



LEGISLATIVE REQUEST MEMORANDUM

Request new legislation, or request staff resources be allocated to issues not included in current budget, City Work Program, or department work plan.

Title:	Date:
Requesting Councilmember:	Department(s) Assigned:
REQUEST SUMMARY	
<i>A clear, concise description of the issue(s) to be addressed, and why the City should be involved.</i>	
BENEFITS	
<i>Preliminary potential benefits of the proposal.</i>	
IMPACTS	
<i>Preliminary potential impacts of the proposal.</i>	
COUNCIL VISION AND GOALS	
<i>Check all that apply.</i>	
<input type="checkbox"/> Inclusive and Equitable Community	
<input type="checkbox"/> Vibrant Neighborhoods	
<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Supportive Human Services	
<input type="checkbox"/> Balanced Transportation	
<input type="checkbox"/> Abundant Parks, Open Spaces, and Recreational Services	
<input type="checkbox"/> Attainable Housing	
<input type="checkbox"/> Financial Stability	
<input type="checkbox"/> Sustainable Environment	
<input type="checkbox"/> Thriving Economy	
<input type="checkbox"/> Dependable Infrastructure	
EQUITY	
<i>Preliminary discussion on how the proposal may impact diversity, equity, and inclusion.</i>	

STAKEHOLDERS
<i>Preliminary potential stakeholders impacted.</i>
OUTREACH
<i>Preliminary potential outreach to be considered.</i>
RESOURCES AND BUDGET
<i>Preliminary potential staff resources needed and whether current staff and budget authority could accommodate the request.</i>
OPTIONS
<i>Potential options or alternatives that could be evaluated.</i>
ADDITIONAL CONSIDERATIONS
<input type="checkbox"/> Legal analysis required <input type="checkbox"/> Fiscal analysis required <input type="checkbox"/> Legislative change required <input type="checkbox"/> State or federal change required <input type="checkbox"/> Other (please explain):

APPROVALS INITIAL DATE

Department Director: _____ _____

Finance Department: _____ _____

Legal Department: _____ _____

Forward to City Manager