

**City of Troutdale**  
**CHARTER AMENDMENT TEXT**  
November 2, 2010 Ballot

**SECTION 12. APPOINTIVE OFFICERS.** A majority of the council must appoint and may remove the Municipal Judge and the City Attorney.

**SECTION 18. MAYOR'S FUNCTIONS**

- A. The mayor presides over and facilitates council meetings, preserves order, enforces council rules, and determines the order of council business.
- B. The mayor is a member of the council and has a vote on all council decisions.
- C. The mayor nominates and the council approves appointment of members for commissions, boards and committees established by ordinance or resolution. The mayor appoints councilors and others to represent the city before and on community and intergovernmental organizations.
- D. The mayor must sign all records of council decisions.
- E. The mayor serves as the political head of the city government.

**SECTION 20. MAYOR.** This section is repealed.

**SECTION 21. CITY MANAGER**

- A. The office of city manager is established as the administrative head of the city government. The city manager is responsible to the mayor and council for the proper administration of all city business. The city manager will assist the mayor and council in the development of city policies, and carry out policies set by ordinances and resolutions.
- B. A majority of the council must appoint and may remove the manager. The appointment must be made without regard to political considerations and solely on the basis of education and experience in competencies and practices of local government management.
- C. The manager need not reside in the city.
- D. The manager may be appointed for a definite or an indefinite term, and may be removed at any time by a majority of the council. The council must fill the office by appointment as soon as practicable after the vacancy occurs.
- E. The manager must:
  - (1) Attend all council meetings unless excused by the mayor or council;
  - (2) Make reports and recommendations to the mayor and council about the needs of the city;

- (3) Administer and enforce all city ordinances, resolutions, franchises, leases, contracts, permits, and other council decisions;
- (4) Appoint, supervise and remove city employees;
- (5) Organize city departments and administrative structure;
- (6) Prepare and administer the annual city budget;
- (7) Administer city utilities and property;
- (8) Encourage and support regional and intergovernmental cooperation;
- (9) Promote cooperation among the council, staff and citizens in developing city policies, and building a sense of community;
- (10) Perform other duties as directed by the council;
- (11) Delegate duties, but remain responsible for acts of subordinates.

F. The manager has no authority over the council or over the judicial functions of the municipal judge.

G. The manager and other employees designated by the council may sit at council meetings, but have no vote. The manager may take part in all council discussions.

H. When the manager is temporarily disabled from acting as manager or when the office of manager becomes vacant, the council must appoint a manager pro tem. The manager pro tem has the authority and duties of manager, except that a pro tem manager may appoint or remove employees only with council approval.

I. No council member may directly or indirectly attempt to coerce the manager or a candidate for the office of manager in the appointment or removal of any city employee, or in administrative decisions regarding city property or contracts. Violation of this prohibition is grounds for removal from office by a majority of the council after a public hearing. In council meetings, councilors may discuss or suggest anything with the manager relating to city business.