



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

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Legislative File No: 2006-0861 and 2007-0048,0049 and 0051

TO: City Council Members
FROM: Susan Galeczka, Deputy Clerk
DATE: January 18, 2007
SUBJECT: Amendment to City Council Resolution RES0413-2006
Amendments to City Council Policies

With the dissolution of the City Council Communication Committees, City Council, at its regular meeting of November 29, 2006 adopted RES0413-2006 creating the *Human Resources Technical Review Committee*. As part of the Purpose and Charge of the Committee, Council assigned the formal duties and responsibilities stated in the *Policy for Salaries of Department Directors and Mayor, and Per Diem Fees for City Boards and Commissions* to the Committee. In addition, pursuant to Council's Policy for *Review of Performance Appraisal of City Council Appointed Department Directors* Council delegated to the Committee periodical monitoring of the performance of Council appointed directors.

Council's *Attendance/Per Diem Compensation Policy* was inadvertently missed when compiling this list of responsibilities that were previously under the AIS Committee. Therefore Council needs to amend and readopt Resolution RES0413-2006 to include the following changes:

Add to **Second "Whereas"**: Council *Attendance/Per Diem Compensation Policy*

Add to **Purpose and Charge**:

*Formal duties and responsibilities stated in the *Council Attendance/Per Diem Compensation Policy* and shall be responsible to City Council for adhering to and carrying out the required action of this Policy

A resolution to **Amend and Re-adopt** to incorporate these changes has been included for your consideration.

In addition, as a result of dissolving the City Council Communication Committees and creating the Technical Review Committees, three City Council Policies need to be amended to change the responsibilities from the *Administration and Information Services Committee* to the *Human Resources Technical Review Committee*. The three policies that need to be amended are as follows:

- City Council Policy for Salaries of Department Directors and Mayor and Per Diem Fees for City Boards and Commissions (Legislative File 2007-0048)
- City Council Policy of Performance Appraisals for City Council Appointed Department Directors (Legislative File 2007-0049)

- City Council Attendance/Per Diem Compensation Policy (Legislative File 2007-0051)

Amended Policies have been included for your review along with resolutions for your consideration.

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

RESOLUTION – 2006-0861 (AMEND RES0413-2006)

RESOLUTION – 2007-0048 (SALARY)

RESOLUTION – 2007-0049 (PERFORMANCE APPRAISALS)

RESOLUTION – 2007-0051 (ATTENDANCE/PER DIEM COMPENSATION)

NEXT AGENDA ITEM

RETURN TO AGENDA

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