

PONTIAC CHARTER REVISION COMMISSION

Chair, Tameka Ramsey

Vice Chair, Kermit Williams

Norbert Burrows

Gill Garrett

Bryan Killian

Lucy Payne

Scott Stewart

Bruce Turpin

Jose Ybarra III



47450 Woodward Ave. Pontiac, MI 48342 Phone: (248) 758-3200 Website: <http://www.pontiac.mi.us>

Johnathan Starks, MiPMC, Deputy City Clerk

21st Session

MEETING AGENDA

November 9, 2023, at 10:00 a.m.

Meeting Location: City Council Chambers

Pontiac City Hall

47450 Woodward Ave. Pontiac, MI 48342

- I. Call to Order**
- II. Roll Call**
- III. Authorization to Excuse Commissioners**
- IV. Amendments to and Approval of the Agenda**
- V. Approval of the Minutes**
November 4, 2023
- VI. Public Comment**
- VII. Amendments to the 2013 Charter – Start at Section 4.307 (Assessment Division)**
- VIII. Upcoming Meeting Dates – 11/16/2023 at 6:00 pm and 11/18/2023 at 9:00 a.m.**
- IX. Closing Comments**
- X. Adjournment**

V.

Minutes

**Official Proceedings
2022 Pontiac Charter Revision Commission
20th Session**

Call to order

A Meeting of the 2022 Charter Revision Commission of Pontiac, Michigan was called to order by Vice Chair Kermit Williams at the City Hall Council Chambers, 47450 Woodward Ave Pontiac, MI 48342 on Saturday, November 4, 2023, at 10:13 a.m.

Roll Call

Members Present – Bryan Killian, Lucy Payne, Tameka Ramsey, Scott Stewart, Bruce Turpin, Kermit Williams, and Jose Ybarra III.

A quorum was announced, and Chair Tameka Ramsey assumed the meeting.

Excuse Commissioners

23-92 **Motion to excuse Commissioners Norbert Burrows, and Commissioner Gill Garrett for personal reasons.** Moved by Commissioner Williams and second by Commissioner Ybarra III.

Ayes: Killian, Payne, Ramsey, Scott, Turpin, Williams, and Ybarra III,

No: None

Motion Carried

Amendments and or Approval of the Agenda

23-93 **Motion to approve the agenda.** Moved by Commissioner Stewart and second by Commissioner Williams.

Ayes: Killian, Payne, Ramsey, Scott, Turpin, Williams, and Ybarra III,

No: None

Motion Carried

Approval of the Minutes

23-94 **Motion to approve meeting minutes from October 28, 2023.** Moved by Commissioner Stewart and second by Commissioner Killian.

Ayes: Payne, Ramsey, Stewart, Turpin, Ybarra III, and Killian

No: None

Abstain: Williams

Motion Carried

Public Comment – None

Amendments to the 2013 Charter

23-95 **Motion to amend Article III – Legislative Branch, Chapter 1 – City Council, Section 3.103 – Beginning of Term.** Moved by Commissioner Williams and second by Commissioner Sewart.

The term of each Council member begins at 8:00 a.m. on the first business day **two weeks post certification of election by Oakland County.**

Ayes: Ramsey, Stewart, Turpin, Williams, Ybarra III, Killian, and Payne

November 4, 2023 Draft

No: None

Motion Carried

23-96 **Motion to amend Article III – Legislative Branch, Chapter 1 – City Council, Section 3.104 – Organizational Meeting by striking language in the last paragraph.** Moved by Commissioner Williams, and second by Commissioner Ybarra III.

~~The procedural and organizational rules for the Council shall be established by the Council at that first meeting of the new term. Those rules must establish who shall preside at meetings of the Council in the absence of the President and President Pro Tem. Those rules shall be written and accessible to the public.~~

Ayes: Stewart, Turpin, Williams, Ybarra III, Killian, Payne, and Ramsey

No: None

Motion Carried

Commissioner Bryan Kilian left the meeting at 10:50 a.m.

23-97 **Motion to keep Article III – Legislative Branch, Chapter 1 – City Council, Section 3.116 – Relations with Executive Branch as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Turpin, Williams, Ybarra III, Payne, Ramsey, and Stewart

No: None

Motion Carried

23-98 **Motion to amend by adding back in Article IV Executive Branch, Chapter 3 – Auditor Department of City Council, Section 3.301 – Authority to Establish Auditor.** Moved by Commissioner Williams and second by Commissioner Stewart.

The Council may, by ordinance, provide for the office of Legislative Auditor and shall, by not less than five (5) affirmative votes appoint the Auditor for a term of not less than four (4) years. The auditor may be removed by not less than five (5) Council members only for cause.

Ayes: Williams, Ybarra III, Payne, Ramey, Stewart, and Turpin

No: None

Motion Carried

23-99 **Motion to amend Article IV Executive Branch, Chapter 1 – Mayor, Section 4.101 – The Mayor.** Moved by Commissioner Williams and second by Commissioner Stewart.

The Mayor is the chief executive of the City and as provided by this charter, has charge of and is accountable for the executive branch of the City government. The Mayor shall serve a four (4) year term, commencing on the first business day **at 8 a.m. two weeks post certification of election by Oakland County.** To be eligible for the office of Mayor, an individual:

- a. Shall have established a primary residence in the City for **two years immediately preceding the filing deadline for the office and shall maintain a primary Pontiac residence in order to continue service.**
- b. Shall be a registered elector within the City on the first day of the term in office and during the entire period of the term in office.

Ayes: Ybarra III, Payne, Ramsey, Stewart, Turpin, and Williams
No: None
Motion Carried

23-100 **Motion to amend Article IV Executive Branch, Chapter 1 – Mayor, Section 4.104 – Council Attendance to Relations with City Council.** Moved by Commissioner Stewart and second by Commissioner Williams.

~~Council Attendance~~ **Relations with City Council**

Ayes: Payne, Ramsey, Stewart, turion, Williams, and Ybarra III
No: None
Motion Carried

23-101 **Motion to amend Article IV Executive Branch, Chapter 1 – Mayor, Section 4.104 – Relations with City Council.** Moved by Commissioner Williams and second by Commissioner Stewart.

The Mayor and Deputy Mayor, shall attend all meetings of the Council and respond to questions from Council members and citizens, make reports and present proposals **by the following regular city Council meeting and or emergency meeting. Failure to present and respond to Council members or citizens will be investigated by the Integrity Officer.**

Ayes: Ramsey, Stewart, Turpin, Williams, and Ybarra III
No: Payne
Motion Carried

Commissioner Gill Garrett arrived at 11:35 a.m.

23-102 **Motion to amend Article IV Executive Branch, Chapter 1 – Mayor, Section 4.105 – Staff of the Office Mayor.** Moved by Commissioner Stewart and second by Commissioner Payne.

The Mayor may, within appropriation provided in the adopted budget, ~~appoint~~**hire** such staff of the offices of Mayor as may be reasonably necessary, all of whom shall serve at the pleasure of the Mayor.

Ayes: Payne, Ramsey, Stewart, Turpin, Williams, Ybarra III, and Garrett
No: None
Motion Carried

23-103 **Motion to amend Article IV Executive Branch, Chapter 1 -Mayor, Section 4.106 – Appointment of Directors; Failure to Act on Appointments second paragraph.** Moved by Commissioner Stewart and second by Commissioner Garrett.

If a mayoral appointment is not ~~dis~~ approved by the Council within 30 days after the submission of the appointment to the Council, then the **Mayor have the right to re-submit the approval of denied candidate or bring forth another candidate to Council. The interim appointee may not serve more than 65 days without Council approval.**

a.) **The interim appointee may not serve more than 65 days without Council approval.**

b.) **Any extension of the interim role is subject to approve by vote of the Council at the following meeting post the 65-day period.**

Ayes: Payne, Ramsey, Stewart, Ybarra III, and Garrett

No: Turpin

Motion Carried

Commissioner Williams was absent from the vote.

23-104 **Motion to remove Article IV Executive Branch, Chapter 1 -Mayor, Section 4.107 – Appointments of Deputy Directors.** Moved by Commissioner Stewart and second by Commissioner Garrett.

~~Except as otherwise required by law or this charter, a department director may, with the consent of the Mayor and within appropriations provided, appoint a deputy, who serves at the pleasure of the department director.~~

Ayes: Ramsey, Stewart, Turpin, Ybarra III, Garrett, and Payne

No: None

Motion Carried

~~23-105~~ **Motion to remove Article IV Executive Branch, Chapter 1 -Mayor, Section 4.108 – Duties of Directors.** Moved by Commissioner Stewart and second by Commissioner Turpin. Discussion. Commissioner Stewart rescind his motion and Commissioner Turpin rescind his second.

23-105 **Motion to keep Article IV Executive Branch, Chapter 1 -Mayor, Section 4.108 – Duties of Directors as is.** Moved by Commissioner Payne and second by Commissioner Turpin. Discussion. Commissioner Payne rescind her motion. The second remains. Commissioner Garrett called for the vote for this to Article to remain the same.

Ayes: Turpin, and Payne

No: Williams, Ybarra III, Garrett, Ramsey, and Stewart

Motion Failed

23-106 **Motion to amend Article IV Executive Branch, Chapter 1 -Mayor, Section 4.108 – Duties of Directors as the new Section 4.107 – include language of Duties of Departments Heads.** Moved by Commissioner Williams and second by Commissioner Garrett.

Each department **head** shall:

- a.) Consistent with law, this charter, ordinance and any labor agreement, hire, promote, supervise, discipline, and remove employees of the department.
- b.) Assign duties of the employees of the department and supervise the performance of these duties and the attainment of the objectives of the department.
- c.) **As consistent with job description.**

Ayes: Williams, Ybarra III, Garrett, Payne, Ramsey, and Stewart

No: Turpin

Motion Carried

Commissioner Norbert Burrows arrived at 12:45 p.m.

23-107 **Motion to amend Article IV Executive Branch, Chapter 1 -Mayor, Section 4.109 – Boards and Commission as new Section 4.108, move Boards and Commission and Article IV,**

Chapter 7, changing Arts Commission to Commissions under Article VI – General Provisions.
Moved by Commissioner Stewart and second by Commissioner Williams.

Ayes: Ybarra III, Burrows, Garrett, Payne, Ramsey, Stewart, Turpin, and Williams
No: None
Motion Carried

23-108 **Motion to keep Article IV Executive Branch, Chapter 1 -Mayor, new Section 4.109 – Succession to Office as is.** Moved by Commissioner Williams and second by Commissioner Turpin.

Ayes: Burrows, Garrett, Ramsey, Stewart, Turpin, Williams, and Ybarra III
No: Payne
Motion Carried

23-109 **Motion to keep Article IV Executive Branch, Chapter 2 – City Attorney, Section 4.201 – City Attorney as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Garrett, Payne, Ramsey, Turpin, Williams, Ybarra III, and Burrows
No: None
Motion Carried
Commissioner Stewart was absent for the vote.

23-110 **Motion to amend Article IV Executive Branch, Chapter 2 – City Attorney, Section 4.202 – Duties of City Attorney.** Moved by Commissioner Stewart and second by Commissioner Payne.

- B.) ~~Drafting all ordinance proposals and approving them as to form~~
- C.) ~~Preparing and approving~~ advising such leases, deeds, contracts, or other papers as may be required by the Mayor, Council or any departments.

Ayes: Payne, Ramsey, Stewart, Turpin, Williams, Ybarra III, Burrows, and Garrett
No: None
Motion Carried

Commissioner Turpin left the meeting at 1:30 p.m.

23-111 **Motion to keep Article IV Executive Branch, Chapter 2 – City Attorney, Section 4.203 – Settlements as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Payne, Ramsey, Stewart, Williams, Ybarra III, Burrows, and Garrett
No: None
Motion Carried

23-112 **Motion to keep Article IV Executive Branch, Chapter 2 – City Attorney, Section 4.204 – Option of City Council as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Stewart, Williams, Ybarra III, Burrows, Garrett, and Payne
No: None
Motion Carried
Commissioner Ramsey was absent for the vote.

23-113 **Motion to keep Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.301 – Finance Department as is.** Moved by Commissioner Garrett and second by Commissioner Burrows.

Ayes: Stewart, Williams, Ybarra III, Burrows, Garrett, and Payne

No: None

Motion Carried

Commissioner Ramsey was absent for the vote.

23-114 **Motion to keep Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.302 – Treasurer as is.** Moved by Commissioner Stewart and second by Commissioner Garrett.

Ayes: Williams, Ybarra III, Burrows, Garrett, Payne, Ramsey, and Stewart

No: None

Motion Carried

23-115 **Motion to keep Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.303 – Purchasing Division as is.** Moved by Commissioner Payne and second by Commissioner Stewart.

Ayes: Williams, Ybarra III, Burrows, Garrett, Payne, Ramsey, and Stewart

No: None

Motion Carried

23-116 **Motion to keep Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.304 – Centralized Purchasing: Competitive Bidding as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Ybarra III, Burrows, Garrett, Payne, Ramsey, Stewart, and Williams

No: None

Motion Carried

23-117 **Motion to amend Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.305 – Restrictions on Purchases.** Moved by Commissioner Williams and second by Commissioner Payne.

No purchases shall be made, except on a signed requisition by the head of a department, countersigned by the Finance Director and approved by the Purchasing Agent. No purchases shall be made in excess of appropriations. **All requisition shall be filed accordingly within 30 days.**

Ayes: Burrows, Garrett, Payne, Ramsey, Stewart, Williams, and Ybarra III

No: None

Motion Carried

23-118 **Motion to keep Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.306 – Duties of Purchasing Agent as is.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Garrett, Payne, Ramsey, Stewart, Williams, Ybarra III, and Burrows

No: None

Motion Carried

23-119 **Motion to table Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.307 – Assessment Division (City Assessor) for further discussion.** Moved by Commissioner Williams and second by Commissioner Stewart.

Ayes: Payne, Ramsey, Stewart, Williams, Ybarra III, Burrows, and Garrett

No: None

Motion Carried

23-120 **Motion to table Article IV Executive Branch, Chapter 3 – Finance Department, Section 4.308 – Assessor’s Duties for further discussion.** Moved by Commissioner Williams and second by Commissioner Ybarra III.

Ayes: Payne, Ramsey, Stewart, Williams, Ybarra III, Burrows, and Garrett

No: None

Motion Carried

Closing Comments – Commissioner Lucy Payne, Commissioner Jose Ybarra III, Commissioner Scott Stewart, Commissioner Norbert Burrows, and Chair Tameka Ramsey made closing comments.

Adjournment

Chair Tameka Ramsey adjourned the meeting at 2:00 p.m.

Sheila R. Grandison
Deputy City Clerk

VIII.

**Upcoming
Meeting Dates**



The Pontiac Charter Revision Commission

Announces

THE 2023 SCHEDULE OF MEETINGS OF THE PONTIAC CHARTER REVISION COMMISSION

To comply with the Michigan Open Meeting Act (MCL 15.265)

The Pontiac Charter Revision Commission will hold its regular meeting on every 4th Thursday evenings at 6:00 p.m. in the Council Chambers of City Hall 47450 Woodward Ave Pontiac, Michigan 48342 unless otherwise noted.

Internet website where meetings are posted www.pontiac.mi.us

The dates are as follows:

Thursday, January 26, 2023, at 6:00 p.m.
Thursday, February 23, 2023, at 6:00 p.m.
Thursday, March 23, 2023, at 6:00 p.m.
Thursday, April 27, 2023, at 6:00 p.m.
Thursday, May 25, 2023, at 6:00 p.m.
Thursday, June 22, 2023, at 6:00 p.m.
Thursday, July 20, 2023, at 6:00 p.m.
Thursday, August 10, 2023, at 6:00 p.m. (additional meeting)
Thursday, August 24, 2023, at 6:00 p.m.
Thursday, September 14, 2023, at 6:00 p.m. (additional meeting)
Thursday, September 28, 2023, at 6:00 p.m.
Thursday, October 12, 2023, at 6:00 p.m. (additional meeting)
Thursday, October 26, 2023, at 6:00 p.m.
Saturday, November 4, 2023, at 10:00 a.m. (additional meeting)
Thursday, November 9, 2023, at 6:00 p.m. (additional meeting)
Thursday, November 16, 2023, at 6:00 p.m.
Saturday, November 18, 2023, at 9:00 a.m. (additional work session/training)
Thursday, December 14, 2023, at 6:00 p.m.

City of Pontiac 47450 Woodward Avenue Pontiac, Michigan 48342 248-758-3200