



**City of Moorhead
Advisory Budget Work Group
Meeting Summary
February 11, 2015 – 4:00 PM
Boardroom – City Hall**

Members Present:

Council Member: Mari Dailey
Council Member: Jim Haney
Council Member: Chuck Hendrickson

Guest present: Mayor Del Rae Williams

Staff present: Michael Redlinger, City Manager
Wanda Wagner, Finance Director
Amy Wohlwend, Accountant

1. Housekeeping & Agenda Review

Michael Redlinger, City Manager, provided an overview of the February 11, 2015 agenda and noted that all Advisory Budget Work Group (ABWG) meetings will be audio recorded. Presentation materials will be placed on the City website within the ABWG meeting agenda after each regular meeting. Redlinger introduced Wanda Wagner, Finance Director, who will be present at future ABWG meetings to assist with presentations and reports.

2. Review Long-Range Revenue and Expenditure Forecasts

Wanda Wagner, Finance Director, reviewed previous long-range revenue and expenditure forecasts that were prepared for the Mayor & City Council in 2014. An overview of the General Fund structure of accounts was provided, including how wages, benefits, and insurance are factored into long-range forecasting. The Work Group discussed the current financial software system utilized by the City and potential reporting improvements that could be realized with implementing new software. Staff will provide a presentation at the next ABWG meeting on the City's financial software.

3. Discuss Future Meetings and Requested Reports

Next meeting: March 11, 2015, 4:00 p.m., Boardroom – City Hall.

Requested reports: 1) General Fund & Enterprise Fund reserves/fund balance presentation; 2) Financial software overview and next steps.