

## RESOLUTION No. 2013-3053

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**A RESOLUTION REPEALING RESOLUTION NO. 2005-2557,  
AUTHORIZING CITY MANAGER PRO TEM DESIGNATION FOR SHORT  
TERM ABSENCE OF THE CITY MANAGER, AND DESIGNATING A  
SUBSEQUENT CHAIN OF COMMAND**

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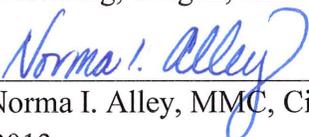
**RECITALS:**

1. In November of 1982, the electorate approved a revision of the Newberg City Charter providing for a Mayor, Council, and City Manager form of government. In accordance with the Charter amendment, the city manager is the administrative head of the government of the City.
1. A manager pro tem shall be appointed by the City Council to serve in case of absence and temporary disability of the manager or whenever the office becomes vacant in accordance with section 34(h) of the City Charter.
2. From time to time, the manager may be absent from the City for short durations on business, vacation, illness, or for other reasons. During these times, the Council wishes to provide a defined chain of command for the uninterrupted functioning of city government by designating a public official who would act as the manager pro tem during these intervals.

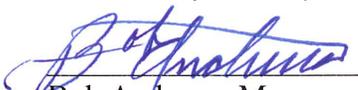
**THE CITY OF NEWBERG RESOLVES AS FOLLOWS:**

1. The City Council, in its sole discretion and in accordance with the City Charter Section 34(h), may designate any public official as the manager pro tem.
2. The City Council designates the following public officials as the manager pro tem any time the city manager is absent from the city or temporarily disabled. The appointment of acting manager pro tem will be for a period of time not to exceed four (4) weeks. The manager pro tem, shall exercise all powers and duties provided for the manager pro tem in the following chain of command order as.
  - i. Assistant city manager.
  - ii. If the assistant city manager cannot act as manager pro tem, then the city attorney will act as the manager pro tem.
3. The purpose of this resolution is to provide the efficient and continuous operation of the City government.
  - **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: June 18, 2013.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 17<sup>th</sup> day of June, 2013.

  
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Norma I. Alley, MMC, City Recorder

**ATTEST** by the Mayor this 20<sup>th</sup> day of June, 2013.

  
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Bob Andrews, Mayor