

**Minutes
City of Minnetonka
City Council Study Session
Wednesday, May 16, 2022**

Council Present: Councilmembers Deb Calvert, Kissy Coakley, Brian Kirk, Rebecca Schack, Bradley Schaeppi, Kimberly Wilburn, Mayor Brad Wiersum.

Staff: Moranda Dammann, Mike Funk, Corrine Heine, Will Manchester, Darin Nelson, Dawn Pearson

1. Call to Order

Wiersum called the meeting to order at 6:30 p.m.

2. Introductions/Roll Call

The city staff, councilmembers and guests in attendance introduced themselves.

3. Director Presentations (Public Works and Finance)

Public Works Director Will Manchester and Finance Director Darin Nelson presented on each of their departments.

Manchester discussed how the public works department strives to continually maintain and improve Minnetonka's streets, utilities, parks, trails and natural resources.

Nelson discussed how the finance department is responsible for assessing, payroll, utility billing, purchasing, investment of city funds and management of city assets. He explained how the department protects and safely manages the city's assets in compliance with local, state, and federal legal requirements.

Council asked questions and gave feedback.

4. 2023 Kick-Off Budget Discussion

Finance director Darin Nelson gave a high-level overview of the budget preparation process, factors affecting the budget and the previously forecasted future levy estimates.

Nelson explained that historically, council reviewed CIP in late spring and again in the fall before adopting the official preliminary budget and levy in September along with final approval of the CIP. Nelson stated council will review the 2023-2028 CIP at the June 20 study session.

Council asked questions regarding the levy and potential impacts to city operations if the levy were lowered. Council also directed staff to provide specific examples of budget cuts.

5. June 20, 2022 Study Session Topics

Acting City Manager Mike Funk provided the council with upcoming study session

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agenda items and a study session schedule. Funk stated that council is scheduled to have 11 study sessions in 2022. He discussed that council reviewed these priorities, and provided feedback to staff, and that the schedule can be modified throughout the remainder of the year by a majority of councilmembers if so desired.

6. Adjournment

Wiersum adjourned the meeting at 9:41 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Becky Koosman".

Becky Koosman
City Clerk