

# **Complete Ballot Language for City of Rittman Charter Amendments**

**General Election  
November 8, 2016**

## **Precincts**

**10.01**

**11.01**

**12.01**

**12.02**

**13.01**

**54.03**

**54.05**

**Proposed amendments to the Charter of the City of Rittman by repeal of Sections 10.01 and 10.02 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by repeal of Article X, Recreation and Parks Advisory Commission.

**Yes**

**No**

**Proposed amendments to the Charter of the City of Rittman by amending Section 3.02 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 3.02, The Council, Vacancy to "A vacancy in the office of councilman shall be filled by the election of a person having the qualifications for councilman by a majority of the members of the Council. Council shall have sixty (60) days or three (3) meetings, whichever is greater, to make such appointment. Should Council fail to make such appointment in the prescribed period of time, the Mayor of the City shall have the authority to fill such vacancy. The person so elected shall serve the unexpired term of the vacated office of councilman unless the vacancy occurs more than 180 days before the next municipal election, in which case a successor shall be elected at the next municipal election for the unexpired term. The person appointed by this section may be a candidate for election."

**Yes**

**No**

**Proposed amendments to the Charter of the City of Rittman by amending Section 3.08 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 3.08, The Council, Quorum and Voting to:

- A) A majority of the members of Council shall constitute a quorum to do business, but a lesser number may adjourn from time to time and compel the attendance of absent members.
- B) Each ordinance and resolution shall be read at regular or special meetings of the Council held on three separate days, unless this requirement is dispensed with by vote of not less than five members of Council.
- C) Each ordinance or resolution shall be read in full at each reading provided for under Division (B) of this section, unless the Council authorizes, by a majority vote of its members that readings shall be by title only. The failure to read an ordinance or resolution in full or by title only, as required or authorized by this Division (C) shall not invalidate any ordinance or resolution passed by the Council or any action taken there under. This Division (C) is directory only and is intended to be enforced only by the Council.

The affirmative vote of at least four of the members of Council shall be necessary for the passage or adoption of any such ordinance, resolution or legislative enactment, or the selection, appointment or removal of any official, where such action lies within the power of Council, unless otherwise herein provided. Every vote upon such ordinance, resolution or legislative enactment and upon the said election, appointment or removal of any official, and upon every other matter as to which any member of Council shall demand shall be taken upon a roll call and entered upon the journal. Council may adopt rules not inconsistent with this Charter, governing its own proceedings and all other matters pertaining to the exercise of its powers and the performance of its duties.

**Yes**

**No**

**Proposed amendments to the Charter of the City of Rittman by amending Section 5.01 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 5.01, The Municipal Manager, Appointment, Removal and Qualifications to “The Municipal Manager shall be chosen by the Council solely on the basis of his or her executive and administrative qualifications with special reference to his or her actual experience in, or his or her knowledge of, accepted practice in respect to the duties of his or her office as hereinafter set forth.

A Municipal Manager shall be appointed by a vote of at least five (5) of the members of the Council and shall serve at the pleasure of the Council. A Municipal Manager who is removed shall receive at least one (1) month’s salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude.”

Yes

No

**Proposed amendments to the Charter of the City of Rittman by amending Section 5.02 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 5.02, The Municipal Manager, Powers and Duties to “(c) Prepare the budget annually, in conjunction with the Finance Director, and submit it to the Council, and administer the budget adopted by the Council. (d) Prepare and submit annually, in conjunction with the Finance Director, to the Council and to the public a complete report on the financial and administrative activities of the Municipality for the preceding year. (e) Submit to Council, in conjunction with the Finance Director, a monthly report showing the condition of all funds.”

Yes

No

**Proposed amendments to the Charter of the City of Rittman by amending Section 6.05 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 6.05, Administrative Officers and Divisions, Solicitor to “Law Director”.

Yes

No

**Proposed amendments to the Charter of the City of Rittman by amending Section 12.02 in the Charter**

**A majority affirmative vote is necessary for adoption.**

Shall the Charter of the City of Rittman be amended by changing Section 12.02, Finance, Preparation and Submission of Budget to “The Municipal Manager shall, in conjunction with the Finance Director, by January 1<sup>st</sup> of each year, submit to the Council a budget message. For such purpose, at such date as he or she shall determine, he or she, or an appointed officer designated by him, shall obtain from the head of each office, division, board commission or authority, estimates of revenue and expenditures of that office, division, board, commission or authority, detailed by organizational units and character and object of expenditure, and such other supporting data as he or she may request, together with an estimate of all capital projects pending or which should be undertaken (a) within the succeeding fiscal year and (b) within the five (5) next succeeding years. In preparing the budget, the Municipal Manager and Finance Director shall review the estimates, shall hold at least one public hearing thereon, and may revise the estimates as he or she may deem advisable.”

Yes

No

## Proposed amendments to the Charter of the City of Rittman by amending Section 12.06 in the Charter

### A majority affirmative vote is necessary for adoption.

Shall the Charter of the City of Rittman be amended by changing Section 12.06, Finance, Finance Director to “The Finance Director shall be appointed by a vote of at least five (5) members of the Council and shall serve at the pleasure of the Council. A Finance Director who is removed shall receive at least one (1) month’s salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude.

His or her duties shall be as follows:

- (a) Collect all taxes, special assessments, license fees and other revenues due the Municipality or for whose collection the Municipality is responsible, and receive all money receivable by it from the County, State or Federal government or others, or from any court or from any office, department or agency of the Municipality, or any moneys payable to the Municipality from any source.
- (b) Have custody of all public funds belonging to or under the control of the Municipality, or any office, department or agency thereof, and deposit or invest all funds coming into his or her hands in such manner as may be provided by ordinance; all interest resulting from deposits or investments shall be the property of the Municipality and shall be accounted for and credited to the proper account; deposit slips shall be marked with the name of the proper fund of the Municipality.
- (c) Have custody of all investments and invested funds of the Municipality, or in its possession in a fiduciary capacity, and have safekeeping of all bonds and notes of the Municipality and the receipt and delivery of its bonds and notes for transfer, registration or exchange.
- (d) Determine that all payment vouchers that are to be paid from Municipal funds are approved for payment by the Municipal Manager and other officials as required.
- (e) Determine that payment vouchers submitted for payment from Municipal funds are allocated to specific appropriated expenditure and not in excess of such appropriation except with the approval of the required vote by Council.
- (f) Prepare, sign, and issue checks to cover approved payment vouchers; note payment vouchers; note payment date and check number on payment voucher.
- (g) Submit to Council and the Municipal Manager a monthly report showing the condition of all funds and keep a running balance of funds available for withdrawal from the various bank accounts authorized by Council and issue a fund balance report as directed by Council.
- (h) Assist the Municipal Manager in the preparation of an annual budget and prepare and submit annually to Council and the public a complete report on the financial activities of the Municipality as of the end of each fiscal year, using generally accepted accounting principles.”

**Yes**

**No**