

CITY OF REDMOND, WASHINGTON

ORDINANCE NO. 555

AN ORDINANCE, establishing the office or position of City Administrator; providing for the manner of appointment and removal of such officer; and prescribing the powers, duties and responsibilities of such officer.

Vetoed
5/26/71
Charles F. Young

THE CITY COUNCIL OF THE CITY OF REDMOND DO ORDAIN AS FOLLOWS:

Section 1. Position of City Administrator Established - Appointment and Removal. The office and position of City Administrator is hereby created and established, which shall be filled by appointment of the Mayor, subject to confirmation by a majority of the City Council. The City Administrator shall act as an assistant to the Mayor and under his direction and authority, as the administrative, executive and liaison officer for the City. The City Administrator shall possess the qualifications and shall have the powers, duties and responsibilities set forth in this ordinance. He shall serve without a definite term of office until his successor is appointed and qualified and shall be subject to removal by the Mayor.

Section 2. Qualifications. The City Administrator need not be a resident of the City and shall be appointed on the basis of his executive and administrative qualifications with special reference to his education, training, actual experience and knowledge, and demonstrated ability in the field of municipal administration and finance.

Section 3. Oath of Office and Bond. Before entering upon the duties of his office, the City Administrator shall take and sign an oath of office for the support of the government and the faithful performance of his duties and shall be covered by an official bond of the City in such an amount as shall be fixed by motion of the City Council, which may be included as a part of the blanket bond furnished by the insurers for the City for city officials and employees.

Section 4. Duties. The City Administrator shall assist the Mayor in the performance of his duties and shall do all things required of him by the Mayor ~~or the City Council~~ to assist in the administration of the business of the city government; shall oversee and supervise the various city departments as directed to do so by the Mayor; and shall assist in the coordination and liaison of city business between the various city officers and departments. The City Administrator shall have the following specific duties, powers and responsibilities in addition to others provided in this ordinance or otherwise:

(a) Under the direction and authority of the Mayor, supervise, administer and coordinate the activities and functions of the various city officers, departments, commissions and boards in carrying out the requirements of city ordinances and the policies of the City Council, and to administer and supervise the carrying out of the decisions, regulations and policies of the various city departments, commissions and boards; provided, however, that the law, police and fire departments shall report and be directly responsible to the Mayor.

(b) Regularly report to the Mayor and City Council concerning the status of all assignments, duties, projects and functions of the various City offices, departments, commissions and boards.

(c) Assist in the preparation of the annual budget and be responsible for its administration after adoption.

(d) Serve as personnel officer for the city under the direction of the Mayor.

(e) Supervise all purchasing by the various city offices, departments, commissions and boards.

(f) Supervise all expenditures by the various city offices, departments, commissions and boards, for the purpose of keeping the same within the limitations of the annual budget of the city; cause periodic reports to be made concerning the city's financial affairs and status of the budget, and make recommendations to the

finance committee concerning budget transfers, investments and the management of city funds.

(g) Oversee and coordinate the preparation of the agenda for City Council meetings; and attend all meetings of the City Council unless excused therefrom.

(h) Assist the Mayor ~~and City Council~~ generally in conducting the business of the City in all matters, and perform such other duties and assume such other responsibilities as the Mayor ~~or City Council~~ may direct, and as by ordinances and resolutions of the City Council may be required.

Section 5. Salary. The City Administrator shall receive a salary in such an amount as the City Council establishes by ordinance.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days after the date of its publication in the manner provided by law.

PASSED by the Council of the City of Redmond, Washington at a regular meeting thereof, and APPROVED by the Mayor this day of May, 1971.

CITY OF REDMOND

SELWYN L. YOUNG
MAYOR

ATTEST:

ELEANOR J. HAYDEN
CITY CLERK

APPROVED AS TO FORM:

JOHN D. LAWSON
CITY ATTORNEY

VETOED
CITY OF REDMOND

Selwyn L. Young MAYOR
DATE 5/26/71

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CITY of REDMOND

15670 NORTHEAST 85TH STREET
REDMOND, WASHINGTON 98052
PHONE: TUCKER 5-2300

June 1, 1971

TO : Redmond City Council
FROM : Office of the Mayor
SUBJECT: Veto of Ordinance No. 555

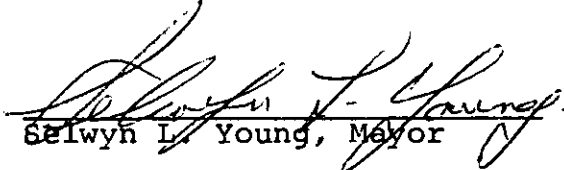
Gentlemen:

As Mayor of the city of Redmond, I have exercised the statutory authority of vetoing Ordinance No. 555.

Although I recognize there will be a point in time when this office will have the need for an administrative assistant, at this time I sincerely feel it is inopportune to consider this matter. I would also like to point out there are some areas in the wording of Ordinance No. 555 that I feel are inappropriate and may border on statutory infringement of the executive prerogative.

I would like to point out that I am not entirely at odds with the general intent of the Council in passing this ordinance and that at some later time would be very happy to draw up a substitute ordinance for the consideration of the Council.

Yours very truly,


Selwyn L. Young, Mayor