

CITY COUNCIL MEETING
SEPTEMBER 3, 1986

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RESPONSE TO GRAND
JURY REPORT

CC-6

City Manager Peterson reminded Council that the 1985-86 Grand Jury report was delivered to City Hall several weeks ago. State law requires that the City respond to this report within 90 days of its receipt. A summary of the Grand Jury comments were presented for Council's perusal.

Following discussion, on motion of Council Member Snider, Hinchman second, Council directed the staff to draft a response to the 1985-86 Grand Jury report incorporating the comments Council deemed appropriate.

COUNCIL COMMUNICATION

TO: THE CITY COUNCIL

DATE

NO.

FROM: THE CITY MANAGER'S OFFICE

September 3, 1986

SUBJECT:

RESPONSE TO GRAND JURY REPORT

PREPARED BY: City Manager

RECOMMENDED ACTION: That the City Council direct the staff to draft a response to the Grand Jury report incorporating whatever comments the Council deems appropriate.

BACKGROUND INFORMATION: The 1985-86 Grand Jury report was delivered to City Hall several weeks ago. State law requires that the City respond to this report within 90 days of its receipt. The response deadline is October 1, 1986, so the Council has ample time remaining in this regard. The Grand Jury's comments on the City of Lodi's operations were quite brief. To summarize, the comments identified the following three areas for Council consideration:

- City Boards and Commissions
 - a. The Grand Jury concluded there exists no formal application form for consideration for appointment to various City boards and commissions. Such an application form does in fact exist, a copy of which was previously mailed to the Grand Jury.
 - b. The City should promulgate the mission or charge of each board or commission, perhaps through the utilization of job descriptions. The duties and responsibilities of some City boards and commissions are already clearly set forth in either State law, local ordinances, or both, such as the Planning Commission, Library Board, Personnel Board and Senior Citizens' Commission. However, the development and adoption by the City Council of mission statements or duties and responsibilities of each City board and commission can be easily done should the City Council so desire.

A second part of the Grand Jury's recommendation regarding boards and commissions is that the City Council "consider, as appropriate, the creation of additional boards and commissions." I don't believe the City Council should "create" additional boards and commissions just for the sake of numbers. In those situations where the establishment of a new board or commission has seemed appropriate, i.e. Senior Citizens' Commission, Measure A Task Force, the City Council has so acted.

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. Travel Policy

The Grand Jury recommended that the City Council adopt a per diem rate for officials and employees traveling on City business or establish a maximum daily amount. The existing travel policy has been in effect for many years and works well. Expenditures are accounted for, and, to the best of our knowledge, there are no abuses. The City recently obtained several American Express cards and assigned them to specific individuals. The use of these cards further serves to insure proper documentation of expenditures.

. Emergency Response Planning

The Grand Jury report recommends that all emergency planning and procedures be coordinated with the County Office of Emergency Services. This recommendation is somewhat puzzling, since the City currently coordinates all facets of emergency planning with the County. The City's interaction with the County in responding to the flood emergency last February is a good example.

We will be pleased to develop the appropriate response to the Grand Jury report incorporating any comments the City Council chooses to make.

Respectfully submitted,



Thomas A. Peterson
City Manager

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