

Minutes of the Proctor City Council Special Meeting held on October 2, 2017 in the Community Center Conference Room

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

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

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

APPROVAL OF AGENDA

Motion by DeWall, seconded by Schwarzbauer and carried: To approve the agenda of October 2, 2017.

1. NEW BUSINESS

**A.** 2018 Budget Discussion

Casey stated that this information provided was regarding the Police Department and the Street Department; also the Capital Improvement Projects.

Jennifer Crown, Assistant City Administrator, said that this is a shared perspective of what worksheets she is discussing with each of the department heads.

Casey discussed the items for the 2018 calendar year, and then explained each item for the 2019 year.

Casey also discussed the sales tax revenue and that the city isn't where they should be for bond payments. He suggested focusing the efforts on 6<sup>th</sup> Street – where the most water breaks are located. Casey said that maybe the city could push the Almac project to 2020.

DeWall asked how much was put away last year for the CIP, Crown said that \$122,100 was approved by council last year. DeWall asked if money could be rolled over into next year, if they are not all spent. He said that he and the council need to prioritize projects on the list provided.

Benson asked about the Playground for Everybody project and if that was requested by the Parks and Recreation department. Casey said that Parks and Recreation would like the entire project completed. Nowak said that he spoke with Jennifer MacDonald about the fees and how much is left to complete. Larson agreed that he would like to see this project completed too. Nowak said that there

is the possibility of ADA completing the third phase if we got to that point.

DeWall stated next year's costs were totaling \$136,000 with the expenses at \$134,000, where else can money be obtained for the budget. Casey said that the money for trails could be taken from the Food and Beverage tax income.

Benson asked about the Salt and Sand shed in the 2019 CIP, and Casey said that this is seed money for the bond request for this project. Casey stated that it is difficult to do major projects every year.

#### ADJOURNMENT

Motion by Nowak, seconded by Larson and carried: To adjourn the Special Meeting of October 2, 2017 at 5:55pm

Respectfully submitted,

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Philip Larson, Mayor

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Mark Casey, City Administrator