



CITY OF GAYLORD
CITY COUNCIL SPECIAL BUDGET WORKSHOP MEETING
Tuesday, November 3, 2015
6:30 P.M., City Hall

Members Present: Mayor Boeder and Members DeVlaeminck, Landaas, Losure, Muchow and Uecker
Members Absent: None
Staff Present: Kevin McCann, City Administrator; Katie Bobich, Intern; and Lori Waltz, Accountant/Clerk
Visitors Present: None

1. Call meeting to Order – Mayor Don Boeder
2. Purpose and Timeline of the Gaylord City Council Workshop – Mayor Don Boeder
Boeder explained that the purpose of the workshop is to discuss possible cuts to the proposed 2016 budget and levy.
3. Specific City Council Discussion Items:
McCann explained that the City is starting Performance Measures. Bobich explained that Performance Measures is a tool to help Council with their decision making and budgets..
Muchow stated that he didn't want it tied to the budget.
McCann stated that it is essentially an informational tool for the public and council to understand what the departments do.
Landaas stated that he feels that this will be information to help back up future purchases.

A. Discussion Regarding the Proposed 2016 Budget

- i. Discussion Regarding Current Levy and Proposed Levy Goals
- ii. Review of 2016 Budget
 - i. Fire
 - ii. Police
 - iii. City Services
 - iv. Administration
 - v. Other

Council reviewed the 2016 budget and suggested several areas staff could make reductions. Council reduced City Administration Employer Health Insurance by \$4,000, Training will be increased by \$1,000 and the Consultant line item will be reduced by \$10,000. Landaas suggested taking the costs for the Comprehensive Plan out of reserves when the project occurs. Council discussed the possibility of amortizing the cost of the Comprehensive Plan over the next 10 years, by putting \$7,500 in the budget each year. With this idea in mind, Council reduced the Other line item in the Planning and Zoning Budget by \$3,500. Council would like to have the Police Department reduce the Over-time budget by \$3,000. Boeder stated that he would like to remove the Lake Titloe Beautification Committee from the budget at a reduction of \$1,130. McCann stated that the City has committed to a \$200 donation for Rush River in 2016. Boeder stated that he would be in touch with the members of the Lake Titloe Committee to discuss the disbanding of this committee. Council removed \$2,070 from the Street Department Fuel line item and reduced the Heating budget item by \$2,000. Council reviewed the Recreation Budget and reduced the Repair line item by \$1,000 and increased the Electricity line item by \$1000. Council noted that it needed to add \$1,598 for Medicare for the Swimming Pool Budget. Council asked McCann what the tax levy had been reduced to by these cuts. McCann stated it was down to 11.41%.

Council wanted to continue to reduce the tax levy. Council removed the EDA Consultant for \$10,000 and the Health Insurance of \$4,320 for the proposed full time position from the EDA budget. Council removed \$2,000 from the Library Electricity line item. After these additional reductions were made, the tax levy was reduced to 9.69%.

Boeder asked if any of the Council Members wanted to talk about staff wages. McCann explained that wages are budgeted for a 1.2% COLA and a step increase. Uecker stated that she is concerned about payroll and how the

two (2) ladies are only at step 2. McCann suggested that maybe the Council could remove the COLA, but make sure that they include the steps for the employees in the budget. Council discussed moving the two (2) Lori's up two (2) steps. McCann suggested that the Personnel Committee meet and discuss some items, so that Personnel items will not be discussed at a Public Meeting. Boeder asked if any of the Council had any concerns or comments to please let them know. McCann stated that Payroll COLA and steps will be approved at the Council meeting in January, 2016.

iii. Review of 2016 CIP

B. Discussion Regarding Bleacher Purchases with SERTOMA

McCann asked the Council if they would like to purchase the third bleacher. Council stated that they would like to take the bleacher purchase out of reserves.

C. Discussion Regarding Community App & Community Wi-Fi

McCann explained that the Blandin Grant has a grant available for a Mobile App. McCann reported that the City of Henderson has already implemented the Mobile App. Henderson worked with a company that developed the app for a cost of \$3,000. McCann reported that this is a 50-50 matching grant.

McCann explained that Public Wi-Fi, pops up when you enter into the town. McCann reported that there is also a grant for this and the City's portion would be 25%.

Landaas suggested continuing to do research on both the Mobile App and Community Wi-Fi.

4. Open Discussion by the Council

McCann explained that the City purchased a white board to help keep track of status of projects.

5. Closing Remarks – Mayor Don Boeder

Boeder thanked the Council Members for working so well together on the budget cuts.

There being no further business to come before the City Council. COUNCIL MEMBER LANDAAS MOVED, COUNCIL MEMBER UECKER SECONDED TO ADJOURN. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. The meeting was adjourned at 8:25 p.m.

Kevin McCann
City Administrator

Don Boeder
Mayor