

**City Council Agenda Item 3.A
Meeting of April 20, 2026**



Title: Director Budget Presentations

Report from: Sarissa Seracki, Senior Management Coordinator

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

Presenter: Mike Funk, City Manager and all department directors

Action Requested: Informational.

Summary Statement

From an organizational standpoint, the city is comprised of a city manager and eight departments that provide a variety of essential services to Minnetonka. Directors from the Public Works, Finance, Community Development, Recreation Services, Legal and Administrative Services Departments will be presenting on each of their departments. The purpose of director presentations is to inform the council of the current conditions as the city begins to prepare for the 2027 budget.

Directors will provide an overview of the department's organizational chart/staffing, highlights from 2025, departmental challenges, and a look ahead to 2027 goals and new innovations.

Strategic Plan Relatability

Financial Strength & Operational Excellence

Background

The city is organized with a city manager and eight departments that provide a variety of essential services to Minnetonka.

The Public Works Department strives to continually maintain and improve Minnetonka's streets, utilities, parks, trails and natural resources through collaborative partnerships.

The Finance Department is responsible for assessing, utility billing, purchasing, investment of city funds and management of city assets. The department protects and safely manages the city's assets in compliance with local, state and federal legal requirements, and provides accurate, timely and complete financial information and services to residents, businesses and customers.

The Community Development Department oversees planning and zoning, economic development and business licenses, housing, the city's health department, nuisance complaints, inspections and building permits. The department also reviews proposed projects and ensures construction work and licensed business activities meet or exceed basic standards.

The Recreation Services Department is dedicated to developing, promoting and providing programs and facilities that speak directly to the recreational needs and interests of the Minnetonka and Hopkins

communities. From athletic leagues and fitness classes to art workshops and special events, the department offers activities for all ages and abilities.

The Legal Department consists of two divisions: civil and criminal. The Civil Division provides legal advice and services to the city's elected officials and various city employees. The Criminal Division prosecutes gross misdemeanor, misdemeanor and petty misdemeanor offenses that occur in Minnetonka.

The Administrative Services Department – led by the assistant city manager – serves the city in a variety of areas, including city clerk, communications, elections, human resources, information technology and payroll.

The Minnetonka Police Department's mission is to serve and protect with honor and integrity. The police department provides essential public safety services to the city and protects its residents, businesses and property.

Minnetonka's Fire Departments mission is to continuously protect and preserve life and property through quality education, prevention, disaster preparedness and rapid emergency response.

Discussion Questions

Department director presentations are informational only; however, time will be available for questions during and after each presentation.