

Senate Bill 537

By: Senator Jeffares of the 17th

A BILL TO BE ENTITLED  
AN ACT

1 To amend an Act entitled "An Act to provide a new charter for the City of McDonough,"  
2 enacted during the 2012 regular session of the General Assembly and printed in the 2012  
3 Georgia Laws, so as to amend the powers of the mayor; to provide for a city administrator;  
4 to provide for powers and duties of the city administrator; to provide for an acting city  
5 administrator; to provide for emergencies; to provide for removal; to provide for vacancies;  
6 to provide for a referendum; to provide for a contingent effective date and automatic repeal;  
7 to repeal conflicting laws; and for other purposes.

8 BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

9 **SECTION 1.**

10 Act entitled "An Act to provide a new charter for the City of McDonough," enacted during  
11 the 2012 regular session of the General Assembly and printed in the 2012 Georgia Laws, is  
12 amended by revising Section 2.18 as follows:

13 "SECTION 2.18.  
14 Chief executive officer.

15 The mayor shall be the chief executive of this city. He or she shall possess all of the  
16 executive powers granted to the city under the Constitution and State of Georgia, and all of  
17 the executive powers contained in this charter."

18 **SECTION 2.**

19 Said Act is further amended by revising Section 2.19 as follows:

20 "SECTION 2.19.  
21 Powers and duties of mayor.

22 As the chief executive of this city the mayor:

- 23 (1) Shall see that all laws and ordinances of the city are faithfully executed;  
24 (2) Shall preside at all meetings of the mayor and council;  
25 (3) Shall exercise supervision over all executive and administrative work of the city and  
26 provide for the coordination of administrative activities;  
27 (4) May recommend to the council such measures relative to the affairs of the city,  
28 improvement of the government, and promotion of the welfare of its inhabitants as he or  
29 she may deem expedient;  
30 (5) May examine and audit all accounts of the city;  
31 (6) May require any department or agency of the city to submit written reports whenever  
32 he or she deems it expedient;  
33 (7) Shall perform other duties as may be required by general state law, this charter, or  
34 ordinance;  
35 (8) Shall be the head of the city for the purpose of service of process and for ceremonial  
36 purposes and the official spokesperson for the city and the chief advocate of policy;  
37 (9) Shall have the power to administer oaths and to take affidavits;  
38 (10) Shall sign as a matter of course on behalf of the city all written and approved  
39 contracts, ordinances, and other instruments executed by the city which by law are required  
40 to be in writing; and  
41 (11) Shall vote on matters before the city council and be counted toward a quorum as any  
42 other councilmember."

43 **SECTION 3.**

44 Said Act is further amended by adding a new section to read as follows:

45 "SECTION 3.19.  
46 City administrator.

- 47 (a) The mayor and council shall appoint a city administrator for an indefinite term and fix  
48 his or her compensation. The city administrator shall be appointed solely on the basis of  
49 education and experience in the accepted competencies and practices of local government  
50 management.  
51 (b) The city administrator shall serve as the mayor and city council's liaison with the city's  
52 employees. The administrator shall serve as the immediate supervisor for each of the city's

53 department heads. In keeping with the city's organizational structure, requests or complaints  
54 between the city's employees and the mayor and city council shall be made through the  
55 administrator.

56 (c) The city administrator shall be the chief administrative officer of the city, responsible to  
57 the mayor and council for the management of all city affairs placed in the administrator's  
58 charge by or under this charter. The city administrator shall:

59 (1) Appoint and suspend or remove all city employees and appointive administrative  
60 officers provided for by or under this charter, except as otherwise provided by law, this  
61 charter, or personnel rules adopted pursuant to this charter. The city administrator may  
62 authorize any administrative officer subject to the administrator's direction and supervision  
63 to exercise these powers with respect to subordinates in that officer's department, office,  
64 or agency;

65 (2) Direct and supervise the administration of all departments, offices, and agencies of the  
66 city, except as otherwise provided by this charter or by law;

67 (3) Attend all city council meetings. The city administrator shall have the right to take part  
68 in discussion but shall not vote;

69 (4) See that all laws, provisions of this charter, and acts of the mayor and council, subject  
70 to enforcement by the city administrator or by officers subject to the administrator's  
71 direction and supervision, are faithfully executed;

72 (5) Prepare and submit the annual budget and capital program to the mayor and council,  
73 and implement the final budget approved by council to achieve the goals of the city;

74 (6) Submit to the mayor and council and make available to the public a complete report  
75 on the finances and administrative activities of the city as of the end of each fiscal year;

76 (7) Make such other reports as the mayor and council may require concerning operations;

77 (8) Keep the mayor and council fully advised as to the financial condition and future needs  
78 of the city;

79 (9) Make recommendations to the mayor and council concerning the affairs of the city and  
80 facilitate the work of the mayor and council in developing policy;

81 (10) Provide staff support services for the mayor and councilmembers;

82 (11) Assist the mayor and council to develop long-term goals for the city and strategies to  
83 implement these goals;

84 (12) Encourage and provide staff support for regional and intergovernmental cooperation;

85 (13) Promote partnerships among mayor and council; staff; and citizens in developing  
86 public policy and building a sense of community; and

87 (14) Perform such other duties as are specified in this charter or may be required by the  
88 mayor and council.

89 (d) By letter filed with the city clerk, the city administrator shall designate a city officer or  
 90 employee to exercise the powers and perform the duties of city administrator during the  
 91 administrator's temporary absence or disability; the mayor and council may revoke such  
 92 designation at any time and appoint another officer of the city to serve until the city  
 93 administrator returns.

94 (e) In the event of an accident, disaster, or other emergency, the city administrator may make  
 95 purchases or award contracts when necessary; provided, however, that he or she shall  
 96 promptly notify the mayor and city council of the emergency, the course of action taken, and  
 97 all expenditures incurred.

98 (f) If the city administrator declines to resign at the request of the mayor and council, the  
 99 mayor and council may suspend the administrator by a resolution approved by the majority  
 100 vote of mayor and council. Such resolution shall set forth the reasons for suspension and  
 101 proposed removal. A copy of such resolution shall be served immediately upon the city  
 102 administrator. The city administrator shall have 15 days in which to reply thereto in writing,  
 103 and upon request, shall be afforded a public hearing, which shall occur not earlier than ten  
 104 days nor later than 15 days after such hearing is requested. After the public hearing, if one  
 105 is requested, and after full consideration, the mayor and council, by a majority vote, may  
 106 adopt a final resolution of removal. The city administrator shall continue to receive full  
 107 salary until the effective date of a final resolution of removal.

108 (g) Any vacancy in the office of the city administrator should be filled within 120 days  
 109 following the effective date of such vacancy."

110 **SECTION 4.**

111 Unless prohibited by the federal Voting Rights Act of 1965, as amended, the election  
 112 superintendent of Henry County shall call and conduct an election as provided in this section  
 113 for the purpose of submitting this Act to the electors of the City of McDonough for approval  
 114 or rejection. The election superintendent shall conduct that election on the Tuesday next  
 115 following the first Monday in November, 2012, and shall issue the call and conduct that  
 116 election as provided by general law. The election superintendent shall cause the date and  
 117 purpose of the election to be published once a week for two weeks immediately preceding  
 118 the date thereof in the official organ of Henry County. The ballot shall have written or  
 119 printed thereon the words:

120 "( ) YES Shall the Act be approved which provides for a city manager for the City of  
 121 ( ) NO McDonough and vests administrative powers in such city manager?"

122 All persons desiring to vote for approval of the Act shall vote "Yes," and those persons  
 123 desiring to vote for rejection of the Act shall vote "No." If more than one-half of the votes  
 124 cast on such question are for approval of the Act, Sections 1 through 3 of this Act shall

125 become of full force and effect on January 1, 2014. If the Act is not so approved or if the  
126 election is not conducted as provided in this section, Sections 1 through 3 of this Act shall  
127 not become effective and this Act shall be automatically repealed on the first day of January  
128 immediately following that election date. The expense of such election shall be borne by the  
129 City of McDonough. It shall be the election superintendent's duty to certify the result thereof  
130 to the Secretary of State.

131 **SECTION 5.**

132 Section 4 of this Act shall become effective upon its approval by the Governor only if an Act  
133 to provide a new charter for the City of McDonough is enacted during the 2012 regular  
134 session of the General Assembly and becomes law; otherwise, this Act shall be automatically  
135 repealed on the day following the last day provided for the Governor to approve of or veto  
136 legislation.

137 **SECTION 6.**

138 All laws and parts of laws in conflict with this Act are repealed.