

**MINUTES  
HOME RULE CHARTER COMMISSION  
CITY OF CRANDALL, TEXAS  
Thursday February 13, 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:**

Kent Hofmeister, City Attorney  
Tim Atkins, Council Member  
Jana Shelton, City Manager  
Bobbie Jo Taylor, City Secretary  
Casey Bingham, EDC/Communications

**Citizens:**

Travis Smith  
Casie Smith  
Adam Holden  
Bonnie Johnson

**HOME RULE COMMISSION MEETING**

**1. Open Meeting, Invocation, Pledge of Allegiance -**

Chairman Michelle Barton opened the meeting at 6:00 p.m. Mike West led the invocation followed by the Pledge of Allegiance.

**2. Roll Call -**

Jeremy Roth and Mike Jacobs were not in attendance.

**3. Citizen Comments -**

Travis Smith, 303 E. Church, addressed the Commission first by thanking the members of the Commission for the time that has been volunteered to work on the City Charter. Mr. Smith stated that he did have concerns that the Commission was asked to complete the Charter in a short time frame and that the Citizens would not have time to review the Proposed Charter before it is to be placed on the ballot in May. Chairman Michelle Barton stated that the Commission has a goal to place the Charter on the ballot in May however, Ms. Barton stated that the Commission has no intentions of

rushing the process of drafting the Charter. The Commission relayed to Mr. Smith that the Commission itself chose to meet each week and not the City Council. Katy Vaughan stated that the Commission has been taking the meetings very seriously and that each of them have gone through the proposed document very carefully. Jennifer Hiser added that it was her intention that the Charter be drafted as soon as possible so that the Citizens of Crandall had ample time to review the draft before voting on the Charter in May.

**4. Discuss and consider the minutes of February 6, 2020 -**

Jon Capps made a motion to approve the minutes of February 6, 2020. Pat Branson seconded the motion. The motion carried with a unanimous vote of the Commission.

**5. Discuss and consider approving the Charter Preamble, Articles One, Article Two, Article Three and Article Four as prepared in the Rough Draft of the Proposed City Charter -**

The Commission discussed the prior section that had been considered on the previous agenda. The following motions were made:

Jennifer Hiser made a motion to allow for six (6) successive terms in the same capacity for members of the City Council and at the end of the six (6) successive terms City Council members would have to serve in a different capacity. Jon Capps seconded the motion. The motion failed with Robert Dlabaj, Charles Marsh, Katy Vaughan, Tex York, Ruth White, Cherie Williams, Mike West, Micalah Medlin, Michelle Barton and Pat Branson opposing the motion.

Robert Dlabaj made a motion to allow City Council Members to serve a limit of six (6) successive terms as Mayor or City Council Members to be followed by one full election cycle of two (2) years before any official may serve again. Katy Vaughan seconded the motion. The motion carried with Jennifer Hiser, Jon Capps and Sharon Hutchins opposing the motion.

Jennifer Hiser made a motion that all elected officials participate in at least three (3) hours of continuing education to be documented by the City Secretary and presented at the first January City Council Meeting each year. Jon Capps seconded the motion. The motion failed with Robert Dlabaj, Charles Marsh, Tex York, Ruth White, Mike West, Micalah Medlin, and Pat Branson opposing the motion.

Cherie Williams asked that the Qualifications for Office be on the next agenda for consideration.

Jon Capps made a motion to add electronic communications to section 3.11. Katy Vaughan seconded the motion. The motion carried with a unanimous vote of the Commission.

Jon Capps made a motion to amend section 3.10 to read "No City Council Member shall direct the appointment of any person to office by the City Manager...." Katy Vaughan seconded the motion. The motion carried with a unanimous vote of the Commission.

Jon Capps made a motion to add a section for Public Works to Section 4.05 City Departments. Mike West seconded the motion. The motion carried with a unanimous vote of the Commission.

Katy Vaughan made a motion to amend the draft charter to have the City Council appoint the City Judge. Sharon Hutchins seconded the motion. The motion carried with a unanimous vote of the Commission.

**6. Discuss and consider Mandatory Fees on Utility Bills -**

Katy Vaughan addressed the other Commission Members stating that she had concerns regarding Mandatory Fees that Home Rule City's could possibly place on the Utility Bills. Ms. Vaughan stated that she would like the Charter to specifically state that the City of Crandall would not be able to add Fees onto the Utility Bills. Kent Hofmeister, City Attorney, asked that he be allowed more time to research the matter before the Commission voted to include a mandate in the City Charter.

Katy Vaughan made a motion to table consideration of Mandatory Fees on Utility Bills. Sharon Hutchins seconded the motion. The motion carried with a unanimous vote of the Commission.

**7. Discuss and consider Article Five – Ordinances -**

Jon Capps made a motion to approve Article Five – Ordinances and to have City Attorney, Kent Hofmeister, review for any grammatical errors and punctuation. Charles Marsh seconded the motion. The motion carried with a unanimous vote of the Commission.

**8. Discuss and consider Article Six – Budget and Finances -**

Chairman Michelle Barton asked that the City Attorney research how the City Charter could possibly tie the property tax rate to be set by the State.

Jon Capps made a motion to accept Article Six – Budget and Finances contingent on the City Attorney reviewing for any grammatical errors and punctuation as well as reviewing the property tax rates to be tied to the

State. Katy Vaughan seconded the motion. The motion carried with a unanimous vote of the Commission.

9. **Discuss and consider Article Seven – Boards and Commissions -**

Jon Capps made a motion to accept Article Seven – Boards and Commissions and to have City Attorney, Kent Hofmeister, review for any grammatical errors and punctuation. Katy Vaughan seconded the motion. The motion carried with a unanimous vote of the Commission.

10. **Discuss and consider Article Eight – Elections -**

Katy Vaughan made a motion to remove section 8.02 Qualifications of City Council and replace with Section 3.02. Jon Capps seconded the motion. The motion carried with a unanimous vote of the Commission.

Jon Capps made a motion to accept the remaining sections of Article Eight – Elections. Charles Marsh seconded the motion. The motion carried with a unanimous vote of the Commission.

**Mike West made a motion to Fix the Time to Which to Adjourn at 9:00 p.m. and to cover agenda items 11 and 12 at the next scheduled meeting of the Home Rule Charter Commission. Jon Capps seconded the motion. The motion carried with a unanimous vote of the Commission.**

11. **Discuss and consider Article Nine – Utility and Public Service Franchise and Licenses -**

Moved to February 20, 2020 Agenda.

12. **Discuss and consider Article Ten – Municipal Planning and Zoning -**

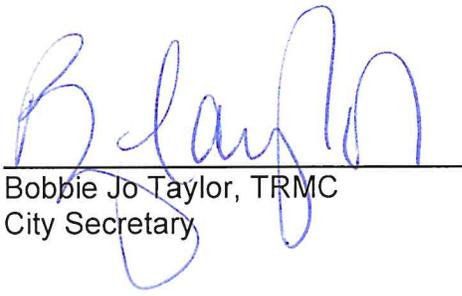
Moved to February 20, 2020 Agenda.

13. **Adjourn –**

See motion above made by Mike West.

  
Michelle Barton  
Chairman

Attest:



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Bobbie Jo Taylor, TRMC  
City Secretary