

**MINUTES OF THE CITY COUNCIL
GOAL SETTING SESSION
CITY OF ISANTI
January 25, 2010**

The meeting was called to order at 8:08 a.m.

Members Present: Mayor George Wimmer, Councilors Jeff Kolb and Sue Larson.
Councilor Ross Lorinser arrived at 8:12 a.m.

Members Absent: Councilor Jim Kennedy

Staff Present: City Attorney Clark Joslin as Facilitator, City Administrator Don Lorsung, Assistant City Administrator/City Clerk Irene Bauer, and Finance Director Kristi Smith

Overview of 2009 Top Goals

Joslin noted that the top 2009 goals were as follows:

- Long Term Financial Plan
- Commercial Tax Base
- Disaster Plan
- New Personnel Policy
- City Multi Modal Transportation Plan

City Administrator Lorsung provided a brief update on the status of the 2009 goals and projects.

Long Term Financial Plan:

- Capital Equipment Schedules
 - o The capital equipment schedules only include replacement of current items and does not reserve for future purchases
- Park Structures
- Debt Schedules
- Water and Sewer Fund Utility Rate Study
- Buildings – Police Facility, Community Center, Liquor Store, and Public Works Building
 - o The sprinkler system in the Community Center must be addressed
- Future Staffing
 - o Future staffing should be discussed and reviewed annually based on the growth of the city.
- Utility Billing
- Nuisance Billing

Disaster Plan – This has been completed.

New Personnel Policy – this has been completed.

Marketing and Strategic Downtown Plan – Lorsung provided a brief update.
Capital Improvement Plan – the report as submitted by City Engineer DeWolf was reviewed.

2010 Goals

There was discussion on the following:

- Long Term Financial Plan
 - o Set goals for next 5 years.
 - o Annual one page report on those goals
- Downtown Plan
 - o Planning for the downtown area and keeping the area tied to the County Road 5 business area – business loop.
 - o Purchasing of residential properties located in the Business District as they come up for sale and establishing a plan for this – revolving loan fund – TIF – abatement.
 - o Work with the Chamber on downtown planning
 - o Invite Rusty Fifield, Northland Securities to facilitate discussion at the February EDA meeting to discuss facilitating a meeting on downtown goals.
 - o Changing the EDA to an HRA.
- Economic Development
 - o Need for commercial tax base and types of businesses that can be drawn to Isanti.
 - o The proposed rail industrial park should remain vital to industrial growth.
 - o Develop a Comprehensive Economic Development Plan
 - Success points.
 - Commercial tax base.

Mayor Wimmer provided a presentation of the five major property tax revenues and provided a review of fund balances.

- Major revenue sources:
 - o Non business licenses/permits
 - o Liquor Store
 - o LGA
 - o Property Tax
 - o General Fund transfers
- Retain \$250,000 versus \$350,000 in Liquor Store fund balance reserve
- \$400,000 shortfall gap from 2010 to 2011 budget – based on assumptions
- Projections will bottom out in 2012 or 2013
- 12% decrease in property values projected for 2011
 - o Project Delays for 2011:
 - Sealcoating
 - Funding for Capital Replacement

Discussion and review of finance goals:

- Budgeting without LGA, LGA received would go to a designated fund
- Establishing a list of cuts and prioritize
- Determine the percentage of general funds to reserve – the recommended amount is 35 to 50% of expenditures. Recommended was not less than 44%.

Discussion on:

- Liquor funds are down because of the recent remodeling and maintenance of the store.
- Long term determination to retain the operation of the liquor store, if so, keep in its current location or to relocate the store.
- Community Center needs maintenance attention relating to the sprinkling system and that there are no funds for this potential project.
- Staffing and services
- Update by Finance Director Smith on the sales tax audit performed by the State.
- Review of the taxable valuations of the City.

Established 2010 Goals:

- Economic Development:
 - Economic Development Comprehensive Plan
 - Downtown Plan
 - Consideration of EDA to an HRA
 - Continue work on Rail Industrial Park
- Finance:
 - Budgeting without LGA
 - Establishing a list of cuts and prioritize
 - Determine the percentage of general funds to reserve
 - Restructuring bonded debt
- Any 2009 Goals that need completion

There was consensus to schedule a 2010 Goal Setting Review Meeting for June 1, 2010 from 5:45 to 6:30 p.m.; and that this meeting will replace the regular Work Session meeting scheduled for June 15, 2010.

Adjournment

Meeting adjourned at 10:46 a.m.

Respectfully submitted,

Clark A. Joslin, Facilitator
Isanti City Attorney