



Legislation Details (With Text)

File #: 2018-201 **Version:** 1 **Name:**

Type: Consent **Status:** Agenda Ready

File created: 3/21/2018 **In control:** City Council

On agenda: 4/17/2018 **Final action:**

Title: ADOPT AMENDED COUNCIL POLICY 1.1.02 (FORMALLY SMP 1.56) RELATED TO COUNCIL COMMUNICATIONS (CITY COUNCIL)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Ex. 1, 2. File Summary

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Report to Mayor and City Council

Tuesday, April 03, 2018

Consent

SUBJECT:

ADOPT AMENDED COUNCIL POLICY 1.1.02 (FORMALLY SMP 1.56) RELATED TO COUNCIL COMMUNICATIONS (CITY COUNCIL)

I. SUMMARY

This matter was continued from the March 20, 2018 City Council meeting.

The City Council recently adopted Ordinance No. 18-1801 regarding mass mailings by elected officials in the City of Carson. In addition, the City Council considered revisions to Council Policy and Procedure 1.1.02 (formally Standard Management Procedure 1.56) which governs the “preparation and dissemination of flyers, handouts, invitations, and other printed communications” at city expense.

The City’s Standard Management Procedures are in the process of being divided and converted into City Council Policies and Procedures and Administrative Policies and Procedures.

Following consideration of these two items, it was determined that Ordinance No. 18-1801 could proceed forward for adoption on second reading without further modification.

However, staff and the City Attorney were directed to “tweak” the original draft of Council Policy and Procedure 1.1.02 to be consistent with the discussions of the City Council.

Because those “tweaks” involved more than minor revisions to the SMP, the same is returned to the City Council for formal adoption.

The fine tuning of the original draft of Council Policy and Procedure 1.1.02 are reflected in ***bold & italic*** text changes in the attached iteration of the Council Policy and Procedure and is ready for City Council formal approval.

II. **RECOMMENDATION**

ADOPT Council Policy and Procedure 1.1.02 (formally Standard Management Procedure 1.56), as revised following City Council comments on the same.

III. **ALTERNATIVES**

1. Take NO ACTION on this agenda item;
2. DIRECT the Office of the City Attorney to further revise Council Policy and Procedure 1.1.02 and return the same to a future Council meeting for further consideration;
3. TAKE such action as the Council deems appropriate consistent with the requirements of law.

IV. **BACKGROUND**

Council Policy and Procedure 1.1.02 (formally Standard Management Procedure 1.56) has been further revised to reflect comments and suggestions from members of the City Council. The amended Council Policy and Procedure 1.1.02 is attached for the Council’s review and consideration.

V. **FISCAL IMPACT**

Potential Savings in an amount which cannot be ascertained at the time of writing this staff report.

VI. **EXHIBITS**

1. Council Policy and Procedure 1.1.02 (formally Standard Management Procedure 1.56). (pgs. 3-14)

1.

Prepared by: Sunny K. Soltani