

CITY OF DEMING
ORDINANCE NO. 1326

AN ORDINANCE AMENDING TITLE 1, CHAPTER 7, WITH THE REORGANIZATION OF ARTICLE F. TO ARTICLE G. AND WITH THE ADDITION OF SUBSECTION F. CITY MANAGER OF THE MUNICIPAL CODE OF THE CITY OF DEMING, NEW MEXICO

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEMING, NEW MEXICO THAT TITLE 1, CHAPTER 7 BE AMENDMED AS FOLLOWS:

Title 1, Chapter 7, Article F. is hereby amended with the deletion in its entirety and replaced with the following:

F. City Manager

1-7-F-1:APPOINTMENT:

The mayor shall appoint a qualified person to be the city manager of the city, with the approval of the city council. The city manager is therefore accountable to the mayor and city council and responsible for carrying out the council's policy decisions consistent with the council's expectations. The city manager shall hold office at the pleasure of the mayor and city council and shall continue in office until a vacancy is created by death, resignation or removal by the mayor with the approval of city council. The city manager may also be removed from office by the concurring vote of a majority of the city council. The manager shall be appointed solely on the basis of administrative qualifications and his selection shall not be limited by reason of former residence. The manager shall receive a salary to be fixed by the mayor and city council.

1-7-F-2:GENERAL DUTIES:

A. The manager shall:

1. Be responsible for the effective management of the administrative affairs of the city.
2. Enforce and carry out all ordinances, rules and regulations enacted by the council.
3. Employ, supervise, discipline, and discharge all persons engaged in the administrative service, of the municipality
4. Prepare and submit an annual budget
5. Make recommendations to the commission on all matters concerning the welfare of the municipality.
6. Perform such other duties appropriate to the office or as may be assigned by the mayor and city council.

B. The manager shall have a seat, but no vote, at every meeting of the city council. Except when clearly undesirable or unnecessary, the council shall request the opinion of the manager on any proposed measure.

1-7-F-3 ADMINISTRATIVE DUTIES

The city manager shall be responsible to the mayor and council for the administration of all departments of city government. The manager shall give general direction to the programs and activities of all city departments and shall be responsible for the proper execution of policies set by the mayor and council, and the enforcement of all laws and ordinances. The manager shall keep the mayor and council informed of the conditions and needs of the city and shall make such reports and recommendations as the manager may deemed desirable or as may be requested by the mayor or council.

1-7-F-4 AUTHORITY OVER EMPLOYEES

The city manager shall full authority to hire and dismiss all city employees in the administrative service of the city, pursuant to the authority of and subject to the requirements outlined in any personnel ordinance or policy. The city manager may make recommendations to the mayor and council concerning the employment, discharge, promotion or transfer of city officers in the executive service, those appointed by the mayor and confirmed by the City Council, and such recommendations shall be given due weight by the city council.

1-7-F-5: RELATIONSHIP WITH MAYOR AND COUNCIL

The city manager shall be responsible, to the mayor and governing body, for the efficient administration of all branches and departments of city government. The mayor and members of the city council shall deal with department heads and employees of the city solely through the city manager. Neither the mayor nor any member of the city council shall give any order directly to any department head or employee either publicly or privately.

Title 1, Chapter 7, of the City of Deming Municipal Code is hereby amended with the addition, as follows:

G. Appointed Officials

APPOINTMENTS BY CITY COUNCIL:

The city council may provide for the appointment of various appointed officials such as the chief administrative officer, directors, deputies and assistants. The positions set out in subsections 1-8-6C1 through C14 inclusive of this title are examples of positions that may be appointed by city council. (Ord. 1182, 12-8-2008)

PASSED, ADOPTED AND APPROVED by vote of the Council of the City of Deming, New Mexico, this 19th day of December 2023.



ATTEST:


Mary Jo Valdez, Municipal Clerk

CITY OF DEMING, NEW MEXICO


Benny L. Jasso, Mayor