

CLOQUET CITY COUNCIL WORK SESSION

Tuesday, August 4, 2015, 5:30 p.m.

Meeting Minutes

Present: Bjerkness, Kolodge, Maki, Rock and Mayor Hallback

Absent: Langley, Wilkinson

Staff: Fritsinger, Klassen, C. Peterson, Lukarilla, Stracek

Other: Jamie Lund, Pine Journal, DuWayne Jones and Bruce Schwartzman, BKV via telephone

FACILITY STUDY REVIEW

City Administrator, Brian Fritsinger, began by providing a brief review that the purpose of tonight's discussion is to receive the final facilities report. He introduced DuWayne Jones and Bruce Schwartzman who will review the Executive Summary and key recommendations of the study. He encouraged the Council to ask any questions that they have.

Mr. Schwartzman began with a review of the Executive Summary by reviewing the building assessments and maintenance needs and estimates. He indicated that the maintenance needs only address maintenance needs but don't address space needs or challenges in departments. He suggested that only critical issues of maintenance be addressed before final determination is made on the final building plan.

Councilor Bjerkness questioned if the plan shows priorities related to maintenance. Mr. Schwartzman indicated the study does not prioritize those maintenance items.

Mr. Schwartzman then reviewed recommendations for each of the buildings included in the study and the priority of each project.

Finally, Mr. Schwartzman reviewed the Tax Impact Analysis for each of the projects.

Other questions included:

- Why are school costs on average so much cheaper than it is for City projects? Partially due to the state assisting financially on new construction projects.
- Does the study include the operation and maintenance costs of more square footage of buildings? The study does not. Mr. Schwartzman did not feel that there would be any operational or maintenance cost increases associated with any of these projects.

Mr. Fritsinger summarized that he would like the Council to carefully consider the contents of the study and forward any questions or comments they may have to him. The Council will be asked to accept the study as part of the regular meeting. However, that acceptance does not in any way commit the City to undertaking or implementing any aspect of the study. The Council will need to continue discussions on implementation as we move forward.

There being no further business, the meeting adjourned at 6:50 p.m. The Council reconvened the meeting at 7:45 p.m. to continue discussion on the 2016 preliminary budget.

2016 Preliminary Budget

Mr. Fritsinger handed out the first working draft of the 2016 preliminary budget. This document combines the general changes, assumptions, and areas of discussion for the budget by department.

- The Council discussed the request for a one-time donation to Friends of Animals. The Council agreed that providing a write-off of utility fees was inappropriate. The Council expressed a number of concerns about FOA operation and if the City were to provide a donation, how such a donation can be linked to performance or financial need. No final direction was determined.
- The Council indicated support for the benefit of the Events Coordinator position for the community in 2015. No feedback on additional monies for 4th of July activities.
- Clean Up Day may need to be reorganized or eliminated. Some thoughts are that with the changes at the County Landfill, more people are using the landfill and less are taking part in Clean Up Day. No direction on its inclusion in the budget.
- Council I-Pads were discussed in detail. Policy issues related to service provider, repair and replacement and other items need to be clarified. Council indicated it wants to proceed with this as soon as possible. Ms. Lukarilla and Mr. Stracek noted there are government pricing plans available. Staff will revisit the policy and bring back to Council.
- The Council indicated it would like to continue with flower program. Concerns addressed about the condition of the flowers as the season has progressed. There is still an interest in flowers on all four corners of intersections.
- The Council discussed the broader issues impacting the proposed budget and other items that need further exploration. Mr. Fritsinger asked that the Council continue to consider these items and be prepared to discuss further during the upcoming meetings.

There being no further business, the meeting adjourned at 9:25 p.m.

Respectfully Submitted:

Brian Fritsinger
City Administrator