

ORDINANCE NO. 1351

AN ORDINANCE OF THE CITY OF WILLMAR, MINNESOTA AMENDING WILLMAR CODE CHAPTER 2, ADMINISTRATION, ARTICLE II, OFFICERS AND EMPLOYEES

The City Council of the City of Willmar hereby ordains as follows:

Section 1. AMENDMENT OF CITY CODE, CHAPTER 2, ARTICLE II. City Code Chapter 2, Administration, Article II, Officers and Employees, is hereby amended to add a new Division 4, City Attorney, as follows:

DIVISION 4. – CITY ATTORNEY

Sec. 2-41. – Position Established.

The position of City Attorney is established by the City Charter and the attorney shall be appointed to office by the City Council, or alternately the City Council may contract for the legal services detailed in this section with a licensed individual or law firm.

Sec. 2-42. – Duties and Responsibilities.

The City Attorney shall have the following duties and responsibilities:

- (1) Act as legal advisor of the City Council and of the officers of the City.
- (2) Advise the City Council and the officers of the City as necessary regarding the requirements of the City Charter.
- (3) Represent the City in matters in which the City is interested coming before any court or tribunal.
- (4) Prosecute persons accused of any violation of the City's ordinances or state statutes for which the City has enforcement responsibility.
- (5) Prepare or revise ordinances when so requested by the City Council, any committee thereof, or the City Administrator.
- (6) Give opinions upon any legal matter or question submitted by the City Council, any committee thereof, or the City Administrator.
- (7) Attend City Council meetings when so requested by the City Council or the City Administrator for the purpose of giving the City Council any legal advice requested by its members.

(8) Prepare for execution contracts and instruments to which the City is a party, and approve, as to form, bonds and insurance required to be submitted to the City.

(9) Perform such other and further duties as are required by the laws of the state, by the provisions of the city charter or by the City Council, or as set forth in a professional services contract.

Sec. 2-43—2-45. – Reserved.

Section 2. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

This Ordinance introduced by Council Member: Ahmann

This Ordinance introduced on: October 21, 2013

This Ordinance published on: October 25, 2013

This Ordinance given a hearing on: November 4, 2013

This Ordinance adopted on: November 4, 2013

This Ordinance published on: November 9, 2013