



**Agenda
Minnetonka City Council
Special Meeting
Monday, February 8, 2021
5:45 p.m.
WebEx**

1. City Manager Annual Performance Evaluation; intent to close regular meeting pursuant to Minnesota Statute § 13D.05, subd. 3(a)

Recommended Action: Motion to close the special meeting, pursuant to Minnesota State Statute § 13D.05, subd. 3(a), for the purpose of evaluating the performance of City Manager Geralyn Barone for the evaluation period January 1, 2020 through December 31, 2020.

**City Council Agenda Item #1
Special Meeting of Feb 8, 2021**

Brief Description: City Manager Annual Performance Evaluation; intent to close regular meeting pursuant to Minnesota Statute § 13D.05, subd. 3(a)

Recommended Action: Motion to close the special meeting, pursuant to Minnesota State Statute § 13D.05, subd. 3(a), for the purpose of evaluating the performance of City Manager Geralyn Barone for the evaluation period January 1, 2020 through December 31, 2020.

Background

On April 30, 2012 the City of Minnetonka entered into an Employment Agreement with Ms. Barone to become appointed city manager on June 1, 2012. The Employment Agreement requires the city council to conduct annual performance evaluations with the city manager in the same manner as other non-union employees.

Minnesota State Statute § 13D.05, subd. 3(a) allows a public body to close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing the regular portion of the meeting. However, state statute gives discretion to the employee to keep the meeting open. Ms. Barone has expressed her intent to keep the meeting closed.

This agenda item will take place during the closed portion of a special meeting. Therefore it is appropriate that the city council conduct the review, which includes goal setting, with the city manager during this time.

Minnesota State Statute § 13D.05, subd. 3(a) also requires the public body to summarize its conclusions regarding the evaluation at its next open meeting. The next open meeting is the regular council meeting scheduled for Monday, February 8, 2020. The mayor will summarize the conclusions during the agenda item: 'Reports from City Manager & Council Members'.

Recommendation

After the council approves the motion and immediately prior to going into closed session the mayor will need to announce the following two statements: 1.) that at the conclusion of the closed meeting no other regular business of the city will be discussed and that the special meeting is adjourned; and 2.) that he will summarize the conclusions of the performance evaluation at the February 8 regular council meeting.

Submitted through:
Brad Wiersum, Mayor

Originated by:
Mike Funk, Assistant City Manager