

CITY OF VAN ALSTYNE
MINUTES
Charter Commission Meeting
 Van Alstyne Community Center
 262 N Preston Ave

November 11, 2021
6:00 P.M.

Members present: Jim Atchison, Ryan Neal, Marla Butler, Bruce Dawsey, Katrina Arsenault, Robert Jaska, Dusty Wells, Griff Servati (arrived at 6:07pm), Jim DuBois, Mike Drynan, Christy Allen Wilson, Larry Cooper, Bob Hendricks and Alternate Ryan Laing.

Members absent: Steve Deluna and Lee Thomas.

Staff present: Lane Jones, Jennifer Gould and David Ritter.

AGENDA

1. Call to Order. *Chairman Atchison called the meeting to order at 6:00pm.*
2. Progress update.
3. Mayor and Council powers.

Discussion was held regarding Council member qualifications and compensation.

Topic	Polling Result	Commission Decision
Council Qualifications	<ul style="list-style-type: none"> • US Citizen (14-0) • 18 years of age (9-2) • Registered voter (13-0) • 12 months Van Alstyne residency (13-0) • No felony conviction within one year of final discharge of sentence (8-6) • No mental disability determined by a final judgment of the court 	<p>Option to Consider: Reference applicable state statute in the Charter without listing the qualifications directly</p> <p>Did not discuss the mental disability requirement</p>
Council Compensation (Per meeting stipend)	<ul style="list-style-type: none"> • Yes (3) • No (8) 	No monetary compensation for Council members
Reimbursement of official business-related expenses	<ul style="list-style-type: none"> • Yes (14) • No (0) 	Mayor and Council members should be reimbursed for the actual costs of expenses incurred in the performance of their official duties.

Discussion was held regarding general powers and responsibilities of the City Council.

Topic	Polling Result	Commission Decision
Authority to Approve/Adopt the Annual Budget	<ul style="list-style-type: none"> • Yes (14) • No (0) 	The City Council has the authority to approve and adopt the City's annual budget
Authority to Establish Administrative Departments of the City	<ul style="list-style-type: none"> • No (12) • Yes (0) 	The Charter will be silent on the creation of administrative departments. Departments will be established through the annual budget process
Authority to adopt the City's zoning plan	<ul style="list-style-type: none"> • Yes (12) • No (0) 	The City Council has the authority to adopt the zoning plan
The Charter should require the creation of a Mayor and Council Code of Ethics and Conduct	<ul style="list-style-type: none"> • Yes (13) • No (0) 	The Charter should require the Council to create and adopt a code of ethics and conduct for the Mayor and Council

Discussion was held regarding general powers and responsibilities of the Mayor.

Topic	Polling Result	Commission Decision
Mayor's Authority to Sign Contracts	<ul style="list-style-type: none"> • All contractual agreements approved by the City Council (11) • All contracts exceeding a certain dollar threshold (0) 	The Mayor should have the authority to sign all agreements approved by the City Council (Generally, these are contracts of \$50,000 and above. City Manager has approval and signing authority under that amount)
Mayor's Authority to Vote	<ul style="list-style-type: none"> • All agenda items (13) • Only when necessary to break a tie vote (0) 	The Mayor may vote on all agenda items

4. Council appointed positions, boards and commissions.

Topic	Polling Result	Commission Decision
The Charter should specify the appointment of the City Manager by the City Council	<ul style="list-style-type: none"> • Yes (12) • No (0) 	The City Council should appoint the City Manager
Authority to Appoint the City Attorney	<ul style="list-style-type: none"> • City Council (13) • City Manager (0) 	The City Council should appoint the City Attorney
Authority to appoint the City Secretary	<ul style="list-style-type: none"> • City Council (10) • City Manager (1) 	The City Council should appoint the City Secretary (Note: The Commission indicated that the City Manager should exercise management oversight of the City Secretary)
Authority to appoint the Municipal Judge	<ul style="list-style-type: none"> • City Council (13) • City Manager (0) 	The City Council should appoint the Municipal Judge
Authority to appoint the City's Independent Auditor	<ul style="list-style-type: none"> • City Council (13) • City Manager (0) 	The City Council should appoint the Independent Auditor
Requirement for Removal of Council-Appointed Officers	<ul style="list-style-type: none"> • A simple majority of the City Council (14) • A supermajority of the City Council (0) 	A simple majority vote of the City Council should be required for the removal of a Council-appointed officer
Should the Council have the authority to set the compensation of Council-appointed officers?	<ul style="list-style-type: none"> • Yes (13) • No (0) 	The City Council should set Council-appointed officer compensation

Topic	Polling Result	Commission Decision
How should the Chief of Police be appointed?	<ul style="list-style-type: none"> • By the City Manager • By the City Manager with confirmation by the City Council • By the City Council 	<p style="color: red; text-align: center;">This item was deferred for future consideration by the Commission</p>

5. Process feedback and preparation for next meeting.
6. Adjournment. *Chairman Atchison adjourned the meeting at 8:13pm.*

Jim Atchison, Chairman

Jennifer Gould, Secretary