**City of North Saint Paul**
**May 7, 2019**
**Adopted City Council Workshop Meeting Minutes**

## I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m.

## II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek (5:06)
Council Member Jan Walczak
Mayor Terry Furlong

Staff: Interim City Manager Scott Duddeck, Deputy Clerk Mary Mills, City Attorney Soren Mattick (5:06), City Engineer Morgan Dawley (5:28), Interim Finance Director Jason Zimmerman.

Guests: Mikaela Huot, Bakertilly LLC; Aaron Nielsen and Jaclyn Huegel, MMKR (Malloy, Montague, Karnowski, Radosevich & Co., P.A.)

## III. ADOPT AGENDA

***On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye, Council Member Sonnek absent for the vote (4-0), motion carried to approve the agenda as presented.***

## IV. TOPIC(S)

A. Tax Increment Financing (TIF) presentation by Mikaela Huot of Bakertilly LLC, formerly known as Springsted.

City Manager Duddeck introduced Mikaela Huot. The topic of discussion was the proposed redevelopment of Anchor Block North Project site. Mikaela gave an overview of what TIF is, a description of the proposed project, possible types of TIF Districts, Financing Options, and schedule and next steps. Her entire presentation is available in the office of the City Manager.

Council consensus was to move forward with researching all the options and determine the next best steps for this project.

Council Member Petersen left the meeting from 6:00-6:02 p.m.

B. Comprehensive Audit Financial Report (CAFR). Aaron Nielsen and Jaclyn Huegel of MMKR (Malloy, Montague, Karnowski, Radosevich & Co., P.A.).

Each year at the conclusion of their audit, the city's auditors review the Comprehensive Annual Financial Report (CAFR) with the city council.

Aaron Nielson, and Jackie Huegel, partners with MMKR, discussed the results of the 2018 CAFR, Special Purpose Report, and Management Reports related to their audit. They responded to questions of the council and they also provided a brief overview as a presentation at the regular council meeting. The Management Report consisted of:

- Audit Summary
- Governmental Funds Overview
- Enterprise Funds Overview
- Government-Wide Financial Statements
- Legislative Updates
- Accounting and Auditing Updates

There was no action required of the city council as the auditor's report is informational only. The reports are available for review at the office of the City Manager as well as on the City Website.

## V. OTHER BUSINESS

City Manager Duddeck noted that budget discussions would be scheduled soon. Staff is meeting with department heads to begin the process. This will proceed on the assumption of maintaining a flat budget. Topics will include Internal Service Funds, Building Maintenance, Mechanic allocation and Casey Lake Building.

Clarification was given by Attorney Mattick on two items on the Council Consent Agenda.

## VI. ADJOURNMENT

***There being no further business, on motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:37 p.m.***

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ Scott A. Duddeck, City Manager