

Timeline for Charter Revision Committee

**August 2022** Send out newspaper notice with deadline for receiving letters of interest; Mayor reviews applicants and makes appointments

**September 2022** Mayor selects Chairman, Vice Chair, Secretary; notifies new members and files with City Clerk/Treasurer;

 dates set for next meetings

**October 2022** 1st meeting - October 19, 2022; Mayor provides overview/direction; establishes priorities

**November 2022** 2nd meeting; hear minutes from October meeting; discussions on action plan; begin discussion on charter revision topics

**December 2022** 3rd meeting; review previous months’ minutes; continue discussions

**January 2023** 4th meeting; review previous months’ minutes; continue discussions

**February 2023** 5th meeting; review previous months’ minutes; continue discussions

**March 2023** 6th meeting; review previous months’ minutes; continue discussions

**April 2023** 7th meeting; review previous months’ minutes; final drafts due on proposed revisions

**May 2023** 8th meeting; Committee releases preliminary report on proposed changes; public awareness meetings scheduled

**June 2023** 9th meeting; public hearings held; send comments to Committee for review

**July 2023** 10th meeting; Committee makes necessary revisions, submits to City Clerk/Treasurer for ballot in November; *90 day rule* – proposals must be submitted to City Clerk by 8/1/23 for November ballot

**August 2023** 11th meeting; *60 day rule* – proposals must be submitted to City Clerk by 9/1/23 for November ballot

**September 2023** 12th meeting; review progress; continue discussions

**October 2023** 13th meeting; City Clerk notifies County Board of Elections re: proposed charter changes for November ballot

**November 2023** 14th meeting; General Election vote; Committee membership ends