



## Legislation Details (With Text)

**File #:** Res. 2017-055      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Passed  
**File created:** 6/21/2017      **In control:** City Council  
**On agenda:** 7/11/2017      **Final action:** 7/11/2017  
**Title:** Consider Resolution Calling for a Public Hearing on Proposed Charter Amendment to Section 3.8 Subd. 2

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1 - PH Res Charter Amendments, 2. 2 - charter amendments PH Exhibit A, 3. 3 - Letter from Charter Proposed Charter Amendment, 4. 4 - Ord Charter amendment, 5. 5 - Memo re Procedure for Charter Commission Recommendation 012511

Date	Ver.	Action By	Action	Result
7/11/2017	1	City Council	approve	Pass

**City Council Meeting Date:** July 11, 2017

**To:** Mayor and City Council

**From:** Ben Martig, City Administrator

Consider Resolution Calling for a Public Hearing on Proposed Charter Amendment to Section 3.8 Subd. 2

**Action Requested:**

Staff recommends a motion to approve the attached Resolution Calling for a Public Hearing on Charter Amendments Proposed to be Adopted by Ordinance.

**Summary Report:**

The Northfield Charter Commission adopted the attached proposed changes to Northfield Charter Section 3.8, Subd. 2 at their May 25, 2017 meeting. Charter Commission Member Lance Heisler submitted the attached amendment and request that the proposed amendment be placed for consideration on an upcoming City Council agenda. Staff prepared the proposed amendment in ordinance form. The City Council received the amendment and adopted Resolution 2017-054 on Tuesday, June 20, 2017.

Per 410.12, Subd. 7. Amendment by ordinance as noted in part below, a public hearing is required as further clarified by the City Attorney since last meeting:

Upon recommendation of the charter commission the city council may enact a charter amendment by ordinance. Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing on the proposal and the notice must contain the text of the proposed amendment. The city council must hold the public hearing on the proposed charter amendment at least two weeks but not more than one month after the notice is published. Within one month of the

public hearing, the city council must vote on the proposed charter amendment ordinance. The ordinance is enacted if it receives an affirmative vote of all members of the city council and is approved by the mayor and published as in the case of other ordinances.

The attached 2011 memo from City Attorney Chris Hood details the procedure for the Charter Commission to Seek Amendments to the Northfield City Charter.

The City Council may provide discussion on the item but there will be further opportunity the evening of the public hearing. Additionally, the scheduled first reading of the ordinance would be an appropriate time for further discussion as well as possible consideration of amendments. However, the ordinance as proposed by the Charter Commission would need to be considered as written prior to proposing any alternative actions.

Charter Commission Chair Heisler will attend the meeting to present the proposed amendment to the City Council. It would be appropriate to pose questions, comments or concerns to Mr. Heisler related to the request.

**Alternative Options:**

Not applicable.

**Financial Impacts:**

Not applicable.

**Tentative Timelines:**

Item	Date	Timeline
Council receives proposed amendment - Res. 2017-054	6/20/2017	
Presentation & calling for public hearing	7/11/2017	
Public hearing notice published	7/19/2017	Within one month after the City Council receives the proposed ordinance from the Charter Commission
Public Hearing	8/8/2017	At least two weeks, but not more than one month after the notice is published
First reading of ordinance	8/22/2017	Within one month of the public hearing.
Second reading of ordinance (if first reading is adopted unanimously).	9/5/2017	
Publication of ordinance (if second reading of ordinance is adopted unanimously)	9/13/2017	
Ordinance becomes effective	12/12/2017	Ordinance becomes effective 90 days after publication

\* If the first reading is not approved, the City Council could choose to pursue other proposed amendments to

the Charter Commission if there is a feeling that clarification is appropriate within this section.