

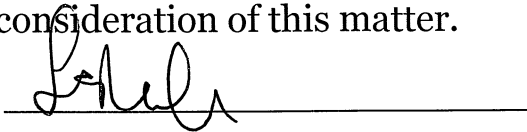
June 2, 2017

To Ben Martig, City Administrator, and Mayor Rhonda Pownell:

On Thursday, May 25, 2017 the Charter Commission voted unanimously to amend Section 3.8 of the City Charter. The proposed new language is underlined and stated in italics. The amended Section 3.8 Subd. 2 reads as follows:

Section 3.8 Subd.2 Executive Functions. The mayor shall exercise all powers and perform all duties conferred on the mayor by state law, this Charter, city ordinances, and council resolutions. The Mayor shall study the administration and operations of the city and shall report to the council any neglect, dereliction of duty, or waste on the part of any officer or department of the city. *The report required by this subdivision shall be communicated by the mayor to the council in writing once during each mayoral term, not later than the last day of the third year of the mayoral term.* The mayor may appoint and remove, with the approval of the council, such professional services as the mayor shall deem necessary. If the office of administrator becomes vacant, the mayor, with the approval of the council, shall appoint an acting administrator. The mayor shall be recognized as the official head of the city for purposes relating to national security or peacetime emergency. Subject to state law concerning emergency management and any local emergency management program consistent therewith, the mayor shall oversee and direct the city's response to any declared emergency.

On behalf of the Charter Commission, I request that his proposed amendment to the city charter be placed for consideration on the agenda for a city council meeting at a date and time to be determined by you. I also request the opportunity to speak briefly on behalf of the proposed amendment at the designated city council meeting. Thank you for your consideration of this matter.

A handwritten signature in black ink, appearing to read "L. Heisler", is written over a horizontal line.

Lance R. Heisler, Charter Commission Member