



Memorial City Plaza II
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MEMORANDUM

TO: Mont Belvieu City Council

Thru: J. Grady Randle

FROM: Mont Belvieu Charter Review Commission

RE: 2022 Review of the City of Mont Belvieu Charter

DATE: April 18, 2022

INTRODUCTION

The Mont Belvieu Charter ("Charter") requires a review every 6 years pursuant to section 7.08 of the Charter. Section 7.08(1) dictates that the review commission shall be 10 citizens. Council appointed 3 additional persons (Jabo Lenard, Elton Forbus and Mark Ables) including the Council to act as the Charter Commission. The Commission met on Saturday, April 2, 2022, and completed its review of the Charter. Pursuant to section 7.08 (3) the Commission shall report to the City Council. Please accept this memorandum as the required report.

RECOMMENDATIONS:

The Commission recommends that Council adopt a policy through ordinances or resolutions for the following:

1. Personnel Rules be reviewed and approved by the Council every 2 years
2. Annually and prior to the adoption of the fiscal year budget, an organizational chart of the city be approved by Council
3. The office of the Mayor Pro-Tem shall be rotated every year among the council members

NO ACTION TAKEN ITEMS

The following areas were discussed but no amendments were proposed:

1. Section 3.02 References transitional provisions which is no longer relevant
2. Section 3.03 Qualifications could not be increased for longer than 12 months residency or older than 21 years per state law
3. Section 3.06(D) Appointment authority of the mayor for boards
4. Section 3.09 (D) Prohibitions on interference with employee
5. Section 3.12 Council investigation

6. Section 5.01(5) City Manager reports to council
7. Section 5.01 E Acting city manager authority
8. Section 5.02 D City Secretary
9. Section 6.02 Commencement of Initiative, Referendum and Recall Petitions 60-day time limit
10. Section 6.11D time out provisions found in the Referendum section should be added to the Initiative section
11. Section 8.05 Staggered transition elections no longer relevant.
12. A proposed amendment to allow non-substantive changes to the Charter such as spelling, grammar, or punctuation.

CONCLUSIONS

After diligent inquiry no area of the Charter was found to be so deficient as to need any charter amendments. While some areas are now irrelevant, such as Section 8.05 calling for transition staggered elections, none were deemed worth the cost of an election. No areas of current state law were found to be unaddressed in the Charter needing new amendments adding new areas to the Charter. Recommendations, are made by the Commission for Council's consideration to be adopted by ordinance or resolution (section 7.08(4)). Of course, City Council is free to submit to the voters any amendments it deems necessary pursuant to section 7.08(5).