



# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** December 1, 2020

**Subject:** Administrator Reports

I would like to share the following updates regarding the operations of the City.

1. The Federal CARES Act funds have been spent and final reports were submitted to the State of Minnesota. City Council has been asked to certify the CARES Act expenditures that they met the tests outlined in Federal Law. That is on the City Council agenda for December 7, 2020.
2. The annual Truth in Taxation Public Hearing will be held on December 7, 2020 to provide the public with an opportunity to review the City's budget and tax levy for 2021. The PowerPoint presentation is included in the packet for City Council review.
3. The State's budget forecast for both the remainder of the current biennium and next biennium was released today. The November forecast now shows a projected \$800 million surplus for the current biennium and a \$1.3 billion deficit for the 2021-23 biennium. This is a significant improvement from the May interim forecast, which projected a \$2.4 billion deficit for the current biennium. This new budget forecast will mean that the City will not have to worry about a December LGA unallotment.
4. I spoke with the commercial realtor listing the former Biff's location for lease. The owner of the building is planning to subdivide the building into smaller suites, rather than lease it to another restaurant use.
5. City staff continues to review the responses from the Compensation Study RFP. We plan to present a recommendation to the City Council for the RFP at the December 21 meeting.
6. Hy-Vee construction continues to move forward. We anticipate that Hy-Vee Construction will be pouring a portion of the floor next week. They have indicated that they will be seeking a temporary certificate of occupancy in early March to allow them to occupy the building to set up the store and train employees.

Have a great weekend.