

Administrator/Clerk's Report

City Council Meeting, April 24, 2017

To: Mayor and Council

From: John M. McCarthy

Date: April 21, 2017

Consent Agenda

US Bank: This is the first, interest only, payment for the 2016A Series Bonds. The bonds were issued to finance the 2016 Force Main and Lift Station Project.

Old Business

City Administrator's Evaluation: Mayor Switzer will summarize the closed meeting. (Motion)

Ordinances & Resolutions

Resolution 2017 – 08 Authorizing Use of Pavilion by YCMA: Northfield YMCA is again requesting the use of the pavilion at Memorial Park to conduct their Preschoolers in the Park and Wee Camp programs. (Motion)

Resolution 2017 – 09 Authorizing Use of Pavilion by ISD 659 SUPER Kids Program: Northfield School District Community Services is again requesting the use of the pavilion at Memorial Park for their summer SUPER Kids program. (Motion)

New Business

Approve Cannon River Drug and Violent Offender Task Force JPA: The JPA Agreement of May 2015 is being amended to add Le Sueur County as a member. Chief Mincke requests the Council approve the amended agreement and authorize the Mayor, City Administrator and Chief of Police to sign. (Motion)

Engineer's Report

City Engineer Powell has prepared a detailed report regarding his activities.

Administrator's Report

First Quarter Financial Report: General Fund revenues as of March 31, 2016 are \$44,127 or \$27,457 more than last year. The increase is entirely attributable to building permit revenue. The majority of the revenue received by the City occurs with the real estate tax settlements received in June and December. The City's General Fund expenditures for the first quarter are \$209,089 or \$9,686 more than the same period last year. Most of the departments are either under or close to the budgeted amounts with expenditures in the building inspection department up \$18,146.

Water Fund revenue is \$59,569 or \$6,963 more than last year. Revenue from water sales is up by \$6,849. Expenditures in the Water Fund are \$41,673 which is \$3,026 more than 2016.

Sewer Fund operating revenue is \$99,362 or \$987 more than last year. Expenses are \$62,399 or \$7,394 more than last year.

Refuse Fund revenue is \$24,409 or \$798 more than last year. Expenses are \$19,605 or \$913 less than last year.

Storm Water Fund revenue is \$5,113 or \$302 more than last year. Operating expenses are \$3,527 or \$4,143 less than 2016. This is the first year a comparison with the previous year can be provided.

Total fund balances as of the end of March are \$3,040,267. The cash balance includes both dedicated and undedicated funds.

Building Permit Report: As of the end of the 1st quarter 2017, the City has issued 2 permits for single family homes.

CCR: The City has received the 2016 Consumer Confidence Report for drinking water. The monitoring of the City's drinking water system by the Minnesota Department of Health indicated no contaminants were detected that violated federal drinking water standards.

Boards and Committees

Dundas Park and Recreation Advisory Board: The Park Board met on April 11 and new member Carrie Rice was sworn in.

Rice County Administrator's Bi-Monthly Meeting: The administrators met in Dundas on April 17.

Quarterly Dundas / Northfield Area Intergovernmental Meeting: Waterford Township hosted the quarterly IG meeting on April 19.

NAFRS: The NAFRS Board held its monthly meeting on April 20, 2017. The Board received a presentation from Rescue Squad Captain Wells on the need for a updated heavy rescue truck. Wells addressed both the need for a more modern vehicle and updated equipment. The current heavy rescue vehicle is dispatched to all calls, both fire and rescue, is 17 years old and responded to 492 calls in 2016. Increased automobile safety standards have made it more difficult for some of the equipment on the truck to function in an efficient manner causing potential delays in the timely removal of occupants after an accident.

NAFRS is in the process of hiring new paid on-call firefighters and will be holding an open house at the fire hall on May 20, 2017. The Board began a discussion on how to modify the Joint Powers Agreement (JPA) to allow a change in the lease. The JPA sets the lease amount at \$20,000 annually and the current plan to finance the remodeled facility will require a change in the amount.

Dundas Planning Commission: The Dundas Planning Commission met on April 20. Expenditures for 2016 were reviewed in preparation for consideration of the 2018 Budget.

Dundas Planning Commission acting as the Planning and Zoning Authority for the Annexation Area: The PCARD met on April 20 and approved a lot-line adjustment properties in the Annexation Reserve Area.

Future Meeting Items

Items listed may be moved to future meetings.

May 8, 2017

1. Public Hearing for Street Vacation
2. Consider Tobacco Free Parks Policy

May 22, 2017

1. 2017 Financial Statement / Audit
2. Consider CSAH #1 Trail Maintenance Agreement

June 12, 2017

1. Worksession
 - a. Draft 2018 Budget