

2023 Budget Tour Information

MAY 24, 2023 at 5:00 pm at City Hall Executive Conference Room on 3rd Floor

Members Present:

Burlingame, Evans (via teams), Jantzer, Olson, Pitner, Podrygula, Ross

Members Absent:

None

City Council met at the Executive Conference on the 3rd Floor of City Hall. The meeting began at 5:02 with the Finance Director, David Lakefield, discussing the City of Minot Finance Department. He discussed the organizational structure, duties of his department, executed, ongoing, and future projects, strategic financing efforts and investment activities. Dave also discussed the statistics of the IT Department, their upcoming budget requests, IT upcoming and ongoing projects. There were discussions held on the City of Minot cybersecurity processes and software. Dave also presented on the 2022 year end information such as sales tax collections, HUB City funding, property tax, expenditures and the 2024 budget direction of the City Council. The Finance Department portion of the budget discussions ended at 6:08 pm.

At 6:38 pm, the City Manager began his presentation with Laurie Nishek presenting on the Municipal Court portion of the budget. She discussed staffing, projects, case types, case-load, and location. Chris Plank, NDR Program Administrator discussed the City of Minot NDR Department. He presented the council a timeline, the key projects, allocations and funding, and staff development.


Jonathan Rosenthal discussed the City of Minot Economic Development. He talked with the council about the Wayfinding project, the façade improvement program, PlaceMaking Grant and downtown economic growth and upgrades. Mikayla McWilliams, City Clerk, discussed some budget requests, upcoming electronic voting project, and answered questions on scanning and record retention. Derek Hackett, PIO, talked with council about the progress the PIO Department has made over the years to spread the message of the City of Minot and market the community. In 2024, Derek would like more training/conferences, a part-time intern, and improved centralized communication.

Harold Stewart, City Manager, discussed management reorganization and the possibility of adding an Assistant City Manager position and dividing up the PW Department. Along with the reorganization of the management team, he discussed the reorganization within the PIO Office. Harold also addressed the group on the Ad Hoc: Employee Benefits and Wage Review Committee recommendations. Harold discussed the issues with mental health. He would like to see more advanced training on management, leadership, and diversity. Harold touched on the idea of doing an employee survey, mentioned the idea of a childcare benefit, funding the employee recognition committee, infrastructure needs for the City of Minot, the vehicle equipment replacement fund, and discussion on community issues such as property taxes and sales tax.

Discussion with staff and council continued with the next steps in the budget process such as a possible prioritization meeting or a budget presentation follow-up meeting. Alderwoman Evans requested a meeting be set up for the prioritization for the budget along with the restructuring of the Management Team and Public Works Department and Alderman Podrygula seconded.

There being no further business, the meeting adjourned at 9:24 pm.

ATTEST: Mikayla McWilliams
Mikayla McWilliams, City Clerk

APPROVED: 
Tom Ross, Mayor