

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF LAKE JACKSON

BE IT KNOWN that the Charter Review Commission of the City of Lake Jackson met on Tuesday, August 26, 2025, at 5:30 p.m. at 25 Oak Drive, Lake Jackson, Texas, at Lake Jackson City Hall, with the following in attendance:

Will Brooks, Chair  
Drew Davenport, Secretary  
Bill Yenne  
Eric Henderson  
Kevin Lindenschmidt

Sherri Russell, City Attorney  
Vinay Singhania, Councilmember  
Leonard Schooler, Council Liaison

#### APPROVAL OF MINUTES

On a motion by Mr. Yenne, seconded by Mr. Henderson, with all present members voting “aye,” the minutes were approved as presented.

#### DISCUSSION AND COMMENTS WITH VINAY SINGHANIA, COUNCILMEMBER

- Councilmember Singhania wanted to ensure the charter remained relevant; he mentioned he had heard comments about reviewing the charter less often. He expressed support for that idea. Minor grammatical adjustments can be made, but such changes don’t occur very frequently. Currently, the Charter Review Commission (CRC) meets every two years, while many other cities have cycles of four to six years. It was clarified that if the schedule were changed, a provision would be included allowing the CRC to meet between these intervals if needed. Ms. Russell suggested adding that to Sec. 11.14 under terms, stating that the CRC “will meet every four years or as often as needed.” A new CRC would need to be appointed. The CRC will review this when they reach Section 11.
- Councilmember Singhania noted the use of the word “ceremonial” in section 3.01.e. – There were no changes to this phrase.
- Councilmember Singhania noted that the mayor's term limit is three, while council members can serve four. He suggested taking it back to the voters to ensure consistency.
  - Mr. Brooks mentioned that this has been decided by a vote and reflects what the voters wanted. He opposed bringing this back to the voters. He also mentioned receiving comments about this issue. Councilmember Singhania expressed his gratitude by acknowledging Mayor Roznovsky and praising his performance as mayor.
  - Council Liaison Schooler noted that there are term limits in every election because voters have the power to remove someone.

#### DISCUSSION AND COMMENTS WITH SHERRI RUSSELL, CITY ATTORNEY

Ms. Russell clarified that she was only there to answer questions and not to review the readings, as that is the role of the CRC. Mr. Yenne touched on the punctuation of sentences and noted the importance of semicolons, commas, etc., in certain places. He and Ms. Russell pointed out that a

comma in the wrong place could change the meaning.

Mr. Davenport asked about the oath that is written in the charter. Ms. Russell stated it is based on state law. The words affirm and swear were mentioned.

Ms. Russell is reviewing Sec. 1.03. Will this comply with the Open Meetings Act? Ms. Russell asked the CRC to record any questions or notes for her.

Mr. Lindenschmidt inquired about the election officials. He asked how election judges are appointed. Ms. Russell explained that the city contracts with the county, which manages all those appointments.

Mr. Brooks mentioned the opening of the returns and noted that it is not managed by the city. Ms. Russell agreed and said the county handles it. She advised that the CRC could rewrite it to match current practice. Mr. Brooks suggested keeping it simple because if it is changed, it could be changed again. He said not to mention the county or other entities.

#### REVIEW SECTION 1-4 FOR MEMBERS NOT PRESENT AT PREVIOUS MEETING

All members agreed with the decisions made in the previous meeting and had no changes.

#### DISCUSSION AND AGREEMENT ON ARTICLES 5 & 6

##### **Review of Section 5**

**5.01** – Charter Review Commission (CRC ) suggests replacing the first sentence:

“Regular municipal elections shall be conducted by the appointed election authorities and shall be held on a uniform election date set out in state law.”

With:

“All municipal elections of the City of Lake Jackson shall be conducted by the City or other election authority as provided by law, in accordance with the Texas Election Code and applicable state law.”

5.02 – no changes/questions

5.03 – no changes/questions

5.04 – no changes/questions

5.05 – no changes/questions

5.06 – no changes/questions

5.07 – no changes/questions

5.08 – no changes/questions

##### **Review of Section 6**

6.01 – no changes/questions

6.02 – no changes/questions

6.03 – The CRC asked Ms. Russell if we can include wording to “affirm” in addition to swearing an oath. Ms. Russell is researching the options.

6.04 – no changes/questions

6.05 – no changes/questions

6.06 – Question for City Attorney:

This section references “5 to 15 days”. Will that accommodate the “2025 Open Meetings Act”?

6.07 – no changes/questions

6.08 – no changes/questions

6.09 – no changes/questions

6.10 – no changes/questions

6.11 – no changes/questions

CONFIRM NEXT MEET DATE AND SET THE AGENDA

- Next meeting is scheduled for Tuesday, September 9, 2025, at 5:30 p.m. at City Hall.
- Review Articles 7 & 8

ADJOURNMENT

There being no further business, the meeting adjourned at 6:43 p.m.  
These minutes were approved on September 9, 2025.

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Will Brooks, Chair

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Drew Davenport, Secretary