

ORDINANCE NO. 19-1103

1
2 **AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY**
3 **OF DOUGLAS, COCHISE COUNTY, ARIZONA, TO UNDERTAKE**
4 **A MINOR DEPARTMENTAL REORGANIZATION AFFECTING**
5 **THE PUBLIC WORKS DEPARTMENT, AND CITY**
6 **MANAGEMENT AND AMENDING ORDINANCE No. 631,**
7 **ORDINANCE No. 673, ORDINANCE No. 728, ORDINANCE No. 848,**
8 **ORDINANCE No. 04-871, ORDINANCE NO. 09-954, ORDINANCE**
9 **No. 13-1027 AND ORDINANCE No. 18-1086; ESTABLISHING**
10 **SEVERABILITY OF COMPONENTS OF ORDINANCE; AND**
11 **ESTABLISHING AN EFFECTIVE DATE THEREOF.**

12 **WHEREAS,** Article IV, Section 1(A) of the City Charter provides that the “Council, by
13 ordinance not inconsistent with this Charter shall provide for the organization, conduct and
14 operation of the several offices and departments of the City as established by this Charter, for
15 the creation of additional departments, divisions, offices and agencies and for their
16 consolidation, alteration or abolition”; and

17 **WHEREAS,** Article VII, Section 5(2) of the City Charter provides that the alteration of a City
18 departments shall be by ordinance; and

19 **WHEREAS,** the Interim City Manager recommends that City Management create the positions
20 of Planner and Grants Coordinator under the structure to follow herein below; and

21 **WHEREAS,** the Interim City Manager recommends that the Finance Department move,
22 eliminate, reclassify and create certain positions within that Department by reclassifying the IT
23 Intern position to IT Technician under the structure to follow herein below; and

24 **WHEREAS,** the Interim City Manager recommends that the Public Works Department move,
25 eliminate, reclassify and create certain positions within that Department by changing the job
description of the Environmental Specialist position and undertake a status change from Limited
to Permanent under the structure to follow herein below; and

WHEREAS, the Interim City Manager recommends that the Public Works Department move,
eliminate, reclassify and create certain positions within that Department by creating a
Wastewater Plant Operator/Lab Technician position under the structure to follow herein below;
and

WHEREAS, the Interim City Manager recommends that the Public Works Department alter
the job description for the Wastewater Plant Operator positions within that Department under
the structure to follow herein below; and

WHEREAS, the Interim City Manager recommends that the Public Works Department alter
the job description for the Public Works Director/City Engineer under the structure to follow
herein below; and

1 **WHEREAS**, all relevant changes embodied in this reorganization ordinance are set out in the
2 organizational chart identified as Exhibit "A", as well as relevant changes to the current job
3 descriptions resulting from this ordinance will be brought forth at the next regular Council
meeting as Exhibit "B".

4 **WHEREAS**, the Mayor and Council find that the reorganization recommended by the Interim
5 City Manager will promote the effective and efficient provision of City services to the citizens
of Douglas.

6 **NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE**
7 **CITY OF DOUGLAS, ARIZONA, AS FOLLOWS:**

8 **Section 1.** That Ordinance No. 631, Ordinance No. 673, Ordinance No. 728, Ordinance No.
9 848, Ordinance No. 04-871, Ordinance No. 09-954, Ordinance No. 13-1027 and Ordinance No.
10 18-1086 are hereby amended and that the provisions of any and all ordinances in conflict with
11 this ordinance are repealed at the time this ordinance becomes effective.

12 **Section 2.** The Public Works Department shall be modified to create a Wastewater Plant
13 Operator/Lab Technician position at a range 18 in the wastewater division.

14 **Section 3.** the Public Works Department shall alter the job description for the Wastewater
15 Plant Operator position to include a duty to assist the Wastewater Plant Operator/Lab
16 Technician for cross training purposes and back-up; and

17 **Section 4.** the Public Works Department shall alter the job description for the PW Director /
18 City Engineer to correctly reflect all of its current functions; and

19 **Section 5.** The Public Works Department shall be modified to make the position of the
20 Environmental Specialist (currently limited status at a range 17) permanent. This position will
21 work with the Utilities Division to ensure the maintenance of the wastewater lab certification,
22 administer the backflow and Fats/Oil/Grease (FOG) programs, and coordinates the cross-
23 departmental development and maintenance of the annual City's Capital Improvement Plan
(CIP). This classification shall now be a range 20.

24 **Section 6.** the Finance Department shall be modified to reclassify the IT Intern position
(range 16) to IT Technician (range 19) in the Information Technology division.

25 **Section 7.** City Management shall be modified to create a Planner position at a range 26.
During the interim the staffing of these services can be handled through an IGA with the
County. This position would report to the City Manager until a time when any proposed
realignment of functions among City staff is approved.

Section 8. City Management shall be modified to create a Grants Coordinator position at a
range 26. This position would report to the City Manager until a time when any proposed
realignment of functions among City staff is approved.

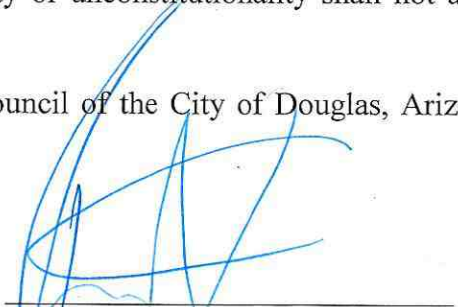
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Section 9. All relevant changes embodied in this reorganization ordinance are set out in the organizational chart identified as Exhibit "A", as well as relevant changes to the current job descriptions resulting from this ordinance will be brought forth at the next regular Council meeting as Exhibit "B".

Section 10. This Ordinance shall be effective thirty (30) days after final approval and adoption by the Mayor and Council. Provisions in this ordinance shall be implemented July 1, 2019, budget permitting.

Section 11. Should any section, clause or provision of this Ordinance be declared invalid, illegal or unconstitutional, such invalidity, illegality or unconstitutionality shall not affect the other provisions of this Ordinance.

PASSED AND ADOPTED by the Mayor and Council of the City of Douglas, Arizona, this 12th day of June, 2019.



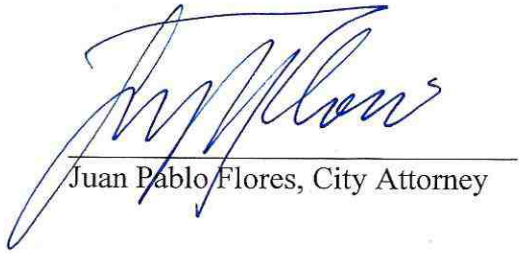
Robert Uribe, Mayor

Approved as to form:

Attest:



Brenda Aguilar, City Clerk



Juan Pablo Flores, City Attorney