

**FINANCE COMMITTEE REPORT
CITY OF WILLMAR
MONDAY, JUNE 25, 2012**

The Finance Committee of the Willmar City Council met at 4:45 p.m. on Monday, June 25, 2012, in Conference Room #1 at the City Office Building. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	Chair
	Rick Fagerlie	Vice Chair
	Jim Dokken	Member
	Ron Christianson	Member
	Steve Okins	City Finance Director
	Kevin Halliday	City Clerk/Treasurer

Others present included Carol Cunningham, Accounting Supervisor.

Item No. 1 – Deferred Assessment Ordinance (Information)

City Clerk Kevin Halliday explained that the Committee had previously reviewed a draft of the proposed Deferred Assessment Ordinance which would have established gross household income levels at HUD Low Income Limits. Concerns were raised that these income limits were too high. Since that time, staff has researched income statistics for Kandiyohi County and now presented that information to the Committee with a recommendation that the HUD Very Low Income Limits be instituted for this Ordinance. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Dokken and passed to make the following:

RECOMMENDATION: to offer a motion to introduce an ordinance creating a new Chapter 5, Article V, Special Assessments, which describes improvement costs eligible for special assessment and discretionary deferment of those assessments, to amend the draft ordinance to use the HUD Very Low Income Limits, and to set a public hearing for July 16, 2012.

Item No. 2 – Reallocate Public Works Capital Outlay (Resolution)

Staff presented to the Committee a request to reallocate funds in the 2012 Public Works Capital Outlay Program. Replacement of a utility tractor was estimated at \$74,781 but the total purchase cost is \$78,455.53 for the tractor with a bucket attachment. Unused funds from the purchase of a Front End Loader would cover the overage for the tractor replacement. It is being requested that \$3,674.53 of these unused funds to be reallocated to the purchase of the tractor and bucket. Following discussion, it was moved by Council Member Fagerlie, seconded by Council Member Dokken and passed to make the following:

RECOMMENDATION: to introduce a resolution amending the 2012 Public Works Capital Outlay Budget by reappropriating \$3,674.53 left over from the purchase of a Front End Loader for the purchase of a tractor and bucket.

Item No. 3 – Miscellany (Information)

Chair Anderson raised a question about donations received from individuals and organizations, wondering if these items could be included on the Consent Agenda instead of addressing them at the Committee level and then again at the Council Meeting. Further, it was requested that the Mayor also verbally note each item included on the Consent Agenda so the the public as well as the council are aware of what is being acted on in that motion. This would also detail any donations received and due appreciation and acceptance could be approved at that time. This matter was taken for information.

There being no further business to come before the Committee, the meeting was adjourned at 5:14 p.m. upon motion by Council Member Christianson, seconded by Council Member Fagerlie, and carried.

Respectfully submitted,

Carol Cunningham
Accounting Supervisor