

**CITY OF INGLESIDE
REGULAR CHARTER REVIEW COMMISSION MEETING
MINUTES
OCTOBER 21, 2024**

Opening Agenda

1. Call Meeting to Order.

The Regular Charter Review Commission Meeting of the City of Ingleside was called to order by Chair Courtney Shane at 6:30 p.m. on October 21, 2024, at City Hall 2671 San Angelo Ave., Ingleside, TX and live video streaming.

2. Roll Call.

With Charter Review Commission Board Members present a quorum was established.

Board Members Present: Co-Chair Tom Bell, Secretary Ricardo Trevino, Jr., Chair Courtney Shane, and Cindy Wilson

Board Members Absent: Robert Vana

3. Pledge of Allegiance.

Chair Shane led the Pledge of Allegiance to the U.S. flag.

4. Citizen Comments and Reports.

No Citizen Comments and Reports were presented for this meeting.

Regular Agenda

5. Deliberate and take appropriate action on the review of the following Articles in the City of Ingleside Home Rule Charter:

- 1. ARTICLE I. Form of Government and Boundaries**
- 2. ARTICLE II. Powers of the City**
- 3. ARTICLE III. City Council**
- 4. ARTICLE IV. Administrative Services**
- 5. ARTICLE V. Elections**
- 6. ARTICLE VI. Initiative, Referendum and Recall**
- 7. ARTICLE VII. Municipal Finance**
- 8. ARTICLE VIII. Tax Administration**
- 9. ARTICLE IX. Public Utilities and Franchises**
- 10. ARTICLE X. Planning and Zoning**
- 11. ARTICLE XI. General Provisions**

12. ARTICLE XII. Transitional Provisions

Discussion was held on review of the all-inclusive previous meeting notes about ARTICLE III. City Council, ARTICLE IV. Administrative Services, ARTICLE V. Elections, ARTICLE VI. Initiative, Referendum and Recall, and a portion of ARTICLE VII, Municipal Finance.

Section 4.01. City Manager.

E. Duties of the City Manager: The City Manager shall be required to:

11. When the hiring or firing of a **Director or Assistant Director** ~~department head~~ is deemed necessary, the City Manager shall inform the City Council prior to the action to be taken.

Motion: Co-Chair Bell made a motion to amend Article IV Administrative Services, Section 4.01 (11) to read as follows: When the hiring or firing of a Director or Assistant Director is deemed necessary, the City Manager shall inform the City Council prior to the action to be taken. Secretary Trevino, Jr., seconded the motion. Motion carried with all present voting in favor.

Section 3.13. Authentication, recording, codification, printing, distribution.

- D. The City Council shall appoint, **by Resolution**, a Sunset Committee every eight (8) years to review ordinances for continued relevance **and provide recommendations.** **The Sunset Committee shall be comprised of five (5) members and act as an advisory committee to the City Council.**

Motion: Chair Shane made a motion to amend Article III City Council, Section 3.13 (D) to read as follows: The City Council shall appoint, by Resolution, a Sunset Committee every eight (8) years to review ordinances for continued relevance and provide recommendations. The Sunset Committee shall be comprised of five (5) members and act as an advisory committee to the City Council. Commission Member Wilson seconded the motion. Motion carried with all present voting in favor.

Section 5.02. Filing for office.

4. No city employee shall be a candidate for any office while an employee of the City.

Motion: Co-Chair Bell made a motion to amend Article V Elections, Section 5.02 (4) to reinstate the item and have legal review state law. Commission Member Wilson seconded the motion. Motion carried with all present voting in favor.

Thorough discussion held on Section 7.09. Purchasing and contracting.

C. As to a contract which is not governed by State law:

- (8) All contracts shall be awarded via sealed bids. All bids shall be opened by Department Head, Director of Finance, and City Secretary if contract is estimated to be under \$25,000.00. Bids shall be opened by City Manager, Director of Finance, and City Secretary if contract is estimated to be \$25,000.00 or more.

Legal to review/revise section regarding “contract”. Not all contracts are sealed bids.

Motion: Co-Chair Bell made a motion to close review of the all-inclusive previous meeting notes at Article VII, Section 7.09, Section 8 and reconvene at the next scheduled meeting starting with Article VII, Section 7.09, Section 8. Secretary Trevino, Jr., seconded the motion. Motion carried 3:1.

For Motion:	Co-Chair Bell, Secretary Trevino, Jr., Chair Shane
Against Motion:	Commission Member Wilson

Closing Agenda

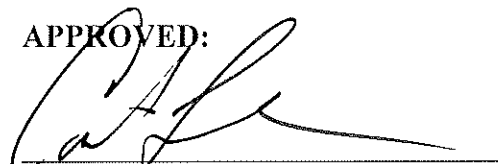
6. Items to consider for placement on future agendas.

Next meeting will be held on Thursday, October 24, 2024.

7. Adjourn.

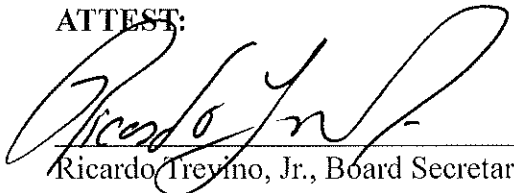
Chair Shane adjourned the Regular Charter Review Commission Meeting at 8:00 p.m.

APPROVED:



Courtney Shane, Board Chair

ATTEST:



Ricardo Trevino, Jr., Board Secretary