

ORDINANCE NO.

AN ORDINANCE AMENDING THE REVISED CITY OF LAREDO PRIORITY PROCEDURES HANDBOOK FOR THE MAYOR AND CITY COUNCIL; PRIORITY IV. COMMUNICATION WITH CITY STAFF, SECTION II., BY ADDING A PARAGRAPH “D.” REGARDING ADVANCE NOTICE FOR EVENTS TO THE MAYOR AND COUNCIL MEMBERS, PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE, PROVIDING A SEVERABILITY CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, effective communication between City Staff and Council Members is essential for the efficient functioning of city governance and to ensure Council Members can adequately represent their constituents; and

WHEREAS, timely notification of events such as ribbon cuttings, groundbreaking ceremonies, and community outreach activities enables Council Members to plan and participate in these important community engagements; and

WHEREAS, Council Members’ attendance at these events is beneficial for fostering community relationships, promoting transparency, and supporting city initiatives; and

WHEREAS, a minimum advance notice period allows Council Members to manage their schedules more effectively and fulfill their duties more responsively; and

WHEREAS, the City aims to enhance the coordination and communication protocols between City Staff and Council Members to improve overall governance and service delivery to the community.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO THAT:

Section 1. City of Laredo Priority Procedures Handbook for City Council and City Boards, Commissions, and Committees, Priority IV., “Communication with City Staff,” Section II., is hereby amended to read as follows:

II. Communication with City staff

A. The City Manager shall assist the Mayor and Council Members in developing and implementing methods for facilitating communication and interaction with City staff members, especially department directors.

1. This may include scheduling department director and staff presentations for the Mayor and Council.
2. Such presentations shall be duly posted and may be scheduled before regular Council business meetings.

3. Department presentations may be combined with staff reports, constituent requests, queries about project status, and responses to Council directives.

B. The Mayor and Council Members may interact freely and communicate with City staff members at town hall meetings, budget hearings, workshops, and committee meetings.

C. City staff members shall make every effort to facilitate cooperative efforts with the Mayor and Council Members to meet constituents' needs and to perceive the Charter positively rather than as a barrier to communication.

D. City Staff shall provide the Mayor and Council Members with no less than three (3) days advance notice for events, whenever possible. Such events include but are not limited to ribbon cuttings, groundbreaking ceremonies, community outreach activities, and other significant public or community events. The advance notice should include the event's date, time, location, purpose, and any other relevant details to ensure the Mayor and Council Members have sufficient information to plan their attendance. In exceptional circumstances where providing seven (7) days' notice is not feasible, City Staff shall notify the Mayor and Council Members as soon as practicable with an explanation for the short notice.

Section 2. This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable. If any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 4. This Ordinance shall become effective after its passage.

DULY PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS

THE ____ DAY OF _____, 2024.

**DR. VICTOR D. TREVINO
MAYOR**

ATTESTED:

MARIO MALDONADO, JR.
CITY SECRETARY

APPROVED AS TO FORM:

DOANH “ZONE” T. NGUYEN
CITY ATTORNEY

