City of Minot

In-Depth Budget Meeting
Wednesday, June 25, 2025, at 8:30 AM
2nd Floor Finance Conference Room, City Hall (10 3rd Ave SW)
Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

A quorum of the City Council was present at the In-Depth Budget meeting. In attendance was Alderman Fuller, Acting Mayor Jantzer, Alderman Pitner, Alderwoman Olson, Alderman Blessum, and Alderman Samuelson. Acting Mayor Jantzer began the meeting at 8:30 am. The City Manager, Harold Stewart, did a brief introduction to the budget process and the core vs non-core services survey.

At 8:39 am, Brian Billingsley, the Community Development Director discussed the Planning Department and Inspections Department. Discussion included Code Enforcement, budget reductions, the dangerous buildings/abatement process, vehicles, and building code ordinance adoptions. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

There was a brief break from 9:33 am – 9:41 am.

At 9:41 am, Ryan Kamrowski, the City Assessor, discussed the City Assessor's Office budget. He talked about homestead credits, veteran's credits, property tax assessments, and vehicles. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

At 10:00 am, Fire Chief Kelli Kronschnabel and staff discussed the potential cuts necessary to maintain a flat budget and/or the +3%/-3%. The cuts included potential cuts in personnel, along with some building maintenance. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

At 10:35 am, Fire Chief Kelli Kronschnabel and staff discussed how the budget scenarios which included a reduction in staff, reduction in equipment maintenance, and reduction in central dispatch system repair. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

At 11:00 am, Kelly Beck, the Human Resource Director discussed the department's staffing ratios and moving tuition reimbursement to the individual budgets. The City Attorney's Office discussed the reduction in outside counsel, education impacts in the budget, and budget savings in retirement/new hire. The City Manager, Harold Stewart and staff discussed the core/non-core services provided by the department and the reduction in force needed to maintain a flat budget and/or +3%/-3%. The presentations are located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

At 11:45 am, Chris Plank, NDR Grant Manager discussed the potential uses for entitlement funds and the remaining grant funding budget. He discussed how the budget exercise would potentially need the removal of funding for one support staff member. The presentations are located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

The lunch break was from 12:00 pm – 1:05 pm.

At 1:05 pm, Zhaina Moya, the Library director discussed the current positions at the Library and the core/non-core services of the Library. She was able to outline the changes made to the budget to maintain a flat budget and/or +3%/-3%. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

There was a brief break at 1:38 pm – 1:49 pm.

At 1:49 pm, Nicole Tallman and Judge Beall discussed the current staff, the core/non-core services, and the HB 1032 changes for Municipal Court. On July 1, 2026, the Municipal Court will need to be a Court of Record with HB 1032 passing. To maintain a flat budget or reach the +3% or -3% budget, some changes include a reduction in indigent defense, prisoner care, education, travel, furniture, and equipment. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

At 2:07 pm, David Lakefield, the Finance Director, discussed positions within Finance, IT, and Water Billing. He outlined the core/non-core services, along with the budget impacts to maintain a flat budget or reach the +3% or -3% budget. David Lakefield provided some funding options that might be available to keep the FTE he has presented as a possible reduction in force. The presentation is located at: In-Depth Budget Discussion • Agendas & Minutes • CivicClerk.

The In-Depth Budget meeting ended at 2:26 pm. There was no official business conducted at the meeting.