

Proposed: 6/06/2022

ORDINANCE NO. 76-2022 (AS), *First Reading*

By Vice President Cobb

An Ordinance amending Codified Ordinance Section 111.10, *Clerk*; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, on May 3, 2022, the electors of the City of Cleveland Heights voted overwhelmingly to approve Issue 10 which amended the Charter to provide that “Council shall appoint a Clerk of Council who shall have the duty of keeping Council’s records and performing all other duties required by this Charter and by the Council”; and

WHEREAS, this Council desires to amend Section 111.10, *Clerk* to reflect the wider duties of the new position.

BE IT ORDAINED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. Section 110.10, *Clerk* shall be, and is hereby, amended to read as follows:

111.10 CLERK

(a) The Clerk of Council shall be appointed by the affirmative voter of a majority of the members elected or appointed to Council. The Clerk of Council shall be subject to the supervision of the President of Council or the President’s designee, shall serve during good behavior, and may be removed only by the vote of a majority of Council as described above. The Clerk of Council shall attend all Council meetings, both regular and special; prepare or cause the preparation of minutes; maintain an accurate and complete record of all Council proceedings; prepare or cause to be prepared or assist the Council President in the preparation of an agenda for every meeting of Council; and have custody of all ordinances and resolutions of Council and all official documents, reports, papers, communications and files of Council. The Clerk of Council shall maintain an updated record of all appointments made by the Council and the terms of office associated therewith. The Clerk shall also perform such other duties as are required by law or are required by the Charter, these Codified Ordinances, or any other ordinance, resolution or motion of Council.

(b) The compensation of the Clerk of Council shall be established by Council and shall include all benefits, including but not limited to hospitalization, medical, and dental insurance, which are available to full time City employees.

SECTION 2. Present Section 111.10 of the Codified Ordinances as it exists prior to the effective date of this Ordinance, shall be and hereby is repealed.

SECTION 3. Notice of the passage of this Ordinance shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 4. It is necessary that this Ordinance become immediately effective as an emergency measure necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to obtain a Clerk to conduct Council business. Wherefore, provided it receives the affirmative vote of five or more of the members elected or appointed to this Council, this Ordinance shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

MELODY JOY HART
President of the Council

Clerk of Council

PASSED:

Presented to the Mayor: _____ Approved: _____

KAHLIL SEREN
Mayor