



Memorandum

To: Honorable Mayor Borowsky and Members of City Council
From: Interim City Manager Greg Caton
Date: February 7, 2025
Subject: Office of Diversity and Inclusion Summary

Honorable Mayor Borowsky, Vice Mayor Graham and Members of City Council,

Over the last week the City Manager's Office has received requests for information regarding the current duties and responsibilities for the Office of Diversity, Equity, and Inclusion in preparation for the February 11th Council meeting. As such I have attached a brief document detailing that information so that each of you has it at your disposal should questions arise about the office and its functions.

Please don't hesitate to contact me if there are additional questions.

Respectfully,

Greg Caton
Interim City Manager



Office of Diversity and Inclusion Summary

Purpose

The Office of Diversity and Inclusion promotes fairness and celebrates our differences through community and workplace connections, education and conscious inclusion. The office also offers training, programs, and events that foster environments where diversity is valued and respected.

Organization

The Office of Diversity consists of the Diversity Program Director (1.0 FTE) and the ADA/Title VI Coordinator (1.0 FTE), and is part of the Office of Communication and Citizen Service

Timeline of Scottsdale's Office of Diversity

- 1998 – Office of Diversity and Dialogue established in the City of Scottsdale (later renamed Office of Diversity and Inclusion)
- 1998 – Diversity Advisory Committee launched to promote respect amongst all employees and to value and celebrate differences
- 2000 – Human Relations Commission established by ordinance (Resolutions: 3315 (5/15/2000), 3357 (11/6/2000) - S.R.C. 2-361 to 2-36)
- 2021 – Anti-discrimination ordinance unanimously adopted by City Council (Ord. No. 4497 § 2,4-20-21)
- 2023 – Launched Employee Resource Groups
- 2024 – ADA/Title VI Coordinator hired
- 2024 – Consultant selected to conduct an update of Scottsdale's ADA Self-Evaluation and Transition Plan (contract on Feb. 18 City Council agenda)

Areas of Responsibility

The Office of Diversity and Inclusion is responsible for:

- Oversight of the ADA Transition and Self-Evaluation Plan
- Facilitating the city's ADA Liaison Group, which collaborates to share best practices and address ADA complaints and concerns in different areas
- Complying with the American with Disabilities Act and annual reporting to ADOT
- Title VI Compliance and annual reporting to ADOT
- Investigating complaints and enforcing the city's Anti-Discrimination Ordinance
- Providing administrative staff support to the Human Relations Commission
- Leadership of the employee Diversity Advisory Committee
- Oversight of Employee Resource Groups (10 groups)
- Providing voluntary topic-based training focused on inclusion and respecting all people
- Lead/coordinate cultural celebrations and events within the organization and community
- Professional development for city staff in the form of professional memberships, conferences/trainings and participation in community events
- Coordinate the Mayor's Ability Awards program for individuals with a disability, including securing annual grant funding for student scholarships

Community Partnerships/Engagement

- The Office of Diversity and Inclusion collaborates with numerous community and corporate organizations to build relationships and strengthen the work to showcase Scottsdale as an inclusive community
- The office also hosts community partner meetings held 2-3 times a year
- Through partnerships, the Office of Diversity and Inclusion launched the first Office of Diversity internship program which successfully supported three individuals in Spring 2023 (ASU Barrett Honors College, Paradise Valley Community College and a post graduate student), and one student in Spring 2024 (ASU graduate student).

Awards and Recognition

- Received a Community Partner Award from Asian Corporate and Entrepreneur Leaders (ACEL) - January 25, 2025
- Received the Diversity Champion Award from Paradise Valley Community College - 2023

Employee hiring and training

- The Office of Diversity is not involved in employee recruitment or city hiring processes except those that are directly related to the office
- The City of Scottsdale does not require any mandatory DEI training for staff; the Office of Diversity occasionally provides voluntary topic-based training focused on inclusion and respecting all people

From: Andrews, Sonia <SAndrews@Scottsdaleaz.gov>
Sent: Saturday, February 1, 2025 7:34 PM
To: City Council <CityCouncil@scottsdaleaz.gov>
Cc: Caton, Greg <GCaton@Scottsdaleaz.gov>; Scott, Sherry <SScott@scottsdaleaz.gov>; Lane, Benjamin <BLane@Scottsdaleaz.gov>; Cluff, Lai M <LCluff@Scottsdaleaz.gov>
Subject: Funding for Office of Diversity

Honorable Mayor and Councilmembers,

As requested by a Councilmember, the funding for the Office of Diversity for FY24/25 is \$716,356 (this includes funding for the ADA Transition Plan and ADA Coordinator). Please let me know if you have any questions or would like additional information.

| OFFICE OF DIVERSITY | FY 2022/23 | FY 2023/24 | FY 2024/25 |
|---|-------------------|-------------------|-------------------|
| | Actual | Actual | Budget |
| FTE | 1.00 | 2.00 | 2.00 |
| Personnel Services | | | |
| Salaries, Fringe and Benefits | 138,236 | 148,317 | 269,542 |
| Total Personnel Services | 138,236 | 148,317 | 269,542 |
| Contractual Services | | | |
| ADA Transition Plan ¹¹ | - | - | 300,000 |
| Civic Events | 23,854 | 64,552 | 54,097 |
| Training & Conferences | 3,599 | 17,492 | 28,248 |
| Other ¹² | 32,146 | 26,632 | 55,792 |
| Total Contractual Services | 59,598 | 108,676 | 438,137 |
| Commodities | | | |
| Refreshments, shirts, training materials | 5,497 | 7,909 | 8,677 |
| Workstation for new ADA Coordinator ¹³ | - | 4,000 | - |
| Total Commodities | 5,497 | 11,909 | 8,677 |
| Capital Outlays | | | |
| Computer for new ADA Coordinator ¹³ | - | 1,270 | - |
| Total Capital Outlays | - | 1,270 | - |
| Grand Total | 203,331 | 270,172 | 716,356 |

¹¹ FY 24/25 includes a one-time funding for Phase I of a federally required ADA Transition Plan.

¹² Includes transcription services for the Human Relations Commission, memberships, internal service charges such as risk, software and copier services, and printing services.

¹³ The ADA coordinator position was approved in FY 23/24 and filled in FY 24/25.

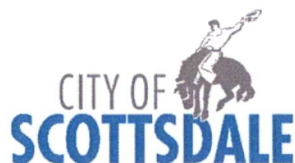
To ensure compliance with the Open Meeting Law, members of Council should not discuss contents of this message with other members of Council. Members of Council may reply to this message, but Do Not Reply All.

Sonia Andrews, CPA

City Treasurer/ Chief Financial Officer | City of Scottsdale

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www.scottsdaleaz.gov/finance



TO: Honorable Mayor and Members of the City Council

FROM: Sherry Scott, City Attorney

DATE: January 31, 2025

RE: Item No.14, proposed adoption of **Ordinance No. 4662**, to ensure the City provides hiring, evaluation, and promotion practices that are focused on merit-based employment; and discontinues the use of City funds for Diversity, Equity and Inclusion (“DEI”) programs. Training and prevention of unlawful discrimination is encouraged.

Pursuant to the Rules of Council Procedure Rule 6.12, Item 14 was added to the February 11, 2025, Regular Council Meeting Agenda at the request of four or more members of the City Council.

Attached Ordinance No. 4662 does the following:

- 1) Discontinues the use of City funds for DEI. Any and all DEI trainings that could arguably be found to violate A.R.S. §41-1494 (attached) will be discontinued. Training and education to prevent unlawful discrimination is encouraged and will continue.
- 2) The Office of Diversity including Diversity Program Directorship will be discontinued, and the City Manager or designee will transfer the ADA/Title VI Compliance Coordinator and the Diversity Program Director to another department; reflect these changes in the City’s organizational chart; make the necessary budget transfers and amendments.

Attachments:

1. Proposed Ordinance No. 4662
2. A.R.S. § 41-1494

ORDINANCE NO. 4662

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SCOTTSDALE, FOR THE PURPOSE OF ENSURING THAT CITY EMPLOYEES ARE HIRED, EVALUATED, AND PROMOTED BASED ON MERIT, PROTECTING CITY OF SCOTTSDALE EMPLOYEES FROM UNLAWFUL AND ANTI-MERITOCRATIC FORMS OF DISCRIMINATION, AND ENSURING AND THAT RESIDENTS AND TAXPAYERS ARE SERVED BY THE MOST QUALIFIED CITY EMPLOYEES; THEREFORE, THE CITY COUNCIL SHALL DISCONTINUE THE USE OF CITY FUNDS FOR DIVERSITY, EQUITY, AND INCLUSION ("DEI") SYSTEMIC PROGRAMMING, TO INCLUDE THE OFFICE OF DEI, DEI PROGRAMMING AND TRAININGS, AND OTHER INITIATIVES THAT COULD ARGUABLY VIOLATE A.R.S. §41-1494. THE CITY MANAGER OR DESIGNEE SHALL REASSIGN THE DIVERSITY PROGRAM DIRECTOR AND ADA/TITLE VI COMPLIANCE COORDINATOR TO AN APPROPRIATE DEPARTMENT AND POSITION AND MAKE THE NECESSARY BUDGET TRANSFERS AND AMENDMENTS.

WHEREAS the City of Scottsdale ("City") is committed to fair and equal treatment of residents, visitors and employees and;

WHEREAS Scottsdale is committed to protecting its employees from unlawful forms of discrimination;

WHEREAS employees of the City deserve equal treatment and promotion opportunities based solely on their merit and ability, regardless of race, color, religion, sex, national origin, age, sexual orientation, gender identity or disability;

WHEREAS residents and taxpayers deserve and desire that the City hire, evaluate, and promote City employees based on merit and ability;

WHEREAS, Article 4, Section 1 of the City Charter authorizes the City Council to provide for the organization, conduct and operation of the several offices and departments of the City;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale as follows:

Section 1. The use of City funds for DEI shall discontinue. Any and all trainings that could arguably be found to violate A.R.S. §41-1494 shall discontinue. Training and education to prevent unlawful discrimination is encouraged and shall continue.

Section 2. The Office of Diversity including Diversity Program Directorship shall discontinue, and the City Manager or designee shall, in his discretion: 1) assign the ADA/Title VI Compliance Coordinator to an appropriate department and assign the Diversity Program Director to a suitable position in another department; 2) reflect these changes in the City's organizational chart; and 3) make any necessary budget transfers and amendments necessary to carry out the intent of this Ordinance.

PASSED AND ADOPTED by the Council of the City of Scottsdale, Arizona, this ____ day of February 2025.

ATTEST:

CITY OF SCOTTSDALE, an Arizona
Municipal Corporation

Ben Lane, City Clerk

Lisa Borowsky, Mayor

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

By: 
Sherry R. Scott, City Attorney

A.R.S. § 41-1494. Training, orientation and therapy; blame and judgment; prohibition; annual report; definition

A. This state, a state agency or a city, town, county or political subdivision of this state may not require an employee to engage in training, orientation or therapy that presents any form of blame or judgment on the basis of race, ethnicity or sex. This subsection does not preclude any training on sexual harassment.

B. This state, a state agency or a city, town, county or political subdivision of this state may not use public monies for training, orientation or therapy that presents any form of blame or judgment on the basis of race, ethnicity or sex. This subsection does not preclude any training on sexual harassment.

C. On or before December 1 of each year the department of administration shall submit a report that includes state agencies in compliance with this section to the governor, the president of the senate and the speaker of the house of representatives and submit a copy of this report to the secretary of state.

D. "Blame or judgment on the basis of race, ethnicity or sex" means the following concepts:

1. One race, ethnic group or sex is inherently morally or intellectually superior to another race, ethnic group or sex.

2. An individual, by virtue of the individual's race, ethnicity or sex, is inherently racist, sexist or oppressive, whether consciously or unconsciously.

3. An individual should be invidiously discriminated against or receive adverse treatment solely or partly because of the individual's race, ethnicity or sex.

4. An individual's moral character is determined by the individual's race, ethnicity or sex.

5. An individual, by virtue of the individual's race, ethnicity or sex, bears responsibility for actions committed by other members of the same race, ethnic group or sex.

6. An individual should feel discomfort, guilt, anguish or any other form of psychological distress because of the individual's race, ethnicity or sex.

7. Meritocracy or traits such as a hard work ethic are racist or sexist or were created by members of a particular race, ethnic group or sex to oppress members of another race, ethnic group or sex.

Meeting Date: February 11, 2025

Item No. 14

**Merit-Based Employment and Discontinuation of
Diversity, Equity, and Inclusion Programs**

Public Comment(s)

Submitted public comment(s) for this item may be viewed by clicking [here](#).

To search for a specific comment, complete the “Filter By Document Text” section of the search form by entering a key word or phrase.

Please note that comments are uploaded in batches as PDF files and can vary in page length and file size. Text within PDF files can be searched by pressing the “Ctrl key” and the “F key” on your keyboard and entering a key word or phrase in the search box.

For questions or additional assistance, please contact the City Clerk’s Office at 480-312-2412 or cityclerk@scottsdaleaz.gov.