



**SEABROOK CHARTER REVIEW COMMISSION
NOTICE OF MEETING
TUESDAY, AUGUST 20, 2024 - 4:00 PM**

For city information visit www.seabrooktx.gov
For Agenda Center visit www.seabrooktx.gov/agendacenter

NOTICE IS HEREBY GIVEN THAT THE SEABROOK Charter Review Commission WILL HOLD A MEETING ON **Tuesday, August 20, 2024 AT 4:00 PM** IN THE CITY HALL CITY COUNCIL CHAMBERS, 1700 1ST STREET, SEABROOK, TEXAS, **TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION** WITH RESPECT TO THE ITEMS LISTED BELOW.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time the Commission will listen to any member of the audience on any subject matter whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker. In accordance with the Open Meetings Act, Commission Members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please state your name and address clearly before making your comments. Thank you.

2. OLD BUSINESS

2.1 Consider and take all appropriate action on any additional review of previously examined Articles I, II, III, IV, VII, VIII, IX, X, XI and XII as necessary.

3. NEW BUSINESS

3.1 Approve the minutes of the July 16, 2024 Charter Review Commission meeting.

4. ROUTINE BUSINESS

4.1 Establish future meeting dates and agenda items.

THE CHARTER REVIEW COMMISSION RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

I certify that this notice was posted on the bulletin board on or before Friday, August 2, 2024 no later than 5:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC





Agenda Briefing

Date of Meeting: August 20, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action on any additional review of previously examined Articles I, II, III, IV, VII, VIII, IX, X, XI and XII as necessary.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached:

1. Proposed Review List

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

CHARTER REVIEW

SECTIONS FOR CONSIDERATION

Article	Section	Section Title	Brief Description of Change Proposed
II	2.01	The Council	Term change /Distiguish Mayor Seperately
II	2.05	Vacancies, Forfeiture, Filling of Vacancies	Code of Conduct Ordinance
IV	4.04	Boards, Commission and Committees	Clarifying
V	5.03 (a)	Financial Procedures	Update tasks to responsibilities
V	5.05	Financial Procedures	Update "votes of five (5) or more Council "Super majority"
VI	6.01	Planning and Zoning	Allow P&Z members to serve on Comprehensive Master Plan Comm.
VI	6.03 (c)	Planning and Zoning	to say "zoning" map
VIII	8.05	Initiative, Referendum and Recall	Grounds for Removal
VIII	8.11	Initiative, Referendum and Recall	Action on Petitions
IX	9.02	Courts	Residency of Municipal Court Judge
IX	9.04	Courts	Chg wording from "file" to "coordinate"



SEABROOK CHARTER REVIEW COMMISSION
MEETING

Chairperson Croce called the meeting to order at 4:04 p.m. Present were Commission Members, Andrew Croce, Elaine Renola, Michael DeHart, and Lori Solt. Also Present were City Manager Gayle Cook, City Attorney David Olson, and Deputy City Secretary Amanda Morales.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no citizen comments

2. OLD BUSINESS

- 2.1 Consider and take all appropriate action on any additional review of previously examined articles as necessary.**

No action taken.

3. NEW BUSINESS

- 3.1 Approve the minutes of the June 18, 2024 Charter Review Commission meeting.**

Motion:	To Approve
Made By:	Charter Review Commission Member Renola
Seconded By:	Charter Review Commission Member DeHart
Vote:	Passed unanimously by all present

- 3.2 Review, discuss, and if appropriate, take action on Seabrook City Charter, Article X, "Franchise and Public Utilities". City Manager, Gayle Cook, Director of Finance, Michael Gibbs, and Director of Public Works, Kevin Padgett, may participate in the discussion on Article X to share information with the Charter Review Commission on historical perspective, best practices, and suggested amendments, if any.**

The Commission reviewed Article X and no recommendations were made.

- 3.3 Review, discuss, and if appropriate, take action on Seabrook City Charter, Article XI, "General Provisions".**

The Commission reviewed Article XI and no recommendations were made.

- 3.4 Review, discuss, and if appropriate take action on Seabrook City Charter,**

Article XII, "Historical Reference".

The Commission reviewed Article XII and no recommendations were made.

4. ROUTINE BUSINESS

4.1 Summarize all sections of Articles X, XI, and XII for revision or further review.

There were no changes made to review during the next meeting.

4.2 Establish future meeting dates and agenda items.

Deputy City Secretary Amanda Morales announced that the next meeting will be held on August 20, 2024.

Motion:	To Adjourn
Made By:	Charter Review Commission Member Renola
Seconded By:	Charter Review Commission Member DeHart
Vote:	Passed unanimously by all present

The meeting was adjourned at 5:16 p.m.

APPROVED:

Andrew Croce, Chair

Date

ATTEST:

Rachel Lewis, City Secretary



Agenda Briefing

Date of Meeting: August 20, 2024

Responsible Department: City Secretary's Office

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Establish future meeting dates and agenda items.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation: