

CITY OF EXCELSIOR  
Hennepin County, Minnesota

MINUTES

City Council Work Session

Monday, March 4, 2013

**1. Call to Order/Roll Call**

Mayor Gaylord called the meeting to order at 6:07 p.m.

Councilmembers present: Beattie, Miller, and Mayor Gaylord

Councilmembers Absent: Caron and Fulkerson

Also Present: City Manager Luger, Finance Officer Tumberg,  
Public Works Superintendent Wisdorf, and City  
Clerk Johnson

**2. Agenda Approval**

Miller moved, Beattie seconded, to approve the agenda. Motion carried 3/0.

**3. Long Term Financial Plan**

Tumberg said the City Charter requires that the City establish a Long Term Financial Plan (LTFP) which consists of five key elements: an Economic Synopsis, Capital Improvement Program, Capital Budget, Long Term Revenue and Expense Estimates and a Public Services Program Budget. The first step in developing the Long Term Financial Plan was for the Council to establish a prioritized list of goals and objectives, which was completed at the February 4<sup>th</sup> Council meeting. That listing was published per the Charter in the Sun Sailor's February 21<sup>st</sup> newspaper. The next step in developing the LTFP is for the Council to consider the Capital Improvement Program and the Capital Budget. At this work session, the Council should determine which major capital projects the City would propose to complete in the next five years, discuss the rationale for each improvement and if time allows, discuss financing options for each project.

Mayor Gaylord said that the goals the Council identified are not included at this point. Tumberg said that is correct, but the Council can include those items at this time.

Miller said that the City has maintained a LTFP that covers 15 years and he would like to see that practice continued.

Mayor Gaylord asked if an item is listed on the LTFP for 10 or 15 years out, does that mean that the Council is obligated to do those projects. Tumberg said no; the LTFP just identifies when the Council intends to do that particular project.

### **3. Long Term Financial Plan – (Continued)**

Beattie asked who gave the items the "A" or "B" priority? Luger said the previous Council prioritized the items.

Mayor Gaylord said that the goals the Council identified should be incorporated into the LTFP.

Miller explained that the City used to have wish list items incorporated into the LTFP. Under the new format, if those items are incorporated the City would need to come up with a funding mechanism.

Luger said the Council talked about having two separate documents. Miller said the Council discussed having one document as the official LTFP which would have the funding mechanisms identified and a second document would identify items for the wish list.

Tumberg said the projects that have a year identified next to it are the items that are proposed to be included in the LTFP.

Mayor Gaylord asked why the City couldn't have an A and B priority list. Luger said that when the City had everything incorporated together, people would question how the City could afford to do some of the items.

Miller said it would be nice to have a working document that the City could put different scenarios in to see how those items could be financed.

Luger said the Council should talk about financing. One item that is listed is the City Hall/Remodeling, which has a cost of \$400,000 assigned to it. She thought the amount seemed too high, but she did not know who had come up with the amount. The Council agreed that there should be discussions on what should happen to the City Hall when the Library moves out. Staff agreed to place this on a future work session agenda for discussion. Mayor Gaylord asked that staff provide some options and possible costs from previous discussions.

The Council reviewed the listing of capital projects and provided direction to staff on what they wished to have included in the LTFP.

The Council discussed the street projects that were identified. The Council discussed how it would like to continue with the Pavement Management Program. The Council discussed whether to do the next street project in 2015 or 2016. The Council requested that staff run funding scenarios for both options.

The Council and staff discussed the five corner intersection. It was determined that the City probably wouldn't be able to get grants in place to assist with the reconfiguration of the five corner intersection to complete the

**3. Long Term Financial Plan – (Continued)**

work in conjunction with the Met Council's forcemain project. The Council decided to look at possibly doing this intersection in conjunction with the Phase III street project.

Mayor Gaylord said it would be good to revisit the LTFP again toward the end of the year. Tumberg said the Council will be working with the LTFP throughout the budget cycle.

Tumberg said that staff will bring back the revisions to the LTFP and funding options to the March 18, 2013 Work Session for the Council to review.

Luger said she would also like the Council to have a discussion regarding 810 Excelsior Boulevard at the March 18<sup>th</sup> Council Work Session. She said that staff will run some options for rental leases for the Council's consideration.

**4. Adjournment**

Miller moved, Beattie seconded, to adjourn at 6:52 p.m. Motion carried 3/0.

Respectfully submitted,

Cheri Johnson  
City Clerk