



COMMITTEE OF THE WHOLE AGENDA
July 16, 2012 - 5:30 PM
City Hall Council Chambers

Committee of the Whole Meeting

1. Brief Analysis of Moorhead EDA (M-EDA) and Greater Fargo Moorhead Economic Development Corporation (GFMEDC) Duties and Responsibilities _____
2. Proposed 2013 Operating & Capital Budget Preparation Update & Proposed 2013 Capital Improvement Plan _____
3. City Manager Reports _____
 - A. Presentation: 6 Month Report on Strategic Plan Activities & Projects _____

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Mayor and Council Communication

July 16, 2012

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SUBJECT: Brief Analysis of Moorhead EDA (M-EDA) and Greater Fargo Moorhead Economic Development Corporation (GFMEDC) Duties and Responsibilities

RECOMMENDATION: The Mayor and City Council are asked to consider an overview of the duties and responsibilities of the M-EDA and GFMEDC. No specific action is recommended at this time.

BACKGROUND / KEY POINTS: The M-EDA was created by special legislation in 1986 at the Minnesota Legislature. Essentially, the then existing Moorhead Housing and Redevelopment Authority was renamed and reconstituted as the M-EDA. Additionally, the special law also created the Moorhead Public Housing Agency. Thus, the functions of economic development/redevelopment and public housing were segregated into two distinct and separate agencies. M-EDA is funded by the City of Moorhead and also with the approval of the City, through its EDA Levy. *(For additional background information see link to M-EDA “e-Binder” below.)*

The M-EDA is governed by a Board of eleven commissioners appointed as follows:

- One member from each of the City’s four wards
- Three at-large members recommended by the Mayor
- One member representing Moorhead Business Association
- One member representing Moorhead Public Service
- Two City Council members appointed by the Mayor

All member recommendations to the M-EDA Board are ratified by the City Council. For more in-depth information regarding basics and background of the M-EDA please reference the new member orientation “e-Binder” which can be found at:

http://www.cityofmoorhead.com/transfers/EDA_eBinder_2012.pdf.

The primary duties and responsibilities of the M-EDA are to facilitate, utilizing a variety of methods and approaches, all forms of growth and development and redevelopment, including: primary sector, commercial, residential and redevelopment projects. M-EDA is committed to growing jobs, property tax base and the overall economic vitality of Moorhead. **[See Attached]**

The M-EDA owns land it makes available to the private sector for development. In the case of the MCARA Industrial Park it owns approximately 700 acres for industrial development and to facilitate redevelopment owns a limited number of parcels situated along Moorhead’s strategic corridors in proximity to downtown. These redevelopment sites have necessitated the clearance of blighted and contaminated buildings as a precursor to placing the property into the market for redevelopment. M-EDA presently has two such sites listed for sale with two real estate firms.

The M-EDA can and has, with City Council approval, established various financial incentives to spur economic growth such as tax increment finance districts and tax exemption programs. M-EDA also supports the City's legislative program regarding Border Cities Legislation and other legislative initiatives. Currently, M-EDA is considering a series of recommendations to assist private property owners and their real estate professionals in successfully marketing their property in hopes of attracting restaurant and commercial/retail development.

The GFMEDC is the successor organization to the Cass County Economic Development Corporation and was formed approximately ten years ago. The focus of the GFMEDC is to support the development and expansion of primary sector business in the Cass-Clay area. The agency has a strong presence and expertise in the areas of technology and bio-science business. In addition, GFMEDC maintains a website rich with useful information about the Cass-Clay area that is beneficial to site selectors. (<http://www.gfmedc.com>)

GFMEDC and staff have a good working relationship and look for opportunities to partner and support primary sector business development in Moorhead and the area. Currently, neither the City nor M-EDA provides a financial contribution to GFMEDC as was done for several years (\$87,500/year) during the middle of the past decade. It certainly may be in order to consider some level of payment based upon a clearly defined work plan and intended deliverables

FINANCIAL CONSIDERATIONS: The M-EDA 2012 operating budget of \$217,095 (staff salaries & benefits, supplies, professional services) is funded primarily from a \$50,000 transfer for economic development from Moorhead Public Service, \$73,500 in land lease revenues and ad valorem taxes of \$85,000. In addition, M-EDA levied \$245,000 which financed certain redevelopment related activities such as property acquisition/demolition along 1st avenue north, West Central Initiative, Moorhead Business Association and marketing. M-EDA first levied taxes in 2004 with the average levy over the past five years being approximately \$245,000. Pursuant to MN state law M-EDA could levy approximately \$350,000. Note that both the operating budget and levy of M-EDA is approved by the City Council.

VOTING REQUIREMENTS: Not Applicable

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 Statues, and parliamentary procedure.

Respectfully Submitted:



Michael J. Redlinger
City Manager

Department: Community Services
Prepared by: Scott A. Hutchins, Community Services Director

Attachments: List of Discussion Topics/Actions, Incentives & Business Solicitations

**Moorhead Economic Development Authority
Discussion Topics & Actions**

2008

(9 meetings)

- Legislative Actions
- Central Corridor EPA Brownfields Grant – Given approval for further Phase I testing
- 1st Ave N Plan
- Residential Development/Marketing
- DEED “Shovel Ready”
- Establish & appropriate funds for the Venture Capital Tax Credit (SEED)
- Downtown Phase 4 – Kevin Bartram, MBA
- MSUM Wetlab
- Pactiv Expansion – Request for incentives (eventually MPS Electric Rate Incentive)

2009

(12 meetings)

- 1st Ave N Redevelopment Project
- Incentives Subcommittee formed – Phase out of Enterprise Zone Tax Credit Program
- Business Outreach Position (Chadwick)
- Tour of ByteSpeed
- Tour of Pactiv
- Holiday Center TIF Revenue Bonds

2010

(9 meetings)

- Legislative Actions
- 1st Ave N Redevelopment
 - Begin purchase of Aggregate & Hedgemasters properties
 - “Parallels and Lesson Learned from Downtown Redevelopment” – PowerPoint Presentation
 - DRAFT RFQ: The Redevelopment of Five Sites on 1st Ave N
 - Environmental and Geotechnical testing completed
 - Begin establishment of “Gateway Corridors” TIF district (many meetings discuss TIF)
 - Discuss “partnerships” with colleges/universities as anchor to redevelopment
- Center Ave: Muscatell/Simon Warehouse Redevelopment – DEED Cleanup Grant Proposal
- Tire Depot – Environmental remediation
- Flood Mitigation Project: Acquisition – House moving begins
- MCCARA Business Park: Moorhead Public Works Warehouse, Distribution Warehouse, Parcel Shipping Facility (Pactiv)
- Former Halliday Motel Site – RFP
- Donation of Land at 1615 Main Ave S
- Incentives Subcommittee
 - Continue City-wide Business Credit at 10% level for 2010, possible suspension in 2011
 - Enterprise Zone Target Area Credits – limit purpose to primary sector business

- Sales Tax Exemption: 1)Limit to primary sector with the exception of infill or redevelopment
- Increase minimum building value to \$500K with minimum equipment purchase of \$150,000 and 4 new jobs
- Discontinue in conjunction with a Property Tax Exemption or TIF
- West Central Initiation
 - City / EDA Contribution
 - Moorhead RLF Local Advisory Board Transfer of Duties
- Simon-Armory Lofts Redevelopment Project
- City / EDA owned land (MCCARA) – purpose of owning in response to CM Stueland
- Moorhead Business Association
- Infrastructure Projects – Zimmerman discussed utility capacity in growth areas, planned transportation improvements, flood mitigation activities

2011

(16 meetings)

- Legislative Actions
- MSUM Wetlab Tour
- Introduction of Kevin McKinnon, GFMEDC President
- Warehouse project – Jim Elliot
- 8th Street Redevelopment Project – Abrahamson/Berg
- Changes to EDA By-Laws and Enabling Resolution to adjust membership, etc.
- Incentives Subcommittee: PTE for Multi-Family New Construction
- Discussion of “strategic assessment by industry” of the Moorhead Business Park (McKinnon)
- Recommend Housing and Market Analysis (Maxfield Study)
- Neighborhood Parking Analysis
- RFP – Former Halliday Motel Site
- Revisions to Tax Incentive Agreement Template
- 1st Ave N Gateway Redevelopment Project
 - Establishing TIF district – blight finding test
 - Resolution Finding Buildings Blighted/Substandard
 - Aggregate & Hedgemasters
 - McDonald’s
 - 8th Street Properties (Abrahamson)
 - Establish TIF District Boundary
 - Approve Redevelopment Project Area, Redevelopment Plan, and TIF District
 - Positioning 1st Ave N Discussion
 - Separate 11th Street and Aggregate/Hedgemasters sites
 - List 11th Street properties with commercial broker
 - Aggregate RFP
- Incentives Subcommittee:
 - Adjust Credit Levels/Cap for 2011 Border City Enterprise Zone Tax Credit Program
 - Expanding & Integrating Redevelopment Incentives
 - Adjust Credit Levels/Cap for 2012 Border City Enterprise Zone Tax Credit Program
- Sale of city-owned land – Kovash
- Gateway Gardens – Completion of Voluntary Response Actions
- Establish repository for all TIF related discussion and documentation

- Community Marketing and Communications
- Purchase of Tire Depot from Clay County (Tax forfeit)
- Gateway Overlay District
- Review & comment on Proposed Revision to Moorhead’s Liquor Ordinance
- MCCARA Review Board: Occupancy Permit and Review of Outside Storage (Prinsco)
- Establish Moorhead Revolving Loan Fund Local Advisory Board: 4 ward appointees and MBA.
- Industrial Park Signage
- MCCARA Development Review Board: RDO Equipment to install fence
- Perspectives on Development: Assets, Expectation, Strategies (McKinnon, Olson, Doll)
- Options for Residential Property Tax Incentives
- Salvation Army Land Sale
- Carport – 901 1st Ave N – Purchase discussion

2012

(7 meetings to date)

- Legislative Actions
- Mixed Use Zoning District (MU-3)
- Economic Development Trip to Williston
- Conference: Opportunities in North Dakota & The Bakken
- Strategic Plan for Economic Growth (MCCARA – Rhodes Proposal)
- 11th Street Properties listed with Coldwell Banker First Realty Encore
- Moorhead Housing Study
- Marketing and Communications Plan
- Pactiv Update – Fire & Expansion plans
- DEED / City Partnership – Terry Dalbec
- Downtown Corridor Studies Update – Peggy Harter, MetroCOG
- Downtown Railroad Preemption System Update – Zimmerman
- Sanford Clinic Moorhead Campus – Dave Anderson, Sanford
- 1st Ave N Redevelopment Project
 - Timeline Presentation – PowerPoint Before and After
 - Summit Housing Proposal
- Tire Depot Listing Agreement – Matt Durbin, Konrad Olson Commercial Realtors
- Anda Lawsuit Settlement
- EverCare Senior Living LLC Tax-Exemption Health Care Revenue Bonds
- Retail-Restaurant Growth
- “Next Generation” Border Cities Program

INCENTIVES

JOBZ

- | | |
|-----------------|--|
| • RDO Equipment | • Midwest Concrete Pumping |
| • ByteSpeed | • Niemi Enterprises / S-M Enterprises* |

*Withdrawn from Zone in 2011 to allow for expansion project

Property Tax Incentives (2008-2012)

- Walgreen's (Retail Pharmacy)
- A-1 Automotive (Service)*
- ByteSpeed Expansion (Primary Sector)
- Hardy FLP (Commercial)
- 99 Bottles (Retail Liquors)
- Essentia Health (Clinic)
- Early Explorers Childcare & Preschool
- JL Beers (Restaurant)
- Lilac Homes LLC (Memory Care Facility)
- Timber Ridge LLP (Apartments)

*Also received \$25,000 Sales Tax Credit

Business Solicitations (2011-2012 YTD)

- Medical Device / Bio Industry Manufacturer
- Manufacturer of Custom-Integrated Components
- Data Center
- Building Panels Manufacturer
- Truss Manufacturer
- Tank Trailer Manufacturer
- Cement Block Manufacturer/Distribution Center
- Drain Tile Manufacturer
- Steel Building Components Manufacturer
- Concrete Pipe Manufacturing
- Call Center



Mayor and Council Communication

July 16, 2012

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SUBJECT: Proposed 2013 Operating & Capital Budget Preparation Update & Proposed 2013 Capital Improvement Plan

RECOMMENDATION: The Mayor and City Council are asked to receive a presentation and report from the City Manager and Finance Director on the development of the *Proposed* 2013 Operating & Capital Budget for the City of Moorhead. Specific time is set aside this evening for the 2013 Capital Improvement Budget and the requests received by the City's departments for consideration. No action will be requested of the Mayor and City Council at this meeting.

BACKGROUND / KEY POINTS: The City Manager and Finance Director will provide a presentation on the goals, objectives, and planning parameters for the *Proposed* 2013 Operating & Capital Budget and also provide a summary of projected short- and mid-range capital needs in the organization. City Council comments will be incorporated in the development of the *Proposed* 2013 Operating & Capital Budget.

It is the practice of the City Manager and Finance staff to conduct early conversations with the Mayor and City Council on budget planning for the upcoming fiscal year in the spring/summer months preceding budget adoption. The revised calendar for consideration and adoption of the *Proposed* 2013 Operating & Capital Budget is also attached.

FINANCIAL CONSIDERATIONS: Not Applicable

VOTING REQUIREMENTS: Not Applicable

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:

A handwritten signature in black ink, appearing to read "Michael J. Redlinger".

Michael J. Redlinger
City Manager

Department: City Manager
Prepared by: Michael Redlinger, City Manager

Attachments: *Proposed* 2013 Operating & Capital Budget Calendar

City of Moorhead
Proposed 2013 Operating & Capital Budget Calendar

Date/Meeting Type	Description/Action
May 21, 2012 COW	Introduction, Planning Parameters, & Objectives <i>(Budget Session #1)</i>
May – June 2012	City Manager & Finance Director Prepare <i>Proposed</i> 2013 Operating & Capital Budget
July 16, 2012 COW	Budget Preparation Update & Proposed Capital Improvement Plan Discussion <i>(Budget Session #2)</i>
Early August, 2012	<i>Proposed</i> 2013 Operating & Capital Budget Document submitted to Mayor & City Council
August 20, 2012 COW	Mayor & City Council Review <i>Proposed</i> 2013 Operating & Capital Budget Document <i>(Budget Session #3)</i>
September 10, 2012 City Council (T-n-T requirement)	Adopt <i>Preliminary</i> 2012 Tax Levy Payable 2013 & <i>Proposed</i> 2013 Operating & Capital Budget <i>(Budget Session #4)</i>
October 15, 2012 COW	Departmental Presentations – Session #1 <i>(Budget Session #5)</i>
October 29, 2012 Special COW	Departmental Presentations – Session #2 <i>(Budget Session #6)</i>
December 3, 2012 Special COW (T-n-T requirement)	Truth-in-Taxation Hearing <i>(Budget Session #7)</i>
December 10, 2012 City Council	Adopt 2012 Tax Levy Payable 2013 & <i>Preliminary</i> 2013 Operating & Capital Budget <i>(Budget Session #8)</i>



Memorandum

July 13, 2012

To: Michael Redlinger, City Manager
From: Wanda Wagner, Finance Director
Subject: 2013 Budget Departmental Capital Requests

Attached are the departmental capital requests for the 2013 budget. A slightly different approach was used this year to prioritize these requests. Each item was listed as Priority #1, Priority #2 or Priority #3 according to the criteria below:

- Priority #1 – Necessity to operate or addresses a safety issue
- Priority #2 – Reduces operating costs or increases efficiency
- Priority #3 – Does not meet either of the above criteria

Total requests for Capital Improvement Funds for each department are summarized below:

Administration	\$ 65,000
Engineering	96,500
Police	239,850
Fire	512,000
Operations	947,300
Community Services	<u>476,950</u>
Total	<u>\$2,337,600</u>

Also, below is a summary of the estimated available funds within the capital improvement fund for 2013.

2013 CAPITAL IMPROVEMENT FUND	
Transfer from Electric Fund	\$ 1,600,000
Transfer from Water Fund	126,000
Total Revenue	1,726,000
Transfer to Municipal Improvement Fund	(181,100)
Transfer to Flood Mitigation Bonds	(526,000)
Available Capital Improvement Funds	<u>\$ 1,018,900</u>

2013 BUDGET CAPITAL REQUESTS

Agenda Item #2.

cted Officials & Citywide Administration:

ExpressPoll Hardware & Software - may be needed for 2013 election if Voter ID Amendment is passed

Funding Source	Priority #1	Priority #2	Priority #3
CI		65,000	
	-	65,000	-

Engineering Department:

Trimble R8 GNSS Model 3RTK - replace/upgrade GPS survey-grade receiver (1 of 2)	CI	27,000	
New large format color plotter - replace used plotter obtained from Clay County	CI	9,500	
Traffic signal loop detector & inductive loop testing equipment	CI	5,000	
GIS application development	CI	20,000	
Pick-up 3/4 ton 4X4 crew	CI		35,000
Storm Lift Station #2 rehabilitation	Storm Water	410,000	
Rear mower for slope mowing tractor - Storm Water	Storm Water	15,000	
Skid loader & trailer - Storm Water	Storm Water	60,000	
Sanitary Lift Station #13 rehabilitation	WWTF	179,000	
Sanitary Lift Station #1 rehabilitation	WWTF	945,000	
Sanitary Lift Station #39 inlet structure	WWTF	142,000	
WWTF pump replacement	WWTF	50,000	
		1,712,500	35,000

Police Department:

Replacement Tasers with cameras (44 over 3 years) Year 1	CI	30,000	
Police K9 Agility Equipment	CI	8,000	
SWAT Ballistic Vest Replacements (6)	CI	18,000	
Radio Receiver/infrastructure for State Patrol communication capability	CI	6,000	
LEC Roof Repair	CI	15,500	
LEC hallway carpet replacement	CI	12,000	
Remodel/Relocate Power Typists to copy room	CI	12,000	
Portable Thermal Imaging Unit	CI		9,000
Remodel/Expand the training room	CI		81,000
Patrol load bearing external vest carriers (20)	CI		6,000
Patrol Weight Enforcement scale/equipment	CI		3,650
Tablet computers for command staff (D.C. & Lts)	CI		4,000

Replacement of aging/obsolete fitness equipment in weight room
 Mobile computer processing unit with printer
 Single car garage for Bike Patrol Unit

Funding Source	Priority #1	Priority #2	Priority #3
CI			10,000
CI			4,700
CI			20,000
	101,500	103,650	34,700

Fire Department:

Southside apparatus bay addition - hazmat truck/trailer storage - paint existing #931Υ Emergency lighting, MDC, charging, vehicle graphics, loose equip
 Station 1 parking lot patch and repair
 Station alerting equipment replacement
 Replace 17 year old technical rescue equipment
 MDCs for LD1, E11, E22, 922
 CPR & training equipment replacement
 New Outdoor Warning Siren #13 - Moorhead Regional Airport

CI	338,000		
CI	10,000		
CI	18,000		
CI		30,000	
CI		30,000	
CI		36,000	
CI		20,000	
CI	366,000	116,000	30,000
			30,000

Operations Department:

City Hall Replace automatic Doors
 City Wide FFE
 Crosswalk Striping
 Street Striping
 Poles and netting for baseball diamonds - Centennial
 Park Amenities
 Irrigation building at soccer complex
 Asphalt maintenance shop parking lot
 Pond bank repairs
 10 1/2 foot mower - ROW Mowing
 Half ton pickup - ROW Mowing
 LEC Reroof East Side
 Disconnect old boiler piping in Library
 One Ton Upgrade (#219) to F550
 Power Broom for spring cleanup
 Relocate electrical on overhead crane to allow full travel
 Fencing repairs - Centennial
 Bike path replacement
 Start replacing hockey outdoor hockey rinks
 Electric Brush - Village Green

CI	30,000		
CI	100,000		
CI	20,000		
CI	30,000		
CI	40,000		
CI	200,000		
CI	35,000		
CI	15,000		
CI	50,000		
CI	48,000		
CI	18,000		
CI		50,000	
CI		5,000	
CI		10,000	
CI		46,000	
CI		3,300	
CI		30,000	
CI		50,000	
CI		15,000	
CI		5,000	

Agenda Item #2.

Funding Source	Priority #1	Priority #2	Priority #3
PWF Storage Racking (Pallets)			25,000
PWF Asphalt for Bulk Storage Area			50,000
NRC furnace replacement			24,000
Trees - Village Green			3,000
Radio Hub to allow for upgrading of two way radio's (Street, Sanit, Forest, PM)	45,000		
Equipment - Forestry	10,000		
Utility Vehicle - Mosquito Control	13,000		
Remote control for Compost gate		10,000	
	654,000	224,300	102,000

Community Services Department:

Ball Dispenser (1994) - Village Green	6,000		
Riding lawn mower - HHIC	10,000		
Flooring for the players box - Sports Center	5,800		
Fridge Freezer - Sports Center	4,800		
Pavement Rehabilitation/taxi expansion (partially funded using MnDOT and FAA grant funds - \$250,000 total project; approx. \$40,000 City Cost)	40,000		
Replace (1) 2008 Ford Paratransit Bus Unit 1177 - 20% grant match	15,000		
Ball Washer - Village Green		4,000	
Replace spectator netting - Sports Center		7,000	
Replace (2) Metro Senior Ride vans - Units 1204 & 1205 - 20% grant match		10,000	
Web Site / Restructure / Photographer - Park Rec			3,750
Bleachers 4 xsets / 4 row, 27 foot - Southside Park			16,000
Food Wagon for Concessions to be used throughout park system			17,000
Billboard on Interstate (Hole 16) - Village Green			15,000
Parking Lot repairs - Village Green			8,000
Window Blinds Clubhouse to keep heat out - Village Green			4,000
Second Beverage Cart - Village Green			10,000
Repave Parking Lot (damage from building dike) - HHIC			155,000
Capeting Computer and Pool Table Room - HHIC			7,000
Digital HVAC Controls - HHIC			125,000
Kyvac cleaning system bathrooms - Sports Center			3,600
Bus Related Equipment (Security Cameras & Bike Racks) - 20% grant match			10,000
	81,600	21,000	374,350

Total Capital Requests

\$ 2,915,600	\$ 679,950	\$ 576,050
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Proposed 2013 Operating & Capital Budget Preparation Update

Committee of the Whole Meeting
July 16, 2012



*Michael Redlinger, City Manager
Wanda Wagner, Finance Director*

Proposed 2013 Operating & Capital Budget

- Budget Session #2
- 8 scheduled sessions with the Mayor & City Council
 - December 10, 2012 adoption
- Update this evening on *Proposed 2013 Budget* preparations
 - Projected major General Fund items
 - Capital Improvement process review; update



Proposed 2013 Operating & Capital Budget

- Public Information
 - www.cityofmoorhead.com/budget
 - Public Hearings (Truth-in-Taxation)
 - *New*: October 29, 2012 Town Hall Meeting
 - Budget Session #6 also on this date (Departmental Presentations – Session #2)
 - Committee of the Whole Budget Sessions
 - Revised schedule in packet



Budget Process & Roles

- A priority-based budget and approach
- Mayor & City Council
 - Strategy
 - Policy Outcomes
 - Community focus, big picture
- City Manager
 - Integration of Mayor & City Council strategy
 - Focus on results and performance
 - Financial reporting/compliance (2011)



Strategy & Planning

- Strategic planning is story, action
 - 2011: *Challenge of 5*
 - 5 years of past growth; 5,000+ new residents
 - 5 years of mid-range planning for the future
 - A challenge to think and focus on the mid-term
 - Mayor & City Council Strategic Planning Sessions in 2012
 - Aggressive 2012 work plan
 - No spring flood event



Goals & Objectives

- Mayor & City Council Strategic Plan Priorities:
 1. **Growth & Development**
 2. **Marketing**
 3. **Customer Service**
 4. **Website / Communications**



Goals & Objectives

5. **Public Spaces/ROW**

- River Corridor Study (Metro COG)

6. **Core Infrastructure**

7. **Employee retention and investment**



City Council Affirmed Principles

1. These are the high-level, “big picture” priorities of the Mayor & City Council.
2. These priorities should be integrated into the levy and budget strategy.
3. The City Council is interested in more information about biennial budgeting.
 - Report this evening from staff on research



Projected Major General Fund Items

- Special one-time or new expenditure items
- “Standard protocol” continues to apply to departmental budgets
 - Lean!
 - Strict cost containment
 - 2010 and 2011 audit presentation highlight
 - Expenditure increases for contracted services, labor



Projected Major General Fund Items

- **Human Resources**
 - Capacity
 - Retention and investment in existing talent
 - Technical/professional/management
 - Preserve revenue generating opportunities
 - 2012 Classification & Compensation Study
 - Attrition
 - Transition planning – temporary “overfill” strategies
- Investing in our people in 2013 is a priority



Projected Major General Fund Items

- **Marketing & Communications Plan**
 - Residential, commercial, retail; possible new outreach efforts
 - Potential property tax abatement program
- New City website
- Customer service program
- “Next Generation” Border Cities program
- Remaining flood mitigation work
- Oakport 2015



Capital Budget Process/Update

- Capital Improvement (CI) revenue is derived from:
 - Electric Fund Transfer (5% gross revenues)
 - Water Fund Transfer (2% gross revenues)

2013 CI Fund	Revenue In
From Electric Fund	1,600,000
From Water Fund	126,000
	\$1,726,000

- *Money In Moorhead* document describing CI



Capital Budget Process/Update

2013 CI Fund	Expenditures Out
Municipal Imp.	(181,100)
Flood Mitigation	(526,000)
Total Available for FY13	\$1,018,900

- Some functional areas are more capital intensive
 - e.g. Operations, Parks & Recreation
- New prioritization/long-range CI planning for FY13



Capital Budget Process/Update

- Total of **\$4.17M** in requests in all Priority areas
 - Enterprise Fund requests of \$1.83M
= \$2.33M in Capital Improvement Fund requests
- Available CI resources of **\$1.01M**
 - Undesignated balance TBD for reserves
- Additional City Manager and Finance Director review, recommendation



Biennial Budgets in Local Government

- Plymouth & Eden Prairie, MN
 - Council-Manager Forms of Government
- Process overview
- Benefits:
 1. City Council and staff time savings
 2. Stronger forecasts, better long-range planning
 3. Deeper analysis/studies → better information, better budgeting decisions



Next Steps – July/August

- ✓ Finalize *Proposed* 2013 Capital Improvement Budget
- ✓ Finalize *Proposed* 2013 Operating Budget
 - ✓ Submit early August to City Council
- ✓ Budget Session #3 – August 20, 2012
Committee of the Whole meeting
- ✓ Council visits, Q&A



Questions/Discussion

Michael Redlinger, ICMA-CM
City Manager
(218) 299-5305
www.cityofmoorhead.com/budget



Mayor & City Council, July 16, 2012

6 MONTH REPORT ON STRATEGIC PLAN ACTIVITIES & PROJECTS

6 MONTH STRATEGIC PLAN REPORT

- ✘ 2012 started with planning...
 - + New Council Member Orientation Sessions
 - + City Council Retreats
 - + City Council meetings and Committee of the Whole topics

- ✘ 2012 continues with *action* and delivery

6 MONTH STRATEGIC PLAN REPORT

- ✘ Marketing & Communications Plan
 - + Microsite – www.makemoorheadhome.com
 - + Building & Development Summit
 - + City Council New Development Bus Tour
 - + Realtor® sales meetings
 - + Commercial broker meetings
 - + Paid advertising
 - + First-time homebuyer education sessions

6 MONTH STRATEGIC PLAN REPORT

- ✘ Home Builders Association Policy Recommendations
- ✘ HBA City Night
- ✘ Customer Service improvements
 - + Development Team Training Institute
 - + City University
 - + Extended City Hall business hours
 - + More time, resources dedicated to training

6 MONTH STRATEGIC PLAN REPORT

- ✘ Legislative Advocacy
 - + Flood mitigation funding
 - + Property tax abatement
- ✘ Downtown TIF District established
- ✘ Maxfield Research Housing Study completion
- ✘ Parking Study
 - + Public participation, receipt of report, and implementation planning, action

6 MONTH STRATEGIC PLAN REPORT

- ✘ Sanford Clinic groundbreaking
 - + Site development
- ✘ City of Moorhead Website RFP – underway
- ✘ City Council Town Hall Meeting
- ✘ Flood Mitigation
 - + Acquisitions
 - + Projects
 - + Outreach and legislative advocacy

6 MONTH STRATEGIC PLAN REPORT

- ✘ Flood Mitigation, cont.
 - + Public information meetings, website
 - + Metro COG river corridor planning
- ✘ New FEMA Flood Insurance Rate Maps
 - + Ordinance revisions to satisfy FEMA/DNR requirements
 - + Floodplain information website expanded
 - + Revised GIS floodplain mapping tool
 - + Revised floodplain development standards

6 MONTH STRATEGIC PLAN REPORT

- ✘ Transportation Improvements
 - + Adopted 2012-2016 Pavement Management & Transportation Improvement Plan
 - + Bid awards for 8 planned projects
 - + Downtown traffic signal/RR pre-emption study completed, received, and additional work ordered
 - + TIGER grant application
 - + Bridge inspections completed

6 MONTH STRATEGIC PLAN REPORT

✘ Utilities – Wastewater

- + Wastewater facility improvements, energy audit
- + WWTF commendations: MPCA, National Biosolids Partnership – Bronze Certification, and NELAC Laboratory Accreditation for WWTF laboratory

✘ Utilities – Stormwater

- + Lift station improvements/bid award
- + Oakport/BRRWD Stormwater pump stations maintenance agreement

6 MONTH STRATEGIC PLAN REPORT

- ✘ Alignment of staff resources to City Council strategic plan objectives
- ✘ A focus on outcomes, performance
- ✘ A strong second half of the year planned