



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Agenda Charter Commission

Thursday, May 14, 2026

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. [26-239](#) Approval of March 12, 2026 Meeting Minutes.

Attachments: [1 - 03-12-26 Charter Commission Meeting Minutes - Draft](#)

COMMISSION ABSENCES

2. [26-240](#) Excuse meeting absences.

OPEN PUBLIC COMMENT

Persons may take one opportunity to address the Board/Commission for two (2) minutes (not including interpreter's time) on any topic, even if on the agenda, with the condition that they may not speak on the same item later in the meeting. No notification of the Chair is required. However, speakers are asked to complete a sign up card. Persons wanting a response to a question must submit the question in writing to the recording secretary. Questions must include name and information on how to contact. You may use the back side of the comment cards available in the meeting room. Persons cannot gift their 2 minute speaking time to other members of the public.

REGULAR AGENDA

Persons that wish to speak on a regular agenda item must provide name and address by completing & submitting a sign up card. Persons may also contact the staff liaison via the City's website no later than 12:00 noon on the day of the meeting. The Chair will call up individuals to speak, based on preregistration and cards submitted, after the staff report on an item. Please be respectful of the public's and the Commission's time. Members of the public wishing to speak must adhere to the following guidelines:

- *Speak only once for no more than two minutes (not including interpreter's time) on the topic unless the speaker is addressed by the Commission;*
- *Identify your relationship to the topic;*
- *Have a spokesperson or two for your group to present your comments;*
- *Persons wanting a response to a question must submit the question in writing to the recording secretary, including name and how you would like to be contacted.*

3. [26-241](#) Consider Proposed Amendment to Charter Section 4.1.

Attachments: [1 - Charter Section 4.1 Proposed Amendment](#)
[2 - Charter Section 4.1 link](#)
[3 - Charter Section 4.1 City Attorney Memo](#)
[4 - Charter Section 4.1 Questions](#)
[5 - Charter Section 4.1 Email Communications](#)

4. [26-242](#) Consider Charter Commission Polices - Duties of Officers Update.

Attachments: [1 - Charter Commission Policy - REDLINE \(Secretary Role Update\)](#)
[2 - Charter Commission Policy - CLEAN \(Secretary Role Update\)](#)

5. [26-243](#) Consider Open Public Comment Response Process.

Attachments: [1 - Charter Commission Policy - REDLINE \(Open Public Comment\)](#)
[2 - Charter Commission Policy - CLEAN \(Open Public Comment\)](#)

6. [26-244](#) Commissioner Proposal.

ADJOURNMENT