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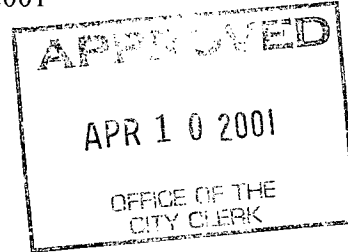
DEPARTMENT OF
ADMINISTRATIVE SERVICES
BUDGET AND POLICY REVIEW

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March 26, 2001



City Council
Sacramento, California

Honorable Members in Session

SUBJECT: RECOMMENDED CHANGES TO STREAMLINE THE LAW AND LEGISLATION COMMITTEE'S PROCEDURES.

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

This report provides proposed recommendations by staff for City Council's consideration which will streamline the day-to-day operation of the Law and Legislation Committee of the City Council.

The recommended changes are:

1. Streamline all non-controversial staff reports by eliminating the consent calendar from the Law and Legislation Committee's agenda and send these reports directly to the full City Council for consideration.
2. Reaffirm City Council authorization for the chair of the Law and Legislation Committee to sign letters on behalf of the committee and/or the City of Sacramento on specific pieces of state legislation that affect the City's operation.
3. Designate the Law and Legislation Committee as the primary body that will take the lead on the annual state member requests issues.

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Recommended changes to Law and Leg committee procedures

4. Have the focus of the Law and Legislation Committee be on the legislative scope and prioritization of proposed ordinances, resolutions, and other legislative matters that impact the City of Sacramento. The committee's recommendation would then be submitted to the City Council for final consideration.

CONTACT: Aaron B. Chong, Budget and Policy Review Office 264-6762

FOR THE COUNCIL MEETING OF: April 10, 2001

COMMITTEE ACTION: On February 6, 2001, the Law and Legislation Committee recommended that these proposed changes be brought to the City Council for consideration.

BACKGROUND:

In March 1977, the City Council established a committee to coordinate City policy that dealt with State legislation and City ordinances. The committee became known as the Law and Legislation Committee (committee). The committee was established to address and take a position on pending state legislation, local ordinances and/or resolutions that impact, preserve or improve the City of Sacramento.

Since that time, changes were made to improve the operation of the committee. In March 1994, changes were made by the City Council that permitted the chair of the Law and Legislation Committee to take a position for the City on pending state legislation when the need to act quickly does not allow time for the matter to be considered by the entire Law and Legislation Committee. Such actions would be consistent with the City's legislative platform.

The City Council delegated authority to the committee to take positions on pending state legislation, so long as the positions are consistent with the general legislative guidelines contained in the City Council's Organization and Procedures Manual on Legislative Matters Affecting the City of Sacramento or legislative policies which the City Council may from time to time adopt. The committee has had an unwritten procedure which permitted the committee chair to take a position on behalf of the committee when an immediate decision is required.

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Under the procedure adopted in 1994, a request to the committee chair to take a position on a bill which has not been reviewed by the entire Law and Legislation Committee would include a brief explanation of the issues raised by the bill and the recommended City position thereon, how the recommended position is consistent with City legislative policies, and why the matter cannot be held for the next committee meeting. The request is to be reviewed by the City Attorney's office and approved by the City Manager. The item would then be placed on the next committee agenda for ratification.

Staff proposes some additional procedural changes for the Law and Legislation Committee that would further streamline the operations of the committee.

These recommended changes are:

1. Streamline all non-controversial staff reports by eliminating the consent calendar from the committee's agenda and send these reports directly to the full City Council for consideration.

A descriptive title of all staff reports shall be first conveyed by operating department to Law & Legislation staff on whether item is controversial. If not, the committee chair may approve staff to bring the item (staff report) directly to the City Council calendar without bringing the item through the Law and Legislation Committee. This change would reduce the staff report transmittal time to the City Council by two weeks.

2. Reaffirm City Council authorization for the chair of the Law and Legislation Committee to sign letters on behalf of the committee and/or the City of Sacramento on specific pieces of state legislation that affect the City's operation.

These special letters generally signed by the chair of the committee are letters that must be processed and delivered to either the Governor or the State Legislature that identify the City of Sacramento as taking a position either in opposition or in favor of a state bill that directly affects the city's operation.

The committee currently reviews annually the listing of state legislative bills. Staff traditionally tracks those bills that are of unique interest to the City of Sacramento. Legislative bills that are of interest to cities other than the City of Sacramento are generally handled through the League of California Cities process.

3. Designate the Law and Legislation Committee as the primary body that will take the lead on the annual state member requests issues. The Law and Legislation Committee will be the focal committee to work with members of the State Legislature on budget items and state funding priorities that should be carried by the state legislative representatives.

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4. Have the focus of the Law and Legislation Committee be on the legislative scope and prioritization of proposed ordinances, resolutions, and other legislative matters that impact the City of Sacramento. The committee's recommendation would then be submitted to the City Council for final consideration.

FINANCIAL CONSIDERATIONS:

The proposed recommendations would have no financial consideration at this time.

Staff is also researching possible alternatives and funding to expand and improve the process and function of the law and legislation/government affairs staff. Creation of a government affairs office may result in new costs, depending on the role, responsibilities and staffing of this new office. Staff will return to the Committee with its findings and recommendations at a later time.

POLICY CONSIDERATIONS:

The proposed recommendations would streamline current Law and Legislation Committee procedures.

ESBD CONSIDERATIONS:

There are no ESBD considerations. No goods or services are being purchased at this time.

Respectfully submitted:



Aaron B. Chong
Budget and Policy Review Office

RECOMMENDATION APPROVED:

ROBERT P. THOMAS
City Manager