

Watertown City Council
Work Session
July 14, 2020
5:30 p.m.

Mayor Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. Call To Order And Roll Call
2. New Business
 - 2.I. Election Meeting Dates & 2021 Budget Development Discussion

Documents:

[WORKSESSION MEMO 7.14.2020.PDF](#)

3. Adjournment

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388



To: Honorable Mayor and City Council
 From: Shane Fineran, City Administrator
 Date: July 14th, 2020
 Re: Election Meeting Dates & 2021 Budget Development Discussion

1. Election Meeting Dates

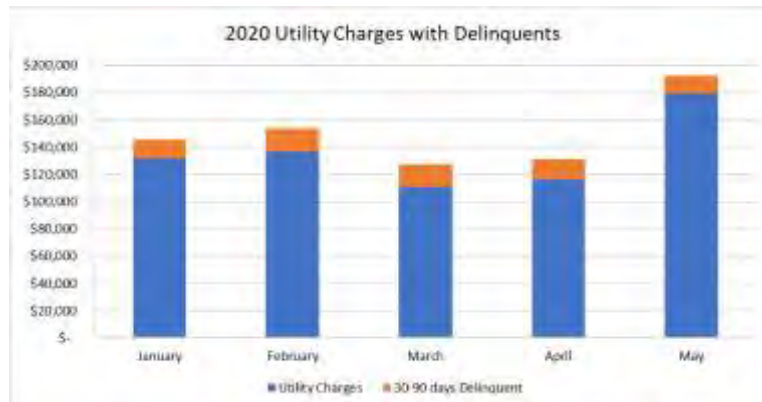
Upcoming election dates on August 11th for the Primary Election and on November 10th for the General Election will conflict with scheduled City Council meeting dates. Staff is proposing that the August meeting be moved to Thursday, August 13th and the November meeting be moved to Thursday, November 12th.

2. Fiscal Outlook and Budget Goals for 2021

Staff continue to monitor and gather data around the current fiscal conditions of the city in light of the COVID-19 pandemic. Since this item was last reviewed with the City Council, no apparent metrics have come to light that would change the stable outlook staff has on the financial condition of the organization and community. Utility collection rates remain unchanged from the average and have improved with the May billing period accounted for.

2020 Utility Charges & Uncollected Charges

	Utility Charges	30-90 days Delinquent	% Uncollected
2020 January	\$ 132,061	\$ 13,368	10.12%
February	\$ 136,802	\$ 17,247	12.61%
March	\$ 110,950	\$ 16,440	14.82%
April	\$ 116,422	\$ 14,895	12.79%
May	\$ 179,223	\$ 13,354	7.45%



The city has also received it's first half tax settlement from Carver County. The bi-annual collection amount target should be 50% of the annual levy. The actual amount collected was 54%. Year to date we are at 55% of forecasted revenues.

In preliminary market value data released by the County Assessor's office, the city's overall estimated market value has increased by 2.88%, or \$374,887,400. New residential construction added \$4,117,600 to the estimated market value of the community, or 1.21%. Existing residential market value increased by 1.74%, or \$6,371,100. The overall estimated market value increase, while positive, is less than the 8% increase experienced in 2019.

City of Watertown 2020 Assessment Summary					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2020 EMV	\$339,500,600	\$21,880,100	\$12,388,900	\$1,117,800	\$374,887,400
2019 EMV	\$329,646,100	\$21,895,100	\$11,754,700	\$1,102,800	\$364,398,700
Total Value Change	\$9,854,500	(\$15,000)	\$634,200	\$15,000	\$10,488,700
New Construction	\$4,117,600	\$0	\$0	\$0	\$4,117,600
Market Change	\$5,736,900	(\$15,000)	\$634,200	\$15,000	\$6,371,100
% New Construction	1.21%	0.00%	0.00%	0.00%	1.10%
% Market Change	1.74%	-0.07%	5.40%	1.36%	1.75%
2020 Total % Increase	2.99%	-0.07%	5.40%	1.36%	2.88%

Staff is seeking discussion and direction on the proposed budget development schedule for 2021 that is attached as well as priorities and goals the City Council has for the community. Staff will begin the development of the general fund and enterprise operating fund budgets and finalizing the draft capital investment plan budget.



2021 Budget Schedule

Tuesday, July 14th	<i>Discussion of 2021 financial outlook and budget goals</i>
Tuesday, July 28th	<i>City Council Work Session #1-Long Range Financial Plan/Capital Investment Plan Draft</i>
Week of August 3rd	Staff meet with the City Administrator to review draft General Fund budget
Thursday, August 13th	<i>City Council Work Session #2-Long Range Financial Plan/Capital Improvement Plan</i>
Week of August 10th	General Fund budgets due to City Administrator from staff
Tuesday, August 25th	<i>City Council Work Session #3-General Fund Budget Draft</i>
Week of September 7th	Staff meet with the City Administrator to review draft Enterprise Fund budgets
Week of September 14th	Enterprise Fund budgets due to City Administrator from staff
Tuesday, September 8th	<i>City Council Work Session #4-General Fund Budget Draft</i>
Tuesday, September 22nd	<i>City Council Work Session #5-General Fund Budget (if needed)</i> City Council Meeting-Adopt 2021 Preliminary Levy
Tuesday, October 13th	<i>City Council Work Session #6-Enterprise Fund Budget</i>
Tuesday, October 27th	<i>City Council Work Session #7-Capital Improvement Plan</i>
Week of November 2nd	Staff review existing budget and fiscal conditions
Thursday, November 10th	<i>City Council Work Session #8-General Fund & Enterprise Fund Budget Wrap-Up</i>
Tuesday, November 24th	<i>City Council Work Session #9-Review 2021 budget and fiscal conditions</i>
Tuesday, December 1th	Hold 2021 Public Budget Information Meeting
Tuesday, December 8th	Adopt 2021 Budget and Certify 2021 Tax Levy