



Our Vision

Red Wing thrives as a vibrant, creative river town that values its natural environment, welcomes all people, and unlocks opportunity for everyone.

Our Mission

We strive to create a sustainable, healthy, accessible, resilient, and equitable community where every person feels at home.

Meeting Announcement and Agenda Charter Commission Regular Meeting City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually Wednesday, June 26, 2024, at 6:00 PM

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. To join this meeting via Webex, [click this link](#). To join via telephone, please dial (415) 655-0001. Enter access code 2555 394 9029 and password 2024 when prompted.

The purpose of the Charter Commission is to consider and recommend amendments, revisions and restatements to the Charter of the City of Red Wing and to perform such other duties as required in accordance with the Constitution and Laws of the State of Minnesota, and Bylaws and rules of the Charter Commission.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Introduce New Charter Commissioners John Guerber, Ann Vogel, Thomas Drazkowski, Anne Robertson, Charles Richardson and Alan Quarnstrom**
- 4. Motion to Excuse Absent Commission Members**
- 5. Approval of Agenda**
- 6. Approval of Minutes**
 - 6.A. Motion to Approve June 21, 2023, Minutes.
- 7. Election of Chairperson and Vice Chairperson**

Chairperson Terri Cook to ask for nominations (does not need motion or a second) for Chairperson. Following nominations, Staff Liaison Teri Swanson will announce nominations and ask for a roll call vote. The newly elected Chairperson will ask for nominations (does not need a motion or a second) for Vice Chairperson. Following nominations, Staff Liaison Teri Swanson will announce nominations and ask for a roll call vote.
- 8. Public Comment**

Public comments at a special meeting shall be limited to topics on the agenda.

9. Motions & General Business

- 9.A. Consider Motion to Recommend to the Chief Judge of the First Judicial District the Reappointment of Min MartinOakes to a Second Term on the Charter Commission. Commissioner MartinOakes has indicated she is interested in serving another term on the Charter Commission. The Charter Commission is asked to consider recommending the reappointment of Min MartinOakes to a second term on the Charter Commission. A recommendation can be done by a motion and a second followed by a voice vote. Once approved, an Order will be forwarded to the Chief Judge of the First Judicial District for reappointment.
- 9.B. Consider Motion to Approve the 2023 Charter Commission Annual Report. Attached is the annual report. The Charter Commission is asked to review and approve the 2023 Annual Report. Approval of the annual report can be done by a motion and a second followed by a voice vote. Once approved, the report will be forwarded to the District Court and the City Council.
- 9.C. Discuss and Consider Motion to Recommend to the City Council a Red Wing City Charter Amendment to Section 5.07 Procedure on Ordinances. At the May 13, 2024, City Council meeting, a motion was approved to request the Charter Commission review City Charter Section 5.07 Procedure on Ordinances for a possible language change to eliminate the second reading of ordinances. City Council discussed meeting efficiencies at day two of their annual meeting. One suggestion brought forward by staff was to eliminate the second reading of ordinances. Staff did research and found that some cities do not require two readings of ordinances. Eliminating the second reading of ordinances would save the city council and staff processing time by not having to bring them forward a second time. Eliminating the second reading would also cause the publishing of ordinances to be quicker, and the effective date of the ordinance would occur earlier. The proposed language change is below. A recommendation can be made by a motion and a second followed by a voice vote.

Section 5.07 Procedure on Ordinances.

The enacting clause of all ordinances shall be the words, "The City Council of the City of Red Wing does ordain". Every ordinance shall be presented in writing and shall embrace a single subject, which shall be expressed in the title. ~~No ordinance, except an emergency ordinance, shall be adopted on the same day it was introduced and at least three days shall pass between its introduction and passage.~~ No ordinance shall require more than one reading and all ordinances shall be adopted by a majority vote of Council Members present at the council meeting, unless a different number of votes is required by law.

- 9.D. Consider Motion to Adopt City of Red Wing Data Practices Procedures and Data Inventory Public Document as the Official Data Practices Policy of the Charter Commission. This policy and information document is approved annually and is intended to provide direction and procedures for access to and/or copies of government data maintained or collected by the City of Red Wing and Charter Commission. City Council approved the attached Data Practices Procedures and Data Inventory document on April 22, 2024, with the changes highlighted in yellow. Adopting of the policy can be done by a motion and a second followed by a voice vote.
- 9.E. Review Legislative Changes that Affect the Charter Commissions. In reviewing the charter law (Minnesota Statutes chapter 410), the Minnesota

Government Data Practices Act (chapter 13), the Open Meeting Law (chapter 13D), election laws, and election rules, the City Attorney's office has not identified any changes from the 2024 legislative session that would impact the Charter Commission. **No presentation or action is needed.**

9.F. Annual Materials.

The attached materials are provided for your information. **No action is needed.**

1. City Attorney Material - Legal Considerations for City Officials
2. Code of Conduct
3. Board and Commission Policy

9.G. Consider Motion to Adopt the Charter Commission Regular Meeting Schedule.

Per MN Statutes 410.05 the Charter Commission shall meet at least once during each calendar year. In 2021, the Charter Commission established the third Wednesday in June of each year to be the regular meeting of the Charter Commission. Chairperson Cook has asked that the Charter Commission consider approving the following 2025 meeting schedule, including the third Wednesday of March as a regular meeting, if needed. Adopting the regular meeting schedule can be done by a motion and a second followed by a voice vote.

- The Third Wednesday in March, if needed.
- The Third Wednesday in June, per Charter Commission Bylaws.

10. Adjournment

Attachments

- A. [Charter Commission Bylaws](#)
[Charter Commission Member Roster](#)

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.