

Unapproved Minutes
Home Rule Charter Committee
Tuesday May 26, 2020 at 6:00 p.m.

The regular meeting of the City's Home Rule Charter Committee was called to order via remote video conference on May 26, 2020 at 6:00 p.m.

1) Roll Call

- a) Present: Michael Card, AJ Franken (6:03), Stacy Larson, Travis Letellier, Matt Fairholm
- b) Absent: Steve Ward
- c) Staff Present: John Prescott (City Manager), James Purdy (Assistant City Manager 6:02), Mike Carlson (Finance Officer)

2) Approval of the Minutes

- a) Fairholm motioned to approve the minutes for the April 27 and May 11 meetings, seconded by Larson, motion carried 4-0.

3) Adoption of Agenda

Moved by Fairholm to adopt the agenda as printed, seconded by Larson. Motion carried 4-0.

4) Visitors to be Heard

No comments given.

5) Old Business

- a) Review and discussion of Article IV- Departments, Offices, and Agencies
- b) Review and discussion of Article V - Financial Procedures

5a)

4.01: Committee clarified City Manager's authority to establish or eliminate city departments. This would primarily through the budgeting process which is approved by City Council.

4.02: Committee decided to remove specific personnel rules in the charter as it is not the appropriate place to list administrative tasks; clarified that personnel rules are prepared by the City Manager. Amended language related to the City Manager's ability to appoint a department head, or serve as a department head during a vacancy.

4.03: Committee discussed how to accommodate the hiring of outside legal counsel (ie, insurance companies) and the role of City Council in appointing or approving them.

5b)

5.03: Committee discussed the format the annual budget would take, deciding against requiring a budget narrative that would require goals and objectives for the current and succeeding years in 5.03(A).

6) New Business
None

7) Adjourn

a) Moved by Fairholm to adjourn, seconded by Franken. Meeting
adjourned at 8:00 p.m.