



Commission on Aging Meeting

Meeting Agenda

May 9, 2019

5:00 PM

Waconia City Hall
201 South Vine Street

<u>Membership</u>		<u>Term Ends</u>
Member:	Tiffany Nelson	2019
Member:	Amanda Van Pelt, Chair	2019
Member:	Ron Kolb	2019
Member:	Marylin Talarico	2020
Member:	Amy Rottunda	2020
Member:	Barbara Halper, Vice-Chair	2021
Member:	Al Kaluza	2021

Council Liaison:

1. Call Meeting to Order
2. Approve Minutes from February 6, 2019 Meeting
3. Update on City Hall Meeting Space
4. Update on City Hall Meeting Furniture
5. Adjourn

CITY OF WACONIA
MINUTES OF SCHEDULED MEETING
COMMISSION ON AGING
February 6, 2019

Members Present: Amanda Van Pelt, Amy Rottunda, Tiffany Nelson, Marylin Talarico, Ron Kolb, Barbara Halper

Staff Present: Jackie Schwerm; Susan Arntz

Call Meeting to Order

Van Pelt called the meeting to order at 4:32 p.m.

Approve Minutes

Halper made a motion, which Nelson seconded. All voted in favor of approving minutes from the October 24, 2018 meeting.

Update on City Hall Meeting Space

Arntz and Schwerm updated the group on the meeting space at City Hall. Plans were shown for the meeting space, which the group looked at. Arntz and Schwerm stated that this space was going to be on the City Council Agenda for February 19 approval. They also talked about how the City, the Chamber, and the Heritage Association all currently have items stored in that space, with a deadline of May 1 to remove everything, if not earlier.

The suggestion was made by Rottunda to change the tables from round to square. We spent a significant amount of time discussing the furniture for the space in terms of quality. Rottunda asked if we could purchase furniture similar to conference rooms. Arntz responded that the furniture in the conference rooms at City Hall is too heavy to be easily moved. We don't expect the layout of the room to change too frequently, but there will be times when tables need to be moved. Arntz stated that Schwerm is looking into various furniture options. Schwerm stated that the Commission will be able to look at the furniture options prior to purchase, likely at the next meeting.

There was no need to set a future meeting date at the time of this meeting. The next meeting will happen after construction as started on the senior space and to discuss the furniture in more detail.

Update on Transportation Needs Group

Schwerm stated that the scheduled Transportation Needs Group meeting was cancelled due to weather. The rescheduled date for the meeting is Tuesday, February 26 from 1:00 p.m. – 3:00 p.m. at Waconia City Hall. The offer is extended to the entire Commission on Aging. Halper and Talarico both stated they would be interested in attending.

Adjourn at 5:22 p.m.

Respectfully submitted,

Jackie Schwerm

Jackie Schwerm

Assistant City Administrator

COMMISSION ON AGING



Meeting Date: May 9, 2019

Item Name: Update on Meeting Room Space at City Hall

Originating Department: Administration

Presented by: Jackie Schwerm

RECOMMENDATIONS/ACTION/MOTION REQUESTED (Include motion in proper format.)

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

The City Council authorized the work to complete the back room at City Hall on February 19. Over the next several weeks, City staff, the Chamber of Commerce, and the Heritage Association worked to remove everything from the room. Construction began on the space at City Hall on Wednesday, May 1. Contractors expect the work to last six to eight weeks. The total cost is approximately \$150,000.

On February 13, City staff presented the plan to the Waconia Area Senior Center Board of Directors, who expressed their excitement that the project was happening.

We will continue to update the Commission on Aging as this project progresses and will provide a tour of the space to the Commission once it is complete. We have also heard from the Waconia Area Senior Center that they would like to do a grand opening of some sort, potentially Nickel Dickle Day weekend.

COMMISSON ON AGING



Meeting Date: May 9, 2019

Item Name: Furniture for Back Room Meeting Space

Originating Department: Administration

Presented by: Jackie Schwerm

RECOMMENDATIONS/ACTION/MOTION REQUESTED (Include motion in proper format.)

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

City staff has been looking into various furniture options for the meeting space that is being finished at City Hall. It is important to ensure that the furniture is durable, movable, and comfortable for all. During research, we came across KI Furniture, who specializes in office and meeting space furniture. When discussing our needs and the use of this furniture, they recommended their Pirouette Table and Strive Chair.

The Pirouette Table is a nesting table, which means that no lifting would be required and only one person would be needed to move it. It has a top that is extremely durable as well and comes in a variety of finishes and colors.

The Strive chair is a simple chair that can come as either a four-leg or sled-based stack chair. They can come with or without arms, and with or without upholstery.

We've brought in samples of the chairs and table, as well as brochures for the Commission to take a look at. While these tables and chairs are slightly more expensive than other we've looked at, they are more durable and comfortable, and come with a 15-year warranty. Typically, the warranty results in being sent a brand new product. We currently have about \$15,000 budgeted for appliances, furniture, and accessories.