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**RESOLUTION NO. 2025-16**

**EMERGENCY DECLARATION AND  
A RESOLUTION RATIFYING A DECLARATION OF EMERGENCY AND APPOINTMENT  
OF MANAGER PRO TEM**

WHEREAS, on July 14, 2025, the City Council voted to terminate the contract for city manager pro tem; and

WHEREAS, the City Council did not appoint a replacement city manager pro tem or designate an individual within the city to assume the responsibilities of a city manager pro tem; and

WHEREAS, pursuant Lincoln City Municipal Code (LCMC) 2.72.040 A. 3, If the city manager is not available, or in such person’s absence, the chief of police is expressly authorized to issue a declaration of emergency, subject to council ratification and confirmation, modification or rejection at a public meeting as soon as practicable; and

WHEREAS, the circumstances creating the emergency pursuant to LCMC 2.72.020 include “disruption of community services”; and

WHEREAS, the vacancy in the city manager pro tem position creates an emergency situation because there is no individual or individuals to carry out the responsibilities of the city manager, manager pro tem, or administrative head of the city, such as ensuring that franchises, leases, contracts, permits, and privileges granted by the city are fulfilled, supervising city contracts, supervising operation of all city-owned public utilities and property, and supervising all purchasing; and

WHEREAS, LCMC 2.72.050 the order of succession in the absence of a city

1 manager is (a) Chief of Police, then (b) Public Works Director.

2

3 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
4 LINCOLN CITY, AS FOLLOWS:

5

6 Section 1. The Council finds that the facts as stated in the recitals to this  
7 Resolution and Ratifies the Declaration of Emergency made by the Chief of Police on  
8 Tuesday July 15, 2025, the facts recited therein are true and correct, support this  
9 Resolution, and are incorporated herein by this reference (Exhibit 1); and

10

11 Section 2. The Council finds that an emergency as defined in LCMC 2.72.020  
12 exists in that there is a substantial risk of unnecessary or undesirable disruption or  
13 interruption of public facilities and services which loss may be avoided by the  
14 declaration of emergency; and

15

16 Section 3. The Council authorizes Chief David Broderick to assume the role of  
17 city manager pro tem; and

18

19 Section 4. If Chief David Broderick cannot perform the duties of city manager  
20 pro tem, Council authorizes David Robinson, City Attorney, to perform the duties; and

21

22 Section 5: The Council authorizes the appointees in Sections 3 and 4 to perform  
23 the following duties:

24

(a) Attend all council meetings unless excused by the council or mayor;

25

(b) Keep the council advised of the affairs and needs of the city;

26

(c) See that the provisions of all ordinances are administered to the satisfaction

27

of the council;

- 1 (d) See that all terms of franchises, leases, contracts, permits, and privileges  
2 granted by the city are fulfilled;
- 3 ~~(e) Appoint, discipline and remove appointive personnel, except appointees of~~  
4 ~~the mayor or council;~~
- 5 (f) Supervise and control the manager's appointees in their service to the city;
- 6 ~~(g) Organize and reorganize the departmental structure of city government;~~
- 7 ~~(h) Prepare and transmit to the council an annual city budget;~~
- 8 (i) Supervise city contracts;
- 9 (j) Supervise operation of all city-owned public utilities and property;
- 10 (k) Supervise all purchasing; and
- 11 (l) Perform other duties as the council prescribes consistent with this charter.
- 12

13 Section 6. This Resolution shall automatically expire upon the appointment of a  
14 city manager pro tem or city manager.

15

16 This resolution shall be effective as of the date of its adoption by the City  
17 Council.

18 PASSED AND ADOPTED by the City Council of the City of Lincoln City this 21<sup>st</sup>  
19 day of July 2025.

20 *Susan Kay Wahlke*

21 \_\_\_\_\_  
Susan Wahlke, Mayor

22

23 ATTEST:

24 *Jamie Young*

25 \_\_\_\_\_  
26 Jamie Young,  
City Recorder

APPROVED AS TO FORM:

*David James Robinson*

\_\_\_\_\_  
David Robinson,  
City Attorney

27

Title	Resolution 2025-17 - Emergency Declaration
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