

177.02 DUTIES.

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Part-Time Grant Administrator

177.01 Position established.

177.02 Duties.

177.01 POSITION ESTABLISHED.

The position of Part-Time Grant Administrator is hereby established.

(Ord. 70-08. Passed 10-14-08.)

177.02 DUTIES.

The Part-time Grant Administrator shall render such services as directed by the Mayor including, but not limited to the following:

(a) Preparation of grant applications.

(b) Administration of grant programs including, but not limited to the Community Housing Improvement Program and Community Development Block Grant Program.

(c) Serve as the City's designated Fair Housing contact person.

(Ord. 70-08. Passed 10-14-08.)

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