

**On May 7, 2024, a Special City Council Budget Tour meeting was held in the Council Chambers at City Hall. Mayor Ross called the meeting to order at 8:00 am.**

Members Present:

Burlingame, Jantzer, Olson, Pitner, Podrygula, Ross

Members Absent:

Evans

The City Council members along with City Council candidates Rob Fuller, Mike Blessum, and Leif Snyder met in the City Council Chambers to begin the budget tours.

At 8:01, Tom Joyce provided the council members and candidates a budget tour schedule and discussed the morning event for Engineering and Public Works.

Lance started the presentations at 8:06 am discussing the Engineering and Traffic budgets. He talked about pavement markings, traffic signal upgrades, sidewalk improvements, and pavement management. Jason Sorenson spoke about the Public Works Department budget. Some of the topics he touched on were NAWS, the Mouse River Flood Protection, the cast iron pipe replacement project, the lead service line replacement project, and fleet maintenance.

The tour included the Traffic building, the Sanitation building, the shop and maintenance area in Public Works, the recycling facility, and a tour of neighborhoods and project sites within Minot. Each destination was a place for Lance, Jason or city staff to discuss current projects or upcoming needs. Alderman Podrygula left the tour at 10:50 am.

Lunch was provided in the employee breakroom at City Hall at 11:45 am.

Alderman Podrygula and candidate Scott Samuelson were able to join the budget tours for the afternoon. The council members and candidates boarded the bus at 1:00 pm to tour the Minot Public Library. Jennifer Kleen discussed her PIO staff and how the different members of her department offer numerous skills to tell the story of the City of Minot. Looking into 2025, Jennifer would like to start purchasing some action camera equipment.

Zhaina Moya, Library Director, gave the council members and candidates a tour of the background employee areas of the library, along with the main library, tool library area and newly remodeled children's library. Zhaina also discussed the community survey satisfaction results, discussed the changes in needs for the patrons of the library, the programs offered by the library, and the upcoming projects to improve the library.

Jennifer Eckman and staff at the Airport provided the council members and candidates a tour of the terminal building to discuss the needs and improvements they are currently working on and projects they foresee in 2025. In 2025, the Airport is looking to include a pavement project on Runway 8-26, updates some building systems, focus on airport access, and implement career advancement with adding two lead positions in two divisions.

David Lakefield presented at 3:27 pm, when the bus arrived back to City Hall. David Lakefield provided an overview of his staff, the roles of his staff, completed projects, ongoing special projects, future special projects, the strategic financing efforts done by the city, investment activities, and discussed the challenges. David also provided the budget for the IT Department and Utility Billing, which he oversees as well. These departments have numerous completed and ongoing special projects. The group discussed fee structures, how the sales tax pennies are divided, and the general budgeting process. Alderman Pitner left the meeting at 5:00 pm.

Dinner was provided in the employee breakroom at City Hall at 5:00 pm.

Candidate Mike Gietzen was able to attend the meeting at 5:15 pm. Harold Stewart, City Manager, concluded the day with the discussion of his budget and the city as a whole for the budget. He talked about the organization wide how he would like to see a mental health program, work remote policy, health and wellness, employee satisfaction survey, wages/raises, etc. Harold spoke about projects stemming from the community survey, the home study, the CPSM study for both PD and FD. He also spent time on the community wide needs from the City of Minot.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:14 pm.

ATTEST: Mikayla McWilliams  
Mikayla McWilliams, City Clerk

APPROVED:   
Thomas Ross, Mayor