

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, December 8th, 2015

Mayor Renee Hafften and Council Members Debbie Buoy, Ted Hill, and Rick Martinson met with City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen, and Fire Chief, Ben Sanderson regarding the proposed 2016 Budgets and Property Tax Levy. No action was taken on any items, as the discussion was only for informational purposes.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, December 8th, 2015

The meeting was called to Order by Mayor Renee Hafften at approximately 6:00 p.m. Council members Debbie Buoy, Ted Hill, and Rick Martinson were present. Council Member Jeannette Graner was absent.

City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; Fire Chief, Ben Sanderson; Betty Mathison, resident; and Alyssa Krekleberg, Crow River News, were also in attendance.

Truth-In-Taxation Public Hearing

Motion was made by Martinson and seconded by Buoy to open the Public Hearing at approximately 6:07 p.m. MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

Administrator / Counsel Madsen provided a detailed report related to the City's preliminary operating and debt service property tax levy amounts and reviewed what the taxes support in the City of Rockford. Madsen also reviewed the City's General Fund Operating Budget and provided detailed examples and explanations regarding the costs of operating a municipal government. After the presentation, the floor was opened for public comment. Betty Mathison, resident, asked a series of educated questions relating to General Fund account balances, long term fiscal planning and the impact of current projects on property taxes moving forward. After answers to these and other questions were provided by staff, a call was made by Mayor Hafften for any additional public comments or questions. With no other questions or comments pending, a Motion was made by Hill to close the public hearing at approximately 6:30 p.m. This Motion was seconded by Buoy. MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

*Approve Consent Agenda/Set Agenda

MOTION was made by Buoy, and seconded by Martinson, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.D as listed:

3A: Minutes from November 24th, 2015 Council Workshop and Meeting

3 B: Payment of Claims from Check #25392 through #25455 totaling \$129,095.14

3 C: Approve November Building Permits

3 D: Approve Closing City Hall December 24th, 2015.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

New Business: Resolution #15-45 Adopting 2016 General Fund Budget and 2016 Final Property Tax Levy.

Administrator / Counsel Madsen explained that the Council discussed the Property Tax Levy and Budgets for 2016 at various workshops and Council Meetings. The Truth in Taxation provided an additional review of the 2016 Budget and Property Tax Levy, and no objections were received. After discussion of the policy considerations involved, Motion was made by Hill, and seconded by Martinson, to approve the 2016 Budget and 2016 Property Tax Levy.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

New Business: Discuss or Take Appropriate Action on 2016 Wastewater Rates.

Administrator / Counsel Madsen explained that the Council discussed the current status of the Water and Wastewater budgets at various meetings and workshops. Based upon review, it was recommended that the wastewater rate per 1,000 gallons of billable use be increased \$.40 to a new total of \$6.85 per 1,000 gallons of billable use. After additional discussion and review, Motion was made by Hill and seconded by Buoy to approve the rate increase as discussed.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

New Business: Discuss or Take Appropriate Action on the Resolution , Amending Interfund Loan

Administrator / Counsel Madsen explained that part of the city's ability to keep wastewater rates lower would rely on amending the interfund loan between the water

and wastewater department. The loan was established in December of 2013 to assist with prepayment of bond and operating debt from the Water Utility to the Wastewater Utility. The intent was that permit fees for sewer access charges would repay the loan, which was taken as an annual expense from the wastewater fund, and paid directly to the cash balance of the water fund. The loan should be amended to allow for repayment only from sewer access fees received, and years of shortfall in fees would result in an extension of the term of the loan. After reviewing the history, proposed amendment and discussion of the policy involved, Motion was made by Martinson to amend the loan as presented and recorded in the Resolution presented. This Motion was seconded by Hill.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

Old Business: Update on Main Street Revitalization Project

City Engineer, Jared Ward and Administrator / Counsel Madsen discussed and reviewed the progress and planning of the Main Street project. Members of the Council reviewed a draft street scape document and discussed current estimated costs and related aspects of the project. No action was taken, as the presentation was provided as an update for the Council and the general public.

Members of the City Council and staff then provided updates on Crow River Christmas, the Downtown Project, the Hockey Rink and the Fire Department Toy Drive.

MOTION was then made by Martinson, and seconded by Buoy, to adjourn the Council Meeting at approximately 7:35 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Martinson and Hill.

Typed this 17th day of December, 2015.

Dan Madsen
City Administrator, Special Counsel
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org, or by contacting City Hall at 6037 Main Street, Rockford, Minnesota 55373. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

Renee Hafften
Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel