

Charter Section 1.02 – Boundaries and City Territory

BOUNDARIES: The territory encompassed by the present boundaries of the City of Windom is as follows: Part of the Northeast Quarter of Section 21, part of the Northwest Quarter of Section 22, part of the East Half of Section 22, part of the South Half of Section 23, part of the Southwest Quarter of Section 13, part of the Northwest Quarter of Section 24, part of the Southwest Quarter of Section 24, part of the East Half of Section 24, all of Section 25, the East Half of Section 26, part of the Northwest Quarter of Section 26, part of the Southwest Quarter of Section 26, part of the Northeast Quarter of Section 35, most of the North Half of Section 36, and part of the South Half of Section 36, all in Township 105 North, Range 36 West of the 5th P.M.; and part of the West Half of Section 19, and part of the Northwest Quarter of Section 31, all in Township 105 North, Range 35 West of the 5th P.M. in Cottonwood County, Minnesota.

Charter Section 2.05 - City Council Vacancies

VACANCIES: An elected office becomes vacant when the person elected or appointed thereto dies before taking office or fails to qualify, or the incumbent dies, resigns in writing filed with the City Administrator, is convicted of a felony, ceases to reside in the City, or is adjudged incompetent by a Court of competent jurisdiction. In each case the council shall by resolution declare the vacancy to exist.

If ~~the a~~ vacancy occurs ~~one year or less before the expiration of the term of that elective office~~ the mayor shall nominate and the council shall affirm and shall forthwith appoint an eligible person to fill the vacancy for the remainder of the unexpired term **until the next general election.**

~~If the vacancy occurs more than before the expiration of the term of the elective office the council shall forthwith order a special election to fill such vacancy to be held within 150 days of the resolution declaring the vacancy.~~

Charter Section 2.06 - Mayor Powers and Duties

THE MAYOR, POWERS AND DUTIES: The mayor shall be the presiding officer of the council; except that the council member elected at large shall serve as president in the mayor's absence, and as acting mayor in case of the mayor's disability preventing performance of duties or in the case of the mayor's absence from the City. The mayor shall be the chief executive officer of the City ~~and shall have command and control of its police force.~~ The mayor shall exercise all powers and perform all duties conferred and imposed upon that office by this charter, the ordinances of the City and the constitution and statutes of the State of Minnesota.

In the event of a vacancy in the office of mayor, whether by death, resignation or any other cause, the council forthwith shall order a special election to fill the vacancy for the unexpired term; provided that if such vacancy occurs less than six (6) months from the expiration of; the term of said mayor, then no special election shall be held; but the duties of said mayor shall rest upon and be discharged by the council member elected at large serving as president pro tempore

of said council as full and to all intents and purposes as if said president pro tempore were the duty elected and qualified mayor.

If a vacancy exists in the office of mayor and council member at large, then the remaining council members shall elect from themselves a chair to conduct the meeting and said person shall retain their voting rights.

Charter Section 3.08 - Proceedings on Resolutions

PROCEEDINGS ON RESOLUTIONS: Every resolution may be presented in writing, **and read in full before adoption, unless the reading is dispensed with by unanimous consent. Resolution shall be read in full before adoption, if requested by a majority of the council.**

Charter Section 5.01 - Subordinate Officers

SUBORDINATE OFFICERS: There shall be a City Administrator, a Deputy City Administrator, a City Attorney, **a City Engineer, a Street Superintendent** and other subordinate officers as are designated in this charter or as the council may create, each of whom shall be appointed by the mayor and whose appointment shall be confirmed by the council and shall perform such duties as are required of them by the council. The duties of the various officers may be altered or combined as the council may see fit.

Charter Section 5.02 - Subordinate Departments

DEPARTMENTS: The City of Windom shall have the following departments: Fire, Planning, Police, **Street** and Utilities; and the Council may create, in addition, such other departments, boards, commissions, bureaus for the administration of the City's affairs as may seem necessary. The Council from time to time may define, alter or combine the powers and organization of departments, boards, commissions or bureaus.

11.08 Effective Date of Charter

This charter becomes effective on **August 30, 2019** and as amended.