City of Duluth

411 West First Street
Duluth, Minnesota 55802

Master

File Number: 24-019-O

File ID:	24-019-O	**Type:**	Ordinance	**Status:**	Passed
Version:	1	**Agenda Section:**		**Committee:**	Committee of the Whole
				File Created:	05/06/2024
Subject:				**Final Action:**	05/28/2024

Title: AN ORDINANCE AMENDING CHAPTER 2, ARTICLE II, SECTION 2-3 AND CHAPTER 2, ARTICLE V, SECTION 2-31 OF THE DULUTH CITY CODE TO EXPAND THE CITY ADMINISTRATOR'S AUTHORITY TO SIGN CITY CONTRACTS, COLLECTIVE BARGAINING AGREEMENTS AND LEASES.

Internal Notes: TL;ss

Sponsors:		**Enactment Date:**	05/28/2024
Attachments:		**Enactment Number:**	10887
Recommendation:		**Hearing Date:**	
Drafter:	sshearer@duluthmn.gov	**Effective Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	05/13/2024	read for the first time				
1	City Council	05/28/2024	adopted				

Text of Legislative File 24-019-O

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE II, SECTION 2-3 AND CHAPTER 2, ARTICLE V, SECTION 2-31 OF THE DULUTH CITY CODE TO EXPAND THE CITY ADMINISTRATOR'S AUTHORITY TO SIGN CITY CONTRACTS, COLLECTIVE BARGAINING AGREEMENTS AND LEASES.

CITY PROPOSAL:
The city of Duluth does ordain:

Section 1: That Chapter 2, Article II, Section 2-3 of the Duluth City Code is hereby amended as follows:

The city administrator ~~chief administrative officer~~ or his/her designee is hereby authorized to contract and pay for any medical examination for any person who is employed by the city, or who is an applicant for employment by the city, for the purpose of determining any such

person's suitability for such employment. Any such contract need not be in writing, and shall not obligate the city for more than $5,000. The city administrator ~~chief administrative officer~~ or his/her designee shall reasonably attempt to obtain any such contract at the least cost, consistent with the character and quality of the examination needed and consistent with the urgency of such need.

The city administrator is hereby authorized to sign any agreement or contract as delegated by the mayor in writing and not expressly reserved to the mayor by the City Charter or statute. In addition, the city administrator is hereby authorized to sign collective bargaining agreements and amendments thereto.

The building official is hereby authorized to contract and pay for professional engineering services necessary to the enforcement of the various building and housing codes under his/her jurisdiction in an amount not to exceed $3,000 per year

Section 2: That Chapter 2, Article V, Section 2-31 of the Duluth City Code is hereby amended as follows:

Sec. 2-31. Authority of mayor and city administrator to issue permits, negotiate, etc., agreements and leases.

Authority is hereby conferred upon the mayor of the city to issue permits for the use and occupancy for certain purposes of public grounds which are under the control or supervision of the city and to negotiate for, make, enter into, sign and execute agreements or leases concerning buildings or lands owned by the city or lands or buildings which are privately owned, upon such terms and conditions as are set forth in this Article. Authority is hereby conferred upon the city administrator to sign, in lieu of the mayor, agreements issued under this Section that are for a term of one year or less, including but not limited to licenses for temporary use of city property.

Section 3: That this ordinance shall take effect 30 days from its passage and publication.

STATEMENT OF PURPOSE: This ordinance authorizes the City Administrator to execute specified contracts or agreements on behalf of the Mayor. Authorizing the City Administrator to execute such documents will increase efficiency and improve processes across all city departments. This ordinance is authorized by and consistent with Section 32 of the Charter of the City of Duluth.