

## 2023 Budget Tour Information

MAY 17, 2023 Meet at City Hall at 5pm

### Members Present:

Olson, Jantzer, Pitner, Podrygula, Evans. Burlingame

### Members Absent:

Ross

Damon Druse presented the Assessor's Office Presentation. Department priorities include extra staff due to the high volume of properties the department is required to assess each year. The Assessor's Department also needs technology to increase the department's capacity to work remotely and working in the field, as well as money for postage and shipping. There are also expenses for education, fees for membership of the North Dakota Association of Assessing Officers, and subscriptions to software.

Brian Billingsley presented the Community Development, Inspections, and Planning Presentation. There was also discussion about State Electrical Inspections suggesting getting thoughts from contractors. Inspections requires funds for file scanning, training on new codes, and a new educational program called Lunch and Learn. While the Department is fully staffed, the file scanning project will require two temporary staff members. Planning will require funds to complete the housing study, the extraterritorial jurisdiction boundary, and the continuing implementation of the comprehensive plan.

City Attorney, Stefanie Stalheim, presented her office's presentation. The Attorney's Office requires funds to pay their current staff, including outside counsel and a legislative specialist, as well as filling a vacant staff attorney position. Their department has educational fees including legal research, continued education courses, and association fees. Funds are also required for updated Century Code books and Municipal Law manuals. Additionally, the Department expects increased travel costs in the coming year.

Human Resources Director, Lisa Jundt, presented the HR presentation. In the coming year, the HR Department wishes to analyze the City of Minot's Retirement Benefit Program, overhaul the personnel ordinance, and establish an Employee Wellness Program. Other costs will come from developing a strategic workforce plan, expanding city-wide training, and conducting more employee satisfaction surveys.

Police Chief John Klug, along with Justin Sundheim and Casey Sandusky, presented the Police Department's 2024 budget requests. The presentation focused on mental health of all Police Department employees, including officers, dispatch, administrators, and records. The departments biggest budget requests included personnel, certainty on the location of Police Headquarters in the future, and upgrades and maintenance of Police Department vehicles. Chief Klug requested information on the priorities of the City Council.

Alderman Pitner had to leave at 8:45pm

There being no further business, the meeting adjourned at 8:57pm.

ATTEST: Mikayla McWilliams  
Mikayla McWilliams, City Clerk

APPROVED: Tom Ross  
Tom Ross, Mayor