

Board or Commission	# of Members	City Code Section	Meeting Schedule	April 1, 2025
Airport Commission	7	200 – Plans and promotes and encourages the development and utilization of the Municipal Airport.	Meets the third Thursday in the Meeting Room at the Charles S. Crandall Center at 8:00 a.m.	Appointed by Mayor; confirmed by City Council; two three-year terms, expire <b><u>April 30.</u></b>
Charter Commission	10	<b><u>MN STATUTE 410.05</u></b> – frame and amend the City Charter	Meet once annually, the third Thursday of April at 4:00 p.m. and when necessary, at City Hall.	Recommended to Chief Judge; appointed by Chief Judge Third District of Minnesota; four-year terms; terms <b><u>expire December 31, State Statute does not allow limitation on number of terms served.</u></b>
Civil Service Commission – Fire Code Board of Appeals	3	32.085 & 150.019 - exercise all the duties and responsibilities detailed in Chapter 420, Minnesota Statutes.	Meets when necessary.	Appointed by Mayor; confirmed by City Council; three three-year terms, expire <b><u>April 30.</u></b>
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 Chambers at the Charles S. Crandall Center.	Appointed by Mayor; confirmed by City Council; two six-year terms, <b><u>expire September 30.</u></b> If elected official is not reelected, the newly elected person will fill out the term.
Housing Redevelopment Authority	5	City Charter, Chapter 8 - 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 the fourth Monday of each month at 4:00 p.m. in the Meeting Room at the Charles S. Crandall Center.	Appointed by Mayor; confirmed by City Council; three five-year terms, expire <b><u>April 30.</u></b>

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Human Rights Commission	7	32.020 - 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 the Meeting Room of the Charles S. Crandall Center.	Appointed by Mayor; confirmed by City Council; two three-year terms, expire <b><u>April 30.</u></b>
Park and Recreation Board	7	32.050 - 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 with evaluating the delivery of services and quality of facilities.	Meets on the first Wednesday of each month at 4:30 p.m. in the Charles S. Crandall Center or at a site set during their previous meeting.	Appointed by Mayor; confirmed by City Council; three three-year terms, expire <b><u>April 30.</u></b>
Planning Commission	7	32.065 - 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.	Meet on the second and fourth Tuesday of each month at 5:30 p.m. in March – October. During November – February they meet only the second Tuesday. Meetings are held in Chambers in the Charles S. Crandall Center.	Appointed by Mayor; confirmed by City Council; three three-year terms, expire <b><u>April 30.</u></b>
Public Library Board	5	32.100 - 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 Thursday of each month at 4:30 p.m. in the Gainey Room at the Library,	Appointed by Mayor; confirmed by City Council; three three-year terms, terms expire <b><u>April 30.</u></b>

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Public Utilities Board	5	<b>CHAPTER IX, CITY CHARTER</b> - 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 of each month at 4:00 p.m. at Owatonna Public Utilities Office, Morehouse Meeting Room, 208 Walnut Ave.	Appointed by wards; by Mayor, confirmed by City Council; two five-year terms, expire <b>April 30</b>
Shade Tree Commission	7	97.020 – Studies the problems and determine the needs of the City of Owatonna in connection with its tree planting program.	Meets twice a year, the third Monday of April and October at 5:00 p.m. in the Meeting Room of the Charles S. Crandall Center.	Ex-officio: Mike Knutson Seven (7) appointed by Mayor; confirmed by City Council; three four-year terms; expire <b>April 30</b> .
West Hills Commission	5	32.035 - Serves as an advisory body to the Council and shall plan and promote and encourage the preservation of the West Hills property.	Meets twice a year, the third Thursday of April and October at 12:00 noon in the Meeting Room of the Charles S. Crandall Center. Owatonna Arts Center.	Appointed by Mayor; confirmed by City Council; two three-year terms; terms expire <b>April 30</b> . Council members' terms shall be concurrent with the members' term of office.