

320.05. Senior commission. Subdivision 1. Title. There is established and continued a citizens' advisory commission known as the Senior Commission. (Amended, Ord. No. 08-01)

Subd. 2. Purpose. The purpose of the Commission is to advise the City Council as to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met. (Amended, Ord. No. 08-01)

Subd. 3. Duties. It is the responsibility of the Commission to:

- (a) recommend the initiation of programs, grants and other governmental activities and services to maintain or improve the quality of life for seniors in the city; (Amended, Ord. No. 08-01)
- (b) evaluate and assess the impact of current or proposed programs, grants and other governmental activities and services on seniors in the city; and (Amended, Ord. No. 08-01)
- (c) serve as a liaison to existing seniors service agencies to assist in assessing resources, disseminating information on services available and assisting seniors in availing themselves to those resources and services. (Amended, Ord. No. 08-01)

Subd. 4. Appointments and composition. The Senior Commission consists of seven members. One member is elected by the Commission to serve as chairperson. Members must be at least 55 years of age and be residents of the city. Members are appointed as follows: (Amended, Ord. No. 08-01)

- (a) two members appointed at large; (Amended, Ord. No. 09-07)
- (b) one member appointed from each of the four wards in the city;
- (c) one member from the Robbinsdale Seniors Club as sponsored by the Robbinsdale Park and Recreation Department. (Amended, Ord. No. 08-01; Ord. No. 09-07)

Subd. 5. Term.

- (a) Members of the Senior Commission serve for a term of two years. The terms are staggered as follows: (Amended, Ord. No. 08-01)
 - (i) one representative from the Robbinsdale Seniors Club, the representatives from wards 1 and 3, and the representative appointed at large have terms expiring on December 31, of even numbered years; (Amended, Ord. No. 08-01)
 - (ii) one representative from the Robbinsdale Seniors Club, and the representatives from wards 2 and 4 have terms expiring on December 31, of odd numbered years. (Amended, Ord. No. 08-01)

Subd. 6. Meetings and procedures. The Seniors Commission must attempt to hold at least one regular meeting each month, except during the summer months. The chairperson of the Commission, after consultation with the staff liaison, may cancel a regular meeting if it is determined that there is insufficient business to require that the meeting be held. The Commission must adopt rules for the transaction of business and must keep a public record of its resolutions, transactions, or findings. The Commission must submit to the City Council each year a report of its work during the previous year. The report must include a summary of the Commission's proceedings and recommendations. (Amended, Ord. No. 08-01)