

CITY OF HOMER

HOMER, ALASKA

ORDINANCE 85-35

AN ORDINANCE AMENDING TITLE ONE OF THE HOMER MUNICIPAL CODE BY DESIGNATING CITY DEPARTMENTS AND THEIR FUNCTIONS.

WHEREAS, the City Council of Homer has adopted the current fiscal year 1985/86 budget containing several staff reorganizations necessitated by an effort for economy and efficiency in local government; and

WHEREAS, the City Council has adopted Ordinance 85-24 placing the City Clerk under the supervision of the City Manager rather than that of the City Council; and

WHEREAS, Section 1.40.010 of the Homer Municipal Code provides for subdivisions of the City government known as departments and further provides for the appointment of a director by the City Manager for each department; and

WHEREAS, Section 1.40.030 has now become obsolete with the designation of various departments and establishment of their respective functions; and

WHEREAS, Section 1.68, the Board of Health and Public Safety is inactive.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Chapter 1.20.020g of the Municipal Code of Homer is hereby amended to read as follows:

g. He shall appoint and remove the heads of all departments, boards, bureaus, and all other officers and employees of the City, except the Office of the City Clerk, the City Treasurer and the City Attorney, which officers shall be appointed by and serve at the pleasure of the council, and he shall have supervision and control over them and their work with power to transfer an employee from one department to the other. He shall supervise all other City departments to the end of obtaining the utmost efficiency in each of them.

Section 2. Chapter 1.40.030 of the Municipal Code of Homer, Designation and functions of departments, is hereby repealed in its entirety and replaced with the following:

Chapter 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
- 1.44 Department of Health
- 1.60 Department of Public Safety
- 1.64 Department of Public Works

Section 3. Chapter 1.42 of the Homer Municipal Code is hereby enacted to read as follows:

Chapter 1.42

DEPARTMENT OF PORT AND HARBOR

Section 1.42.010 Department of Port and Harbor. The Department of Port and Harbor is created which shall be headed by the Port and Harbor Director who shall be appointed by the City Manager for an indefinite term and shall be removable by the City Manager. The Director will have supervision of and be responsible for the operation of all Port and Harbor facilities including but not limited to docks, the Small Boat Harbor, spit land, warehouse, port terminal, grids, ice plant and fueling facilities in accordance to operating rules and regulations enacted by the City Council and administrative direction of the City Manager. The Department may be subdivided into divisions with their own supervisors as deemed necessary.

Section 4. Chapter 1.43 of the Municipal Code of Homer is hereby enacted to read as follows:

Chapter 1.43

DEPARTMENT OF ADMINISTRATION

Section 1.43.010 Department of Administration. The Department of Administration is created which shall be headed by the City Manager or his designee. Within this department will be the City Clerk and such other personnel as may be necessary to provide such services as personnel administration; City-wide planning; zoning and platting; permitting and inspection; services such as parks, recreation and library programs; administration of the Homer Advisory Planning Commission, the Homer Advisory Parks and Recreation Commission, the City of Homer Port and Harbor Advisory Commission and the Library Advisory Board; major capital projects administration; economic development and City enhancement programs and such other services or programs as designated by the City Manager or requested by the City Council. The Department may be subdivided into divisions with their own supervisors as deemed necessary.

Section 5. Chapter 1.48 of the Municipal Code of Homer is hereby amended to read as follows:

Chapter 1.48

Public Library Department

Sections:

- 1.48.010 Public Library Department Functions.
- 1.48.020 Librarian—Appointment.
- 1.48.030 Librarian—Duties.
- 1.48.040 Library Advisory Board—Created.
- 1.48.050 Library Advisory Board—Powers and Duties.
- 1.48.060 Library Advisory Board—Vacancies.
- 1.48.070 Use of Library.

1.48.010 Library Department Functions. The major functions of this department the library are the operation of the Homer Library, including control and supervision of library use, acquisition of library property and other related matters.

1.48.020 Librarian—Appointment. The head of the Homer Library Department is the Librarian, who shall be appointed by the City Manager.

1.48.030 Librarian Duties. The Librarian of the City shall be responsible for and shall have supervision and control of the Library Department. The Librarian shall operate the Library Department and hold responsibilities as denoted in the job description for the position.

1.48.040 Library Advisory Board created. There is created a Library Advisory Board which shall act in an advisory capacity to the Librarian and to the City. The Board shall consist of seven members comprised as follows:

a. Four members shall be members of Homer Public Library, Inc., an Alaskan nonprofit corporation, if they are available and willing to serve, and three members shall be appointed from the area at large by the Mayor and confirmed by the City Council. At least six members of the Board shall reside within the corporate limits of the City. The designation of members in this subsection shall be in effect so long as Homer Public Library, Inc. exists. Upon dissolution or termination of the operations of Homer Public Library, Inc., all seven members shall be appointed from the area at large, with at least six members selected from within the City limits.

b. Members shall serve for three years with initial appointments to be made for staggered terms as follows: two one year terms; two two-year terms; and three three-year terms. No member shall serve more than two consecutive three-year terms.

c. Members shall serve without compensation. (Ord. 80-2 S4, 1980).

1.48.050 Library Advisory Board—Powers and duties. The Library Advisory Board shall:

a. Establish operational policies for the Library program, and submit same to the City Council for approval. There shall be an annual review of policies and revisions may be recommended by the Board;

b. Assist the Librarian in preparation and presentation of the annual budget request to the City Council;

c. Adopt bylaws and regulations for internal operations governing the proper and orderly discharge of its responsibilities;

d. Make recommendations through the City Manager to the Mayor and City Council concerning the Library Department and its programs;

e. Solicit donations of money and/or property for the benefit of the Library. Any money donations shall be deposited to the City Treasury in a reserve fund designated for public library use. If property, it shall be accepted by deed or other conveyance subject to approval by the City Council. Such property shall be held or disposed of for public library purposes as the Council may direct. The Board may make recommendations for disposition of money or property so received and such recommendations shall be considered and acted upon by the Council. (Ord. 80-2 S5, 1980).

1.48.060 Library Board—Vacancies. a. In the event of a vacancy on the Advisory Library Advisory Board, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council.

b. If any Board member is absent for three consecutive meetings (unless a majority of the other members have previously granted a leave of absence, not to exceed six months), the seat of that member shall be declared vacant and a new member appointed by the Mayor subject to confirmation by the City Council. (Ord. 80-2 S6, 1980).

1.48.070 Use of Library. All persons shall be extended the use of library privileges subject to observing the rules and regulations established for the use thereof. The Librarian may prohibit any person from using the Library who willfully or persistently violates any rule or regulation prescribed for the operation of the Library. No person shall fail or refuse to leave the Library when ordered to do so by the Librarian or other person in charge. (Ord. 80-2 S7, 1980).

Section 6. Chapter 1.68 of the Municipal Code of Homer, Board of Health and Public Safety, is hereby repealed in its entirety.

CITY OF HOMER

  
Leo Rhode, Mayor

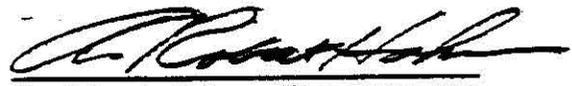
ATTEST:

  
Kathleen Corriveau, City Clerk

Review and approved as to form and content.

  
Philip C. Shealy, City Manager

Date: 10/30/85

  
A. Robert Hahn, City Attorney

Date: 10-30-85

First Reading: 9/23/85

Public Hearing: 10/14/85

Second Reading: 10/28/85

Effective Date: 10/29/85