



COMMITTEE STRUCTURE

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Committees:

Stonecrest City Charter

Section 2.11. General power and authority of the city council.
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•The city council has the power, by ordinance or resolution to establish:

- Oversight,
- Policy, and
- Standing committees.



Committee Standards

- Georgia Open Meeting laws apply
- No less than two councilmembers
- Members of an oversight or policy committee must be appointed within 30 days of the council establishing such committee.



Advisory Committees: Stonecrest Code of Ordinances

Chapter 2 – ADMINISTRATION
ARTICLE V. - ADVISORY COMMITTEES
Sec. 2-137. - Sec. 2-144.



Authorization

- Mayor may establish advisory committees.
- Committees may have one or more councilmembers.
- The mayor is an ex-officio member of every committee.
- The city manager or a designee shall oversee the meetings of each committee and is an ex-officio, non-voting member of each.



Duties

- Propose policies and ordinances to the council in the subjects germane to the committee.
- Members must attend two-thirds of meetings in a calendar year.



Membership

- The mayor shall establish qualifications for members of each committee.
- Each committeeperson shall be nominated by the mayor and approved by the council.
- Each committee member must be either a resident of the city or an owner or officer of a business domiciled in the city.
 - If this changes they may remain active until the mayor and council appoint his replacement.





Terms

- Committee members serve until the succeeding end of the city's fiscal year.
- Consecutive terms are permissible.
- The mayor and councilmembers on each committee shall serve on that committee so long as they remain elected to office.
- Members filling vacancies shall serve the remainder of the term to which they were appointed.
- Members whose terms expire shall continue to serve until a replacement is appointed or a consecutive appointment is made.
- Any member may be removed with or without cause by the mayor.

Compensation

- Committee members may serve without compensation.
- Reasonable expenses for travel may be reimbursed and committee members may be compensated pursuant to a policy to be established by the city manager and approved by the council.



Quorum

- A majority of the actual number of committee members establishes a quorum.
- Any action taken requires a majority of affirmative votes of the quorum present.





Procedure

- Committees shall adopt its rules of procedure, similar to the rules of procedure of the city council, 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 council.
- All meetings at which official action is taken shall be open to the public and all records maintained by the committee shall be public records unless expressly exempted by a provision of the state's Open Records Act.
- The committees 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 office of the city clerk.
- Copies of the minutes shall be sent 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 state open meetings and open records acts.
- Expenditures of the committees, if any, shall be within the amounts appropriated for the purpose intended by the mayor and council during the annual budgeting process.

Training.

- The mayor may establish a mandatory training program for committee members.





Questions

Item III. g.