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MEMO

TO: Sunfish Lake Mayor and Councilmembers
FROM: Timothy J. Kuntz, City Attorney
DATE: October 28, 2020
**RE: Ordinance Amendment relating to City Council Meeting Date; November 4,
2020 Council Meeting; Agenda Item 8(b)**

Section 1. Background. Section 201.01 of the City Code makes a specific recitation regarding the day of the week the City Council holds its regularly scheduled meetings. The ordinance states that:

If the regularly scheduled meeting falls on a holiday or a day on which the council is not by law permitted to meet, then the regular monthly meeting shall be on the next following Tuesday.

A suggestion was made that the ordinance reflecting the City Council meeting date should be amended to avoid having to change the ordinance if in the future the City Council meeting date was changed to a day other than Tuesday. Rather than citing a specific day of the week, the ordinance would be changed to recite that the Council would meet one week later on the regularly scheduled meeting date if the meeting date fell on a holiday or day the Council is not by law permitted to meet.

Section 2. Ordinance Amendment. The attached ordinance amendment changes the following language in Section 201.01 of the City Code:

The City Council shall have monthly regular sessions at 7:00 p.m. on the days shown by the schedule of regular meetings; the schedule shall be adopted by resolution of the council and shall be kept on file at the City's primary office and at the clerk's office. If the regularly scheduled meeting falls on a holiday or a day on which the council is not by law permitted to meet, then the regular monthly meeting shall be one week later on the next following Tuesday day of the week on which the City Council usually holds its regularly scheduled meeting. Adjourned meetings of

the council and special meetings of the council shall be set by the council on days and at times that the council may deem proper. All meetings shall be held in the place designated on the schedule by the City Council. If the council decides to hold a regular meeting at a time or place different from the time or place stated in its schedule of regular meetings, it shall give the same notice of the meeting that is provided for a special meeting. The schedule of regular meetings shall be adopted by resolution at the December regular meeting for the upcoming calendar year. (Ord. 90-01, 5/1/90) (Ord. 96-08, 9/3/96) (Ord. 06-02, 1/10/06)

Section 3. Council Action. The Council is asked to consider the attached *Ordinance Amending Section 201.01 Of The Sunfish Lake City Code Relating To Time And Place Of City Council Meetings* at the November 4, 2020 Council meeting. A notice of consideration of the ordinance amendment was posted in advance of the meeting.

Attachment

**CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. 20-_____

**AN ORDINANCE AMENDING SECTION 201.01 OF THE SUNFISH LAKE CITY
CODE RELATING TO TIME AND PLACE OF
CITY COUNCIL MEETINGS**

The City Council of Sunfish Lake does hereby ordain:

Section 1. Amendment of Section 201.01 of City Code. Section 201.01 of the Sunfish Lake City Code is hereby amended to read as follows:

SECTION 201.01 Meetings:

The City Council shall have monthly regular sessions at 7:00 p.m. on the days shown by the schedule of regular meetings; the schedule shall be adopted by resolution of the council and shall be kept on file at the City's primary office and at the clerk's office. If the regularly scheduled meeting falls on a holiday or a day on which the council is not by law permitted to meet, then the regular monthly meeting shall be one week later on the next following Tuesday day of the week on which the City Council usually holds its regularly scheduled meeting. Adjourned meetings of the council and special meetings of the council shall be set by the council on days and at times that the council may deem proper. All meetings shall be held in the place designated on the schedule by the City Council. If the council decides to hold a regular meeting at a time or place different from the time or place stated in its schedule of regular meetings, it shall give the same notice of the meeting that is provided for a special meeting. The schedule of regular meetings shall be adopted by resolution at the December regular meeting for the upcoming calendar year. (Ord. 90-01, 5/1/90) (Ord. 96-08, 9/3/96) (Ord. 06-02, 1/10/06)

Section 2. Effective Date. This Ordinance shall be effective from and after its passage and publication according to law.

Passed this 4th day of November, 2020.

Dan O'Leary, Mayor

ATTEST:

Catherine Iago, City Clerk