



WARD 1

Susan Wright, Commissioner
Angie Grimm, Commissioner
Holly Gray-McPherson, Commissioner

WARD 2

Brian Darby, Commissioner
Jesse Terrell, Commissioner
Kevin Stillwell, Commissioner

WARD 3

Dion Jones, Commissioner
Richard Noon, Commissioner
Sharron Holland, Commissioner

**ROANOKE CHARTER REVIEW
COMMISSION MINUTES
MONDAY, SEPTEMBER 23, 2013
6:30 P.M.**

**ROANOKE CITY HALL
108 S. OAK STREET
ROANOKE, TEXAS 76262**

PRESENT: Commissioners: Susan Wright, Angie Grimm, Holly Gray-McPherson, Brian Darby, Jesse Terrell, Dion Jones, and Sharron Holland.

DEPT. STAFF: City Manager Scott Campbell, City Secretary April S. Hill, and City Attorney Jeff Moore.

ABSENT: Kevin Stillwell and Richard Noon. Brian Darby arrived at 7:00 p.m.

A. CALL TO ORDER

Charter Review Commission called to order at 6:33 p.m.

B. NEW BUSINESS

1. Motion made by Angie Grimm second by Jesse Terrell to appoint Holly Gray-McPherson as Chairperson for the Charter Review Commission.
Motion carried unanimously.

2. Discuss Process for Charter Review – City Attorney Jeff Moore.

City Attorney Jeff Moore stated that the Charter provides that it be reviewed periodically and gave an overview of the options in reviewing the City of Roanoke Charter.

Mr. Moore stated that he did not see any issues that needed revision, or have encountered any problems with the document (Charter) since its approval on May 10, 2008.

Mr. Moore explained that any recommendation made by the Charter Review Commission would go to the City Council, and then City Council would call an election on a uniform election date, which would be May 10, 2014.



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3. Discuss proposed content and any revisions to the Home-Rule Charter.

Holly Gray-McPherson stated that the only thing from a City Council perspective that has been mentioned in the past is the requirements for City Council members to have an item place on the City Council agenda. This may be an item that needs to be addressed.

Dion Jones asked if with the advancement of technology, is there anything in the Charter that covers how we communicate with the public.

Holly Gray-McPherson stated that is not something addressed in the Charter, rather addressed internally.

City Attorney Jeff Moore stated that would be addressed with Ordinances or procedures.

Dion Jones explained the Charter states choosing an official newspaper.

Mr. Moore explained that State law requires publications be placed in a newspaper.

Mr. Moore further explained that when the Charter was originally written, they used "in accordance with State law" in order to stay current with what the Texas Legislature requires, as they meet every two (2) years and the requirements sometimes change. Without this the Charter would require amendments.

Jesse Terrell asked if there will be a time when the composition of the City Council will have to change, due to the population growth.

City Attorney Jeff Moore asked if he was asking about the number of City Council members.

Jesse Terrell stated yes and does the Charter determine where the Ward boundaries are.

Mr. Moore explained that the Charter states boundaries will be done by Ordinance, making each Ward as equal as possible according to population.

Holly Gray-McPherson suggested going over the Charter by Article:

Article I: Form of Government
Article II: Powers of the City
Article III: The City Council

Section 3.12 – Rules of procedure can be changed by Ordinance.



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Article IV: City Administration
Article V: Nominations and Elections

Section 6.02 – Petitions for Recall: 30% or 325 registered voters, whichever is greater.

Article VI: Recall, Initiative, and Referendum
Article VII: Financial Procedures
Article VIII: Boards and Commissions

Section 8.01 – Board applicants: minimum residency requirements.

Article IX: Planning & Zoning Commission and Board of Adjustment
Article X: Utility and Public Service Franchises and Licenses
Article XI: General Provisions
Article XII: Legal Provisions
Article XIII: Transitional Provisions
Article XIV: Nepotism, Prohibitions and Penalties
Article XV: Review and Amendment of Charter

Section 15.02 – This section would need to be addressed if additional Wards were added.

4. Schedule next meeting of Charter Review Commission.

Holly Gray-McPherson set the next meeting for Monday, September 30, 2013 at 6:30 p.m.

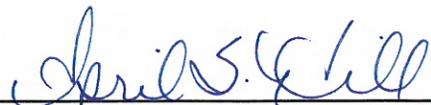
C. ADJOURNMENT

Motion made by Jesse Terrell second by Sharron Holland to adjourn the meeting at 8:03 p.m.

Motion carried unanimously.



Holly Gray-McPherson, Chairperson



April S. Hill, City Secretary