

**MINUTES
SPECIAL BUDGET & FINANCE BOARD**

OCTOBER 1, 2019

Chairperson, Jean Soine called the meeting to order at 1:00 p.m. Other members present were Neil Herzberg, Alicia LaBeau, Belinda Ludwig, Finance Specialist, and Renee Eckerly, City Administrator. Also present was Ron Mergen, Public Works Director.

Motion was made by Herzberg to approve the minutes from the August 27, 2019 Budget & Finance Board meeting. Seconded by LaBeau and unanimously carried.

2020 BUDGET

Fee Schedule

Zoning - Suggested fee increases were to match the zoning fees of Paynesville Township, the Joint Planning Board, and Stearns County. The Council had expressed a concern regarding low income residents being able to afford permits.

Right of Way - Mergen will check on the Right of Way Permit increase from \$40.00 to \$50.00 as some projects are very small like removing a bush and others are very large like pulling cable and digging up the right of way for miles.

Veterans Park – The Board doesn't want to out price the City park to Roscoe or other public parks. It was suggested to have staff call around and get other City park rental fees and bring back a list of fee schedule increases back to the November meeting.

Levy

\$57,328.00 is the amount that would still need to be cut for a balanced budget for a 12% levy increase. The Board discussed the future Street CIP projects. The City may not be able to do a project every 2 years because of the costs. To set the levy at zero the City would need to cut \$141,207.00. The General Fund at the 2018 audit has \$1.9 million in reserves, but the City has already spent \$117,000.00 for park equipment in 2019. Eckerly stated that Election CIP Fund could be reduced by \$6,000.00 and 605 Lake Ave. CIP Fund by \$6,197.88 which would put that fund at zero.

Motion was made by Herzberg to approve the 2020 levy at a 9.5% increase, move the Capital Improvement Funds from Election (\$6,000.00) and 605 Lake Ave. (\$6,197.88), and go in at an unbalanced budget for 2020 and recommend such to the City Council. Seconded by Soine and unanimously carried.

NEXT MEETING

The next meeting will be November 5 or November 6, 2019 with agenda items to include:

- Liquor Budget
- Fee Schedule proposed increases

There being no further business, the meeting was adjourned at 1:50 p.m.