

## Proposition H

An amendment to the City Charter amending the provisions for the appointment, removal, and duties of the City Manager.

### **Section 5.01 The City Manager.**

The Council shall appoint a City Manager, for an indefinite term, who shall be the chief administrative officer of the City. The City Manager shall be appointed upon the affirmative vote of a majority of the City Council, and may be removed at the discretion of the City Council by an affirmative vote of a majority of the City Council. The action of the City Council in suspending or removing the City Manager shall be final, it being the intention of this Charter to vest all authority and fix all responsibility of such suspension or removal in the City Council. The City Manager shall be chosen by the Council solely on the basis of executive and administrative training, experience, ability, and character, and without regard to political consideration. The City Manager need not, when appointed, be a resident of the City of Coleman, but during the tenure of office, shall reside within the City. No person shall be eligible for appointment as City Manager or Acting City Manager if they have served as Mayor of the City of Coleman, or a member of the City Council of the City of Coleman at any time during the preceding twelve months prior to the appointment being made. The City Manager shall receive such compensation as may be fixed by the Council.

### **Section 5.02 Powers and Duties of the City Manager.**

The City Manager shall be responsible to the Council for the proper administration of all the affairs of the City. The powers herein conferred upon the City Manager shall include, but shall not be limited to the following:

- (a) Appoint and, when necessary for the welfare of the City, remove any officer or employee of the City, except as otherwise provided by this Charter; and except that the City Manager may authorize the head of a department to appoint and remove subordinates in such department.
- (b) Prepare and submit to the Council an annual budget, and be responsible for its administration after adoption.
- (c) Prepare and submit to the Council, as of the end of the fiscal year, a complete report on the finances and administrative activities of the preceding year.
- (d) Keep the Council advised of the financial condition and future needs of the City, and make such recommendations as may seem desirable.
- (e) Perform such other duties as may be prescribed by this Charter or required of the Manager by the Council, not inconsistent with this Charter.
- (f) Attend all meetings of the Council, and be notified of all meetings of the Council.
- (g) Prepare and submit to the Council personnel rules, which the Council may accept and adopt as proposed or with amendments.

### **Section 5.03 — Removal of City Manager.**

~~The Council may remove the City Manager, upon the affirmative vote of a majority of the entire Council. If removed after serving six (6) months, the City Manager may demand written charges and the right to be heard thereon at a public meeting of the Council prior to the date on which final removal shall take effect. Pending such hearing, the Council may suspend the City Manager from office. The action of the Council in suspending or removing the City Manager shall be final, it being the intention of the Charter to vest all authority and fix all responsibility for such suspension or removal in the Council.~~

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