



CITY COUNCIL WORK SESSION MINUTES

Tuesday, July 15, 2025 at 6:30 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

Mayor Olson called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, Patrick Sundberg, and Mark Cross were present.

City Administrator Brad Chapulis, Assistant City Administrator Kelly Steele, Finance Director Jeremy Vacinek, Community Development Director Josh Doty, Police Chief Matt Maier, and Public Works Director Trevor Walter were present.

BUSINESS ITEMS

1. 2026 Budget Council Work Session

Finance Director Vacinek presented the kickoff meeting of the 2026 budget. Tonight's initial meeting is to have preliminary discussion on the council goals and priorities that should be incorporated into the 2026 budget as departments assemble their respective budgets for council consideration.

Finance Director Vacinek provided an update on various factors impacting the 2026 budget. The presentation also included information on property valuations, tax increment, and other economic indicators.

Finance Director Vacinek presented a budget calendar for the 2026 budget process. The next scheduled council budget work session to review and discuss the 2026 Governmental Funds Budgets and Proposed Property Tax Levy is slated for August 26th at 6:00 p.m.

City Administrator Chapulis explained as staff prepare their annual budgets, they are seeking any comments from the council.

The council consensus was for staff to keep their budget requests low.

ADJOURN

MOTION by Council Member Cross, seconded by Council Member Lyscio to adjourn at 6:58 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator

