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TO: CITY COUNCIL RULES COMMITTEE
Council Member Angela Whitfield Calloway, Chairperson
Council President Pro Tem James Tate, Jr., Vice Chairperson
Council Member Coleman Young, II, Member
Council Member Mary Sheffield, Ex-Officio

FR: David Whitaker, Director 
Dr. Analine Powers
Dr. Sheryl L. Theriot
Legislative Policy Division Staff

DA: May 17, 2022

RE: Rules Committee Recommendations

SUGGESTED ITEMS FOR REVIEW:

- Add TABLE OF CONTENTS
- Line 1 & 9: Switch order of 1.0 COMPOSITION OF COUNCIL with 2.0 AUTHORITY (p.1)
- Add Charter Reference to COMPOSITION OF COUNCIL (Section 3-108) (p.1)
- Section 3.5.2 – Joint Committees (delete – all references. Any issue requiring 6 members should be a Committee of the Whole:

Sec. 3.5.2. Joint Committees.

Joint committees are created by City Council from two or more standing committees to perform a specific task for a limited duration. In the case of a joint committee, the Chair of the committee designated first by the President in order of referral shall serve as Chair of the joint committee and the Chair of the committee designated second shall serve as the vice Chair of the joint committee subject to the approval of the City Council.

- Section 4.2 Board of Review and 4.2.1 Members
 - Delete “Property Assessment” – it is not referenced in the Charter
- Sec. 4.2. - Board of Review.

Pursuant to Section 9-401 of the 2012 Detroit City Charter, there shall be a Board known as the ~~Property Assessment~~ Board of Review to hear and determine appeals from property tax assessments.

Sec. 4.2.1. Members.

The ~~Assessment Board~~ Board of Review consists of nine members with at least seven (7) members appointed from each of the non-at-large districts.

- Section 4.4.1 - City Planning Commission

Sec. 4.4.1. Appointment.

The nine-member City Planning Commission shall be appointed by and serve at the pleasure of the City Council. Seven of the members shall be appointed, one each, from the **two (2)** non-at-large **districts**. No more than two members shall be appointed from any one district. As far as possible, different professions and occupations shall be represented on the Commission.

- Section 9.2 – Committee Creation

Budget, Finance and Audit Standing Committee

- Auditor General
- Assessment
- **Audits**
- Budget
- Finance
- Financial Review Board
- Grant Management
- Income and Property Taxes
- Office of the Chief Financial Officer (**OCFO**)
- **Risk Management**

Internal Operations Standing Committee

- 36th District Court
- Board of Ethics
- Board of Review
- ~~Cable Commission and Other Broadcast Operations~~ (now is Media Services under NCS)
- Citizen Advisory Councils
- City Clerk
- Civil Rights, Inclusion, and Opportunity (CRIO)
- Council Appointed Boards and Commissions
- Department of Innovation and Technology (DoIT)
- ~~Detroit Building Authority~~ (moved to PEDS)
- Detroit City Council
- Detroit Wayne Joint Building Authority
- Elections
- ~~General Services~~ (error – should be in NCS)
- Human Resources
- **Inspector General**
- Law
- Mayor's Office
- Pension and Retirement Systems
- Retirement Protection Fund Investment Committee

Planning and Economic Development Standing Committee

- Citizens District Council
- **Convention Authority**
- **Detroit Brownfield Redevelopment Authority (DBRA)**
- Detroit Building Authority (~~moved from Internal Operations~~)
- Detroit Economic Growth Corporation (DEGC)
- Detroit Employment Solutions Corporation
- **Detroit Landbank Authority (DLBA)**
- **Detroit Wayne County Port Authority (DWCPA)**
- **Detroit Wayne County Stadium Authority (DWCSA)**
- Downtown Development Authority (DDA)
- Economic Development Corporation (EDC)
- Empowerment Zone
- Housing and Revitalization
- Licensing and Consumer Protection
- **Local Development Finance Authority (LDFA)**
- Planning and Development
- Workforce Development
- Zoning

Neighborhood and Community Services Standing Committee

- Arts
- Belle Isle
- Detroit Building Authority
- ~~Cable Commission and Other Broadcast Operations~~ (now Media Services)
- Citizens Radio Patrol
- Community Advisory Councils
- **Cultural Affairs**
- **Department of Neighborhoods (DON) (new)**
- Eastern Market
- General Services
- Historical
- Homeless Coordination
- **Human Services**
- Library
- **Media Services**
- Museums
- Neighborhood City Halls
- Ombudsman
- Parks and Recreation
- Riverfront Conservancy
- Senior Citizens
- Southeast Michigan Council of Government (SEMCOG)
- Special Events (including those with street closures)
- Youth
- Zoo

Public Health & Safety Standing Committee

- Airport
- Buildings, Safety Engineering and Environmental (**BSEED**)
- **Department of Appeals and Administrative Hearings**
- Department of Public Works (**DPW**)
- **Detroit Area Regional Transit Authority (DARTA)**
- **Detroit Transportation Corporation (DTC)**
- Detroit Water and Sewerage Department (DWSD)
- Detroit Wayne **County** Health Authority
- **Environmental Affairs**
- Fire Department
- Greater Detroit Resource Recovery Authority (**GDRRA**)
- Health Department
- Homeland Security **& Emergency Management**
- Municipal Parking
- Police Department
- Public Lighting
- **Traffic and Parking Control**
- Transportation

- Section 9.12 – Agenda

The 2021 Rules Committee approved amendment for Section 9.12 was inadvertently omitted from the resolution setting the Public Hearing to amend the Council Rules.

The amendment approved by the Rules Committee (underlined) changes the section to read as follows:

The agenda for each Standing Committee shall be composed of items referred by the President and items added at the discretion of the Chair of that committee. The Chair shall determine the order of the items on the agenda. All items referred to a standing committee shall appear on the agenda within 30 days of being referred. The Committee will review and discuss the items and then send them to Formal Session for consideration. Items shall be referred to Formal Session within sixty (60) days after appearing on the Committee agenda. Walk-ons shall be permitted at the discretion of the chair.

OTHER ITEMS

- It is unclear when the MOTION should be made to assign reports to LPD and who keeps a record. The current language reads:
 - Sec. 18.1 Assignment Procedure. All assignments to the Legislative Policy Division shall be made in the form of a motion and given in typewritten form, through the Committee of the Whole, Formal Session, Adjourned Session, Special Session, Special Committees, or Standing Committees.
- 13.5 – VERBAL REQUESTS – the responses should be in writing AND forwarded to the Clerk for inclusion on the agenda and shared with all council members and LPD.
 - Sec. 13.5. - Verbal Requests. All verbal requests and directions to the City Clerk shall be followed up with a written memo within 24 hours of the request.
 - RECOMMENDATION: Responses from Departments to written/verbal requests from at Standing Committee’s should also be provided in writing on the respective Standing Committee agenda.
- Insert language reflecting the resolution and policy relative to Public Hearings (ex. Tax abatements) that are being held by Standing Committees:

“When the initial petition appears on the Formal Session agenda and a statutory public hearing is required, once the item is referred to the Planning and Economic Development Standing Committee, the chair of the (PED) Standing Committee is authorized, upon consultation with the Clerk, to set the date of the hearing.”
- NOTE: For PEDS, this needs to be restricted to tax incentive public hearings (inclusive of tax abatement and brownfield hearings). Mr. Todd mentioned in our last PED committee meeting that certain public hearings regarding zoning may have specific statutory requirements.

APPENDIX SUGGESTIONS

- ACTIONS REQUIRING A TWO-THIRD (2/3) VOTE:
 - Motion to Schedule a Closed Session (requires a Roll Call Vote) (Sect. 12.3)
 - Motion to add an item to the Formal Session Agenda (Sect, 10.13.9.3)
 - Motion to Waive Reconsideration (Sect 10.14.2.1)
 - Motion to Close Debate (Sect. 10.14.2.4)
 - Motion to Override Mayor's Veto (Sect. 15.5.10.6)
 - Motion to Give Immediate Effect to Any Ordinance (Sect 15.5.11)
 - Motion to Suspend Rules (requires a Second) (Sect. 25.1)d
 - Motion to Schedule an Emergency Session (Sect 5.5)
 - Removal of Standing Committee Chairs by Council President (Sect. 6.35)
 - Removal of Standing Committee Chairs or Vice Chairs (Sect. 9.6)
 - Voting to Fill a City Council Vacancy (Sect. 7.2)

- PROCESS AND FLOW CHART FOR WHEN LEGAL REPRESENTATION/LAWSUIT SETTLEMENTS ARE RECOMMENDED TO BE DENIED AND – WHEN/HOW TO SCHEDULE A CLOSED SESSION

- ORDINANCES (process)

- AMENDMENTS TO ORDINANCES (process)

- PUBLIC HEARING PROCESS/LANGUAGE