



SEABROOK CHARTER REVIEW COMMISSION
MEETING

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

2. NEW BUSINESS

2.1 Approve the minutes of the May 7, 2024 Charter Review Commission meeting

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

2.2 Review, discuss, and if appropriate, take action on Seabrook City Charter, Article III, "The City Manager." City Manager, Gayle Cook, may participate in the discussion on Article III to share information with the Charter Review Commission on historical perspective, best practices, and suggested amendments, if any.
No revisions were recommended.

2.3 Review, discuss, and if appropriate, take action on Seabrook City Charter, Article IV, "Administrative Departments." Deputy City Manager Sean Landis and City Secretary Rachel Lewis may participate in the discussion on Article IV to share information with the Charter Review Commission on historical perspective, best practices, and suggested amendments, if any.

The commission discussed 4.04 and reviewed wording submitted by City Administrator Gayle Cook. *See Attachment A.*

3. OLD BUSINESS

3.1 Consider and take all appropriate action on any additional review of previously examined Seabrook City Charter Articles I and II, as necessary.

The commission discussed previously examined Seabrook City Charter Articles I and II, specifically regarding terms of office and clarification of terms and candidacy.

Rob Hefner presented his request for changes regarding:

- Increasing terms from 3 to 4 years
- Term limits of 3 terms
- Resigning from one position to run for another or
- Allowing a Councilmember to run for Mayor without resigning

City Manager Cook stated there was a good guide provided by the Texas Municipal League regarding charters that she would share with the commission called 'Texas Home Rule Charters: Second Edition'.

4. ROUTINE BUSINESS

4.1 Establish future meeting dates and agenda items.

Future agenda items:

- Articles V and VI next meeting
- Articles I, II, III and IV - Old Business

Next Meeting will be held on June 4, 2024 at 4:00 p.m.

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

Meeting adjourned at 5:15 p.m.

Approved on the 4th day of June, 2024.

for Andrew Wacker
Andrew Croce, Chair

ATTEST:

Amanda Morales
Amanda Morales
Deputy City Secretary

Section 4.04. Boards, commissions, and committees.

~~The Council shall create, establish, or appoint, as may be required by law, circumstance, or this Charter, those Boards, Commissions, and Committees which are deemed necessary to carry out the functions and obligations of the City. The Council shall prescribe the purpose, composition, function, duties, and accountability, of each Board, Commission, and Committee, where such are not prescribed by law or this Charter. All such appointees shall be residents of the City of Seabrook, Texas. Each such appointment shall be for a three (3) year term unless restricted by law, the Charter or restricted to a shorter term by the Council.~~

(Charter Election of 5-9-2015)

Note(s)—See note at § 4.02.

Creation. The council shall have power by ordinance to create, establish and abolish such other boards and commissions as the council shall determine are necessary and desirable. Such ordinance shall as a minimum include:

- a. Title of the board or commission.
- b. Purpose and duties.
- c. Number of persons comprising membership.
- d. Terms.
- e. Appointment of chairperson and vice-chairperson.

Eligibility. All Seabrook residents who have been residents of the city for one (1) year immediately prior to the date of appointment, eligible to vote in the City and who are not in arrears in the payment of any taxes or other liability due to the City, are eligible for appointment or reappointment to a board or commission.

Removal and vacancies. Except as otherwise provided by state law or ordinance, the council may, upon the affirmative vote of the majority of the full membership of the council, remove members of any board or commission without notice. If an individual appointed to a board or commission shall cease to possess any of the qualifications for appointment, shall file or announce as a candidate for any public office, or shall be convicted of a crime of moral turpitude, such individual shall immediately be considered removed and such appointment vacant. Vacancies in the appointive board or commission, whether by resignation, death, removal or other cause, shall be filled by council appointment for the unexpired term.

Meetings. All meetings shall be open to the public except as otherwise permitted by law. Minutes of the meetings open to the public shall be kept and attendance, subject matter and voting shall be recorded.

Voting. No member of a board or commission shall be excused from voting unless otherwise required by law.

Wording Suggestions

Section 2.01: Two possible solutions to clarify the interpretation of this section.

1. Change the last sentence to read as follows: "No member of Council shall be elected for more than two (2) full consecutive terms." [the effect of this change would be that resignation during any point of an active term would not be considered the fulfillment of a "full term" for purposes of consecutive terms and would allow that elected official to run for any office thereafter.]
2. Add a clarifying sentence to the end of this section to read as follows: "For purposes of this Section, regardless of the number of consecutive terms, a member of Council not actively serving as the Mayor or a Councilmember for a period of twelve (12) or more months shall be eligible to run and serve as the Mayor or a Councilmember." [this change would simply reflect prior legal interpretation and current practice.]

Section 2.05: Two possible solutions to incorporate a Council adopted "Code of Conduct Ordinance" into the itemized options for possible *forfeiture of office*:

1. Change Section 2.05(b)(2) to read as follows: "Violates any expressed prohibition of this Charter or City Ordinance,"
2. Add a new Section 2.05(b)(3) [and renumber the remaining subsections] to read as follows: "Violates any expressed prohibition adopted the in the City's Code of Conduct Ordinance,"