



CITY OF EL PASO

Council's Legislative Function

Council Onboarding 2025

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What is the Legislative role of City Council?

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Key Functions: City Charter Article 3

- 3.1 The Council shall have legislative powers, and the power and duty to select, direct, and regularly evaluate the City Manager, as well as such other and specific powers and duties as may be provided by law or this Charter. Each Representative shall have the discretion and sole authority to appoint and remove a legislative aide.
- 3.5 D. Voting. No action of the Council, except as otherwise provided in this Charter, shall be valid or binding unless adopted by the affirmative vote of a majority of the members present and voting.

City Council's Role

City Charter Article 3

- **Creating Laws through Ordinances**
- **Setting Policy through Resolutions**
- **Approving the budget**
- **Representation**

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Understanding the Separation of Powers

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City Council

Legislative body
Charter article 3

City Manager

Administrative Function
Charter Article 5

Mayor

Member of Council
Presiding officer
Head of ceremonial items
Charter Articles 3 and 4

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Avoiding Overreach

Each role is designed to ensure a system of checks and balances.

Effective Governance

Respecting boundaries leads to more efficient and transparent decision-making.

Professionalism and Trust

Clear roles help foster a productive and professional working relationship.

Effective Collaboration with the City Manager

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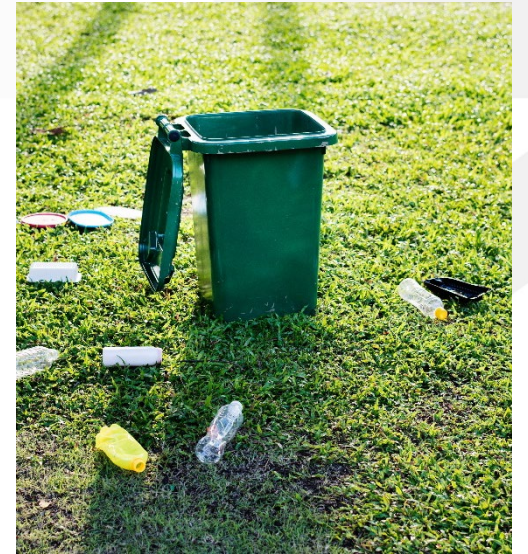
- **Majority of a quorum:** City Charter 3.5(C)
 - Members place items on agenda: **City Code 2.06.110**
 - Request Council to support a measure
 - No work from staff prior to meeting

Scenario #1

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Scenario : James, a resident, calls his Rep. to report a broken trash can lid at their house. James is frustrated that it keeps getting rained into.



Scenario #2

- Rep. Bliss receives repeated calls about various issues a constituent has with a neighbor including having Christmas lights on into the summer, a barking dog, driving too fast over a speed bump, etc.



Procedure

1. Acknowledge and document
2. Notify City Manager and learn City's relevant process
3. Communicate process to constituent
4. Follow up with City Manager

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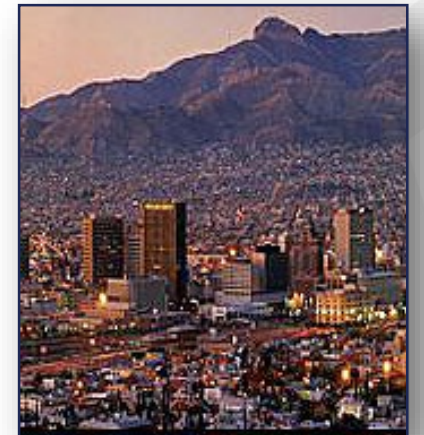
Scenario #2

A Real-World Example

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Scenario: Council Members receive a recommendation from a City advisory board to consider increasing the parkland dedication requirements. Through City Manager's Council Request (CR) process, Rep. Adams learns that the City Code requires a standard dedication or fee.



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Procedure

1. Discuss with the City Manager
2. If the Rep. believes a change is necessary, place on Council agenda to discuss with full Council in a quorum
3. Provide direction to City Manager through a majority vote

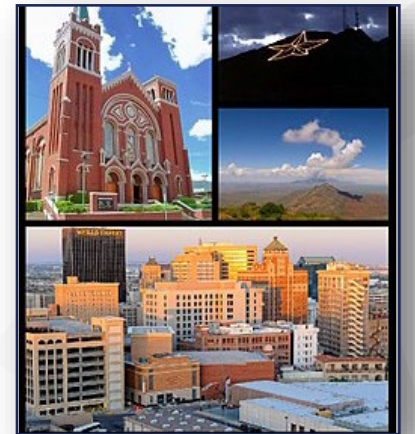
Scenario #3

A Real-World Example

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Scenario : Representative Bernard receives a call from a friend who is a reporter after she received a response to an ORR. She is asking for a statement on the Animal Service Department's response to an incident with a stray dog.



Procedure

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1. Refer to the City Manager and City's Public Information Officer
2. Learn City's process relevant
3. Communicate process to reporter; recommend general statements

Principle

By addressing the requests through the established processes, the council ensures:

1. Transparency,
2. Consistency, and
3. Effectiveness in resolving the issue

This approach fosters trust and demonstrates the City's commitment to serving its constituents.

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Key Takeaways

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- **Legislative Roles:** Focus on lawmaking, policy direction and budget oversight through the decision-making process at City Council meetings.
- **Respect Boundaries:** Understand the division of responsibilities between the council, mayor and city manager.

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Questions & Discussion