

## **Administration**

The Administration office provides staff support to the Board of Mayor, Council and all city departments. Collects city revenue, to include property tax payments, business license applications, permits, clerks and maintains files for all city boards and commissions.

The City Administrator is responsible for advising and recommending actions to the Board of Mayor and Council in order to meet the needs of the city residents; providing overall management of city departments and operations; and implementing city policy. Some of the objectives of the Administration office are to keep the Board of Mayor and Council and the general public informed of all activities of city government.

### **Shelia Dellinger, Interim City Administrator**

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