

**Minutes
City of Minnetonka
City Council Study Session
Monday, May 15, 2023**

Council Present: Bradley Schaeppi, Deb Calvert, Kissy Coakley, Brian Kirk, Rebecca Schack and Brad Wiersum

Kimberly Wilburn participated remotely

Staff: Moranda Dammann, Julie Wischnack and Corrine Heine

1. Call to Order

Mayor Wiersum called the meeting to order at 6:30 p.m.

2. Introduction/ Roll Call

Council, staff and residents introduced themselves.

3. New commission formation

Assistant City Manager Dammann introduced the topic. She stated at the Aug. 1, 2022 regular meeting, the council provided preliminary comments regarding a new commission formation. Staff is bringing this commission structure back to council for direction on a potential ordinance creation.

Dammann stated that they have narrowed down the new Sr. DEI Coordinator to two individuals.

Council provided feedback and discussed next steps. Council discussed three options to move forward and gave direction to follow #3, which would allow the new Sr. DEI Coordinator to be a larger part of the process and creation of the commission.

4. Concept plan review process

Community Development Director Wischnack introduced the topic. Wischnack described the history of the concept review process. Wischnack discussed what triggers a concept review and how community development handles that process. She gave ideas for improvement on the current structure and asked for feedback.

Councilmembers asked questions and provided feedback.

5. June study session- topics and dates

Dammann summarized the upcoming city council study session agenda items and study session schedule.

6. Adjournment

Wiersum adjourned the meeting at 8:49 p.m.

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Respectfully submitted,

A handwritten signature in black ink that reads "Becky Koosman". The signature is written in a cursive, flowing style.

Becky Koosman

City Clerk

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