



Richfield Charter Commission Agenda

August 19, 2026 -- 6:00 PM

Richfield Municipal Center
Bartholomew Conference Room
6700 Portland Avenue

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Minutes
- 4. Unfinished Business**
 - a. Proposed ordinance to amend charter related to election petitions
- 5. Adjournment**

Auxiliary aids for individuals with accessibility needs are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9739.

Materials relating to these agenda items can be found in the Charter Commission agenda packet located at the main table within the conference room. The Charter Commission agenda packet is also available electronically on the [City of Richfield's website](#).

Richfield Charter Commission
Meeting Minutes
January 21, 2026

Present: Bill Bullock, Reed Bornholdt, Walter Burk, Sidney Rehwaldt, Sarah Musgrave, Larry Ernster, Timothy Garvey, Louis Dzierzak, Brandt Krueger, Michelle Dowell, Stephanie Kowalkowski, Gordon Vizecky, David Lamberger

Absent: David Gepner, Sue Sandahl

City Staff: Courtney DesCamps, Senior Analyst; Mary Tietjen, City Attorney

The meeting was called to order by President Bill Bullock at 7:00 p.m. Roll Call was taken resulting in a quorum being present. New Commissioners were welcomed and introduced themselves.

APPROVAL OF MINUTES

Motion by Krueger, seconded by Vizecky, to approve the minutes from the May 22, 2025 meeting.

Discussion held regarding Section 3.5 – Annual Report Submission regarding who is required to submit the Commission’s Annual Report to the District Court Judge (City Staff or Commission Secretary).

Motion carried.

UNFINISHED BUSINESS

A. Adoption of Charter Commission Bylaws

Discussion pertaining to the formal adoption of the Commission’s Bylaws following the review held at the May 22, 2025 meeting.

Motion by Bullock, seconded by Vizecky, to change Section 1.6 of the current Bylaws from “The Commission will review the bylaws at least once every two years” to “The Commission will review the bylaws at least once every five years.”

Motion carried.

Motion by Vizecky, seconded by Krueger, to approve the Commission’s Bylaws as changed by the previously approved motion.

Motion carried.

NEW BUSINESS

A. Election of Officers for 2026

President

Motion by Vizecky, seconded by Bornholdt, to nominate Bill Bullock.

Motion carried.

Vice President

Motion by Vizecky, seconded by Burk, to nominate Reed Bornholdt.

Motion carried.

Secretary

Motion by Vizecky, seconded by Krueger, to nominate David Gepner.

Motion by Ernster, no second, to nominate Larry Ernster.

Motion to nominate David Gepner carried.

B. Petition Requirements

City Attorney Tietjen reported that City Staff was recently informed by the League of Minnesota Cities that under Minnesota Rule 8205.1010, all petitions for elections (including nominating petitions, recall petitions and proposed recall petitions) in the State must include a space for signatories to provide their year of birth to confirm that each individual who signs the petition is in fact a qualified voter in the City.

Certain sections of the Richfield City Charter related to petitions do not include the year of birth. Minnesota Rule 8205.1010 also lists several other petition form requirements that are not currently included in the Richfield Charter. The following sections of the Richfield Charter that need updating are:

- Section 4.05 – Nomination Petitions
- Section 5.05 – Form of Petition and of Signature Papers
- Section 5.12 – Referendum Petitions
- Section 5.15 – Recall Petitions

City Attorney Tietjen and City Staff recommended that the Charter Commission make a motion to initiate the process for recommending to the City Council that the Charter be amended to update petition requirements and authorize the Charter Commission President to sign a letter of recommendation to the City Council.

Motion by Vizecky, seconded by Krueger, to approve City Attorney Tietjen's recommendation and present their proposals to the Commission as soon as possible. Motion carried.

C: City Website display of Commission information

Ernster questioned why the City website does not currently display the Charter Commission's Bylaws and the Annual Report. City Staff DesCamps responded that the City website is currently being updated and assured Ernster and the Commission that this information will be displayed.

ADJOURNMENT

Motion by Vizecky, seconded by Ernster, to adjourn.

Meeting adjourned at 7:49 p.m.

DRAFT

BILL NO. _____

**AN ORDINANCE ADOPTING AMENDMENTS TO CERTAIN SECTIONS OF
CHAPTERS 4 AND 5 OF THE RICHFIELD CITY CHARTER RELATED TO
ELECTIONS AND PETITION REQUIREMENTS**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1. Background; findings; authority.

- 1.01. The City of Richfield ("City") is governed by home rule charter adopted pursuant to the Constitution of the State of Minnesota and Minnesota Statutes, Chapter 410 ("the Act").
- 1.02. The Richfield Charter Commission ("Commission") determined it was appropriate to amend the Charter to standardize the processes related to petitions submitted by the public and to incorporate new legal requirements.
- 1.03. Section 410.12, subdivision 7 of the Act allows the City Council to amend the Charter by ordinance upon recommendation from the Commission. Such an ordinance may only be adopted upon "an affirmative vote of all members of the city council and is approved by the mayor".
- 1.04. A public hearing on the amendments was held on _____, 2026 by the City Council after two weeks' published notice containing the text of the amendment as required by the Act. The notice contained a brief description of the nature and scope of the amendments. All persons desiring to be heard with reference to the amendment were heard at the public hearing.
- 1.05. The City Council finds and determines that it is in the best interest of the City and its residents to adopt the proposed amendments.

Section 2. Adoption; effective date; filing.

- 2.01. The amendments as proposed by the Charter Commission are adopted.
- 2.02. Section 4.05 of the Richfield City Charter is amended to read as follows:

Section 4.05. Nomination Petitions.

Nomination petitions must ~~substantially~~ comply with the ~~following form requirements~~ of Minnesota Statutes and Minnesota Rules 8205.1010, as amended. A form petition is available in Exhibit A-1. The circulator of the petition must submit an affidavit in substantially the form provided in Exhibit A-2.

~~We, the undersigned registered voters of the City of Richfield, hereby nominate, _____ whose residence is _____, for the office of _____, to be voted for at the primary election to be held on the _____ day of _____, 20_____, and/or the regular municipal election to be held on the _____ day of _____, 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 Street and Number~~

~~_____
_____~~

~~_____, being duly sworn, deposes and says that he or she is the circulator of the foregoing petition paper containing _____ signatures, and that the signatures appended thereto were made in his or her presence and are the signatures of the persons whose names they purport to be.~~

~~Signed: _____~~

~~Subscribed and sworn to before me this _____ day of _____, 20____,~~

~~_____~~

~~Notary Public~~

~~This petition, if found insufficient by the City Clerk, will be addressed to~~

~~_____ at _____ (address).~~

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

~~Signed: _____~~

2.03. Section 5.04 of the Richfield City Charter is amended to read as follows:

Section 5.04. - Initiation of Measures.

Any ten (10) residents of the City who are registered voters may form themselves into a sponsoring committee for the initiation of an ordinance as permitted by section 5.01 of this Charter. Before circulating any petition, the committee must file an affidavit and its proposed petition with the City Clerk. The affidavit must state that a committee has been formed, must contain the names and addresses of the committee members, and must be signed by each member of the committee, whose signatures must be verified by a notary public. The sponsoring committee affidavit must be in substantially the form provided in Exhibit A-3. The committee must also attach a verified copy of the proposed ordinance to each of the signature papers herein described, together with the committee members' names and addresses as sponsors. The ordinance must relate to only one (1) subject which is clearly expressed in the petition. Every circulator of a signature paper must be a resident of the state of Minnesota and a registered voter in the City of Richfield.

2.04. Section 5.05 of the Richfield City Charter is amended to read as follows:

Section 5.05. - Form of Petition and of Signature Papers.

The petition for the adoption of any ordinance must consist of the ordinance, together with all the signature papers and affidavits attached. The petition must comply with the requirements of Minnesota Statutes and Minnesota Rules 8205.1010, as amended. A form petition is available in Exhibit A-4. A petition is not complete unless signed by a number of registered voters equal to at least five (5) percent of the total number of registered voters at the time of the last regular municipal election. All the signatures need not be on one (1) signature paper, but the circulator of every signature paper must make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. The circulator affidavit must be substantially in the form provided in Exhibit A-2. ~~Each signature paper must be in substantially the following form:~~

INITIATIVE PETITION

Proposing an ordinance to _____ (Stating the Purpose of the Ordinance). ~~A certified copy of the proposed ordinance is attached.~~

Sponsoring Committee

~~This ordinance is sponsored by the following committee of City of Richfield residents who are registered voters:~~

	<u>Name</u>	<u>Address</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

Instructions to Petition Signers

~~You are being asked to sign a petition. You must be a resident of, and a registered voter in, the City of Richfield. Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.~~

~~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.~~

	Date	Legal Signature	Name (print legibly)	Address (print legibly)
1.	=====	=====	=====	=====
2.	=====	=====	=====	=====
3.	=====	=====	=====	=====

~~(The affidavit of the circulator must be attached at the end of each signature paper.)~~

2.05. Section 5.10 of the Richfield City Charter is amended to read as follows:

Section 5.10. – Initiation of Charter Amendments.

Nothing in this Charter will be construed as in any way affecting the right of the registered voters under the constitution and statutes of Minnesota to propose amendments to this Charter. Petitions for charter amendments must comply with the requirements of Minnesota Statutes, section 410.12, as amended.

2.06. Section 5.12 of the Richfield City Charter is amended to read as follows:

Section 5.12. - Referendum Petition.

The requirements in Sections 5.04 and 5.05 as to the formation of committees, the form of referenda petitions and signature papers, and residency requirements for committee members and circulators, for the initiation of ordinances will apply to the referendum but with such changes as may be necessary.

A circulator affidavit must be substantially in the form provided in Exhibit A-2.

The sponsoring committee affidavit must be in substantially the form provided in Exhibit A-3.

Each petition and signature paper must be in substantially the form provided in Exhibit A-5.

~~A referendum petition must read substantially as follows:~~

REFERENDUM PETITION

Proposing the repeal of an ordinance to _____ (stating the purpose of the ordinance). ~~A certified copy of the ordinance is attached.~~

Sponsoring Committee

The proposed repeal is sponsored by the following committee of City of Richfield residents who are registered voters:

	Name	Address
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

Instructions to Petition Signers

You are being asked to sign a petition. You must be a resident of, and a registered voter in, the City of Richfield. Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.

The undersigned qualified registered voters, understanding the nature of the ordinance hereto 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.

	Date	Legal Signature	Name (print legibly)	Address (print legibly)
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

(The affidavit of the circulator must be attached at the end of the list of signatures.)

2.07. Section 5.15 of the Richfield City Charter is amended to read as follows:

Section 5.15. - Recall Petitions.

The petition for the recall of any Council Member must comply with the requirements of Minnesota Statutes and Minnesota Rules 8205.1010, as amended. A form petition is available in Exhibit A-6. ~~consist of a certificate identical to that filed with the City Clerk together with all the signature papers and affidavits thereto attached.~~ All the signatures need not be on one (1) signature paper, but the circulator of every signature paper must make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Every circulator of a

signature paper must be a resident of the state of Minnesota. Each signature paper must be in substantially the following form: The circulator affidavit must be substantially in the form provided in Exhibit A-2. The sponsoring committee affidavit must be in substantially the form provided in Exhibit A-3.

RECALL PETITION

Proposing the recall of _____ from the office as _____ which recall is sought for the reasons set forth in the attached certificate.

Sponsoring Committee

This movement is sponsored by the following committee of registered voters eligible to vote on candidates for that office.

	<u>Name</u>	<u>Address</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
[listing all members of the committee]		

Instructions to Petition Signers

You are being asked to sign a petition. You must be a resident of, and a registered voter in, the City of Richfield. Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.

The undersigned registered voters, all being eligible to vote on candidates for that office, understanding the nature of the charges against the Council Member herein sought to be recalled, desire the holding of a recall election for that purpose.

	<u>Date</u>	<u>Legal Signature</u>	<u>Name (print legibly)</u>	<u>Address (print legibly)</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

The affidavit of the circulator must be attached at the end of the list of signatures.

2.08. The Richfield City Charter is amended to add the following Exhibits: A-1 (form of nomination petition); A-2 (form of circulator affidavit); A-3 (form of sponsoring

committee affidavit): A-4 (form of initiative petition); A-5 (form of referendum petition); and A-6 (form of recall petition).

- 2.09. Effective Date. This ordinance is effective ninety (90) days after its publication, except that if within sixty (60) days after publication a petition requesting a referendum on this ordinance, signed by the number of registered voters of the City required by the Act is filed with the City Clerk, this ordinance will not be effective until approved by 51% of the voters voting on the question of its adoption at the special election called by the Council for that purpose.
- 2.10. Filing. On the effective date of the Amendment, the City Clerk is authorized and directed to file copies of the charter amendments with the Secretary of State of the State of Minnesota, the Hennepin County Recorder, and the City Clerk's office together with the certificate required by Section 410.11 of the Act.

Passed by the City Council of the City of Richfield, Minnesota this ____ day of _____, 2026.

Mary B. Supple, Mayor

ATTEST:

Michelle Friedrich, City Clerk

CIRCULATOR AFFIDAVIT FORM (EXHIBIT A-2)

State of Minnesota)

) ss

County of _____)

I, _____, certify that:

- a. I am a registered voter in the City of Richfield;
- b. I reside in the City of Richfield at _____;
- c. I am the circulator of the foregoing petition paper containing _____ signatures/pages;
- d. The signatures appended thereto were made in my presence and are the signatures of the persons whose names they purport to be.
- e. To the best of my knowledge and belief, each petitioner's signature contained on the attached petition is a registered voter of the City of Richfield.

Signed and sworn to before me on _____ by _____.

Notary Public

INITIATIVE PETITION FORM (EXHIBIT A-4)

The purpose of this petition is to propose an ordinance (state the purpose): _____

(certified copy of the proposed ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the proposed ordinance, petition the Richfield City Council for its adoption or, in lieu thereof, for its submission to the voters for their approval. *(A copy of this form is available by contacting the city clerk.)*

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.
**All information must be filled in by the person(s) signing the petition unless disability prevents the person(s) from doing so.

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

INITIATIVE PETITION FORM (EXHIBIT A-4)

The purpose of this petition is to propose an ordinance (state the purpose): _____

(certified copy of the proposed ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the proposed ordinance, petition the Richfield City Council for its adoption or, in lieu thereof, for its submission to the voters for their approval. *(A copy of this form is available by contacting the city clerk.)*

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INITIATIVE PETITION FORM (EXHIBIT A-4)

The purpose of this petition is to propose an ordinance (state the purpose): _____

(certified copy of the proposed ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the proposed ordinance, petition the Richfield City Council for its adoption or, in lieu thereof, for its submission to the voters for their approval. *(A copy of this form is available by contacting the city clerk.)*

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.”

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INITIATIVE PETITION FORM (EXHIBIT A-4)

The purpose of this petition is to propose an ordinance (state the purpose): _____

(certified copy of the proposed ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the proposed ordinance, petition the Richfield City Council for its adoption or, in lieu thereof, for its submission to the voters for their approval. *(A copy of this form is available by contacting the city clerk.)*

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PROPOSED RECALL PETITION FORM (EXHIBIT A-6)

The purpose of this petition is to propose the recall of _____ from the office of _____ which recall is sought for the reasons set forth in the attached certificate. (A certificate stating the grounds for recall and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, all being eligible to vote on candidates for the above office and understanding the nature of the charges against the Council Member herein sought to be recall, desire the holding of a recall election for that purpose. **A REMOVAL ELECTION, IF CONDUCTED, WILL BE CONDUCTED AT PUBLIC EXPENSE.** (A copy of this form is available in different formats by contacting the city clerk).

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.
**All information must be filled in by the person(s) signing the petition unless disability prevents the person(s) from doing so.

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PROPOSED RECALL PETITION FORM (EXHIBIT A-6)

The purpose of this petition is to propose the recall of _____ from the office of _____ which recall is sought for the reasons set forth in the attached certificate. (A certificate stating the grounds for recall and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, all being eligible to vote on candidates for the above office and understanding the nature of the charges against the Council Member herein sought to be recall, desire the holding of a recall election for that purpose. **A REMOVAL ELECTION, IF CONDUCTED, WILL BE CONDUCTED AT PUBLIC EXPENSE.** (A copy of this form is available in different formats by contacting the city clerk).

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.
**All information must be filled in by the person(s) signing the petition unless disability prevents the person(s) from doing so.

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PROPOSED RECALL PETITION FORM (EXHIBIT A-6)

The purpose of this petition is to propose the recall of _____ from the office of _____ which recall is sought for the reasons set forth in the attached certificate. (A certificate stating the grounds for recall and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, all being eligible to vote on candidates for the above office and understanding the nature of the charges against the Council Member herein sought to be recall, desire the holding of a recall election for that purpose. **A REMOVAL ELECTION, IF CONDUCTED, WILL BE CONDUCTED AT PUBLIC EXPENSE.** (A copy of this form is available in different formats by contacting the city clerk).

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.
**All information must be filled in by the person(s) signing the petition unless disability prevents the person(s) from doing so.

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

PROPOSED RECALL PETITION FORM (EXHIBIT A-6)

The purpose of this petition is to propose the recall of _____ from the office of _____ which recall is sought for the reasons set forth in the attached certificate. (A certificate stating the grounds for recall and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, all being eligible to vote on candidates for the above office and understanding the nature of the charges against the Council Member herein sought to be recall, desire the holding of a recall election for that purpose. **A REMOVAL ELECTION, IF CONDUCTED, WILL BE CONDUCTED AT PUBLIC EXPENSE.** (A copy of this form is available in different formats by contacting the city clerk).

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.

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

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

NOMINATION PETITION FORM (EXHIBIT A-1)

The purpose of this petition is to nominate a candidate for office.
We, the undersigned registered voters of the City of Richfield hereby nominate _____, whose residence is _____ for the office of _____ to be voted for at the primary election to be held on the _____ day of _____, 20____, and/or the regular municipal election to be held on the _____ day of _____, 20____. 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. *(A copy of this form is available by contacting the city clerk).*
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 on this petition is subject to public inspection.

This petition, if found insufficient by the City Clerk, will be addressed to _____ at _____ (address).

I hereby indicate my willingness to accept the office of _____, if elected. **Signed by nominated candidate:** _____

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

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

NOMINATION PETITION FORM (EXHIBIT A-1)

The purpose of this petition is to nominate a candidate for office.
We, the undersigned registered voters of the City of Richfield hereby nominate _____, whose residence is _____ for the office of _____ to be voted for at the primary election to be held on the _____ day of _____, 20____, and/or the regular municipal election to be held on the _____ day of _____, 20____. 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. *(A copy of this form is available by contacting the city clerk).*
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 on this petition is subject to public inspection.

This petition, if found insufficient by the City Clerk, will be addressed to _____ at _____ (address).

I hereby indicate my willingness to accept the office of _____, if elected. **Signed by nominated candidate:** _____

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

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

NOMINATION PETITION FORM (EXHIBIT A-1)

The purpose of this petition is to nominate a candidate for office.
We, the undersigned registered voters of the City of Richfield hereby nominate _____, whose residence is _____ for the office of _____ to be voted for at the primary election to be held on the _____ day of _____, 20____, and/or the regular municipal election to be held on the _____ day of _____, 20____. 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. *(A copy of this form is available by contacting the city clerk).*
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 on this petition is subject to public inspection.

This petition, if found insufficient by the City Clerk, will be addressed to _____ at _____ (address).

I hereby indicate my willingness to accept the office of _____, if elected. **Signed by nominated candidate:** _____

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

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

NOMINATION PETITION FORM (EXHIBIT A-1)

The purpose of this petition is to nominate a candidate for office.
We, the undersigned registered voters of the City of Richfield hereby nominate _____, whose residence is _____ for the office of _____ to be voted for at the primary election to be held on the _____ day of _____, 20____, and/or the regular municipal election to be held on the _____ day of _____, 20____. 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. *(A copy of this form is available by contacting the city clerk).*
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 on this petition is subject to public inspection.

This petition, if found insufficient by the City Clerk, will be addressed to _____ at _____ (address).

I hereby indicate my willingness to accept the office of _____, if elected. **Signed by nominated candidate:** _____

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

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

SPONSORING COMMITTEE AFFIDAVIT (EXHIBIT A-3)

The following _____ [insert number] individuals have formed a committee (the "Committee") for the purpose of petitioning the city of Richfield related to one of the following measures (select one):

Initiative Referendum Recall

We, the undersigned sponsoring members of the Committee, have reviewed the City Charter and included all necessary information for the measure identified above. The number of committee members required vary depending on charter requirements for the type of measure being sought.

1. _____
Name (Print) Address (House Number, Street, City and County) Year of Birth

_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

2. _____
Name (Print) Address (House Number, Street, City and County) Year of Birth

_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

3. _____
Name (Print) Address (House Number, Street, City and County) Year of Birth

_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

4. _____
Name (Print) Address (House Number, Street, City and County) Year of Birth

_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

5. _____
Name (Print) **Address (House Number, Street, City and County)** **Year of Birth**
_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

6. _____
Name (Print) **Address House Number, Street, City and County)** **Year of Birth**
_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

7. _____
Name (Print) **Address (House Number, Street, City and County)** **Year of Birth**
_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

8. _____
Name (Print) **Address (House Number, Street, City and County)** **Year of Birth**
_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

9. _____
Name (Print) **Address (House Number, Street, City and County)** **Year of Birth**
_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature Notary Stamp

10. _____
Name (Print) ***Address (House Number, Street, City and County)*** ***Year of Birth***

_____ signed and sworn to before me on _____ by _____
Signature

Notary Signature

Notary Stamp

REFERENDUM PETITION FORM (EXHIBIT A-5)

The purpose of this petition is to propose to repeal an ordinance (state the purpose of the ordinance): _____

(certified copy of the ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the ordinance attached hereto and believing it to be detrimental to the welfare of the City, petition the Richfield City Council for its submission to a vote of the voters for their approval or disapproval. *(A copy of this form is available by contacting the city clerk).*

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 on this petition is subject to public inspection.
Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition.
** All information must be filled in by the person(s) signing the petition unless disability prevents the person(s) from doing so.

NO.	DATE OF SIGNATURE	SIGNATURE	YEAR OF BIRTH	CLEARLY PRINT FIRST, MIDDLE, AND LAST NAME	RESIDENCE ADDRESS (HOUSE NUMBER & STREET NAME)	CITY AND COUNTY

REFERENDUM PETITION FORM (EXHIBIT A-5)

The purpose of this petition is to propose to repeal an ordinance (state the purpose of the ordinance): _____

(certified copy of the ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the ordinance attached hereto and believing it to be detrimental to the welfare of the City, petition the Richfield City Council for its submission to a vote of the voters for their approval or disapproval. *(A copy of this form is available by contacting the city clerk).*

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REFERENDUM PETITION FORM (EXHIBIT A-5)

The purpose of this petition is to propose to repeal an ordinance (state the purpose of the ordinance): _____

(certified copy of the ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the ordinance attached hereto and believing it to be detrimental to the welfare of the City, petition the Richfield City Council for its submission to a vote of the voters for their approval or disapproval. *(A copy of this form is available by contacting the city clerk).*

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REFERENDUM PETITION FORM (EXHIBIT A-5)

The purpose of this petition is to propose to repeal an ordinance (state the purpose of the ordinance): _____

(certified copy of the ordinance and a copy of the Sponsoring Committee Membership form must be attached).

The undersigned residents of and registered voters in the City of Richfield, understanding the terms and nature of the ordinance attached hereto and believing it to be detrimental to the welfare of the City, petition the Richfield City Council for its submission to a vote of the voters for their approval or disapproval. *(A copy of this form is available by contacting the city clerk).*

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