

BOARD MEMBERS:

TERRILL HILL
JEREMY DAVIS
TOM DOLAN
TERESA JACKSON
ALLEGRA KITCHENS
JAMES NORWOOD
TIFFANY PARKER FLANDERS
LEIGH RION
MATT SHULER
AUDREY WISE
ANNIE SVETLIK
MARGARET ELLINGTON (ALTERNATE)

MARCIA G. CARTY, CPA, CGFO
CITY MANAGER
JANE WEST, ESQ.
CITY ATTORNEY
KAREN HAYES, MMC
CITY CLERK



AGENDA
CHARTER REVIEW COMMITTEE MEETING
September 9, 2025 at 4:00 PM

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES

- a. August 19, 2025

III. PUBLIC COMMENTS

IV. PRESENTATIONS

V. REGULAR BUSINESS

- a. Charter Review revision summary - Preamble
- b. Charter Review revision summary - Article I, Section 1-4
- c. Charter Review revision summary Article II Section 21
- d. Charter Review revision summary Article II Section 22
- e. Charter Review revision summary Article II Section 23
- f. Charter Review revision Article II Section 24

VI. ADJOURN

Persons with disabilities requiring accommodations in order to participate in this meeting should contact the City Clerk's Office at 386-329-0100 at least 24 hours in advance to request accommodations.

BOARD MEMBERS:
TERRILL HILL, CHAIR
ALLEGRA KITCHENS, VICE CHAIR
JEREMY DAVIS
TOM DOLAN
TERESA JACKSON
JAMES NORWOOD
TIFFANY PARKER FLANDERS
LEIGH RION
MATT SHULER
AUDREY WISE
MARGARET ELLINGTON
ANNIE SVETLIK, ALTERNATE



Marcia Carty, CPA CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

Karen Hayes, MMC
CITY CLERK

CHARTER REVIEW COMMITTEE

Minutes, August 19, 2025

Roll Call

Terrill Hill, Tom Dolan, Allegra Kitchens, James Norwood, Audrey Wise, Tiffany Parker Flanders, Teresa Jackson, Margaret Ellington, Annie Svetlik and Matt Shuler were present. Jeremy Davis and Leigh Rion were absent.

City Employees Present: City Attorney Jane West, and City Clerk Karen Hayes, MMC., Airport Manager Yul McNair

PRESENTATIONS

Margaret Ellington – Oath

Margaret Ellington read her Oath and was sworn in.

APPROVAL OF THE MINUTES

June 2, 2025

The motion to approve the minutes as written was made by Tom Dolan and seconded by Audry Wise. The motion passed unanimously with all members voting in favor.

PUBLIC COMMENTS

No public comments.

REPORTS

Update from Tiffany Flanders

Ms. Flanders gave the update for the side bar meeting on the height of buildings within the City of Palatka. After discussion on the height of building.

Vote: Mr. Shuler moved to suggest to the commission that they review the height restrictions within that ordinance and change the height accordingly if they see fit. To do so. Ms. Kitchens seconded the motion. The motion passed 6-4.

Discussion

Mr. Dolan stated he would like to see something recommending indicating that this board would prefer higher heights, as acceptable.

Ms. Wise suggested putting a number for the height.

Ms. Kitchens stated she feels that there shouldn't be a cap on the height.

Ms. West explained to move this conversation forward, she suggested drafting a letter to be sent to the Planning Director to consider increasing the building height through an ordinance as a suggestion coming from the Charter Review Committee.

REGULAR BUSINESS

Airport - Airport Manager Yul McNair

Mr. McNair gave a presentation to the Charter Review Committee on the Airport comings and goings, and its day-to-day operations.

Ms. Kitchens asked Mr. McNail what his opinion was if the Airport should be in the Charter or not. She asked Mr. McNair if he had any opinion on that topic. Mr. McNair stated first and foremost he is all about protecting the City of Palatka. Mr. McNair also stated whatever structure you look at, it needs to do that. You don't necessarily lose that control. Because what you have is a program that has been cleaned up a lot. And now these revenue sources are starting to click.

Mr. Dolan asked the airport if it is an enterprises fund, are there any other enterprise funds? Ms. Carty stated yes, the golf course is an enterprise fund. Mr. Dolan stated if a dollar is earned at the airport it stays at the airport. Mr. McNair stated yes. Mr. Dolan asked how many people there are on the advisory board and what are the term limits? Ms. West stated there is no authorizing implementation to establish the Airport Advisory Board. She also stated the airport is not anywhere in the city code or in the city charter. Ms. West explained the reason this is before you are to provide the airport with a level of protection. There have been some efforts to privatize the airport, this would protect the airport. There is no establishment of the Airport Advisory Board that currently exists. The city is trying to address that through the first reading of the ordinance on August 28th.

Mr. Norwood asked what are the advantages for the airport of being in the charter or not being in the charter? Ms. Carty stated the protection of having the airport under the city is that they are budgeted, they are funded, their growth is not stifled, and they are going in the direction that the citizens of this city really need. Ms. West added having the airport recognized in fiber is the most protective layer that's safe to alter the airport to ensure that it isn't privatized.

Vote: Ms. Kitchens moved to direct the City Attorney to come back with wording, placing the Palatka Airport, Key Larkin Field, into the City Charter and bringing it back possibly at the next meeting. Ms. Wise seconded the motion which passed unanimously.

After a brief discussion the committee decided to wait until the next meeting to discuss:

- a. Charter Review revision summary - Preamble
- b. Charter Review revision summary - Article I, Section 1-4
- c. Charter Review revision summary Article II Section 21
- d. Charter Review revision summary Article II Section 22
- e. Charter Review revision summary Article II Section 23
- f. Charter Review revision Article II Section 24

The committee agreed to schedule the next meeting for Tuesday, September 9, 2025 at 4:00 p.m.

ADJOURN

The motion to adjourn was made by Tom Dolan and seconded by Audrey Wise which passed unanimously.

STAFF REPORT

DATE: September 9, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

Suggestion per the National Civic League Model City Charter: Establish a preamble that identifies the source of authority for the charter (the Florida state constitution), and a declaration of the intent of the charter. The declaration of the intent of the charter comprises subjective statements (not enforceable by law) that underscore or illuminate the characteristics of a municipality, such as the values of the city, lofty goals, or even the —personality of the drafting commission. This is an opportunity to memorialize the unique regional characteristics of the City of Palatka, to establish the value of home rule, affirm the values of representative democracy, professional management, strong political leadership, public engagement, diversity and inclusiveness.

A preamble typically consists of three elements: an identification of the source of authority for the charter, a statement of the action that is to be taken, and a declaration of the intent of the charter. The source of authority for a city charter is the state constitution or statutory law. The action that is to be taken is the adoption of the charter. The declaration of the intent of the charter comprises subjective statements (not enforceable by law) that underscore or illuminate the characteristics of a municipality, such as the values of the city, lofty goals, or even the —personality of the drafting commission. Charters within the same state often use the same language in their preambles; the type of language used and the manner in which issues are addressed often provide a glimpse of regional characteristics.

BACKGROUND

PROJECT ANALYSIS

Suggested language:

We the people of the City of Palatka, under the constitution and laws of the state of Florida, in order to secure the benefits of local self-government and to provide for an honest and accountable commission-manager government do hereby adopt this home rule charter and confer upon the city the following powers, subject to the following restrictions, and prescribed by the following procedures and governmental structure. By this action, we affirm the values of representative democracy, home rule and self-determination, professional management, strong political leadership, public engagement, diversity, justice, environmental stewardship, equity

and inclusiveness.

Staff Recommendation

ATTACHMENTS

1.	Charter Review revisions recap FINAL 8-15-25
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MEMORANDUM

TO: Charter Review Committee
FROM: Jane West, City Attorney
RE: Charter Review revision summary
DATE: August 15, 2025

The following is a summary of the issues reviewed and considered by the Charter Review Committee (CRC) in preparation for submission of recommendations to the City Commission:

PREAMBLE

Suggestion per the National Civic League Model City Charter: Establish a preamble that identifies the source of authority for the charter (the Florida state constitution), and a declaration of the intent of the charter. The declaration of the intent of the charter comprises subjective statements (not enforceable by law) that underscore or illuminate the characteristics of a municipality, such as the values of the city, lofty goals, or even the —personality of the drafting commission. This is an opportunity to memorialize the unique regional characteristics of the City of Palatka, to establish the value of home rule, affirm the values of representative democracy, professional management, strong political leadership, public engagement, diversity and inclusiveness.

A preamble typically consists of three elements: an identification of the source of authority for the charter, a statement of the action that is to be taken, and a declaration of the intent of the charter. The source of authority for a city charter is the state constitution or statutory law. The action that is to be taken is the adoption of the charter. The declaration of the intent of the charter comprises subjective statements (not enforceable by law) that underscore or illuminate the characteristics of a municipality, such as the values of the city, lofty goals, or even the —personality of the drafting commission. Charters within the same state often use the same language in their preambles; the type of language used and the manner in which issues are addressed often provide a glimpse of regional characteristics.

Suggested language:

We the people of the City of Palatka, under the constitution and laws of the state of Florida, in order to secure the benefits of local self-government and to provide for an honest and accountable commission-manager government do hereby adopt this home rule charter and confer upon the city the following powers, subject to the following restrictions, and prescribed by the following procedures and governmental structure. By this action, we affirm the values of representative democracy, home rule and

self-determination, professional management, strong political leadership, public engagement, diversity, justice, environmental stewardship, equity and inclusiveness.

ARTICLE I – IN GENERAL

Sections 1-4

No longer relevant. Currently the Charter's first article provides some house-keeping references that abolish the previous city charter and establish legal boundaries. Guidance from the National Civic League recommends that a charter should begin by defining the scope of the city's powers. It should address the context in which such powers operate, including the effect of state law and the desirability of cooperation with other localities.

Suggested language:

The city of Palatka shall have all powers possible for a city to have under the constitution and laws of Florida as fully and completely as though they were specifically enumerated in this charter. The powers of the city of Palatka under this charter shall be construed liberally in favor of the city, and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power granted in this article. The city of Palatka may participate by contract or otherwise with any governmental entity of this state or any other state or states or the United States in the performance of any activity which one or more of such entities has the authority to undertake.

Section 5

1. Boundaries - No recommended changes. Motion passed 5-29-24.
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ARTICLE II CITY COMMISSION

Section 21 – Commission-manager plan ; city commission created; members; terms of office, election dates.

1. Number of City Commissioners (5) – no recommended changes. Motion passed 5-29-25.
2. City-Manager Form of Government – no recommended changes. Motion passed 5-29-25.
3. Election cycle for City Commissioners – no recommended changes. Motion passed 5-29-25.
4. Term limits (currently no term limits) – no recommended changes. Motion passed 5-29-25.
5. Taking office on the first Monday in January after the election – discussion – no vote. NEED RESOLUTION ON THIS ITEM.
6. Voting at-large or single district (currently at large) sub-committee formed to analyze. Options discussed. No recommended changes. Motion passed 8-22-25

Verbiage clean up request. Current language:

The form of government of the City of Palatka, provided for under this act, shall be known as the "commission-manager plan," and [there is] hereby created a city commission for said city, which shall consist of five (5) persons, who shall be elected at large, one of whom shall be mayor. Said commissioners and mayor shall hold office beginning on the first Monday in January next after their election as herein provided in the manner following: At the election held in the year 1947, there shall be elected a mayor for the term of two (2) years and one commissioner to fill an unexpired term, for the term of three (3) years and one commissioner for the term of two (2) years; at the election to be held in 1948, there shall be elected one commissioner for the term of three (3) years; at the election to be held in

the year 1949, there shall be elected a mayor for the term of two (2) years and two (2) commissioners, each for a term of four (4) years and [at] the election to [be] held in 1950, there shall be elected one commissioner for the term of one year. Thereafter, there shall be an election every odd year, at which election there shall be elected a mayor for a term of two (2) years and two (2) commissioners, each for a term of four (4) years. Effective with the general election to be held in 1997, the mayor shall be elected for a term of four (4) years.

Effective after the regular election held in the year 2005, elections shall be held every even year, beginning in 2008. The next election for commissioner groups 1 and 3 shall be held in the year 2008, and the next election for mayor/commissioner and commissioner groups 2 and 4 shall be held in the year 2010. Terms of office for members of the city commission holding office as of January 12, 2006 shall be extended until their successors are elected and qualified for the orderly transition of terms. Thereafter, terms for mayor/commissioner and city commissioners shall be four (4) years.

Suggested language:

The form of government of the City of Palatka, provided for under this act, shall be known as the "commission-manager plan," and [there is] hereby created a city commission for said city, which shall consist of five (5) persons, who shall be elected at large, one of whom shall be mayor. ~~Said commissioners and mayor shall hold office beginning on the first Monday in January next after their election as herein provided in the manner following: Elections shall occur in four-year, staggered terms that take place every two years. Elections for the mayor and commissioner groups 2 and 4 shall coincide with federal mid-term elections. Elections for commissioner groups 1 and 3 shall coincide with federal general elections. Terms for the mayor and all city commissioners shall be four (4) years. There are no restrictions on reelection to subsequent four-year terms.~~

[The strike-through here is appropriate because the time designated for assuming office is addressed in Section 24]

Section 22 – Commissioner – Residency requirements; bond; who is judge of election and qualifications.

1. Residency requirement – discussion – no vote. NEED RESOLUTION ON THIS ITEM. Discussion was that if the City is going to have a residency requirement, it should set forth a specific time and specific standards.
2. Bond – discussion – no vote. NEED RESOLUTION ON THIS ITEM. Discussion related to who is responsible for paying for the bond. The Charter suggests that it is paid by the official. Suggestion from committee that the municipality pays for the bond. Research indicates that the premium cost of the bond is paid from the general revenue fund.
3. Salaries – no discussion – no vote. The section is silent on commissioner salaries. The City may want to update this section to reflect the fact that the mayor and commissioners receive a salary.

Verbiage clean up necessary. Current language:

Members of the city commission shall be residents of the City of Palatka and shall have the qualifications of electors. The mayor and each of the commissioners shall furnish a surety bond in such sum as shall be prescribed by ordinance, but not less than five thousand dollars (\$5,000.00), payable to the City of Palatka, said bond to be approved by the city attorney. The city commission shall be judge of the election and qualification of its own members.

Suggested language:

Section 22 – Commissioner – Residency requirements; bond; ~~who is judge of election and qualifications.~~

Members of the city commission shall be residents of the City of Palatka for XXX months/year prior to the election, and shall have the qualifications of electors. The mayor and commissioners must maintain their residency within the city throughout their term. The mayor and each of the commissioners shall furnish a surety bond in such sum as shall be prescribed by ordinance, but not less than five thousand dollars (\$5,000.00), payable to the City of Palatka, said bond to be approved by the city attorney. The bond premium shall be paid out of the City's General Revenue fund. ~~The city commission shall be judge of the election and qualification of its own members.~~

Potential verbiage for failure to maintain requirements: (City of Largo, FL)

Forfeitures of office.

A member of the city commission shall be removed from office and forfeit same if said member:

- (1) Lacks at any time during the term of office any qualification for the office prescribed by this charter or by law;
- (2) Violates any express prohibition of this charter;
- (3) Is convicted of a felony or other crime involving moral turpitude; or
- (4) Fails to attend three (3) consecutive regular meetings of the city commission without being excused by the city commission.

Filling of vacancies.

By a majority vote of its remaining members, the city commission shall appoint a qualified person to fill any vacancy on the city commission and such person shall serve until his or her successor is elected as provided for herein. If the vacancy is in the mayor's position, the city commission may appoint one of its remaining members as mayor. Such vacancy shall be subsequently filled by the voters for the remainder of the unexpired term, if any, at the next regular city election which is held more than ninety (90) days following the occurrence of the vacancy. If at any time the membership of the city commission is reduced to less than four (4), the remaining members may by a majority action appoint additional members to raise the membership to that level.

Section 23 –~~Same~~ – Majority constitutes quorum; number for adjournment; compelling attendance of members; vote required for adoption of ordinances, resolutions, entrance on journal.

Current language:

A majority of all members elected to the city commission shall constitute a quorum, but a less number may adjourn from time to time to compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. The affirmative vote of three (3) commissioners shall be necessary to adopt any ordinance or resolution, and the passage of all ordinances and resolutions shall be taken by "ayes" and "nays" and entered upon the journal.

1. Attendance. Motion to compel the attendance of meetings of Commissioners with the exception of state of emergencies. Passed 11-20-24

Exact verbiage:

"The physical attendance of a majority of the members of all members elected to the city commission shall constitute a quorum but a less number may adjourn from time to time to

compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. Members elected to the city commission may attend virtually if a majority is physically in attendance notwithstanding a state of emergency having been declared by the Governor of the State of Florida. An affirmative vote of three commissioners shall be necessary to adopt any ordinance or resolution and the passage of all ordinances and resolutions shall be taken by an affirmative response or a negative response and entered unto the journal.” Passed 11-20-24

Section 24 –~~Same~~ – Newly elected, time designated for assuming office; regular meetings.

Time for assuming office – discussion – no vote. NEED RESOLUTION ON THIS ITEM. Discussion that the time frame between the election and being sworn into office was too long. Putnam County Commissioners are sworn into office at their regular meeting following the election.

Current language:

At 7:30 p.m., on the first Monday in January next after each annual municipal election, the city commission shall meet at the usual place for holding the meetings of the legislative body of the city, at which time the newly elected commissioners shall assume the duties of office. This meeting may be held at an alternate meeting place as prescribed by ordinance. If the first Monday in January falls on New Year's Day, this meeting shall be held on the second Monday in January. Thereafter the city commission shall meet at such time as shall be prescribed by ordinance or resolution, except that it shall meet regularly not more than once each week.

Suggested language:

Newly elected commissioners and newly elected mayor shall be sworn in and assume office on the first regular or special city commission meeting following certification of their election results.

Section 25 – ~~Same~~ – Filling vacancies on commission other than those resulting from recall.

No changes.

STAFF REPORT

DATE: September 9, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

This section is no longer relevant. Currently the Charter's first article provides some house-keeping references that abolish the previous city charter and establish legal boundaries. Guidance from the National Civic League recommends that a charter should begin by defining the scope of the city's powers. It should address the context in which such powers operate, including the effect of state law and the desirability of cooperation with other localities.

BACKGROUND

PROJECT ANALYSIS

Suggested language:

The city of Palatka shall have all powers possible for a city to have under the constitution and laws of Florida as fully and completely as though they were specifically enumerated in this charter. The powers of the city of Palatka under this charter shall be construed liberally in favor of the city, and the specific mention of particular powers in the charter shall not be construed as limiting in any way the general power granted in this article. The city of Palatka may participate by contract or otherwise with any governmental entity of this state or any other state or states or the United States in the performance of any activity which one or more of such entities has the authority to undertake.

Staff Recommendation

ATTACHMENTS

None

Charter Review revision summary Article II Section 21

Delete duplicative language regarding when mayor and commissioners shall assume office as this is addressed in Section 24. Update verbiage on election dates and terms of office.

STAFF REPORT

DATE: September 9, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

Current language:

The form of government of the City of Palatka, provided for under this act, shall be known as the "commission-manager plan," and [there is] hereby created a city commission for said city, which shall consist of five (5) persons, who shall be elected at large, one of whom shall be mayor. Said commissioners and mayor shall hold office beginning on the first Monday in January next after their election as herein provided in the manner following: At the election held in the year 1947, there shall be elected a mayor for the term of two (2) years and one commissioner to fill an unexpired term, for the term of three (3) years and one commissioner for the term of two (2) years; at the election to be held in 1948, there shall be elected one commissioner for the term of three (3) years; at the election to be held in the year 1949, there shall be elected a mayor for the term of two (2) years and two (2) commissioners, each for a term of four (4) years and [at] the election to [be] held in 1950, there shall be elected one commissioner for the term of one year. Thereafter, there shall be an election every odd year, at which election there shall be elected a mayor for a term of two (2) years and two (2) commissioners, each for a term of four (4) years. Effective with the general election to be held in 1997, the mayor shall be elected for a term of four (4) years.

Effective after the regular election held in the year 2005, elections shall be held every even year, beginning in 2008. The next election for commissioner groups 1 and 3 shall be held in the year 2008, and the next election for mayor/commissioner and commissioner groups 2 and 4 shall be held in the year 2010. Terms of office for members of the city commission holding office as of January 12, 2006 shall be extended until their successors are elected and qualified for the orderly transition of terms. Thereafter, terms for mayor/commissioner and city commissioners shall be four (4) years.

BACKGROUND

PROJECT ANALYSIS

Suggested language:

The form of government of the City of Palatka, provided for under this act, shall be known as the "commission-manager plan," and [there is] hereby created a city commission for said city, which

shall consist of five (5) persons, who shall be elected at large, one of whom shall be mayor. ~~Said commissioners and mayor shall hold office beginning on the first Monday in January next after their election as herein provided in the manner following: Elections shall occur in four-year, staggered terms that take place every two years. Elections for the mayor and commissioner groups 2 and 4 shall coincide with federal mid-term elections. Elections for commissioner groups 1 and 3 shall coincide with federal general elections. Terms for the mayor and all city commissioners shall be four (4) years. There are no restrictions on reelection to subsequent four-year terms.~~

[The strike-through here is appropriate because the time designated for assuming office is addressed in Section 24]

Staff Recommendation

ATTACHMENTS

None

Charter Review revision summary Article II Section 22
Section 22 Residency requirement and responsibility for bond premium payments.

STAFF REPORT

DATE: August 19, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

Current language:

Members of the city commission shall be residents of the City of Palatka and shall have the qualifications of electors. The mayor and each of the commissioners shall furnish a surety bond in such sum as shall be prescribed by ordinance, but not less than five thousand dollars (\$5,000.00), payable to the City of Palatka, said bond to be approved by the city attorney. The city commission shall be judge of the election and qualification of its own members.

BACKGROUND

PROJECT ANALYSIS

Suggested language:

Section 22 – Commissioner – Residency requirements; bond; ~~who is judge of election and qualifications.~~

Members of the city commission shall be residents of the City of Palatka for XXX months/year prior to the election, and shall have the qualifications of electors. The mayor and commissioners must maintain their residency within the city throughout their term. The mayor and each of the commissioners shall furnish a surety bond in such sum as shall be prescribed by ordinance, but not less than five thousand dollars (\$5,000.00), payable to the City of Palatka, said bond to be approved by the city attorney. The bond premium shall be paid out of the City's General Revenue fund. ~~The city commission shall be judge of the election and qualification of its own members.~~

Remaining issue: if residency is not maintained throughout the term, the language is silent on consequences. Failure to maintain residency alone does not trigger a vacancy in office.

Staff Recommendation

ATTACHMENTS

None

Charter Review revision summary Article II Section 23
Section 23 Compelling attendance of commissioners

STAFF REPORT

DATE: August 19, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

Current language:

A majority of all members elected to the city commission shall constitute a quorum, but a less number may adjourn from time to time to compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. The affirmative vote of three (3) commissioners shall be necessary to adopt any ordinance or resolution, and the passage of all ordinances and resolutions shall be taken by "ayes" and "nays" and entered upon the journal.

BACKGROUND

PROJECT ANALYSIS

1. Motion to compel the attendance of meetings of Commissioners with the exception of state of emergencies. Passed 11-20-24

Exact verbiage:

"The physical attendance of a majority of the members of all members elected to the city commission shall constitute a quorum but a less number may adjourn from time to time to compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. Members elected to the city commission may attend virtually if a majority is physically in attendance notwithstanding a state of emergency having been declared by the Governor of the State of Florida. An affirmative vote of three commissioners shall be necessary to adopt any ordinance or resolution and the passage of all ordinances and resolutions shall be taken by an affirmative response or a negative response and entered unto the journal."

Staff Recommendation

ATTACHMENTS

None

Charter Review revision Article II Section 24
Section 24 - Time for assuming office

STAFF REPORT

DATE: September 9, 2025
TO: City of Palatka Charter Review Committee
FROM: City Staff

APPLICATION REQUEST

Current language:

At 7:30 p.m., on the first Monday in January next after each annual municipal election, the city commission shall meet at the usual place for holding the meetings of the legislative body of the city, at which time the newly elected commissioners shall assume the duties of office. This meeting may be held at an alternate meeting place as prescribed by ordinance. If the first Monday in January falls on New Year's Day, this meeting shall be held on the second Monday in January. Thereafter the city commission shall meet at such time as shall be prescribed by ordinance or resolution, except that it shall meet regularly not more than once each week.

BACKGROUND

PROJECT ANALYSIS

Suggested language:

Newly elected commissioners and newly elected mayor shall be sworn in and assume office on the first regular or special city commission meeting following certification of their election results.

Staff Recommendation

ATTACHMENTS

None