

SPECIAL COUNCIL MEETING  
DECEMBER 7, 2015 AT 7:00 PM

Mayor Horne opened the meeting by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Zajkowski, Volkert, Hansen, Kittel, Ard, and Jackson.

The Pledge of Allegiance was recited.

Alderman Zajkowski moved to adopt the agenda as presented, seconded by Alderman Hansen and carried.

**2016 Budget Hearing**

Mike Darrow thanked Noah, Bev, the Finance Committee and City Council for their work on the budget. The theme for this budget is Legacy Planning. The budget includes the following:

- 1) City Levy increase of 1.847%
- 2) Restores \$10,000 in administrative costs for the library
- 3) Allocates \$135,000 for capital replacements
- 4) Includes Civic Center remodeling for one central finance area and one City receptionist
- 5) Updates the comprehensive plan and strategic plan

Mayor Horne declared the Budget Hearing open. Discussion followed. Mayor Horne declared the Budget Hearing closed. The City's millrate for 2015 was .008318323 and for 2016 is .008405317.

Alderman Hansen moved to approve the 2016 Budget as presented, seconded by Alderman Zajkowski and carried.

	2015 <u>ACTUAL &amp; ESTIMATED</u>	2015 <u>APPROVED BUDGET</u>	2016 <u>ADOPTED BUDGET</u>	
<b>REVENUES</b>				
General Property Taxes	2,923,902.87	2,923,900.90	2,969,350.32	1.554%
Taxes (other than property)	644,197.32	692,201.64	669,401.04	
Public Imp Revenue-Assessments	4,030.56	4,195.93	4,195.93	
Intergovernmental Revenues	1,603,689.10	1,488,841.57	1,446,243.88	
Licenses & Permits	343,027.08	303,500.00	335,615.00	
Public Charges for Service	297,749.08	320,174.00	348,012.00	
Miscellaneous Revenue	98,390.68	76,282.40	66,434.40	
Other Financing Sources	100,000.00	100,000.00	40,000.00	
<b>TOTAL REVENUES</b>	<b>6,014,986.69</b>	<b>5,909,096.44</b>	<b>5,879,252.57</b>	
<b>EXPENDITURES</b>				
General Government	1,228,932.14	1,287,017.36	1,284,105.49	
Protection - Person & Property	2,227,558.09	2,184,604.66	2,227,958.29	
Public Works - Streets	1,164,559.09	1,147,582.07	1,109,115.86	
Education & Recreation	1,093,701.59	1,106,595.89	1,108,115.85	
Health & Sanitation	11,921.62	12,250.00	12,250.00	
Conservation & Development	125,207.57	133,704.66	100,067.35	
Outlay	25,723.66	24,341.80	22,639.73	
Other Financing Uses / Transfers	15,466.66	13,000.00	15,000.00	
<b>TOTAL EXPENDITURES</b>	<b>5,893,070.42</b>	<b>5,909,096.44</b>	<b>5,879,252.57</b>	<b>-0.505%</b>

All Governmental & Proprietary Funds Combined	Estimated Fund Balance 1-Jan-16	Total Revenues	Total Expenditures	Estimated Fund Balance 31-Dec-16	Property Tax Contribution Plus TIF Increments
General Fund	1,930,886.27	5,879,252.57	(5,879,252.57)	1,930,886.27	2,969,350.32
Impact Fees Fund	360,847.61	70,000.00	(233,497.00)	197,350.61	
WDF/Revolving Loan/Housing Fund	9,386.38	15.00	(1,500.00)	7,901.38	
Debt Service Fund	1,927.62	2,398,492.63	(2,398,492.63)	1,927.62	1,532,420.24
Capital Projects Fund	102,284.12	3,895,000.00	(3,975,000.00)	22,284.12	
Capital Replacement Fund	5,709.50	135,000.00	(105,370.00)	35,339.50	135,000.00
Landfill Cleanup Fund - PRP	(12,905.19)	83,905.19	(71,000.00)	-	
Tax Increments	682,576.94	1,523,579.48	(1,847,866.73)	358,289.69	919,442.84
Storm Water Utility	490,121.57	268,490.93	(576,828.81)	181,783.69	
Parks Trust Fund	76,862.88	46,250.00	(42,500.00)	80,612.88	
Library Trust Fund	203,800.54	20,000.00	(10,000.00)	213,800.54	
Enterprise Funds	31,043,112.00	12,845,832.00	(12,730,115.00)	31,158,829.00	
<b>Totals</b>	<b>34,894,610.24</b>	<b>27,165,817.80</b>	<b>(27,871,422.74)</b>	<b>34,189,005.30</b>	<b>5,556,213.40</b>

**Updated Receptionist Position and Job Description**

Mike Darrow explained that this job description reflects the combination of the City and Utilities receptionist position as they will be merging to one location. Alderman Ard moved to approve the job description and updated receptionist position, seconded by Alderman Kittel and carried.

**Financial Advisors**

The Finance Committee interviewed Ehlers & Associates and Springstad financial advisors in November. The City has worked with both companies in the past. Alderman Hansen moved to sign a two year contract with Ehlers & Associates, seconded by Alderman Ard and carried. The Council would like Ehlers to come in January or February and give them a two year goal for the City.

**Review of City Attorney**

Nick Vivian, from Eckberg Lammers, started a year ago as the City Attorney. He gave a review of the past year and highlighted projects that he helped with during that time. Alderman Hansen moved to continue with the current terms of the contract, seconded by Alderman Ard and carried. Alderman Hansen asked Nick Vivian to provide a legislative update in January.

**Communications and Miscellaneous**

There will be an Economic Development Update at WITC on Tuesday at 5:00 p.m. with state representatives.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Hansen and carried.

Meeting adjourned at 7:45 p.m.

Tanya Reigel  
City Clerk