

**BIG LAKE CITY COUNCIL
WORKSHOP MEETING MINUTES
AUGUST 27, 2008**

1. CALL TO ORDER

Mayor Orrock called the meeting to order at 6:03 p.m.

2. ROLL CALL

Council Members present: Dick Backlund, Chuck Heitz, Lori Kampa, Patricia May, and Donald Orrock. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Community Development Director Jim Thares, Building Official Sam Rudd, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, Fire Chief Tony Eisinger, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

3. PROPOSED AGENDA

Council Member Heitz motioned to adopt the proposed Agenda. Seconded by Council Member Kampa, unanimous ayes, agenda adopted.

4. BUSINESS

4A. 2009 Budget Workshop

Corey Boyer discussed the 2009 budget with the Council. Mr. Boyer identified Levy Limits and budget changes since the July 30th Workshop. Council and staff have reduced budget expenditures by \$286,075 and budgeted revenues have decreased \$46,805 due to removing the recycling fee paid by residents, and reduced fire protection service reimbursements from the township. The estimated City tax rate at the July Workshop was 43.688% which has been reduced to 43.192%, which reflects a 3.8% increase in the City tax rate for 2009. Mr. Boyer noted that residents should still see a slight decrease to their property taxes due to the declining property valuations in the area.

Council discussed the Rose Drive Street Improvement Project. Council Member Backlund stated that the area does need shoulder maintenance and patch work, but that there isn't a real need to totally reconstruct the street. Council Member Heitz stated that we are already behind on our street plan and doesn't feel that the City should take a year off from street improvements. Brad DeWolf noted that Rose Drive is predominately located in MNDOT Right-of-Way and that there may be funds the City could apply for to assist in completing the project. Council directed staff to contact MNDOT to request a commitment and to have the City Engineer provide an updated cost estimate.

Council reviewed the fire department truck that was discussed at the Joint City/Township meeting. Tony Eisinger clarified that no money would need to exchange hands before delivery of the truck. The initial payment would come from budgeted dollars from Big Lake Township and the City's lease payment would not be due until a year after delivery of the truck. Corey Boyer noted that if any payments for this lease were due in 2009, the funds would need to come from reserves and a budget adjustment would have to be approved by Council.

Council also discussed whether an update of the Comprehensive Plan was needed. Jim Thares felt it would be beneficial to start the process in 2009. The expected cost to the City in 2009 is \$30,000 to contract the services out, possibly to NAC, Inc. Council discussed having internal staff assist with the project to keep the costs to a minimum.

4B. Employee Survey Results

Scott Johnson reviewed the preliminary results of the National Employee Attitude Survey. This survey is a free service provided through the Business and Legal Reports. The survey is designed to help the City understand and measure its employee's attitudes. The City will receive the final report within the next month. Mr. Johnson noted that 34 full-time employees responded to the survey with the City scoring a 90% overall, and that the survey results indicate that there is room for improvement in areas concerning quality and commitment, teamwork, communication, and personal development. Administration will work with Department Heads and the Personnel Committee to improve in these areas City-wide. Council directed staff to include the full Council at a Work Session to discuss the final results with Department Heads.

5. **OTHER** – No other.

6. **ADJOURN**

Council Member Heitz motioned to adjourn at 6:50 p.m. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Gina Wolbeck
City Clerk

Date Approved By Council 09/10/08