



**CITY OF FRIENDSWOOD
CHARTER REVIEW COMMITTEE
THURSDAY, SEPTEMBER 17, 2026, 4:30 PM
CMO SECOND FLOOR CONFERENCE ROOM, CITY HALL
910 S FRIENDSWOOD DR, FRIENDSWOOD, TEXAS 77546**

AGENDA

1. CALL TO ORDER

2. PUBLIC COMMUNICATIONS

To comply with the provisions of the Open Meetings Act, items under this section may not be deliberated or discussed; however, the presiding officer may direct such items to be placed on a future agenda.

3. MINUTES

- A. Consider approving the minutes of the Charter Review Committee Regular Meeting held on September 3, 2026.

4. DISCUSSIONS

- A. Discuss the Friendswood City Charter, possible Charter amendments, and the Charter review process.

5. CLOSING COMMENTS & NEXT MEETING

- A. Consider setting up any tasks and/or processes for the next regularly scheduled Charter Review Committee meeting.

6. ADJOURNMENT

THE CITY OF FRIENDSWOOD IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. PLEASE CONTACT THE CITY SECRETARY'S OFFICE BY PHONE AT (281) 996-3270, FAX (281) 482-1634, OR CONTACT (281) 996-3270 VIA RELAY TEXAS AT 711 OR 1-800-735-2988 FOR TTY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).

Raquel Martinez

Posted by: Raquel Martinez, TRMC, City Secretary

Posted in compliance with the Open Meetings Act on this 9th day of September 2026, at 5:00 p.m.





FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: September 17, 2026

Agenda Number: 3.A.

Prepared for:

Responsible Department: City Secretary

Prepared by: Raquel Martinez, City Secretary

Subject: Consider approving the minutes of the Charter Review Committee Regular Meeting held on September 3, 2026.

AGENDA ITEM

SUMMARY OF ITEM

This item allows the Committee to review and approve the minutes of the Charter Review Committee Regular Meeting held on September 3, 2026.

RECOMMENDATION

Staff recommends approval.

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

1.	2026 09 03 Charter Meeting Minutes (DRAFT)
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**MINUTES OF THE REGULAR MEETING OF THE
CHARTER REVIEW COMMITTEE
SEPTEMBER 3, 2026**

THE CHARTER REVIEW COMMITTEE OF THE CITY OF FRIENDSWOOD MET IN A REGULAR MEETING ON THURSDAY, SEPTEMBER 3, 2026, IN THE SECOND FLOOR (CMO) CONFERENCE ROOM, CITY HALL, LOCATED AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT CONSTITUTING A QUORUM:

Robin Hall	Vice Chairperson
Kitten Brizendine	Committee Member
Yanne Belcher-Watson	Committee Member
Madeline Short	Committee Member
Ron Cox	Committee Member
Dave Smith	Committee Member
Joe Matranga	Chairperson
Morad Kabiri	City Manager
Karen Horner	City Attorney
Raquel Martinez	City Secretary

1. CALL TO ORDER

Chairperson Joe Matranga called the meeting to order with a quorum present at 4:30 P.M.; all members were present.

2. PUBLIC COMMUNICATIONS

Chairperson Matranga noted there was no one who signed up to speak.

3. MINUTES

A. Consider approving the minutes of the Charter Review Committee Regular Meeting held on August 18, 2026.

Committee Member Kitten Brizendine made a motion to approve the minutes of the Charter Review Committee Regular Meeting held on August 18, 2026. Committee Member Ron Cox seconded the motion. The vote was the following:

Ayes: Chairperson Joe Matranga, Vice Chairperson Robin Hall, Committee Member Kitten Brizendine, Committee Member Yanne Belcher-Watson, Committee Member Madeline Short, Committee Member Ron Cox, and Committee Member Dave Smith

Nays: None

The item passed unanimously.

4. BUSINESS ITEMS

A. Consider setting a schedule for the Charter Review Committee's regular meetings.

Chairperson Joe Matranga relayed that action on this item had been postponed at the last Charter Review Committee Meeting in order to confirm that the proposed meeting schedule would accommodate all the committee members' schedules. The proposed dates and times presented were Thursdays from 4:30 p.m. to 6:00 p.m., on:

- September 3, 2026,
- September 17, 2026,
- October 8, 2026,
- October 15, 2026,
- October 29, 2026,
- November 4, 2026 (Wednesday),
- November 19, 2026,
- December 10, 2026, and
- December 17, 2026.

Committee Member Ron Cox made a motion to approve the meeting schedule as presented with the meeting time beginning at 4:30 p.m. Committee Member Madeline Short seconded the motion. The vote was the following:

Ayes: Chairperson Joe Matranga, Vice Chairperson Robin Hall, Committee Member Kitten Brizendine, Committee Member Yanne Belcher-Watson, Committee Member Madeline Short, Committee Member Ron Cox, and Committee Member Dave Smith

Nays: None

The item passed unanimously.

5. DISCUSSIONS

A. Discuss the Friendswood City Charter, possible Charter amendments, and the Charter review process.

Chairperson Joe Matranga asked the Committee how it would prefer to handle the Charter review process. Vice Chairperson Robin Hall indicated that the prior Charter Review Committee reviewed each section individually, allowing members to raise possible amendments, concerns, or questions, and that the approach had worked well. City Attorney Karen Horner pointed out that the handouts provided in the members' binders included proposed revisions identified by staff for the Committee's consideration.

The Committee reviewed Sections 1.00 through 2.07 of the Charter. Members directed questions to staff for clarifications and thoughts.

The Committee made the following observations and/or comments:

- **Section 1.00. Glossary of Terms.**

- Should a definition for “Deputy City Manager” and “Assistant City Managers?” be added to this section as they have added a level in city management?

City Manager Morad Kabiri recommended against defining those terms, as positions evolve and an individual may serve simultaneously as a department head and an Assistant City Manager.

- Clarify that department heads are appointed by the City Manager “*and approved*” or “*with Council concurrence*” by City Council?

City Manager Kabiri explained that offers are made contingent upon Council concurrence. If Council were to decline a candidate, he would present another candidate for Council's concurrence, but that has never happened. Committee Members agreed to just reference Section 4.01(d)(2) of administrative rules where it states that Council “concurs.”

- Definition of an “Officer” – Should they define advisory and discretionary and what those mean as far as decision making power, approval power?

Committee Member Dave Smith indicated that by being members of this committee, or any other advisory committee, they are not officers of the City. This section defines what an officer is, which means council has delegated certain authorities to those members of the committee and there are certain liabilities associated with being an officer of the City, such as Construction Board of Appeals (CBOA) and Friendswood Downtown Economic Development Corporation (FDEDC). Ms. Horner indicated the FDEDC is a separate entity, a component unit, but like the Planning and Zoning Commission, they have discretionary authority. She stated that Council has categorized advisory and non-advisory committees in Chapter 2 of the Code of Ordinances

- **Section 1.01. Incorporation.**

- Remove reference to “Galveston County”

- **Section 1.02. Form of government.**

- Charter references both a “Council-Manager Government” and “Home-Rule City” – Should there be consistency and get added to the Glossary of Terms in Section 1.00? We are both.

Ms. Horner indicated those are statutorily defined, well-known terms that do not need to be redefined, but the Committee can recommend that the editor's notes include a reference to the applicable statutes if desired. Vice Chairperson Hall noted this may be a ballot proposition, as those terms may not be so common to the general public.

- References that City Council shall appoint the City Manager but does not reference “City Attorney or Municipal Judge”

Committee Member Smith suggested that the Committee look at context of paragraph, as it designates the form of government and clarifies how the council relates to the city manager, not to these other positions.

Therefore, adding references to the city attorney and municipal court judge in this context would expand the scope and suggest that the city manager, city attorney, and municipal court judge are all part of the council-manager form of government, which they are not. Vice Chairperson Hall noted that Section 4.03 refers to the city attorney and states the Council shall appoint a competent and duly qualified and licensed practicing attorney in the State of Texas.

- **Section 1.03. Boundaries.**

- Remove “*in all annexation ordinances and proceedings of the City of Friendswood, Texas*” at end of paragraph in order to simplify as there are other ways to change boundaries.

- **Section 2.01. General powers.**

- Include *dispose of* in following phrase at end of paragraph, “including the power to acquire *or dispose of* property within Galveston, Harris, and Brazoria Counties.
- Adjust capitalization of “Home Rule” throughout Charter.

- **Section 2.02. Change of boundaries and annexation of territory.**

- Consider using the word “disannex” where it references “detach”.
- Should there be consistency in referring to “disannexations” as in other sections?
- Clean up section by simply stating “in accordance with *state law*”
- Remove “In addition,” at the beginning of second paragraph and start with “The City shall” or leave phrase “to the power to annex all additional property for all purposes” – It’s really a non-substantive change.

Ms. Horner indicated that the last sentence of the section addresses fixing, altering, and extending boundaries, which could include disannexation or annexation. She stated this section pertains to boundaries only, not the City's ownership of or right to acquire property. The next section, regarding eminent domain, references the City's authority to own property or to acquiring property from others.

- **Section 2.03. Eminent Domain.**

- Better to reference state law, as the Charter is not currently more restrictive than state law.
- Include phrase that states “including, but not limited to.”
- City Attorney will bring back proposed language.

Ms. Horner stated that the City must comply with state law regardless, and she did not believe anything in the Charter currently is more restrictive than state law. She noted that subsection (b) appears to mirror some state law requirements and suggested that, to avoid the need for ongoing amendments as state law changes, the section simply could state that the City has the power of eminent domain to the extent allowed by state law. Additionally, editor's notes could be revised to include a reference to the applicable state law.

- **Section 2.04. Streets and public property.**

- Too many uses of the word “public” – Can we just say “public” one time, or is it too ambiguous? Grammatical issue?

- City Attorney will bring back proposed language.
- **Section 2.05. Street development and improvements.**
 - Does not state “in accordance with *state* law” as in other sections.

Ms. Horner noted that the phrase “in accordance with law” captures compliance with both state and federal law.

- **Section 2.06. Limitation of Liability for damages.**
 - Be consistent when it references time periods (i.e., “6 months” versus “100 days,” or “80 days” – Verify with Texas Tort Claims Act (TTCA) and mirror that language. Provide a flow chart.
- **Section 2.07. Zoning.**
 - Proposed change due to state law – Remove “*and legislative bodies thereof by V.T.C.A., Local Government Code § 211.001 et.seq., and all amendments thereto and amendments which may hereafter be made thereto,*” at end of section.

The consensus of the Committee was for City Attorney Karen Horner to bring back all of the noted revisions and proposed language changes after the first complete review of the Charter in order to move along the review process.

6. CLOSING COMMENTS & NEXT MEETING

A. Consider setting up any tasks and/or processes for the next regularly scheduled Charter Review Committee meeting.

Chairperson Matranga stated that their homework was to read and study Sections 3.00 through 3.17 of the Charter for the next meeting scheduled for Thursday, September 17, 2026, from 4:30 p.m. in the Second Floor CMO Large Conference Room.

8. ADJOURNMENT

With there being no further business to discuss, Chairperson Matranga adjourned the September 3, 2026, Charter Review Committee Meeting at 5:47 P.M.

Joe Matranga, Chairperson

Attest:

Raquel Martinez, TRMC, City Secretary



FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: September 17, 2026

Agenda Number: 4.A.

Prepared for:

Responsible Department: City Secretary

Prepared by: Raquel Martinez, City Secretary

Subject: Discuss the Friendswood City Charter, possible Charter amendments, and the Charter review process.

AGENDA ITEM

SUMMARY OF ITEM

This item allows the Committee to discuss the City Charter, possible Charter amendments, and the Charter review process. Per the last Charter Review Committee meeting, the Committee Members will review Article III of the Friendswood Charter, which includes the following sections:

ARTICLE III. - CITY COUNCIL

- Sec. 3.01. - Number, selection, term, and term limitations.
- Sec. 3.02. - Qualifications.
- Sec. 3.03. - Judge of election qualifications.
- Sec. 3.04. - Compensation.
- Sec. 3.05. - Mayor and Mayor Pro Tem.
- Sec. 3.06. - Vacancies, forfeiture, filling of vacancies.
- Sec. 3.07. - General powers and duties.
- Sec. 3.08. - Prohibitions.
- Sec. 3.09. - Meetings of the City Council.
- Sec. 3.10. - Rules of procedure.
- Sec. 3.11. - Ordinances in general.
- Sec. 3.12. - Emergency ordinances.
- Sec. 3.13. - Codes of technical regulations.
- Sec. 3.14. - Authentication and recording, codification, printing.
- Sec. 3.15. - Bonds for City Employees.
- Sec. 3.16. - Investigation by the City Council.
- Sec. 3.17. - Officers and Employees protected from financial loss.

Attached please find the Charter pages associated with these sections.

RECOMMENDATION

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

ARTICLE III. CITY COUNCIL¹

Sec. 3.01. Number, selection, term, and term limitations.

The City Council shall be comprised of a Mayor and six Councilmembers. The Mayor and each Councilmember shall be elected from the City at large, and each shall occupy a position on the City Council. Councilmember positions shall be numbered 1 through 6 consecutively.

The Mayor and each Councilmember shall be elected to serve for three-year terms as provided below, but no person shall be elected to serve on the City Council in any capacity for more than four three-year terms.

The three-year terms of Office of Councilmembers and the Mayor shall be staggered, with the election for such three-year terms scheduled as follows:

- (a) For the Office of Mayor, and the Office of Councilmember, Positions number 1 and 3, the election for a three-year term shall be the General Election held in 2018;
- (b) For the Office of Councilmember, Positions number 4 and 6, the election for a three-year term shall be the General Election held in 2019; and
- (c) For the Office of Councilmember, Positions number 2 and 5, the election for a three-year term shall be the General Election held in 2020.

(Res. No. R88-15, § 3, 5-9-1988; Res. No. R92-19, § 3, 3-24-1992, election 5-2-1992; Res. No. R97-6, § 1, 2-17-1997, election 5-3-1997; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007; Res. No. R2017-16, § 4, 5-15-2017)

Sec. 3.02. Qualifications.

In addition to any other qualifications prescribed by law, the Mayor and each Councilmember shall meet the conditions of subsections 6.02(a), items (1), (2), and (3) while in office, and shall reside within the City while in office.

(Res. No. R88-15, § 3, 5-9-1988)

Editor's note(s)—Subsection 6.02(a)(3) prohibiting candidates for City Council to be in arrears in payment of taxes, etc., was repealed by Res. No. R92-19, § 3, adopted 3-24-1992, election 5-2-1992.

State law reference(s)—Qualifications, V.T.C.A., Election Code § 141.001 et seq.

Sec. 3.03. Judge of election qualifications.

The Council shall be the final judge of all elections and of qualifications of its members and any other elected officials of the City.

¹State law reference(s)—Form of government, V.T.C.A., Local Government Code § 26.001 et seq.

Sec. 3.04. Compensation.

Members of the Council shall serve without compensation; provided, however, that they shall be entitled to all necessary expenses incurred in the performance of their official Council duties upon approval by the Council.

Sec. 3.05. Mayor and Mayor Pro Tem.

The Mayor shall be the official head of the City government. He/she shall be the chair and shall preside at all meetings of City Council, shall have an equal vote with each Councilmember on every proposition before the City Council, but shall have no power of veto. The Mayor shall see that all resolutions of the City Council are faithfully obeyed and enforced. He/she shall, when authorized by the City Council, sign all official documents such as ordinances, resolutions, conveyances, grant agreements, official plats, contracts and bonds. He/she shall appoint special committees as he/she deems advisable and/or as instructed by City Council. He/she shall perform such other duties consistent with this Charter or as may be authorized or directed by City Council.

The Mayor Pro Tem shall be a Councilmember elected by the City Council at the next regular City Council meeting following the canvassing of returns and declaring of results of each regular City election or as soon thereafter as practical. The Mayor Pro Tem shall act as Mayor during the disability or absence of the Mayor and in this capacity shall have the rights and duties conferred upon the Mayor.

(Ord. No. 214, § 1, 3-4-1974, election 4-6-1974; Res. No. R3-82, § 1, 3-1-1982; Res. No. R88-15, § 3, 5-9-1988; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007; Res. No. 2012-12, § 4, 5-21-2012, election 5-12-2012)

Sec. 3.06. Vacancies, forfeiture, filling of vacancies.

- (a) *Vacancies.* The Office of a Councilmember or Office of the Mayor shall become vacant upon his/her death, resignation, removal from office in any manner authorized by law, or forfeiture of his/her office.
- (b) *Forfeiture of office.* A Councilmember or the Mayor shall forfeit his[/her] office if he/she:
 - (1) Lacks at any time during his/her term of office any qualification for the office prescribed by this Charter or by law;
 - (2) Violates any express prohibition of this Charter;
 - (3) Is convicted of a crime involving moral turpitude; or
 - (4) Fails to attend three consecutive regular Council meetings without being excused by the Council.
- (c) *Filling vacancies.* When a vacancy shall develop, the Council shall provide for the filling of such vacancy in the manner provided by law; provided, however, that if the remainder of the unexpired term of the vacated office is twelve (12) months or less at the time the vacancy occurs, the City Council is authorized to fill the unexpired term by appointment, upon an affirmative vote of five (5) or more members of City Council.

(Ord. No. 214, § 1, 3-4-1974, election 4-6-1974; Res. No. R88-15, § 3, 5-9-1988; Res. No. R2002-10, § 7, 2-18-2002, election 5-4-2002; Res. No. R2017-16, § 4, 5-15-2017)

State law reference(s)—Election dates, V.T.C.A., Election Code § 41.001 et seq.; vacancy, V.T.C.A., Election Code § 201.001 et seq.

Sec. 3.07. General powers and duties.

All powers of the City shall be vested in the Council, except as otherwise provided by law or this Charter, and the Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the City by law.

Sec. 3.08. Prohibitions.

- (a) *Holding other office.* Except where authorized by law, no Mayor or Councilmember shall hold any other City Office or City employment during his/her term as Mayor or Councilmember, and no former Mayor or Councilmember shall hold any compensated appointive City Office or City employment until one year after the expiration of his/her term as Mayor or Councilmember.
- (b) *Appointments and removals.* Neither the Council [n]or any of its members shall in any manner dictate the appointment or removal of any City Administrative officers or employees whom the City Manager or any of his/her subordinates are empowered to appoint, but the Council may express its views and fully and freely discuss with the City Manager anything pertaining to appointment and removal of such officers and employees.
- (c) *Interference with administration.* Except for the purpose of inquiries or investigations conducted under Section 3.16 of this Charter, neither the City Council nor any of its individual members shall direct any City Officer or employee who is subject to the direction and supervision of the City Manager except through the City Manager. Neither the City Council nor its members shall give orders to any such officer or employee, either publicly or privately.

(Res. No. R88-15, § 3, 5-9-1988; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007)

State law reference(s)—Dual officeholding, V.T.C.A., Government Code ch. 574.

Sec. 3.09. Meetings of the City Council.

The City Council shall establish the days and times of its regular meetings but hold at least one regular meeting each month. Except during declared emergencies, all regular meetings of the City Council shall be held within the corporate limits of the City. All meetings of the council shall be open to the public, except as authorized by law.

(Res. No. R6-80, § 3, 4-7-1980; Res. No. R88-15, § 3, 5-9-1988; Res. No. R97-6, § 1, 2-17-1997, election 5-3-1997; Res. No. R2002-10, § 7, 2-18-2002, election 5-4-2002; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007; Res. No. 2012-12, § 4, 5-21-2012, election 5-12-2012; Ord. No. 2022-13, § 7, 5-18-2022, election 5-7-2022)

State law reference(s)—Open meetings, V.T.C.A., Government Code § 551.001 et seq.

Sec. 3.10. Rules of procedure.

The Council shall, by resolution, determine its own rules and order of business and the rules shall provide that citizens of the City shall have a reasonable opportunity to be heard at any meeting, including, but not limited to, those matters under consideration. The Council shall provide for minutes being taken and recorded of all meetings, and such minutes shall be a public record. Voting, except on procedural motions, shall be by roll call if requested by the Mayor or any Councilmember, and the ayes and nays shall be recorded in the minutes. Four members of the Council shall constitute a quorum for the transaction of business and no action of the Council, except as provided in Section 3.06 above, shall be valid or binding unless adopted by the affirmative vote of four or

more members of the Council. The Mayor and each Councilmember shall be entitled to an equal vote on all matters before the City Council. (See Section 3.01.)

(Res. No. R6-80, § 3, 4-7-1980; Res. No. R88-15, § 3, 5-9-1988; Res. No. R2002-14, § 1, 3-4-2002, election 5-4-2002; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007; Res. No. 2012-12, § 4, 5-21-2012, election 5-12-2012)

Sec. 3.11. Ordinances in general.

- (a) *Form.* The Council shall legislate by ordinance only, and the enacting clause of every ordinance shall be: "Be it Ordained by the City Council of the City of Friendswood, State of Texas."
- (b) *Effective Date.* Each proposed ordinance shall be introduced in written, electronic, or printed form and, upon passage, shall take effect at the time indicated therein; provided that any ordinance imposing a penalty, fine or forfeiture for a violation of its provisions shall become effective upon adoption or at a later time as specified in the ordinance. The City Secretary shall give notice of the passage of every ordinance imposing a penalty, fine or forfeiture for a violation of the provisions thereof, by causing the caption of any such ordinance to be published in the official newspaper in the City of Friendswood.
- (c) *Readings.* Ordinances that require one reading are those ordinances that:
 - (1) require a public hearing or more notice than required by the Texas Open Meetings Act;
 - (2) relate to the adoption or amendment to the budget;
 - (3) relate to the assessment, levy, or collection of taxes;
 - (4) relate to the calling of an election, or the canvassing of the returns and declaration of results of an election;
 - (5) relate to the incurring of indebtedness, including, specifically, the issuance or sale of bonds or certificates of obligation;
 - (6) relate to the development or improvement of a street; or
 - (7) relate to an emergency so declared by Council.

For all other ordinances, including the franchise for a public utility, the caption shall be read at two council meetings on separate days. An ordinance requiring two readings shall be deemed rejected if approval on final reading is not obtained within 90 days of the date approval on first reading is obtained.

- (d) *Amendments/Printed Code.* The City Council shall have power to cause the ordinances of the City to be corrected, amended, revised, codified, and printed in code form as often as the Council deems advisable, and such printed code, when adopted by the Council, shall be in full force and effect without the necessity of publishing the same or any part thereof in a newspaper. Such printed code shall be admitted in evidence in all courts and places without further proof.

(Ord. No. 214, § 1, 3-4-1974, election 4-6-1974; Res. No. R6-80, § 3, 4-7-1980; Res. No. R3-82, § 1, 3-1-1982; Res. No. R88-15, § 3, 5-9-1988; Res. No. R92-19, § 3, 3-24-1992, election 5-2-1992; Res. No. R2002-10, § 7, 2-18-2002, election 5-4-2002; Res. No. 2012-12, § 4, 5-21-2012, election 5-12-2012; Res. No. R2017-16, § 4, 5-15-2017; Ord. No. 2022-13, § 8, 5-18-2022, election 5-7-2022)

Charter reference(s)—Ordinance granting franchise, § 9.03.

State law reference(s)—Publication of ordinances, V.T.C.A., Local Government Code § 52.013.

Sec. 3.12. Emergency ordinances.

To meet emergencies the Council may adopt emergency ordinances. Such ordinances shall not grant, renew, or extend franchises, or regulate rates charged by a public utility. Each emergency ordinance shall contain a provision declaring the existence of an emergency. The affirmative vote of five members elected to Council shall be required for adoption.

(Res. No. R92-19, § 3, 3-24-1992, election 5-2-1992)

Sec. 3.13. Codes of technical regulations.

The Council may adopt any standard code of technical regulations by reference thereto in an adopting ordinance. The procedure and requirements governing such an adopting ordinance shall be as prescribed for ordinances generally except that:

- (a) The requirements of Section 3.11 for distribution and filing of copies of the ordinance shall be construed to include copies of the code of technical regulations as well as of the adopting ordinances; and
- (b) A copy of each adopted code of technical regulations as well as of the adopting ordinance shall be authenticated and recorded by the City Secretary pursuant to subsection 3.14(a).

Copies of any adopted code of technical regulations shall be made available by the City Secretary for distribution or for purchase at a reasonable price.

Sec. 3.14. Authentication and recording, codification, printing.

- (a) Authentication and recording. The City Secretary shall authenticate by his/her signature and record in full in a properly indexed book kept for the purpose, all ordinances and resolutions adopted by the Council. All ordinances shall be numbered numerically and consecutively in the order in which adopted. This record shall be open for public inspection.
- (b) Codification. Within one year after adoption of this Charter and at least every ten years thereafter, the Council shall provide for the preparation of a general codification of all general ordinances of the City. Every general ordinance enacted subsequent to such codification shall be enacted as an amendment to the Code. For the purposes of this section, general ordinances shall be deemed to be those ordinances of a permanent or continuing nature which affect the residents of the City at large. The codification shall be adopted by the Council by ordinance and shall be published promptly in bound or loose-leaf form, together with this Charter and any amendments thereto, pertinent provisions of the Constitution and other laws of the State of Texas, and such codes of technical regulations and other rules and regulations as the Council may specify. This compilation shall be known and cited officially as the Friendswood City Code and shall be in full force and effect without the necessity of such Code or any part thereof being published in any newspaper. The caption, descriptive clause, and other formal parts of the ordinances of the City may be omitted without affecting the validity of such ordinances when they are published as a Code. Copies of the Code shall be furnished to City Officers, placed in libraries and public offices for free reference and made available for purchase by the public at a reasonable price fixed by the Council.
- (c) Printing of ordinances and resolutions. The Council shall cause each ordinance and each amendment to this Charter to be printed promptly following its adoption, and the printed ordinances and Charter amendments shall be distributed or sold to the public at reasonable prices to be fixed by the Council. Following publication of the first Friendswood City Code and at all times thereafter, the ordinances and Charter amendments shall be printed in substantially the same style as the Code currently in effect and shall be suitable in form for

integration therein. The Council shall make such further arrangements as it deems desirable with respect to reproduction and distribution of any current changes in or additions to the provisions of the Constitution and other laws of the State of Texas, or the codes of technical regulations and other rules and regulations included in the Code.

- (d) The City Council may, without approval of the voters, adopt an ordinance that corrects errors in spelling, cross-references, punctuation, non-substantive revisions/reorganizations or numbering of articles or sections in the Charter. A revision ordinance adopted under this section is not intended to and shall not be interpreted as authorizing any substantive change in any Charter provision.

(Res. No. R88-15, § 3, 5-9-1988; Res. No. 2012-12, § 4, 5-21-2012, election 5-12-2012; Ord. No. 2017-20, § 1(exh. A), 8-7-2017)

Sec. 3.15. Bonds for City Employees.

The Council shall require bonds of all municipal officers and employees who receive or pay out any monies of the City. The amount of such bonds shall be determined by the Council and the cost thereof shall be borne by the City.

Sec. 3.16. Investigation by the City Council.

The Council may make investigations into the affairs of the City and the conduct of any City Department, Division, or Office and for this purpose may subpoena witnesses, administer oaths, take testimony and require the production of evidence. Any person who fails or refuses to obey a lawful order issued in the exercise of these powers by the Council shall be guilty of a misdemeanor and subject to a fine which shall have been set, by ordinance, by the Council.

Sec. 3.17. Officers and Employees protected from financial loss.

Duly elected and appointed officers, employees and volunteers of the City shall be protected by the City from actual damages awarded against any such officer, employee or volunteer if the damages result from an act or omission committed while in the course and scope of their office, employment or service, and they arise from a cause of action for negligence. The City shall not pay for damages that result from willful or wrongful acts or omissions or from acts or omissions constituting gross negligence.

(Ord. No. 214, § 1, 3-4-1974, election 4-6-1974; Res. No. R2002-10, § 7, 2-18-2002, election 5-4-2002; Res. No. R2007-09, § 1, 3-5-2007, election 5-12-2007)



FRIENDSWOOD AGENDA ITEM FORM

MEETING DATE: September 17, 2026

Agenda Number: 5.A.

Prepared for:

Responsible Department: City Secretary

Prepared by: Raquel Martinez, City Secretary

Subject: Consider setting up any tasks and/or processes for the next regularly scheduled Charter Review Committee meeting.

AGENDA ITEM

This item allows the Commission to set any tasks for the next meeting.

SUMMARY OF ITEM

This item allows the Committee to set up any tasks and/or processes for the next regularly scheduled Charter Review Committee meeting.

RECOMMENDATION

FISCAL IMPACT

Fiscal Year:

Source of Funds: (Operating/Capital/Bonds):

Funds Budgeted Y/N: No

Account Code:

Amount Needed:

Fiscal Impact (Additional Information):

ATTACHMENTS

None