

**City of Minnetonka Beach
Truth and Taxation Hearing Meeting Minutes
Monday, December 7, 2015**

Present: Mayor Rick Skalla, Council Members: Jill Bartel, Paul Kozloski, Mike Taylor.
Absent: Jaci Lindstrom, Treasurer Randy Gilster.

Staff Present: City Administrator, Susanne Griffin; City Clerk Heidi Honey

1. Call to Order

Mayor Rick Skalla called the Truth and Taxation Hearing to order at 7:00 p.m.

The Truth and Taxation meeting is the annual review of the proposed final budget and the opportunity for the public to provide input and ask questions regarding the proposed budget.

2. Approve Agenda

A motion was made by Council Member Bartel and seconded by Council Member Kozloski to approve the agenda as amended. With all members voting in favor, the motion carried.

3. Truth in Taxation Hearing

3.1 Comments

No one from the public was in attendance to provide comments.

3.2 Budget Review

Council reviewed the proposed final budget. Mayor Skalla asked about why the street lights were budgeted at \$9,000 when last year's actual expense was \$6,173. Administrator Griffin reported that in 2014 there was \$2,500 in power outage credits which skewed the numbers for that year but \$9,000 is in line with previous years.

Mayor Skalla discussed the Park Commission. He feels they need a plan for spending the \$5,000 they have in the Capital Improvement Program (CIP). Council Member Bartel stated the Park Commission seems to have changed their focus from improvements to maintenance except for the proposed sign at the west end of town which would cost about \$6,000-7,000.

Council Member Kozloski asked about the zoning administration costs and hourly versus project based fees. Administrator Griffin clarified that zoning services are paid hourly by contract. The zoning budget estimate was based on projects and anticipated hours required to complete projects. Council discussed that the budget is \$45,000 for general zoning administration services for the City and would include the Work Plan for Code Amendments. Council Member Kozloski thought project based fees would be easier for budgeting. Council also discussed the possibility of zoning billing per project along with billing hourly for general services.

Approved Meeting Minutes December 7, 2015

Mayor Skalla asked about Orono Water. Administrator Griffin ran a five year report and found the average is \$4,600. He suggested raising this amount in the 2017 budget. Council Member Bartel asked why the post office part time payroll budget decreased. Administrator Griffin stated that after reviewing the history, the amount budgeted was higher than it needed to be.

Council discussed the Capital Improvement Program (CIP). Mayor Skalla stated that if the Planning Commission recommends a transportation study, it is not budgeted so the money would have to come out of capital reserves.

Council discussed the cost of doing the Comprehensive Plan. Last time it cost approximately \$90,000. They would like a cost estimate from the Zoning Administrator for updating the Comprehensive Plan to budget for it next year.

In summary, no changes to the 2016 budget were suggested.

4. Motion to Continue the Hearing to December 14, 2015.

A motion was made by Council Member Bartel and seconded by Council Member Kozloski to continue the hearing to December 14, 2015. With all members voting in favor, the motion carried.

Mayor Skalla closed the meeting at 7:37 pm.

Respectfully Submitted,
Heidi Honey, City Clerk