



RESOLUTION 2013-025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERS BRANCH, TEXAS, ESTABLISHING A CHARTER REVIEW COMMITTEE; ESTABLISHING CHARTER REVIEW COMMITTEE GUIDELINES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Farmers Branch desires to establish a charter review Committee and to establish guidelines to review the City Charter for the purpose of making recommendations to the City Council for appropriate amendments to the City Charter to be approved by the voters at an election called for such purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FARMERS BRANCH, TEXAS:

SECTION 1. The City Council of the City of Farmers Branch does hereby establish a Charter Review Committee to review the City Charter for the purpose of making recommendations to the City Council for appropriate amendments to the City Charter to be approved by the voters at an election called for such purpose. The Committee shall include no fewer than one (1) representative from every voting precinct in the City, unless the precinct includes fewer than 100 registered voters, in which case the precinct would be combined with one or more contiguous City precincts, to be appointed by the City Council. The City Attorney, or designee, and the City Manager, or designee, shall be ex-officio, non-voting members. The chair person of the Committee shall be Bill Binford. The Committee shall elect a vice chairperson from among its members, and shall complete its review and submit a written report to the City Council containing any recommendations for amendments to the City Charter on or before August 6, 2013.

SECTION 2. The City Council of the City of Farmers Branch does hereby establish Charter Review Committee guidelines as set forth in the attached Exhibit "A".

SECTION 3. This ordinance shall become effective upon passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FARMERS BRANCH, TEXAS, THIS 7th DAY OF MAY, 2013.

ATTEST:

Angela Kelly, City Secretary

APPROVED AS TO FORM:

Peter G. Smith, City Attorney
(PGS/04-03-13/60146))

APPROVED:

William P. Glancy, Mayor

Exhibit “A”

Charter Committee Guidelines

1. Committee conducts organizational meeting at which:
 - (a) Vice chair person is elected by the Committee.
 - (b) The Committee establishes meeting date(s), time and location to be held on Thursdays.
 - (c) The Committee reviews any directions or guidelines submitted by the City Council.
 - (d) The Committee receives a briefing by the Mayor, the City Manager and City Attorney.
 - (e) The City Attorney will provide direction on how to proceed with the review of the Charter by determining the order to review the Article or Articles, and to set a meeting date to begin such review.
 - (f) The Committee will receive requests by the City Council and/or City Manager to review and make recommendations regarding specific portions of the Charter.
2. Committee conducts at least monthly meetings on Thursdays to review the Charter. At the end of each meeting the chair person will ask for a vote and approval of recommended changes to the Charter, if any, and/or to move the review to the next portion or subject matter of the Charter, if appropriate.
3. The Committee, with the assistance of the City Attorney and City Administration, will keep a written record (including minutes of each meeting) of any Committee-approved recommended changes to the Charter.
4. The Committee shall complete its review and make a written report to the City Council, after consultation with the City Attorney on or before August 6, 2013.
5. At the conclusion of the review of the Charter, the Committee should review all prior approved Committee recommendations with the City Attorney to ensure that such recommendations are proper and legal. Then the Committee shall prepare a consolidated report to the City Council.
6. The City Council may remove any member from the Committee for absenteeism, or other cause. A quorum of the Committee shall consist of a majority of the number of persons actually appointed to the Committee and the approval of at least a majority of the members present at a meeting is required for the approval of any recommendation to the City Council for an amendment to the City Charter.
7. The City Manager or designee, and the City Attorney, or designee, shall be ex-officio, non-voting members.

Exhibit “A”

8. The meetings of the Committee shall be conducted in compliance with the Texas Open Meetings Act, and shall be open to the public, except authorized closed meetings to consult with legal counsel.

Exhibit “A”

2013 Charter Review Committee

Bill Binford – Chair Person

Deborah Bowe

Blake Holman

Michelle Holmes

Michael Jackson

Rick Johnson

Daniel Moos

Sergio Ramirez

Tim Scott

Kathleen Scraufnegel

Garrett Smith

Al Solis

Greg Southerlin

Adam Toy

Ben Wheeler