

Exhibit B

3.1.10 - LEGISLATIVE ADVICE AND CONSENT:

The purpose of this chapter is to promote clarity, transparency, and understanding in the role of:

- A. The mayor in appointing department heads and statutory officers requiring advice and consent; and
- B. The city council in giving its advice and consent to such appointments as required by law.

VACANCIES; SUBMISSION OF APPOINTMENT INFORMATION:

A. When a vacancy occurs in a department head or statutory officer position that is subject to the city council's advice and consent, the mayor shall give courtesy notice to the council of the vacancy.

B. When the mayor has appointed a department head or statutory officer that is subject to the city council's advice and consent, the mayor shall give courtesy notice to the council of the appointment.

C. The submission of any appointment to the city council for advice and consent shall be accompanied by the following:

1. The name of the position to which the person is being appointed;
2. A description of any statutory or other qualifications required to hold the appointed position;
3. A brief description of the hiring process that led to the identification of the candidate;
43. The appointee's ~~current~~ resume or equivalent summary of academic, professional, and experiential qualifications, proposed compensation package; and
54. A statement of whether the appointee currently serves on any government, private, or nonprofit board or commission.

D. The Council may schedule consideration of an appointment upon receipt of the appointment request from the Mayor or the Mayor's designee. The Council shall use its best efforts to consider the appointment at one of the next two (2) Council meetings following receipt of the appointment request. However, if the materials required under Subsection C have not been delivered prior to publication of the agenda packet for the scheduled meeting, consideration of the appointment shall be postponed until those

~~materials have been provided. After the city council receives the foregoing information, the council shall use its best efforts to schedule consideration of its advice and consent to the mayor's appointment at one of the next two (2) council meetings following receipt.~~

E. The appointee shall comply with all applicable conflict-of-interest and financial disclosure requirements imposed by state or city law

F. An individual shall be informed that their employment is subject to the council's advice and consent and shall not begin work as a department director or statutory officer until the city council has given its advice and consent for such appointment.

MINIMUM QUALIFICATIONS:

A. An appointee shall meet the applicable minimum requirements set forth in State Law and this Code. ~~this section and as otherwise required by applicable law~~. If no minimum requirement is set forth, the mayor shall propose a qualified individual. ~~The minimum requirements include:~~ The following positions shall require advice and consent, supplementary to any other positions identified in this code or by state statute:

1. ~~Chief Administrative Officer, City Attorney, City Engineer, City Recorder, City Treasurer, Human Resources Director and each Department Head of the City.~~

~~1. Chief Administrative Officer: The Chief Administrative Officer shall have demonstrated experience in business or public management.~~

~~2. City Attorney: The city attorney shall be a member of the Utah state bar or shall gain admittance to the Utah state bar within six (6) months of hiring date.~~

~~3. City Engineer: The city engineer shall be a professional engineer licensed in Utah or shall become licensed within six (6) months of hiring date.~~

~~4. City Recorder: The recorder shall have demonstrated experience or expertise in records management, public administration, or a related field.~~

~~5. City Treasurer: The treasurer shall have demonstrated experience or expertise in finance, banking, investments, debt management, budgeting, or a related field.~~

~~6. Community Development Director: The community development director shall have demonstrated experience or expertise in planning, housing, community engagement, transportation planning, building services management, or a related field.~~

~~7. Economic Development Director: The economic development director shall have demonstrated experience or expertise in economic development, redevelopment, business development, commercial real estate, public-private partnerships, public administration, or a related field.~~

~~8. Administrative Services Director: The administrative services director shall have demonstrated experience or expertise in finance, accounting, financial management, or a related field.~~

~~9. Fire Chief: The fire chief shall be a sworn firefighter with demonstrated experience or expertise in fire operations or a related field.~~

~~10. Human Resources Director: The human resources director shall have demonstrated experience or expertise in employee relations, organizational development, employee benefits, compliance, or related field.~~

~~11. Information Technology Services Director: The information technology services director shall have demonstrated experience or expertise in management of large information systems (including security), software development, business systems development, network systems including hardware and overall infrastructure planning, management of information technology professionals, or related fields.~~

~~12. Police Chief: The police chief shall be a sworn peace officer with demonstrated experience or expertise in police operations or a related field.~~

~~13. Public Works Director: The public works director shall have demonstrated experience or expertise in public works administration, municipal infrastructure, engineering, transportation systems, utilities, streets, stormwater, fleet operations, facilities management, capital project delivery, or a related field.~~

~~14. Parks and Recreation Director: The parks and recreation director shall have demonstrated experience or expertise in parks and open space management, recreation programming, trail systems, facility operations, urban forestry, sustainability initiatives, or a related field.~~

~~15. Communications Director: The communications director shall have demonstrated experience or expertise in strategic communications, public information, media relations, community engagement, digital communications, marketing, crisis communications, or a related field.~~

B. The city council may decline to give its consent to a proposed appointment, even if an appointee meets applicable minimum requirements.

INTERIM APPOINTMENTS; DURATION:

A. If a vacancy occurs in a department director or statutory officer position requiring the advice and consent of the city council, the mayor may fill the position on an interim basis, pending completion of the selection, appointment, and advice and consent process.

A person serving on an interim basis to fill a department director or statutory officer position shall be a qualified individual with demonstrated experience or expertise relevant to the position.:

- ~~1. A current city employee who has been a city employee for at least two (1) year;~~
- ~~2. A former city employee who was employed by the city for at least two (2) years and left city employment in good standing; or~~
- ~~3. Another qualified individual.~~

B. An individual serving in an interim capacity, who is nominated to serve as the department director, or statutory officer, may not continue to serve in that interim capacity if the City Council has voted not to give its advice and consent to the appointment. Notwithstanding the foregoing, the mayor may request a vote of the city council to grant an exception to this rule.

C. The mayor shall give notice to the city council of an interim appointment.

D. No interim appointment, or combination of interim appointments for the same position during the same period of time, may extend beyond four (4) months unless:

1. An extension of time is requested in writing by the mayor; and
2. The request shall be accompanied by a written report to the City Council describing recruitment efforts, anticipated timelines, and the reasons additional time is necessary.
3. The Mayor has requested that the Council give advice and consent to the appointment, but the Council has failed to vote on the nomination.