

**CITY OF EXCELSIOR
Hennepin County, Minnesota**

MINUTES

**City Council Work Session
Saturday, November 19, 2011**

8:30 a.m.

1. Call to Order/Roll Call

Mayor Ruehl called the meeting to order at 8:37 a.m.

Council members present: Caron, Fulkerson, Olson, Miller, and Mayor Ruehl.

Also Present: City Manager Luger and City Clerk Johnson

2. Agenda Approval

Olson moved, Fulkerson seconded, to approve the agenda as presented.
Motion carried 5/0.

3. Prioritization of City Services

Sharon Klump, Springstead Incorporated, said in tight budgets times such as these cities are looking at what services are important. She will be assisting the City Council and staff with the process of looking at the services that City Hall is providing and evaluating which services the community values. The City currently has two positions open, and based on which services the community values, the structure of City Hall can be changed to fit those needs.

Everyone introduced themselves, stated how long they've been in their current position, and stated what their expectations were for today's meeting.

The Council, staff, and Klump discussed initiatives that the City is currently undertaking. The items listed included: Bandshell Study, Sandall Study, planning services, finance services, and Charter Amendment.

The Council, staff, and Klump discussed planning for the future and prioritizing. Some items discussed were: structuring services, the visioning that was done in 2005, updating of the City's Comprehensive Plan and Master Park Plan, having continuity on the City Council, Excelsior's active small town culture, and sustainability.

Klump distributed the results from the survey that the Council and staff members were asked to complete. She said that there were four members of the Council and six staff members who completed the survey. The survey results were very similar from the Council and staff when thinking of an image of Excelsior, identifying what makes Excelsior distinctive from other communities, and identifying what services residents and businesses value.

3. Prioritization of City Services – (Continued)

Klump said there were two statements where the Council and staff responses conflicted. When asked if we are pushing staff resources to the limit with the level of existing services, one Councilmember responded strongly agreed, one agreed, and two were neutral. Out of the six staff members that responded, two strongly agreed, two agreed, and two were neutral.

When asked if we need to identify services that will no longer be provided by the City, one Councilmember responded agree, two were neutral, and one strongly disagreed. Out of the staff members, two strongly agreed, three agreed, and one was neutral.

The Council identified criteria for staff to consider when looking at services, which included: whether another agency provides the service, can a service be outsourced for less, and utilizing technology wherever possible.

The Council discussed having a comfort level with reducing some level of services. Some areas that the Council suggested that staff consider was: looking for service efficiencies, doing as much as possible administratively, looking at City Hall hours, and figuring out the financial implications on the 2012 budget.

4. Other

None.

5. Adjournment

Fulkerson moved, Caron seconded, to adjourn at 11:42 a.m. Motion carried 5/0.

Respectfully submitted,

Cheri Johnson
City Clerk