

**City of North Saint Paul
November 12, 2024
Approved Special City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Monge called the special meeting to order at 5:15 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

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

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, City Engineer Morgan Dawley, Finance Director Daniel Winek, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller

IV. ADOPT AGENDA

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to approve the agenda as submitted.

V. APPROVAL OF CONSENT AGENDA

A. No Consent Agenda items

VI. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Resolution Canvassing the Municipal Election Results of November 5, 2024 General Election

City Manager Brian Frandle provided general election results, read the state statute, and recommended action to approve the local election results.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-115, Canvassing the Vote & Declaring the Results of the 2024 General Municipal Election.

B. Review and Discuss the 2025-2034 Capital Improvement Plan

Finance Director Dan Winek presented this item as part of the 2025 budget. He reviewed the Wold facility assessment, summary of funding sources, updated Parks and Recreation Commission projects, and other updates regarding the Capital Improvement Plan (CIP).

Finance Director Dan Winek discussed the proposed levy and how that could change with updates and new information still coming in. He also discussed the possibility of reducing the levy with EDA funding of the Downtown Design Manual, extra Fire Aid funds, and an increase in Police Aid revenue. Mr. Winek noted the increase of approximately \$33,000 in program reimbursement for police officers and their health insurance. He expressed his appreciation to Assistant to the City Manager Jennie Kloos for filing all of the necessary paperwork.

Finance Director Dan Winek reviewed other ways to reduce the levy and stated this will be researched at the next City Council meeting. He provided a high-level overview of the Wold Facility Report. He stated the estimated cost, if everything was done, would be approximately \$25 million dollars but with his changes and updates, he could reduce it to approximately \$18 million dollars.

Public Works Director Ron Ritchie provided his perspective on the needs of the City. He explained his most important priorities for 2025 and ways to shift certain projects to 2026 and beyond. Mr. Ritchie stated he agrees with the CIP but wanted everyone to be mindful that priorities may change due to need and funding availability. He added that each year, new evaluations will be done in order to continue the prioritizing process.

The City Council discussed different items that could be pulled from the CIP or pushed out to a different year in order to create a balanced budget. These items have the ability to be back in the 2025 budget if needed. The needs of the community center were discussed but the City Council is still waiting for further information in order to make a clear decision. They also discussed Northwood Park and ways to potentially push that out a year or more.

Council Member Nordby suggested looking at ways to mitigate some costs by hiring employees with specific skill sets in order to reduce costs.

Council Member Cole suggested pushing the parking lot and concession stand out to the 2026 budget year. He suggested a more detailed prioritized list of needs from the Parks and Recreation Commission before decisions are made.

Council Member Nordby inquired about items in the CIP still coming in front of the City Council for approval. Mr. Winek stated when the CIP is approved, as written, anything in the CIP is automatically approved but language can be changed to require City Council approval before projects begin.

The City Council held a robust conversation on the Wold assessment's priorities versus City staff's priorities. Council Member Schweer suggested City staff go through Wold's top priorities and check if they are in line with the City's top priorities.

Council Member Nordby suggested going through each line item in June before the budget discussions begin.

Council Member Schweer inquired about the street evaluation process. City Engineer Morgan Dawley stated the City's streets are evaluated every three years. The recommendations from 2024 will be out soon and he will get those numbers and information out to the City Council as soon as possible.

Mr. Winek stated in order to afford all of the facility items for the next 10 years, the levy would have to be raised \$117,000 for the next 10 years. He noted that when an item is pushed out, it remains in the CIP for future review and funding.

Mr. Winek stated the next City Council meeting will go over revenue options and ways to reduce the levy.

VII. ADJOURNMENT

There being no further business, on motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (4-0), Mayor Monge adjourned the special meeting at 6:50 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager/ Clerk