

City of Pontiac Financial and Operating Plan, June 7, 2013

Amendment

Major Initiative 7 of the Financial and Operating Plan, June 7, 2013 is amended to include the following provision:

In order to insure that the Financial and Operating Plan is implemented and that the locally elected officials are properly trained and prepared to assume the complete duties of their respective offices, the position of City Administrator will be created. The City Administrator will serve at the pleasure of the Transition Advisory Board. The City Administrator shall have at least five years of experience and demonstrable expertise in municipal budgetary or financial matter, or such other professional qualifications as are suitable for rendering of well-informed and independent judgments necessary to maintain the prudent financial management of the City. The City shall be responsible for the payment of any compensation to the City Administrator, including the reimbursement of any reasonable, actual, and necessary expenses incurred by the City Administrator. However, the City shall not be responsible for the payment of any reimbursable expense that is not evidenced by a copy of the corresponding receipt.

To ensure the City's long-term financial and operational stability, the City Administrator shall have authority, under the supervision of the Emergency Manager or any duly appointed Receivership Transition Advisory Board ("Board") and consistent with annual City budgets, to have the following exclusive responsibilities:

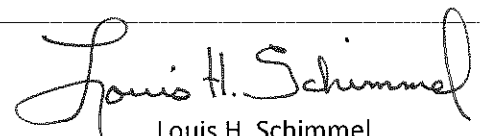
- (a) Hire and employ full-time equivalents, as well as professional consultants, including attorneys, engineers, or accountants, as necessary and appropriate to assist in fulfilling the duties of the City Administrator.
- (b) Serve as the official City representative before any Board and serve as the primary City contact for any department head, attorney, accountant, or other consultant hired or retained by the City.
- (c) Review current and potential litigation with the City Attorney, and as needed with any Board.
- (d) Examine all books and records of the City and meet with any employee, official, contractor, or representatives of the City on matters impacting financial and operational activities of the City.
- (e) To the extent authorized by law, and after consultation with any Board, the Mayor and City Council, renegotiate, modify, or terminate contracts, including collective bargaining agreements, pension agreements, and any other contracts requiring the payment of retiree benefits.
- (f) Make recommendations to the Emergency Manager or any Board regarding policy matters that could enhance the City's long-term financial and operational stability.
- (g) Hire and terminate all City personnel, subject to the approval of any Board.
- (h) Develop an annual budget in cooperation with the Mayor and City Council for review and approval of the Emergency Manager or any Board.
- (i) Take such actions as are necessary to implement or comply with any orders or consent decrees issued by courts or other entities of competent jurisdiction.

- (j) Propose such amendments to the City Charter as are necessary and appropriate to enhance the City's long-term financial and operational stability, subject to the approval of any Board.
- (k) Take action necessary to enter into interlocal agreements, transfer contracts, or other intergovernmental agreements on behalf of the City to facilitate shared services and consolidation with other governmental entities and the efficient provision of governmental services for City residents, including but not limited to an agreement with the Oakland County Treasurer, or other tax collecting unit, providing for the collection of City taxes,.
- (l) Direct and supervise all city departments and agencies.
- (m) Take other actions consistent with powers, duties, functions and responsibilities vested in the City Administrator by order of the Emergency Manager.
- (n) Such other duties and responsibilities that may be determined at the time the position is established.

In addition to any other reporting requirements, the City Administrator shall periodically, but not less frequently than every 90 days, advise the Emergency Manager or Board in writing regarding the City's financial and operational progress.

In addition to the position of City Administrator, an alternative staffing plan for the Finance Department, specifically, in the office of the City Treasurer, may be used. Such a staffing level would negate the need for a greater number of contracted part-time assistance. Such alternate staffing plan is as follows:

1. The Finance Director may be designated as City Treasurer.
2. Remaining staff assigned to work predominantly in the office may include:
 - a. One Deputy City Treasurer
 - b. One Treasury Analyst
 - c. Two Customer Service Representatives.



Louis H. Schimmel
Emergency Manager
August 19, 2013