

ORDINANCE NO. 1934-18

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, RELATING TO THE APPOINTMENT OF EXEMPT EMPLOYEES AND OFFICER AND AMENDING SECTIONS 2.06.010, 2.08.010, 2.82.002 and 2.82.003 OF THE MILTON MUNICIPAL CODE; ADDING TWO NEW SECTIONS TO CHAPTER 2.82 OF THE CODE; PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, it is necessary from time to time to revise the organizational structure of the City and to designate and change responsibilities for the efficient and economical operation of the City; and

WHEREAS the following changes are intended to empower the Mayor with sufficient authority to efficiently and effectively run the City while maintaining adequate accountability to the citizens and City Council.

NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO
ORDAIN AS FOLLOWS:

Section 1. Sections 2.82.002 and 2.82.003 of the Milton Municipal Code be, and the same hereby are, recodified as 2.20.010 and 2.20.020 and amended to read as follows:

2.20.010 City clerk.

The City Clerk is the custodian of the city seal. Among other duties that may be assigned by the mayor from time to time, the city clerk performs a variety of professional support work developing, implementing and overseeing the services, programs and activities of the city clerk's office, and managing city council meetings including legal notices, agenda packet preparation, ordinances, resolutions, contracts, and minutes, The Clerk's appointment is confirmed by the City Council. (Ord. 1886 § 3, 2016).

2.20.020 Treasurer - Finance director.

The treasurer or finance director compiles, organizes, and publishes the city budget, including monthly and quarterly reports, and fully detailed annual statement, maintains the fiscal records and systems of the city and supervises department staff, directs the accounting and reporting operations and the cash management functions and monitors financial trends and budgeted revenues and expenditures. (Ord. 1886 § 3, 2016).

Section 2. Section 2.06.010 of the Milton Municipal Code be, and the same hereby is amended to read as follows:

2.06.010 City administrator.

A. There is created the office of city administrator, which office shall be filled by appointment by the mayor, subject to confirmation by the city council. The city administrator shall serve at the pleasure of the mayor; and the term of employment, including tenure, may be specified by a contract executed by the mayor subject to the approval of a majority of the city council.

B. The city administrator is responsible for providing assistance to the mayor in the administration of city government. The city administrator will be responsible for the line management of all city departments, including accountability for their performance. All authority and responsibility of the city administrator is subject to the direction, authority and supervision of the mayor.

C. The duties of City Administrator may be divided between two or more officers. (Ord. 1686 § 1, 2006).

Section 3. Section 2.06.010 of the Milton Municipal Code be, and the same hereby is amended to read as follows:

2.08.010 Appointment authorized.

The mayor is empowered to appoint an attorney in accordance with the provisions of RCW [35A.12.020](#) subject to confirmation by the City Council. (Ord. 160 § 1, 1934).

Section 4. There are hereby added two new sections to Chapter 2.82 of the Milton Municipal Code to read as follows:

2.82.006 Public Records Officer.

The City shall appoint a Public Records Officer who shall serve at the pleasure of the Mayor. Such

Officer shall be responsible for the City's compliance with the Public Records Act and Public Disclosure Act. This position may be combined with another position.

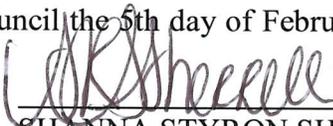
2.82.007 Personnel Director – Human Resource Officer.

The City shall appoint a Personnel Director or Human Resource Officer who shall serve at the pleasure of the Mayor. Such officer shall be charged with overseeing all matters relating to the employment and termination of City employees and officers including the negotiating and management of collective bargaining agreements. This position may be combined with another position.

Section 5. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 6. Effective Date. This ordinance shall take effect thirty (30) days after passage and publication of an approved summary thereof consisting of the title. This ordinance does not affect the employment of any current employee or officer.

Passed by the Milton City Council the 5th day of February 2018, and approved by the Mayor, the 5th day of February 2018.


SHANNA STYRON SHERRELL, MAYOR

ATTEST/AUTHENTICATED:


KATIE BOLAM, CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY 
WILLIAM L. CAMERON, CITY ATTORNEY

FILED WITH THE CITY CLERK: 2/5
PASSED BY THE CITY COUNCIL: ~~2/5~~ 2/5
PUBLISHED: 2/9
EFFECTIVE DATE: 2/14
ORDINANCE NO. 1934-18