

Worksession
June 9, 2014
Municipal Center

- Call to Order The Champlin City Council met in Worksession and was called to order by Mayor ArMand Nelson at 6:21 p.m.
- Roll Call Present were Mayor ArMand Nelson and Councilmembers Kara Terry, Eric Johnson, Ryan Karasek, and Bruce Miller.
- Absent: none.
- Staff Present: City Administrator Bret Heitkamp, Community Development Director John Cox, City Clerk Roberta Colotti, Finance Director June Johnston, and City Attorney Scott Lepak.
- Approval of Agenda
(June 9, 2014)
Motion Motion by Councilmember Johnson and seconded by Councilmember Miller to approve the agenda for the June 9, 2014 Worksession as presented. Voting in favor were Mayor Nelson, Councilmembers Terry, Karasek, Johnson, and Miller. Voting against: none. Motion carried.
- 2015 Budget Preliminary
Levy Projections and
Guidelines The City Administrator reviewed the 2015 budget preliminary levy projections and guidelines. He stated that the estimated tax levy increase is 3.12%. He stated that the City's tax capacity is projected to increase by 8.7% for all property tax classifications, with residential properties proposed to increase by 9.25%. He provided details on the assumptions that were used to prepare the preliminary estimate.

Key elements of the 2015 Preliminary Budget include:

- (\$0) expenditure increase to all departments for materials, goods, and services.
- (1%) increase to levy for Council approved Street Light Infrastructure Replacement.
- (2%) COLA increase per employment contracts.
- \$75,000 increase to annual infrastructure account transfers.

Council Directive

The City Council directed that staff reduce the preliminary tax levy from 3.12% to below 2% for future discussion. The Council requested additional information on the annual infrastructure account transfers.

The Finance Director recommended that the City Council schedule a Worksession at which the infrastructure financing plans and Financial Management Plan could be discussed in detail.

The City Administrator presented several other points of information regarding the preliminary budget proposal for Council discussion including:

- Resident Communications Initiative that is social media based.
- Electronic Transaction and Electronic Utility Billing.
- Identifying a long-term funding source for the operations and maintenance of the Ice Forum.
- Street Light Utility Fee – 2015 proposed rate increase.
- Mayor and City Council Salary market rate adjustment.
- Strategic Planning Session.
- Park Patrol Position for Andrews Park.
- Funding Strategy for the TH #169 Transportation Improvements associated with the Crossings Redevelopment Project.

Council Directive

- Support the resident communications initiative. There was discussion on staff training and assignment of duties.
- Support the electronic transaction initiative as part of the budget. There was further discussion on the user fee format proposed and the choice of vendors.
- Direction to continue discussions on the long-term funding of the Ice Forum.

- Direction to not increase the street light utility fee in 2015 in recognition of the fee having been recently established.
- Direction to not increase the Mayor and Council salaries for 2015.
- Continue to include the Strategic Planning Session in the preliminary budget with further discussion to be scheduled as part of the December final budget meeting.
- Continue to discuss the Park Patrol position as the discussion surrounding the use of Andrews Park moves forward.
- Continue to work to identify a funding strategy for the TH #169 Transportation Improvements associated with the Crossings Redevelopment Project.

Adjournment

The Champlin City Council adjourned the Worksession at 6:59 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk