

CSO#745-12-2017 Minute Order to create a Charter Review Committee.

Motion was made by Todd K. Hulsey and seconded by Rick Green to approve.

Motion passed 7-0

City Council Regular Meeting

2.D.

TO: Honorable Mayor Shetter and members of the Burleson City Council

FROM: Dale Cheatham, City Manager

DATE: 12/11/2017

SUBJECT: Minute Order to create a Charter Review Committee. *(Dale Cheatham)*

Council Action Requested:

Approve a Minute Order creating a Charter Review Committee.

Background Information:

- The Burleson City Council hereby creates a Charter Review Committee (CRC) with 11 members comprised of 4 City of Burleson Board and Commission members, 4 at-large members, a Burleson Independent School District (BISD) representative, a Joshua Independent School District (JISD) representative, and 1 representative recommended jointly by the City Manager and the City Secretary.
- The Burleson City Council hereby expresses its desire to have a Charter election in May 2019.
- After Minute Order approval creating the CRC the City will take the following actions:
 - Notify Board and Commission members of the creation of the CRC and its composition and encourage them to let the City know if they are interested in serving on the CRC. All Board and Commission members expressing interest will be brought forward for City Council consideration.
 - Advertise for the four at-large members. Everyone expressing interest will be brought forward for City Council consideration.
 - Request that BISD and JISD make recommendations for individuals to serve on the CRC.
 - The City Manager and City Secretary will jointly recommend an individual to serve on the CRC.
- After the filing deadline for 2018 City Council elections all names will be brought forward for the City Council to select the 11 members to serve on the CRC.
- Once the CRC is in place then members of the CRC shall select their own Chairperson.
- A City Attorney will be a resource for the CRC to answer questions and provide insight, but shall not be a voting member of the CRC.
- The CRC will be tasked with reviewing the entire City Charter. However, any City Council or staff member may submit proposed Charter changes for consideration. All changes proposed by an individual Council member or staff member shall be submitted to the City Manager who shall then apprise the entire City Council prior to submitting to the CRC.
- The CRC shall recommend to the City Council no later than December 31, 2018 changes they propose to be made in the City Charter.
- The City Council will make the final determination about what Charter changes will be on the May 2019 ballot for citizen consideration.
- The CRC shall follow the Texas Open Meetings Act.

Board/Citizen Input:

N/A

Staff Contact:

Dale Cheatham

City Manager

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