

NON-CODE ORDINANCE

Requested by: City Council  
Prepared by: City Clerk and Attorney  
Introduction: December 11, 2006  
Public Hearing: January 22, 2007  
Amended: January 22, 2007  
Adopted: January 22, 2007  
Vote: Menard, Koskela & Metiva in favor; Cox, Ewing and Holler opposed;  
Mayor Keller broke the tie in favor

**CITY OF WASILLA  
ORDINANCE SERIAL NO. 07-02(AM)**

**AN ORDINANCE OF THE WASILLA CITY COUNCIL CREATING AN EMPLOYEE  
RELATIONS COMMITTEE AND PRESCRIBING ITS DUTIES.**

WHEREAS, WMC 3.90.080 provides that the City Council at least annually shall meet and confer with City employees or their representatives with respect to the terms and conditions of their employment; and

WHEREAS, the City Council finds that a temporary Employee Relations Committee would provide another useful source of information and proposals that would assist the City Council in addressing City employee relations issues; and

WHEREAS, to provide a balanced view of City employee relations, the Employee Relations Committee should be composed of representatives of the City Council, the City administration, and City employees; and

WHEREAS, the Employee Relations Committee shall have advisory functions only, and shall not otherwise act, individually or collectively, as an agent of the City; and

WHEREAS, the Employee Relations Committee is being formed for a special purpose of limited duration, and shall terminate not later than 150 days after the date of its first meeting, unless the City Council extends its duration; and

WHEREAS, members of the Employee Relations Committee will receive no compensation for their service as committee members.

- \* **Section 1. Classification.** This is a non-code ordinance.
- \* **Section 2. Creation of committee.** An Employee Relations Committee ("Committee") is hereby created for the purpose of gathering information concerning employment relations issues from City employees and making recommendations to the City Council on employment related matters. The Committee shall consist of three members selected as follows:
  - A. Two members of the City Council who shall be selected by the City Council; and
  - B. One department head who shall be selected by the Mayor.
- \* **Section 3. Organization; duration.** The Committee shall meet and organize within 30 days after the appointment of all of its members, and shall terminate no later than 150 days after its first meeting, provided that the Council may extend the duration of the Committee from time to time by resolution.
- \* **Section 4. Application of WMC Chapter 2.44.** The Committee shall be subject to the provisions of WMC Chapter 2.44 that apply to a committee formed for a special purpose of limited duration, except that members of the Committee shall be appointed as provided in Sections 2 and 3 of this ordinance.
- \* **Section 5. Compensation.** Members of the Committee will receive no additional compensation for their service as Committee members, but a City employee shall receive regular hourly pay for time spent attending meetings of the Committee during the employee's regular work hours.

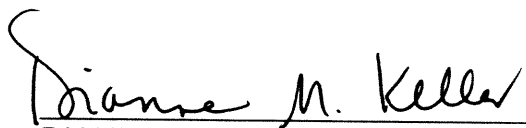
\* **Section 6. Open meetings act.** Meetings of the Committee are subject to the Alaska Open Meetings Act, and the City Clerk is authorized and directed to advertise the meetings of the Committee in accordance with the Alaska Open Meetings Act.

\* **Section 7. Committee proceedings and recommendations.** The Committee shall investigate employee relations issues that are referred to it by City employees and by the City Council, solicit information from City employees and the City administration on employee relations issues, and report recommendations concerning employee relations issues to the City Council. Recommendations from the Committee shall be forwarded to the City Council for consideration through the Office of the City Clerk.

\* **Section 8. Assistance to the Committee.** The City Attorney, City Clerk, Deputy Clerk, and department heads may assist and participate in the discussions of the Committee as requested.

\* **Section 9. Effective date.** This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on January 22, 2007.

  
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DIANNE M. KELLER, Mayor

ATTEST:

  
\_\_\_\_\_  
KRISTIE SMITHERS, MMC  
City Clerk

[SEAL]



**CITY OF WASILLA  
LEGISLATION STAFF REPORT**

**RE: ORDINANCE SERIAL NO. 07-02 CREATING AN EMPLOYEE RELATIONS COMMITTEE.**

Agenda of: December 11, 2006

Date: November 30, 2006

Originator: Kristie Smithers, MMC, City Clerk

| Route to: | Department   | Signature/Date              |
|-----------|--|-----------------------------|
| X         | Finance, Risk Management & MIS Director<br>Purchasing                      | <i>[Signature]</i>          |
| X         | Deputy Administrator<br>Planning, Economic Development,<br>Human Resources | <i>[Signature]</i> 11-30-06 |
| X         | City Clerk   | <i>[Signature]</i>          |

**REVIEWED BY MAYOR DIANNE M. KELLER:**

*[Signature: Dianne M. Keller]*

**FISCAL IMPACT:**  yes *or*  no

Funds Available  yes  no

Account name/number:

Attachments: Proposed Ordinance Serial No. 07-02

**SUMMARY STATEMENT:**

At the November 27, 2006 Council Meeting the Council directed me to draft a resolution forming an employee relations committee. After discussion with the Attorney we found that some of the items to be addressed must be provided by ordinance. Attached is the ordinance for your consideration.

After listening to the tape of the meeting, the actual intent of the original motion was to include one member of the administration, a department head. Also, when you discussed the employee members of the group, the Community and Economic Development department was omitted. I prepared the ordinance with a total of 13 members that include these two adjustments rather than the 10 member committee you discussed at the last meeting.

Please keep in mind that we drafted the ordinance with as much possible information as we could think of, you may amend or substitute the ordinance with additional or revised language as you desire.