

City of North Saint Paul
August 15, 2023
Proposed City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Monge called the meeting to order at 5:01 p.m.

II. ROLL CALL

Present: Council Member Tim Cole
Council Member Cassidy Schweer
Council Member Lisa Wong
Council Member Jason Nordby
Mayor John Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek, Accountant Mary Kay Heinen, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller

III. ADOPT AGENDA

On motion by Council Member Wong, seconded by Council Member Schweer, with all present voting aye (5-0), agenda was adopted as presented.

IV. TOPIC(S)

A. Presentation by John Dobbs – Development Proposal for Margaret Street and Seppala Site.

John Dobbs presented a development proposal of “Garage Condos” located on Margaret Street and Seppala. The proposal is approximately 1.72 acres, with a combination of city owned property (40,835 sq. ft.) and property owned by Gary Mulcahy (33,992 sq. ft.). The proposed would be 28,000 ft. in two buildings. Mr. Dobbs gave an overview on potential limited uses for the structures with ideas ranging anywhere from small businesses to car/hobby owners. The sizes would be flexible (with a standard minimum of 14x40).

B. 2024 Budget – Department Head Presentations

Finance Director Dan Winek introduced the start of the 2024 budget discussions beginning with the Public Works Department. Public Works Director, Ron Ritchie started with Parks and gave an overview of services provided to parks, trails and other public grounds owned by the City. Finance Director Winek reported an approximate decrease of total expenditures of 6% from the previous year with the 2024 budget to match more closely to the 2022 actuals.

Mr. Ritchie provided an overview of Urban Forestry consisting of 3,235 street trees, 1,091 park trees and innumerable private property trees. Urban Forestry is involved in managing or regulating all of these trees to differing degrees. The City of North St. Paul has one Forester who does multiple tasks with the main focus being urban forestry. The City has approximately 1,500 ash trees that all need to be removed. With the help of a contractor and upcoming grants the plan is to have most of the ash trees removed within 4-4 ½ years.

Streets Maintenance was the next department reviewed providing maintenance of City streets, including patching, crack filling, seal coating and street sweeping. In addition, this budget also includes the employee and equipment costs for ice and snow removal from the City. The department staff maintains 45 miles of City streets.

Mr. Ritchie provided handouts created by WSB, including a Capital Project Area update for CIP project years 2023-2029 and the Pavement Condition Index (PCI) giving road condition ratings and pavement scores throughout the City. The PCI is a numerical index between 0 and 100, which is used to indicate the general condition of a pavement section. The current PCI in North St. Paul is 56.6. A main goal of the report is to determine how much funding is necessary to maintain the City's streets over the next several years and how that budget should be spent. Implementing more major projects results in a much higher average Pavement Condition Index (PCI)

Public Works Department presentation to continue at the next special budget workshop meeting.

V. OTHER BUSINESS

There was no other business.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (5-0), Mayor Monge adjourned the special workshop meeting at 6:27 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager/Clerk