CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA

Ordinance No. 2013 – 05

AN ORDINANCE AMENDING THE MUNICIPAL CODE, PART 1, CHAPTER 2, ARTICLE VI. BOARDS AND COMMISSIONS, DIVISION 4. PUBLIC SERVICE ACTIVITIES BOARD

THE CITY COUNCIL OF THE CITY OF CLEARWATER, WRIGHT AND STEARNS COUNTIES, MINNESOTA, ORDAINS:

DIVISION 4. PUBLIC SERVICE ACTIVITIES BOARD

Sec 2-244. - Purpose Created; Composition; Appointment; Terms of Office.
For said purpose, this Board is hereby created and established in and for the city to be known and designated as the Public Service Activities Board. Such Board shall consist of five members appointed by the City Council. Terms of office shall be three years staggered to provide selection of three members in one year and two members in the next two years. A council member shall be appointed annually to serve on the Board as a liaison to the City Council.

Sec. 2- 245 - Filling of Vacancies; Compensation.
Vacancies on the Board shall be reported to the City Council and filled by like appointment for the unexpired term. Board members shall receive no compensation for their services.

Sec. 2-246 - Officers; By-Laws.
The Board shall organize itself and elect one of its members as Chair. The Chair shall be responsible for calling and presiding at all meetings. The Board shall also elect one of its members as Vice-Chair, who shall perform the duties of the Chair in the absence of or incapacity of the Chair. The Board shall also elect one of its members as Secretary. The City Administrator may provide a city employee who may record the proceedings of the Board. The Board shall also adopt its own by-laws for the conduct of its business; and at a minimum shall meet bi-monthly, and shall abide by the open meeting law.

Sec. 2-247 - Duties and Functions. The Board shall performs the duties and function as follows:

1. Make recommendations to the City Council with respect to public safety, and promote community events that inform and educate the public about ensuring the health, safety, and welfare of the community.

2. Make recommendations to the City Council with respect to activities, which may be undertaken as fundraisers to support community activities and to suggest any fees to be charges for participation in such activities.

3. Provide and supervise volunteer efforts in implementing community programs and activities approved by the City Council.

4. Submit a proposed budget for the events and programs that will be undertaken the following year, no later than August of the preceding year.

Sec. 2-248 - Events and Activities.
Examples of events and activities that the Board may wish to undertake may include, but are not limited to, Earth Day; National Night Out; Winter Hazard Awareness; All City Garage Sale; City Clean Up Day; Medallion Hunt; Teen dances; Senior Citizen Functions; and Music in the Park.

Sec. 2-249-250 Reserved

Adopted this 3rd day of September, 2013, by the City Council of the City of Clearwater, Minnesota.

Pete Edmonson, Mayor

Attest:

Susan Vergin, Administrator

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