

**CITY OF HAMPTON
STATE OF GEORGIA**

ORDINANCE NO. 2021-537

AN ORDINANCE TO AMEND CHAPTER 2 ADMINISTRATION, ARTICLE I IN GENERAL, SECTION 2-2 RECORDS RETENTION OF THE CODE OF ORDINANCES OF THE CITY OF HAMPTON, GEORGIA; TO REMOVE THE REQUIREMENT OF A COMMITTEE; TO UPDATE THE CODE WITH APPROPRIATE RETENTION SCHEDULE; TO PROVIDE FOR CODIFICATION; TO PROVIDE SEVERABILITY; TO PROVIDE FOR REPEAL OF CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION AND EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

WHEREAS, the City of Hampton (hereinafter "City") is governed by the Mayor and Council; and

WHEREAS, the City of Hampton desires to amend its ordinance regarding records retention; and

THE COUNCIL OF THE CITY OF HAMPTON HEREBY ORDAINS:

SECTION 1. **Code Section Amended.** Chapter 2 of the Code of Ordinances of the City of Hampton, Georgia, entitled "Administration," Article I entitled "In General", Section 2-2 entitled "Records retention" is hereby amended by **amending** the entire Section 2-2 so that as amended Section 2-2 shall read as follows:

Sec. 2-2. – Records Retention.

- (a) The city manager, or his designee, is hereby designated as the records manager for the city. This code section shall in no way replace the records custodian identified by the City in accordance with O.C.G.A. § 50-18-71(b)(1)(B).**
- (b) All City records shall be maintained in accordance with the University of Georgia's Records Retention Schedule and the City shall conform to the guidelines adopted from time to time by the state technology authority for the maintenance and security of its records.**

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City of Hampton.

Section 4. This Ordinance shall take effect immediately upon its adoption. All Ordinances in conflict herewith are expressly repealed. It is the intention of the governing body, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances, City of Hampton, Georgia, and the sections of this Ordinance may be renumbered, if necessary, to accomplish such intention.

Section 5.

- a. It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.
- b. It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause and phrase of this Ordinance is severable from every other, section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.
- c. In the event that any phrase, clause, sentence, paragraph or Section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or Sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and Sections of the Article shall remain valid, constitutional, enforceable, and of full force and effect.

Section 6. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 7. The effective date of this Ordinance shall be the date of adoption unless otherwise specified herein.

SO ORDAINED, this 9th day of March 2021.

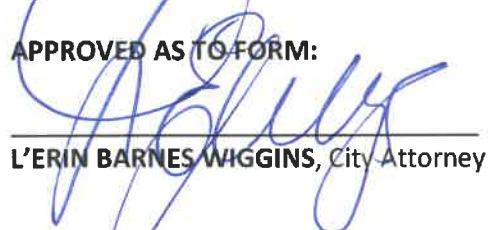
CITY OF HAMPTON, GEORGIA


STEVE HUTCHISON, Mayor

ATTEST:


MELISSA BROOKS, City Clerk

APPROVED AS TO FORM:


L'ERIN BARNES WIGGINS, City Attorney

First Reading: 2/9/21

Second Reading/
Adoption: 3/9/21