

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**



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

