



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	September 14, 2023
Originating Department	Administration
Contact Person	Phillip Hill, City Administrator Shannon Moore, Human Resources Director
Title	Ordinance 23-1276/Amending the Lake Forest Park Municipal Code to update the titles of city officials

Legislative History

- First Presentation September 14, 2023, Regular Meeting
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Attachments:

1. Ordinance Number 23-1276
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Executive Summary

Ordinance Number 23-1276 would amend the city's municipal code to change the names of the Planning and Building Department and the Planning and Building Director to the Community Development Department and Community Development Director and the Department of Public Services and the Director of Public Services to Public Works Department and Public Works Director.

Background

With the recent retirement of the planning director, the administration began exploring more efficient structuring of the Planning and Building Department and Public Works Department and department names reflective of the services provided. To ensure efficiencies, the Community Development Department will encompass the planning, building, and arborist positions. With the department name changing, it is appropriate to change the name of the director from Planning and Building Director to Community Development Director. While going through the code, it also seemed appropriate to rename the Public Services Department to the Public Works Department and the director to Public Works Director to be consistent with current terminology. Public Works will include engineering and the public works maintenance staff.

The name changes must be updated in the municipal code since those positions are considered city officials.

Fiscal & Policy Implications

The only cost involved at this time would be the publication costs to update the code.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Approve the Ordinance	The municipal code will be amended to reflect the appropriate names of the city officials
<ul style="list-style-type: none">• Not approve the ordinance	The municipal code will not be amended and the names of the city officials would not change.

Staff Recommendation

Approve Ordinance 23-1276 amending the Lake Forest Park Municipal Code to update the names of city officials.