

**OFFICIAL MINUTES  
TONKA BAY CITY COUNCIL  
BUDGET WORK SESSION  
August 11, 2015**

**1. CALL TO ORDER**

The budget meeting was called to order at 6:00 p.m.

**2. ROLL CALL**

Members present: Mayor De La Vega, Councilmembers Clapp and Grothe. Councilmembers Ansari and Anderson were absent. Also present were City Administrator Crawford, Public Works Superintendent Bowman, Bookkeeper Spoerner, and City Attorney Penberthy.

**3. 2016 PROPOSED BUDGET AND CAPITAL IMPROVEMENTS PLAN**

Crawford reviewed the proposed 2016 budget which reflects an eleven percent decrease to the LMCD budget and two and one half percent COLA increase for staff and the City Administrator. A health insurance increase will be about eleven percent. Crawford and the City Council reviewed the budget as proposed.

Highlights in the operating budget included increased budgeting for: election supplies increase for the 2016 election year, Public Works safety shoes, and safety equipment, memberships and training, street signs, and tree supplies and removal. Crawford also proposed a transfer out of the general fund reserves of \$60,000 to cover the costs of replacing the City Hall windows.

Councilmember Grothe suggested working with a local gas station for cheaper gas and oil prices.

Crawford stated there will be a revenue decrease for the following licenses: off sale beer, cigarette, off sale intoxicating liquor, and dog. There will also be a decrease in general service fees due to the fact that staff is printing less and increasing email services.

Highlights in the capital improvement plan included budgeting for updating the Comprehensive Plan, Cityscape project, manhole cover lifter, and City Hall windows.

Bowman stated he received a decreased quote for the City Hall windows at \$25,000 rather than \$60,000. He suggested budgeting for \$30,000 to cover unexpected costs. De La Vega requested staff to adjust the budget to show a transfer of \$30,000 from the general fund reserves rather than \$60,000.

Clapp stated the Manitou Park parking lot needs to be replaced within the coming years. Bowman shared the cost estimate of \$90,000 to completely redo the parking lot and adding curb. Clapp suggested we put in a concrete curb.

De La Vega stated we do not need to budget so much money for the Comprehensive Plan update. Council and staff discussed the amount of citizen engagement desired and the requirements set forth by Met Council for the project. Crawford will get an updated number from the City Planner and adjust the numbers.

Council and staff discussed resurfacing the tennis court and if this could wait for a couple of years. Bowman presented an updated quote of \$15,000. Council directed Crawford to revise the CIP number for 2016 to \$15,000.

Anderson arrived at 6:42 p.m. Ansari arrived at 6:46 p.m.

4. **ADJOURNMENT**

**There being no further business, it was moved by Grothe to adjourn the meeting at 6:50 p.m. Clapp seconded the motion. Ayes 5. Motion carried.**

Attest:

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Clerk