

City of Excelsior
Charter Commission Meeting
Minutes of April 3, 2013

1. CALL TO ORDER

Chair Viesturs called the meeting to order at 6:03 p.m.

2. ROLL CALL

Charter Commissioners Present: Beattie (6:05), Bratland, Brokaw, Caron (7:29), Crow, Finch, Fulkerson, Hartwich, Norman, Putnam, Schmidt, Viesturs.

Commissioners Absent: Wilson

Also present: Finance Officer Tumberg

3. APPROVAL OF AGENDA

Brokaw moved, Schmidt seconded approval of the agenda.

Vote 11/0.

4. PUBLIC COMMENTS

None

5. APPROVAL OF MINUTES

Brokaw moved, Putnam seconded approval of January 2, 2013 minutes. Vote 10/0/1 (Fulkerson abstained)

6. OLD BUSINESS

(a) Annual Report of Charter Commission

Crow moved, Fulkerson seconded approval of the Annual Report of the Charter Commission. Vote 11/0

(b) Vacant Charter Commission Seats

Chair Viesturs noted one vacant seat had been filled which leaves two remaining open seats on the Commission.

(c) Role and Purpose of the Charter Commission

Brokaw moved, Schmidt seconded to hold one meeting per quarter. Commissioners must submit agenda items to the Finance Officer; the Chair may cancel a meeting for lack of agenda items. Vote 11/0

Schmidt moved, Finch seconded that attendance, a mission statement and conflicts of interest be added to the Commission's future agendas. In addition, an overview of the Charter will be presented by a proper person at the Chair's discretion at a future Charter meeting. Vote 11/0

Schmidt moved, Finch seconded the remaining 2013 quarterly meetings be scheduled for Wednesday, May 1st; Wednesday, September 4th; and Wednesday,

November 6th at 6:00p.m. subject to change if there are City Council conflicts. Vote
11/0

7. NEW BUSINESS

- a) 2013 Financial Reporting Requirements per City Charter
Finance Officer Tumberg gave the commission an update on the newly required reporting requirements per the City's Charter.

8. ADJOURNMENT

Finch moved, Schmidt seconded to adjourn at 7:30 p.m. Vote: 12/0.

Respectfully submitted,

Crow, Recording Secretary