

CITY OF SHOREWOOD
CITY COUNCIL WORK SESSION
MONDAY, JUNE 23, 2025

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
5:30 P.M.

AGENDA

1. CONVENE CITY COUNCIL WORK SESSION

A. Roll Call

Mayor Labadie _____
Maddy _____
Sanschagrín _____
Gorham _____
DiGruttolo _____

B. Review Agenda

ATTACHMENTS

2. PLANNING COMMISSIONER INTERVIEWS (4)

City Clerk/HR Director Memo

5:30 PM WILL RUOFF
5:38 PM BRANDON BRAITHWAITE
5:46 PM NAOMI BERG
6:30 PM BETH BROWN

**3. BUDGET – LONG TERM FINANCIAL MANAGEMENT PLAN -
NORTHLAND SECURITIES**

Finance Director Memo

4. ADJOURN



City Council Work Session Item

Title/Subject: Commission Interviews

Meeting Date: June 23, 2025

Prepared by: Sandie Thone, City Clerk/Human Resources Director

Reviewed by: Marc Nevinski, City Administrator

Item 2

Background

Pursuant to Minnesota Statute 462.354, Subdivision 1, and Shorewood City Code Chapter 201, the Shorewood Planning Commission was established and shall be advisory to the City Council. The Commission shall consist of five members who are current residents of Shorewood. Terms of appointment commence on March 1 and terminate on the last day of February and run for three years. Duly appointed Planning Commission members shall be required to attend no less than half the official meetings held in one year. The Planning Commission shall have the powers and duties given to city planning agencies generally by law, including authority to conduct public hearings directed by the City Council or city policy and may exercise the duties conferred upon it by Shorewood City Code Chapter 201.

City staff actively received applications for the vacancy that existed due to Planning Commissioner Eggenberger's resignation. The city received five (5) applications, with one candidate withdrawing during the scheduling process.

The council will interview the following candidates at this evening's work session:

- 5:30 PM – Will Ruoff
- 5:38 PM – Brandon Braithwaite
- 5:46 PM – Naomi Berg
- 6:30 PM – Beth Brown



City Council Work Session Item

Title/Subject: Budget Work Session #2-Long Term Financial Plan & Rate Study
Meeting Date: June 23, 2025
Prepared by: Jeanne Schmuck, Finance Director
Reviewed by: Marc Nevinski, City Administrator
Attachments: [Long Term Financial Management Plan](#)
2026 Budget Work Session #2 Presentation

Item 3

Background

As in years past, there will be a number of budget work sessions over the next several months, during which we will review the various City funds, discuss the proposed property tax levy and tax rate, review tax impacts on properties, update the 10-year Capital Improvement Plan (CIP), update the Fee Schedule, etc.

Northland Securities, Inc. has been engaged to build a Long-Term Financial Management Plan. This Plan is intended to help inform decisions on tax and enterprise fees, among other financial decisions. The Plan provides information to inform decisions both in the near term, and long-term, as near-term decisions often have long-term implications.

The Plan contains proposed strategies and key objectives to monitor with respect to on-going and future financial performance. This Plan utilizes the audited financial information from 2023 and 2024, as well as the 2025 budget and 2025-2034 Capital Improvement Plan.

Financial or Budget Considerations:

This Plan is a flexible living document that will be maintained internally going forward and will be a valuable tool to support budget decisions throughout the year. The specific timing of future improvements is uncertain, but awareness of the projects and the funding required for each project are important when considering tax levy, rates for fees and charges, and level of reserves, along with evaluating various considerations with respect to water connections, fee structure, base and/or infrastructure fees, as well as utility rate analyses and the impact on the City's constituents going forward.

Discussion Requested:

Tammy Omdal, Managing Director from Northland Securities, Inc. will provide an overview of the document, as well as discussion of the goals and initiatives which are included within the Plan. A look at these items and the long-term financial impact should help foster discussions on the implementation and financing of these initiatives as well as the sustainability of the overall operational activist of the City. The City Council should review and discuss the Plan document.

Public Engagement:

The City has been actively reviewing ways to improve and strengthen communications with stakeholders. The public is invited to attend all City Council meetings where the budget is discussed, and contact council members or city staff. 2026 budget updates will be provided in ShoreReports and available to view on the City's website at shorewoodmn.gov/citybudget. We will continue to connect through various activities and messages and evaluate their effectiveness.

On-going Outreach

Shorewood has always encouraged input from the public and is trying various ways to reach out and inform its constituents.

- Budget Web Page – 255 views, 170 users
- Public Meetings – Work sessions - 1, public attendance - 0
- Emails Budget Opt-In – sent 68, opened 55, 2 clicks on budget page link
- Social Media – 583 views, 4 clicks on link to budget
- ShoreReport – emailed - 963, 718 opened, 145 downloads, mailed - 2,576
- Open Office Hours – available - 14, utilized - 0

Public Feedback

Tonight, and all future budget work sessions, we will take a few minutes for the public to provide feedback on each budget section as we go through the series of work sessions.

Open Office Hours

Open office hours will be available weekly throughout the 2026 budget process to provide opportunities for one-on-one communications with the Finance Director or City Administrator. Appointments can be made Tuesdays between 12-3 PM or Wednesdays between 7-11 AM, alternative times can be made available if needed.