

**Cambridge City Council Meeting Minutes  
Monday, November 20, 2017**

A special meeting of the Cambridge City Council was held on Monday, November 20, 2017 starting at 3:00 pm, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

**Members Present:** Mayor Marlys Palmer; Council Members Kersten Conley, Joe Morin, Jim Godfrey, and Lisa Iverson. All present, no absences.

**Staff Present:** City Administrator Woulfe, Finance Director Moe, and Public Works-Utilities Director Schwab

**Call to Order & Pledge of Allegiance**

Palmer called the meeting to order at 3:04 pm.

**Financial Matters**

Moe recommended no change for 2018 water rates. For 2018 sewer rates, Moe recommended a decrease in the base rate but no change for the flow rate (cost per gallon). Moe recommended no change in the storm water rate. Councilmembers were pleased with the proposed rates for 2018. Moe stated the fees will be included in the City Council's fee schedule ordinance which will be adopted in January 2018.

Councilmembers took one final review of the Street Light Utility Ordinance and requested staff to put it on a future Council agenda for adoption.

Councilmembers discussed ways to encourage citizens to provide more feedback on the City's budget utilizing the Balance Act software. Moe suggested the City set up a table at Herman's Bakery or National Night Out to get more comments. Woulfe suggested the Council consider a one day Citizens Academy and having the Balancing Act be one component of the academy. Councilmembers felt the taxpayer's receipt was an excellent tool and encourage staff to explore additional ways for citizen engagement on the budget.

Moe stated that at the October 16, 2017 special Council meeting, staff had made recommended changes to bring the 2018 levy increase to 3%. Moe stated additional work has been done on the budget and she recommends the following changes from the October 16 budget presentation:

Change	Impact on levy for 2018
Long range plan had called for purchase of Zamboni for ice rink in 2020 for \$50K. Used Zamboni was purchased for \$12K. We adjusted long range plan and levy to reflect changes.	(\$38,000)
Prefund City Hall Debt Service by \$53,000 with building permit fees received in excess of amended budget. Also, put \$11,000 in debt service to help with 2019 levy burden.	(\$53,000)

Add back funding for Art in the Park series including concerts, painting and movies. Direct staff to seek for grant that may relieve burden on levy but in order to make sure activities will occur next summer, agree to fund it at this point.	\$20,000
Per the request of the City Administrator, there is an addition to the budget to upgrade the City's website.	\$20,000
Net Change on Levy—2018 Levy is now 2% more than 2017 Levy	(\$51,000)

Moe stated that with these changes, the proposed 2018 levy increase is a two percent increase over the 2017 levy. Moe noted that detailed budgets were included in the meeting packet for all funds as well as a summary of long range financial plan. Councilmembers commented they liked the summary of the capital plan and felt it laid out future investments very well.

Moe reviewed the summary of tax levy estimate for future years and noted that debt service for street and park improvements is a significant driver of levy increases in the future. Moe stated adopting a two percent increase this year, puts significant pressure on future levies with increases ranging from five percent to 14 percent. Moe stated that the proposed local option sales tax would help provide funding to reduce those increases.

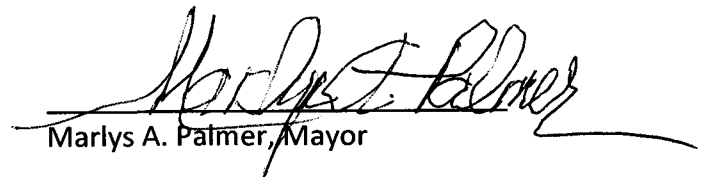
Councilmembers were reminded that the City's Truth in Taxation hearing will be on December 5 at 6 pm at the Richard G. Hardy Center and be held in conjunction with Isanti County and the Cambridge-Isanti School District.

*Resolution R17-081 Approve Inter-Fund Transfer*

Moe requested Council to adopt Resolution R17-081 as presented. Iverson moved, seconded by Conley, to approve Resolution R17-081 as presented. The motion carried unanimously.

**Adjournment**

Being no further business before the special meeting Morin moved, seconded by Godfrey, to adjourn at 4:45 pm. Motion carried unanimously.

  
 Marlys A. Palmer, Mayor

ATTEST:

  
 Lynda J. Woulfe, City Administrator