



## Legislation Text

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File #: 21-7656, Version: 1

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Approve the following proposed changes to Article IV - Executive and Administrative

### **4.01 City Manager.**

There shall be a city manager who shall be the chief executive and the administrative officer of the city. The manager shall be responsible to the commission for the administration of all city functions and affairs placed in their ~~his~~ charge by or under this Charter.

### **4.03 Designation of administrative officer during temporary absence of manager.**

By letter filed with the clerk, the manager shall designate, subject to approval of the commission, a qualified city administrative officer to exercise the powers and perform the duties of manager during their ~~his~~ temporary absence or disability. During such absence or disability, the commission may revoke such designation at any time and appoint another officer of the city to serve until the manager shall return or their ~~his~~ disability shall cease.

### **4.04 Duties of city manager.**

The city manager shall:

- (a) Appoint, and when they deem ~~he deems~~ it necessary for the good of the city, suspend or remove all city employees and appointive administrative officers provided for by or under this Charter, except as otherwise provided by law, this Charter, civil service board rules and regulations or personnel rules adopted pursuant to this Charter. The manager ~~He~~ may authorize any administrative officer who is subject to their ~~his~~ direction and supervision to exercise these powers with respect to subordinates in that officer's department, office ~~office~~ or agency;
- (b) Direct and supervise the administration of all departments, offices and agencies of the city, except as otherwise provided by this Charter or by law;
- (c) Attend all commission meetings and shall have the right to take part in discussion but may not vote;

(d) See that all laws, provisions of this Charter and acts of the commission, subject to enforcement by the manager ~~him~~ or by officers subject to their ~~his~~ direction and supervision, are faithfully executed.

#### **4.05 Departments of city.**

All functions of municipal government shall be allotted among various departments including, but not limited to, a finance department, a department of general services, a police department and a fire department. Police and fire departments shall be headed by a police chief and a fire chief whose chiefs shall have exclusive control of the stationing and transfer of all officers and employees of the department as may be prescribed by the ordinances of the city. Department heads shall not be considered employees of the city ~~and~~ covered by the civil service system.