



## Legislation Text

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**File #:** ORD-21:053, **Version:** 1

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AN ORDINANCE TO AMEND DIVISION 3 OF THE CODE OF ORDINANCES TO CORRECT AND CLARIFY THE DUTIES OF THE CITY CLERK

WHEREAS, Division 3 of the City of Jonesboro Code of Ordinances details the duties of the City Clerk; and

WHEREAS, over the years various duties listed in this section have been performed by other city departments with better oversight of the information contained in the job duties; and

WHEREAS, it is the desire of the City Council for the City of Jonesboro to correct and clarify the duties of the City Clerk to make them consistent with how the operations of the City are currently being conducted.

NOW THEREFORE IT IS HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The City of Jonesboro hereby amends Section 2-172 of the code of ordinances to remove the words “city clerk” and replace them with the words “finance department” and to remove the word “provided” and replace it with the word “maintained.”

SECTION 2: The City of Jonesboro hereby amends Section 2-173 of the code of ordinances to remove the words “city clerk” and replace them with the words “finance department.”

SECTION 3: The City of Jonesboro hereby repeals and replaces Section 2-174 with the following: “It shall also be the duty and responsibility of the city clerk to maintain city contracts and deeds in addition to ordinances, bylaws, and meeting minutes, and to allow and to set proper procedures to provide citizens with access to view, inspect, and copy all public records during regular business hours of the city.”

SECTION 4: The City of Jonesboro hereby repeals and replaces Section 20-177 with the following: “The office of the city clerk shall be the keeper of the record of all appointments to city boards and commissions.”

SECTION 2: That any existing ordinances which conflict with this ordinance are hereby repealed to the extent of the conflict.

PASSED AND APPROVED THIS 18TH DAY OF JANUARY 2022.