

Board or Commission	# of Members	City Code Section	Meeting Schedule	Term
Airport Commission	7	200 – Plans and promotes and encourages the development and utilization of the Municipal Airport.	Meets on the second Thursday in the Lounge at the Degner Airport at 5:00 p.m.	Appointed by Mayor; confirmed by City Council; two full consecutive three-year terms, expire April 30 .
Building Code Board of Appeals	5	300 - Listens to appeals, make decision and sends to State for review, convenes when anybody disagrees with decisions of building inspection department, cannot change the code.	Meets when necessary – min. once per year, at 4:00 p.m. in Second Floor Conference Room	Ex-officio Member: Ken Beck, Building Official 444-4370 Appointed by Mayor; confirmed by City Council; three full consecutive three-year terms, expire April 30
Charter Commission	10	<u>MN STATUTE 410.05</u> – frame and amend the City Charter	Meet once annually, the third Thursday of April and when necessary, in Second Floor Conference Room)	Recommended to Chief Judge; appointed by Chief Judge Third District of Minnesota; four-year terms; maximum term of eight (8) years (2 terms), expire December 31 .
Civil Service Commission - Fire	3	223 - exercise all the duties and responsibilities detailed in Chapter 420, Minnesota Statutes.	Meet when necessary, 8:00 A.M. at City Hall)	Appointed by Mayor; confirmed by City Council; three three-year terms, expire April 30 .
Downtown Parking Advisory Committee	5	676 - study and make their written recommendations to the Mayor and Council on matters of public parking	Meets quarterly on third Wednesday of month (Jan/April/Jul/Oct) at 8:00 a.m. in Lower Level Conference Room	Appointed by Mayor; confirmed by City Council; three full consecutive three-year terms, expire April 30 .
Economic Development Authority	7	Resolution No. 41-92 – state law. Develop industrial properties, maintain a commercial and industrial loan program, and develop/administer various programs to promote economic development in Owatonna.	Meets on the third Wednesday of each month at 4:00 p.m. in Council Chambers	Appointed by Mayor; confirmed by City Council; two six-year terms, expire September 30 . If elected official is not reelected, the newly elected person will fill out the term.

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Housing Redevelopment Authority	5	State law - Assist private sector initiatives in developing housing that meets community needs; helps provide safe sanitary and affordable housing opportunities to low income households through section 8 voucher program; pursue programs to revitalize the city's housing stock.	Meets on fourth Tuesday of each month at 4:00 p.m. in second floor conference room of City Hall	Appointed by Mayor; confirmed by City Council; three full consecutive five-year terms, expire <u>April 30.</u>
Human Rights Commission	7	290 - promote the acceptance of cultural diversity in Owatonna; to promote the elimination of hate, prejudice, and discrimination against persons or groups based on race, gender, religion, or other status of the person or group; to educate the community on issues of discrimination and cultural diversity; to advise the City Council and administration on human rights issues; and to promote the goals and objectives of the Minnesota Human Rights Act.	Meets on the second Tuesday of each month at 5:30 p.m. in City Administration Building	Appointed by Mayor; confirmed by City Council; two three-year terms, expire <u>April 30.</u>
Park and Recreation Board	7	255 - establish such committees thereof as it may see fit, and shall have the responsibility to advise the City Council about all operations of parks and recreational programming as offered by the Department of Parks and Recreation. The Board shall be charged to evaluate the delivery of services and quality of facilities.	Meets on the first Monday of each month at site to be determined the previous meeting. Meetings begin at 4:30 p.m.	Appointed by Mayor; confirmed by City Council; three three-year terms, expire <u>April 30.</u>
Planning Commission	7	260 - charged with the development and subsequent revision of the City's Comprehensive Plan; may establish such reasonable regulations and restrictions as they deem advisable to ensure the planned growth and expansion of the City of Owatonna; may provide for the future laying out of streets outside of platted territory and extending across unplatted territory within the corporate limits of the City of Owatonna; responsible for holding public hearings for Zoning Ordinance amendments and conditional use permits.	Meets on the second and fourth Tuesday of each month at 5:30 p.m., Nov/Dec/Jan/Feb second Tuesday only, in Council Chambers	Appointed by Mayor; confirmed by City Council; three full consecutive three-year terms, expire <u>April 30.</u>

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Public Library Board	5	245 - Does all things necessary for the efficient operation and management of a public library facility in the City of Owatonna to the extent that may be permitted by statute; empowered to accept and receive all donations and contributions for public library purposes.	Meets on the third Tuesday of each month at 4:30 p.m. in the Gainey Room of Library	Appointed by Mayor; confirmed by City Council; three consecutive three-year terms, terms expire April 30 .
Public Utilities Board	5	CHAPTER IX, CITY CHARTER - entire management and control of all water, electric light, power, heat, and gas plants and systems now or hereafter acquired by the City including the building, erecting, constructing, and equipping of such plants and systems, all such plants and systems being hereafter collectively called "Owatonna Public Utilities".	Meets on the fourth Tuesday at 4:00 p.m. at Utilities Plant Office	Appointed by wards; by Mayor, confirmed by City Council; two five-year terms, expire April 30
Shade Tree Commission	7	660 – Studies the problems and determine the needs of the City of Owatonna in connection with its tree planting program.	Meets quarterly on fourth Monday of Jan/Apr/Jul/Oct, at 7:00 p.m. in Lower Level Conference Room	Ex-officio: Mike Knutson Seven (7) appointed by Mayor; confirmed by City Council; three full consecutive four-year terms; expire April 30 .
West Hills Commission	5	279 - Serves as an advisory body to the Council and shall plan and promote and encourage the preservation of the West Hills property.	Meets quarterly on third Tuesday of Jan/Apr/Jul/Oct, at 12:00 p.m. in First Floor Conference Room	Appointed by Mayor; confirmed by City Council; two full consecutive three-year terms; terms expire April 30 . Council members' terms shall be concurrent with the members' term of office.