

**AN ORDINANCE TO AMEND THE CITY OF DACULA  
CITY CODE OF ORDINANCES REGARDING SERVICE OF SUMMONS AND  
SUBPOENAS**

**Section 3-4**

WHEREAS, the City has adopted a Code or Ordinances including provisions for the administration of the Municipal Court and service of process of notices, summons and subpoenas from the Court and the Marshals; and

WHEREAS, the existing Ordinance should be amended to provide greater flexibility and efficiency in the administration of the Court and proper service of such notices;

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of the City to amend the City Code as outlined in this Ordinance;

NOW THEREFORE, the Mayor and City Council of the City of Dacula hereby ordains that the existing Section 3-4, Service of Summons is deleted, and the following new Section 3-4 substituted in its place:

**SECTION 1**

**Section 3-4. Service of Summons and other notices.**

Any person charged with violating any City ordinance shall receive notice by service of a summons or citation as provided in this section. Such summons or citation may be issued by the court administrator, or City Marshal. The summons or citation shall be directed to the accused and shall distinctly state the offense charged, the time and place, as far as practicable, of the offense charged, and the day, hour and place of trial, requiring the accused to appear before the judge of the municipal court to answer the accusation made. Service of the summons or citation shall be made by a City marshal either by serving the accused personally, by leaving a copy at his/her most notorious place of abode, or by delivery through a commercial firm which is regularly engaged in the business of document delivery or document and package delivery. The sender shall receive from the United States Postal Service or the commercial firm a receipt acknowledging delivery of the document to the address identified by the court administrator or Marshal. In the case of a summons or citation issued for violation of laws or ordinances relating to the parking of motor vehicles, such summons or citation may be directed to an unknown person as owner of an automobile designated in the summons or citation and may be served upon such person by leaving a copy in or attached to such automobile.

**SECTION 2**

The City Administrator and Assistant City Administrator are further authorized to correct typographical errors in the text of the existing Code of Ordinances and to produce and publish a final codified version of the City Code with the amendments and revisions outlined herein.

SECTION 3

In the event any Court of competent jurisdiction determines that any portion of the foregoing amendment is invalid, unconstitutional or otherwise illegal, such rulings shall not impair the validity of the rest and remainder of this amendment.

SECTION 4

All laws and parts of laws in conflict with this Ordinance are hereby repealed.

SECTION 5

This Ordinance and the amendment outlined herein shall be effective immediately upon adoption by the Mayor and City Council.

SO ORDAINED by the governing authority of the City of Dacula, this \_\_\_\_ day of October, 2024.

AYES: \_\_\_\_

NAYES: \_\_\_\_

ATTEST:

\_\_\_\_\_  
HUGH D. KING, III  
MAYOR, CITY OF DACULA

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BRITTNI NIX  
CITY ADMINISTRATOR