

Brooklyn Park Charter Commission Meeting Agenda
Wednesday, November 12, 2025, 7:00 p.m.
City Hall Room A203

If you need these materials in an alternative format or need reasonable accommodations for a Charter Commission meeting, please provide the City with 72-hours' notice by calling 763-424-8000. Para asistencia, 763-424- 8000; Yog xav tau kev pab, 763-424-8000.

1. Call to Order/Roll Call
2. Public Comment
3. Additions/Approval of the Agenda of November 12, 2025
4. Approval of Minutes
 - 4.1** OCTOBER 8, 2025, MEETING
5. Old Business
6. Reports of Officers, Boards, and Standing Committees
7. New Business
 - 7.1** Charter City Petition Requirements
 - 7.1A** EMAIL FROM CITY MANAGER, RE: CHARTER CITY PETITION REQUIREMENTS
 - 7.1B** MINNESOTA RULE 8205.1010 FORM OF PETITIONS
 - 7.1C** PROPOSED PETITION, LMC MODEL FORM
 - 7.1D** PETITIONS WITHIN THE CITY CHARTER
 - 7.1E** CITY ATTORNEY EMAILS
 - 7.1F** AMENDED PETITIONS FOR REVIEW
8. Correspondence/Communications
 - 8.1** Council Liaison Update on Council Actions
9. Adjournment

Commission members are asked to let Devin Montero, Staff Liaison, know if you won't be able to attend this meeting. Devin can be reached by phone (763-493-8180) or by email (devin.montero@brooklynpark.org).

City of Brooklyn Park

CHARTER COMMISSION Attachments

| | | | |
|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 4.1 | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

4.1 OCTOBER 8, 2025, MEETING MINUTES

Brooklyn Park Charter Commission Meeting Minutes

Wednesday, October 8, 2025

1. Call to Order/Roll Call

Present: Chair Dennis Secara, Commissioners, Barbara Bor, Shamara Freeman Amy Hanson, Peggy Larkin, Susan Mabera, LaDawn Severin, Gregory Szach; Paula Weakly, Sheldon Willaims; Council Liaison Nichole Klonowski, and Staff Liaison Devin Montero

Absent: Sunday Alabi (excused)

2. Public Comment – None.

3. Additions/Approval of the Agenda of October 8, 2025

Motion Commissioner Bor, Second Commissioner Hanson to approve the agenda as presented. The motion passed unanimously.

4. Approval of Minutes

4.1 JUNE 11, 2025, MEETING

Chair Secara asked the Commissioners if there were any substantial changes to the minutes.

Motion Commissioner Hanson, Second Commissioner Larkin to approve June 11, 2025, meeting minutes as presented. The motion passed unanimously.

5. Old Business – None.

6. Reports of Officers, Boards, and Standing Committees – None.

7. New Business

7.1 Charter City Petition Requirements

Chair Secara stated the city received information from the League of Minnesota Cities bringing attention to a potential compliance issue on petitions. He stated there was the requirement for a column or space for the date of birth if signing the petition. He stated the city charter had various petition forms and the LMC provided a petition model.

Staff Liaison Montero stated the petitions in the Charter were:

- *Section 4.07, Nomination Petitions*
- *Section 5.02, Petition (no example provided in the charter)*
- *Section 6.04, Form of Petition and Signature Papers (Initiative)*
- *Section 6.12, Form of Petition and Signature Papers (Referendum)*

He stated after reading the Minnesota Rule, there might be additional items to add to the petitions presented the highlighted items to the commissioners. He stated he was waiting to hear from the city attorney whether those items were required on the petitions.

- *Signers Oath-“I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will.”*
- *“All information must be filled in by person(s) signing the petition unless disability prevents the person(s) from doing so.”*
- *“All information on this petition is subject to public inspection.”*

He presented an example of the Nomination Petition with all proposed items. He stated he also wanted a clarification from the city attorney that was currently stated in the charter, if that was similar to the “signers oath”.

From the City Charter:

“and we individually certify that we are qualified registered voters and that we have not signed more nomination petitions of candidates for this office than there are persons to be elected thereto.”

Signers Oath:

“I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will.”

Commissioner Hanson stated she liked how the Charter’s sentence was worded.

Chair Secara asked if they would present to the Council the changes as one amendment or an amendment for each section.

Staff Liaison Montero stated all sections would be presented in one ordinance change.

Commissioner Hanson stated she liked the example where the year of birth had its own column on the example petition.

Staff Liaison Montero stated he would bring it back in November with the city attorney’s comments to begin the process; set the public hearing, first reading and second reading of the ordinance amendment.

Chair Secara stated it seemed like it was a simple change but wanted to make sure they were doing it right and the city attorney would get back to the Commission on it.

Commissioner Larkin stated the city charter sentence and the signer’s oath were two different things people were attesting to. She stated one said, “I haven’t signed more petitions” and the other said, “I’ve only signed it once”.

She stated they were attesting that they understood what the petition was about and attesting that they only signed it once.

8. Correspondence/Communications

8.1 Council Liaison Update on Council Actions

Council Liaison Klonowski stated the Council had a work session this week on PFAS, and if

anyone was tracking it, it was the forever chemicals. She stated the city partnered with other cities on a lawsuit against 3M and got \$1.5million to go towards a study for solutions for the city. She stated the city had multiple wells out of compliance. The city had 13 wells, and one was completely out of compliance and was high on PFAS and took it offline and not using it.

She stated it was a large quantity of water that was produced by that well and they were exploring a couple of options on how to treat it. She stated the PFAS was moving in plumes in the aquifers and if they treat one well, they might end up having another well out of compliance down the road. She stated they were looking at options for treating half of the water to remediate the PFAS out of it. She stated they were going to apply for grants federally and statewide, but it was very expensive at \$50 or \$60 million, and the costs kept going up. She stated the unfortunate thing was it had kicked the can down the road of talking about water softening which they still needed to do. She stated they were exploring if that could be done, treat the PFAS and then soften half the water, if that would have an effect.

She stated there was a lot of complexity to it when treating hard water, there was sludge and didn't know if the sludge left over from the water would also have PFAS and then would have to pay an exorbitant price to get rid of that. She stated she knew residents were upset about the hard water, but PFAS was cancer causing and it was going to take precedent.

She stated the other major item the council was going through was the budget cycle. She stated it hit the news it was 12% but no one on the Council wanted 12% as that number was presented to the Council. She stated they voted at the last meeting to get it down to 7% and asked Finance Director Green to come back and let the Council know what they would have to cut and what it would look like if they went from the requested 12% to 7%.

She stated the groundbreaking of the central fire station was also coming up.

Commissioner Bor asked if the \$1million from 3M was distributed and not just for Brooklyn Park.

Council Liaison Klonowski stated the \$1 million was just for the city and cities in the east metro got significantly more because there were large plumes of PFAS there and directly related. She stated the scientist thought the plume was moving towards the Mississippi river and studying it to see if there was another pollution source of it. She stated the \$1.5 million was specifically for studying how they would remediate it.

Commissioner Bor asked if there was a scientific group studying it and how they would treat the water. She asked who was hired to look at the issue.

Council Liaison Klonowski stated the city had contracted with WSB. She stated the representative explained all sorts of science and showed the Council the diagrams of the facilities. She stated it was a carbon filter that collected the PFAS and the PFAS itself didn't break down because it was a man made chemical and the bonding of it was strong because it was not natural. She stated if they took the PFAS, put in a thimble and hit with ultraviolet light, that broke up the bond and got back to being natural elements. She stated it could be removed but would have to build an expensive water filtration system to collect it, because it was a carcinogen at any level.

Commissioner Bor stated if they didn't treat the hard water, they broke it down to filtration and to have the water go through filters, the filters would plug up a lot faster in the expense of that.

Council Member Klonowski stated that was catch 22, if the water was treated first, the sludge could have PFAS and would pay high amounts. She stated they had been exploring options, tying into the Mississippi was expensive, and if the plume was moving that way, they might face that problem later.

Tying into the Minneapolis Water District and that was exceptionally expensive to build the pipeline all the way down and the city's water bills would increase by two times, and no one liked the sound of that.

Commissioner Weakly asked if the Council looked at buying water from Maple Grove. She stated Osseo bought their water from Maple Grove and must be pipes at least as far as Osseo.

Council Liaison Klonowski stated Maple Grove didn't produce enough water to service those and they didn't want to do it. She stated they also talked about whether the city was to build out a bigger water structure, could the city sell water to other cities. She stated there wasn't the need for it with Maple Grove as they invested significantly in water softening and a water treatment plant but not enough to give the city water.

Commissioner Severin asked where Champlin got their water from.

Council Liaison Klonowski stated they did approach them a couple of years ago, when the Council first started exploring all of it and they didn't need the regional water. She stated if they had their own water, it was not enough to support the city either. She stated the city couldn't put a well too close to Champlin because they would be drawing too much out of the aquifer at the same time and neither would be getting water. She stated it was a lot of hydrogeology and science. She stated the Council asked a lot of questions, why couldn't they put in more wells because some of the wells were in proximity but one was out of compliance and the one that was close wasn't and was confusing.

Commissioner Severin asked how deep most of them were.

Council Liaison Klonowski stated they were at various depths and there was a deep aquifer that was clean but couldn't touch it. She stated the state regulated away from it because people were drawing from it and was having impacts to other aquifers. She stated there were many aquifers, seven or six and the city was tying into two and the contamination was in both.

Chair Secara stated the city had a high-water table naturally, probably the same soil drain.

Council Liaison Klonowski stated the water was safe overall and the water treatment staff were making sure to tell people the water was clean. She stated PFAS was everywhere, it was in rain, soil, food, makeup, diapers, fire retardant and in a lot of things. She stated overall, the city's water was decent PFAS-level-wise compared to other cities.

Commissioner Severin asked if the 7% increase in property taxes was up for debate or was that going to go to a vote.

Council Liaison Klonowski stated the Council debated, and the Council had conversations twice. She stated the Council had a work session about it and then had a Council meeting with public comments and conversations in the chambers about it. She stated, unfortunately, a news article went out saying the Council was looking at a 12% and that was inaccurate and a lot of people

came to the meeting upset about it. She stated the Council had asked for a 7% or lower and the challenge the Council had was a lot of new staff were safety related and mostly fire staff.

She stated years ago the city transitioned over to full-time firefighters and had been running on a skeleton crew with people out with various reasons and the firefighters were working more than they should which put everyone in a safety risk. She stated they ended up having to hire about seven firefighters and that was where the need was at the 3% or 4% increase was. She stated it was mostly safety and some police officers too and safety in general took a huge portion of the budget annually.

Chair Secara stated Hennepin County also requesting 7% or 7.5% and that would be about 15%.

Council Liaison Klonowski stated there was also going to be an information mailer that went out with everyone's property tax assessment to see what the city was asking with the county, school board and relative to dollar percentages and what was funding for the city. She stated if anyone had questions when they got the mailer, to reach out to the city and they would be happy to answer their questions. She stated if they thought 7% was too high to come to the next Council meeting and speak on it. She stated some council members wanted a zero percent but that was very challenging.

Commissioner Bor stated there were other cities that did some increases in their fire departments, deferred the taxation and kicked the can down the road. She stated they would be paying more taxes for the safety aspect of what was needed for their cities as they went away from volunteer coverage, they hadn't paid and prepared professionally.

8.2 Amendments to Sections 2.06 and 4.03

Chair Secara stated that the amendments to Section 2.06 and 4.03 had gone into effect and after two and half years of patience and hard work, he thanked the commissioners. He stated the ordinance was approved on June 23 and now in effect.

9. Adjournment

Motion Chair Secara, second by Commissioner Hanson to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Devin Montero
Staff Liaison

City of Brooklyn Park
CHARTER COMMISSION Attachments

| | | | |
|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 7.1A | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

7.1A EMAIL FROM CITY MANAGER, RE: CHARTER CITY PETITION REQUIREMENTS

From: [Jay Stroebel](#)
To: [Devin Montero](#)
Cc: jthomson@Kennedy-Graven.com; [Katrina Doshier](#)
Subject: FW: Charter City Petition Requirements
Date: Tuesday, August 26, 2025 1:48:46 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Devin,

See below. Can you please share with Chair Secara and the Charter Commission. Thank you.

Jay

Jay Stroebel
City Manager

763-493-8002 Office
Jay.stroebel@brooklynpark.org

Brooklyn Park 
Unique. United. Undiscovered.

   www.brooklynpark.org

5200 85th Avenue N, Brooklyn Park, MN 55443

From: Rosene, Josephine <JRosene@lmc.org>
Sent: Tuesday, August 26, 2025 11:35 AM
Subject: Charter City Petition Requirements

Good afternoon,

The League is reaching out to charter cities across the state to bring to attention an important compliance issue regarding requirements for petitions submitted by city residents. Under [Minnesota Rule 8205.1010](#), all petitions for elections in the state must include a space for signatories to provide their year of birth. Petitions must include each signatory's year of birth to confirm that each individual who signs the petition is in fact a qualified voter in the city.

Upon review, it appears that your city's current charter provisions and/or model petition forms may not include this required field. To ensure alignment with state regulations, the League recommends that charter cities notify their charter commissions of this requirement so they can consider any necessary updates to charter language and/or

petition forms.

The League recently developed a Proposed Petition model form that charter cities can use to guide any required updates to their charter provisions and/or model petition forms. You can find the model form, along with the recently updated Handbook for Minnesota Cities Chapter 4: The Home Rule Charter City, on the League's website using this link: [Handbook for Minnesota Cities Chapter 4: The Home Rule Charter City - League of Minnesota Cities](#).

If you have any questions, please feel free to reach out to the League's Research Department by email at research@lmc.org or by phone at (651) 281-1200.

Thank you for your attention to this matter and for your continued commitment to maintaining transparent and compliant election procedures.

Best,

Josie Rosene (she/her) | Staff Attorney

Phone: (651) 281-1205

jrosene@lmc.org

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103

lmc.org | [Facebook](#) | [X](#) | [LinkedIn](#)

This response is intended to convey general information and should not be taken as legal advice or as a substitute for competent legal guidance. Consult your city attorney for advice regarding specific situations.

City of Brooklyn Park
CHARTER COMMISSION Attachments

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|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 7.1B | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

7.1B MINNESOTA RULE 8205.1010 FORM OF PETITIONS

8205.1010 FORM OF PETITIONS.

Subpart 1. **Applicability.** This part applies to any petition required for any election in this state, including nominating petitions, recall petitions, and proposed recall petitions.

Subp. 2. **General form requirements.** Petitions must be prepared in accordance with items A to I.

A. A petition must be prepared on paper no larger than 8-1/2 inches wide and 14 inches long. The signer's oath and the signature lines must be on the same side of the paper.

B. The language on the petition must be printed in no smaller than 10-point type.

C. Each petition page must have a short title describing the purpose of the petition.

D. Each petition page must have a statement summarizing the purpose of the petition.

E. If the purpose of the petition is to put a question on the ballot, each petition page may have a statement of 75 words or less summarizing the ballot question.

F. Each petition page must have a signer's oath in no smaller than 12-point bold type. If the form of the signer's oath is not specified by statute, the following oath must be used: "I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will."

G. Each petition page must include the following statement immediately above the signature lines: "All information must be filled in by person(s) signing the petition unless disability prevents the person(s) from doing so."

H. Each petition page must have no more than ten signature lines. The signature lines must be consecutively numbered. Each signature line must have space for the date of signature; a signature; and each signatory's year of birth; printed first, middle, and last name; and residence address, municipality, and county.

I. Each petition page must include the following statement: "All information on this petition is subject to public inspection."

Statutory Authority: *MS s 204B.071; 211C.03; 211C.04; 211C.06*

History: *25 SR 616; 34 SR 1561*

Published Electronically: *May 26, 2010*

**City of Brooklyn Park
CHARTER COMMISSION Attachments**


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|-------------------------|---------------|----------------------|----------------------|
| Agenda Item No.: | 7.1C | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:


7.1C PROPOSED PETITION, LMC MODEL FORM

Proposed Petition, LMC Model Form


League staff thoughtfully develop models for a city's consideration. This model is based on the Office of the Minnesota Secretary of State's 'Proposed State Officer Recall Petition' model form and 'Proposed County Official Removal Petition' model form. Models should be customized as appropriate for an individual city's circumstances in consultation with the city's attorney. Helpful background information on this model may be found in the Handbook for Minnesota Cities Chapter 4: The Home Rule Charter City and in the City Special Election Information Memo.

 This icon marks places where the city must customize the model. The icon offers additional provisions, optional language, or comments for your consideration. The icon and language directly following the icon should be deleted from this model before use.

PROPOSED _____ PETITION


 In the blank, insert the name of the type of petition that is sought to be brought forward (i.e., initiative, referendum, recall, ballot question). For recall petitions, the words "PROPOSED RECALL PETITION" must be printed at the top of each page of the petition.

We, the undersigned registered voters, request:


 In the blank, insert a statement summarizing the purpose of the petition. If the purpose of the petition is to put a question on the ballot, each petition page may have a statement of 75 words or less summarizing the ballot question. For recall petitions, include the grounds upon which the elected city official is sought to be removed, including a concise, accurate, and complete synopsis of the specific facts that are alleged to warrant the removal on those grounds. Note that grounds for recall are generally limited to malfeasance or nonfeasance of duties.

SIGNER'S OATH


"I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will."

 Each petition page must have a signer's oath in no smaller than 12-point bold type. The above signer's oath should be used if the form of the signer's oath is not otherwise specified in state statute. For recall petitions, insert the following signer's oath in place of the signer's oath above: "I solemnly swear (or affirm) that I am an eligible voter residing in the city where the city officer serves; I know the purpose and content of the petition; and I signed the petition only once and of my own free will."


A REMOVAL ELECTION, IF CONDUCTED, WILL BE CONDUCTED AT PUBLIC EXPENSE

 For recall petitions, the above statement must be included. For all other petitions, the above statement may be omitted.


ALL INFORMATION ON THIS PETITION IS SUBJECT TO PUBLIC INSPECTION


 Each petition page must include the above statement.

*******ALL INFORMATION MUST BE FILLED IN BY PERSON(S) SIGNING THE PETITION UNLESS DISABILITY PREVENTS THE PERSON(S) FROM DOING SO*******

 Each petition page must include the above statement immediately above the signature lines.

| | DATE | PRINT FIRST, MIDDLE, AND LAST NAME | YEAR OF BIRTH | SIGNATURE | RESIDENCE ADDRESS (number and street not a P.O. Box) | CITY | COUNTY |
|-----|------|------------------------------------|---------------|-----------|---|------|--------|
| 1. | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |
| 6. | | | | | | | |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. | | | | | | | |
| 10. | | | | | | | |

 In the blanks, petitioners will insert the date; their first, middle, and last names; their year of birth; their signature; their residence address; their city; and their county. Each petition page must have no more than ten signature lines, which must be consecutively numbered.

 A petition must be prepared on paper no larger than 8-1/2 inches wide and 14 inches long. The signer's oath and the signature lines must be on the same side of the paper. The language on the petition must be printed in no smaller than 10-point type.

**City of Brooklyn Park
CHARTER COMMISSION Attachments**

| | | | |
|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 7.1D | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

7.1D PETITIONS WITHIN THE CITY CHARTER

PETITIONS WITHIN THE CITY CHARTER

SECTION 4.07 NOMINATION PETITIONS (Amended by Ordinance #2000-941 Effect. 3/6/01; #2007-1073 Effect. 10/30/07; #2011-1129 Effect. 1/6/12; #2019-1244 Effect. 11/20/19)

Petitions for the nomination of candidates for elective office shall be in writing, signed by the petitioning voters, with the street and number, if there by such, of their respective residences. Each petition may consist of one or more pages, and the signatures need not all be on the same page. The nomination petition shall contain only one signature on each designated line and no more than 10 signatures on each side of the page. Each page of the nomination petition shall be in the following form provided by the City Clerk's office. Nomination Petitions and Candidate Packets are only available at the City Manager's Office.

NOMINATION PETITION

We, the undersigned registered voters in the City of Brooklyn Park, hereby nominate _____, whose residence is _____ in the City of Brooklyn Park, for the office of _____, to be voted for at the regular municipal election to be held on _____, 20____; and we individually certify that we are qualified registered voters and that we have not signed more nomination petitions of candidates for this office than there are persons to be elected thereto.

| Name (Legal Signature) | Print Name | Address | Date |
|------------------------|------------|---------|-------|
| 1. _____ | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| 9. _____ | _____ | _____ | _____ |
| 10. _____ | _____ | _____ | _____ |

_____ being duly sworn, deposes and says that he/she circulated the foregoing petition containing no more than 10 signatures, and that the signatures appended thereto were made in his/her presence and are the signatures of the persons whose names they purport to be and that such persons signed the petition of their own free will.

(Circulator)

Subscribed and sworn to before me this _____ day of _____ 20__

Notary Public

This petition, if found insufficient, shall be returned to _____
at _____

There must also be filed in the office of the City Clerk by the end of the filing period a written statement signed by the person nominated in a nomination petition, indicating his/her willingness to accept the office for which he/she is nominated, which statement should be in substantially the following form:

I hereby indicate my willingness to accept the office of _____ DISTRICT COUNCIL MEMBER if elected.

(Signature of Candidate) (Date)
Page ____ of ____

SECTION 5.02 PETITION (Amended by Ordinance #2006-1066 Effect. 3/7/07)

Registered voters equal in number to twenty-five (25) percent of the total number of registered voters in the city in case of the Mayor and twenty-five (25) percent of the total number of registered voters in a district in case of a Council member may file with the City Clerk their petition asking for the removal of any elective officer, and for the election of a successor to such officer. Such petition shall be in writing, and signed by said voters, with the street and number, if there be such, of their respective residence. It may consist of one or more petition pages, and such signatures need not all be on the same petition page. The petition shall contain a specific statement in not more than two hundred (200) words of the grounds upon which removal is sought, which shall be alike in all such petition pages. Said petition shall be accompanied by the affidavit of one of the signers of each of the petition pages constituting the same to the effect that the statements made in the petition page on which his/her name appears are true to the best of his/her knowledge and belief, and that each and every signature is the genuine signature of the person it purports to be, and was signed by such person; provided, however, that no such petition shall be made and filed against any officer until he/she has actually held his/her office for at least three months.

SECTION 6.04 FORM OF PETITION AND SIGNATURE PAPERS (Amended by an Election held 11-7-00; Ordinance #2007-1073 Effect. 10/30/07; #2019-1244 Effect. 11/20/19)

The petition for the adoption of any ordinance shall consist of the ordinance, together with all the signature papers and affidavits attached. Such petition shall not be complete unless signed by a number of registered voters in the City of Brooklyn Park equal to at least 15 percent, of the total number of votes cast in the City of Brooklyn Park at the last Gubernatorial election. All the signatures need not be on one signature paper, but the circulator of every signature paper shall make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Each signature paper shall be in substantially the following form: Sample Forms must be available at the City Manager's Office.

INITIATIVE PETITION

Proposing an ordinance to _____ (stating the purpose of the ordinance), a certified copy of which is attached. The following committee of registered voters sponsors this proposed ordinance:

| | Name (Legal Signature) | Name Printed | Address | Date |
|----|------------------------|--------------|---------|-------|
| 1. | _____ | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ | _____ |

4. _____
5. _____

The undersigned registered voters, understanding the terms and nature of the ordinance attached, petition the Council for its adoption, or, in lieu thereof, for its submission to the voters for their approval.

| | Name (Legal Signature) | Name Printed | Address | Date |
|----|------------------------|--------------|---------|-------|
| 1. | _____ | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ | _____ |

(The affidavit of the person circulating the petition must be attached at the end of the list of signatures.)

SECTION 6.12 FORM OF PETITION AND SIGNATURE PAPERS (Amended by an Election held 11-7-00; Ordinance #2007-1073 Effect. 10/30/07; #2019-1244 Effect. 11/20/19)

The petition for the repeal of any ordinance shall consist of the ordinance, together with all the signature papers and affidavits attached. Such petition shall not be complete unless signed by a number of registered voters in the City equal to at least 15 percent of the total number of votes cast in the City at the last Gubernatorial election. All the signatures need not be on one signature paper, but the circulator of every signature paper shall make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Each signature paper shall be in substantially the following form: Sample Forms must be available at the City Manager’s Office.

REFERENDUM PETITION

Proposing the repeal of an ordinance to _____ (stating the purpose of the ordinance) a certified copy of which is attached. The following committee of registered voters sponsors this proposed repeal:

| | Name (Legal Signature) | Name Printed | Address | Date |
|----|------------------------|--------------|---------|-------|
| 1. | _____ | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ | _____ |

The undersigned qualified registered voters, understanding the nature of the ordinance attached and believing it to be detrimental to the welfare of the City, petition the Council for its submission to a vote of the voters for their approval or disapproval.

Name (Legal Signature)
 Name Printed
 Address
 Date

| | | | | |
|----|-------|-------|-------|-------|
| 1. | _____ | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ | _____ |

(The affidavit of the person circulating the petition must be attached at the end of the list of signatures.)

City of Brooklyn Park
CHARTER COMMISSION Attachments

| | | | |
|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 7.1E | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

7.1E CITY ATTORNEY EMAILS

From: Thomson, James J.
To: Devin Montero
Subject: RE: Charter Commission Meeting - November 12, 2025
Date: Friday, October 31, 2025 9:44:14 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Perfect

James J. Thomson
Direct: 612.337.9209
jthomson@kennedy-graven.com

From: Devin Montero <Devin.Montero@brooklynpark.org>
Sent: Friday, October 31, 2025 8:56 AM
To: Thomson, James J. <jthomson@Kennedy-Graven.com>
Subject: RE: Charter Commission Meeting - November 12, 2025

Jim,

I added 10 signature lines to the Initiative and Referendum petition to be consistent with the Nomination Petition. Is that okay? See attached updated petitions for your review.

Devin Montero, CMC

City Clerk
W. 763-493-8180 C. 763-439-1883
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5200 85th Avenue N. Brooklyn Park, MN 55443

From: Thomson, James J. <jthomson@Kennedy-Graven.com>
Sent: Friday, October 31, 2025 8:42 AM
To: Devin Montero <Devin.Montero@brooklynpark.org>
Subject: RE: Charter Commission Meeting - November 12, 2025

Devin,

As long as we are changing the petition to add the year of birth, we might as well make the other changes so that the petition mirrors the exact language in the rule (attached).

Yes, the rule applies to initiative and referendum petitions – see paragraph E in the rule.

Jim

James J. Thomson

Direct: 612.337.9209

jthomson@kennedy-graven.com

From: Devin Montero <Devin.Montero@brooklynpark.org>

Sent: Friday, October 31, 2025 8:08 AM

To: Thomson, James J. <jthomson@Kennedy-Graven.com>

Subject: RE: Charter Commission Meeting - November 12, 2025

Importance: High

Jim,

This is on the current nomination petition.

“ and we individually certify that we are qualified registered voters and that we have not signed more nomination petitions of candidates for this office than there are persons to be elected thereto.”

Does this additional statement say the samet hing?

“I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will.”

Do these changes also go on the Initiative and Referendum petitions?

Thanks.

Devin Montero, CMC

City Clerk

W. 763-493-8180 C. 763-439-1883

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5200 85th Avenue N. Brooklyn Park, MN 55443

From: Thomson, James J. <jthomson@Kennedy-Graven.com>

Sent: Thursday, October 30, 2025 6:49 PM

To: Devin Montero <Devin.Montero@brooklynpark.org>

Subject: RE: Charter Commission Meeting - November 12, 2025

Devin,

The attached version of the nomination petition appears to contain all the required information. I recommend, though, that “year of birth” be a separate column and not included in the “Print Name” column.

Jim

James J. Thomson

Direct: 612.337.9209

jthomson@kennedy-graven.com

From: Devin Montero <Devin.Montero@brooklynpark.org>

Sent: Thursday, October 30, 2025 3:02 PM

To: Thomson, James J. <jthomson@Kennedy-Graven.com>

Subject: Charter Commission Meeting - November 12, 2025

Jim,

Working on the Charter Commission’s agenda for November 12. Did you get a chance to look at the petition requirements?

Thanks.

Devin Montero, CMC

City Clerk

W. 763-493-8180 C. 763-439-1883

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**City of Brooklyn Park
CHARTER COMMISSION Attachments**

| | | | |
|-------------------------|---------------|----------------------|-------------------------|
| Agenda Item No.: | 7.1F | Meeting Date: | November 12, 2025 |
| Prepared by: | Devin Montero | Presented By: | Dennis Secara, Chair |

Attachments:

7.1F AMENDED PETITIONS FOR REVIEW

NOMINATION PETITION

We, the undersigned registered voters in the City of Brooklyn Park, hereby nominate _____, whose residence is _____ in the City of Brooklyn Park, for the office of _____, to be voted for at the regular municipal election to be held on _____, 20____; and we individually certify that we are qualified registered voters and that we have not signed more nomination petitions of candidates for this office than there are persons to be elected thereto.

SIGNER'S OATH

"I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will."

******All information must be filled in by person(s) signing the petition unless disability prevents the person(s) from doing so******

| | Name (Legal Signature) | Print Name | Year Of Birth | Address | Date |
|-----|------------------------|------------|---------------|---------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |

_____, being duly sworn, deposes and says that he/she circulated the foregoing petition containing no more than 10 signatures, and that the signatures appended thereto were made in his/her presence and are the signatures of the persons whose names they purport to be and that such persons signed the petition of their own free will.

(Circulator)

Subscribed and sworn to before me this _____ day of _____ 20__

Notary Public

This petition, if found insufficient, shall be returned to _____ at _____

There must also be filed in the office of the City Clerk by the end of the filing period a written statement signed by the person nominated in a nomination petition, indicating his/her willingness to accept the office for which he/she is nominated, which statement should be in substantially the following form:

I hereby indicate my willingness to accept the office of _____ if elected.

(Signature of Candidate) (Date)

"All information on this petition is subject to public inspection"

INITIATIVE PETITION

Proposing an ordinance to _____ (stating the purpose of the ordinance), a certified copy of which is attached. The following committee of registered voters sponsors this proposed ordinance:

| | Name (Legal Signature) | Print Name | Year Of Birth | Address | Date |
|----|------------------------|------------|---------------|---------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |

The undersigned registered voters, understanding the terms and nature of the ordinance attached, petition the Council for its adoption, or, in lieu thereof, for its submission to the voters for their approval.

SIGNER'S OATH

"I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will."

*****All information must be filled in by person(s) signing the petition unless disability prevents the person(s) from doing so*****

| | Name (Legal Signature) | Print Name | Year Of Birth | Address | Date |
|-----|------------------------|------------|---------------|---------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |

(The affidavit of the person circulating the petition must be attached at the end of the list of signatures.)

"All information on this petition is subject to public inspection"

REFERENDUM PETITION

Proposing the repeal of an ordinance to _____ (stating the purpose of the ordinance) a certified copy of which is attached. The following committee of registered voters sponsors this proposed repeal:

| | Name (Legal Signature) | Print Name | Year Of Birth | Address | Date |
|----|------------------------|------------|---------------|---------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |

The undersigned registered voters, understanding the terms and nature of the ordinance attached, petition the Council for its adoption, or, in lieu thereof, for its submission to the voters for their approval.

SIGNER'S OATH

"I swear (or affirm) that I know the contents and purpose of this petition and that I signed this petition only once and of my own free will."

*****All information must be filled in by person(s) signing the petition unless disability prevents the person(s) from doing so*****

| | Name (Legal Signature) | Print Name | Year Of Birth | Address | Date |
|-----|------------------------|------------|---------------|---------|------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |

(The affidavit of the person circulating the petition must be attached at the end of the list of signatures.)

"All information on this petition is subject to public inspection"