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BROOKINGS ORDINANCES

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ORDINANCE NO. 84-O-386

AN ORDINANCE CREATING THE OFFICE OF CITY MANAGER, ESTABLISHING AND PRESCRIBING POWERS AND DUTIES THEREOF, AND REPEALING ORDINANCES NO. 80-O-344 AND 80-O-345. [ADOPTED JUNE 12, 1984]

[Ordinance No. 84-O-386 repealed by Ordinance No. 89-O-457]

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Sections:

Section 1. Creation of office of city manager.

Section 2. Powers and duties of city manager.

Section 3. Repeal.

Section 4. Severability.

Section 5. [Emergency clause.]

The city of Brookings ordains as follows:

Section 1. Creation of office of city manager. The office of city manager is hereby created. The city manager shall be appointed by the common council of the city of Brookings, shall serve for an indefinite term, and may be removed with or without cause by a majority vote of the full council.

Section 2. Powers and duties of city manager. The powers and duties of the city 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 perform such other duties as may from time to time be required by the council, not otherwise inconsistent with the city charter or city ordinances.

Section 3. Repeal. Ordinance No. 80-O-344, Ordinance 80-O-345, and any other ordinances, resolutions or motions prior to the date of the enactment hereof, or any portion thereof, in any way inconsistent with the provisions hereof shall be and herein are repealed, replaced and superseded.

Section 4. Severability. If any provision, part or parts of this ordinance shall be held to be unconstitutional, invalid or otherwise inoperative, such invalidity shall not effect other provisions hereof which can be given effect without the invalid provision, the remainder hereof shall remain in full force and effect as a valid and subsisting ordinance until repealed, and to this end the provisions of this ordinance are declared to be severable.

Section 5. [Emergency clause.]