

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF LAKE JACKSON

BE IT KNOWN that the Charter Review Commission of the City of Lake Jackson met on Tuesday, September 26, 2023, at 6:30 p.m. at 25 Oak Drive, Lake Jackson City Hall, with the following in attendance.

Will Brooks	Councilmember Matt Broaddus
Lisa Pauls	City Manager Modesto Mundo
Amy Tasto	City Engineer Sal Aguirre
Mark Swirsky	City Secretary Sally Villarreal
Bill Yenne	City Finance Director James Bryson

APPROVAL OF MINUTES OF SEPTEMBER 12, 2023, MEETING

On a motion by Mr. Yenne, seconded by Mr. Swirsky with all present members voting “aye,” the September 12, 2023, minutes were approved as amended with one minor correction related to the surety bond discussion.

Sec. 3.12 referenced a surety bond; the cost of the bond that the commission discussed was inaccurate. The total cost is \$1000/year for the surety bonds for the city manager, city secretary, and finance manager (\$1000/person).

DISCUSSION AND COMMENT WITH COUNCILMEMBER MATT BROADDUS:

Mr. Broaddus said he had no specific recommendation.

Councilmember Jon “J.B” Baker was unable to attend the meeting.

Several staff members were in attendance for parts of the meeting pertaining to their expertise. Their comments were very helpful in informing discussion on the Charter elements below. City Attorney Sherri Russell could not attend the meeting but had submitted input on several items in Article 7 below.

REVIEW AND DISCUSS ARTICLES 7-9

Sec. 7.01 – No change

Sec. 7.02 – No change

Sec. 7.03 – City Attorney Sherri Russell recommended changing this section to reflect city secretary procedures in Sec. 7.02 and to allow more time for the referendum petition. Changes recommended by the commission are as follows:

- Remove “immediately upon the filing of such petition, the person performing the duties of the city secretary shall present said petition to the city council.”
- Add – “The city secretary and city attorney shall follow the procedures set out in section 6.05 of this charter.”
- Change “30 days” near the beginning of the third line to “45 days.”
- Remove “or within 30 days after its publication” from the third line to make clear the timing of the petition to be presented to voters.

Sec. 7.04 – No change – suggest minor edit to read “... for adoption or rejection any proposed ordinance, resolution or measure ...

Sec. 7.05 – Sec. 7.06 – No change

Sec. 7.07 – Recommend adding the word “immediately” on the second line so it reads “... it shall immediately thereupon ... (input from City Attorney Sherri Russell)

Sec. 7.08 – Sec. 7.11 – No change

Sec. 8.01 – Sec. 8.04 - No change

Sec. 9.01 – No change

Sec. 9.02 – No change on (a) – (o); recommend minor edit to omit “nos.” in Sec. 9.02(j)

Sec. 9.03 – Sec. 9.13 – No change

Sec. 9.14 – No change – possible minor edit to use a footnote for the parenthesis on the Section title

Sec. 9.15 – 9.16 – No change

Sec. 9.17 – Tabled discussion until the commission can clarify with the City Attorney and other cities’ practices.

Sec. 9.18 – Sec. 23 – No change

Sec. 9.24 – Sec. 9.26 – Tabled discussion until the commission can clarify with the City Attorney and other cities’ practices.

AFFIRM THE NEXT MEETING DATE AND DRAFT THE AGENDA

- October 10, 2023, at 6:30 p.m.
- Revisit the tabled discussion sections (9.17, 9.24, 9.25, 9.26)
- Discuss Articles 10 and 11 and any additional cleanup.
- Councilmember Baker is invited to attend.
- City Attorney Sherri Russell is invited to attend to help discuss tabled sections.

COMMISSION ITEMS

No additional discussion.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:22 p.m.

These minutes were read and approved on the _____ day of September 2023.

Lisa Pauls, Secretary

Will Brooks, Chair