

# City of Framingham

The City Council of Framingham



## ORDER NO. 2020-057 REQUEST OF COUNCILOR LONG AND COUNCILOR STEWART-MORALES

UPON THE REQUEST OF COUNCILOR LONG AND COUNCILOR STEWART-MORALES, THE CITY OF FRAMINGHAM, THROUGH THE FRAMINGHAM CITY COUNCIL, IT IS SO ORDERED:

That the Rules of the City Council be amended by adding the following:

New Rule 3.a.

Rule 3.a. The following documents shall constitute the officially adopted letterhead of the Framingham City Council as follows:

Appendix A. The Official City Council Letterhead: This letterhead shall only be used for correspondence and communications initiated by a majority vote of the City Council. Any other use of the electronic or pre-printed Official City Council Letterhead not authorized by a vote of the City Council shall be prohibited. Individual violations of the Rule shall result in the loss of the ability to use City Council letterhead in an individual capacity but shall not preclude use collectively.

Appendices B, C, D, E, F, G, H, I, J, K, L. The Official At-Large/District City Councilor Letterhead: This letterhead, available in electronic format only, will be identical to the letterhead above, except that the header shall replace "CITY COUNCIL" with the respective title of "AT-LARGE CITY COUNCILOR, [Name]". This letterhead shall only be used by individual councilors for the purpose of correspondence regarding matters related to official city council business. Care shall be taken to ensure that individual correspondence in no way is to be construed as being promoted by the City Council as a whole.

Rule 3.b. Any communication or correspondence that is not initiated by the majority vote of the city council, is required to bear a disclaimer as follows at the bottom of each page:

*Note: This correspondence does not constitute, nor has it received a majority vote of the City Council. This correspondence in no way shall be interpreted or considered to be official correspondence issued by the Framingham City Council.*

Rule 3.c. (Failed June 9, 2020)

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Rule 3.d. That any and all correspondence using the City Seal and Council Letterhead be transmitted to every member of the council to ensure transparency of and compliance with this rule.

YEAS: Case, Long, Shepard, Steiner, Stewart-Morales  
NAYS: Bryant, King, Leombruno  
ABSTAIN: Cannon, Ottaviani, Stefanini  
ABSENT: All members were present in person or via teleconferencing

PASSED IN COUNCIL: JUNE 9, 2020

A TRUE RECORD, ATTEST:

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Lisa A. Ferguson, City Clerk

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Date Approved