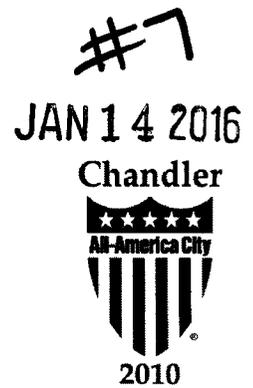




Chandler · Arizona
Where Values Make The Difference



MEMORANDUM

DATE: JANUARY 14, 2016

TO: MAYOR AND COUNCIL

FROM: MARSHA REED, ACTING CITY MANAGER *MR*

SUBJECT: INTRODUCTION OF ORDINANCE NO. 4674 AMENDING SECTION 2.8 OF CHAPTER 2 OF THE CODE OF THE CITY OF CHANDLER AUTHORIZING THE CITY MANAGER TO ADMINISTRATIVELY APPROVE AND EXECUTE CERTAIN GRANT AGREEMENTS.

RECOMMENDATION

Staff recommends City Council introduce and tentatively adopt Ordinance No. 4674 amending Section 2.8 of Chapter 2 of the Code of the City of Chandler authorizing the City Manager to administratively approve and execute certain grant agreements and to otherwise execute related grant documents.

BACKGROUND

The City of Chandler Grant Management Policy provides, among other things, policy guidance on the approval, acceptance and administration of grant opportunities available to the City. Specifically, the Grant Management Policy establishes a process for consideration and approval of grant opportunities with the aim of promoting transparency and efficiency in the administration and management of grant opportunities. One important component of the Grant Management Policy relates to the processes and procedures to follow in order to have grant opportunities considered and approved based on the value of the grant as it relates to the City's commitment of City resources.

Chapter 2, Section 2.8 of the Code establishes the powers and duties of the City Manager. Currently, Section 2.8 does not specifically authorize the City Manager to approve, administer or execute grants and grant documents on behalf of the City.

In order to effect the policy considerations relating to the approval and administration of grants reflected in the Grant Management Policy, an amendment to Section 2.8 of the Code authorizing the City Manager to approve, administer, and execute grants and grant

documents on behalf of the City is necessary. Furthermore, in keeping with the policy directives of the Grant Management Policy, Section 2.8, as amended, limits the City Manager's authority to approve and administer grants to those grants whose total value grant amount plus any commitment of City resources does not exceed \$30,000.00 or that otherwise require City Council approval such as Intergovernmental Agreements or grants that specifically require approval by the Mayor and City Council.

FINANCIAL IMPLICATIONS

The proposed changes provide some efficiencies relating to the administration of grant opportunities and positively impact City finances.

PROPOSED MOTION

Move City Council to introduce and tentatively adopt Ordinance No. 4674 amending Section 2.8 of Chapter 2 of the Code of the City of Chandler authorizing the City Manager to administratively approve and execute certain grant agreements.

Attachment: Ordinance No. 4674
Grant Management Policy

c: Nachie Marquez, Assistant City Manager
Dawn Lang, Management Services Director

ORDINANCE NO. 4674

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHANDLER, ARIZONA, AMENDING SECTION 2.8 OF CHAPTER 2 OF THE CODE OF THE CITY OF CHANDLER AUTHORIZING THE CITY MANAGER TO ADMINISTRATIVELY APPROVE AND EXECUTE CERTAIN GRANT AGREEMENTS.

WHEREAS, Section 2.8 of Chapter 2 of the Code of the City of Chandler establishes the powers and duties of the City Manager, and

WHEREAS, the Mayor and Council seek to promote the transparent and efficient management of grants and grant opportunities within the City of Chandler.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Chandler, Arizona, as follows:

SECTION 1: That Section 2-8 of Chapter 2 of the Code of the City of Chandler is hereby amended to read as follows:

2-8. – City Manager; powers and duties.

In addition to those powers and duties listed in the Charter, the City Manager shall have the power and shall be required to:

A. Attend meetings of the City Council with the duty of reporting on or discussing any matter concerning the affairs of the departments, boards, services or activities under his/her supervision, upon which, in the judgment of the City Manager, the City Council should be informed.

B. To appoint, and when necessary suspend or remove all appointive officers and employees of the City, except as provided by Charter or hereinafter. All appointments and removals shall be based upon merit and upon the qualifications or disqualifications of such officer or employee without regard to any political belief or affiliation.

C. Coordinate the administrative functions and operations of the various departments, boards, divisions and services of the City Government, and on its behalf to carry out policies, rules, regulations and ordinances adopted by it, relating to the administration of the affairs of such departments, boards, divisions or services.

D. Cause to be prepared and submitted by each department, board, division or service of the City Government, itemized annual estimates of expenditures

required by them for capital outlay, salaries, wages and miscellaneous operating costs; to tabulate the same into a preliminary consolidated municipal budget and submit the same to the City Council annually on the date specified by them, with recommendations as to any increases, decreases, cancellation, transfers or changes in any of the items included in the preliminary budget.

E. Supervise the expenditures of all departments, divisions, or services of the City Government for the purchase of all services, supplies, goods, wares, merchandise, equipment and material which may be required for any of such departments, divisions or City Services, subject to the requirements set forth in Chapter 3.

F. AUTHORIZE, APPROVE, AND EXECUTE GRANTS AND ALL DOCUMENTATION REQUIRED TO IMPLEMENT THE GRANT WITH A GROSS VALUE OF CITY RESOURCES PLUS GRANT AMOUNT NOT TO EXCEED \$30,000.00 UNLESS THE LAW OR GRANT AGREEMENT OTHERWISE REQUIRES CITY COUNCIL APPROVAL.

G. Follow through and endeavor to adjust all complaints filed against any employee, department or service thereof to the end that every effort may be made to satisfy all citizens that their City Government is being operated in their behalf with the highest degree of efficiency.

H. See that all laws and ordinances of the City are duly enforced.

I. Devote such time to the discharge of official duties as directed by the City Council.

INTRODUCED AND TENTATIVELY ADOPTED by the City Council of the City of Chandler, Arizona, this ___ day of _____, 2016.

ATTEST:

CITY CLERK

MAYOR

PASSED AND ADOPTED by the Mayor and Council of the City of Chandler, Arizona, this ___ day of _____, 2016.

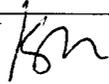
ATTEST:

CITY CLERK

MAYOR

Approved As To Form:

CITY ATTORNEY



CERTIFICATION

I HEREBY CERTIFY that the above and foregoing Ordinance No. 4674 was duly passed and adopted by the City Council of the City of Chandler, Arizona, at a regular meeting held on the ___ day of _____, 2016, and that a quorum was present thereat.

CITY CLERK