

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: City Manager's Office

AGENDA DATE: Introduction: May 29, 2012 and Public Hearing: June 5, 2012

CONTACT PERSON/PHONE: Deborah Hamlyn, Deputy City Manager, Community Services (541-4686)

DISTRICT AFFECTED: City Wide

SUBJECT:

An ordinance amending Title 2 (Administration and Personnel), Chapter 2.10 (City Development Department) of the El Paso City Code, to change the department name and revise the functions of the department to be known as the City Development Department.

BACKGROUND / DISCUSSION:

The proposed ordinance forms part of a series of code amendments that formalize the creation of the new City Development Department. These amendments align the appropriate roles and responsibilities that reflect the new departmental structure and address the necessary administrative provisions related thereto. The proposed changes will become effective on June 11, 2012.

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

(N/A)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____



Information copy to appropriate Deputy City Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.10 (CITY DEVELOPMENT DEPARTMENT) OF THE EL PASO CITY CODE, TO CHANGE THE DEPARTMENT NAME AND REVISE THE FUNCTIONS OF THE DEPARTMENT TO BE KNOWN AS THE CITY DEVELOPMENT DEPARTMENT.

WHEREAS, the City desires to rename and reorganize the services that have been provided by the Planning and Economic Development Department and the Engineering and Construction Management Department.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO, TEXAS:

Section 1. That Title 2 (Administration and Personnel), Chapter 2.10 (Planning and Economic Development Department) of the El Paso City Code, be re-titled and renamed as the City Development Department.

Section 2. That Section 2.10.010 (Creation and Purpose of the Planning and Economic Development Department), be re-titled and amended to read as follows:

Section 2.10.010. Creation and Purpose of the City Development Department.

A. There is established in the City of El Paso, the city development department, which shall generally provide for the planning and regulatory functions relating to private land development, construction and building maintenance, economic development and redevelopment of the City of El Paso. There shall be such divisions within the department as established by the city manager for budgetary and operational purposes to include but not be limited to: the planning division; the building permits and inspection division, and the economic development division.

B. The primary function of the planning division shall be handling the duties and responsibilities for all matters relating to planning, subdivisions, smart code, zoning in the City and all related functions regarding the development and use of property as assigned by the city manager and his designees, to include but not be limited to all duties and responsibilities assigned and set forth in the El Paso City Code for the department, the planning division, and the planning official as designated by the city manager.

C. The primary function of the building permits and inspection division shall be to perform regulatory duties relating to construction and building maintenance related

matters, and to provide oversight and support relating to the private land development needs of the city.

D. The primary function of the economic development division shall be to assist with job creation in the community through recruitment, retention, expansion and entrepreneurship; and to administer economic development incentive programs and to manage redevelopments efforts citywide.

Section 3. That Section 2.10.020 (Staffing of the Planning and Economic Development Department) be re-titled and amended to read as follows:

Section 2.10.020. Staffing of the City Development Department.

A. The department shall be staffed by a department director and such other appropriate positions as are authorized by the Council.

B. The department director shall be responsible for the performance of duties as assigned by the ordinances of the City and as determined and directed by the city manager, including but not limited to the duties of the planning official and the building official, provided however, that the city manager may reassign duties to other departments and staff, as he deems appropriate.

Section 4. Effective date. This ordinance shall be effective on June 11, 2012.

Section 5. Except as herein provided, Title 2 (Administration and Personnel) shall remain in full force and effect.

ADOPTED this _____ day of _____ 2012.

THE CITY OF EL PASO

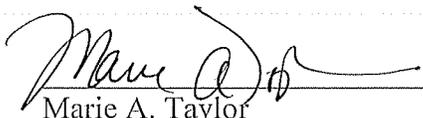
ATTEST:

John F. Cook, Mayor

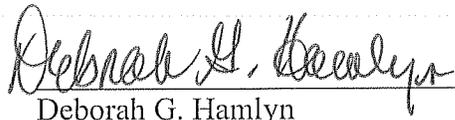
Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:



Marie A. Taylor
Assistant City Attorney



Deborah G. Hamlyn
Deputy City Manager

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ADOPTED this _____ day of _____ 2012.

THE CITY OF EL PASO

ATTEST:

John F. Cook, Mayor

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Marie A. Taylor
Assistant City Attorney

Deborah G. Hamlyn
Deputy City Manager