

Ramsey County Charter Commission

Minutes of February 5, 2018

The meeting was held at Ramsey County Public Works, 1425 Paul Kirkwold Dr, Arden Hills with the following members in attendance:

| | Members Present | Members Absent |
|---------------|--|------------------------|
| District 1 | Joe Murphy Steven Reeves | |
| District 2 | Bob Benke | Emily Dunsworth |
| District 3 | Randy Gustafson Jacquelyn Thomas | |
| District 4 | Sharon Garth Bethany Winkels | |
| District 5 | Kyle Mestad | Wendy Underwood |
| District 6 | Robert Humphrey | |
| District 7 | | |
| At Large | Renee Alexander | Bill Kempe, Fred Perez |
| Also present: | Jeff Stephenson, Ramsey County Civil Division Director Janet Guthrie, Director of Administrative Services / Chief Clerk – County Board Cheryl Kempe, Administrative Assistant Justin Hollis, Ramsey County Policy & Planning Analyst Elizabeth Tolzmann, Ramsey County Director of Policy & Planning | |

1. Call to Order: Chair Gustafson called the meeting to order at 7:08 p.m.
2. Approval of February 5, 2018 Agenda: Joe Murphy moved approval of the agenda, seconded by Bob Benke.
3. Introductions: Bethany Winkels is new to the board; this is her first meeting.
4. Approval of October 23, 2017 Meeting Minutes: Jacquelyn Thomas pointed out a date correction. Joe Murphy moved approval of the correction, seconded by Robert Humphrey. Minutes of the October 23, 2016 were approved unanimously with correction.
5. Citizen Comments/Input: None
6. Old Business: Jacquelyn Thomas questioned how citizens are informed about meetings and how to give input. Janet Guthrie responded that the Charter Commission is listed on the County Board and Chief Clerk’s websites. Sharon Garth suggested the County Commission be added onto District websites. Where can constituents find out about these meetings if they don’t have computer access? A subgroup of Randy Gustafson, Jacquelyn Thomas, Bethany Winkels, Kyle Mestad, Steve Reeves and Janet Guthrie will investigate ways to publicize the Charter meetings and purpose beyond websites and bring that information back to the whole Charter Committee.

Bethany Winkels asked about the oversight of the Charter Commission. Joe Murphy stated that the Charter Commission’s job is to protect the charter. Bob Benke stated that the County Board is responsible for policy. Janet Guthrie referred to Section 11, pages 26 and 27 for Charter Commission purpose. Janet Guthrie reviewed page 17 of Chapter 8 – the Home Rule Charter and explained how the petition gets processed.

7. New Business:

A. [Overview of Concentrated Poverty and Economic Prosperity in Ramsey County presentation](#): Justin Hollis, Policy Analyst, Policy and Planning Division of the County Manager's Office. Justin gave an overview of Ramsey County communities along with Ramsey County's Vision, Mission, and Goals. Janet Guthrie communicated that this information helps Charter Commission members learn more about the county.

B. Recruitment for Charter Commission: New Timeline and Process – Janet Guthrie distributed information about the [Recruitment Process for the Charter Commission](#). All appointments for the Charter Commission are made through the district court, not through the County Board. There will be 2 rounds of recruitment annually – in spring and fall. Chief Clerk's office prepares postings and notice of Charter Commission openings.

8. Elections of Chair and Vice Chair: Robert Humphrey nominated Randy Gustafson for Chair and Joe Murphy for Vice Chair; seconded by Bob Benke. Approved unanimously.

9. Future Agenda Items:

- Sub group to report on ways to encourage citizen input in the Charter Commission meetings.
- Home Rule Charter review: To better understand the charter, each member will be assigned a couple of chapters, review them and present their findings at the meeting. Randy will assign chapters and email members with assignments.
- Next 2018 meeting dates will be May 7, August 6, October 22.

Adjournment: Meeting adjourned at 8:25 p.m.

Cheryl Kempe – Administrative Assistant – County Manager's Office