



Office of the Mayor

ACTION CALENDAR

January 21, 2014

To: Honorable Members of the City Council

From: Mayor Tom Bates

Subject: Pending and Outstanding Referrals to the City Manager's Office and City Commissions by the City Council

RECOMMENDATION

1. Request the City Manager report on pending and outstanding referrals made to the City Manager's Office and City Commissions by the City Councilmembers.
2. The Referral Report will be sent to the Councilmember who made the referral for them to prioritize their top five referrals.
3. After the prioritizing has taken place, the City Manager will provide an estimate of cost, staff time and any other related costs likely to be incurred by the implementation of the referral.
4. Council shall then determine its priority of implementation so they may be reflected in the adoption of its budget.

FISCAL IMPACTS OF RECOMMENDATION

Unknown. Significant staff time will be necessary to provide an estimate of the costs likely to be incurred by the implementation of the referrals.

BACKGROUND

City Councilmembers regularly make referrals to direct the City Manager to carryout various activities. The Manager, in addition to carrying out their regular responsibilities is being requested to do additional work without a sense of the Council's priorities. By adopting a prioritizing system the Council will be able to insure that items it considers important will be accomplished.

CONTACT PERSON

Mayor Tom Bates 510-981-7100

Web Links for Additional Information:

2014 City Work Plan

http://www.ci.berkeley.ca.us/uploadedFiles/Manager/2013-05-21_Item_30b_2014_Citywide_Workplan-WEB_ONLY.pdf

