

ORDINANCE NO. 224

AN ORDINANCE OF THE TOWN OF JEROME, ARIZONA AMENDING SECTION 2-1-3 OF THE JEROME TOWN CODE BY ASSIGNING CERTAIN DUTIES TO THE TOWN COUNCIL

BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF JEROME, ARIZONA:

The Town Code of the Town of Jerome is hereby amended by assigning certain duties to the Town Council as follows:

PERSONNEL: The Council shall exercise administrative authority over all town personnel. They shall adopt a personnel policy and a wage policy. They shall provide for appropriate scheduling and monitoring of work flow. They shall review time cards of employees for accuracy. They shall handle hiring and firing, employee complaints, and disciplinary actions.

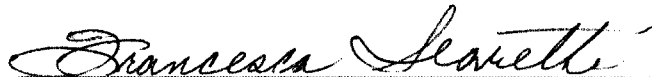
CONTRACTS AND PURCHASING: The Council shall negotiate contracts and legal agreements for the town. They shall obtain estimates of costs for purchased items when necessary, and shall sign all purchase orders.

REAL ESTATE: The Council shall negotiate lease and rental agreements for town properties. They shall monitor these agreements to assure conformance. They shall approve the use of town properties for activities other than those of the town, in accordance with town policies.

MAINTENANCE: The Council shall plan and provide for maintenance of town properties and equipment.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Jerome, Arizona, this *21st* day of *March*, 1989.

APPROVED this *21st* day of *March*, 1989, by thee affirmative vote of three-fourths of the Common Council of the Town of Jerome, Arizona.



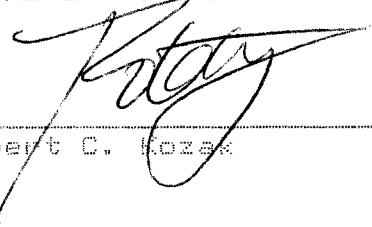
Francesca Segretti, Mayor

ATTEST:



Betsy Lloyd, Town Clerk

APPROVED AS TO FORM:



Robert C. Kozak