



***City Council Memorandum***

**To:** Mayor Fasbender & City Council Members

**From:** David D. Wilske, Chief of Police

**Date:** June 5th, 2023

**Item:** City of Hastings Ordinance change to 30.07 – Public Safety Advisory Commission

**Council Action Requested:**

Approve language change to 30.07

**Background Information:**

City Ordinance 30.07 covers the Public Safety Advisory Commission. Section C of this document outlines who can serve on the commission and requires one youth member age 14-18 years of age to serve.

The Public Safety Advisory Commission has struggled in years past recruiting and acquiring a youth member to serve on the commission and made a motion to have this language removed. In addition, there was concern by commission members that sensitive information is discussed at commission meetings and they were concerned this information would not be kept confidential.

The Public Safety Advisory Commission voted unanimously to have this language removed and not require a youth member serve on this commission.

**Financial Impact:**

None

**Advisory Commission Discussion:**

No applicable

**Council Committee Discussion:**

Not applicable

**Attachments:**

Updated language to City Ordinance 30.07 to reflect change

**CITY OF HASTINGS  
DAKOTA COUNTY, MINNESOTA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE FOR THE CITY OF HASTINGS, MINNESOTA, AMENDING  
HASTINGS CITY CODE CHAPTER 30.07 REGARDING THE PUBLIC SAFETY  
ADVISORY COMMISSION**

The City Council of the City of Hastings, Dakota County, Minnesota, does hereby ordain as follows:

**SECTION 1. AMENDMENT.** The Code of the City of Hastings, County of Dakota, State of Minnesota, Chapter 30.07, regarding the public safety advisory commission shall be amended as follows (~~striketrough~~ language is deleted):

**30.07 Public Safety Advisory Commission**

- A. *Establishment.* The Public Safety Advisory Commission is hereby established.
- B. *Powers And Duties.* The Commission shall be an advisory commission to the City Council pertaining to public safety programs of the City as shall be referred to the Commission by the Council or as the members of the Commission deem appropriate. In addition, the commission shall:
  1. Carry out their stated mission to enhance the awareness of police and fire department capabilities and services; provide an opportunity for citizen involvement in police and fire services and to encourage exchange between the police and fire departments and the community.
  2. Submit to the City Council annually a report of the activities of the commission during the previous year; and
  3. Perform other functions as needed to carry out these duties and responsibilities as directed by the City Council and to act in an advisory capacity to the City Council.
- C. *Composition.* The commission will consist of up to seven regular members all of whom shall be residents, and non Council members ~~and one youth member 14-18 years old, who shall attend one of the schools serving the Hastings community.~~ All members are appointed by the City Council.
- D. *Staff Advisor.* The Chief of Police and Fire and EMS Director shall serve as advisors to the commission.
- E. *Commission Chair.* The Commission shall select a chair from among the membership. Should the chair resign, the vacancy shall be filled by the commission for the balance of the incomplete term.
- F. *Term.* The members of the initial Commission shall serve the following terms: Up to three shall serve one year terms and up to four shall serve two year terms. Thereafter, members

of the Commission appointed by the Council shall serve for a term of two years, beginning January following the year of appointment. A person appointed to fill a vacancy due to resignation of a member or otherwise, shall complete the term of the person replaced.

G. *Meetings.* The Commission will hold at least three meetings per year. It may make rules and guidelines and shall keep a record of its meetings, recommendations, and referrals, along with the vote of each commissioner. This record shall be a public record. A majority of appointed commissioners shall constitute a quorum. Each commissioner shall have one vote on issues before the Commission.

H. *Expenses.* Commissioners shall serve without pay, but may be reimbursed for actual expenses is authorized by City Council.

**SECTION 2. SUMMARY PUBLICATION.** Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

The text amendment adopted by the Hastings City Council on \_\_\_\_\_, 2023 amends City Ordinance Section 30.07 to remove the requirement that a youth between the ages of 14-18 be appointed to the public safety advisory commission.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mary D. Fasbender, Mayor

Attest:

\_\_\_\_\_  
Kelly Murtaugh, City Clerk

Published in the Hastings Journal on \_\_\_\_\_, 2023.