

## ARTICLE II. CITY MANAGER\*

1.

---

\*Charter references: City manager generally, § 4.5.

Cross references: Civil defense functions of city manager, § 6-19.

---

### **Sec. 2-15. Office created.**

There is hereby created the office of city manager.

(Code 1962, § 2-101)

### **Sec. 2-16. Appointment and term.**

The city manager shall be appointed by the council and shall hold office at the pleasure of the council.

(Code 1962, § 2-101)

### **Sec. 2-17. Supervision of city departments.**

All city departments shall be under the supervision of the city manager.

(Code 1962, § 2-102)

### **Sec. 2-18. Other powers and duties.**

The duties, authorities and responsibilities of the city manager are as follows:

- (a) He shall be the chief administrative officer of the city and responsible only to the council;
- (b) He shall supervise the enforcement of all laws and ordinances;
- (c) He shall be responsible for the performance of all of the duties of the assessor, engineer, superintendent of water, superintendent of public works, budget officer and purchasing officer and shall be vested with the authorities of such offices. He may from time to time delegate certain of these duties and, subject to confirmation by the council, may create separate administrative officers or deputy administrative officer to assume such duties;

- (d) He shall promote the public peace, health and safety of persons and property and shall direct the chief of police and fire chief in the manner and method of maintaining same;
- (e) Except as otherwise prescribed by this Code, he shall manage and supervise all public improvements, works and undertakings of the city. He shall have charge of the construction, repair, maintenance, cleaning and lighting of streets, sidewalks, bridges, pavements, sewers and all public buildings or other property belonging to the city. He shall manage and supervise all city utilities and shall be responsible for the preservation of all city property;
- (f) He shall enforce all terms and conditions imposed in favor of the city or its inhabitants in any public utility franchise or in any contract;
- (g) He shall attend all meetings of the council, with the right to take part in discussions but without the right to vote;
- (h) He shall be a member, ex officio, of all committees of the council;
- (i) He shall recommend to the council for adoption such measures as he may deem necessary or expedient;
- (j) He shall be responsible to the council for the efficient administration of all departments of the city government;
- (k) He shall assume all the duties and responsibilities as personnel director of all city employees. He may delegate such duties to some other officer or employee of the city but shall not relieve him of any responsibility for the proper conduct of such duties;
- (l) The chief of police and fire chief shall be under the administrative direction of the city manager;
- (m) He shall exercise and perform all administrative functions of the city that are not imposed upon some other official;
- (n) He shall perform such other duties as may be required of him by ordinance or by the direction of the council.

(Code 1962, § 2-103; Ord. No. 139, §§ 1--3, 12-21-64; Ord. No. 148, 1--3, 11-15-65)

Secs. 2-19--2-30. Reserved