

RESOLUTION NUMBER R17-023

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD,
GRAHAM COUNTY, ARIZONA, NEPOTISM.**

WHEREAS, the City Council wishes to establish a Nepotism Policy; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SAFFORD, that staff shall establish a Nepotism Policy as follows; and further, all previous resolutions or statements of policy concerning the Nepotism Policy hereby rescinded and superseded by this resolution. Updates will be as follows:

PURPOSE

Establishing procedures involving the employment of relatives related within the 3rd degree of consanguinity or affinity to one another (in compliance with and any revisions to A.R.S. 38-481).

DEFINITIONS

Consanguinity - Relationship by Blood (Includes biological, step and adopted.)

1st Degree - Father, Mother, Son, Daughter

2nd Degree – Grandfather, Grandmother, Brother, Sister, Grandson, Granddaughter.

3rd Degree – Uncle, Aunt, Great-Grandfather, Great-Grandmother, Great-Grandson, Great-Granddaughter, Niece, Nephew

Affinity – Relationship by Marriage (Includes domestic partnerships and civil unions.)

1st Degree – Spouse, domestic partner, Prefix "In law"....Father, Mother, Son, Daughter

2nd Degree–Prefix "In law".....Grandfather, Grandmother, Brother, Sister, Grandson, Granddaughter.

3rd Degree – Prefix "In law"....Uncle, Aunt, Great-Grandfather, Great-Grandmother, Great-Grandson, Great-Granddaughter, Niece, Nephew

DIRECTIVES

Relatives of the City Manager or Human Resources Officer via affinity or consanguinity within the 3rd degree will not be considered for employment with the City of Safford during their tenure of these positions. Relatives of Department Heads or Directors via affinity or consanguinity within the 3rd degree will not be considered for employment within the same department during their tenure of their position.

All other employees related via affinity or consanguinity within the 3rd degree shall be permitted to work together within the same department or division provided; one does not directly supervise the other; nor will they have input regarding hiring, firing, performance reviews, promotions, demotions, pay increases/decreases or disciplinary sanctions involving one another.

If a staffing change or the establishment of a relationship results in a relative being placed under the direct supervision of the other; one of the affected employees must submit a request to Human Resources to transfer or demote to a vacant position of the same or lower classification.

The employee requesting the transfer or demotion must be found qualified for that position by Human Resources, and will have their pay adjusted accordingly to the pay status of that position.

The transfer or demotion request must be received immediately upon the qualifying event. If a transfer or demotion cannot be accommodated, one of the affected employees must resign their position. If a voluntary resignation is not received, the City shall select for termination the employee who is the subordinate employee. As a good faith effort, the City will provide up to but not to exceed six (6) month grace period to allow the affected employee to seek other employment alternatives once notification is received.

While these directives are not all encompassing, if there is a relationship similar in nature and circumstances to those described above, i.e., loco parentis, it is at the discretion of the City Manager or Human Resources Officer to deem the relationship a conflict of interest and exercise appropriate measures.

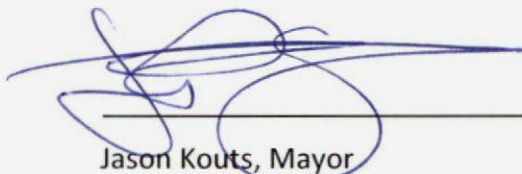
REFERENCE

A.R.S. 38-481 Employment of relatives; violation; classification; definition

Title 5 - Computing Degree of Relationship

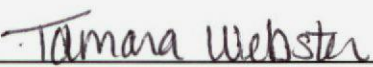
<http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.573.htm>

PASSED, ADOPTED, AND APPROVED by the Mayor and City Council of the City of Safford this 13th day of November, 2017.



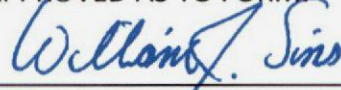
Jason Kouts, Mayor
City of Safford

ATTEST:



Tamara Webster
Deputy City Clerk

APPROVED AS TO FORM:

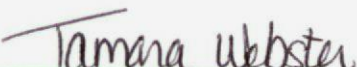


William J. Sims, III
City Attorney

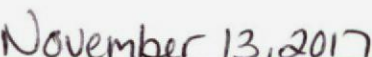
State of Arizona)
) ss
County of Graham)

CERTIFICATION

I HEREBY CERTIFY, that the foregoing Resolution Number R17-023 was duly passed and adopted by the Mayor and City Council of the City of Safford, Graham County, Arizona, at a Council Meeting held November 13, 2017, and that a quorum was present at the meeting.



Tamara Webster, Deputy City Clerk



Date: