

Council Policy Review

January 2018

Why have policy?

- Consistent
 - Similar issues handled similarly
- Efficient
 - No need to reinvent a new process for each issue
- Transparent
 - Citizens know what to expect
- In some cases required by state law

Why review policy?

- Two new Council Members
= a new City Council
- Council and Administration must have shared expectation of how business will be done
- If we are not going to follow policy, let's not have any
 - Creates confusion and competing expectation

Policy Enforcement

- Policies should serve the interest of the Council as a whole
 - Must be flexible
- Self-policing
 - Only the City Council can hold itself accountable for following its own policies

Recommendation

- The City Council should review its current policies and identify those that should be deleted, amended, or added.
- The Chair should schedule a discussion of Council policies in late January where the Council can debate and take action on needed changes.

Observations & Recommendations

Agenda Policy

- Is not followed
 - Neither Administration, nor Council submits agenda items in compliance with deadlines
 - Agenda items are not thoroughly reviewed prior to publication
 - Many items hastily thrown together the day before publication
- Recommendation:
 - Follow policy

Concept Approval

- Is not followed
 - Legislators must have an agreed process for introducing legislation to the body
 - Ideas are not currently conveyed in writing, in advance, on an agenda, **or voted upon**
 - Most come up verbally in “Council Business”
- Not a good vetting process
 - If everything is a priority then nothing is a priority
- Recommendation: delete if not followed

Role of the Chair

- Supervision
 - Member access to staff is welcome
 - Director prioritization sometimes needed
- Director performance review & pay Recommendation: Does this policy cover the roles and responsibilities of the Chair as desired by the Council?

Attendance

- Is not enforced
- Tying attendance to compensation is not practical
 - Who keeps track?
 - What does “more than half a meeting” mean?
- Shouldn't elected officials be free to represent constituents as they see fit?
- Recommendation: delete

Differential Water/Garbage

- Practice differs from policy
 - We don't offer free garbage pickup
 - We don't do independent income and/or disability verification
- Recommendation: delete or amend to reflect current practice

Life of Animal License

- Practice differs from policy
 - Title 3 of City Code allows Animal Services Director to issue no or reduced cost 12-month license
 - Annual license supports vaccination regulation
- Recommendation: delete

Council Travel Policy

- Not utilized
- Was developed when multiple members were traveling for state and national conferences
- Referenced amounts are inconsistent with Council budget
- Recommendation: delete or amend

Sister Cities Travel

- Not utilized
- Interest in sister cities travel has waned
- Benefit to Sandy City is indeterminate
- Future Council Member sister cities travel could be addressed on case-by-case basis with Council
- Recommendation: delete

Citizen Recognition

- Not utilized the way intended
- Council Members have the right to disagree with proposed recognition
- Policy ensures anonymity of honoree if Council rejects recognition

Potential Policy Gaps

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

Recommendation Summary

- Stick to the agenda policy
- Legislative Proposal Policy (or Not)
- Better identify role of Chair
- Delete attendance policy
- Delete water/garbage rate policy
- Delete life of animal license policy
- Delete travel policies
- Utilize special recognition policy
- Identify and fill policy gaps