

**Minutes  
City of Minnetonka  
City Council Study Session  
Monday, March 20, 2023**

**Council Present:** Deb Calvert, Kissy Coakley, Brian Kirk, Kimberly Wilburn, Rebecca Schack and Brad Wiersum

**Staff:** Mike Funk, Julie Wischnack, Corrine Heine, Darin Nelson, Kelly O'Dea, Will Manchester, and Becky Koosman.

**1. Call to Order**

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

**2. Introductions/Roll Call**

City staff and councilmembers introduced themselves. Councilmember Schaeppi was excused from the meeting.

**3. Director presentations**

Community Development Director Julie Wischnack presented the community development 2024 budget preparation. Wischnack described the six main components of community development, which include, Building Inspection, Economic Development and Housing, Planning and Zoning, Sustainability, Environmental Health, and Licensing. She went over highlights, challenges, and goals for 2023/2024.

Finance Director, Darin Nelson presented the 2024 Finance budget preparation. Nelson went over 2022 department highlights and challenges. This included valuations appeals, retirements, invoice cloud, ERP demonstrations, evaluations, and citywide budget pressures on both the tax levy and utility fees.

City Attorney, Corrine Heine presented the 2024 Legal budget preparation. Heine discussed the differences between the civil and criminal divisions of her staff. Heine went over highlights and challenges for the legal department.

Public Works Director, Will Manchester presented the 2024 Public Works budget preparation. Manchester discussed his organizational staffing which includes 84 full time and 10-30 part time employees. Manchester went over department highlights and challenges. He also discussed 2024 goals and innovations.

Recreation Director, Kelly O'Dea presented the recreation 2024 budget preparation. O'Dea discussed staffing challenges, purchase of the Marsh, gym space shortage, and dogs in the park. Goals included less congestion at Williston, continued DEI efforts, programming and events at Ridgedale commons, and the Skate Park.

Councilmembers asked questions and provided feedback to each director.

**4. The Marsh partial reopening plan and draft Community Facilities Study RFQ**

City Manager Mike Funk and Recreation Director Kelly O'Dea introduced the topic.

Funk reviewed the Marsh reopening plan, interim use vs. long-term use.

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O'Dea discussed the communication plan March through August with revenues and expenditures. He ended with discussion on the request for qualifications (RFQ) of the community facilities study.

Councilmembers discussed the plan and provided feedback.

**5. Discussion regarding mayor and council salaries**

City Attorney Heine introduced the staff report.

Heine indicated that if council decides to increase their salaries, they need to do so before a municipal election.

Council discussed options and ideas. They all agreed they would like to see an increase of \$18,000 for councilmembers and \$23,500 for the mayor. Council would like to have the topic discussed every even year in the fourth quarter at a study session.

**6. Pollinator Conservation in Minnetonka requests for participating in “No Mow May”**

Community Director Wischnack introduced the topic. She indicated that the sustainability commission studied the topic and recommended other current outreach activities and recommended against “No Mow May”.

Council discussed and agreed with staff and sustainability commission’s recommendation.

**7. City Manager 2023 compensation**

City Manager Funk presented the data.

Council discussed the compression gap between directors and the city manager due to the cap and agreed to raise Funk’s salary to the cap for 2023.

**8. April study session- topics and dates**

Funk summarized the upcoming city council study session agenda items and study session schedule.

**9. Adjournment**

Wiersum adjourned the meeting at 10:09 p.m.

Respectfully submitted,



Becky Koosman

City Clerk