

City of Kilgore
815 N. Kilgore Street
Kilgore, TX 75663-5860
Phone: (903) 984-5081
Fax: (903) 988-4131

Budget Year 2011-2012

Principal Officials
R. E. Spradlin III, Mayor Randy Renshaw, Mayor Pro-Tem, Council Member Place 1 Harvey McClendon, Council Member Place 2 Neil Barr, Council Member Place 3 Bobby Hale, Council Member Place 4
Appointed by City Council
Tony N. Williams, Interim City Manager Robert G. Schleier, City Attorney Denise McMillan, City Clerk Glenn D. Phillips, Municipal Court Judge
Department Heads
Todd Hunter, Police Chief John Bellows, Fire Chief B.J. Owen, Director of General Services David Hackley, Water Utilities Superintendent Lawanna Williams, Assistant Finance Director Tim Hobbs, Street Superintendent Linda Johnson, Library Director Carol Windham, Planning Director James Womack, Equipment Services Supervisor

PRINCIPAL OFFICIALS

Duties of Mayor and Council

The City of Kilgore is a home-rule municipality created in accordance with the provisions of Chapter 9 of the Local Government Code and operating pursuant to the City Charter. The City of Kilgore is a council-manager form of government with one (1) mayor and four (4) council members. The mayor is elected at-large. The council members are elected at-large to a specific place on the city council. In accordance with a charter amendment approved in May of 2006, the terms have been staggered following the 2007 election. Following this transition, the election of the mayor and four council members shall be for staggered terms of two years.

The mayor is recognized as head of the city government for all ceremonial purposes and by the governor of the State of Texas for purposes of military law. The mayor presides over the meetings of the city council. The city council is the legislative body with the following powers:

- A. Appoint and remove the city manager,
- B. Establish departments and fix and approve salaries and wages,
- C. Adopt the City Budget,
- D. Authorize the issuance of bonds and invest funds as authorized by law,
- E. Inquire and/or investigate any office, department or agency of the City,
- F. Provide for Planning, Zoning, and Zoning Adjustments Boards or councils and appoint members,
- G. Adopt Plats,
- H. Adopt and modify the official map and master plan of the City,
- I. Adopt, modify and carry out plans for housing standards,
- J. Adopt, modify and carry out plans for the development or re-development of neighborhoods,
- K. Regulate, license and fix charges for certain transportation related businesses,
- L. Provide for fire prevention within certain limits by prescribing building construction type and the condemnation and abatement of dangerous structures.

The Council appoints the city manager. The city manager is the chief executive officer and the head of the administrative branch of the city government with the following authority and responsibility.

- A. Appoint and remove all officers and employees except as otherwise provided by the City Charter,
 - B. Prepare and submit the budget for adoption by the City Council. Administer the budget once adopted,
 - C. Prepare and submit a report of finances and administrative activities for the preceding year,
 - D. Advise the Council regarding financial condition and future needs of the City.
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