



# City of Northfield

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

## Meeting Agenda Charter Commission

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Thursday, March 12, 2026

6:00 PM

Council Chambers

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

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

1. [26-134](#) Approval of January 8, 2026 Meeting Minutes.

**Attachments:** [1 - 01-08-26 Charter Commission Minutes DRAFT](#)

#### COMMISSION 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.*

2. [26-135](#) Election of Officer - Secretary.
3. [26-136](#) Review of Charter Commission Policies - Duties of Officers.

**Attachments:** [1 - Charter Commission Policies link](#)

- 4. [26-137](#) Discussion on Open Public Comment Response Process.
- 5. [26-138](#) Discussion on Charter Amendment Approval Process.
- 6. [26-139](#) Discussion on Proposed Amendment to Charter Section 4.1.

**Attachments:**

[1 - Charter Section 4.1 link](#)

[2 - Charter Section 4.1 City Attorney Memo and Draft Amendment Language for Review](#)

[3 - Charter Section 4.1 Questions](#)

[4 - Charter Section 4.1 Email Communications](#)

**ADJOURNMENT**