



CHARTER COMMISSION

April 04, 2022

7:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

AGENDA

Pursuant to Minnesota Statute § 13.02 the April 4, 2022 meeting of the Fridley Charter Commission will be a hybrid meeting. Commissioner Rick Nelson will be participating remotely from 7591 West Battaglia Drive, Lot B-14, Casa Grande, AZ 85193.

In Person: Fridley City Hall, 7071 University Avenue, NE, Fridley, MN 55432.

Virtual: <https://us06web.zoom.us/j/85849170012> or call 312-626-6799, webinar ID: 858-4917-0012.

Call to Order

Roll Call

Approval of Agenda

Approval of Meeting Minutes

1. Approval of March 7, 2022 Charter Commission Meeting Minutes

Administrative Matters

2. Fridley Commission Appreciation Dinner

Old Business

3. Mission Statement and Strategic Values

New Business

Future Meeting Topics/Communications

Adjournment



AGENDA REPORT

Meeting Date: April 4, 2022

Meeting Type: Charter Commission

Submitted By: Melissa Moore, City Clerk

Title

Approval of March 7, 2022 Charter Commission Meeting Minutes

Background

Attached are the meeting minutes from March 7, 2022 for the Commission's consideration.

Recommendation

Staff recommend the approval of the March 7, 2022 Charter Commission Meeting Minutes.

Attachments and Other Resources

- March 7, 2022 Charter Commission Meeting Minutes

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



CHARTER COMMISSION

March 7, 2022

7:00 PM

Fridley Civic Campus, 7071 University Avenue N.E.

MINUTES

CALL TO ORDER

Chair Nelson called the Charter Commission meeting to order at 7:00 p.m.

PRESENT

Kelli Brillhart
 Ibsen Gabriel
 Greg Gardner
 Manuel Granroos
 Nikki Karnopp
 Ted Kranz
 Bruce Nelson
 Rick Nelson
 Oluwaseyi Olawore (arrived at 7:10 p.m.)
 Pam Reynolds
 Val Rolstad
 Avonna Starck
 Melissa Moore, City Clerk

APPROVAL OF AGENDA

Motion by Commissioner Rolstad to approve the meeting agenda. Seconded by Commissioner Karnopp.

UPON A ROLL CALL VOTE, ALL VOTING AYE, CHAIR NELSON DECLARED THE MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MEETING MINUTES

1. Approval February 7, 2022, Charter Commission Meeting Minutes

Commissioner Reynolds requested that the end of the minutes be revised to remove the respectfully submitted section of the minutes. The Commission confirmed consensus with that change for this set of minutes and going forward. It was also noted that the meeting location for the Commission should be updated on the City calendar.

Motion by Commissioner Reynolds to approve the meeting minutes of February 7, 2022 as amended. Seconded by Commissioner Karnopp.

UPON A ROLL CALL VOTE, ALL VOTING AYE, CHAIR NELSON DECLARED THE MOTION CARRIED UNANIMOUSLY.

ADMINISTRATIVE MATTERS

1. Upcoming Term Expiring: Ted Kranz

Chair Nelson confirmed that Commissioner Kranz would like to continue to serve.

MOTION by Commissioner Starck to approve the reappointment of Ted Kranz. Seconded by Commissioner Karnopp.

UPON A ROLL CALL VOTE, ALL VOTING AYE, CHAIR NELSON DECLARED THE MOTION CARRIED.

2. Election of Officers

Chair Nelson asked for volunteers to serve on the Teller Committee. Commissioners Starck and Rolstad volunteered. Ms. Moore explained the voting process and Chair Nelson called for any further nominations. No additional nominations were received therefore the ballot presented to the Commission is approved and members were asked to cast their votes.

Bruce Nelson was elected as Chair with a unanimous vote.

Vice Chair nominees were Rick Nelson and Pam Reynolds.

The vote was as follows:

Commissioner Starck	Rick Nelson
Commissioner Rolstad	Rick Nelson
Chair Nelson	Rick Nelson
Commissioner Gabriel	Pam Reynolds
Commissioner Granroos	Pam Reynolds
Commissioner Kranz	Rick Nelson
Commissioner Brillhart	Rick Nelson
Commissioner Reynolds	Pam Reynolds
Commissioner Gardner	Rick Nelson
Commissioner Karnopp	Rick Nelson
Commissioner Olawore	Rick Nelson
Commissioner Nelson	Rick Nelson

Rick Nelson was elected as Vice Chair.

Oluwaseyi Olawore was elected as Secretary with a unanimous vote.

3. Dates of City Charter Updates

Ms. Moore stated that she provided information in the packet on updates that have been made to the City Charter and when those updates occurred.

OLD BUSINESS

4. Mission Statement and Strategic Values

Ms. Moore explained the intention of this planning exercise to develop a mission statement and strategic values as requested by the Commission. She facilitated the SOAR exercise with the group. The Commission directed staff to create drafts of an updated mission statement and strategic values for the Commission to review at its April meeting.

NEW BUSINESS

FUTURE MEETING TOPICS/COMMUNICATIONS

No comments.

ADJOURNMENT

MOTION by Commissioner Granroos to adjourn the meeting. Seconded by Commissioner Starck.

UPON A ROLL CALL VOTE, ALL VOTING AYE, CHAIR NELSON DECLARED THE MOTION CARRIED AND THE MEETING ADJOURNED AT 8:37 P.M.



AGENDA REPORT

Meeting Date: April 4, 2022

Meeting Type: Charter Commission

Submitted By: Melissa Moore, City Clerk

Title

Fridley Commission Appreciation Dinner

Background

To thank members of the City's advisory commissions, the City will be hosting an appreciation dinner on Monday, April 18 at 6:00 p.m. at Springbrook Nature Center. Commission members and one guest are encouraged to attend.

Recommendation

Attachments and Other Resources

Vision Statement

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AGENDA REPORT

Meeting Date: April 4, 2022

Meeting Type: Charter Commission

Submitted By: Melissa Moore, City Clerk

Title

Mission Statement and Strategic Values

Background

On March 1 and May 3, 2021 the Fridley Charter Commission (Commission) agreed on the need to conduct work planning sessions to evaluate and plan the direction of its work that may result in an amended mission statement and corresponding strategic values. At its March 7 meeting, the Commission participated in a Strengths, Opportunities, Aspirations and Results (SOAR) Activity. All commissioners participated in the discussion. At the end of the discussion the Commission asked staff to distill the conversation notes into a synopsis of the discussion and ideas shared, as well as provide drafts of an amended mission statement and drafts of strategic values that will assist the Commission in staying true to its mission.

While working on this exercise there are two definitions that may be helpful:

- **Mission:** a formal summary of the aims of a company, organization, or group. Often a short statement of why a group exists to identify the goals of its operations.
- **Strategic Values:** core, guiding principles of a company, organization, or group. They define what a group believes in and steer how those within the group will engage with each other and complete their work.

Summary of March 7, 2022 Discussion

Strengths

What are we most proud of?

1. The Commission's long-standing existence.
2. The Commission's relationship with the City Council (Council).
3. The Commission's role in listening to the will of residents and bringing that to bear in the City Charter.
4. The forward momentum of the Commission in reflecting the diversity of the City.
5. The commitment and passion of the Commission members for the work they do.

What makes the Commission unique?

1. Commission members are not appointed by the Council.

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2. Commission members are not paid or otherwise compensated for their work.
3. The Council respects the recommendations of the Commission.
4. The Commission is an active advisory commission that proactively seeks to refine the City's Charter.
5. Commission members care deeply about doing what is right for the City, not what is easy.
6. Commission members may disagree on issues, but through its deliberations, the group always works its way to consensus on proposed amendments to the Charter.

What do we excel at?

1. Tenacious deliberations and work in the Commission's effort to exhaustively examine each proposed amendment to the Charter.
2. Commission members respect differing opinions on matters and work toward finding consensus.

How do we use our strengths to get results?

1. Commission members actively debate important issues and ultimately agree on compromise.
2. The Commission's dynamic is one that welcomes differing opinions and stances on issues. Those differences are encouraged
3. Commission members are steadfast in their commitment to making the City Charter best reflect the will of the people, and are willing to stand up to any outside special interests.

What are our greatest accomplishments?

1. The multi-year update to Chapter 7.
2. A good working relationship with the Council, and attendance of Councilmembers at Commission meetings.

Opportunities

What can we build on?

1. Continuously reflect on the Commission's past work.
2. Engage in more community outreach when considering proposed amendments to the Charter.
3. Increased education on the role of the Charter in municipal government, and the roles and responsibilities of the Commission.
4. Better market the role of the Commission, the scope of its work, its methodologies through outreach and marketing (e.g., social media, the City's website, Townhall Meeting, summer concerts, Block Captains, etc.).

How can we best meet the needs of those we serve?

1. Active community engagement so that the Charter, the Commission, the Council, and the administration of the City will reflect the community they serve.

What changes and trends should we consider for our work?

1. The changing demographics of the City.

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Aspirations

What do we care deeply about?

1. Maintaining the integrity of the Charter as the document that defines powers, functions, and essential procedures of the City government.
2. Serving and upholding the community's values.
3. Actively engaging with residents to ensure the Commission is executing their will.
4. Respectfully engaging in our work and acknowledging our role as public officials.

What are some strategic initiatives that would support our aspirations?

1. Begin community engagement through previously mentioned methods.
2. Soliciting educational opportunities from outside sources.
3. Network with and engage in reciprocal support with other Charter Commissions.

Results

How do we know we are succeeding?

1. The Council supports the Commission's proposed amendments.
2. New applicants to the Commission have a good understanding of what the Charter is, and the role of the Commission.
3. Continued forward momentum of the Commission's work in creating proposed amendments.

What resources are needed to implement our opportunities and aspirations?

1. Continue to build on working relationships with staff and the Council.
2. Examine the possibility of hiring an independent Attorney for the Commission.
3. Possibly amend the Bylaws to encourage cooperation and mutual respect of all Commissioners.
4. Veteran Commissioners reach out to, and possibly mentor, new members.
5. Ongoing education opportunities through planned outside speakers coming to meet with the Commission.
6. Annual revision of the Commission's work, mission, and strategic values.
7. Consultation with the City's Communications and Marketing Division to better market the role, mission, strategic values, and outreach initiatives of the Commission.
8. A Commission email where residents may submit comments/questions that will be presented to the Commission for review at a meeting. Add a standard section on the agenda that will address any public comment.
9. A list of Commissioners by Ward.

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Current Mission Statement

Excerpt from the Commission's approved Bylaws (Exhibit A): PURPOSE -- the purpose of this organization shall be to frame and amend the Charter to meet the needs of the residents of Fridley.

Other Charter Commission Mission Statements

Coon Rapids:

The City Charter is the written instrument which creates and defines powers, rights and privileges for the City of Coon Rapids. The Charter Commission exists for the purpose of advising the City Council regarding the City Charter.

St. Louis Park:

The group's mission is to evaluate and propose changes that are warranted in the city's home rule charter as provided by state statute.

Minneapolis:

The Charter Commission maintains the home rule charter for the people of the City of Minneapolis.

Ramsey:

The Charter Commission is like a standing constitutional convention. It has the power to propose charter changes at any time. The Commission's function is to continue to study the local charter and government and if they find that it is not working or proves to be faulty in operation, it is the Commission's duty to propose improvements.

Willmar:

As a home rule charter city, the Charter Commission is charged with the continual review of the Willmar City Charter to offer amendments to its rules for full Council approval or to make proposed amendments to a vote of the people for recommended changes.

Mounds View:

The purpose of the Charter Commission is to serve as custodians of the Mounds View City Charter in accordance with state laws to ensure that the Charter is an effective and workable document that will benefit our residents in overseeing city operations and expenditures.

Minnetonka:

The Minnetonka Charter Commission's mission is to oversee the city's charter, which is similar to a local constitution. The charter establishes the city's organization and legal power, subject to requirements under state law. As an independent body, the charter commission represents resident viewpoints and considers, recommends and proposes appropriate charter revisions and amendments, balancing the best interests of city government and residents.

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Draft Mission Statement

The Fridley Charter Commission's mission is to collaboratively evaluate and propose changes to the City Charter that reflect the importance of the City Charter in effective government operations and reflects the values of the residents of Fridley.

Draft Strategic Values

Value	Attained Trough
Collaboration	1. Active engagement with the City Council. 2. Respecting differing opinions on matters and working to find consensus. 3. Continuous refinement and improvements to the Charter to ensure it is a document best serves the will of residents and the City government.
Stewardship	1. Embodying ethical standards in championing the integrity of the Charter. 2. Maintaining responsibility for the applicability and efficacy of the Charter. 3. Ensuring the directives of the Charter reflect the will of Fridley residents.
Engagement	1. Educating the residents of Fridley on the role of the City Charter and Charter Commission. 2. Participating in community events to listen and learn how residents feel about certain issues. 3. Actively recruit new voices that reflect the changing demographics of Fridley.

Recommendation

Staff recommend the Commission evaluate this summary, review the provided comparative mission statements, and discuss the draft mission statement and strategic values.

Attachments and Other Resources

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