

**MINUTES
HOME RULE CHARTER COMMISSION
CITY OF CRANDALL, TEXAS
Thursday March 5, 2020 at 6:00 p.m.**

**Chairman – Michelle Barton
Co-Vice Chairman – Jeremy Roth Co-Vice Chairman - Pat Branson**

Commission Members

**Jon Capps Robert Dlabaj Jennifer Hiser Sharon Hutchins
Michael Jacobs Charles Marsh Micalah Medlin Katy Vaughan Mike West
Ruth White Cherie Williams Tex York**

City Staff:

David Lindsey, Mayor Pro Tem
Shannon Barnes, City Council Member
Bobbie Jo Taylor, City Secretary
Kent Hofmeister, City Attorney
Tim Atkins, City Council Member

Citizens:

HOME RULE COMMISSION MEETING

1. Open Meeting, Invocation, Pledge of Allegiance –

Chairman Michelle Barton opened the meeting at 6:03 p.m. and asked that Jon Capps lead the Invocation. Mr. Capps led the Invocation followed by the Pledge of Allegiance.

2. Roll Call –

All members of the Commission were in attendance.

3. Citizen Comments –

No comments were made by Citizens.

4. Discuss and consider Article 4, Section 4.01, Item D. Acting City Manager -

Chairman Michelle Barton presented research that she had done regarding other city charters and how they each addressed the Acting City Manager. The Commission discussed in detail different options to be considered to be added to the proposed charter as Item D under Article 4, Section 4.01.

Mike West made a motion to include the following wording as Article 4, Section 4.01 Item D. Acting City Manager:

By letter filed with the City Secretary and provided to the Mayor, the City Manager shall designate a qualified City Officer or employee to exercise the powers and perform the duties of the City Manager in case of an absence, disability, or vacancy in the office of City Manager. The Council may revoke such designation at any time and appoint another officer of the City to serve until the absence, disability, or vacancy shall cease.

John Capps seconded the motion. The motion carried with Micalah Medlin and Katy Vaughan opposing the motion.

5. Discuss and consider previous and any current revisions needed to be made to the draft Charter -

The Commission went over the changes that had been made to the draft charter at the meeting held on February 27, 2020. The following motions were made:

Jon Capps made a motion to approve the wording of the last sentence in Article Seven stating "For the purposes of this Charter and under state law, any appointed member of a board, commission, or committee of the City shall be an officer of the City". Katy Vaughan seconded the motion. The motion carried with a unanimous vote of the Commission.

Jon Capps made a motion to accept the changes as written by the City Attorney regarding Article Eleven Section 11.01 of the proposed city charter. Cherie Williams seconded the motion. The motion carried with a unanimous vote of the Commission.

Jennifer Hiser made a motion to accept Article 14 Section 14.01 D. and E. with changing the word delegate in section D. to designate, changing the word after to upon in section E. and changing 2020 to 2021 in the first sentence of Section E. Jon Capps seconded the motion. The motion carried with a unanimous vote of the commission.

The Commission discussed the wording in Article Sixteen and directed the City Attorney to change Section 16.02 A. to read as "The City Council shall appoint a Charter review commission of ten (10) Citizens to review the City Charter within three (3) years of the effective date of the Charter and to review thereafter as needed with a period not to exceed ten (10) years." The remainder of Section 16.02 A. remained unchanged.

Jennifer Hiser made a motion to accept Article Sixteen Section 16.02 B. C. and D. as written. Jon Capps seconded the motion. The motion carried with a unanimous vote of the Commission.

Chairman Michelle Barton addressed a letter to be submitted to the Council and to the voters of Crandall explaining the process and hot topics as discussed by the commission. Ms. Barton stated that the letter would be going to the City Attorney for review and to make any necessary corrections before the next commission meeting.

6. Discuss expectations of the Home Rule Charter Commission meeting to be held on March 11th, 2020 -

The Commission discussed the meeting to be held on the 11th. Chairman Michelle Barton stated that at the meeting the Final Draft of the Proposed City Charter as well as the letter that will be sent to attorney for approval would be presented to the Commission.

The Commission also discussed holding Town Hall meetings and asked that the dates be on the Agenda for the March 11th meeting.

7. Adjourn -

Jennifer Hiser made a motion to adjourn the meeting at 7:00 p.m. Jon Capps seconded the motion. The motion carried with a unanimous vote of the Commission.

Michelle Barton
Chairman

Attest:

Bobbie Jo Taylor, TRMC
City Secretary