MUNICIPAL ORGANIZATION

Code Charter and Mayor Council

The John C. Stennis Institute of Government
and Community Development

Dr. W. Martin Wiseman, Director

Mississippi State University

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JOHN C. STENNIS
INSTITUTE *of* GOVERNMENT

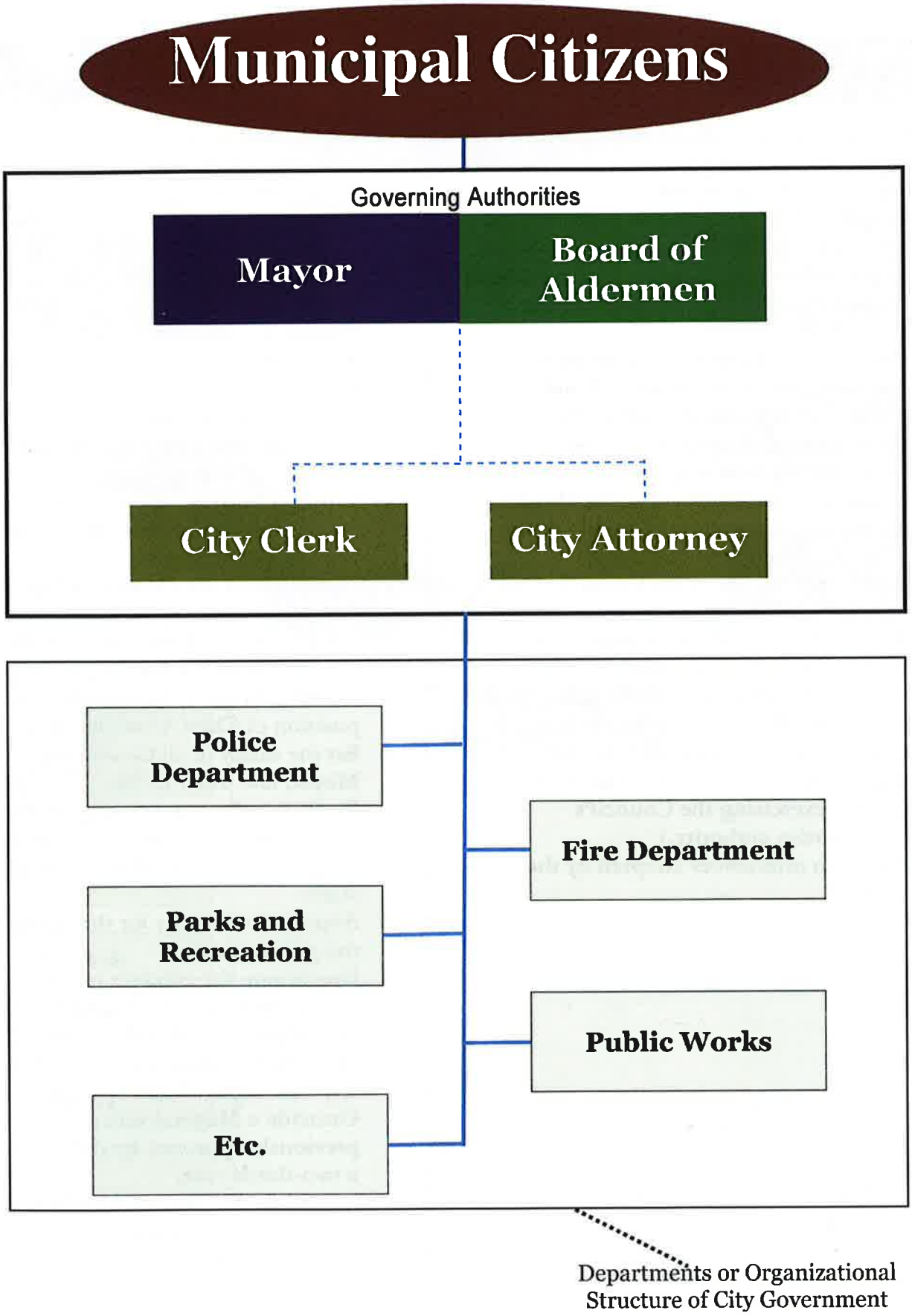
The Code/Charter Form of Government

The Mayor

- Preside at all meetings of the Board.
- Cast Deciding vote in the event of a tie of the Board.
- Have superintending control over all officers and affairs of the municipality, and enforce all applicable laws and ordinances, subject to the direction of the Board.
- Review and approve/veto ordinances, resolutions and orders adopted by the Board within ten days.
- Sign all commissions and appointments of all elective and appointive officers of the municipality, as selected by the Mayor/Board.
- Call a special meeting of the Board.
- Approve bonds of municipal officers.

The Board of Aldermen

- Elect one member to serve as Mayor Pro Tempore to serve in absence of Mayor.
- Make motions, cast votes on, or enact all municipal ordinances, resolutions and orders.
- Override the veto of the Mayor by a two-thirds vote of the members of the Board.
- Make appointments, hire or dismiss city employees, subject to the Mayor's veto.



Departments or Organizational Structure of City Government

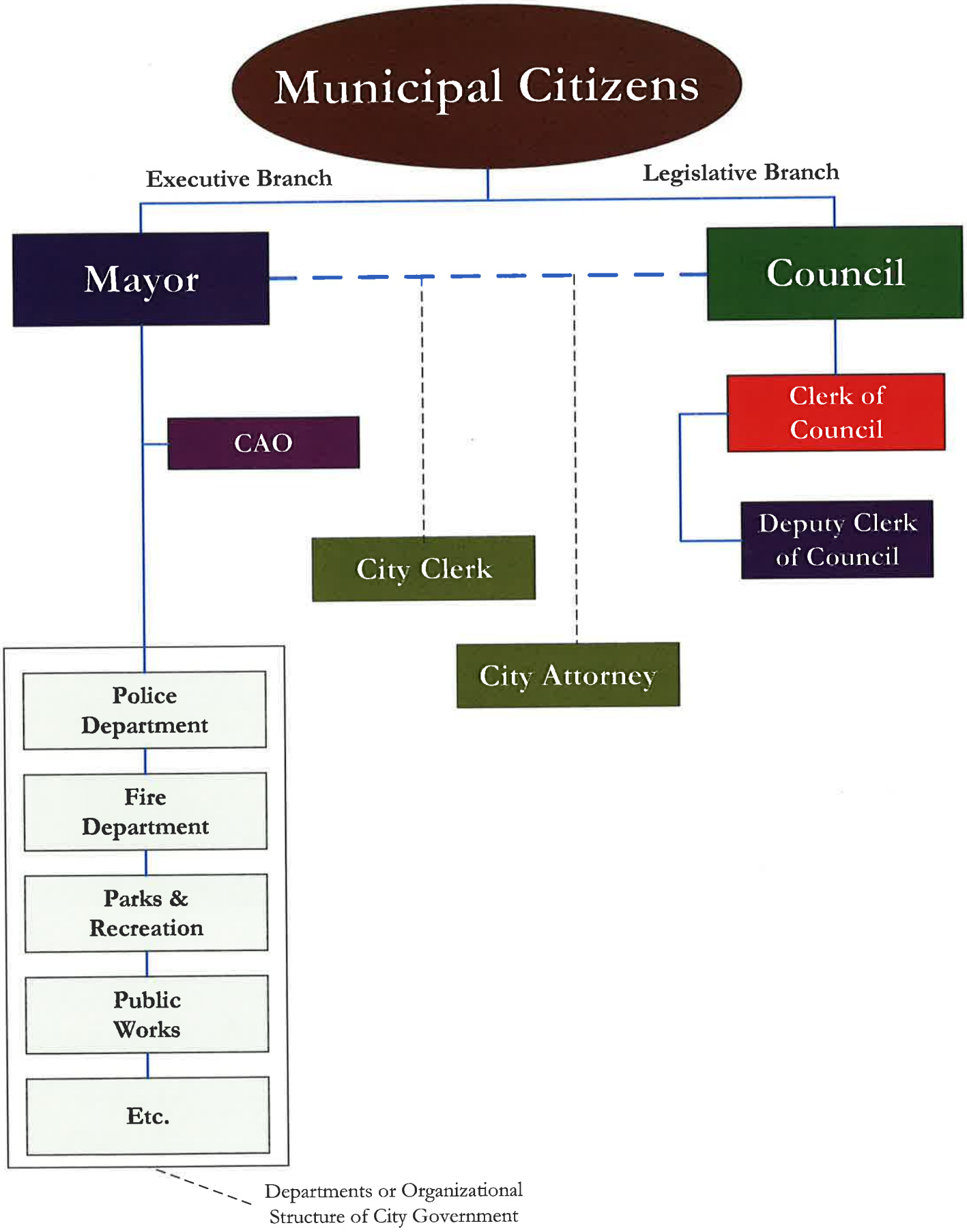
The Mayor/Council Form of Government

The Mayor

- Enforce charter ordinances and all applicable general laws.
- Supervise all departments.
- Require all departments to make annual reports and/or other reports as necessary.
- Appoint department heads, and members of municipal boards, authorities and commissions.
- Oversee city departments and their directors, who serve at the will and pleasure of the Mayor. Subordinate departmental employees may be dismissed by their respective department heads, with the approval of the Mayor.
- Attend Council meetings, take part in Council discussions and make recommendations to the Council. The Mayor may not vote on an issue other than in the case of a tie related to the filling of a Council vacancy.
- Review all ordinances, resolutions, orders and other official actions of the Council (excluding procedural actions, the appointment of the clerk of council, or actions exercising the Council's investigative authority.)
- May veto ordinances adopted by the Council.

The Council

- Elect one member to serve as President, and one member to serve as Vice President of the Council.
- Appoint Clerk of Council and Deputy Clerks of Council.
- Appoint Acting Mayor when the Mayor neglects to do so.
- Establish a Department of Administration and all other such Departments.
- Allocate all administrative powers, functions and duties among and within the various Departments.
- Confirm Mayoral appointees to the position of Department Heads of the various Departments.
- At the will of the Council, adopt an ordinance creating the position of Chief Administrative Officer and establishing the qualifications for the position.
- Confirm Mayoral nominations for the position of Chief Administrative Officer.
- Set the salary of all Councilmen, the Mayor, and other municipal employees.
- Redistrict the municipality after each decennial Census and/or annexation.
- Require the performance of an annual audit.
- Appropriate money for the operation of the government.
- Investigate the conduct of any department, office of agency of the municipality, and at the Council's discretion, require sworn statements from any municipal officer or employee.
- Override a Mayoral veto of an ordinance previously approved by the Council, upon a two-thirds vote.
- Appoint a member of the Council to serve as Mayor, in the event of the Mayor's incapacitation.



Departments or Organizational Structure of City Government

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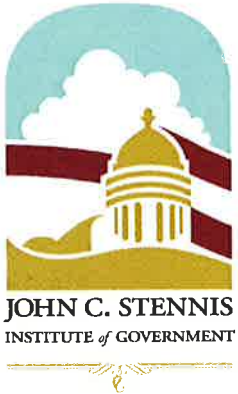

The John C. Stennis Institute of Government and Community Development

Post Office Drawer LV, Mississippi State, Ms 39762
Voice 662.325.3328 Fax 662.325.3772

http://sig.msstate.edu