

**VINEYARD  
ORDINANCE 2025-21**

**AN ORDINANCE OF THE VINEYARD CITY COUNCIL AMENDING TITLE 2  
CHAPTER 4 OF THE VINEYARD MUNICIPAL CODE.**

**WHEREAS**, the Vineyard City Council under the authority of Utah Code 10-3 ahs the right to amend the municipal code; and

**WHEREAS**, the Vineyard City Council is changing from a five- to a six-member form of government; and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of the city to amend Title 2 Chapter 4, to reflect the changer in government.

**NOW THEREFORE**, be it ordained by the Council of the Vineyard, in the State of Utah, as follows:

**SECTION 1:**        **AMENDMENT** “2.04.010 Officer Created; Administrative Provisions” of the Vineyard Municipal Code is hereby *amended* as follows:

**BEFORE AMENDMENT**

2.04.010 Officer Created; Administrative Provisions

- A. Offices Created: The offices of city recorder, finance director, city treasurer, city attorney, and city engineer are created and established consistent with the requirements and authority established by the Utah Municipal Code.
- B. Appointment: The mayor, with the advice and consent of the city council, shall appoint a qualified person to fill each of the offices listed in subsection A, above.
- C. Powers, Duties, and Control: Those persons appointed to the offices listed in subsection A, above, shall be granted all of the powers, duties, and functions established in the Utah Municipal Code for their individual office, subject to the control and policies of the governing body.
- D. Term of Office: The persons appointed to the offices listed in subsection A, above, shall serve at the pleasure of the mayor and the city council and may be removed at any time, with or without cause by the affirmative vote of:
  - 1. the mayor and a majority of the city council; or
  - 2. all council members except the mayor.
- E. Compensation: The salary or compensation of a person serving in any of the offices listed in subsection A, above, shall be established by the governing body in accordance with Utah law.

## AFTER AMENDMENT

### 2.04.010 Officer Created; Administrative Provisions

A. ~~Offices Created: The offices of city recorder, finance director, city treasurer, city attorney, and city engineer are created and established consistent with the requirements and authority established by the Utah Municipal Code. Appointment: The mayor, with the advice and consent of the city council, shall appoint a qualified person to fill each of the offices listed in subsection A, above. Powers, Duties, and Control: Those persons appointed to the offices listed in subsection A, above, shall be granted all of the powers, duties, and functions established in the Utah Municipal Code for their individual office, subject to the control and policies of the governing body. Term of Office: The persons appointed to the offices listed in subsection A, above, shall serve at the pleasure of the mayor and the city council and may be removed at any time, with or without cause by the affirmative vote of: Compensation: The salary or compensation of a person serving in any of the offices listed in subsection A, above, shall be established by the governing body in accordance with Utah law. the mayor and a majority of the city council; or all council members except the mayor. The Mayor is the chief executive officer of the city and shall perform the duties specified in Utah Code § 10-3b-104, except as otherwise provided in this Chapter.~~

#### B. The Mayor:

1. Presides at Council meetings and acts as chair of the legislative body;
2. Signs ordinances, resolutions, contracts, and instruments on behalf of the City;
3. Represents the City in ceremonial and intergovernmental affairs;
4. Delivers an annual budget message to the Council;
5. Appoints, with advice and consent of the Council, members of boards, commissions, and officers as provided by law; and
6. Performs other duties assigned by statute or by ordinance not delegated to the City Manager.

#### C.

**SECTION 2:**        **ADOPTION** “2.04.020 Delegation Of Executive And Administrative Authority” of the Vineyard Municipal Code is hereby *added* as follows:

## BEFORE ADOPTION

2.04.020 Delegation Of Executive And Administrative Authority (Non-existent)

## AFTER ADOPTION

2.04.020 Delegation Of Executive And Administrative Authority(*Added*)

- A. Pursuant to Utah Code § 10-3b-303(1)(b)(iii), the Council hereby delegates to the City Manager the executive and administrative duties listed in § 2.04.030 and 2.08.010.
- B. The Council retains the authority to modify, add to, or withdraw any delegated duty by ordinance or resolution adopted in accordance with Utah Code § 10-3b-303(2).
- C. The delegation of duties does not diminish the Mayor's authority to represent the City publicly or to provide policy leadership as chair of the Council.

**SECTION 3:            ADOPTION** “2.04.030 City Manager - Powers And Duties” of the Vineyard Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

2.04.030 City Manager - Powers And Duties (Non-existent)

AFTER ADOPTION

2.04.030 City Manager - Powers And Duties(*Added*)

- A. Appointment. The Council shall appoint a City Manager to serve at the pleasure of the Council. The Council may remove the Manager by majority vote at any time.
- B. General Authority. The City Manager shall be the chief administrative officer of the City under the policy direction of the Council and shall:
  - 1. Supervise and coordinate the administration of all departments, offices, and agencies of the City, except as otherwise provided by law;
  - 2. Implement ordinances, resolutions, and policies adopted by the Council;
  - 3. Prepare and submit to the Mayor and Council the annual budget and capital improvement plan; administer the adopted budget;
  - 4. Oversee personnel administration, including appointment, discipline, and removal of subordinate employees in accordance with the City's personnel policies;
  - 5. Manage procurement, contracts, and purchasing consistent with City ordinances;
  - 6. Prepare administrative regulations, subject to Council approval where required;
  - 7. Provide the Council and Mayor with timely reports and recommendations on City operations;
  - 8. Attend all Council meetings with voice but no vote; and
  - 9. Perform other duties delegated by ordinance, resolution, or Council direction.
- C. Acting Manager. In the Manager's temporary absence or incapacity, the Council may designate an Acting City Manager.

D. Additional Administrative Functions. The City Manager shall perform all additional administrative functions and duties set forth in Section 2.08.010 of this Code, including general supervision of City departments, personnel management, fiscal administration, and enforcement of City ordinances and regulations, subject to the policy direction of the City Council.

**SECTION 4:**        **ADOPTION** “2.04.040 Administrative Relations And Non-Interference” of the Vineyard Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

2.04.040 Administrative Relations And Non-Interference (Non-existent)

AFTER ADOPTION

2.04.040 Administrative Relations And Non-Interference(*Added*)

- A. The Council shall act collectively through ordinance, resolution, or motion. No individual Councilmember or the Mayor may direct the City Manager or staff concerning the day-to-day operation of departments.
- B. Individual Councilmembers may make inquiries through the City Manager but shall not give orders to the City Manager or to subordinates of the City Manager.
- C. The City Manager shall keep the Mayor and Council fully informed of significant administrative matters and shall facilitate information flow between the administration and legislative body

**SECTION 5:**        **AMENDMENT** “2.08.010 Office Created; Administration Provisions” of the Vineyard Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

2.08.010 Office Created; Administration Provisions

- A. Office Created: The office of the city manager, which shall be known as "city manager", is created and established pursuant to Utah code section 10-3b-403. The

- city manager shall be referred to as the city manager or the chief administrative officer.
- B. Control: The powers, duties and functions of the office of city manager shall be subject to the control and policies of the governing body which is defined in state law as being the mayor and council as a group.
  - C. Appointment: The mayor, with the advice and consent of the city council, shall appoint the city manager, who shall be appointed on the basis of experience, and administrative and executive abilities and qualifications.
  - D. Bond: Before taking office, the city manager shall furnish a fidelity bond, at the expense of the city, in the amount of sixty thousand dollars (\$60,000.00), conditioned upon the faithful performance of his or her duties, with a corporation licensed to do business in this state as a surety. Such bond shall be filed with the city recorder after being approved by the governing body.
  - E. Term of Office: The city manager shall serve at the pleasure of the mayor and the city council and may be removed at any time, with or without cause, by the affirmative vote of the mayor and a majority of the city council, or all council members except the mayor.
  - F. Discretion of Governing Body: In removing the city manager, the governing body may use its discretion and its action shall be final and shall not depend upon any particular showing or degree of proof.
  - G. Employment Agreement: Nothing in this chapter shall be construed as a limitation on the power or authority of the governing body to enter into any supplemental agreement with the city manager with additional terms and conditions of employment not inconsistent with any provisions of this chapter.
  - H. Salary: The salary and other compensation of the city manager shall be established by the governing body in accordance with Utah law.
  - I. Office and Time Spent: The city manager shall maintain an office in the city hall and shall spend such time in the performance of the duties of city manager as is necessary or may be required from time to time by the governing body. The City manager shall be an exempt employee for purposes of the fair labor standards act and shall not be entitled to overtime pay unless specifically agreed to by the governing body. The city manager shall not accept any outside employment in addition to employment by the city without prior approval of the governing body.
  - J. Residence: The city manager need not be a resident of the city at the time of the city manager's appointment or thereafter.

## AFTER AMENDMENT

### 2.08.010 Office Created; Administration Provisions

- A. Office Created: The office of the city manager, which shall be known as "city manager", is created and established pursuant to Utah code section 10-3b-~~4~~303. The city manager shall be referred to as the city manager or the chief administrative officer.
- B. Control: The powers, duties and functions of the office of city manager shall be subject to the control and policies of the governing body which is defined in state law as being the mayor and council as a group.
- C. Appointment: The mayor, with the advice and consent of the city council, shall

appoint the city manager, who shall be appointed on the basis of experience, and administrative and executive abilities and qualifications.

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upon the faithful performance of his or her duties, with a corporation licensed to do business in this state as a surety. Such bond shall be filed with the city recorder after being approved by the governing body.

E. Term of Office: The city manager shall serve at the pleasure of the mayor and the city council and may be removed at any time, with or without cause, by the affirmative vote of the mayor and a majority of the city council, or all council members except the mayor.

F. Discretion of Governing Body: In removing the city manager, the governing body may use its discretion and its action shall be final and shall not depend upon any particular showing or degree of proof.

G. Employment Agreement: Nothing in this chapter shall be construed as a limitation on the power or authority of the governing body to enter into any supplemental agreement with the city manager with additional terms and conditions of employment not inconsistent with any provisions of this chapter.

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J. Residence: The city manager need not be a resident of the city at the time of the city manager's appointment or thereafter.

K. The powers and duties of the city manager are further described in Section 2.04.030 of this Code. In the event of conflict between this Section and Section 2.04.030, the provisions of Section 2.04.030 shall control.

**SECTION 6: REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**SECTION 7: SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

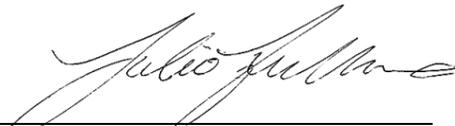
**SECTION 8: EFFECTIVE DATE** This Ordinance shall be in full force and effect from January 1, 2026 and after the required approval and publication according to law.

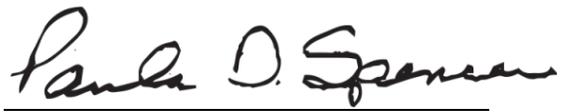
PASSED AND ADOPTED BY THE VINEYARD COUNCIL DECEMBER 10, 2025.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Mayor Julie Fullmer	<u>X</u>	_____	_____	_____
Jacob Holdaway	<u>X</u>	_____	_____	_____
Mardi Sifuentes	<u>X</u>	_____	_____	_____
Brett Clawson	<u>X</u>	_____	_____	_____
Ezra Nair	<u>X</u>	_____	_____	_____

Presiding Officer

Attest

  
\_\_\_\_\_  
Julie Fullmer, Mayor, Vineyard

  
\_\_\_\_\_  
Pamela Spencer, City Recorder,  
Vineyard

