

CITY OF STONECREST

ORDINANCE NO. _____

A SUBSTITUTE ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF STONECREST, GEORGIA, AMENDING THE CODE OF ORDINANCES, CHAPTER 2 (ADMINISTRATION), ARTICLE 6 (FINANCE), SECTION 2-180 ("EXECUTION OF CHECKS OR FINANCIAL INSTRUMENTS") TO REMOVE THE DEPUTY CITY MANAGER AND THE DEPUTY FINANCE DIRECTOR AS A SIGNER FOR ALL ORDERS, CHECKS, INSTRUMENTS, AND WARRANTS FOR PAYMENT OF MONEY; AND FOR ALL 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”); 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 and may enforce such ordinances by imposing penalties for violations thereof; and

WHEREAS, Chapter 2 (Administration), Article 6 (Finance) of the Code of Ordinances governs the financial administration, including the execution of checks and other financial instruments; and

WHEREAS, Section 2-180 of said Code specifies which officers are authorized to execute checks and financial instruments of the City; and

WHEREAS, the Mayor and Council find it in the best interest of the City to decrease authority by removing the Deputy City Manager and the Deputy Finance Director as a signer for the aforementioned purposes, subject to applicable internal controls.

BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF STONECREST, GEORGIA, and by the authority thereof:

SECTION 1. Amendment to Section 2-180. The Code of Ordinances, Chapter 6, Section 2, Section 2-180 of the City Code of Ordinances, titled "Execution of checks or financial instruments," is hereby amended by removing the **underlined language and bolded** and adding the **red underlined and bolded** language and modifying the section as indicated below.

Sec. 2-180. — Execution of checks or financial instruments.

(a) All orders, checks, instruments, and warrants for payment of money may be signed by the mayor, mayor pro tempore, city manager, **deputy city manager, and** finance director, **or deputy finance director** provided that the amount thereof does not exceed \$25,000.00, and provided further that such signature is otherwise authorized by law. However, to

safeguard public funds and ensure the integrity of financial transactions, all orders, checks, instruments, and warrants for payment of money in the amount of \$25,000.00 or greater shall require the signature of two duly authorized signers.

(b) Within 90 days of appointment, all elected officials, employees, and contractors of the city who are authorized signers pursuant to subsection (a) hereof shall obtain and at all times maintain a surety bond in an amount to be established by policy, naming the City of Stonecrest as the obligee. The city may pay any costs or fees associated with obtaining and maintaining the surety bond required herein.

(c) Notwithstanding the provisions of subsection (a) hereof, the city council may temporarily suspend or permanently revoke the check signing authority of any person upon evidence of misuse, theft, or misappropriation of city funds or upon evidence of unauthorized transactions or any activity that jeopardizes the safety and security of city funds. If the city council suspends or revokes a person's check signing authority, the city manager shall promptly notify the city's banking institutions and take whatever steps necessary to ensure that the city council's decision is effectuated immediately.

SECTION 2. Codification. The City Clerk, in consultation with the City Attorney, is hereby authorized and directed to cause this ordinance to be incorporated into the Code of Ordinances of the City of Stonecrest, Georgia, and to make such non-substantive editorial changes as are customary for codification.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of

competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions.

SECTION 4. Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. Effective date. This ordinance shall become effective immediately upon adoption pursuant to Section 2.15 of the City Charter.

SO ORDAINED AND ADOPTED this ____ day of _____, 2026

CITY OF STONECREST, GEORGIA

Jazzmin Cobble, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM BY:

City Attorney