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MEMORANDUM

TO: Grosse Pointe Woods City Council

FROM: Lisa A. Anderson, City Attorney

DATE: November 30, 2021

RE: Ordinance Amendment Regarding City Administrator Supervision of Clerk, Treasurer, and City Departments

As you know, on November 2, 2021, voters approved two charter amendments to permit Council to adopt an ordinance placing the City Clerk and Treasurer, and their departments, under the supervision of the City Administrator. At the request of the Mayor, I have prepared a proposed ordinance to accomplish these goals. The ordinance adds a new Section 2-1 to the City Code to provide that the Clerk and Treasurer positions will work under the supervision of the City Administrator. The Clerk and Treasurer will continue to be appointed by and serve at the pleasure of Council, with Council fixing their compensation. A new Section 2-2 will be added to provide that all City departments, other than the Assessor and Attorney, will be under the supervision of the City Administrator. I will be available at the December 6, 2021 Council meeting to address any questions.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CITY OF GROSSE POINTE WOODS CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE I, IN GENERAL, TO ADD REGULATIONS PLACING THE CITY CLERK, CITY TREASURER, AND CITY DEPARTMENTS UNDER THE SUPERVISION OF THE CITY ADMINISTRATOR.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Section 1. Ordinance Amendment.

The Grosse Pointe Woods City Code, Chapter 2, "Administration," Article I, "In General," is hereby amended to read as follows:

ARTICLE I. – IN GENERAL

Sec. 2-1. – Clerk and treasurer.

The City Clerk and the City Treasurer shall be appointed by and serve at the pleasure of the Council. The Clerk and the Treasurer shall, for administrative purposes, work under the supervision of the City Administrator and shall perform duties requested by the City Administrator, so long as such duties are not inconsistent with the Charter or any statutory provisions as to the powers and duties of their office.

Sec. 2-2. – Supervision of city departments.

All city departments shall be under the supervision of the City Administrator, except for the departments of the City Attorney and City Assessor.

Section 2. Repeal.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the City of Grosse Pointe Woods Code of Ordinances shall remain in full force and effect, amended only as specified above.

Section 3. Savings Clause.

The amendments of the City of Grosse Pointe Woods Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the City of Grosse Pointe Woods Code of Ordinances set forth in this ordinance.

Section 4. Severability.

If any section, clause or provision of this ordinance, or the application thereof to any person, firm, corporation, legal entity or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair, or invalidate the remainder of this ordinance. It is hereby declared to be the legislative intent of this body that the ordinance is severable, and that the ordinance would have been adopted had such invalid or unconstitutional provision not have been included in this ordinance.

Section 5. Effective Date.

This ordinance shall be effective 20 days after enactment.

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, at a regular meeting of the City Council duly called and held on _____ day of December, 2021.

Lisa K. Hathaway, City Clerk

First Reading:

Second Reading:

Published in GPN:

Adopted:

Effective:

Date Posted: