



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** October 24, 2022  
**SUBJECT:** Consider Resolution No. 2022-045, creating and appointing members to a Charter Review Task Force.  
**PRESENTER:** Mark Hindman, City Manager

### **SUMMARY:**

The North Richland Hills Charter was originally adopted in 1964 and was last amended in 2001. Since the last amendments, portions of the Charter are now in conflict with State law and updates should be considered to a few other sections. In anticipation of calling for a Charter election in May 2023, the City Council is requested to establish a Charter Review Task Force to evaluate any proposed amendments to the Charter and to bring a recommendation back to the City Council on January 9, 2023. The City Council will make the final determination regarding calling an election to amend the Charter and the specific amendments to propose for consideration.

### **GENERAL DESCRIPTION:**

The North Richland Hills Charter was originally adopted in 1964 and was last amended in 2001. Since the last amendments, portions of the Charter are now in conflict with State law and updates should be considered to a few other sections. In anticipation of calling for a Charter election in May 2023, the City Council is requested to establish a Charter Review Task Force to evaluate any proposed amendments to the Charter and to bring a recommendation back to the City Council on January 9, 2023. The City Council will make the final determination regarding calling an election to amend the Charter and the specific amendments to propose for consideration.

The Charter Review Task Force will be composed of three (3) members of the City Council and six (6) citizens of the City of North Richland Hills. Meetings of the Charter Review Task Force will be open to the public.

The Charter Review Task Force would be charged with considering possible revisions to the Articles and Sections of the Charter as noted below, determining which of these Articles and Sections require amendment, deletion, or addition, and presenting the Task Force's recommendations to the City Council for the purpose of calling a Charter Amendment Election.

- a. Article V: City Council.
  - i. Section 1. City Officials. The Task Force is only to consider provisions in this Section related to Open Meetings.
  - ii. Section 2. Qualifications.
- b. Article VI: Powers and Duties of Officers.



- i. Section 2. Duties of Mayor-Mayor Pro Tem
- ii. Section 5. Appointment and Removal of City Secretary. The Task Force is only to consider provisions in this Section related to the Assistant City Secretary.
- iii. Section 7. Municipal Court
- c. Article XIV: Planning/Building Regulations.
  - i. Section 1. The Planning and Zoning Commission
  - ii. Section 2. The Planning and Zoning Commission Powers and Duties
- d. Article XVII: City Civil Service
- e. Article XVIII: General Provisions.
  - i. Section 6. Official Newspaper
  - ii. Section 13. Ethics
- f. Remove redundancies, inconsistencies and correct any typographical errors in the Charter.
- g. Remove or modify language that conflicts with or is preempted by other legislation.

The majority of the amendments are minor in nature and are focused primarily on bringing the Charter up to date with current laws and practices.

### **PROPOSED RESOLUTION ATTACHED**

A proposed resolution is attached that establishes the Charter Review Task Force and defines its charge, the composition of membership and the timeline to provide a recommendation to the City Council.

### **RECOMMENDATION:**

Approve Resolution No. 2022-045.