

ORDINANCE NO. 2023-xxxx

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, SECTION 2-182 OF THE
CODE OF ORDINANCES FOR THE CITY OF ORANGE BEACH, ALABAMA
ENTITLED, "AUTHORITY AND POWERS OF HEADS"
TO AUTHORIZE DEPARTMENT HEADS TO SET CERTAIN FEES**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ORANGE BEACH, ALABAMA, AS FOLLOWS:

1. That Chapter 2, Article IV, Section 2-182 of the Code of Ordinances for the City of Orange Beach is hereby amended to add subparagraph (14) and to read as follows:

Chapter 2 - ADMINISTRATION

ARTICLE IV. - DEPARTMENTS

Sec. 2-182. - Authority and powers of heads.

The heads of the various departments of the city shall serve as the managers and administrators of their respective departments, and shall, in accordance with the policies set out by the council, as administered by the mayor and in accordance with all applicable state laws and municipal ordinances be empowered to:

- (1) Issue and enforce such rules and regulations, policies and procedures as they deem necessary for the proper and efficient operation of their department;
- (2) Establish and abolish such divisions, bureaus, sections, assignments, personnel, classifications and ranks as they determine necessary within their departments;
- (3) Interview, select, train and promote employees, setting and adjusting their rates of pay and work hours in accordance with city personnel policies;
- (4) Develop, complete and maintain such records as necessary for the supervision, control and appraisal of the productivity and efficiency of employees under their control;
- (5) Handle grievances and discipline in accordance with city personnel policies and procedures to be used to meet department goals and objectives;
- (6) Apportion work among employees in the manner the department head determines to be most appropriate for the efficient operation of the department;
- (7) Develop an annual proposed budget for presentation to the city council within the confines of the approved budget and with the guidance and direction of the policies of the city council;
- (8) Determine the types and quantities of materials, supplies, equipment, vehicles and services to be purchased by the departments;
- (9) Approve for the department expenditures for such materials, supplies, equipment and vehicles in accordance with the city's purchasing procedures;
- (10) Control and assign for use any and all materials, supplies, equipment and vehicles assigned to their departments;
- (11) Provide for the safety of all personnel and property assigned to their departments with the guidance and direction of the policies of the city council and under the general supervision of the mayor in administering those policies, but within the confines of the budget

provided;

- (12) Determine the types and levels of service and programs provided by the department;
 - (13) Carry out those duties and responsibilities imposed upon the department or its head by policies adopted by the city council.
 - (14) Establish fees for their department's programs and facility rentals, subject to the approval of the Finance Director and the City Administrator, not to exceed the actual expenses incurred by the City for the program or as a result of the facility rental.
2. All ordinances, resolutions or parts in conflict with this ordinance, to the extent of such conflict, are repealed.
 3. That this Ordinance shall become effective immediately upon its adoption and publication as required by law.

ADOPTED THIS 4th DAY OF APRIL, 2023.

Renee Eberly
City Clerk

The City Clerk of the City of Orange Beach, Alabama hereby certifies that the foregoing ORDINANCE 2023-xxxx

was posted on _____ in the following three

(3) public places:

Orange Beach City Hall _____

Orange Beach Post Office _____

Orange Beach Public Library _____

Renee Eberly, City Clerk