

Chapter 1.40 Departments and Boards

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1.40.010 Departments--Directors. There shall be principal subdivisions of the City government known as departments. Each department shall be headed by the City Manager until such time as the Council shall approve the appointment of a "Director" who shall then head the designated department. The director shall be appointed by and be responsible to the City Manager. These departments are the functional units under which all matters of an administrative, organizational or utilitarian nature shall fall and shall be all-inclusive of every City function as defined in this chapter. Each department may be further subdivided into divisions for operational purposes. (Prior code section 3-400.1).

1.40.020 Boards and commissions. Boards and commissions may be created or abolished by Council action. The number of members of each board or commission, their terms of office and purpose for which they are created shall be determined by resolution of the City Council or by ordinance. Appointment and removal of the members of boards and commissions shall be by recommendation of the Mayor and confirmation of such action by the Council, except as may otherwise be specifically provided for in the Statutes of the State of Alaska and/or under other provisions of the City Code. In addition to the voting members of the board or commission the Mayor may appoint honorary members of the board or commission, subject to confirmation by the City Council. The honorary members terms are to be determined at the time of appointment. Honorary members of the board or commission may participate in the deliberations of the board or commission, but may not vote, nor shall they be counted in determining whether a quorum is present. (Ord. 92-30(S)(A), 1992; prior code section 3-400.2).

1.40.030 Designation and function of departments. The City departments are designated in this section and their functions set forth:

1.41 Department of Finance

1.42 Department of Port and Harbor

1.43 Department of Administration

1.60 Department of Public Safety

1.64 Department of Public Works

(Ord. 91-07 section 2, 1991; Ord. 85-35 section 2, 1985.)

1.40.040 Departmental--Administrative fee schedules. Unless established by ordinance or resolution of the City Council, the director of each department of the City shall have the authority, subject to the approval of the City Manager and ratification by the City Council to promulgate and maintain an administrative fee schedule for services provided by that department. Fees for identical services shall be uniform throughout all departments. A current copy of the departmental administrative fee schedule shall be available for inspection by any person at the front reception area of the department and at the office of the City Clerk. Unless otherwise provided by ordinance or resolution, all fees collected under this schedule shall be forwarded to the Finance Department for deposit into the General Fund. (Ord. 92-07(S)(A), 1992).

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