

## CHAPTER 5

### PUBLIC WORKS DIVISION

#### SECTION:

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3-5-1: ESTABLISHMENT OF PUBLIC WORKS DIVISION: The Division of Public Works is hereby established as an administrative division of the City.

3-5-2: DUTIES OF THE DIVISION: The Division of Public Works shall supervise and control:

- (A) The construction, operation and maintenance of all public streets, sidewalks, alleys, bridges, highways and rights of way, including the placement and operation of street regulatory and informational signs.
- (B) The construction, operation and maintenance of all sewer facilities and appurtenances, including sanitary sewers, pumping stations, storm sewers, drains, ditches, culverts and streams and water courses under the jurisdiction of the City.
- (C) The administration of all rules, regulations and ordinances pertaining to the construction, maintenance and operation of all streets, sidewalks, rights of way,, easements, sewers, sanitation facilities, waterlines and pumps, gas lines, telephone and communication lines and subdivision improvements.
- (D) The making of all surveys, maps, public works plans, drawings and other documents required for the construction, maintenance and operation of all public works owned or operated by the City.
- (E) The preparation of contract drawings, specifications and cost estimates for all public works construction and maintenance and the supervision of such construction,

including field inspections.

(F) The construction, operation and maintenance of all public water supply and distribution facilities.

(G) The collection and disposal of all refuse and the cleaning of all streets and alleys, including the removal of snow therefrom.

3-5-3: PUBLIC WORKS DIRECTOR: The Division of Public works shall be managed by a Public Works Director, who shall be appointed by the Mayor, subject to confirmation by the Council. The Director may be removed by the Mayor, with or without cause, subject to a confirming vote of at least one-half (1/2) of the members of the full Council, or by the Council on its own initiative, upon a unanimous vote of the full Council.

3-5-4: DUTIES OF DIRECTOR: The Director shall, together with the department heads, prepare and present the annual operating and capital budgets of the Division. The Director shall have full authority to establish technical standards, methods and procedures for the Division and to see that they are properly executed. All public works construction projects approved by the Mayor and Council shall be carried out by the Director according to design and time schedules within allocated budgets. The Director shall formulate and recommend to the Mayor and Council policies and procedures for the planning, design, construction, maintenance, repair and improvement of all public works and places owned or operated by the City, except as otherwise provided in this Code.

3-5-5: NO PRIVATE DUTY: Nothing in this chapter shall create a private right, duty or obligation of the City in favor of any person, or give rise to any private right of action, on account of any failure by the City or any employee of the Public Works Division to perform the duties prescribed herein.

3-5-6: CONTRACTING PUBLIC SERVICES: The City may, in lieu of operating any such Public Works Division Services, contract with suppliers of such services to provide such public works services to the City, provided that such contract shall be subject to the approval of at least three-fourths of the members of the full Council.