

## **ORDINANCE 2019-ORD003**

### **AN ORDINANCE OF THE CITY OF DOUBLE HORN, TEXAS, DESCRIBING THE ROLES AND DUTIES OF THE MAYOR AND PRESIDENT PRO TEMPORE.**

**WHEREAS**, Texas Local Government Code §23.027(a) defines the mayor as the president of the governing body of the city; and

**WHEREAS**, Texas Local Government Code §23.027(b) directs the governing body to elect a president pro tempore; and

**WHEREAS**, Texas Local Government Code §102.001(a) defines the mayor as the budget officer and Texas Local Government Code §102.002 directs the budget officer to each year prepare a budget for the succeeding year; and

**WHEREAS**, Texas Election Code §4.002 declares that the presiding officer of the governing body of a political subdivision (the mayor) shall give notice of an ordered election; and

**WHEREAS**, the city council desires to have clear procedures and policies describing approval or rejection of ordinances and resolutions before the council;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DOUBLE HORN, TEXAS:**

#### **SECTION 1. ROLE AND DUTIES OF MAYOR.**

The mayor shall:

- a) be president of the city council; and
- b) shall preside over meetings of the council; and
- c) shall specify the agenda items for consideration by the council; and
- d) shall ensure that the meeting agenda is prepared including the time and place for each meeting of the council; and
- e) shall ensure that meeting notices are properly disseminated consistent with city ordinances and Texas Government Code §551.043 and meeting minutes are properly prepared meeting the requirements set forth in Texas Government Code §551.021; and
- f) shall ensure that notification of elections is provided consistent with Texas Election Code Chapters 4; and
- g) shall be the city's budget officer; and
- h) shall prepare the annual budget.

**SECTION 2. VOTE BY MAYOR.**

The mayor may not vote on ordinances or resolutions considered by the council, except in the event of a tie.

**SECTION 3. PRESIDENT PRO TEMPORE.**

Each newly seated city council shall elect one alderman to serve as president pro tempore for a term of one year. The president pro tempore acts in place of the mayor if the mayor is absent at a council meeting, is unable, or fails or refuses to act [Texas Local Government Code §23.027(b)].

**SECTION 4. APPROVAL OF ORDINANCES AND RESOLUTIONS.**

The mayor shall execute all written ordinances or resolution approved by a majority of the council by signing a copy of that document.

**SECTION 5. VALIDITY.**

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsection, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**SECTION 6. EFFECTIVE DATE.**

This Ordinance shall be and become effective immediately upon and after its passage and publication as provided by law.

**SECTION 7. REPEALER.**

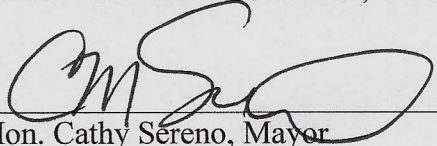
All ordinances or parts of ordinances in force when the provisions of this Ordinance become effective that are inconsistent or in conflict with the terms and provisions contained herein are hereby repealed to the extent of such conflict.

**SECTION 8. PROPER NOTICE AND MEETING.**

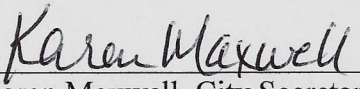
The City Council hereby finds and determines that the meeting at which this Ordinance was adopted was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

ADOPTED AND APPROVED ON this 14<sup>th</sup> day of March 2019 by a vote of the City Council of Double Horn Texas.

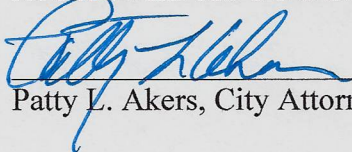
**CITY OF DOUBLE HORN, TEXAS**

  
\_\_\_\_\_  
Hon. Cathy Sereno, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Karen Maxwell, City Secretary

**APPROVED AS TO FORM:**

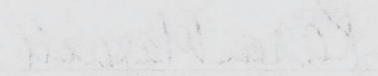
  
\_\_\_\_\_  
Patty L. Akers, City Attorney

ADOPTED AND APPROVED ON this 14<sup>th</sup> day of March 2013 by a vote of the City Council of Dallas, Texas.

CITY OF DALLAS, TEXAS

  
\_\_\_\_\_  
Hon. City Clerk

ATTEST:

  
\_\_\_\_\_  
City Secretary

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney