

A meeting of the charter review committee was held on Tuesday, January 24, 2023, at city hall, conference room 122, located at 203 South Troy Street, Royal Oak. The meeting was called to order at 5:39 p.m. by Vice Chair Lewis.

ROLL CALL

PRESENT

ABSENT

Chairperson Lewis
Commissioner Paruch
Ryan Everett
Ron George (5:38 p.m.)
Salvatore Vitale (5:37 p.m.)

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PUBLIC COMMENT

Janice Wagman spoke about charter amendments the committee could review. Chapter 9 section 1 regarding bonds, Chapter Three Section 26 regarding the public welfare director, Chapter Three, Section 19 regarding the city managers contract and Chapter Seven regarding franchises. Throughout the charter it mentions public notices being placed in newspapers and she wondered if that could change to allow for posting of these notices in other means beside a newspaper. She presented her notes to the committee for review.

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INTRODUCTION OF NEW MEMBER

Salvatore Vitale introduced himself as a resident of the city and announced that he is looking forward to contributing to the Charter Review Committee.

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APPROVAL OF JANUARY 24, 2023, AGENDA

Moved by George
Seconded by Everett

Be it resolved the charter review committee hereby approves the agenda with the addition of an update on the ex-officio, update on the boards and committee reviews and a discussion regarding the deadline to get amendments approved for the 2023 year.

Adopted unanimously

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ELECTION OF OFFICERS

Moved by George
Seconded by Everett

Be it resolved the charter review committee hereby appoints Heather Lewis as chairperson for 2023.

Adopted unanimously

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Moved by George
Seconded by Lewis

Be it resolved the charter review committee hereby appoints Ryan Everett as vice chairperson for 2023.

Adopted unanimously

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**APPROVAL OF MINUTES FROM SEPTEMBER 27, 2022
CHARTER REVIEW COMMITTEE MEETING**

Moved by George
Seconded by Lewis

Be it resolved the charter review committee minutes of September 27, 2022, are hereby approved as submitted.

Adopted unanimously

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NEW BUSINESS

UPDATE REGARDING THE EX-OFFICIO OF THE CHARTER REVIEW COMMITTEE

Commissioner Paruch stated that the bylaws required ex-officio for this committee who is a member of the city attorney's office. Currently the attorney's office is short staffed and busy. She will speak to the city attorney for advise on how the ex-officio role on the charter review committee should be handled until somebody from his staff is able to attend the meetings.

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UPDATE ON BOARD AND COMMITTEE REVIEWS

Commissioner Paruch explained that the city commission asked staff to review all boards and committees throughout the city. The assistant to the city manager is meeting with each committee and will be meeting with the charter review committee soon.

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DEADLINE TO SUBMIT POTENTIAL AMENDMENTS FOR APPROVAL

Commissioner Paruch explained that any proposed amendments must be in front of the city commission for approval by April to be able to meet all other deadlines to get a proposal on the ballot for this year. Since the city manager has not responded with possible amendments and not having an ex-officio at the moment, the committee will focus on preparing some possible amendments to be put on a ballot during the 2024 election cycle.

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MEETING DATES FOR 2023

Moved by George
Seconded by Lewis

Be it resolved that the charter review committee has approved the proposed meeting schedule for 2023 with the cancellation of the June and July meetings.

Adopted Unanimously

Tuesday January 24, 2023	5:30 pm
Tuesday February 28, 2023	5:30 pm
Tuesday March 28, 2023	5:30 pm
Tuesday April 25, 2023	5:30 pm
Tuesday May 23, 2023	5:30 pm
Tuesday June 27, 2023	5:30 pm
Tuesday July 25, 2023	5:30 pm
Tuesday August 22, 2023	5:30 pm
Tuesday September 26, 2023	5:30 pm
Tuesday October 24, 2023	5:30 pm
Tuesday November 28, 2023	5:30 pm

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MEETING TIME CHANGE

The members discussed how it is difficult for them to get to the meetings at 5:30 p.m.

Moved by Everette
Seconded by George

Be it resolved that the charter review committee approves their meetings to start at 5:45 p.m. going forward.

Adopted unanimously

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SET MEETING DATE AND ADJOURNMENT

The next meeting of the charter review committee will be held at 5:45 pm on Tuesday, February 28, 2023.

Upon motion of George and seconded by Everette the meeting was adjourned at 6:33 p.m.

Melanie Halas, City Clerk / db