

MINUTES
HOME RULE CHARTER COMMISSION
CITY OF CRANDALL, TEXAS
Thursday January 9, 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
Tim Atkins, Council Member
Jana Shelton, City Manager
Bobbie Jo Taylor, City Secretary
Kent Hofmeister, City Attorney

Citizens:

HOME RULE COMMISSION MEETING

1. Open Meeting, Invocation, Pledge of Allegiance -

City Manager, Jana Shelton opened the meeting at 6:01 p.m. Mayor Pro Tem David Lindsey led the Invocation followed by the Pledge of Allegiance.

2. Roll Call -

All members of the Charter Commission were in attendance.

3. Issue Oath of Office and Statement of Appointed Official -

City Secretary, Bobbie Jo Taylor, issued the Statement of Appointed Official followed by the Oath of Office to the Charter Commission.

4. Discuss Proposed meeting schedule and timeline -

City Manager, Jana Shelton, presented the Commission with a proposed timeline for meeting dates to be held by the Commission. Mr. Michael Jacobs stated that he would not be in attendance for the meeting scheduled for February 13th, 2020.

Ms. Shelton advised the Commission that meeting dates could be added or rescheduled as needed.

5. Discussion on open meetings/open records laws applicable to the Commission.

City Attorney, Kent Hofmeister, briefed the Commission on open meetings and open records laws that would be applicable to the Commission. Mr. Hofmeister covered walking quorums, minutes of the meetings, email communications as well as other topics relating to the Open Meetings Act and the Public Information Act. Mr. Hofmeister made the Commission aware that all documents created by the Commission would be subject to the Public Information Act.

6. Presentation on Charter process and discussion on charter -

City Attorney, Kent Hofmeister, spoke to the Commission regarding how the process of putting a City Charter together will work. Mr. Hofmeister explained that a City Charter is equivalent to a Constitution for the City. Mr. Hofmeister explained that the Commission would be choosing what type of government the City will be governed by, term limits of members of the Council and powers granted to the City through the Charter.

City Manager, Jana Shelton, spoke to the Commission presenting sample charters for the Commission to read over to get an idea of what a Charter can and will do for each City that puts a Charter in place. Ms. Shelton stated that once the Charter Commission has completed the Charter it would then be presented to the City Council for approval before going to the voters.

7. Elect Chairman of Commission –

The Charter Commission each gave a brief introduction of themselves before deciding who should be the Chairman of the Commission.

Jon Capps made a motion to Elect Michelle Barton to serve as Chairman for the Commission. Katy Vaughan seconded the motion. The motion carried with a unanimous vote from the Commission.

8. Elect Vice Chairman of Commission –

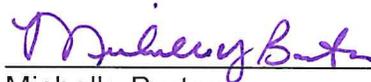
The Commission decided that it would be in their best interest to have two Co-Vice Chairman's selected for the Commission.

Tex York made a motion to Elect Jeremy Roth as the 1st Co Vice Chairman of the Commission. Michelle Barton seconded the motion. The motion carried with a unanimous vote from the Commission.

Sharon Hutchins made a motion to Elect Pat Branson as the 2nd Co Vice Chairman of the Commission. Jon Capps seconded the motion. The motion carried with a unanimous vote of the Commission.

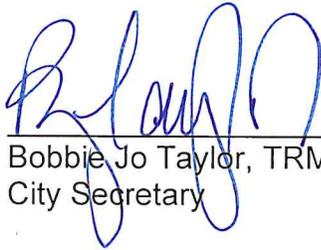
9. **Adjourn –**

Jon Capps made a motion to adjourn the meeting at 7:14 p.m. Jeremy Roth seconded the motion. The motion carried with a unanimous vote of the Commission.



Michelle Barton
Chairman

Attest:



Bobbie Jo Taylor, TRMC
City Secretary