



**SEABROOK CHARTER REVIEW COMMISSION
NOTICE OF MEETING
TUESDAY, SEPTEMBER 3, 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, September 3, 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. CONSENT AGENDA

2.1 Approve the minutes of the August 20, 2024 Charter Review Commission meeting.

3. OLD BUSINESS

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

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 30, 2024 no later than 4:00 p.m. and that this notice will remain posted until the meeting has ended.

Rachel Lewis, TRMC





MEETING MINUTES
AUGUST 20, 2024

SEABROOK CHARTER REVIEW COMMISSION
MEETING

Chairperson Croce called the meeting to order at 4:01 p.m. Present were Commission Members, Andrew Croce, Elaine Renola, Michael DeHart, Lori Solt, Ann Wacker, Richard Tomlinson, and Betty Heverly. Also Present were City Manager Gayle Cook, City Attorney David Olson, and City Secretary Rachel Lewis.

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 I, II, III, IV, VII, VIII, IX, X, XI and XII as necessary.

The Commission discussed the following changes for approval:

5.03 Section A (3) replace word tasks with responsibilities and section A (9) move to the end of the section.

5.05 strike from word "favorable" to end of the sentence, and replace with "supermajority"

6.04 (c) change "map" to say "zoning map"

9.04 change "filed" to say "coordinated"

The Commission discussed Section 2.01 regarding terms and term limits. They requested a chart be developed with the different term options and how those would affect election timeframes to review for the next meeting.

Motion:	To Approve changes to Sections 5.03 and 5.05
Made By:	Commission Member Wacker
Seconded By:	Commission Member Renola
Vote:	Passed unanimously by all present

Motion:	To Approve changes to 6.04 (c)
Made By:	EDC Secretary Wacker
Seconded By:	Charter Review Commission Member Renola
Vote:	Passed unanimously by all present

Motion:	To Approve changes to Section 9.04
Made By:	Commission Member DeHart
Seconded By:	Commission Member Renola
Vote:	Passed unanimously by all present

3. NEW BUSINESS

3.1 Approve the minutes of the July 16, 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

4. ROUTINE BUSINESS

4.1 Establish future meeting dates and agenda items.

City Secretary Rachel Lewis informed the Commission their next meeting was scheduled for September 3, 2024 at 4:00 pm.

Motion:	To Adjourn
Made By:	Charter Review Commission Member Croce
Seconded By:	EDC Secretary Wacker
Vote:	Passed unanimously by all present

The meeting was adjourned at 5:24 pm.

APPROVED:

Andrew Croce, Chair

Date

ATTEST:

Rachel Lewis, City Secretary

Article	Section	Section Title	Brief Description of Change Proposed	Approved
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	(3) Update "tasks" to "responsibilities", (9) move to end of section	8/20/2024
V	5.05	Financial Procedures	Update "votes of five (5) or more Council "Super majority"	8/20/2024
VI	6.01	Planning and Zoning	Allow P&Z members to serve on Comprehensive Master Plan Comm.	
VI	6.04 (c)	Planning and Zoning	to say "zoning map"	8/20/2024
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"	8/20/2024
XI	11.23	General Provisions	Allow P&Z members to serve on Comprehensive Master Plan Comm.	

Election Terms/Years

	2-Year Terms	3-Year Terms	4-Year Terms
2025	Mayor & Positions 2,4,6	Mayor & Positions 2,4,6	Mayor & Positions 2,4,6
2026	Positions 1,3,5	Positions 1,3,5	Positions 1,3,5
2027	Mayor & Positions 2,4,6		
2028	Positions 1,3,5	Mayor & Positions 2,4,6	
2029	Mayor & Positions 2,4,6	Positions 1,3,5	Mayor & Positions 2,4,6
2030	Positions 1,3,5		Positions 1,3,5
2031	Mayor & Positions 2,4,6	Mayor & Positions 2,4,6	
2032	Positions 1,3,5	Positions 1,3,5	
2033	Mayor & Positions 2,4,6		Mayor & Positions 2,4,6
2034	Positions 1,3,5	Mayor & Positions 2,4,6	Positions 1,3,5
2035	Mayor & Positions 2,4,6	Positions 1,3,5	
2036	Positions 1,3,5		
2037	Mayor & Positions 2,4,6	Mayor & Positions 2,4,6	Mayor & Positions 2,4,6
2038	Positions 1,3,5	Positions 1,3,5	Positions 1,3,5
2039	Mayor & Positions 2,4,6		
2040	Positions 1,3,5	Mayor & Positions 2,4,6	

Term Limits

Current term limits – 2 years which equals 8 years

Questions:

- Is a portion of a term considered a “term”?
- Should an additional paragraph be included under section 2.01 with more information about terms and when someone can vacate current position to run for another?

Samples of Charter Terminology from Other Cities

City of Aubrey, Tx

No person shall serve as Mayor for more than three (3) consecutive elected three (3) year terms, and no person shall serve as Council Member for more than three (3) consecutive elected three (3) year terms. Any Council Member or Mayor who is ineligible to run for elected City office due to the limitations on terms as provided herein shall remain ineligible to hold an elected City office for a period of eighteen (18) months following the expiration of the most recent term of City office for which he or she was elected. Additionally, no person shall serve as Council Member and/or Mayor (combined) for more than five (5) elected three (3) year terms.

City of Friendswood, Tx

The Mayor and each Councilmember shall be elected to serve for three-year terms as provided below, but no person shall be elected to serve on the City Council in any capacity for more than four three-year terms.

City of Rowlett, Tx

Term Limits – An individual shall serve no more than two (2) consecutive three (3) year terms as Mayor. An individual shall serve no more than two (2) consecutive three (3) year terms as Councilmember. After an individual vacates an office, if fifty percent (50%) or less remains of the individual's term, the term shall be considered a full term for reasons of calculating term limits.

TML Manual States:

Occasionally, a charter will clearly state that “a portion of a term” does not count as a term of office for the purposes of a limit. Some charters use the word “full term” or “regular term.” These are generally interpreted to mean that if a person comes into a partial term, the partial time will not count toward the limit.

Several cities require a person to “sit out” one year or one term before running for office again (one city requires that an individual must sit out 30 months). Whether this means that in the other cities a person reaching his/her maximum can never come back is unknown. Two cities do state that the term limit is for the “lifetime” of the individual.



Agenda Briefing

Date of Meeting: September 3, 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: