

**MINUTES OF THE CHARTER REVIEW COMMISSION  
THE CITY OF GLENN HEIGHTS, TEXAS**

**MAY 5, 2025**

**STATE OF TEXAS** \*  
**COUNTIES OF DALLAS AND ELLIS** \*  
**CITY OF GLENN HEIGHTS** \*

On the 5<sup>th</sup> day of May 2025, the Charter Review Commission of the City of Glenn Heights, Texas, met in the Family Life Center, located at 1932 South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

**CHARTER REVIEW COMMISSIONERS IN ATTENDANCE:**

Christi Pierce, Chairperson  
Marcel Howard, Vice Chairperson\*  
Jackie Conner  
Joanne Frantzen  
Carolyn Kelley  
David Lewis  
Dona Mitchell  
Torrey Williams

*\*Marcel Howard, Vice Chairperson, arrived at 6:44 P.M.*

**CHARTER REVIEW COMMISSIONERS ABSENT:**

Reginald Cook  
Kenya Florence  
Shelby Gooden  
Cartney Slaughter

**CITY COUNCIL:**

Travis Bruton \* Council Member, Place 3  
Stephanne Hale \* Council Member, Place 4

**STAFF:**

Clifford Blackwell \* City Manager  
Brandi Brown \* City Secretary

**CALL TO ORDER**

Christi Pierce, Chairperson, called the Charter Review Commission Meeting to order at 6:37 P.M., with a quorum of the Commission present.

**INVOCATION**

Commissioner Jackie Conner delivered the Invocation.

## **PLEDGE OF ALLEGIANCE**

Christi Pierce, Chairperson, led the assembly in the Pledge of Allegiance.

## **PUBLIC COMMENT**

There were no Public Comments.

## **CONSENT AGENDA**

1. Discussion and take action to approve the Meeting Minutes of April 22, 2025, Charter Review Commission Meeting.

Commissioner Jackie Conner made a motion to approve Consent Agenda Item 1. Commissioner Carolyn Kelley made the second. The motion carried with the following record vote:

**VOTE 7 Ayes** – Pierce, Conner, Frantzen, Kelley, Lewis, Mitchell, and Williams

## **AGENDA**

1. Public hearing to receive public comments concerning amendments to the Home Rule Charter.

Commissioner Carolyn Kelley made a motion to open the Public Hearing. Commissioner Dona Mitchell made the second. The motion carried with the following record vote:

**VOTE 7 Ayes** – Pierce, Conner, Frantzen, Kelley, Lewis, Mitchell, and Williams

Christi Pierce, Chairperson, opened the Public Hearing at 6:41 P.M.

Hearing no testimony, Commissioner Carolyn Kelley made a motion to close the Public Hearing. Commissioner Jackie Conner made the second. The motion carried with the following record vote:

**VOTE 7 Ayes** – Pierce, Conner, Frantzen, Kelley, Lewis, Mitchell, and Williams

Christi Pierce, Chairperson, closed the Public Hearing at 6:41 P.M.

2. Discussion and consideration of preliminary City Charter items to be reviewed, including identifying key sections that require updates or amendments to align with current city needs and regulations.

Commissioners provided the following Articles to consider for amendment: 2.01. Number, Selection, Term of Office and Compensation, 2.02. Prohibiting Holding or Running for Other Office, 2.03. – Qualifications, 2.11. Procedure to Enact Legislation, 5.10. Police Department, 5.11. City Secretary, 6.02. Judge of the Municipal Court, 7.13. Independent Audit, 7.14. Purchase Procedure, 13.01. Public Records of the City, and 13.06. Notice of Claim.

3. Discussion and consideration of the division of work, including the allocation of tasks, responsibilities, and timelines.

Christi Pierce, Chairperson, assigned Articles to Commissioners for additional review.

4. Discussion and take action on setting a meeting calendar for the Charter Review Commission.


After Brandi Brown, City Secretary, provided the Commission with deadline information for ordering an Election, the Commission decided to meet on the following dates: May 12, 2025, May 19, 2025, June 2, 2025, June 9, 2025, and June 16, 2025. It was also requested that this item be placed on each Agenda for additional consideration.

## ADJOURNMENT

Chairperson Christi Pierce adjourned the meeting at 7:33 P.M.

  
Christi Pierce, Chairperson

Attest:

  
Brandi Brown, City Secretary  
Passed and approved on the 2<sup>nd</sup> day of June 2025