

**ORDINANCE NO. 2022-15**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, AMENDING THE FLAGSTAFF CITY CODE, CHAPTER 1-14, PERSONNEL SYSTEM, AND THE EMPLOYEE HANDBOOK OF REGULATIONS, SECTION 1-10-070, EMPLOYEE ADVISORY COMMITTEE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE**

**RECITALS:**

WHEREAS, Flagstaff City Code section 1-14-001-006 establishes the City's Employee Advisory Committee (EAC); and

WHEREAS, the purpose of the EAC is to foster ongoing employee-employer relations by providing a process and forum for employees to recommend changes to the City Manager concerning employment-related policies and procedures, safety, compensation and benefits; and

WHEREAS, the proposed amendments to the City Code sections pertaining to the EAC will reorganize and add member representation based on recent changes to the City's organizational chart and authorized Full Time Equivalents (FTE's) by work group; and

WHEREAS, the City Code sections pertaining to the EAC are copied into section 1-10-070 of the Employee Handbook of Regulations; thus, any amendments to the EAC sections in the Code will also amend section 1-10-070 of the Handbook; and

WHEREAS, the City Council has authority to approve the proposed amendments to the Flagstaff Employee Handbook of Regulations pursuant to the Flagstaff City Charter, Article IV; and

WHEREAS, the proposed amendments have been reviewed by the EAC, and the EAC has recommended approval of these amendments.

**ENACTMENTS:**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:**

Section 1: In General,

The Flagstaff City Code, Chapter 1-14 *Personnel System*, is hereby amended as shown below (additions are underlined and in caps, deletions are stricken). These amendments will also amend Section 1-10-070 of the Employee Handbook of Regulations, which mirrors the amended sections.

**1-14-001-0006.5      Structure**

- A.      The Employee Advisory Committee shall consist of the following members, by group, excluding ineligible employees except for the Human Resources Director, or designee,

who shall serve as a non-voting member, and shall provide information to the EAC as needed:

1. Administrative Services - (City Manager's Office, Information Technology, Legal, Human Resources/**RISK MANAGEMENT**, Public Affairs, ~~Risk Management~~, Sustainability and City Clerk's Office) – ~~one~~ **TWO (42)** member**S**
2. Management Services - (Finance, Payroll, Revenue and Purchasing) – two (2) members
3. Police - (Commissioned ~~two~~ **THREE** members and Non-Commissioned ~~one~~ **TWO** member**S**) - ~~three~~ **FIVE (35)** members
4. Fire - ~~two~~ **THREE (23)** members
5. Public Works - (Public Works Administration, Solid Waste, Streets, ~~Parks and Recreation~~, Fleet, Facility Maintenance and ~~Environmental Management~~) - three (3) members
6. Community Development - (Planning & Development, Housing, ~~Engineering~~, and Real Estate) - two (2) members
7. Water Services - two (2) members
8. City Court - one (1) member
9. Economic Vitality - (Convention & Visitors Bureau, Airport, Community Investment, and Library) - ~~two~~ **THREE (23)** members
- 10. CITY ENGINEERING – ONE (1) MEMBER**
- 11. PARKS, RECREATION, OPEN SPACE, EVENTS – TWO (2) MEMBERS**
- ~~40~~**12.** The Human Resources Director, or designee, is a permanent, non-voting member.

## SECTION 2. Repeal of Conflicting Ordinances

All ordinances and parts of ordinances in conflict with the provisions of the code adopted herein are hereby repealed.

## SECTION 3. Severability

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 4. Clerical Corrections

The City Clerk is hereby authorized to correct clerical and grammatical errors, if any, related to this ordinance, and to make formatting changes appropriate for purposes of clarity, form, or consistency with the Flagstaff City Code.

SECTION 5. Effective Date

This Ordinance shall be effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 5th day of July, 2022.

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MAYOR

ATTEST:

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CITY CLERK

APPROVED AS TO FORM:

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CITY ATTORNEY