

STATE OF GEORGIA

CITY OF COLLEGE PARK

ORDINANCE NO. 2024-01

1 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF COLLEGE
2 PARK BY ADOPTING SECTION 2-28 (PARLIAMENTARY PROCEDURES FOR CITY
3 COUNCIL MEETINGS) AND SECTION 2-29 (PROCLAMATIONS) IN ARTICLE II (MAYOR
4 AND COUNCIL), CHAPTER 2 (ADMINISTRATION) THEREIN; TO PROVIDE
5 SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN
6 ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER
7 LAWFUL PURPOSES.

8 **WHEREAS**, the duly elected governing authority of the City of College Park, Georgia
9 (hereinafter the “City”) is the Mayor and Council thereof; and

10 **WHEREAS**, the City is authorized by O.C.G.A. §36-35-3 to adopt ordinances relating to
11 its property, affairs, and local government; and

12 **WHEREAS**, the Mayor and Council has traditionally conducted public meetings in
13 accordance with Robert’s Rules of Order and desire to memorialize this longstanding practice; and

14 **WHEREAS**, the City desires to adopt certain parliamentary procedures for meetings and
15 rules for proclamations in Article II (Mayor and Council) of Chapter 2 (Administration); and

16 **WHEREAS**, the adoption of such procedures will ensure the efficient operation of
17 meetings of Mayor and Council.

18 **NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR**
19 **AND COUNCIL OF THE CITY OF COLLEGE PARK**, and by the authority thereof:

20 **Section 1.** Chapter 2 (Administration), Article II (Mayor and Council), Sections 2-28
21 (Reserved) and 2-29 (Reserved) of the Code of Ordinances of the City of College Park, Georgia,
22 is hereby amended to read as follows:

23 **“Sec. 2-28. – Parliamentary Procedures for City Council Meetings**

24 (a) *Scope.* The mayor and city council shall conduct all meetings in accordance
25 with state law, the charter, and the parliamentary procedures set forth herein. The mayor
26 and council hereby affirm and adopt Robert’s Rules of Order as the parliamentary rules
27 to govern the conduct of meetings to the extent any matter, procedure, or order is not
28 otherwise covered in this code section.

29 (b) *Call to order.* The mayor shall call all meetings to order at the appointed time.
30 In accordance with Section 1-8 of the charter, the mayor shall preside over the
31 deliberations of city council to assure full participation in accordance with these rules.

32 (c) *Order of consideration.* Except as otherwise provided in these rules or
33 determined by mayor and council, the items listed on the meeting agenda shall be
34 considered in numerical order, and the city clerk shall be responsible for sounding the
35 items listed on the meeting agenda.

36 (d) *Mayor’s Neutrality.* In order to ensure his or her neutrality, while presiding
37 over the deliberations of city council in accordance with the charter, the mayor shall not
38 express opinions or otherwise participate in the debate on matters before city council.

39 (e) *Limit on remarks.* Each council member shall limit his or her remarks to a
40 reasonable duration.

41 (f) *Recognition of Speakers.* At all meetings, it shall be the responsibility of the
42 city manager to recognize city council members wishing to speak on agenda items and to

43 tally the votes cast, but the city manager shall carry out these functions through the use of
44 a suitable electronic system approved by mayor and council.

45 (g) *Citizen Remarks.* Mayor and council may extend the time for an individual
46 citizen to speak during the public comment portion of any meeting and may also extend
47 the total time allotted for public comments at any meeting.

48 (h) *Mayor and Council Closing Remarks.* The mayor and each member of city
49 council shall be entitled to make closing remarks at the conclusion of each meeting;
50 however, the mayor shall at all times be first in the order of speakers.

51 **Sec. 2-29. – Proclamations.**

52 (a) *Approval of Proclamations.* Mayor and council may issue ceremonial
53 proclamation to raise awareness, recognize the outstanding contributions of citizens,
54 acknowledge historic milestones, or for any other purpose. All proclamations shall be
55 presented to mayor and city council for approval at the second meeting of each month, and
56 if approved, such proclamations shall be read and delivered at the first meeting of the
57 following month;

58 (b) *Proposal by Council Members.* Proclamations shall be proposed in turn by
59 members of city council, in numerical ward rotation, with each council member reading
60 and delivering the proclamations he or she proposed at the meeting following the approval
61 of such proposed proclamations, in accordance with subsection (a) hereof.

62 (c) *Proposal by City Staff.* The city manager and city department heads may
63 propose proclamations to mayor and council, and if such proposed proclamations are
64 approved in accordance with subsection (a) hereof, they shall be read and delivered at the
65 next meeting by the mayor, city manager, or a staff member, as appropriate.

66 **Section 3.** (a) It is hereby declared to be the intent of the Mayor and Council that all
67 sections, paragraphs, sentences, clauses, and phrases of this Ordinance are or were, upon their
68 enactment, believed by the Mayor and Council to be fully valid, enforceable, and constitutional.

69 (b) It is hereby declared to be the intent of the Mayor and Council that, to the greatest extent
70 allowed by law, each and every section, paragraph, sentence, clause, or phrase of this Ordinance
71 is severable from every other section, paragraph, sentence, clause, or phrase of this Ordinance. It
72 is hereby further declared to be the intent of the Mayor and Council that, to the greatest extent
73 allowed by law, no section, paragraph, sentence, clause, or phrase of this Ordinance is mutually
74 dependent upon any other section, paragraph, sentence, clause, or phrase of this Ordinance.

75 (c) In the event that any phrase, clause, sentence, paragraph, or section o this Ordinance
76 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable
77 by the valid judgment or decree or any court of competent jurisdiction, it is the express intent of
78 the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the
79 greatest extent allowed by law, not render invalid, unconstitutional, or otherwise unenforceable
80 any of the remaining phrases, clauses, sentences, paragraphs, or sections of the Ordinance and that,
81 to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs, and
82 sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and
83 effect.

84 **Section 4.** The effective date of this Ordinance shall be the date of adoption unless
85 otherwise specified herein.

86 **Section 5.** All ordinances and parts of ordinances in conflict herewith are hereby expressly
87 repealed.

88 **Section 6.** The Ordinance shall be codified in a manner consistent with the laws of the State
89 of Georgia and the City of College Park. It is the intention of the governing body, and it is hereby
90 ordained that the provisions of this Ordinance shall become and be made part of the Code of
91 Ordinances, City of College Park, Georgia, and the sections of this Ordinance may be renumbered
92 to accomplish such intention.

93 **Section 7.** The City Clerk, with the concurrence of the City Attorney, is authorized to
94 correct any scrivener's errors found in this Ordinance, including its exhibits, as enacted.

SO ORDAINED this 16 day of January, 2024.

CITY OF COLLEGE PARK, GEORGIA

Roderick Gay
Roderick Gay, Mayor Pro Tem

ATTEST:

Shavala Ames
Shavala Ames, City Clerk



APPROVED AS TO FORM BY:

Winston A. Denmark
Winston A. Denmark, City Attorney

CITY OF COLLEGE PARK
FULTON COUNTY, CLAYTON COUNTY, GEORGIA
I, SHAVALA AMES, CITY CLERK OF
COLLEGE PARK, GEORGIA, DO CERTIFY THAT THIS
IS A TRUE AND CORRECT COPY OF THE ORIGINAL
WITNESS MY HAND AND SEAL OF SAID CITY

THIS 5 DAY OF February, 2024
Shavala Ames
CITY CLERK OF COLLEGE PARK, GA