

CITY OF MINNETRISTA



CITY COUNCIL AGENDA ITEM

Subject: Ordinance Amending Section 200.01 of the City Code Regarding Regular and Special Meetings

Prepared By: Jasper Kruggel, City Administrator

Meeting Date: July 14, 2025

Issue: City Council has directed staff to bring forward an ordinance allowing for more flexibility related to meeting start times for regular City Council meetings.

Overview: The attached ordinance updates section 200.01 of the Minnetrista City Code. A summary of those changes are below:

- Allowing City Council to notice the start time of a meeting using the normal meeting notice procedures.
- Requiring three members of the Council to call a special meeting. It should be two (that is all that is required by statute). If it is three, there is an issue with violating the Open Meeting Law (because three of them would have to get together to call the meeting and then there is a quorum of the Council discussing something outside of a meeting).
- Requiring the meeting to be moved to a Tuesday if there is a holiday on a Monday. Recently City Council moved these meetings to a Wednesday
- Allowing for the meeting to be closed if authorized by the Open Meeting Law (Minnesota Statutes Chapter 13D).

Recommended City Council Action: Staff recommend City Council consider approving the ordinance amending section 200.01 of Minnetrista City Code and directing staff to publish this amendment in the official newspaper.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

ORDINANCE NO. 500

**CITY OF MINNETRISTA
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING SECTION 200.01 OF THE CITY CODE REGARDING
REGULAR AND SPECIAL MEETINGS**

THE CITY OF MINNETRISTA HEREBY ORDAINS:

Section 1. The City Council of the City of Minnetrista hereby amends Chapter II, Section 200.01 of the Minnetrista City Code by adding the underlined material and deleting the ~~stricken material~~ as follows:

200.01. – Regular and special meetings.

Regular meetings of the council must be held on the first and third Monday of each month in the council chambers of the city hall at ~~7:00 p.m.~~ at a time determined by the council when the notice of the meeting is provided, unless otherwise specified by council resolution. ~~If Monday is a holiday the meeting will be held on the following day.~~ Meetings may be adjourned from time to time to a specified date or subject to the call of the mayor or any ~~three~~ two members of the council upon at least 12 hours' notice to each member of the council and such other notice required by law. Meetings of the council must be open to the public unless authorized to be closed pursuant to Minnesota Statutes Chapter 13D.

Section 2. This ordinance shall take effect following its adoption and publication.

Adopted Date: _____, 2025.

Lisa Whalen
Mayor

Attest:

Ann Meyerhoff
City Clerk

(seal)