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**CHARTER REVIEW
BOARD: MINUTES
April 8, 2024**

Chair Weller called the meeting to order at 6:00 p.m.

Pledge of Allegiance.

Roll Call:

Chair Sue Weller – Present
Member Lynn Jamison- Present
Member Jacob Newton - Present
Member Christy Swilley – Present
Member Julie Tapia-Ruano -Present

Staff Present:

Jami Echeverri, Assistant City Clerk
Clay Martin, City Attorney

BUSINESS ITEMS:

1. Approval of April 1, 2024 Charter Review Minutes.

Motion Member Newton to approve the minutes of the April 1st, 2024, Charter Review Meeting Minutes.

Second Member Swilley

Motion carried 5-0.

**2. DISCUSS POSSIBLE RECOMMENDATIONS FOR CHARTER
AMENDMENTS**

Chair Weller resumed the discussion on charter changes picking up on Article 5.01
Member Jamison questioned how often the charter amendments are presented to the people for review. Asst. Clerk Echeverri advised that any relevant information would likely be posted on the City's website and staff could potentially work with the city PIO to engage and inform citizens on voting and process. Attorney Martin clarified that there are certain statutory

restrictions that limit how much government municipalities can be involved with charter amendments in regards to advertising and engaging with the citizens.

Chair Weller moved to Article 5 section 2 of the High Springs Charter and Attorney Martin offered advisement on specific verbiage regarding the constitutional statement.

Article 5.03: no changes recommended.

Article 5.04: Member Newton proposed an amendment to the budget adoption regarding the audit being submitted on time and would it be appropriate to shift the budget end period to a sooner date. Chair Weller requested clarification. Attorney Martin advised that there are statutory requirements regarding budget audit timelines for submittal and how they affect fines and deadlines for late audit submittals.

Chair Weller proposed language for supplemental appropriations and reduction of appropriations.

Article 5.05 Chair Weller requested the City Clerk to follow up and verify the list of City owned property.

Article 5.06 no changes recommended.

Article 6 sections 1-5 no changes were recommended.

Discussion took place regarding the election process and run-off elections. The board discussed what a run-off would look like for the City and debated different ways to proceed or if the election process should remain as is.

Attorney Martin would like to propose skipping the Monday, April 15th meeting to allow more time to work on verbiage.

Member Newton motioned to cancel the April 18th, 2024, Charter Review Board meeting and resume on the April 22nd, 2024 meeting to allow City Attorneys time to bring forward a draft of requested changes

Motion Seconded by Member Tapia-Ruano

5-0

3. CITIZEN COMMENTS

Linda Jones – likes the idea of the charter review board's suggestions going to a referendum rather than going to the Commission prior. Would also like their input regarding paper ballots for runoffs.

Member Jamison motioned to adjourn.

Chair Weller adjourned at 7:39 pm