ORDINANCE IDEA REVIEWED FOR OPERATIONAL, FINANCIAL,
AND LEGAL IMPACTS BY CMO, CFO, AND CAO RESPECTIVELY



REVIEWS AND COMMENTS PRESENTED AT COUNCIL BRIEFINGS;
CMO RECOMMENDATION OR NOT (AUTHORIZED BY CHARTER)



ONLY AFTER COUNCIL BRIEFINGS, INITIATING COUNCIL MEMBER
DIRECTS CITY MANAGER TO **PROCESS** ORDINANCE IDEA OR **NOT**



What's next?

**IF TODAY'S RESOLUTION PASSES,
EXPANDED BRIEFING PROCEDURE APPLIES TO
COUNCIL MEMBERS, AND CITY MANAGER INCORPORATES
IT INTO AN UPDATED VERSION OF THE CURRENT PROCESS**

**IF TODAY'S RESOLUTION FAILS,
CURRENT PROCESS REMAINS THAT DOES NOT
OFFICIALLY APPLY TO COUNCIL MEMBERS**



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