

City of Ramsey  
Agenda  
Finance Committee  
Tuesday, November 12, 2013  
5:00 pm  
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. Approve Minutes
  1. Approve Finance Committee Meeting Minutes dated October 8, 2013
5. **Committee Business**
  1. Discussion and Review of 2014 Proposed General Fund Budget and 5-Year Budget: 2014-2018
  2. 2014-2018 Capital Improvement Plan (CIP)
6. **Adjournment**

**Finance Committee**

**4.1.**

**Meeting Date:** 11/12/2013

Approve Meeting Minutes

**Information**

**Title:**

Approve Finance Committee Meeting Minutes dated October 8, 2013

**Purpose/Background:**

Attached for the Committee's review and approval are the meeting minutes from October 8, 2013.

**Recommendation:**

Approve the meeting minutes.

**Action:**

Motion to approve the October 8, 2013 Finance Committee meeting minutes.

**Attachments**

100813 FC Mts

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Kurt Ulrich	Kurt Ulrich	11/07/2013 02:53 PM
Kurt Ulrich	Kurt Ulrich	11/07/2013 02:53 PM
Form Started By: Jo Thieling		Started On: 10/23/2013 03:53 PM
Final Approval Date: 11/07/2013		

**Finance Committee****5.1.****Meeting Date:** 11/12/2013Review of 2014 General Fund Budget & 5 Year: 2014-2018 Budgets

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**Information****Title:**

Discussion and Review of 2014 Proposed General Fund Budget and 5-Year Budget: 2014-2018

**Purpose/Background:**

Purpose: Review of General Fund budgets and their reflection on current tax capacity rate, future tax capacity rates, and implication to other city funds.

The Council adopted the proposed 2014 General Fund Budget at its regular meeting of September 10, 2013. The Finance Committee had asked to review the individual line items of the 2014 budget prior to a full council budget worksession in November after tax rates are received from Anoka County. Staff presented the budget at the Finance Committee meeting of October 8, but not all Finance Committee members were present, so the item was tabled to a future meeting.

A five-year budget, 2014-2018 has also been requested and prepared based on past history, proposed 2014 budget, strategic planning items, inflationary factors and capital equipment requests. The off-setting tax capacity rates were calculated based on conservative growth estimates from the County, Tax Increment Financing (TIF) decertifications (TIF #4 & #7) and additional proposed debt service (Fire Station # 2 and PW Campus).

**Notification:**

The City received tax rates from the County on November 4. The city's proposed tax capacity rate came back at 45.095%, whereas staff had estimated a tax rate of 43.37%. The difference in rates was derived from a decrease in taxable value from original county estimates, and a reduction in fiscal disparities (which rate is not known when preliminary levy is set). The 2013 final tax capacity rate was 44.29%.

Included for review: Proposed 2014 General Fund Budget, 5-Year Budget Assumptions, 5-Year Tax Capacity Rate Calculations and 2014-2018 Line Item General Fund Budgets.

**Funding Source:**

Not Applicable.

**Recommendation:**

Review of budget documents hi-lighting those changes, if any, to be presented at the future budget worksession with City Council.

**Action:**

Review of individual line items contained within 2014 Proposed General Fund Budget with possible recommendation of changes to full city council at upcoming budget worksession and review of assumptions within the 5-Year 2014-2018 budget document.

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**Attachments**

2014 Proposed General Fund Budget

5 Year Budget Assumptions

5 Year Tax Capacity Rates

5 Year Budget 2014-2018

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Kurt Ulrich	Kurt Ulrich	11/07/2013 02:49 PM
Kurt Ulrich	Kurt Ulrich	11/07/2013 02:49 PM
Form Started By: Diana Lund		Started On: 10/15/2013 08:23 AM
Final Approval Date: 11/07/2013		

**Finance Committee****5.2.****Meeting Date:** 11/12/20132014-2018 Capital Improvement Plan (CIP)

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**Information****Title:**

2014-2018 Capital Improvement Plan (CIP)

**Purpose/Background:**

Purpose: The Capital Improvement Plan (CIP) is a strategic planning tool to assist the City Council in identifying proposed capital improvement projects over the next five years.

The CIP is broken down into the following categories: Capital Improvement Bonding Projects, Equipment Replacement, Municipal Buildings, Park Improvements, Sewer Improvements, Site Acquisitions, Storm Water Improvements, Street Improvements, Street Light Improvements and Water Improvements.

Each project includes preliminary funding sources and appropriate background information citing needs and projected cost estimates. It should be noted that some projects are listed as unfunded, or cause future cash flows to become negative in respective funds. This is particularly true related to the funding for park improvements, street improvements and equipment replacement purchases. Their respective funding sources are depleted within the next couple of years. These projects are listed as they are deemed as possible future projects and contingent upon funding being determined at a later date.

**Notification:**

The Capital Improvement Plan is adopted at a regularly scheduled City Council meeting after a public hearing has been held.

**Observations/Alternatives:**

This is a draft form document only at this time, open for comment.

**Funding Source:**

Not Applicable

**Recommendation:**

Review draft 2014-2018 CIP.

**Action:**

Review of draft 2014-2018 CIP.

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**Attachments**

Draft 2014-2018 CIP

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