

Minutes for the City of Lansing Charter Commission  
Regular Meeting | Tuesday, May 21, 2024, 4:30 PM  
Tony Benavides City Council Chambers,  
Lansing City Hall, 10th floor, 124 W. Michigan Ave.

Present: Commissioners Adams Simon, Anderson, Bauer, Boyd, Dowd, Jeffries, Lopez (4:35PM arrival), Qawwee, Washington

Absent: None

Staff Present: Clerk Swope (Presiding Officer); Deputy Clerk Drever (recording secretary)

A quorum was present.

Call to Order

The meeting was called to order by City Clerk Swope at 4:32 pm.

Oath of Office

Clerk Swope administered the oath of office to each commissioner in this order: Boyd, Bauer, Anderson, Adams Simon, Qawwee, Jeffries, Washington, Dowd, Lopez

Adopt the Agenda

Moved by Commissioner Adams Simon to adopt the agenda as submitted.  
Motion Carried.

MML Presentation

Chris Johnson and Bob Slattery from the Michigan Municipal League gave a presentation on City Charters, the Freedom of Information Act, the Open Meetings Act, and Parliamentary Procedure.

Public Comment

Jack Alexander spoke about the Lansing Entertainment and Public Facilities Authority (LEPFA) in the Charter.

Nicklas Zande spoke about the makeup of City Council and City leadership dynamics.

Norma Bauer spoke about updates to the Charter.

Michael Lynn spoke about communication between the Commissioners and the public.

Erica Lynn congratulated the Commissioners and spoke about updates to the Charter.

Adopt Rules and Procedures

Moved by Commissioner Boyd to adopt City of Lansing Charter Commission Rules of Procedure.

Moved by Commissioner Washington to amend public comment to 5 minutes per speaker.  
by counted vote, 4 in favor | 5 opposed. Motion failed.

On the main motion: 8 in favor | 1 opposed. Motion carries.

Elect Chair

Commissioner Bauer nominated Commissioner Jeffries as Chair. There were no other nominations.  
Commissioner Jeffries elected unanimously.

Chairperson Jeffries shared thanks for support and expressed accessibility for people with questions.

Elect Vice-Chair

Commissioner Qawwee nominated Commissioner Adams Simon as Vice-Chair. There were no other nominations.  
Commissioner Adams Simon elected unanimously.

Vice-Chairperson Adams Simon shared thanks and expressed goals of collaboration, respect, and transparency.

#### Legal Counsel

Clerk Swope spoke on behalf of the City Attorney, who recommended the commission solicit representation outside of the City Attorney's office. A draft RFP is forthcoming.

No action taken.

#### Set Meeting Schedule

Moved by Commissioner Qawwee to set meetings as presented on the schedule.

Moved by Commissioner Lopez to amend meeting schedule by setting the start time to 6:30 pm.

Motion carried.

Moved by Vice-Chair Adams Simon to amend the meeting schedule with alternating meetings on Tuesdays and Wednesdays.

Motion failed.

Moved by Commissioner Boyd to amend the proposed schedule to meet on the following dates: June 4; June 18; July 2; July 16; August 13; August 27; September 10; September 24; October 8; October 22; November 12; November 26; December 3; December 17

Motion carried.

Moved by Commissioner Dowd to amend the meeting schedule by adding a meeting on July 30.

Motion carried.

On the main motion: Motion carried.

#### Adjournment

Clerk Swope reminded the Commissioners the Open Meetings Act applies to email communication.

Clerk Swope announced the Charter Commission's Website: [lansingmi.gov/1233/charter-commission](http://lansingmi.gov/1233/charter-commission)

Moved by Commissioner Lopez to commit to 4 community meetings.

Motion carried.

Moved by Commissioner Boyd to adjourn.

Motion carried.

The meeting adjourned at 7:43 pm.