

CITY OF WILLCOX, COCHISE COUNTY, ARIZONA

RESOLUTION 2013-23

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF WILLCOX, ARIZONA, FOR THE PURPOSE OF APPROVING AND ADOPTING THE AMENDED JOB DESCRIPTION FOR THE POSITION OF CODE ENFORCEMENT SPECIALIST TO BE PLACED WITHIN THE JOB DESCRIPTION MANUAL FOR THE CITY AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION.

WHEREAS, the City of Willcox, is authorized and empowered pursuant to Title 9, A.R.S. §§ 9-101 and 9-499.01 et seq., with all the powers of an incorporated city and all other provisions of law relating to cities and towns, which includes the regulation of City employees; and,

WHEREAS, the City adopted the Job Description Manual as the official statement describing employment positions within the City by Resolution 2000-11; and,

WHEREAS, the position of Code Enforcement Specialist, is included in said manual;

WHEREAS, the Mayor and City Council approve and adopt revisions to the employee job descriptions pursuant to Resolutions and have done so since its adoption of the Job Description Manual through Resolution 2000-11; and,

WHEREAS, the Mayor and City Council have determined that amending and adopting the job description for the position of Code Enforcement Specialist is in the best interest of the City, its employees and the citizens of this City, and they desire to have this Resolution presented at its April 15, 2013, Council Meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, as follows:

SECTION 1: The job description entitled “Code Enforcement Specialist”, as attached hereto and presented to the Mayor and City Council, as Exhibit “A”, is hereby approved and adopted; and,

SECTION 2: The Job Description Manual shall be updated to reflect the amended job description of the Code Enforcement Specialist, as attached hereto and presented to the Mayor and City Council, as Exhibit “A”; and,

SECTION 3: That the Mayor is authorized and empowered to execute this Resolution approving the Code Enforcement Specialist job description as presented.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, this 15th day of April, 2013.

APPROVED/EXECUTED

/s/ Robert A. Irvin
ROBERT A. IRVIN, MAYOR
Dated: 04-17-2013

ATTEST:

/s/ Virginia A. Mefford
VIRGINIA A. MEFFORD, City Clerk

APPROVED AS TO FORM:

/s/ Ann P. Roberts
ANN P. ROBERTS, City Attorney

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