



## **AGENDA MEMORANDUM**

**CONTACT:** Kirsten Garcia, City Secretary

**SUBJECT:** Appointment of members of the Charter Review Commission

**SUMMARY:** As per Charter, City Council shall appoint 5 citizens of the City to serve as the Charter Review Commission.

**I received six applications and Council must appoint five citizens to the board.**

**Applicants are as follows:**

1. Mark Guthrie
2. Leslie Klug
3. Lauren LaCount
4. Kimberly Mayer
5. Amanda Reynolds
6. William Yearsin

### **BACKGROUND INFORMATION:**

**Charter States:**

Section 11.12. - Charter Review Commission.

The City Council shall appoint each even numbered year, a Charter Review Commission of five citizens of the City.

(a) Duties of the Commission. It shall be the duty of such Charter Review Commission to:

1. Inquire into the operations of the City government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held and the Commission shall have the power to compel the attendance of any officer or employee of the City and to require the submission of any of the City records which it may deem necessary to the conduct of such hearing;
2. Propose any recommendations it may deem desirable to ensure compliance with the provisions of the Charter by the several departments of the City government;
3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of said Charter to current conditions;
4. Report its finding and present its proposed amendments if any, to the City Council.

(b) Action by the City Council. The City Council shall receive and have published in a newspaper of general circulation in the City any report presented by the Charter Review Commission, shall consider any

recommendations made, and if any amendments or amendment be presented as a part of such report may order such amendment or amendments to be submitted to the voters of the City in the manner provided by the applicable statute of the State of Texas.

(c) Term of office. The term of office of such Charter Review Commission shall be one year and, if during such term no report is presented to the City Council, then all records of the proceedings of such Commission shall be filed with the person performing the duties of City Secretary and shall become a public record.

Thank you,

A handwritten signature in blue ink that reads "K. Garcia". The signature is written in a cursive, flowing style.

Kirsten Garcia