

MEDINA CITY COUNCIL SPECIAL MEETING MINUTES OF
JULY 21, 2015

The City Council of Medina, Minnesota met in special session on July 21, 2015 at 6:00 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

I. Call to Order

Members present: Mitchell, Anderson, Cousineau, Martin, Pederson

Members absent:

Also present: City Administrator Scott Johnson, Public Works Director Steve Scherer, Finance Director Erin Barnhart, Public Safety Director Ed Belland, and City Planner Dusty Finke

II. 2016 Budget/Capital Improvement Plan

Finance Director Erin Barnhart provided information on the updated proposed 2016 Budget and Capital Improvement Plan. The proposed budget includes a General Fund Levy increase of 5.2% and a Total Levy increase of 7.0%. The proposed tax rate would increase from 23.577% to 23.586%. Staff updated the City Council on the following changes: adding approximately 8 hours per week to the Part-time Finance position under the 2016 Budget, reclassifying the Assistant to City Administrator position to a City Clerk/Assistant to City Administrator position, and reviewing the organizational structure of the Planning Department. The proposed 2016 Budget includes 2.5% cost of living increase for wages, an 11.5% increase for insurance costs, and will add the road improvement bonds for the Tower Drive project.

Staff also provided information on the proposed Capital Improvement Plan for 2016. The equipment fund is currently funded until 2017. Staff is proposing that the City move forward with the purchase of an equipment bond to help pay for future equipment needs in 2017.

City Planner Dusty Finke provided an update on the discussions with Mediacom. He reviewed the updated counter proposal and the City Council directed staff to move forward with providing the counter proposal to Mediacom.

III. Hamel Fire Budget 2016

Finance Director Erin Barnhart provided an update on the proposed 2016 Hamel Fire Budget and Capital Expenditures. She discussed concerns with the portion of the proposed budget based on fundraising and donations, \$31,000 in 2016. She further explained how this was not a good strategy for budgeting because the City would be responsible for any future budget overruns. Finally, she explained that Hamel Fire Department has a capital fund, but the fund has no revenue source at this time due to fundraising and donations going towards the operating budget and that when their capital fund is depleted all equipment financing would become the responsibility of the City.

Staff provided responses to the City Council on the following topics; Hamel Fire has met their contract terms, Hamel FD should look into expanding fundraising and donation opportunities, and continue to look for grant opportunities.

Staff was directed to put the 2016 Hamel Fire Department Budget on the August 5, 2015, Consent Agenda for approval.

Adjournment

Mitchell closed the meeting at 6:52 p.m.

Bob Mitchell, Mayor

Attest:

Scott Johnson, City Administrator-Clerk