

**AN ORDINANCE TO REQUIRE THE CREATION, PUBLICATION AND
MAINTENANCE OF A REVISED CITY OF WILMINGTON
ORGANIZATIONAL CHART**

#0234

Sponsor:

**Council
Member
Oliver**

WHEREAS, the City of Wilmington does not have an organizational chart which is easily viewable and accessible to the residents of the City of Wilmington and usable by city employees; and

WHEREAS, the principles of efficient and effective management have found that by keeping things simple and making relevant information readily accessible, the entire organization works better; and

WHEREAS, the various Department heads and Division Directors frequently change which often create unnecessary frustration and anxiety when residents are attempting to locate the appropriate office for service and it has been determined that visual charts are versatile tools which can assist in understanding the organization and finding the appropriate location for service; and

WHEREAS, one of the goals of City Council and the City of Wilmington is to serve with kindness, integrity, and professionalism while being held accountable for making ethical and innovative decisions that reflect a community-driven goal of transparency through honest and clear information; and

WHEREAS, City Council finds that its communication with city residents can improve when information is clear and available, with easy reference; and

WHEREAS, City Council finds that Budget deliberation will be more insightful where it has a City Organizational Chart which includes photographs of City Council, the Mayor's Office, Treasure, Auditor, all administrative Departments heads and Divisions Directors, and all Boards and Commissions.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. Article V, Division 1 of Chapter 2 of the City Code is hereby amended, to add a new section 2-237 entitled “Requiring the Creation, Publication and Maintenance of a revised City of Wilmington Organizational Chart” to read as follows:

Sec. 2-237. – City of Wilmington Organizational Chart.

- (a) The Department of Human Resources with the assistance of the Department of Planning shall create and maintain a revised organizational chart for the City of Wilmington. The Chart shall include City Council and its various divisions; the Mayor’s Office and its various divisions; the Treasurer; the Auditor; all administrative departments and their various divisions; and the various Boards and Commissions. The names and photographs of City Council Members, the Mayor’s Office, Treasurer, Auditor, all directors and division heads and Boards and Commissioners shall be included in the organizational chart and updated as required to reflect resignations and replacements.
- (b) A copy of a revised organizational chart shall be added to the City’s website and be presented to City Council each year when the Annual Budget is delivered by the Mayor for the City of Wilmington.

SECTION 2. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading.....October 6, 2022
Second Reading.....October 6, 2022
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2022.

Mayor

SYNOPSIS: This Ordinance provides for a revised Organizational Chart for the City of Wilmington that includes photographs of City Council, the Mayor's Office, Treasurer, Auditor, all administrative Department heads and Divisions Directors, and all Boards and Commissions.

FISCAL IMPACT STATEMENT: This Ordinance has minimal anticipated fiscal impact.