# City Commission Finance Meeting

# Valley City, North Dakota

## Tuesday, December 7th, 2021

3:30 PM

### Called To Order

President Carlsrud called the meeting to order at 3:30 PM.

#### Roll Call

Members present: President Carlsrud, Commissioner Magnuson, Commissioner Bishop, Commissioner Erickson, and Commissioner Gulmon

**Department Reports**

**Sanitation Supervisor Swart** reported they would be fully staffed soon. Also asked that people remember to clean around their garbage cans so it is easier to get to for pick up and to have it out by 7 AM.

**Water Superintendent Hesch** said it’s a pretty slow time of year so they are doing maintenance projects.

**Electrical Superintendent Senf** reported they are doing inventory. Two outages last month. One was an undersized fuse and the other was a squirrel. WAPA doesn’t want us doing the piers, we’ll have to have them hire a contractor.

**Fire Chief Magnuson** reported the building parts should be here on Friday. The new pumper is in Fargo being repainted. There were some issues when it was built so the company is standing behind it. Several rescue calls this month.

**Police Chief Hatcher** reported that shop with a cop would be next week.

**Operations Supervisor Klemisch reported** we had an issue with the motor grader so we are getting that taken care of. Also had a pump go down but we were able to buy a rebuilt one and install it. Currently doing line inventory for the 6th St. project next year. Stop signs have been installed at 3rd Ave and 4th Ave so 9th St. will be open.

**City Administrator Crawford** stated letting people pay their utilities with Bitcoin was discussed at a previous meeting. We won’t be addressing this now but we may want to discuss it in the future.

**City Attorney Martineck** stated on the commission agenda we are doing the second reading of the zoning map. Property owner Lowell Spitzer is not in agreement with what we are changing the zoning of his property to. At this time, we will remove it from the agenda.

**Review Monthly Bills/Reports** Finance Director Richter reported on the breakdown of monthly bills. Building and fire inspections were $22,817; speakers on Central were $21,500; construction projects were $404,471; debt service $215,340; MRES $295,448; payroll and benefits $313,000; PFP CLMOR $26,000; VCBCDC $17,500 and the remaining balance of $138,458 for operations.

**Discuss Valley City Tourism-Community Promotion Agreement.**

Mary Lee Nielson stated we have a new marketing coordinator, Macy Schlat. In order to get the partnership to work the CVB money needs to be moved to Parks and Rec because they are administering this position, so that is the request today.

**Discuss Amendments to VCMC Ch. 20-06, City Lodging Tax.**

City Attorney Martineck stated in order to make this work we need to make changes to the code. If we are going to have the occupancy tax fund managed by the Park and CVB it’s really not necessary to have it managed by the Visitor’s Committee as well. The thought is to have a VC Promotional fund and a VC Capital fund for tourism. If that’s the direction to go we can draft a first reading.

**Discuss City Sales Tax Renewal.**

Jennifer Feist stated elections are next year discussion has taken place about when to put the city sales tax renewal extension on the ballot it is also requested that we extend the number of years for the renewal. Financing projects is tough if you don’t have it out for at least 20 years due to the term length of those projects.

**Review Public Works Proposed FY22 Budget.**

PW Works Manager Jacobson stated they have been working on the budget and have met with the portfolio holders. Proposed budget with presented and discussed.

**Discuss Utility Rate Changes.**

PW Manager Jacobson presented proposed utility rate changes.

**Discuss Viking Estates Mobile Home Park License Renewal.**

City Attorney Martineck stated there are issues with the roads in the park and also some drainage issues. Gwen has been working with the owner to finalize some plans however that will not happen by the end of the year. At this time the commission needs to decide what direction to go in with the license.

**Discuss Events at Rec Center (City Owned Building)**

City Administrator Crawford stated the Park Board has been approached about having events at the Rec Center due to the space available.

**Property Buyout-715 6th Ave SW.**

City Administrator Crawford stated we have been approached by the owner asking if we would purchase this as it is on the list of flood properties.

**Adjourn**

The meeting was adjourned at 4:54 PM.