

**Minutes  
City of Minnetonka  
City Council Study Session  
Monday, Mar. 15, 2021**

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

**Staff:** Geralyn Barone, Mike Funk, Corrine Heine, Julie Wischnack, Loren Gordon, Jim Flanders, John Vane

**Guests:** Eric Waage

Wiersum called the meeting to order at 6:31 p.m.

**1. Reports from City Manager & Council Members**

Barone summarized the changes to the meeting packet contained in the addenda. She noted the Williston Fitness Center and Minnetonka Ice Arena are now able to operate at fifty percent capacity, as per Governor Walz' most recent executive order regarding health and safety guidelines. Barone reported on the upcoming registration for summer recreation programs. Lastly, Barone stated the next regular city council meeting is scheduled for Monday, March 22.

Calvert reported she watched the city's virtual employee recognition event, and offered her comments on it. She congratulated the city employees who were recognized.

Wiersum also commented on the virtual employee recognition event, noting both residents and employees faced challenges in 2020. He then reported on the League of Minnesota Cities' virtual Congressional City Conference.

**2. Emergency management overview**

Barone introduced the topic, stating Fire Chief John Vance is the city's Emergency Management Director, and Assistant Fire Chief Jim Flanders is the city's Emergency Management Manager. She noted Flanders was selected by his peers to receive the 2021 Spirit of Minnetonka Award for his health and safety efforts in 2020, both within the organization and across the city.

Vance and Waage, the Hennepin County Emergency Management Director, gave a presentation covering the purpose, roles, and responsibilities of emergency management.

Councilmembers offered questions and comments.

**3. Licensed residential care facilities**

Gordon gave a presentation covering how licensed residential care facilities are currently regulated, and what local controls exist for the city to implement.

Councilmembers offered questions and comments.

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Council requested more information be provided about interim use and conditional use permits, in order to make an informed decision on an appropriate capacity limit for a licensed residential care facility in a residentially-zoned area.

Barone stated more information regarding these policy options would be presented at a future regular meeting of the city council, along with a communications plan for soliciting public input.

**4. Doran Development – 5959 Shady Oak Road project**

Wischnack gave a presentation covering the Doran Development project at 5959 Shady Oak Road, the current affordability proposal for the development, the affordability proposal recommended by city staff, the city's current Affordable Housing Policy, and the Tax Increment Financing Pooling Funds Policy.

Councilmembers offered questions and comments.

Wischnack thanked council for their feedback, and stated the developer will take that feedback and use it to return to the council with a revised affordability proposal.

**5. Adjournment**

Wiersum adjourned the meeting at 10:29 p.m.

Respectfully submitted,



Kyle Salage  
Elections Specialist