

**CODE OF ORDINANCES
CITY OF CORUNNA, MICHIGAN
Chapter 2 ADMINISTRATION
ARTICLE III. ADMINISTRATIVE SERVICE**

DIVISION 2. CITY MANAGER

Sec. 2-76. Duties generally; appointment of acting city manager.

The city manager shall see that all laws, ordinances, rules and regulations adopted by the city council and the provisions of this Code are properly enforced. He shall attend all meetings of the city council, regular and special. During the absence or disability of the manager an acting city manager shall be appointed in accordance with section 4.6 of the Charter.

(Code 1979, § 1.31)

Sec. 2-77. Vacancies in administrative offices.

In case of vacancy in office or during the absence of any administrative officer, the city manager may designate an interim acting head or perform personally the functions of the office, until such vacancy is filled in accordance with the Charter.

(Code 1979, § 1.32)

Sec. 2-78. Administrative manual.

The city manager is authorized to adopt such administrative regulations in addition to, but not inconsistent with, the Charter and this Code, as he shall deem necessary and proper to provide for the adequate functioning of all departments. Such regulations shall comprise the administrative manual.

(Code 1979, § 1.34)

Sec. 2-79. Payment of city money.

All money belonging to the city shall be paid out upon presentation of a valid warrant approved by the city manager and issued and drawn in accordance with the Charter. Checks must be signed and countersigned by two of the following officials: the city manager, the city clerk or the city treasurer.

(Code 1979, § 1.35)

Sec. 2-80. Approval of legal documents.

The mayor shall sign, the city clerk shall attest to, the city manager shall approve as to substance, and the city attorney shall approve as to form all contracts and agreements requiring the assent of the city, unless otherwise provided for by law, the Charter, ordinance or the provisions of this Code.

(Code 1979, § 1.36)

Secs. 2-81--2-95. Reserved.