

BY AUTHORITY

ORDINANCE NO. **4255**

COUNCILLOR'S BILL NO. **21**

SERIES OF 2024

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AMENDING CHAPTERS 4 AND 9 OF TITLE III OF THE WESTMINSTER MUNICIPAL CODE CONCERNING DEPARTMENTS, AND MAKE ADMINISTRATIVE UPDATES THROUGHOUT BASED ON CHANGED TERMINOLOGY

WHEREAS, the City Manager has implemented a reorganization of departments and positions after evaluating the current needs of the City; and

WHEREAS, certain departments have been consolidated and moved within the organization; and

WHEREAS, City Code needs to be updated to reflect these changes within departments and updated duties.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER:

Section 1. Chapter 4, W.M.C., is hereby AMENDED as follows with new language appearing in underline and deleted language appearing in ~~striketrough~~:

Chapter 4. – DEPARTMENT OF COMMUNITY SERVICES DEVELOPMENT

Section 2. Section 3-4-1, W.M.C., is hereby AMENDED as follows with new language appearing in underline and deleted language appearing in ~~striketrough~~:

3-4-1. – Department Created.

There is hereby created a Department of Community SERVICES DEVELOPMENT that shall consist of the Director of Community SERVICES DEVELOPMENT and such other personnel as may be provided by the City Council.

Section 3. Section 3-4-2, W.M.C., is hereby AMENDED as follows with new language appearing in underline and deleted language appearing in ~~striketrough~~:

3-4-2. – Appointment of Director.

The Director of Community SERVICES DEVELOPMENT shall be appointed by and shall be responsible to the City Manager. Such appointment shall be for an indefinite period pursuant to Section 1-13-3, W.M.C. The Director of Community SERVICES DEVELOPMENT shall be the head of the Department of Community SERVICES DEVELOPMENT and shall have supervision over all personnel assigned to the department.

Section 4. Section 3-4-3, W.M.C., is hereby AMENDED as follows with new language appearing in underline and deleted language appearing in ~~striketrough~~:

3-4-3. – Duties and Responsibilities of the Director.

(A) The Director of Community SERVICES DEVELOPMENT is responsible for the efficient and effective operation of the Department of Community SERVICES DEVELOPMENT, as well as performing those duties prescribed by the City Manager.

(B) The Director of Community Services Development may make or prescribe such rules and regulations as he or she shall deem advisable consistent with the City's personnel policies and rules. Such policies, procedures and rules shall be binding on all Department of Community Services Development Personnel.

(C) The Director of Community Services Development shall be Chief Administrator of the Department of Community Services Development and shall have supervisory responsibility for the activities of all divisions within the department.

Section 5. Section 3-4-4, W.M.C., is hereby AMENDED as follows with new language appearing in underline and deleted language appearing in ~~strike through~~:

3-4-4. - Code Enforcement Personnel.

(A) The code enforcement personnel shall be a part of the Department of Community Services Development, or as directed by the City Manager. The code enforcement personnel in the Department of Community Services Development shall have all the authority established herein, and such duties as the City Manager shall direct.

Section 6. Chapter 9 of Title 3, W.M.C., is hereby DELETED.

Section 7. In conjunction with the aforementioned amendments, the following Sections are hereby administratively AMENDED to change all instances of “Community Development” to “Community Services”:

2-4-2, 5-24-2, 8-4-1, 8-5-4, 8-11-5, 8-13-2, 9-2-8, 10-1-12, 10-1-16, 10-1-17, 11-2-1, 11-3-2, 11-4-12, 11-4-14, 11-4-17, 11-5-7, 11-5-8, 11-5-10, 11-5-11, 11-5-12, 11-5-13, 11-5-21, 11-6-5, 11-8-17, 11-8-18, 11-11-13, 11-11-6, 11-13-2, 11-13-10, 11-14-4, 11-16-6.

Section 8. This ordinance shall take effect upon its passage after second reading. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 8th day of July, 2024.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 22nd day of July, 2024.

ATTEST:

City Clerk

Mayor

APPROVED AS TO LEGAL FORM:

City Attorney's Office