



City of Dallas

Charter Review Commission Administration Overview

**Charter Review Commission
September 27, 2023**

Carrie Rogers
Director
Office of Government Affairs

Overview



- Charter Review Commission Team
- Administration
- Proposed Planning
- Communications and Outreach
- Timeline
- Next Steps



CRC Team



- Laura Morrison, Assistant City Attorney
- Anna Lamberti Holmes, Assistant City Attorney
- Carrie Rogers, Director, Office of Government Affairs
- Jake Anderson, Manager, Office of Government Affairs
- Bilierae Johnson, City Secretary
- Jennifer Brown, Manager, Communications Office



- Office of Government Affairs will provide CRC support, including but not limited to:
 - ☐ Meeting planning and related logistics
 - ☐ CRC member administrative needs
 - ☐ Website updates and communications
 - ☐ Monitoring CRC email for comments/amendments received
- City Attorney's Office will provide CRC support, including but not limited to:
 - ☐ Parliamentary support
 - ☐ Legal review of amendments submitted (as directed by CRC)
 - ☐ CRC member legal counsel relating to the Charter Review

Proposed Planning



- Agendas prepared for Chair's approval
- CRC members may request items be added to the agenda by the Chair
- Councilmembers, staff and stakeholders will each receive a call for suggested amendments at a future date
- Process to be developed to affirm and communicate deadlines for submission of amendments
- Partnering with ITS on website and with COM to implement strategic, multi-lingual communications plan



Public Communications and Outreach



- Bilingual media strategy
- ADA compliant images / maps
- Public testimony available
- Translation services offered at community meetings
- Webpage established on Government Affairs home page
- Charterreview@dallas.gov created to accept comments from the public
- All meetings, including community meetings, will be broadcast live and available online for resident viewing



Timeline



Action	Date	Source of Authority
Council Resolution forming 2024 Charter Review Commission	August 23, 2023	Dallas City Charter, Chapter II, Section 3
Member Orientation	September 27, 2023	Orientation session following to include remarks/guidance by CAO, OGA, CMA, and departments as appropriate.
Commission conducts meetings and public hearings	October – December 2023	
Deadline to receive suggested amendments	December 15, 2023	
Commission conducts meetings and public hearings	January – April 2024	
Last date for CRC to present report to City Council; 10-year date of 2014 report to Council	May 21, 2024	Dallas City Charter, Chapter 11, Section 3 (10-year anniversary of 2014 report to Council)



Timeline



Action	Date	Source of Authority
Last regularly scheduled meeting in spring 2024	REC'D ADOPTION DATE: June 26, 2024	Final opportunity for council to approve amendments prior to summer recess
Adopt ordinance ordering November 5, 2024 special election on charter amendments	RECOMMENDED DATE TO CALL ELECTION: August 14, 2024	Only regularly scheduled agenda meeting in August prior to August 19 th deadline to call election
Last day to order special election on a measure for November 5, 2024 general election date	Monday, August 19, 2024	Texas Election Code, Sec. 3.005(c) "For an election to be held on a uniform election date, the election shall be ordered not later than the 78 th day before election day."
Uniform Election Date	Tuesday, November 5, 2024	Texas Election Code, Sec. 41.001(a)(3)



Budget



- \$25,000



Next Steps



- Receive Commission feedback
- Next CRC meeting is October 12, 6:30 p.m.
- Communications and outreach to key stakeholders





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