



## Request for City Council/Committee Action from the Office of the City Clerk

**Date:** August 29, 2013  
**To:** The Hon. John Quincy, Chair, Rules Committee  
**Subject:** City Council Rules – 2013 Revision  
**Recommendation:** Adopt a resolution which approves the 2013 rules revision and defines this new set of rules to be the definitive Minneapolis City Council *Rules of Order*.

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| Prepared by: Casey Joe Carl, City Clerk<br>Presenters in Committee: Casey Joe Carl, City Clerk |
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**Supporting Information:** Pursuant to Minn. Stat. § 412.191, subd. 2, and Minneapolis City Charter § 4.3, the City Council is empowered to determine its own procedural rules. The rules ensure equal rights and responsibilities of all Members and provide a consistent framework for the consideration and treatment of all policy proposals, business matters, and other issues — essentially defining the operational aspects of the City’s legislative process. The City Council has adopted *Robert’s Rules of Order, Newly Revised*, as its parliamentary authority, but has supplemented that manual with standing rules specific to the City of Minneapolis.

Over the years, various amendments have been made to improve, clarify, or strengthen the Council’s rules. Additionally, newer versions of *Robert’s* have been produced. The most current edition was published in 2011, and—like earlier editions—it contains a number of improvements aimed at modernizing and streamlining its procedures. The City Clerk has examined the Council’s existing rules and prepared a revision for consideration by City Council. The proposed revision:

- Aligns with new and updated practices in the current edition of *Robert’s Rules of Order, Newly Revised*, 11th Ed.;
- Organizes content into a series of ten rules consolidated by subject matter and further divided into sections;
- Eliminates duplicative and outdated practices; and
- Incorporates a table of contents, reference charts, annotations, and explanatory notes to facilitate use.

A legal analysis of the rules revision was completed in October 2012. Copies of the draft revision were provided to all Council Members, and feedback and suggestions for improvement are incorporated in the final draft.

### Attachments:

1. Draft resolution adopting the Minneapolis City Council *Rules of Order*
2. Revised Minneapolis City Council *Rules of Order* [DRAFT]
3. Existing Council Rules with annotations providing comparison to proposed revision