

**MINUTES  
OF THE WORK SESSION OF THE  
EDINA CITY COUNCIL  
HELD AT CITY HALL  
JUNE 7, 2011  
5:37 P.M.**

Mayor Hovland called the meeting to order at 5:37 p.m. Answering rollcall were Members Bennett, Brindle, Sprague, Swenson, and Mayor Hovland. Mayor Hovland left the meeting at 6:15 p.m. and returned at 6:45 p.m. Mayor Pro Tem Swenson chaired in his absence.

Staff attending the meeting included: Jennifer Bennerotte, Communications & Marketing Director; Sherry Engelman, City Sanitarian; Steve Grausam, Liquor Operations Director; Wayne Houle, Engineer/Public Works Director; John Keprios, Director of Parks and Recreation; Jeff Long, Police Chief; Debra Mangan, City Clerk; Scott Neal, City Manager; Eric Roggeman, Assistant Finance Director; Marty Scheerer, Fire Chief; Ceil Smith, Assistant to the City Manager; Cary Teague, City Planning Director and John Wallin, Finance Director.

Mayor Hovland stated the purpose of the meeting was to review the schedule for development of the 2012 Operating Budget.

Manager Neal informed the Council that staff was seeking direction as to the Council's wishes regarding the development of the 2012 Operating Budget. He noted there were some statutory mandates that the City must follow in developing a budget. Mr. Neal said levy limits of some form were anticipated for the next budgeting cycle, and this year's budget will be developed for a two-year cycle, noting that as with the CIP, the second year would be more of a forecast (with the 2012 the actual firm budget.) Mr. Neal stated direction was needed regarding splitting the trust fund for Centennial Lakes and Edinborough Park, suggested development of a separate "Severance Fund", stated his intention of rolling the Communications Enterprise into the General Fund of the City and briefly spoke of the enterprise business plans.

Assistant Finance Director Roggeman reviewed the proposed schedule for the development of the 2012 Operating Budget noting:

- 6/7/2011 - Budget process planning work session
- 8/16/2011 – Work session for review of preliminary levy, General Fund Budget, Utility Fund Budget and CIP
- 9/6/2011 – Adoption of preliminary levy at regular meeting
- 9/13/2011 & 10/11/2011 – Park Board discusses CIP and park and recreation fees and charges and makes recommendations to City Council
- 9/20/2011 – Work session for review of first half of enterprise budgets and CIP
- 10/4/2011 – Work session for review of second half of enterprise budgets and CIP
- 10/18/2011 – Work session for review of draft utility rate study
- 11/1/2011 – Work session for review of the final levy and budget
- 11/1/2011 – Regular meeting consideration of CIP and final utility rate study
- 12/6/2011 – Public hearing for final levy and First Reading for 2012 Fees & Utility Charges Ordinance

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- 12/20/2011 – Regular meeting for adoption of final levy and adoption of 2012 Fees and Utility Charges Ordinance

Mr. Roggeman stated this was a starting point for the Council to review and decide how they wished to proceed with developing the 2012 Budget.

The Council discussed whether or not to have a rate study completed, the timing of Council reviews of the draft budgets and CIP, Park Board’s time constraints and need for budget information in reviewing the CIP and fees, the potential 50/50 split of the Centennial Lakes and Edinborough Park Trust Fund for illustration purposes, whether utility companies should be put on notice of a possible franchise fee, the desire to design some form of public engagement that would allow public input into the budgeting process to take place in August or September, the timing of consultant reports for Braemar Golf Course and Edinborough Park, which union contracts will be negotiated for 2012, when results of the salary study will be available and the timing of the Decision Resources Survey data release.

Mayor Hovland adjourned the meeting at 6:54 p.m.

Respectfully submitted,

Minutes approved by Edina City Council, June 21, 2011

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Debra A. Mangan, City Clerk

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James B. Hovland, Mayor