



# CITY COUNCIL MEETING AGENDA

## December 23, 2019 - 12:00 PM

### City Hall Council Chambers

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The Moorhead City Council welcomes and encourages public input on issues listed on the agenda or of general community interest, time and Council permitting. Speakers are limited to 3-minute presentations. Advertised public hearings are scheduled so that the public is afforded an opportunity to speak. Public hearings are generally scheduled 15 to 30 minutes after the start of the meeting; however the starting time may vary depending on other scheduled agenda items. Citizens wishing to address the Mayor and Council regarding a specific agenda item, other than public hearings, will be afforded an opportunity during the discussion of that item. Citizens wishing to speak on matters not listed on the agenda will be afforded the opportunity to do so under the heading "Citizens Addressing the Council," usually scheduled at the beginning and end of the agenda. Each person requesting the opportunity to speak is asked to fill out a "Request to Speak Form."

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#### City Council Meeting

1. Call to Order and Roll Call \_\_\_\_\_
2. Pledge of Allegiance \_\_\_\_\_
3. Agenda Amendments \_\_\_\_\_
4. Consent Agenda \_\_\_\_\_

All items listed with an asterisk ( \* ) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

5. Citizens Addressing the Council (Time Reserved: 15 Minutes) \_\_\_\_\_
6. Mayor and Council Appointments \_\_\_\_\_

#### Administration

7. Resolution to Approve 2020 Tax Levy and Budget \_\_\_\_\_

#### Other

8. Mayor and Council Reports \_\_\_\_\_
9. City Manager Reports - Updates \_\_\_\_\_
10. Executive Session (If needed) \_\_\_\_\_
11. New Business \_\_\_\_\_

12. Citizens Addressing the Council (continued, if necessary) \_\_\_\_\_

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in City Council meetings will be provided. To arrange assistance, call the City Clerk's office at 218.299.5166 (voice) or 711 (TDD/TTY).

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# Mayor and Council Communication

December 23, 2019

Page 1 of 2

**SUBJECT:** Resolution to Approve 2020 Tax Levy and Budget

**RECOMMENDATION:** The Mayor and City Council are asked to consider approving the following:

City of Moorhead:

- 2020 Tax Levy - \$15,823,792
- 2020 Operating & Capital Budget - \$115,376,035
- Tax Levy Dollar Increase of 7.44% over the 2019 amount of \$14,728,234
- **Estimate Tax Rate Increase of 2.90% (includes added tax capacity for 2020)**

Economic Development Authority:

- 2020 Tax Levy - \$506,137
- 2020 Budget - \$556,137

Moorhead Public Housing Agency (Housing and Redevelopment Authority)

- 2020 Tax Levy - \$225,000 (Resolution approved September 23, 2019)

**BACKGROUND / KEY POINTS:** The Council approved Resolution 2019-1209-10 on December 9, 2019 for the 2020 Tax Levy, which did not include the amount for the additional tax capacity, estimated at \$329,762. The 2020 Tax Levy will be \$15,823,792 rather than the previously approved amount of \$15,494,030 (an increase of \$329,762 to reflect the additional tax capacity for new construction, increased assessed values or property reclassification).

The final review of the 2020 Budget identified a need for a redistribution of the overall budget dollars among the various funds. The total budget amount remains the same as was approved on December 9, 2019 of \$115,376,035.

The information below was provided at the December 9, 2019 Council meeting for information regarding the budget and tax levy process. The amounts have been updated as noted above.

As required by Minnesota Statutes, by September 30<sup>th</sup> the City Council adopted the 2020 Proposed Budget, Proposed 2020 Tax Levy and set the Truth-in-Taxation hearing for December 2, 2019. In addition, the City Council also adopted the Proposed 2020 Tax Levy for the Economic Development Authority as required by Minnesota Statutes. The resolutions were certified to the County Auditor to meet the September 30<sup>th</sup> deadline. The county used the proposed levy to prepare parcel-specific property tax notices which were sent out between November 10<sup>th</sup> and 24<sup>th</sup>. These notices showed the impact of the proposed property tax levies of the city, county, school district, and special taxing districts on individual properties.

The County Auditor advertised the incorrect public meeting date of December 6<sup>th</sup> on the property tax notices and the City was forced to adjust the public meeting date to December 9<sup>th</sup>

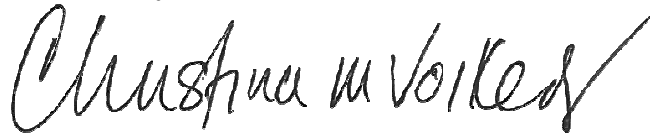
at 6:00 pm. The County mailed a notice to all City taxpayers to correct the date as such. The City presented the proposed budget information at the December 2<sup>nd</sup> meeting at 6:00pm and again at this meeting on December 9<sup>th</sup> at 6:00pm. On these meeting dates and times citizens have been allowed to provide input on the proposed budget.

**FINANCIAL CONSIDERATIONS:** Approves the 2020 Tax Levy \$15,823,792 for the City, \$506,137 for the Economic Development Authority, and \$225,000 for the Moorhead Public Housing Authority (HRA). This establishes balanced 2020 Budgets for the City and Economic Development Authority at \$115,376,035 and \$556,137 respectively. No budget approval is required by the City for the MPHA budget.

**VOTING REQUIREMENTS:** Three-Fourths of Council (6)

*Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.*

Respectfully Submitted:



Christina Volkens  
City Manager

**Department:** Finance  
**Prepared by:** Karla McCall, Finance Director  
**Attachments:** Draft Resolutions



# Request for Council Action

<b>AGENDA SECTION:</b> Administration		<b>ORIGINATING DEPARTMENT:</b> Finance	<b>MEETING DATE:</b> December 23, 2019
<b>ITEM NO. 7.</b>	<b>ITEM DESCRIPTION:</b> Resolution to Approve 2020 Tax Levy and Budget		<b>PREPARED BY:</b> McCall

## DRAFT RESOLUTION

WHEREAS, the City of Moorhead’s 2020 Budget is a balanced budget in the amount of \$115,376,035 with appropriations for each of the funds listed below:

<u>Fund</u>	<u>2019 Budget</u>
General	\$ 32,460,252
Library	919,588
Community Development Block Grant	465,392
Mass Transit	5,055,693
Economic Development	731,877
Tax Increments	1,317,904
Special Assessments	16,447,101
Debt Service	102,060
Capital Improvement	12,060,650
Storm Water	3,085,437
Wastewater	28,504,640
Sanitation	4,725,266
Golf Course	1,800,755
Sports Center	478,436
Forestry	977,863
Animal Control	116,722
Right-Of-Way Maintenance	441,097
Mosquito Control	238,532
Airport	107,532
Street Light Utility	824,311
Information Technology	1,392,390
Vehicles	1,733,758
Central Maintenance Shop	906,171
Radio	394,608
Self Insurance	88,000
Total	\$ <u><u>115,376,035</u></u>

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council does hereby approve the City of Moorhead's 2020 Budget as on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that the County of Clay shall, through taxes, raise money for the necessary operations of the City of Moorhead in accordance with the following:

**2020 Tax Levy**

	<u>Tax Levy</u>
<b><u>PURPOSE:</u></b>	
General Fund	\$ 9,786,947
Library Fund	899,588
Mass Transit Fund	149,262
Debt Service	4,757,995
Econ Dev Tax Abatement	230,000
<b>TOTAL TAX LEVY</b>	<b>\$ 15,823,792</b>

BE IT FURTHER RESOLVED that all taxes collected on the tax levy are committed and can only be used for those purposes, unless changed by further City Council resolution.

BE IT FURTHER RESOLVED that the City Clerk shall forthwith transmit a certified copy of this resolution and tax levy to the County Auditor of Clay County, Minnesota for further action by the County.

PASSED: December 23, 2019 by the City Council of the City of Moorhead.