

BAXTER CITY COUNCIL MINUTES
Work Session
July 18, 2017

Mayor Darrel Olson called the Work Session to order at 5:30 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Members Quinn Nystrom, Todd Holman, Steve Barrows and Mark Cross.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: City Administrator Bradley Chapulis, Community Development Director Josh Doty, Assistant City Administrator Kelly Steele, Finance Director Jeremy Vacinek, Police Chief Jim Exsted, Assistant Finance Director Susannah Jensen, and Public Works Director Trevor Walter.

2016 Audit Exit Interview

Doug Host, Principal at CliftonLarsonAllen, presented the results and findings of the city's 2016 audit. Mr. Host provided a summary of the City's general and enterprise funds and recommendations contained in the Management and Compliance Letter and Letter to Governance. A clean, unqualified opinion was issued.

Council Budget Work Session to Discuss 2018 Goals and Priorities, including 5-Year Capital Improvement Plan Initial Projects Proposed for 2018

Finance Director Vacinek explained the initial meeting is to have preliminary discussion on the goals and priorities that should be incorporated into the 2018 Budget as departments begin to assemble their respective budgets for council consideration. Finance Director Vacinek summarized Minnesota Legislature budget impacts, property valuations, figures on new construction, change in estimated market value, personnel costs, Brainerd fire contract, outside funding requests, and other costs such as general elections. The next budget meeting is scheduled for August 29.

Council Member Holman presented a list of several items for council consideration. Council Member Nystrom asked staff to continue work on developing improved citizen communications.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn the council work session at 6:52 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator