



**CITY of CRYSTAL**

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

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Posted: Jan. 10, 2024

**Charter Commission Meeting Agenda  
Annual Meeting  
Thursday, Jan. 18, 2024 at 6:30 p.m.  
Conference Room A**

1. Call to order and roll call.
2. Approval of the minutes from the April 20, 2023 meeting.
3. Reports of the Chair.\*
4. Unfinished business.\*
5. New business.\*
6. Election of officers.
7. Next meeting – April 18, 2024.
8. Adjournment.

*\*Denotes no supporting information included in the packet.*

City of Crystal Charter Commission  
Regular Meeting Minutes  
April 20, 2023

1. Call to order and roll call

Pursuant to due call and notice thereof, the meeting of the Crystal Charter Commission was held at 6:30 p.m. on April 20, 2023 in Conference Room A at City Hall, 4141 Douglas Dr. N. in Crystal, MN. Commission Chair Jeff Kolb called the meeting to order.

Attendance

Commissioners present: Jeff Kolb, Joe Selton, Jeff Munson, Naomi Davidson, Joel Franz and Walker MacBeath.

City staff present: City Manager Adam R. Bell, Commission Attorney Troy Gilchrist and City Clerk Chrissy Serres.

2. Approval of the minutes from the March 16, 2023 meeting

Moved by Commissioner Davidson and seconded by Commissioner MacBeath to approve the minutes from the March 16, 2023 meeting.

Motion carried.

3. Reports of the Chair

There were no reports from the Chair.

4. Unfinished business

There was no unfinished business.

5. New business

5.1. The Commission continued review of the proposed ranked-choice voting legislation, however tabled discussion pertaining to the subject pending the passage of any bills.

5.2. Commissioner MacBeath announced his resignation from Commission effective April 30, 2023. The Commission thanked Commissioner MacBeath for his time and years of service on the commission.

6. Adjournment

Moved by Commissioner Franz and seconded by Commissioner Munson to adjourn the meeting.

Motion carried.

The meeting adjourned at 6:54 p.m.



**CITY of CRYSTAL**

## Memorandum

DATE: Jan. 8, 2024  
TO: Crystal Charter Commission  
FROM: City Clerk Chrissy Serres  
SUBJECT: Election of officers

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### **BACKGROUND**

Article II, Section 9 of the Charter Commission's bylaws require the annual election of commission officers (Chair, Vice-Chair and Secretary):

- Section 9. Election of Officers. The Chair, Vice-Chair and Secretary are elected at the annual meeting of the Commission from among the members of the Commission. The elected officers hold office for one year or until their successors are elected and qualified.

Current Commission officers are:

- Chair: Jeff Kolb
- Vice-Chair: Joe Selton
- Secretary: Jeff Munson

### **RECOMMENDATION**

Consistent with its bylaws, the Commission needs to elect officers.