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WAYZATA CITY COUNCIL
WORKSHOP MEETING MINUTES
June 15, 2021

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5:45 p.m. Discussion of Long-Term Staffing Plan

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Mayor Mouton called the meeting to order at 5:45 p.m. Pursuant to Minnesota Statute Sec. 13D.015 and because of the COVID-19 pandemic, the City Council Workshop was being held remotely by electronic means using the audio conferencing platform, Zoom. Council Members present: Plechash, Buchanan, Iverson and MacDonald. Also present: City Manager Jeff Dahl, Administrative Services Director Aurora Yager, Community Development Director Emily Goellner, Public Works Director Mike Kelly, City Clerk Kathy Leervig, Fire Chief Kevin Klapprich, Interim Police Chief Marc Schultz, and Wine and Spirits Manager Kevin Castellano.

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Ms. Yager discussed the 2017 Organizational Study and Long-Term Financial Plan. The plan's purpose is to show financial impacts of future staffing levels. The staffing levels are intended to be aligned with the desired level of city services based on future demands. While previous versions of the plan did not include forecasts of future staffing needs, staff recommended it be included in 2020 due to the number of positions that have been identified as a need.

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Additionally, several of the goals and strategic initiatives in the Strategic Plan include items that are directly related to increased staffing such as increasing park programming, succession planning and staffing analyses, and better managing staff workloads.

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Each department discussed their specific department requests for staffing and how it related to the strategic plan allowing council to ask questions pertaining to the request.

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Council discussed the staffing plan and directed staff to consider if the Police Officer position slated for 2027 should be moved up earlier in the plan.

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The identification of staffing needs does not commit the City to fill these positions, but rather gives the Council and staff an idea of the impact those positions could have on the budget to better evaluate priorities and timelines and plan for these in advance. Their impact on the levy is subject to Council approval as part of the annual budget. These forecasts and budget impacts will be updated and reviewed by the Council annually.

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Next steps include incorporating these positions into their 2022 budget proposals and into the Long-Term Financial Plan update. Both of these items will be presented to the Council at the August 10 workshop.

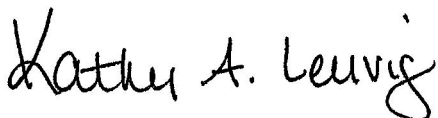
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The workshop meeting was adjourned at 6:45 p.m.

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Respectfully submitted,

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Kathy Leervig
City Clerk