



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA CHARTER COMMISSION REGULAR MEETING SATURDAY, JANUARY 14, 2023, 10:00 A.M.

The Charter Commission will meet in a regular session on Saturday, January 14, 2023, at 10:00 a.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Citizen Comment Period – limited to 30 minutes total

Rules for Citizens' Participation: The Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you must follow these guidelines:

a) Respect and courtesy:

1. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
2. Show the Commission the same respect that you would like to be shown.
3. End your speaking at the time allotted below.

b) Speaking:

1. First citizen comment period.
 - i. You are required to sign up to speak and you are limited to one 3-minute period.
2. Second citizen comment period.
 - i. You are not required to sign up and you are limited to one 2-minute period.
3. State your name and address before your comments begin.
4. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Commission is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

4. Business Items

The following items are for discussion, consideration, and action.

- a) Approval of Minutes for Charter Commission Regular Meetings: November 28, 2022; November 30, 2022; and December 12, 2022.
- b) Discuss and Draft Proposed City Charter.
- c) Announce Date, Time, and Location for Next Meeting.

5. Citizen Comment Period – limited to 20 minutes total

See "Rules for Citizens' Participation" under Item 3.

6. Adjournment

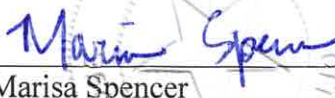
AGENDA NOTICES:

Decorum Required: Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

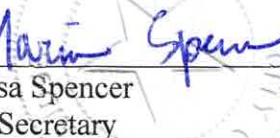
Action by Commission Authorized: The Commission may vote or act upon any item within this agenda.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of the City Council, other city boards, commissions, and/or committees may attend the meeting in numbers that may constitute a quorum of the City Council, other city boards, commissions, and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions, and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 11:00 a.m. on January 9, 2023, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary





MINUTES
CHARTER COMMISSION REGULAR MEETING
MONDAY, NOVEMBER 28, 2022, 6:00 P.M.

Commissioners Present:

Commissioner Nadine Knaus
Commissioner Shawn Willis
Commissioner Armando Diaz
Commissioner Autumn Flanagan
Commissioner Johnell Holly
Commissioner Wayne Mudge
Commissioner James Sturch
Commissioner Elizabeth Templeman
Commissioner Dianna Tillery

Commissioners Absent: None

City Staff and City Councilmembers Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Courtney Billi, Assistant City Secretary
Charlie Zech, City Attorney
Mayor Robb Erickson
Mayor Pro-Tem Lisa Swint
Councilmember Jesse Valdez
Councilmember Kay Bower

A quorum of the City Council was in attendance at the meeting to listen and receive information, but did not consider or take action on any item posted on the agenda.

1. Call to Order/Roll Call

With a quorum of the Charter Commissioners present, Mayor Erickson called the regular meeting of the Garden Ridge Charter Commission to order at 6:03 p.m. on Monday, November 28, 2022, in the City Council Chambers of Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance: Mayor Erickson led the Pledge of Allegiance.

3. Citizen Comment Period: No one signed up to speak.

4. Business Items

The following items are for discussion, consideration, and action.

a) Introductions and Purpose of the Charter Commission.

Mayor Erickson made introductions and spoke regarding the purpose of the Charter Commission.

b) Ordinance No. 210-102022 Board and Commission Policies and Procedures.

1. Discuss/Elect Chair and Vice-Chair of the Charter Commission.

Mayor Erickson discussed the roles and responsibilities of the Chair and Vice-Chair.

Commissioner Sturch nominated Commissioner Knaus to be Chair of the Charter Commission. The Commission voted eight (8) for and none (0) opposed. The nomination carried unanimously. Commissioner Knaus nominated Commissioner Willis to be the Vice-Chair of the Charter Commission. The Commission voted eight (8) for and none (0) opposed. The nomination carried unanimously.

c) Meeting Dates and Times.

City Administrator Nancy Cain reviewed the meeting dates and times.

d) Overall Timeline to Prepare Charter.

City Attorney Charlie Zech reviewed the overall timeline to prepare a City Charter.

e) Current City Form of Government, Procedures to Carry Forward, and Possible Changes.

The Commission discussed the City's current form of government, procedures to carry forward, and possible changes. City Attorney Charlie Zech addressed questions from the Commission.

f) Announce Date, Time, and Location for Next Meeting.

Chair Knaus stated the next Charter Commission Regular Meeting is scheduled for Wednesday, November 30, 2022, at 6:00 p.m. at City Hall.

5. Citizen Comment Period: No one wished to speak.

6. Adjournment

Motion: A motion was made by Commissioner Holly, seconded by Commissioner Diaz, to adjourn. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously. There being no further business, the Monday, November 28, 2022, Charter Commission Regular Meeting was adjourned at 7:59 p.m. by Chair Knaus.

ATTEST:

Nadine Knaus
Chair

Marisa Spencer
City Secretary



MINUTES
CHARTER COMMISSION REGULAR MEETING
WEDNESDAY, NOVEMBER 30, 2022, 6:00 P.M.

Commissioners Present:

Chair Nadine Knaus
Vice-Chair Shawn Willis
Commissioner Armando Diaz
Commissioner Autumn Flanagan
Commissioner Johnell Holly
Commissioner Wayne Mudge
Commissioner Jim Sturch
Commissioner Dianna Tillery

Commissioners Absent:

Commissioner Elizabeth Templeman

City Staff and City Councilmembers Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Charlie Zech, City Attorney
Mayor Robb Erickson
Councilmember Jesse Valdez
Councilmember Kay Bower

A quorum of the City Council was in attendance at the meeting to listen and receive information, but did not consider or take action on any item posted on the agenda.

1. Call to Order/Roll Call

With a quorum of the Charter Commissioners present, Chair Knaus called the regular meeting of the Garden Ridge Charter Commission to order at 6:00 p.m. on Wednesday, November 30, 2022, in the City Council Chambers of Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance: Chair Knaus led the Pledge of Allegiance.

3. Citizen Comment Period: No one signed up to speak.

4. Business Items

The following items are for discussion, consideration, and action.

a) First Draft of the Proposed City Charter.

City Attorney Charlie Zech reviewed the proposed charter template.

The Commission agreed by consensus to accept the preamble of the proposed charter template.

Motion: A motion was made by Commissioner Tillery, seconded by Commissioner Sturch, to accept the City Council-Manager form of government as stated in the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Holly, seconded by Vice-Chair Willis, to accept Section 1.01 Form of Government of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Sturch, seconded by Commissioner Holly, to accept Section 1.02 Boundaries of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Commissioner Flanagan, to accept Section 1.03 Extension and Reduction of Boundaries of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Tillery, seconded by Vice-Chair Willis, to accept Section 2.01 General Powers of the City of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Diaz, seconded by Commissioner Tillery, to accept Section 3.01 Composition; Term Subsection A. of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Commissioner Holly, to accept Section 3.01 Composition; Term Subsection B. of the proposed charter template with the following amendment: revise to two (2) year terms. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Vice-Chair Willis, seconded by Commissioner Mudge, to accept Section 3.02 Limitations on Terms of the proposed charter template. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

The Commission discussed revisiting Section 3.03 Qualifications of City Council and Section 5.02 Filing for Office during a future meeting.

Motion: A motion was made by Commissioner Sturch, seconded by Commissioner Holly, to accept Section 3.04 Mayor or Mayor Pro-Tem of the proposed charter template with the following amendments: revise wording to only allow the Mayor to vote in the case of a tie and add wording regarding the power of veto authority that is currently provided for Type A General Law Cities. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously.

b) Announce Date, Time, and Location for Next Meeting.

Chair Knaus stated the next Charter Commission Regular Meeting is scheduled for Monday, December 12, 2022, at 6:00 p.m. at City Hall.

5. Citizen Comment Period: No one wished to speak.

6. Adjournment

Motion: A motion was made by Vice-Chair Willis, seconded by Commissioner Tillery, to adjourn. The Commission voted seven (7) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, November 30, 2022, Charter Commission Regular Meeting was adjourned at 8:18 p.m. by Chair Knaus.

ATTEST:

Nadine Knaus
Chair

Marisa Spencer
City Secretary



City of Garden Ridge

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MINUTES CHARTER COMMISSION REGULAR MEETING MONDAY, DECEMBER 12, 2022, 6:00 P.M.

Commissioners Present:

Chair Nadine Knaus
Vice-Chair Shawn Willis
Commissioner Armando Diaz
Commissioner Autumn Flanagan
Commissioner Johnell Holly
Commissioner Wayne Mudge
Commissioner Jim Sturch
Commissioner Dianna Tillery
Commissioner Elizabeth Templeman

Commissioners Absent: None

City Staff and City Councilmembers Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Charlie Zech, City Attorney
Mayor Robb Erickson
Councilmember Jesse Valdez
Councilmember Kay Bower

A quorum of the City Council was in attendance at the meeting to listen and receive information, but did not consider or take action on any item posted on the agenda.

1. Call to Order/Roll Call

With a quorum of the Charter Commissioners present, Chair Knaus called the regular meeting of the Garden Ridge Charter Commission to order at 6:00 p.m. on Monday, December 12, 2022, in the City Council Chambers of Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance: Chair Knaus led the Pledge of Allegiance.

3. Citizen Comment Period: No one signed up to speak.

4. Business Items

The following items are for discussion, consideration, and action.

a) Discuss and Draft Proposed City Charter.

Motion: A motion was made by Commissioner Sturch, seconded by Commissioner Diaz, to not include absences in Section 3.05 Vacancies, Forfeiture and Filling of Vacancies of the proposed charter template. The Commission voted seven (7) for and one (1) opposed (Commissioner Tillery). The motion passed by a vote of 7-1.

Motion: A motion was made by Commissioner Mudge, seconded by Commissioner Holly, to accept Section 3.05 Vacancies, Forfeiture and Filling of Vacancies with the following amendment: revise Subsection D to be consistent with state law as applicable to Type A General Law Cities. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Vice-Chair Willis, seconded by Commissioner Holly, to accept Section 3.06 Powers of the City Council of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Templeman, seconded by Commissioner Sturch, to accept Section 3.07 Prohibitions Subsection A. of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Commissioner Holly, to accept Section 3.07 Prohibitions Subsection B. of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Sturch, seconded by Vice-Chair Willis, to accept Section 3.07 Prohibitions Subsection C. of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Vice-Chair Willis, to accept Section 3.08 Meetings of the City Council of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Holly, seconded by Commissioner Flanagan, to accept Section 3.09 Quorum of the proposed charter template with the following amendment: change “four” to “three” to remain consistent with a non-voting Mayor. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Vice-Chair Willis, seconded by Commissioner Diaz, to accept Section 3.10 Rules of Procedures; Abstentions of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Sturch, seconded by Commissioner Mudge, to accept Section 3.11 Passage of Ordinances in General of the proposed charter template as revised. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Sturch, seconded by Vice-Chair Willis, to accept Section 3.12 Authentication, Recording, Codification, Printing and Distribution Subsection A. of the proposed charter template with the following amendment: remove the wording regarding indexing and placing in a book kept open for public inspection. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Vice-Chair Willis, to accept Section 3.12 Authentication, Recording, Codification, Printing and Distribution Subsection B. of the proposed charter template with the following amendments: revise the first sentence to be applicable to future codification and remove the last sentence. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Tillery, seconded by Commissioner Holly, to accept Section 3.13 Investigations by the City Council of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Holly, seconded by Vice-Chair Willis, to accept Article VIII Legal Provisions Section 8.01 Service of Process Against the City, Section 8.02 Pending Matters, Section 8.03 Property Not Exempt From Special Assessments, and Section 8.06 No Waiver of Immunity of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Commissioner Mudge, seconded by Commissioner Templeman, to accept Article IX Transitional Provisions Section 9.01 Effective Date, Section 9.02 Continuation of Elective Offices, and Section 9.03 Continuation of Operation of the proposed charter template. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously.

b) Announce Date, Time, and Location for Next Meeting.

Chair Knaus stated the next Charter Commission Regular Meeting is scheduled for Monday, January 9, 2023, at 6:00 p.m. at City Hall.

5. Citizen Comment Period: No one wished to speak.

6. Adjournment

Motion: A motion was made by Commissioner Holly, seconded by Vice-Chair Willis, to adjourn. The Commission voted eight (8) for and none (0) opposed. The motion carried unanimously. There being no further business, the Monday, December 12, 2022, Charter Commission Regular Meeting was adjourned at 8:04 p.m. by Chair Knaus.

ATTEST:

Nadine Knaus
Chair

Marisa Spencer
City Secretary