

First Reading: 12/17/2018
Second Reading: 01/07/2019
Passed: _____

AN ORDINANCE ESTABLISHING A UNIFORM PROCEDURE FOR APPOINTMENTS BY THE CITY COUNCIL TO BOARDS, COMMISSIONS, AND AUTHORITIES OF THE CITY OF DAWSONVILLE; AND FOR OTHER PURPOSES.

WHEREAS, appointees to City of Dawsonville Boards, Commissions, and Authorities provide the City Council with valuable recommendations for city action; and

WHEREAS, the general public would be better served by a uniform method of insuring proper qualification and evaluation of all appointees to City of Dawsonville Boards, Commissions, and Authorities.

NOW THEREFORE, THE COUNCIL OF THE CITY OF DAWSONVILLE HEREBY ORDAINS AS FOLLOWS:

SECTION 1.

Article VI, Division 1 of the Code of the City of Dawsonville, Georgia, is hereby amended by repealing the existing Section 2-160 in its entirety and adopting a new Section 2-160 and a new Section 2-161 as follows:

Sec. 2-160. - Attendance policy.

All commissions and authorities of the City of Dawsonville, including but not limited to the Planning Commission, Historic Preservation Commission and the Downtown Development Authority shall be required to attend at least 75 percent of the meetings during any calendar year in which the member is serving. If a commission or authority member serves for less than a calendar year due to the time of their appointment, said newly appointed member shall attend at least 75 percent of the meetings from the date of their appointment until the end of the calendar year. Failure to attend the minimum number of meetings during a calendar year or a partial calendar year in the case of a newly appointed member may constitute due cause for removal from the appointed position on the commission or authority.

Section 2-161. – Procedure for appointments to commissions and authorities.

Upon submission of a name for appointment to a commission or authority of the City of Dawsonville, the following process shall be followed to qualify the proposed candidate for appointment to the commission or authority:

(a) The city manager or designee shall meet with and perform an investigation as set forth herein on the candidate submitted for appointment.

(b) The city staff manager or designee shall ensure that the candidate meets all minimum requirements necessary to hold such position. Said requirements include qualifications for the position under state and local law, residency requirements, professional requirements, educational requirements, an interest in the community, and other requirements as may be deemed appropriate by the city council or state law. The city manager or designee shall gather information from the candidate to determine said candidate's background that is favorable or adverse to their service as a member of the commission or authority of the City of Dawsonville for which they are being considered. The city manager or designee shall meet with the candidate to discuss and explain all requirements and responsibilities of service on the commission or authority of the City of Dawsonville for which they are being considered, including any training or attendance requirements to maintain their position on said commission or authority. The city manager or designee shall provide all information described above to the city councilmembers by a written report or a form developed by the city for such purpose.

(c) A minimum of two city councilmembers shall meet with the candidate to discuss what said individual would bring to the commission or authority for which they are being considered if they were appointed. The councilmembers should also discuss any other information gleaned from the city staff report on the candidate that may be favorable or adverse to the candidate's service on the commission or authority of the City of Dawsonville for which they are being considered.

(d) The city manager or designee shall discuss the candidate and his or her qualifications with the current chairperson of the applicable commission or authority of the City of Dawsonville.

(e) When the appointment of the candidate comes up for a vote with the city council, the city manager or designee who wrote the report on the candidate shall make a recommendation on the appointment of the candidate to the commission or authority for which they are being considered. The candidate should be present at the meeting during which they are to be appointed.

SECTION 2.

All Ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3.

This ordinance shall become effective upon adoption, the public good demanding the same.

SO ORDAINED THIS _____ DAY OF JANUARY, 2019.

Mike Eason, Mayor

Caleb Phillips, Councilmember Post #1

Stephen Tolson, Councilmember Post #2

Jason Power, Councilmember Post #3

Mark French. Councilmember Post #4

Attested: _____
Beverly A. Banister, City Clerk