

Budget and Finance Committee Meeting

Minutes

August 6th, 2020

6:00 PM

Present: Janet Sergent, Tami Christensen, Kali Godfrey (replacing Bryan Gartner)

Absent: None

Visitors:

Mayor Norby, Clerk/Treasurer Redfield, Deputy Clerk/Treasurer Shanks, PWD Hintz, Chief Kraft (via phone)

FY20-21 Budget: City Clerk/Treasurer Chamberlin reviewed the FY2020-21 with the Budget and Finance Committee fund by fund. She stated there has been some changes since she last presented the budget, which included:

1. Increasing Police Department Purchased Services by \$20,000 for a forensic auditor that is required for an on-going case they have.
2. Creating a Police Investigative CIP Fund, transferring \$35,000 from the general fund into it, for future investigative costs that come up.
3. Moving transfers from general fund for the Fire Truck CIP and Police CIP to come from the Oil and Gas fund. Also increasing the transfer to the Police CIP from \$50,000 to \$75,000.
4. Increasing Oil and Gas Revenue for HB 457 payments the City has received and hopes to continue to receive.
5. Incorporating the Public Works Budgeted Expenditures detailed list into the expenditures for Water, Sewer, Streets, Snow Removal, Sweeping, Parks, Pool, Streets Equipment, Streets Construction, Curb and Gutter, Gas Tax, BARSAA, and Bike Path.
6. The planned BARSAA project is to do the cut-out parking by the High School by utilizing the BARSAA funds received in FY2020-21 (told by State to only anticipate half of what they originally informed us because of COVID-19 shut-downs) and leftover BARSAA funds from other projects.

City Clerk/Treasurer Chamberlin stated she is not recommending any increasing to the tax assessments for FY20-21, and has used the max amount of mills allotted by the State with the Taxable Valuation. She stated the Public Works Department and Park and Recreation Board have had discussions on increasing the SMV Park Maintenance tax assessment to appropriately cover expenditures, but she feels that until the expenditures have been appropriately taken out of that fund to show the need, instead of zero expenditures, she cannot recommend that increase. She stated PWD Hintz has agreed to start using the \$2,000 in revenue and approximately \$12,000 in cash for those expenditures, instead of them coming out of the General Fund Parks Accounts, to show this need.

City Clerk/Treasurer Chamberlin also stated that they are seeking approval for the purchase of a garbage truck, out of Solid Waste cash, in FY2021-2022. She stated the City Council approved the purchase of one garbage truck out of Solid Waste cash during the FY19-20 budget process for FY2020-2021, and now they need permission to do the same next fiscal year as it takes approximately 18 months to get one ordered.

City Clerk/Treasurer Chamberlin stated the only things subject to change in the preliminary budget are the SID 102 and 104, as she is waiting on advice from the Auditor on how to handle them having negative cash balances and the Morrison Maierle Storm Water Master Plan budget that is being taken out of Oil and Gas and Sewer, as they are not sure how much of the contract that is left will be budgeted out of this fiscal year.

City Clerk/Treasurer Chamberlin recommended approval of the FY2020-2021 preliminary budget as presented, with the knowledge that the items mentioned are subject to change. Motion was made to recommend approval of the FY2020-2021 preliminary budget by Alderwoman Christensen and seconded by Alderwoman Godfrey. With no further discussion, all present voted aye.

Meeting was adjourned at 7:02 pm.

Jessica Chamberlin, City Clerk

Janet Sergent, Committee Chair