

# Council Policy Review

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March 27, 2018

# Previous Recommendation

- January 2, 2018
  - Review current policies and identify those that should be deleted, amended, or added.

# Previous Recommendation

- Staff observations
  - Agenda Policy
  - Concept Approval
  - Role of Chair
  - Attendance
  - Differential Water/Garbage Rates
  - Life of Animal Licensure
  - Council Travel Policy
  - Sister Cities Travel
  - Citizen Recognition

# Previous Recommendation

- Potential Policy Gaps
  - Gifts
  - Vote on ceremonial items including Mayor involvement
  - Tours
  - Spending generally
  - Outreach
  - Community Coordinators
  - Advice and Consent

# Current Status & New Recommendation

- Everyone doing better to follow agenda policy
- Concept approval (legislative process) seems to be working better
- Delete:
  - Water/garbage
  - Life of animal licensure
  - Travel policies
- Refine attendance policy
- Adopt new advice and consent policy
- Consider individual member budgets

# Member Budgets

- Individual member budgets used to pay for items:
  - Business lunches
  - Travel
  - Training
  - Gifts
  - Outreach
  - Citizen or other recognition

<b>Financing Uses:</b>	<b>2018 Estimated</b>	<b>2019 Administration Proposed</b>	<b>No Council Dinner Option</b>	<b>Reduce Contingency Option</b>	<b>Professional Services to Contingency</b>
411111 Regular Pay	\$ 249,002	\$ 249,002	\$ 249,002	\$ 249,002	\$ 249,002
411113 Vacation Accrual	\$ -	\$ -	\$ -	\$ -	\$ -
411121 Temp/Seasonal	\$ -	\$ -	\$ -	\$ -	\$ -
411131 Overtime/Gap	\$ -	\$ -	\$ -	\$ -	\$ -
411211 Variable Benefits	\$ 54,067	\$ 54,067	\$ 54,067	\$ 54,067	\$ 54,067
411213 Fixed Benefits	\$ 39,782	\$ 39,782	\$ 39,782	\$ 39,782	\$ 39,782
411310 Vehicle Allowance	\$ 5,916	\$ 5,916	\$ 5,916	\$ 5,916	\$ 5,916
411320 Mileage Reimbursement	\$ 200	\$ -	\$ -	\$ -	\$ -
411350 Phone Allowance	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480
412100 Books, Subs. & Membership	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400
412310 Travel	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
412320 Meetings	\$ 15,000	\$ 15,000	\$ 1,000	\$ 15,000	\$ 15,000
412350 Training	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
412411 Office Supplies	\$ 3,961	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
412414 Computer Supplies	\$ 500	\$ -	\$ -	\$ -	\$ -
412491 Miscellaneous Supplies	\$ 3,000	\$ 4,119	\$ 4,119	\$ 4,119	\$ 4,119
412611 Telephone	\$ 3,760	\$ 2,990	\$ 2,990	\$ 2,990	\$ 2,990
413410 Audit Services	\$ 16,750	\$ 16,750	\$ 16,750	\$ 16,750	\$ 16,750
413790 Professional Services	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
414164 IT Charges	\$ 14,047	\$ 14,047	\$ 14,047	\$ 14,047	\$ 14,047
417400 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
419900 Contingency	\$ 120,000	\$ 70,000	\$ 70,000	\$ 56,000	\$ 120,000
<b>Total Financing Uses</b>	<b>\$ 580,865</b>	<b>\$ 528,053</b>	<b>\$ 528,053</b>	<b>\$ 528,053</b>	<b>\$ 528,053</b>

Total Member Budget \$ 14,000 \$ 14,000 \$ -

Individual Member Budget \$ 2,000 \$ 2,000 \$ -