

Ordinance 2016-11

SHORT TITLE:

An ordinance amending Provo City Code Section 2.50.130 (Executive Director of the Municipal Council – Assignment of Duties) to clarify language regarding the duties of the Executive Director of the Municipal Council.

PASSAGE BY MUNICIPAL COUNCIL

ROLL CALL

DISTRICT	NAME	MOTION	SECOND	FOR	AGAINST	OTHER	
CW 1	DAVID SEWELL			√			
CW 2	GEORGE STEWART			√			
CD 1	GARY WINTERTON			√			
CD 2	KIM SANTIAGO			√			
CD 3	DAVID KNECHT	√		√			
CD 4	KAY VAN BUREN			√			
CD 5	DAVID HARDING		√	√			
				TOTALS	7	0	0

This ordinance was passed by the Municipal Council of Provo City, on the 17th day of May, 2016, on May 26, 2016 a roll call vote as described above. Signed this _____.

Kim Santiago

Chair

II

APPROVAL BY MAYOR

This ordinance is approved by me this June 2, 2016 _____.

Rob R. L.

Mayor

Ordinance 2016-11

III

CITY RECORDER'S CERTIFICATE AND ATTEST

This ordinance was recorded in the office of the Provo City Recorder on the 6th day of June, 2016, with a short summary being published on the 21st day of May, 2016, in The Daily Herald, a newspaper circulated in Provo, Utah. I hereby certify and attest that the foregoing constitutes a true and accurate record of proceedings with respect to Ordinance Number 2016-11.



Signed this 6th day of June, 2016

Janeel Steen
City Recorder

45 The Executive Director shall have the right to legal counsel from the Council ~~a~~Attorney on all matters
46 involving the performance of the Executive Director's duties. Except as otherwise directed by a
47 majority of the Council by written request, the Council Executive Director and the Council ~~a~~Attorney
48 shall be supervised by the Council Chair.

49 (2) The Executive Director's powers and duties may include, but are not limited to, the following:

- 50 (a) Serve as a Council liaison with City Administration as requested by the Council;
- 51 (b) Serve as a Council liaison with the citizenry and news media;
- 52 (c) Coordinate administrative reviews ~~as instructed by the Council chair;~~
- 53 (d) Coordinate all Council activities required by law associated with the independent audits;
- 54 (e) Coordinate all Council activities related to the analysis of the City budget, including, but not
55 limited to, its review and adoption by the Council;
- 56 (f) Coordinate all Council activities related to City appropriations, ~~including but not limited to,~~
57 ~~coordination of Council activities relating to the certification of appropriations required of~~
58 ~~certain long-term agreements or certain acquisitions or disposals of City property;~~
- 59 (g) Coordinate all Council activities related to the Council's duty to give ~~advic~~se and consent to
60 the Mayor for City committees, boards, commissions, directors and employees, and other
61 advisory bodies, as defined by state law and City ordinance;
- 62 (h) Coordinate services provided for the Council when serving as the board or commission of
63 the Redevelopment Agency, Stormwater District, or ~~and~~ any other agency the Council is called
64 to serve upon;
- 65 (i) Evaluate, report and make recommendations to the Council as to whether the general intent
66 of Council policies, in the form of ordinances and resolutions, are being complied with and
67 carried forth by the City, in order to determine whether additional ordinances, resolutions or
68 policies are required;
- 69 (j) Coordinate and attend Council meetings, citizen meetings, and other meetings, including
70 administrative meetings, as requested by the Council;
- 71 (k) Supervise Council employees, including conducting performance evaluations and pay
72 adjustments as prescribed by Council policy and coordinating and providing appropriate
73 training;
- 74 (l) Coordinate services provided for the Council by appointed independent contractors;
- 75 ~~(m) Conduct performance evaluations and pay adjustments as prescribed by Council policy for~~
76 ~~Council employees;~~
- 77 ~~(n) Coordinate and provide appropriate training for Council staff;~~
- 78 ~~(m~~e) Coordinate the preparation of Council agendas and prepare analysis of legislative issues
79 for Council review;

80 (n) Supervise and have responsibility for the maintenance and publication of the Provo City
81 Code;

82 (o) Coordinate an annual Council review of the priorities and implementation strategies of the
83 General Plan; and

84 (p) Perform such other duties as are described in the Council Handbook or as may be
85 ~~prescribed~~ directed by the Council Chair or a majority of the Council ~~or~~, to the extent permitted
86 by federal, state, and local law ~~or City ordinance~~, including established ethical standards of
87 conduct.

88 ~~(q) Supervise and have responsibility for the maintenance and publication of the Provo City~~
89 ~~Code.~~

90
91 PART II:

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93 A. If a provision of this ordinance conflicts with a provision of a previously adopted
94 ordinance, this ordinance shall prevail.

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96 B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be
97 severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or
98 invalid, the remainder of the ordinance shall not be affected thereby.

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100 C. The Municipal Council hereby directs that the official copy of the Provo City Code be
101 updated to reflect the provisions enacted by this ordinance.

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103 D. This ordinance shall take effect immediately after it has been posted or published in
104 accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah
105 Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

106
107 END OF ORDINANCE.