DATE SUBMITTED 2/25/21 COUNCIL ACTION (X) PUBLIC HEARING REQUIRED () RESOLUTION (X) ORDINANCE 1ST READING () DATE ACTION REQUIRED 3/3/21 ORDINANCE 2ND READING () CITY CLERK'S INITIALS

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: AUTHORIZATION FOR THE MAYOR TO SIGN LETTERS UNDER SPECIFIED CONDITIONS

1. ADOPTION OF RESOLUTION NO. 2021 AUTHORING THE MAYOR TO SIGN LETTERS OF SUPPORT OR OPPOSITION ON BEHALF OF THE CITY OF IMPERIAL UNDER SPECIFIED CONDITIONS.

DEPARTMENT INVOLVED:

City Manager's Office/City Attorney

BACKGROUND/SUMMARY:

The City of Imperial is regularly requested to sign onto letters of support and/or opposition regarding a variety of legislative issues. Taking a position requires a majority vote by the City Council, however, on occasion letters on legislative matters are time sensitive. It is with that effort we ask the City Council to authorize the Mayor and/or Mayor Pro Tem to sign letters at the recommendation of the City Manager or Assistant City Manager to better advocate on the City's behalf. The letters would be brought forth at the next regular City Council meeting for ratification by the full Council.

FISCAL IMPACT: N/A		ADMIN SERV INITIALS	VB	
STAFF RECOMMENDATION: It is the recommendation of staff to adopt and authorize the mayor to sign letters of support/opposition in an effort to better advocate on behalf of the City's residents and business stakeholders.		DEPT. INITIALS	ab	
MANAGER'S RECOMMENDATION: Agrees with staff's recommendation to approve		CITY MANAGER'S INITIALS	Dom	
MOTION:				
SECONDED: AYES: NAYES: ABSENT:	APPROVED DISAPPROV REFERRED	~	REJECTED DEFERRED	()

RESOLUTION NO. 2621-04

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING THE MAYOR TO SIGN LETTERS OF SUPPORT OR OPPOSITION ON BEHALF OF THE CITY UNDER SPECIFIED CONDITIONS

WHEREAS, the City of Imperial (City) is regularly requested to sign letters of support or opposition to a variety of issues, including but not limited to federal and state legislation, as well as requests for proposed or desired federal, state, and local governmental action; and

WHEREAS, taking action to issue a letter of support or opposition (Letter) generally requires an affirmative majority vote of the City Council at a regularly scheduled meeting of the City Council; and

WHEREAS, on occasion the City will receive a time-sensitive request for a Letter which has a due date for submittal prior to the next regularly scheduled City Council meeting; and

WHEREAS, in order to provide a timely response to such a request for a Letter, the City Council desires in certain limited circumstances to delegate the authority to sign such Letter to the Mayor; and

WHEREAS, the limited circumstances in which the delegation of authority to the Mayor to sign a Letter would apply only when the issuance of a Letter is time-sensitive, the position contained in and content of the Letter is not inconsistent with any currently adopted position or policy of the City Council, the issuance of the Letter is recommended by the City Manager or Assistant City Manager, a public agency or the League of California Cities, or other municipal partners, requests the Letter, the remaining members of the City Council receive a copy of the Letter signed on behalf of the City, and the Letter would be brought back to the City Council for ratification.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. The above-referenced recitals are true and correct and are incorporated herein.
- 2. The City Council authorizes the Mayor to sign letters of support or opposition when all of the following criteria have been met:
 - a. <u>DUE DATE</u>: The due date for submittal of the Letter occurs prior to the next regularly scheduled meeting of the City Council; and
 - b. <u>CONSISTENCY</u>: The position of the Letter is not inconsistent with any currently-adopted position or policy of the City Council; and

- c. <u>CITY MANAGER</u>: The City Manager or Assistant City Manager recommends that the City Council take a position of support/opposition, and subsequently request the Mayor sign the Letter; and
- d. <u>REQUESTING PARTY</u>: The request for the Letter is received from a public entity, League of California Cities or other municipal partners; and
- e. <u>COPIES</u>: A copy of the signed Letter is concurrently delivered to the remaining City Council members; and
- f. <u>RATIFICATION</u>: The Letter is placed on the City Council's next regularly scheduled meeting agenda for ratification.
- 3. If the Mayor is unavailable, the City Council authorizes the Mayor Pro-Tem to sign letters of support or opposition under the same criteria as set forth above.

APPROVED, PASSED, AND ADOPTED this day of, 2021.	D, at the regular meeting of the City Council
	Karin Eugenio, Mayor
ATTEST:	
City Clerk	