

DUTIES OF CITY OFFICIALS

Duties of the City Council are set in Title 2, Chapter 2.04, of the City of Chowchilla Municipal Code. The **Council** provides policy direction to the City Administrator, adopts ordinances, approves resolutions, oversees the fiscal affairs of the City, enters into contracts and cooperative agreements with other government bodies, and makes appointments to the various boards and commissions that serve the City of Chowchilla.

The **City Administrator** assists Council in policy development by providing meaningful information, analysis and alternatives; carries out Council directives; and conducts and monitors the day-to-day operations of the City.

The **City Clerk** performs the legal duties of the clerk to the City Council, maintains the official records of the City, and serves as the municipal elections officer through coordination with the County Elections Office.

The **City Attorney**, by contract, provides legal advisory services, litigation and litigation monitoring services in connection with its representation of the City of Chowchilla, the Chowchilla Redevelopment Agency, and their staffs, commissions and boards.

*Please see City pamphlet
"Get Involved... With the Future of Chowchilla"
for information on how to Serve on City of
Chowchilla Council, Boards and Commissions",
available on the City's website.*



Chowchilla Civic Center
130 S. Second Street
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Chowchilla, CA 93610 www.ci.chowchilla.ca.us



Chowchilla City Council

YOUR GOVERNMENT AT WORK

City Council

*David Alexander
Dennis Haworth
Janan Hebert
Isaac Jackson
Jim Kopshever*

City Administrator/City Clerk

Mark Lewis

Asst. City Administrator

Wayne Padilla

Chief Deputy City Clerk

Cindy Black

September 2011

