



Council Committee Memorandum

TO: Joint Council Committee
FROM: Tim Murray, City Administrator
MEETING DATE: October 30, 2018
SUBJECT: Board and Commission Term Limits

Background:

At the October 2, 2018 Joint Committee meeting, the Council discussed whether or not to establish term limits for the numerous boards and commissions. The Council appoints some or all of the individuals to serve on those boards and commissions, as well as one or more councilmembers in some cases. The general consensus was that there should be some level of “soft” term limits (for those boards/commissions that do not have specified term limits), that this limit should be two (2) terms, and that a sitting appointee would generally have automatic renewal to a second term if they expressed interest in continuing the appointment.

The definition for a “soft” term limit is as follows—an appointee would not be prohibited from serving more than two terms, however, they would be required to go through the standard application process as others interested. In addition, their appointment beyond two terms would only be done if there were no new applicants to take their place, or the City Council determined in a specific case that the current appointee should be allowed to remain (although preference would be given to new applicants, the City Council should retain the authority to do what they see as being in the best interest of the City).

The listing of boards and commissions that have appointees whose terms are expiring at the end of this year is attached for reference. The listing shows all of the appointed members in the format shown below and has been color-coded for the expiring terms, with the following meanings:

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
Name of Appointee	mm/dd/yy	x yrs.	12/31/2018 or 1/31/2019

Current Appointee will not be eligible or has stated they are not interested in another term.

Current Appointee has served 2+ terms already.

Current Appointee has served only 1 term.

Current Appointee is a council member.

Each fall, City Administration shall publicize openings for all boards and commissions for which terms are expiring (regardless of the status of the sitting members). The City's website, social media, newspaper, radio, announcements during public meetings, and other avenues to promote the openings and solicit interested people to apply will be used to the maximum extent practical. Applications for boards and commissions are reviewed by the General Affairs Committee with a recommendation made to the full City Council for appointment.

Following is proposed language for a policy with regards to the appointments to these boards and commissions, which would be inserted with the master listing each year (following review):

City of Faribault Board and Commission Appointment Policy

1. City Administration shall publicize openings for all boards and commissions that have terms expiring in the fall of each year and encourage interested parties to submit applications.
2. A standard application form shall be used for all boards and commissions.
3. Applications shall be reviewed by the General Affairs Committee and recommendations on appointments made to the City Council.
4. For those boards and commissions which do not have specified term limits from establishing resolutions, ordinances, and/or statutes, appointees shall be eligible to serve two terms, with a second term approved automatically if the appointee is interested in continuing on the board or commission. Additional terms will only be granted if there are insufficient applicants to fill the expiring terms, or the City Council deems it to be in the City's best interest to continue an appointment beyond two terms.
5. Council member appointments shall not be subject to the terms of this policy.
6. *(Optional Condition)* For the purpose of 2019 appointments, all current members with 2 or more terms already served shall not fall under the two term limit restrictions.

I would recommend that the City Council have further discussion on the proposed two-term limit, as many of these boards and commissions only meet at most once per month and it can take several years to accumulate the knowledge and judgment to best fulfill the charge of the board/commission.

Discussion:

Establish board and commission appointment policy as provided and/or as amended.

Attachments:

- Listing of Boards & Commissions with expiring terms

2019 OPENINGS FOR COUNCIL APPOINTED BOARD AND COMMISSION MEMBERS

AIRPORT ADVISORY BOARD (7 Members—5 city residents, 2 county residents)

Advises the City Council and City Administrator on the construction, improvement, maintenance and operation of the municipal airport, and general aviation activities affecting the community.

- Ordinances #A-368; #76-09; 95-19

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Frank Ahlman (County)	03/09/10	3 yrs.	1/31/2019
2. Ralph Goracke	05/25/10	3 yrs.	1/31/2019
3. Tom Waarvik	02/09/93	3 yrs.	1/31/2020
4. James Carl Hooper (County)	09/13/01	3 yrs.	1/31/2020
5. Doug Nelson	05/23/17	3 yrs.	1/31/2020
6. Pete (Robert) Johnson	04/27/76	3 yrs.	1/31/2021
7. Mike Brown Sr.	12/22/09	3 yrs.	1/31/2021
Airport Manager: Gerald Serres			

CHARTER COMMISSION (9 Members)

The Charter Commission is responsible for reviewing and revising the City Charter to ensure that it meets all applicable State and Federal laws and meets the needs of the citizens. Appointments made by District Chief Judge.

- Resolution 2011-089

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Kymn Anderson	05/24/11	4 yrs.	12/13/2018
2) Dan Behrens	05/24/11	4 yrs.	12/31/2018
3) John Jasinski	05/24/11	4 yrs.	12/31/2018
4) Pat Rice	05/24/11	4 yrs.	12/31/2018
5) Gary Kindseth	05/24/11	4 yrs.	12/31/2018
6) Chuck Ackman	05/24/11	4 yrs.	12/31/2020
7) Daniel Burns	05/24/11	4 yrs.	12/31/2020
8) David Albers	05/23/17	4 yrs.	12/31/2020
9) Elizabeth Cap (Council rep.)	01/24/17	4 yrs.	12/31/2020

CIVIL SERVICE COMMISSION

The Commission is authorized by State law and deals with hiring and promotion issues for Police and Fire personnel.

- Ordinance 90-21

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Wade Karli	08/10/04	3 yrs.	1/31/2019
2) Brian Peterson	02/25/14	3 yrs.	1/31/2020
3) Robert Koehler	02/10/09	3 yrs.	1/31/2021

ECONOMIC DEVELOPMENT AUTHORITY (7 Members)

The EDA has authority to take action on economic development programs for business and industry. The EDA manages tax increment financing districts and varieties of grant and loan programs. Powers defined by state law.

Limit of 2 terms/12 years—can be reappointed after 1 year off.

- Resolutions 86-77; 2001-98; 2005-35; 2008-015; 2016-239.

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Steve Underdahl (Council Rep.)	01/24/17	1 yr.	1/31/2019
2) Kay Duchene (Council Rep.)	01/24/17	1 yr.	1/31/2019
3) Rodney Gramse	02/11/14	5 yr.	1/31/2019
4) Gary Kindseth (at large)	02/10/09	6 yr.	1/31/2021
5) David Albers	04/12/16	6 yr.	1/31/2022

6) Matthew Drevlow (at large)	05/23/17	6 yr.	1/31/2023
7) Matt Carlander (at large)	01/13/15	6 yr.	1/31/2023

HERITAGE PRESERVATION COMMISSION (7 Members)

The Commission advises City Council and staff on issues related to the preservation of the community's cultural, historical and architectural heritage. The Commission is actively involved in a variety of educational efforts which highlight Faribault's past.

- Ordinances 81-12; 83-05; 85-21; 95-19

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Lyn Rein	03/13/12	3 yrs.	1/31/2019
2) Peggy Keilen	05/28/13	3 yrs.	1/31/2019
3) Karl Vohs	07/22/08	3 yrs	1/31/2020
4) Lee Nordmeyer	06/08/10	3 yrs.	1/31/2020
5) Ronelle Deschamp	05/17/13	3 yrs.	1/31/2020
6) Julie Schiffer	12/22/09	3 yrs	1/31/2021
7) Ron Dwyer	02/27/18	3 yrs.	1/31/2021

HOUSING AND REDEVELOPMENT AUTHORITY (7 Members incl. 1 public housing resident)

Per State law, the HRA handles a variety of housing programs. It also manages public housing units and Robinwood Manor senior housing. Must be a city resident. Term limit of 15 yrs.

- Resolutions A-3248 (11-10-70); 2001-029

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Janna Viscomi (Council rep)	01/12/16	1 yr.	1/31/2019
2) Matt Speckhals (At large)	04/26/16	5 yrs.	1/31/2019
3) Brendan Kennedy (At large)	03/01/15	5 yrs.	1/31/2020
4) Eric Merrill (At large)	05/23/17	5 yrs.	1/31/2021
5) Loni Streefland (At large)	02/26/13	5 yrs.	1/31/2021
6) Gary Lazarz (At large)	12/11/12	5 yrs.	1/31/2022
7) Zulema Delgado	05/23/17	5 yrs	1/31/2022

ICE ARENA BOARD (City Representatives – 3 Members)

The Ice Arena Board makes decisions regarding the Ice Arena maintenance and operation, which is jointly owned by the City, School District, and Hockey Association (3 members for a total of a 9-member board).

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Kay Duchene (Council rep)	01/14/97	1 yr.	1/31/2019
2) Paul Peanasky (Council appt)	01/13/09	1 yr.	1/31/2019
3) Paul Froman (City rep)	06/25/02	3 yrs.	1/31/2020

LIBRARY ADVISORY BOARD

This Board advises the City Council and staff on issues related to the Buckham Memorial Library. Members do not need to be residents of the City.

- Ordinances 77-27; 83-31; 2005-18

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Joan Smith	03/09/10	3yrs	1/31/2019
2) Keri Simon	02/23/16	3 yrs	1/31/2019
3) Hannah Cannon (Student)	01/24/17	1 yr	1/31/2019
4) Crystal Bauer	09/27/16	3 yrs	1/31/2020
5) Marcy Irby	02/23/16	3 yrs	1/31/2020
6) Travis Davidson	01/24/17	3 yrs	1/31/2020

- 7) Melissa Kuhl 01/09/18 3 yrs 1/31/2021
- 8) Mary Jane Holland - SELCO Representative

PARK & RECREATION ADVISORY BOARD (7 Members & Student Rep)

This Board advises the City Council and staff on park land development and recreation programs.

- Resolutions 84-136; 86-19

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Elise Slinger	04/13/04	3 yrs.	1/31/2019
2) Chad Kreager	11/22/05	3 yrs.	1/31/2019
3) Open		3yrs	1/31/2019
4) Lola Brand	07/14/98	3 yrs.	1/31/2020
5) Cheryl Sterling	07/23/02	3 yrs.	1/31/2020
6) Sally Kramer	08/23/11	3 yrs.	1/31/2021
7) Bruce Krinke	10/11/16	3 yrs.	1/31/2021
8) OPEN Student		1 yr.	

PLANNING COMMISSION (7 Members)

Makes recommendations to the City Council on land use related issues: variances, Conditional Use Permits, subdivisions and zoning changes.

- Ordinances A-405; 75-2; Ord 95-19

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) Mike Schendel	11/10/15	3 yrs.	1/31/2019
2) David Campbell	10/11/16	3 yrs	1/31/2019
3) Steve White	12/10/96	3 yrs.	1/31/2020
4) Thomas Spooner	01/22/02	3 yrs.	1/31/2020
5) Ann Vohs	10/11/16	3 yrs.	1/31/2020
6) Chuck Ackman	12/22/09	3 yrs.	1/31/2021
7) David Albers	01/13/14	3 yrs.	1/31/2021

TOURISM COMMISSION (7 Members)

Advises City Council and staff on the Tourism issues.

- Resolution 2014-218

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1. Janna Viscomi (Council Rep)	11/25/14	1 yr.	1/31/2019
2. Heidi Nelson	03/27/18	1 yr.	1/31/2019
3. Erin Sellner-Honken	11/25/14	3 yrs.	1/31/2019
4. Steve Bortz	05/23/17	3 yrs.	1/31/2020
5. Susan Garwood	11/25/14	3 yrs.	1/31/2020
6. John Sheesley	10/11/16	3 yrs.	1/31/2021
7. Tami Schluter	11/25/14	3 yrs.	1/31/2021

GAMBLING BOARD

The Board is made up of representatives of the holders of Gambling licenses. Board makes recommendations to Council on how City's gambling tax should be spent.

- Ordinances 89-01; 95-26

	<u>Appointed</u>	<u>Term</u>	<u>Expiration</u>
1) City Council Rep.			
a) Janna Viscomi	01-06-15	1 yr.	1-31-2019
b) American Legion			
a) Luverne Malecha	09-27-16	2 yrs.	1-31-2019
c) Bethlehem Academy			
a) Patty Radatz	02-2015	2 yrs.	1-31-2019
b) Troy Marquardt (Carbone's, Grampa Al's, Country Club)	2017	2 yrs.	1-31-2019
d) Divine Mercy School			
a) Ron Radatz (Signature Bar, Carbone's)	02-2015	2 yrs.	1-31-2019
e) Eagles			
a) Jon Sirek	01-25-12	2 yrs.	1-31-2020
b) Clayton LaCroix (alternate)	04-25-89	2 yrs.	1-31-2020
f) Elks			
a) Cory Evenstad	01-23-01	2 yrs.	1-31-2019
g) Faribault Hockey Association			
a) Rick Caron (Depot, Bashers, Joe's, Carbone's)	09-13-11	2 yrs.	1-31-2020
h) Faribault Wrestling Club			
a) Jason Tobin (J&J Bowling Ctr.)	08-28-07	2 yrs.	1-31-2020
b) Jamie Hausen (alternate)	02-20-18	2 yrs.	1-31-2019
i) Knights of Columbus			
a) Peter Dodge	01-09-18	2 yrs.	1-31-2020
j) Moose			
a) Jim DeGezelle	02-26-13	2 yrs.	1-31-2019
b) Tim Schmidtke (alternate)	02-26-13	2 yrs.	1-31-2019
k) Morristown Fire Relief			
a) Dennis Merritt (LoriAnns)	02-13-96	2 yrs.	1-31-2020
l) River Bend Nature Center			
a) Doug Zahn (Boxer's)	02-13-96	2 yrs.	1-31-2020
b) Stacy Dupont (alternate)	08-23-16	2 yrs.	1-31-2019