

TO: Honorable Mayor and City Council

FROM: City Administrator Ron Johnson

SUBJECT: Discuss Charter Commission Logistics

DATE: July 17, 2017

BACKGROUND

Council approved the reestablishment of the Charter Commission. Staff has since been in communication with League of MN Cities staff codification and research attorney Amber G. Eisenschenk regarding this reestablishment.

Ms Eisenschenk states “There is no specific way a city council must collect names of those they would like to be appointed to the charter commission. Posting/publishing a notice to interested residents is a good first step. The council will also want to consider if any of the council membership wants to be on the commission (if that’s allowed by your charter). Other logistical things like when/where the commission will meet, how often the council expects them to meet, and if you plan to interview interested residents prior to submitting their names could be part of the council discussion.”

With this in mind, staff suggests that Council consider approval to 1) advertise for members through the Beacon and the city’s website and Facebook, 2) set # of council members on the Commission (our Charter is moot on this question except to say “The Mayor and Council members are not disqualified from serving on a board, commission, or committee by virtue of their office”., 3) determine expectations of frequency of meetings (minimum of one per year), 3) set up an ad hoc committee to review applications, interview candidates and recommend candidates to Council to recommend to District Judge, and 4) other items as deemed necessary by Council.

REQUESTED COUNCIL ACTION

Discuss Charter Commission logistics.

Attachment(s):