



CHARTER COMMISSION AGENDA

July 21, 2020 – 6:30 P.M.

CHARTER COMMISSION SPECIAL MEETING

To be held via WebEx

1. Call to order
2. Roll call
3. Approve minutes of July 14, 2020 meeting
4. Discuss community feedback and community survey
5. Discuss candidate participation
6. Discuss commission action and next steps
7. Adjournment

Attachments:

- a. City attorney memo

Due to the COVID-19 health pandemic, the charter commission's regular meeting place is not open to the public. Pursuant to Minn. Stat. § 13D.021, some commission members will participate in the meeting remotely via WebEx. Members of the public who desire to monitor the meeting remotely or to give input or testimony during the meeting can find instructions at <https://www.minnetonkamn.gov/government/virtual-meeting-information>.



14600 Minnetonka Blvd. | Minnetonka, MN 55345 | 952-939-8200 | eminnetonka.com

TO: Charter Commission
FROM: Corrine Heine, City Attorney
DATE: July 17, 2020
SUBJECT: Meeting of July 21, 2020, Items 4, 5 and 6

This memo provides information for the commission related to items 4, 5 and 6 of the July 21 meeting agenda.

Item 3: Minutes of July 14, 2020 meeting

The meeting minutes have not been finalized. They will be distributed in an addendum on July 20.

Item 4: Discuss community feedback and community survey

At the July 14, 2020 meeting, the commission meeting ended after public comments were received. The communications staff performed a comparison of the communications response to the staff's communication efforts. As a point of comparison, the staff provided the same information for another recent topic of public interest – the face coverings ordinance. The information is summarized in the attached chart.

Item 4 of the July 21 meeting provides an opportunity for the commission to discuss the feedback that the commission received at the meeting, as well as the emailed comments that have been submitted to the commission since the beginning of the commission's study. In addition, this is an opportunity for the commission to discuss the results of the community survey, which were provided to the commission in the packet for the July 14 meeting.

Item 5: Discuss candidate participation.

Commissioner Schneider prepared an analysis of past elections in which candidates have run unopposed, which he will discuss with the commission at the meeting. The attached document provides the statistical information that he used for his analysis.

Item 6: Discuss commission action and next steps

The commission's 60-day review period will end on August 7, 2020. The commission has a meeting scheduled for July 28, 2020. The city chambers is also currently available on August 4, 2020, but the room has not been formally reserved, and the availability of commission members on that date is not certain.

The commission has the following options open to it at this time:

- Extend the 60-day time period for review. The commission may extend the time period by an additional 90 days by adopting a resolution prior to the end of the 60-day period. If the commission wishes to pursue this option, it should provide direction to staff to prepare a resolution for the commission's consideration at the next meeting. The commission will need to determine how much additional time is needed and the reason that the extension is needed.
- Submit the commission's recommendation to the city council within the 60-day period. The commission should decide what recommendation it wishes to make to the city council and the format of that recommendation. The options available to the commission include:
 - Recommendation of changes to the wording of the charter amendment. This is the only option that state law expressly contemplates – that the commission may recommend changes in the wording of the amendment. At the July 7, 2020, the commission did not suggest that any changes to the wording of the amendment are needed.
 - Other recommendations. Although not expressly contemplated by the state law, the law also does not prohibit the commission from making other recommendations to the council. This could take the form of a resolution. The recommendations might include whether to put the matter on the ballot or to rescind the ordinance, or recommendations on informing voters. The commission has also discussed "a report," and the format and detail of that report would be up to the commission to decide. If the commission is not unanimous in its position, the report could include a minority report. Staff recommends that the commission adopt a resolution that summarizes the recommendations of the commission. The resolution could include a statement of findings to summarize the commission's key findings from its study.

SUMMARY OF COMMUNICATIONS EFFORTS AND RESPONSE

	RCV	Face masks
Number of times emails were sent out	3	1
Number of unique email addresses to which emails were sent	May 15: 5,485 June 2: 812 July 9: 12,319	July 9: 5,485
Rate at which emails were opened by recipients	May 15: 42% June 2: 37% July 9: 35%	July 9: 39%
Number of articles in <i>Minnetonka Memo</i>	2	None

Comparison of Facebook responses to RCV and face mask posts (city has 4,515 followers on Facebook):

- Post about RCV / July 14 meeting/ provide feedback
 - No reactions, comments or shares, 633 people reached, 7 engagements
- Mask/RCV reminder prior to July 13/14 meetings
 - 24 reactions, 23 comments (all about masks), 7 shares, 2,294 people reached, 442 engagements
- Mask ordinance post
 - 268 reactions, 206 comments, 137 shares, 20,434 people reached, 6,251 engagements

Analysis of number of Minnetonka elections where a candidate has run un-opposed from 1985 to 2019

General Election Year	Number of Registered Voters	Total number of voters voting	Number of seats up for election	Number of seats that were unopposed
2019	37,552	5,695	5	2
2017	36,599	7,541	3	0
2015	35,283	4,969	4	2
2013	35,241	5,981	3	0
2011	34,350	4,627	4	2
2009	35,288	4,418	3	1
2007	34,911	6,443	4	2
2005	35,422	9,297	3	0
2003	33,698	4,401	4	2
2001	34,488	11,763	3	2
(Note: there was a major school bond referendum in 2001)				
1999	34,236	6,146	4	4
1997	32,561	6,360	3	2
1995	33,885	6,802	5	1
1993	34,030	6,968	4	0
1991	33,204	5,613	4	0
1989	31,110	5,044	4	2
1987	27,422	7,936	3	1
1985	27,595	4,241	2	1