

**CITY OF NISSWA  
MINUTES –CITY COUNCIL WORKSHOP  
TUESDAY, AUGUST 31, 2021  
6:30 P.M. – CITY HALL**

A City Council Budget Workshop was held immediately following the Special City Council Meeting on Tuesday, August 31, 2021, at 6:30 p.m. at City Hall, and was available on YouTube Live.

Members present: John Ryan, Mark Froehle, Don Jacobson, Ross Krautkremer, Mark Utzinger.  
Members absent: none.  
Also, present: City staff – Jenny Max, Maggi Wentler, Kiki Lindbery.  
Audience members: none.

**Call to Order** – Mayor John Ryan called the meeting workshop to order at 6:30 p.m.

**2022 Budget Discussion** – Max began the discussion with a presentation, noting the schedule and deadlines for the Budget and Levy process. Highlights of the specific Departments and topics included: updated information regarding the proposed K-9 program (the quote came in significantly less than expected); 2022 New Budget Items; Parks & Recreation/Community Center Capital Improvement Plan Matrix and potential recommendation for a Resolution to establish reserve accounts and authorize fund transfers for such; and the Tax Impact Model. Max noted that the 2022 Budget Summary reflects a balanced budget, and this results in a total Budget increase of just over 17%. This in-turn increases the Levy by just over 20%. General Fund Revenues were explained by categories; Levy History was also discussed. Maximum Preliminary Levy must be set by the end of September, traditionally it has been set at the September Council Meeting. Discussion commenced. Concerns were expressed about setting the Preliminary Levy too high; Council Members agreed that they'd like to see the numbers reflect all expenses that can potentially be paid in 2021. Max noted her preference to set the Preliminary Levy high and then reduce it for the final in December. Council Members noted that some information about what neighboring Cities will set their Preliminary Levies at would be helpful. Max said she does not know if any cities have set their preliminary levies yet. Future discussion will be focused on proposed new expenses for 2022, not necessarily Operating Budget items.

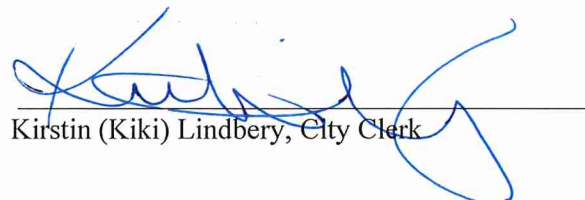
**Council Priorities & Direction on 2022 Budget & Levy Goals** - Priority lists will be discussed after items that can be expensed in 2021 are removed from 2022 Budget estimates. An additional workshop was requested to wrap-up general Preliminary Levy discussion, and to summarize and prioritize departmental budget items in order to set the preliminary levy for 2022 by the September Council Meeting. It was agreed that an additional workshop will be held at 5:30PM on September 21, 2021, just prior to the City Council Meeting which will begin at 7:00PM. New Capital Improvement Plans are a part of the Strategic Planning process implementation the City is working toward. Long-term planning is important to prepare for future potential development in the City of Nisswa. Council Members requested Departmental priority lists be created along with information to justify any proposed new Departmental positions and/or expenses. These lists, Improvement Plans and information will then be discussed at the September 21, 2021, Budget Workshop. If necessary, the Preliminary Levy can be set at an additional meeting prior to the end of September per Council discretion.

Council members noted appreciation of this new Budget process implementation and the presentations and discussions held thus far. Max noted that she will provide updated Budget numbers that exclude any potential 2021 expenditures prior to the September 21, 2021, Workshop.

**Adjourn** – There being no further business, Motion by Froehle, seconded by Jacobson to adjourn the City Council Workshop at 6:11 p.m. Motion carried unanimously.

Respectfully Submitted,

  
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John Ryan, Mayor

  
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Kirstin (Kiki) Lindbery, City Clerk