

ORDINANCE NO. 260

An Ordinance creating the office of City Manager and establishing the powers and duties of the City Manager.

THE CITY OF BROOKINGS DOES ORDAIN AS FOLLOWS:

Section 1. The office of City Manager is hereby created.

Section 2. The City Manager shall be appointed by the Council, shall serve for an indefinite term, and shall be removed at the pleasure of the Council.

Section 3. The powers and duties of the manager shall be as follows:

(a) He shall devote his entire time to the discharge of his official duties, attend all meetings of the Council unless excused therefrom by the Council or the Mayor, keep the Council advised at all times of the affairs and needs of the City, and make reports annually, or more frequently if requested by the Council, of all the affairs and departments of the City.

(b) He shall see that all ordinances are enforced and that the provisions of all franchises, leases, contracts, permits and privileges granted by the City are observed.

(c) He shall have general supervision and control over appointive city officers and employees and their work with power to transfer an employee from one department to another. He shall supervise the departments to the end of obtaining the utmost efficiency in each of them. He shall have no control, however, over the Council or over the judicial activities of the Municipal Judge.

(d) He shall act as purchasing agent for all departments of the City. All purchases shall be made by requisition signed by him.

(e) He shall be responsible for preparing and submitting to the Budget Committee the annual budget estimates and such reports as the body requests.

(f) He shall supervise the operation of all public utilities owned and operated by the City and shall have general supervision over all City property.

(g) He shall act as business agent of the Council for the sale of real estate and other matters relating to franchises and leases.

(h) He shall serve as Police Commissioner.

The above ordinance was duly adopted by affirmative vote by the voters of the City of Brookings on the 7th day of July, 1975, and the ordinance is effective as of that date.

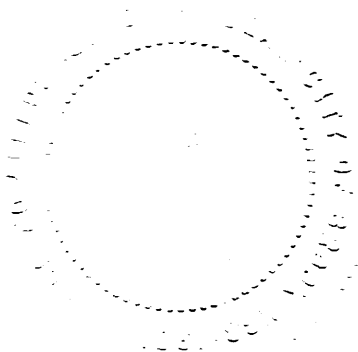
The foregoing ordinance was duly passed by the Council of the City of Brookings and signed by the Mayor on this 8<sup>th</sup> day of July, 1975.

Approved:

Robert L. Kerr  
Mayor

ATTEST:

Margaret B. Mc. Korman  
City Recorder



P R O C L A M A T I O N

IT IS HEREBY DECLARED that at an election held the 7th day of July, 1975, the following proposition was submitted to the City of Brookings:

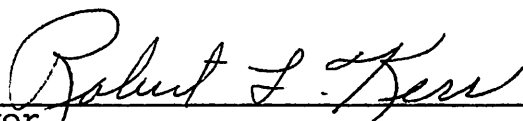
Shall the City of Brookings, Curry County, Oregon adopt an Ordinance providing for the creation of the office of City Manager and providing for the powers and duties of the City Manager?

That at said election, the following vote was obtained:

Yes 166

No 142

It is hereby declared that the vote shows that a majority of those who voted on the measure were in favor of it and that since such vote shows a majority to be in favor of the measure, the same shall be deemed to be effective from the date of the vote, July 7, 1975. A copy of this proclamation shall be filed with the measure.

  
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Mayor  
City of Brookings