

North Branch City Council

Work Session

Date of Meeting: August 28, 2014

Present: Councilmembers: Ronald Lindquist, Theresa Furman, Kathy Blomquist, Joyce Borchardt, and Trent Jensen.

Also Present: City Administrator Konrad, Finance Director Hill, Fire Chief Grote

I. Call To Order

The meeting was called to order at 6:30 p.m.

II. 2014 Budget

Hill explained that the preliminary levy sets the ceiling for the levy. Staff and Council discussed the proposed police department budget. Hill noted that there has been an increase in PERA employer contribution across all departments. Staff reviewed the City Administrator budget with Council. Blomquist asked if staff will be assigned to the web and whether that was included. Konrad said that the amount included in the City Administrator budget is for maintenance of the website. Konrad reviewed the City Clerk budget with Council. Blomquist said that the \$500 she would like to give a raise to the part time office staff. Konrad noted that the City Attorney fees will increase slightly. Council and staff reviewed the proposed fire department budget. The building department budget was reviewed. Furman asked how it is going with 40 hours. Konrad noted that the department is very busy. Jensen suggested the fire department be held to the same increase as other departments to keep the levy down. Lindquist would like to keep the increase at zero. Jensen asked if the Council wants to do the staffing plan or some of the CIP or if there should be a bare bones budget. There needs to be \$81,000 removed from proposed base budget. Konrad confirmed the Council would like any increase to be the same as the tax capacity increase. Jensen said that removal of \$81,000 from the proposed budget should be able to be done fairly easily. Jensen suggested 5.2% would be the total growth of the levy or whatever the tax capacity increase is. Konrad indicated that staff needs to know what the preliminary levy should be so staff can get ready for the preliminary levy meeting. Hill reviewed the tax impact information with Council. Council would like the fire department to look at its budget for areas to cut. Borchardt would like to find a builder to work on the five acres of ESSBY housing because it is on water and sewer which would really help out.

Motion by Furman, seconded by Jensen to adjourn.

Adjourned at 7:38 p.m.

Respectfully submitted,

Bridgitte Konrad, City Administrator