

AN ORDINANCE ADDING:

CHAPTER 120, REPUBLIC CITY CODE, CITY OFFICERS AND EMPLOYEES,
ARTICLE II, CITY CLERK, SECTION 120.115, DEPUTY CITY CLERK -
DUTIES AND APPOINTMENT, TO ALLOW FOR THE APPOINTMENT OF
A DEPUTY CITY CLERK TO ACT IN THE ABSENCE OF THE CITY CLERK

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
REPUBLIC, MISSOURI, AS FOLLOWS:

Section 1: That Chapter 120 Republic City Code, City Officers and Employees, Article II, is amended by adding Section 120.115, Deputy City Clerk, - Duties and Appointment, to act in the absence of the City Clerk, which added section, shall read as follows:

SECTION 120.115: DEPUTY CITY CLERK - DUTIES AND APPOINTMENT

A. The City Administrator may appoint or designate one or more individuals as a Deputy City Clerk to perform the duties of the City Clerk when the City Clerk is unavailable to or unable to perform duties. The Deputy City Clerk shall perform the duties of City Clerk until such time as the City Clerk becomes available to perform duties or in the case of a vacancy in office until a City Clerk or Interim City Clerk is appointed. A current city employee may be appointed or designated as Deputy City Clerk.

B. The duties of the Deputy City Clerk may be further defined, expanded or limited pursuant to an established job description or by a resolution adopted by City Council. If more than one individual is appointed as a Deputy City Clerk, the appointees may be designated as First, Second, etc. for the purpose of establishing duties.

(**Bold** is added language.)

Section 2: This ordinance shall be in full force and effect from and after its date of passage.

Bill No. 07-65

Ordinance No. 07-

Passed and approved at a regular meeting of the City Council of the City of Republic, Missouri, on this _____ day of _____, 2007.

Mayor, James H. Collins

ATTEST:

Brenda Jackson, City Clerk

Approved for Council Action: _____, Interim City Administrator

Approved as to Form: _____, City Attorney

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