

ORDINANCE NO. 2015-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA, AMENDING THE FLAGSTAFF CITY CODE TITLE I, ADMINISTRATIVE, BY ADDING A NEW CHAPTER 12, CONSIDERATION OF PETITION, RELATED TO CITIZEN PETITIONS AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the City Council desires to establish a process to facilitate the submission of a citizen petition consistent with the City Charter.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. In General.

The Flagstaff City Code Title I, *Administrative*, is hereby amended by adding a new Chapter 12, *Consideration of Petition*, as follows:

TITLE I, CHAPTER 12 CONSIDERATION OF PETITION

1-12-001-0001 DEFINITIONS:

The following words, terms and phrases, when used in this chapter, have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

“Citizen” shall mean any resident of the City.

1-12-001-0002 PETITION FORM:

Any citizen of the City of Flagstaff who desires to submit a petition to the City Manager, for consideration by the City Council, shall use the petition form provided by the City Clerk’s Office, which form shall include the title of the issue and specific action being requested, along with the following information:

1. Name
2. Residence Address
3. Phone Number
4. E-mail Address
5. Signature
6. Date signed

The form of petition shall set forth the number of citizens who are required to submit the petition, consistent with the Flagstaff City Charter, Article II, Section 17, as may be amended from time to time. The information listed above shall be provided for each citizen.

1-12-001-0003 PETITION PROCESS:

Once completed, the petition shall be filed with the City Manager in person or by postal delivery. The City Manager will date stamp the original and return a copy to the petitioner. The City Manager will cause the date stamped, original petition to be filed in the office of the City Clerk. Thereafter the petition shall be presented to the Council at its next regular meeting. The City Clerk will endeavor to notify the petitioner of such regular meeting date by email to the address noted on the petition form.

SECTION 2. Effective Date.

This ordinance shall become effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 25th day of August, 2015.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY