

- 4) Committees may include one (1) Youth representative who must be a resident of the City of Rochester Hills.
- (iv) Term of appointment.
- (b) The Council may discharge a committee from further consideration on any matter.

### **Section .03 City Council Communication Committees:**

- (a) The City Council establishes the following City Council Communications Committees:
  - (i) Purpose/Charge
    - 1) ADMINISTRATION & INFORMATION SERVICES COMMITTEE (AIS), whose purpose shall be to review policy matters of general government and information services, including such issues as: communications, information technology, salaries and per diem, Class C Liquor licenses, elections, and municipal organizations.
    - 2) COMMUNITY DEVELOPMENT & VIABILITY COMMITTEE (CDV), whose purpose shall be to review policy matters of community development and viability, including such issues as: land development and maintenance, economic development and maintenance, and infrastructure development and maintenance.
    - 3) FINANCIAL SERVICES COMMITTEE (FS), whose purpose shall be to review financial policy matters, including: budget issues, capital improvement plan, long-term financial planning, millage rates, water and sewer rates, fees, charges, and grants
    - 5) LEISURE ACTIVITIES COMMITTEE (LA), whose purpose shall be to review policy matters of leisure activities, including such issues as: City parks, Museum, Environmental Education Center, community events, and interlocal recreational facilities and programs.
    - 6) PUBLIC SAFETY COMMITTEE (PS), whose purpose shall be to review policy matters of public safety, including: fire protection, police protection, emergency medical service, traffic and pedestrian safety, and emergency planning and operations.

(ii) Membership and Selection

- 1) Committee Members shall be appointed by the Council.
- 2) Each Committee's membership shall consist of three (3) Members of the City Council to be appointed by City Council each year, two (2) citizen members to be appointed by City Council to three (3) year terms except that, of the first two (2) appointments to the committee, one (1) member shall be appointed for a two-year term and one member shall be appointed to a three-year term to provide for staggered terms, and members of the Administration, to be appointed by the Mayor. The three (3) Council Members and the two (2) citizen members shall be the only voting members of the Committees.
- 3) Council Members shall be appointed to Committees for one (1) year terms that expire on December 31 of the appropriate year; except, in the event a Member's term in office ends, the Committee Membership will expire when the Member leaves office.
- 4) Citizen members to the Committee shall be appointed by Council and shall serve for three (3) year terms expiring on December 31 of the appropriate year; except that, of the first two (2) appointments to the committee, one (1) member shall be appointed for a two-year term and one (1) member shall be appointed to a three-year term to provide for staggered terms. Appointments shall be made as provided in Article VII, Section 02.a (i) through (iv).
  - a) In the event of a vacant citizen seat, City Council shall appoint a new citizen member to serve the remainder of the term.
- 5) Any Committee Member shall be eligible for reappointment
- 7) Committee Members shall be appointed to Committees no later than the last Council meeting in December, such appointments to be made in accordance with the following:
  - a) The President may submit a list of nominees.
  - b) Any Council Member may make additional nominations with no second being required.

- c) Nominees shall be voted on as provided in Section .01.

(iii) Miscellaneous

- 1) The City Council may refer to the Committee policy matters and the Committees shall have the responsibility of reviewing and making progress reports and final recommendations to City Council on those policy matters.
- 2) The Mayor and Administrative Staff may also bring issues to the Committees; and the Committees shall have the responsibility of reviewing, discussing, and advising the Mayor and Administrative Staff about those issues.
- 3) The Committees shall not be limited to issues referred to them and may discuss and make recommendations to the City Council on any policy matters within the purview of the Committees.
- 4) Records of Committee meetings shall be made and retained by way of audio tape for one (1) year and one (1) day. The audio tape will be transcribed including all speaking members of the meeting who are recognized by the Chair, and say their names before speaking.
- 5) Each Committee shall provide factual information upon their investigation, study and review of all matters. Such information will be provided to the City Council to assist them in making a decision.

## Article VIII. Citizens' Rights

### Section .01 Rights to Address Council:

- (a) Any person shall have the right to address a meeting of Council under Rules established and recorded by the Council. A time will be reserved on each Regular Meeting Agenda to provide an opportunity for members of the public to directly address the Council on items of interest to the public, but not an Agenda Item, under "Public Comments". Each person shall be subject to the provisions of these *Rules of Procedure*. Any item of interest not appearing on the Agenda that is presented by a member of the public under "Public Comments" shall be handled in one (1) of the following manners.

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## **Article IV. Council Officers and Duties**

### **Section .01 Election of Officers:**

- (a) At the first regular Meeting in December of each year, the Council shall elect a President and a Vice-President from its membership.
- (b) **Procedure for Election**
  - (i) Each Council Member may nominate one (1) candidate. No second to any nomination shall be required.
  - (ii) A Roll Call Vote shall be called for by the President and Council Members shall indicate the nominee of their choice.
  - (iii) A nominee receiving a vote of a majority of the Council currently holding office shall be declared elected. If no nominee receives the vote of a majority of the Council Members currently holding office and there are more than two (2) nominees, the nominee receiving the fewest number of votes cast for any nominee shall be dropped from the list of nominees and a vote shall be taken on the remaining nominees. Voting shall continue until one (1) nominee receives the vote of a majority of the Council Members currently holding office.
- (c) **Term of Office:** The terms of office of the newly elected President and Vice President shall commence at the conclusion of the regular Council Meeting at which they were elected and shall terminate upon their successors taking office, or upon the expiration of the officer's term as a Council Member, whichever occurs first.

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### **Section .02 Filling Of Vacancies In The Office Of President Or Vice President:**

- (a) Whenever a vacancy shall occur in the office of the President or Vice President, the Council shall elect a replacement within thirty (30) days from the date the vacancy occurred.
- (b) The nomination and election process to fill a vacancy shall be the same as set forth for the nomination and election of officers.