

**City Council
Agenda Item 10.F
Meeting of December 8, 2025**



Title: Resolution delegating authority for electronic fund transfers

Report from: Joel Merry, Assistant Finance Director

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

Presenter: Darin Nelson, Finance Director

Action Requested: Motion

Form of Action: Resolution

Votes needed: 4 votes

Summary Statement

State statute requires cities to delegate annually the authority to make electronic fund transfers.

Recommended Action

Motion to adopt the resolution delegating the authority to make electronic fund transfers.

Strategic Plan Relatability

N/A

Financial Consideration

No

Background

In 2017, the state legislature amended Minn. Stat. § 471.38 regarding the authority of local governments, including cities, to use electronic funds transfer. The law clarifies most types of payments for which electronic payments are allowed and requires certain policy controls be enacted to use the payment method.

Similar to nearly all corporations in the current economy, the City of Minnetonka utilizes electronic transfers as part of its normal course of business. Operating procedures are in place to ensure the city only issues appropriate and authorized electronic payments. Finance policy 4.3, *Payments made by Electronic Funds Transfers* was revised and subsequently approved by the council on Nov. 22, 2021, which strengthened the city's internal controls and aids in reducing the threat of cybercrimes.

One of the policy controls required by the law is for the government body to delegate annually the authority to make electronic funds transfer to a chief financial officer or business administrator.

ATTACHMENTS:

[Resolution](#)