

**101.1 SUBJECT: ORGANIZATION AND POLICY**

:1 OBJECTIVE:

Provide leadership and direction to the City of Orlando. Plan, implement and guide development of the City.

:2 AUTHORITY:

This procedure amended by City Council April 19, 1993.

:3 DIRECTION:

The Mayor, as an elected official, serves at the pleasure of the qualified electors of the City.

:4 FUNCTIONS:

The Mayor-Commissioner serves as the Executive Officer of the City of Orlando. The powers and duties of the Office include, but are not limited to, the following:

- A. Responsible for enforcement of all laws and ordinances of the City of Orlando.
- B. Serves as presiding officer of the City Council and, in addition, exercises all of the rights and privileges of a City Commissioner.
- C. Makes all appointments of all appointive officers of the City, including board/committee members, subject to confirmation by the City Council.
- D. Exercises responsibility for all City government offices and for the efficient and effective administration of all City operations.
- E. Initiates and exercises measures for continued improvement, efficiency and economy of City government operations.
- F. Exercises approval or veto powers over City ordinances and/or resolutions within twenty-four hours after adoption by the Council. Should an ordinance and/or resolution be vetoed, Council may override the veto with a four-fifths vote of the entire body at the next regular meeting of the Council only.
- G. Establishes and maintains, to the extent possible, direct lines of communication with the citizens of Orlando.
- H. Directs the planning, development and the implementation of means to meet ever-changing needs of the City.
- I. Possesses the right to remove any officer of the City, subject to approval by a majority of the City Council.
- J. Devotes all working time to the affairs of the City, maintaining an office at City Hall with regular hours in the same.

:5 COMMITTEE RESPONSIBILITIES:

Serves as a member of certain boards and committees concerned with City affairs. Serves ex-officio as a member of the Orlando Utilities Commission and the Economic Development Commission of Mid-Florida.

:6 MAYOR'S ABSENCE:

At the first meeting in November of each year, the City Council elects two of its members to serve as Mayor Pro tem.

In the event the Mayor is unable to do so, the Mayor Pro tem shall act as presiding officer at any duly convened meeting of the City Council, and shall sign ordinances or resolutions as then adopted.

:7 FORMS:

None.

:8 REFERENCE:

City Charter, Chapter 2, Sections 3 and 4. City Code, Sections 2.102, 2.212, 2.213 and 2.218. Procedure approved by City Council September 14, 1970, Item 84; reviewed and found current April 21, 1975, Item 32; amended May 16, 1977, Item 6; amended February 25, 1985, Item 16(A-12).

:9 EFFECTIVE DATE:

This procedure effective April 19, 1993.