



CHARTER REVIEW COMMITTEE AGENDA

NOTICE OF MEETING

Monday, January 22, 2018

5:30 p.m.

City Hall - Council Chamber

Daniel P. Moore Community Center Complex

1900 Billy G. Webb Drive

Portland, Texas

1. **CALL TO ORDER:** CHAIRPERSON SKUROW
2. **PUBLIC COMMENTS:**
 - Members of the audience who wish to (1) comment on issues concerning an agenda item, (2) present questions concerning an agenda item, (3) request assistance concerning an agenda item or (4) propose regulatory changes concerning an agenda item, must comply with the following rules of procedure:
 - Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Chair will notify you when it's your turn to speak and direct you to the podium)
 - Persons who wish to speak must identify themselves and their places of residence
 - All comments, requests and proposals must be presented to or through the Chair
 - Persons who wish to speak will be given 4 minutes to do so
3. **MINUTES:** THE COMMITTEE WILL CONSIDER THE MINUTES OF ITS JULY 10, 2017 MEETING - CHAIRPERSON SKUROW
4. **CHARTER REVIEW:** THE COMMITTEE WILL CONSIDER ADDITIONS, DELETIONS AND AMENDMENTS TO THE PORTLAND CITY CHARTER. CITY MANAGER
5. **ADJOURNMENT:** CHAIRPERSON SKUROW

NOTICE OF ASSISTANCE

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall (361) 777-4513 or annette.hall@portlandtx.com) in advance of the meeting. Reasonable accommodations will be made to facilitate your participation.

The City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chamber during the meeting.

BRAILLE IS NOT AVAILABLE Posted:

Posted: January 19, 2018 by 5:00 p.m.
Portland City Hall
Electronically at www.portlandtx.com

By:

A handwritten signature in blue ink that reads "Annette Hall". The signature is written in a cursive style and is positioned above a horizontal line.

Annette Hall
City Secretary

MINUTES

CHARTER REVIEW COMMITTEE

JULY 10, 2017 MEETING

The Charter Review Committee conducted its July 10, 2017, meeting in the Council Chambers of City Hall (1900 Billy G. Webb) that began at 6:30 p.m. It did so in compliance with requirements of the Texas Open Meetings Act and City of Portland City Charter. The following persons were in attendance:

MEMBERS PRESENT

Cathy Skurow, Council Member
John Green, Council Member
Dick Moser, Citizen
David Lewis, Citizen
Jerry Browning, Jr., Citizen

STAFF PRESENT

Randy Wright, City Manager
Brian DeLatte, Assistant City Manager
Annette Hall, City Secretary
Katie Griffin, Director of Finance
Brandon Lemon, Accounting Assistant
Jessica Duncan, IT Technician

1. CALL TO ORDER: CHAIRPERSON SKUROW

Chairperson Skurow called the meeting to order at 6:30 p.m.

2. PUBLIC COMMENTS:

- Members of the audience who wish to (1) comment on issues concerning an agenda item, (2) present questions concerning an agenda item, (3) request assistance concerning an agenda item or (4) propose regulatory changes concerning an agenda item, must comply with the following rules of procedure:
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- All comments, requests and proposals must be presented to or through the Chair
- Persons who wish to speak will be given 4 minutes to do so

There were none.

3. MINUTES: THE COMMITTEE WILL CONSIDER MINUTES OF ITS JUNE 5, 2017 MEETING - CHAIRPERSON SKUROW

John Green made the motion to approve the minutes of the June 5, 2017 minutes, seconded by David Lewis.

The motion passed by acclamation

4. CHARTER REVIEW: THE COMMITTEE WILL CONSIDER ADDITIONS, DELETIONS AND AMENDMENTS TO THE PORTLAND CITY CHARTER. - CITY MANAGER

The Committee reviewed and discussed a summary of proposed charter amendment to the following sections:

- Gender-neutral, grammar, obsolete provisions and non-substantive corrections
- Sec. 2.02 - Compensation
- Sec. 2.04 – Qualifications and Eligibility
- Sec. 2.06 – Quorum, Voting and Recording
- Sec. 2.08 – Ordinances and Resolutions
- Sec. 3.01 – Appointment and Qualifications of City Manager
- Sec. 4.04 – City Departments
- Sec. 4.06 – Volunteer Fire Department
- Sec. 5.02 – Submission of Budget
- Sec. 5.04 – Budget Contents
- Sec. 5.08 – Council Action of Budget
- Sec. 5.16 – Division of Purchases
- Sec. 5.17 – Sale of City Property
- Sec. 5.18 – Purchase Procedures
- Sec. 5.21 – Distribution of Funds
- Sec. 5.23 – Sale of Notes; Report of Sale
- Sec. 5.291 – City May Delegate Tax Assessment and Collecting
- Sec. 7.01 – Elections

5. ADJOURNMENT:

Cathy Skurow adjourned the meeting at 7:52 p.m.

APPROVED:

Chairperson Cathy Skurow

ATTEST:

Annette Hall
City Secretary