Minutes of the Proctor City Council Special Meeting held on September 11, 2017 in the Community Center Conference Room

Mayor Larson called the Special Meeting to order at 5:00pm.

MEMBERS PRESENT:         Councilors Jim Schwarzbauer, Troy DeWall, and Gary Nowak; Mayor Philip Larson

MEMBERS ABSENT:         Councilor Jake Benson

OTHERS PRESENT:         Mark Casey, City Administrator; Tammie McDonald; Jennifer Crown

APPROVAL OF AGENDA

Motion by DeWall, seconded by Nowak and carried: To approve the agenda of September 11, 2017.

1.  NEW BUSINESS

    A.      2018 Budget Discussion

    Casey stated that this is a broad overview of where revenues come from and what the City is expecting next year including Capital Improvement Projects.

    Jennifer Crown, Assistant City Administrator, said that when the city finalizes the levy figure it will include budget information from golf, PUC and Liquor.

    Crown started the presentation with information about the 2018 City Budget Analysis clarifying budget increases for insurance, utilities, COLA, and water rates. DeWall asked about a Loss/Run Record and how that would potentially affect the health insurance rates.

    Crown discussed the 2018 Approach to Fiscal Stabilization and making a concerted effort to track operating budgets. She then discussed Revenue Projections and Expenditures, looking closely at the discretionary operating budgets.

    Crown showed the council the 2018 Capital Improvement Plan and the larger items that will impact the levy. There was also discussion about fleet management. She ended the presentation with a historical look at Levy's in Proctor over the past five years.  Casey stated that with the additional expenses, a levy between 4-6% would be appropriate.

Casey said that there will most likely be an additional budget meeting again prior to the Truth in Taxation meeting of December 4, 2017.

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ADJOURNMENT

Motion by DeWall, seconded by Larson and carried: To adjourn the Special Meeting of September 11, 2017 at 6:00pm

Respectfully submitted,


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Philip Larson, Mayor                                        Mark Casey, City Administrator