



Rochester Hills

Agenda Report

1000 Rochester Hills Drive
 Rochester Hills, MI 48309
 (248) 656-4660
 Home Page:
www.rochesterhills.org

File Number: 2006-0119

File Number: 2006-0119

File Type: Policy

Status: Held in Committee

Version: 1

Reference:

Controlling Body: Administration and Information Services Committee

Requester: Administration and Information Services Committee

Cost:

Introduced: 02/02/2006

File Name: Review of City Council Rules of Procedures

Final Action:

Title: Review of City Council *Rules of Procedures*

Notes:

Code Sections:

Agenda Date:

Indexes: Policy, Bylaws

Agenda Number:

Sponsors:

Enactment Date:

Attachments: 030306 Memo Galeczka.pdf, 020206 Memo Holder.pdf

Enactment Number:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	AIS DRAFT Notes	02/07/2006	Postponed				Pass

Notes: *The Committee consensus was to postpone this matter until the March AIS meeting.*
 Aye: Duistermars, Rosen and Verschueren
 Absent: Holder and Kinker

1	AIS DRAFT Notes	03/07/2006	Discussed				
---	-----------------	------------	-----------	--	--	--	--

Notes: **1. SUGGESTED CHANGE TO ELECTION OF OFFICERS: ARTICLE IV, SECTION .01**

Chairperson Holder opened the floor for discussion regarding a suggested change to Article IV., Section .01 - Election of Officers. The suggested change was to add verbiage to reflect that the election of Council President should be a member of Council for at least one (1) year.

The Committee discussed the pros and cons that may result from making the suggested change. The consensus was that no change was needed at this time because it may lead to limiting circumstances for the Council body as a whole.

2. SUGGESTED CHANGE TO CITIZENS' RIGHTS - WRITTEN COMMUNICATION: ARTICLE VIII, SECTION .06

Chairperson Holder opened the floor for discussion regarding the reading of residents' letters into the record at Council meetings. She noted that the City of Troy adds letters from residents to the meeting packets to eliminate being read at council meetings.

The Committee commenced discussion and noted the following concerns:

- * Are emails considered letters or considered closer in nature to telephone calls.
- * If letters are to be included in the meeting packet, there should be a specified "cut off" date received for the packet.
- * Reading letters from residents into the record could set a precedence for residents to send letters lieu of attending Council meetings.
- * If 50 letters are received on a certain topic, it would not be feasible to read all 50 letters into the record anyway, so how would Council make the choice on which letters to read.
- * If a resident requests to speak at the podium and has three (3) or four (4) letters to read into the record, he/she only has three (3) minutes and they need to be mindful of that rule.

The Committee offered the following suggestions:

- * Compile a list the letters received for the meeting packet. The Council President could read the list of letters as "communications received from Mr. or Mrs. So-and-So regarding XYZ Subject matter", etc.
- * All letter received by a specified cut-off date would be distributed by the Clerk's Office and sent to City Council members as in the current process.
- * The Public Comment section of the agenda is most likely for "oral, in person public comments", rather than the reading of letters into the record.
- * A sentence could be added to the Public Comment section of the agenda stating something like, "Public Comments are intended to provide an opportunity for residents to speak directly to the members of Council. Letters received by the Clerk's Office will be distributed to the members of Council, but will not be read into the record". Or, "Residents are urged to appear in person to share their public comments or they may communicate with all members of Council, however, letters from residents will not be read into the record".
- * If a policy of not reading letters is adopted, Council members must be encouraged to adhere to it.

The consensus of the Committee was to recommend that Council adopt a policy of not reading letters into the record. If residents are passionate about a particular topic, they will find a way to attend the meeting or find a representative to step to the microphone on their behalf and speak for the three (3) minutes allowed.

Text of Legislative File 2006-0119

..Title
Review of City Council *Rules of Procedures*

..Body