



ORDINANCE 2010-A370

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
REINSERTING SECTION 3-2-1.I (FORMERLY SECTION H),
APPOINTMENT OF ACTING TOWN MANAGER AND DUTIES
AND
AMENDING THE FOLLOWING SECTIONS OF THE TOWN CODE:
2-2-5 ABSENCE OF MAYOR
2-3-1.1 TIMES AND PLACES OF SPECIAL MEETINGS
2-3-2 SPECIAL MEETINGS

Section 3-2-1.I Acting/Interim Town Manager

In the absence of the Town Manager from his office, or upon the disability of the Town Manager, or in the event the position has been vacated by either the resignation of the Manager or the termination of his contract by action of the Town Council, the Acting Town Manager shall be appointed as follows:

- A. For a temporary absence or disability of the Town Manager, the Town Marshal will serve as Acting Town Manager. If the Town Marshal is not available, the Town Clerk will serve as Acting Manager ~~Town Manager will designate one of the current Department Heads to serve as Acting Town Manager by written notice. In the event the Town Council objects to any such designation, the Council may vote in a public meeting called pursuant to the provisions of this Code to override the Town Manager's designation and select an alternative Department Head to serve as Acting Town Manager. (Ordinance 2001 A211)~~
- B. For a vacancy in the position, the Acting Town Manager shall be appointed by resolution of the Council, which may also resolve to keep the position vacant until filled by later selection and contract.
- C. The Acting Town Manager shall have the duties and responsibilities of the Town Manager as established by this code, ordinance or statute, except that he shall not without prior approval of the Council:
 1. Incur any unbudgeted indebtedness on behalf of the Town exceeding \$500.00.
 2. Discharge any Town employee except for extreme cause
 3. Substantially change duties and authorities assigned to other staff members.
- D. The Acting Town Manager may assign, in writing, temporary duties to other staff members for a period not to exceed twenty working days.

Section 2-2-5 Absence of Mayor

The Mayor shall not absent himself from the Town for a greater period than ~~fifteen~~ SEVEN consecutive days without the consent of Council. IN ADDITION, THE MAYOR SHALL LEAVE EMERGENCY CONTACT NUMBERS WITH THE TOWN CLERK DURING THE ABSENCE.

Section ~~2-3-1.1~~ 2-3-2 SPECIAL MEETINGS AND Times and Places of Special Meetings is now amended to read:

- A. The Mayor, after public vote of the Council to schedule a special session within the jurisdiction of the Town, shall direct staff to schedule a special session of the Council, ~~or the Mayor and Manager may jointly schedule a special session to be held in appropriate facilities within Town limits,~~ to begin at a time and place designated in the motion. IN ADDITION, THE MAYOR OR VICE MAYOR IF THE MAYOR IS ABSENT PURSUANT TO SECTION 2-2-5, AND THE TOWN MANAGER MAY JOINTLY SCHEDULE A SPECIAL SESSION TO BE HELD AT A TIME AND IN APPROPRIATE FACILITIES WITHIN THE TOWN LIMITS WHEN AN URGENT AND/OR UNFORESEEN EVENT

OR MATTER ARISES BETWEEN REGULARLY SCHEDULED MEETINGS AFTER CONFIRMATION OF THE AVAILABILITY OF A QUORUM. SPECIAL MEETINGS SHALL BE POSTED IN THE SAME MANNER AS REGULAR MEETINGS BY THE TOWN CLERK.

- B. Notices and agendas will be posted for the special sessions as required by law, and additionally posted at the alternate site.
- C. Special sessions herein will not be scheduled away from Town Hall if the agenda involves public hearings on **controversial topics** likely to interest citizens of the Town in general rather than a particular neighborhood.

Section 2-3-2 Special Meetings

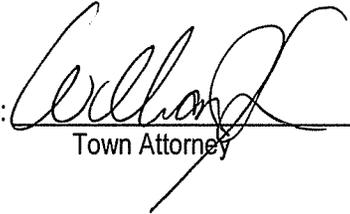
Special and emergency meetings, as permitted by law, shall be called and posted in the same manner as regular meetings by the Mayor or the Town Clerk, after confirmation of the availability of a quorum.

PASSED AND ADOPTED in open meeting by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on the 7th day of April 2010.



Bob Burnside, Mayor

Approved as to form:



Town Attorney

Attest:



Deborah Barber, Town Clerk

4/27/10

4/15/10

Date