

**MINUTES OF THE
WATERTOWN CITY COUNCIL**
Workshop Meeting Tuesday, November 26, 2019

Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. 2020 Budget & Levy Wrap-Up & Commission Appointment Process

Mayor Steve Washburn called the Watertown City Council Workshop to order at 5:30 p.m. Tuesday, November 26, 2019 in the Council Chambers of City Hall.

Council Members present: Washburn, Mike Walters, Deborah Everson, Lindsay Guetzkow, and Adam Pawelk.

City Staff present: City Administrator Shane Fineran and Clerk/Treasurer Lynn Tschudi.

City Administrator Fineran introduced the budget work session on the final 2020 budget and capital investment planning.

Changes made since the initial budget include:

1. Revised market value and tax capacity from Carver County
2. Reduction in general fund levy by \$5,000
3. Plan to use \$95,000 of fund balance for operations

Currently the net levy is \$1,958,000 with an impact to the average valued home of 1.91%. Fineran highlighted various expenses on the 2020 budget including: law enforcement, staffing, insurance rates and fire training pay.

Fineran noted that the city is struggling with attracting applicants for the seasonal positions. Currently the rate is posted at \$12. After a local survey, Fineran is proposing to increase the winter seasonal wage from \$12.36 per hour to \$14 per hour. This position is a seasonal full-time position. Council discussed the staffing of the seasonal positions. Washburn questioned the COLA increase of 3% and asked if it is tied to the federal standard. Fineran said he would research.

Fineran reviewed the Enterprise Budgets and related rate increases for 2020.

Guetzkow is pleased with the 1.91% budget increase. She is also in favor of the addition of one FTE for law enforcement. She asked when the city will be staffed with law enforcement officers. Fineran said 8-4:30, 6 pm – 6 am. She believes it is a good idea to bring the seasonal wages to a more competitive wage. Fineran said he is in favor of a wage study in the future to make sure staffing structure is appropriate as well as job descriptions.

Walters is also pleased with the low budget increase from 2019. He is in favor of the additional staffing in various departments. Everson echoed Walters.

Washburn introduced the next topic on commission terms. Council discussed if various commissions should have a requirement for members to reapply after their term is expired. Pawelk said he would like to see it handled in the same manner as a new candidate. This would include a new application followed by a review with staff and council. Everson said if reapplying is required, she would prefer the position posted as “open” to allow for candidates. Walters suggested opening the positions a couple months before terms expire.

Guetzkow agrees and states it will give more accountability to members if they are required to reapply. Guetzkow suggests asking commissioners about their suggestions for making the groups better.

Washburn is curious how other cities are handling commissioner terms and renewals. Washburn said he is not comfortable making the change on January 1. He would like to have a transparent process on how commission seats are filled. He asked staff to research with other cities on their policy and then discuss that with the various commissions.

Guetzkow suggested to have a “check-in” for those commissioners whose terms are renewing on January 1, 2020.

Workshop adjourned 6:16pm.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer