

STAFF REPORT

To: Town of Alta Mayor & Town Council
From: Cameron Platt Polly McLean, Town Attorneys
Date: April 5, 2023
Re: Revised Town Manager Code

Following feedback from the Mayor and Councilmember Byrne, the draft ordinances create the position of Town Manager. The main differences from prior drafts are as follows:

- Separated the creation/description of town manager position into two ordinances due to the different voting thresholds for each.
- Ordinance 2023-O-2 creates and describes the town manager duties – simple majority vote of Council.
- Ordinance 2023-O-3 delegates most of the mayor's executive authority to the town manager - "super majority"
- Removed the "reappointment" every two years language in Alta Code 1-6-4.
- Town manager appoints all other town officers (as written in the draft ordinance).
 - Mayor prefers to keep Town Marshal as reporting to the Mayor and not the town manager but is open to discussion with the Council on this.
- Removal of any appointed officer requires majority vote of the Council.
- The ordinances keeps the Mayor's appointment of the town manager and planning commission members with the advice and consent of the Council.

Bonding Amount

Code section 1-15-1(D) requires a bond for the Town Manager. This is based on other municipalities code language and is provided for under Utah law.¹ The amount the Council chooses should be sufficient to cover any potential liability for actions or decisions of the Town Manager. The amounts from other municipalities range from none, \$60,000.00, and up to \$1,000,000.00. The Utah State Money Management Council publishes regulations for bonding based on the size of the municipal budget. These regulations are for municipal treasurer, but could also have some correlation the Town Manager. The bonding range for the Town's budget are between \$70,000.00 and \$300,000.00.

The Council should select an amount for a Town Manager bond if it chooses.

Replacement of Terms

The implementation of a Town Manager require updates to the Town's existing code language in 28 sections to replace "Town Administrator" with "Town Manager." Ordinance 2023-O-2, Exhibit 2 is a redline format of existing code and the changes in titles to "Town Manager."

¹ UCA § 10-3-831.