

Worksession
September 14, 2015
Municipal Center

- Call to Order The Champlin City Council met in Worksession and was called to order by Mayor Nelson at 6:00 p.m.
- Roll Call Present were Acting Mayor Eric Johnson, Councilmembers Ryan Karasek, Kara Terry and Bruce Miller.
- Excused Absent: Mayor ArMand Nelson.
- Staff Present: City Administrator Bret Heitkamp, Finance Director June Johnston, City Clerk Roberta Colotti and City Attorney Scott Lepak.
- Approval of Agenda Motion by Councilmember Karasek and seconded by Councilmember Miller to approve the agenda for the September 14, 2015 Worksession as presented. Voting in favor were Acting Mayor Johnson, Councilmembers Karasek, Terry and Miller. Voting against: none. Motion carried.
(September 14, 2015)
Motion
- 2016 Preliminary The City Administrator stated that the budget memo for consideration this evening was first presented
Operating Budget at the September 2nd Worksession and as a result he would focus his presentation on the budget assumptions included in the report.
- Councilmember Miller stated that the time between the last meeting when the budget memo was first presented and tonight has given him an opportunity to review the numbers in greater detail and he would favor a levy increase closer to 7% rather than the previously discussed 9.77%. He asked that the Council and staff consider alternative meeting and document distribution timeframes in the future.
- The City Administrator stated that alternative timelines have been used in the past, including meeting with the Department Heads prior to setting the preliminary levy.
- The Finance Director stated that if the budget process starts before the end of June there is not a full six-month report available for comparison and that is one reason the timeline had been moved back.
- The City Council provided no consensus direction regarding amending future budget timelines.
- The City Council reviewed the proposed changes in the franchise fees and utility fees presented by staff.
- Acting Mayor Johnson asked for a historic review of the City's taxes and fees compared to other cities.
- The City Administrator stated that in the past the cities of Andover and Ham Lake have been the only ones with tax/per capita rates lower than Champlin and they do not have police departments.
- The Finance Director stated that last year Blaine increased its rate by 11.6% and Champlin increased its rate by 2.2%.
- The City Administrator noted that if the City has a significant level of building projects such as that proposed by Doran Companies and Dominion simultaneously then staff will have to return to the Council for a budget amendment for building department costs. He noted that this would impact the EDA budget not the City's General Budget.
- The City Council reviewed the Council contingency fund, noting that it was already reduced from 1% to a ½%.
- The City Administrator stated that in the year 2000 the City had 82 ½ FTE's and in 2016 we have 78 ¾ FTE's.

Acting Mayor Johnson stated that the City will need to determine why we have increased expenses in the water department especially given the decreased revenues.

Council Consensus

It was the consensus of the Council to establish the 2016 preliminary levy at 6.9% over the 2015 levy and directed staff to begin the process to amend the franchise fees as presented, and to find a way to fund the “outside budget request” items within the limits of the existing budget.

The Finance Director stated that the next Budget Worksession with the Department Heads is scheduled for October 8th.

Adjournment

The Champlin City Council adjourned the Worksession at 6:35 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk