

**CITY OF EXCELSIOR
Hennepin County, Minnesota**

MINUTES

**City Council Work Session
Monday, August 9, 2010**

6:30 p.m.

1. Call to Order/Roll Call

Mayor Ruehl called the meeting to order at 6:40 p.m. Council members present: Berghorst (arrived at 6:42 p.m.), Caron, Fulkerson, and Mayor Ruehl. Council members absent: Miller. Also present: City Manager Luger, Public Works Superintendent Wisdorf, Finance Director Carlson, and City Clerk Johnson.

2. Agenda Approval

Luger asked that the Council add the following items to the agenda before Item 3 - Schedule Special City Council Meeting to consider a purchase agreement for the Lyman property, and Schedule Special Meeting or Joint Work Session with Heritage Preservation Commission.

Fulkerson moved, Berghorst seconded, to approve the agenda as amended. Motion carried 4/0.

3. Schedule Special City Council Meeting

Luger asked the Council to schedule a Special Council meeting for Thursday or Friday to consider a purchase agreement for the Lyman property.

The Council agreed to schedule the Special Council meeting Friday, August 13, 2010 at 7:30 a.m.

4. Schedule Special City Council Meeting or Joint Work Session with Heritage Preservation Commission

Luger said that there have been recent issues that have come up with regard to the Heritage Preservation Commission (HPC) that staff would like the Council to discuss. She asked if the Council would prefer to hold a Special Council meeting or have a joint work session with the HPC.

The Council and Luger discussed some of the items that have come up. The Council said that would prefer to have a discussion pertaining to all of the advisory commissions. The Council agreed to schedule a work session at the August 16, 2010 Council meeting to discuss this item.

5. 2011 General Fund Budget

Carlson stated that staff has prepared two budget scenarios for the Council's consideration. One budget reflects a 5% increase in the tax levy and the second budget reflects a 7.5% tax levy increase. She noted that the City has received notice that it will receive \$80,000 in Local Government Aid. The LGA has been included in the Intergovernmental Revenue, but has been offset by a transfer out of the General Fund to the Capital Improvement Fund. If LGA is unallotted, staff will decrease the transfer amount so the General Fund is not impacted.

Carlson said that the General Fund Summary shows the revenues by major type and expenditures by department. She noted that the last column highlights the differences between the two budget options. The General Fund Expenditure Summary reflects the differences in the expenditures for the two options. She noted that other charges and services, transfer to other funds, and capital improvements are the areas that would see decreases in expenditures between the two options.

Carlson said that \$12,000 has been incorporated into the budget for additional staffing. There are two positions that staff would like the Council to discuss. The first would be to increase the City Planner position to full-time and the second would be to add a part-time public works position. She noted that \$7,000 had been added into the budget for the full-time Planner position and \$5,000 was added for a part-time public works position.

The Council stated that they did not support making the City Planner position full-time at this time. The Council was supportive of adding a part-time public works position and using a portion of the Planner position salary for additional consultant services and using additional funding toward the public works position if needed.

In January, the Council was presented with three options for going to paperless packets. The Council had agreed to implement Option #3 on a trial basis. The Council and staff discussed the paperless packets. Fulkerson stated that she thinks it is very impersonal when Council members are looking at their computers versus looking at the person who is speaking to them. Council members agreed that they should not be looking at items on their computer when someone is addressing them. Everyone agreed to be more attentive when someone was addressing the Council. The Council decided to continue with the paperless packets in the same manner as that they are currently being done. The Council asked staff to forward them the agenda packets for all advisory commission meetings.

5. 2011 General Fund Budget - (Continued)

The Council and staff discussed taping Planning Commission meetings. Luger presented the results from a poll that she had taken to see how many cities were taping their Planning Commission meetings. The consensus of the Council was that the Planning Commission should be taped. Staff was directed to put together a recommendation on the fee schedule for zoning applications to cover the costs for taping the meetings. The Council also directed staff to look at possibly purchasing a camera and a couple of microphones that could be used to tape the Park and Recreation Commission and Heritage Preservation Commission meetings.

Staff reported that the League of Minnesota Cities had informed the cities that they could be exposed to copyright infringement by allowing public performances of music without the appropriate license permission. The City could purchase a blank license for \$589 which would virtually authorize all public performances that the City may present. The Council directed staff to purchase the blanket license.

Carlson said she is proposing to close the Parking Meter Fund and place the revenues from the parking meters in the General Fund. She noted that she does not think that the Parking Meter Fund is appropriate as an Enterprise Fund. The Council stated that they did not want to make any changes to the Parking Meter Fund at this time.

Staff asked the Council for direction on what they wished to see for the tax levy. The consensus of the Council was to keep the tax levy to a 5% increase.

6. Other Business

None

7. Adjournment

Fulkerson moved, Berghorst seconded, to adjourn the meeting at 8:34 p.m.
Motion carried 4/0.

Respectfully submitted,

Cheri Johnson
City Clerk