

Ordinance No. 2023-14

An Ordinance amending Chapter 1 of the Minnetonka City Code by adding a new section; establishing a diversity, equity and inclusion commission

The City of Minnetonka Ordains:

Section 1. Chapter 1 of the Minnetonka City Code, relating to the city council, boards and commissions, is amended by adding a new section 150, as follows:

SECTION 150. DIVERSITY, EQUITY AND INCLUSION COMMISSION

150.005. Diversity, Equity and Inclusion Commission.

The diversity, equity and inclusion commission for the city of Minnetonka is established as an advisory commission to the city council. The commission shall be comprised of nine members, including two young adult members. The commission may also be referred to as the DEI commission. The term "commission" in this section 150 refers to the diversity, equity and inclusion commission.

150.010. Eligibility, Appointment and Term.

1. Eligibility. All members must be residents of the city of Minnetonka. It is desirable that members have professional, volunteer, or personal experiences with healing marginalized communities.
2. Appointment. Members of the commission are appointed by the mayor with the approval of the city council. Appointments should be made with the goal of maintaining a commission that represents the diversity within the city, such as demographic characteristics, areas of specialty and geographic location. Two of the members must be young adult members (22 years old or younger), both of whom must be high school or undergraduate students, and at least one of whom must be a student at a high school in the Hopkins, Minnetonka or Wayzata school district. It is desirable that the commission include at least one member who is representative of each of the following groups:
 - a. Minority business owners;
 - b. Women business owners;
 - c. Experience with multi-family, rental or group housing;
 - d. Experience participating in diversity, equity and inclusion initiatives within the education system, public or private;
 - e. Participation in a community group that has demonstrated commitment to the values of racial equity, inclusion, social justice, and equal opportunity for persons of all classifications protected by the Minnesota Human Rights Act and federal civil rights laws.

The ~~stricken~~ language is deleted; the underlined language is inserted.

3. Terms. The initial terms of commission members are as follows: three members appointed to a one-year term; three members appointed to a two-year term; and three members appointed to a three-year term. Subsequent appointments or reappointments shall be for three year terms. All terms begin on February 1 and end on January 31. Vacancies shall be filled for the remainder of the unexpired term only.
4. Reappointment. Members may request consideration for reappointment; provided, that any members who has already served six or more years is not eligible for reappointment.
5. Removal. The mayor, with the approval of the council, may remove any member for misconduct or neglect of duties.

150.015. Powers and Duties.

1. The commission will be knowledgeable about federal and state laws that protect individual city rights and will inform itself on diversity, equity and inclusion initiatives that other government and business entities have undertaken.
2. The commission will advise the city council concerning any project or issue that the city council refers to the commission.
3. Upon its own initiative, the commission may recommend to the city council initiatives, policies or strategies to further the city's objective of building an inclusive and equitable community for everyone who lives, works or recreates in the city.
4. The commission will serve as an ambassador to the community and will participate and engage in community outreach and education on matters of diversity, equity and inclusion.
5. The commission will collect community feedback on the city's diversity, equity and inclusion efforts and use that feedback to inform the commission's work.
6. The commission will actively cultivate relationships with community groups of all kinds, with an emphasis on those groups that are representative of protected classes under the Minnesota Human Rights Act or federal civil rights laws.
7. The commission will annually report to the city council regarding its activities for the preceding calendar year.

150.020. Meetings, officers, committees and rules of procedure.

1. The commission must establish a schedule of regular meetings, which may be monthly but must not be less than bi-monthly.

2. Annually, the members of the commission must elect a chairperson and vice-chairperson.
3. The commission may adopt bylaws or rules for the conduct of its business. The bylaws may provide for establishment of standing or ad hoc committees of the commission.
4. All meetings of the commission and committees of the commission must be conducted in compliance with the Minnesota open meeting law.

150.025. Compensation.


Members serve without compensation but may obtain reimbursement of expenses in accordance with city policy.

150.030. Staff Liaison.

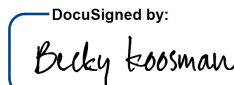
A city staff member, designated by the city manager, shall serve as a liaison to the commission. The staff member shall prepare reports and information for the commission, attend its meetings and participate in discussions held by the commission, but shall not vote on any item before the commission.

Section 2. This ordinance is effective 30 days after publication.

Adopted by the city council of the City of Minnetonka, Minnesota, on Aug. 28, 2023.

DocuSigned by:

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Brad Wiersum, Mayor

Attest:

DocuSigned by:

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Becky Koosman, City Clerk

Action on this Ordinance:

Date of introduction: Aug. 14, 2023
Date of adoption: Aug. 28, 2023
Motion for adoption: Coakley

Seconded by: Wilburn

Voted in favor of: Coakley, Kirk, Schack, Wilburn, Calvert, Wiersum

Voted against:

Abstained:

Absent: Schaeppi

Ordinance adopted.

Date of publication: Sep. 14, 2023

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on Aug. 28, 2023.

Becky Koosman, City Clerk