



03-O-0771

AN ORDINANCE

BY COUNCILMEMBERS FELICIA MOORE, CLAIR MULLER, NATALYN M. ARCHIBONG, H. LAMAR WILLIS, MARY NORWOOD, C. T. MARTIN, JIM MADDOX, HOWARD SHOOK, ANNE FAUVER, CEASAR MITCHELL, CARLA SMITH, IVORY LEE YOUNG, AND DEBI STARNES

AS SUBSTITUTED BY FINANCE/EXECUTIVE COMMITTEE

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF ATLANTA TO EFFECT REORGANIZATION OF THE DEPARTMENT OF FINANCE PURSUANT TO SECTION 3-302 OF THE CHARTER OF THE CITY OF ATLANTA, GEORGIA (1996 GEORGIA LAWS PP. 4469, *ET SEQ.*, AS AMENDED), TO REPEAL CONFLICTING ORDINANCES, AND FOR OTHER PURPOSES.

WHEREAS, In 1996, the Georgia General Assembly enacted a new Charter for the City of Atlanta as a municipal corporation, 1996 *Georgia Laws* p. 4469, *et seq.*; and

WHEREAS, Charter Section 3-301 provides that "the departments of the City shall be created and established by ordinance"; and

WHEREAS, Charter Section 3-302 (a) empowers the Mayor, as the Chief Executive of the City, to initiate, direct and implement the reorganization of any department; and

WHEREAS, Charter Section 3-302 (b) further provides that the Mayor shall prepare and sign a plan of reorganization of any department or departments and shall submit such plan to the Council in the form of a proposed ordinance, and

WHEREAS, The Mayor is desirous of reorganizing the Department of Finance so as to improve financial controls and to enhance the effectiveness of budget and financial analysis.



**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS
AS FOLLOWS:**

SECTION 1: That Chapter 2, Article VI, Division 2, Subdivision I of the Code of Ordinances be amended by deleting existing subsection (a) of Section 2-231 in its entirety and by inserting in lieu thereof the following:

(a) The Chief Financial Officer shall appoint a designee in the Department of Finance as Ex Officio Marshal and Deputy Treasurer. Subject to the approval of the Mayor, the Chief Financial Officer may provide for the periodic rotation of staff to serve in this position.

SECTION 2: That Chapter 2, Article VI, Division 2, Subdivision II of the Code of Ordinances be amended by deleting existing Section 2-342 in its entirety.

SECTION 3: That Chapter 2, Article VI, Division 2, Subdivision II of the Code of Ordinances be amended by renumbering the remaining Sections in Subdivision II as Code Sections 2-342 through 2-349.

SECTION 4: That Chapter 2, Article VI, Division 2, Subdivision III of the Code of Ordinances, Code Section 2-370 be amended by deleting the existing Section in its entirety and by inserting in lieu thereof the following:

Sec. 2-370. Divisions in the Department of Finance.

The Department of Finance shall be responsible to the Mayor and to The Council, and shall consist of the following offices:

- (1) Office of the Controller; and
- (2) Office of Budget and Fiscal Policy.

SECTION 5: That Chapter 2, Article VI, Division 2, Subdivision III of the Code of Ordinances, Code Section 2-371 be amended by deleting the existing Section in its entirety and by inserting in lieu thereof the following:

Sec. 2-371. Office of the Controller.

In addition to the general qualifications set out in Charter, appendix IV, Section 3(a), the Controller shall have the following qualifications:

- (1) Graduation from an accredited college or university with a baccalaureate degree in accounting or a closely related field; and



(2) A license to engage in practice as a Certified Public Accountant in the State of Georgia; and

(3) At least ten years of accounting and leadership experience with employment as a Corporate or Division Controller; a Chief Financial Officer; a Director of Internal Auditing; or a reasonable equivalent thereof.

Any equivalent combination of the qualifications set forth in subsections (1) through (3) of this section.

SECTION 6: That Chapter 2, Article VI, Division 2, Subdivision III of the Code of Ordinances, Code Section 2-372 be amended by deleting the existing Section in its entirety and by inserting in lieu thereof the following:

Sec. 2-372. Office of Budget and Fiscal Policy.

In addition to the general qualifications set out in Charter, appendix IV, Section 3(a), the Chief of the Office of Budget and Fiscal Policy shall have the following qualifications:

(1) Graduation from an accredited college or university with a baccalaureate degree and one year of graduate study in business administration, public administration, finance or a related field and experience in budget preparation, budget analysis, budget execution, financial analysis, financial management, management analysis or a related area;

(2) Eight years of experience at a supervisory level in the areas specified in subsection (1) of this section.

Any equivalent combination of the qualifications set forth in Subsections (1) and (2) of this section.

SECTION 7: That Chapter 2, Article VI, Division 2, Subdivision III of the Code of Ordinances, Code Section 2-373 be amended by deleting the existing Section in its entirety and by inserting in lieu thereof the following:

Sec. 2-373. Functions and Duties of the Office of the Controller.

The functions and duties of the Office of the Controller shall include but not be limited to: Financial reporting and compliance to include financial statements reporting, coordination of external audits, coordination of Department of Finance responses to compliance issues, and development of financial policy and procedures; accounting services to include accounts payable, general ledger, grant accounting, payroll, benefits accounting, and benefits administration; and billing and collections to include billing of



fees, taxes, rents, etc., receiving monies due the city (managing accounts receivable), managing outside collection efforts, revenue auditing, and audits of business license fees and tax payers.

SECTION 8: That Chapter 2, Article VI, Division 2, Subdivision III of the Code of Ordinances, Code Section 2-374 be amended by deleting the existing section in its entirety and by inserting in lieu thereof the following:

Sec. 2-374. Functions and Duties of the Office of Budget and Fiscal Policy.

The functions and duties of the Office of Budget and Fiscal Policy shall include but not be limited to: Budget and management analysis to include budget development and management for general government operations and enterprises, programmatic and operational analysis, and support of CIP and capital projects management; economic analysis and forecasting to include revenue forecasting, rate studies, exploration of new revenue sources, long-term financial planning to include multi-year budgeting and trend analysis and projection, and financial support of city-wide strategic planning; debt management to include long-term financing plans, debt issuance, analysis and management of existing debt, and liaison with financial advisors, bond rating agencies, and investors, and grants management to include management of HUD Grants (including management of grant applications and the allocation process, and management of implemented projects for compliance with grantor requirements and legal mandates), and providing coordination and management support to other grants and special revenues.

SECTION 9: That all ordinances or parts of ordinances in conflict herewith are hereby waived.

A true copy,

Rhonda Daughin Johnson
Municipal Clerk, CMC

ADOPTED by the Council
APPROVED by the Mayor

MAY 19, 2003
MAY 27, 2003



City of Atlanta

Department of Finance

Proposed

Restructuring

RCS# 4735
5/19/03
5:24 PM

Atlanta City Council

Regular Session

03-O-0771 Amend Code to Affect the Reorganization
 of the Department of Finance
 ADOPT ON SUB

YEAS: 9
NAYS: 2
ABSTENTIONS: 0
NOT VOTING: 4
EXCUSED: 0
ABSENT 1

NV Smith	Y Archibong	Y Moore	Y Mitchell
NV Starnes	Y Fauver	N Martin	Y Norwood
NV Young	Y Shook	Y Maddox	Y Willis
B Winslow	Y Muller	N Boazman	NV Woolard

03-0-0771
 (Do Not Write Above This Line)

Refer to Ordinance
 AN ORDINANCE BY COUNCILMEMBERS
 Dennis G. Moore
 Blair Mueller

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF ATLANTA TO EFFECT REORGANIZATION OF THE DEPARTMENT OF FINANCE PURSUANT TO SECTION 3-302 OF THE CHARTER OF THE CITY OF ATLANTA, GEORGIA (1996 GEORGIA LAWS PP. 4469, ET SEQ., AS AMENDED), TO REPEAL CONFLICTING ORDINANCES, AND FOR OTHER PURPOSES.

Julia K. Disantis
 Linda K. Disantis, City Attorney

SUBSTITUTE **ADOPTED BY**
 MAY 19 2003

- CONSENT REFER
- REGULAR REPORT RE **COUNCIL**
- ADVERTISE & REFER
- 1st ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred 5/5/03
 Referred To: Finance / Executive
 Date Referred _____
 Referred To: _____
 Date Referred _____
 Referred To: _____

First Reading
 Committee _____
 Date _____
 Chair _____
 Referred To _____

Committee _____
 Date _____
 Chair _____
 Action Fav, Adv, Hold (see rev. side) _____
 Other _____
 Members _____
 Refer To _____

Committee _____
 Date _____
 Chair _____
 Action Fav, Adv, Hold (see rev. side) _____
 Other _____
 Members _____
 Refer To _____

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd
 Consent V Vote RC Vote

CERTIFIED

CERTIFIED
 MAY 19 2003

ATLANTA CITY COUNCIL PRESIDENT
Arthur W. Howland

CERTIFIED
 MAY 19 2003
Rachel Douglas Johnson
 MUNICIPAL CLERK

MAYOR'S ACTION
 MAY 27 2003
Andy Stewart

LARGE ATTACHMENT:

DOCUMENT(S),

MANUAL(S)

OR

MAP(S)

NOT COPIED,

PULL ORIGINAL

FOR COPY OR TO VIEW