

Adopted Minutes Special Council Meeting July 26, 2011

Mayor Slavik called a Special Meeting of the Plymouth City Council to order at 5:15 p.m. in the Medicine Lake Room, 3400 Plymouth Boulevard, on July 26, 2011.

COUNCIL PRESENT: Mayor Slavik, Councilmembers Bildsoe, Stein, Black, Murdock, Willis, and Johnson (arrived at 5:28 p.m.).

ABSENT: None.

STAFF PRESENT: City Manager Ahrens, Police Chief Goldstein, Community Development Director Juetten, Park Director Evans, Administrative Services Director Portner, Public Works Director Cote, Deputy Fire Chief Springer, Human Resources Manager Kone, Finance Manager Bursheim, Accounting Supervisor Mastey, and City Clerk Engdahl.

Discussion of 2012/2013 Budget

City Manager Ahrens gave an overview of the preliminary 2012-2012 budget that included revenue and expenditure changes. Overall, revenues and expenditures are projected to increase by approximately 2% over 2011 for 2012. She stated this budget will be subject to change due to legislative action, unaccounted for economic variables, and improved property value information.

Public Works Director Cote provided a brief update on the recycling proposals that were received from the current hauler, Waste Management, and Allied Waste. He stated Waste Management's proposal was for 10 years, and it was transitioning from bin to wheeled cart for a single sort system. Allied Waste's proposal was also for a wheeled cart system, and their proposal was approximately 20% less than Waste Management, but their processing fee was higher. Staff requested Waste Management to submit a third proposal with a deadline of August 1. Both providers have informed staff that a decision needs to be made in August if the system is put into place in 2012. He requested direction from Council on how they would like to proceed.

Mayor Slavik stated she prefers that this item be discussed at another time, as there isn't sufficient time to discuss it this evening.

The Council moved the joint meeting with the Plymouth Advisory Committee on Transit which was scheduled for August 9 at 6:00 p.m. to September 13 at 6:00 p.m. The Council then scheduled a special meeting on August 9 at 5:00 p.m. to discuss the recycling proposals—one-half hour presentation by both presenters followed by Council discussion.

Administrative Services Director Portner commented that one area that was noticeable throughout the entire budget was combining IT allocations to each department (mobile phones, photocopying, medical fees, etc.). In addition, rather than allocating personnel costs, in some cases, over a number of departments, those costs are being reflected in the main department's budget. Medical fees were also rolled into the Human Resources Department's budget.

Councilmember Bildsoe asked how inflation translates into the budget. Administrative Services Director Portner replied inflation wasn't figured in. The budget was based on trend numbers and where costs could be saved.

Councilmember Bildsoe asked about the allocation of risk management claims. Administrative Services Director Portner explained that departments that have higher claims activity or more employees, will have higher costs. The yearly dividend the City receives will be allocated to each department.

Councilmember Stein requested a spreadsheet on where employees salaries were previously allocated and where they are proposed to be allocated in 2012.

Councilmember Willis stated he would like to discuss market impact to homes for taxes payable in 2012 versus 2011, and if there is a 1% levy and declining property values, the property owners picking up a larger share. Administrative Services Director Portner stated staff doesn't have those figures this evening, but should have them in mid-August, in time for the August 16 Study Session.

The Council went through the budget materials, department by department, and asked various questions of staff.

A considerable amount of discussion was held with Park Director Evans regarding the park participation fee per participant for use of athletic facilities that was implemented in 2011. The goal was to receive \$100,000 in revenue, but the City has only received approximately \$85,000 in revenue. The Council discussed an hourly fee versus the current per participant fee and teams reserving fields but due to weather and scheduling, not using the fields at the times they reserved. The majority of the Council suggested to not change the fee for 2012, and it would be evaluated again in 2012.

Mayor Slavik noted that the Plymouth Civic League is requesting an additional donation of \$20,000 for 2012 due to the 40th Anniversary activities which currently isn't in the preliminary budget. This request would be reviewed with the other contributions to the social service agencies at a future budget study session.

The Council discussed budgeting for Council notebooks (paperless agendas/packets). Councilmember Johnson asked what the life expectancy is for the notebooks. Administrative Services Director Portner replied four to six years.

Councilmember Johnson requested that at a future budget study session, the Council discusses practicality in how to use technology and being able to combine applications/uses (cell phone, I pad, etc.).

In the park maintenance budget, Councilmember Willis suggested that the City not purchase a stump remover but continue to contract for this work. He stated more personnel would be operating this type of equipment, and he noted that it's a dangerous piece of equipment. Park Director Evans commented that by the City purchasing this equipment and not hiring the work done, the equipment would be paid for in two years.

Mayor Slavik stated the Council will continue their discussion of the preliminary budget at the next budget study session on August 16 at 6:00 p.m.

Future Study Sessions

Mayor Slavik stated she would be adding setting future study sessions to this evening's regular agenda.

Adjournment

Mayor Slavik adjourned the meeting at 6:57 p.m.



Sandra R. Engdahl, City Clerk