

**HOPKINS CHARTER COMMISSION**

**AGENDA**

**Tuesday, February 18, 2025**

**5:30 p.m.**

**RASPBERRY ROOM AT HOPKINS CITY HALL**

**1010 1<sup>ST</sup> ST. S., HOPKINS, MN**

1. **CALL TO ORDER**
2. **APPROVAL OF THE MINUTES FROM PREVIOUS MEETING**
  - a. November 20, 2024, Charter Commission Regular Meeting Proceedings
3. **OLD BUSINESS**
  1. Next Steps for the 2025 Charter Amendments: Chapters 2 and 4
4. **ADJOURNMENT**

# Minutes of the Hopkins Charter Commission

November 20, 2024

## CALL TO ORDER

The Hopkins Charter Commission met on November 20, 2024, in the Raspberry Room at City Hall, 1010 1<sup>st</sup> St. S., Hopkins. Chair Lenz called the meeting to order at 5:30 p.m. Present were Commission Members Dunn, Gadd, Halverson, Hanneman, Hugh, Johnson, Maurer, Schady, Shirley and White. Also present was City Clerk Domeier and City Attorney Riggs.

## APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

**Motion** by Gadd. **Second** by Hanneman.

**Motion** to Adopt Agenda and Approve July 31, 2024, Charter Commission Regular Meeting Proceedings.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

## OLD BUSINESS

### 3.1. Next Steps for the 2024 Charter Amendments: Chapters 2 and 4

Chair Lenz provided a recap of the process and a summary of the City Council meeting. City Attorney Riggs provided the next steps and options in the Charter Amendment process following the City Council action in October. After debate, the Charter Commission decided they wanted the opportunity to again ask the City Council to move forward with the amendments before having the initiatives placed on a ballot. They believed with more data that the City Council would have a unanimous vote to move forward.

**Motion** by White. **Second** by Hanneman.

**Motion** to draft a Resolution to Amend the City Charter by Ordinance so that candidate filing would follow state statute.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

**Motion** by Gadd. **Second** by Shirley.

**Motion** to draft a Resolution to Amend the City Charter by Ordinance to move municipal elections from odd years to even years.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

**Motion** by Halverson. **Second** by Schady.

**Motion** to draft a resolution to Amend the City Charter by Ordinance to include a process for tallying write-in votes.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

**Motion** by Hanneman. **Second** by Dunn.

**Motion** to draft a resolution to Amend the City Charter by Ordinance to change the Mayor's term from two-years to four-years.

**Ayes: Dunn, Gadd, Hanneman, Johnson, Maurer, Schady, White.**

**Nays: Halverson, Hugh, Lenz, Shirley. Absent: None. Motion carried.**

Chair Lenz stated that staff need to send a letter to the Chief Judge summarizing the Commission's work in 2024.

**Motion** by White. **Second** by Hugh.

**Motion** to authorize staff to draft a letter to the Chief Judge to be signed by the Hopkins Charter Commission Chair.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

## **ADJOURNMENT**

**Motion** by Halverson. **Second** by Hanneman.

**Motion** to Adjourn the meeting at 6:39 p.m.

**Ayes: 11.**

**Nays: 0. Absent: None. Motion carried.**

Respectfully Submitted,  
Amy Domeier, City Clerk



City Clerk

CITY OF HOPKINS

## Memorandum

To: Hopkins Charter Commission Members  
From: Amy Domeier, City Clerk  
Date: February 18, 2025  
Subject: Next Steps: 2025 Charter Amendments for Chapters 2 and 4

On January 21, the City Council held the required public hearings for both ordinances. The summary of votes was as follows:

- **Ordinance Amending Chapter 2 – Changing the Mayor’s term from two-years to four-years**
  - Failed on a 4-1 vote.
  - Ayes: Garrido, Hanlon, Hunke, Kuznia
  - Nays: Goodlund
  
- **Ordinance Amending Chapter 4 – Moving from odd-year to even-year elections**
  - Failed on a 4-1 vote.
  - Ayes: Garrido, Hanlon, Hunke, Kuznia
  - Nays: Goodlund

The City Attorney will be in attendance to discuss the next steps and options in the Charter Amendment process.