



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** January 27, 2025
SUBJECT: Consider Resolution No. 2025-008, creating and appointing members to a Charter Review Commission.
PRESENTER: Paulette A. Hartman, City Manager

SUMMARY:

City Council directed staff to prepare for a Charter Amendment election to address term limits of elected officials. The North Richland Hills Charter was originally adopted in 1964 and last amended in 2023. At the 2023 election, citizens of North Richland Hills approved 25 of the 26 proposed amendments.

GENERAL DESCRIPTION:

The Texas Constitution authorizes a municipality to amend its charter, so long as it does not conflict with the Constitution or state law. A city charter may not be amended or repealed more often than every two years and must be held on a uniform election date prescribed by state law. City Council directed staff to prepare for a Charter Amendment election to address the term limits of elected officials.

A charter amendment may be initiated by the City Council or by petition signed by at least five percent (5%) of North Richland Hills qualified voters or 20,000 qualified voters, whichever is less. While state law does not require a Charter Review Commission to prepare a charter amendment, the City Council wishes to establish a Charter Review Commission in preparation for calling a Charter election to be held on November 4, 2025.

The City Council will serve as the Charter Review Commission and will meet February through June to review and discuss amendment(s) for term limits as identified in Article V, Section 3 of the City Charter. Meetings of the Charter Review Commission will be open to the public, and it is proposed that meetings be held before the City Council's work sessions beginning on February 24, 2025. The meeting notices and minutes of the Charter Review Commission will be posted on the city's website, and the meetings will be livestreamed for the public.

The City Council, at its August 11 meeting, will review the recommendations of the Charter Review Commission and will consider whether to order an election for the purpose of submitting a proposed charter amendment to the qualified voters of North Richland Hills for a vote. A charter amendment requires a majority approval of North Richland Hills qualified voters at said election.



Resolution No. 2025-008, establishes the Charter Review Commission and defines its charge, the composition of membership, and the timeline to provide proposed amendments.

RECOMMENDATION:

Approve Resolution No. 2025-008, as presented.