

212.02
Rules of Procedure

III.

A. Every Commissioner present, including the Mayor, when a question is stated or vote is called for on any resolution, motion, question or ordinance shall vote "Yes" or "No" thereon, unless he is excused by the unanimous consent of the remaining Commissioners, or unless he is pecuniarily interested, in which latter case he shall not vote. The vote on all matters shall be taken and entered upon the record of the proceedings of the Commission. A roll call vote shall be taken on any resolution, ordinance or amendment thereto before the City Commission on a rotating basis.

B. Roll call votes shall be conducted by the Clerk in such sequence so as to rotate the requirement of voting first to each Commissioner, including the Mayor, alphabetically around the Commission table.

C. As an alternative to paragraph B. hereof, roll call votes may be conducted by the Clerk using a machine system of voting which permits each Commissioner to vote "Yes" or "No" and not have his or her vote displayed to other Commissioners or the public until all votes by Commissioners have been cast, at which time the Clerk shall publicly reveal the vote.

D. The following definition and procedures shall apply to accommodate the absence from a public meeting, workshop and/or work session (hereafter "meeting") of a member of the public body due to military duty:

(1) "Military Duty" means (a) training and service performed by an inductee, enlistee or reservist or any entrant into a temporary component of the armed forces of the United States, and (b) time spent in reporting for and returning from such training and service, or if rejection occurs, from the place of reporting, pursuant to a lawful order.

(2) The member of the public body who will be absent from a meeting due to military duty shall notify the City Manager of the intended absence and affected dates sufficiently in advance of the public meeting to allow the public to provide input on any business that will come before the public body, along with an email address and telephone number where that member can be reached during the absence from the meeting for military duty.

(3) Upon notification by the City Manager to the City Clerk of the absence under this sub-section, the City Clerk shall post a notice of the affected public meeting, which shall include a notification to the public of the name of the member who will be absent due to military duty and a notification that the member may be contacted through the City of Battle Creek website portal or with a written message submitted to the City Manager's office.

(4) The member of the public body who will be absent from a public meeting due to military duty shall be permitted to participate in, and vote on, business before the public body in a manner determined by the City I.T. Director, or their designee, to ensure 2-way communication wherever feasible, ideally utilizing a form of teleconferencing whenever possible.

(5) The member of the public body who will be absent from a meeting due to military duty shall be considered to be present at the public meeting for purposes of this chapter when that member has participated in that meeting pursuant to subsection (4).