

**MEMORANDUM**

**To:** Mayor & City Council  
**From:** Steve Foote, AICP  
**Date:** May 26, 2015  
**Subject:** Ordinance Amendment to Chapter 2, Administration

---

**EXECUTIVE SUMMARY**

The amendments to Chapter 2 run concurrently with the changes to Chapter 27 to disengage Community Council from the amendment process. The start time identified by Ordinance has also been amended as a result of the recent City Council meeting alterations.

**STAFF RECOMMENDATION**

Staff recommends approval of the text amendments as proposed for City Code Chapter 2, Administration.

**Attachments**

- Chapter 2 Redlined Text Amendments

Chapter 2 - ADMINISTRATION

ARTICLE I. - IN GENERAL

Sec. 2-1. - Meetings.

- (a) *Meeting times.* As described in section 2.09 of the Charter, the council shall meet at least once a month. Regular meetings shall be held on the second and fourth Mondays of each month at ~~7:00~~6:00 p.m. The council may designate alternative meeting times so long as the time is published either electronically on the city website or through other means, including posting at the building designated as city hall at least 24 hours before the meeting.
- (b) *Meetings scheduled on a federal or state holiday.* If the regular meeting falls on a federal or state holiday, the council may reschedule the meeting to the following Tuesday, and publish the time change as described in subsection (a) of this section.
- (c) *Special meetings.* Special meetings may be called in accordance with the Charter section 2.09
- (d) *Adjournment.* Any meeting of the council may be continued or adjourned from day to day, or for more than one day, but no adjournment shall be for a longer period than until the next regular meeting thereafter.

...

ARTICLE IV. - CITY BOARDS AND COMMISSIONS

Sec. 2-81. - Creation.

There may be created a board of zoning appeals, a design review board, a historic preservation board, a planning commission, ~~a community council,~~ a construction board of appeals, and an alcohol licensing review board, which shall have the powers and duties and be subject to and governed by the regulations set forth in this article and this Code. The duties of each board are defined in the corresponding Code section.

...

**AN ORDINANCE OF THE CITY OF DUNWOODY AMENDING CHAPTER 2 (ADMINISTRATION) TO REVISE COUNCIL MEETING TIMES AND DELETE COMMUNITY COUNCIL FROM LIST OF CITY’S BOARDS AND COMMISSIONS.**

**WHEREAS**, the provisions of Chapter 2 of the City Code provide for meeting times of the City Council; and

**WHEREAS**, the Mayor and City Council have determined that in order to conduct more efficient meetings, the meeting time should be changed from 7 p.m. to 6 p.m. on Council Meeting days; and

**WHEREAS**, furthermore, the provisions of Chapter 2 of the City Code provide for the creation of various Boards and Commissions of the City; and

**WHEREAS**, the Mayor and Council have adopted a revision to the City’s Zoning Code eliminating the Community Council from the zoning process; and

**WHEREAS**, in order to make sure the City’s Ordinances are consistent, the Mayor and City Council have determined that it is necessary to remove the Community Council from the list of the City’s Boards and Commissions.

**THEREFORE, THE MAYOR AND COUNCIL FOR THE CITY OF DUNWOODY HEREBY ORDAIN AS FOLLOWS:**

**Section 1: Chapter 2 (Administration) of the City of Dunwoody Code of Ordinances shall be amended by revising Article I (“In General”), Section 2-1 (“Meetings”) to read as follows:**

**Sec. 2-1. Meetings**

- (a) *Meeting times.* As described in section 2.09 of the Charter, the council shall meet at least once a month. Regular meetings shall be held on the second and fourth Mondays of each month at ~~7:00~~6:00 p.m. The council may designate alternative meeting times so long as the time is published either electronically on the city website or through other means, including posting at the building designated as city hall at least 24 hours before the meeting.
- (b) *Meetings scheduled on a federal or state holiday.* If the regular meeting falls on a federal or state holiday, the council may reschedule the meeting to the following Tuesday, and publish the time change as described in subsection (a) of this section.

- (c) *Special meetings.* Special meetings may be called in accordance with the Charter section 2.09
- (d) *Adjournment.* Any meeting of the council may be continued or adjourned from day to day, or for more than one day, but no adjournment shall be for a longer period than until the next regular meeting thereafter.

**Section 2: Chapter 2 (Administration) of the City of Dunwoody Code of Ordinances shall be further amended by revising Article IV (“Boards and Commissions”), Section 2-81 (“Creation”) to read as follows:**

**Sec. 2-81. Creation.**

There may be created a board of zoning appeals, a design review board, a historic preservation board, a planning commission, ~~a community council,~~ a construction board of appeals, and an alcohol licensing review board, which shall have the powers and duties and be subject to and governed by the regulations set forth in this Article and this Code. The duties of each board are defined in the corresponding Code section.

**Section 3:** This Ordinance shall become effective immediately upon its adoption by the City Council, and incorporated into the Code of the City of Dunwoody, Georgia. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

**SO ORDAINED**, this 8<sup>th</sup> day of June, 2015.

**Approved:**

\_\_\_\_\_  
Michael G. Davis, Mayor

**ATTEST:**

**Approved as to Form and Content:**

\_\_\_\_\_  
Sharon Lowery, City Clerk  
(Seal)

\_\_\_\_\_  
City Attorney