



City of Elk River Declaration Determination Regarding Conducting Meetings by Telephone or Other Electronic Means

As the City Administrator of the City of Elk River (the "City") I find as follows:

- a. The coronavirus ("COVID-19") has been declared a health pandemic and national and state emergencies, have been declared.
- b. On January 31, 2020, the Secretary of the U.S. Health and Human Services declared a public health emergency in response to COVID-19.
- c. On March 11, 2020, the World Health Organization (WHO) recognized the global outbreak COVID-19 as a pandemic.
- d. On March 13, 2020, President Donald J. Trump proclaimed the outbreak of COVID-19 in the United States a national emergency.
- e. On March 20, 2020, Governor Timothy J. Walz issued Executive Order 20-01 under Minn. Stat. Ch. 12 declaring the outbreak of COVID-19 in Minnesota a peacetime emergency. On March 16, 2020, the Minnesota Executive Council extended Executive Order 20-01 for 30 days.
- f. On March 25, 2020 Governor Timothy J. Walz issued Executive Order 20-20 under Minn. Stat. Ch. 12 declaring a statewide shelter in place order.
- g. The Minnesota Department of Health has provided specific guidance encouraging postponement or cancelation of events that do not allow social distancing of at least six feet.
- h. Minnesota Statutes, section 13D.021 authorizes cities to meet by telephone or electronic means if it is determined that meeting in person is not practical or prudent because of a health pandemic or an emergency declared under Minnesota Statutes, chapter 12.
- i. I have consulted with the mayor and city attorney regarding the current situation.

Based on the above findings, I determine as follows:

1. Due to the current pandemic and state of emergency, complying with the provisions of Minnesota Statutes, Chapter 13D, would threaten the health safety and welfare of City officials, City staff, and the public.
2. Due to the current pandemic and state of emergency declared under Minnesota Statutes, Chapter 12, it is not practical or prudent for the City Council, Economic Development Authority, Energy City Commission, Heritage Preservation Commission, Housing and Redevelopment Authority, Library Board, Parks and Recreation Commission, Planning Commission, and Elk River Municipal Utilities Commission ("City Commissions"), and other advisory groups to conduct in person meetings.
3. Until further notice, or until such time as the State of Minnesota determines to no longer be in a state of emergency, all meetings of City Commissions governed by Minnesota Statute, Section 13D shall be conducted by telephone or other electronic means.
4. All meetings of City Commissions shall comply with the requirements of Minnesota Statute, section 13D.021.

March 26, 2020

A handwritten signature in black ink, appearing to read "Cal Portner". The signature is fluid and cursive.

Cal Portner, City Administrator