

November 4, 2023 Approved

**Official Proceedings  
2022 Pontiac Charter Revision Commission  
20<sup>th</sup> 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 Stewart.

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

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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.

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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.**

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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,**

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**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.

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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

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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.

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Sheila R. Grandison  
Deputy City Clerk