PROPOSED MINUTES

CITY OF ST. PAUL PARK
REGULAR COUNCIL MEETING
September 16, 2019

Meeting called to order at 7:00 p.m. Present: Mayor Dingle; Council Members Foote, Jones, Swenson, and Zenner. Also present: City Administrator Walsh, Finance Director Sommerland, and City Clerk Orquiest. Pledge of allegiance said by all.

MINUTES:

Motion by Swenson, second by Jones to approve the minutes of the August 19, 2019, regular meeting—waive reading of same. Motion carried 5-0.

Motion by Swenson, second by Foote to approve the Council Workshop Summary of August 19, 2019—waive reading of same. Motion carried 5-0.

ITEMS FROM THE PUBLIC: None

CONSENT AGENDA:

A. Acknowledge receipt of Commission Minutes
   • Parks & Recreation Commission—August 8, 2019
   • Parks & Recreation Commission—Special Meeting of August 13, 2019

B. Approve Pay Request #3 to Peterson Companies, Inc. in the amount of $650,618.59 for the 2019 Street Project.

C. Adopt Resolution No. 1594, calling for public hearing to certify improvements or services to certain tax parcels of real estate.
   • October 7, 2019 at 7 p.m.

D. Adopt Resolution No. 1595, authorizing additional equipment to be purchased with proceeds of the City’s General Obligation Bonds, Series 2019A.

E. Adopt Credit Card Policy.

Motion by Swenson, second by Zenner to approve the consent agenda items listed above.

City Administrator Walsh informed Council Member Jones that the Credit Card Policy is new; with additional credit cards being issued to department heads staff is recommending that a policy be adopted.

Mayor Dingle added that one of the benefits of having a credit card (purchasing card) is a great way to get staff registered for events and it is a great way to order certain supplies online. She reiterated that it is a good idea to have a policy in place. She also can see the issuance of credit cards being expanded beyond department heads.

Motion carried 5-0.

KEVIN WALSH:

A. Adopt Resolution No. 1596, a resolution adopting the Preliminary 2020 Tax Levy and Preliminary 2020 Budget.

   City Administrator Walsh informed the Council that Resolution No. 1596 is adopting the Preliminary 2020 Tax Levy and Preliminary 2020 Budget and turned the floor over to Finance Director Sommerland.
Finance Director Sommerland reminded the Council that a Budget Workshop was held on August 19, 2019 in which a preliminary gross levy of $2,290,346 was proposed. That reflected an increase of 3.77% from 2019 gross levy of $2,207,229.

The 2020 proposed gross levy includes operating levy of $2,005,887 and debt levy of $284,459. The general fund budget proposed at the workshop was a balanced budget of $3,421,790, an increase of $25,355 from 2019. Budget expenditures for:

- General Government increased by $109,000,
- Public Safety decreased by $30,000,
- Streets increased by $42,000,
- Parks decreased by $119,000, and
- includes a small contingency of $20,000.

Since the workshop, there has been no change to the proposed levy or total budget.

At the workshop, staff calculated an estimated tax rate without having updated estimated 2020 taxable property values from the County. The tax rate presented at that time was estimated to be 43.424%. With the estimated taxable value now available, the calculated rate has been reduced to 38.558% (comparable with Cottage Grove’s estimated rate). As a reminder, tax rate is the net tax as a percent of the property’s value.

The average St. Paul Park home has a value of $180,200 and estimated to increase to a value of $21,500 in 2020. Based on the preliminary tax rate, the estimated 2020 property tax for the average home is $741/year, an increase from 2019 of $49/year or approximately $4/month.

Cities are required by law to certify the proposed payable 2020 budget and property tax levy to the County Auditor no later than September 30. The final levy adopted in December can be decreased, but not increased.

Council Member Swenson thanked Finance Director Sommerland for a great job explaining the budget at the workshop and for providing a conservative budget that have been in line with the budgets in the past 10-12 years he has been in office.

Motion by Swenson, second by Jones to adopt Resolution No. 1596, a resolution adopting the Preliminary 2020 Tax Levy and Preliminary 2020 Budget. Motion carried 5-0.

B. Set Date and Time for Final Levy Adoption

- December 2, 2019 at 7 p.m.

Motion by Swenson, second by Zenner to set date and time for Final Levy adoption for December 2, 2019 at 7 p.m. Motion carried 5-0.

REPORTS:

A. Council Member Jeff Swenson

- Public Works Commission
  ⇒ Next meeting to be held September 17, 2019 at 7 p.m.
  ⇒ One Commission Member needed.

B. Council Member Jones

- Public Safety Commission
  ⇒ Commission met on September 5 which was well attended.
Discussed concerns with recent garage break ins over the summer within the City and metro-wide.

Discussed the concerns over the increase in crime which was reflected in the reports over the past 6-9 months. The delay in obtaining these reports is due to the new County system.

Residents in attendance discussed the formation of a Neighborhood Watch program. This type of program is designed for a much more urban area; but something similar could work for St. Paul Park. In the meantime, residents are encouraged to call 911 when they see anything unusual. By doing so you might be reporting some information that the Police may need.

Heritage Days Festival numbers indicated low activity year.

Fire Department didn’t have a lot of activity; reports indicate the Fire Department is providing more mutual aid this year.

Next meeting the Commission will be appointing Members and Officers.

One Commission Member needed.

Next meeting to be held December 5, 2019 at 7 p.m.

Mayor Dingle added that she attended the Commission Meeting as well and echoed Council Member Jones’ comment to call 911 even if you don’t think the matter is urgent. The Dispatch Operators are trained to make those decisions and dispatch an officer accordingly and the City does have mutual aid if our Officers are tied up. Watch the Fall Newsletter and City’s webpage for information relating to the Neighborhood Watch Program. She noted that the program is provided by an outside agency, not the City. However, the City is willing to offer services to these groups in which an officer or police reserve could attend their meetings to provide safety tips, upon request. She encouraged residents to get to know their neighbors.

Council Member Jones noted that several neighbors are already working together watching over each other’s property which have been extremely effective.

“If you see something, say something!”

C. Mayor Dingle

- Planning Commission
  ⇒ September meeting was cancelled due to lack of an agenda.
  ⇒ Next meeting to be held October 14, 2019 at 7 p.m.

D. Council Member Zenner

- Parks & Recreation Commission
  ⇒ Commission met on September 12, 2019
  ⇒ Commission discussed Heritage Days and is willing to host another 5K Run.
  ⇒ Discussed updates to Parks including the new scoreboard at the hockey rink at Whitbred Park.
  ⇒ Next meeting to be held October 10, 2019 at 7 p.m.
E. Council Member Foote

- Heritage Days Committee
  ⇒ Next meeting to be held September 23, 2019 at 7 p.m.

F. Mayor Dingle

- Administration
  ⇒ Announced a Candidate Forum set for Thursday, September 19 beginning at 7 p.m. for Council Candidates and 8 p.m. for Mayoral Candidates. The public is welcome to attend.

BILLS FOR APPROVAL: $983,878.89

  Motion by Jones, second by Zenner to approve the bills in the amount of $983,878.89. Motion carried 5-0.

MAYORAL PROCLAMATION—OCTOBER 2ND PROCLAIMED AS “CROSSING GUARD APPRECIATION DAY”

Mayor Dingle read the Crossing Guard Appreciation Day Proclamation and asked motorists to be extra watchful for children walking or biking to school on October 2nd in celebration of Walk to School Day.

MAYORAL PROCLAMATION – OCTOBER 15TH PROCLAIMED AS “PREGNANCY AND INFANTS LOSS REMEMBRANCE DAY”

Mayor Dingle read the proclamation that proclaimed October 15th as Pregnancy and Infants Loss Remembrance Day.

COUNCIL COMMENTS AND REQUESTS:

Council Member Zenner announced:

- September 29, the Fire Department will be hosting their Carbone’s Fundraiser delivering pizzas to St. Paul Park residents in a fire truck between the hours of 11 a.m. – 6 p.m. Look for specials and place your order early.
- October 8, the Fire Department will be hosting an Open House from 6 – 8 p.m. Come on down for a night of fun, meet the firefighters, see the trucks and enjoy delicious hot dogs from the Salvation Army.

Meeting adjourned 7:22 p.m.

Sharon Ornquist
City Clerk