

Dan Bochsler, Chair  
Edwina Miller, Vice-Chair  
Jessie Sweet, Committee Member  
Tracy Torma, Committee Member  
Mattie Jackson, Committee Member  
Jodi Davis, Committee Member  
Marilyn Ester-Barnes, Committee Member  
Cotrina Davis, Committee Member

Teresa Herrera, City Manager  
April Jackson, City Secretary  
Rezzin Pullum, City Attorney



**NOTICE OF MEETING  
CHARTER REVIEW COMMITTEE  
January 6, 2025  
3:30 p.m.  
City Hall Conference Room  
504 N. Queen Street  
Palestine, Texas**

**Zoom Link:**

<https://us02web.zoom.us/j/89647378449?pwd=PV5QTWiJdzLOFCecO24KYm9NNuKwKk.1>

Meeting ID: 896 4737 8449

Passcode: 274422

One tap mobile

+13462487799,,89647378449#,,, \*274422# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands \*6 for toggling mute/unmute and \*9 to "raise your hand." [Learn more here.](#)

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**A. CALL TO ORDER**

**B. PROPOSED CHANGES OF AGENDA ITEMS**

**C. PUBLIC COMMENTS**

Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Committee. Members of the public may join via Zoom or in person.

**D. CONFLICT OF INTEREST DISCLOSURES**

**E. APPROVAL OF MINUTES**

1. Consider approval of minutes from the December 12, 2024, meeting.

**F. SECTION-BY-SECTION REVIEW OF EXISTING CHARTER**

1. Review of Article XI. Miscellaneous Provisions, Section 11.9. Areas where sale of alcoholic beverages permitted.
2. Final review of Article I through Article XI of the Charter.

G. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Friday, January 3, 2025, at 2:30 p.m.**

A handwritten signature in blue ink that reads "April Jackson". The signature is written in a cursive style and is positioned above the printed name.

April Jackson, City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT [citysecretary@palestine-tx.org](mailto:citysecretary@palestine-tx.org) or 903-731-8414.

**Charter Review Committee**

**E. 1.**

**Meeting Date:** 01/06/2025

**Submitted By:** April Jackson, City Secretary

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**SUMMARY**

Consider approval of minutes from the December 12, 2024, meeting.

**RECOMMENDED ACTION**

Staff recommends approval of minutes as presented.

**CITY MANAGER APPROVAL**

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**Attachments**

December 12, 2024, Minutes

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THE STATE OF TEXAS               §  
COUNTY OF ANDERSON           §  
CITY OF PALESTINE               §

The Charter Review Committee of the City of Palestine convened in a regular meeting on Thursday, December 12, 2024, at 3:30 p.m., in the City Hall Conference Room, 504 N. Queen Street, Palestine, Texas, with the following people present: Dan Bochsler, Edwina Miller, Jessie Sweet, Tracy Torma, and Mattie Jackson.

Staff present: City Manager Teresa Herrera, City Secretary April Jackson, and City Attorney Rezzin Pullum.

Committee Members Jodi Davis, Marilyn Ester-Barnes, and Cotrina Davis were absent.

### **CALL TO ORDER**

With a quorum present, Chair Dan Bochsler called the meeting to order at 3:33 p.m.

### **PROPOSED CHANGES TO AGENDA ITEMS**

There were no proposed changes to agenda items.

### **PUBLIC COMMENTS**

There were no public comments.

### **CONFLICT OF INTEREST DISCLOSURES**

No action was taken.

### **APPROVAL OF MINUTES**

1. Consider approval of minutes from the November 20, 2024, meeting.

Motion by Committee Member Mattie Jackson, seconded by Chair Dan Bochsler, to approve the item as presented. Upon vote, the motion carried 5-0.

### **SECTION-BY-SECTION REVIEW OF EXISTING CHARTER**

1. Review of Article VII. – Budget, Article X. – Taxation, and Article XI. – Miscellaneous Provisions.

### **ARTICLE VII. – BUDGET**

- **Section 7.4. Public record.** – City Manager Herrera recommended removing the following: "The council shall cause sufficient copies of the budget and budget message to be prepared for distribution to interested persons."
- **Section 7.13(c). General budget items.** – City Manager Herrera reported that the Finance Director reviewed the article and suggested removing the redundancy in Section 7.13 (c) since the City Council granted this authority to the City Manager in the City of Palestine Purchasing Policy.
- **Section 7.16. Depository.** – Following the Finance Director's recommendations, Ms. Herrera suggested removing the language "at the beginning of a fiscal year." She clarified that requests for bids for depository services are usually made in April or May, and there is neither a strategic advantage nor a legal requirement for selecting depositories in October.

## ARTICLE X. – TAXATION

- **Section 10.3. Franchise fee.** – City Attorney Pullum proposed clarifying language to specify that the City has the right and authority to levy and collect an annual franchise fee from applicable utility corporations. This clarification is necessary because certain state regulations preempt cities from imposing fees on specific utilities.
- **Section 10.8. Tax levy.** – The following revisions were proposed: The city council at its ~~first regular~~ **a** meeting in ~~September of each year~~ **in accordance with State law**, ~~or as soon thereafter as practicable~~, shall levy the annual ad valorem tax for such year, but special taxes or assessments allotted by this charter may be levied, assessed, and collected at such time as the council may provide.
- **Section 10.13. Corrections of assessments.** – The Committee recommended removing the section because the County has the responsibility and authority to correct or adjust any tax assessments.

## ARTICLE XI. – MISCELLANEOUS PROVISIONS

- **Section 11.3. Proof of ordinance; ordinance book.** – City Attorney Pullum recommended removing the section from the Charter due to redundancy, as it is already authorized in Local Government Code §53.006.
- **Section 11.5. Publication of ordinances; codification exempt.** – City Manager Herrera recommended removing the term "daily" because there is no daily newspaper.
- **Section 11.9. Areas where sale of alcoholic beverages permitted.** – City Attorney Pullum recommended removing that section from the Charter and adding it to an ordinance due to its ever-changing nature. The Committee discussed potential conflicts and restrictions related to the language in the Charter. They recommended revisiting this

section at the next meeting to give staff time to clarify the language and ensure it aligns with the practices currently used by the City.

- **Section 11.12. Periodic review of charter.** – Section number was corrected to Section 11.11.
2. Final review of Article I. – Name, Form of Government and Boundaries and Article II. – Enumerated Powers.

The Committee delayed the final review of Article I. – Name, Form of Government and Boundaries and Article II. – Enumerated Powers until the next meeting.

**ITEMS FOR PLACEMENT ON FUTURE AGENDAS**

The Committee proposed conducting the final review of the existing Charter.

**ADJOURN**

With no other business to come before the Committee, the meeting was adjourned at 4:35 p.m.

**PASSED AND APPROVED THIS 6TH DAY OF JANUARY, 2025.**

ATTEST:

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DAN BOCHSLER, CHAIRMAN

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APRIL JACKSON, CITY SECRETARY