

STATE OF MINNESOTA  
COUNTY OF HENNEPIN  
CITY OF ST. LOUIS PARK

#18645

CERTIFICATE OF ADOPTION OF AMENDMENTS TO  
HOME RULE CHARTER

I, Earl E. Hanson, do hereby certify and attest as follows:

1. That I am the duly elected, acting and qualified City Clerk of the City of St. Louis Park, Hennepin County, Minnesota.
2. That said city is a city operating under a Home Rule Charter pursuant to the Constitution and laws of the State of Minnesota and having its corporate boundaries solely within said County of Hennepin;
3. That on the 1st day of September 1966, the Board of Freeholders appointed by the District Court of Hennepin County as the Charter Commission for the City of St. Louis Park delivered to the undersigned as such City Clerk of said city proposed amendments to Sections 4.02, 5.06, 6.04, 6.05 and 6.14, of the Home Rule Charter of said city as adopted by the electors of the city on December 7, 1954;
4. That the proposed amendments above referred to shall amend said sections respectively to read in their entirety as follows:

Amendment No. 1.

Section 4.02 of the Home Rule Charter of the City of St. Louis Park shall be amended in its entirety to read as follows:

Section 4.02 Regular Municipal Elections. A regular municipal election shall be held on the first Tuesday after the first Monday in November, 1967 and on the same day every two years thereafter, at such place or places as the city council may designate by resolution. The council may divide the city into as many voting precincts as it may from time to time deem necessary. Each ward shall constitute at least one voting precinct and no precinct shall be in more than one ward. At least fifteen days' notice shall be given by the city clerk of the time and places of holding such election, and of the officers to be elected, by posting a notice thereof in at least one public place in each voting precinct and by publishing a notice thereof at least once in the official newspaper of the city, but failure to give such notices shall not invalidate such election.

Amendment No. 2

Section 5.06 of the Home Rule Charter of the City of St. Louis Park shall be amended in its entirety to read as follows:

Section 5.06 Contracts. How Let. In all cases of contracts for the purchase of merchandise, materials or equipment or for any kind of construction work undertaken by the city, which require an expenditure of more than \$2,000.00 unless the council shall be an emergency ordinance otherwise provide, the city manager shall advertise for bids by at least one week's published notice in the official newspaper. Contracts and purchases in excess of \$2,000.00 shall be let to the lowest responsible bidder as determined by the council. The council may, however, reject any and all bids. Nothing contained in this section shall prevent the council from contracting for the doing of work with patented processes, or from the purchasing of patented appliances.

Amendment No. 3

Section 6.04 and 6.05 of the Home Rule Charter of the City of St. Louis Park shall be amended in its entirety to read as follows:

Section 6.04 Preparation of Annual Budget. The city manager shall prepare the estimates for the annual budget which shall include any estimated deficit for the current year. The estimates of expenditures shall be submitted by each department to the city manager. Each estimate shall be divided into three major subdivisions as follows: (a) Salaries and Wages, (b) Ordinary Expenses, (c) Capital Outlay. Salary detail shall show a list of all salaried officers and positions with salary allowance and number of persons holding each. Wages shall be broken down in sufficient detail to justify the request. Ordinary expenses shall be broken down into such detail as the city manager shall direct. Capital Outlay shall be itemized as to items and amounts.

In parallel columns shall be added the amounts expended under similar heads for the two preceding fiscal years, and, as far as practicable, the amounts expended and estimated for expenditure during the current year. In addition to estimates of expenditures, the city manager shall prepare a detailed statement of revenues collected for the two preceding completed fiscal years with amounts estimated to be collected for the current fiscal year, and an estimate of revenues for the ensuing fiscal year. The estimates shall be submitted to the Council not later than the first regular monthly meeting in September. The City manager shall submit with estimates such explanatory statement or statements as he may deem necessary, and during the first two years under this charter he shall be authorized to interpret the requirements of this section as requiring only such comparisons of the city finances with those of the previous government of the city as may be feasible and pertinent.

Section 6.05 Passage of the Budget. The budget shall be the principal item of business not later than the first regular monthly meeting of the council in September and the council shall hold subsequent meetings from time to time until all the estimates have been considered. The meetings shall be so conducted as to give interested citizens a reasonable amount of time in which to be heard, and an opportunity to ask questions. The budget estimates shall be read in full and the city manager shall explain the various items thereof as fully as may be deemed necessary by the council. The annual budget finally agreed upon shall set forth in such detail as may be determined by the city council, the complete financial plan of the city for the ensuing fiscal year, and shall be signed by the majority of the council upon being adopted. It shall indicate the sums to be raised and from what sources, and the sums to be spent and for what purposes, according to the plan indicated in Section 6.04. The total sum appropriated shall not exceed the total estimated revenue. The council shall adopt the budget during the month of September by ordinance which shall set forth the total of the budget and the totals of the major divisions of the budget, according to the plan indicated in Section 6.04.

Amendment No. 4

Section 6.14 of the Home Rule Charter of the City of St. Louis Park shall be amended in its entirety to read as follows:

Section 6.14. Accounts and Reports. The city manager shall be the chief accounting officer of the city and of every branch thereof, and the council may prescribe and enforce proper accounting methods, forms, blanks, and other devices consistent with the law, this charter, and the ordinances in accord with it. He shall submit to the council a statement each month showing the amount of money in the custody of the city treasurer, the status of all funds, the amount spent or chargeable against each of the annual budget allowances and the balances left in each, and such other information relative to the finances of the city as the council may require. The council may at any time and shall annually provide for an audit of the city finances by a certified public accountant or by the department of the state authorized to make examinations of the affairs of municipalities. On or before the first day of April in each year the city manager shall prepare a complete financial statement in form approved by the council of the city's financial operations for the preceding calendar year, which statement may be published in such manner as the council may direct and a summary thereof shall be published in the official newspaper on or before April 10th of each year.

5. That at a special election of the electors of said city, duly and regularly called by the City Council and held at the regular polling places in said city on the 8th day of November 1966, the questions of the adoption of said amendments were duly submitted to the voters of the city and adoption of said amendments was approved in the affirmative by more than 55% of the votes cast by qualified voters of the city voting upon the proposition of adoption of said amendments at such election; that said vote has been duly canvassed by the City Council of said city and said amendments declared by the City Council to be duly approved by said voters on said election date of November 8, 1966, and that said amendments became effective thirty days after the date of said election.

IN TESTIMONY WHEREOF, I have officially hereunto affixed the official seal of the City and have set my hand as said City Clerk of the City of St. Louis Park this 15th day of December 1966.

(SEAL)

Earl E. Hanson  
Earl E. Hanson  
City Clerk, City of St. Louis Park

#18645  
STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED  
FEB 8 1967

Joseph A. Donovan  
Secretary of State