

**FINANCE COMMITTEE REPORT
CITY OF WILLMAR
MONDAY, OCTOBER 22, 2012**

The Finance Committee of the Willmar City Council met at 6:23 p.m. on Monday, October 22, 2012, in the Willmar Municipal Utilities Auditorium. Chair Denis Anderson called the meeting to order.

Members Present:	Denis Anderson	Chair
	Jim Dokken	Member
	Ron Christianson	Member
	Steve Ahmann	Member
	Charlene Stevens	City Administrator
	Kevin Halliday	City Clerk-Treasurer

Others present included Accounting Supervisor Carol Cunningham.

Item No. 1 – Public Comment

Chair Anderson acknowledged that no one was present to address the committee at this time.

Item No. 2 – Certify Unpaid Senior Citizen Deferments (Resolution)

Staff explained to the Committee that there are two parcels with similar issues in which previous family sales of property have failed to clear the senior citizen deferments of special assessments that were due and payable. Neither owner has made any attempt to pay the balance due. Previous conversations with the City Attorney state that they are due and payable to the tax payers immediately upon the sale of the property. Staff recommends that Parcel Nos. 95-921-5480 in the amount of \$7,029.00 and 95-006-4030 in the amount of \$14,137.10 be certified for collection in the 2013 tax year. Following discussion, it was moved by Council Member Ahmann, seconded by Council Member Dokken and passed to make the following:

RECOMMENDATION: to introduce a resolution certifying previously deferred special assessments for Parcel Nos. 95-921-5480 in the amount of \$7,029.00 and 95-006-4030 in the amount of \$14,137.10 for collection in the 2013 tax year.

Item No. 3 – Reports (Information)

The Committee reviewed the following reports: September Rice Trust, 3rd Quarter Interest/Dividends, 3rd Quarter Investment Activity, and September 30th Investment/Cash Balances. This matter was for information only.

Item No. 4 – Future Agenda Items (Information)

Future agenda items scheduled for the Finance Committee Meeting on November 26, 2012, at 4 PM, include budget presentations by Rice Hospital and MUC. Other future agenda items include Fund Balance Discussion.

Item No. 5 – Miscellany

WRAC-8 Consolidation. The Finance Committee discussed the option of consolidating the WRAC-8 special revenue fund into the General Fund as recommended by the auditors of Westberg & Eischens. As discussed during the Council Work Session held immediately prior to this Committee meeting, absorbing WRAC-8 into the General Fund would effectively streamline accounting practices. Following discussion, it was moved by Council Member Christianson, seconded by Council Member Ahmann and passed to make the following:

RECOMMENDATION: to make a motion consolidating the WRAC-8 fund with the General Fund to be effective 2013.

Forfeited Lands Valuation. City Clerk Halliday explained to the Committee that Parcel No. 95-450-0060 has become a State of Minnesota Tax Forfeiture. As such, Kandiyohi County has valued this parcel at \$408. It is required that the Council approve the County's valuation of tax forfeited properties. Following discussion, it was moved by Council Member Ahmann, seconded by Council Member Dokken and passed to make the following:

RECOMMENDATION: to make a motion approving Kandiyohi County's valuation of \$408 for Parcel No. 95-450-0060.

1972 Bond Debt Service Fund Deferred Special Assessments. City Clerk Halliday presented a list of parcels with deferred special assessments remaining from the 1972 Bond. The life of water and sewer improvements is 40 years. Subsequently, these special assessments are required to be written off in accordance with that policy. Following discussion, it was moved by Council Member Ahmann, seconded by Council Member Christianson and passed to make the following:

RECOMMENDATION: to introduce a resolution writing off the outstanding water and sewer special assessments deferred from parcels included in the 1972 Bond totaling \$93,002.54.

Other. Council Member Christianson raised the issue of making a one-time payment to Community Organizations requesting donations from the City versus annual installments. This matter was for information only.

There being no further business to come before the Committee, the meeting was adjourned at 6:45 p.m. upon motion by Council Member Dokken, second by Council Member Christianson, and carried.

Respectfully submitted,

Carol Cunningham
Accounting Supervisor