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CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

Memorandum

DATE June 30, 2023

TO Honorable Members of the Dallas City Council

SUBJECT **Charter Review Process**

The Charter of the City of Dallas, Texas (the “Charter”) is the foundational document that outlines the structure, powers, and functions of our city’s government. Pursuant to Chapter II, Section 3 of the Charter, it is time now for our city to commence the required “Charter Review Process.”

This process presents a unique opportunity to review and propose amendments to the Charter. A thorough evaluation of the Charter through a transparent process will help ensure the City of Dallas is well positioned to address the contemporary challenges faced by a top 10 American city and to better serve Dallas’ 1.3 million residents.

Pursuant to Chapter II, Section 3 of the Charter, the Charter “shall be reviewed by a commission appointed by the council.” I invite each city councilmember to nominate one individual to serve on a 15-member Charter Review Commission (the “Commission”), the chair of which I will appoint. The Commission will be responsible for reviewing the Charter and submitting a report to the city council no later than May 21, 2024. After receiving the Commission’s report, the city council may adopt, modify, or disregard the Commission’s recommended amendments and/or propose its own.

As dictated by the Texas Election Code, the city council must vote no later than August 19, 2024 on which Charter amendments, if any, to place on the November 5, 2024 ballot for Dallas voters’ consideration.

To meet these deadlines, I present the following timeline:

- **August 15, 2023:** All Commission nominations must be submitted by city councilmembers to Anita Zusman Eddy in my office by 5:00 p.m.
- **August 23, 2023:** A resolution officially establishing the Commission will be placed on the city council’s voting agenda for the city council’s consideration and adoption by a majority vote.
- **Fall 2023 - Spring 2024:** The Commission will conduct its Charter review and solicit input on desired Charter amendments from the mayor, city councilmembers, city staff, and the public.
- **May 21, 2024:** The Commission will submit its report to the city council on or before this date.
- **August 19, 2024:** The city council will vote on which proposed Charter amendments, if any, to place on the November 5, 2024 ballot on or before this date.
- **November 5, 2024:** Proposed Charter amendments, if any, will appear on Dallas voters’ ballots on this date.

I look forward to receiving the name of your Commission nominee by August 15. If you have questions in the meantime, please do not hesitate to contact Anita Zusman Eddy in my office.

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The Charter Review Process presents a once-in-a-decade opportunity to improve our city's governing framework. I am confident that, together, we will complete an efficient, transparent, and successful Charter Review Process that benefits all Dallas residents.

Thank you in advance for your participation. I will share more information as it becomes available.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Johnson", with a long horizontal stroke extending to the right.

Eric L. Johnson
Mayor

c: T.C. Broadnax, City Manager
Biliera Johnson, City Secretary
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Genesis D. Gavino, Chief of Staff to the City Manager