



Staff Report on Proposed Legislation

To: Mayor Gavin Buckley

From: Michael D. Mallinoff, City Manager

Date: October 4, 2022

Subject: 0-41-22. Rules of Procedure - Reading, amendment and passage of ordinances, etc. - Staff Reports

0-41-22 (Rules of Procedure - Reading, amendment and passage of ordinances, etc. - Staff Reports) requires the City Manager to submit a staff report and Finance Director to submit a fiscal impact statement on any Ordinance, Charter Amendment and Resolution no later than the date such legislation is going to be heard at public hearing.

Proposed Amendment 1 would require completing the Staff Report and the Fiscal Impact Note at the time of legislation introduction.

This amendment is not feasible or practical when, and if, legislation is introduced late in the week before posting the Agenda. This happens at the Council members' request and the occasional emergency introduction.

It is requested that the requirement for the Reports be made on all legislation that is submitted at least one week in advance to give staff adequate time to research and draft the report.

Prepared by Michael D. Mallinoff, City Manager