



MINUTES OF THE MEADOWS PLACE CHARTER COMMISSION MEETING HELD ON MARCH 31, 2021 AT 6:30 P.M., VIRTUALLY VIA ZOOM.

1. Call to Order and Announce a Quorum is Present:

The meeting was called to order at 6:32 p.m. with the following Commissioners present:

Ben Weber, Chairman	Ken Smith, Vice Chair
Stuart Barrowman, Commissioner	Steve Bezner, Commissioner
Joe DeBruyn, Commissioner	Chris Gawlik, Commissioner
Tristan Ibarra, Commissioner	David Lantz, Commissioner
Anita Milne, Commissioner	Matt Oltremari, Commissioner
Richard Ramirez, Commissioner	Nadya Shelton, Commissioner
Sammy Skemp, Commissioner	Alison Young, Commissioner
Joseph Weymon, Alternate	

Commissioner Jimmy Fenwick was not present.

Grady Randle, City Attorney, Carl Allred, City Attorney, Nick Haby, City Administrator; and Courtney Rutherford, City Secretary were also present.

Mayor Jessup was present for a few minutes to welcome the commission and thank them for the work they are doing.

2. Consider approval of the minutes for the meeting held on March 10, 2021.

Commissioner Weber moved to approve the minutes for the meetings held on March 10, 2021. Commissioner Barrowman seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

3. Discussion and consideration regarding the decision to continue creating a Home Rule Charter for the City of Meadows of Place.

No action was taken on this item.

4. Discussion and review of the Meadows Place draft Home Rule Charter.

The Commission reviewed the draft Home Rule Charter. There was brief discussion regarding Section 3.01, Qualifications and when Council positions would be for election.

There was also brief discussion on Section 3.09, City Council Meetings. Legal Counsel, the Commission, and staff discussed what constitutes a quorum, a super majority, and that abstention shall be counted as a vote against the matter under consideration. No action was taken.

There was also brief discussion regarding Article IV to remove the verbiage two-thirds (2/3) and leave super majority. Legal Counsel will make this change and provided the revision in the next draft.

5. Discussion and review any items previously discussed beginning with survey question #1.

No action was taken on this item.

6. Discussion and possible action regarding a Charter survey questions 85 – 110.

City Attorney, Grady Randle, continued to review the Charter Survey questions with the Commission to start creating a Home Rule Charter for the City of Meadows Place. There was brief discussion among the Commission, legal counsel, and staff on each of the following questions.

City Clerk/Secretary

85. Title a) City Clerk b) City Secretary

Commissioner Weber made a motion to use the title City Secretary. Commissioner Barrowman seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

86. Appointed by a) Manager b) Mgr w/CC approval c) Council d) CC on rec of Mgr e) Mayor f) Mayor on rec of mgr g) Mayor w/CC approval

Commissioner Bezner made a motion that the City Secretary be appointed by City Council. Commissioner Lantz seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

87. Term a) 1 yr b) 2 yrs c) 3 yrs d) 4 yrs e) Pleasure of CC f) Other g) n/a

Commissioner Young made a motion that the City Secretary's term be at the pleasure of City Council. Commissioner Weymon seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

City Attorney

88. Appointed by a) Manager b) Mgr w/CC approval c) Council d) CC on rec of Mgr e) Mayor f) Mayor on rec of mgr g) Mayor w/CC approval

Commissioner Smith made a motion that the City Attorney be appointed by City Council. Commissioner Oltremari seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

Municipal Judge

89. Appointed by a) Manager b) Mgr w/CC approval c) Council d) CC on rec of Mgr e) Mayor f) Mayor on rec of mgr g) Mayor w/CC approval h) Elected

Commissioner Skemp made a motion that the Municipal Judge be appointed by City Council. Commissioner Barrowman seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

90. Term a) 1 yr b) 2 yrs c) 3 yrs d) 4 yrs e) Pleasure of CC f) Other g) n/a

Commissioner Barrowman made a motion that the Municipal Judge serve for a 2-year term. Commissioner Skemp seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

Municipal Court Clerk

91. Appointed by a) Manager b) Mgr w/CC approval c) Council d) CC on rec of Mgr e) Mayor f) Mayor on rec of mgr g) Mayor w/CC approval

No action was taken on this item.

92. Term a) 1 yr b) 2 yrs c) 3 yrs d) 4 yrs e) Pleasure of CC f) Other g) n/a

No action was taken on this item.

Financial Administration

93. Outside audit required a) Yes b) No

Commissioner Young made a motion that an outside audit be required annually or in compliance with state law, whichever is more frequent. Commissioner Lantz seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

94. Fiscal year begins (month) 1 2 3 4 5 6 7 8 9 10 11 12

Commissioner Weber made a motion that the fiscal year begin on October 1st. Commissioner Skemp seconded the motion. The vote follows:

Ayes: Commissioners Barrowman, Bezner, DeBruyn, Gawlik, Ibarra, Lantz, Milne, Oltremari, Ramirez, Shelton, Skemp, Smith, Young, Weber, and Weymon

Nays: None

Commissioner Fenwick were not present.

The motion passed.

95. FY may be changed by ordinance a) Yes b) No

This item was not discussed.

96. Borrowing auth in anticipation of revenue a) Yes b) No c) n/a

This item was not discussed.

97. Limits set on sale of real property a) Yes b) No c) n/a

98. Limits set on sale of personal property a) Yes b) No c) n/a

This item was not discussed.

99. Vote required for adoption of budget a) Simple Majority b) Maj of CC

This item was not discussed.

100. If no vote by EOFY a) Mgr/Mayor's budget effective b) Continuation of last yr c) No provision d) Other

This item was not discussed.

101. Detailed budget requirements a) Yes b) No c) n/a

This item was not discussed.

102. Revenues must equal expenditures a) Yes b) No c) n/a

This item was not discussed.

103. Transfer of appropriations a) Mgr btwn depts b) w/approval of CC c) Council

This item was not discussed.

104. Capital budget or program a) Yes b) No c) n/a

This item was not discussed.

105. Vote required to set tax rate a) Yes b) No c) n/a

This item was not discussed.

106. Vote required to submit bond election a) Yes b) No c) n/a

This item was not discussed.

107. Purchase limit before CC must act \$ _____

This item was not discussed.

108. Purchase limit before written bids required \$ _____

This item was not discussed.

109. Charter maximum tax rate: a) Yes b) No c) n/a

This item was not discussed.

110. If, yes: Operating \$ _____ Debt Service \$ _____ Total \$ _____

This item was not discussed.

7. Discussion and consideration to set next meeting date and whether to continue via zoom or in person.

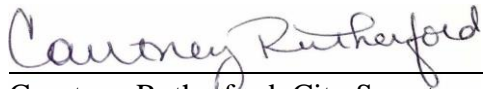
The Commission agreed to meet on Wednesday, April 14, 2021 at 6:30 p.m. via zoom.

8. Adjourn

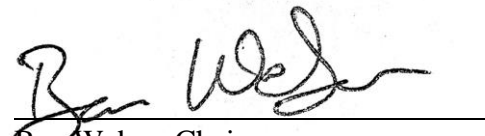
Commissioner Weber made a motion to adjourn the meeting. Commissioner Weymon seconded the motion. There be no further business the meeting adjourned at 8:36 p.m.

These minutes were approved by the Commission on Wednesday, April 14, 2021.

ATTEST:



Courtney Rutherford, City Secretary



Ben Weber, Chairman

