



**MINUTES  
REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA  
TUESDAY, MAY 23, 2023  
7 P.M. IN THE COUNCIL CHAMBERS**

**1. CALL TO ORDER AND ROLL CALL**

Mayor Dan Louismet called the meeting to order at 7 p.m. The City Clerk took attendance for Councilmembers Kevin Edberg, Steve Engstran, Heidi Hughes, Dan Jones and Bill Walsh. Staff in attendance were City Manager Lindy Crawford, Public Works Director/City Engineer Paul Kauppi, Finance Director Kerri Kindsvater, City Clerk Caley Longendyke, and City Attorney Troy Gilchrist.

**PLEDGE OF ALLEGIANCE**

**2. APPROVAL OF MINUTES**

A. Minutes of the City Council Meeting on May 9, 2023

It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve the minutes. Motion carried unanimously.

**3. APPROVAL OF THE AGENDA**

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to approve the agenda. Motion carried unanimously.

**4. CONSENT AGENDA**

- A. Accept minutes: April White Bear Lake Conservation District
- B. Resolution authorizing a massage therapy establishment license for Wildwood Chiropractic Center **Res. No. 131201**

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve the consent agenda. Motion carried unanimously

**5. VISITORS AND PRESENTATIONS**

A. Public Works Week Proclamation

Mayor Louismet read a proclamation recognizing the dedication and service of public works professionals in the community and the observation of Public Works Week in White Bear Lake from May 21-27, 2023. He shared his appreciation to staff for their hard work. Public Works Director/City Engineer Paul Kauppi and Public Works Superintendent Mark Meyer accepted the proclamation on behalf of the White Bear Lake Public Works Department.

B. 2022 Financial Audit

Finance Director Kerri Kindsvater introduced Justin Nilson, senior manager of Abdo, to present the results of the 2022 annual financial audit. Abdo, the City's auditing firm, issued a clean,

unmodified audit opinion with no findings noted. There were no legal compliance findings under Minnesota Legal Compliance guides and no compliance issues from the Single Audit. He provided an overview of the General Fund and fund balance, and noted that the fund balance is keeping up with the increasing budget expenditures, remaining steady at about 51%. He compared budgeted to actual amounts for the general fund and said there was overall good fiscal management with most areas being under budget. General fund revenues and expenditures both increased but remained balanced. Nilson reviewed the special revenue fund balances and noted the largest variance was a decrease of \$291,000 in the Economic Development Fund, which was anticipated in the budget. He noted the zero-balance for American Rescue Plan Fund, but explained there is \$900,000 that is not listed as it is accounted for and is to be spent in 2023 and 2024. He commented on the Capital Project Fund balances, saying they were strong with reserves for the future. He said the fund balance for Municipal Building Fund increased \$5.8 million, related to unspent proceeds, but noted those funds will be spent on the public safety facility renovation project, then it will return to its previous balance.

Nilson presented an overview of the Enterprise Funds, including the operating receipts and disbursements, debt payments, and cash balances. He said most funds (Water, Sewer, Refuse, Ambulance, and Pioneer Manor) showed positive, consistent results and are meeting or exceeding targeted fund balances. For the License Bureau Fund, operating disbursements exceed receipts and the unrestricted cash has been experiencing a decreasing trend. He said the Internal Service Fund also has a positive trend. He shared a graph to show cash and investment balances and noted again that there appears to be a significant increase in cash balances, but they're attributed to unspent proceeds that will be used for projects underway. Lastly, he shared graphs comparing the City of White Bear Lake to the averages of cities categorized as Class 2 (populations 20,000-100,000), cities with populations ranging between 20,000-30,000 and cities in Ramsey County. He said the City's tax rate and property taxes per capita is much lower than other cities. Debt service expenditures as a percent of current expenditures showed consistent results among the City of White Bear Lake and others. He said the City compares favorably to current expenditures per capita. Mayor Louismet complimented Director Kindsvater and the Finance Department for their work.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to approve **Res. No. 13202** accepting the 2022 Annual Comprehensive Financial Report.

## **6. PUBLIC HEARINGS**

Nothing scheduled

## **7. UNFINISHED BUSINESS**

Nothing scheduled

## **8. NEW BUSINESS**

Nothing scheduled

## **9. DISCUSSION**

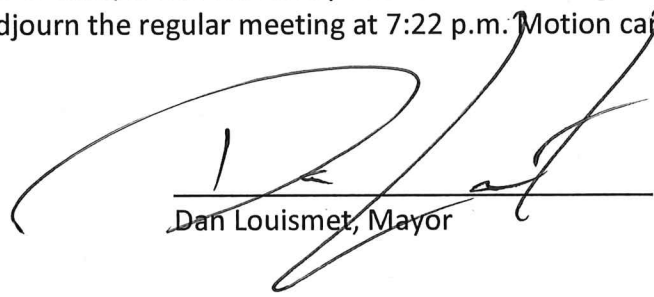
Nothing scheduled

**10. COMMUNICATIONS FROM THE CITY MANAGER**

City Manager Crawford shared that City staff are preparing the hiring process for a new police chief, following Chief Swanson's announcement that she will be retiring on August 25. City administration is working with the Civil Service Commission and Police Department staff as they prepare for the recruitment process. Councilmember Jones thanked staff from the Fire and Police departments for organizing a recreation of a 1933 photograph by parking the newest fire truck next to an original fire truck in front of the building on Clark Avenue and 2<sup>nd</sup> Street, where the old fire station was located.

**12. ADJOURNMENT**

There being no further business before the Council, it was moved by Councilmember **Engstran** seconded by Councilmember **Hughes** to adjourn the regular meeting at 7:22 p.m. Motion carried unanimously.



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Dan Louismet, Mayor

**ATTEST:**

  
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Caley Longendyke, City Clerk