

FINANCE AND IMPROVEMENTS COMMITTEE

Tuesday, January 26, 2016 – 4:15 p.m.

City Council Chambers

A g e n d a

1. [Final Payments](#)
2. [Proposed Ordinance- Amending the 2016 Annual Budget- Regional Training \(PD0100\)](#)
3. [Proposed Ordinance- Amending the 2015 Annual Budget- Water Distribution Expenditures \(WS0049\)](#)
4. [Proposed Ordinance – Amending the 2015 Annual Budget- Bus Fixed Route Transit Software \(BUS015\)](#)
5. [Proposed Ordinance- Amending the 2015 Annual Budget- Upgrade to Engineering Restrooms & Conference Room Equipment \(PM0006, PM0007\)](#)
6. [Special Election Canvassing Board](#)
7. [Pledged Assets](#)
8. [Ordinances on Second Reading](#)

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MEMO TO: Finance and Improvements Committee
FROM: City Clerk's Office
RE: Agenda for Tuesday, January 26, 2016 - 4:15 p.m.

1. Final Payments

It is recommended the Committee and Council approve the following requests for final payment:

- a. [J.R. Ferche, Inc.](#) in the amount of \$133,744.05 for the SW Minot Sewer Improvements Phase 2 (3561.1)
- b. [Keller Paving and Landscaping](#) in the amount of \$22,690 for the 1st St SE between 18th and 19th Ave SE (3878)

2. Proposed Ordinance- Amending the 2016 Annual Budget- Regional Training (PD0100)

It is recommended the Committee and Council [pass an ordinance](#) amending the 2016 annual budget to increase the ND Office of the Attorney General Criminal Justice Oil Impact Grant budget for Regional Training.

3. Proposed Ordinance- Amending the 2015 Annual Budget- Water Distribution Expenditures (WS0049)

It is recommended the Committee and Council [pass an ordinance](#) amending the 2015 annual budget to increase the water distribution expenditures for the purchase of a ½ ton 4x4 extended cab pickup and transfer savings from other water and sewer capital purchases and cash reserves.

4. Proposed Ordinance – Amending the 2015 Annual Budget- Bus Fixed Route Transit Software (BUS015)

It is recommended the Committee and Council [pass an ordinance](#) amending the 2015 annual budget to increase the capital equipment and decrease the operation supply expenditures for the administration expenses for the fixed route transit software for the bus.

5. Proposed Ordinance- Amending the 2015 Annual Budget- Upgrade to Engineering Restrooms & Conference Room Equipment (PM0006, PM0007)

It is recommended the Committee and Council [pass an ordinance](#) to amend the 2015 annual budget to increase the Equipment Purchase expenditures and decrease the Property Maintenance department expenditures for the upgrade to Engineering restrooms and the purchase of TV/video equipment for conference room.

6. Special Election Canvassing Board

Per the requirements of North Dakota Century Code 40-21-16.1 “[F]or any city election not held in conjunction with a county election, the city canvassing board must be composed of the city auditor, city attorney, mayor or commission president, and two members of the city commission or council, or appointed replacements for any of these officials.” . . .

After consulting with Mayor Barney, he is requesting the canvassing board for the March 1, 2016 special election be composed of the following individuals:

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Chuck Barney – Mayor
Miranda Schuler – Alderman
Mark Jantzer – Alderman
Kelly Hendershot – City Attorney
Cindy Hemphill, City Auditor

The canvassing board may not meet earlier than the third day following the election, but not later than six days after the election (NDCC 16.1-15-17). The canvassing board is slated to meet March 7, 2016 at noon in the Council Chambers.

Therefore, if the Committee and Council concur the proper motion would be to name the above individuals to the canvassing board and set March 7, 2016 at noon in Council Chambers as the date for the canvassing board meeting.

7. Pledged Assets

Section 21-04-11 of the North Dakota Century Code requires securities pledged for deposits by banking institutions be approved by the City Council.

[Attached is a list of the pledged securities as of December 31, 2015.](#) It is recommended the Committee and Council approve the list of pledged securities.

8. Ordinances on Second Reading

- a. [Ordinance No. 5044](#) Amend the 2016 Annual Budget- Purchase Property at 416 3rd St. NW