



**Request for City Council Committee Action  
From the City Attorney's Office**

Date: October 29, 2007  
To: Intergovernmental Relations Committee  
Referral to:

**Subject:** Proposed Amendment of the Minneapolis City Charter Regarding modifying the membership of the City Planning Commission to eliminate the Minneapolis Library Board member and add a member who is a legal voter of the City who is appointed by the City Council and who is not a member of the City Council, the School Board, the County Board or the Park Board.

**Previous Directives:** None

Prepared by: Caroline M. Bachun Phone: (612) 673-2754

Approved by: \_\_\_\_\_  
Jay M. Heffern  
City Attorney

Presenter in Committee: Jay M. Heffern, City Attorney

**Financial Impact** (Check those that apply)

- No financial impact (If checked, go directly to Background/Supporting Information).  
 Action requires an appropriation increase to the \_\_\_\_\_ Capital Budget or \_\_\_\_\_ Operating Budget.  
 Action provides increased revenue for appropriation increase.  
 Action requires use of contingency or reserves.  
 Business Plan: \_\_\_\_\_ Action is within the plan. \_\_\_\_\_ Action requires a change to plan.  
 Other financial impact (Explain):  
 Request provided to department's finance contact when provided to the Committee Coordinator.

**Background/Supporting Information**

Pursuant to the Laws of Minnesota of 2007, Chapter 121, the Minneapolis Library Board and the City of Minneapolis shall transfer to Hennepin County on the merger date any and all of their interest in and right and title to real property and assets of the Minneapolis Public Library for use in and for the benefit of the consolidated Hennepin County library system. The Minneapolis Library Board and all of its functions will be dissolved upon the merger date. It is anticipated that the merger could occur by January 1, 2008.

Pursuant to Minneapolis City Charter, Chapter 13, Section 1, the City Planning Department serves as the staff of a City Planning Commission. The City Planning Commission currently consists of 10 members, one of which is a Minneapolis Library Board member. Because the functions of the Minneapolis Library Board members will be dissolved upon the merger date, to maintain a City Planning Commission comprised of 10 members, it is recommended that the Charter be modified to eliminate the soon-to-be obsolete Minneapolis Library Board member and to replace that member with a member who is a legal voter of the City who is appointed by the City Council and who is not a member of the City Council, the School Board, the County Board or the Park Board.

The complete language of the proposed amendment is as follows:

Proposed Ordinance  
of the  
City of Minneapolis

By Schiff

**Amending Chapter 13, Section 1 of the Minneapolis City Charter relating to City Planning Department – Commission and Membership, eliminating the Library Board Representative on the City Planning Commission and Adding a Representative who is Appointed by the City Council (Charter Amendment No. 167).**

The City Council of the City of Minneapolis do ordain as follows:

Section 1. That Chapter 13, Section 1 of the Minneapolis City Charter be amended to read as follows:

**Section 1. City Planning Department--Commission and Membership.** There shall be in the City of Minneapolis an executive department of the City to be known as the "City Planning Department," which shall serve as the staff of a City planning commission consisting of ~~nine (9)~~ ten (10) persons. One shall be the Mayor; one shall be a person selected by the County Board of the County of Hennepin as its representative; the City Council, the School Board, and the Park Board shall each select one of its own members, as a member of the Commission, in January of each even-numbered year; ~~and four (4) legal voters of the municipality not members of any of the above bodies or boards shall be appointed by the Mayor with the approval of the City Council;~~ and one (1) legal voter of the municipality not a member of any of the above bodies or boards shall be appointed by the City Council in January of each even-numbered year. ~~The first Library Board Representative shall be appointed for a one-year term commencing January, 1995, thereafter the Library Board Representative shall be appointed as are the other Representative Commission members.~~

Each year the Mayor shall appoint two (2) members to serve for terms of two (2) years each, commencing on the first day of February of the year of their appointment. The terms of appointed members serving for terms to expire in July, 1978, and July 1979, shall each terminate on January 31, 1978, and the terms of members appointed for terms to expire in July 1980, and July 1981, shall each terminate on January 31, 1979. Vacancies for any unexpired term shall be filled by appointments or selection as in the first instance.

The members or the representative of a member of the Commission except those who are paid by the City or any other public body or agency for attending or serving on the Commission shall be paid for each official meeting attended such amount as the City Council shall establish from time to time by ordinance, with a limitation of one (1) meeting per day and four (4) meetings per month; the Commission may with the approval of the Mayor, employ engineers or other persons and incur such other expenses as are deemed necessary.

The Commission shall make and alter rules and regulations for its own organization and procedure. It shall, not later than January 31st of each year, submit an annual report of its activities, plans, and proposals for future action. Said report shall be forwarded to the Mayor and, within fifteen (15) days of receipt thereof, transmitted by the Mayor to the City Council with the Mayor's comments and recommendations.