



Charter Commission Meeting

January 13, 2025

7:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

Agenda

Pursuant to Minnesota Statute § 13.02 the January 13, 2024 meeting will be a hybrid meeting. Commissioner Rick Nelson will be attending via Zoom from 7591 West Battaglia Drive, Lot B-10, Casa Grande, AZ 85193.

Virtual:<https://us06web.zoom.us/j/82824141146?pwd=Nvvq9GzLRH5wAlw3bZSh3wqWSyKttm.1>

Call to Order

Roll Call

Approval of Agenda

Approval of Meeting Minutes

1. Approval of October 7, 2024 Charter Commission Meeting Minutes

Administrative Matters

2. Prospective Commissioner Interviews

Old Business

3. Chapters 5 Review

New Business

4. 2025 Nominating Committee

Future Meeting Topics/Communications

5. Future Meeting Topics

Adjournment

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cov neeg ua hauj lwm.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: January 13, 2025

Meeting Type: Charter Commission

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Approval of October 7, 2024 Charter Commission Meeting Minutes

Background

Attached are the minutes from October 7, 2024 for the Commission's consideration.

Recommendation

Staff recommend the approval of the October 7, 2024 Charter Commission Meeting Minutes.

Attachments and Other Resources

- October 7, 2024 Charter Commission Meeting Minutes

Vision Statement

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



Charter Commission Meeting

October 7, 2024

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chair Nelson called the Charter Commission meeting to order at 7:03 p.m.

Present

Mohammed Barre
Greg Gardner
Clifford Johnson
Nikki Karnopp
Dave Linton
Audrey Nelson
Rick Nelson
Pam Reynolds
Valerie Rolstad
Doug Schmitz
Kathy Smith

Absent

Donald Findell
Ted Kranz

Others Present

Melissa Moore, City Clerk/Communications Manager
Beth Kondrick, Deputy City Clerk

Approval of Agenda

Motion to approve the agenda by Commissioner Reynolds, seconded by Commissioner Rolstad.

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

Approval of Meeting Minutes

1. Approval of September 10, 2024, Charter Commission Meeting Minutes

Motion to approve the September 10, 2024 Meeting Minutes as presented by Commissioner Gardner. Seconded by Commissioner Rolstad.

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

Administrative Matters

2. 2025 Meeting Calendar

Ms. Kondrick informed the Commission the City Council approved the proposed Joint Meeting date for 2025 and recommended the 2025 meeting schedule for approval.

Motion to approve the 2025 meeting schedule by Commissioner Karnopp. Seconded by Commissioner Rolstad.

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

3. Annual Report

Ms. Moore provided a draft of the Annual Report to the Commission for approval. Upon approval of the Annual Report, staff will forward to the Chief Judge. Commissioner Linton mentioned he was left off the new member list in the report. Staff will add his name before sending to the Judge.

Motion to approve the Annual Report with addition of Commissioner Linton's name by Commissioner Karnopp. Seconded by Commissioner Rolstad.

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

4. Resignation of Commissioner Brillhart

Commissioner Brillhart submitted a letter of resignation from the Commission effective immediately. The vacancy will be posted online and the Commission will conduct interviews at the January meeting. Two interest forms have already been received by the Clerk's Office.

Motion to accept Commissioner Brillhart's resignation with regret by Commissioner Karnopp. Seconded by Commissioner Reynolds.

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

Old Business

5. Chapter 5 Review

The Commission continued to review Chapter 5 for updates. Discussion was held on language clarification in section 5.03 sub 9 as to who should receive petition guide.

Motion to approve section 5.03 by Commissioner Rolstad. Seconded by Commissioner Barre.

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

Discussion was held on section 5.04 and changes to definition of "Committee" to clarify number of voters needed for a committee.

Motion to approve section 5.04 by Commissioner Linton. Seconded by Commissioner Rolstad.

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

Discussion was held on section 5.05 and where the number of 15% for signatures came from. Commissioner Linton did some research and presented the Commission with some statistics. A request was made for Staff to do some research on what is in State Statute and what other Cities have in their Charter.

Motion to table further discussion on Chapter 5 until research is brought to next meeting by Commissioner Rolstad. Seconded by Commissioner Karnopp.

Upon a roll call vote, with one nay from Chair Nelson, and all others voting yay, Chair Nelson declared the motion carried.

Future Meeting Topics/Communications

6. Future Meeting Topics
 - Interviewing candidates for open seat on the Commission
 - Continue Chapter 5 starting with section 5.05
 - Proposed language change to Charter regarding organized garbage hauling

Adjournment

Motion by Commissioner Rolstad to adjourn the meeting. Seconded by Commissioner Johnson. Upon a roll call vote, all voting aye, Chair Nelson declared the motion carried unanimously. The meeting adjourned at 8:23 p.m.



AGENDA REPORT

Meeting Date: January 13, 2025

Meeting Type: Charter Commission

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Prospective Commissioner Interviews

Background

On October 7, 2024, the Charter Commission accepted the resignation of Commissioner Brillhart, resulting in one vacancy.

Attached are interest forms from Sara Schreiner, Brad Bremener and Saynab Jama, three residents who would like to serve on the Charter Commission. Some of the applicant data is considered private data on individuals and has been redacted pursuant to Minnesota Statute § 13.601 subd. 3. All applicants are expected to attend this evening's meeting and have submitted supplemental questionnaires (attached) as has been customary for the Commission.

As a reminder, State law authorizes the district court with the authority to appoint members to the Commission. The Chief Judge may consider a recommendation for appointment by the Commission. Minnesota Statute § 410.05 subd. 3 states: "A city council, a charter commission, or the petitioners requesting the appointment of a charter commission may submit to the court the names of eligible nominees which the district court may consider in making appointments to the charter commission." It has been Fridley's past practice for the commission to meet with prospective commissioners and make a recommendation to the court for appointment.

Upon recommendation of the Commission, staff will communicate with the Chief Judge, who will make an appointment.

Recommendation

Staff recommend the Commission discourse with the three applicants. Staff recommend the Commission make a motion to recommend one applicant for appointment to the Chief Judge.

Attachments and Other Resources

- Sara Schreiner Charter Commission Application
- Sara Schreiner Charter Commission Questionnaire
- Brad Bremener Charter Commission Application
- Brad Bremener Charter Commission Questionnaire

Vision Statement

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

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- Saynab Jama Charter Commission Application
 - Saynab Jama Charter Commission Questionnaire

Vision Statement

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

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Commission Interest Form - Sara Schreiner
Date: Saturday, October 05, 2024 10:33:34 AM



City Commission Interest Form

Name	Sara Schreiner
Email	[REDACTED]
Address	[REDACTED]
Phone Number	[REDACTED]
Number of Years/Months as a Resident of Fridley	48
Employer	ISD 279 Osseo Area Schools
Employer Phone Number	[REDACTED]
Employer Address	[REDACTED]
Employer Email	[REDACTED]
Charter Commission	1 / 6
Housing & Redevelopment Authority (HRA)	2 / 6
Planning Commission	3 / 6
Prior experience on City commissions or other volunteer boards:	None
Prior related work experience:	I bring over two decades of experience as an educator, where I excelled in planning and delivering courses that met national standards while adapting instruction for diverse learners. Currently, as a college and career specialist, I support a large school community, managing events such as a school-wide college fair with over 60 representatives, monthly career panels, and community employment fairs. Additionally, my 7-year tenure in retail management honed my leadership skills, where I rose from executive team lead to store team leader, overseeing

operations at both small and large retail stores.

Civic, professional and community activities:

I have been deeply engaged in fostering an anti-racist culture within my community, particularly in my district, which faces significant segregation. I co-founded and led a grassroots anti-racist community group and actively supported the election of school board members committed to ensuring the success of all students. Beyond this, I volunteer weekly at a Minneapolis boxing gym, working with disadvantaged and underrepresented youth, guiding them and their families in navigating career and educational opportunities. I also contribute to local charities and community education needs through donations and active involvement.

Why do you want to be on a Fridley commission?

I want to serve on the Fridley commission to bring my deep passion for community, equity, and positive change to the city I love. Fridley has experienced significant demographic and economic shifts over the past two decades, and I believe it's essential that every voice in our community is heard and represented. My background in education, community activism, and support for underrepresented populations has prepared me to advocate for all residents. I'm committed to working collaboratively to ensure that Fridley remains a place where every individual has the opportunity to thrive.

What strengths, skills and abilities do you believe you will add to the commission?

I bring a strong background in education, leadership, and community-building to the commission. My experience in fostering an anti-racist culture and leading grassroots initiatives has equipped me with the skills to create inclusive, equitable environments. I'm skilled in collaboration, strategic planning, and communication, which I have applied in my roles as an educator, organizer, and volunteer. Additionally, my work with underrepresented youth and their families has given me the ability to navigate complex challenges and advocate for diverse perspectives. These strengths, combined with my passion for community development, will help ensure that all voices in Fridley are heard.

Do you have other commitments that may impact your ability to attend commission meetings (e.g., travel for work, etc.)?

Yes

If yes, how often?

I'm on the Fridley Police Advisory Group that meets monthly.

Did a current City Council member, advisory commissioner or member of staff recommend/refer you apply for a City commission?

Yes

If so, who?

Pam Reynolds

Member email

fnpam@hotmail.com

Reference 1 - Email nikkikarnopp@gmail.com

Reference 1 - Name Nikki Karnopp

Reference 2 - Name Avonna Starck

Reference 2 - Email avonna.starck@gmail.com

Reference 3 - Name Ryan George

Reference 3 - Email Ryan.George@fridleymn.gov

Please acknowledge if you have read the application notice. Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.



Charter Commission Candidate Questionnaire

Candidate Name: Sara Schreiner

1. Are you available for winter meetings (the months of January through May)?
Yes, I am available.

2. If you are appointed, what would your expectations be?
If appointed, I would expect to meet multiple times a year in the evening. During those meetings I would expect to review and look at important aspects of the city and, as a commission, we would make recommendations and advise the City Council.

3. Does your job require travel, that may inhibit your participation in evening meetings?
No.

4. Why do you want to be on the Charter Commission? What could you bring to the table?
Fridley continues to evolve and change and I would like to influence how the city operates. As an educator, I am passionate about advocating for equity and fair representation. I am skilled at guiding discussions and ensuring all voices are heard, while maintaining focus on objectives.

5. Are you familiar with what the City Charter is?

Yes, I have a basic understanding of what the City Charter is.

6. Is there anything else or any other comments you would like to share with the Commission?
I have lived in Fridley since 1970 and love our community. As an adult, we chose to raise our children here and I want to give back to a city that gave our family a strong foundation. I am interested in policy and innovation, representation and advocacy. I am passionate about making a tangible difference in Fridley and feel the City Charter is an excellent way for me to do this.

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Commission Interest Form - Brad Bremener
Date: Monday, October 07, 2024 6:21:47 PM



City Commission Interest Form

Name	Brad Bremener
Email	[REDACTED]
Address	[REDACTED]
Phone Number	[REDACTED]
Number of Years/Months as a Resident of Fridley	10 years and 10 months
Employer	Cummins Inc
Employer Phone Number	[REDACTED]
Employer Address	[REDACTED]
Charter Commission	1 / 6
Housing & Redevelopment Authority (HRA)	5 / 6
Planning Commission	4 / 6
Environmental Quality & Energy Commission	3 / 6
Parks & Recreation Commission	2 / 6
Public Arts Commission	6 / 6
Prior experience on City commissions or other volunteer boards:	None
Prior related work experience:	I've been in the workforce since 2006 working for large, global companies. I've always held extracurricular roles in the diversity equity and inclusion space including leading the

volunteer communities that are often referred to as "Employee Resource Groups". Currently I serve as a Dimension of Diversity Chair for the Cummins Global Inclusion Leadership Counsel.

Civic, professional and community activities:

We do basic volunteerism at work but I've never engaged in a long-term relationship with an organization. In my personal time I organize and lead many gaming focused teams, primarily focused on cooperative play.

Why do you want to be on a Fridley commission?

I want to increase my awareness of local government work and contribute how I can to the betterment of the city and all its residents.

What strengths, skills and abilities do you believe you will add to the commission?

Data Analytics is certainly my core competency but I also feel that I might also contribute in other ways such as organization, accessibility, research, and advocacy for diversity, equity, and inclusion.

Do you have other commitments that may impact your ability to attend commission meetings (e.g., travel for work, etc.)?

No

Additional comments

I'm looking forward to learning more!

Did a current City Council member, advisory commissioner or member of staff recommend/refer you apply for a City commission?

Yes

If so, who?

Brendan Bremener

Member email

brendan.bremener@fridleymn.gov

Reference 1 - Email

caapribula@gmail.com

Reference 1 - Name

Anna and Curtis Pribula

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.



Charter Commission Candidate Questionnaire

Candidate Name: Brad Bremener

1. Are you available for winter meetings (the months of January through May)?

Yes

2. If you are appointed, what would your expectations be?

My expectations for being a member of the commission are understanding the goals of the group, doing all required preparations, and showing up at the meetings to work as efficiently as possible since agenda time is limited.

3. Does your job require travel, that may inhibit your participation in evening meetings?

No

4. Why do you want to be on the Charter Commission? What could you bring to the table?

I have been a citizen for 10 years now and am appreciative of Fridley. I want to learn more about our local government while doing what I can to assist. My core competencies are related to the effective use of technology - but I also enjoy learning about new things and trying to encourage others to explore.

5. Are you familiar with what the City Charter is?

Yes - I have reviewed the charter as well as the commission's working documents from 2023.

6. Is there anything else or any other comments you would like to share with the Commission?

Thank you for considering my application - I am looking forward to learning more about how I can help our city continue to develop.

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Commission Interest Form - Saynab Jama
Date: Sunday, December 08, 2024 8:06:16 PM



City Commission Interest Form

Name	Saynab Jama
Email	[REDACTED]
Address	[REDACTED]
Phone Number	[REDACTED]
Number of Years/Months as a Resident of Fridley	6 years and 7months
Employer	U.S Department of Health and Human Services
Employer Phone Number	[REDACTED]
Employer Email	[REDACTED]
Charter Commission	1 / 6
Housing & Redevelopment Authority (HRA)	1 / 6
Planning Commission	5 / 6
Environmental Quality & Energy Commission	1 / 6
Parks & Recreation Commission	1 / 6
Public Arts Commission	5 / 6
Prior experience on City commissions or other volunteer boards:	<p>While I haven't served on a city commission specifically, I have gained valuable experience volunteering in different community-focused roles that have equipped me with skills useful for serving on a board or commission.</p> <p>At the hospital (Mercy Hospital - Fridley Campus), I volunteered in the patient services department, where I assisted in patient</p>

intake, provided emotional support to families, and helped coordinate communication between patients and healthcare teams. This role taught me the importance of active listening, empathy, and attention to detail, especially when working with diverse populations in a high-stress environment. It also allowed me to collaborate with healthcare professionals and other volunteers to ensure patients received timely and effective support, which is a skill I can bring to any board or commission that requires teamwork and community service.

Prior related work experience:

My prior work experience, particularly in my current role at the Department of Health and Human Services (HHS), has equipped me with skills and knowledge that are highly relevant to serving on a commission. At HHS, I work on initiatives that require cross-departmental collaboration, data analysis, and the development of policies aimed at addressing community health needs. My role involves communicating complex information to a variety of stakeholders, from government officials to community organizations, which has given me insight into the importance of clear, inclusive decision-making processes.

Why do you want to be on a Fridley commission?

I am passionate about contributing to the communities where I live, and I believe that serving on a Fridley commission would provide an excellent opportunity to make a meaningful impact on local policies and initiatives. Fridley is a vibrant and diverse community, and I admire the city's commitment to fostering a strong sense of civic engagement and inclusion.

My interest in serving on a commission stems from my desire to help address the unique challenges and opportunities facing Fridley. Whether it's through supporting sustainable growth, improving public services, or advocating for equitable access to resources, I want to use my skills to contribute to the development of solutions that benefit all residents. Additionally, I value the chance to work collaboratively with other members of the commission, the city council, and community members to ensure that decisions reflect the diverse needs and priorities of Fridley's population. I am excited about the prospect of contributing my energy, skills, and perspectives to Fridley's growth and continued success.

What strengths, skills and abilities do you believe you will add to the commission?

I believe I would bring a combination of strengths, skills, and abilities that would allow me to contribute effectively to the commission's work and help Fridley continue to grow and thrive.

Strong Communication Skills: Throughout my professional and volunteer experiences, I've developed the ability to communicate clearly and effectively with diverse groups, from community members to stakeholders. Whether it's listening to concerns, presenting ideas, or facilitating discussions, I know how important it is to ensure all voices are heard. I would bring this ability to the commission, ensuring that decisions reflect a broad range of perspectives.

Collaboration and Teamwork: I thrive in team environments and have experience working in cross-functional teams to achieve common goals. As a volunteer and in my current position, I've worked closely with others to organize events, manage projects,

and implement initiatives. I understand the importance of collaboration, compromise, and building consensus, which is key to working effectively on a commission.

Community Engagement and Advocacy: Having volunteered in both healthcare and educational settings, I have a strong understanding of the importance of engaging with the community and advocating for underrepresented groups. I would use my ability to connect with residents to ensure the commission is responsive to the diverse needs of Fridley's population, especially those who may not always have a voice in local governance.

Do you have other commitments that may impact your ability to attend commission meetings (e.g., travel for work, etc.)?

No

Did a current City Council member, advisory commissioner or member of staff recommend/refer you apply for a City commission?

No

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.



Charter Commission Candidate Questionnaire

Candidate Name: Saynab Jama

1. Are you available for winter meetings (the months of January through May)?

Yes, I am available

2. If you are appointed, what would your expectations be?

If appointed to the Fridley Charter Commission, my expectations would include the following Collaboration and Engagement: Working closely with other commission members in a respectful and collaborative environment to review and recommend improvements to the city™s charter. Engaging with city leaders, staff, and the public to ensure a well-rounded understanding of community needs and perspectives.

3. Does your job require travel, that may inhibit your participation in evening meetings?

No

4. Why do you want to be on the Charter Commission? What could you bring to the table?

I want to be on the Fridley Charter Commission because I am deeply committed to serving my community and ensuring that our city™s governing framework reflects the needs, priorities, and aspirations of all residents. As someone passionate about civic engagement and equitable governance, I see this as an opportunity to contribute to Fridley™s continued growth and inclusivity.

5. Are you familiar with what the City Charter is?

Yes, I am familiar with what a City Charter is and its importance, including its relevance to the City of Fridley, MN

6. Is there anything else or any other comments you would like to share with the Commission?

I'd like to express my genuine enthusiasm for the opportunity to serve on the Fridley Charter Commission. This position represents more than just a governance role—it's a chance to contribute meaningfully to the future of our community by ensuring the city's charter reflects the values of equity, transparency, and inclusion. If appointed, I will approach this role with thoughtfulness, integrity, and a commitment to ensuring that the charter continues to serve as a robust foundation for Fridley's growth and success. Thank you for considering my application, and I look forward to the possibility of contributing to this important work.



AGENDA REPORT

Meeting Date: January 13, 2025

Meeting Type: Charter Commission

Submitted By: Melissa Moore, City Clerk/Communications Manager

Title

Chapters 5 Review

Background

Last year the Charter Commission directed staff to draft revisions to Chapter 5 for the Commission to consider at this evening’s meeting. At the October meeting the Commission worked through and finished Section 5.04. Subsequent revisions after Section 5.04 reflect both staff and the City Attorney’s suggested revisions based on Statute and updated writing styles.

Revisions to Chapter 5 draft

Revisions to the draft directed from the October meeting that are now in the draft include:

- Updated definition of “committee.”
- Section 5.03 (9) now reflects changes directed by the Commission.
- The last sentence of Section 5.04 now mimics the format from Section 5.11 as directed by the Commission.

Minnesota Statute

[Minnesota Statute § 410.12](#) describes the process for initiating a petition to update a city charter. Staff encourage commissioners to read through the entirety of the section (attached) as a frame of reference for how State law directs a petition process. Again, this is only to petition for a charter amendment.

Threshold Comparison

The Commission directed staff to survey other charter cities for the threshold required to submit a petition:

City	Threshold	To read more
Brooklyn Center	<ul style="list-style-type: none"> • Initiative 5% • Referendum 10% • Of votes cast at last state general election 	https://www.brooklyncentermn.gov/home/showpublisheddocument/286/638091128603030000
Hopkins	<ul style="list-style-type: none"> • Initiative 10% • Referendum 15% • Recall 25% 	https://library.municode.com/mn/hopkins/codes/code_of_ordinances?nodeId=PTICH_CH5_INRERE

Vision Statement

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

	<ul style="list-style-type: none"> • Of the total number of votes cast at last regular municipal election 	
Columbia Heights	<ul style="list-style-type: none"> • Initiative 10% • Referendum 10% • Recall 25% • Of the total votes cast at the last preceding regular municipal election 	https://cms5.revize.com/revize/columbiaheights/document_center/Government/Updated%20City%20Charter%20OCT%202016.pdf
Plymouth	<ul style="list-style-type: none"> • Initiative 15% • Referendum 15% • Of the number of persons registered to vote at the last regular city election • No reference to recall 	https://library.municode.com/mn/plymouth/codes/code_of_ordinances?nodeId=CH_CH_CH5INRE
Crystal	<ul style="list-style-type: none"> • Initiative 5% • Referendum 5% • Of registered voters registered in the city on the date of the preceding regular municipal election • No reference to recall 	https://library.municode.com/mn/plymouth/codes/code_of_ordinances?nodeId=CH_CH_CH5INRE
Anoka	<ul style="list-style-type: none"> • Initiative 10% • Referendum 3% • Recall 10% • Of the total number of registered voters at the time of the last preceding regular municipal election 	https://www.anokaminnesota.com/DocumentCenter/View/1370/CITY-CHARTER
Ham Lake	<ul style="list-style-type: none"> • Initiative 10% • Of those who were registered to vote as of the completion of voting at the preceding city election 	https://www.hamlakemn.gov/sites/default/files/files/CHARTER%20-%20effective%20November%2017%2C%202015.pdf
Lino Lakes	<ul style="list-style-type: none"> • Initiative 5% • Referendum 10% • Recall 15% • Of the registered voters at the time of the last regular municipal election 	https://codelibrary.amlegal.com/codes/linolakes/latest/linolakescharter/0-0-0-190
Ramsey	<ul style="list-style-type: none"> • Initiative 20% • Referendum 20% • Recall 20% • Of the total number of registered voters in the city at the time of the last city-wide election 	https://library.municode.com/mn/ramsey/codes/code_of_ordinances?nodeId=PTICH
Bloomington	<ul style="list-style-type: none"> • Initiative 10% • Referendum 15% • Recall 25% • Of the total number of votes cast at the last preceding regular municipal election 	https://codelibrary.amlegal.com/codes/bloomington/latest/bloomington_mn/0-0-0-43530

Vision Statement

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Minnetonka	<ul style="list-style-type: none"> • Initiative 10% • Referendum 20% • Of the number of persons voting in the city at the last state general election • No reference to recall 	https://codelibrary.amlegal.com/codes/minnetonka/latest/minnetonka_mn/0-0-0-19765
Robbinsdale	<ul style="list-style-type: none"> • Initiative 15% • Referendum 15% • Recall 25% • Of the total number of registered voters in the city at the time of the preceding regular municipal election 	https://www.robinsdalemn.com/home/showpublisheddocument/14327/638338166547500000
Coon Rapids	<ul style="list-style-type: none"> • Initiative 15% • Referendum 15% • Of the votes cast at the last regular municipal election at which the Mayor was elected • No reference to recall 	https://library.municode.com/mn/coon_rapids/codes/code_of_ordinances?nodeId=TIT1CHCORAMI
Blaine	<ul style="list-style-type: none"> • Initiative 10% • Referendum 15% • Of the total number of votes cast at the preceding regular municipal election 	https://library.municode.com/mn/blaine/codes/code_of_ordinances?nodeId=PTICH
Brooklyn Park	<ul style="list-style-type: none"> • Initiative 15% of the total number of votes cast at the last gubernatorial election • Referendum 15% of the total number of votes cast at the last gubernatorial election • Recall 25% of the total number of registered voters in the city 	https://www.brooklynpark.org/wp-content/uploads/2021/06/City-Charter-with-May-2022-Update.pdf

Recommendation

Staff recommend the Commission review the drafted revisions to Chapter 5.

Attachments and Other Resources

- Chapter 5 Staff Review
- M.S. § 410.12

Vision Statement

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

Fridley City Charter

Chapter 5. Initiative, Referendum and Recall

Section 5.01 Definitions

Circulator: a person who presents a petition to others for signature.

City Charter, Charter: The City of Fridley's (City) local constitution.

Committee: A group of at least five registered voters who sponsor a proposed initiative.

Electorate: All people in the City who are entitled to vote in an election.

Initiative: A proposed law or Charter amendment to be placed before the Electorate during a special or General Election.

Malfeasance: An illegal act by an elected official performed in their official capacity.

Nonfeasance: Neglect or refusal to perform official duties.

Ordinance: City law enacted by the Fridley City Council (Council).

Petitioner: a person who initiates a petition.

Recall: A proposed initiative that seeks to remove any elected officer of the City.

Referendum: A proposed initiative that seeks to prevent an existing law or Charter amendment from taking effect.

Registered Voter: An eligible voter who complies with voting registration procedures and requirements as established by State law.

Section 5.01-5.02 Powers Reserved by the People

~~The people of the City of Fridley reserve to themselves the power, in accordance with the provisions of this Charter, to initiate and adopt any ordinance, except an ordinance appropriating money or authorizing the levy of taxes; to require any ordinance when passed by the Council to be referred to the electorate for approval or disapproval; and to recall elected public officials. These powers shall be called the initiative, the referendum, and the recall, respectively.)~~

In accordance with the provisions of the Charter, the people of the City reserve the power to:

- Initiate a petition to adopt an ordinance (except an ordinance appropriating money or authorizing the levy of taxes) to be voted on by the electorate;

- Require an ordinance when passed by the Council to be referred (referendum) to the electorate for approval or disapproval; and
- Recall any elected officer of the City.

A petition for an initiative, referendum or recall may be submitted, signed and circulated upon the grounds authorized by State law and the Constitution of the State of Minnesota.

Section 5.02. Expenditures by Petitioners

~~No member of any initiative, referendum, or recall committee, no circulator of a signature paper, and no signer of any such paper, or any other person, shall accept or offer any reward, monetary or otherwise, for service rendered in connection with the circulation thereof. This shall not prevent the committee from paying for legal advice and from incurring an expense not to exceed \$200 for stationery, copying, printing, and notaries' fees. A sworn statement substantiating such expenses shall be turned over to the City Clerk within five (5) days following the filing of a sufficient petition. Any violation of the provisions of this Section is a misdemeanor. Any violation of this Section shall be reported by the City Clerk to the proper authorities for prosecution under State Statutes applying thereto.~~

Section 5.03. Initiative, Referendum and Recall Further Regulations

1. No rewards, monetary or otherwise, may be accepted by:

- Any person who is a member of an initiative, referendum or recall committee;
- Any person who circulates a petition for initiative, referendum or recall; or
- Any person who signs a petition for initiative, referendum or recall.

2. Committees for an initiative, referendum or recall may pay for legal advice and incur related committee expenses not to exceed \$1,000. A sworn statement substantiating such expenses must be turned over to the City Clerk within five days following the filing of a sufficient petition. Any violation of the provisions of this Section is a misdemeanor. Any violation of this Section must be reported by the City Clerk to the proper authorities pursuant to State law.

~~1.3. A lawful petition under this Charter may be submitted, signed and circulated upon an ordinance to be initiated, or upon an ordinance to be made the subject of a referendum or on a proceeding for recall upon the grounds authorized by law and required by the Constitution of the State of Minnesota. Reasons stated infor the proposed petition, are to be stated ~~and noted~~ in the petition itself. A petition for any other purpose may be made in accordance with procedures established by this Charter or under provisions of State law ~~as may be elsewhere provided~~.~~

2.4. A petition ~~under this Charter shall~~for an initiative, referendum or recall must be filed ~~in with~~ the ~~office of the~~ City Clerk ~~as one (1) instrument, which instrument shall and~~ contain any all required documents (appropriate to the petition), a copy of any ordinance proposed, covered or affected, and all the supporting signature papers and affidavits ~~attached in support of the same~~.

~~3.5.~~ A petition ~~shall for an initiative, referendum or recall must~~ be circulated by a registered voter of the City. A valid petition ~~shall may only~~ be signed by registered voters of the City. ~~All the signatures on any petition need not be on one (1) signature paper.~~ The circulator of the petition ~~shall must~~ be certified as the circulator of the petition by an attached notarized affidavit which states:

- ~~(1)~~ that the circulator has signed the petition;
- ~~(2)~~ that each signature was signed in the circulator's presence;
- ~~(3)~~ the signature is from the person who signed the petition in front of the circulator; and
- ~~(4)~~ that each signer affirmed they were a registered voter at the residence ~~stated thereon~~ indicated on the petition.

Any ~~signature paper/petition~~ lacking the notarized affidavit ~~shall be is~~ void. If ~~void/voided~~, the signatures on that paper ~~shall may~~ not be used in the calculation of the signatures needed to fulfill the petition requirement.

~~4.6.~~ The insufficiency or irregularity of a petition ~~shall may~~ not prejudice the filing of any new petition for the same purpose, nor ~~shall it~~ prevent the Council from referring any ordinance proposed to the electorate at the next regular or special election, ~~or otherwise acting favorably upon the same.~~

~~5.7.~~ The Council may provide by ordinance ~~such any~~ further regulations for ~~the an~~ initiative, referendum, ~~and or~~ recall not inconsistent with this Charter ~~as it deems necessary.~~

~~6.8.~~ ~~The City Clerk, upon receipt of documented information that any signature on any petition paper has been falsely attested to, shall promptly forward such information to the proper authority for prosecution under State Statutes applying thereto. If the City Clerk finds that any documented information or signature on any petition for an initiative, referendum or recall has been falsely attested to, the City Clerk must promptly forward such information to the proper authorities pursuant to State law.~~

9. The City Clerk must provide to a committee member circulating a petition for an initiative, referendum or recall, written instructions delineating the correct and proper procedure for circulating the petition.

INITIATIVE

Section 5.04. ~~Initiation of Measures~~ Initiative Petition

Any five ~~(5)~~ registered voters may form a committee for the initiation of any ordinance as provided in Section ~~5.03.015.02~~. Before circulating any petition the committee ~~shall must~~ file a copy of the

proposed ordinance with the City Clerk along with the names and addresses of members of said committee. The committee ~~shall~~ must attach a verified copy of the proposed ordinance to each of the signature papers ~~herein described~~, along with their names and addresses as sponsors ~~thereof~~ of the petition. ~~A verified copy of the proposed ordinance shall be a copy to which the City Clerk affixes the words: "Proposed Ordinance on File. Fridley City Clerk: _____ Date: _____" A verified copy of the initiative must be a copy to which the City Clerk has affixed the words: "Proposed Ordinance on File. Fridley City Clerk _____, Date _____."~~

Section 5.05. Form of Initiative ~~Petition and of Signature Papers~~

The completed petition for the adoption of any ordinance not yet in effect, ~~shall~~ must consist of the ordinance, ~~together with~~ all the signature papers and affidavits ~~thereto~~ attached. ~~Such petition shall not be~~ Petitions are not complete unless signed by at least ~~fifteen percent (15%)~~ of the total number of votes cast ~~at in~~ the last ~~state general election~~ General Election in the City. Each signature paper ~~shall~~ page must be in substantially the following form:

INITIATIVE PETITION

Proposing an ordinance to _____ (stating the purpose of the ordinance), a copy of which ordinance is ~~hereto~~ attached. This ordinance is sponsored by the following committee of registered voters:

Name (Please Print)	Address (Please Print)
1.	
2.	
3.	
4.	
5.	

The undersigned registered voters, understanding the terms and the nature of the ordinance ~~hereto~~ attached, petition the Council for its adoption, or, ~~in lieu thereof~~, for its submission to the electorate for their approval.

Name (Please Print)	Birth Year	Address (Please Print)	Signature
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At the end of each group of signatures papers ~~shall be appended~~ must be the affidavit of the circulator ~~mentioned~~ detailed in Section ~~5.03.03~~ 5.03.05.

Section 5.06. Filing of Initiative ~~Petitions and Action Thereon~~

Within ~~ten (10)~~ days after the filing of the completed petition, the City Clerk ~~shall ascertain by examination will determine if~~ the number of signatures ~~appended thereto~~ submitted and ~~whether this number~~ is at least ~~fifteen percent (15%)~~ of the total number of votes cast at the last ~~state general~~

~~election~~General Election in the City. If the City Clerk finds the petition insufficient or irregular, the City Clerk ~~shall must~~ at once notify one ~~(1)~~ or more members of the petition committee of that fact, stating the reasons for the insufficiency or irregularity. The committee ~~shall will~~ then be given ~~ten (10)~~ business days in which to file additional signature papers and to correct the petition in all other particulars with the City Clerk. The calculation of the ten business days begins on the date the letter is postmarked. The City Clerk ~~shall may~~ have five ~~(5)~~ business days to verify the sufficiency of the additional signature papers or corrected petition. If at the end of that period the petition is found to be still insufficient or irregular, the petition ~~shall must~~ be filed ~~in the City Clerk's office with the City Clerk~~ and no further action ~~shall will~~ be taken. The City Clerk ~~shall must~~ notify one ~~(1)~~ or more members of the petition committee of that fact.

Section 5.07. Action of the Council on Sufficient Initiative Petitions

A-1. Completed Petition With Signatures Under 25%

~~When the completed petition is found to be sufficient, with~~ If the number of signers of the petition ~~is not less than fifteen percent (15%) and less than twenty five percent (25%) between 15% and 25%~~ of the total votes cast ~~at in~~ the last ~~state general election~~General Election, the City Clerk ~~shall must~~ transmit the initiative petition to the Council at its next meeting, ~~stating the~~ The notification to the Council must include the number of petitioners and the percentage of the total number of registered voters which they constitute. The Council ~~shall must at once~~ read the ordinance and ~~shall thereupon provide call~~ for a public hearing ~~upon regarding~~ the ordinance. After holding the public hearing, the ordinance ~~shall must~~ be finally acted upon by the Council ~~not no~~ later than ~~sixty five (65)~~ days after the date upon which it was submitted to the Council by the City Clerk. If the Council passes the ordinance as submitted, the ordinance ~~shall will~~ become effective and need not be submitted to the electorate. If the Council fails to pass the proposed ordinance, or passes it in a form different from that set forth in the petition ~~and unsatisfactory to a majority of the petition committee~~, the proposed ordinance ~~shall must~~ be submitted by the Council to the electorate at the next regular municipal election.

B-2. Completed Petition With Signatures of 25% or More

~~When the completed petition is found to be sufficient with~~ If the number of signers of the petition ~~equal equals to at least twenty five percent (25%)~~ or more of the total votes cast ~~at in~~ the last ~~state general election~~General Election, the City Clerk ~~shall must~~ transmit the initiative petition to the Council at its next meeting, ~~stating the~~ The notification to the Council must include the number of petitioners and the percentage of the total number of registered voters which they constitute. The Council ~~shall must at once~~ read the ordinance and ~~shall thereupon provide call~~ for a public hearing ~~upon regarding~~ the ordinance. After holding the public hearing, the ordinance ~~shall must~~ be finally acted upon by the Council ~~not no~~ later than ~~sixty five (65)~~ days after the date upon which it was submitted to the Council by the City Clerk. If the Council passes the ordinance as submitted, the ordinance ~~shall will~~ become effective and need not be submitted to the electorate. If the Council fails to pass the proposed ordinance or passes it in a form different from that set forth in the petition, the Council ~~shall must~~ call for an election and place the

question on the ballot. If the petition is submitted by July 1st of an even year, the question ~~shall~~ must be placed on the next regular municipal election ballot. If the petition is submitted after July 1st of an even year or during an odd year, the Council ~~shall~~ may call for a special election subject to ~~Minnesota Election Law~~ State law.

Section 5.08. Initiative Ballots

The ballots used when voting upon such proposed ordinance ~~shall~~ must state the substance of the ordinance and ~~shall~~ must give the electorate the opportunity to vote either "Yes" or "No" on the question of adoption. If a majority of those voting on any such ordinance vote in favor of it, it ~~shall~~ thereupon will become an ordinance of the City. Any number of proposed ordinances may be voted upon ~~at in~~ the same election; ~~but the voter shall be allowed to vote for or against each separately. If there is more than one proposed ordinance on the ballot in the same election, a voter must be allowed to vote for or against each separately.~~ In the case of inconsistency between two ~~(2)~~ or more ~~initiative~~ ordinances to be approved by the ~~voter~~ electorate, the ordinances ~~shall~~ may not go into effect until the ~~City~~ Council has had ~~sixty (60)~~ days to resolve the inconsistencies.

Section 5.09. Initiation of Charter Amendments

~~The ways to~~ Procedures to initiate amendments to this Charter are set forth in ~~Minnesota Statutes~~ State law.

REFERENDUM

Section 5.10. ~~The~~ Referendum Petitions

~~If prior to the date when an ordinance takes effect a petition signed by at least fifteen per cent (15%) of the total votes cast at the last state general election in the City request that any such ordinance be repealed or be submitted to a vote of the electors, the ordinance shall thereby be prevented from going into operation.~~

An ordinance will be void prior to the effective date of the ordinance, 15% of the total votes cast at the last General Election file a petition to request it be repealed or be submitted to a vote of the electorate.

Section 5.11. Form of Referendum Petitions

Any five ~~(5)~~ registered voters may form a committee for the purpose of petitioning for a referendum as provided in Section 5.03.01. Before circulating any petition, the committee ~~shall~~ must file a copy of the proposed referendum petition and a copy of the ordinance proposed to be repealed with the City Clerk along with the names and addresses of members of said committee. The committee ~~shall~~ must attach a verified copy of the referendum and the ordinance to be repealed to each of the signature papers ~~herein described~~, along with their names and addresses as sponsors ~~thereof~~. A verified copy of the ordinance proposed to be repealed to the referendum ~~shall~~ must be a copy to which the ~~city clerk~~ City Clerk has affixed the words: "Proposed

Ordinance on File. Fridley City Clerk ____, Date ____." A referendum petition ~~shall~~must read as follows:

REFERENDUM PETITION

Proposing the repeal of an ordinance to (stating the purpose of the ordinance), a copy of which ordinance is ~~hereto~~ attached. The proposed repeal is sponsored by the following committee of registered voters:

Name (Please Print)	Address (Please Print)
1.	
2.	
3.	
4.	
5.	

The undersigned registered voters, understanding the nature of the ordinance ~~hereto~~ attached and believing it to be detrimental to the welfare of the City, petition the Council for its submission to the electorate for their approval or disapproval.

Name (Please Print)	Birth Year	Address (Please Print)	Signature
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~~At the end of each group of signatures papers shall be appended the affidavit of the circulator mentioned in Section 5.03-03. Each signature page must have the affidavit of the circulator attached.~~

Section 5.12. Filing of Referendum Petitions

1. Referendum Petition Proposing Repeal of Charter Amendment

The requirements for the purposes of petitioning for a referendum repealing a charter amendment are set forth in Minnesota State Statutes.

2. Referendum Petition Proposing Repeal of an Ordinance

Within ~~ten (10)~~ business days after the filing of the completed referendum petition, the City Clerk ~~shall~~must ascertain by examination the number of signatures ~~appended thereto~~ and whether ~~this the~~ number is at least ~~fifteen percent (15%)~~ of the total number of votes cast at the last ~~state general election~~ General Election in the City. If the City Clerk finds the petition insufficient or irregular, the City Clerk ~~shall~~must at once notify one ~~(1)~~ or more members of the petition committee of that fact, stating the reasons for the insufficiency or irregularity. The committee ~~will have~~ ~~shall then be given~~ ten (10) business days in which to file additional signature papers and to correct the petition in all other particulars with the City Clerk. The calculation of the ten business days begins on the date the letter is postmarked. If at the end of that period the petition

is found to be still insufficient or irregular, the petition ~~shall~~must be filed in the City Clerk's office, no further action ~~shall~~will be taken, and the ordinance ~~will become~~becomes effective immediately or on the date specified. The City Clerk ~~shall~~must notify one ~~(1)~~ or more members of the petition committee of that fact.

Section 5.13. Referendum Petitions;~~i~~; Suspension of Effect of Ordinance

When a referendum petition is filed with the City Clerk, the ordinance sought to be reconsidered ~~shall~~must be suspended from taking effect. Such suspension ~~shall~~may terminate when:

1. There is a final determination of insufficiency of the petition;~~or~~
2. The petitioner's committee withdraws the petition;~~or~~
3. The ~~council~~Council repeals the ordinance; or
4. Upon seven days after canvass of election is completed when a majority of those voting on any such ordinance vote in favor of it.

Section 5.14. Action of the Council on Sufficient Referendum Petitions

If the referendum petition or amended referendum petition is found to be sufficient, the City Clerk shall transmit the referendum petition to the Council at the next regular Council meeting. The Council shall thereupon reconsider the ordinance and either repeal it or by aye and nay vote re-affirm its adherence to the ordinance as passed. If the Council votes to reaffirm the ordinance by August 1st of an even year, the question shall be placed on the next regular municipal election ballot. If approved after August 1st of an even year, the Council shall immediately order a special election to be held subject to Minnesota Election Law.

Section 5.15. Referendum Ballots

The ballots used in any referendum election ~~shall~~must conform to the rules laid down in Section 5.08 of this Charter for initiative ballots.

~~RECALL~~

Section. 5.16. ~~The~~ Recall Petitions

Any five ~~(5)~~ registered voters may form a committee for the purpose of bringing about the recall of any elected officer of the City as provided in Section 5.03.~~0403~~.

Before circulating any petition, the committee ~~shall~~must file with the City Clerk a copy of a statement naming the elected officer whose removal is sought, a statement of the grounds for removal in not more than ~~two hundred fifty (250)~~ words, and their intention to bring about the recall with their names and addresses as members of ~~said the circulating~~ committee. The statement of grounds for removal of the elected officer must identify malfeasance or nonfeasance of conduct in the officer's performance of official duties. ~~Malfeasance constitutes an illegal or harmful act which an elected official should not perform in an official capacity. Nonfeasance is the neglect or refusal to perform~~

~~official duties.~~ The committee ~~shall~~ must also attach a verified copy of said statement to each of the signature papers ~~herein described~~, together with their names and addresses as sponsors ~~thereof~~. A verified copy of said statement ~~shall~~ must be a copy to which the ~~city clerk shall~~ City Clerk must affix the following words: "Proposed Recall Statement on File. Fridley City Clerk (Attest): _____ Date: _____."

Section 5.17 Form of Recall Petitions

~~The petition for the recall of~~ Recall petitions for any elected official ~~shall~~ must consist of the statement identical with that filed with the City Clerk together with all the signature papers and affidavits ~~thereto~~ attached. Such petition ~~shall~~ may not be considered ~~to be~~ complete unless signed by at least ~~twenty five percent (25%)~~ of the total number of votes cast in the last ~~state general election~~ General Election in the Ward or City represented by the office holder. Each signature paper ~~shall~~ must be in substantially the following form:

RECALL PETITION

Proposing the recall of _____ from office as _____ ~~which recall is sought~~ for the reasons set forth in the attached statement. This movement is sponsored by the following committee of registered voters:

Name	Address
1.	
2.	
3.	
4.	
5.	

The undersigned registered voters, understanding the nature of the charges against the officer ~~herein~~ sought to be recalled, desire the holding of a recall election for that purpose.

Name	Birth Year	Address	Signature
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At the end of each group of signature papers ~~shall~~ must be ~~appended~~ attached the affidavit of the circulator mentioned in Section 5.03. ~~0305~~.

Section. 5.18 Filing of Recall Petitions

Within ~~thirty (30)~~ business days after the filing of the original proposed petition, the committee ~~shall~~ must file the completed petition ~~in the Office of~~ with the City Clerk. The City Clerk ~~shall~~ must examine the petition within ~~the next ten (10)~~ business days, ~~and if~~ If the City Clerk finds ~~it the petition~~ irregular, or finds that the number of signers is less than ~~twenty five percent (25%)~~ of the total number of votes cast at the last ~~state general election~~ General Election in the Ward or City represented by the office holder, the City Clerk ~~shall~~ must ~~at once~~ notify ~~one (1)~~ or more members of the petition committee advising the reasons for the insufficiency or irregularity. The committee ~~shall then be given~~ may have

~~ten (10) business~~ days in which to file additional signature papers and to correct the petition in all other respects, but they may not change the statement of the grounds upon which the recall is sought. The calculation of the ten business days begins on the date the letter is postmarked. The City Clerk ~~shall will~~ have five ~~(5) business~~ days to verify the sufficiency of the additional signature papers or corrected petition. If at the end of that time the City Clerk finds the petition still insufficient or irregular, the City Clerk must notify at least one (1) or more of the members of the recall petition committee shall be notified to that effect and the petition shall be filed in the City Clerk's office. No further action shall may be taken ~~thereon~~.

Section. 5.19. Recall Election Procedure

If the petition or amended petition is found sufficient, the City Clerk ~~shall must~~ transmit it to the Council without delay, and ~~shall also officially~~ notify the person sought to be recalled of the sufficiency of the petition and of the pending action. ~~The Council shall at its next meeting, by resolution, provide for the holding of a special recall election subject to Minnesota Election Law. At its next regularly scheduled meeting, the Council must call for a special election, pursuant to State law.~~

~~Section. 5.20. Procedure at Recall Election~~

~~The Clerk shall include with the published notice of the election the statement of the grounds for the recall and also, in not more than five hundred (500) words, the answer of the elected officer concerned in justification of his/her conduct in office. Candidates to succeed the officer to be recalled shall be nominated in the usual way, and the election shall be conducted, as far as possible, in accordance with the usual procedure in municipal elections.~~

The City Clerk must post notice of the election including grounds for the recall petition and response of the elected officer concerned. Candidates to succeed the officer to be recalled may be nominated in the usual way and an election must be conducted in accordance with State law.

Section ~~5.21.5.20~~ 5.20 Form of Recall Ballot

1. If the officer sought to be recalled resigns within ~~ten (10) business~~ days after the receipt by the Council of the completed recall petition, the Council ~~shall must~~ declare the office vacant and ~~shall then~~ fill the vacancy for the unexpired term in accordance with the ~~City Charter, Section 2.06.~~

2. If the officer sought to be recalled does not resign within ~~ten (10) business~~ days after the receipt by the Council of the completed recall petition, the question to be placed on the ballot at the recall election ~~referenced in Section 5.19 of the Charter shall must~~ be: "Shall _____ be recalled?"; ~~the name of the officer whose recall is sought being inserted in the blank, and those Those~~ voting ~~shall must~~ be permitted to vote "Yes" or "No" upon this question. If a majority of those voting on the question of recall vote in favor of recall (a majority voting "Yes"), the officer ~~shall must~~ be promptly removed from office. The Council ~~shall must~~ then fill the vacancy for the unexpired term in accordance with the ~~City Charter, Section 2.06.~~ If a

majority of those voting on the question of recall vote against recall (a majority voting "No"), the officer ~~shall~~will continue in office with no further action required.

~~Section 5.22. Instructions to Petitioners~~

~~The City Clerk shall provide to every person circulating a petition for the initiation of an ordinance, for the initiation of Charter amendments, for a referendum, or for the recall of an elected official, written instructions delineating the correct and proper procedure for circulating the petition. The instructions provided will clearly define falsification of a signature and false attestation of a signature and will cite those ordinances, laws, or statutes relating to such acts.~~

The foregoing affidavit shall be strictly construed and any affiant convicted of swearing falsely as regards any particular thereof shall be punishable in accordance with existing law.

Subd. 3. May be assembled as one petition. All petition papers for a proposed amendment shall be assembled and filed with the charter commission as one instrument. Within ten days after such petition is transmitted to the city council, the city clerk shall determine whether each paper of the petition is properly attested and whether the petition is signed by a sufficient number of voters. The city clerk shall declare any petition paper entirely invalid which is not attested by the circulator thereof as required in this section. Upon completing an examination of the petition, the city clerk shall certify the result of the examination to the council. If the city clerk shall certify that the petition is insufficient the city clerk shall set forth in a certificate the particulars in which it is defective and shall at once notify the committee of the petitioners of the findings. A petition may be amended at any time within ten days after the making of a certificate of insufficiency by the city clerk, by filing a supplementary petition upon additional papers signed and filed as provided in case of an original petition. The city clerk shall within five days after such amendment is filed, make examination of the amended petition, and if the certificate shall show the petition still to be insufficient, the city clerk shall file it in the city clerk's office and notify the committee of the petitioners of the findings and no further action shall be had on such insufficient petition. The finding of the insufficiency of a petition shall not prejudice the filing of a new petition for the same purpose.

Subd. 4. Election. Amendments shall be submitted to the qualified voters at a general or special election and published as in the case of the original charter. The form of the ballot shall be fixed by the governing body. The statement of the question on the ballot shall be sufficient to identify the amendment clearly and to distinguish the question from every other question on the ballot at the same time. If 51 percent of the votes cast on any amendment are in favor of its adoption, copies of the amendment and certificates shall be filed, as in the case of the original charter and the amendment shall take effect in 30 days from the date of the election or at such other time as is fixed in the amendment.

Subd. 5. Amendments proposed by council. The council of any city having a home rule charter may propose charter amendments to the voters by ordinance. Any ordinance proposing such an amendment shall be submitted to the charter commission. Within 60 days thereafter, the charter commission shall review the proposed amendment but before the expiration of such period the commission may extend the time for review for an additional 90 days by filing with the city clerk its resolution determining that an additional time for review is needed. After reviewing the proposed amendment, the charter commission shall approve or reject the proposed amendment or suggest a substitute amendment. The commission shall promptly notify the council of the action taken. On notification of the charter commission's action, the council may submit to the people, in the same manner as provided in subdivision 4, the amendment originally proposed by it or the substitute amendment proposed by the charter commission. The amendment shall become effective only when approved by the voters as provided in subdivision 4. If so approved it shall be filed in the same manner as other amendments. Nothing in this subdivision precludes the charter commission from proposing charter amendments in the manner provided by subdivision 1.

Subd. 6. Amendments, cities of the fourth class. The council of a city of the fourth class having a home rule charter may propose charter amendments by ordinance without submission to the charter commission. Such ordinance, if enacted, shall be adopted by at least a four-fifths vote of all its members after a public hearing upon two weeks' published notice containing the text of the proposed amendment and shall be approved by the mayor and published as in the case of other ordinances. The council shall submit the proposed amendment to the people in the manner provided in subdivision 4, but not sooner than three months after the passage of the ordinance. The amendment becomes effective only when approved by the voters as provided in subdivision 4. If so approved, it shall be filed in the same manner as other amendments.

Subd. 7. **Amendment by ordinance.** Upon recommendation of the charter commission the city council may enact a charter amendment by ordinance. Within one month of receiving a recommendation to amend the charter by ordinance, the city must publish notice of a public hearing on the proposal and the notice must contain the text of the proposed amendment. The city council must hold the public hearing on the proposed charter amendment at least two weeks but not more than one month after the notice is published. Within one month of the public hearing, the city council must vote on the proposed charter amendment ordinance. The ordinance is enacted if it receives an affirmative vote of all members of the city council and is approved by the mayor and published as in the case of other ordinances. An ordinance amending a city charter shall not become effective until 90 days after passage and publication or at such later date as is fixed in the ordinance. Within 60 days after passage and publication of such an ordinance, a petition requesting a referendum on the ordinance may be filed with the city clerk. The petition must be signed by registered voters equal in number to at least five percent of the registered voters in the city or 2,000, whichever is less. If the requisite petition is filed within the prescribed period, the ordinance shall not become effective until it is approved by the voters as in the case of charter amendments submitted by the charter commission, the council, or by petition of the voters, except that the council may submit the ordinance at any general or special election held at least 60 days after submission of the petition, or it may reconsider its action in adopting the ordinance. As far as practicable the requirements of subdivisions 1 to 3 apply to petitions submitted under this section, to an ordinance amending a charter, and to the filing of such ordinance when approved by the voters.

History: (1286) RL s 756; 1907 c 199 s 1; 1911 c 343 s 1; 1939 c 292 s 1; 1943 c 227 s 1; 1949 c 122 s 1; 1959 c 305 s 3,4; 1961 c 608 s 5,6; 1969 c 1027 s 3; 1973 c 503 s 1-4; 1986 c 444; 1998 c 254 art 1 s 107; 1999 c 132 s 42; 2005 c 93 s 1; 2008 c 331 s 7; 2010 c 184 s 43



AGENDA REPORT

Meeting Date: January 13, 2025

Meeting Type: Charter Commission

Submitted By: Beth Kondrick, Deputy City Clerk

Title

2025 Nominating Committee

Background

Section VII of the Charter Commission's Bylaws call for the Chair to appoint a Nominating Committee of three or more members who will report the nomination of one or more candidates for each office. The committee's written report will be transmitted to the Commission with the February 3, 2025 agenda. An Election of Officers will take place at the Commission's March 3, 2025 Annual Meeting.

The current officers are: Rick Nelson, Chair; Clifford Johnson, Vice Chair; Audrey Nelson, Secretary.

Recommendation

Staff recommend Chair Nelson appoint three or more Commissioners to the 2025 Nominating Committee. Staff recommend the Nominating Committee submit a written report to staff to include with the February 3, 2025 agenda.

Attachments and Other Resources

Vision Statement

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



AGENDA REPORT

Meeting Date: January 13, 2025

Meeting Type: Charter Commission

Submitted By: Beth Kondrick, Deputy City Clerk

Title

Future Meeting Topics

Background

Future meeting topics requested by commissioners:

- Proposed New Language to Charter regarding organized garbage hauling

Recommendation

None.

Attachments and Other Resources

Vision Statement

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