

MINUTES  
**HOME RULE CHARTER COMMISSION (HRCC) MEETING**  
June 10, 2019

**CALL TO ORDER – Roll Call and Determination of a Quorum**

The Home Rule Charter Commission (HRCC) met on the above date. Mayor Lee Pettie opened the meeting and immediately turned it over to HRCC Chair Scott Douglas Levine, who called the meeting to order at 7:00 p.m. and noted there was a quorum, which was defined later in the meeting.

**HOME RULE CHARTER COMMISSION MEMBERS AND ALTERNATES**

**HRCC Members**

- ✓ 1. Scott Douglas Levine, Chair
- ✓ 2. Z Marshall
- ✓ 3. James A. “Andy” Redmond
- ✓ 4. Billy Barron ([Appointed Secretary](#))
- ✓ 5. David Gilmore
- ✓ 6. Tom Macduff ([Appointed Vice Chair](#))
- ✓ 7. Randy Kercho
- ✓ 8. Homer Adams II
- ✓ 9. Scott Livesay

**HRCC Alternates**

- ✓ 1. Todd Fecht
- ✓ 2. Terry M. Lynch

**Staff/Others Present:**

- X City Attorney Brandon S. Shelby
- ✓ City Administrator Luke B. Olson

- ✓ ACA/CS Patti Scott Grey
- ✓ Police Chief Richard D. Brooks

- ✓ Mayor Lee Pettie
- ✓ Mayor Pro Tem Ed Standridge
- ✓ Councilmember Cindy Meyer

## **PLEDGE OF ALLEGIANCE**

HRCC recited both the American and Texas Pledges

## **PUBLIC COMMENTS**

No Comments

## **INDIVIDUAL CONSIDERATION ITEMS**

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON APPOINTING A VICE CHAIR AND SECRETARY FOR THE HOME RULE CHARTER COMMISSION (HRCC). [LEVINE]

HRCC unanimously appointed Tom Macduff to serve as their Vice Chair and Billy Barron to serve as their Secretary.

2. WORK SESSION [LEVINE]

- SCHEDULING OF REGULAR MEETINGS; DUTIES, INCLUDING WHETHER CHAIR VOTES (IN CASE OF A TIE); ABSENTEEISM; QUORUM, ETC.

### **CHAIR AND TIE VOTES:**

Chair Levine said he hopes the HRCC never ends in a situation where there an issue that is so divisive that he would have to split the tie. He would suggest that the Commission would continue discussion in those cases to come to a consensus. He also said that if there is ever an issue where the HRCC has multiple schools of thought on an issue, the Commission would include all the options and the reasons why to the City Council.

MOTION: HRCC Member Marshall moved to allow the Chair to vote. HRCC Member Livesay seconded with HRCC Members Marshall, Livesay, MacDuff and Gilmore voting for the motion and HRCC Members Kercho, Barron, Redmond, and Adams voting against the motion. Motion failed 4-4 (tie).

MOTION: HRCC Member Randy Kercho moved to allow the Chair to vote only in case of a tie. HRCC Members Redmond seconded with Adams, Barron, Gilmore, Kercho, Livesay, and Redmond voting for the motion, HRCC Member Marshall voting against the motion and HRCC Member Livesay abstaining. Motion passed 6-1  
Chair Levine stated that he did not think there would be many controversial issues in writing a charter especially for a city like ours.

### **QUORUM:**

Five (5) Commissioners constitutes a quorum (to be verified by City Attorney Shelby) as there are a total of nine (9) Commissioners (including the Chair, voting only in case of a tie) and two (2) Alternates.

### **FUTURE MEETINGS:**

Chair Levine suggests that we generally try to schedule one article per meeting. He does not feel that the work can be done in time for the May 2020 election. Mayor Lee Pettie said that the City Council's position is that it is more important to get the charter right than to get it completed fast.

It was decided that the HRCC will generally meet once monthly at 7:00 p.m. at Parker City Hall, usually on the 4th Monday of the month. Sometimes the 2<sup>nd</sup> Monday will be used, if needed. The November meeting will be moved to a different date to avoid Thanksgiving week possibly November 21<sup>st</sup> this year (Commissioners/Staff will check their schedules for availability). The December meetings will be cancelled.

An extra meeting scheduled for Monday June 24<sup>th</sup> was discussed, but after several Commissioners voiced conflicts. The date was changed to Tuesday, June 25. The purpose of the June 25th meeting is to plan out the work at future meetings. The following 2019 dates were noted, June 25, July 22, August 26, September 23, October 28, possibly November 21 (to be confirmed), no December meeting and the following 2020 dates were noted, January 27, February 24, March 23, April 27, May 25, June 29, July 27, August 24, September 28, October 26. Again, the November 2020 will be discussed if needed and December meeting canceled.

City Attorney Brandon Shelby should walk through what the commission is trying to do at that meeting. Chair Levine would work with City Staff to assemble a notebook of charters from other cities probably next week. At the June meeting, the commission will try to decide what order the articles in the charter should be attacked.

Chair Levine thinks that HRCC should not need subcommittees due to the small size of the group and there was no need to rush the process.

### **TIMEFRAME:**

Chair Levine noted, with input from Mayor Pettie, City Council had no preconceived timeframe for HRCC to complete the process thoroughly.

### **PUBLIC COMMENTS:**

Chair Levine said HRCC should not default to asking for public comments.

If there is an issue where there are multiple options and HRCC wants public feedback, HRCC can hold a Public Hearing for that or get the input through other means.

Generally, public comments will only be accepted at the beginning of the meetings, but if the commission wants to allow public comments elsewhere during the meeting, that can be done at the HRCC's option.

### **ALTERNATES:**

HRCC Member Randy Kercho asked if we needed to add another alternate to replace Diana Abraham. Chair Levine said only the council can add members.

Chair Levine said that he will recognize the alternates at the meetings and they will be allowed to take part of the discussions.

**ABSENTEEISM:**

No rule was set for absenteeism. The secretary will keep track of attendance at meetings. An Absentee Policy will be developed with advice City Attorney Brandon Shelby and attendance will be reported to City Council.

At the next meeting, City Attorney Shelby is expected to provide clarification on when alternates are allowed to vote. Mr. Shelby will also walk the commissioners through the process of developing a Home Rule Charter, review charter from other cities, and finally determine what order will be followed for items to be considered for the Home Rule Charter.

**FUTURE AGENDA ITEMS:**

Chair Levine noted there needed to be “future agenda items” on each agenda and he asked HRCC members forward him any items.

**ROUTINE ITEMS**

3. ADJOURN

Chair Levine adjourned the meeting at 8:05 p.m.

Minutes Approved on 22nd day of July, 2019.



Chairperson Scott Douglas Levine

Commission Secretary Billy Barron

Attest:

  
City Secretary Patti Scott Grey

**Exhibit(s):**            **None**