

**FINANCE COMMITTEE REPORT
CITY OF WILLMAR
MONDAY, MAY 13, 2013**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, May 13, 2013, in Conference Room No. 1 at the City Office Building. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	Chair
	Tim Johnson	Vice-Chair
	Rick Fagerlie	Member
	Audrey Nelsen	Member
	Charlene Stevens	City Administrator
	Steve Okins	City Finance Director

Others present included Kathy Aho of Springsted, Inc., Matt Schrupp of Jennie-O Turkey Store, West Central Tribune Journalist David Little and Accounting Supervisor Carol Cunningham.

Item No. 2 – Public Comment

Chair Anderson acknowledged that no one present wished to address the Committee at this time.

Item No. 3 – Rice Memorial Hospital 03/31/13 Financial Report

Staff explained that representatives from Rice Hospital were unable to attend tonight’s meeting due to another conflict. This item will be rescheduled for a future Finance Committee meeting.

Item No. 4 – Waste Treatment Rate Discussion

Kathy Aho of Springsted, Inc., presented to the Committee the revised Waste Treatment Rate Study reflecting a proposed start date of July 1, 2013. At the last Finance Committee meeting, it was suggested to increase the meter charges by \$1 in an effort to see a more stable revenue source. Ms. Aho explained that she reviewed that option but found it would provide an additional \$100,000 annually. Since the increase was minimal, the higher meter charge was not incorporated into the revised Study. After considerable discussion, it was the consensus of the Committee that Springsted, Inc., should once again rework the waste treatment rates by incorporating a more significant increase of \$10 to \$15 in meter charges along with an adjustment to the Tier 1 and Tier 2 volume rates so as not to disproportionately impact one group of users. These latest revisions to the rate structure will be brought back to the Finance Committee at its next meeting.

Item No. 5 – 2014 Budget Calendar

Staff reviewed with the Committee the proposed 2014 Budget Calendar. A few of the dates noted include: the Development of Capital Improvement Program Items Submitted by May24th; Peer Review May 24th through June 7th; Completed Department Heads’ estimates must be returned and reviewed with the City Administrator in June; Planning Commission will review the Capital Improvements Program in July; the Mayor meets with the City Administrator and Finance Director in July; notices to be published in the newspaper in July; and the Mayor will present his proposed budget to the Finance Committee during the 1st meeting in August. Chair Anderson suggested that a Facilities Plan be developed as well as the Capital Improvement Plan. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Johnson, and passed to make the following:

RECOMMENDATION: to make a motion approving the 2014 Budget Calendar as presented.

Item No. 6 - Future Agenda Items

It was noted that future agenda items include the Seven-Year Local Option Sales Tax Report, the Airport Project Report, and the Waste Treatment Plant Report.

Item No. 7 – Old Business (Information)

A) Idle Cash Investments

Staff informed the Committee that the City Clerk is scheduled to meet with representatives from Bremer Bank this week regarding the possibility of the City receiving 2.6% interest on funds deposited there, similar to Library and County funds. This matter was taken for information only.

Item No. 8 – New Business (Information)

Chair Anderson acknowledged there was no new business for the Committee to discuss at this time.

There being no further business to come before the Committee, the meeting was adjourned at 5:30 p.m. upon motion by Council Member Fagerlie, second by Council Member Johnson, and carried.

Respectfully submitted,

Carol Cunningham
Accounting Supervisor