

BOARD OF COUNTY COMMISSIONERS
OF GUNNISON COUNTY
RESOLUTION NO. 20
SERIES 1983

A RESOLUTION ESTABLISHING THE OFFICE OF COUNTY MANAGER AND
OUTLINING THE DUTIES THEREOF.

WHEREAS, the Board of County Commissioners of Gunnison
County is a body politic for Gunnison County; and

WHEREAS, Gunnison County is authorized by Section 30-11-107(n)
of the Colorado Revised Statutes (1973), as amended, to create
the office of county manager for the purposes of the efficient
management of the business concerns of the County; and

WHEREAS, the Board of County Commissioners has deemed that
the creation of the office of county manager is in the public
interest;

NOW, THEREFORE, BE IT RESOLVED by the Board of County
Commissioners of Gunnison County, Colorado, as follows:

Section 1. There is hereby created, pursuant to CRS 30-11-107,
the office of "County Manager".

Section 2. The County Manager shall be appointed by the Board of
County Commissioners at such compensation as may be appropriate.
The County Manager shall serve at the pleasure of the Board and
may be removed at any time by resolution.

Section 3. The County Manager shall be the chief administrative
officer of the County and shall be directly responsible to the
Board of County Commissioners in that capacity.

Section 4. The County Manager shall hire, supervise and, where
necessary, terminate the employment of those employees placed
under his jurisdiction by the Board. Such duties may be
delegated by the County Manager to department heads or other
persons under his supervision in such a manner as the County
Manager deems advisable.

Section 5. The County Manager shall, on behalf of the Board,
coordinate and direct the activities of all executive and
administrative departments and agencies of the County. He
shall be responsible to the Board for the proper execution and
administration of the affairs of the County, including the
performance by the respective departments, agencies and officers
of those functions, duties and services as permitted or
required by law.

Section 6. The County Manager shall, in regards to the policies
adopted or otherwise approved by the Board, cause those policies
to be implemented by the Board and insure that the activities of
all executives and administrative departments are consistent
therewith.

Section 7. The County Manager shall prepare a recommended
budget for each fiscal year and submit it to the Board on or
before the 15th day of September of each year. Such budget
shall include the recommended staffing, operating expenses,
capital expenditures and revenue sources for all departments,
agencies of the County government and any other information
deemed necessary.

Section 8. The County Manager shall exercise control over the purchases and expenditures of the County and that no money shall be expended except as provided and appropriated and keep the Board advised of the financial condition and future needs of the County.

Section 9. The County Manager shall determine that all contracts with the County are faithfully kept and promptly report any violations thereof to the Board.

Section 10. The County Manager shall, at the request of the Board make written or verbal reports concerning the affairs of the County and all other reports as required by law and shall perform such other duties as may be required by the Board.

INTRODUCED by Commissioner Warren, seconded by
Commissioner Fild, and passed this 21st day of June,
1983.

BOARD OF COUNTY COMMISSIONERS
OF GUNNISON COUNTY, COLORADO

By David Stenseth
Chairman

Attest:

James M. Reitzinger
Clerk