

s3.10 - City Attorney

The council shall hire an attorney to serve for a period of one year who shall be the chief legal advisor to the council and all departments of city government. The procedure for hiring the attorney shall include the solicitation of written proposals from local and out-of-town attorneys.

s3.11 - Departments

The council shall, by ordinance, create such departments as it deems necessary for the efficient performance of municipal government functions and to provide efficient municipal services.

ARTICLE IV - EXECUTIVE

s4.01 - Mayor

There shall be a mayor who shall be responsible to the electorate for the administration of all city affairs placed in his/her charge by or under this charter or by ordinance duly passed by the council.

s4.02 - Qualifications, Term of Office, Compensation

(a) Qualifications - The mayor shall be an elector of the city and shall have resided in the city for at least two (2) years prior to the date on which he/she qualified to run for the office of mayor. The mayor shall live inside the city limits while serving as mayor. If he/she shall cease to possess any such qualifications during his/her term of office, he/she shall forfeit the office and the council shall remove him/her.

(b) Term - The mayor shall be elected for a term of two (2) years, and the term shall begin on the date of the first regular council meeting following the annual election.

(c) Compensation - The Council shall determine the annual salary of the mayor by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the term of mayor elected at the next election, provided such election follows the adoption of such ordinance by at least ninety (90) days.

s4.03 - Vice-Mayor

During the absence or disability of the mayor, the vice-mayor, elected by the council, shall perform the duties of the office of mayor.

s4.04 - Vacancy, or Forfeiture of Office

In the event the mayor dies, resigns, becomes permanently disabled, ceases to be qualified, forfeits the office, or is removed from office as provided by this charter or by law, the vice-mayor, as elected by the council, shall become interim mayor with the full powers and duties of mayor as provided by this charter or other law. The vice-mayor shall serve until the next annual election, at which time a new mayor shall be elected for a two-year term.

The mayor shall forfeit the office if he/she: (1) lacks at any time during his/her term of office any qualifications for the office prescribed by this charter or by law; or (2) violates any standard of conduct or code of ethics established by law for public officials, such violation to be determined by a majority vote of the remaining members of the council; or (3) fails to attend council meetings as required by ordinance passed by the council, such failure to be determined by a majority vote of the remaining members of the council.

s4.05 - Powers and Duties of the Mayor

The mayor:

(a) shall be recognized as head of city government for all ceremonial purposes, by the governor for purposes of military law, for service of process, execution of contracts, deeds and other documents, and as the city official designated to represent the city in all agreements with other governmental entities or certification to other governmental entities.

(b) shall prepare an agenda for council meetings, shall preside at council meetings, and shall have a vote.

(c) shall prepare, with the assistance of the city clerk, an annual budget for the city and submit it to the council for adoption.

(d) shall direct and supervise the city clerk and chief of police.

(e) shall, after conferring with the appropriate department head, make personnel recommendations to the council. Such recommendations will include hiring, firing, establishing or elimination positions, and setting rates of pay. The mayor shall also make recommendations to the council on personnel policies and procedures as required by s3.07 (d) of this charter.

(f) shall submit to the council, and publish in a newspaper of general circulation published in the county, a complete report on the finances and administrative activities of the city as of the end of each fiscal year.

ARTICLE V - QUALIFICATIONS AND ELECTIONS

s5.01 - Annual Election

The annual city election shall be held on the fourth (4th) Tuesday in March of every year.

s5.02 - Nonpartisan Elections

All qualifying and elections for the offices of council member and mayor shall be conducted on a nonpartisan basis without regard for or designation of political party affiliation of any nominee or any nomination petition or ballot.

s5.03 - Qualifications

Candidates for the offices of council member and mayor shall qualify for such office by the filing of a written notice of candidacy with the city clerk at such time and in such manner as may be prescribed by ordinance. At the time of filing, the candidate shall pay a qualifying fee of five percent (5%) of the annual salary to the city clerk.