
1.04.100 Reviser of Ordinances.

- A. The city clerk, with the advice of the city attorney, is the reviser of ordinances and shall revise for consolidation into the city Code all ordinances of a general and permanent nature.
- B. The reviser shall edit and revise the ordinances for consolidation, without changing the meaning of any ordinance, in the following manner:
 - 1. Assign numbers to sections, renumber sections, parts of sections, articles, chapters and titles;
 - 2. Change the wording of section or subsection titles, or delete subsection titles, and change or provide new titles for articles, chapters and titles;
 - 3. Change capitalization for the purpose of uniformity;
 - 4. Substitute the proper designation for the terms "the preceding section," "this act," and like terms;
 - 5. Substitute the proper calendar date for "effective date of this ordinance," "date of passage of this ordinance," and other phrases of similar import;
 - 6. Strike out figures if they are merely a repetition of written words or vice versa, or substitute figures for written words or vice versa for the purpose of uniformity;
 - 7. Correct manifest errors which are clerical, typographical, or errors in spelling, or errors by way of additions or omissions;
 - 8. Correct manifest errors in references to ordinances, state statutes or federal statutes or other sections of this Code;
 - 9. Rearrange sections, combine sections or parts of sections with other sections or parts of sections, divide long sections into two or more sections, and rearrange the order of sections to conform to a logical arrangement of subject matter as may most generally be followed in the Code;
 - 10. Change all sections when possible to read in the present tense, indicative mood, active voice and, if the use of personal pronouns cannot be avoided in a section, change the section to read in the third person, and singular number, or any other necessary grammatical change in the manner generally followed in the Code;
 - 11. Delete or change sections or parts of sections if a deletion or change is necessary because of other council amendments which did not specifically amend or repeal them;
 - 12. Omit all temporary ordinances, all titles to ordinances, all enacting, amending and repealing clauses, all declarations of emergency, and all purpose, validity, whereas and construction clauses unless, from their nature, it may be necessary to retain some of them to preserve the full meaning and intent of the ordinance.
- C. The reviser shall edit and revise the ordinances as they are enacted by the council, without changing the meaning of any law, so as to avoid the use of pronouns denoting masculine or feminine gender.
- D. Any changes made by the reviser of ordinances pursuant to subsection (B)(11) of this section shall be reported to the council in an informational memorandum.

(Ord. No. 2023-025, § 1, 8-23-2023)