



STAFF REPORT

TO: Mayor Keis and Members of City Council

FROM: Chris Heineman, City Administrator
Heidi Heller, City Clerk / HR Manager

DATE: February 10, 2021

RE: 2021 City Council Appointments

BACKGROUND:

In addition to the typical City Council appointments that were approved in January, staff is recommending the creation of a Personnel Committee consisting of two members of the City Council be established in 2021. The Personnel Committee would be asked to meet on an as needed basis with the City Administrator, City Clerk / HR Manager, or other staff member regarding proposed personnel policy updates, employee organizational structure changes, or other personnel issues.

All personnel matters requiring City Council approval will be brought forward to the full City Council for consideration prior to any City Council action being taken. A Personnel Committee is utilized by many cities and is considered a best practice. A table of current appointments is copied below.

Committee / Organization	2021 Appointees
Acting Mayor	Tom Fischer
Ramsey County League of Local Government (RCLLG) Board Member	Teresa Miller (Alternate: John Keis)
NineNorth Cable TV Commission Representative	Mike McGraw (Alternates: Christian Torkelson & Chris Heineman)
LCFD Fire Relief Association Representatives	John Keis & Tom Fischer
Fire Department Long Range Planning Committee	John Keis & Tom Fischer
Rush Line Corridor Task Force Representative	Christian Torkelson (Alternate: Teresa Miller)
Northeast Youth & Family Services Board Member	Teresa Miller
2021 Organized Collection Committee	Christian Torkelson & Mike McGraw
City Council Personnel Committee	TBD

ACTION REQUESTED:

Staff requests City Council discussion and approval of a motion to appoint of two City Council members to the City Council Personnel Committee.