



City of Columbia Heights

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**MEETING OF THE COLUMBIA HEIGHTS CHARTER COMMISSION  
THURSDAY OCTOBER 15, 2015  
7:00 PM - CITY HALL  
CONFERENCE ROOM 1**

1. Call to Order
2. Roll Call / Status of Membership
3. Approval of Agenda
4. Approval of Minutes from July 16, 2015 meeting.
5. Correspondence
6. Old Business
  - A. Discussion regarding Chapter 10, sections 93-101; City Charter; Mike Bradley, Cable Attorney
  - B. Discussion regarding minute taking at meetings
7. New Business
  - A. Next Meeting scheduled for January 21, 2016
8. Adjournment

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*\* A QUORUM OF THE COUNCIL MAY BE PRESENT*

**MINUTES OF THE CITY OF COLUMBIA HEIGHTS  
CHARTER COMMISSION  
JULY 16, 2015  
7:00 P.M.  
CITY HALL  
CONFERENCE ROOM 1**

**Call to Order**

President Steve Smith called the meeting to order at 7:00 p.m.  
Smith suggested adding "Discussion regarding Recording Secretary" under Old Business.

**Roll Call/Status of Membership**

Members present: Matt Abel, Ramona Anderson, Lee Bak, James Guy, Roger Johnson, Mike Patiuk, Eric Penniston, Greg Sloat, Steve Smith, Tim Utz

Members absent (excused): Charles Tyler, Wes Wiggins

Members absent (unexcused): Jeff Diehm, Rob Fiorendino, Carolyn Laine

Also in attendance: Council Liaison Bruce Nawrocki, Kelli Bourgeois; HR Director/Assistant to the City Manager, Katie Bruno; City Clerk, serving as Recording Secretary

**Approval of Agenda**

Motion by Commissioner Abel, seconded by Commissioner Sloat to approve the agenda with the addition to Old Business as suggested by president Smith. Motion passed unanimously.

**Approval of Minutes**

Motion by Commissioner Abel, seconded by Commissioner Penniston to approve the minutes from the April 16, 2015 meeting. Motion passed unanimously.

**Correspondence**

Nothing to report.

**Old Business**

A. Discussion regarding Recording Secretary.

President Smith reported that there has been discussion considering the Secretary of the Commission complete the minutes. Smith suggested the discussion take place at a future meeting, where more members are in attendance.

**New Business**

A. Discussion of City Charter, Starting with Franchise, Chapter 10, Sections 93-101.

Kelli Bourgeois reported she has spoken to both the City Attorney and the City's Cable Attorney regarding reviewing the franchise section of the City Charter. Bourgeois suggested the commission consider hiring the City's Cable Attorney to complete the review, as this is his area of expertise.

President Smith agreed, saying he too has spoken with the City Attorney, and agrees that having both the Cable Attorney and the City Attorney review franchise section of the charter would be beneficial. President Smith clarified the commission would discuss any changes to Chapter 10 at their October meeting. Any changes would be approved at the January 2016 meeting, and then submitted to the City Council.

Commissioner Anderson asked for clarification of the intent of the possible changes, whether they are to be more in line with the state. President Smith stated anticipated changes are likely to be minor, and the city will be careful to continue to exercise their rights as a charter city. Commissioner Penniston suggested contacting other communities similar to Columbia Heights regarding their practices with franchises.

B. Next meeting date October 15, 2015.

President Smith reported the commission will continue to review the Charter, chapter by chapter, noting chapter 10 will be reviewed at the October meeting.

**Next Meeting Date**

Next meeting scheduled for October 15, 2015 at 7:00 p.m. at City Hall, Conference Room 1.

**Adjournment**

Motion by Commissioner Bak, seconded by Commissioner Anderson to adjourn.

The meeting was adjourned at 7:20 p.m.

Respectively Submitted,

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Katie Bruno, City Clerk