



Sandy City Council Office

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To: Sandy City Council

From: Council Member Christensen

Date: August 4, 2026

Subject: Legislative Advice and Consent Code Amendment

Issue

The Sandy City Council has a statutory responsibility to provide advice and consent for certain mayoral appointments. While that authority is well established, the procedures governing how appointments are presented, reviewed, and considered are currently dispersed among state law, city code, and council policy. Recent discussions regarding appointments have highlighted ambiguity surrounding the advice-and-consent process and demonstrated the need for greater clarity regarding the respective roles and processes of the Mayor and City Council.

This proposed code amendment is intended to establish a clear and predictable framework for appointments that require council advice and consent. It is not intended to alter the balance of authority between the executive and legislative branches, but rather to clarify expectations and procedures for future administrations and councils.

Background

Under Utah's council-mayor form of government, the Mayor is responsible for executive administration and appointments, while the City Council exercises legislative authority and provides advice and consent on appointments as required by state law and city ordinance. Although Sandy City has long exercised its advice-and-consent authority, the city code currently contains limited procedural guidance regarding how appointments are submitted, what information should be provided to the Council, how interim appointments should be handled, and what minimum qualifications should reasonably be expected for key leadership positions.

As a result, appointment processes have often relied on informal practices, council policy documents, or case-by-case decisions. While those approaches may work under some circumstances, they can create uncertainty when vacancies arise, when leadership transitions occur, or when disagreements emerge regarding expectations and process.

Analysis



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The proposed ordinance seeks to create consistency and predictability in the appointment process by establishing several basic principles. It provides clarity by identifying the information that should accompany appointments presented for council consideration. This allows both elected officials and the public to better understand the qualifications of proposed appointees. It establishes reasonable minimum qualifications for key statutory officers and department directors. These standards are intended to ensure that appointments are based on demonstrated professional competence while preserving the Mayor's authority to identify and nominate candidates.

It also clarifies procedures regarding interim appointments. Interim appointments are often necessary to ensure continuity of city operations, but the city currently lacks clear expectations regarding their duration and the transition to a permanent appointment process. Finally, the ordinance provides future councils and administrations with a common framework that can be followed regardless of who occupies elected office. Good governance should not depend on institutional memory or unwritten customs. Clear procedures help reduce misunderstandings, improve transparency, and strengthen public confidence in the appointment process. Importantly, the Mayor retains authority to recruit, select, and appoint candidates. The Council retains its existing role of providing advice and consent as established by state law and city ordinance.

Proposal

Adopt the Legislative Advice and Consent code amendment included as Exhibit A to establish a clear and consistent process governing appointments subject to council advice and consent.

The ordinance would:

- Clarify information required when appointments are submitted to the Council.
- Establish reasonable qualification standards for key leadership positions.
- Create transparency regarding conflicts of interest and disclosure requirements.
- Provide a framework for interim appointments.
- Clarify expectations for scheduling and consideration of appointments.