

Worksession
July 14, 2014
Municipal Center

- Call to Order The Champlin City Council met in Worksession and was called to order by Mayor ArMand Nelson at 5:46 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, City Clerk Roberta Colotti, Finance Director June Johnston, and City Attorney Scott Lepak.
- Approval of Agenda
(July 14, 2014)
Motion Motion by Councilmember Johnson and seconded by Councilmember Miller to approve the agenda for the July 14, 2014 Worksession as presented. Voting in favor were Mayor Nelson, Councilmembers Terry, Karasek, Johnson, and Miller. Voting against: none. Motion carried.
- Financial Management
Plan and Infrastructure
Funds The City Administrator stated that in 2001 the City implemented its first Financial Management Plan (FMP). Since that time the City has utilized an extremely disciplined approach toward managing resources that centers on the organizations ability to manage its finances so it can meet its spending commitments, both now and in the future. This proven approach to fiscal management ensures that future generations of taxpayers do not face an unmanageable property tax bill for the provision of municipal services.
- The City Administrator concluded that the purpose of this evenings meeting was to review the assumptions upon which the FMP had been developed and to review the plan details as they relate to the 2015 budget process.
- The Finance Director presented the infrastructure funds for streets, parks, capital equipment, the Ice Forum, storm water, and street lights noting that a number of the funds are projected to have negative balances in the near future.
- The City Council discussed and reviewed the FMP and infrastructure funds. They directed that the 2015 budget meeting be divided into two meetings, one focused on the CIP and one on the Operating Budget. They requested that staff provide additional information on the following items at the future budget meetings:
- Establish a review process for analyzing the individual infrastructure funds to determine the best method for ensuring that they do not experience a future negative balance.
 - Review the Operating Budgets from a “biggest expense item” for maximum impact including information on what goods or services are part of that expense.
 - Review future opportunities for COPS grant funding.
 - Provide the total annual transfers to infrastructure funds from year end overages and temporary funding sources for the past several years.
 - Review the Ice Forum operations in detail, specifically including alternative seasonal uses (i.e. Lacrosse), potential legislative funding for R-22. Review conversion of propane for the City fleet.
 - Review the CIP to determine if all identified projects are necessary and justifiable, for example the Britney Park parking lot.
 - Search out opportunities to increase City revenue in addition to the traditional approach of looking for areas to cut as a way to balance the City’s budget.
 - Review options associated with contracting services.
 - Provide additional detail on the service areas the Council has considered cutting in the past.

Adjournment

The Champlin City Council adjourned the Worksession at 7:00 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk