

## ***ARTICLE V. BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES<sup>1</sup>***

### ***DIVISION 1. GENERALLY***

#### **Sec. 2-156. Authorization.**

The city council may establish boards, commissions, committees and authorities pursuant to the city's Charter, article IV, administrative affairs, section 4.11, boards. The city manager or a designee shall oversee the meetings of each board, commission, committee or authority and is an ex-officio, nonvoting, member of each.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 1), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 1), 2-15-2007)

#### **Sec. 2-157. Duties.**

- (a) Each board, commission, committee or authority shall, from time to time, propose policies and ordinances to the city council in the subjects germane to the board, commission, committee or authority.
- (b) This section shall not be interpreted to require committee approval for a measure to be heard before the council.
- (c) Members must attend two-thirds of the meetings in a calendar year. Failure to do so warrants removal from the committee by the council.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 2), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 2), 2-15-2007)

#### **Sec. 2-158. Membership.**

- (a) Except as provided in subsection (b) of this section, the city council shall establish qualifications for members of each board, commission, committee or authority. Each member of a board, commission, committee or authority, other than members of the council, shall be nominated in accordance with the city's Charter, article IV, administrative affairs, section 4.11, boards.
- (b) Each board, commission, committee or authority member must be a resident of the city. Should the board, commission, committee or authority member move out of the city, he or she may remain active until the mayor and city council appoint his or her replacement.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 3), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 3), 2-15-2007)

#### **Sec. 2-159. Terms.**

Each board, commission, committee or authority member shall serve a specified term pursuant to the city's Charter, article IV, administrative affairs, section 4.11, boards. Should no term specification be provided during the

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<sup>1</sup>State law reference(s)—Conduct of members of local authorities, O.C.G.A. § 36-62-12 et seq.

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creation of a board, commission, committee or authority, no member shall serve for more than four years. Consecutive terms are permissible.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 4), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 4), 2-15-2007)

### **Sec. 2-160. Compensation.**

Board, commission, committee or authority members shall be compensated in accordance with the city's Charter, article IV, administrative affairs, section 4.11. Should no compensation be provided during the creation of a board, commission, committee or authority, members of such boards, commissions, committees or authorities shall serve without compensation.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 5), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 5), 2-15-2007)

### **Sec. 2-161. Quorum.**

A majority of the actual board, commission, committee or authority members establishes a quorum. Any action taken requires a majority of affirmative votes of the quorum present.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 6), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 6), 2-15-2007)

### **Sec. 2-162. Procedure.**

- (a) Each of the boards, commissions, committees or authorities shall make its own rules of procedure and determine its time of meetings. The date and time of each meeting as well as agenda items to be considered shall be publicized in the same manner as meetings of the mayor and city council.
- (b) All meetings at which official action is taken shall be open to the public and all records maintained by the board, commission, committee or authority shall be public records unless expressly excepted by a provision of the Georgia Open Records Act, O.C.G.A. § 50-18-70 et seq. The boards, commissions, committees and authorities shall keep minutes of their formal proceedings, showing the vote of each member upon each question; and records of their examinations and other official actions, all of which shall be filed in the city clerk's office. Copies of the minutes shall be made available to the mayor and each member of the city council. The minutes of the meetings shall be a public record. This section shall not be construed as prohibiting closed sessions when permitted by the Georgia Open Meetings and Open Records Acts.
- (c) Expenditures of boards, commissions, committees or authorities, if any, shall be within the amounts appropriated for the purpose intended by the mayor and city council during the annual budgeting process.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 7), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 7), 2-15-2007)

### **Sec. 2-163. Training.**

The city council may establish a mandatory training program for members of any board, commission, committee or authority.

(Ord. No. 06-11-08, § 1(ch. 2, art. 3, § 8), 11-21-2006; Ord. No. 07-02-015, § 1(ch. 2, art. 3, § 8), 2-15-2007)