



**UNOFFICIAL MINUTES  
CHARTER COMMISSION MEETING  
ST. LOUIS PARK, MINNESOTA  
April 25, 2019**

**6:00 p.m. – City Council Chambers, Community Room**

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**1. Call to Order**

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

**2. Roll Call and Attendance**

Members Present: JC Beckstrand, Jim Brimeyer, Gary Carlson, Jim de Lambert, Terry Dwyer, David Dyer, Andrew Rose, Sara Maaske, Erin Smith, and Henry Solmer.

Members Absent: David Ault, Lynne Carper, Matthew Flory

Others Present: Melissa Kennedy (City Clerk), Michael Sund (Elections Specialist – Outreach and Education), and Robert Stokka (Elections Specialist)

**3. Approval of Minutes**

**a. Minutes of March 13, 2018 Charter Commission Meeting**

*It was moved by Commissioner Brimeyer, seconded by Commissioner Dwyer, to approve the minutes of March 13, 2018 as presented. The motion passed 10-0.*

**4. Old Business**

**a. Presentation – Update on ranked-choice voting outreach, education, and implementation.**

Elections staff provided an update to the Charter Commission on the ongoing plans related to the implementation of ranked-choice voting for municipal election in 2019 and the programs and initiatives planned for voter outreach and education.

**5. New Business**

**a. Proposed Annual Report for District Court – Year 2018**

*It was moved by Commissioner de Lambert, seconded by Commissioner Brimeyer, to approve the 2018 Annual Report and to direct staff to submit to the report to the District Court. The motion passed 10-0.*

**b. Election of Officers**

Chair Maaske stated that the Election of Officers for Chair, Vice Chair, and Secretary takes place at each annual meeting.

*It was moved by Commissioner Dyer, seconded by Commissioner Rose, to appoint **Sara Maaske** as **Chair** of the Charter Commission until the next annual meeting of the Charter Commission. The motion passed 10-0.*

*It was moved by Commissioner Rose, seconded by Commissioner Brimeyer, to appoint **David Dyer** as **Vice Chair** of the Charter Commission until the next annual meeting of the Charter Commission. The motion passed 10-0.*

*It was moved by Commissioner Brimeyer, seconded by Commissioner Dyer, to appoint **Terry Dwyer** as **Secretary** of the Charter Commission until the next annual meeting of the Charter Commission. The motion passed 10-0.*

**c. Legislative update – verbal**

Ms. Kennedy stated staff continues to monitor pending legislation, particularly anything related to elections. At this time, it doesn't appear that any pending legislation would directly conflict with current charter provisions.

**d. Potential charter review to identify/update outdated provisions and language**

Ms. Kennedy explained that the city council requested a review of the charter to update any outdated language, insert gender-neutral language, and to make sure there are no direct conflicts with state law.

The commission discussed the council request. Following their discussion, the Charter Commission directed staff to work with the city attorney's office to review the charter in its current form and provide a report to the commission detailing any legal inconsistencies that need to be addressed. They also directed staff to work with an appropriate consultant to update the charter with gender-neutral language and to provide a report of the commission detailing the suggested changes. The commission asked for both items to be returned to them this fall and agreed to schedule a meeting in September of 2019 to discuss and review these items. The commission indicated after reviewing both of these items they would come up with a plan to review the charter for instances of outdated language or provisions that no longer reflect current practice.

**6. Future Meetings**

The commission asked staff to coordinate a meeting of the commission in September, 2019.

**7. Communications – None.**

**8. Adjournment**

*It was moved by Commissioner Brimeyer, seconded by Commissioner Beckstrand, to adjourn the meeting. The motion passed 10-0.*

The meeting adjourned at 7:16 p.m.

Respectfully submitted by: Melissa Kennedy, City Clerk