

visited 01/31/2011

Sec. 2-101. - Enumeration.

In addition to the office of the city manager, the administrative service of the city shall be organized into the following departments:

- (1) Department of information systems.
- (2) Finance department.
- (3) Legal department.
- (4) Police department.
- (5) Fire department.
- (6) Development services department.
- (7) Personnel and labor relations department.
- (8) Planning and growth management department.
- (9) Department of public works.
- (10) Inspection services department.

(Code 1957, § 2-24; Ord. No. 14054, § 1, 1-2-96; Ord. No. 14269, § 1, 4-1-97)

Sec. 2-102. - Interdepartmental cooperation, supervision.

- (a) It shall be the duty of every department, subject to such orders as the city manager may establish, to furnish to any other department such service, labor and materials as may be requisitioned by the head of this department and as its own facilities permit, through the same procedures and subject to the same audit and control as other expenditures are incurred.
- (b) The city manager is hereby given the power to direct any department, division or bureau to perform the work of or for any other department, division or bureau. The manager also may shift divisions between departments as the manager deems necessary.

(Code 1957, § 2-28)

Sec. 2-103. - Responsibilities generally of department heads.

The heads of departments enumerated in section 2-101 shall be immediately responsible to the city manager or his delegate for the effective administration of their respective departments and all activities assigned thereto. The city manager may set aside any action taken by any department head and may supersede him in the functions of his office. In case of a vacancy in office or during the absence of any department head, the city manager may designate an interim acting head or may perform personally the functions of the office. All department heads shall keep informed as to the best practices in their particular fields and shall inaugurate, with the approval of the city manager or his delegate, and subject to the limitations of the annual budget, such new practices as appear to be of benefit to the service and to the public.

(Code 1957, § 2-30)
