

**City of North Saint Paul**  
**May 5, 2026**  
**Approved City Council Workshop Meeting Minutes**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Present: Council Member Nordby  
Council Member Woods  
Council Member McKenzie  
Council Member Schweer  
Mayor Monge

Staff: City Manager Brian Frandle and Assistant to the City Manager Jennie Kloos,  
Finance Director Dan Winek, CD Director Ken Roberts, Public Works Director  
Ron Ritchie and City Engineer Morgan Dawley

**III. ADOPT AGENDA**

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

**IV. TOPICS**

A. Review of the 2025 Financial Report with the City's Audit Firm of LB Carlson, LLP

Finance Director Dan Winek expressed his appreciation to the City Manager, City staff, and City Council members for the City's positive financial position.

Jackie Heagle presented the financial report for 2025. She described her role as an auditor and the legal compliance that they test for each year.

Ms. Heagle summarized the findings of the audit and noted that the only finding of concern was the payment of invoices within the 35-day time period. She summarized other observations and recommendations, including individual fund deficits, the fiber-optic fund, deposit and escrow reconciliation, alternative dissemination of bids and requests, and uniform guidance revisions.

Ms. Heagle summarized and compared each of the governmental funds' revenues, expenditures, increases, decreases, and year-end balances to the previous year's information. She also summarized and described each of the Enterprise funds and their current financial status as it relates to revenues, expenditures, transfers of monies to other areas, and end-of-year balances.

Ms. Heagle noted the improved financial status of each fund and saw an overall financial status increase from 2024.

After questions from the City Council, Ms. Heagle and Mr. Winek provided the following information:

- The City is on track to keep its AA+ bond rating
- Results of the 2025 audit show it held the 50% fund balance
- Next workshop will discuss the audit's numbers as it relates to the 10-year Comprehensive Plan and the financial status of 2026's first quarter
- Potential discussion on placing a cap on energy charges
- Provided an update on the garbage and recycling company interviews

#### B. Alley Improvement Process Discussion

Community Development Director Ken Roberts presented this item and discussed improvements to public alleys. He stated that staff recommended creating a policy to provide clarity and consistency to residents. He noted that alleys in the City are in various stages of improvement and contain different challenges.

Council Member Woods inquired about garages facing an alley and the potential use of them as a pass-through. Mr. Roberts stated that if the alley went through a whole block with entrances on both sides, it could be treated like a street improvement and would follow those street guidelines regarding improvements. Mr. Roberts suggested guidelines for property owners and procedures to follow before, during, and after alley improvements.

The City Council and City staff had a robust discussion regarding alleyways. They discussed the following concerns:

- Potential pre-meeting with City staff to look at the feasibility of potential improvements
- Differentiating between whole and segmented alleys
- Road weight regulations for paved alleys
- Approximate cost of alley pavement is \$125,000-\$150,000
- Maintenance of alleys
- Challenges with homeowners and property lines
- Provided the minimum construction standards set in the City Code
- Watershed District requirements

City Engineer Dawley stated that there are potential agreement mechanisms that could be put in place for alley improvements in special circumstances. It was determined that Mr. Roberts will bring back a policy draft for the City Council to discuss.

#### V. ADJOURNMENT

***On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), meeting is adjourned at 6:23 p.m.***

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk