

# Charter Review Commission

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October 10, 2023  
Town Hall  
Large Conference Rm #124  
2121 Cross Timbers Road  
Flower Mound, TX 75028

12:00 p.m.

## DRAFT MINUTES

### A. CALL TO ORDER

Chair Dixon called the meeting to order at 12:00 p.m. with the following members present:

Steve Dixon, Chair  
Rick Lust  
Ann Martin  
Greg Wilson  
Mike Wallace  
Sandeep Sharma

constituting a quorum with the following members of the Town Staff participating:  
Theresa Scott, Town Secretary  
Bryn Meredith, Town Attorney

### B. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the commission regarding any item on this agenda or provide general comments regarding the Town's Charter as it relates to the Commission's charges, duties and responsibilities. Speakers are limited to three minutes. Time limits may be adjusted by the Chairperson.

No one spoke.

### C. MINUTES

1. Consider approval of minutes from the 10/4/23 meeting.  
All were in favor of the minutes as presented.

### D. DISCUSS AND CONSIDER RECOMMENDATIONS FOR THE FOLLOWING PROPOSED CHARTER AMENDMENTS OR POLICY MATTERS

There was discussion and consideration on all of the items listed below and action was taken as follows:

1. Administration - 4.02 (Town Manager)

Description	CRC General Consensus (Concept Only)

Requirement: Town Mgr. need not be a resident when appointed, but become a resident in a not to exceed 6 months time frame.	Add language that authorizes a 1-year extension by Council
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2. Administration - 3.07(w) (Powers of the Council)

Cause captions of ordinances to be published in the newspaper.	Remove the requirement that ordinance captions be published in the newspaper.
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3. Council - 3.03.1 (d) - Vacancies

Reference to 2 year terms	Clean up item
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4. Council - 3.05 (Mayor)

Mayor authorization for TM to sign contracts not to exceed \$15,000.	Change to \$50,000
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5. Development - 8.02

Cooperation with persons regarding development...	Strike the 1st sentence - The TC shall cooperate with persons interested in the development of...
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6. Election - 7.17

Election required for certain PPP	Replace election required for certain PPP to Super Majority of the Town Council...
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7. Finance - 9.10 (Budget)

Copy of the budget filed with Denton County	Needs to include Tarrant County.
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8. Finance - 9.14 (Transfer of Appropriations)

Council has the power to transfer funds between departments	Shift this power to the Town Manager (if can wordsmith for clarity)
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9. Economic Development

a) Tax Increment Reinvestment Zone (TIRZ)	Require a simple majority vote for the creation of a TIRZ, and a super-majority vote for the final approval
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	of the associated agreement.
b) Economic Development Incentives	The Town shall not grant any economic development incentives (i.e. abatement, deferrals, reimbursements) without a super-majority vote of the Town Council.

**POLICY/OTHER RECOMMENDATION**

**1. Election - 7.16 (Election required for MUD or PID)**

Recommend Council adopt a policy that developers be responsible for election costs related to the creation of a MUD or PID.

2. For property taxes, recommend Council address the topic of high property taxes at a future strategic planning meeting to make sure there are checks and balances in place to protect the taxpayer, particularly as it relates to over 65 or disabled exemptions.

1. For the Town Charter, Section 4.02 (Town Manager), Ann Martin moved to recommend a Charter amendment to incorporate language that authorizes a 1-year extension by the Town Council to extend the not to exceed 6 months time frame for the Town Manager to establish residency. Sandeep Sharma seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin

NAYS: None

2. For the Town Charter, Section 3.07 (w)(Powers of the Council), Ann Martin moved to recommend a Charter amendment that would remove the requirement that ordinance captions be published in the newspaper (and with the understanding these same captions will be included on the Town's website, in the Town Council minutes, and the Town's Code Book (as applicable). Sandeep Sharma seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin

NAYS: None

3. For the Town Charter, Section 3.03.1 (d)(Vacancies), Ann Martin moved to recommend a Charter amendment that would remove all references to 2-year terms (since no longer applicable). Rick Lust seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin

NAYS: None

4. For the Town Charter, Section 3.05 (Mayor), Ann Martin moved to recommend a Charter amendment that would change the Mayor authorization for the Town Manager to sign contracts from a not to exceed \$15,000 to \$50,000. Mike Wallace seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin  
NAYS: None

5. For the Town Charter, Section 8.02 (Development), Ann Martin moved to recommend a Charter amendment that would substitute language from "The Town Council shall cooperate with persons interested in the development of property within or beyond the town limits" to "The Town Council shall give due consideration to persons interested in the development of property". Rick Lust seconded the motion.

AYES: Lust, Martin  
NAYS: Dixon, Sharma, Wilson, Wallace

6a. For the Town Charter, Section 7.17 (Election Required for Certain Public-Private Partnerships), Sandeep Sharma moved to recommend no action be taken. Greg Wilson seconded the motion.

AYES: Sharma, Wilson, Wallace, Lust  
NAYS: Dixon, Martin

6b. For the Town Charter, Section 7.17 (Election Required for Certain Public-Private Partnerships), Ann Martin moved to recommend a Charter amendment that all language related to calling an election for Public-Private Partnerships be removed and replaced with language that would require Town Council approval by an affirmative vote of at least three fourths super-majority vote of all members of the Town Council. Steve Dixon seconded the motion.

AYES: Dixon, Martin  
NAYS: Sharma, Wilson, Wallace, Lust

7. For the Town Charter, Section 9.10, Sandeep Sharma moved to recommend a Charter amendment to add Tarrant County as an entity to receive a copy of the Town budget. Greg Wilson seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin  
NAYS: None

8. For the Town Charter, Section 9.14 (Transfer of Appropriations), Rick Lust moved to recommend no action be taken. Sandeep Sharma seconded the motion.

AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin  
NAYS: None

9a. For the Town Charter, Rick Lust moved to recommend a Charter amendment to add language that a super-majority vote of the Town Council be required for final approval of a new, revised, or modified Tax Increment Reinvestment Zone (TIRZ) agreement, as well as for any expansion of the boundaries of an existing TIRZ. Sandeep Sharma seconded the motion.

AYES: Dixon, Sharma, Lust  
NAYS: Wilson, Wallace, Martin

9b. For the Town Charter, Greg Wilson moved to recommend a Charter amendment to add language that a super-majority vote of the Town Council be

required for the creation, final approval of a new, revised, or modified Tax Increment Reinvestment Zone (TIRZ) agreement, as well as for any expansion of the boundaries of an existing TIRZ. Sandeep Sharma seconded the motion.  
AYES: Sharma, Wilson, Wallace, Lust  
NAYS: Dixon, Martin

9c. For the Town Charter, Ann Martin moved to recommend no action be taken to amend the Charter to add language as it relates to a Tax Increment Reinvestment Zone. Mike Wallace seconded the motion.  
AYES: Wallace, Martin  
NAYS: Dixon, Sharma, Wilson, Lust

10a. For the Town Charter, Mike Wallace moved to recommend no action be taken to amend the Charter to require a super-majority vote for any economic development incentives, abatements, deferrals, or reimbursements. Ann Martin seconded the motion.  
AYES: Dixon, Sharma, Wilson, Wallace, Martin  
NAYS: Lust

10b. For the Town Charter, Rick Lust moved to recommend a Charter amendment that would require an affirmative vote of at least three-fourths super-majority vote of all members of the Town Council, for any economic development incentives, abatements, deferrals, or reimbursements. No one seconded the motion.  
Motion failed for lack of a second.

11. Ann Martin moved to recommend the Town Council adopt a policy that would make developers be responsible for election costs related to the creation of a MUD or PID. Greg Wilson seconded the motion.  
AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin  
NAYS: None

12. Sandeep Sharma moved to recommend the Town Council discuss the topic of high property taxes at a future strategic planning session to ensure that checks and balances are in place to protect taxpayers, especially as it relates to those 65 and over or disabled. Ann Martin seconded the motion.  
AYES: Dixon, Sharma, Wilson, Wallace, Lust, Martin  
NAYS: None

## **E. COORDINATION OF CALENDARS**

1. Next meeting: November 8, 5pm - Public Hearing. Discuss public hearing format would like to use at this meeting.  
Chair Dixon confirmed that the next CRC meeting will be the public input opportunity on November 8, 5 - 6 pm

## **F. ADJOURN**

Chair Dixon adjourned the meeting at 1:10 p.m. and all were in favor.

**TOWN OF FLOWER MOUND, TEXAS**

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**STEVE DIXON, CHAIR**

**ATTEST:**

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**THERESA SCOTT, TOWN SECRETARY**