

**MINUTES
CITY OF ISANTI CITY COUNCIL
SPECIAL BUDGET MEETING
August 6, 2008**

Mayor Wimmer called the meeting to order at 5:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor Wimmer, Councilmembers Alan Duff, Ralph Johnson, Jeffery Kolb, and Sue Larson

Members Absent: None.

Staff Present: City Administrator Don Lorsung, Assistant City Administrator/City Clerk Irene Bauer, Finance Director Rita Pierce, Community Development Director Carla Vita, Liquor Store Manager Shari Harker, and City Engineer Brad DeWolf

Motion by Larson, second by Duff to approve the Agenda as presented. Motion carried unanimously.

D. Business Items

1. Friends of the Library Presentation – R.W. Dutch Schoenecker

Dutch Schoenecker, Representative of the Friends of the Library requested \$5,000 from the City for year 2009 to cover operating expenses that may be incurred by the Friends of the Library as they move forward to locate a site for a library in the City.

Wimmer requested the Friends of the Library submit a Preliminary 2009 Budget.

Susie McCuen, Representative of the Friends of the Library stated that the \$5,000 will in part be used to provide funding for the architectural drawing of the proposed library facility, information materials and fund raising.

There was general discussion on site location, concept building plan, budgets, cost of the facility, and fund raising. The discussion included the possible use of the Liquor Store architectural drawings that were done when the Council was considering the building of a new store, and if these were used there would be a cost saving for architectural services.

Schoenecker requested consideration to use City Staff to assist with secretarial and clerical services.

2. Discuss Expenditures by Fund or Department

Liquor Store

The Liquor Store budget was reviewed. The 2009 preliminary budgeted revenues are based upon a 5.5% increase over actual amounts from operations that occurred in 2007. The cost of sales was increased 5.5% over actual 2007 operations. Advertising was increased from \$5,000 in 2008 to \$7,500 for 2009.

Police Department

Pierce reviewed the Police Department proposed budget. To obtain a 3% decrease in the total budget the following are proposed:

- Elimination of one part time data entry clerk \$18,000
- Reduction in crime prevention expense \$ 250
- Eliminate traffic signal controls from 'small tools' \$ 1,600
- Eliminate sprint card if new vehicle is eliminated
- From capital budget \$ 1,800
- Reduction in 'Reserves' expense line \$ 1,000

Also proposed was a reduction in the transfer to Capital Replacement fund by not replacing the 1998 Blazer along with a computer and it's installation by using a forfeited vehicle to replace the 1998 Blazer.

There was review of Capital Replacement for the Code Enforcement Department as the Neon that was initially purchased for the Building Department is now used by the CSO Officer. Pierce stated that funds are to be transferred from the Building Inspection Replacement Fund to the Code Enforcement Replacement Fund.

There was brief discussion on staffing and why the Police Office closes at 3:30 p.m. Sager stated that the part-time staff is at the office until 4 p.m.

There was brief discussion on bike patrol and the expense to provide the patrol based on training, equipment, and repairs.

Code Enforcement

This Department was first created in 2008. The Department's 2009 Budget is proposed to decrease from the 2008 Budget.

Fire Protection

Pierce stated she has estimated an increase of 18.56% and this is based on the average increase for the past two years.

Miscellaneous and Transfer

Pierce stated donations to organizations has been proposed to be retained the same as for 2008 or \$5,000.

A transfer to the Sewer Fund of \$52,000 for the City Hall Project is included in the proposed 2009 Budget. The Project borrowed funds from the Sewer Fund; the outstanding loan balance after the 2009 transfer will be \$242,000.

Debt

Pierce stated the required debt levy is reduced from the \$458,023 for 2008 taxes to \$446,429 for pay 2009 taxes. The schedule of future debt levies for the City's current debt was reviewed.

Capital Replacement Fund – Capital Outlay and Transfer to the Fund

Pierce reviewed Capital Outlay proposed for 2009 as follows:

Administration Department – one computer and printer for a cost of \$1,545
- one Server for City Hall for a cost of \$6,500

Police Department – Replace 1998 Blazer, computer & installation, and
an 800 MGZ Radio for a cost of \$31,172.

Pierce stated that to obtain a 3% decrease in the Police Department budget the replacement of the 1998 Blazer is proposed to be eliminated from the proposed 2009 Budget.

Public Safety Improvements – The City is waiting to hear if MSA funds can be used for the City's share for the railroad crossing installation at Isanti Parkway in the amount of \$15,224.10. A second railroad crossing proposed for 2009 is at the South Passage crossing at an estimated cost to the City in the amount of \$20,000. Pierce reported that if MSA funds cannot be used for these improvements the Public Safety Improvement Capital Replacement would be short \$15,000.

There was general discussion on budgeting funds for future replacement that included kitchen equipment at the Community Center and for park structures.

Adjournment

Motion by Larson, second by Kolb to adjourn. Motion carried unanimously.

Meeting adjourned at 6:26 p.m.

Respectfully Submitted,

Irene J. Bauer
Assistant City Administrator/City Clerk