



CITY OF CARSON

Legislation Text

File #: 2019-353, Version: 1

Report to Mayor and City Council

Tuesday, April 02, 2019

Discussion

SUBJECT:

CONSIDER ADOPTION OF REVISED COUNCIL POLICY AND PROCEDURE 1.1.05 (FORMALLY SMP 3.19) FLOWERS - AUTHORIZATION AND ORDERING (CITY COUNCIL)

I. SUMMARY

This item was discussed during the March 27, 2019, Special Meeting and was also requested to be included on tonight's agenda for the City Attorney to provide a legal opinion.

The City Council is asked to consider and adopt revised CPP 1.1.05 (formally SMP 3.19), which pertains to ordering flowers as a get-well or sympathy expression for eligible individuals. The current SMP on flowers allows the City staff to order and arrange for delivery of flowers to eligible individuals which include: present and past City of Carson elected officials, commissioners, committee members, board members, and full-time and part-time employees. On February 7, 2019, Councilmember Davis-Holmes requested this matter be placed on the agenda to expand the recipient guidelines. The revised policy as understood by staff is attached as Exhibit No. 1.

II. RECOMMENDATION

REQUEST the City Attorney review and opine on the proposed revisions to the City Council flower policy and MAKE any additional revisions the Council deems appropriate.

III. ALTERNATIVES

DO NOT APPROVE Revised CPP 1.1.05.

IV. BACKGROUND

Public Information Office staff already places all the flower orders for the City. They

coordinate the order and delivery to those eligible recipients. Under the current practice, public information staff receives a request for flowers to be sent, upon receipt they confirm eligibility, and receive approval from the City Manager when needed. This practice would remain the same. The revised policy would simply expand the eligibility list. The proposed revisions are noted in Exhibit No. 1 in **bold, underlined and strikethroughs**.

V. **FISCAL IMPACT**

Increasing the eligibility list will result in a direct increase in the promotion and publicity budget. Flower arrangements with delivery usually run between \$80.00 - \$100.00 per arrangement. Should the Council approve this revision, the proposed FY 19/20 budget will be increased to accommodate the increase.

VI. **EXHIBITS**

1. Revised CPP 1.1.05 Flowers Authorization and Ordering. (pgs. 3-4)

1.

Prepared by: City Manager's Office