

ORDINANCE NO. 878-2014

**AN ORDINANCE OF THE CITY OF GRANITE FALLS,
WASHINGTON ENACTING A NEW CHAPTER 2.06 ENTITLED
“CITY ADMINISTRATOR” TO ESTABLISH THE POSITION OF
CITY ADMINISTRATOR**

The city council of the city of Granite Falls, Washington do ordain as follows:

Section 1. A new Chapter 2.06 Granite Falls Municipal Code entitled “City Administrator” is hereby enacted which shall read as follows:

**Chapter 2.06
CITY ADMINISTRATOR**

Sections:

2.06.010 Appointment.

2.06.020 Duties.

2.06.010 Appointment.

The city administrator shall be appointed by the mayor and shall be removed at the pleasure of the mayor as provided by law. The appointment of the city administrator shall be in writing signed by the mayor and filed with the city clerk-treasurer.

2.06.020 Duties.

The mayor of the city is authorized to appoint a city administrator who shall be employed on the terms of a written contract between the city and the city administrator which contract shall be approved by the city council.

The city administrator shall have the following specific duties, powers and responsibilities, in addition to others provided by law:

A. Under the direction and authority of the mayor, the administrator shall supervise, administer and coordinate the activities and functions of the various city offices, departments, commissions and boards in carrying out the requirements of city ordinances and the policies of the city council. The city administrator shall administer and supervise the carrying out of the decisions, regulations and policies of the various city departments, commissions and boards.

B. The city administrator shall regularly report to the mayor concerning the status of all assignments, duties, projects and functions of the various city offices, departments, commissions and boards. The city administrator shall also report to the city council at council meetings.

C. The city administrator shall assist the city clerk-treasurer with the preparation and submission of the annual budget to the mayor and the council.

D. The city administrator shall serve as personnel officer of the city, under the direction of the mayor.

E. The city administrator shall supervise all purchasing by the various city offices, departments, commissions and boards.

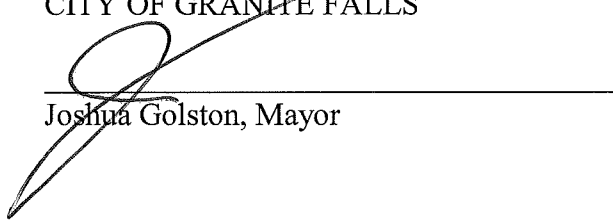
F. The city administrator at the direction of the mayor, and subject to confirmation by the city council, may serve in a dual role such as city administrator/public works director, or city administrator/treasurer, or city administrator/city clerk.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of the Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

Said Ordinance was passed by the city council at a regular meeting thereof on the 3rd day of Sept. 2014.

CITY OF GRANITE FALLS

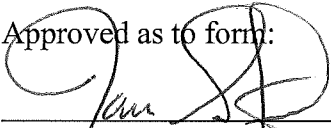


Joshua Golston, Mayor

ATTEST/AUTHENTICATED:



Darla Reese, City Clerk

Approved as to form:


Thom Graafstra, City Attorney

DATE OF PUBLICATION: 09/11/14

EFFECTIVE DATE: 09/16/14