

GARIBALDI ORDINANCES

ORDINANCE NO. 239

AN ORDINANCE AMENDING ORDINANCE NO. 238 TO CREATE THE POSITION OF CITY ADMINISTRATOR.

The City of Garibaldi ordains as follows:

Section 1. Section 1 of Garibaldi Ordinance No. 238 shall be amended to read as follows: Office of City Administrator. The Common Council of the City of Garibaldi creates the office of City Administrator for the City of Garibaldi, Oregon.

Section 2. Section 2(A) of Garibaldi Ordinance No 238 shall be amended to read as follows: The City Administrator shall be approved by a majority vote of the Common Council of the City of Garibaldi, following nomination by the mayor or by nomination by two members of the Common Council. The City Administrator shall serve at the pleasure of the Common Council and shall be removed by a majority vote of the Common Council.

Section 2(B) of Garibaldi Ordinance No. 238 shall be amended to read as follows: The City Administrator may also be appointed to perform other duties as required by the Common Council. In the event of other duties, the City Administrator shall hold the office of City Administrator and perform the Administrator duties in addition to the powers and duties prescribed for the other appointed office in such manner that the efficiency and administration of the other duties shall in no way be effected or diminished.

Section 2 (C) of Garibaldi Ordinance No. 238 shall be amended to read as follows: At the time of appointment, the person so appointed as City Administrator need not be a resident of the City of Garibaldi, Oregon or the State of Oregon, but within six (6) months from the date of appointment said person shall reside within said City and State during his tenure in office unless excused from said requirement by the City Council for good and appropriate cause.

Section 2(D) of Garibaldi Ordinance No. 238 shall be amended to read as follows: The City Administrator shall be required to carry a bond for the faithful performance of his duties in the amount of \$50,000.00. The expense of said bond shall be paid from the budget of the City Recorder's Office.

Section 3. Section 3 of Garibaldi Ordinance No 238 shall be retitled "Duties, Power and Authority of City Administrator.

Section 3(A)(1) of Garibaldi Ordinance No. 238 shall be amended to read as follows:

A. The power and duties of the City Administrator shall be as follows:

1. The City Administrator shall have the general supervision, direction and control of all non-elective officers and public employees of the City in the exercise of their duties and of the work of all City departments other than the office of City Attorney and of Municipal Judge. In exercising this general supervision, direction and control, the City Administrator shall consult with the department head. Department heads shall have the responsibility of day-to-day supervision, direction and control of employees in their departments.

Section 3(A)(13) of Garibaldi Ordinance No. 238 shall be amended to read as follows:

13. To make or cause to be made, studies and surveys of the duties, responsibilities and work of the personnel employed by the City. The City Administrator shall inform and update the Mayor and City Council in regard to his decisions on abolition, consolidation, transfer, removal of positions or personnel, or any other administrative decisions made by the Administrator which in his judgement will increase administrative efficiency. Such information reports to the Council may be made orally or in writing at the discretion of the City Administrator.

Section 3(A)(14) of Garibaldi Ordinance No. 238 shall be amended to read as follows:

14. The City Administrator shall perform such other duties as may be required of him by the Mayor and City Council, not inconsistent with the laws of the State of Oregon, and the provisions of the Charter and Ordinances of the City of Garibaldi.

Section 3(A)(15) of Garibaldi Ordinance No. 238 shall be amended to read as follows:

15. The City Administrator may be appointed to act as City Recorder and shall perform all of the duties of Recorder as provided in the City of Garibaldi Charter.

Section 3(B) of Garibaldi Ordinance No. 238 shall be amended to read as follows:

B. Except for department heads, the City Administrator shall have the power to appoint, remove, discipline, transfer, designate the duties of employees, the hours of their employment, and all matters pertaining to their work for all non-elective officers and public employees of the City. In exercising these powers, the City Recorder shall consult with department heads. The Council may, by motion, resolution or ordinance, provide rule under which the City Administrator shall conduct the City Administrator's Office and affairs for the various departments of the City. Any resolution or collective bargaining agreement now in effect with reference to hours of work and vacation shall be binding on the City Administrator.

Section 3 (C) of Garibaldi Ordinance No. 238 shall be amended to read as follows: The City Administrator shall have the power to recommend to the City Council the appointment or removal of a department head. The City Administrator shall have the general supervision, direction and control over department heads. Department heads shall have responsibility for the day-to-day operation of their departments.


Section 4. Section 4 of Garibaldi Ordinance shall be amended to read follows: The City Administrator shall not exercise any legislative making policy or legislative functions, nor attempt to commit or to bind the Mayor or City Council to any action, plan or program regarding legislative policy or legislative functions, and such shall remain exclusively the province of the City Council.

Section 5. Section 5 of Garibaldi Ordinance No. 238 shall be retitled "Removal of City Administrator."

Section 5 of Garibaldi Ordinance No. 238 shall be amended to read as follows: The City Administrator shall serve at the pleasure of the Council and may be removed with or without cause by a majority vote of the members of the City Council presently holding office at the time of such vote. The action of the City Council in removing the City Administrator shall be final.

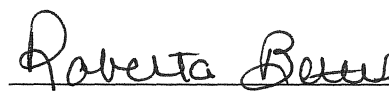
Section 6. Section 6 of Garibaldi Ordinance No. 238 shall be amended to read as follows: The salary and benefits of the City Administrator shall be set by the City Council within the annual budget of the City of Garibaldi and may be revised from time to time by the City Council in its discretion and legislative function.

PASSED by the City Council and APPROVED by the Mayor the _____ day of February, 2000.



Stan Sheldon, Mayor

ATTEST:



Roberta Bettis, Interim City Recorder