Staff Report

\_\_\_\_\_\_\_\_\_\_\_[DATE]

## City Council Meeting Staff Report

Report To:The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [NAME, TITLE]

Agenda Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [TITLE OF REPORT]

|  |  |  |
| --- | --- | --- |
| Approvals/Reviews*To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author* | Department Head | Related Strategic Goal(s) |
| Finance Department |  *Realize new investments*  |
| Director of Law |  *Increase gross wages* |
| Office of the City Manager |  *Increase property values* |
| Ordinance or ResolutionWrite the word “Ordinance” or “Resolution” here. | 1st Reading Date: |  *Generate recreational investments* |
| 2nd Reading Date: |  *Engage citizens in activities* |
| Resolution Date: |  *General operations* |
| Public Hearing Date:  |  |
| Prior Action/Review*Please note if this item was discussed on a prior Council or other agenda* | City Council*(or other):* |  |
| Contract | Contract Required | Additional Document(s) Attached |
| Fiscal Impact | Budgeted: $ | *Please see further, more detailed information regarding the fiscal impact in the summary section of this report* |
| Expenditure: $ |
| Source Funds:  |

Policy Issue

Does City Council wish to adopt legislation to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *[enter text stating briefly what the legislation will accomplish or what issue, problem, or strategic goal will be addressed]*?

Policy Alternative(s)

Council may choose not to adopt such legislation to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *[enter text stating briefly what legislation will accomplish or what issue, problem, or strategic goal will be addressed AND list what will happen if Council does not adopt the legislation].* Alternatively, Council may choose to *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[enter all alternatives you have considered to Council adopting the legislation proposed, which could be presented to Council at another meeting].*

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *[enter text stating briefly what the legislation will accomplish or what issue, problem, or strategic goal will be addressed]* because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *[enter rationale for legislation and reference any research or information supporting the rationale]*.

Statutory/Policy Authority

* Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.
* *[AND/OR cite other Federal or State law, local ordinance, internal policy, etc., that related to the legislation.]*

Fiscal Impact Summary

*[Enter fiscal impact text and as much financial information as possible, including fund code information]*

### Background Information

*[Enter background text]*

#### Attached Information

N/A

*[OR list attached pertinent information]*

Copies Provided to:

N/A

*[OR list interested/affected parties]*

