



DATE: July 24, 2023
TO: Honorable Mayor and City Councilmembers
Dave Perrault, City Administrator
FROM: Julie Hanson, Assistant to the City Administrator/City Clerk
SUBJECT: Annual Data Practices Policy Review

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|------------------|----------------|-----------------|
| Budgeted Amount: | Actual Amount: | Funding Source: |
| N/A | N/A | N/A |

Council Should Consider

Motions to approve, table, or deny the following:

- Approving the City’s amended Minnesota Government Data Practices Policy and Procedures

Background/Discussion

At its June worksession, the City Council reviewed proposed changes to the City’s current Data Practices Policy (see Attachment A – worksession memo). Following that discussion, Council directed staff to bring this item forward for formal City Council approval at a future meeting.

Attachment B includes the redlined info discussed at the worksession along with two additions requested at that time: a reference and link to the full Chapter 13 Data Practices statute (see page 4) as well as the addition of Safe at Home language to Appendix A (see page 25).

Minnesota State Statute Chapter 13, Government Data Practices, Section 13.025, Subd. 3, provides for annual review of the City’s data practices policy by August 1 of each year. Staff will bring this item forward annually by the end of July.

Budget Impact

None.

Attachments

- Attachment A: June 20, 2023 Worksession Memo
- Attachment B: Updated Draft Data Practices policy (redlines)
- Attachment C: Data Practices Policy (clean version)