

**APPROVED MINUTES  
CITY COUNCIL  
WORK SESSION  
CITY OF WYOMING, MINNESOTA  
MAY 29, 2019  
6:00 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for May 29, 2019 to order at 6:00 P.M.*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Claire Luger, Joe Zerwas and Dennis Schilling*

Absent: NONE

*Also Present: Robb Linwood, City Administrator*

**DETERMINATION OF A QUORUM:**

Mayor Iverson determined a Quorum was present.

**Discuss 2020 City Council Budget Goals and Priorities**

Administrator Linwood reviews the budget calendar and schedule. Discusses was held on re-scheduling June 13th work session date to June 14<sup>th</sup>. The consensus was this would work out fine.

City Administrator Linwood brought up the 2019 goals in relationship to the 2020 budget. Each Department will review its 2020 goals at the next meeting.

**Ongoing Council Goals**

WSB and the City website provider GovOffice both offer outreach and engagement tools that the City may want to utilize. We will be seeking more public engagement for Veteran's Memorial Park as well as other City issues.

We keep moving forward in the MN GreenStep Program by achieving Step 2 in 2019. We should be able to meet Step 3 without budget impact, but to reach the more complex steps of 4 and 5 we will need to budget for specific action items. ADA compliance and security at City Hall will be addressed at a future work session. Housing and all of the City Comprehensive Plan are in the process of being updated. The Roers affordable housing FMHA application is in. Transportation opportunities are being evaluated by the Deputy City Clerk.

Mayor Iverson asked about roads. There will be another work session after the road tour and new pavement management study. This will help identify good candidates for mill and overlay. The City may want to consider raising road funding or utilizing franchise fees to finance these projects with existing fund balances being considered.

Zerwas inquired on how to move forward with facilities planning for the Police Dept. and City Hall. Schilling brought up our increasing growth rate and having a needs assessment completed. The current buildings are inadequate and have code violations. We may want to

ask for funding assistance at the State Capital, but without an assessment legislators will not hear us. Schilling also mentioned he was in favor of a four year term for Mayor.

Nanko Yeager asked about a prior needs assessment process. City Administrator Linwood stated an RFP was done, proposals were made, but it never moved forward. City Administrator Linwood stated these were strictly proposals, and a needs assessments was not done.

Luger stated she was in favor of updated needs assessment and that due to City growth projections we need comprehensive picture to formulate a baseline of needs. A needs assessment would give us objective third party guidance by inventorying current conditions and options for improvements.

Nanko Yeager felt with all the building people may not be able to afford to live here and questioned if we had the economic base. She stated targeting business expansion to increase the tax base should be a priority.

Zerwas brought up the possibility of an increase in Council compensation as it has been 10-12 years since the issue was examined. City Administrator Linwood we will contact comparable cities to evaluate if we are in line with other on this issue.

Schilling asked about holding work sessions prior to Council meeting rather than on separate dates. City Administrator Linwood stated that had been done in the past and we can consider going back to doing it that way. The Mayor suggests 5:30 p.m. as a good time. Nanko Yeager stated it can get long and people get tired. Schilling suggested implementing a time limit for work sessions.

In going back to the facilities discussion Schilling asked about the status of live streaming in our Council Chambers. City Administrator Linwood stated we are gathering information and quotes on this as well as security. ADA compliance is also being addressed through the League initiative walk through. Luger state the Park Advisory Commission is looking at ADA compliance as well.

Discussion was held on developing a Budget Mission Statement. The Council consensus was that while this is of value it is not a high priority item.

City Administrator Linwood led discussion on the high points of CIP planning. The Dept. Heads will present their items to Council at a future work session. City Administrator Linwood led the discussion on long term financial strategic planning as a good piece to have in place moving forward. This would be fluid but long range as we manage debt structure, money, capital funds, and utilities. The consensus was this would be valuable to have in place. City Administrator Linwood stated there may be a cost depending on how deep we want to dive in to it

Staff level changes from 2019 to 2020 were touched on but there was nothing that jumped up as immediate. Luger stated it was important to adequately fund what we have. Schilling mentioned he would like to see some type of code enforcement official as this is a self-sustaining cost recovery effort through citations. City Administrator Linwood stated the current code that is in place does not have a lot of teeth. City Administrator Linwood stated the Building Dept. permitting turnaround has significant improvement in terms of timing with the additional Inspector added.

City Administrator Linwood commented on the very positive increase in valuation for the City at 8.80% being one of the highest. It may rise even more when our auditor accounts for personal property.

Under healthcare the City continues using Sourcewell as a collaborative group with school districts and cities around the state. This will continue to be evaluated with costs split between the City and employees and 2020 cost available in August.

On the Street CIP City Administrator Linwood stated we have projects set to 2026. We will continue to evaluate the street project fund balance after the audit is complete and set up a work session to evaluate road needs. Franchise fees an option to change the level of funding if needed. The Dept. heads will go more into CIP at the next budget meeting.

Public Safety Director Hoppe and Administrator City Administrator Linwood met with Chisago County about the Pro Phoenix Records Management System. Discussions took place regarding the current configuration and other options both North Branch and Wyoming may evaluate. It remains to be seen if the County is willing to make concessions on the cost increase of being on the system. The County is looking at \$60,000 a year for their system, from a previous amount of approximately \$9,000 a 300% cost increase not including computer and other capital needs.

The meeting adjourned.

Frances Duncanson, MMC  
Deputy City Clerk