

TITLE 1

GENERAL ADMINISTRATION¹

CHAPTER

1. CITY COUNCIL.
2. ADMINISTRATIVE ORGANIZATION.
3. RECORDER.

¹Charter reference

See the charter index, the charter itself, and footnote references to the charter in the front of this code.

Municipal code references

Building, plumbing, electrical and gas inspectors: title 12.

Fire department: title 7.

Utilities: titles 18 and 19.

Wastewater treatment: title 18.

Zoning: title 14.

CHAPTER 1

CITY COUNCIL¹

SECTION

- 1-101. Time and place of regular meetings.
- 1-102. Order of business.
- 1-103. General rules of order.
- 1-104. Wards.
- 1-105. Vice mayor's term.

1-101. Time and place of regular meetings. The city council shall hold regular meetings at 5:30 P.M. on the fourth (4th) Monday of each month at the City Hall Building. (1969 Code, § 1-102, replaced by Ord. No. 264, Ord. #316, § 1, and Ord. #349, Sept. 1993, and amended by Ord. #575, Sept. 2010)

1-102. Order of business. At each meeting of the city council, the following regular order of business shall be observed unless dispensed with by a majority vote of the members present:

- (1) Call to order by the mayor.
- (2) Roll call by the recorder.
- (3) Reading of minutes of the previous meeting by the recorder, and approval or correction.

¹Charter references

- Budgetary authority: Art. V, secs. 5-6.
- Compensation: Art. II, sec. 7.
- Election: Art. I, secs. 1-10.
- Employee compensation and benefits: Art. VI, secs. 3-4.
- Legislative powers
 - General: Art. I, sec. 1.
 - Specific: Art. III, sec. 1.
- Mayor--duties, powers, etc.: Art. II, sec. 4.
- Meetings: Art. II, sec. 2.
- Oaths of office: Art. I, sec. 12.
- Ordinances: Art. II, secs. 8-9.
- Qualifications: Art. I, sec. 6.
- Quorum: Art. II, sec. 3.
- Rules and order of business: Art. II, sec. 6.
- Term of office: Art. I, sec. 8.
- Time taking office: Art. I, sec. 11.
- Vacancies in office: Art. I, secs. 8, 13.
- Vice mayor: Art. II, sec. 5.

- (4) Grievances from citizens.
 - (5) Communications from the mayor.
 - (6) Reports from committees, members of the city council, and other officers.
 - (7) Old business.
 - (8) New business.
 - (9) Adjournment.
- (1969 Code, sec. 1-103)

1-103. General rules of order. The rules of order and parliamentary procedure contained in Robert's Rules of Order, Revised, shall govern the transaction of business by and before the city council at its meetings in all cases to which they are applicable and in which they are not inconsistent with provisions of the charter or this code. (1969 Code, sec. 1-104)

1-104. Wards.¹ The City of Clinton shall be divided into three (3) wards with boundary descriptions as follows:

First Ward. Being all of the area or territory in the City of Clinton lying within the described area:

Beginning at a point, said point being the common intersection of the Southern Railway and the south bank of the Clinch River. Thence running in a southerly and westerly direction along the south bank of the Clinch River to its intersection with the existing corporate limits. Thence along existing corporate limits to its intersection and crossing of the Southern Railway. Thence continuing along existing corporate limits to its intersection with West Broad Street. Thence running in a southeasterly direction along West Broad Street to its intersection with Southern Railroad. Thence running in an easterly direction along the Southern Railroad to the point of beginning.

Second Ward. Being all of the area or territory in the City of Clinton lying within the described area:

Beginning at a point, said point being the common intersections of North Main Street and the Southern Railway. Thence following the Southern Railway in a westerly direction to its intersection with West Broad Street. Thence running in a northerly and westerly direction along West Broad Street to the corporate limits. Thence following the existing corporate limits to its intersection with the Southern Railway. Thence running in a southerly direction along the Southern Railway to its intersection with North Fowler

¹Charter references

Elections in general: Art. I.

Provision for wards: Art. I, sec. 1.

Residency in: Art. I, sec. 6.

Removing residency from: Art. I, secs. 8, 13.

Street. Thence running in a southwesterly direction along North Fowler Street to its intersection with Scruggs Street. Thence running in a northwesterly direction along Scruggs Street to its intersection with Sharp Street. Thence west along Sharp Street to its intersection with North Main Street. Thence in a southwesterly direction along North Main Street to the point of beginning.

Third Ward. Being all of the area or territory in the City of Clinton lying within the described area:

Beginning at a point, said point being the common point of intersection with the Southern Railway and the south bank of the Clinch River. Thence running in a westerly direction along the south bank of the Clinch River to its intersection with the existing corporate limits. Thence running in a southerly, westerly and east and northerly directions along the existing corporate limits to its intersection with the Southern Railway. Thence running in a southwesterly direction along the Southern Railway to its intersection with North Fowler Street. Thence running in a southwesterly direction along North Fowler Street to its intersection with Scruggs Street. Thence running in a northwesterly direction along Scruggs Street to its intersection with Sharp Street. Thence running in a westerly direction along Sharp Street to its intersection with North Main Street. Thence running in a southwesterly direction along North Main Street to its intersection with the South Railway. Thence running in a southerly direction along Southern Railway to the point of beginning. (1969 Code, sec. 1-101, as amended by Ords. No. 198, 216, and 224, modified)

1-105. Vice mayor's term. The vice mayor provided for in article II, section 5, of the Clinton City Charter shall be chosen and take office at the first meeting of the new city council after each regular city election to serve for two (2) years and until a successor is chosen. Vacancies in the office of vice mayor shall be filled by the city council for the unexpired term. (Ord. No. 313, sec. 1)

CHAPTER 2

ADMINISTRATIVE ORGANIZATION¹

SECTION

1-201. Plan of administrative organization.

1-201. Plan of administrative organization. The plan of administrative organization reflected on the organization chart below² is hereby adopted to provide the city with general government, finance, health, welfare, police, recreation, fire, library, public works and other municipal services. (Ord. #315, § 1, as amended by Ord. #363, July 1995, and Ord. #445, July 2003)

¹Charter references

City manager

Appointment, qualifications, term: Art. IV, sec. 1.

Absence of: Art. IV, sec. 2.

Budgetary and financial duties and powers: Art V, secs. 1-2, 4-5, 8-10.

General duties and powers described: Art. IV, sec. 4.

Personnel authority: Art. V, Art VI, secs. 1-4.

Recorder

Appointment, duties, etc.: Art. IV, sec. 6.

Recording and preserving ordinances, etc.: Art. II, sec. 10.

²Ord. #473, Nov. 21, 2005 deleted the organizational chart, including its title, and replaced it with the organizational chart on file with the city recorder. The ordinance also provides: "the organizational chart of the City of Clinton referred to in § 1-201 may be updated or minor changes made by resolution when deemed necessary."

CHAPTER 3

RECORDER¹

SECTION

1-301. To be bonded.

1-301. To be bonded. The recorder shall be bonded in such sum of ten thousand dollars (\$10,000.00), and with such surety as may be acceptable to, the city council. (1969 Code, sec. 1-301)

¹Charter references

Appointment, duties, etc.: Art. IV, sec. 6.

Recording and preserving of ordinances, etc.: Art. II, sec. 10.