

City of North Saint Paul
September 5, 2023
Approved City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Monge called the meeting to order at 5:30 p.m.

II. ROLL CALL

Present: Council Member Schweer
Council Member Nordby
Council Member Cole
Council Member Wong
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek

III. ADOPT AGENDA

On motion by Council Member Schweer, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. TOPICS

A. 2024 Budget Discussion

Finance Director Dan Winek stated the maximum levies for the City, HRA and EDA have to be set by September 19, 2023 and set truth in taxation public hearing dates for taxes payable. He reviewed the 2024 proposed additions, 2024 preliminary valuation changes, 2024 estimated property tax and impacts to residents. He also recommended direction from City Council moving forward. The 2024 preliminary maximum tax levy is estimated at 7.5%. If all the proposed options were added it would increase the levy to approximately 8.3%.

Mr. Winek briefly reviewed the property tax levy increases across Ramsey County and identified possible additions to the 2024 budget. These additions include street improvements, impact of union contracts for 2025-2027, community center, parking funding, facility funding, sales tax, cannabis sales tax and dispensary, funding for a grant writing consultant and the potential loss of \$110,000 in revenue if the School Resource Officer (SRO) is not funded by ISD 622.

Mr. Winek provided the City Council with requirements for future budget planning in order to maintain financially stable. He stated 2.8% has to remain in the fund balance per policy and helps keep the levies at a lower rate.

Council Member Nordby requested clarification regarding the SRO contract if it is not signed. Mayor Monge inquired about leaving that position vacant and if the police department would incur the cost.

Council Member Wong inquired about percentage of cannabis sales tax coming back to the City. Mr. Winek stated revenue from cannabis sales would help out the 2025 budget.

Mr. Winek stated he is looking for direction from City Council and recommended the Council agree on a maximum acceptable levy amount tonight. He added there are potential grant opportunities that would require the addition of the grant writer position but could free up money from the general fund if grants were accepted.

The Council discussed their options, opinions, and recommendations for a maximum tax levy. The Council agreed on an 8.5% maximum tax ley separated into the following:

- 7.5% all included items
- .55% for Parks
- .45% facilities (could move preservation funds if needed)

Mr. Winek recommended placing the .45% in street fund instead of facility fund. The next city council meeting will summarize each departments' needs and wants and will also provide time and opportunities to make changes to the budget if necessary.

V. ADJOURNMENT

On motion by Council Member Cole, seconded by Council Member Schweer, with all present voting aye (5-0), meeting is adjourned at 6:00 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk