

**City of Moorhead
Committee of the Whole
Meeting Minutes
October 15, 2012 at 5:30 PM
City Hall Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the Committee of the Whole was held in the City Hall Council Chambers, on October 15, 2012, at 6:51 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Luther Stueland	Present until 9:35 pm
1st Ward Council Member:	Nancy Otto	Present
2nd Ward Council Member:	Heidi Durand	Present
2nd Ward Council Member:	Mark Altenburg	Present
Mayor:	Mark Voxland	Present
3rd Ward Council Member:	Mike Hulett	Present
3rd Ward Council Member:	Brenda Elmer	Present
4th Ward Council Member:	Mark Hintermeyer	Present
4th Ward Council Member:	Steve Gehrtz	Present

Committee of the Whole Meeting

1. [Departmental Presentations - Session #1](#)

A. [Operations](#) (6:51 p.m.)

Minutes: Chad Martin, Operations Director, discussed the following:

- The Department has 57.63 full time employees with 19.74 sq. miles of service area.
- 2013 preliminary budget shows an increase of \$184,379.
- Recommended capital projects included: replacement of automatic doors on the north side of City Hall; disconnect old boiler piping at the Library; crosswalk and street striping; relocate electrical on overhead crane to allow full travel; irrigation building at soccer complex, bike path replacement, fencing repairs, raw water for Centennial irrigation project; and asphalt maintenance for the shop parking lot at Village Green.
- Proposed 2013 fee increases: Removal of \$.75 on the Mosquito Control Fee on the utility bills for one year to spend down reserves, Pest Control fee drops from \$2.35 to \$1.60 per month.
- Reduction of \$.25 on the Forestry Fee on the utility bills for one year to spend down reserves drops from \$3.90 to \$3.65 per month.
- 2014-2016 projects include: Addition of Oakport; replace signage at park facilities; and replace outdoor hockey rinks.

- Discussion occurred regarding the urgency on the irrigation at the soccer complex for \$35,000; mosquito fund; multi-family recycling; leaf pickup in the fall; and street preservation.
- City Council would like to prioritize the parks with no signs before start replacing signs, get an update on the road conditions, and would like to see quarterly budget reports.

B. [Police](#) (7:43 p.m.)

Minutes: David Ebinger, Police Chief, discussed the following:

- The Department has 69.25 full-time employees.
- In 2012, the Department added 1.25 staff for parking enforcement.
- Briefly explained the current partnerships and special initiatives.
- 2013 preliminary budget shows an increase of \$2,633.
- Recommended capital projects included: Replacement of Tasers with Cameras; East Parking Lot Resurface, SWAT Ballistic Vest Replacement; and Patrol Weight Enforcement Scale and Equipment.
- Discussion occurred regarding possible ordinance changes and administrative fees.
- There will be future consideration of moving the Police Department and look at a Government Center.
- The DARE program is funded through two primary sources. Any private funding is appreciated and could help sponsor parks, equipment, and staff.

C. [Community Services](#) (8:27 p.m.)

Minutes: Scott Hutchins, Community Services Director, explained that the department has four divisions and discussed the following items:

- Provided a brief update on the Development Trends, 2012 accomplishments, and future projects.
- The Department has 29.6 full-time employees leaving 3 vacancies. Community Services Planner, Real Estate Development Specialist, and Building/Rehab Inspector.
- City Council would like to focus on code enforcement on the downtown corridor, fueling system at the airport, and signage for golf courses.
- 2013 preliminary budget shows an increase of \$63,146.

2. [City Manager and Finance Director Presentations](#) (8:57 p.m.)

A. [General Fund Budget Reduction Options](#)

Minutes: Michael Redlinger, City Manager, and Wanda Wagner, Finance Director, discussed the following:

- Presented two proposed 2013 budget reduction scenarios: A.) Class Comp Study Implementation (\$150,000), Reduce Park Fund Transfer to HHIC (\$100,000), and Postpone Increase in Debt Levy Needed to Cash Flow (\$95,000) for a total reduction of \$345,000. B.) Class Comp Study Implementation (\$150,000) and Citywide Elimination of Step Increases (\$197,000) for a total reduction of \$347,000.
- Council Member Elmer stated that there is still a significant increase in our budget and discussed the impact on the bond rating.
- Council Member Otto discussed roof replacements and future building structure funds.
- Remaining 2012 General Operating Budget remaining funds cannot be applied towards the class comp study as this could affect the bond rating.
- City Council suggested that Michael Redlinger look at restructuring the City in 2013.

B. Economic Development Outreach Options

Minutes: This item will be discussed at the October 22, 2012 City Council meeting.

3. [City Manager Reports](#)

Minutes: Michael Redlinger, City Manager, discussed the following:

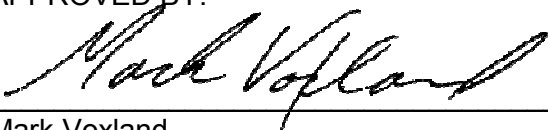
- Upcoming City Council Agenda for the October 22, 2012 and October 29, 2012 meetings.
- The recent Public Information Requests from the Forum. City Council would like to receive copies of all future requests.

A. Discuss Proposed November City Council Retreat

Minutes: City Manager Michael Redlinger discussed possible retreat dates in January 2013.

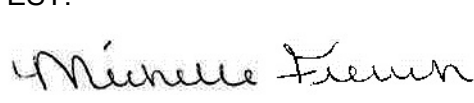
The meeting adjourned at 9:57 p.m.

APPROVED BY:



Mark Voxland
Mayor

ATTEST:



Michelle French
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.

*Respectfully submitted by:
Michelle French, City Clerk*