

CITY OF MARSHALL
BUDGET WORK SESSION
MINUTES
Tuesday, August 18, 2020

The work session of the Common Council of the City of Marshall was held August 18, 2020, at the Minnesota Emergency Response and Industrial Training (MERIT) Center, 1001 West Erie Road. The meeting was called to order at 5:30 P.M. by Mayor Robert Byrnes. In addition to Byrnes the following members were in attendance: Steven Meister (5:35 P.M.), Glenn Bayerkohler, Russ Labat and James Lozinski. Absent: Craig Schafer, John DeCramer. Staff present included: Sharon Hanson, City Administrator; Annette Storm, Director of Administrative Services; Jason Anderson, Director of Public Works/ City Engineer; Karla Drown, Finance Director; Jim Marshall, Director of Public Safety; Scott VanDerMillen, Director of Community Services; Sheila Dubs, Human Resource Manager; Dave Parsons City Assessor; Jasmine DeSmet, Training Facility Coordinator and Kyle Box, City Clerk.

Tax Levy Information

City Administrator Sharon Hanson introduced the 2021 budget and levy. Administrator Hanson provided an overview of several topics of discussion, including; 2020 recap/looking ahead, tax capacity, rates, comparisons, tax rates and property tax impacts, historical tax levy, 2021 tax levy and general fund impacts, debt reduction and 2021 tax levy and general fund recommendations.

City Assessor Dave Parsons provided further detail on tax capacity values, historical tax capacity and a comparison as to how the city of Marshall ranks amongst its comparable cities.

Director of Administrative Services Annette Storm provided additional detail on levy amounts including, the city of Marshall's historical data, debt service, capital improvement, economic development authority and streets.

Proposed 2021 General Fund Budget

City Administrator Sharon Hanson discussed 2021 tax levy impacts, such as; personnel costs, health insurance, LGA, reserve spending as well as efforts taken by staff on reductions in the general levy.

There was continued discussion from the council on suggestions brought forward by staff on how to reduce the proposed general levy. Several councilmembers shared the same concern as to leave the preliminary levy high for unanticipated COVID-19 costs that may arise before the final adoption of the 2021 levy.

Motion made by Councilmember Labat, Seconded by Councilmember Lozinski to direct staff to present the preliminary levy to council with a 3.5% increase at a regular meeting. Voting Yea: Mayor Byrnes, Councilmember Meister, Councilmember Labat, Councilmember Lozinski. Voting Nay: Councilmember Bayerkohler. The motion **Passed. 4-1**

Adjourn

At 7:24 P.M., Motion made by Councilmember Meister, Seconded by Councilmember Lozinski to adjourn. Voting Yea: Mayor Byrnes, Councilmember Meister, Councilmember Bayerkohler, Councilmember Labat, Councilmember Lozinski. The motion **Carried. 5-0**

Mayor

Attest:

City Clerk