



2024 Recodification Review

City Council Work Session: 3/14/24
(Chapters 1 - 7, 9)

City Council Work Session: 4/11/24
(Chapters 8, 10 - 16)



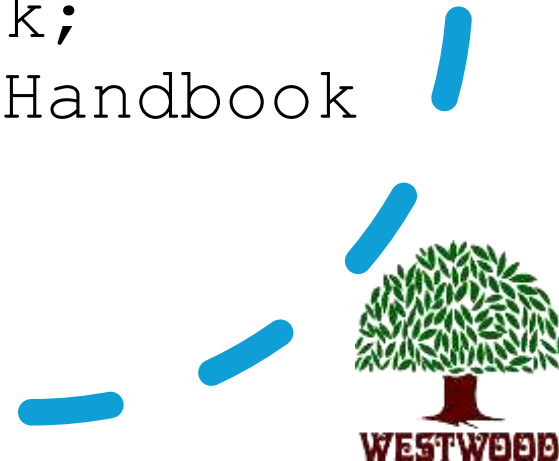
Recodification Process

Recodification is the process by which all adopted ordinances (and modern, current State and Federal laws, where applicable) are integrated into a City's Codebook so that the Codebook reflects the current and comprehensive laws of the City.

- In January 2023, the City engaged CivicPlus (which acquired Municode) to begin the 12 - 18-month process of recodifying the City Code, which has not been done since 2008.
- In addition to recodification services, this scope of service includes the digitization and integration of the City Code into the City's website for transparency, convenience, and easy updating when new ordinances are approved.
- Five weeks ago, City staff received the full Code with legal review notes and embarked on internal review of the documents.
- Over the past month, the City Administrator, City Clerk, Building Official, Public Works Director, and Police Chief have met weekly to review and annotate the Code chapters in preparation for Governing Body review and final legal review with the City Attorney and CivicPlus legal counsel.
- Following integration of the Governing Body's input and changes to the Code chapters, City staff will meet with CivicPlus to resolve any

Chapter 1: Administration

- Note: This chapter was reviewed in depth in 2022.
- Add: Municode missed adding in Charter Ord. 19 establishing the role of City Administrator.
- Move: Governing Body expense reimbursement rules to Governing Body Handbook; update Governing Body Handbook accordingly (Art. 2)



Chapter 2: Animal Control and Regulation

- Note: This chapter was reviewed at some level of detail in 2022.
- Under Review: Animal control officer duties and authority being reviewed against interlocal agreement with City of Mission. (Art. 1)
- Flagged for Council Direction: Should the City continue its pet registration program? (Art. 2)



Chapter 3: Beverages

- Note: This chapter was last modified in 2021.
- Change: Fee for caterer's liquor license and temporary event liquor license from being established administratively to being set out in the master fee schedule adopted by resolution of the Governing Body.



Chapter 4: Buildings and Construction

- Note: Articles 1 – 10 of this chapter were completely revised in 2021. Article 11 was completely revised in 2022.
- Note: Staff intends to recommend adoption of 2024 ICC code sections following review by Johnson County Building Officials Association this year.
- Under Review: If there is no legal reason requiring the City to have a Board of Building Code Appeals, staff recommends consideration for transfer of authority to an existing body, possibly Planning Commission. Staff will review with the City Attorney.



Chapter 5: Business Regulations

- Note: Chapter last reviewed in 2022 to add short term rental regulations. (Art. 11)
- Move: Occupation fee amounts from City Code to master fee schedule adopted by the City Council by resolution. (Art. 1)
- Add: Application fee for solicitor's license, to be included in master fee schedule. (Art. 2)
- Change: Drive-in Businesses to Businesses with Curbside Service. (Art. 3)
- Delete: Requirement that massage therapists maintain a City-issued ID card. (Art. 4)
- Change: license required for amusement devices to allow amusement devices but to prohibit gambling devices. (Art. 5)
- Revise: Wrecker and Tow Services to reflect the City's use of the County's tow rotation system. (Art. 6)
- Delete: Water Conditioning Contractors article. (Art. 7)



Chapter 6: Elections

- Note: This chapter was last revised in 2021 with the adoption of Ord. 1019.
- Revise: Chapter to reflect Ord. 1019.



Chapter 7: Fire

- Under Review: City staff has asked CFD2 to review this chapter and indicate if revisions are recommended.



Chapter 9: Municipal Court

- Add: Allowance for remote/virtual court appearance under certain circumstances.
- Change: Judge's salary is set by contract, not by ordinance.
- Change: Court Clerk's salary is no longer set by ordinance.
- Change: Court costs to be set out in master fee schedule adopted by resolution of the Governing Body.

