



**MEMORANDUM**

TO: Marc Ott, City Manager

FROM: Greg Canally, Deputy Chief Financial Officer

DATE: January 29, 2009

SUBJECT: Non-City Use for City Hall

Item # 25 on the January 29, 2009 Council Agenda is to approve a resolution directing the City Manager to amend the Guidelines for Non-City Use for City Hall to make City Council Chambers and the Boards & Commissions Room available as free speech venues on Tuesdays.

Staff will review these policy guideline changes to ascertain their effectiveness and provide a report to City Council twelve months after implementation. It should be noted that this effort will require staff and additional time from Building Services to perform work for the use of these rooms.