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ORDINANCE NO. 1150

AN ORDINANCE AMENDING SECTION 1-310 OF THE HORTON MUNICIPAL CODE PERTAINING TO THE POWERS AND DUTIES OF CITY ADMINISTRATOR OF THE CITY OF HORTON, KANSAS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HORTON, KANSAS:

Section 1. Section 1-310 of the Horton Municipal Code is hereby amended to read as follows:

- “1-310. CITY ADMINISTRATOR; POWERS AND DUTIES. (a) To devote all necessary time and attention to the affairs of the city and be responsible to the governing body for the efficient administration of its affairs.
- (b) With the confirmation of the governing body of the city, to appoint and remove all heads of departments, except the city attorney, municipal judge and city treasurer. He or she shall have the power to appoint and remove all other employees.
- (c) To supervise all non-elected city employees, except the city attorney, municipal judge and city treasurer.
- (d) To attend all meetings of the governing body with the right to take part in the discussion, but having no vote.
- (e) To see that all terms and conditions imposed in favor of the city are faithfully kept and performed and upon knowledge of any violation thereto, to call the same to the attention of the governing body.
- (f) To act as budget officer and as such to work with the City Clerk in preparing and recommending to the governing body, prior to the beginning of each fiscal year, a budget for the ensuing fiscal year, showing in as much detail as practicable, the estimated amounts of revenues and expenditures for the efficient operation of the city government.
- (g) To act as purchasing agent for the city and to purchase all merchandise, material, and supplies needed by the city and may establish, if needed, a suitable storehouse where such supplies shall be kept and from which the same shall be issued as needed. It shall be the duty of the purchasing agent to give opportunity for competition on purchases and sales, except when the nature of the purchase or sale is such that competition is impossible or impracticable.
- (h) To recommend to the governing body the salaries to be paid each employee of the city that is under the city administrator’s supervision as specified in subsection (c).
- (i) To recommend to the governing body such measures as he or she may deem necessary or expedient.
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(j) To do and perform such other duties as may be prescribed by ordinance or resolution of the governing body.”

Section 2. That all ordinances or parts of ordinances in conflict with this ordinance be and are hereby repealed.

Section 3. This ordinance shall take effect and be in force from and after its passage, approval and publication in the official City newspaper.

PASSED BY THE GOVERNING BODY of the City of Horton, Kansas, this 5th day of October, 2015.

MAYOR

ATTEST:

CITY CLERK