

**City Council Agenda Item 3.A
Meeting of December 15, 2025**



Title: 2026 Strategic Plan action steps

Report from: Sarissa Seracki, Senior Management Coordinator

Submitted through: Darin Nelson, Finance Director
Scott Boerboom, Police Chief
Leslie Yetka, Natural Resources Manager
Julie Wischnack, FAICP, Community Development Director
Will Manchester, PE, Public Works Director
Jayce Alexander, DEI Supervisor
Erik Nilsson, City Attorney
Moranda Dammann, Assistant City Attorney
Mike Funk, City Manager

Presenter: Mike Funk, Sarissa Seracki, and each strategic priority team lead

Action Requested: Affirm the 2026 action steps.

Summary Statement

The 2025-2027 Strategic Plan was adopted by city council in 2024. During the April 19-20, 2024 special study sessions, city council and leadership participated in a strategic plan update conducted by Craig R. Rapp with Rapp Consulting Group. City council and leadership revisited the city's mission and vision statements, guiding principles, and revised strategic priorities and desired outcomes for 2025-2027. In 2025, city staff held two separate workshops on Nov. 13 and 14 to develop the 2026 actions steps, which is the third level of the strategic plan.

Strategic Plan Relatability

N/A

Background

In late summer and early fall of 2020, the city council met over a series of meetings to draft an updated strategic profile. Staff implemented the three-level plan and determined various action steps. The profile was imported into the city's strategic profile software, Envisio. This software tracks the progress of the action steps, holds data for the metrics that align with key strategies and generates a community dashboard. The top level of the plan includes six strategic priorities. Each priority is assigned to a team lead who oversees the development, tracking and progress of the key strategies and action steps. The team lead pulls in a variety of staff who have expertise in specific areas and are assigned as the owner or contributor to the item. In addition to developing action steps, the groups also identify performance metrics to help visually support various key strategies and areas of the strategic profile.

At the end of 2023 staff recommended city council to revisit the strategic profile that was developed in 2020 and participate in a strategic planning update with an outside consultant. In 2024 the city hired Craig R. Rapp with Rapp Consulting Group to conduct the strategic plan update during the April 19-20, 2024 special study sessions. During the sessions, city council affirmed the current six priorities: Financial

Strength and Operational Excellence, Safe and Healthy Community, Sustainability and Natural Environment, Livable and Well-Planned Development, Infrastructure and Asset Management, and Community Inclusiveness. City council and leadership also discussed the second level of the plan during the special study sessions, which are now referred to as desired outcomes.

Throughout 2024 each strategic priority was brought forth to city council during a study session to further their conversations from the April strategic planning sessions. Some strategic priorities, definitions and desired outcomes were adjusted after those conversations. Those updates are shown in the six action step documents attached. To develop the 2026 action steps city staff held two separate workshop days on Nov. 13 and Nov. 14. About 40 city staff members attended these workshops and this structure allowed for collaboration and discussion across city departments.

Performance metrics and targets were also developed during those workshops. However, performance metrics are consistently be revisited to ensure the correct data is measured. Ideas of what performance metrics will be measured in 2026 for each desired outcome are included in the attachments below.

Following each quarter in 2026, a strategic plan progress report will be brought to city council for review and a motion to accept the quarterly report. Once action steps are approved and finalized for 2026, they will be updated into Envisio for reporting and tracking.

2026 reporting periods are:

Q1 Jan. 1 - March 31, 2026

Q2 April 1 - June 30, 2026

Q3 July 1 - Sept. 30, 2026

Q4 Oct. 1 - Dec. 31, 2026

Discussion Questions

Does the city council support the 2026 action steps for each desired outcome?

ATTACHMENTS:

[2026 Action Steps](#)

[2026 Performance Metrics](#)

[Rapp Consulting Group - City of Minnetonka Strategic Plan Update](#)