



# STAFF REPORT

## SAUSALITO CITY COUNCIL

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**MEETING DATE:** January 28, 2020

**AGENDA TITLE:** Affirm City Council, City Manager, City Attorney  
Operating Protocols

**LEAD DEPARTMENT:** Administration

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**RECOMMENDED MOTION:** Affirm City Council, City Manager, City Attorney  
Operating Protocols

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### SUMMARY

The City Council, City Manager, City Attorney Operating Protocols have been in place since 2008 and have since been updated seven times. Attached hereto (Attachment 1) for affirmation by the Council are the protocols which were last updated in January 8, 2019. No suggested modifications to the protocols are proposed.

### STAFF RECOMMENDATIONS

Affirm Updated City Council, City Manager, City Attorney Operating Protocols

### ATTACHMENTS

Attachment 1- City Council Manager, City Attorney Operating Protocols- Last Amended January 8, 2019

Attachment 2- Rosenberg's Rules of Order, Simple Parliamentary Procedures for the 21<sup>st</sup> Century Revised 2011

PREPARED BY: Serge Avila/ City Clerk

SUBMITTED BY: Adam W. Politzer/ City Manager