

# Memorandum



CITY OF DALLAS

DATE November 2, 2023

TO Members of the Charter Review Commission

SUBJECT **Charter Review Commission Discussion - Upcoming NCL and ICMA Presentations**

The Charter Review Commission, as directed by Chairman Vaught, will receive briefings during its upcoming November and December meetings from the National Civic League (NCL) and the International City/County Management Association (ICMA). In advance of those briefings, you received two documents:

1. NCL's Model Charter (2021)
2. NCL's Guide for Charter Commissions (2011)

The Model Charter and the Guide for Charter Commissions can be found on the [NCL website](#). The latter document is a paid resource and thus we are providing directly to you but have not posted it publicly on the City's [Charter Review Commission webpage](#). These documents were created by NCL in collaboration with ICMA and establish both organizations as experts on charter review processes and outcomes across the country.

Jason Grant, Director of Policy at ICMA, will present to the Commission on Tuesday, November 14, to discuss city charters, the review process undertaken by cities across the country, and respond to any questions you may have. Representatives from NCL will be scheduled for one of the December meetings. If you would like to schedule a one-on-one meeting with Mr. Grant on Monday, November 13, or Tuesday, November 14, in advance of the CRC meeting, please let staff know by November 9, and we will make the necessary arrangements.

The November 7th meeting will serve as an opportunity for the Commission to frame and direct the discussion with both organizations so that our guests can properly prepare and design the scope of their presentations to the topics most relevant to the Commission.

For your reference, enclosed is the CRC agenda forecast. It remains a living document.

Please contact Jake Anderson, Government Affairs Manager, at [james.anderson1@dallas.gov](mailto:james.anderson1@dallas.gov) if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Carrie Rogers".

Carrie Rogers  
Director, Office of Government Affairs