

**ARTICLE V**  
**APPOINTED CITY POSITIONS**

**Section 5.01. City Clerk.**

There shall be a City Clerk who shall be appointed by the Mayor with the consent of the City Council by an affirmative vote of a majority of Council Members, and whose duties and responsibilities are as provided for by this Charter. Although an appointee of the Mayor, the Clerk shall serve the entire City government. The Clerk shall keep and have the care and custody of the books, records, papers, legal documents and journals of proceedings of the City Council and shall carry out such additional duties as may be required by the Council or the Mayor. The City Clerk may be removed from office with the concurrence of the Mayor and a majority of the City Council.

**Section 5.02. City Administrator.**

There shall be a City Administrator who shall be appointed by the Mayor, and who shall serve at the pleasure of the Mayor. The City Administrator shall be in charge of the daily operations of the City. Prior to appointment by the Mayor, the City Administrator shall have had relevant management, executive, or administrative experience.

**Section 5.03. City Attorney.**

The City Attorney shall serve as the chief legal adviser to, and shall represent, elected or appointed officials, boards and commissions, and employees in the course and scope of their official duties or employment, respectively. The City Attorney shall represent the City in legal proceedings and shall perform any other duties prescribed by State law, by this Charter, or by ordinance or resolution. The Mayor shall appoint the City Attorney, with the consent of the City Council by an affirmative vote of a majority of City Council Members. The City Attorney may be removed from office with the concurrence of the Mayor and a majority of the City Council.