

ORDINANCE NO. 2025-12 \_\_

AN ORDINANCE AMENDING CITY CHARTER SECTIONS 6.03, 6.06, AND 6.07  
RELATING TO THE ADMINISTRATION OF CITY AFFAIRS

The City Council of the City of Bloomington, Minnesota does hereby ordain:

Section 1. That Chapter 6, Section 6.03, of the City Charter is amended by deleting those words struck through and contained in brackets [ ] and by adding those words that are underlined, to read as follows:

CHAPTER 6: ADMINISTRATION OF CITY AFFAIRS

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§ 6.03 MERIT SYSTEM.

Subdivision 1. The council must, by ordinance, establish a merit system. It must cover all presently employed regular employees of the city and all future regular employees of the city. The city manager, the city attorney, the ~~[assistant]~~deputy city manager, the deputy city attorneys, and the assistant city attorneys, are not covered by the merit system.

Subdivision 2. The merit system must include a merit board composed of three members, to be appointed by the council from among the registered voters of the city. Each member serves for a term of three years or until a successor is appointed and qualified. On the first board appointed, one member serves for a term of one year, one serves for a term of two years and one serves for a term of three years. The members serve without compensation but are reimbursed for expenses incurred in connection with the city's business. The council can remove a member from the merit board for just cause at any time.

Subdivision 3. All city employees and officers covered by the merit system are appointed by the city manager on the basis of merit and fitness, according to rules and regulations established by the merit board. The manager can make recommendations to the merit board on rules and regulations. The rules and any amendments, when approved by the council and posted at the city hall, have the force and effect of law. The rules must include provisions for, but not be limited to, classification of positions; competitive examinations; rejection of applicants; eligible lists; certification of eligibles to the appointing authority; promotions; demotions; suspension; lay off; discharge; and general working conditions including hours of work, holidays, personal leave, vacation, and leaves of absence. No covered employee can be dismissed, suspended, removed or reduced in grade, except for cause as set forth in the rules and regulations. All covered city employees have the right to appeal a dismissal, suspension, removal or reduction in grade within ten days to the merit board. If, by a fair preponderance of the evidence, it can be shown that the appealing employee was dismissed, suspended, removed or reduced in grade for reasonable cause, which cannot be political, racial or religious in nature, the merit board must confirm the action. Otherwise, the merit board can reinstate the employee on terms and conditions it considers appropriate.

Section 2. That Chapter 6, Section 6.06, of the City Charter is amended by deleting those words struck through and contained in brackets [ ] and by adding those words that are underlined, to read as follows:

## CHAPTER 6: ADMINISTRATION OF CITY AFFAIRS

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### § 6.06 EXECUTION OF INSTRUMENTS.

Every contract and all bonds and instruments to which the city is a party and which are approved by the city council must be signed and be executed in the name of the city by the mayor and the city manager. Every contract to which the city is a party, but for which council approval is not required pursuant to Section 6.07 due to the dollar amount, or otherwise sought, must be signed and be executed in the name of the city by the city manager; except for those contracts the approval of which has been delegated to city department heads and to the ~~[assistant]~~deputy city manager pursuant to Section 6.07. All contracts, irrespective of dollar amount, must be signed by the city attorney prior to execution; except for those contracts the review and approval of which has been delegated to a licensed attorney in the city attorney's office pursuant to Section 6.07.

Section 3. That Chapter 6, Section 6.07, of the City Charter is amended by deleting those words struck through and contained in brackets [ ] and by adding those words that are underlined, to read as follows:

## CHAPTER 6: ADMINISTRATION OF CITY AFFAIRS

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### § 6.07 PURCHASES AND CONTRACTS BY THE CITY MANAGER.

The city manager is the chief purchasing agent of the city. The city manager can make or let contracts for the purchase or lease of merchandise, materials, or equipment, if budgeted or for any kind of construction work, repair or maintenance of real or personal property or personal services upon adoption of an ordinance setting the amount of such contracts which must not exceed the amount at which competitive bids are required by the Uniform Municipal Contracting Law, Minnesota Statutes, Section 471.345, as may be amended from time to time. The council must adopt the ordinance by an affirmative vote of all of its members. The council makes or lets all other purchases and contracts. The city manager must make or let each contract in conformance with applicable state law and city ordinances. The city manager may, in his or her discretion, delegate the power to make and execute contracts on behalf of the city, that do not exceed the amount at which competitive bids are required by state law, to city department heads and to the ~~[assistant]~~deputy city manager under the terms and conditions set forth by ordinance. All contracts, irrespective of dollar amount must be reviewed and approved by the city attorney. The city attorney may delegate the responsibility to review and approve contracts on behalf of the city to a licensed attorney in the city attorney's office under terms and conditions approved by the city manager and the city council.

Section 4. Effective Date. This Ordinance shall be effective 90 days after publication.

Passed and adopted this 2<sup>nd</sup> day of June, 2025.

/s/ Tim Busse

Mayor

ATTEST:

/s/ Kaytlyn Danielzuk  
Council Secretary

/s/ Melissa J. Manderschied  
City Attorney