

**CITY OF NORTH ST. PAUL
CITY COUNCIL
WORKSHOP AGENDA
February 16, 2021
5:00 PM**

The City Council workshop will be conducted by interactive TV under Minn. Stat. 13D.02. Members of the public are permitted to attend the meeting in person, however members of the public are strongly encouraged to participate in the meeting remotely. Instructions can be found below.

The **February 16, 2021 Zoom meeting** can be accessed [HERE](https://us02web.zoom.us/j/84409094358?pwd=bEhid2pNREtCcXdHZDhHK2Y5SUk4dz09) or via:
<https://us02web.zoom.us/j/84409094358?pwd=bEhid2pNREtCcXdHZDhHK2Y5SUk4dz09> (from a PC, Mac, tablet, iPhone or Android device)
Meeting ID: 844 0909 4358
Password: 041469 or by phone at 1-929-205-6099, meeting ID 844 0909 4358, password 041469.

The City Council Zoom meeting will be ‘open to the public’ to listen in, but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option in order to be heard.

I. CALL TO ORDER

II. ROLL CALL

Council Member Thorsen
Council Member Petersen
Council Member Wong
Council Member Cole
Mayor Furlong

III. ADOPT AGENDA

IV. TOPIC(S)

- A. Financial Transparency (Quarterly Finance and Project Reports)
- B. Operational Updates

V. OTHER BUSINESS

VI. ADJOURNMENT

Agenda Information Memorandum
North St. Paul City Council
February 16, 2021

FROM THE OFFICE OF THE FINANCE DEPARTMENT

Agenda placement: Council Workshop / Council Consent Agenda

Subject: Financial Transparency (Quarterly Finance and Project Reports)

To: Honorable Mayor and City Council

Background/Facts:

- At the June 30, 2020 City Council Meeting a contract was approved with OpenGov for services that included reporting and transparency software.
- In the new reporting software, rather than PDF, data will be presented online with dynamic interactive charts and underlying data. These reports will be made available on the City website.
 - For best presentation, staff recommends using the following web browsers: Chrome, Firefox, or Safari.
- Finance staff has worked with the OpenGov integration team to convert current data from Incode to a newly created chart of accounts. Currently 2019 and 2020 data has been converted in an effort to bring forward these reports for Council presentation. Additional historical data will be converted as staff works with OpenGov on implementation.
- Because the City has not transitioned to the OpenGov core financial software and is still currently using Incode, data is not live. Data from the legacy system needs to be downloaded, converted into the new OpenGov chart of accounts and then uploaded into the OpenGov reporting and transparency software. Staff plans of loading data monthly through the implementation process.
- In an effort to fully utilize the reporting tools, staff has created a “transparency portal” for financial reporting. Each link or “Story” on the portal was created using the OpenGov platform, which integrates text with embedded reporting and transparency tools.
- Reports on the portal include: 2021 budget, 2020 budget to actuals, cash and investments, debt, utility billing, 2020 street & utility improvements and project tracking for redevelopment sites.
- The North St. Paul Transparency Portal can be found [here](#).

Recommendation: Approve a motion to acknowledge the financial reports contained on the North St. Paul Transparency Portal.

Attachments:

[North St. Paul Transparency Portal](#)

Respectfully submitted,

Jason Zimmerman
Finance Director

APPROVED FOR AGENDA ENCLOSURE:

Scott Duddeck
City Manager