

A meeting of the charter review committee was held on Tuesday, February 28, 2023, at city hall, conference room 122, located at 203 South Troy Street, Royal Oak. The meeting was called to order at 5:47 p.m. by Chairperson Lewis.

|           |   |        |
|-----------|---|--------|
| ROLL CALL | PRESENT<br>Chairperson Lewis<br>Commissioner Paruch<br>Ryan Everett<br>Ron George<br>Salvatore Vitale | ABSENT |
|-----------|---|--------|

Also present was city attorney Leal and Assistant to the City Manager Barkman.

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**PUBLIC COMMENT**

Janice Wagman hopes the committee will take possible charter amendments to the city commission for consideration and is excited to hear how other cities handle vacancies.

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**APPROVAL OF JANUARY FEBRUARY 28, 2023, AGENDA**

Moved by George  
Seconded by Everett

Be it resolved the charter review committee hereby approves the agenda for the February 28<sup>th</sup> meeting as presented.

Adopted unanimously

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**APPROVAL OF MINUTES FROM JANUARY 24, 2023  
CHARTER REVIEW COMMITTEE MEETING**

Moved by George  
Seconded by Paruch

Be it resolved the charter review committee minutes of January 24, 2023, are hereby approved as submitted.

Adopted unanimously

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## **UNFINISHED BUSINESS**

George presented two sections of the Port Huron charter that explained conflict of interest and vacancies. Those sections provided enough information on their process, so the readers are left with no questions. The vacancy section in the Royal Oak charter does not provide enough details on the process and he thought it could potentially be amended.

City Attorney Leal will research cleaning up the charter by adding an index page, hoping to make it more comprehensible to the residents.

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## **NEW BUSINESS BOARD AND COMMITTEE REVIEWS**

Assistant to the City Manager, Barkman introduced herself and explained that she was tasked with evaluating all the boards and committees throughout the city. The members explained their roles, how the committee works and any concerns they may have with the process of becoming a member.

Deputy Clerk Braswell reminded members of the MML training for all board and committee members on April 12, 2023, at 6:00 p.m.. This training will go over Open Meetings Act, FOIA and Roberts Rules of Order.

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## **MARCH CHARTER REVIEW MEETING**

Moved by Paruch  
Seconded by Vitale

Be it resolved that the charter review committee meeting on March 28, 2023 has been cancelled.

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, April 25, 2023.

Upon motion of Everett and seconded by George the meeting was adjourned at 6:58 p.m.

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Melanie Halas, City Clerk / db

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