

City of Lake Jackson  
2023 Charter Review Report

To the Honorable Mayor and City Council,

The members of the 2023 Charter Review Commission:

Will Brooks, Chair

Lisa Pauls, Secretary

Mark Swirsky

Amy Tasto

William P. Yenne

..... are pleased to present our report on the review of the Home Rule Charter of the City of Lake Jackson.

As required by the charter in section 11.14, a committee of five Lake Jackson residents will review the Home Rule Charter of our city each “odd” year. The Charter Review Commission will then submit a report to the City Council. This report will include recommendations for any possible changes to the charter. The City Council will review these recommendations and then decide whether to submit such proposed changes to the qualified voters of the city.

**GENERAL COMMENTS**

As members of the Charter Review Commission, we would like to thank the City Council for entrusting us with this important duty. We are humbled and thankful for this opportunity.

We began meeting on July 11, 2023, and met on the second and fourth Tuesdays of each month at 6:30 pm in the conference room at City Hall. All meetings were posted in accordance with the Open Meetings Act.

We also want to thank Councilmember Rhonda Seth for serving as our council liaison; Mayor Gerald Roznovsky for his visits; Councilmembers Vinay Singhania, Chase Blanchard and Matt Broaddus for sharing their thoughts with us, and city staff: Modesto Mundo, City Manager; Sherri Russell, City Attorney; Sally Villarreal, City Secretary; Sal Aguirre, City Engineer, Riazul Mia, Assistant City Manager, and James Bryson, Finance Director

All the above-mentioned individuals provided us with invaluable assistance.

Also, we would like to commend past Charter Review Commissions for their contributions to keeping our city charter up-to-date and effective.

On that note, our city’s home rule charter is an effective governing document and continues to meet the needs of our city.

Please see the chart below of the proposed recommendations and suggested changes.

**2023 Charter Review Commission Recommendations  
Requiring Voter Approval:**

Section	Changes	Discussion
Add 3.06(d)	New: If a vacancy occurs in the mayor's position, the city council will select a city council member to serve out the mayor's term	To make clear how council will handle a mayoral vacancy
4.06(a)	Remove the words "medicine and" just before the end of the sentence on line 4.	To allow for the appointment of medical professionals to the board of health.
4.09(a)	Insert "or designee" on line 5 following "the director of parks and recreation."	To reflect current practice
4.09(e)	Same change as 409(a), this time on line 3	To reflect current practice
7.03	Change "30 days" near the beginning of the third line to "45 days"	To allow enough time for the response
7.03	Remove "or within 30 days after its publication" from the third line.	To make clear the timing of the petition to be presented to voters
7.03	Remove "immediately upon the filing of such petition, the person performing the duties of the city secretary shall present said petition to the city council" and add "The city secretary and city attorney shall follow the procedures set out in section 6.05 of this charter."	For consistency with section 6.05
7.07	Recommend adding the word "immediately" on the 2nd line so it reads "...it shall immediately thereupon ..."	To make clear the timing expected

**Minor Edits:**

Section	Changes	Discussion
1.03(b)	Add the phrase "and the city website" right after the phrase "of the order in the official newspaper of the city" at the end of the fourth line	Clarification of options for publication of the notice of election. (See note re. editing to 3.09 from the last report - do we need to go to the voters for this? - LP note)
Editor's note following Section 1.03	Spell out at first mention all of the Vernon's references before abbreviating them	For better understanding for anyone unfamiliar with Vernon's reference material
3.01(e)	Remove indent to align with 3(d)	editing change
3.01(f)(1-3)	Recommend formatting change so alignment is consistent	editing change
3.01(g)	Remove indent to align with 3(d)	editing change
3.11	End quote mark is needed at paragraph end.	editing change
4.08	Recommend changing title to "Parks and Recreation Board"	editing change
4.08(a) and 4.08(e)	Change to the plural "parks" where the board is referenced	editing change
7.04	2nd line - remove "or" and insert comma to read "any proposed ordinance, resolution or measure ..."	editing change
9.02(j)	Eliminate "nos."	editing change
9.14	Consider using a footnote instead of the parenthesis in the section title	editing change

## **CONCLUSION**

Again, thank you for giving us the opportunity to serve our community. We also would like to thank our fellow members for the respectful, serious manner in which this review was conducted.

We now leave these recommendations in the capable hands of our City Council.

Respectively submitted this 26<sup>th</sup> day of November, 2023.

Will Brooks, Chair

Lisa Pauls, Secretary

Mark Swirsky

Amy Tasto

William P. Yenne