



Legislation Text

File #: 2023-0636, Version: 1

Report to Mayor and City Council

Tuesday, September 05, 2023

Consent

SUBJECT:

CONSIDER APPROVING A REVISED STANDARD MANAGEMENT PROCEDURE NO. 2.11, RELATED TO EVENT ATTENDANCE AND REPORTING (CITY COUNCIL)

I. SUMMARY

This item is on the agenda at the request of Mayor Davis-Holmes and transmits a request from the Mayor for the City Council to consider altering Standard Management Procedure No. 2.11 related to event attendance and reporting.

II. RECOMMENDATION

TAKE all of the following actions:

For the City Council to APPROVE the Mayor's recommendation to ADOPT the Revised SMP No. 2.11 (attached as Exhibit No. 3), if desired.

III. ALTERNATIVES

TAKE any other action the City Council deems appropriate that is consistent with the requirements of the law.

IV. BACKGROUND

See redline and clean versions of the proposed changes to SMP 2.11 attached as Exhibits 2 and 3.

The proposed revisions to SMP 2.11 would, among other aspects, increase the per diem amount provided to elected officials and staff from \$60 per day to \$83 per day. The updated per diem amounts were calculated using the consumer price index to adjust for inflation from January 2004 (when the SMP was last updated) to July 2023 (the latest available CPI data as of this writing). Staff checked the per diem amounts of the cities of Torrance, Hawthorne and Inglewood and confirmed that Torrance offers a \$70.00 per diem

while Hawthorne and Inglewood currently follow the U.S. General Services Administration guidelines for comparison.

V. FISCAL IMPACT

There would be no direct fiscal impact associated with this staff report as it relates only to the proposed changes to SMP 2.11. The full fiscal impact will depend on the amount of conferences and events attended.

VI. EXHIBITS

1. SMP 2.11 (current) (pgs. 3 - 13)
2. SMP 2.11 (redline) (pgs. 14 - 30)
3. SMP 2.11 (clean, proposed) (pgs. 31 - 41)

Prepared by: City Attorney's Office and City Manager's Office