

Chapter 1-17

CITY MANAGER

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Section 1-17-1 Purpose

The purpose of this Chapter is to provide for a City Manager for the City. Previously the title for this position was City Administrator. Wherever in the Code reference is made to the position of City Administrator, such title shall be considered synonymous with the title of City Manager.
(Ord. 09-O-2009-2010, Amended, 11/16/2009)

Section 1-17-2 Appointment and Term of Manager

The Manager is to be appointed by a majority vote of the Council and shall hold office at the pleasure of the Council, and shall be subject to removal by majority vote of the Council. The Manager shall be a person competent by education or experience to perform the duties imposed upon such person by this Chapter.
(Ord. 09-O-2009-2010, Amended, 11/16/2009)

Section 1-17-3 Compensation of Manager

The Manager shall receive such annual salary as the Council shall from time to time determine by resolution, and payment shall be made from the treasury of the City, in the manner provided for paying other officers and employees.
(Ord. 09-O-2009-2010, Amended, 11/16/2009)

Section 1-17-4 Duties of Administrator

The duties of the Manager shall be as follows:

- (A) To supervise enforcement and execution of the City laws.
- (B) To attend all meetings of the Council unless excused by the Council.
- (C) To recommend to the Council such measures as may be necessary or expedient for the good government and welfare of the City.

(D) To have the general supervision and direction of the administration of the City government.

(E) The City Manager shall be directly responsible to the Council for the administration of municipal affairs as directed by that body. All City departmental administration requiring the attention of the Council shall be brought before the Council by the Manager. Council involvement in administration initiated by the Council must be coordinated through the Manager.

(F) To supervise and direct the official conduct of all officers, departments and employees of the City, specifically including but not limited to the police, fire, street, sanitation, and water treatment departments. To effectuate this responsibility, and subject to the exceptions set out hereinafter, the City Manager shall have the power and authority to employ such assistants and other employees of the City for which the Council has approved the position generally, and to discharge said assistants or employees found incompetent or derelict in their duties.

The City Manager may delegate this power and authority to subordinate officers and department heads to such extent that the Manager deems appropriate. The power to hire and discharge shall not apply to the position of City Clerk, but the City Manager shall report to and advise the Council on the performance of the person filling that position and make such recommendations with regard to his/her employment as seems appropriate.

(G) To supervise the performance of all contracts for work to be done for the City, supervise all purchases of material and supplies, and see that such material and supplies are received, and are of the quality and character called for by the contract.

(H) To supervise the construction, improvement, repair, maintenance and management of all City property, capital improvements, and undertakings of the City, including the making and preservation of all surveys, maps, plans, drawings, specifications, and estimates for capital improvements.

(I) To cooperate with any administrative agency. .

(J) To be responsible for supervision of the cleaning, sprinkling, and lighting of streets, alleys and public places and the collection and disposal of waste.

(K) Such person may investigate the affairs and conduct of any department, agency, officer or employee under the supervision of the Manager.

(L) To provide for and cause records to be kept of the issuance and revocation of licenses and permits authorized by City law and to sign same when authorized by this Code.

(M) To keep the Council fully advised of the financial and other conditions of the City, and of its future needs.

(N) To conduct the business affairs of the City and cause accurate records to be kept by modern and efficient accounting methods.

(O) To make to the Council periodic itemized financial reports in writing.

(P) To perform such other duties as the Council may direct.

(Ord. 09-O-2009-2010, Amended, 11/16/2009; Ord. 04-O-99-2000, Amended, 03/06/2000)

Section 1-17-5 Manager's Bond

The Manager shall be bonded for the faithful performance of all duties, and in favor of the City of Storm Lake, in an amount to be determined by the Council by resolution but which amount shall not be less than two hundred fifty thousand dollars (\$250,000.00). The City shall pay the costs of this bond.
(Ord. 09-O-2009-2010, Amended, 11/16/2009)

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