

CITY FINANCE COMMITTEE/COUNCIL WORK SESSION

SEPTEMBER 30, 2013

The Willmar City Council Work Session was called to order in the Willmar Municipal Utilities Auditorium at 4:45 p.m. by Finance Committee Chair Denis Anderson. Those present included Mayor Frank Yanish, Council Members Rick Fagerlie, Tim Johnson, Audrey Nelsen, Ron Christianson, Steve Ahmann, and Bruce Deblieck. Also present were City Administrator Charlene Stevens, Finance Director Steve Okins, City Clerk-Treasurer Kevin Halliday, Planning and Development Services Director Bruce Peterson, Police Chief Dave Wyffels, Fire Chief Gary Hendrickson, Community Ed & Rec Supervisor LeAnne Freeman, Civic Center Manager Kevin Madsen, West Central Tribune Journalist David Little, and Accounting Supervisor Carol Cunningham.

The purpose of this council work session was to discuss the Mayor's Proposed 2014 Budget and to receive a funding request from the Willmar Lakes Area Community Marketing Coalition.

Item 1 – Public Comments. Chair Anderson acknowledged that no one present wished to address the Council at this time.

Item 2 - 2014 Mayor's Proposed Budget Discussion. Council Members were provided a written report reflecting detail by department of the Travel/Training, Subscriptions/Memberships, and Professional Services expenses incurred to date in 2013, the department requests for 2014 and the Mayor's proposed reductions for 2014. City Department Directors also reviewed the detail of these expenses with the Council. Council Member Christianson questioned whether or not the City can legally pay for the Community Ed & Rec Director's membership in the Rotary Club. The City Attorney will be consulted in this matter. Council Member Deblieck asked for the amount of the Safe Assure contract. Staff will provide this information.

The Capital Improvements Plan for 2014 through 2018 was presented to the Council. A staff committee reviews all proposed projects, using specific criteria to rank and prioritize them. It was noted that these projects are funded through bonding, State Aid, cash, and special revenue funds such as Local Option Sales Tax. Council Member Christianson raised several questions, including a concern about spending \$200,000 for Downtown Gateways. He also asked if the City could perform the Facilities Study in-house rather than contracting it out. Concerns were raised about the lack of a canine unit in the police department. Chair Anderson requested that the canine unit be a specific discussion at the November Budget meeting. Council Member Ahmann suggested that the City contact professional commercial building inspectors to address the Public Works garage issues.

The Vehicle Replacement Policy was presented to the Council. Council Members Christianson and Ahmann raised a concern about the life of vehicles used. Council Member Christianson also felt lawn mowing at the waste treatment plant could be contracted with outside sources rather than purchasing a new mower for use at the plant.

Item 3 - Community Group Funding Request. The Council reviewed a funding request of \$2,000 from the Willmar Lakes Area Community Marketing Coalition for 2014. These dollars would be used for advertising campaigns promoting the Willmar Lakes Area, such as the banners

recently placed on light poles along First Street. Chair Anderson again noted that the Mayor's 2014 Proposed Budget does not include contributions to community groups.

Item 4 – Future Meetings. The agenda for the October 14, 2013, Finance Committee meeting will include the EDC, HRA, and 2012 Audit Presentation.

Item 5 – Old Business. Council members were provided with further information from the West Central Integration Collaborative regarding hours of translation services provided to the City of Willmar to date for 2013. Council Member Christianson requested this same information for the past three years as well.

Item 6 – New Business. There was no new business to discuss at this time.

Chair Anderson declared the Council Work Session adjourned at 6:41 PM

Respectfully Submitted,



Carol Cunningham
Accounting Supervisor