

Any Ordinance to the Contrary  
Notwithstanding

Done this 1<sup>st</sup> Day of February, AD. 1988  
In the Council Chamber of the Monrovia City Corporation

Signed: -----

Keith S. Wilson  
Chairman, Monrovia City Council

Approved: -----

L. Kwia Johnson  
Mayor, Monrovia City Corporation

Approved: -----

Dr. Samuel Kanyon Doe  
President, Republic of Liberia

An Act

By The National Legislature of the Republic of Liberia  
Granting the City of Monrovia a Charter  
And Constituting Same A City Government

It is hereby enacted by the Legislature assembled:

## **Preamble**

Whereas, the indispensable basis for the integrated development of a Country is decentralization, using strong and effective local government administration as a tool:

Realizing that in a unitary system of government such as the one adopted and practiced in Liberia since 1847, it is incumbent upon the Central Government, while being responsible for the promulgation of national laws and the formulation of general policies for the socio-economic and political advancement of the Country, to assign to local governments the task of directly administering the delivery of certain basic services; and

Convinced that local governments are very often equipped with the knowledge and experience of the development problems of their particular localities, they can better identify with and address themselves to the aspirations and development objectives to the extent that they can serve as effective animators of development and best translate the development policies and programmes of the Central government in their localities;

Cognizant that gender equality and inclusion must go hand in hand with local democracy and participation and that these goals are mutually reinforcing;

Noting that strong local democracy through freely elected local authorities, together with professional standards and conduct in local administration, offer the means of fostering public accountability and strengthening our society against corruption;

Affirming the commitment to the premise and principles set forth above, and in order to foster the integrated development of the Republic of Liberia through controlled decentralization and strong, effective local government administration;

Now, therefore, we, members of the Legislature of the Republic of Liberia, in Assembly, do hereby give, grant, enact and promulgate this charter for the City of Monrovia.

## **CONCEPT OF LOCAL SELF- GOVERNMENT**

### **Article 1**

#### **Section I**

Local self- government denotes the right and the ability of the local authorities, within the limits of the law, to regulate and manage a substantial share of public affairs under its own responsibility and in the interest of the local population.

#### **Section II**

This right shall be exercise by councils or assemblies composed of members freely elected by secret ballot on the basic of direct, equal, universal suffrage, and which may possess executive organs responsible to them.

### **Chapter 2**

#### **Establishment of the City Government**

#### **Article I**

##### **Section I**

The City Government of Monrovia shall continue to be a body corporate and a distinct body politic with the name and style of the Monrovia City Corporation ( herein referred to as “ The Corporation “) , performing all the functions and exercising all the powers , rights , privileges and immunities generally appertaining and belonging to a City body corporate and as specifically enumerated herein .

##### **SECTION II**

Provided, however, and without limiting the generality of the term, nothing shall be interpreted to diminish or otherwise affect the unitary system of government of the Republic of Liberia.

### **CHAPTER 3**

#### **General Powers, Rights and Duties of the Corporation**

##### **SECTION I**

The Corporation shall, for the purpose of executing its assigned functions and duties, have the power to do all

##### **SECTION VII**

The Corporation shall have power to ordain, enact, and or promulgate municipal ordinances and / or regulations for the attainment of any of its purposes, the discharge and execution of any of its assigned functions and duties and the enjoyment of any of its privileges and immunities, which municipal laws shall not be inconsistent with the constitution and/ or national laws of the Republic of Liberia.

## **SECTION IX**

The Corporation shall have full discretion to exercise its initiative with regard to all matters which are not excluded by law from its competence nor assigned to any other authority.

## **SECTION X**

In Accordance with the principle of subsidiarity, public responsibilities shall generally be exercised by those authorities which are closest to the citizen. In the same spirit, any allocation of responsibility to another authority must be based on the requirements or technical or economic efficiency.

## **SECTION XI**

Powers given to the Corporation shall normally be full and exclusive. They should not be undermined, and may not be limited by another authority except as provided for by law .

## **SECTION XII**

Where powers are delegated to the Corporation by the Central Government, the Corporation shall be given discretion in adapting their implementation to local conditions.

## **SECTION XIII**

The Corporation shall be involved in due time and in an appropriate way in the planning and decision –making processes in adapting their implementation to local conditions.

## **SECTION XIV**

Changes in the boundaries of the Corporation shall not be made without prior consultations of the local communities concerned, possibly by means of a referendum or other means where it is legally permitted.

## **SECTION XV**

The Corporation shall be able to determine its own internal administrative structures, to adapt them to local needs and to ensure effective management.

## **SECTION XVI**

The Corporation shall be supported by higher levels of government be supported by higher levels of government in the development of administrative, technical and managerial capacities and of structures which are responsive, transparent and accountable.

## **SECTION XVII**

The Conditions of service of the Corporation employee shall be such as to permit the recruitment and retention of high quality staff on the basis of professional competence and experience, and of gender equality; to this end adequate training opportunities, remuneration and career prospects shall be provided.

### **SECTION XVIII**

The conditions of office of locally elected representatives shall guarantee free exercise of their functions.

### **SECTION XIX**

They shall for appropriate reimbursement or expenses incurred in the exercise of the office in question as well as, where appropriate, compensation for loss of earnings or remuneration for work done and corresponding social protection.

### **SECTION XX**

Any functions and activities which are deemed incompatible with the holding of local elective office shall be specified by law.

### **SECTION XXI**

Any supervision of the local authority of the City may only be exercised according to such procedures and in such cases as are provided for by the constitution or by law.

### **SECTION XXII**

Any supervision of the activities of the local City authorities shall aim only at ensuring compliance with the law and with constitutional principles.

Specific projects. The provision of grants shall not remove the basic freedom of the Corporation to exercise policy discretion within its own jurisdiction.

### **SECTION XXXI**

For the purpose of borrowing for capital investment, the Corporation shall have access to the national and international capital markets.

### **SECTION XXXI**

The Corporation shall be entitled to define appropriate forms of popular participation and Civic engagement in decision –making and its fulfillment if its function of community leadership.

### **SECTION XXXIII**

The Corporation shall be empowered to establish and develop partnerships with all actors of Civil Society, particularly non- governmental organizations and Community – based organizations, and with the private sector and other interested stakeholders.

### **SECTION XXXIV**

The Corporation shall be entitled, in exercising its powers, to form associations for the defense and promotion of its common interests as well as in order to provide certain services to its members, and to cooperate and form legal entities with other local authorities in order to carry out tasks of common interest.

### **SECTION XXXV**

Other levels of government shall consult association of the Corporation when preparing legislation affecting local government.

#### **SECTION XXXVI**

The Corporation's right of association shall include that of belonging international associations of local authorities.

#### **SECTION XXXVII**

The Corporation shall also be entitled, by law or international treaties, to cooperate with its counterparts in other Countries, including in trans frontier regions.

1. Mandatory services shall be certain of those functions and duties hereby assigned to the Corporation, but hitherto discharged and performed by Central government agency or institutions, especially maintenance of roads, bridges and drains constructed by the Central government as referred to in SECTION 3.1 (6) of this Article.
2. Discretionary services shall include all other functions and duties hereby assigned to the Corporation and not specifically mentioned as mandatory services.

### **Chapter IV. Metes and bounds of the City**

#### **Article I Section I**

The metes and bounds of the administrative area of the governments shall commence from the extreme Southwestern of Cape Mesurado and extended therefrom in the Southwestern direction parallel with the Atlantic Ocean up to the point where the Atlantic Ocean meets the St. Paul River, thence running in the Northwestern direction parallel with the St. Paul River to a point where the St. Paul River meets the Stockton creek , thence running in the southwestern direction parallel with the Stockton Creek , to a point where the Stockton Creek meets the Mesurado River , thence running in the Eastern direction parallel with the Mesurado River and following the natural flow of said mesurado River , to a point on Pagos Island nearest to a point at the intersection of the Robertfield /Kakata Highways , thence running 90 degrees to the South to the Atlantic Ocean , thence running in the South –western direction parallel to the Atlantic Ocean to the Point of Commencement.

#### **Section II**

**Communities within Corporate Area-** ALL Communities such as , but not limited to the Bushrod Island , Central Monrovia, Sinkor , Congo town and certain parts of Paynesville and

Gardnersville , falling within the land area so described shall constitute an integral part of the Corporation and shall lose all distinct identification , power , functions , rights , privileges or immunities heretofore enjoyed or exercised as a distinct entity .

## **Article II**

### **Wards**

For the purpose of socio- economic development and in order to enhance direct participation of the inhabitants of the administrative area of the Corporation, the City Government Administration shall be and is hereby divided into seventeen (17) distinct units with the title of WARDS as follows:

#### **WARD NO.1**

The area known as new Kru Town, bounded by the Atlantic Ocean on the South and running northwesterly to the Johnson Street Bridge and the United Nations Drive on North, thence along the United Nations Drive on North, thence along the United Nations Drive on New Kru Town Road and 90 degrees Southward to the Atlantic Ocean and back to the point of commencement shall constitute ward no .1.

#### **WARD NO. 2**

The area bounded by East of the new Kru Town Road and South of the United Nations Drive, running along United Nations Drive, including the premises of the Liberia Electricity Corporation's Power Plant, the Freeport of Monrovia down to the Vai Town Bridge, thence 90 degrees Southward to the Atlantic Ocean back to the New Kru Town Road Shall constitute WARD NO.2

#### **Ward NO. 3**

The area bounded by the Johnson Street Bridge running Northward along the St. Paul River to the point where the Stockton Creek meets the St. Paul River , thence running along said Stockton Creek to the most eastern point of the Logan Town Road, thence to the United Nations Drive , running along said United Nations Drive constitute WARD NO. 3

#### **Ward NO .4**

The area bounded by a point commencing from the intersection of the Logan Town Road and the United Nations Drive running 90 degrees Northward to the Stockton Creek and along said Stockton Creek in the Easterly direction up to Somalia Drive running South- ward to United Nations Drive and along said United Nations Drive back to the intersection of the Logan Town Road shall constitute Ward NO. 4.

#### **WARD NO. 5**

The area bounded by East of Somalia Drive and North of United Nations Drive running along United Nations Drive across the People's Bridge , continuing North of Johnson Street up to Broad Street thence along Broad Street in the Northerly direction to the Mesurado River , along said Mesurado River running North-West to Somalia Drive along Somalia Drive Southward up to United Nations Drive shall constitute WARD NO. 5.

**WARD NO. 6**

The area bounded by a point commencing from the extreme western end of the Vai Town Bridge running Southwards to the Atlantic Ocean, continuing in the South –Eastern direction around the Cape along the Atlantic Ocean , including West Point , parts of Mamba Point , and Coconut Plantation along United Nations Drive , thence running North- east to Sekou Toure Avenue back to United Nations Drive shall constitute WARD NO.6.

**WARD NO. 7**

The area bounded by West of Randall Street and North of Sekou Toure Avenue running Westward along said Sekou Toure Avenue to United Nations Drive , thence running Northward along United Nations Drive to Benson Street , and running along Benson Street down to Randall Street , shall constitute Ward No.7

**Ward NO.8**

The area bounded by North of Benson Street and East of United Nation Drive running along United Nations Drive down to the Mesurado River to the Vai Town Bridge along the edge of the Mesurado River to Randall Street, thence 90 degrees in the Eastern direction running along South of Randall Street, Broad Street and ending on Benson Street , thence running along Benson Street back to the point of beginning shall constitute WARD. NO. 8

**WARD NO .9**

The area bounded by a point commencing from the intersection of Broad and Randall Streets , North- East , running along Randall Street down to the Mesurado River and along the Mesurado River to include slipway and parts of Crown Hill up to Broad Street and along Broad Street back to the point of beginning , shall constitute WARD NO.9

**Ward NO. 10.**

The area bounded by East of Johnson and North of Broad Street down to the Mesurado River in Jallah Town , along said Mesurado River and Mangrove Swamps up to 10<sup>th</sup> Street, Sinkor thence along West of 10<sup>TH</sup> Street to Tubman Boulevard across to the Street running before the Executive Mansion straight down to Camp Johnson Road up to Johnson Street , including Bishop Brooks and Plumkor, shall constitute Ward No.10.

**Ward NO. 11**

The area bounded by East of Johnson Street running along South of Tubman Boulevard up to 10<sup>th</sup> Street , Sinkor , including the Barclay Training Center to the Atlantic Ocean along West of 10<sup>th</sup> Street , shall constitute Ward.No. 11.

**Ward NO.12**

The area bounded by East 10<sup>th</sup> Street , Sinkor , and North of Tubman Boulevard running along Tubman Boulevard up to Springgs Payne Airfield Road to the Mesurado River back to 10<sup>th</sup> Street , Sinkor , including Lakpase , ICA Camp and Matadi , shall constitute WARD NO. 12

**WARD NO. 13**

The area bounded by East of 10<sup>th</sup> Street and South of Tubman Boulevard running up to the Catholic Hospital intersection with said Tubman Boulevard thence along the Atlantic Ocean back to the 10<sup>th</sup> Street , Sinkor , including the J. Kennedy Hospital area, shall constitute WARD. NO.13

#### **WARD NO, 14**

The area bounded by East of Springgs Payne Airfield road running along said Springgs Payne Airfield Road through Lakpase down to the Mesurado River thence along Mesurado River up to the German Embassy Road intersecting Tubman Boulevard back to Springgs Payne Airfield Road including such communities as Sinkor Old Road Gbarbea Road, Churgbor , Smythe Road , Gaytown and Joe Bar, shall constitute Ward. NO. 14.

#### **Ward No. 15.**

The area bounded by South of Tubman Boulevard and East of Springgs Payne Airfield Road along the non- functional Providence Concrete Works premises down to the Atlantic Ocean, thence running along the Atlantic Ocean up West of the Robertsfield Highway to South of Tubman Boulevard and along said Tubman Boulevard back to Springgs Payne Airfield Road intersection including communities along Old Congo Town Road and Sherman Village shall constitute Ward. NO.15.

#### **Ward NO. 16**

The area bounded by West of the German Embassy Road and North of Tubman Boulevard running along said Tubman Boulevard up to the Robertsfield / Kakata Highway intersection , thence running along said Road across the Kakata Highway along the A.B . Tolbert , down to the Mesurado River up to a tangent parallel with the Pagos Island boundary and along said boundary in the Mesurado River to the German Embassy Road to include Logan Town area in Congo Town , Charlie B. Roberts Area, Twelve Houses and the Zone Three Police Station , shall constitute WARD NO. 16.

### **Chapter V. Structure of the City Government**

#### **Article I Section I**

The Government of the City shall consist of three (3) distinct but coordinate branches or organs, namely : the Executive , the common Council and the Monrovia City Court .

#### **SECTION II**

The Executive shall be responsible for the management, administration and operation of the City and all of its assets and affairs. It shall be headed by an elected Executive Mayor, an appointed City Administrator, A Special Assistant to the Mayor and a corps of principal administrative officers and other staff as shall be directed by this Charter of otherwise necessary .

## **MAYOR**

(a) The Mayor shall be the Chief Executive , administrative and managerial head of the City vested with the powers , responsibility and authority and shall enjoy privileges appertaining to such position and in addition thereto specifically serving as spokesman and negotiator for the City , ceremonial functionary of the City and unless otherwise stipulated , shall appoint all officers and staff to all appointive positions within the City Corp.;

(b) The Mayor shall also be vested with the responsibility of implementing the policies and guidelines set by the common Council , enforcement of City Ordinances and in general articulation of the goals and aspirations of the residents of Monrovia as contained in this Charter and as from time to time made apparent ;

(c) The Mayor shall ensure that the provisions of this Charter are fully enforced and complied with;

(d) The Mayor shall be elected at large by all registered voters residents within administrative area of the Corporation by a simple majority vote for a term of six years (6). He may be re-elected for only two (2) consecutive six(6) years terms thereafter and shall not be eligible for any other elective position within the Government of the City upon his retirement or otherwise removal from office ;

(e) The Candidate for the office of the Mayor of the City Government must be a citizen of the Republic of Liberia , and not less than Thirty ( 30) years old, who owns in free simple real property to the value of not less than Twenty – five Thousand dollars (\$25,000), within the administrative area of the corporation and must have resided in said administrative area of the City for at least five (5) continuous and consecutive years immediately prior to his nomination for said mayoral position ;

(f) Upon election of the Mayor , he shall be inaugurated and formally take office on the Thirtieth (30<sup>th</sup>) day , thereafter with the Oath of Office administered by the President of the Republic of Liberia in the following :

I ( Name ) , Do solemnly Swear that I will faithfully and diligently execute the duties and functions of the Mayor of the Monrovia City Corporation , Adhere to , and Enforce the Charter of said Monrovia City Corporation of the Republic of Liberia and all of its laws . So help me God.

(g) The Mayor shall approve all municipal Ordinances, regulations , programs and policies emanating from the Common Council before they shall have any legal and binding effect; Provided that in the event that the Mayor shall refuse to provide any municipal Ordinance , regulation , program or policy emanating the Common Council , the Mayor shall veto the whole or any part of said Municipal ordinance , regulation, program or policy within fifteen (15) days after its presentation to him with attached reasons for reconsideration by the Common Council . And the Common Council may reconsider said ordinance , regulation , program or policy , or by a two – thirds (2/3) majority vote , to override the Mayor's veto, and affirm and confirm the original municipal ordinance , regulation , program or policy , which shall then take legal and binding effect with or without the approval of the Mayor.

Failure or neglect or the Mayor to approve or veto any municipal ordinance , regulation , program or policy within the prescribed fifteen (15) day after presentation by the Common

Council shall ipso facto accord said municipal ordinance , regulation , program or policy legal or binding effect as though it was actually approved .

(h) The Mayor may be removed from office during his term by a two- third (2/3) majority vote of the entire membership of the Common Council for one or more of the following reason(s) :

- Manifest inefficiency and disregard of the implementation of the Ordinances , programs or policies promulgated by the Common Council ;
- Commission of a felony;
- Persistent violation of the Charter or any ordinance or regulation of the Corporation ;
- Gross misconduct and baseless moral turpitude ;

Such removal shall only become effective when the Articles of Removal are approval by the President of Liberia upon the recommendation of the members of the National Legislature from Monrovia.

(i) In the event of death, resignation , impeachment or total incapacity to serve , the City Administrator shall take over and conduct the affairs of the Corporation as Acting Mayor and the President shall call a President Election within ninety (90) days or at his discretion if the exigencies of the circumstances so warrant . Provided , however , that any Mayor elected under this clause shall only complete the remaining quadrennial term and may be re-elected for his own term(s) in keeping with subsection(s) of this section.

### **The City Administrator**

- (a) There shall be a City Administrator appointed by the Mayor within Thirty (30) days after the inauguration of the Mayor with the advice, consent and approval of the Common Council .
- (b) The City Administrator shall be a citizen of Liberia, and not less than Twenty- five (25) years old or more than Fifty (50) years old at the time of his appointment , and must own real property in fee simple absolute to a value of not less than Ten Thousand Dollars (\$10,000);
- (c) The City Administrator shall be the principal assistant to the Mayor directly responsible for administrative , technical and professional matters , particularly the supervision and direction of the various departments of the Corporation and shall enjoy privileges appertaining to such position , including security of tenure ;
- (d) The City Administrator shall also perform the functions , duties and responsibilities of the Mayoral position in the absence of the Mayor from the Republic of Liberia or any other temporary incapacity of the Mayor to serve , and shall undertake and execute any other duties or responsibilities as are assigned to him by the Mayor;
- (e) The tenure of the City Administrator shall be contractual;

### **Special Assistant to the Mayor**

- (a) There shall be a special Assistant to the Mayor , whose appointment shall be effected by the Mayor within sixty (60) days after the inauguration of the Mayor without the necessity for the advice and consent of the common Council;

- (b) The Special Assistant to the Mayor shall serve as the Executive Assistant to the Mayor , supervise the staff of the Mayor's Office , be responsible for Public Affairs such as : writing Letters and speeches and other public relations matters, and perform other duties as may be assigned to him by the Mayor for the smooth and effective management and operation of the Mayor's Office ;
- (c) The Special Assistant to the Mayor ,serving in such personal capacity to the Mayor shall be subject to an eligibility requirement determined solely by the Mayor, and shall also serve at the will and pleasure of the Mayor .

**Principal Administrative Officers**

- (a) There shall be Principal Administrative Officers of the Corporation with requisite training and professional experience as shall be determined by the Common Council to manage and administer the various departments of the Executive Branch organized to perform , undertake and implement the specific powers , rights and duties of the Corporation as contained in this Charter , and any ordinance of the Common Council ;
- (b) Each Principal Administrative Officer shall carry the title of a Director of his / her department , and each department shall be assigned specific powers , rights and duties either as delineated in this charter or as otherwise promulgated by the Common Council in an ordinance ;
- (c) Principal Administrative Officers shall be appointed by the Mayor with the advice and consent of the Common Council and shall be accorded security of tenure and service to ensure that their functions are devoid to patronage . And to accomplish this , the Common Council shall promulgate an ordinance defining the eligibility for each principal administrative officer and terms and conditions to those accorded to persons holding similar positions in profit- making Corporations owned by the Government of the Republic of Liberia.

**Section 3:**

The Common Council

- (a) There shall be a common Council of the Corporation consisting of Forty(40) members, referred to as councilors ; thirty-five (35) of which shall be elected by the residents of Monrovia in number, form and manner hereinafter provided and the remaining five (5) to be appointed by the President of Liberia upon the advice of the members of the National Legislature .
- (b) The (Five ) Councilors appointed by the President should include : Bureau of Urban Affairs , preferably Public Works , preferably the Minister responsible for Maintenance Operations in Monrovia; one (1) from the Ministry of Health and Social Welfare. Preferably the head of the Environmental Health Department ; one (1) from the Ministry of Lands , Mines and Energy , preferably the Deputy Minister for Lands, and one (1) from the Ministry of Finance , preferably the Deputy Minister for Revenues.
- (a) Each ward of the Corporation shall be represented in the Common Council by Councilors in accordance with the land area and population of the award as follow:

**Ward No.1 -----2 Councilors**  
**Ward No. 2-----2 Councilors**  
**Ward No. 3----- 1 Councilor**

Ward No. 4-----	2 Councilors
Ward No. 5-----	2 Councilors
Ward No. 6-----	3 Councilors
Ward No. 7-----	2 Councilors
Ward No. 8-----	2 Councilors
Ward No. 9-----	2 Councilors
Ward No. 10-----	2 Councilors
Ward No. 11-----	3 Councilors
Ward No. 12-----	2 Councilors
Ward No. 13-----	2 Councilors
Ward No. 14-----	2 Councilors
Ward No. 15-----	2 Councilors
Ward No. 16-----	2 Councilors
Ward No. 17-----	2 Councilors

(b) Councilors representing the various wards of the Corporation shall be elected on the same day of the following week after the election of the Mayor by a simple majority vote of all registered voters in each ward .

(c) A Candidate for the position of a councilor must be a citizen of the Republic of Liberia and not less than Twenty (25) years old and must have resided in the administrative of the Corporation for not less than ( 3) years with most recent year being within the ward , which he intends to represent .

(d) Each Council shall be elected for a Six( 6) year term of office and may be re-elected for as many times as the residents of the ward may desire .

(f) The Common Council shall be inducted into office by the Mayor at the same ceremony at which the Mayor is inaugurated, taking an Oath similar to that of the Mayor. And the same said date and over which meeting the Mayor shall preside for and over which of electing Chairman and Vice Chairman and general Secretary , who shall conduct the affairs of the Common Council in keep with the tenets of their positions and any ordinance promulgated by the Common Council .

(g) The Chairman shall be the presiding officer of the Common Council, assisted by the Vice Chairman, who shall also act in the absence of the Chairman and the general secretary shall be the responsible for recording of the deliberation of the Common Council and serve as the Custodian of its records.

(g) Functions , duties and responsibilities of the Common Council shall be as follows :

1. The Common Council shall vested with legislative and policy making powers , which shall be exercised through the enactment of Municipal Ordinances , the promulgation and regulations and the adoption of programs and policies for enforcement and implementation by the Mayor . Provided , however , that the Mayor may initiate Municipal Ordinances , regulations ,Policies and programs for the Corporation, and present same to the common council for its consideration, that is, for acceptance or rejection in part or in whole.
- iii. The power of the Corporation to levy taxes or any imposts, tolls and to raise revenue in general shall be exercised through the common council.
- iv. The common Council shall also be vested with the power and duty to make financial appropriation for the administration and governance of the Corporation; provided that it shall be

the responsibility of the Mayor to submit an annual budget of the Corporation to the Common Council for its approval.

V. The power of the Corporation to borrow money, to finalize agreements and contracts with corpus of a value of one Hundred Thousand Dollars (100,000), or more shall be vested in the common council, except that all negotiations and representations shall be respectively conducted and made by the Mayor, who shall obtain the endorsement of the common council before they take effect and become binding on the corporation. The Mayor may, however, negotiate and conclude agreements and contracts of corpus of a value less than one Hundred Thousand Dollars (\$100,000).

VI. The common Council shall also be vested with the power to examine the capital structure of the disbursement and /or investment of the assets of the corporation.

VII. The common council shall be vested with the power of impeachment of the Mayor by two – thirds (2/3) majority vote of the entire common council, and the power of removal from the office of any appointed officer of the corporation by a simple majority vote.

Provided that in the event of removal of any appointed officer from office, the common council shall advise the Mayor on the propriety of the action and it shall be the Mayor who shall actually remove the appointed officer.

VIII. The common council shall also be vested with the power of impeachment of any of the members of the council by a simple majority vote, for one or more of the reasons enumerated under Article II, section II(h).

IX. The common council may, for the effective and efficient discharge of its functions, duties and responsibilities, organize itself into committees responsible for each specific power, right or duty of the corporation, and for any other activity of the corporation as deemed expedient.

X. The common council shall adopt rules and regulations for the conduct of its meetings and other business and for the governance of its members, provide, however, that no meeting of the common council for the transaction of business shall be entitled to one vote.

XI. Vacancy in the membership of the common council for reasons, of resignation, removal, incapacity to serve or otherwise, shall be filled by a special election called by the Mayor within thirty (30) days after the vacancy occurs, but any such succeeding councilor shall only complete the unexpected term of the predecessor Councilor.

## **INTERNAL AUDIT DEPARTMENT**

(A) There shall be an Internal Audit Department created by the Common Council headed by a Chief Internal Auditor and directly responsible to the common council for the following:

- i. To monitor the work, activities and conduct the Executive Department for the purpose of ensuring that guidance, policies and programs set out and/or promulgated by the common council are effectively implemented by the Mayor;
- ii. To conduct, upon specific orders of the Common Council and audit of the finances and inventory of the assets of the corporation; and,
- iii. To serve as a reservoir of information and resource entity to the common council on the works, programs and status of the corporation.

(b). Provided, however, that request for information from the Mayor or any other department, shall be made by the chairman of the common council to the Mayor and the chief Internal Auditor and the Internal Audit Department itself shall have no power to speak for the corporation or the common council or conduct any other activity which might interfere with the smooth administration or management of the corporation, serve for those duties directly delegated by the common council in strict conformity with the provision hereof.

#### ACTIONSHIP BETWEEN MAYOR AND COMMON COUNCIL

Mayor, while not a member of the common council, may guest audience with the common council to present programs and policies, recommend ordinances and/or regulations, plan and defend existing programs, policies or any other matter relating to the business of the corporation. Conversely, the common council may request the appearance of the Mayor to explain and /or defend new or existing programs and policies or challenge the Mayor to present information, XXXXXXXXXXXXXXXXXXXX??? Or analysis of new and existing programs, policies, ordinances or regulations.

#### SECTION IV.

#### THE MONROVIA CITY COURT

There shall be a city court within the Administration area of the city Government which shall be composed of a Magistrate, a Clerk and Seal and tow Associate Magistrates to serve in cases for venue and petty larceny, and shall try and determine all cases in keeping with statue.

The city court shall also interpret municipal regulations, laws and ordinances, investigate and determine any violation or contravention of municipal ordinances, regulations and law for the Administrative area of the corporation.

The jurisdiction of the City Court shall be limited to that of a magisterial court, and the magisterial court shall be vested with all Administrative and judicial power normally appertaining and belonging to a magisterial court under the statue law.

The Magistrate shall, within the precinct of the City, exercise the functions of a magistrate in all offenses occurring in the jurisdiction of the city, and appeals from the said Court shall be to the circuit court of Montserrado County. The said court shall by its Clerk, keep detailed reports of all matters and things which come before it in a book or record provided for the purpose.

Provided, however, that where the ruling of the city court concludes by the imposition of a fine or any other monetary penalty, an appeal shall not serve as a supersede as to the payment of the fine or monetary penalty promptly, but upon success on the appeal, the appealing party shall be entitled to a prompt refund of any fines or monetary penalties paid.

All fines and other monetary penalties imposed by the City Court and collected shall be deposited into and shall form part of the treasury of the city Government. The Mayor shall, through the Honorable Supreme Court, exercise the right of removal from office of the Magistrate(s) by a simple majority vote of the common council for moral turpitude, breach of duty or inability to perform the functions of a magistrate. And the common council shall investigate complaints from the Mayor or any other person, who shall accuse the Magistrate(s) of any of the offenses and misconducts enumerated herein.

## **CHAPTER VI.**

### **ECONOMIC PLANNING, INFRASTRUCTURE AND CITY MANAGEMENT**

#### **ARTICLE I.**

##### **SECTION I.**

There shall be a Department of Economic Planning, Infrastructure and City Management within the Executive Branch of the Corporation headed by a Director to perform and discharge the following services, functions and duties:

- a. Provide and maintain libraries and museum;
- b. Register and tabulate births, deaths and marriages occurring within the administrative area of the Corporation and submit statistics to appropriate central government agencies and institutions;
- c. Establish, administer, manage and regulate all markets, petty trading areas and shall open commercial activities, grant permission for the organization of any group or persons engaged in petty trading in markets and other areas so established;
- d. Regulate, supervise and monitor the activities of all market or petty trading association by setting guidelines and standards to be adhered to, with power to revoke the permit of establishment and thereby dissolving and establishing any such market or petty trading association;

- e. Conduct urban planning, undertake and/or supervise all construction and civil works instituted by the Corporation especially parks and gardens, parking lots, market places, etc.;
- f. Undertake traffic planning limited to designation of one way streets, selection of bus stops and designation of types of vehicles to ply certain streets;
- g. Maintain roads, bridges and drains constructed by the central government;
- h. Maintain buildings, equipment and other properties owned by the corporation.
- i. Administer and enforce the national zoning laws and regulations for the administrative area of the corporation and develop new zoning laws and regulations as are expedient;
- j. Develop, administer and enforce building standards and certify all building constructions with the administrative area of the corporation, including erection and construction, re-erection and reconstruction, conversion and re-conversion, alteration, repairs and ventilation of public and private buildings and all infrastructures;
- k. Maintain, repair and service all vehicles and other equipment owned by the corporation and used for its operations and activities; and,
- l. Establish and operate a store for all engineering parts and accessories or other small equipment and issue stock to the appropriate departments as the need arises.

## **SECTION II.**

### **ENVIRONMENTAL HEALTH SANITATION DEPARTMENT**

There shall be a Department of Environmental Health and Sanitation Department within the executive Branch of the corporation headed by a Director to perform and discharge the following services, functions and duties:

- a) Promote and safeguard the public health of the administrative area of the corporation through street cleaning and garbage collection, disposal of solid waste and the abatement or otherwise removal of health nuisance and hazards;

- b) Inspect and certify all food centers, such as; restaurants, and other public places of entertainment and ensure that such food centers and public entertainment comply with the requisite health standards;
- c) Inspect and certify all food stuff at ports of entry within the administrative area of the corporation to ensure compliance with realistic health standards;
- d) Prevent the pollution of waterways and open street drainages and ensure that all such waterways and are clean;
- e) Construct and maintain public toilets and other places of waste disposal for use by the residents of the administrative area of the corporation;
- f) Supervise and ensure the general sanitation of the administrative area of the corporation keep them clean and sanitary;
- g) Conduct health education and community participating in the abatement of health hazards and nuisance and maintenance of sanitary environments;
- h) Provide technical assistance and consultancy to communities within the administrative area of the corporation, which desire to improve their communities on a stimulate and enthuse communities to improve their communities on a self-help basis; and,
- i) Encourage, stimulate and enthuse communities to improve their environments to self-help basis.

### **SECTION III:**

#### **CITY POLICE**

There shall be a Department of City Police within the Executive Branch of the Corporation, headed by a Director to perform and discharge the following services, functions and duties:

- a) Enforce municipal ordinances and regulations;
- b) Enforce parking control regulations and supervise parking lots or other related facilities;
- c) Assist with the collection of real estate tax;
- d) Supervise and control under the directive of the Department of Economic Planning, Infrastructure and City management, markets and petty trading areas;
- e) Provide security at the proceedings of the Monrovia City Court and serve legal precepts of whatever kind emanating from the Hearing Officers;
- f) Provide security for the Mayor, City Administrator and visiting dignitaries;
- g) Maintain and safeguard public order and the safety of persons and property within the administrative area;
- h) Assist the Liberian National Police in the execution of their duty within the administrative area when deem necessary;
- i) Have jurisdiction over all matters affecting the flow of traffic, direction of traffic road signs, traffic lights, roads to the designated, principal roads one-way roads, open-way streets, direction of signs etc., within the administrative area of the corporation.

## **SECTION IV.**

### **PERSONNEL SERVICES DEPARTMENT**

There shall be a Department of Personnel Services within the Executive Branch of the Corporation, headed by a Director to perform and discharge the following functions and duties;

- a) Assist with general administration of the corporation;
- b) Be responsible for personnel services, training and manpower and development;

## **SECTION V.**

### **PROCUREMENT DEPARTMENT**

There shall be a Department of Procurement within the Executive Branch of the Corporation, headed by a Director to perform and discharge the following functions and duties;

- a) Procure equipment, materials and other logistical support items for the corporation through competitive bidding or pricing;
- b) Maintain an index of supplies of equipment, materials and other logistical support generally utilized by the corporation; and,
- c) Maintain general stores for the supply of office equipment, material and other logistical support for the general operation of the corporation.

## **SECTION VI.**

### **REVENUE AND FINANCE DEPARTMENT**

There shall be a Department of Revenue and Finance within the Executive Branch of the Corporation. The Department shall consist of four (4) commercial, where necessary. The Department shall be headed by a director to discharge and perform the following functions and duties:

- a) Manage and administer the finances and other assets of the corporation;
- b) Be responsible for budget preparation, accounting and financial analysis of the corporation and all of its activities and programs; timetable set by the Bureau of the Budget, that portion of the budget dealing with the corporation's mandatory functions and duties.

Approval of the Budget by the common council or the mandatory function portions thereof by the central Government shall be done within thirty (30) days after presentation by the Mayor.

The Department of Finance shall keep proper accounts and appropriate supporting records in relating thereto and shall prepare immediately after the end of each fiscal year a comprehensive statement of the accounts of the corporation in such form as may by ordinance or regulation be prescribed by the common council in consultation with the Ministry of Finance of the central Government. Such annual statement of accounts shall be presented to the common council for their consideration within forty-five (45) days after the end of the fiscal year to which it refers.

Further, copies of the annual statement of accounts shall be made available to any resident to the administrative area of the corporation or others upon application thereof and payment of a fee to cover the bare cost of reproduction.

The common council shall each year, cause to be conducted an audit of the statement of accounts of the corporation, relevant documents relating to the finances of the corporation, and said audit shall be conducted by an independent professional accountant or accounting firm.

The audit shall be made available to residents of the administrative area of the corporation or others upon payment of a fee for reproduction within a reasonable period after its presentation to and adoption by the common council.

## **SECTION VII.**

### **DEPARTMENT OF INTER-CITY/INTERNATIONAL AFFAIRS**

There shall be established within the Executive Branch of the corporation to the extent necessary, a Department of Inter-City/International Affairs, headed by an office manager and assisted by a program Director to execute the following responsibilities:

- a) Established Sister-City relationship on friendship, trade and culture;
- b) Foster bilateral economic cooperation and investment opportunities of mutual benefits to the people of Monrovia and other cities in the urbanizing World;
- c) Solicit the goodwill assistance of other cities and local and international institutions to enhance the functional capacity of the City Government of Monrovia in the areas of educational/manpower development, transportation and infrastructure;
- d) Foster technical cooperation with other cities and the exchange of technology in the areas of agriculture, solid waste management, housing and shelter development;
- e) Promote inter-city cooperation on World space and security, decentralization, urbanization, shelter management, urban financing, gender equality and popular participation and empowerment of local communities in the management and fulfillment of the Habitat Agenda;
- f) Encourage the participation of the City Government of Monrovia in local government organizations locally and internationally;
- g) Promote the development of the necessary partnership between the different spheres of government and non-governmental organizations;

- h) Facilitate the flow of information to all local government institutions throughout the Republic to improve their capacities to develop a consciousness for good governance and deliver basic services efficiently; and
- i) Serve as the Secretariat for local government activities in the Republic.

## **SECTION VIII.**

### **MONROVIA TRANSIT AUTHORITY**

The corporation shall have the power and right to establish, acquire and operate a bus transport service within its administrative area, provided that said bus transport service shall constitute a subsidiary of the corporation, managed by a Board of Directors appointed by the common council, and officers appointed by the Board, of which the Mayor of the corporation shall be the Chairman.

The corporation shall own at least fifty-five percent (55%) of all shares of the capital stock of the transport service subsidiary, which shall operate under the name and style of Monrovia Transit Authority.

The Monrovia Transit Authority shall be organized under the Business Corporation Act of the Association Law of 1976, and subscribe to the general laws, customs and practices of a corporate entity.

The existing Monrovia Transit Authority shall therefore continue to be in existence subject, however, to the provisions of this charter.

## **SECTION IX.**

### **MONROVIA URBAN DEVELOPMENT PROJECT**

There shall, to the extent deemed necessary by the common council, continue be an urban development unit of the corporation, known as the Monrovia urban Development Project, headed by a director appointed by the Mayor to perform and discharge the following functions and duties:

- a) Identify, plan and arrange the financing of suitable urban upgrading projects, provided that financing shall be acquired from both local sources (central government agencies and institutions which would take over and operate the facilities constructed), and foreign sources international financial or development agencies or institutions);
- b) Arrange contracts and/or subcontracts and supervise all contractors and/or subcontractors who will undertake the actual engineering and construction of urban upgrading projects;

- c) Liaise on a continuous basis with the central government agencies and institutions, which would take over and operate the facilities constructed to ensure that their share of the financing of the urban upgrading projects, whether advanced beforehand by the central government or not, is paid in keeping with the financial arrangements then agreed upon; and,
- d) Cooperate with and assist the Department of Environmental Health in discharging and performing duties and functions regarding improvement of communities by their residents on a self-help basis.

The Monrovia Urban Development Project shall be a semi-autonomous unit supervised administratively by the Mayor but responsible directly to a steering committee for the discharge and performance of its technical duties and functions. And the steering committee shall consist of the Mayor as its Chairman, the Deputy Minister for Urban Affairs of the Ministry of Internal Affairs as the Vice Chairman, the City Administrator, representative each from the Ministries of Finance, Justice, Health & Social Welfare, Lands, Mines & Energy, Public Works, Planning & Economic Affairs, and Internal Affairs as members. Autonomous Central Government Corporation and institutions, specifically, Liberia Water & Sewer Corporation, Liberia Electricity Corporation, and the National Housing & Savings Bank shall also have representations on the steering committee.