



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

May 5, 2021

DEPARTMENT:

City Administration

DIVISION**STRATEGIC OUTCOMES**

- ☐ Safe & Prosperous
- ☐ Active & Appealing
- ☒ Respected & Responsible
- ☐ Connected & Engaged
- ☐ Unique & Creative

ACTION

- ☐ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☒ Ordinance - Adoption
- ☐ Public Hearing

TITLE:

Update the current listing of City Departments

SUMMARY RECOMMENDATION:

Authorize Building Safety as a City department and make other minor changes to the names of City departments to reflect current operations. (City Administration) (Philip Rodriguez)

STRATEGIC OUTCOME:

Establishing clear and concise department names ensures the City remains a respected and responsible organization.

REPORT:

The Yuma City Charter Article VI, Section 15, Article VII, Section 6(g)(6) requires that when the City Council establishes, alters or abolishes a City department such action shall be done by ordinance.

On June 3, 2015, the City Council adopted Ordinance O2015-030 which established the City's current composition of City departments and titles. In order to improve the clarity of departmental roles, maximize operational efficiencies and encourage transparency the following changes are necessary:

1. Establish the Building Safety Department. Currently a division within Community Development, the Building Safety Department is responsible for the health, safety, and welfare within the built environment of the City. The Department reviews building plans, issues building permits, performs inspections, and is responsible for code enforcement and facilities management.
2. Rename Community Development to Planning and Neighborhood Services.
3. Rename Administration to City Administration.
4. Rename Information Technology Services to Information Technology.

FISCAL REQUIREMENTS	CITY FUNDS:	\$0.00	BUDGETED:	\$0.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT/FUND/CIP:	
	TOTAL:	\$0.00		
	FISCAL IMPACT STATEMENT:			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK:			
	1. 2. 3. 4. 5.			
ADDITIONAL INFORMATION	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL?			
	<input type="checkbox"/> Department <input checked="" type="checkbox"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	Philip A. Rodriguez		4/14/2021	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		4/13/2021	
	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
SIGNATURES	WRITTEN/SUBMITTED BY:		DATE:	