

# **City of Ann Arbor**

301 E. Huron St.  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>



## **Meeting Minutes - Final**

**Tuesday, July 13, 2021**

**4:15 PM**

**Electronic. Audio only. To listen or speak at public comment, call:**

**1-877 853 5247 US Toll-free**

**Meeting ID: 945 6902 1566**

**Electronic Meeting.**

## **Council Administration Committee**

**CALL TO ORDER**

Meeting called to order at 4:15 p.m. All committee members participating from Ann Arbor, Washtenaw County, Michigan. Present: Mayor Taylor and Councilmembers Eyer, Grand, Griswold, and Ramlawi. Also present: City Attorney Stephen Postema, Amy Cell, and Strategic Planning Coordinator Sara Higgins who recorded the minutes. Amy Cell left the meeting at 5:02 p.m.

**APPROVAL OF AGENDA**

Motion to approve the agenda by Councilmember Ramlawi, seconded by Councilmember Grand. Motion to amend the agenda by Councilmember Griswold to include the following items of new business: 1) Incomplete and Incorrect Information Sharing Discussion and 2) Employment Law Refresher for Council. Approved with amendments. Yeas (5) Nays (0).

**APPROVAL OF MINUTES**

[21-1293](#) Council Administration Committee Minutes - June 22, 2021

Motion to approve the minutes by Councilmember Ramlawi, seconded by Councilmember Griswold. Approved as presented.

**UNFINISHED BUSINESS****1 City Attorney Succession Planning**

Discussion and review of documents for City Attorney position: 1) Job posting, 2) Talent Rubric, 3) Search Process and Timeline. Motion by Councilmember Grand to approve a Resolution to Approve Attorney Search Timeline, Talent Rubric, and General Process to be proposed at July 20, 2021, seconded by Mayor Taylor. Approved: Yeas (5), Nays (0).

**2 City Attorney Personnel Evaluation**

Discussion and review of documents.

**3 City Administrator Personnel Evaluation**

**Discussion and review of documents.**

**4 Council Rules**

**Motion to move forward proposed changes as a communication item from Council Administration Committee on July 20, 2021 Council Agenda and sponsored by the Council Administration Committee as a resolution for action at the August 2, 2021 Council meeting. Approved: Yeas (5), Nays (0).**

**5 Rule 12 Complaint**

**Discussion.**

**NEW BUSINESS**

**1 Incorrect and Incomplete Information Sharing (Councilmember Griswold)**

**Discussion. Councilmember Griswold to bring forward with more information at next Council Administration Committee meeting.**

**2 Employment Law Refresher (Councilmember Griswold)**

**Discussion. Councilmember Griswold to bring forward with more information at next Council Administration Committee meeting.**

**INFORMATION/UPCOMING BUSINESS**

**None.**

**PUBLIC COMMENT**

**None.**

**ADJOURNMENT**

**Motion to adjourn by Councilmember Griswold, seconded by Councilmember Eyer. Meeting adjourned at 5:32 p.m.**

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