



## *City Council Memorandum*

**To: Mayor Fasbender & City Councilmembers**  
**From: John Hinzman, Community Development Director**  
**Date: July 20, 2020**  
**Item: Appoint Planning Commissioner – Todd Matzke**

**Council Action Requested:**

The City Council is asked to appoint Todd Matzke of 1018 Ramsey Street to the Planning Commission from 7/20/20 to 12/31/20. The appointment fulfills the remainder of outgoing Commissioner Ian Martin's term. Commissioners are eligible to serve a total of three, two year terms. Action requires a simple majority of City Council.

**Background Information:**

Four candidates were interviewed for the position by Planning Committee Chair Vaughan, City Administrator Wietecha, and Community Development Director Hinzman. Mr. Matzke was the unanimous selection of the committee. Please see attached applications for further information.

**Financial Impact:**

N\A

**Advisory Commission Discussion:**

N\A

**Council Committee Discussion:**

N\A

**Attachments:**

- Advisory Commission Application



## Advisory Commission Interest Form

The City of Hastings encourages active participation of its residents. City Advisory Commissions are one form in which residents can take a participatory involvement in the planning, development, and preservation of our growing and historical community. Thank you for your interest in serving on an advisory commission. Information about City commissions is available on the City's website at [www.hastingsmn.gov](http://www.hastingsmn.gov).

### Commission

*(Please indicate your interest)*

### Questions?

Contact 651-480-2350 or

<input type="checkbox"/>	<b>Charter</b>	Melanie Mesko Lee <a href="mailto:mmesko_lee@hastingsmn.gov">mmesko_lee@hastingsmn.gov</a>
<input type="checkbox"/>	<b>Hastings Economic Development &amp; Redevelopment Authority (HEDRA)</b>	John Hinzman <a href="mailto:Jhinzman@hastingsmn.gov">Jhinzman@hastingsmn.gov</a>
<input type="checkbox"/>	<b>Heritage Preservation Commission (HPC)</b>	Justin Fortney <a href="mailto:Jfortney@hastingsmn.gov">Jfortney@hastingsmn.gov</a>
<input checked="" type="checkbox"/>	<b>Parks &amp; Recreation (PRC)</b>	Chris Jenkins <a href="mailto:Cjenkins@hastingsmn.gov">Cjenkins@hastingsmn.gov</a>
<input checked="" type="checkbox"/>	<b>Planning (PC)</b>	John Hinzman <a href="mailto:Jhinzman@hastingsmn.gov">Jhinzman@hastingsmn.gov</a>
<input type="checkbox"/>	<b>Public Safety (PSAC)</b>	Melanie Mesko Lee <a href="mailto:mmesko_lee@hastingsmn.gov">mmesko_lee@hastingsmn.gov</a>
<input type="checkbox"/>	Other/ no Preference	Julie Flaten <a href="mailto:Jflaten@hastingsmn.gov">Jflaten@hastingsmn.gov</a>

*To help us have a better understanding of your interests and background, we ask for some general information. Please complete and sign the application.*

Name **Todd Matzke**

Address **1018 Ramsey St., Hastings, Mn 55033**

Day Phone **(651) 480-7780**

Evening Phone **(651) 497-6352**

e-mail [REDACTED]

How long have you lived in Hastings? **22 years**

Please share why you are interested in becoming involved with a City commission.

I am interested in city planning and development. I am interested in finding ways that I can participate in the cities future.

**Supplemental Information**

Employer: Dakota County Soil and Water Conservation District

Occupation: Resource Conservationist

What experience would you bring to the Commission?

I have worked for the SWCD for 22 years. My position requires that I work closely with individual landowners to plan, design, draft and coordinate the completion of erosion control projects. I have a BS from the University of Minnesota in Enviromental and Natural Resources with an emphasis in water resource management and a minor in soils.

Please return to: City of Hastings  
101 Fourth Street East OR  
Hastings, MN 55033



City Use

Date Received: \_\_\_\_\_

Forwarded to: \_\_\_\_\_

**§ 31.36 PUBLIC DISCLOSURE.**

(A) Each public official of the City of Hastings shall file for public record in the office of the City Clerk, a sworn statement in a form approved by the City Council and which must contain, at a minimum, the following information:

- (1) The names of all businesses, corporations, companies, firms, partnerships, or other business enterprises, doing business with or in the City of Hastings, in which the public official is connected thereto as an employee, owner, director, officer, adviser, or consultant, or in which the public official has a continuing financial interest, through ownership of stock or as a beneficiary of any pension or retirement plan;
- (2) A description of all parcels of real property, other than property occupied by the public official as a personal residence, in which the public official has any interest, including the right to occupy any such property; and
- (3) The interest of a spouse, or minor child or other member of the immediate household of any public official shall be considered an interest of the public official for purposes of filing the statement required.

(B) Each person who becomes a public official shall, within 30 days after assuming the office or position, file a public disclosure required by this section.

(1) Following an initial filing, the information on that filing shall remain in effect and all public officials will continue to attest to its truth. Within 30 days of any change to the information on the initial filing and following any reappointment or reelection, all public officials shall file a new sworn statement with the City Clerk. City staff members covered under this provision shall fill out an initial filing and shall thereafter complete any amended filings within 30 days of any change to the information on the initial filing or at least every 4 years, in the years in which the Mayor and at large Councilmember seats are up for election, whichever comes first. (Am. Ord. 511, passed 4-5-2004)

(2) This subchapter shall not be construed to require the filing of any information relating to any person's connection with any professional society or any charitable, religious, social, fraternal, recreational, civil or political organization or any similar organization not conducted as a business enterprise.

(3) The City Administrator shall inform each person who is required to file a statement, the time and place for filing, and shall furnish each such person with a copy of this subchapter and the required statement form. The City Administrator shall inform the City Council when any person, who is required to file a statement, fails to file the statement in a timely manner. (Prior Code, § 2.81)