

**Minutes
City of Minnetonka
City Council Study Session
Monday, Feb. 3, 2020**

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

Staff: Geralyn Barone, Mike Funk, Corrine Heine, Steve Pieh, Kelly O'Dea, Kaylee Wallin and Kyle Salage

Mayor Brad Wiersum called the meeting to order at 6:32 p.m.

1. Report from the City Manager

Barone reported on the results of the annual tree sale, noting that only 19 percent of the original inventory is still available. She added the city will continue to examine how the sale is conducted, as it is something that comes out of the budget. Carter noted some residents would like to see the city subsidize the sale even further so that it can either expand or occur more than once a year.

Barone also reminded the city council of the upcoming Employee Recognition Lunch and State of the City.

Finally, Barone reported all councilmembers should have received a set of business stationery. She stated mail pertaining to council business can either be brought to city hall to be mailed, or councilmembers may purchase their own postage and then request reimbursement. Heine suggested discretion be used when determining how to send communications, as a copy of most correspondence will need to be maintained in order to comply with data practices. Schaeppi thanked the city for providing the stationery, noting handwritten communication with residents stands out in the modern age.

2. Dementia Friends Minnetonka – An ACT on Alzheimer's Initiative

Barone stated this presentation and training was given to the city council several years ago, but it was deemed appropriate to do so again given the turnover in members.

Steve Pieh gave an abbreviated version of the Dementia Friends Minnetonka presentation and training. This included an overview of dementia in the city, the signs and symptoms of dementia, and techniques for assisting those with the disability. He also highlighted the city's available programs for those with dementia and Alzheimer's. Pieh noted there will be expansions in programming to include things like movie series and group trips, but capacities must remain small to ensure a support group environment.

Calvert requested a list of the churches and organizations the city's programming currently serves. She also asked how participants are chosen. Pieh indicated program slots are filled on a first come, first served basis. Residents must sign up for them as they would other community center or parks and recreation programs.

Coakley asked for an estimate of how many residents have dementia. Pieh stated the

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estimate for a city this size would be approximately 1000, but indicated it is likely more than that.

The group then discussed how the city handles service calls for incidents that may be dementia or Alzheimer's related.

Calvert commended all the work done for the senior population, and expressed her hope that a succession plan will be in place to continue to do this work.

The city council thanked Pieh for his great work and service to the community.

3. City Council Rules of Procedure

Heine stated the Minnetonka City Council's Rules of Procedure were last modified in 2003, and it seemed appropriate to revisit them. She presented the proposed changes to these procedures, noting they were intended to reflect current terminology and practices, as well as provide clarification.

The city council then discussed these proposed changes and the circumstances when they would become relevant at a meeting.

In regard to the number of votes required to pass actions, councilmembers agreed that procedural actions should only require a majority of the members present at the meeting, while substantive actions should require a majority of the entire body.

In regard to the approval of minutes, councilmembers agreed that meeting minutes should be kept as a separate item on the agenda, rather than incorporated into the consent agenda.

Barone stated these changes will need to be formally approved through adoption of a resolution at a future council meeting.

Wiersum adjourned the meeting at 8:02 p.m.

Respectfully submitted,



Kyle Salage
Elections Specialist