



CHARTER GOVERNMENT PROVISIONS IN ARIZONA CITIES

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CHARTER GOVERNMENT PROVISIONS IN ARIZONA CITIES

INTRODUCTION

This report is designed to assist those cities considering adoption of a charter government and charter cities who are reviewing their charters for possible amendment. The publication is a supplement to "Exploring Charter Government for Your City", which is also published by the League of Arizona Cities and Towns.

This report is a comparison of the nineteen city charters adopted pursuant to the Arizona State Constitution, Article XIII, Section 2. Included, are comparisons of charter provisions on the organization of city government, the administration of city business and budget and finance policy. Also, highlighted in the report are special charter provisions. In the appendix is a series of charts which provide a convenient listing of the charter provisions.

The focus of the report is on the major questions considered when a city is adopting or amending its charter. The comparison, therefore, does not include all aspects of each city charter. Also, the report does not include Tombstone's territorial charter which was adopted prior to Statehood.

In addition, the report includes only those powers which are specifically contained in the charter. Cities may exercise certain powers that are not specifically stated in their charters. For example, a city may generally adopt "all of the taxing powers granted to cities and towns in State law". Using this general taxing authority, a city may levy a transaction privilege tax even though the authority for this type of tax is not specifically stated in its charter.

We hope this publication will be a useful document for current charter cities as well as cities considering adopting charter government. As always, please give us a call if you have any questions or comments.

ARIZONA CHARTER CITIES

AVONDALE	NOGALES
BISBEE	PEORIA
CASA GRANDE	PHOENIX
CHANDLER	PRESCOTT
DOUGLAS	SCOTTSDALE
FLAGSTAFF	TEMPE
GLENDALE	TUCSON
GOODYEAR	WINSLOW
HOLBROOK	YUMA
MESA	

A COMPARISON OF ARIZONA CITY CHARTERS

ORGANIZATION

Nearly all city charters in Arizona begin by framing the structural organization for the city government. This portion of the charter includes the form of government, the office of mayor, the office of councilmember, council appointments and filling council vacancies.

Form of Government

In Arizona, eighteen charter cities have adopted the Council-Manager form of government. There is one city that has adopted a form of government which varies from the Council-Manager plan. The City of Winslow has a mayor and council government. However, the city council, by ordinance, has provided for the position of city administrator with authority to oversee the general affairs of the city on a daily basis.

In addition to the Council-Manager form of government, all of the nineteen charter cities have a common council as the legislative body of the city. Under this system, the vote of each councilmember and the mayor is equal.

In all charter cities the mayor is elected at large. A variety of methods are used to elect councilmembers. Currently, thirteen cities nominate and elect the councilmembers or aldermen at large. However, Mesa, Glendale, Peoria and Phoenix have councils that are nominated and elected by district. The Goodyear Council will change to district elections after Goodyear's population reaches 150,000. In the City of Tucson, councilmembers are nominated for office from wards, but are elected at large. The City of Douglas has adopted a method for electing the council similar to Tucson. However, this provision was not approved by the Justice Department under the Federal Voting Rights Act. Consequently, Douglas elects their council by wards. In Bisbee the councilmembers are nominated and elected from three wards with two councilmembers from each ward.

The Office of Mayor

In nine of the charter cities, the mayor serves a term of four years. In the Cities of Douglas, Goodyear, Mesa, Nogales, Peoria, Scottsdale, Tempe, Tucson and Yuma, the mayor serves a four year term. Several cities place limits on the number of terms a person may serve as mayor. Goodyear, Nogales, Peoria, Phoenix and Mesa limit the mayor to two consecutive four-year terms. In Mesa, after two consecutive terms are served, and Chandler after two consecutive terms are served, a person must wait four years before being eligible to again run for the office of mayor. An additional provision in the two cities limits a person to a combination of serving as a councilmember and mayor for no more than sixteen consecutive years, Chandler and Mesa. In Douglas and Scottsdale, the mayor is limited to three consecutive terms, while the City of Casa Grande limits the number of terms a person may serve as mayor to four consecutive terms.

In certain cities additional qualifications are placed on the office of mayor. For instance, in the Cities of Casa Grande, Douglas, Glendale and Goodyear, the mayor must be a minimum of twenty-five years of age. Also, sixteen of the cities have residency requirements for the mayor which vary from one to three years.

The Office of Councilmember

Councilmembers in all of Arizona's charter cities serve a term of four years. In each of these cities, the four year terms are staggered with three councilmembers elected every two years. Phoenix has staggered terms but four are elected every two years.

Six cities limit the number of terms for councilmembers and aldermen: Chandler and Mesa limit councilmembers to two consecutive terms; Goodyear, Phoenix and Scottsdale limit councilmembers to three consecutive terms and Nogales limits aldermen to two consecutive terms.

A number of cities have additional requirements for the office of councilmember. The Cities of Casa Grande, Douglas, Goodyear and Peoria require a councilmember to be a minimum of twenty-one years of age. In addition, sixteen charter cities have residency requirements for councilmembers which vary from one to three years. The Tucson charter requires city residency for three years and ward residency for one year for the office of councilmember. In Mesa, a candidate for councilmember must be a resident in the district for at least two years.

Mayor and Council Salaries

The salaries for the offices of mayor and councilmember vary considerably. A number of cities set these salaries by ordinance rather than in the charter. We direct your attention to *chart A* of the appendix for the manner of setting salaries in any specific charter city.

Mayor and Council Appointments

The extent of mayor/council appointment powers varies considerably among the cities. In the eighteen Council-Manager cities, the city council directly appoints the city manager. In the City of Nogales, the mayor appoints virtually all of the administrative heads with the approval of the board of aldermen through a two-thirds vote. In the City of Winslow, the appointment of all top administrators rests with the city council. Various other council appointments are listed in *Chart A* of the appendix.

Mayor and Council Vacancies

The most common method of filling a vacancy in the office of mayor or councilmember is to have the remaining councilmembers appoint another person through a majority vote to fill the vacant position. In the City of Casa Grande, a vacancy in the office of mayor is filled by having the remaining members of the council appoint another member to the council and then having the council choose a mayor from among the councilmembers. In Bisbee, Douglas, Holbrook, Peoria and Phoenix (if the vacancy occurs less than one year prior to the end of the term) the council fills a vacancy in the office of mayor from its own membership. In Peoria, the vice-mayor automatically fills a vacancy in the office of mayor.

In Douglas, in the event of a tie, the Cochise County supervisor for the district casts the deciding vote when the city magistrate is unable to do so. In Chandler, Goodyear, Holbrook, Mesa, Prescott, Tempe and Yuma, if the council fails to make an appointment to a vacant council seat within a specified period of time, a special election is called to fill the vacancy. In Phoenix, if a vacancy occurs one year or more before the end of a mayor or councilmember's term, a special election is held to fill the unexpired portion of the term. Less than a year before the end of the term, the vacancy is filled by council appointment. If the vacancy is within ninety days of a regular election, the council has the option to leave the position vacant. Peoria's council vacancy provision is similar in structure to Phoenix's, except that the deadline for deciding between special election and council appointment is seven hundred forty days instead of one year and in the case of a special election, they appoint someone to serve until the special election.

In Bisbee, Casa Grande and Douglas, the city judge may vote to break a tie vote over an appointment to a council vacancy. Also, Bisbee, Douglas, Flagstaff, Goodyear, Prescott, Scottsdale and Tempe limit, in certain instances, the amount of time an appointed person may serve on the council without facing an election.

In Mesa, there will be an election if the office of the mayor becomes vacant with more than two years remaining in the term.

ADMINISTRATION

This section focuses on administrative provisions adopted in Arizona charters. Specifically, this section includes manager/chief administrator appointments, procedures for removal of the city manager, ordinance adoption procedures and the establishment of a merit system.

Manager/Chief Administrator Appointments

The appointment powers of a city manager differ from one charter city to the next. In most of the cities using the Council-Manager form of government, the manager has appointment powers over all department heads and other city employees, subject to stipulations in a city's merit system. Specific appointment powers of a manager over such offices as clerk, treasurer, attorney, magistrate, etc., are listed in *Chart B* of the appendix.

Procedure for Removal of City Manager

In Avondale, Bisbee, Chandler, Glendale, Holbrook, Peoria, Scottsdale, Tempe and Yuma, the city manager may be removed from office by a majority vote of the councilmembers. Removal of the city manager in Flagstaff and Goodyear requires five votes; Douglas requires a five-sevenths vote, while Mesa and Tucson require a two-thirds vote of the council.

The Cities of Casa Grande, Phoenix and Prescott have a similar procedure for removal of the city manager which requires a two-thirds vote of the council for removal without cause. However, the manager may be removed in these same cities by a simple majority vote for reasons of malfeasance, misfeasance, etc., in office.

Ordinance Adoption

An ordinance passed with an emergency clause requires five council votes in Avondale and Flagstaff. Glendale requires a five-sevenths vote to pass an emergency ordinance. The Douglas and Yuma charters require a five-sevenths vote and the approval of the mayor to pass an emergency measure. Six votes are required for emergency measures in Bisbee, Chandler, Holbrook, Tempe and Winslow, while a three-fourths vote is required in Casa Grande, Goodyear, Mesa, Peoria, Prescott and Scottsdale. In Nogales and Tucson a five-sixths vote of the aldermen or council is required for this type of measure.

In taking action, a roll call vote is specifically required in Avondale, Bisbee, Casa Grande, Chandler, Goodyear, Holbrook, Tempe and Winslow. In Flagstaff, Peoria, Phoenix, Scottsdale and Yuma, a roll call vote may be requested by any member of the council. In addition, ten of the charter cities specify that there is no abstention from voting unless there is a conflict of interest.

If the membership of the council is at any time reduced to less than a quorum in the Cities of Mesa and Tempe, a majority of the remaining members of the council may appoint persons to establish a quorum for business.

Merit System

Eighteen of the charter cities have specific provisions establishing some type of merit or personnel system for city employees.

FINANCE

The area of budgeting and finance for Arizona cities is strictly controlled by State law and the State Constitution. However, there have been a number of charter provisions adopted which not only create additional restrictions but also provide greater flexibility for charter cities in the area of finance. Included in this section are charter provisions dealing with taxation, budget and finance mechanisms and contracts.

Taxation

Most of the charter cities have provisions for the establishment by ordinance of a comprehensive tax system. In addition, sixteen Arizona charter cities have specific charter authorization for a local transaction or business privilege tax. However, many of these cities place restrictions on such a tax. Avondale, Flagstaff, Glendale, and Winslow all require voter approval before a local transaction privilege tax may be enacted. Bisbee and Peoria require voter approval for an increased transaction privilege tax; Bisbee also requires voter approval for a decrease in this tax. Mesa, Prescott, Scottsdale, Tempe and Yuma limit the local transaction privilege tax to one percent unless the voters approve an increase. The City of Nogales limits its local transaction privilege tax to one and one quarter percent and allows special tax exemptions in other areas of taxation for businesses paying the local sales tax.

A similar restriction is contained in Tucson's charter limiting its transaction privilege tax to two percent. Tucson also exempts food and food products from its local sales tax. The City of Yuma limits its local transaction privilege tax to one percent, but there is an additional two percent tax levied on hotels, motels, bars and restaurants in the city to pay for the costs of certain public facilities.

Limits are also placed on the property tax rate for the Cities of Phoenix and Tucson. The City of Phoenix limits its property tax rate to one dollar per one hundred dollars of assessed valuation. This limit on the Phoenix property tax does not include special levies for bonds, libraries and parks. The Tucson charter limits the total property tax levy to one dollar and seventy-five cents per one hundred dollars of assessed valuation. The voters of Mesa must approve a real estate and personal property tax enactment.

Budget and Finance Mechanisms

A number of charter cities have authorized cash basis funds in their charters. The cash basis funds are established primarily to place the transactions of the city on a cash basis. This also can serve as a revolving fund for use at the end of the fiscal year to provide greater flexibility to city budgeting. In addition, a number of cities have charter provisions creating sinking funds and reserve funds.

Another common mechanism found in city charters is an authorization for the transfer of unencumbered funds within departments, offices or agencies of the city. This mechanism can be found in the charters of Avondale, Chandler, Glendale, Prescott, Scottsdale, Tempe, Winslow and Yuma. All of these cities, with the exception of Winslow, have additional charter provisions allowing the council to transfer unencumbered funds between departments, offices or agencies. In Avondale and Glendale this transfer of funds is limited to the last three months of the fiscal year. In addition, a number of charters contain a provision authorizing the transfer of money from any fund within the budget to the bond interest fund to pay the bonded indebtedness of the city.

In the Nogales charter, funds may be withdrawn from any budgeted appropriation for incidental or contingent expenses upon a two-thirds vote of the board of aldermen. Also, the Mayor of Nogales may reduce or veto any item in a proposed budget.

Contracts

The methods of awarding contracts to do business with the city are somewhat different in each city charter. Generally, charters contain provisions specifying when formal or informal bids will be accepted on a particular project. Informal bidding procedures are often handled solely by the city manager who will make the final contract award. Formal bidding procedures generally require open public competitive bidding, and awards are usually approved by the council. Specific provisions relating to contracts in Arizona charter cities are listed in *chart C* of the appendix.

Investment of Public Funds

Charter cities are exempt from the State law on the investment of public funds. Several charter cities limit the investment of public funds to depositories within the city. For example, Flagstaff limits the deposit of public funds to financial institutions within the city corporate limits. Nogales limits the deposit of portions of the city's public funds to specific financial institutions.

SPECIAL CHARTER PROVISIONS

This section contains charter provisions from selected cities which are either unique to the city or represent some of the most recent trends in Arizona charter government. This section will examine charter provisions dealing with the city council, land use, administration, elections, personnel and finance.

The City Council

The Cities of Glendale, Peoria, Phoenix and Tucson have created a citizens' commission on city council salaries in their charters. The commissions were established to review and evaluate elected officials' salaries and make recommendations to the city council. The Peoria and Phoenix commissions are to make recommendations on council salaries every two years. All salary recommendations must go before the voters for approval in Phoenix, and recommended increases of 5.1 percent or more must go before the voters in Peoria.

Also, some cities have adopted unique charter provisions on the election of the council. In the City of Tucson, the council is nominated by ward and elected at large. Bisbee elects two councilmembers from each ward.

Land Use

The Cities of Bisbee, Casa Grande, Douglas, Flagstaff, Holbrook, Mesa, Peoria, Phoenix and Scottsdale all have charter provisions either requiring or permitting the city to adopt a comprehensive plan for the physical development of the community. In addition, the charters of Casa Grande, Douglas, Flagstaff, Peoria, Phoenix and Scottsdale contain provisions authorizing the city council to designate and regulate floodplains and floodways within the city. Scottsdale's charter also allows the council to designate as preserved land any land owned by the city which is suitable for mountain or desert preservation.

Another charter requirement on land use is Scottsdale's provision requiring the dedication of lands or fees from developers to support essential city services. This same provision is also contained in the charters of Bisbee, Casa Grande, Douglas, Goodyear, Peoria and Tempe. Architectural and site plan approval by the city may be required prior to any construction in Bisbee, Casa Grande, Douglas, Goodyear, Holbrook, Peoria and Scottsdale.

In addition, Casa Grande, Douglas and Peoria have the authority in their charter to provide remedies for air, water and noise pollution. Mesa requires voter approval prior to the enactment of a housing code for the city, while Tucson requires voter approval for any changes affecting freeways, parkways, controlled access highways and grade-separated interchanges. Prescott has a provision in their charter which prohibits the sale of Watson and Willow Lakes and Acker Park and requires the city to retain the Lakes as open space in perpetuity.

Administration

In the City of Nogales, the mayor may, with approval of the board of aldermen, reorganize departments and appoint officers. In the City of Phoenix, the council creates and appoints the parks, playgrounds and recreational board.

When selecting a city magistrate, the councils of Bisbee, Casa Grande and Holbrook appoint a judicial selection committee. The judicial selection committee recommends people to fill the position of city magistrate and from these recommendations the city council then makes the final appointment. The municipal judge in the City of Yuma is elected from the city at large. The judge serves a four year term.

Elections

In the Cities of Avondale, Bisbee, Chandler, Douglas, Glendale, Holbrook, Phoenix, Scottsdale and Yuma, the charter authorizes the city council to hold special elections on any city issue. Casa Grande, Goodyear, and Peoria charters authorize the city council to hold special or advisory elections. Nogales and Phoenix limit the frequency of special elections to not more than once every six months.

Tucson established campaign contribution limitations of \$500 to any candidate for mayor or council from an individual, and \$1,000 from any campaign committee. A candidate in Tucson may sign a voluntary expenditure limitation contract and be eligible for public matching funds. Any unexpended campaign contributions must be returned to the city.

In Tempe, if no more than two candidates file nomination petitions for each vacancy in office, the primary election may be dispensed with; the regular election shall be held at the time of the primary election.

Personnel

The Cities of Goodyear, Holbrook and Mesa charters contain a provision specifically prohibiting the city from bargaining collectively with employee organizations on questions relating to wages, hours and working conditions. The Chandler and Phoenix charters prohibit the use of binding arbitration on matters relating to wages, hours and conditions of employment and have an antistrike clause for employees. However, the Chandler charter provides for the resolution of differences through a “meet and confer” process which is developed by the Mayor and Council. The Tucson charter, on the other hand, provides for advisory arbitration on wage disputes with employees.

The Douglas and Mesa charters create a personnel appeals board. The appeals board is authorized to develop procedures for hearing employee grievances. The Chandler charter makes a similar provision for a merit systems board. The City of Bisbee creates a civil service commission to fulfill the same purpose.

In the Phoenix charter, the City of Phoenix Employees Retirement Plan is created. A pension fund for city employees is also created in the Tucson charter.

Finance

The Chandler, Mesa, Phoenix and Tempe charters all stipulate that a five-year capital improvements program be developed and submitted to the city council each year. Flagstaff requires voter approval for any municipal construction project exceeding \$1,906,533.00.

CONCLUSION

This comparison of Arizona charters was designed to familiarize the reader with the basic form and options that have been adopted in Arizona city charters. While the organizational options are endless under the charter form of government, eighteen of Arizona's nineteen charter cities have adopted the Council-Manager form of government and have also adopted a common council type of legislative body.

We hope the information presented in this report is useful to those cities considering adopting a charter as well as for those charter cities looking for a basis of comparison for their charter amendments. The comparison format of the report was intended to provide the reader with a source of basic charter options. Of course, deciding which charter options are appropriate for your community is what charter government is all about organizing your city government to meet local needs.

If you have any questions on these options or the charter process, please give us a call.

APPENDIX

CHART A ORGANIZATION

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Avondale Adopted: 1959 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 2 years • Salary: \$1200/month • Residency: 2 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: Vice Mayor \$900/month; Council \$600/month • Residency: 2 years 	<ul style="list-style-type: none"> • Manager • Attorney • City Judge • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members
Bisbee Adopted: 1988 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council elected by ward 	<ul style="list-style-type: none"> • Term: 2 years • Salary: by ordinance ratified by electorate • Residency: 1 year 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: by ordinance, ratified by electorate • Residency: 1 year ward and city • Three wards 2 elected from each ward 	<ul style="list-style-type: none"> • Manager • City Attorney • City Magistrate • Boards and Commissions 	<ul style="list-style-type: none"> • Vacancy in mayor's office: council chooses mayor from membership of council • Council vacancy: remaining council, including the mayor appoint from ward • If appointed member term exceeds 2 years, appointed member serves to next election. Then candidates run for the "short term" • Tie vote may be broken by county supervisor from district
Casa Grande Adopted: 1975 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 2 years; limit 4 consecutive terms • Minimum age: 25 • Salary: by ordinance • Residency: 3 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: by ordinance • Minimum age: 21 • Residency: 3 years 	<ul style="list-style-type: none"> • Manager • Attorney • City Judge • Boards and Commissions 	<ul style="list-style-type: none"> • Remaining councilmembers appoint • Vacancy in mayor's office: council appoints 7th member and then chooses mayor from members • Tie vote may be broken by city judge
Chandler Adopted: 1965 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 terms • Salary: by ordinance • Residency: 2 years • Person is not eligible to be elected to a combination of councilmember and mayor for more than 16 consecutive years 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 2 terms • Salary: by ordinance • Residency: 2 years • Person is not eligible to be elected to a combination of councilmember and mayor for more than 16 consecutive years 	<ul style="list-style-type: none"> • Manager • Clerk • Attorney • City Magistrate • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members • Failure to appoint in 30 days: special election called

**CHART A
ORGANIZATION (Continued)**

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Douglas Adopted: 1982 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council elected by ward 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 terms • Salary: \$300/month; change by voters • Minimum age: 25 • Residency: 3 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: \$200/month; change by voters • Minimum age: 21 • Residency: 3 years • Ward residency: 1 year 	<ul style="list-style-type: none"> • Manager • Clerk • Treasurer • Attorney • City Magistrate • City Health Officer • Boards and Commissions • Mayor may appoint councilmembers or the manager to city committees 	<ul style="list-style-type: none"> • Remaining councilmembers appoint from vacant ward • If appointed member term exceeds 2 years, position filled at next election • Tie vote may be broken by city magistrate or the Cochise County Supervisor • Vacancy in mayor's office remaining council appoint mayor from existing council not less than 15 days nor more than 31 days from date of vacancy. Vacant council seat then filled as above
Flagstaff Adopted: 1958 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 2 years • Salary: by ordinance 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: by ordinance 	<ul style="list-style-type: none"> • Manager • Attorney • Police Judge • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members • If appointed member term exceeds 2 years, position filled at next election
Glendale Adopted: 1957 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council elected by districts 	<ul style="list-style-type: none"> • Term: 4 years • Salary: \$48,000 annually by voter approval • Residency: 1 year • Minimum age: 25 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: \$34,000 annually by voter approval • Residency: 1 year 	<ul style="list-style-type: none"> • Manager • Clerk • Treasurer • Attorney • City Judge • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members
Goodyear Adopted: 1987 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large • When population reaches 150,000 council elected by districts 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 consecutive terms • Salary: by ordinance • Residency: 2 years • Minimum age: 25 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 3 consecutive terms • Salary: by ordinance • Residency: city 2 years; after districts, district 180 days • Minimum age: 21 	<ul style="list-style-type: none"> • Manager • Attorney • Municipal Judges • Boards and Commissions 	<ul style="list-style-type: none"> • Vacancy in mayor's office: by special election for unexpired term • Council vacancy: by appointment, if vacancy occurs in first year and 180 days, council appoints replacement to serve until next general election • Failure to appoint in 30 days: special election required

**CHART A
ORGANIZATION (Continued)**

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Holbrook Adopted: 1994 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 4 years • Salary: by ordinance, ratified by electorate • Residency: 2 years 	<ul style="list-style-type: none"> • Term: 4 years; staggered • Salary: by ordinance, ratified by electorate • Residency: 2 years 	<ul style="list-style-type: none"> • City Manager • Attorney • Magistrate • Boards and Commissions 	<ul style="list-style-type: none"> • For mayor: council fills from own membership by majority vote of remaining members • For councilmember: council appointment; failure to appoint in 31 days special election called
Mesa Adopted: 1967 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council elected by districts 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 consecutive terms; 4 years before eligible to run again • Salary: by ordinance • Residency: 2 years preceding the filing of nomination papers. • Person is not eligible to be elected to a combination of councilmember and mayor for more than 16 consecutive years 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 2 consecutive terms; 4 years before eligible to run again • Salary: by ordinance • Residency: 2 years in district preceding the filing of nomination papers • Person is not eligible to be elected to a combination of councilmember and mayor for more than 16 consecutive years 	<ul style="list-style-type: none"> • Manager • Clerk • Attorney • City Magistrate • Boards and Commissions 	<ul style="list-style-type: none"> • Council appoints • Vacancy occurring less than 10 days prior to filing nomination petitions for primary, appointee serves unexpired term • Vacancy occurring more than 10 days prior to filing nomination petitions for primary, unexpired term filled at next election • Failure to appoint in 30 days: special election called
Nogales Adopted: 1926 (Long Form)	<ul style="list-style-type: none"> • Council-Manager • 6 member board of aldermen • Mayor and aldermen elected at large 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 consecutive terms • Salary: by ordinance 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 2 consecutive terms • Salary: by ordinance 	<ul style="list-style-type: none"> • Attorney • Clerk • Engineer • Treasurer • Health Officer • Superintendent of Streets • Police Judge • Chief of Police • Recreation Director • Fire Chief • Committees 	<ul style="list-style-type: none"> • Board of aldermen appoint • Tie vote may be broken by mayor • Mayor may veto appointee • 5/6 vote of aldermen overrides veto

**CHART A
ORGANIZATION (Continued)**

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Peoria Adopted: 1983 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council elected by districts 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 consecutive terms • Salary: \$2611.46/month; change by ordinance, less than 5.1% • Residency: 1 year • No limit on nonconsecutive terms 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 3 consecutive terms • Salary: \$1740.97/month; change by ordinance, less than 5.1% • Minimum Age: 21 • Residency: 1 year 	<ul style="list-style-type: none"> • Manager • Attorney • Municipal Judge 	<ul style="list-style-type: none"> • Vacancy in the office of mayor filled by vice mayor, if qualified, or from among remaining members. If no other councilmember meets requirement, then fill by special election • Council vacancy occurring 740 days or more prior to next regular election: special election (appoint someone to serve until election). Vacancy occurring less than 740 days: council appointment
Phoenix Adopted: 1913 (Long Form)	<ul style="list-style-type: none"> • Council-Manager • 9 member common council • Mayor elected at large • Council elected by districts 	<ul style="list-style-type: none"> • Term: 4 years; limit 2 consecutive terms • Salary: \$62,800/year; change by voters • Appoints personal secretary and staff 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 3 consecutive terms (not including service as mayor) • Salary: \$51,500/year; change by voters • Residency: Must maintain permanent residence within district 	<ul style="list-style-type: none"> • Manager • City court judges • Chief presiding judge • Boards & Commission 	<ul style="list-style-type: none"> • Vacancy occurring one year or more prior to end of term: special election held to fill unexpired term • Vacancy occurring less than one year prior to end of term: council appointment (mayor from within remaining councilmembers) • Vacancy occurring within 90 days of a regular election: council may leave vacant
Prescott Adopted: 1958 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 2 years • Salary: \$750/month; change by voters • Residency: 1 year 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: \$500/month; change by voters • Residency: 1 year 	<ul style="list-style-type: none"> • Manager • Clerk • Attorney • City Judge • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members • For unexpired term exceeding 2 years, council appoints until next election, remainder of term filled by election • Failure to appoint in 31 days: special election called

**CHART A
ORGANIZATION (Continued)**

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Scottsdale Adopted: 1961 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 4 years; limit 3 consecutive terms • Salary: \$3,000/month • Residency: 1 year 	<ul style="list-style-type: none"> • Term: 4 years, staggered; limit 3 consecutive terms • Salary: \$1,500/month • Residency: 1 year 	<ul style="list-style-type: none"> • Manager • Clerk • Treasurer • Attorney • City Judge • Internal Auditor • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members • Mayor and council vacancy less than 30 days prior to nomination petition deadline, council appoints for unexpired term • Council vacancy more than 30 days prior to nomination petition deadline, unexpired term filled at next election • Mayor vacancy more than 30 days prior to nomination petition deadline, filled for 4 year term at election
Tempe Adopted: 1964 (Short Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 4 years • Salary: by ordinance • Residency: 2 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: by ordinance • Residency: 2 years 	<ul style="list-style-type: none"> • Manager • Clerk • City Magistrate • City Attorney • Merit System Board • Boards and Commissions 	<ul style="list-style-type: none"> • Vacancy occurring less than 60 days before primary election, council appoints for remainder of unexpired term • Vacancy occurring at least 60 days before primary election, council appoints temporary until election • Failure to appoint in 30 days; special election called
Tucson Adopted: 1929 (Long Form)	<ul style="list-style-type: none"> • Council-Manager • 7 member common council • Mayor elected at large • Council nominated by wards elected at large 	<ul style="list-style-type: none"> • Term: 4 years • Salary: \$3,500/month change by voters • Residency: 3 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: \$2,000/month; change by voters • Residency: 3 years • Ward residency: 1 year 	<ul style="list-style-type: none"> • Manager • Clerk • Magistrate • Library Board • Attorney • Civil Service Commission • Other boards as necessary 	<ul style="list-style-type: none"> • Vacancy in council: mayor and council appoint from vacant ward • Vacancy in mayor's office: council appoints from city at large • By ordinance for additional procedures to be used in selecting a mayor or council

**CHART A
ORGANIZATION (Continued)**

	FORM OF GOVERNMENT	OFFICE OF MAYOR	OFFICE OF COUNCILMEMBER	MAYOR COUNCIL APPOINTMENTS	FILLING COUNCIL VACANCIES
Winslow Adopted: 1957 (Short Form)	<ul style="list-style-type: none"> • Mayor-Council; • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 2 years • Salary: by ordinance • Residency: 3 years 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: by ordinance • Residency: 3 years 	<ul style="list-style-type: none"> • Manager • Clerk • Treasurer • Attorney • Magistrate • Engineer • All department heads • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members shall be within thirty-one days of a vacancy, fill said vacancy in its own membership and in the office of the mayor for the unexpired term of vacancy. However if vacating mayor's or councilmember's remaining term is two or more years as of the next regularly scheduled election, the vacancy shall be filled only until said election and the remaining term shall be filled by a vote of the duly qualified electors
Yuma Adopted: 1914 (Long Form)	<ul style="list-style-type: none"> • Council/Administrator • 7 member common council • Mayor and council elected at large 	<ul style="list-style-type: none"> • Term: 4 years • Salary: \$1000/month; change by voters. • Residency: 1 year 	<ul style="list-style-type: none"> • Term: 4 years, staggered • Salary: \$600/month; change by voters • Residency: 1 year 	<ul style="list-style-type: none"> • City Administrator • Personnel Board • Boards and Commissions 	<ul style="list-style-type: none"> • Majority vote of remaining members • Failure to appoint in 30 days: special election called

**CHART B
ADMINISTRATION**

	MANAGER/CHIEF ADMINISTRATOR APPOINTMENTS	REMOVAL OF CITY MANAGER	ORDINANCE ADOPTION	MERIT SYSTEM
Avondale	<ul style="list-style-type: none"> • Clerk* • Treasurer* • Engineer* • All other officers and employees unless exempted 	<ul style="list-style-type: none"> • Majority vote; council must adopt a preliminary resolution stating reason for removal 30 days before removal is effective 	<ul style="list-style-type: none"> • Vote: roll call • Abstention equals affirmative vote except in conflict of interest • Emergency requires 5 votes 	<ul style="list-style-type: none"> • Yes
Bisbee	<ul style="list-style-type: none"> • Clerk* • Treasurer* • Personnel Director • All other department heads, officers and employees, unless exempted 	<ul style="list-style-type: none"> • Majority vote of council • May not be removed, other than for misconduct, less than 90 days after a general election in which a councilmember was elected or after appointment of a new councilmember 	<ul style="list-style-type: none"> • Vote: roll call • No abstention except for conflict of interest • Failure to vote equals affirmative vote • No emergency when dealing with franchise, regulating utility rates • Emergency requires 6 votes • Requires 2 readings per ordinance 	<ul style="list-style-type: none"> • Yes • Civil Service Commission
Casa Grande	<ul style="list-style-type: none"> • Clerk* • Treasurer* • All other department heads, officers and employees 	<ul style="list-style-type: none"> • Without cause: 2/3 vote • Malfeasance, misfeasance: majority vote 	<ul style="list-style-type: none"> • Vote: roll call • No abstention except in conflict of interest • Emergency requires a 3/4 vote of the council and approval of mayor 	<ul style="list-style-type: none"> • Yes
Chandler	<ul style="list-style-type: none"> • Personnel Officer • All employees and administrative officers unless exempted 	<ul style="list-style-type: none"> • Majority vote of council 	<ul style="list-style-type: none"> • Vote: roll call • No abstention except in conflict of interest • Emergency requires 6 votes • No emergency when dealing with franchise, regulating utility rates 	<ul style="list-style-type: none"> • Yes • Merit System Board
Douglas	<ul style="list-style-type: none"> • Personnel Director • All other officers and employees unless exempted 	<ul style="list-style-type: none"> • 5/7 vote 	<ul style="list-style-type: none"> • Vote: ayes and nays • No abstention except in conflict of interest • Emergency requires 6/7 vote plus the approval of the mayor 	<ul style="list-style-type: none"> • Yes • Merit System Board • Personnel Appeals Board

* Subject to council approval

**CHART B
ADMINISTRATION (Continued)**

	MANAGER/CHIEF ADMINISTRATOR APPOINTMENTS	REMOVAL OF CITY MANAGER	ORDINANCE ADOPTION	MERIT SYSTEM
Flagstaff	<ul style="list-style-type: none"> • Clerk* • Treasurer* • All other officers and employees unless exempted 	<ul style="list-style-type: none"> • 5 votes 	<ul style="list-style-type: none"> • Vote: ayes and nays; roll call on request of councilmember • Abstention equals affirmative vote except in conflict of interest • Emergency requires 5 votes 	<ul style="list-style-type: none"> • Yes
Glendale	<ul style="list-style-type: none"> • All department heads, officers and employees unless exempted 	<ul style="list-style-type: none"> • Majority vote of council • Council must adopt a preliminary resolution stating reason for removal 30 days before removal is effective 	<ul style="list-style-type: none"> • Vote: ayes and nays • Failure to vote equals affirmative vote except in conflict of interest • Emergency requires 5/7 vote • No abstention except in conflict of interest 	<ul style="list-style-type: none"> • Yes
Goodyear	<ul style="list-style-type: none"> • Clerk • Finance Director • All other officers and employees unless exempted 	<ul style="list-style-type: none"> • 5 votes • May not be removed, other than for misconduct, less than 90 days after a general election in which a councilmember was elected 	<ul style="list-style-type: none"> • Vote: roll call • No abstention except for conflict of interest • Emergency requires a 3/4 vote of the council • Failure to vote equals a vote with the majority • In case of a tie vote, failure to vote shall be counted as a nay 	<ul style="list-style-type: none"> • Yes
Holbrook	<ul style="list-style-type: none"> • All officers and employees (department heads*) unless exempted 	<ul style="list-style-type: none"> • Majority vote of council • May not be removed from office for 90 days after any city election at which a member of the council is elected 	<ul style="list-style-type: none"> • Vote: roll call • Emergency requires 6/7 vote • No abstention except for conflict of interest • Failure to vote equals a vote with the majority • In the case of a tie vote, failure to vote shall be counted as a nay 	<ul style="list-style-type: none"> • Yes

* Subject to council approval

**CHART B
ADMINISTRATION (Continued)**

	MANAGER/CHIEF ADMINISTRATOR APPOINTMENTS	REMOVAL OF CITY MANAGER	ORDINANCE ADOPTION	MERIT SYSTEM
Mesa	<ul style="list-style-type: none"> • Personnel Director • All other officers¹ and employees 	<ul style="list-style-type: none"> • 2/3 vote 	<ul style="list-style-type: none"> • Vote: ayes and nays on an individual ballot • No abstention except in conflict of interest • Emergency requires a 3/4 vote of the council • No emergency when levying taxes, dealing with franchise, regulating utility rates • If council membership is less than quorum, majority of remaining members appoint to raise quorum 	<ul style="list-style-type: none"> • Yes • Merit System Board • Personnel Appeals Board
Nogales			<ul style="list-style-type: none"> • Vote: ayes and nays • Emergency requires 5/6 vote of aldermen • Mayor has veto power • 5/6 vote of aldermen overrides veto • Ordinance not signed by mayor in 10 days becomes effective 	<ul style="list-style-type: none"> • No charter provision
Peoria	<ul style="list-style-type: none"> • All employees and administrative officers unless exempted • All department directors* • Finance director • City Clerk 	<ul style="list-style-type: none"> • Majority vote of council • May not be removed from office for 90 days commencing from the date a councilmember takes office after an election, except for misconduct in office 	<ul style="list-style-type: none"> • Vote: ayes and nays; roll call on request • Emergency requires 3/4 vote of the council • No abstention except in conflict of interest • Failure to vote: the vote will be counted with the majority, unless there is a tie in which case the vote will count as a nay vote 	<ul style="list-style-type: none"> • Yes
Phoenix	<ul style="list-style-type: none"> • All employees and administrative officers 	<ul style="list-style-type: none"> • Without cause: 2/3 vote • Malfeasance, misfeasance: majority vote 	<ul style="list-style-type: none"> • Vote: ayes and nays • Abstention equals affirmative vote except in conflict of interest • Emergency requires 2/3 vote 	<ul style="list-style-type: none"> • Yes • Civil Service Board

* Subject to council approval

**CHART B
ADMINISTRATION (Continued)**

	MANAGER/CHIEF ADMINISTRATOR APPOINTMENTS	REMOVAL OF CITY MANAGER	ORDINANCE ADOPTION	MERIT SYSTEM
Prescott	<ul style="list-style-type: none"> • All department heads and employees unless exempted 	<ul style="list-style-type: none"> • Without cause: 2/3 vote • Majority vote for cause 	<ul style="list-style-type: none"> • Vote: ayes and nays • Abstention equals affirmative vote except in conflict of interest • Emergency requires a 3/4 vote of the council • No abstention except in conflict of interest 	<ul style="list-style-type: none"> • Yes
Scottsdale	<ul style="list-style-type: none"> • All officers and employees unless exempted 	<ul style="list-style-type: none"> • Majority vote of council 	<ul style="list-style-type: none"> • Vote: ayes and nays; roll call on request of councilmember • Emergency requires 3/4 votes • Abstention equals affirmative vote except in conflict of interest 	<ul style="list-style-type: none"> • Civil Service Board
Tempe	<ul style="list-style-type: none"> • Personnel Officer • All employees and administrative officers unless exempted 	<ul style="list-style-type: none"> • Majority vote of council 	<ul style="list-style-type: none"> • Vote: roll call • No abstention except in conflict of interest • Emergency requires 6 votes • No emergency when dealing with a franchise, regulating utility rates • If council membership less than quorum, majority of remaining members appoint to raise quorum 	<ul style="list-style-type: none"> • Yes • Merit System Board
Tucson	<ul style="list-style-type: none"> • Police Chief* • Fire Chief* • Finance Director* • Director of Human Resources* • Parks Director* • Purchasing Agent* • City Engineer • Water Superintendent • Streets Superintendent • Appoints all other officers and employees unless exempted 	<ul style="list-style-type: none"> • 2/3 vote 	<ul style="list-style-type: none"> • Vote: ayes and nays • Abstention equals affirmative vote except in conflict of interest • Emergency requires 5/6 vote 	<ul style="list-style-type: none"> • Civil Service Commission

* Subject to council approval

**CHART B
ADMINISTRATION (Continued)**

	MANAGER/CHIEF ADMINISTRATOR APPOINTMENTS	REMOVAL OF CITY MANAGER	ORDINANCE ADOPTION	MERIT SYSTEM
Winslow			<ul style="list-style-type: none"> • Vote: roll call • Abstention equals affirmative vote except in conflict of interest • Emergency requires 6 votes 	<ul style="list-style-type: none"> • Yes
Yuma	<ul style="list-style-type: none"> • Clerk* • Attorney* • Finance Director* • All administrative officers and employees 	<ul style="list-style-type: none"> • Majority vote of council 	<ul style="list-style-type: none"> • Vote: ayes and nays; roll call on request of councilmember • Abstention equals affirmative vote except in conflict of interest • Emergency requires 5/7 roll call vote • No emergency when dealing with taxes, franchises, public utilities, annexations and the rezoning of property 	<ul style="list-style-type: none"> • Yes

* Subject to council approval

**CHART C
FINANCE**

	TAXATION	BUDGET AND FINANCE MECHANISMS	CONTRACTS/PURCHASING	INVESTMENT OF PUBLIC FUNDS
Avondale	<ul style="list-style-type: none"> • Tax system: by ordinance • Special purpose taxes: transaction privilege tax upon voter approval 	<ul style="list-style-type: none"> • Cash basis fund • Manager may transfer unencumbered funds within office, department or agency; council within last 3 months of fiscal year may transfer unencumbered funds from one department or agency to another • Transfer of money from any fund to bond interest fund 	<ul style="list-style-type: none"> • Contracts and purchases of materials, supplies and services awarded under rules, regulations and ordinances adopted by the council • Competitive bids required for contract or purchase over \$10,000 • Contract or purchase over \$10,000 requires prior approval of council 	<ul style="list-style-type: none"> • No charter provision
Bisbee	<ul style="list-style-type: none"> • Tax system: by ordinance • May increase or decrease transaction privilege tax only after voter approval 	<ul style="list-style-type: none"> • Working Cash Fund • Council may transfer money from the Working Cash fund to other funds 	<ul style="list-style-type: none"> • Improvements over \$5,000 and purchases over \$2,500 by contract unless council authorizes city to do the work • Any purchase or contract exceeding \$5,000 requires prior council approval • Competitive bidding requirements and formal guidelines shall be established by ordinance 	<ul style="list-style-type: none"> • Council may invest in certificates of deposits or other forms of deposits with any financial institution in the State • Council by ordinance implements investing authority
Casa Grande	<ul style="list-style-type: none"> • Ad valorem taxes • Excise taxes: transaction privilege tax, use tax, business license tax and all other taxes not prohibited 	<ul style="list-style-type: none"> • Cash basis fund • Council may transfer money from cash basis fund to other funds 	<ul style="list-style-type: none"> • Contract or purchase of expendable materials over \$1,500 by competitive bidding • Contract or purchase of improvement, equipment or service over \$2,500 by competitive bidding 	<ul style="list-style-type: none"> • Council may invest in various forms of deposits in State financial institutions
Chandler	<ul style="list-style-type: none"> • Tax system: by ordinance 	<ul style="list-style-type: none"> • Cash basis fund • Special funds and reserve accounts established as necessary • Manager may transfer unencumbered funds within office, department or agency; the council may transfer unencumbered funds from one department or agency to another 	<ul style="list-style-type: none"> • City to follow competitive bidding in purchase of supplies, services, equipment and improvements 	<ul style="list-style-type: none"> • Council provides for investment of inactive funds as the council may designate

**CHART C
FINANCE (Continued)**

	TAXATION	BUDGET AND FINANCE MECHANISMS	CONTRACTS/PURCHASING	INVESTMENT OF PUBLIC FUNDS
Douglas	<ul style="list-style-type: none"> • Ad valorem taxes • Excise taxes: transaction privilege tax, use tax, business license tax and all other taxes not prohibited 	<ul style="list-style-type: none"> • Cash basis fund • Council may transfer money from the cash basis fund to other funds 	<ul style="list-style-type: none"> • Purchases under \$5,000 can be made without obtaining informal quotations • Formal bidding required for anything over the aggregate amount set out in ARS 4112535 • Council may grant bid preference to local bidders 	<ul style="list-style-type: none"> • Council may invest in various forms of deposits in State financial institutions
Flagstaff	<ul style="list-style-type: none"> • Certain additional taxes • Transaction privilege tax upon voter approval 	<ul style="list-style-type: none"> • Cash basis fund • Council may transfer money from the cash basis fund to other funds 	<ul style="list-style-type: none"> • Improvements costing \$15,000 and more and purchases over \$15,000 by contract unless city performs work • Contracts over \$15,000 require council approval • Charter provides for alternative purchasing methods, in addition to the sealed envelope method, to be used in the bidding process 	<ul style="list-style-type: none"> • Council may invest in various forms of deposits in city financial institutions
Glendale	<ul style="list-style-type: none"> • Tax system: by ordinance • Special purpose taxes • Transaction privilege tax upon voter approval 	<ul style="list-style-type: none"> • Cash basis fund • Manager may transfer unencumbered funds within office, department or agency; council within last 3 months of fiscal year may transfer unencumbered funds from one department or agency to another • Transfer of money from any fund to bond interest funds 	<ul style="list-style-type: none"> • Notice for bids must be published not less than 5 days prior to opening of bids. Bidding is by sealed proposal only • Council establishes by ordinance when formal and informal competitive bidding or no bidding at all is required 	<ul style="list-style-type: none"> • Council may invest in any depository or other investment which is not contrary to State law
Goodyear	<ul style="list-style-type: none"> • Tax system: by ordinance 	<ul style="list-style-type: none"> • Cash basis fund • Council may transfer money from the cash basis fund to other funds • Transfer of money from any fund to bond interest funds 	<ul style="list-style-type: none"> • Contracts and purchases of materials, supplies and services awarded under rules, regulations and ordinances adopted by the council 	<ul style="list-style-type: none"> • Council may invest in any depository or other investment which is not contrary to State law
Holbrook	<ul style="list-style-type: none"> • Ad valorem and excise taxes: transaction privilege tax, use tax, business license tax and all other taxes not prohibited 	<ul style="list-style-type: none"> • Transfer of money from any fund to bond interest fund 	<ul style="list-style-type: none"> • Council sets limits on contracts and purchases as it deems necessary 	<ul style="list-style-type: none"> • Council may invest in any depository or other investment which is sufficiently collateralized and not prohibited by state law

**CHART C
FINANCE (Continued)**

	TAXATION	BUDGET AND FINANCE MECHANISMS	CONTRACTS/PURCHASING	INVESTMENT OF PUBLIC FUNDS
Mesa	<ul style="list-style-type: none"> • Transaction privilege tax: limited to 1 percent; higher rate upon voter approval • Voter approval required before the city can raise real estate and personal property tax 	<ul style="list-style-type: none"> • Cash basis, special funds and reserve accounts established as necessary 	<ul style="list-style-type: none"> • Manager receives quotations on expenditures between \$5,000 and \$25,000 • Expenditures over \$25,000 council receives quotations 	<ul style="list-style-type: none"> • Council may invest in State authorized securities used for investment of sinking funds
Nogales	<ul style="list-style-type: none"> • Tax system: by ordinance • Business privilege tax: limited to 1¼ percent with exemptions from occupational tax and limit to ad valorem taxes*: • ¼ percent dedicated to preserving, at a minimum, existing levels of police and fire protection 	<ul style="list-style-type: none"> • Revolving cash fund • Sinking fund • Mayor may reduce or veto proposed budget items • Withdrawals from budgeted appropriation for contingent expense upon aldermen approval 	<ul style="list-style-type: none"> • Contracts and purchases over \$5,000 by competitive bidding 	<ul style="list-style-type: none"> • City may invest in city banks • Investment of sinking funds in Santa Cruz County; minimum interest rates specified; if investment cannot be made in Santa Cruz County, investments placed in U.S. securities
Peoria	<ul style="list-style-type: none"> • Ad valorem taxes • Excise tax: transaction privilege tax, use tax, business license tax, and all other taxes not prohibited; voter approval required for increase in transaction privilege tax 	<ul style="list-style-type: none"> • Cash basis fund • Council may transfer money from the cash basis fund to other funds 	<ul style="list-style-type: none"> • Contracts and purchases of materials and supplies awarded under rules, regulations and ordinances adopted by the council • Contracts for official advertising not to exceed a period of four years 	<ul style="list-style-type: none"> • Council may invest funds in any depository or investment not prohibited by State law
Phoenix	<ul style="list-style-type: none"> • Tax system: by ordinance • Certain additional taxes • Property tax limit: \$1.00/\$100 assessed value 	<ul style="list-style-type: none"> • Cash basis fund • Transfer of money from any fund to bond interest fund 	<ul style="list-style-type: none"> • Public works project over \$5,000 by competitive bidding • Only 90% payment on contract allowed before final acceptance of project 	<ul style="list-style-type: none"> • Council may invest in various forms of deposit in any financial institution in the United States • Charter establishes employee retirement board to handle investments of city retirement plan
Prescott	<ul style="list-style-type: none"> • Tax system: by ordinance • Special purpose taxes • Transaction privilege tax limited to 1 percent, higher rate upon voter approval 	<ul style="list-style-type: none"> • Manager may transfer unencumbered funds within departments; council may transfer unencumbered funds between departments • Transfer of money from any fund to bond interest fund 	<ul style="list-style-type: none"> • Manner and method of entering into contracts and purchases prescribed by ordinance including contract and purchase amounts which require council approval. 	<ul style="list-style-type: none"> • No charter provision

**CHART C
FINANCE (Continued)**

	TAXATION	BUDGET AND FINANCE MECHANISMS	CONTRACTS/PURCHASING	INVESTMENT OF PUBLIC FUNDS
Scottsdale	<ul style="list-style-type: none"> • Tax system: by ordinance • Certain additional taxes • Transaction privilege tax: limited to 1 percent; higher rate upon voter approval 	<ul style="list-style-type: none"> • Sinking fund • Manager with council approval may transfer unencumbered funds within office, department or agency; council may transfer unencumbered funds from one department, office or agency to another • Transfer money from any fund to bond interest fund • Prohibits private contributions or endowment funds from being used to pay interest or principal on bonded indebtedness 	<ul style="list-style-type: none"> • Guidelines adopted by ordinance on formal and informal bidding and conditions requiring no bidding • Conditions and procedures for bidding for transferring interests in city real or personal property to be established by ordinance. 	<ul style="list-style-type: none"> • Council may invest all funds available at highest interest rate
Tempe	<ul style="list-style-type: none"> • All excise taxes: limited to 1 percent; higher rate upon voter approval 	<ul style="list-style-type: none"> • Special funds and reserve accounts established as necessary • Manager may transfer unencumbered funds within office, department or agency; council may transfer unencumbered funds from one department, office or agency to another 	<ul style="list-style-type: none"> • Guidelines adopted by ordinance on formal and informal bidding and conditions requiring no bidding 	<ul style="list-style-type: none"> • No charter provision
Tucson	<ul style="list-style-type: none"> • Tax system: by ordinance • Property tax limit: \$1.75/\$100 assessed value • Business privilege tax: limited to 2 percent with exemptions from occupational tax and limit to ad valorem taxes; food and food products exempt • Special taxes • Additional taxes upon voter approval 	<ul style="list-style-type: none"> • Sinking funds 	<ul style="list-style-type: none"> • All city contracts by competitive bidding with a few exceptions 	<ul style="list-style-type: none"> • Council may invest city funds consistent with State procedures for investment of state monies
Winslow	<ul style="list-style-type: none"> • Tax system: by ordinance • Special purpose taxes • Transaction privilege tax upon voter approval 	<ul style="list-style-type: none"> • Transfer of unencumbered funds within office, department or agency • Transfer of money from any fund to bond interest fund 	<ul style="list-style-type: none"> • All supplies and services by contract • Improvements and purchases over \$5,000 by contract unless city performs work • Contracts or purchases over \$1,000 require council approval 	<ul style="list-style-type: none"> • No charter provision

CHART C
FINANCE (Continued)

	TAXATION	BUDGET AND FINANCE MECHANISMS	CONTRACTS/PURCHASING	INVESTMENT OF PUBLIC FUNDS
Yuma	<ul style="list-style-type: none"> • Property tax • Special tax upon taxpayer approval • Business privilege tax: limited to 1 percent; additional 2 percent on certain businesses; .5 percent road tax, .2 percent public safety 	<ul style="list-style-type: none"> • Cash basis fund • Special funds and reserve accounts established as necessary • Administrator may transfer unencumbered funds within office, department or agency; council may transfer unencumbered funds from one department, office or agency to another 	<ul style="list-style-type: none"> • At least 3 informal bids required on expenditures between \$2,500 and \$100,000 • Expenditures over \$25,000 by competitive bidding • Appropriation of funds over \$100,000 which are not in the budget requires council action • Requires city administrator to execute all contracts over \$25,000 and allows purchasing agent to approve all other contracts • At least three formal bids required on expenditures greater than \$100,000 	<ul style="list-style-type: none"> • Council may invest in certificates of deposit or other forms of deposits or investments

**CHART D
SPECIAL CHARTER PROVISIONS**

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Avondale		<ul style="list-style-type: none"> • May establish building, fire, plumbing, electrical, gas and other codes as deemed necessary 		<ul style="list-style-type: none"> • Council may order special elections 		
Bisbee	<ul style="list-style-type: none"> • All regular meetings of the city council must be videotaped and broadcast on local access channels. • All work sessions and special sessions must be videotaped. 	<ul style="list-style-type: none"> • May adopt a comprehensive plan for physical development • May require architectural and site plan review • May adopt specific plans for land use • May require developers to provide or pay fees to provide public services 	<ul style="list-style-type: none"> • Judicial selection committee recommends at least 2 people as city magistrate for 2 years; mayor appoints with approval of council • Judicial selection committee ceases to exist after magistrate appointment 	<ul style="list-style-type: none"> • Council may order special elections 		
Casa Grande		<ul style="list-style-type: none"> • May adopt a comprehensive plan for physical development • May designate and regulate floodplains • May require lands or fees from developers for essential public services • May require architectural and site plan approval prior to construction • May provide remedies to prevent and abate air, water and noise pollution 	<ul style="list-style-type: none"> • Judicial selection committee recommends at least 2 people to fill position of city judge for 2 years; council makes final decision 	<ul style="list-style-type: none"> • Council may order special or advisory elections 		
Chandler				<ul style="list-style-type: none"> • Council may order special elections 	<ul style="list-style-type: none"> • Strikes and binding arbitration prohibited. Differences resolved through a “meet and confer” process, developed by the Mayor and Council. 	<ul style="list-style-type: none"> • Ten year capital improvements program submitted each year

CHART D
SPECIAL CHARTER PROVISIONS (Continued)

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Douglas	<ul style="list-style-type: none"> • Every six years the mayor and council shall appoint a citizens committee to review charter and to recommend revisions. 	<ul style="list-style-type: none"> • May adopt a comprehensive plan for physical development • May designate and regulate floodplains • May require lands or fees from developers for essential public services • May require architectural and site plan approval prior to construction • May provide remedies to prevent and abate air, water and noise pollution • May provide for assessments to provide for the abatement of any public nuisance 		<ul style="list-style-type: none"> • Council may order special elections 		
Flagstaff		<ul style="list-style-type: none"> • Council shall adopt a comprehensive plan for physical development • May designate and regulate floodplains 				<ul style="list-style-type: none"> • Voter approval required to exceed \$1,906,533 on municipal construction project
Glendale	<ul style="list-style-type: none"> • Citizens commission makes recommendations on salaries of elected officials: recommendations go to voters 			<ul style="list-style-type: none"> • Council may order special elections 		
Goodyear		<ul style="list-style-type: none"> • May require developers to provide, furnish or pay a fee for furnishing public services • May require architectural and site plan review 		<ul style="list-style-type: none"> • Council may order special or advisory elections 	<ul style="list-style-type: none"> • City shall not bargain collectively with respect to wages, hours or working conditions 	

CHART D
SPECIAL CHARTER PROVISIONS (Continued)

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Holbrook		<ul style="list-style-type: none"> • May adopt a comprehensive plan for physical development • May require architectural and site plan approval prior to construction • May make assessment to provide for the abatement of any public nuisance • May require improvements or fees from developers for public services 	<ul style="list-style-type: none"> • Judicial selection committee recommends people to fill position of City Magistrate; appointed by the mayor with approval of the council 	<ul style="list-style-type: none"> • Council may order special elections 	<ul style="list-style-type: none"> • City shall not bargain collectively with respect to wages, hours or working conditions 	
Mesa	<ul style="list-style-type: none"> • Redistricting by 5 member nonpartisan commission 	<ul style="list-style-type: none"> • Council shall adopt a comprehensive plan for physical development • Housing code only upon voter approval • May adopt exterior design and landscaping guidelines for buildings and open spaces 		<ul style="list-style-type: none"> • Voluntary election consolidation 	<ul style="list-style-type: none"> • City shall not bargain collectively with respect to wages, hours or working conditions • 2/3 council vote required to appoint city manager 	<ul style="list-style-type: none"> • Five year capital improvements program submitted each year
Nogales	<ul style="list-style-type: none"> • 2/3 vote of aldermen required to confirm mayoral appointments of officers 		<ul style="list-style-type: none"> • Mayor may, upon aldermen approval, reorganize departments and appoint officers to head 	<ul style="list-style-type: none"> • No more than one special election in 6 month period 		

CHART D
SPECIAL CHARTER PROVISIONS (Continued)

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Peoria	<ul style="list-style-type: none"> • Citizen's Commission to make recommendations every two years on salaries of elected officials; recommended increases of 5.1 percent becomes effective after next election. 	<ul style="list-style-type: none"> • May adopt a comprehensive plan for physical development • May designate and regulate floodplains • May require lands or fees from developers for public services • May require architectural and site plan approval prior to construction • May provide remedies to prevent and abate air, water and noise pollution • May make assessments to provide for the abatement of any public nuisance 		<ul style="list-style-type: none"> • Council may order special or advisory elections 		
Phoenix	<ul style="list-style-type: none"> • Citizen's commission makes recommendations every two years on salaries of elected officials; recommendations go to voters 	<ul style="list-style-type: none"> • May adopt comprehensive plan for physical development • May designate and regulate floodplains • No sale or trade of mountain preserve property without voter approval • May adopt regulations for external maintenance of structures and land 	<ul style="list-style-type: none"> • Council creates and appoints parks, playgrounds and recreational board; special tax for board appropriation • Chief Presiding Judge, with approval of council appoints pro tempore judges 	<ul style="list-style-type: none"> • Council may order special elections • Except where required by charter or approval to incur public debt, no more than one special election in 6 month period • All citywide elections are deemed general elections 	<ul style="list-style-type: none"> • City shall not enter into binding arbitration with respect to wages, hours or conditions of employment • Employees are prohibited from conducting strikes or work interruptions • Phoenix Employees Retirement Plan established • Prohibits the use of private contractors to provide police and fire services 	<ul style="list-style-type: none"> • Five year capital improvements

CHART D
SPECIAL CHARTER PROVISIONS (Continued)

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Prescott		<ul style="list-style-type: none"> Prohibits the sale of Watson Lake and Willow Lake and Acker Park and surrounding property to be retained as open space or recreational in perpetuity. 			<ul style="list-style-type: none"> Prohibits council appointees from being employed outside the city which would constitute a conflict with city duties Requires that public files be maintained on outside employment of council appointees 	
Scottsdale	<ul style="list-style-type: none"> Mayor or councilmembers not in final year of office must resign to seek election to another salaried local, state or federal office 	<ul style="list-style-type: none"> May adopt a comprehensive plan for physical development May designate and regulate floodplains May require lands or fees from developers for essential public services. Allows council to designate any land owned by the city for preserve land by resolution, & land purchased directly with the proceeds of specifically authorized tax. May require architectural and site plan approval prior to construction Two-thirds council vote to adopt, readopt or pass a major amendment to general plan 		<ul style="list-style-type: none"> Council may order special elections 		<ul style="list-style-type: none"> City can file liens against property to satisfy debts owed for collection of solid waste and recyclable materials, other utilities and false and invalid alarms responded to by police or fire departments

CHART D
SPECIAL CHARTER PROVISIONS (Continued)

	CITY COUNCIL	LAND USE	ADMINISTRATION	ELECTIONS	PERSONNEL	FINANCE
Tempe		<ul style="list-style-type: none"> • May require lands or fees from developers for essential public services • May establish a design review board to regulate appearance and aesthetics of buildings, signs and properties 				<ul style="list-style-type: none"> • Five year capital improvements program submitted each year
Tucson	<ul style="list-style-type: none"> • Citizens' commission makes recommendations on salaries of elected officials • Recommendations go to voters 	<ul style="list-style-type: none"> • Voter approval needed for design, placement and construction of freeways, parkways, controlled access highways and grade separated interchanges 	<ul style="list-style-type: none"> • City may join with other public corporations on matters such as water, sewer, garbage, etc. 	<ul style="list-style-type: none"> • Campaign contribution limitations of \$500 from any individual, \$1,000 from any committee per candidate for mayor or council • Candidate may sign voluntary expenditure limitation and be eligible for public matching funds • Any unexpended campaign contributions must be returned to the city 	<ul style="list-style-type: none"> • Advisory arbitration authorized for wage disputes with employees • City pension fund established 	
Yuma			<ul style="list-style-type: none"> • Municipal judge elected from city at large • term; 4 years, staggered 	<ul style="list-style-type: none"> • Council may order special elections 		