

ORDINANCE #17-02

AN ORDINANCE AMENDING SANDY CITY ORDINANCE #06-10
REGARDING FORMATION OF SPECIAL COMMITTEES

BE IT ORDAINED by the City Council of Sandy City, Utah, as follows:

Section 1. Ordinance #06-10, regarding the formation of Special Committees, is hereby amended to read in its entirety as follows:

1. Whenever the City Council and Mayor deem it to be necessary and desirable to form a special committee, they shall do so by joint resolution. Said resolution shall state that the committee is a special committee being formed and established pursuant to this ordinance, shall state the name of the committee, and shall designate the department of the City under which the special committee shall function.

2. A special committee of the City shall consist of seven members except as follows:

<u>Committee</u>	<u>Members</u>
Public Safety Committee	9
Public Utilities Advisory Board	7
CDBG Citizens Committee	11
Sister Cities Committee	No Numerical Limit

The initial appointments shall be made by having the department head of the department under which the special committee functions submit a list of potential committee members to the Mayor and City Council. The Mayor shall then appoint two people and the City Council shall appoint five people for all committees except as follows:

<u>Committee</u>	<u>Mayor</u>	<u>City Council</u>
Public Safety Committee	3	6
Public Utilities Advisory Board	2	5
CDBG Citizens Committee	4	7
Sister Cities Committee	1 of each 3	2 of each 3

The committee members appointed shall meet and appoint a chairman, a vice chairman, and a secretary. Any four members of the committee shall constitute a quorum. If the committee exceeds seven members, a simple majority of the total members shall constitute a quorum. Actions of the committee can be by a majority of a quorum. The committee shall set its own meeting schedule and shall meet not less than once every three months.

3. The appointments by the City Council and the Mayor may include persons who were not included on the lists submitted by the department head and may include persons who are not residents of Sandy City.

4. The term of office for two of the positions appointed by the Council shall run until noon on March 31st of the next even-numbered year except as follows:

<u>Committee</u>	<u>Number of Positions With This Term</u>
Public Safety Committee	3
CDBG Citizens Committee	3
Sister Cities Committee	2/5 of City Council appointments

Thereafter, the terms of these positions shall be for two years and shall run from noon on March 31st of an even-numbered year to noon on March 31st of the next succeeding even numbered year.

5. The term of office for the three additional positions appointed by the Council shall run until noon on October 15th to the next odd-numbered year except as follows:

<u>Committee</u>	<u>Number of Positions With This Term</u>
CDBG Citizens Committee	4
Sister Cities Committee	3/5 of City Council appointments

Thereafter, the terms for these positions shall be for two years and shall run from noon on March 31st of an odd-numbered year to noon on March 31st of the next succeeding odd numbered year.

6. The term of office for one of the positions appointed by the Mayor shall run until noon on October 15th of the next odd-numbered year except as follows:

<u>Committee</u>	<u>Number of Positions With This Term</u>
Public Safety Committee	2
CDBG Citizens Committee	2
Sister Cities Committee	1/3 of Mayoral appointments

Thereafter, the term for such position(s) shall be for two years and shall run from noon on March 31st of an odd-numbered year to noon on March 31st of the next succeeding odd numbered year.

7. The term of office for the remaining positions appointed by the Mayor shall run until noon on March 31st of the next even-numbered year. Thereafter, the term of this position shall be for two years and shall run from noon on March 31st of an even-numbered year to noon on March 31st of the next succeeding even-numbered year.

8. No individual shall serve as a member of more than one board, commission, committee or special committee of the City at the same time unless such dual service is specifically provided for by ordinance or by the joint resolution creating the special committee.

9. Members of special committees who are appointed by the Mayor may be removed

by the Mayor at any time without cause. Members of special committees appointed by the City Council may be removed at any time by the City Council without cause. In the case of removals, unexpired terms shall be filled by the appointment process previously set forth herein.

10. A committee member may be reappointed at the end of a term of office in the manner of appointment previously set forth herein.

11. Special committees created pursuant to this ordinance shall advise the City Council regarding legislative matters and advise the Mayor regarding administrative matters.

12. A joint resolution creating a special committee may designate more than one department under which the committee will function. In that event, the department heads of each of the departments set forth in the resolution shall perform the duties of department heads set forth herein.

13. Any board, commission or committee of the City previously formed which is not expressly provided for under state statute may be designated as a special committee by a joint resolution passed pursuant to this ordinance.

Section 2. The exhibit attached to Ordinance #98-44 regarding the guidelines and procedures of the CDBG Citizens Committee and based on the original joint resolution, Resolution #88-76C, of the Mayor and City Council, is hereby amended to read in its entirety as follows:

Community Development Block Grant (CDBG) Citizens Committee
(A Special Committee)

Purpose: The purpose of the Committee is to provide active citizen participation in the planning, implementation and assessment of the City's Community Development Block Grant (CDBG) Program in an advisory capacity.

Appointments: The City Council shall appoint up to seven members and the mayor shall appoint up to four members, to the extent possible for staggered terms as per Ordinance #17-02 (or as amended) regarding the formation of Special Committees. The members so selected shall appoint, by majority vote, a chairman, a vice chairman, and a secretary. The CDBG Administrator shall serve as an ex-officio member of the Committee.

Qualifications: Members of the Committee must be residents of Sandy City. It is preferred, but not required, that members live within or hold a business interest in the eligible designated areas of low to moderate income. In the appointing of committee members, efforts shall be made to include low and moderate income and minority residents in order to gather diverse representation from all areas of Sandy City.

Terms of Appointment:	The terms of appointment for Committee members shall be two years. Unless otherwise specified in writing at the time of appointment, all terms shall commence at noon on March thirty-first of the year in which the appointment is made.
Quorum:	A simple majority of the membership or a minimum of six, shall constitute a quorum for the conduct of Committee business and no act of the Committee shall be effective unless a majority of a quorum concur in respect to it.
Meeting Schedule:	The Committee shall set its own meeting schedule provided that the Committee shall meet once each month or as the chairman directs after giving due notice to the members of the time and place of such meeting.
Budget:	Funding for the Committee shall be established annually by the City Council. Budget control and responsibility shall be vested in the Community Development Director, to the extent funding is required from the budget of such department.
Reporting:	The committee shall advise the City Council on legislative matters and advise the Mayor on administrative matters pertaining to the Community Development Block Grant.
Staff Support:	The CDBG Administrator will serve as staff support to the Committee. The level of staffing shall be determined by the Community Development Director, in consultation with the Committee.
Removal of Members:	Members who are appointed by the Mayor may be removed by the Mayor at any time without cause. Members appointed by the City Council may be removed at any time by the City Council without cause. Further, if any member fails to attend more than one-third of scheduled Committee meetings within any 12-month period, such member shall be deemed to have resigned from the Committee.
Special Intents:	It is the intent of the Mayor and City Council that future appointees to the Committee not be members of any other board or committee of the City, in order to promote wider community participation on such committees.
Authority:	Ordinance #17-02, #84-53 (as amended), and Resolution #88-76C

Section 3. Special Committees are not vested with the authority to make decisions regarding the public's business.

Section 4. All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance or of the Code hereby adopted are hereby repealed.

Section 5. 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 provisions of this ordinance, or the application in a different circumstance.

Section 6. This ordinance shall become effective upon publication of a summary thereof and the City Recorder is hereby directed to publish such summary as soon as practically possible.

PASSED AND APPROVED this ____ day of _____, 2017.

Stephen P. Smith, Chairman
Sandy City Council

ATTEST:

City Recorder

PRESENTED to the Mayor of Sandy City for his approval this ____ day of _____, 2017.

APPROVED this ____ day of _____, 2017.

Thomas M. Dolan, Mayor

ATTEST:

City Recorder

RECORDED this ____ day of _____, 2017.

SUMMARY PUBLISHED this ____ day of _____, 2017.