

**BIG LAKE CITY COUNCIL
BUDGET WORKSHOP MINUTES**

AUGUST 19, 2014

1. CALL TO ORDER

Mayor Danielowski called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council Members present: Dick Backlund, Nick Christenson, Raeanne Danielowski, and Mike Wallen. Council Member Seth Hansen was absent. Also present: Interim City Administrator/Finance Director Jessica Green, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Police Chief Joel Scharf, Liquor Store Manager Jan Muehlbauer, and Assistant City Engineer Jared Voge from Bolton and Menk. Police Chief Joel Scharf arrived at 6:08 p.m.

3. PROPOSED AGENDA

Council Member Christenson motioned to adopt the proposed Agenda as presented. Seconded by Council Member Hansen, unanimous ayes, agenda adopted.

4. BUSINESS

4A. Preliminary 2015 Budget and Levy Discussion

Jessica Green reviewed the revised 2015 budget concept numbers and discussed the Capital Improvement Plan (CIP) needs that are proposed to be bonded for in 2015. With the remaining items, the proposed Levy increase is expected to be about 5.66%. Council discussed various budget items including updating the comprehensive plan. Staff noted that the County is working on a trail plan that we should be mindful of when considering updating the Comprehensive Plan. It was discussed that we could tentatively move it out a year and if there are LGA dollars left towards the end of 2015 we could start some work on it next year. Also discussed was the need to focus more on investing back into equipment that has been neglected the last few years. Discussion was also held on GIS Software which Bolton and Menk has been working toward collecting sewer, water, and street information. Staff noted that this web based software would reduce consultant time and increase productivity. Staff discussed the need to continue putting dollars away for election equipment, and the fire roof replacement. After discussion of budget line items, Green noted that the increase is looking to be more in the area of 4.5%. Council discussed 2015 LGA dollars. Green noted that staff is proposing budgeting a maximum of \$300,000 in expected LGA dollars. If unallotment occurs, we would be scrambling to come up with \$300,000, but it would be nearly impossible to have to come up with the whole LGA package if we budget for the whole amount.

Green noted that it is expected that the City's tax rate will drop by 2% in 2015. Council discussed that communication is key when explaining City services and the cost for these

services. Green noted that the Preliminary Levy will be brought to Council at the first meeting in September. Discussion was also held on the EDA Levy and Council suggested bringing the Town Board, City Council and EDA Board Members together in a joint workshop to discuss cost sharing ideas.

4B. Proposed School Trail Discussion

Jess discussed the County Road 5 restriping project and the proposed trail along Glenwood Avenue that would give students access to the school campus without having to walk along CR 5. Green noted that the trail cost is expected to be approximately \$26,000.00.

Joel Scharf arrived at the meeting at 6:08 p.m. Scharf explained that dollars are available from the City and County Traffic Safety Funds that could be utilized to help fund this trail. Mike Goebel questioned which entity would be responsible for maintaining the trail. Council Members noted that it makes sense to have the school maintain a trail that would mainly be used by their student population. Scharf noted that the trail is likely to be installed shortly after the start of the school year. Scharf also reviewed the Safe Routes to School grant process which will start in about a month.

5. OTHER

Green informed Council that tax forfeited parcels that were pulled in 2013 will be brought back to Council to pull these items from the County's September sale. These parcels are currently being used for Storm Sewer Ponding.

6. ADJOURN

Council Member Wallen motioned to adjourn at 6:24 p.m. Seconded by Council Member Christenson, unanimous ayes, motion carried.

Gina Wolbeck
Recorder

08/27/14
Date Approved By Council