

# **City of Flint, Michigan**

*Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
[www.cityofflint.com](http://www.cityofflint.com)*



## **Meeting Agenda - Draft**

**Wednesday, January 4, 2023**

**5:00 PM**

**Committee Room**

### **GOVERNMENTAL OPERATIONS COMMITTEE**

*Dennis Pfeiffer, Chairperson, Ward 8*

*Eric Mays, Ward 1  
Quincy Murphy, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Allie Herkenroder, Ward 7*

*Ladel Lewis, Ward 2  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6  
Eva L. Worthing, Ward 9*

*Davina Donahue, City Clerk*

## ROLL CALL

## READING OF DISORDERLY PERSONS CITY CODE SUBSECTION

*Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators shall be removed from meetings.*

## PUBLIC SPEAKING

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), two (2) minutes per speaker. Only one speaking opportunity per speaker.*

## COUNCIL RESPONSE

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), Councilpersons may respond to any public speaker, but only one response and only when all public speakers have been heard. Individual council response is limited to two minutes.*

## SPECIAL ORDERS

### 220384 Special Order/Private Owned Blighted Homes

A Special Order as requested by Councilperson Lewis and Councilperson Priestley to discuss privately owned blighted property in the City of Flint.

### 220445 Special Order/Police Chases

A Special Order as requested by Councilperson Mays to discuss police chases.

### 220446 Special Order/Legislation/Pipe Replacement Program

A Special Order as requested by Councilperson Mays to discuss legislation to allow city workers to enter private residences for the pipe replacement program.

### 220478 Special Order/Follow Up/Pulaski Street Fire

A Special Order as requested by Councilpersons Burns and Winfrey-Carter to follow up on the City Council's vote to hire an independent firm to investigate the fire on West Pulaski Street in which two children died.

## RESOLUTIONS

### 220530 Public Hearing/Amendments/Rules Governing Meetings of the Flint City

Council

Resolution resolving that the appropriate city officials are authorized to do all things necessary to conduct a public hearing on the attached proposed amendments to the Rules Governing Meetings of the Flint City Council, to be held at the regularly scheduled meeting of the Flint City Council at 5:30 p.m. January 9, 2023 [in City Council Chambers, 1101 S. Saginaw Street, Flint.]

## APPOINTMENTS

**220540** Appointment/Flint Housing Commission/Board of Commissioners/Ashnee Young

Resolution resolving that the Flint City Council approves the appointment of Ashnee Young (no address listed) to the Flint Housing Commission's Board of Commissioners for the remainder of a five-year term, commencing upon adoption of this resolution, and expiring November 30, 2026. [By way of background, Ms. Young is replacing Chia Morgan, who recently resigned from the Board.]

**220541** Appointment/Flint Housing Commission/Board of Commissioners/Nadine Roberts

Resolution resolving that the Flint City Council approves the appointment of Nadine Roberts (no address listed) to the Flint Housing Commission's Board of Commissioners to serve the remained of a five-year term, commencing immediately upon adoption of this resolution, and expiring November 30, 2026. [By way of background, Ms. Roberts is replacing San Juana Olivares, whose resignation created a vacant seat.]

**220542** Appointment/Building Code Board of Appeals/Kristin Stevenson

Resolution resolving that the Flint City Council approves the appointment of Kristin Stevenson (General Public, no address listed) to serve on the Building Code Board of Appeals for a one-year term, commencing upon adoption of this resolution and expiring December 1, 2023, as recommended by Mayor Sheldon A. Neeley.

## DISCUSSION ITEMS

**220385** Discussion Item/Security/Police Officers' Cars

A Discussion Item as requested by Councilperson Lewis to discuss security for police officers' cars. [Referral Action Date: 8/29/2022 @ email.]

## ADJOURNMENT



220530

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_ DEC 12 2022

ADOPTED: \_\_\_\_\_

**RESOLUTION APPROVING PUBLIC HEARING ABOUT AMENDMENTS TO THE  
RULES GOVERNING MEETINGS OF THE FLINT CITY COUNCIL**

Section 3-103(B) of the Flint City Charter empowers the City Council to determine its own rules of procedure;

Section 1-801 *et seq* of the Flint City Charter requires before such rules may be adopted, a public hearing must be held, with notice – containing the title and an abstract of proposed rule – of that public hearing given at least two weeks in advance;

Attached to this resolution are proposed amendments to the Rules Governing Meetings of the Flint City Council, developed by successive ad-hoc rules committees.

**IT IS RESOLVED**, that, the appropriate City Officials are authorized to do all things necessary to conduct a public hearing on the attached proposed amendments to the Rules Governing Meetings of the Flint City Council, to be held at the regularly scheduled meeting of the Flint City Council at 5:30 PM on January 9, 2023.

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**William Kim, City Attorney**

## **Proposed Council Rules Amendments - Clean**

# **RULES GOVERNING MEETINGS OF THE FLINT CITY COUNCIL**

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**REVIEW OF CITY COUNCIL RULES**

RULE 33 ANNUAL REVIEW OF CITY COUNCIL RULES

## **GENERAL**

### **PREAMBLE**

These are rules governing the orderly conduct of Flint City Council meetings in accordance with Robert's Rules of Order and certain laws.

### **OPEN MEETINGS ACT (OMA)**

City Council meetings are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275.

### **FREEDOM OF INFORMATION ACT (FOIA)**

All documents of the meetings of the Flint City Council (i.e. agendas, minutes, attachments, transcripts, recordings) are public documents subject to the FOIA, MCL 15.231 *et seq.*

### **PARLIAMENTARY AUTHORITY**

- Rule 1.1 All matters of procedure not covered specifically by Council Rules, State, or Local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed. If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules take precedence.
- Rule 1.2 The President or Chair (Presiding Officer) shall decide all questions arising under these rules and general parliamentary practice, subject to appeal. The Chair shall first decide the question, and any member may "appeal from the decision." If the appeal is seconded, the Chair shall state their decision, that it has been appealed from, and then states the question as: "Shall the decision of the Chair be reversed?" The Chair can then state the reasons for their decision, after which it is open to debate. Beginning with the member who made the appeal and concluding with the Chair, each member may speak once regarding the appeal for three (3) minutes per Councilmember. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.3 City Council may appoint a person to serve as its Parliamentarian. At the request of any member of the City Council, the parliamentarian shall rule on questions of parliamentary procedure. If a Parliamentarian so rules, the Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect.

### **SUSPENSION AND AMENDMENT OF RULES**

- Rule 2.1 Any individual rule may be suspended on the vote of two-thirds of the Councilmembers-elect, to allow for consideration of business that would not otherwise be allowed under the rules. A motion to suspend a rule is not debatable.
- Rule 2.2 The rules may be amended in accordance with Section 1-801 of the Flint City Charter.



## **ORGANIZATION #1**

### **COUNCIL PRESIDENT; PRESIDING AT MEETINGS**

- Rule 3.1 The Council shall have a President and a Vice-President, each chosen by a majority of the Councilmembers-elect for a term which shall end on the second Monday in November, or until a successor is elected.
- Rule 3.2 The President shall preside at the meetings of the Council and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-President are absent, a Chairperson from a Council Committee shall preside in the following order: Finance, Governmental Operations, Legislative.

### **COMMITTEES**

- Rule 4.1 The President, unless otherwise directed by the Council, shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November or until a successor is appointed.
- Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, and Special Affairs. The Council President may determine in which order they are addressed.
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.). Finance Committee shall meet at 5:00 pm on the Wednesdays a week before regular Council meetings. [Note - see Rule 6.8a]
- Rule 4.4 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.). Legislative Committee shall meet after Finance Committee. [Note - see Rule 6.8b]
- Rule 4.5 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.). Governmental Operations Committee shall meet after Legislative Committee. [Note - see Rule 6.8c]
- Rule 4.6 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month. [Note - see Rule 6.8d]
- Rule 4.7 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.8 The President, at their discretion, may create ad hoc committees and shall appoint these committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

## **ORGANIZATION #2**

### **TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS**

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meeting of the City Council is 5:30 p.m. on the second and fourth Monday of every month.
- Rule 5.3 The Flint City Council may schedule other committee meetings as deemed necessary.
- Rule 5.4 In the event of a call for a special meeting or a change in the time or place of a meeting, the Clerk shall be notified and shall see that each Councilmember and the public are informed as is required by the Open Meetings Act.
- Rule 5.5 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.6 Meetings of the City Council or its committees will occur between 8:00 AM and 10:00 PM, and meetings of the City Council or its subcommittees will adjourn at 10:00 PM, unless a two-thirds majority of the Councilmembers-elect suspend this rule.
- Rule 5.7 City Council may, by resolution, adjourn all meetings for a two-week period. A special, pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA FOR REGULAR MEETINGS OF COUNCIL**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President or any presiding Chair of any committee of the Council, or at the request of the Mayor or Clerk, prior to the start of the meeting. After roll call, the presiding officer shall ask for "any additions or changes to the agenda". Agenda changes or additions need to be approved by the presiding officer, and any unopposed agenda changes or additions may be adopted by consent.
- Rule 6.2 Any agenda matters that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by the appropriate documentation such as staff review reports, etc., and must be signed by the required signatories.
- Rule 6.3 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.
- Rule 6.4 The presiding officer shall choose a person to lead the Pledge of Allegiance.
- Rule 6.5 Opening Ceremonies will consist of Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence for deceased or ailing individuals. Spiritual leaders (of many faiths) may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.

## **AGENDAS FOR COMMITTEE MEETINGS**

- Rule 6.8 Items denoted with \*\* will only appear on a committee agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, , Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.9 Rules 6.1, 6.2, 6.3 and 6.4 concerning regular Council meetings also apply to Committee meetings. Section 31.12 of the Disorderly Persons Ordinance applies to all committee meetings.
- Rule 6.10 If multiple committee meetings are held on the same day, a consolidated public comment period may be held during the first scheduled committee meeting. If a committee meeting is held on the same day as a regular Council meeting, public comment can be deferred until the regular Council meeting.

## **ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL**

- Rule 7.1 The order of business at Regular Meetings of the City Council shall be as follows:

- I Call to Order, Roll Call and Opening Ceremonies
- II Reading of Disorderly Persons Section
- III Request for Changes and/or Additions to Agenda
- IV Consent Agenda
- V Presentation of Minutes
- VII Public Hearings
- VIII Public Speaking
- IX Petitions and Unofficial Communications
- X Official Communications – From Mayor and Other City Officials
- XI Additional Communications
- XII Appointments
- XIII Resolutions
- XIV Liquor Licenses
- XV Other Licenses
- XVI Introduction and First Reading of Ordinances
- XVII Second Reading and Enactment of Ordinances

XVIII Special Orders/Discussion Items

(Any Councilmember may request that a Special Order be placed on the agenda, but it must first be approved by the Council President, or the Committee Chair if raised during a Committee meeting.)

XIX Final Council Comments

XX Adjournment

**ORGANIZATION #3**

**CLOSED SESSIONS**

Rule 7.2 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.
- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (5) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.
- (6) To consider material exempt from discussion or disclosure by state or federal statute.

Rule 7.3 **GOING INTO CLOSED SESSION** – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.

Rule 7.4 **LEAVING CLOSED SESSION** – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

Rule 7.5 **DECISIONS ON MATTERS DISCUSSED IN CLOSED SESSION TO BE MADE DURING OPEN SESSION** - All determinations, actions, votes, or dispositions of motions, proposals, recommendations, resolutions, orders, ordinances, bills, or

measures by which the City Council effectuate or formulates public policy must be made during an open session.

- Rule 7.6 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### **ACTION BY COUNCIL**

#### **FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA**

- Rule 8.1 All official action of the Council as required by the City Charter shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made upon motion, including decisions on parliamentary procedure.
- Rule 8.2 No motion may be debated by the Council until it has been stated by the presiding officer and it must be reduced to writing if requested by the presiding officer or any Councilmember. All resolutions and ordinances must be in writing.
- Rule 8.3 The Presiding Officer or Chair may request the adoption of a "Consent Agenda" consisting of, as applicable, (a) approval of minutes listed on the agenda; (b) accepting and placing on file all communications listed on the agenda, (c) approving all appointments, resolutions, and licenses listed on the agenda; (d) approving ordinances for introduction and first reading or second reading and enactment, as listed on the agenda.
- Rule 8.4 After a motion to adopt a Consent Agenda is made and seconded, the Presiding Officer or Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.

### **VOTING**

- Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present. Any request for unanimous consent by the Chair shall include two calls for objections to the request for unanimous consent.
- Rule 9.2 The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case a roll call vote shall be taken.
- Rule 9.3 The voting on all roll calls shall be rotated so that the Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding Councilmember. Following the first vote on any roll call, the remaining Councilmembers shall be called in consecutive order until all nine Councilmembers have been afforded an opportunity to vote on any question.
- Rule 9.4 A Councilmember must be seated at their designated seating place to vote. Proxy votes are not allowed.

- Rule 9.5      INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.
- Rule 9.6      RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to “explain his vote” during voting, which would be the same as debate at such a time.
- Rule 9.7      CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. A request to change a vote after the Chair’s announcement requires the unanimous consent of the body, without debate, and may only be made immediately after the Chair’s announcement.
- Rule 9.8      ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9      ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. Voting on questions which affect oneself – the rule on abstaining from voting on a question of direct personal interest does not mean that a member should not vote for him/herself for an office or other position to which members generally are eligible, or should not vote when other members are included with him in a motion.

### INTRODUCTION AND ENACTMENT OF ORDINANCES

(Any City Councilmember or the Mayor may introduce an Ordinance)

- Rule 10.1      Upon the introduction of any ordinance, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.
- Rule 10.2      After a public hearing has been completed, any Councilmember may move to enact the ordinance.
- Rule 10.3      If the ordinance is amended to the extent that there has been inadequate notice to the public of the content of the ordinance, it shall not be enacted until the procedures of Section 3-301 *et seq* of the Flint City Charter are complied with.
- Rule 10.4      Every ordinance must state the date that it becomes effective. After the vote on the enactment of the ordinance, any Councilmember may move that it be given immediate effect upon publication, rather than the date stated. Any effective date earlier than thirty days after enactment requires a two-thirds vote of the Councilmembers-elect.
- Rule 10.5      Every ordinance shall be submitted to the Chief Legal Officer for review and approval as to form prior to enactment.

### MOTIONS

#### CONSIDERATION OF MOTIONS

- Rule 11.1      When a question is under debate, the Chair will receive only the following motions:

Rule 13	to adjourn
Rule 14	to recess
Rule 15	to postpone temporarily (lay on the table)
Rule 16	to vote immediately (previous question)
Rule 17	to limit debate
Rule 18	to postpone definitely
Rule 19	to refer (commit)
Rule 20	to amend
Rule 21	to postpone indefinitely
Rule 22	to reconsider
Rule 23	to rescind
Rule 24	to withdraw a motion
Rule 25	point of order
Rule 26	request for information

Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed.

### **SUPPORT FOR MOTIONS**

Rule 12.1 No motion may be considered or debated unless it has been seconded by at least one other Councilmember and has been properly stated by the Chair. The Chair does not have to recognize a member before that member may second a motion.

Rule 12.2 Nominations need not be seconded.

### **MOTIONS #1**

#### **MOTION TO ADJOURN**

Rule 13.1 A motion to adjourn is always in order. If it is made during the count of a vote, it will not be considered until after the vote is announced.

Rule 13.2 A motion to adjourn is not debatable. However, the issue of the time to reconvene may be debated if it is introduced by the maker of the motion or by amendment.

Rule 13.3 The Chair may order adjournment, without objection.

#### **MOTION TO RECESS**

Rule 14.1 A motion to recess shall state the length of the recess and is not debatable

Rule 14.2 When a recess is taken while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.

Rule 14.3 The Chair may order a recess without objection.

#### **MOTION TO LAY ON THE TABLE**

Rule 15.1 The Council may decide to postpone temporarily any matter pending before it. A decision to lay upon the table postpones the question involved, all pending amendments, and other adhering motions, until later in that meeting.

- Rule 15.2 If a decision is made to resume consideration of a matter or to take up from the table, it shall return in exactly the same form as when it was postponed temporarily. A motion to resume consideration must be made at the same meeting.
- Rule 15.3 If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.
- Rule 15.4 A motion to postpone temporarily or to resume consideration is not debatable

#### **MOTION TO VOTE IMMEDIATELY (CALL THE QUESTION)**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately. A two-thirds vote of the Councilmembers-present (but no less than a majority of the Councilmembers-Elect) is required for the motion to carry.
- Rule 16.2 A motion to vote immediately is not debatable.

#### **MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 The Council may decide, by majority vote, to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This may include a limit of time for each Councilmember to speak to the issue.
- Rule 17.2 If each Councilmember has a limited time to speak, this time limit shall include any questions asked and/or answered at the Councilmembers request.
- Rule 17.3 A motion to limit or extend debate is not debatable.

#### **MOTIONS #2**

#### **MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 The Council may decide to put off consideration of a pending main motion and to fix a definite date/time for its consideration.
- Rule 18.2 Debate on the motion to postpone definitely shall be limited to one round of discussion, 3 minutes per councilmember, and shall be limited to the reasons for the postponement and the date/time the main motion shall be taken up.

#### **MOTION TO REFER (TO COMMITTEE)**

- Rule 19.1 If a motion to refer a matter to a committee or other agency has been made, the Council shall proceed to decide the question of the referral.
- Rule 19.2 There shall be no further debate on the merits of the main motion or amendments to the main motion until the referral motion is decided.
- Rule 19.3 Debate on the motion to refer shall be limited to one round of discussion, 3 minutes per councilmember



### **MOTION TO AMEND**

- Rule 20.1 A motion to amend must be germane to the main motion.
- Rule 20.2 An amendment may be amended but an amendment to an amendment may not be amended.

### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to prevent further discussion on a question by voting to postpone it indefinitely.
- Rule 21.2 A motion that has been postponed indefinitely cannot come up again at the same meeting. If it is reintroduced at a later meeting, it shall be treated as a new motion.
- Rule 21.3 Debate on the motion to postpone indefinitely shall be limited to one round of discussion, 3 minutes per councilmember.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision of the City Council may be made by any Councilmember that voted in the affirmative on the motion in question.
- Rule 22.2 A motion to reconsider may be made at the same meeting or not later than the next succeeding regular meeting of the Council if notice has been given to the Council prior to the start of the meeting.
- Rule 22.3 No question may be reconsidered more than once.
- Rule 22.4 If a decision of the Council has gone into effect, the motion to reconsider shall not be in order.

### **MOTION TO RESCIND**

- Rule 23.1 Action to rescind, repeal or annul a previous action may be by resolution unless the previous action is an ordinance. Action to repeal a published ordinance may only be by ordinance regardless of whether the ordinance has gone into effect.
- Rule 23.2 Notice of a motion to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which the motion is to be made. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.
- Rule 23.3 Motions to rescind may be reconsidered regardless of whether the vote was affirmative or negative.

### **MOTIONS #3**

#### **REQUEST TO WITHDRAW A MOTION**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair and placed before the assembly. The Councilmember need not obtain concurrence of any other person.

- Rule 24.2 After the motion has been placed before the assembly, it may only be withdrawn by majority consent of all Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 No request to withdraw a motion may be made after the vote on the motion has commenced.

### **INCIDENTAL MOTIONS – POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the presiding officer does not correct it, or when the presiding officer makes a breach of the rules.
- Rule 25.2 A point of order should not be used for minor infractions that do not affect the substantive rights of the City Council or its members.
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair.
- Rule 25.4 A point of order cannot be ignored by the presiding officer. A ruling of “agreement – out of order” or “disagree – denied” must be given. All debate and/or talking shall cease immediately when a point of order is raised, so the presiding officer can rule.
- Rule 25.5 Any member has the right to appeal the presiding officer’s decision on a point of order as set forth in Rule 1.2. Another member must second the appeal, or the appeal fails. .

### **INCIDENTAL MOTIONS – REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor.
- Rule 26.2 Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote. A request for information that asks a question for which the requestor already knows the answer (i.e. an answer in the form of a question) is improper.
- Rule 26.3 A request for information cannot be ignored by the presiding officer, but the presiding officer – upon hearing the request – may decide whether the request is legitimate and can proceed, or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Presiding Officer must rule with either “Proceed” or “Denied”.
- Rule 26.4 Using a request for information as an opportunity to gain the floor is not allowed. Multiple abuses of use of requests for information is cause for disciplinary action.

### **PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

#### **MAINTENANCE OF ORDER AND DEBATE**

(The public and City Council are both subject to the disorderly persons ordinance section 31-11 and the general code of conduct. Additionally, the Chair or Presiding Officer has a responsibility and duty to enforce these rules and sanctions for the purpose of maintenance of order. Only the Chair or Presiding Officer may determine and rule on who/what is in or out of order.)

- Rule 27.1 When a member has been called to order, the Chair shall determine whether he or she is in order. Every question of order shall be decided by the Chair subject to an appeal.
- Rule 27.2 During any portion of any meeting, Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.3 Only the presiding officer may call an individual up to the podium (and/or table) to speak or answer questions. Other Councilmembers would have to petition the presiding officer to make this request.
- Rule 27.4 Mobile devices shall be set to silent mode prior to any meeting being called to order.

### **RIGHT TO SPEAK IN DEBATE**

- Rule 28.1 Every Councilmember and every person granted the privilege of speaking to the City Council, on any matter before the City Council, shall address all remarks to members of the Council and shall not speak until recognized.
- Rule 28.2 When two or more Councilmembers address the Chair at the same time, the Chair shall name the Councilmember who is first to speak.
- Rule 28.3 A Councilmember who desires to speak, on any matter before the City Council, must obtain the floor by being recognized by the presiding Chair. A Councilmember must be in their seat when requesting to be recognized. Unless otherwise specified by these rules each member has the right to speak up to twice on the same question on the same day, for 5 minutes during each round, but cannot make a second speech on the same question so long as any member who has not spoken on that question desires the floor. A member who has spoken twice on a particular question on the same day or who has exhausted their allocated time has exhausted his/her right to debate on that question for that day. The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time.
- Rule 28.4 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of Administrative Staff, etc., during debate on any agenda item. Any such questions and responses shall be incorporated as part of the Councilmember's allotted time.

### **PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC**

- Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.
- Rule 29.2 If a member of the public wishes to address the City Council, they may do so at the regular City Council meeting. He or she shall submit, prior to the start of the meeting, a statement in writing containing his or her name and address and the topic to be covered. A box will be placed at the entrance to the Council Chambers for the collection of the statements.
- Rule 29.3 Members of the public shall have no more than 3 minutes per speaker during public comment. Only one speaking opportunity per speaker. Numbered speaker slips will be provided prior to the start of a meeting to those wishing to speak during this portion of the agenda. No additional speakers or slips will be accepted after the meeting.

begins. City Councilmembers may not speak as a member of the public at this time. Public speakers may not allocate or "donate" their allotted time to another person.

- Rule 29.4 If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker.
- Rule 29.5 Members of the public shall have no more than 3 minutes to address the City Council during a public hearing.
- Rule 29.6 Councilmembers may not speak during public hearings nor may they respond to speakers.
- Rule 29.7 Any person speaking at a Council meeting may be called to order by the President or any Councilmember for failure to be germane, for vulgarity, or for speaking in excess of the allotted time.
- Rule 29.8 Any person who is called to order shall thereupon yield the floor until the President shall have determined whether he or she is in order. Every question of order shall be decided by the President subject to an appeal by any Councilmember to the Council. If a person so engaged in presentation shall be determined by the Council to be out of order, that person shall not be permitted to continue at the same meeting except on special leave of the Council.
- Rule 29.9 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules.

## **CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

### **GENERAL CONDUCT AND STANDARDS OF CONDUCT**

- Rule 30.1 Every Councilmember is subject to the established rules or general conduct and the standards of conduct as may be adopted by the City Council.

### **ETHICS**

- Rule 31.1 Every Councilmember is subject to the established ethics rules of the City of Flint Charter and Ethics Ordinance.

### **DISCIPLINARY ACTIONS**

- Rule 32.1 Every Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.
- Rule 32.2 For any repeated violation of these rules, the Presiding Officer or Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.2. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

## **REVIEW OF CITY COUNCIL RULES**

- Rule 33.1 Every December, the City Council shall place an item on the Special Affairs Committee agenda for a review of these rules.
- Rule 33.2 At his/her own discretion, the Council President may at any time appoint a committee and its members to review and offer revisions of City Council Rules.
- Rule 33.3 It is the responsibility and duty of the Council President, Vice President, and all the Committee Chairs to ensure that these rules are adhered to and to apply the recommended disciplinary actions if they are not. Failure to do so is itself a violation of the rules and can subject the violator to disciplinary actions.

RULES ORIGINALLY ADOPTED: MAY 10, 1976

1ST AMENDMENT ADOPTED: MAY 24, 2010

2ND AMENDMENT ADOPTED: APRIL 27, 2015

3RD AMENDMENT ADOPTED: JUNE 12, 2017

4<sup>TH</sup> AMENDMENT ADOPTED: \_\_\_\_\_

## **Proposed Council Rules Amendments - Redline**

# **RULES GOVERNING MEETINGS OF THE FLINT CITY COUNCIL**

## **GENERAL**

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### **PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

RULE 27 MAINTENANCE OF ORDER AND DEBATE

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### **CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

RULE 30 GENERAL CONDUCT AND STANDARDS OF CONDUCT

RULE 31 ETHICS

RULE 32 DISCIPLINARY ACTIONS

### **REVIEW OF CITY COUNCIL RULES**

RULE 33 ANNUAL REVIEW OF CITY COUNCIL RULES



## GENERAL

### PREAMBLE

These are rules governing the orderly conduct of Flint City Council meetings in accordance with Robert's Rules of Order and certain laws.

### OPEN MEETINGS ACT (OMA)

City Council meetings are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275.

### FREEDOM OF INFORMATION ACT (FOIA)

All documents of the meetings of the Flint City Council (i.e. agendas, minutes, attachments, transcripts, recordings) are public documents subject to the FOIA, MCL 15.231 *et seq.*, unless subject to exemptions rule in FOIA.

### PARLIAMENTARY AUTHORITY

- Rule 1.1 All matters of procedure not covered specifically by Council Rules, State, or Local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed.— If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules take precedence.
- Rule 1.2 The President or Chair (Presiding Officer) ~~SHALL (is required to)~~shall decide all questions arising under these rules and general parliamentary practice, subject to appeal. ~~While on all questions of order, and of interpretation of the rules, and of priority of business, it is the DUTY of (The Chairman to shall first decide the question, and it is the privilege of any member to may "appeal from the decision."~~ If the appeal is seconded, the Chairman shall states his-their decision, and that it has been appealed from, and then states the question thusas: "Shall the decision of the Chair stand as the judgment of Councilbe reversed?"— The Chairman can then, without leaving the chair, state the reasons for his-their decision, after which it is open to debate.— Beginning with the member who made the appeal and concluding with the Chair, each member may speak once regarding the appeal for three (3) minutes per Councilmember. Unless The appeal shall be determined by aa majority of the CouncilpersonsCouncilmembers-elect. vote againstto overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.3 City Council can may appoint a person of their-to choosing to be the Parliamentary Authorityserve as its Parliamentarian. At the request of any member of the City Council, the parliamentarian shall rule on questions of parliamentary procedure. If a Parliamentarian so rules, the Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect. ,but any Councilmember may make reference to either City Council Rules, which take precedence over Robert's Rules, or reference to Robert's Rules when the issue is not covered in City Council Rules.

### SUSPENSION AND AMENDMENT OF RULES

- Rule 2.1 Any individual The rules may be suspended on the vote of two-thirds of the CouncilpersonsCouncilmembers-elect, to allow for consideration of business that

~~with the which will be subject to review by the Finance Committee and the Legislative Committee. Amount of the budget is not debatable.~~

Rule 2.2 The rules may be amended in accordance with Section 1-801 of the Flint City Charter.

## **ORGANIZATION #1**

### **COUNCIL PRESIDENT; PRESIDING AT MEETINGS**

Rule 3.1 The Council shall have a President and a Vice-President, each chosen by a majority of the Council persons. ~~Council members elect for a one year term which shall end on the second Monday in November, or until a successor is elected.~~

Rule 3.2 The President shall preside at the meetings of the Council and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-President are absent, a Chairperson from a Council Committee shall preside in the following order: Finance, Governmental Operations, Legislative, ~~Grants.~~

## **COMMITTEES**

Rule 4.1 The President, unless otherwise directed by the Council, shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November ~~or until a successor is appointed.~~

Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, ~~Grants,~~ and Special Affairs. The Council President may determine in which order they are addressed.

Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.). Finance Committee shall meet at 5:00 pm on the Wednesdays a week before regular Council meetings. ~~[Note - see Rule 6.8A8a]~~

Rule 4.4 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.). Legislative Committee shall meet after Finance Committee. ~~[Note - see Rule 6.8B8b]~~

Rule 4.5 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.). Governmental Operations Committee shall meet after Legislative Committee. ~~[Note - see Rule 6.8C8c]~~

Rule 4.6 ~~Grants Committee - Business conducted consists of all matters relating to City grant programs and grant awards (e.g. applying for grants, accepting and monitoring of grants, federal and state grant monies, and local grant dollars, etc.). Grants Committee shall meet after Governmental Operations Committee. [Note - see Rule 6.8D]~~

Rule 4.67 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month. ~~[Note - see Rule 6.8E8d]~~

- Rule 4.78 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.89 The President, at his/her/their own discretion, may create ad hoc committees and shall appoint these committees' chairs and members. The President shall determine the number of Council member/Councilmembers comprising these committees.

## **ORGANIZATION #2**

### **TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS**

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meeting of the City Council is 5:30 p.m. on the second and fourth Monday of every month.
- Rule 5.3 The Flint City Council may schedule other committee meetings as deemed necessary.
- Rule 5.4 In the event of a call for a special meeting or a change in the time or place of a meeting, the Clerk shall be notified and shall see that each Councilperson/Councilmember and the public are informed as is required by the Open Meetings Act.
- Rule 5.5 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.6 Meetings of the City Council or its committees will occur between 8:00 AM and 10:00 PM, and meetings of the City Council or its subcommittees will adjourn at 10:00 PM, unless a two-thirds majority of the Councilmembers-elect suspend this rule.
- Rule 5.7 City Council may, by resolution, adjourn all meetings for a two-week period. A special, pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA FOR REGULAR MEETINGS OF COUNCIL**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President or any presiding Chair of any committee of the Council, or at the request of the Mayor or Clerk, prior to the start of the meeting. After roll call, the presiding officer shall ask for "any additions or changes to the agenda". Agenda changes or additions need to be approved by the presiding officer, and any unopposed agenda changes or additions may be adopted by consent.
- Rule 6.2 Any agenda matters that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by the appropriate documentation such as staff review reports, etc., and must be signed by the required signatories.
- Rule 6.3 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.
- Rule 6.54 The presiding officer shall choose a person to lead the Pledge of Allegiance.

- Rule 6.56 Opening Ceremonies will consist of Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence for deceased or ailing individuals. Spiritual leaders (of many faiths) ~~will~~ may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.

### **AGENDAS FOR COMMITTEE MEETINGS**

- Rule 6.8 Items denoted with \*\* will only appear on a committee agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Special Order, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Outstanding Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Outstanding Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Special Order, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Outstanding Discussion Items, Adjournment
- Rule 6.8d ~~Grants Committee Agenda - Roll Call, Resolutions, Discussion Items, Outstanding Discussion Items, Adjournment~~
- Rule 6.8de ~~Special Affairs Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Special Order, Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Additional Council Discussion, Adjournment~~
- Rule 6.9 Rules 6.1, 6.2, 6.3 and 6.4 concerning regular Council meetings also apply ~~here~~ to Committee meetings. Section 31.12 of the Disorderly Persons Ordinance applies to all committee meetings.
- Rule 6.10 If multiple committee meetings are held on the same day, a consolidated public comment period may be held during the first scheduled committee meeting. If a committee meeting is held on the same day as a regular Council meeting, public comment can be deferred until the regular Council meeting.

### **ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL**

- Rule 7.1 The order of business at Regular Meetings of the City Council shall be as follows:

- I Call to Order, Roll Call and ~~e~~Opening ~~e~~Ceremonies
- II Reading of Disorderly Persons Section
- III Request for Changes and/or Additions to Agenda  
(Council shall vote to adopt any amended agenda.)

IV Consent Agenda

V Presentation of Minutes

(Council shall vote to accept minutes.)

V Special Orders

(Any Councilperson/Councilmember may request that permission for a Special Order be placed on the agenda, but it must first be approved by both the Council President, and Committee Chair if raised during a Committee meeting.)

VII Public Hearings

VIII Public Speaking

(Three [3] minutes per speaker. Only one speaking opportunity per speaker. Numbered slips will be provided prior to the start of a meeting to those wishing to speak during this agenda item. No additional speakers or slips will be accepted after the meeting begins. Speakers may not allocate or "donate" their allotted time to another person. Council members may not speak during public speaking, nor may they make response comments to speakers. Council members may use their five [5] minutes for final comments to address any issues that have been addressed by public speakers.)

IX Petitions and Unofficial Communications

IX Official Communications – From Mayor and Other City Officials

XI Additional Communications

XII Appointments

XIII Resolutions Licenses

XIV Liquor Licenses/Resolutions (A Council member who desires to speak in debate must obtain

the floor by being recognized by the presiding Chair. In the debate, each member has the right to speak twice [for a maximum of five (5) minutes] on the same question on the same day, but cannot make a second speech on the same question so long as any member who has not spoken on that

question desires the floor. A member who has spoken twice on a particular question on the same day has *exhausted his/her right to debate* that question for that day. A timer will be utilized. No "banking" of time or division of time for future use is allowed.

Council members may request to ask questions of Administrative staff, etc. During debate on any agenda item. Guest speaker time allowed shall be determined by the presiding Chair and is not considered to be part of the limited debate time allocated to council members.

XIV Liquor Other Licenses

XVI Introduction and First Reading of Ordinances

XVII Second Reading and Enactment of Ordinances

XVIII Additional Special Orders/Discussion Items

(Any Councilmember may request that a Special Order be placed on the agenda, but it must first be approved by the Council President, or the Committee Chair if raised during a Committee meeting.)

**ORGANIZATION #3**

**CLOSED SESSIONS**

Rule 7.2 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes: The Open Meetings Act provides exemptions to the rule that government body meetings must be open to the public.

Meeting in closed session—a public body may meet in a closed session only for one or more of the permitted purposes specified in Section 8 of the OMA.

The limited purposes include, among others:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.
- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (5) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential.—However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.
- (6) To consider material exempt from discussion or disclosure by state or federal statute.—But note—a board is not permitted to go into closed session to discuss an attorney's oral opinion, as opposed to a written legal memorandum.

7.3 A closed session must be conducted during the course of an open meeting.

Section 2(c) of the OMA defines "closed session" as "a meeting or part of a meeting of a public body that is closed to the public." Section 9(1) of the OMA provides that the minutes of an open meeting must include "the purpose or purposes for which a closed session is held."

Rule 7.43 GOING INTO CLOSED SESSION [EXECUTIVE SESSION] – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. – A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. – The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.

#### ~~SECTION~~

~~7(1) OF THE OMA SETS OUT THE PROCEDURE FOR CALLING A  
CLOSED SESSION: A 2/3 ROLL CALL VOTE OF MEMBERS ELECTED  
OR APPOINTED AND SERVING IS REQUIRED TO CALL A CLOSED  
SESSION, EXCEPT FOR THE CLOSED SESSIONS PERMITTED UNDER  
SECTION 8(A), (B), (C), (G), (I), AND (J). THE ROLL CALL VOTE AND  
THE PURPOSE OR PURPOSES FOR CALLING THE CLOSED SESSION  
SHALL BE ENTERED INTO THE MINUTES OF THE MEETING AT  
WHICH THE VOTE IS TAKEN. THUS, A PUBLIC BODY MAY GO INTO  
CLOSED SESSION ONLY UPON A MOTION DULY MADE,  
SECONDED, AND ADOPTED BY A 2/3 ROLL CALL VOTE OF THE  
MEMBERS APPOINTED AND SERVING DURING AN OPEN MEETING  
FOR THE PURPOSE OF (1) CONSIDERING THE PURCHASE OR LEASE  
OF REAL PROPERTY, (2) CONSULTING WITH THEIR ATTORNEY, (3)  
CONSIDERING AN EMPLOYMENT APPLICATION, OR (4)  
CONSIDERING MATERIAL EXEMPT FROM DISCLOSURE UNDER  
STATE OR FEDERAL LAW. A MAJORITY VOTE IS SUFFICIENT FOR  
GOING INTO CLOSED SESSION FOR THE OTHER OMA PERMITTED  
PURPOSES.~~

Rule — 7.45 — ~~LEAVING A CLOSED SESSION [EXECUTIVE SESSION]~~ — The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.  
~~THE OMA IS~~

~~SILENT AS TO HOW TO LEAVE A CLOSED SESSION. SUGGESTED IS~~  
~~FOR A MOTION TO BE MADE TO END THE CLOSED SESSION WITH~~  
~~A MAJORITY VOTE NEEDED FOR APPROVAL. ADMITTEDLY, THIS~~  
~~IS A DECISION MADE IN A CLOSED SESSION, BUT IT CERTAINLY~~  
~~ISN'T A DECISION THAT "EFFECTUATES OR FORMULATES PUBLIC~~  
~~POLICY." WHEN THE PUBLIC BODY HAS CONCLUDED ITS CLOSED~~  
~~SESSION, THE OPEN MEETING MINUTES SHOULD STATE THE TIME~~  
~~THE PUBLIC BODY RECONVENED IN OPEN SESSION AND, OF~~  
~~COURSE, ANY VOTES ON MATTERS DISCUSSED IN THE CLOSED~~  
~~SESSION MUST OCCUR IN AN OPEN MEETING.~~

Rule — 7.56 — ~~DECISIONS ON MATTERS DISCUSSED IN CLOSED SESSION TO BE~~  
~~MADE DURING OPEN SESSION DECISIONS MUST BE MADE DURING AN~~  
~~OPEN MEETING, NOT THE~~

~~CLOSED SESSION [EXECUTIVE SESSION]~~ ~~SECTION 3(2) OF THE~~  
~~OMA REQUIRES THAT "ALL DECISIONS OF A PUBLIC BODY~~  
~~SHALL~~  
~~BE MADE AT A MEETING OPEN TO THE PUBLIC." SECTION 2(D) OF~~  
~~THE OMA DEFINES "DECISION" TO MEAN "A DETERMINATION,~~  
~~ACTION, VOTE, OR DISPOSITION UPON A MOTION, PROPOSAL,~~  
~~RECOMMENDATION, RESOLUTION, ORDER, ORDINANCE, BILL, OR~~  
~~MEASURE ON WHICH A VOTE BY MEMBERS OF A PUBLIC BODY IS~~  
~~REQUIRED AND BY WHICH A PUBLIC BODY EFFECTUATES OR~~  
~~FORMULATES PUBLIC POLICY.~~ All determinations, actions, votes, or  
dispositions of motions, proposals, recommendations, resolutions, orders, ordinances,  
bills, or measures by which the City Council effectuate or formulates public policy  
must be made during an open session. "



Rule 7.76 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session. ~~ALL MATTERS DISCUSSED IN CLOSED SESSION [EXECUTIVE SESSION] AND MATERIALS PROVIDED ARE PRIVILEGED INFORMATION AND ARE NOT TO BE SHARED WITH ANY PERSON(S) OUTSIDE OF THE SESSION.~~

### **ACTION BY COUNCIL**

#### **FORM OF FORM OF ACTION BY COUNCIL AND; ADOPTION OF A CONSENT AGENDADIVISION OF QUESTION**

(NOTE THIS ACTION IS OFTEN UTILIZED BY COUNCIL FOR MASTER RESOLUTIONS AND SEPARATION OF SPECIFIC RESOLUTIONS)

- Rule 8.1 All official action of the Council as required by the City Charter shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made upon motion, including decisions on parliamentary procedure.
- Rule 8.2 No motion may be debated by the Council until it has been stated by the presiding officer and it must be reduced to writing if requested by the presiding officer or any CouncilpersonCouncilmember. All resolutions and ordinances must be in writing.
- Rule 8.3 The Presiding Officer or Chair may request the adoption of a "Consent Agenda" consisting of, as applicable, (a) approval of minutes listed on the agenda; (b) accepting and placing on file all communications listed on the agenda, (c) approving all appointments, resolutions, and licenses listed on the agenda; (d) approving ordinances for introduction and first reading or second reading and enactment, as listed on the agenda.
- Rule 8.4 After a motion to adopt a Consent Agenda is made and seconded, the Presiding Officer or Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.
- Rule 8.3 If a question before the Council is susceptible of division, it shall be divided on the demand of any CouncilpersonCouncilmember.

### **VOTING**

- Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present. Any request for unanimous consent by the Chair shall include two calls for objections to the request for unanimous consent.

- Rule 9.2      The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case upon call of the Chair for a vote. If there is an objection, a roll call vote shall be taken.
- Rule 9.3      The voting on all roll calls shall be rotated so that the ~~Councilperson~~Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the ~~Councilperson~~Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding ~~Councilperson~~Councilmember. Following the first vote on any roll call, the remaining CouncilpersonCouncilmembers shall be called in consecutive order until all nine CouncilpersonCouncilmembers have been afforded an opportunity to vote on any question.
- Rule 9.4      A Councilmember must be seated at their designated seating place ~~in order to~~ vote. Proxy votes are not allowed.
- Rule 9.5      INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.
- Rule 9.6      RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to “explain his vote” during voting, which would be the same as debate at such a time.
- Rule 9.7      CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. ~~After that s/he can make the change only by the unanimous consent of the assembly requested body and granted, without debate, and may only be made immediately after the Chair's announcement, immediately following the chair's announcement of the result of the vote.~~
- Rule 9.8      ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9      ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. Voting on questions which affect oneself – the rule on abstaining from voting on a question of direct personal interest does not mean that a member should not vote for him/herself for an office or other position to which members generally are eligible, or should not vote when other members are included with him in a motion.

### INTRODUCTION AND ENACTMENT OF ORDINANCES

~~(BOTH Any City Councilmember or the Mayor may introduce an OrdinanceCITY COUNCIL AND THE LEGAL DEPARTMENT MAY INTRODUCE~~

~~AN ORDINANCE))~~

- Rule 10.1 Upon the introduction of any ordinance, the City Clerk shall proceed as directed in Section 3-30201 *et seq* of the Flint City Charter.
- Rule 10.2 After a public hearing has been completed, any ~~Councilperson~~Councilmember may move the to enactment of the ordinance.
- Rule 10.3 If the ordinance is amended to the extent that there has been inadequate notice to the public of the content of the ordinance, it shall not be enacted until the procedures of Section 3-301 *et seq* of the Flint City Charter ~~Section 3-302~~ are complied with.
- Rule 10.4 Every ordinance must state the date that it becomes effective.—After the vote on the enactment of the ordinance, any ~~Councilperson~~Councilmember may move that it be given immediate effect upon publication, rather than the date stated.—Any effective date earlier than thirty days after enactment requires a two-thirds vote of the ~~Councilperson~~Councilmembers-elect.
- Rule 10.5 Every ordinance shall be submitted to the Chief Legal Officer of the City (FOR ~~CORRECT FORMAT, NOT CONTENT~~) for review and approval as to form prior to enactment.

## **MOTIONS**

### **CONSIDERATION OF MOTIONS**

- Rule 11.1 When a question is under debate, the Chair will receive only the following motions:
- |         |  |
|---------|--|
| Rule 13 | to adjourn                                   |
| Rule 14 | to recess                                    |
| Rule 15 | to postpone temporarily (lay on the table)   |
| Rule 16 | to vote immediately (previous question)      |
| Rule 17 | to limit debate                              |
| Rule 18 | to postpone definitely                       |
| Rule 19 | to refer (commit)                            |
| Rule 20 | to amend                                     |
| Rule 21 | to postpone indefinitely                     |
| Rule 22 | to reconsider                                |
| Rule 23 | to rescind                                   |
| Rule 24 | to withdraw a motion                         |
| Rule 25 | point of order                               |
| Rule 26 | <del>point of</del> request for -information |
- Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed.

### **SUPPORT FOR MOTIONS**

- Rule 12.1 No motion may be considered or debated unless it has ~~the support of~~been seconded by at least one other ~~Councilperson~~Councilmember and has been properly stated by the Chair.—The Chair does not have to recognize a member before that member may second a motion.

Rule 12.2 Nominations need not be seconded.

### MOTIONS #1

#### MOTION TO ADJOURN

Rule 13.1 A motion to adjourn is always in order. ~~If it is made during the count of a vote, it will not be considered until after the vote is announced.~~

Rule 13.2 A motion to adjourn ~~will be decided without debate~~ is not debatable. ~~However, the issue of the time to reconvene may be debated if it is introduced by the maker of the motion or by amendment.~~

Rule 13.3 ~~The Chair may order adjournment, without objection.~~

#### MOTION TO RECESS

Rule 14.1 A motion to recess shall state the length of the recess and ~~shall be decided without debate~~ is not debatable

Rule 14.2 When a recess is taken ~~during the pending of~~ while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.

Rule 14.3 The Chair may order a recess without objection.

#### MOTION TO POSTPONE TEMPORARILY (LAY ON THE TABLE)

Rule 15.1 The Council may decide to postpone temporarily any matter pending before it. ~~The motion may be referred to as a motion to lay on the table.~~

Rule 15.2 ~~A decision to lay upon the table shall have the effect of postponing the question involved, all pending amendments, and other adhering motions, until later in that meeting.~~

Rule 15.23 If a decision is made to resume consideration of a matter or to take up from the table, it shall return in exactly the same form as when it was postponed temporarily. ~~A motion to resume consideration must be made at the same meeting.~~

Rule 15.3 ~~If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.~~

Rule 15.4 ~~All matters postponed temporarily shall be considered at the meeting at which they were postponed. If the motion to take up from the table fails, the issue is considered to have failed.~~

- Rule 15.54 A motion to postpone temporarily or to resume consideration shall be decided without debate.~~is not debatable~~

### **MOTION TO VOTE IMMEDIATELY (PREVIOUS QUESTION OR CALL THE QUESTION)**

- Rule 16.1 Any ~~Councilperson~~Councilmember may move to vote immediately. ~~If the motion is supported, debate will cease immediately. A two-thirds vote of the Councilmembers-present (but no less than a majority of the Councilmembers-Elect) is required for the motion to carry. Failure to cease talking shall result in disciplinary action. Violators shall be removed from the meeting.~~
- Rule 16.2 ~~If the motion receives a majority of the votes of the Councilperson~~Councilmembers-elect, in accordance with Section 3-204(a) of the Charter, the Council shall vote on the pending question or questions in their regular order.
- Rule 16.23 A motion to vote immediately is not debatable.

### **MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 The Council may decide, by majority vote, to limit or determine the time that will be devoted to ~~for~~ discussion of a pending motion or to modify or remove limitations already imposed on its decision. ~~This may include a limit of time for each councilperson~~Councilmember to speak to the issue. ~~Failure to cease talking when a time limit has been reached shall result in disciplinary action. Violators shall be removed from the meeting.~~
- Rule 17.2 If each ~~councilperson~~Councilmember has a limited time to speak, this time limit shall include any questions asked and/or answered per at the ~~councilperson~~Councilmembers request.
- Rule 17.3 A motion to limit or extend debate is not debatable.

### **MOTIONS #2**

#### **MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 The Council may decide to put off consideration of a pending main motion and to fix a definite date/time for its consideration.
- Rule 18.2 The ~~d~~Debate on the motion to postpone definitely shall be limited to one round of discussion, 3 minutes per councilmember, and ~~s~~shall be limited to the reasons for the postponement and the date/time the main motion shall be taken up.

#### **MOTION TO REFER (TO COMMITTEE)**

- Rule 19.1 If a motion to refer a matter to a committee or other agency has been made, the Council shall proceed to decide the question of the referral.

- Rule 19.2 There shall be no further debate on the merits of the main motion or amendments to the main motion until the referral motion is decided.
- Rule 19.3 Debate on the motion to refer shall be limited to one round of discussion, 3 minutes per councilmember

### **MOTION TO AMEND**

- Rule 20.1 A motion to amend must be germane to the main motion.
- Rule 20.2 An amendment may be amended but an amendment to an amendment may not be amended.

### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to prevent discussion or further discussion on a question by voting to postpone it indefinitely.
- Rule 21.2 A motion that has been postponed indefinitely cannot come up again at the same meeting.—If it is reintroduced at a later meeting, it shall be treated as a new motion.
- Rule 21.3 Debate on the motion to postpone indefinitely shall be limited to one round of discussion, 3 minutes per councilmember.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision of the City Council may be made by any CouncilpersonCouncilmember that voted in the affirmative on the motion in question.
- Rule 22.2 A motion to reconsider may be made at the same meeting or not later than the next succeeding regular meeting of the Council provided that if notice has been given to the Council prior to the start of the meeting.
- Rule 22.3 No question may be reconsidered more than once.
- Rule 22.4 If a decision of the Council has gone into effect, the motion to reconsider shall not be in order.

### **MOTION TO RESCIND**

- Rule 23.1 Action to rescind, repeal or annul a previous action may be by resolution unless the previous action is an ordinance.—Action to repeal a published ordinance may only be by ordinance regardless of whether the ordinance has gone into effect.
- Rule 23.2 Notice of a motion to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which the motion is to be made.—However, the Council may vote by two-thirds of CouncilpersonCouncilmembers-elect to waive the notice requirement.
- Rule 23.3 Motions to rescind may be reconsidered regardless of whether the vote was affirmative or negative.

### MOTIONS #3

#### REQUEST TO WITHDRAW A MOTION

- Rule 24.1 ~~Any Councilperson~~Councilmember may withdraw his or her motion before it has been restated by the Chair and placed before the assembly. ~~\_\_\_\_\_ The Councilperson~~Councilmember need not obtain concurrence of any other person.
- Rule 24.2 After the motion has been placed before the assembly, it may only be withdrawn by majority consent of all ~~Councilperson~~Councilmembers present. ~~\_\_\_\_\_ A request to withdraw is undebatable.~~
- Rule 24.3 No request to withdraw a motion may be made after the vote on the motion has commenced.

#### INCIDENTAL MOTIONS – POINT OF ORDER

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the presiding officer does not correct it, or when the presiding officer makes a breach of the rules.
- Rule 25.2 A point of order should not be used for minor infractions ~~that do not affect the substantive rights of the City Council, or its members.~~
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair.
- Rule 25.4 A point of order cannot be ignored by the presiding officer. ~~— A ruling of “agreement – out of order” or “disagree – denied” must be given. – All debate and/or talking shall cease immediately when a point of order is raised, in order for so the presiding officer to can rule. – Failure to cease talking shall result in disciplinary action. – Violators shall be removed from the meeting~~
- Rule 25.5 Any ~~two members have~~ the right to appeal the presiding officer’s decision on a point of order as set forth in Rule 1.2. Another member must second the appeal, or the appeal fails. ~~– This requires one member making (or taking) the appeal and another seconding (or supporting) it. Lack of support means the motion fails. If the motion is supported, the Council body votes to decide the question as set forth in Rule 1.2. – Members have no right to question the decision or ruling of the presiding officer unless they appeal from his/her decision.~~

#### INCIDENTAL MOTIONS – POINT REQUEST FOR INFORMATION

- Rule 26.1 A ~~request~~point for information ~~of information~~ generally applies to information desired ~~from requests information from the~~ a speaker ~~member holding the floor.~~
- Rule 26.2 Its purpose is to help ~~one the member making the request for information understand the process and the potential consequences of the next voting.~~ A request for information that asks a question for which the requestor already knows the answer (i.e. an answer in the form of a question) is improper.
- Rule 26.3 A request for information cannot be ignored by the presiding officer, but the presiding officer – upon hearing the request – may decide whether the request is legitimate and

can proceed, or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes.—The Presiding Officer must rule with either “Proceed” or “Denied”.

- Rule 26.4     ~~A request for information point of information can be given made with a very short explanation but uUsing this tactic a request for information as an opportunity to gain the floor is not allowed.—Multiple abuses of use of point requests fefor information is cause for disciplinary action.~~

## **PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

### **MAINTENANCE OF ORDER AND DEBATE**

(The public and City Council are both subject to the disorderly ~~person~~ persons ordinance section 31-101 and the general code of conduct.—Additionally, the Chair or Presiding Officer has a responsibility and duty to enforce these rules and sanctions for the purpose of maintenance of order.—Only the Chair or Presiding Officer may determine and rule on who/what is in or out of order.—Violations of this rule shall result in removal from the meeting.)

- Rule 27.21     ~~When a member has been called to order, the Chair shall determine whether or notwhether he or she is in order.—Every question of order shall be decided by the Chair subject to an appeal to the Council by any member.—If a member is called to order for words spoken, the exeptional words shall be immediately taken down in writing so that the presiding officer or Council may be better able to judge the matter.~~
- Rule 27.32     ~~During any portion of any meeting, council memberCouncilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.—Any council member or audience member who engages in this behavior during a meeting shall be removed from the meeting.~~
- Rule 27.43     ~~Only the presiding officer may call an individual (or staff member, or department head, etc.) up to the podium (and/or table) to speak or answer questions.—Other council memberCouncilmembers would have to petition the presiding officer to make this request.~~
- Rule 27.4     ~~Mobile devices shall be set to silent mode prior to any meeting being called to order.~~

### **RIGHT TO SPEAK IN DEBATE**

- Rule 28.1     ~~Every CouncilpersonCouncilmember and every person granted the privilege of speaking to the City Council, on any matter before the City Council, -shall address all remarks to members of the Council and shall not speak until recognized.~~
- Rule 28.2     ~~When two or more Councilmembers address the Chair at the same time, the Chair shall name the CouncilpersonCouncilmember who is first to speak.~~
- Rule 28.3     ~~A Councilmember who desires to speak, on any matter before the City Council, must obtain the floor by being recognized by the presiding Chair.—A Councilmember must be in their seat when requesting to be recognized.—Unless otherwise specified by these rules each member has the right to speak up to twice on the same question on the same day, for 5 minutes during each round, but cannot make a second speech on the same~~



question so long as any member who has not spoken on that question desires the floor. A member who has spoken twice on a particular question on the same day or who has exhausted their allocated time has exhausted his/her right to debate on that question for that day.— The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time.

Rule 28.4 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of Administrative Staff, etc., during debate on any agenda item.— Any such questions and responses shall be incorporated as part of the Councilmember's allotted time.

### **PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC**

Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.

Rule 29.2 If a member of the public wishes to address the City Council, they may do so at the regular City Council meeting.— He or she shall submit, prior to the start of the meeting, a statement in writing containing his or her name and address and the topic to be covered.— A box will be placed at the entrance to the Council Chambers for the collection of the statements.

Rule 29.3 Members of the public shall have no more than 3 minutes per speaker during public comment.— Only one speaking opportunity per speaker.— Numbered speaker slips will be provided prior to the start of a meeting to those wishing to speak during this portion of the agenda.— No additional speakers or slips will be accepted after the meeting begins.— ~~City council member~~Councilmembers may not also address council~~speak~~ as a member of the public at this time.— ~~Public S~~speakers may not allocate or "donate" their allotted time to another person.

Rule 29.4 If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker.

Rule 29.5 Members of the public shall have no more than ~~10~~3 minutes to address the City Council during a public hearing.

Rule 29.6 ~~Councilmembers may not speak during public hearings nor may they make response~~  
~~comments respond to speakers.~~

Rule 29.~~76~~— Any person ~~while being heard~~speaking at a Council meeting may be called to order by the President or any ~~Councilperson~~Councilmember for failure to be germane, for vulgarity, for personal attack of persons or institutions, or for speaking in excess of the allotted time.

Rule 29.~~87~~— Any person who is called to order shall thereupon yield the floor until the President shall have determined whether he or she is in order.— Every question of order shall be decided by the President subject to an appeal by any ~~Councilperson~~Councilmember to the Council.— If a person so engaged in presentation shall be determined by the Council to be out of order, that person shall not be permitted to continue at the same meeting except on special leave of the Council.

Rule 29.98— ~~Councilperson~~Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules. ~~not respond to any public speakers, but only one response and only when all public speakers have been heard. Individual council response is limited to two minutes and is subject to all rules of decorum and discipline. until Final Council Comments.~~

## **CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

### **GENERAL CONDUCT AND STANDARDS OF CONDUCT**

Rule 30.1 Every ~~councilperson~~Councilmember is subject to the established rules or general conduct and the standards of conduct as may be adopted by the City Council.

### **ETHICS**

Rule 31.1 Every ~~councilperson~~Councilmember is subject to the established ethics rules of the City of Flint Charter and ~~and~~ Ethics Ordinance.

### **DISCIPLINARY ACTIONS**

Rule 32.1 Every ~~councilperson~~Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.

Rule 32.2 For any repeated violation of these rules, the Presiding Officer or Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.2. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

### **REVIEW OF CITY COUNCIL RULES**

Rule 33.1 Every December, the City Council shall place an item on the Special Affairs Committee agenda for a review of these rules.

Rule 33.2 At his/her own discretion, the Council President may at any time appoint a committee and its members to review and offer revisions of City Council Rules.

Rule 33.3— ~~The rules may be revised upon a 2/3 majority vote of City Council members, per the City Charter. All Council members are subsequently and immediately subject to the approved rules.~~

Rule 33.43 It is the responsibility and duty of the Council President, Vice President, and all the Committee Chairs to ensure that these rules are adhered to and to apply the recommended disciplinary actions if they are not. ~~Failure to do so is itself a violation of the rules and~~ can subjects the violator to disciplinary actions.

RULES ORIGINALLY ADOPTED:—MAY 10, 1976

1ST AMENDMENT ADOPTED:—MAY 24, 2010

2ND AMENDMENT ADOPTED: APRIL 27, 2015

3RD AMENDMENT ADOPTED: JUNE 12, 2017

4<sup>TH</sup> AMENDMENT ADOPTED: \_\_\_\_\_

DRAFT

RESOLUTION NO.: 220540  
PRESENTED: DEC 19 2022  
ADOPTED: \_\_\_\_\_

**RESOLUTION RECOMMENDING THE APPOINTMENT OF ASHNEE YOUNG TO THE  
FLINT HOUSING COMMISSION BOARD OF COMMISSIONERS**

**BY THE MAYOR:**

**WHEREAS**, The Flint Housing Commission is governed by a board of five (5) Commissioners; the term of appointment is five (5) years, pursuant to the by-laws of the Flint Housing Commission; and

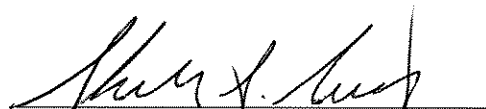
**WHEREAS**, Mayor Sheldon A. Neeley recommends the appointment of Ashnee Young, to fulfill the remaining term for Chia Morgan, who has resigned from the Flint Housing Commission Board of Commissioners, with such term to commence immediately, and expires November 30, 2026; and

**THEREFORE, BE IT RESOLVED** that the Flint City Council approves the appointment of Ashnee Young to serve a five-year term on the Flint Housing Commission, with such term commenced immediately, and expires November 30, 2026.

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
William Kim, Chief Legal Officer

**FOR THE CITY OF FLINT:**

  
\_\_\_\_\_  
Sheldon A. Neeley, Mayor

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

RESOLUTION NO.: 220541  
PRESENTED: DEC 19 2022  
ADOPTED: \_\_\_\_\_

**RESOLUTION RECOMMENDING THE APPOINTMENT OF NADINE ROBERTS TO THE  
FLINT HOUSING COMMISSION BOARD OF COMMISSIONERS**

**BY THE MAYOR:**

**WHEREAS**, The Flint Housing Commission is governed by a board of five (5) Commissioners; the term of appointment is five (5) years, pursuant to the by-laws of the Flint Housing Commission; and

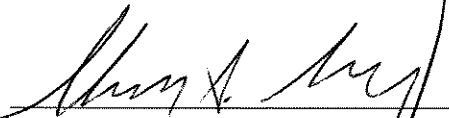
**WHEREAS**, Mayor Sheldon A. Neeley recommends the appointment of Nadine Roberts, to fill the vacant Commissioner seat, on the Flint Housing Commission Board of Commissioners, with such term to commence immediately, and expires November 30, 2026; and

**THEREFORE, BE IT RESOLVED** that the Flint City Council approves the appointment of Nadine Roberts to serve a five-year term on the Flint Housing Commission, commencing immediately, and expires November 30, 2026.

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
William Kim, Chief Legal Officer

**FOR THE CITY OF FLINT:**

  
\_\_\_\_\_  
Sheldon A. Neeley, Mayor

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



## CITY OF FLINT

RESOLUTION NO.: 220542

PRESENTED: DEC 19 2022

ADOPTED: \_\_\_\_\_

**Resolution Recommending the Appointment of Kristin Stevenson to the  
City of Flint's Building Code Board of Appeals**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, Flint City Ordinance Chapter 24 §121-123, adopted on November 15, 2021, establishes the City of Flint Building Board of Appeals as a multiple member body by the Flint City Council and identifies their functions; and


**WHEREAS**, §24-122 identifies the composition, appointment, and terms of office of the Building Board of Appeals, states that the Board shall consist of five (5) members and two (2) alternates, and identifies qualifications required of members; and

**WHEREAS**, §24-122 states that members and alternates of the BBOA shall be either a licensed contractor, a licensed architect or professional engineer, two members of the general public with knowledge/experience in building construction, maintenance, or design, a registered building official, plan reviewer, or inspector; and

**WHEREAS**, Mayor Neeley recommends the appointment of Kristin Stevenson (General public,) 4<sup>TH</sup> ward resident) for a one-year term; and

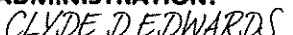
**IT IS RESOLVED**, Pursuant to 24-122, that the Flint City Council approves the appointment of Kristin Stevenson, to the Building Board of Appeals for a one year term commencing immediately upon adoption of this resolution and expiring December 1, 2023.

**APPROVED AS TO FORM:**

  
William Kim (Nov 15, 2022 14:47 EST)

**William Kim, Chief Legal Officer**

**ADMINISTRATION:**

  
CLYDE D EDWARDS (Nov 17, 2022 11:50 EST)

**Clyde D. Edwards, City Administrator**

**CITY COUNCIL:**

\_\_\_\_\_



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** November 15, 2022

**BID/PROPOSAL#** n/a

**AGENDA ITEM TITLE:** Resolutions recommending approval of the appointment of Kristin Stevenson to the City of Flint Building Board of Appeals (BBOA)

**PREPARED BY:** Suzanne Wilcox, Director of Planning and Development

**VENDOR NAME:** n / a

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Building Code Board of Appeals (BBOA) is established pursuant to Section 6-101 of the Flint City Charter, Chapter 24 of the Flint City Code of Ordinances; the Housing Law of Michigan; the Construction Code Act of 1972; and the International Property Maintenance Code (IPMC) as adopted by Section 24-4 of the Flint Code of Ordinances, as amended. The duties of the BBOA include, but are not limited to: conducting appeals hearings as set forth in MCL 125.451, MCL 125.1501, and Section 111.1 of the IPMC, as adopted by Section 24-4 of the Flint Code of Ordinances, as amended.

Flint City Ordinance Chapter 24 §121-123, adopted on November 15, 2021, establishes the City of Flint Building Board of Appeals as a multiple member body by the Flint City Council, identifies their functions, as well as the composition, appointment, and terms of office of the Building Board of Appeals. Per the ordinance, the BBOA shall consist of five (5) members and two (2) alternates. Members and alternates shall satisfy at least one of the following qualifications: be a licensed building contractor, a licensed architect or professional engineer, two members of the general public with knowledge/experience in building construction, maintenance, or design, or a registered building official, plan reviewer, or inspector. At least three-fourths of the members of the board (including alternates) shall be residents of the City of Flint. Currently the non-resident member position of the BBOA is filled. All further appointments must be residents of the City of Flint.

The attached resolution recommends the appointment of Kristin Stevenson to the Building Board of Appeals. The recommendation satisfies the requirements of the ordinance in composition and term.

**FINANCIAL IMPLICATIONS:** None



## CITY OF FLINT

BUDGETED EXPENDITURE? YES ☐ NO ☒ IF NO, PLEASE EXPLAIN: n/a

Dept.	Name of Account	Account Number	Grant Code	Amount
		FY21/22 GRAND TOTAL		

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO:

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒  
(If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal) n/a

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining): n/a

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

Director, Dept of Planning and Dev.

(PLEASE TYPE NAME, TITLE)



# Kristin Stevenson

Flint, Michigan – Ward 4

Phone: (810) 853-9168 E-Mail: kristindeniseverson@yahoo.com

## Objective

It is my intent to enact positive social, economic, cultural, and environmental change through sustainable neighborhood investment and engagement strategies. For the past seven years I have worked in a professional capacity to improve the situation of an urban city through innovative partnerships and intentional public engagement. Personally, I am dedicated to living my life as a citizen rather than a consumer.

## Skills

- Seven years of professional urban planning, project management, and development oversight work
- Demonstrated grant writing, management, and financial analysis ability
- Particularly adaptable in dynamic circumstances; strong ability to work both independently and within a team
- Detail oriented work ethic; effective time and varied workload management
- Proficient in Adobe Creative Suite, Microsoft Office Suite, Google Workspace
- Strong international development and historical background
- Fluent in spoken and written French

## Experience

### Greater Flint Health Coalition Project Manager

November 2021 – Present

- Project Manager for Flint Resiliency in Communities After Stress and Trauma (ReCAST) grant
  - Oversee all components of project implementation including managing partners, deliverables, and reports

### City of Flint Planner II

Sept 2018 – November 2021

- Project Coordinator for HUD Choice Neighborhood Initiative (CNI) in South Flint – Implementation Grant
  - Ensure and evaluate progress on Housing Plan goals of constructing new, high-quality, mixed-income housing within the grant term. Review and assist with development financing for four construction phases.
  - Ensure and evaluate progress on People Plan goals of improved educational outcomes for youth, self-sufficiency, and health. Provide supervisory level oversight of People Program Director and Case Managers. Work with team to develop project benchmarks and supportive services strategies. Manage People Program contract and associated budget of \$4.5 million.
  - Ensure and evaluate progress on Neighborhood Plan goals of comprehensive blight elimination, economic development, and increased access to recreation. Assist team in fundraising and strategizing to support broad neighborhood improvement. Guide collaborative integration of Truth, Racial Healing, and Transformation (TRHT) into community engagement efforts.
  - Manage \$30 million CNI Implementation Grant administration, budget, and track \$300 million of leveraged funds; draft, review, and submit quarterly data reports to HUD in collaboration with lead cross-sector grant partners, submit budget revision requests to HUD, manage contracts with lead partner, complete reimbursement drawdowns, strategize and fundraise for post grant term sustainability

### City of Flint Planner I

August 2015 – September 2018

- Project Coordinator for HUD Choice Neighborhood Initiative (CNI) in South Flint – Planning Grant
  - Led Implementation Team in successful application and award of \$30 million CNI Implementation Grant; secured over \$300 million of leveraged partner projects to support application; wrote and edited Neighborhood, People, and Summary sections of grant application; planned successful HUD Site Visit with 100+ community partners in attendance
  - Developed strategies for South Flint planning effort to improve upon the three core CNI goals – Housing, Neighborhood, and People; handled HUD grant administration; responsible for two-year \$500,000 budget, expenditure tracking and the use of HUD eLOCCS drawdown system; facilitated fundraising to support ineligible grant expenses
  - Planned community wide meetings, events and trips; responsible for regular outreach to Atherton East residents and South Flint neighborhood groups; supervised three outreach assistants; built trust and inter-personal relationships between public housing residents, community members, CNI team, and local stakeholders; facilitated a collaborative partnership between the City of Flint and Flint Housing Commission; represented CNI project to HUD, general public, and media

## Education

### B.A. Composite Degree International Studies & French

September 2009 – May 2013

Hope College, Holland MI – Completed Phelps Scholars exemplary diversity program (2010); Invited Keynote Speaker, Senior Recognition and Women of Color Dinner (2013); Member, Pi Delta Phi Gamma Mu Chapter