

**ORDINANCE NO. 3443**

**An ordinance amending the Broken Arrow Code of Ordinances, Chapter 2, Administration, Article I, In General, Section 2-8. – Established; Appointment, Term, etc. of Assistant City Manager of Administration and Assistant City Manager of Operations; and specifically providing for duties as assigned by the City manager, establishing a date of evaluation, compensation, merit bonuses and certain definitions; repealing all ordinances to the contrary; and declaring an emergency.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BROKEN ARROW:**

**SECTION I.** That Chapter 2, Administration, Article I, In General, Section 2-8 Established; Appointment, Term, etc. of Assistant City Manager of Administration and Assistant City Manager of Operations, is hereby amended to read as follows:

**Sec. 2-8. - Established; Appointment, Term, Duties, Evaluation and Compensation and of Assistant City Manager of Administration and Assistant City Manager of Operations.**

- (a) ***Established.*** There is hereby established the positions of assistant city manager of administration and assistant city manager of operations. Each assistant city manager shall be appointed by the city manager for an indefinite term, serving at will, and subject to removal for the good of the service. Each assistant city manager shall be an officer of the city and shall have overall responsibility for departments and duties as assigned by the city manager.
- (b) ***Evaluation.*** Assistant City Managers shall be evaluated on an annual basis on or before July 31, regardless of their anniversary date. Assistant City Manager evaluations will be conducted in accordance with traditional leadership tenets.
- (c) ***Compensation.*** Salary ranges with minimum and maximum salaries will be included in the pay plan recommended by the city manager and approved by the city council. Compensation will be evaluated solely on the basis of performance. Base salary increases (step raises) may be awarded when performance is evaluated as consistently competent.
- (d) ***Merit bonus.*** Assistant City Managers who significantly exceed the expectations of the city manager or achieve a nonroutine, significant accomplishment will be entitled to a merit bonus.

**SECTION II.** Any ordinance or parts of ordinances found to be in conflict herewith are hereby repealed.

**SECTION III.** An emergency exists for the preservation of the public health, peace and safety, and therefore this ordinance shall become effective from and after the time of its passage and approval.

**PASSED AND APPROVED** and the emergency clause ruled upon separately this 2nd day of August, 2016.

ATTEST:

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MAYOR

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(Seal) CITY CLERK

APPROVED:

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ASSISTANT CITY ATTORNEY