



# Charter Commission Meeting

May 20, 2024

7:00 PM

Fridley Civic Campus, 7071 University Ave N.E.

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## Agenda

### Call to Order

### Roll Call

### Approval of Agenda

### Approval of Meeting Minutes

1. Approval of April 29, 2024 Charter Commission Meeting Minutes

### Administrative Matters

2. Membership Update and Candidate Interviews of David Linton and Kathy Smith
3. Debrief from Joint Meeting with the Fridley City Council

### Old Business

### New Business

4. Charter Commission Information Session with the League of Minnesota Cities

### Future Meeting Topics/Communications

### Adjournment

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- 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 ntauv 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.

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# AGENDA REPORT

**Meeting Date:** May 20, 2024

**Meeting Type:** Charter Commission

**Submitted By:** Beth Kondrick, Deputy City Clerk

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## Title

Approval of April 29, 2024 Charter Commission Meeting Minutes

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## Background

Attached are the minutes from April 29 for the Commission's consideration.

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## Recommendation

Staff recommend the approval of the April 29, 2024 Charter Commission Meeting Minutes.

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## Attachments and Other Resources

- April 29, 2024 Charter Commission Meeting Minutes

## Vision Statement

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



# Joint Charter Commission and City Council

April 29, 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 7:00 p.m.

### **Present**

Mohammed Barre  
 Donald Findell  
 Greg Gardner  
 Clifford Johnson  
 Nikki Karnopp  
 Steven Kisner  
 Ted Kranz  
 Audrey Nelson  
 Rick Nelson  
 Valerie Rolstad  
 Doug Schmitz  
 Mayor Scott Lund  
 Councilmember Dave Ostwald  
 Councilmember Ryan Evanson  
 Councilmember Ann Bolcom

### **Absent**

Pam Reynolds  
 Kelli Brillhart  
 Councilmember Tom Tillberry

### **Others Present**

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

### **Approval of Agenda**

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

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

### **Approval of Meeting Minutes**

1. Approval of March 18, 2024, Charter Commission Meeting Minutes

Commissioner Gardner made a motion to approve the March 18, 2024 meeting minutes as presented. Seconded by Commissioner Barre.

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

### **Administrative Matters**

#### 2. Revised Bylaws

Ms. Moore reminded the Commission that they approved their Bylaws for another year at the March 18 meeting and a copy of the Bylaws is included in the packet.

### **Old Business**

N/A

### **New Business**

#### 3. Discussion with the Fridley City Council

The Commission and the Fridley City Council (Council) discussed a variety of topics:

- how the City can improve various communications to residents about City business
- how the Council could improve its communication on actions being taken at meetings
- an update on franchises for telecommunication services
- Councilmember Dave Ostwald shared that he enjoys attending the Commission's meetings and that his presence at the meetings is not formalized as a "liaison", but as a bridge between the two bodies.

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

#### 4. Future Meeting Topics

- Chapter 5
- Review of Chapter 10
- Interview with candidate Dave Linton
- Charter Commission training.

### **Adjournment**

Motion by Commissioner Rolstad to adjourn the meeting. Seconded by Commissioner Gardner. Upon a voice call vote, all voting aye, Chair Nelson declared the motion carried unanimously. The meeting adjourned at 8:45 p.m.



# AGENDA REPORT

**Meeting Date:** May 20, 2024

**Meeting Type:** Charter Commission

**Submitted By:** Melissa Moore, City Clerk/Communications Manager

## Title

Membership Update and Candidate Interviews of David Linton and Kathy Smith

## Background

On March 18 the Charter Commission accepted the resignation of Commissioner Granroos, resulting in one vacancy.

On April 10 staff received the resignation of Commissioner Ibsen Gabriel (attached).

Attached are interest forms from David Linton and Kathy Smith, two 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. Both applicants are expected to attend this evening's meeting and have submitted supplemental questionnaires (attached) as has been customary for the Commission. Upon recommendation of the Commission, staff will communicate with the Chief Judge, who will make the appropriate appointments.

## Recommendation

Staff recommend a motion to accept the resignation of Commissioner Gabriel.

Staff recommend a motion to recommend David Linton for appointment to the Chief Judge.

Staff recommend a motion to recommend Kathy Smith for appointment to the Chief Judge.

## Attachments and Other Resources

- Ibsen Gabriel Resignation
- David Linton City Commission Interest Form
- David Linton Charter Commission Candidate Questionnaire
- Kathy Smith City Commission Interest Form
- Kathy Smith Charter Commission Candidate Questionnaire

## Vision Statement

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

**From:** [DNI GABRIEL](#)  
**To:** [Moore, Melissa](#)  
**Subject:** Re: Checking in re. Charter Comm.  
**Date:** Wednesday, April 10, 2024 9:54:13 AM

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Hi Melissa,  
Thank you for reaching out.

Since going back to work, I have been busy with work. More recently, the company I work for, got sold. Turns out, I am a big part of the transition process and I've been given a bigger role in the new company, making things even busier for me. I was thinking, I can't keep a seat in the charter commission if I'm unable to make it in. Thank you for your work in keeping everything in check there. Maybe after a few months, the work load might change, and maybe then there will be an opening there, but if not, that's ok too.

I guess this can serve as my resignation from the charter commission.

If you need anything from me, please let me know.

Thanks again for all your work.

-Ibsen Gabriel

Sent from [Outlook](#)

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### Fridley Civic Campus

7071 University Ave N.E. Fridley, MN 55432  
763-571-3450 | FAX: 763-571-1287 | FridleyMN.gov

Name DAVID LINTON

Address [REDACTED]

Home Phone [REDACTED] Number of Years/Months Resident of Fridley 69

Employer Retired after 45 yrs from Land O'Lakes, Inc Work Phone —

Address now self-employed part time - sales Tax Consulting.

Email [REDACTED]

Please rank in order, the commissions on which you wish to serve. (Leave blank any Commissions on which you do not wish to serve.)

- Charter Commission
- Housing & Redevelopment Authority
- Planning Commission
- Environmental Quality & Energy Commission
- Parks & Recreation Commission

Prior Experience on City Commissions, City Boards, etc.: none

I was a long time Election Judge for City of Fridley

Work Experience: Financial Analyst, IT experience in AIP, GIL, FIA;  
Sales + Use Tax filing + refunds

Civic, Professional and Community Activities: Was a Scoutmaster for 10 years,  
Satan Boards at Redeemer Church (Fridley) + Redeemer Foundation. Regular  
platelet donor at Red Cross.

(Over)

Why do you want to be on a Fridley commission? opportunity to participate in local government without running for office.

What skills, strengths or abilities do you believe you will add to the commission? Detail-oriented, careful, thoughtful. Diligent

Does your work require you to travel? no How often? \_\_\_\_\_

Additional Comments: But I do help several weeks each year on farm in State of WY. I also usher at Twin games

References (Optional):

<u>Name</u>	<u>Address</u>	<u>Phone No.</u>
Ted Kranz	(on charter commission)	

David W. Lenton  
Signature

1-8-2024  
Date

The information provided by you on this application will be used to determine your suitability for appointment to a City of Fridley commission. Participation as a commission member is strictly voluntary, and you are not required by law to provide this information. If you do not furnish this information, however, the City may have difficulty determining your suitability for appointment and contacting you. Under Minnesota State statutes, only your name is considered public information upon appointment. Any other information on this application is private data and will be accessible only to you, City staff or as provided for by Minnesota statutes.

*Please return the application to Roberta Collins,  
City of Fridley, 7071 University Avenue N.E., Fridley, MN 55432.*



## Charter Commission Candidate Questionnaire

Candidate Name: David W Linton

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

Yes

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

To use my abilities in helping Fridley's charter stay current, clear and concise

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

No, but I do participate in summer and fall harvests at a relatives farm in the State of WY.

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

I've been a life-long resident of Fridley. Mostly retired now so I have time to give back. I'm thoughtful, careful and curious. I'm good at finding inconsistencies and unclear language.

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

It's the set of regulations that guide civic and commercial activities in the city.

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

I promise to do my homework and be an active participant.



### Fridley Civic Campus

7071 University Ave N.E. Fridley, MN 55432  
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Name Kathy Smith

Address [Redacted]

Home Phone [Redacted] Number of Years/Months Resident of Fridley 30

Employer \_\_\_\_\_ Work Phone \_\_\_\_\_

Address \_\_\_\_\_

Email [Redacted]

Please rank in order, the commissions on which you wish to serve. (Leave blank any Commissions on which you do not wish to serve.)

- 1 Charter Commission
- 2 Housing & Redevelopment Authority
- 3 Planning Commission
- 4 Environmental Quality & Energy Commission
- 5 Parks & Recreation Commission

Prior Experience on City Commissions, City Boards, etc.: None, but was part of the University of MN Alumni board

Work Experience: Over 30 years of Human Resource experience

Civic, Professional and Community Activities: \_\_\_\_\_

(Over)

**Why do you want to be on a Fridley commission?** \_\_\_\_\_  
My workload is now decreasing so it is time to give back.

**What skills, strengths or abilities do you believe you will add to the commission?**  
I have a Master's degree in Industrial relations and BS in business degree from Carlson School of Management. The last 30 years I have held a high level management position.

**Does your work require you to travel?** No **How often?** \_\_\_\_\_

**Additional Comments:** \_\_\_\_\_  
My family has a long history in Fridley starting with my great-grandfather Hans Johanson who was a farmer. My father, Charles Johanson was very involved in the city and was on the "then" Unity Hospital Board.

**References (Optional):**

<u>Name</u>	<u>Address</u>	<u>Phone No.</u>

**Kathy Smith** Digitally signed by Kathy Smith  
Date: 2024.04.30 08:33:18 -05'00'

**Signature**

\_\_\_\_\_  
**Date**

The information provided by you on this application will be used to determine your suitability for appointment to a City of Fridley commission. Participation as a commission member is strictly voluntary, and you are not required by law to provide this information. If you do not furnish this information, however, the City may have difficulty determining your suitability for appointment and contacting you. Under Minnesota State statutes, only your name is considered public information upon appointment. Any other information on this application is private data and will be accessible only to you, City staff or as provided for by Minnesota statutes.

*Please return the application to Roberta Collins,  
City of Fridley, 7071 University Avenue N.E., Fridley, MN 55432.*



## Charter Commission Candidate Questionnaire

Candidate Name: Kathy Smith

1. Are you available for winter meetings (the months of January through May)? Yes
  
2. If you are appointed, what would your expectations be? First would be to understand the questions/proposals/plans put forward, to do the required due diligence to help guide/make decisions that are in the best interest of the residence of Fridley.
  
3. Does your job require travel, that may inhibit your participation in evening meetings? There is no problem with event meetings. I am on the board of the Fridley Historical Society and would not be available on the first Thursday evening of the month.
  
4. Why do you want to be on the Charter Commission? What could you bring to the table? My family has a long history in Fridley, my great grandfather, Hans Johanson came from Denmark and farmed in Fridley. My father, Charles Johanson, was a builder, and once a member of the commission as well as being on the hospital board. I bring to the table an open mind to help the City continue to be a welcoming place for all by have a supporting structure for the present as well as the future.
  
5. Are you familiar with what the City Charter is? I reveiwed the information from the City's website.
  
6. Is there anything else or any other comments you would like to share with the Commission? I will be in full retirement at the end of this year and now have time to give back.



# AGENDA REPORT

**Meeting Date:** May 20, 2024

**Meeting Type:** Charter Commission

**Submitted By:** Melissa Moore, City Clerk/Communications Manager

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## **Title**

Debrief from Joint Meeting with the Fridley City Council

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## **Background**

The Fridley Charter Commission met with the Fridley City Council for a joint meeting on April 29.

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## **Recommendation**

Staff recommends the Commission discuss the meeting and direct staff on any additional follow-up it may deem necessary.

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## **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:** May 20, 2024

**Meeting Type:** Charter Commission

**Submitted By:** Melissa Moore, City Clerk/Communications Manager

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## **Title**

Charter Commission Information Session with the League of Minnesota Cities

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## **Background**

In January the Commission directed staff to engage with the League of Minnesota Cities to provide an informational session with the Commission. The group agreed that such a session would be especially helpful for the many new members.

Tori Kee, LMC Attorney, will attend this evening's meeting and provide a presentation to the Commission

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## **Recommendation**

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## **Attachments and Other Resources**

### **Vision Statement**

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