

**ORDINANCE NO. 26-06**  
**AN ORDINANCE AMENDING THE SANDY CITY MUNICIPAL**  
**CODE ESTABLISHING THE CONSOLIDATED STAFFING SCHEDULE AS**  
**THE ANNUAL CAP OF FULL TIME EMPLOYEES**

**WHEREAS**, the Sandy City Council finds that personnel costs represent a substantial portion of budgetary expenditures and have an impact on long term sustainability; and

**WHEREAS**, the City benefits from predictable and transparent staffing levels to maintain a balanced budget; and

**WHEREAS**, the State of Utah has authorized the governing body of the City to adopt and control the budget.

**NOW, THEREFORE**, the Sandy City Council ordains as follows:


Section 1. Adoption. Sandy City Municipal Code Title 4 is amended to include a new section implementing additional staffing limitations and a process to amend those limits for the Mayor and members of the City Council.

Section 2. New Section. As drafted in Exhibit "A" (Redline) and Exhibit "B" (Clean), a new section is added to Sandy City Municipal Code Sec 4-2-2.

Section 3. Severable. The provisions of this ordinance shall be severable; and if any provision thereof, or the application of such provision under any circumstances is held invalid, it shall not affect any other provision of this ordinance, or the application in a different circumstance.

Section 4. Effective Date. This Ordinance shall become effective upon publication.

PASSED AND APPROVED by the Sandy City Council on March 31, 2026.

Signed by:  
  
026671B7B4514E8...

Cyndi Sharkey, Chair  
Sandy City Council

PRESENTED to the Mayor this \_\_\_\_\_ day of 4/17/2026, 2026.

APPROVED by the Mayor this \_\_\_\_\_ day of 4/17/2026, 2026.

DocuSigned by:  
Monica Zoltanski  
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Monica Zoltanski, Mayor  
Sandy City

ATTEST:

DocuSigned by:  
Wendy Downs  
688E7E8272014B1...

Wendy Downs, City Recorder  
Sandy City



RECORDED this 17th day of April, 2026.

SUMMARY PUBLISHED this \_\_\_\_\_ day of 4/20/2026, 2026.

## **Exhibit A**

### **Sec. 4-4-1. Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (1) *Department* means the designation within the organizational structure of the administrative branch of City government which groups a broad classification of similar functions, services and duties.
- (2) *Division* means a designation within the organizational structure of a department which groups similar functions, services and duties.

(Revised Ords. 1978, § 6-4-1; Ord. No. 17-06, 2-7-2017)

### **Sec. 4-4-2. Principles of Departmental Organization.**

- (a) Notwithstanding their inclusion as part of this Code, departments, divisions, services, or offices may be added, modified or removed at the discretion of the Mayor, subject to budgetary authority of the City Council, to allow for administrative flexibility and to provide for the changing needs of the City.
- (b) A designation of any department, division, service or office shall not ensure staffing for any such portion of the administrative organization, but all staffing of the positions created by the sections of this title and by the Mayor as an exercise of the power granted to him by this title shall be subject to the limitations and requirements of applicable budget and fiscal appropriations.
- (c) **The total number of authorized full-time benefited positions within each department of the City shall be limited to the number of full time positions established in the consolidated staffing schedule adopted as part of the annual budget. No increase in the total number of authorized full-time benefited positions in any department shall occur unless the consolidated staffing schedule is amended by resolution of the City Council. A public hearing shall not be necessary unless otherwise required by state statute. These provisions do not apply to part-time, seasonal and temporary positions, all of which are limited by budget constraints.**

## **Exhibit B**

### **Sec. 4-4-1. Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

(1) *Department* means the designation within the organizational structure of the administrative branch of City government which groups a broad classification of similar functions, services and duties.

(2) *Division* means a designation within the organizational structure of a department which groups similar functions, services and duties.

(Revised Ords. 1978, § 6-4-1; Ord. No. 17-06, 2-7-2017)

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