

Committee Members:

- | | | |
|-------------------------------------|--|--------------------------|
| <input checked="" type="checkbox"/> | Josh Palmer, 7 th Ward, Chair | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | Dan DeArment, Ward 4 | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | Dennis Hellmann, Ward 2 | <input type="checkbox"/> |
| <input type="checkbox"/> | | <input type="checkbox"/> |
| <input type="checkbox"/> | | <input type="checkbox"/> |

Staff:Meeting Start Time: 5:30pGuests: Members of the PublicMeeting End Time: 6:02p**Agenda:****Call to Order****Roll Call****New Items**

Review 2024-2025 Council Rules of Procedure

AdjournmentJoshua Palmer

Ad Hoc Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An **AD HOC COMMITTEE** met on April 9, 2024 to continue discussions from the March 13, 2024 and March 26, 2024 Ad-Hoc Committee meetings on reviewing the 2024-2025 Council Rules of Procedure.

We recommend

the adoption of the attached Changes to the Rules of Procedure for City Council Meetings.

Aye Nay


Josh Palmer, Chair

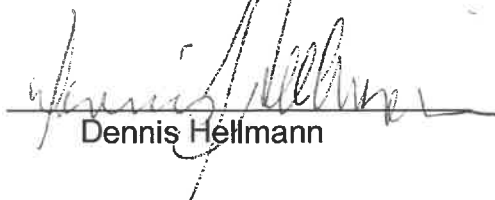
AD-HOC COMMITTEE

Aye Nay


Dan DeArment

LEGISLATION: _____

Aye Nay


Dennis Hellmann

DATED: April 9, 2024

Ad Hoc committee meeting on Council Rules

Tuesday, April 9, 2024 5:30pm

Josh Palmer (chair), Dennis Hellmann, Dan DeArment (presenter)

Action items consolidated from March 13th and 26th meeting.

Meeting Agenda: Finalize proposed changes, called “Final Draft Proposal”

1. Speakers that want to present on an agenda item would identify which agenda item on their speaker form and the presider would call on them when that agenda item is being discussed. The speaker needs to stay on topic.
2. The sequence of events for an individual agenda item would be:
 - a. Introduction of item, reading of ordinance
 - b. Public comment
 - c. Motions (if any), discussion, vote
3. For speakers that are not speaking to a specific agenda item, they would indicate that on their speaker form and they would be scheduled to speak towards the end of the meeting, after new business, prior to adjournment.
4. Incorporate Patty Klein’s structure of the speaker form, especially as they relate to tying responses to public comments back to ward council representatives. Request only speakers ward instead of address. Allow for usability comments from President of Council.
5. Comments specific to an agenda item remain at 4 minutes.
6. Comments not specific to an agenda item will remain at 4 minutes.
 - a. An individual can only speak once during a meeting.
 - b. If a speaker wishes to comment on multiple agenda items, they can choose to speak at the end of the meeting with a 4-minute time allowance.
 - c. Public input will be allowed up to 60 minutes, not by the number of speakers as is currently the rule. The President of Council shall make best effort to balance the number of speakers for or against an issue.
 - d. The 60-minute clock starts when the first citizen starts to speak, runs continuously until the last speaker leaves the podium, and includes Q&A. The 60-minute limit is cumulative of comment time spent on both agenda and non-agenda items.
7. Speakers will address only city council. The podium in the council chamber room should be oriented directly towards city council as a reminder to speakers of who their audience is.
8. The public comment period is not to be used as a campaign platform.
9. The president of council shall screen out issues that don’t directly involve city council.
10. All speakers must live in the City of Findlay, represent companies that conduct business in Findlay or live in neighboring communities that are directly impacted by the City of Findlay.
11. Add a new section to the agenda called “Utility Contractor Communications” for utility contractors working directly for or within the city.

12. All agenda items to be prepared and submitted to Clerk of Council by noon on Thursday prior to council meeting.
13. Clerk of Council shall make best effort to include meeting minutes in the next council package.
14. The Chairperson of each standing committee is a member of the Strategic Planning Committee.

Next Steps:

- a. Ad Hoc committee to vote on the Final Draft Proposal.
- b. Legal department to incorporate comments into Council Rules.
- c. Schedule Ad Hoc meeting to review and accept final rule changes.
- d. Place Committee report on Council agenda. Council to vote on rule changes. One reading.
- e. If approved, initiate two-month pilot (4 meetings).
- f. If rejected, edit rules, initiate pilot.
- g. Upon conclusion of pilot, incorporate community and council feedback.
- h. Finalize rules.
- i. Disband Ad Hoc Committee.



Findlay City Council Communication Form

Oral (in person)

email

Agenda Item *unmarked*
 NON-AGENDA ITEM (60)

- Present this form to the City Council President prior to the meeting
- Attach this form with email communication or include all fields below when submitting an email
- The City Council President will present this to the submitter's Council Representative
- Ward number: _____, Council Representative name: _____

To the honorable council of the City of Findlay, Ohio:

I, _____, residing ~~at~~ IN WARD # _____,
phone (optional) _____ or EMAIL _____

Wish to address your honorable body in regards to:

Issue: Agenda Item:

Submitter's Requested
Action: _____

Signature _____ Date _____

Action taken by Council Representative:

Representatives Signature _____ Date _____

Return to Council President, Archived.