

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST

ORDINANCE ____ - _____

AN ORDINANCE TO AMEND CHAPTER 2 (ADMINISTRATION) ARTICLE III. (DEPARTMENTS) SECTION 2-55. (AUTHORIZATION.) OF THE CITY OF STONECREST CODE OF ORDINANCES TO ESTABLISH, MERGE AND ABOLISH CERTAIN DEPARTMENTS WITHIN THE CITY OF STONECREST; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City of Stonecrest, Georgia (the “City”) is a municipal corporation created under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council (“City Council”) thereof; and

WHEREAS, the City is committed to improving the efficiency, transparency, and responsiveness of its governmental operations; and

WHEREAS, the City Council, in consultation with the Mayor and City Manager, has determined that a reorganization of certain departments is necessary and in the best interests of the residents; and

WHEREAS, the City Council shall have the authority to adopt and provide for the execution of such ordinances, resolutions, policies, rules, and regulations, which it shall deem necessary, expedient, or helpful for the peace, good order, protection of life and property, health, welfare, sanitation, comfort, convenience, prosperity, or well-being of the inhabitants of the City of Stonecrest and may enforce such ordinances by imposing penalties for violation thereof; and

23 **WHEREAS**, in accordance with Section 2.12. (Administrative and service departments.)
24 of the City Charter the City Council by ordinance, may establish, abolish, merge departments, and
25 agencies of the City as it shall deem necessary for the proper administration of the affairs and
26 government of the city; and

27 **WHEREAS**, the City desires to amend Chapter 2 (Administration) Article III.
28 (Departments) Section 2-55. (Authorization.) of the City of Stonecrest Code of Ordinances to
29 establish, merge and abolish certain departments within the City of Stonecrest; and

30 **WHEREAS**, the health, safety, and welfare of the citizens of the city will be positively
31 impacted by the adoption of this Ordinance.

32 **NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR**
33 **AND COUNCIL OF THE CITY OF STONECREST, GEORGIA and by the authority**
34 **thereof:**

35 **Section 1. DEPARTMENTAL REORGANIZATION.** Chapter 2 (Administration) Article
36 III. (Departments) Section 2-55. (Authorization.) of the City of Stonecrest Code of Ordinances is
37 hereby amended to establish, merge and abolish certain departments within the City of Stonecrest.
38 That certain departments are established, merged and abolished through the adoption of the
39 provisions set forth in Exhibit A attached hereto, made a part by reference and as explained below.

40 **Section 2. MERGER OF DEPARTMENTS.**

- 41 ○ The Department of Business Development shall be merged with the existing
42 Department of Economic Development.
- 43 ○ The Department of Communications shall be merged with the existing Department
44 of Administration.

- The Department of Information Technology shall be merged with the existing Department of Administration.
- The Department of Community and Cultural Affairs shall be merged with the Department of Parks and Recreation to form a new Department of Parks, Recreation and Cultural Affairs.

Section 3. CREATION OF NEW DEPARTMENTS/OFFICES.

- A new department, to be known as the “Legal Department,” is hereby created and shall be responsible for providing legal counsel to the Mayor, City Council, City departments, boards, and commissions; Representing the City in all legal proceedings, including civil litigation and administrative hearings; Drafting and reviewing ordinances, resolutions, contracts, and other legal documents; Prosecuting violations of city ordinances and assist with code enforcement actions; Providing legal guidance on employee relations, land use, procurement, and other municipal matters; Maintaining oversight of legal risk and recommend policy or procedural changes to mitigate liability.
- A new department, to be known as the “Internal Audit Department,” is hereby created and shall be responsible for auditing the financial records and expenditures of city funds and to report the results of such audits in writing to the city council at times and intervals set by the city council, but no less than quarterly.
- A new Office, to be known as the “Office of the City Clerk,” is hereby created and shall be responsible for keeping a journal of the proceedings of the city council, to maintain in a safe place all records and documents pertaining to the affairs of the city, and to perform such duties as may be required by law or ordinance or as the

city council or city manager may direct which shall include, but not limited to:
Prepare, record, and maintain minutes, ordinances, resolutions, and other legislative
records of the City Council; Serve as the custodian of the City Seal and all official
City documents and archives; Administer public records requests in accordance
with state and local laws; Manage the publication of legal notices and maintain the
municipal code; Administer local elections; Issue official documents as designated
by City ordinance.

Section 4. DISSOLUTION OF DEPARTMENTS.

- The Department of Business Development, as previously constituted, is hereby dissolved. All assets, personnel, records, and active programs shall be transferred to the newly created or existing department(s).

- The Department of Communications, as previously constituted, is hereby dissolved. All assets, personnel, records, and active programs shall be transferred to the newly created or existing department(s).

- The Department of Community and Cultural Affairs, as previously constituted, is hereby dissolved. All assets, personnel, records, and active programs shall be transferred to the newly created or existing department(s).

- The Department of Information Technology, as previously constituted, is hereby dissolved. All assets, personnel, records, and active programs shall be transferred to the newly created or existing department(s).

- The Department of Parks and Recreation, as previously constituted, is hereby dissolved. All assets, personnel, records, and active programs shall be transferred to the newly created or existing department(s).

91 **Section 5.** That the amended ordinance be read and codified as follows with added text in **red**
92 **font, bold and underlined** and deleted text in red and ~~strikethrough~~ font.

93 **Section 6.** The preamble of this Ordinance shall be considered to be and is hereby incorporated
94 by reference as if fully set out herein.

95 **Section 7.** (a) It is hereby declared to be the intention of the Mayor and Council that all
96 sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their
97 enactment, believed by the Mayor and Council to be fully valid, enforceable, and constitutional.

98 (b) It is hereby declared to be the intention of the Mayor and Council that, to the
99 greatest extent allowed by law, each and every section, paragraph, sentence, clause, or phrase of
100 this Ordinance is severable from every other section, paragraph, sentence, clause, or phrase of this
101 Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the
102 greatest extent allowed by law, no section, paragraph, sentence, clause, or phrase of this Ordinance
103 is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of this
104 Ordinance.

105 (c) In the event that any phrase, clause, sentence, paragraph or section of this
106 Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise
107 unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the
108 express intent of the Mayor and Council that such invalidity, unconstitutionality or
109 unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional
110 or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or
111 sections of this Ordinance and that, to the greatest extent allowed by law, all remaining phrases,
112 clauses, sentences, paragraphs and sections of this Ordinance shall remain valid, constitutional,
113 enforceable, and of full force and effect.

114 **Section 8.** The City Clerk, with the concurrence of the City Attorney, is authorized to
115 correct any scrivener's errors found in this Ordinance, including its exhibits, as enacted.

116 **Section 9.** All ordinances and parts of ordinances in conflict herewith are hereby expressly
117 repealed to the extent of the conflict only.

118 **Section 10.** The effective date of this Ordinance shall be the date of its adoption by the
119 Mayor and Council unless otherwise stated herein.

120 **Section 11.** The Ordinance shall be codified in a manner consistent with the laws of the
121 State of Georgia and the City of Stonecrest.

122 **Section 12.** It is the intention of the governing body, and it is hereby ordained that the
123 provisions of this Ordinance shall become and be made part of the Code of Ordinances, City of
124 Stonecrest, Georgia and the sections of this Ordinance may be renumbered to accomplish such
125 intention.

SO ORDAINED this ____ day of _____, 2025.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF STONECREST, GEORGIA

Jazzmin Cobble, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

CHAPTER 2 - ADMINISTRATION

ARTICLE III. - DEPARTMENTS

Sec. 2-55. Authorization.

The following departments are established by the council:

- ~~(1) — Administration;~~
- ~~(2) — Business Development;~~
- ~~(3) — Communications;~~
- ~~(4) — Community and Cultural Affairs;~~
- ~~(5) — Community Development;~~
- ~~(6) — Economic Development;~~
- ~~(7) — Finance;~~
- ~~(8) — Information Technology;~~
- ~~(9) — Municipal Court;~~
- ~~(10) — Public Safety;~~
- ~~(11) — Public Works; [and]~~
- ~~(12) — Parks and Recreation.~~

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- (1) Administration
 - (a) Human Resources
 - (b) Facilities/General Operations
 - (c) Communications
 - (d) Information Technology/GIS
 - (2) Community Development
 - (a) Buildings
 - (b) Land Development
 - (c) Code Enforcement
 - (d) Planning and Zoning
 - (3) Economic Development
 - (a) Business Development
 - (4) Public Works
 - (a) Engineering
 - (5) Parks, Recreation and Cultural Affairs
 - (a) Community and Cultural Affairs
 - (6) Finance
 - (7) Public Safety

The Charter recognizes the entities, offices and appointed officials below:

- (8) Municipal Court
- (9) Mayor & Council
- (10) Office of the City Manager
- (11) Office of the City Clerk
- (12) Legal
- (13) Internal Audit

One or more departments may be combined to form one or more multifunctional departments.