

TO: **James L. App, City Manager**

FROM: **Dennis Fansler, City Clerk**

SUBJECT: **Publication of Ordinance Summaries**

DATE: **February 1, 2005**

Needs: To consider adoption of a resolution that would designate officials to prepare ordinance summaries for publication.

Facts:

1. California Government Code section 36933 requires the City clerk to publish each Municipal ordinance within 15 days following adoption.
2. An alternative to publishing the full ordinance is to publish a summary.
3. Summaries must be prepared by an official designated by the City Council.
4. The summary is to be published with a certified copy of the full text posted in the office of the City Clerk at least 5 days prior to City Council adoption.
5. Within 15 days following adoption, the ordinance summary, including the Council's vote and date of adoption, is re-published.

Analysis
and

Conclusion: It is more economical and efficient for the City to publish summaries of ordinances, rather than complete text. The full text of all ordinances, along with any exhibits, coming before the Council are available to the public in advance of all City Council meetings in accordance with The Ralph M. Brown Act. Agenda packets are available at the City Hall, City Library, and City Clerk's office, as well as on the City's web site.

Policy
Reference: Government Code section 36933.

Fiscal
Impact: Uncertain; potential savings of \$2,000 or more annually

Options:

- a. (1) Adopt Resolution No. 05-xx authorizing the City Clerk, Department Directors, and/or the City Attorney to prepare ordinance summaries for publication pursuant to Government Code section 36933; and
- (2) Direct City Clerk to obtain cost estimates for determining most cost effective alternative for ordinance publication.
- b. Amend, modify, or reject the foregoing option.

Attachment: Draft Resolution

RESOLUTION NO. 05-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES,
AUTHORIZING THE CITY CLERK, DEPARTMENT DIRECTORS, AND/OR THE
CITY ATTORNEY TO PREPARE ORDINANCE SUMMARIES FOR PUBLICATION
PURSUANT TO GOVERNMENT CODE SECTION 36933

WHEREAS, California Government Code section 36933 requires the City Clerk to publish each ordinance within 15 days after its passage, along with the names of those City Council members voting for and against the ordinance, in a newspaper of general circulation published and circulated in the City; and

WHEREAS, as an alternative to publishing the full text of an ordinance, the City Council may also satisfy the publication requirement of Government code section 36933 by taking the following actions:

1. Designate an official to prepare a summary of the proposed ordinance.
2. Publish this summary in a newspaper and post a certified copy of the full text of the proposed ordinance in the office of the City Clerk at least five days prior to the City Council meeting at which the proposed ordinance is to be adopted; and
3. Within 5 days after the adoption of the ordinance, publish the summary of the ordinance along with the names of the City Council members voting for and against the ordinance, and post the full text of the ordinance in the office of the City Clerk; and

WHEREAS, it is often more economical and efficient for the City to publish summaries of ordinances, rather than complete ordinances; and

WHEREAS, the publication of ordinance summaries provides adequate notice to the public of legislative actions being taken by the City Council.

NOW, THEREFORE, THE CITY OF EL PASO DE ROBLES, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That the City Council of the City of El Paso de Robles designates the City Clerk, Department Directors and/or the City Attorney as the city officials authorized to prepare summaries of ordinances for publication, pursuant to Government section 36933(c)(1) and the City Clerk shall, when it is efficient and practical to do so, publish summaries of the ordinances in the manner prescribed by Government Code section 36933(c)(1) and when deemed necessary by the designated official, the City Clerk may publish the full text of the ordinances in the manner prescribed by Government Code section 36933(a).

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 1st day of February 2005 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Frank R. Mecham, Mayor

Sharilyn M. Ryan, Deputy City Clerk