

**Agenda  
City of Minnetonka  
City Council Regular Meeting  
Monday, October 20, 2025  
6:00 PM  
Council Chambers  
14600 Minnetonka Blvd.**



1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Ramaley, Coakley, Foster-Bolton, Schack, Wilburn, Calvert, Wiersum
4. Approval of Agenda
5. Approval of Minutes:
  - A. [Sept. 29, 2025 regular meeting minutes](#)
6. Special Matters: None
7. Reports from City Manager & Council Members
8. Citizens Wishing to Discuss Matters Not on the Agenda
9. Bids and Purchases:
  - A. [Approve cybersecurity insurance coverage](#)
10. Consent Agenda - Items Requiring a Majority Vote:
  - A. [Resolution to adjust 2026 non-union employee benefits](#)
  - B. [2026 union employees wages and insurance adjustments](#)
  - C. [2026 general liability insurance and workers' compensation renewals](#)
  - D. [Resolution approving the change of the electronic citation software solution and support services](#)
  - E. [Resolution providing for the issuance and sale of \\$10,000,000 General Obligation Utility Revenue Bonds, Series 2025B](#)
11. Consent Agenda - Items Requiring Five Votes:
  - A. [Minnesota Historical and Cultural Heritage Grant agreement](#)
12. Introduction of Ordinances: None
13. Public Hearings:
  - A. [Temporary on-sale liquor license for The Rotary Club of Minnetonka Foundation, for a](#)

fundraising event at 15000 Minnetonka Blvd

14. Other Business:

A. Ordinance establishing mayor and council salaries

15. Appointments and Reappointments:

A. Economic development advisory commission (EDAC) chair and vice-chair appointments

16. Adjournment

Minnetonka City Council meeting are broadcast live and available for replay on Comcast Channel 16 (SD)/859 (HD) and the city website.

**City Council  
Agenda Item 5.A  
Meeting of October 20, 2025**



**Title:** Sept. 29, 2025 regular meeting minutes  
**Report from:** Becky Koosman, City Clerk  
**Presenter:** Mayor Wiersum

---

**Action Requested:** Motion  
**Form of Action:** Minutes  
**Votes needed:** 4 votes

---

**Recommended Action**

Motion to approve the Sept. 29, 2025 regular meeting minutes.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

N/A

**ATTACHMENTS:**

[Minutes](#)

**Minutes  
Minnetonka City Council  
Monday, September 29, 2025**

**1. Call to Order**

Mayor Brad Wiersum called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

All joined in the Pledge of Allegiance.

**3. Roll Call**

Council Members Deb Calvert, Paula Ramaley, Kissy Coakley, Patsy Foster-Bolton, Rebecca Schack, Kimberly Wilburn and Brad Wiersum were present.

**4. Approval of Agenda**

Ramaley moved, Calvert seconded a motion to accept the agenda as amended with addenda adding Item 15.B – Economic Development Advisory Commission Appointment. All voted “yes.” Motion carried.

**5. Approval of Minutes:**

**A. July 21, 2025 study session minutes**

Calvert moved, Ramaley seconded a motion to approve the minutes. All voted “yes.” Motion carried.

**B. August 18, 2025 study session minutes**

Calvert moved, Ramaley seconded a motion to approve the minutes. All voted “yes.” Motion carried.

**C. September 8, 2025 regular meeting minutes**

Calvert moved, Ramaley seconded a motion to approve the minutes. All voted “yes.” Motion carried.

**6. Special Matters: None**

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

City Manager Mike Funk reported on upcoming city events and council meetings.

Calvert reported she attended the Minnetonka Hopkins chili cook off and she was pleased to report Minnetonka Police Department won the event. She thanked all of the residents who were in attendance for their show of support for the ICA Food Shelf.

Calvert encouraged those who are feeling lonely and desperate to seek help from the resources available in their community versus pursuing violence.

Coakley stated last week she attended a listening session with the Hennepin County Attorney Mary Moriarty and Valerie Castile. She spoke further to the importance of having partnerships and sharing information with Hennepin County. It was her hope awareness could be raised on how brown and black folks are being targeted when it comes to traffic stops.

Wiersum reported he attended a press conference regarding guns that was held by Mayor Frey and Mayor Carter. He was of the opinion gun violence was a topic that deserved the communities attention. He explained Representative Patty Acomb and Representative Ann Johnson-Stewart would be holding a town hall at the community center on Thursday, October 16 and noted he would be moderating this event. It was his hope the community would find a way to break the cycle of violence.

Wiersum indicated he attended the chili cookoff and noted he was pleased by the great turnout from the community.

Wiersum explained last Thursday he attended the swearing in ceremony for the city's two newest police officers. He welcomed these new officers to the Minnetonka Police Department.

Wiersum discussed a proclamation that was made to assist the Jewish Orthodox congregation by establishing an eruv.

**8. Citizens Wishing to Discuss Matters not on the Agenda: None**

**9. Bids and Purchases:**

**A. Bids for the 2025 Sanitary Sewer Lining Project**

Public Works Director Will Manchester gave the staff report.

Calvert asked if staff knows why only one bid was received. Manchester indicated he called around to see why other vendors did not submit a bid and learned there was a lot of work out there and schedules were full. He heard from vendors that spring would be a better time to bid this project.

Wilburn moved, Calvert seconded a motion to reject the bids. All voted "yes." Motion carried.

**10. Consent Agenda – Items Requiring a Majority Vote:**

Calvert thanked all of the election judges and city staff for their efforts on the upcoming election.

Coakley requested Item 10.B be pulled from the consent agenda for further discussion.

**A. Amend an interim use permit for a portable classroom at Glen Lake Elementary School, 4801 Woodridge Road**

Calvert moved, Coakley seconded a motion to adopt Resolution 2025-075. All voted "yes." Motion carried.

**B. Transfer of Existing CDBG Program Income to Hennepin County**

This item was pulled from the consent agenda for further discussion.

**C. 2026 Minnetonka City Council calendar**

Calvert moved, Coakley seconded a motion to adopt Resolution 2025-076. All voted "yes." Motion carried.

**D. Resolution appointing election judges and absentee ballot board for the November 4, 2025 Municipal General Election**

Calvert moved, Coakley seconded a motion to adopt Resolution 2025-077. All voted "yes." Motion carried.

**B. Transfer of Existing CDBG Program Income to Hennepin County**

Coakley stated she believed the CDBG program was a good program, but had concerns with how this program assisted those with low income, particularly those individuals in land trust housing. She asked that a conversation be held at a future worksession meeting so she could better understand how low income individuals could become eligible for CDBG funding. Community Development Director Julie Wischnack stated staff and council discussed revisiting this topic and staff would be bringing this topic to the council at a future worksession meeting.

Coakley moved, Calvert seconded a motion to approve the funding agreement. All voted "yes." Motion carried.

**11. Consent Agenda – Items requiring Five Votes:**

Schack thanked staff for working diligently to pursue these state and federal grant opportunities.

Wiersum commented on how the DWI traffic safety officer grant fully funds one officer for the police department.

**A. DWI Traffic Safety Officer Grant Agreement**

Schack moved, Ramaley seconded a motion to adopt Resolution 2025-078. All voted "yes." Motion carried.

**B. Towards Zero Deaths (TZD) Traffic Enforcement Grant Agreement**

Schack moved, Ramaley seconded a motion to adopt Resolution 2025-079. All voted "yes." Motion carried.

**12. Introduction of Ordinances:**

**A. Ordinance rezoning the property at 14915 Margaret Place from I-1 to R-1**

City Planner Susan Thomas gave the staff report.

Calvert asked how many other group homes were located in the community. Thomas explained group homes that have six or fewer residents require no review from the city. She stated in order to find these homes staff had to visit the Department of Health and Human Services website. She reported she learned there were two existing facilities off Williston Road and one at near the intersection of Highway 7 and Williston Road. She indicated this meant there were three group homes in the vicinity of the proposed group home.

Foster-Bolton stated her concern was with turning a single family home into a residential care facility. She explained the city would have no control over this property once this happens. She understood it did not make sense to keep this home zoned I-1, but she also had concerns about turning this home into a group home.

Wilburn questioned if there were other designations that should be considered by the council to bring this property into conformance. Thomas

explained staff could look into this. She indicated her concern would be adding a zoning classification to this neighborhood that doesn't already exist as this may be viewed as spot zoning.

Calvert supported the planning commission looking at the clustering of group homes as well as the notification area for this request. She hoped the city would receive feedback from the neighbors given the issues that have arisen from other group homes in the community. She stated she understood group homes served an important purpose, but noted she was also concerned about the mishandling of the individuals living in group homes.

Schack indicated this property was zoned incorrectly and the next step for this property was immaterial to the zoning request. She explained she understood the concerns regarding group homes, but recommended this conversation be held separately. She suggested this topic be brought back to the council at a future worksession meeting.

Ramaley asked if the city had the legal authority to regulate the placement of group homes. Thomas reported the city did not have the right to regulate group homes that have six or fewer residents.

Ramaley indicated she agreed with Councilmember Schack's comments, noting the regulation of this group home was a state legislative issue.

Wiersum questioned if the future use of this single family home was relevant to what the council was considering. He stated any home in the city could be turned into a group home for six or fewer residents without requiring city approval. Thomas reported this was the case.

Community Development Director Julie Wischnack explained staff was happy to meet with neighbors if concerns come about regarding a group home to assist with addressing police calls and code enforcement issues.

Wiersum encouraged residents that have concerns regarding a group home to contact the police in order to bring the problems to light.

Wilburn moved, Ramaley seconded a motion to introduce the ordinance and refer it to the planning commission. All voted "yes." Motion carried.

**B. Ordinance establishing mayor and council salaries**

Assistant City Manager Moranda Dammann gave the staff report.

Ramaley asked if staff had information on how the proposed salaries compared to surrounding communities. Dammann explained she could provide the council with this information.

Schack commented seeing the history of this and understanding the policy that was now in place she appreciated the cost of living piece. She indicated she was uncertain if the market increase piece was necessary. She supported moving this item forward with cost of living increases only.

Coakley stated she supported the idea of having both a market increase and cost of living increase. She explained low income folks may not be able to serve as a councilmember given the low pay that was provided and the number of hours that were required. She discussed how difficult it was for her to serve the community as a low income individual. She stated the income from this position greatly helps her and the proposed increases would help future low income individuals to serve their community.

Wilburn commented the council has not received a pay increase since 2012, which led the council to consider a salary increase. She discussed how the proposed increases would assist single parent individuals to cover the cost of childcare during city meetings. She noted she also understood Councilmember Schack's point where the council may not need both of the proposed increases. She reiterated that no one serving on the city council was getting rich while serving the community.

Calvert stated she fully respected the opinions that had been shared. She explained she had a full time job and was able to balance this job with her service as a councilmember. She thanked staff for their efforts on this ordinance noting the proposed increases were long overdue. She discussed how serving as a councilmember sometimes feels like a full time job, even though it was a part time job.

Wiersum reported he did not have a dog in this hunt because the proposed pay increases would not impact him. He explained there were valid and economic reasons that this matter had not been addressed since 2012. He stated previous council's did not have a formal process in place to review council salaries and after a severe economic downturn, the council was not comfortable bringing this item forward. For this reason, the can got kicked down the road. He discussed how no one on the city council serves the community for the money. He was of the opinion the proposed salaries were reasonable and suggested the proposed salary increase every two years be at or below the levy increase.

Calvert stated she supported the mayor's suggestion.

Wiersum suggested the council approve the introduction of this ordinance, with additional data being gathered by staff and that future increases be no more than the levy increase so as not to be inflationary.

Calvert moved, Foster-Bolton seconded a motion to introduce the ordinance as discussed. All voted "yes." Motion carried.

### 13. Public Hearings:

#### A. Temporary on-sale liquor license for Boom Island Brewing Company located at 5959 Baker Road, Suite 320

Community Development Director Julie Wischnack gave the staff report.

Wiersum opened the public hearing.

Laura McCauley, Boom Island Brewing Company representative, commented on the fall fest that would be held on Saturday, Oct. 25 from 12:00 p.m. to 4:00 p.m. She explained this would be a family friendly event and all were welcome. She noted this event would transition to a Drink or Treat event in the evening where beers can be sampled from six different breweries.

There being no further comments from the public, Wiersum closed the public hearing.

Ramaley moved, Calvert seconded a motion to grant the temporary liquor license. All voted "yes." Motion carried.

#### B. Resolutions approving special assessment for 2024-2025 projects

City Assessor Melanie Putz gave the staff report.

Wiersum opened the public hearing.

There being no comments from the public, Wiersum closed the public hearing.

Calvert moved, Ramaley seconded a motion to adopt Resolution 2025-080, Resolution 2025-081 and Resolution 2025-082. All voted "yes." Motion carried.

### 14. Other Business:

**A. Villas at Chasewood HIA Call for Sale of Bonds**

Community Development Director Julie Wischnack gave the staff report.

Schack asked how the individuals who made a prepayment for the assessment would be credited the difference. Wischnack explained there is a calculation at the end of the bond issuance and the residents would be repaid the overage.

Calvert asked what would happen in the event this project required a contingency. Wischnack explained this bond issuance would not have been brought forward without the city knowing the total cost. She reported staff has all contractor fees and bills complete which meant a contingency for this project was not necessary.

Calvert inquired if prepayments could still be made by residents within the HIA. Wischnack stated prepayments would no longer be collected unless the bond were refinanced in the next 20 years.

Ramaley congratulated the community development staff on their efforts noting she appreciated how this bond issuance would assist with keeping these naturally occurring affordable housing units in the community. She reiterated that this bond issuance would not cost the city any money over the next 20 years.

Wiersum stated he appreciated how valuable HIA's were in preserving affordable housing units in the community.

Ramaley moved, Calvert seconded a motion to adopt Resolution 2025-083. All voted "yes." Motion carried.

**B. Request to provide water and sewer service to an unaddressed Eden Prairie property, generally located south of Yellow Circle Drive and north of Highway 62**

City Planner Susan Thomas gave the staff report.

Wilburn asked if the Opus area were to expand more than originally anticipated and there were sewer capacity concerns, could the city frame an agreement where Eden Prairie would be responsible for a portion of these costs. Public Works Director Will Manchester explained this was a possibility. City Attorney Erik Nilsson stated this could be considered within a joint powers agreement, but commented the environmental review study was done based on the full max buildout numbers.

Schack inquired if there was an opportunity for the city to ask for something else in return from Eden Prairie. She commented on how there may be other areas in the city where Minnetonka was using services from another city and asked if it was customary to pursue this type of agreement. Thomas reported there were areas on the fringes where Minnetonka was using services from neighboring communities. She stated she could not recall anything that has occurred where Minnetonka has sought services from another community in the past 24 years. Manchester commented further on how public works partners with neighboring communities, especially on paving projects.

City Manager Mike Funk reported Edina reached out to the city several years ago about extending services to a property in Edina but Minnetonka services were closer. He discussed how two cities can come together in order to do some visioning and discuss what will happen on certain properties. He explained Minnetonka has always gotten along well with its bordering communities.

Ramaley asked what was located on the neighboring properties. Thomas explained the neighboring properties were office/industrial properties. She indicated the property at 6130 was undergoing a redevelopment right now.

Ramaley inquired if the only additional cost to the city would be the water capacity. Manchester reported this was the case, noting the developer would be responsible for extending the service lines.

Calvert understood the city could not control the tree loss within this development. She stated the adjacent property had clay soil and she had concerns about I&I because the soils were bad in this part of the city. She asked what the city could ask Eden Prairie to do with this concern in mind. Wischnack stated this concern could be addressed in the joint powers agreement with Eden Prairie.

Ramaley questioned if the city should be considering a land swap for this property. Wischnack commented on several situations where land swaps were considered and noted this property was not conducive for a land swap.

Wiersum asked what Eden Prairie would be paying for the proposed services. Thomas stated she did not have a specific answer, but noted in 1977 Eden Prairie paid a percentage of the total costs.

Wiersum asked if the services provided would be in perpetuity or would the services be for a finite period of time. Wischnack explained staff could look into this further.

Calvert stated she wanted to be assured the interests of Minnetonka taxpayers were being considered with this request.

City Manager Mike Funk thanked the council for their feedback and noted he would use the comments made by the council to continue negotiations with the City of Eden Prairie.

**15. Appointments and Reappointments:**

**A. DEI commission young adult appointment**

Wiersum gave the staff report.

Wiersum moved, Schack seconded a motion to approve the appointment. All voted "yes." Motion carried.

**B. Economic Development Advisory Commission Appointment**

City Manager Mike Funk gave the staff report.

Wiersum moved, Ramaley seconded a motion to approve the appointment. All voted "yes." Motion carried.

**16. Adjournment**

Wilburn moved, Calvert seconded a motion to adjourn the meeting at 8:06 p.m. All voted "yes." Motion carried.

Respectfully submitted,

Becky Koosman  
City Clerk

**City Council  
Agenda Item 9.A  
Meeting of October 20, 2025**



**Title:** Approve cybersecurity insurance coverage

**Report from:** Keela Hollman, Wellness and Safety Specialist  
Jeff Dulac, IT Manager

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Moranda Dammann, Assistant City Manager  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Contract/Agreement

**Votes needed:** 4 votes

---

**Summary Statement**

The city council will consider the proposed insurance package for supplemental cybersecurity insurance coverage and formally authorize the coverage for the policy as outlined by staff.

**Recommended Action**

Motion to accept the cybersecurity insurance quote from AIG totaling \$49,986.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The cybersecurity policy will be funded through the City's Insurance Fund.

**Background**

October is Cybersecurity Awareness Month.

Cyber-attacks are the largest digital threat local government can experience due to a bad actor trying to infiltrate the city's network in order to realize financial gain, disrupt operations, or to alter/destroy data. Cyber-attacks are typically launched using methods like malware, phishing or ransomware. City Staff receives regular training for cybersecurity best practices, including phishing simulations.

The city has an existing cybersecurity insurance policy with the League of MN Cities Insurance Trust with a maximum incident coverage of \$500,000. Based on market data and several recent cyber-attack examples (e.g. City of St. Paul), average losses exceed that amount. In order to supplement the League

coverage, city staff worked with NFP, an existing insurance broker, to solicit the market and have received three quotes for coverage. AIG: \$49,986, TMHCC, \$60,000, Coalition, \$90,000.

AIG provides \$5 million in incident coverage and additional complimentary services, including employee learning, security assessments, vulnerability scanning, incident response, public relations, and legal consulting. Adding this additional supplemental insurance with AIG further protects the city from financial loss in the event of a cyber-attack, while placing additional tools and experts in place when the inevitable happens.

**City Council  
Agenda Item 10.A  
Meeting of October 20, 2025**



**Title:** Resolution to adjust 2026 non-union employee benefits

**Report from:** Sarah Donovan, Human Resources Manager

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Moranda Dammann, Assistant City Manager  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Resolution

**Votes needed:** 4 votes

---

**Summary Statement**

The city manager annually recommends to the city council adjustments to benefit levels for nonunion employees. Adjustments to benefits for these employees are being proposed by resolution for 2026.

**Recommended Action**

Motion to adopt the resolution.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The benefits are included in the proposed 2026 budget.

**Background**

Listed below are the recommended adjustments to benefits for the city's nonunion employees in 2026. This employee group includes employees from city administration, police administration, fire administration, community development, legal, finance, recreation, and public works administration.

The city's monthly contribution toward the cafeteria plan is increasing due to a shared approach with employees to offset the increase in premiums. Open enrollment is set to run from the end of October to early November.

The city's Health Rewards program will remain the same in 2026. Employees who complete the requirements of the 2025 wellness program and enroll in the city's health insurance program receive \$100 per month. Employees who complete the requirements of the 2025 wellness program and "opt-out"

of the city's health insurance program will receive \$50 a month.

**The following chart outlines the cafeteria plan contributions for 2026:**

Tier	Employer Contributions	Health Rewards Contribution	Total Potential Contribution
Employee Only	\$1,285	\$100	\$1,385
Employee + Spouse	\$1,928	\$100	\$2,028
Employee + Child(ren)	\$1,985	\$100	\$2,085
Family Coverage	\$2,220	\$100	\$2,320
Opt-Out	\$230	\$50	\$280

**For comparison purposes, please see the cafeteria plan contributions for 2025:**

Tier	Employer Contributions	Health Rewards Contribution	Total Potential Contribution
Employee Only	\$1,252	\$100	\$1,352
Employee + Spouse	\$1,771	\$100	\$1,871
Employee + Child(ren)	\$1,924	\$100	\$2,024
Family Coverage	\$2,116	\$100	\$2,216
Opt-Out	\$230	\$50	\$280

Below is the City of Minnetonka 2026 Insurance Renewal Information. The city manager is authorized to execute contracts and other documents necessary to implement the benefits.

**Medical Insurance:** The City of Minnetonka will continue medical coverage with Medica for the year 2026. The average premium increase is 8.8%.

**Life Insurance:** The City of Minnetonka will continue its life insurance coverage with Sun Life Financial for the year 2026. This includes employee life insurance, employee and spouse life insurance, and Accidental Death & Dismemberment (AD&D) insurance. The rates for these coverages will remain unchanged.

**Vision Insurance:** The City of Minnetonka will continue its vision insurance coverage with Humana for the year 2026. The rates for these coverages will remain unchanged.

**Disability Insurance:** The City of Minnetonka will continue long-term disability insurance coverage with Madison National Life, with no change in rates for 2026. Short-term disability insurance coverage will transition to MetLife to align with the city's selection of MetLife as the provider for the private Paid Family and Medical Leave (PFML) program. Aligning both plans under a single carrier will provide administrative efficiencies and a smoother overall experience for employees. As part of this transition and the implementation of PFML, short-term disability insurance rates will decrease.

**Dental Insurance:** Dental insurance benefits will continue to be provided by Humana for the year 2026. The rate increase is 8%.

**Paid Family Medical Leave (PFML):** Beginning in 2026, City of Minnetonka will implement Paid Family and Medical Leave (PFML) coverage through a private plan administered by MetLife. As noted above, this aligns with the transition of short-term disability insurance to MetLife, ensuring a consistent and streamlined experience for employees. The city's private PFML plan rate will be 0.79% of covered wages, which includes both the employer and employee contributions.

**ATTACHMENTS:**  
[Resolution](#)

**Resolution No. 2025-**

**Resolution relating to the 2026 non-union employee benefits adjustment**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

- 1.01. The city of Minnetonka has approximately 161 full-time and part-time employees classified as management and administrative, 51 paid-on-call firefighters, and 416 seasonal part-time personnel. These employee groups are not represented by a bargaining unit.
- 1.02. The city manager annually recommends to the city council adjustments to benefit levels for these employees.

Section 2. Council Action.

- 2.01. The city manager is authorized to grant a city contribution for the cafeteria benefits plan of \$1,285 for those electing Single Coverage; \$1,928 for Employee plus Spouse Coverage; \$1,985 for Employee plus Child(ren) Coverage; or \$2,220 for Family Coverage. Employees who complete the requirements of the 2025 wellness program and enroll in the city's health insurance plan receive \$100 per month in 2026.
- 2.02. Eligible employees not selecting health coverage through the city's insurance plan may receive up to \$230 per month to purchase additional benefits offered by the city. Employees not selecting health coverage who complete the requirements of the 2025 wellness program will receive \$50 a month.
- 2.03. The city manager is authorized to execute contracts and other documents necessary to implement the benefits for the 2026 insurance renewal.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on Sept. 23, 2024.

---

Becky Koosman, City Clerk

**City Council  
Agenda Item 10.B  
Meeting of October 20, 2025**



**Title:** 2026 union employees wages and insurance adjustments

**Report from:** Moranda Dammann, Assistant City Manager

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Other

**Votes needed:** 4 votes

---

**Summary Statement**

The City of Minnetonka has negotiated wage and insurance adjustments for 2026 with the International Union of Operating Engineers, Local No. 49, and Law Enforcement Labor Services (LELS) for Police Sergeants and Officers, as part of existing labor agreements. The International Association of Firefighters (IAFF) Local 5522 only negotiated insurance adjustments as the 2026 wages were included in their recently approved labor agreement. The city council's approval is required as the increases exceed the city manager's spending authority.

**Recommended Action**

Motion to approve 2026 union employee wages and insurance.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The proposed salary and insurance adjustments for these employees are included in the 2026 preliminary budget.

**Background**

The City of Minnetonka has established labor agreements with four union groups. Agreements with the International Union of Operating Engineers (IUOE), Local No. 49, and the Law Enforcement Labor Services (LELS) for Police Sergeants are effective from December 2023 through December 2026. The LELS Police Officers agreement is effective from December 2024 through December 2027. Most recently, the International Association of Firefighters (IAFF) Local 5522 agreement was approved and is in effect from December 2024 through December 2026.

Three of the contracts include a reopener clause allowing for annual discussions on wages and insurance. The IAFF Local 5522 agreement includes only an insurance reopener, as 2026 wages were set as part of the recently approved contract.

City staff and union representatives have reached tentative agreements on 2026 wage and insurance adjustments for all groups. Under the terms of the contract:

- Members of IUOE, Local No. 49, will receive a 3% cost-of-living adjustment (COLA) along with a 2.08% market adjustment, totaling a 5.08% increase.
- Police Sergeants represented by LELS will receive a 3% COLA and a 1% market adjustment, for a total increase of 4%.
- Police Officers represented by LELS will receive a 3% COLA and a 1.68% market adjustment, for a total increase of 4.68%.

Insurance adjustments were consistent across all unions and aligned with the non-union employee group. With an overall 8.8% increase in insurance costs, the adjustment was negotiated to be split 50/50 between the union employees and the City, consistent with non-union practice. The 2026 cafeteria plan contribution amounts are as follows:

	2026 City Contribution
Single	\$1,285
Employee + Spouse	\$1,928
Employee + Children	\$1,985
Family	\$2,220

The city council is requested to approve these wage increases and insurance adjustments, as the total exceeds the city manager’s spending authority.

**City Council  
Agenda Item 10.C  
Meeting of October 20, 2025**



**Title:** 2026 general liability insurance and workers' compensation renewals

**Report from:** Sarah Donovan, Human Resources Manager

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Moranda Dammann, Assistant City Manager  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Contract/Agreement

**Votes needed:** 4 votes

---

**Summary Statement**

The city council will consider the proposed insurance package for the city's 2026 policy term and formally authorize the coverage options for the package policies and workers' compensation policy as outlined by staff.

**Recommended Action**

Motion to renew the city's insurance policies through the League of Minnesota Cities Insurance Trust (LMCIT) for package policies with the following options:

- \$25,000/\$150,000 deductible for the package policies
- Continuing with an increased coverage for data breach and crime limits
- 100% Open Meeting law coverage
- No waiver of statutory limits

Motion to authorize renewal of the LMCIT workers' compensation policy with a \$10,000 deductible.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The premiums fit within the 2026 budget allocation.

**Background**

**LMCIT Program**

The city has been a member of the LMCIT since the early 1980s. The program continues to offer the

broadest coverage for municipal operations at very reasonable rates. LMCIT also offers a program for the return of excess premiums based on successful experience ratings, and the city continues to receive dividends for the general liability program. Staff recommends that the city remain in the LMCIT program.

### **Package Policies**

The coverage provided by the package policies include:

- **General Liability**, which provides coverage when the city is liable for incidents such as sewer backups, injuries incurred on city property, employee actions, errors and omissions for elected officials, Open Meeting Law, and Inland Marine (coverage for vehicles not licensed for road use, such as the Zambonis).
- **Property**, which provides coverage for physical losses to city- owned facilities. Coverage is purchased for the replacement of structures and contents due to damage by fire or acts of nature.
- **Automobile**, which provides liability and physical damage coverage for all city vehicles.

### **Premiums and Recommended Coverage**

#### **Premiums**

The city's package policy premium decreased from \$599,748 to \$580,554. The primary factor for the decrease was a decline in the city's liability rating. This rating is based on the actual cost of the city's liability claims during a three-year period.

Staff recommends continuing with the city's coverage for data breaches and crime limits of \$500,000 for each.

Staff recommends the city stay with the \$25,000 per claim and \$150,000 annual deductibles.

#### **Open Meeting Law**

Staff recommends that the city continue with the Open Meeting Law coverage at 100% coverage.

#### **Waiver of Statutory Limits**

LMCIT writes its coverage to mirror the liability caps for governmental agencies. Staff continues to recommend that the city not waive those statutory limits.

These premiums are paid from the Insurance Fund, and a sufficient balance is maintained in that fund for these expenditures.

#### **Workers' Compensation**

The premium quotation for renewal of the city's worker's compensation for the upcoming insurance year through LMCIT, minus credits for a \$10,000 per occurrence deductible, is \$1,193,953. The 2024/2025 premium was \$1,222,752. The decrease is primarily due to annual adjustments in class code rates. The city's mod factor increased from 0.87 to 0.91. The mod factor relates to the frequency and severity of an employer's claims over a three-year period, and it is used to calculate the premium. A mod factor of 1.00 is considered average for an employer's particular industry.

This workers' compensation premium fits within the 2026 budget allocation.

**City Council  
Agenda Item 10.D  
Meeting of October 20, 2025**



**Title:** Resolution approving the change of the electronic citation software solution and support services

**Report from:** Tim Olson, Police Captain

**Submitted Through:** Scott Boerboom, Police Chief  
Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Mike Funk, City Manager

**Presenter:** Rachel Meehan, Police Captain

---

**Action Requested:** Motion

**Form of Action:** Resolution

**Votes needed:** 4 votes

---

**Summary Statement**

LOGIS members were recently informed that Brazos solution will become the next electronic citation software solution. This software solution is being provided to the membership through an annual site-license subscription. The Council resolution and the Letter of Understanding is needed by LOGIS by October 31st.

**Recommended Action**

Motion to adopt the resolution approving the change of vendor to Brazos.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The current estimated annual cost for Brazos is \$9,722, which includes an annual Axon interface cost from Brazos for Minnetonka (\$7,673 + \$2,049 = \$9,722). This annual cost is included in the preliminary 2026 budget.

**Background**

LOGIS members currently use a Central Square APS ticketwriter software and support services. This software system is not being maintained with future updates. As a result, LOGIS has researched several other software options and recently determined Brazos solution will become the next electronic citation software solution. This software solution is being provided to the membership through an annual site-license subscription. With the cost of the subscription being proportionally allocated to the members as part of the annual budget process.

**ATTACHMENTS:**

Resolution

Letter of Understanding

**Resolution No. 2025-**

**Approving the selection of Brazos citation software solution in cooperation with the  
Local Government Information System (LOGIS) Association**

---

Be it resolved by the city council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. LOGIS members are entering an agreement with Brazos to acquire access to a new electronic citation software solution and support services.

Section 2. Council Action.

2.01. The city council authorizes that the city identified specific technology needs necessary to carry our various public safety functions and services.

2.02. The city council agrees the city determined that it can best meet those needs by partnering with LOGIS to secure the Brazos citation software solution and support services.

2.03. The city council also authorizes the city received a formal price quote for the costs associated with this initiative as outlined in the Letter of Understanding and hereby approves this commitment to the Brazos citation software solution.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on Oct. 20, 2025.

---

Becky Koosman, City Clerk



**Brazos Citation Software Solution**

Letter of Understanding: UPDATED for Minnetonka

October 3, 2025

Dear LOGIS Member,

This Letter of Understanding is intended to memorialize the members’ decision to authorize LOGIS to enter into a contract with Brazos, a Tyler Technologies company, to acquire access to a new electronic citation software solution on behalf of its members.

In prior communications, members were informed that the Brazos solution is being provided to the membership through an annual site-license subscription between Brazos and LOGIS. With the cost of this subscription being proportionally allocated to the members as part of the annual budget process.

The site license must be procured prior to beginning the process to migrate members from the legacy system to Brazos. As such, if a member chooses to terminate their participation in the Brazos service offering, they remain responsible for their share of the software licensing that has been secured by LOGIS on their behalf. The following table depicts each member’s share of the 2026 site license as presented at the September 16, 2025, Police Executive Steering Committee meeting along with the annual Axon interface costs from Brazos for Minnetonka (\$7,673+\$2,049=\$9,722):

Apple Valley	8,776
Brooklyn Center	5,970
Bloomington	22,321
Blooming Prairie	2,985
Crystal	4,267
Dundas	2,303
Eagan	17,292
Faribault	8,776
Golden Valley	5,970
Lakeville	13,886
Lonsdale	2,985
Metro Transit	23,764
Maple Grove	18,915
Minnetonka	9,722
Northfield	6,050
Orono	3,585
Owatonna	7,413
RCSO	12,864
Robbinsdale	4,267
SCSO	7,754

Please note that members should expect annual inflationary-type increases in subsequent calendar years. This Letter of Understanding has been reviewed and approved as indicated below.

\_\_\_\_\_  
Scott Boerboom

Minnetonka Police Chief

Date: \_\_\_\_\_

\_\_\_\_\_  
Christopher K. Miller  
LOGIS Executive Director

Date: \_\_\_\_\_

**City Council  
Agenda Item 10.E  
Meeting of October 20, 2025**



**Title:** Resolution providing for the issuance and sale of \$10,000,000 General Obligation Utility Revenue Bonds, Series 2025B

**Report from:** Darin Nelson, Finance Director

**Submitted Through:** Will Manchester, P.E., Public Works Director  
Erik Nilsson, City Attorney  
Mike Funk, City Manager

**Presenter:** Darin Nelson, Finance Director

---

**Action Requested:** Motion

**Form of Action:** Resolution

**Votes needed:** 4 votes

---

**Summary Statement**

The city is continuing with its water and sewer system improvement program that includes the periodic issuance of bonds. Staff is requesting the council approve the issuance and sale of \$10,000,000 General Obligation Utility Revenue bonds.

**Recommended Action**

Motion to adopt the resolution authorizing the issuance and sale of General Obligation Utility Revenue Bonds, Series 2025B, in the proposed aggregate principal amount of \$10,000,000.

**Strategic Plan Relatability**

Infrastructure & Asset Management

This bond issuance provides necessary financing for projects that improve reliability and efficiency of the water and sewer systems.

**Financial Consideration**

Yes

The issuance of bonds provides financing for current utility improvement projects but comes with an obligation to repay principal and interest over the next 20 years. The payment of principal and interest is through the fees generated by water and sewer sales.

**Background**

In 2014 and 2015, the council convened several study sessions regarding the critical maintenance and reconstruction of the city's \$600 million water and sewer system assets. Subsequently, the council proactively adopted a long-term bonding and user rate plan to support the ongoing costs required to keep the aging systems in appropriate working order. Under this plan, the city has sold \$37.5 million in

General Obligation (G.O.) revenue bonds from 2015 through 2021. The annual debt service on the oldest of these bonds began in 2016.

Staff closely monitors the cash flow needs of the water and sewer fund. Due to a couple of drier-than-normal summers in 2022 and 2023, which produced increased water sales, the fund has been able to meet its capital needs. Thus, delaying the issuance of bonds for an additional two years, saving the fund additional interest expenses during this period.

The subsequent scheduled bond issuance is this year, as planned in both the 2025-2029 Capital Improvements Program (CIP) and the 2025 budget. The city always seeks to meet its debt objectives by securing the lowest borrowing costs and securing bank qualification (BQ) status whenever possible. The council passed a reimbursement resolution on [May 20, 2024](#), listing utility improvement projects to be financed by a future bond issuance. Financing for these CIP projects will be through a combination of debt and pay-as-you-go funding.

The cost of municipal bonding is still reasonable. Rates are not at the historical lows the city experienced in 2021, but they are still favorable. The city's Aaa bond rating ensures it receives the most competitive rates possible. The city's municipal advisor, Ehlers, is conservatively estimating our rates to be in the 4.3 percent range for a 20-year issuance, assuming the bond markets remain stable through the sale date. The bond schedule has the council awarding the low bond bid at the Nov. 24, 2025, council meeting. Attached is Ehlers' pre-sale pricing estimate that provides information on the structure of the bond issuance.

**ATTACHMENTS:**

[Resolution  
2025B GO Util Rev Bonds pre-sale pricing estimate](#)

**Resolution No. 2025-\_\_\_\_\_**

**Resolution authorizing the issuance and sale of General Obligation Utility Revenue Bonds, Series 2025B, in the proposed aggregate principal amount of \$10,000,000**

---

Be it resolved by the City Council (the “Council”) of the City of Minnetonka, Minnesota (the “City”) as follows:

**Section 1. Findings; Determinations.**

- 1.01. The City engineer has recommended the construction of improvements to the water and sewer systems of the City (the “Utility Improvements”), pursuant to Minnesota Statutes, Chapters 444 and 475, as amended (the “Act”).
- 1.02. On May 20, 2024, the Council declared its official intent to reimburse costs of the Utility Improvements from proceeds of tax-exempt bonds to be issued by the City in accordance with Treas. Reg. § 1.150-2.

**Section 2. Sale of Bonds; Terms.**

- 2.01. It is necessary and expedient to the sound financial management of the affairs of the City to issue the City’s General Obligation Utility Revenue Bonds, Series 2025B (the “Bonds”), in the proposed aggregate principal amount of \$10,000,000, pursuant to the Act, to finance all or a portion of the costs of the Utility Improvements.
- 2.02. The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of the City staff and the City’s municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all respects.

**Section 3. Authority of Municipal Advisor.**

- 3.01. Ehlers and Associates, Inc. (the “Municipal Advisor”) is authorized and directed to assist in negotiating the sale of the Bonds in accordance with the terms of proposal to be prepared by the Municipal Advisor. The Council will meet on a date the Council shall deem appropriate to consider proposals for the purchase of the Bonds and to take any other appropriate action with respect to the Bonds.

**Section 4. Authority of Bond Counsel.**

- 4.01. The law firm of Kutak Rock LLP, Minneapolis, Minnesota, as bond counsel for the City (“Bond Counsel”), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates, and instruments relating to the Bonds. The officers, employees, and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

Section 5. Covenants.

5.01. In the resolution awarding the sale of the Bonds, the Council will set forth the covenants and undertakings with respect to the Bonds.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on Oct. 20, 2025.

---

Becky Koosman, City Clerk

# City of Minnetonka, Minnesota

\$10,000,000 General Obligation Utility Revenue Bonds, Series 2025B  
Assumes Current Market BQ Aaa Rates plus 50bps

## Sources & Uses

Dated 12/17/2025 | Delivered 12/17/2025

### Sources Of Funds

Par Amount of Bonds	\$10,000,000.00
Reoffering Premium	325,179.15
<b>Total Sources</b>	<b>\$10,325,179.15</b>

### Uses Of Funds

Total Underwriter's Discount (1.000%)	100,000.00
Costs of Issuance	96,000.00
Deposit to Project Fund	10,129,179.15
<b>Total Uses</b>	<b>\$10,325,179.15</b>

# City of Minnetonka, Minnesota

## \$10,000,000 General Obligation Utility Revenue Bonds, Series 2025B

Assumes Current Market BQ Aaa Rates plus 50bps

### Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/17/2025	-	-	-	-	-
08/01/2026	-	-	286,707.56	286,707.56	-
02/01/2027	260,000.00	5.000%	230,390.00	490,390.00	777,097.56
08/01/2027	-	-	223,890.00	223,890.00	-
02/01/2028	325,000.00	5.000%	223,890.00	548,890.00	772,780.00
08/01/2028	-	-	215,765.00	215,765.00	-
02/01/2029	345,000.00	5.000%	215,765.00	560,765.00	776,530.00
08/01/2029	-	-	207,140.00	207,140.00	-
02/01/2030	360,000.00	5.000%	207,140.00	567,140.00	774,280.00
08/01/2030	-	-	198,140.00	198,140.00	-
02/01/2031	380,000.00	5.000%	198,140.00	578,140.00	776,280.00
08/01/2031	-	-	188,640.00	188,640.00	-
02/01/2032	400,000.00	5.000%	188,640.00	588,640.00	777,280.00
08/01/2032	-	-	178,640.00	178,640.00	-
02/01/2033	415,000.00	5.000%	178,640.00	593,640.00	772,280.00
08/01/2033	-	-	168,265.00	168,265.00	-
02/01/2034	440,000.00	5.000%	168,265.00	608,265.00	776,530.00
08/01/2034	-	-	157,265.00	157,265.00	-
02/01/2035	460,000.00	5.000%	157,265.00	617,265.00	774,530.00
08/01/2035	-	-	145,765.00	145,765.00	-
02/01/2036	485,000.00	5.000%	145,765.00	630,765.00	776,530.00
08/01/2036	-	-	133,640.00	133,640.00	-
02/01/2037	505,000.00	3.900%	133,640.00	638,640.00	772,280.00
08/01/2037	-	-	123,792.50	123,792.50	-
02/01/2038	525,000.00	4.050%	123,792.50	648,792.50	772,585.00
08/01/2038	-	-	113,161.25	113,161.25	-
02/01/2039	550,000.00	4.150%	113,161.25	663,161.25	776,322.50
08/01/2039	-	-	101,748.75	101,748.75	-
02/01/2040	570,000.00	4.200%	101,748.75	671,748.75	773,497.50
08/01/2040	-	-	89,778.75	89,778.75	-
02/01/2041	595,000.00	4.250%	89,778.75	684,778.75	774,557.50
08/01/2041	-	-	77,135.00	77,135.00	-
02/01/2042	620,000.00	4.350%	77,135.00	697,135.00	774,270.00
08/01/2042	-	-	63,650.00	63,650.00	-
02/01/2043	645,000.00	4.500%	63,650.00	708,650.00	772,300.00
08/01/2043	-	-	49,137.50	49,137.50	-
02/01/2044	675,000.00	4.550%	49,137.50	724,137.50	773,275.00
08/01/2044	-	-	33,781.25	33,781.25	-
02/01/2045	705,000.00	4.650%	33,781.25	738,781.25	772,562.50
08/01/2045	-	-	17,390.00	17,390.00	-
02/01/2046	740,000.00	4.700%	17,390.00	757,390.00	774,780.00
<b>Total</b>	<b>\$10,000,000.00</b>	<b>-</b>	<b>\$5,490,547.56</b>	<b>\$15,490,547.56</b>	<b>-</b>

### Yield Statistics

Bond Year Dollars	\$121,462.22
Average Life	12.146 Years
Average Coupon	4.5203747%
Net Interest Cost (NIC)	4.3349844%
True Interest Cost (TIC)	4.2765491%
Bond Yield for Arbitrage Purposes	4.1677193%
All Inclusive Cost (AIC)	4.3824848%

### IRS Form 8038

Net Interest Cost	4.1753443%
Weighted Average Maturity	11.982 Years

Series 2025B GO Util Rev | SINGLE PURPOSE | 10/ 7/2025 | 1:56 PM



**City Council  
Agenda Item 11.A  
Meeting of October 20, 2025**



**Title:** Minnesota Historical and Cultural Heritage Grant agreement

**Report from:** Jayce Alexander, DEI Supervisor

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Moranda Dammann, Assistant City Manager  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Resolution

**Votes needed:** 5 votes

---

**Summary Statement**

The Minnetonka Administration Department seeks to enter into a Minnesota Historical and Cultural Heritage Grant agreement with the Minnesota Historical Society. This grant will support the research dedicated to updating the Minnetonka history timeline exhibit during the period from October 1, 2025, through October 1, 2026. The total award for this grant is \$13,870.

**Recommended Action**

Motion to adopt the resolution authorizing the administration department to enter into a Minnesota Historical and Cultural Heritage Grant agreement with the Minnesota Historical Society.

**Strategic Plan Relatability**

Community Inclusiveness

The updating of the Minnetonka history timeline will enhance community representation through art and imagery by incorporating new and updated storytelling and multimedia elements to the exhibit.

**Financial Consideration**

No

There is no direct financial impact to the city for this grant.

**Background**

This project sits within a broader plan to redesign the City of Minnetonka's history timeline exhibit in City Hall. This grant opportunity serves as a first step by conducting research, gathering citations, and collecting multimedia elements, which will serve as the intellectual basis of a future project to redesign and reinstall the timeline exhibit. The research supported by this grant may be conducted either by contracted services or a temporary position.

The current exhibit was constructed in 2006, and the history spans from the 1850s to 2005. The updating of the timeline will extend the reach of the history shared, including the Minnetonka of today.

**ATTACHMENTS:**

[Resolution](#)

[Grant Agreement](#)

**Resolution No. 2025-**

**Resolution approving the Minnetonka Administration Department to enter into a Minnesota Historical and Cultural Heritage Grant agreement with the Minnesota Historical Society**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. The Minnetonka Administration Department seeks to enter into a Minnesota Historical and Cultural Heritage Grant agreement with the Minnesota Historical Society. This grant will support the position of a researcher dedicated to updating the Minnetonka history timeline exhibit during the period from October 1, 2025 through October 1, 2026. The total award for this grant is \$13,870.

Section 2. Council Action.

2.01. The Mayor and the City Manager are hereby authorized to accept the grant award to implement the project on behalf of the City of Minnetonka, subject to changes and final review by the city attorney.

Adopted by the City Council of the City of Minnetonka, Minnesota, on October 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on October 20, 2025.

---

Becky Koosman, City Clerk

MINNESOTA HISTORICAL SOCIETY

MINNESOTA HISTORICAL AND CULTURAL HERITAGE GRANT AGREEMENT

<u>Account No.</u>	<u>Fiscal Year</u>	<u>Object Code</u>	<u>MNHS Grant No.</u>	<u>Amount</u>	
02484	2026	5260	2506-30496	<b>\$13,870.00</b>	grant
				\$0.00	match

This agreement is made by and between the Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102, hereinafter called the SOCIETY, acting through its Director, and **City of Minnetonka**, 14600 Minnetonka Blvd Minnetonka, Minnesota herein called the GRANTEE.

WHEREAS, the Minnesota Legislature, under Minnesota Session Laws 2025, Chapter 36, Article 4, Section 4, Subdivision 3 approved funding to the SOCIETY for statewide historic and cultural grants to local, county, regional, or other historical or cultural organizations or for activities to preserve significant historic and cultural resources such as that which is contemplated by GRANTEE, and

WHEREAS, the GRANTEE and its project *Minnetonka History Timeline Update Research* meets the eligibility criteria for funding under the grants program; and

WHEREAS, the SOCIETY'S Governing Board approved a grant recommended for funding by the Historical Resources Advisory Committee on September 25, 2025.

NOW THEREFORE, in consideration of the award of the grant, the GRANTEE agrees to administer said grant in accordance with the following policies and procedures:

I. PROJECT DESCRIPTION

- A. The project period for this activity is from October 01, 2025 to October 01, 2026.
- B. The project will be carried out in accordance with the provisions of the *Minnesota Historical and Cultural Heritage Grants Manual*. The project will also be carried out in accordance with the GRANTEE'S Minnesota Historical and Cultural Heritage Grants Program Grant Application. Page 1 of the application is included as Attachment A, and the entire application is hereby incorporated by reference.

In addition, the following conditions must be met:

1. Submit a draft Research Report at 75% completion that includes three components: 1) A narrative or detailed outline that describes what was learned and any themes that emerged; 2) an ANNOTATED bibliography of all resources consulted, including ones that were not relevant to the research topics; and 3) a brief description of appropriate uses for this research. (Upload to Milestone/Condition 1 report in the SOCIETY'S grants portal, <https://mnhs.fluxx.io>. Reviews may take up to 30 working days. Incomplete materials, or revisions to already submitted requests, restart the review clock.)
2. Grantee must provide documentation that the product(s) resulting from this project will be retained in an appropriate repository and will be publicly accessible. (Upload to Milestone/Condition 2 report in the SOCIETY'S grants portal, <https://mnhs.fluxx.io>. Reviews may take up to 30 working days. Incomplete materials, or revisions to already submitted requests, restart the review clock.)

- C. The official project budget as approved by the SOCIETY supersedes the GRANTEE'S grant application budget and is included as Attachment B and hereby incorporated by reference.
- D. Only the items set forth in the Approved Project Budget (Attachment B) may be charged against the grant project.
- E. Any project expense not specifically approved in the Approved Project Budget will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.
- F. Changes in the Approved Project Budget may not exceed twenty (20) percent of any line item. Changes occurring after the project begins that exceed twenty (20) percent of any line item will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.
- G. Changes in the Project Completion Date will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.
- H. No grant funds may be used to pay indirect costs, commonly referred to as overhead.

## II. ASSURANCES

- A. The GRANTEE understands that this agreement is funded by a grant financed by the State of Minnesota.
- B. The GRANTEE agrees that this project will be administered and conducted in accordance with the following:
  - a. Minn. Stat. 129D.17 for Arts and Cultural Heritage Fund;
  - b. Minn. Stat. 16B.98 for Grants Management.
- C. The GRANTEE shall hold the SOCIETY and the State of Minnesota harmless from any loss, damage, or expense including reasonable attorneys' fees and other costs of defense, arising as the result of any claim, action, complaint, proceeding, or litigation of any kind whatsoever, directly or indirectly brought about as a result of the funded project.
- D. The GRANTEE agrees that in hiring of common or skilled labor for the performance of any work on the grant project that no contractor, material supplier or vendor shall, by reason of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age, discriminate against any person or persons who are citizens of the United States, or resident aliens, who are qualified and available to perform the work to which the employment relates.
- E. The GRANTEE agrees no contractor, material supplier or vendor shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in the preceding paragraph, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

- F. This Agreement may be canceled or terminated by the SOCIETY, and all money due, or to become due hereunder may be forfeited for a second or any subsequent violation of the terms of this section.
- G. The GRANTEE assures that no part of the project budget will be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device intended or designed to influence in any manner a member of the Minnesota Legislature, to favor or oppose, by vote or otherwise, any legislation or appropriation by the Legislature, whether before or after the introduction of any bill or resolution proposing such legislation or appropriation. This shall not prevent communicating to members of the Minnesota Legislature on the request of any member or to the Legislature, through the proper official channels, requests for legislation or appropriations which they deem necessary for the efficient conduct of the public business.
- H. Both parties agree that if intellectual property is created in project, the parties will discuss the allocation of ownership and use rights.
- I. Copyright to copyrightable materials, including computer software, resulting from this project shall vest in the GRANTEE with a non-transferable royalty-free license to the SOCIETY for its non-commercial use. The GRANTEE shall grant the SOCIETY an option to license any such material(s) it wishes to develop for commercial purposes on terms and conditions, including a royalty, as the parties hereto agree in a subsequent writing.
- J. Except for (a) the above limitation, (b) the GRANTEE's right to control publication of its own research results, (c) patented and patent-pending property and (d) the GRANTEE's confidential information, the SOCIETY will have the free, irrevocable, non-exclusive unlimited right to use any research results collected in project by both the GRANTEE and the SOCIETY for any purpose worldwide.
- K. The GRANTEE agrees to include the Arts and Cultural Heritage logo on all public reports, final products, communications, website, and promotional materials associated with the approved project. The logo can be found at <https://www.legacy.mn.gov/legacy-logo>. If unable, the reason(s) must be included in the final report and acceptable to the SOCIETY.
- L. The GRANTEE agrees to include the following acknowledgement statement on all publicity releases, informational brochures, public reports, and signage for restoration/preservation work at the worksite relating to an approved grant project: *"This project [or program, exhibit, publication, website, brochure, etc.] was made possible in part by the people of Minnesota through a grant funded by an appropriation to the Minnesota Historical Society from the Minnesota Arts and Cultural Heritage Fund."*

### III. PROCEDURES FOR CONTRACTING SERVICES AND MATERIALS

- A. Any services and/or materials that are expected to cost \$20,000 or more must undergo a formal notice and bidding process. Evidence of the process along with copies of the bids received must be included in the GRANTEE's financial records for the project.
- B. Any services and/or materials that are expected to cost between \$10,000 and \$19,999 must be scoped out in writing and offered to a minimum of three (3) bidders. The GRANTEE must maintain financial records that verify the cost was competitively based on at least three written quotes submitted in response to written specifications.

- C. Any services and/or materials that are expected to cost between \$5,000 and \$9,999 must be competitively based on a minimum of three (3) verbal quotes. The GRANTEE must maintain financial records that verify the cost was competitively based on at least three verbal quotes.

#### IV. PAYMENT SCHEDULE

- A. The total obligation of the SOCIETY for all compensation and reimbursements to the GRANTEE under this grant agreement will not exceed **\$13,870.00**.
- B. Grantee must obtain and supply matching funds as indicated in the approved budget (Attachment B) or for any project overages necessary to complete the approved project.
- C. Once the Grant Agreement has been fully executed, the GRANTEE will receive a check from the SOCIETY for ninety percent (90%) of the grant award.
- D. Reimbursement. A total of ten percent (10%) of the grant funds will be released as the final payment after work is complete and financial documentation and the project completion report, have been reviewed and accepted by the SOCIETY.

#### V. FINANCIAL DOCUMENTATION AND FINAL REPORTING

- A. The GRANTEE will submit a completed final report including documentation for project expenditures and project products on or before November 01, 2026. (Work on the project must be concluded by October 01, 2026)
- B. The final report must be completed electronically in the Minnesota Historical Society's Grants Portal (<https://mnhs.fluxx.io>).
  - a. The financial documentation for project costs to be uploaded with the final report shall include acceptable types of documentation such as: (1) copies of paid invoices/receipts, (2) copies of project personnel timesheets (if applicable), (3) copies of in-kind and/or donated services timesheets (if applicable), and (4) copies of donated materials forms.
  - b. The Final Products to be uploaded with the final report are: **Electronic copy of research report that must include a summary of research process and research findings (identified themes and take home messages), annotated bibliography, draft text, and two letters of critical review**
- C. Unexpended Funds. The Grantee must promptly return any unexpended funds that have not been accounted in the financial documentation to the SOCIETY at grant closeout.

#### VI. AUDIT

- A. The GRANTEE must maintain records and accounts consistent with generally accepted accounting principles, and to provide for such fiscal control as is necessary to assure the proper disbursing of and accounting for grant funds. The GRANTEE must maintain records and accounts for this project on file for a minimum of six (6) years after approval of the Final Report.

- B. The GRANTEE agrees to maintain records to document any matching funds claimed as part of the project. The GRANTEE further agrees to secure reasonable written proof of the value of Staff or Volunteer Labor, and for Donated Materials contributed to the project.
- C. The GRANTEE agrees that accounts and supporting documents relating to project expenditures will be adequate to permit an accurate and expeditious audit. An audit may be made at any time by the SOCIETY, its designated representatives, or any applicable agency of the State of Minnesota.

## VII. AMENDMENTS AND CANCELLATION

### A. Amendments

Any significant variations from proposed work, costs, and/or time frames described in this agreement which are experienced or anticipated during the course of the project and any significant problems, delays, or adverse conditions which materially affect planned performance should be submitted in writing through the SOCIETY's grant portal (<https://mnhs.fluxx.io/>) or mailed to Grants Office, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102.

The SOCIETY will respond in writing, either approving or not approving the changes, and may amend the agreement if deemed necessary. Variations which are not known until the conclusion of the project may be submitted with the Financial Documentation; however, the GRANTEE understands that costs may be disallowed if changes are not approved. Any amendments to this agreement shall be in writing, and shall be executed by the same parties who executed the original agreement or their successors in office.

### B. Cancellation

The SOCIETY may withhold, cancel, or revoke in whole or in part the grant amount if it determines that the GRANTEE has materially breached any term or condition of this agreement. GRANTEES will be given a 30-day notice. In lieu of cancellation, GRANTEES may be given proposed remedies to ensure successful completion of the project.

In addition, both parties may mutually agree to cancel the agreement if they determine that the project will not produce beneficial results commensurate with further expenditure of funds or because of circumstances beyond the control of either party. In the event of cancellation, the SOCIETY may withhold proceeds of the Grant; demand that the GRANTEE return any already disbursed proceeds to the Finance Commissioner; and seek any additional legal or equitable remedy(ies).

Finally, the GRANTEE hereby acknowledges that the proceeds of the Grant are being financed in part with funds provided by the State of Minnesota and administered through the SOCIETY, and that, per Minnesota Session Laws 2025, Chapter 36, Article 4, Section 4, Subdivision 3 the funding will be canceled to the extent a court determines that the appropriation, or portion thereof, unconstitutionally substitutes for a traditional source of funding.

I have read the above agreement and agree to abide by all of its provisions. Upon execution, this Agreement controls all activities during the project period.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on the date(s) indicated below intending to be bound thereby.

MINNESOTA HISTORICAL SOCIETY  
345 KELLOGG BOULEVARD WEST  
SAINT PAUL, MINNESOTA 55102

CITY OF MINNETONKA  
14600 MINNETONKA BLVD  
MINNETONKA, MINNESOTA

\_\_\_\_\_  
Carolyn Veaser-Egbide (date)  
Grants Manager

\_\_\_\_\_  
signature (authorized official)

\_\_\_\_\_  
Mary Green-Toussaint (date)  
Contract Manager

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(print title) (date)



*MINNESOTA HISTORICAL AND CULTURAL HERITAGE PROGRAM*

---

City of Minnetonka  
R-MHCG-2506-30496 | \$13,870.00 | MN Historical and Cultural  
Minnetonka History Timeline Update Research

**APPLICANT INFORMATION**

---

Program Organization: City of Minnetonka  
Project Director: William Farley  
Authorized Officer: Jayce Alexander  
Applicant County: Hennepin  
Applicant Organization Type: Local/Regional Government  
Governance/Board Members:  
Mayor Brad Wiersum, At-Large Councilmember Deb Calvert, At-Large Councilmember  
Kimberly Wilburn, Ward 1 Councilmember Patsy Foster-Bolton, Ward 2 Councilmember  
Rebecca Schack, Ward 3 Councilmember Paula Ramaley, Ward 4 Councilmember Kissy Coakley

**PROJECT INFORMATION**

---

Project Title: Minnetonka History Timeline Update Research

**Brief Project Summary:**

The city is seeking funding for a History Researcher to write an updated timeline of the city's history which includes marginalized communities and uses multi-media elements and oral histories

MINNESOTA HISTORICAL SOCIETY  
 MINNESOTA HISTORICAL AND CULTURAL HERITAGE GRANTS  
 APPROVED PROJECT BUDGET

Grantee:	CITY OF MINNETONKA
MNHS Grant #:	2506-30496
Project:	MINNETONKA HISTORY TIMELINE UPDATE RESEARCH

	Budget Item	Amount Requested	Grant Amount	Match
1.	Researcher Pay	\$11,250.00	\$11,250.00	\$0.00
2.	Compensation to interviewees	\$500.00	\$500.00	\$0.00
3.	Mileage reimbursement	\$70.00	\$70.00	
4.	Copying costs	\$50.00	\$50.00	
5.	Independent Critical Reviewer pay	\$1,000.00	\$1,000.00	
6.	Tribal and community organization assistance	\$1,000.00	\$1,000.00	
7.				
8.				
9.				
10.				
11.				
12.				
	<b>TOTAL</b>		\$13,870.00	\$0.00

**City Council  
Agenda Item 13.A  
Meeting of October 20, 2025**



**Title:** Temporary on-sale liquor license for The Rotary Club of Minnetonka Foundation, for a fundraising event at 15000 Minnetonka Blvd

**Report from:** Fiona Golden, Community Development Coordinator

**Submitted Through:** Julie Wischnack, FAICP, Community Development Director  
Erik Nilsson, City Attorney  
Mike Funk, City Manager

**Presenter:** Julie Wischnack, FAICP, Community Development Director

---

**Action Requested:** Public Hearing and Motion

**Form of Action:** License

**Votes needed:** 5 votes

---

**Summary Statement**

The city has received an application for a temporary on-sale liquor license from the Rotary Club of Minnetonka Foundation (The Rotary Club) for a fundraising event at The Marsh. The annual holiday party is scheduled for Saturday, Nov. 8, 2025. A public hearing is required.

**Recommended Action**

Motion to grant the temporary liquor license to the Rotary Club of Minnetonka.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

No

**Background**

The city has received an application for a temporary on-sale liquor license from the Minnetonka Rotary Club for a holiday fundraising event at The Marsh. The Minnetonka Rotary raises money for the Hopkins/Minnetonka communities. All proceeds support the ICA food shelf, high school scholarships, and other local programs for youth and International/Youth Exchange.

The event will take place in the dining room area from 4 - 8 p.m. The event is open to the public, but space is limited. Interested parties can sign up via the [Hopkins Minnetonka recreation website](#) or at The Marsh service desk. The cost of the event is \$10 for members and \$15 for non-members and includes light appetizers. The Rotary Club proposes to operate a cash bar selling beer and wine. Holiday music will be performed by Two Men and a Piano from 5 – 7 p.m. Rotary Club volunteers will check all IDs before serving beer and wine. Rotary Club volunteer members have completed the MN Licensed Beverage Association bartending and service online training.

The Rotary Club will borrow the city's driver's license ID reader to use at the event. The ID reader helps with age verification and valid licenses as an additional safety measure for the event.

Additionally, as with all temporary liquor license holders, the licensee must provide a certificate of liability insurance that covers the event. The applicant has provided this information.

Staff has not received any complaints from previous events hosted by The Rotary Club (i.e., Summerfest or Links & Libations) and recommends the council hold the public hearing and grant the temporary liquor license.

**ATTACHMENTS:**

[Event Flyer](#)



*The Marsh Annual*


# HOLIDAY PARTY



*Saturday November 8<sup>th</sup> 2025*  
*from 4-8p*



*The Marsh Dining Room*  
*Music by Two Men and a Piano*  
*from 5-7p*



**City Council  
Agenda Item 14.A  
Meeting of October 20, 2025**



**Title:** Ordinance establishing mayor and council salaries

**Report from:** Moranda Dammann, Assistant City Manager

**Submitted Through:** Darin Nelson, Finance Director  
Erik Nilsson, City Attorney  
Mike Funk, City Manager

**Presenter:** Moranda Dammann, Assistant City Manager

---

**Action Requested:** Motion

**Form of Action:** Ordinance

**Votes needed:** 4 votes

---

**Summary Statement**

State law and the city charter require that the salaries of the mayor and council members be established by ordinance. The proposed ordinance adjusts city council salaries, effective January 1, 2026.

**Recommended Action**

Motion to adopt the ordinance.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

Yes

The salary adjustment will take effect in 2026 and has already been incorporated into the 2026 budget.

**Background**

State law and the city charter require that the salaries of the mayor and council members be established by ordinance. The ordinance may not take effect until after a municipal election that follows the adoption of the ordinance.

The ordinance was introduced on [Sept. 29, 2024](#), proposing annual salaries of \$25,850 for the mayor and \$19,800 for council members, effective Jan. 1, 2026. This proposal was developed based on the council's discussion during the [Nov. 4, 2024](#), study session, where there was general consensus that mayor and council salaries should increase by the same percentage as non-union employees. Due to the limited methods available for adjusting council salaries, the proposed change reflects the equivalent of two years of non-union increases applied at one time. This includes a 3% cost-of-living adjustment (COLA) for both 2024 and 2025, along with up to a 2% market increase.

During the introduction of the ordinance, the city council discussed various options and methods for an

increase. The options below are for discussion and consideration.

Option 1:

As proposed during the introduction of ordinance, a 3% cost-of-living (COLA) adjustment for both 2024 and 2025, along with up to a 2% market increase. This results in an annual salary of \$25,850 for the mayor and \$19,800 for council members.

Option 2:

Align increases with the proposed 2026 levy, not to exceed the levy percentage. The preliminary levy is set at 7.892%, resulting in two potential options.

- (A) A 7% increase would result in annual salaries of \$25,145 for the mayor and \$19,260 for council members.
- (B) A 7.5% increase would result in annual salaries of \$25,262.50 and \$19,350 for council members

Option 3:

Implement cost-of-living increases only, totaling 6%. This results in annual salaries of \$24,910 for the mayor and \$19,080 for council members.

Option 4:

Maintain the current salaries of \$23,500 annually for the mayor and \$18,000 annually for council members.

At the council's request, an updated comparison of mayor and council salaries from ten metro-area cities comparable to Minnetonka is included in the attachments.

**ATTACHMENTS:**

- [Option 1. Ordinance establishing council salaries](#)
- [Option 2A. Ordinance establishing council salaries](#)
- [Option 2B. Ordinance establishing council salaries](#)
- [Option 3. Ordinance establishing council salaries](#)
- [Comparable Cities](#)

**Ordinance No. 2025-XX**

**An Ordinance establishing salaries for the mayor and city council;  
amending section 100.005 of the Minnetonka City Code**

---

The City of Minnetonka Ordains:

Section 1. Section 100.005(1) of the Minnetonka City Code is amended to read as follows:

100.005. Salaries of Mayor and Council Members.

1. In accordance with section 2.09 of the city charter and Minn. Stat. §415.11, the salaries of the mayor and council members are as follows:

mayor	<del>\$23,500</del> <u>25,850</u> annually
council members	<del>\$18,000</del> <u>19,800</u> annually

2. The city manager shall biennially prepare a compensation report that contains an analysis of the compensation paid to elected officials of Twin Cities metropolitan area cities that are similar to Minnetonka. The report shall be provided to the city council for review in the fourth quarter of each even-numbered year.

Section 2. This ordinance is effective January 1, 2026.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this Ordinance:**

Date of introduction:

Date of adoption:

Motion for adoption:

Seconded by:

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

Voted in favor of:        Voted against:  
Abstained:  
Absent:  
Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on October 20, 2025.

---

Becky Koosman, City Clerk

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

**Ordinance No. 2025-XX**

**An Ordinance establishing salaries for the mayor and city council;  
amending section 100.005 of the Minnetonka City Code**

---

The City of Minnetonka Ordains:

Section 1. Section 100.005(1) of the Minnetonka City Code is amended to read as follows:

100.005. Salaries of Mayor and Council Members.

1. In accordance with section 2.09 of the city charter and Minn. Stat. §415.11, the salaries of the mayor and council members are as follows:

mayor	<del>\$23,500</del> <u>25,145</u> annually
council members	<del>\$18,000</del> <u>19,260</u> annually

2. The city manager shall biennially prepare a compensation report that contains an analysis of the compensation paid to elected officials of Twin Cities metropolitan area cities that are similar to Minnetonka. The report shall be provided to the city council for review in the fourth quarter of each even-numbered year.

Section 2. This ordinance is effective January 1, 2026.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this Ordinance:**

Date of introduction:

Date of adoption:

Motion for adoption:

Seconded by:

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

Voted in favor of:        Voted against:  
Abstained:  
Absent:  
Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on October 20, 2025.

---

Becky Koosman, City Clerk

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

**Ordinance No. 2025-XX**

**An Ordinance establishing salaries for the mayor and city council;  
amending section 100.005 of the Minnetonka City Code**

---

The City of Minnetonka Ordains:

Section 1. Section 100.005(1) of the Minnetonka City Code is amended to read as follows:

100.005. Salaries of Mayor and Council Members.

1. In accordance with section 2.09 of the city charter and Minn. Stat. §415.11, the salaries of the mayor and council members are as follows:

mayor	<del>\$23,500</del> 25,262.50 annually
council members	<del>\$18,000</del> 19,350 annually

2. The city manager shall biennially prepare a compensation report that contains an analysis of the compensation paid to elected officials of Twin Cities metropolitan area cities that are similar to Minnetonka. The report shall be provided to the city council for review in the fourth quarter of each even-numbered year.

Section 2. This ordinance is effective January 1, 2026.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this Ordinance:**

Date of introduction:

Date of adoption:

Motion for adoption:

Seconded by:

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

Voted in favor of:          Voted against:  
Abstained:  
Absent:  
Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on October 20, 2025.

---

Becky Koosman, City Clerk

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

**Ordinance No. 2025-XX**

**An Ordinance establishing salaries for the mayor and city council;  
amending section 100.005 of the Minnetonka City Code**

---

The City of Minnetonka Ordains:

Section 1. Section 100.005(1) of the Minnetonka City Code is amended to read as follows:

100.005. Salaries of Mayor and Council Members.

1. In accordance with section 2.09 of the city charter and Minn. Stat. §415.11, the salaries of the mayor and council members are as follows:

mayor	<del>\$23,500</del> <u>24,910</u> annually
council members	<del>\$18,000</del> <u>19,080</u> annually

2. The city manager shall biennially prepare a compensation report that contains an analysis of the compensation paid to elected officials of Twin Cities metropolitan area cities that are similar to Minnetonka. The report shall be provided to the city council for review in the fourth quarter of each even-numbered year.

Section 2. This ordinance is effective January 1, 2026.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 20, 2025.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this Ordinance:**

Date of introduction:

Date of adoption:

Motion for adoption:

Seconded by:

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

Voted in favor of:          Voted against:  
Abstained:  
Absent:  
Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota, at a meeting held on October 20, 2025.

---

Becky Koosman, City Clerk

---

The ~~stricken~~ language is deleted; the underlined language is inserted.

City	Mayor Salary 2025	Council Salary 2025	Mayor Salary 2026	Council Salary 2026
Brooklyn Park	\$21,996	\$12,578	Unknown	Unknown
Burnsville	\$24,000	\$18,000	\$24,000	\$18,000
Eagan	\$13,625	\$10,000	\$13,625	\$10,000
Eden Prairie	\$18,259.70	\$14,136.51	Unknown	Unknown
Edina	\$17,688.70	\$14,072.35	Unknown	Unknown
Lakeville	\$15,000	\$10,000	\$15,000	\$10,000
Maple Grove	\$17,400	\$15,100	\$17,400	\$15,100
Minnetonka	\$23,500	\$18,000		
Plymouth	\$21,148.32	\$13,408.80	\$21,148.32	\$13,408.80
St. Louis Park	\$20,842	\$14,413	\$23,500 <i>(proposed)</i>	\$18,000 <i>(proposed)</i>
Woodbury	\$16,680	\$12,006	\$16,680	\$12,006

**City Council  
Agenda Item 15.A  
Meeting of October 20, 2025**



**Title:** Economic development advisory commission (EDAC) chair and vice-chair appointments

**Report from:** Sarissa Falk, Senior Management Coordinator

**Submitted Through:** Erik Nilsson, City Attorney  
Moranda Dammann, Assistant City Manager  
Mike Funk, City Manager

**Presenter:** Mike Funk, City Manager

---

**Action Requested:** Motion

**Form of Action:** Other

**Votes needed:** 4 votes

---

**Summary Statement**

Mayor Wiersum recommends appointing Ann Duginski Cibulka as the chair and David Haeg as the vice-chair of the EDAC.

**Recommended Action**

Motion to approve the chair and vice-chair appointments.

**Strategic Plan Relatability**

N/A

**Financial Consideration**

No

**Background**

Resolution No. 2010-050, section 2.05 states "the chair and vice-chair of the EDAC will be appointed annually by the mayor, with confirmation by the city council." Mayor Wiersum recommends appointing Ann Duginski Cibulka as the chair and appointing David Haeg as the vice-chair of the EDAC. Both members have been valuable and beneficial to the EDAC and have agreed to serve in these officer roles.