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Staff Report

ITEM # 6

To: Lemoore City Council
From: Jeff Laws, Acting City Manager 
Date: June 13, 2013
Subject: Ordinance No. 2013-02 – Amending Section 1-6A-5 of the Lemoore Municipal Code Relating to City Council and City Manager Relations – Creating a Council Liaison

Discussion:

In order to ensure that City Council Members and the public are informed of important daily City business proceedings, Mayor Siegel has brought forth the idea of creating a Council Liaison position. Under this proposal, the Council Liaison could be any Council Member or a member of the public who resides within the City of Lemoore. The Council Liaison would be notified by the City Manager of all important meetings related to City business and the Council Liaison may attend and participate in the meetings with the City Manager. The Council Liaison would not speak for the City Council as a whole, bind the Council, give direction to staff or to the City Manager, or undertake to perform any duties set forth in Section 1-6A-4 of the Lemoore Municipal Code related to the powers and duties of the City Manager. It is proposed that the Council Liaison may be reimbursed for out of pocket expenses in connection with Council Liaison duties in accordance with the City's reimbursement policy.

Creating this position would require the adoption of an Ordinance to make minor changes to Lemoore Municipal Code section 1-6A-5. The proposed Ordinance is attached to this staff report. In addition, a Resolution establishing policies for a Council Liaison is also attached. The Resolution will be considered at a later date if Council adopts the Ordinance.

If Council approves the creation of this position, a primary appointment along with an alternate appointment will need to be selected.

Budget Impact:

Unknown but expected to be minimal for any reimbursements.

Recommendation:

That Council discuss creating a Council Liaison position and, if approved, that the City Council, by motion, waive the first reading of Ordinance No. 2013-02 and pass to a second reading.

"In God We Trust"