

**Monday, August 31, 2015**  
**CITY OF MINNETONKA BEACH**  
**CITY COUNCIL CLOSED SESSION AND**  
**STUDY SESSION MINUTES**

**CLOSED SESSION:**

**Roll Call:** Mayor Rick Skalla, Council Members: Jill Bartel, Paul Kozloski, Jaci Lindstrom, Mike Taylor, Treasurer Randy Gilster.

**Staff Present:** City Administrator Susanne Griffin

**Others Present:** Wally Hilke, City Attorney and Justin Templin, Attorney from the League of MN Cities Insurance Trust

1. Mayor Skalla called the meeting to order at 6:05 p.m.
2. Motion to Close the meeting to discuss Dawson vs the City of the Village of Minnetonka Beach under the authority of M.S. 13D.03, Subd. 3

**(Bartel motion, Lindstrom second to close the meeting to discuss Dawson vs the City of the Village of Minnetonka Beach under the authority of M.S. 13D.03, Subd. 3; all ayes.)** Motion passed.

**3. Adjourn.**

**(Taylor motion, Lindstrom second to adjourn the closed session of the Minnetonka Beach City Council at 7:10 p.m.; all ayes.)** Motion passed.

**STUDY SESSION:**

**Roll Call:** Mayor Rick Skalla, Council Members: Jill Bartel, Paul Kozloski, Jaci Lindstrom, Mike Taylor, Treasurer Randy Gilster.

**Staff Present:** City Administrator Susanne Griffin, Public Works Director Ben Young

1. Mayor Skalla called the meeting to order at 7:25 p.m.
2. 2016 Preliminary Budget Review and Discussion  
Treasurer Gilster reviewed a preliminary draft of the 2016 budget prepared by Administrator Griffin and entitled "2% salary increases and full CIP". Other versions of the budget available to the Council included one with a 3.5% salary increase and full CIP and a 3.5% salary increase and modified CIP of \$45,000.

There was discussion about miscellaneous line items and Council directed staff to increase account code 1125-Dock Permits, from \$25,240 to \$30,000.

Also discussed were:

Account code 1140 – Permits –no change

Account code 1370 – Fines and Forfeitures – no change

Account code 2030 – Post Office & Part time – no change to post office

Account code 2130 – Elections –no change

Approved City Council Closed Session and Study Session Minutes

Account code 2280 - Building Inspections – no change

Account code 2350 – Dues/Fees/Training – no change

Park & Recreation – Griffin stated that the Park Commission is requesting additional funds. The distribution amongst the various account codes was adjusted from last year, partly due to the fact that the funds designated to each account were not done correctly by staff in the 2015 budget so the comparison from 2015 to 2016 may appear unbalanced.

Account code 2610 – Insurance – Griffin to get better estimate for 2016 numbers.

Account code 2727 Due/Fees/Training – no change

Other issues discussed were the 2016 Small Cities Assistance Account. Staff was directed to keep those funds in a specifically identified account and track the expenditures. These funds are for fiscal year 2016 and to be used for road improvements.

Also discussed was Account Code 2025 - Unfunded Liability Account which currently has \$20,000 at the end of 2015, and whether the budget should be increased to cover the current liabilities when eligible employees leave city service. It was decided not to change the budgeted amount.

Before the September Council meeting staff was directed to do the following:

- Ben Young is to contact City Engineer Amundsen regarding who he would recommend to inspect the water tower, conduct inspection
- Show % and actual number difference from 2014 Actual to 2016 Preliminary Budget
- Show anticipated 2015 Actuals
- Prepare a new version of the budget with 3% salary increases
- Provide total Tax Levy increases for years 2012, 2013, 2014 and 2015
- Provide information on the dollar amount over the target 65% reserves at this time

Council Member

**4. Adjourn.**

Meeting was adjourned at 9:20 p.m.

**PUBLIC IN ATTENDANCE – The following individuals signed the sign-in sheet:**

**Respectfully submitted,**

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**Susanne Griffin, City Administrator**