

# CITY OF COLUMBIA HEIGHTS

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Visit our website at: [www.ci.columbia-heights.mn.us](http://www.ci.columbia-heights.mn.us)

**Mayor**  
*Gary L. Peterson*  
**Councilmembers**  
*Robert A. Williams*  
*Bruce Nawrocki*  
*Tammera Diehm*  
*Donna Schmitt*  
**City Manager**  
*Walter R. Fehst*

## NOTICE OF OFFICIAL MEETING

Notice is hereby given that an official meeting is to be held in the City of Columbia Heights as follows:

**MEETING OF THE CHARTER COMMISSION**  
**\*\*THURSDAY, OCTOBER 16, 2014\*\***  
**7:00 P.M.**

**CITY HALL**  
**CONFERENCE ROOM 1**  
**COLUMBIA HEIGHTS**  
**AGENDA**

1. Call to Order
2. Roll Call/Status of Membership
3. Approval of Tonight's Agenda
4. Approval of Charter Commission Minutes of July 17, 2014
5. Correspondence Since Last Meeting
6. Old Business
7. New Business
8. Next Meeting Date/Time – January 15, 2015, 7:00 PM
9. Adjournment

The City of Columbia Heights does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodations will be provided to allow individuals with disabilities to participate in all City of Columbia Heights' services, programs, and activities. Auxiliary aids for handicapped persons are available upon request when the request is made at least 96 hours in advance. Please call the Administrative Secretary at 763-706-3606, to make arrangements. (TDD/763-706-3692 for deaf or hearing impaired only)

**MEMBERS: IF YOU CANNOT ATTEND THIS MEETING,  
PLEASE CALL CAROLE AT (763) 706-3606**

**MINUTES OF THE CHARTER COMMISSION MEETING  
THURSDAY, JULY 17, 2014  
7:30 P.M.**

**CITY HALL  
CONFERENCE ROOM 1  
COLUMBIA HEIGHTS**

Call to Order

The meeting was called to order at 7:30 p.m. by President Steve Smith.

Roll Call/Status of Membership

Members present: Matt Abel, Ramona Anderson, Lee Bak, Jeff Diehm, Rob Fiorendino, Roger Johnson, Carolyn Laine, Mike Patiuk, Greg Sloat, Steve Smith, Charles Tyler, Tim Utz, Catherine Vesley

Members absent and excused: James Guy, Wes Wiggins

Members unexcused: None

Council Liaison Tami Diehm and Recording Secretary Carole Blowers were not present.

Guest: Judy Moneta

Approval of Tonight's Agenda

Motion by Commissioner Tyler, seconded by Commissioner Diehm, to approve tonight's agenda. Motion passed unanimously.

Approve Charter Commission Minutes of April 24, 2014

Motion by Commissioner Fiorendino, seconded by Commissioner Diehm, to approve the April 24, 2014, minutes as presented.

Correspondence Since Last Meeting

The Recording Secretary prepared the correspondence report since our last meeting, and in her absence, it was read by Secretary Abel.

- On April 29<sup>th</sup>, an application for Charter Commission membership was received and forwarded to the Chief Judge.
- On June 9<sup>th</sup>, an e-mail was received from a member asking me to forward an e-mail to all charter commission members to attend the City Council meeting of June 9<sup>th</sup> to voice their opinion on the agenda item regarding the library. I forwarded this request to President Steve Smith for his response to this member.
- On June 25<sup>th</sup>, a member requested an e-mail copy of the most current City Charter.
- On July 6<sup>th</sup>, received e-mail from President Smith about our upcoming meeting conflicting with community picnic on July 17<sup>th</sup>. It was decided to start our meeting a half hour later than usual, at 7:30 p.m. on this date.
- On July 9<sup>th</sup>, prepared July 17 agenda and sent to all commission members along with minutes from April 24, 2014. Special note was made on the agenda that the time will be 7:30 p.m. instead of 7 p.m. due to the community picnic that evening.

- Communications were received from Commissioner Wiggins and Guy that they would not be able to attend tonight's meeting.

#### Old Business - None

#### New Business

Commissioner Utz thanked City Attorney Jim Hoeft for the help he provided to the people trying to organize a petition drive for a referendum on the new library construction.

President Smith asked the commission body if they felt the charter was working as it should. Commissioner Utz replied that there might be some recommendations coming from the public on some charter changes. General consensus was that the charter seems to be working well.

The City Attorney, Jim Hoeft, outlined his role in helping citizens with referendum issues and explained how time and dates are determined for when petitions need to be submitted.

Commissioner Vesley asked about how signatures are verified, and Hoeft explained the common ways that cities do so.

Commissioner Diehm asked if stated procedures were charter requirements or state law. Jim Hoeft replied that we are governed by our Charter.

President Smith requested that Carole Blowers place the next meeting time on the agenda.

#### Next Meeting Date – October 16, 2014

#### Adjournment

Motion by Commissioner Fiorendino, seconded by Commissioner Tyler, to adjourn the meeting at 7:40 p.m.

Respectfully submitted,

Matt Abel  
Secretary for the Charter Commission