



**City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS**

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Legislative File No: 2005-0721

TO: City Council Members
FROM: Susan Galeczka, Deputy Clerk
DATE: October 28, 2005
SUBJECT: City Council *Rules of Procedure*

With the establishment of the Rochester Hills Government Youth Council and the possible adoption of the Council Attendance/Per Diem Compensation Policy, the following changes are being proposed to the *City Council Rules of Procedure*:

- Article IV – Council Officers and Duties
 - Section .03, Duties of Council Officers
 - **ADD to** (a) The President shall: ***(xii) which states: Review and approve City Council timesheets for authorized meetings pursuant to the City Council Attendance/Per Diem Compensation Policy. The President shall advise Council Member(s) of any meeting(s) denied eligibility of compensation. A Council Member may appeal the matter to the AIS Committee for discussion and recommendation to Council for a decision.***
 - **SUBDIVIDE** (b) The Vice-President into two sub sections
 - (i) Use current language regarding Vice President
 - **ADD a new (ii) which states: Shall serve as the Council liaison to the Rochester Hills Government Youth Council (RHGYC)**
- Article VII – Boards, Commissions and Committees
 - Section .03 – City Council Communication Committees
 - (ii) 2 **CHANGE youth representation to RHGYC Members to read: ... and members of the Administration, to be appointed by the Mayor, and a maximum of three (3) Rochester Hills Government Youth Council (RHGYC) Members appointed by the RHGYC...**
 - (ii) **ADD 5 which states RHGYC Members shall be appointed by the RHGYC at their October monthly meeting and serve a one (1) year term commencing in October and ending in August to coincide with the school year. RHGYC Members are required to attend a minimum of one (1) meeting per quarter.**
 - **Renumber remaining Sections respectively**

- (ii) 7 **CHANGE to reflect appointment of RHGYC Members to read:** Committee Members except for the RHGYC Members shall be appointed to the Committee...

In addition, the Clerk’s Office is proposing a small change to **Article II, General Rules, Section .04, Journal of Proceedings Section (a) i** to change the requirement of audio taping from the “Administration Assistance to the Clerk” to the “Clerk or his/her designee”. This will allow more flexibility in staffing the Council meetings. In addition, the suggestion is also to change the requirement to audio tape Special Meetings that are required to adopt a resolution specifically to adjourn to Closed Session. The proposed change would read as follows:

Audio tape recordings shall be made of each public meeting by the Clerk or his/her designee except for Special Meetings, which are specifically held to adopt a Resolution to convene to Closed Session. The tapes shall be retained for at least one (1) year and one (1) day following the meeting.

Pursuant to Article IX, Suspension and Amendment of these Rules, Section .02, Amendment of these Rules, of City Council Rules of Procedure the rules may be amended or supplemented by a vote of a majority of the Council currently holding office, provided that no vote to amend shall take place at the same meeting at which such amendment or supplement is initially proposed. Therefore if Council is in agreement with any or all of these changes, a Resolution for consideration will be prepared for the November 16th meeting for adoption.

As always, if you have any questions or concerns, please feel free to contact me.

NEXT AGENDA ITEM

RETURN TO AGENDA

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
City Council Liaison		