



# Charter Commission Meeting

September 2, 2025

7:00 PM

Fridley City Hall, 7071 University Avenue NE

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## Minutes

### **Call to Order**

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

### **Present**

Brad Bremener  
Donald Findell  
Greg Gardner  
Nikki Karnopp  
Ted Kranz  
Dave Linton  
Audrey Nelson  
Rick Nelson  
Pam Reynolds  
Valerie Rolstad  
Doug Schmitz  
Kathy Smith

### **Absent**

Steve Kisner

### **Others Present**

Melissa Moore, Assistant City Manager/City Clerk  
Beth Kondrick, Deputy City Clerk  
Dave Ostwald, Mayor

### **Approval of Agenda**

Motion to approve the agenda as presented by Commissioner Reynolds, seconded by Commissioner Findell.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

### **Approval of Meeting Minutes**

1. Approval of September 2, 2025, Charter Commission Meeting Minutes

Motion to approve the September 2, 2025 Meeting Minutes with addition of Commission Kranz's attendance by Commissioner Reynolds. Seconded by Commissioner Bremener.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

### **Administrative Matters**

#### 2. Resignation of Clifford Johnson

Clifford Johnson submitted his resignation from the Commission in May. His vacancy will be advertised, and an election will be held next month to elect a new chair.

Motion to accept the resignation with regret by Commissioner Karnopp. Seconded by Commissioner Gardner.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

### **Old Business**

#### 3. Bylaws Review

Commissioners reviewed the current Bylaws alongside proposed changes from Commissioner Reynolds.

Motion to not include language regarding remote attendance by Commissioner Gardner. Seconded by Commissioner Rolstad.

Upon a voice call vote, with most voting nay, Vice Chair Nelson declared the motion failed.

Motion to include language regarding remote attendance by Commissioner Rolstad. Seconded by Commissioner Findell.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

The Commission discussed a few other changes to the section on Vacancies in Commission Membership, adding the word "Staff" in front of liaison where it is mentioned and a few other minor language changes throughout.

Motion to approve the amended Bylaws by Commissioner Rolstad. Seconded by Commissioner Reynolds.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

#### 3. Chapter 5 Review

Commissioner Linton asked the Commissioners to do an exercise on the number of signatures needed for a petition for some data gathering.

Motion to table Chapter 5 until October meeting by Commissioner Karnopp. Seconded by Commissioner Kranz.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

### **New Business**

Commissioner Reynolds brought forward a document on research on who is eligible to serve on City Commissions and asked to discuss it as a topic at the next meeting.

### **Future Meeting Topics/Communications**

#### 4. Future Meeting Topics

- Candidate Interview Process
- Adding Language to the Charter for who can and cannot serve on the Commission, specifically section 2.013 of Chapter 2
- Next Chapter to Review
- Chapter 5
- Commission Onboarding Manual
- Meeting schedule cadence
- Chapter 6

### **Adjournment**

Motion by Commissioner Reynolds to adjourn the meeting. Seconded by Commissioner Rolstad.

Upon a voice call vote, all voting aye, Vice Chair Nelson declared the motion carried unanimously.

The meeting adjourned at 8:35 p.m.