



## **AGENDA ITEM ANALYSIS**

Project/Issue Name: 22-04 An Ordinance of the City Council Amending Title I, Chapter 120, City Administrator-Duties.

Submitted By: David Cameron, City Administrator

Date: February 1, 2022

### **Issue Statement**

To amend the Municipal Code regarding Financial Reporting standards.

### **Discussion and/or Analysis**

The City is requesting a code amendment to facilitate process improvements regarding financial reporting. The current code requires monthly reports be made to the Mayor and Council. This change would continue monthly reporting, but specify that this report be done in writing, instead of a verbal report during City Council. In addition, it adds a quarterly budget update to be presented to City Council at the conclusion of each quarter. The modification also clears up the discrepancy between the City Charter and the current ordinance.

The Municipal Code also requires news releases be approved by the Mayor. This ordinance would change that to the City Administrator or a duly appointed administrative officer.

### **Recommended Action**

Staff recommends approval.