



**CITY OF DOVER**

## ORDINANCE COMMITTEE – MINUTES

Meeting Type: **Regular Meeting**  
Meeting Location: **City Hall, 1<sup>st</sup> Floor Conference Room**  
Meeting Date: **Monday, November 4, 2019**  
Meeting Time: **9:00 a.m.**

### 1. CALL TO ORDER

Councilor Shanahan called the meeting to order.

**Present:** Councilor Shanahan, Councilor Williams

**Absent:** Councilor Gasses (excused)

**Also Present:** City Attorney, Joshua Wyatt, Legal Assistant, JoAnn Hubbard

### 2. APPROVAL OF PRIOR MEETING MINUTES – September 30, 2019

### 3. REVIEW OF DRAFT ORDINANCE TO ADOPT CODE

City Attorney Wyatt and Committee discussed the review of the Ordinance to Adopt the new Code. The Committee agreed to provide a background section when the Code goes to Council with the history of and narrative of review process. They discussed the process of releasing the Code to the Council and public.

### 4. GENERAL DISCUSSION

City Attorney Wyatt and Committee discussed the “List of Potential Ordinance Changes as of November 4, 2019” that Attorney Wyatt prepared. See meeting materials.

It was agreed the next steps will be for Councilor Shanahan to prepare a memo to the City Manager with a copy to local periodical and include an FAQ/Background. Attorney Wyatt stated we should get this memo circulated by week of December 1, 2019.

The Committee agreed to meet Monday, November 25, 2019 at 9:00 a.m.

### 5. ADJOURN

Councilor Shanahan moved to adjourn; seconded by Councilor Williams.

Vote: 2/0.