

**CITY COUNCIL
MEETING**

City Hall Council Chambers
September 23, 2024

AGENDA



1. Call to Order - 7:00 p.m.

Attendees please turn off cell phones and pages during the meeting. A copy of the full meeting packet is available in the binder at the entrance to the Council Chambers.

2. Roll Call

3. Pledge of Allegiance

4. Informal Open Forum

This is an opportunity for the public to address the City Council on items that are not on the agenda. It is limited to 15 minutes. It may not be used to make personal attacks, air personality grievances, make political endorsements, or for political campaign purposes. Council Members will not enter into a dialogue with the presenter. Questions from the Council will be for clarification purposes only. It will not be used as a time for problem-solving or reacting to the comments made but for hearing the presenter for informational purposes only.

The first call will be for those that have notified the Clerk that they would like to speak during the open forum and then ask if anyone connected to this meeting would like to speak. When called upon, please indicate your name and then proceed. Please be sure to state your name before speaking.

a. Meeting Decorum

5. Invocation - Butler

6. Approval of Agenda and Consent Agenda

These items are considered to be routine by the City Council and will be enacted by one motion. There isn't a separate discussion for these items unless a Councilmember so requests, then it is moved to the end of the Council Consideration Items.

a. Approval of Minutes

- *Motion to approve meeting minutes*

- *September 9, 2024 Study Session*
- *September 9, 2024 Regular Session*
- *September 9, 2024 EDA/Work Session*

b. Approval of Licenses

- *Motion to approve the licenses as presented.*

c. Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-Laws

- *Motion to Approve a Resolution Approving an Amendment to the Brooklyn*

Center Fire Department Relief Association By-Laws

- d. Resolution Requesting Approval for the City Manager to Sign a Purchase Agreement for a Used Fire Engine
 - *Motion of Approval for the City Manager to Sign a Purchase Agreement for a Used Fire Engine*
- e. Resolution Authorizing Execution of a Professional Services Agreement, Project No. 2026-01, Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project
 - *It is recommended that the City Council consider approval of the resolution authorizing execution of a Professional Services Agreement for the Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project.*
- f. Resolution Accepting Feasibility Report and Calling for an Improvement Public Hearing for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay
 - *Motion to approve a resolution accepting feasibility report and calling for an improvement public hearing for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay*

7. Presentations/Proclamations/Recognitions/Donations

8. Public Hearings

- a. An Ordinance Amendments to Chapter 12 and 19 of the City Code of Ordinances Regarding Property Maintenance Requirements and Commercial Vehicle Storage - Second Reading
 - Motion to Open Public Hearing*
 - Motion to Close Public Hearing*
 - Motion to approve the second reading of an Ordinance Amending Chapter 12 of the City Code of Ordinance by Adding Sections 12-309 and 12-310 regarding Property Maintenance Standards.*

9. Planning Commission Items

- a. An Ordinance Amending Section 35-4103 (Allowed Use Table) of the City Code of Ordinances Regarding Places for Religious Assembly in the Business Mixed-Use (MX-B) District - First Reading
 - Motion to deny the zoning text amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 (Allowed Use Table) of the City Code of Ordinances, and as outlined under Planning Commission Application No. 2024-011, that would allow for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.*

The Planning Commission recommended approval of the requested ordinance amendment on a 3-2 vote at their September 12, 2024 meeting. City staff remains of the position that, based on the findings presented within the provided staff report, the requested ordinance amendment should be denied; however, if City Council elects to recommend approval of the

request to amend Section 35-4103 (Allowed Use Table) to allow for Places for Religious Assembly as a conditional use in the Business Mixed-Use (MX-B) District, the motion language would need to be amended to approve a first reading and set the second reading of the ordinance amendment to October 14, 2024.

10. Council Consideration Items

- a. Resolutions Approving the Preliminary 2025 Property Tax Levy and Preliminary Budget
 - *It is recommended that the City Council consider approval of two resolutions for setting the 2025 preliminary property tax levy and preliminary budget.*

11. Council Report

12. Adjournment



COUNCIL MEETING DECORUM

To ensure meetings are conducted in a professional and courteous manner which enables the orderly conduct of business, all persons in attendance or who participate in such meetings shall conduct themselves in a manner that does not interfere with the ability of others to observe and, when allowed, to participate without disruption or fear of intimidation.

- A. Decorum. Persons who attend meetings must avoid conduct that disrupts, interferes with, or disturbs the orderly conduct of the meeting or the ability of other attendees to observe and participate as appropriate. To that end, persons who attend meetings are subject to the following:
- (1) Members of the public may only speak during meetings when allowed under Council Rules and only after being recognized by the presiding officer. The presiding officer may establish time limits for the acceptance of public comments or testimony.
 - (2) Public comments or testimony must be addressed to the presiding officer and not to other Council Members, staff, or others in attendance.
 - (3) All elected officials shall be referred to by their proper title and surname.
 - (4) Public comments should avoid personal accusations, profanity, or other improper content for a public meeting.
 - (5) Intimidating behaviors, threats of hostility, or actual violence are disallowed.
 - (6) Audible demonstrations intended to disrupt the meeting should be avoided, including stomping of feet, snapping of fingers, clapping of hands, and other conduct that may be intimidating or threatening to others.
 - (7) Holding, displaying, or placing banners, signs, objects, or other materials in any way that endangers others, prevents the free flow of individuals within the chamber, or obstructs or prevents the viewing of the meeting by others is not allowed.
- B. The presiding officer shall request any person(s) who disrupt, interfere with or disturb the orderly conduct of a meeting to cease the conduct and, as necessary, shall issue an oral warning to the individual(s) found to be in violation. If the individual(s) persists in disrupting, interfering with, or disturbing the meeting, the presiding officer may have the individual(s) removed or, under appropriate circumstances, temporarily clear the gallery. If for any reason the presiding officer fails to take such action, a majority vote may be substituted for action by the presiding officer to maintain order and decorum over the proceedings.
- C. The Council Chambers capacity is 76 persons per fire code.

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Dr. Reggie Edwards, City Manager

BY: Barb Suciu, Assistant City Manager/City Clerk

SUBJECT: Approval of Minutes

Requested Council Action:

- Motion to approve meeting minutes
 - September 9, 2024 Study Session
 - September 9, 2024 Regular Session
 - September 9, 2024 EDA/Work Session

Background:

In accordance with Minnesota State Statute 15.17, the official records of all meetings must be documented and approved by the governing body.

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

Strategic Priorities and Values:

Provide quality services with fair and equitable treatment

ATTACHMENTS:

Description	Upload Date	Type
09.09 Study Session	9/18/2024	Backup Material
09.09 Regular Session	9/18/2024	Backup Material
09.09 Work Session	9/18/2024	Backup Material

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

STUDY SESSION
SEPTEMBER 9, 2024
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor April Graves at 6:01 p.m.

ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Director of Community Prevention, Health and Safety LaToya Turk, Assistant City Manager/City Clerk Barb Suci, and City Attorney Siobhan Tolar.

COUNCIL MISCELLANEOUS DISCUSSION ITEMS

Mayor Graves suggested the Council hold off on discussing the Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Resolution until the next meeting because there will be a Staff presentation at that time. There was no objection from Council.

Mayor Graves noted the Council has a proposed Code of Conduct document to discuss. Councilmember Jerzak stated he doesn't have a copy, though he asked for a copy from Dr. Edwards.

City Manager Reggie Edwards went to make copies of the document.

Councilmember Jerzak asked for an update on the meter repairs. In the latest Friday update, it was reported over 1,000 residences will be billed for outstanding charges. He asked for more statistics on how much the City is owed and if the numbers are higher than in previous years. It is concerning for so many people to be struggling with basic water bills. Dr. Edwards confirmed he would gather the data to provide to Council.

Councilmember Jerzak asked if there would be an update on the accounts receivable related to FLIK Catering. Councilmember Jerzak requested a presentation on the events permitting process. He also asked if Brooklyn Center would receive a share of the new tax revenue through the County. Brooklyn Park received a substantial sum. Dr. Edwards stated Staff has an upcoming presentation on FLIK Catering and they can create a presentation for the events process. He will also gather information on the new tax revenue for the Council.

Councilmember Jerzak asked if he could ask another question related to the Economic Development Authority. There was no objection from the Council.

Councilmember Jerzak pointed out there have been complaints about the inability to bring personal food to the Heritage Center. He asked if the new contract allows for outside food to be brought in. Parks and Recreation Director Cordell Wiseman stated outside food is not allowed in the new contract, but it is something they are looking to implement in the future Request for Proposal (RFP) process. The City would be able to set the terms of what they desire. The proposed contract will get the City through the end of the year. Councilmember Jerzak requested Mr. Wiseman mention the RFP process when the Enterprise Funds are being presented to the Council.

Councilmember Butler noted Councilmember Lawrence-Anderson is supposed to handle the Invocation during the Regular Session, and there is a misprint in the agenda.

Mayor Graves asked if the Council would consider newer folks to be represented on the Wall of Fame. Councilmember Lawrence-Anderson agreed the Wall is rather dated. However, the Brooklyn Center Historical Society oversees the Wall of Fame. The historical component is important, but there are new community leaders that should also be recognized.

Councilmember Kragness suggested current Councilmembers be featured somewhere. Councilmember Butler noted her agreement with Councilmember Kragness and pointed out Brooklyn Park has a wall with current Councilmembers near the entrance.

Councilmember Butler added the criteria for features on the Wall is unclear. Councilmember Jerzak asked what the process is to nominate people for the Wall of Fame.

Mayor Graves stated she would reach out to someone at the Brooklyn Center Historical Society to request a presentation on the background and criteria for the Wall of Fame.

Dr. Edwards pointed out the Arts Commission could work with the Historical Society.

It was the consensus of the Council to feature current Councilmembers on a wall somewhere in the City Hall.

Councilmember Lawrence-Anderson noted the hall outside of the Council office area would be a good location. Dr. Edwards stated Staff would find a place for photos of the Council and pointed out there would need to be a photo shoot scheduled.

Assistant City Manager/City Clerk Barb Suciú asked if the photo would be of the entire group or individual photos. It was the consensus of the Council to take individual photos. Ms. Suciú stated the Communications Department could take the photos.

Councilmember Lawrence-Anderson requested Consent Agenda Item 6e. Resolution Authorizing the City of Brooklyn Center to Enter into Contracts with Hennepin County Human Services and Public Health Department and Canopy Roots for Expanded Response Team Pilots and Authorizing the City Manager to Execute Such Contracts to Council Consideration Items to allow for additional discussion. She also requested the item be broken up into two separate motions.

Councilmember Butler stated the Council already agreed to move forward with both programs. The motion is a final formality in the process. Dr. Edwards stated only one overarching program is being proposed.

Councilmember Jerzak pointed out he only received a copy of the contract after 8:00 p.m. on Friday night. There is an error in the contract citing a \$300,000 payment due in July, though the month has already passed. The contract has a number of inaccuracies. He would prefer the items be separated because the Hennepin contract is ready to move forward.

Councilmember Jerzak asked why there are two contracts but allegedly only one pilot program. Dr. Edwards stated there is only one pilot effort. The City is operating the program as a singular effort providing the same services. The Council already provided direction to Staff on the contracts, and it is being brought before the Council again.

Councilmember Jerzak noted he isn't disputing an alternative response for Brooklyn Center. However, there are errors in the contract and it has only recently been provided to the Council for review. It is a priority of the City to maintain financial stability and integrity. Staff told Council the programs would be entirely funded through grants, but now some funding is coming out of the budget. He reviewed the budget to learn details through the line items, but it was unclear.

Dr. Edwards explained ten percent of the total funding is from the City's budget, which the Council already knew of because it was a match for the County. There is a small portion of the General Fund is for supplies. The information is available on the cover sheet.

Director of Community Prevention, Health and Safety LaToya Turk stated there was a requirement for the City to provide an \$89,000 match for one of the models. Both of the models had equipment needs that came out of the General Fund. The City has just under \$100,000 budgeted. Dr. Edwards added the American Rescue Plan Act funds went toward some equipment needs.

Ms. Turk pointed out the Canopy Roots contract error is minor and can easily be remedied. There are representatives from Canopy Roots present. Councilmember Jerzak stated the errors are on page two.

Councilmember Jerzak noted he has ongoing concerns about the longevity of the program. He asked if it is sustainable and what the budget plans are to build capacity. The levy request is 14.22 percent. If the grants dry up, then the City can't afford to provide the services as it stands. The community will come to rely on the program offerings.

Dr. Edwards stated the levy presentation was not for 14.22 percent. The 14.22 percent levy increase was an example if all of the Departmental requests were granted.

Dr. Edwards added as for the sustainability of the program, the concern has already been discussed with Council multiple times. It costs around \$700,000 for the pilot program. After the pilot is complete, the City will know the best approach to continue the programming and the best hours to implement alternative responses. It is likely the program will cost closer to \$350,000 in future years. There is also a plan to build financial capacity by setting aside funds for future sustainability. When the grants are complete, Brooklyn Center will have some funds built up. There are also opportunities for other grants.

Mayor Graves pointed out she is involved in the Public Safety and Crime Prevention Federal Group through the National League of Cities to advocate for ongoing funding for alternative response strategies. She has recently decided to apply for the National League of Cities Board of Directors and will receive endorsement from the Minnesota League of Cities. Part of the expectation for receiving and using grant funds is ensuring the long-term stability of programming, so Staff has likely been planning for capacity building for quite some time.

Councilmember Jerzak stated Dr. Edwards is saying that at the end of the pilot program, data will be reviewed and presented to the Council. Then it will be determined which model is a better fit for Brooklyn Center. One pilot provides a mental health professional while the other provides a paramedic. He would like to see the metrics on a regular basis.

Councilmember Kragness stated the metrics will not determine which program is better suited for Brooklyn Center; it is not a competition. Instead, the City will assess which components of each program best serve the City and build their own program from there. The end goal is collaboration. Brooklyn Center was just in the unique position to have two different pilot programs.

Councilmember Lawrence-Anderson asked why the City would be purchasing vehicles for the program and what the City's liability is in the programs. Dr. Edwards stated the City isn't purchasing any vehicles though each program has the need for vehicles. The City Attorney can speak to any concerns about liability.

Councilmember Lawrence-Anderson stated it is unreasonable for the City to purchase vehicles and then have someone else insure the vehicle.

City Attorney Siobhan Tolar stated that organizations are required to have insurance under the contracts. Should there be an issue with a vehicle, the respective organization's insurance would be employed.

Dr. Edwards reiterated the City would not be purchasing any vehicles for the program. Each organization will be purchasing their own vehicles and providing their own insurance.

Councilmember Lawrence-Anderson asked if Ms. Tolar read the contract and asked if there is mutual indemnification in the contracts. Ms. Tolar confirmed there is mutual indemnification included in the contracts.

Councilmember Butler stated it was disrespectful and passive-aggressive to ask the City Attorney if she read a contract. She asked if the Hennepin model is only using ambulances for transportation. Ms. Turk stated it depends on the type of call and the outcome of the call. A North Memorial Hospital ambulance or regular vehicle may transport someone as needed.

Councilmember Lawrence-Anderson noted she didn't intend to be disrespectful to Ms. Tolar by asking if she had read the contract. Ms. Tolar is new to working with Brooklyn Center, but the contract has been in the works for several months. She apologized to Ms. Tolar for her comment.

Councilmember Jerzak asked if lifts will be included in vehicles to increase accessibility to services. There was a discussion about lifts being added to the contracts. Each lift would cost at least \$10,000. Ms. Turk stated there are a number of items in the contract that would require additional external funding, such as the lifts.

Councilmember Lawrence-Anderson stated the contracts don't specify the hours of service for each program. Ms. Turk explained law enforcement mapped when the need for mental health services was the highest. The County's model was unable to provide a team during that time. 911 Dispatch will receive the call and triage the call. Any calls for service will be sent to the Police Department. Then from there, law enforcement will decide whom to send. The alternative response programs and law enforcement will work closely together. If police are already on the scene, they can also ask for alternative response to come to the scene if appropriate.

Councilmember Lawrence-Anderson pointed out she supports the program, but she has concerns about sustaining the program down the line.

Councilmember Jerzak noted the hours are 6:00 p.m. to 11:00 p.m. on Mondays, Thursdays, and Fridays and 4:00 p.m. to 1:00 a.m. on Saturdays and Sundays.

Mayor Graves asked how the hours would be communicated to the public. Ms. Turk stated there is a robust communications plan that includes community engagement, town hall meetings, and working with community partners.

Councilmember Kragness stated the language needs to be cleaned up. The contract refers to both an alternative response and an expanded response. The term "alternative response" implies only one entity or another would respond. Mayor Graves noted her agreement with Councilmember Kragness. Language is powerful.

Councilmember Jerzak stated he doesn't feel the need to pull the item from the Consent Agenda anymore.

Mayor Graves pointed out that the Council received copies of the Code of Conduct and other proposed policies. She asked for the Commission policies to be sent out to the Council as well. She requested the Councilmembers review the four documents and prepare for a discussion at a future meeting.

Dr. Edwards stated one document is related to Boards, Commissions, and Committees, one document is to Council, and one document is the existing procedure. He asked what the fourth document was. Mayor Graves stated there were only three documents, and she miscounted.

Councilmember Kragness asked if they have a copy of the Brooklyn Park policy. Mayor Graves stated she would forward a copy of Brooklyn Park's policies to the Council. They were used at the beginning of the process.

CITY MANAGER MISCELLANEOUS DISCUSSION ITEMS

Dr. Edwards requested the first two items on the Work Session be switched. There was no objection from the Council. Work Session Item 1. Hennepin Recycling Group (HRG): City-wide Organics Collection became Work Session Item 2. Hennepin Recycling Group (HRG): City-wide Organics Collection and Work Session Item 2. Concept Proposal: 6500 Camden Avenue North (Jambo Africa) because Work Session Item 1. Concept Proposal: 6500 Camden Avenue North (Jambo Africa).

Dr. Edwards noted there is a budget meeting coming up on Wednesday. He asked if Council had specific questions they would like Staff to prepare for.

Mayor Graves pointed out she was not present when Council requested an additional budget meeting. Councilmember Lawrence-Anderson explained she would like the Directors present to be available to explain various portions of the budget. An open-ended dialogue would be helpful for the Council to understand how Departments are being planned.

Mayor Graves asked if Councilmember Lawrence-Anderson would like all Directors present at the meeting. Councilmember Lawrence-Anderson stated that is a decision for Dr. Edwards to make.

Mayor Graves noted Councilmember Butler will be unavailable for the meeting.

Councilmember Jerzak stated he has a list of questions prepared, but he wasn't sure what the protocol was to submit questions. It would be his preference for the questions to be answered as soon as possible and potentially avoid another meeting.

Mayor Graves pointed out there is only two days before the proposed additional meeting. She suggested there be discussion at the next scheduled budget meeting on September 23, 2024 instead of adding another meeting.

Dr. Edwards stated the September 23, 2024, meeting is when Council will be asked to approve a preliminary budget. If Staff were to receive the questions via email, then they could determine if the answers could be provided via email rather than a meeting.

Mayor Graves stated it is unrealistic for Staff to review and prepare answers for the questions as they have not received any questions yet, and the proposed meeting is in 48 hours. She stated the meeting will not be held. She suggested a meeting be held September 18, 2024, instead if necessary.

Dr. Edwards explained he is unavailable on September 18, 2024. However, he is available on September 19, 2024. He added not all Directors will be available to attend the meeting. Mayor Graves pointed out Councilmember Butler is unable to attend a meeting on September 19.

Dr. Edwards added Staff is working to prepare packets for the September 23, 2024, meeting.

Mayor Graves noted Council will submit their questions to Staff. In the best-case scenario, the questions can be addressed via email. Any questions that require additional conversation can be handled at the start of the September 23, 2024, meeting. There is no need for a September 19 meeting with all that Staff has going on.

Councilmember Jerzak asked when the Enterprise Funds will be provided to the Council. Dr. Edwards stated he would need to confirm the timeline with Director of Fiscal & Support Services Angela Holm. He stated it would be November 18, 2024.

ADJOURNMENT

Councilmember Jerzak moved and Mayor Graves seconded to close the Study Session at 6:55 p.m.

Motion passed unanimously.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

REGULAR SESSION
SEPTEMBER 9, 2024
CITY HALL – COUNCIL CHAMBERS

1. INFORMAL OPEN FORUM WITH CITY COUNCIL

The Brooklyn Center City Council met in Informal Open Forum called to order by Mayor April Graves at 7:02 p.m.

2. ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Director of Public Works Elizabeth Heyman, Assistant City Manager/City Clerk Barb Suci, and City Attorney Siobhan Tolar.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. INFORMAL OPEN FORUM

Mayor April Graves opened the meeting for the purpose of Informal Open Forum and reviewed the policies for Open Forum.

Lori B. expressed her support for the Canopy Roots program as they have been successful elsewhere. Mayor Graves requested Lori B. not to address any items on the agenda. Lori B. asked if there would be a public comment opportunity. Mayor Graves stated the item is on the Consent Agenda, so there is no public comment. Lori B. stated she would submit her comments via email.

Lori B. pointed out it is the angel-versary for Kobe Heisler. Five years ago, he was shot by Brooklyn Center police during a mental health crisis. Autism is not a crime, and expanded response programming would have saved his life. She added as a board member for the Duante and Kobe No More Names Initiative, she is continuing the work that was started on the Implementation Committee. She is working with Ramsey County and Duluth regarding alternative responses and their plans for sustaining the programs. Mayor Graves stated she would welcome any additional information on program sustainability and alternative responses.

Mike H. stated he is the pastor in Brooklyn Center and works with a car ministry and a food ministry. They are also working on a ministry geared towards veterans with an established medical devices ministry. Lastly, they hope to start a school for disabled veterans to repair medical devices.

Mayor Graves thanked Mike H. for his work in the community. Mike H. stated there are two issues with zoning that have been brought to them.

Roger K. stated he spoke with a City representative earlier that day and was informed a household could have three dogs. He thought there could only be two dogs, noting that 7230 Lee Avenue North has five dogs: three bulldogs and two rottweilers. The dogs are kept in a fenced yard and they have gotten out of the yard without a leash. The same address has a basketball hoop on the curb where young people play in the street. It is unsafe because of the cars that drive on Lee Avenue. The basketball hoop is also an issue for snow removal.

Mayor Graves noted they are almost out of time for Open Forum. It was the consensus of the Council to allow for more public comment.

Lori M. stated the Bellevue basketball court was torn out in the spring. There is still no striping, and the hoops lay near the court uninstalled. She implored the Council to ensure the contract was fulfilled.

Lori M. stated September 21, 2024, is the 75th Anniversary of the Fire Department. There will be free popcorn provided by the Lady Lions and a collection of donations for CEAP.

Lori M. noted Soldier Six is having a gala to fundraise. They are the organization that trained the compassionate animals for the City.

Lori M. added Council is meant to represent the City and its needs during the budget process.

Bill D. stated there is an issue with Orchard Lane. The water line to his house was cut. There was an issue with manganese in the line. They had to pay almost \$900 for a plumber to handle the issue, and their new water heater and coffee pot were ruined. A construction worker suggested another property turn off the soft water filter which saved all of the other homes from the same fate. He should not be financially responsible for mistakes out of his control. Dr. Edwards requested contact information from Bill D.

Councilmember Butler moved and Councilmember Jerzak seconded to close the Informal Open Forum at 7:16 p.m.

Motion passed unanimously.

5. INVOCATION

Mayor Graves read a poem she wrote called “Find Your Sublime” which is especially important in difficult times.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Councilmember Butler moved and Councilmember Kragness seconded to approve the Agenda and Consent Agenda, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. August 12, 2024 – Study Session
2. August 12, 2024 – Regular Session
3. August 15, 2024 – Special Session – Canvassing Board

6b. LICENSES

MECHANICAL

Air Comfort Specialists, Inc.	662 116th Lane NE Blaine 55434
Airtech Thermex, LLC	5417 Boone Avenue N New Hope 55428
Arctic Mechanical	8236 Arthur Street NE Spring Lake Park 55432
Flare Heating and Air Cond	9303 Plymouth Avenue N Golden Valley 55427
Gilbert Mechanical Contractors Inc.	5251 74th Street West Edina 55439
Kirts Mechanical LLC	2803 Roth Place White Bear Lake 55110
Underdahl's Heating and Air Conditioning LLC	7778 Arabian Circle Lino Lakes 55014
Faircon Service Company	764 Vandalia Street St. Paul 55114
Hertz Mechanical Inc.	19561 Vernon Street Elk River 55303

RENTALS

INITIAL (TYPE IV – six-month license)

5103 Xerxes Avenue N	Donna Denise Williams
6206 Brooklyn Boulevard	Paul Yang
6907 Palmer Lake Drive W	JULIA A CELLERI MERCHAN &

	MIGUEL RIERA
6706 Scott Avenue N	Green Jacket Llc
<i>INITIAL (TYPE III – one-year license)</i>	
3600 Admiral Lane	HPA CL1 LLC
<i>INITIAL (TYPE II – two-year license)</i>	
6106 Aldrich Avenue N	Home Sfr Borrower Llc
6825 Quail Avenue N	Mao Lor
<i>RENEWAL (TYPE IV – six-month license)</i>	
4748 Twin Lake Avenue	Rco Holdings Llc
5300 Knox Avenue N	ANTONIO VIZCARRA-MORENO
5332 Humboldt Avenue N	CA Morales & ZA Contreras
5410 France Avenue N	SFR BORROWER 2022-1 LLC
6213 Chowen Avenue N	Nazneen H Khatoon
6445 James Circle N	Kaswa Hospitality Inc
6501 Brooklyn Drive	ADS LLC
7018 France Avenue N	CMCB LLC
7030 Regent Avenue N	Rifive Inc
7131 Ewing Avenue N	The Next Edison Trust
<i>RENEWAL (TYPE III – one-year license)</i>	
1300 67th Avenue N	Roger And Elizabeth
3401 47th Avenue N	Bmw Holding Llc Et Al
1325 68th Lane N	Roth Wagner 2 Llc
5827 Ewing Avenue N	Juan Carlos Quito-villa
6325 Kyle Avenue N	Cuong Pham
7000 Oliver Avenue N	PE Enohnyaket/M Enohnyaket

RENEWAL (TYPE II – two-year license)

201 65th Avenue N	Riverwood LLC
2325 Ericon Drive	Pro Operan Sub Ii Llc
4908 Abbott Avenue N	Aaron Burmeister

RENEWAL (TYPE I – three-year license)

5137 France Avenue N	Ricardo Noubleau & Myriam Noubleau
5256 Twin Lake Boulevard E	Brian Somkhan
3018 Thurber Road	Angelique B Kapila
3101 61st Avenue N	Janice K Leonard Rev Trust
3312 64th Avenue N	Buildup Assets 64th Ave Llc
4600 65th Avenue N	AUX Funding LLC
5643 Knox Avenue N	Jason Flaa
5737 Emerson Avenue N	Nutida Wong
6219 Regent Avenue N	Good Domus Sub IX LLC
6315 Brooklyn Boulevard	Raymond T He
6800 Bryant Avenue N	Peter Nguyen

SIGNHANGER

Install This Awning & Sign	4835 Lyndale Avenue N Minneapolis 55430
----------------------------	--

- 6c. RESOLUTION AUTHORIZING CITY STAFF TO APPLY FOR A GRANT TO INSTALL PLAYGROUND SURFACING AT SELECT BROOKLYN CENTER PARKS UNDER THE PROVISIONS OF THE HENNEPIN YOUTH PLAY AREA GRANT**
- 6d. RESOLUTION AUTHORIZING GRANT APPLICATION TO STUDY HWY 100 CONNECTIVITY AT JOHN MARTIN DRIVE**
- 6e. RESOLUTION AUTHORIZING THE CITY OF BROOKLYN CENTER TO ENTER INTO CONTRACTS WITH HENNEPIN COUNTY HUMAN**

**SERVICES AND PUBLIC HEALTH DEPARTMENT AND CANOPY
ROOTS FOR EXPANDED RESPONSE TEAM PILOTS AND
AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH
CONTRACTS**

Motion passed unanimously.

Mayor Graves thanked the many people who have contributed to the process of finding an alternative response strategy.

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

7a. HIGHWAY 252/I-94 ENVIRONMENTAL REVIEW: PRESENTATION BY THE 252 SAFETY TASKFORCE

Dr. Edwards introduced the item and invited representatives of the Highway 252 Task Force to continue the presentation.

Lisa McNaughton introduced herself. In 2013, the Minnesota Department of Transportation (MnDOT) started introducing detrimental plans for Highway 252, and groups of concerned community members began to gather. The Council sanctioned the Task Force which includes folks from various professions.

Ms. McNaughton noted Brooklyn Center is an attractive place to live due to its location, diversity, and amenities. The Task Force has spent thousands of hours addressing the inequitable plans suggested by MnDOT. Their proposals negatively impact pollution, river health, local households, and more.

Tom Kouri, a member of the Highway 252 Task Force, explained MnDOT is ignoring its own project objectives such as achieving equitable social, environmental, and economic outcomes, reducing injuries and fatalities, supporting reliable transit service, minimizing the need to acquire additional property, and ensuring solutions are consistent with local government planning. Similarly, MnDOT is ignoring every pillar of livability and rejecting Equity and Health Advisor recommendations.

Mr. Kouri added the proposed changes would negatively impact noise pollution, prioritize highways over trails, and avoid alternative solutions such as platforming. On the whole, MnDOT is not trying to enhance Brooklyn Center.

A video was played about a young man named Jason who died on Highway 252 due to a drunk driver that hit his car. Since Jason's death, there have been nine more fatal crashes on Highway 252. Safety needs to be the top priority for any highway changes. No traffic improvements matter more than safety.

Bill Newman, a member of the Highway 252 Task Force, explained Highway 252 is currently an expressway with at-grade stoplight intersections. Crash rates at the 85th and 66th intersections are 300 percent and 500 percent higher than the State average. A freeway with grade-separated on-ramps and off-ramps that follow good design safety practices should be safer than an expressway. The MnDOT six-lane freeway plans ignore good design and safety practices and will result in poor network crash safety and only fair mainline crash safety.

Mr. Newman noted MnDOT refuses to model interchanges safely. For almost a decade, MnDOT has asked for location-specific modeling comparing 66th to other locations farther from 694. The draft scoping documents describe a comprehensive study of closely spaced Metro area interchanges. However, no such study exists.

Mr. Newman showed a map created by MnDOT showing potentially impacted properties. It shows MnDOT has no intention of complying with safe ramp spacing at 66th. The absolute minimum distance required for a ramp per the MnDOT Road Design Manual (MnDOT RDM) in Chapter 6 is 2000 feet. However, the proposed ramp is less than 2000 feet. The more desirable distance is at least 3000 feet.

Mr. Newman shared a quote from MnDOT RDM Chapter 6 about how complicated on- and off-ramps can be. Cars driving at 65 miles per hour have 31 second to weave into traffic when a ramp is 3000 feet. However, the proposed ramp at 66th spacing has 830 feet which only allows for 8.7 seconds to weave.

Mr. Newman noted interim safety measures have been installed, and there needs to be an evaluation on how it has impacted traffic safety. The Task Force hopes to include a six-lane expressway option with additional safety improvements. Overall, a freeway has many negative impacts to the community but could be beneficial if done properly.

Stephen Cooper, member of the Highway 252 Task Force, added the proposed changes would dump millions of additional vehicles into the area. MnDOT knew a project couldn't be done safely, so they decided to ignore any safety guidelines.

Mr. Cooper pointed out MnDOT has a history of failing to meet safety performance targets, citing a quote from a June 2022 MnDOT document.

Mr. Cooper reiterated the proposed changes are unsafe, increase pollution, and do not benefit Brooklyn Center. MnDOT makes decisions before collecting data and ignores local government and public input. MnDOT has eliminated safer, less expensive options before evaluating them in the EIS process. MnDOT has also ignored Brooklyn Center's request to consider less harmful options in the EID process; over 600 public comments have been ignored.

Mr. Cooper noted Highway 252 is very close to homes and businesses while freeways like US 169 and I 35 are below grade or have greater setbacks from properties to add lanes with minimal community impacts. MnDOT has a history of placing the burden of roads on poor and diverse communities.

Mr. Cooper added the MnDOT proposal is a threat to Brooklyn Center's water supply. A freeway would greatly increase truck traffic and the risk of toxic release poisoning the City's water due to the wells' proximity to Highway 252 and pointed out the exact locations.

Mr. Cooper stated MnDOT remains unwilling to listen. He stated that Brooklyn Center cannot wait around and be lulled into a false sense of security.

Mayor Graves thanked the presenters and Task Force members for their time, research efforts, and passion for the topic. She requested a copy of the presentation be sent to her.

Councilmember Butler noted her agreement with Mayor Graves. She also thanked the Council for their willingness to consider the points made in the presentation.

Councilmember Kragness thanked the Highway 252 Task Force for the presentation.

Councilmember Jerzak pointed out he is a liaison to MnDOT for the Highway 252 project. The Task Force has changed his perspective on the matter. The Council should deny municipal consent. While it won't stop the project, it would force a mediation. He implored the Council to present a united front to MnDOT. They must consider the end result during any negotiations.

Mayor Graves agreed it would be smart for the Council to come to a consensus before approaching MnDOT.

Councilmember Lawrence-Anderson noted her agreement with Councilmember Jerzak and Mayor Graves. She commended the community for their engagement regarding the matter.

Councilmember Jerzak moved and Councilmember Butler seconded to accept the presentation from the 252 Safety Task Force.

Motion passed unanimously.

7b. ARPA FUND UPDATE

Dr. Edwards introduced the item and explained the funds would have to be expended before the end of the year. \$150 billion in CARES funding was sent to support state, local, and tribal governments. Minnesota received \$841 million and allocated \$75.34 per capita to local governments. Brooklyn Center received \$2.433 million.

Dr. Edwards stated eligible uses for the funds included necessary expenditures incurred due to the public health emergency with respect to COVID-19, items not accounted for in the previously approved budget, and costs incurred March 1 through December 30. The unspent balance was returned to medical facilities chosen by the City of Brooklyn Center. Federal Legislation is under consideration which could extend the deadline and may expand eligible uses to include revenue replacement.

Dr. Edwards stated the priorities recommended by Staff were personnel costs, unemployment costs, business forgivable loans, the non-profit grant program, food shelf contributions, supply costs and equipment, and other supplies.

Dr. Edwards stated anticipated emergency response and health-related costs include a forgivable loan through EDA reimbursement, health facility upgrades and improvements such as touch-free faucets and doors and upgrades for air filters, IT systems updates and equipment, emergency response systems upgrades, and personal protective supplies and equipment. There were also innovative pilots implemented such as the senior tablet initiative, wi-fi in neighborhood parks, Health on the Go, back-to-school safety kits, food security and community service grants, and a public art transit and mental health initiative. Overall, the CARES funds were spent primarily within the organization.

Dr. Edwards stated on March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law. It provides \$1.9 trillion in relief to respond to the COVID-19 pandemic. The funding was primarily allocated based on population. Brooklyn Center is projected to receive around \$3.2 million in ARPA funds. Half of the funds were received in 2021 and the other half in 2022. The funds must be spent by December 2024.

Dr. Edwards noted when the CARES funds were allocated in 2020, the timeline to spend down was very short. As a result, most of the funding went to cover costs incurred by the City or were otherwise focused internally. The City abided by several principles including erring on the side of safety for Staff and the public, recovering or reimbursing the City for expenditures made in response to the COVID-19 pandemic, and helping residents survive, respond, and thrive beyond the pandemic, serving a clear and direct public purpose and benefit, bolstering long-term communication capacity between the City and its residents, recovering or reimbursement for operational financial hardship, using funds that provide long-term, multi-generational wealth-building and economic stability, lowering overall tax burden of residents, and prioritizing a plan for stability.

Dr. Edwards stated the City coordinated with community partners, residents, local businesses, nonprofits, and other Staff to develop an investment plan for the funds. Key areas critical to stabilizing the community were public safety and security, economic development, public health, and community life resources. Additionally, Staff met across Departments to identify uses for funds and develop a process for identifying allocation proposals.

Dr. Edwards pointed out that through the community engagement process and through the work of identifying program funding, several themes arose regarding ARPA initiatives. The funding focus was on building capacity centering economic development and youth, and building community.

Dr. Edwards explained that 75 percent of the ARPA funding is allocated externally while 25 percent is focused on internal projects and initiatives. The ARPA Investment Plan allows for flexibility over time; adjustments may be needed as more information becomes known about individual initiatives. The project will be moved forward based on the timing and availability of funds, and Staff will provide an annual report on the use of the funds and program implementation.

Dr. Edwards showed a chart with more details of the funding plan. There are some modifications to the budget that need to be addressed. There has been \$200,000 allocated to LOGIS software conversion, \$69,238 for police overtime, \$76,000 to body-worn cameras, \$88,405 to be transferred to the Golf Course, \$60,000 for a salary analysis, \$106,022 to upgrade software, \$55,000 for expanded response, and \$36,000 for security cameras in City Hall. At this time, there needs to be a reduction of \$160,000 on remaining expenditures.

Councilmember Kragness stated her math shows a necessary reduction of \$290,000. Dr. Edwards stated he would provide the spreadsheets with exact numbers to the Council.

Councilmember Jerzak asked which use of funds was the most impactful. It would be interesting to know and could be communicated through the weekly update. Dr. Edwards stated the initial use of funds was to address immediate needs. Then they were surprised with additional money through ARPA which was used for more long-term needs.

Mayor Graves asked for more information on the workforce development efforts. It is being done in partnership with Brooklyn Park. Dr. Edwards stated Staff is working with Brooklyn Park to create solutions for long-term stability for the BrookLynk program. Brooklyn Park used their ARPA funding in a similar manner, so they are also in need of sustainable funding opportunities.

Councilmember Butler moved and Councilmember Jerzak seconded to accept an update report on the American Rescue Plan Act funding.

Motion passed unanimously.

8. PUBLIC HEARINGS

None.

9. PLANNING COMMISSION ITEMS

None.

10. COUNCIL CONSIDERATION ITEMS

10a. RESOLUTION APPROVING THE ADOPTION OF THE EMERALD ASH BORER MITIGATION PLAN

City Manager Reggie Edwards introduced the item and invited Public Works Director Elizabeth Heyman to continue the Staff presentation. Ms. Heyman pointed out Great River Greening is a recipient of a large Federal grant, and they are partnering with the organization to address Emerald Ash Borers.

Todd Rexine, Conservation Director with Great River Greening, explained the organization was started in 1995 by community members to add greenery along the riverfront in St. Paul. The

organization has since restored over 50,000 acres at nearly 400 sites throughout the State. He showed images of projects.

Mr. Rexine stated Cooling Minnesota Communities is a new initiative to combat the urban heat island effect. The goal is to improve the health and resilience of urban tree canopy. They hope to plant and water trees, including climate-resilient species, and to remove dead and hazardous trees. They are focusing on communities with the most need such as heat-prone areas and Federal Climate and Economic Justice zones.

Katie Edmond, Urban & Community Forestry Program Manager with Great River Greening, explained they hope to plant 800 trees that are six to ten feet high. They will use contracted and volunteer planting, contracted establishment watering, and community tree giveaways. There is a need to remove some hazard trees while following the ISA Hazard Tree Assessment.

Ms. Edmond stated three Great River Greening staff are dedicated to the program to work with partners: a Program Manager, Urban Forestry Specialist, and a Community Forestry and Stewardship Coordinator. There are a number of funding streams for the project including the Inflation Reduction Act, the USDA Forest Service's Urban and Community Forestry Program, and the Minnesota Environment and Natural Resources Trust Fund.

Ms. Hanson explained Emerald Ash Borers have been spreading in Minnesota since 2009. The City's plan relates to public ash trees in Brooklyn Center. She showed a map with ash trees on the City property and their condition from a 2023 inventory. Around 386 ash trees remain on municipal property. As for private ash trees in Brooklyn Center, the County has funding to help remove private trees. It is an income-based program, and applications are currently paused.

Ms. Hanson stated ash trees can be treated, but some must be removed as they are past the point of being saved. The goal is to remove ash trees before they become hazardous and replant with at least a 1:1 ratio. They will purposely diversify the canopy via the replacement program.

Ms. Hanson pointed out the estimated cost for removals is \$750,000 to \$1 million while the replanting cost is \$160,000 to \$200,000. Watering must also be considered. Around 15 percent of newly planted trees do not survive the establishment period. In 2023, Brooklyn Center started a Hazardous and Diseased Tree Capital Improvement Program with \$150,000 allocated each year. They were able to successfully leverage local funds as matching grant dollars.

Ms. Hanson stated the next steps are to front load removals early on in the grant period to allow for more time to water new trees. They plan to remove 221 ash trees in the fall with a focus on Riverdale, East Palmer, and West Palmer Parks and the right-of-way. Additionally, Staff looks forward to continuing to build the partnership with Great River Greening.

Councilmember Lawrence-Anderson asked how the trees would be disposed of. Forester Matt Chopp explained they would chip a smaller brush and allow it to sit for one year. Larvae cannot survive the winter when in small pieces of bark. The larger items will be disposed of at another facility in Maple Grove or Brooklyn Park.

Councilmember Lawrence-Anderson asked if the stumps will be grinded down. Mr. Chopp confirmed the stumps will be grinded.

Ms. Heyman added Staff is trying to roll tree removal into other construction projects for cost savings.

Councilmember Kragness asked how the trees could be managed to avoid any safety issues. She also asked how much it costs to treat a tree. Ms. Heyman stated many of the public trees were too far gone for treatment by the time the City could address the issue.

Mr. Chopp explained the cost for treatment \$200 to \$400 every two years for a 16-inch tree. The treatment has to be done every two years for the life of the tree.

Councilmember Jerzak asked if the forestry position will be backfilled and how the Council can refer constituents to Staff when questions arise regarding trees. Ms. Heyman confirmed the position will be backfilled strategically while focusing on some goals of the Council such as landscaping. There is a general phone line and general email address to reach Public Works Staff.

Mayor Graves asked what the replacement ratio would be in areas throughout the City and how many free trees would be available to the public. Ms. Heyman stated there would be 165 trees given to the community members. Staff is working to determine the best locations to plant trees. The Federal funding only allows for trees to be planted in certain areas, but the State funding doesn't have specific location requirements.

Mayor Graves noted she would like information from Staff about the various green and environmentally friendly initiatives Brooklyn Center is taking on. There was consensus from the Council to request a presentation on the item.

Councilmember Kragness asked if there is any treatment being done on public trees and if there are any ways to keep other trees safe. Mr. Chopp stated many trees are past the treatment point. A majority of the trees have less than 60 percent of the canopy left. The City has chosen to remove trees rather than treat them as guidelines say treatment is only impactful when 80 percent or more of the canopy is left. Any trees near infested trees have already been infected and will succumb to the disease if they haven't already been treated.

Mayor Graves moved and Councilmember Kragness seconded to adopt RESOLUTION NO. 2024-88, approving the adoption of the Emerald Ash Borer Mitigation Plan.

Motion passed unanimously.

11. COUNCIL REPORT

The item was not addressed in the interest of time.

12. ADJOURNMENT

Councilmember Lawrence-Anderson moved and Councilmember Kragness seconded adjournment of the City Council meeting at 8:54 p.m.

Motion passed unanimously.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL/ECONOMIC
DEVELOPMENT AUTHORITY OF THE CITY OF BROOKLYN CENTER
IN THE COUNTY OF HENNEPIN AND
THE STATE OF MINNESOTA

WORK SESSION
SEPTEMBER 9, 2024
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council/Economic Development Authority (EDA) met in Work Session called to order by Mayor/President April Graves at 9:02 p.m.

ROLL CALL

Mayor/President April Graves and Councilmembers/Commissioners Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Economic Development Manager Ian Alexander, Community Development Director Jesse Anderson, Planner and Zoning Administrator Ginny McIntosh, City Attorney Shiobhan Tolar, and Assistant City Manager/City Clerk Barb Suci.

CONCEPT PROPOSAL: 6500 CAMDEN AVENUE NORTH (JAMBO AFRICA)

Economic Development Manager Ian Alexander introduced himself to the Council. He explained that 6500 Camden Avenue North is 1.62 acres and zoned for PUD/C2. The 2040 Land Use Guidance is Commercial. The lot is vacant and used as a Metro Transit Park & Ride lot. Neighboring uses are restaurants, commercial, and retail. He showed an aerial image of the site.

Mr. Alexander pointed out the site is somewhat difficult to work with due to the location of storm, water, and sewer lines in the center. There has been \$685,000 invested in the property. The property was acquired through a land exchange with Topgolf to facilitate its development.

Mr. Alexander noted the average land value of nearby commercial and retail properties is \$9.14 per square foot. The lowest value is \$6.25 per square foot at the former bowling alley and \$12.55 for the strip mall to the north of the property. These values are based on County assessments. The values of the closest properties are \$10.00 per square foot at Topgolf, \$12.55 per square foot at the strip mall, \$12.50 per square foot at Speedway, \$12.50 per square foot at Holiday, and \$10.00 per square foot at Metro Dental.

Mr. Alexander stated the applicant is requesting a concept review. The concept review process is an opportunity for the City Council/EDA to review a development concept prior to a formal proposal from an applicant, provide comments, ask questions, and indicate whether or not the City would be open to the project. Concept reviews are helpful for projects that would involve EDA-owned land or public subsidy, as they provide insight to City staff and the developer as to

the City Council/EDA's level of interest, and any specific concerns related to a project. A concept review is considered advisory and is non-binding to the City and the applicant.

Mr. Alexander added no formal action can be taken at a work session, and the City Council/EDA is not being asked to vote on the proposal; however, as the Subject Property, which is located at 6500 Camden Avenue North, is owned by the City's Economic Development Authority (EDA), City staff and the applicant are asking for feedback and direction so as to inform any next steps. If the applicant chooses to submit a formal application to the City to proceed, it would be subject to the full City review process, as with any other development application.

Mr. Alexander stated the concept is to construct a building up to 10,000 square feet. The current proposal from Jambo Africa is a 5,700-square-foot restaurant and bar with a 1,200-square-foot outdoor patio. Parking would be on-site for staff, customers, and truck delivery circulation. He showed an image of a potential structure.

Mr. Alexander stated the offer is \$500,000 or 1.62 acres. It would be a cost of \$7.09 per square foot. The EDA acquired the former Target for \$9.10 per square foot and Topgolf acquired the former movie theater for \$10.00 per square foot. The proposed terms are \$10,000 earnest month, 30 days of due diligence to study the site, and an additional 90-day approval period to seek City approvals for the use, which includes time to process a Planning Commission application. The buyer would be responsible for obtaining City approvals and conducting due diligence.

Mr. Alexander showed a table with future tax estimates of the proposed use. He pointed out that his role is to increase the tax capacity of the City, and the proposed use would do just that. The site is difficult for many uses, but the proposed concept could work.

Councilmember/Commissioner Butler asked what the planned use is for the various portions of the building. Adrian C. explained their goal is to create a versatile space to allow for a number of uses such as spoken word, evening events, or daytime events.

Councilmember/Commissioner Jerzak noted his support of the concept. He pointed out that the Highway 252 project could wipe out the project in total. He would hate to see money and effort go into the project only for it to be eliminated with road construction impacts. Mr. Anderson stated the north parcels would be impacted by Highway 252 changes, but the portion with the proposed use would not be impacted according to the current information Staff has. Nonetheless, Staff is aware of the possibility and is continuing to look into the concern.

Councilmember/Commissioner Kragness congratulated Jambo Africa on their success and thanked them for their contributions to Brooklyn Center.

Councilmember/Commissioner Lawrence-Anderson noted her agreement with Councilmember/Commissioner Jerzak. She looks forward to Jambo Africa expanding in the community. She asked if the business had adequate funding for such a large build. Mr. Alexander confirmed the project is fully funded.

Mayor/President Graves asked if the location of the utilities was considered by Jambo Africa and the site planning professionals. Mr. Alexander stated any building on the site would have to be on one side or the other of the utilities. The requirement is very clear to the applicant. He added a number of concepts have come forward for the site, but none of them were nearly as sophisticated or well-fitting as the proposed use.

Mayor/President Graves agreed the location would be great for Jambo Africa and noted her support of the concept proposal.

The majority consensus of the City Council/EDA was to support the concept proposal.

Councilmember/Commissioner Lawrence-Anderson reiterated the importance of Staff continuing to monitor the potential impacts of the Highway 252 project. They want to set the business up for success.

HENNEPIN RECYCLING GROUP (HRG): CITY-WIDE ORGANICS COLLECTION

City Manager Reggie Edwards introduced the item and invited Tim Pratt to continue the presentation. Tim Pratt explained he is the Administrator of the Hennepin Recycling Group (HRG) which includes Brooklyn Center, Crystal, and New Hope.

Mr. Pratt pointed out organics are food scraps and non-recyclable paper. Organics is the most abundant item in residential trash. The materials would be collected in the kitchen and disposed of in an organics bin to be collected on the curb each week. The materials are composted then used in landscaping, road projects, and fertilizer. There are abundant local markets for organics.

Mr. Pratt stated the County implemented an ordinance requiring cities to address organics recycling to be in place by 2022. Some haulers began charging more for recycling, which is a direct violation of a State statute. Starting January 1, 2024, haulers started charging all clients for organics recycling regardless of participation in organics recycling.

Mr. Pratt noted the rates set by haulers range from \$3.50 to \$7.50 per month. Haulers are not committed to promoting the organics recycling service. From January 1, 2022, to January 1, 2024, 746 residents signed up. Since the beginning of 2024, 2,221 HRG residents signed up, which is about 10 percent HRG residents. Mr. Pratt added five additional collection trucks are on the street each week and each truck is collecting less than a full load.

Mr. Pratt stated the HRG Board is proposing amending the recycling contract to add an organics recycling service. The cost would be \$2.90 per household beginning April 1, 2025. He noted the cost would increase slightly once 11 percent of HRG households signed up. Communications would go out to HRG participants through postcards, newsletters, social media, CCX, and events. The carts would be rolled out the week of March 24, 2024. The City would continue offering the drop-off location and hosting an annual compost pick-up day.

Councilmember/Commissioner Kragness asked how often the \$2.90 would be charged. Mr. Pratt stated it is a monthly charge. Councilmember/Commissioner Kragness asked if there is a cap for the monthly charge included in the contract. Mr. Pratt stated there is a scale based on the percentage of individuals who sign up. It is \$2.90 monthly when participation is under 11 percent, then \$3.75 up to 21 percent, \$4.50 up to 31 percent, \$5.25 up to 41 percent, and so on. The price will not reach \$7.50. At some point, there will be another truck and another driver.

Councilmember/Commissioner Kragness asked why people wouldn't sign up for the \$2.90 charge instead of the \$7.50 charge. In that scenario, the charges would increase up to the \$7.50 level should everyone switch over. Mr. Pratt stated the \$7.50 is subject to increase as well.

Councilmember/Commissioner Kragness asked what the ceiling is for monthly costs. Mr. Pratt stated the ceiling is at 50 percent; no other area has surpassed 50 percent participation. The contract is only for two more years. Pricing can be negotiated at that time.

Councilmember/Commissioner Kragness stated the communication is working against them because they are advocating for lower costs while promoting the program which would increase the cost of participation. Mr. Pratt noted there would be cost savings if participants were to decrease the size of their regular trash cans.

Councilmember/Commissioner Jerzak pointed out special bags must be used for organics recycling. He asked what the cost was for the special bags. Mr. Pratt stated organic materials do best in compostable bags. A box of 25 bags at Target is \$8.00. Paper shopping bags can also be used as an alternative.

Councilmember/Commissioner Jerzak noted some people aren't interested in additional sorting and other don't have room for another cart. Mr. Pratt stated it is a myth that regular recycling is disposed of with garbage. A hauler could be fined for improper disposal. Also, recycling is a commodity that haulers make money off of while garbage is not.

Mayor/President Graves asked for more details on how organics recycling could allow for decreases in cost elsewhere. Mr. Pratt stated there could be fewer emissions with the use of fewer trucks. Organics that decompose in landfills give off heat-inducing gasses and contribute to global warming. It is also difficult to dispose of organics through burning.

Councilmember/Commissioner Lawrence-Anderson asked if the charges were part of the garbage bill or the water bill. Mr. Alexander confirmed the charge is on the garbage bill. If the change were implemented, the charge would be added to the quarterly water bill instead.

Councilmember/Commissioner Kragness asked how participants would be notified of increased charges as people sign up. Mr. Pratt explained the contract reviews the participation every six months and adjusts the rates from there. There wouldn't be random monthly rate changes.

Dr. Edwards requested unique communications strategies be employed to reach the diverse communities within Brooklyn Center. Mr. Pratt noted his support of the concept.

Dr. Edwards added the item won't return to the Council/EDA for additional approval if consensus is reached at the present meeting. Mayor/President Graves stated she would like to receive an update on its implementation.

Mr. Pratt noted the City sets the utility rates, so the Council/EDA would consider the cost of organics recycling hauling as part of the rates discussion.

Assistant City Manager/City Clerk Barb Suciuc asked if there would be public comment collected prior to a decision being made. Mayor/President Graves noted the only change besides a lower rate would be that households couldn't decide who would pick up their organics. There won't be an opportunity for public comment.

Councilmember/Commissioner Kragness asked if the trash haulers would be notified of the change and know to eliminate the charge. Mr. Pratt confirmed the haulers would be informed. There was a similar initiative in Plymouth that has been successful.

The majority consensus of the City Council/EDA was to institute a City-wide organics recycling collection through HRG.

PENDING LIST FOR FUTURE WORK SESSIONS UPCOMING ITEMS

- Memorial Policy - 2025
- ARPA Funds
- Grants: Revenues & Expenses
- Purchasing Policy - 2025
- Planning Application Process - October
- Commission Members
- Property Tax
- Permanent Safety and Violence Prevention Commission - September/October

ADJOURNMENT

City Council/Economic Development Authority Work Session adjourned at 9:43 p.m.

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Barb Suciu, Assistant City Manager/City Clerk

BY: Shannon Pettit, Deputy City Clerk

SUBJECT: Approval of Licenses

Requested Council Action:

- *Motion to approve the licenses as presented.*

Background:

The following businesses/persons have applied for City licenses as noted. Each business/person has fulfilled the requirements of the City Ordinance governing respective licenses, submitted appropriate applications, and paid proper fees. Applicants for rental dwelling licenses are in compliance with Chapter 12 of the City Code of Ordinances, unless comments are noted below the property address on the attached rental report.

-

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

ATTACHMENTS:

Description	Upload Date	Type
Rental Criteria	6/20/2023	Backup Material
Rentals	9/17/2024	Backup Material

Property Code and Nuisance Violations Criteria		
License Category (Based on Property Code Only)	Number of Units	Property Code Violations per Inspected Unit
Type I – 3 Year	1-2 units	0-2
	3+ units	0-0.75
Type II – 2 Year	1-2 units	Greater than 2 but not more than 5
	3+ units	Greater than 0.75 but not more than 1.5
Type III – 1 Year	1-2 units	Greater than 5 but not more than 9
	3+ units	Greater than 1.5 but not more than 3
Type IV – 6 Months	1-2 units	Greater than 9
	3+ units	Greater than 3

b. Police Service Calls.

Police call rates will be based on the average number of valid police calls per unit per year. Police incidences for purposes of determining licensing categories shall include disorderly activities and nuisances as defined in Section 12-911, and events categorized as Part I crimes in the Uniform Crime Reporting System including homicide, rape, robbery, aggravated assault, burglary, theft, auto theft and arson.

Calls will not be counted for purposes of determining licensing categories where the victim and suspect are “Family or household members” as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (b) and where there is a report of “Domestic Abuse” as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (a).

License Category	Number of Units	Validated Calls for Disorderly Conduct Service & Part I Crimes (Calls Per Unit/Year)
No Category Impact	1-2	0-1
	3-4 units	0-0.25
	5 or more units	0-0.35
Decrease 1 Category	1-2	Greater than 1 but not more than 3
	3-4 units	Greater than 0.25 but not more than 1
	5 or more units	Greater than 0.35 but not more than 0.50
Decrease 2 Categories	1-2	Greater than 3
	3-4 units	Greater than 1
	5 or more units	Greater than 0.50

Rental Licenses for Council Approval 9.23.24

Location Address	License Subtype	Renewal/Initial	Owner	Property Code Violations	License Type	Police CFS*	Final License Type**	Previous License Type***	Consecutive Type IV's
4307 66th Ave N	Single	Initial	Fyr Sfr Borrower Llc	1	Type I	N/A	Type II	N/A	N/A
5712 Bryant Ave N	Single	Initial	Fyr Sfr Borrower Llc	5	Type II	N/A	Type II	N/A	N/A
5901 Pearson Dr	Single	Initial	HOME TRS LLC	2	Type I	N/A	Type II	N/A	N/A
6243 France Ave N	Single	Initial	Fyr Sfr Borrower Llc	1	Type I	N/A	Type II	N/A	N/A
1302 69th Ave N	Multiple Family 4 Bldgs 127 Units	Renewal	Aeon Holdings Llc	431 = 3.39 per unit	Type IV	0	Type IV	Type II	0
4210 Lakebreeze Ave N	Multiple Family 1 Bldg 4 Units	Renewal	Simons Revocable Trust Met Requirements	4	Type II	0	Type II	Type III	N/A
3012 51st Ave N	Two Family	Renewal	Sri Lakshmi Valiveti Met Requirements	6	Type III	0	Type III	Type IV	N/A
5327 Queen Ave N	Two Family	Renewal	Myrka Zambrano	5	Type II	0	Type II	Type II	N/A
4207 Lakeside Ave N, #238	Condo	Renewal	Hussein G Seman	1	Type I	0	Type I	Type I	N/A
2932 69th La N	Single	Renewal	Mayerling Rios	2	Type I	0	Type I	Type I	N/A
5322 Irving Ave N	Single	Renewal	Peter Phuong Nguyen Met Requirements	3	Type II	0	Type II	Type III	N/A
5541 Morgan Ave N	Single	Renewal	5541 Morgan Ave LLC	1	Type I	0	Type I	Type II	N/A
5542 Judy Ln	Single	Renewal	Kao Yang & Mai Yer Xiong	12	Type IV	0	Type IV	Type IV	2
5818 June Ave N	Single	Renewal	Herman Capital Partners VII, LLC	0	Type I	0	Type I	Type II	N/A
5842 Washburn Ave N	Single	Renewal	Pryde Real Estate Solutions	2	Type I	0	Type I	Type II	N/A
5906 Dupont Ave N	Single	Renewal	Bruce & Rebecca Goldberg	7	Type III	0	Type III	Type I	N/A
6400 Fremont Ave N	Single	Renewal	Jesus Vazquez Martinez Did not meet requirements	3	Type II	0	Type IV	Type IV	3
6601 Unity Ave N	Single	Renewal	Cel Monton LLC	2	Type I	0	Type I	Type II	N/A

6613 Camden Dr	Single	Renewal	Mark One Resources Llc	6	Type III	0	Type III	Type I	N/A
6737 Camden Ave N	Single	Renewal	Ronald F Jasicki	2	Type I	0	Type I	Type II	N/A
6749 Humboldt Ave N	Single	Renewal	Patrick Nguyen Met Requirements	2	Type I	0	Type I	Type IV	N/A
7193 Unity Ave N	Single	Renewal	Mary R Turcotte	2	Type I	0	Type I	Type II	N/A

*CFS = Calls for service for renewal licenses only (Initial licenses are no applicable to CFS and will be listed as N/A)

**License type being issued

***Initial licenses will not show a Type I = 3 year, Type II = 2 year, Type III = 1 year, Type IV = 6 months

All properties are current on City utilities and property taxes

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: N/A

BY: Todd Berg - Fire Chief

SUBJECT: Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-Laws

Requested Council Action:

- Motion to Approve a Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-Laws

Background:

Relief associations are governmental entities that receive and manage public money to provide retirement benefits for individuals providing the governmental services of firefighting and emergency first response. Relief associations are required under Minnesota Statutes, chapters 356 and 424A, to report annually financial, investment, and plan administration information to the Office of the State Auditor (OSA), and the State Auditor is required to provide a detailed report to the Legislature under Minnesota Statutes, sections 6.72 and 356.219.

The BCFRA is made up of the active paid-on-call members of the Brooklyn Center Fire Department. The purpose of the association is to provide retirement, disability and death benefits to the members or beneficiaries of members of the department. The pension benefit is not only a recruitment tool, but also a way to encourage the part-time/paid-on-call members to "stay on the job" and supports retention.

The State of Minnesota has provided the source of funding for the association through distribution of the money collected from a gross earnings tax on fire insurance premiums sold in the state, also known as "2% Money". The funds are allocated back to the relief association based on the population and property values in the area served by that department. There is a strong relationship between state fire aid and the number of fire-related calls a fire department responds to each year. The state fire aid was established in 1885 and has been the most stable source of funding.

State law requires that a relief association be governed by a nine-member board of trustees. The BCFRA is directed by six trustees elected by members of the relief association, the fire chief, the city Finance Director, and the mayor.

The relief association's assets are invested through The Parr-McKnight Wealth Management Group. The relief association has adopted an Investment Policy Statement for the investment in our pension fund. Our target investment allocation is sixty percent in stocks, thirty-five percent in bonds and five percent in cash. We rebalance our target allocation annually. The BCFRA Board believes in long-term investing and has resisted attempting to time market moves.

Budget Issues:

The supplemental study shows that an increase to \$15,000 requires only a small contribution needed from the city, but only if state aid amounts remain at 2023 levels. State Aid amounts have historically risen 2-4% annually. The benefit study also allows the fund to remain at 101%.

This request remains in line with our goal of pursuing increases in the per-year-of-service pension amount with monies above 100% to continue to move toward the state allowed maximum of \$15,000.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Improve community and employee safety, Improve employees' experience

ATTACHMENTS:

Description	Upload Date	Type
2024 Pension Plan Projections from VIA Actuarial	9/11/2024	Cover Memo
Memo	9/11/2024	Cover Memo
Resolution	9/11/2024	Cover Memo



May 6, 2024

Matthew Edwards
Brooklyn Center Firefighter's Relief Association
6250 Brooklyn Boulevard
Brooklyn Center, MN 55429

Re: **Pension Plan Projections - \$14,000 and \$15,000 lump sum multipliers**

Dear Matthew:

We have prepared projections of the pension plan assets and liabilities at \$14,000 and \$15,000 benefit levels. At these levels, future municipal contributions up to about \$30,000 and \$80,000 respectively will be required if the State Aid remains level at 2023 levels.

The projections are based on membership data as of January 1, 2023. Assets are projected based on the December 31, 2023 trust balance. The January 1, 2023 Funding Report dated April 12, 2023 contains details on the plan provisions, assumptions, and participant data used in the benefit projections.

Background

We were hired by the Relief Association to prepare a projection of the pension plan's liabilities, assets and funded status under \$14,000 and \$15,000 benefit levels.

This letter documents the results of the 15-year projections.

Projection, Assumptions and Methods

The actuarial accrued liability and normal cost for each year of the projections were calculated using the discount rate, mortality, retirement, disability and withdrawal assumptions stated in the January 1, 2023 valuation report dated April 12, 2023. When an active member is expected to retire, terminate, or pass away, it was assumed that the Fire Relief would hire a new firefighter to replace them, thus maintaining a constant active membership of 31 firefighters. Each new firefighter was assumed to be male and 36 years old based on the hire age of recently hired new firefighters.

The Special Account asset balance for each year of the projection was calculated using the benefit payments generated from the liability projection, a constant State Aid contribution of \$223,177 (the 2023 State Aid contribution), expenses increasing at 3.5% per year, and an assumed rate of return of 5%. All transactions (contributions and distributions) were assumed to occur mid-year.

The municipal contribution, if any, was determined as the normal cost for the year plus/minus the amortization of any unfunded accrued liability/surplus plus expenses less the State Aid contribution.



Results

Based on these projections, municipal contributions range from \$16,717 - \$30,335 for the \$14,000 lump sum multiplier and from \$38,513 - \$79,840 for the \$15,000 lump sum multiplier over the 15-year period shown in our projection exhibit. In the \$14,000 scenario, the plan remains 100% funded but does not have enough surplus to cover the administrative costs.

The attached exhibit shows the details of the calculations.

It is important to consider that 15-year projections are extremely sensitive to the underlying assumptions, especially the long-term rate of return on assets. Deviations from assumptions outlined here will cause the actual results to differ from the enclosed exhibit. We can produce additional exhibits to show the sensitivity to these assumptions at the request of the Relief Association.

Actuarial Certification

This exhibit has been prepared solely for Brooklyn Center Firefighter's Relief Association to estimate the future municipal contributions. The above results may not be used for any other purpose, and VIA Actuarial Solutions is not responsible for the consequences of any unauthorized use.

Computations for other purposes may differ significantly from the results shown in this exhibit. We are available to provide additional risk analysis upon request. A discussion of pension risk information can be found in the actuarial funding valuation report dated April 12, 2023.

The preparing actuary, Emily Knutson, FSA, EA, MAAA, is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. I am available to answer questions on the material contained in this exhibit or to provide explanations or further detail, as may be appropriate. I am not aware of any direct or material indirect financial interest or relationship that could create a conflict of interest or impair the objectivity of the work.

Please let me know if you have any questions or if there is additional analysis you'd like us to prepare.

Sincerely,



Emily M. Knutson, FSA, EA, MAAA
Consulting Actuary
L/D/C/R: 4/an/emk/ses

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$14,000 Lump Sum Benefit Level

Valuation Year	1/1/2023 Funding Report						
	2023	2023	2024	2025	2026	2027	2028
Lump sum multiplier	\$10,000	\$12,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
<u>A. Liabilities</u>							
1. Actuarial Accrued Liability (AAL)	\$2,832,952	\$3,153,162	\$2,986,000	\$2,875,000	\$2,833,000	\$2,795,000	\$3,025,000
2. Normal Cost	152,192	182,631	220,000	220,000	221,000	221,000	221,000
3. Expected Benefit Payments	691,206	769,118	468,231	397,248	390,856	134,874	94,615
<u>B. Projected Special Fund Assets at Valuation Date</u>	3,164,933	3,456,165	3,044,000	2,919,000	2,877,000	2,841,000	3,066,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	0	0	0	0	0	0	0
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	33,198	30,300	5,800	4,400	4,400	4,600	4,100
<u>E. Amortization Payment</u>							
1. Amortization Period	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2. Payment	0	0	0	0	0	0	0
<u>F. Annual Contribution Payable</u>							
1. Preliminary Contribution (A.2.+E.-D.)	118,994	152,331	214,200	215,600	216,600	216,400	216,900
2. Administrative Expense	<u>19,144</u>	<u>24,825</u>	<u>25,694</u>	<u>26,593</u>	<u>27,524</u>	<u>28,487</u>	<u>29,484</u>
3. Annual Contribution (1.+2.)	138,138	177,156	239,894	242,193	244,124	244,887	246,384
4. Estimated State Aid	<u>(205,560)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>
5. Estimated Municipal Contribution (3.+4., not less than \$0)	0	0	16,717	19,016	20,947	21,710	23,207
<u>G. Funded Status (B.2. / A.1.)</u>	112%	110%	102%	102%	102%	102%	101%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$14,000 Lump Sum Benefit Level

Valuation Year	2029	2030	2031	2032	2033	2034	2035
Lump sum multiplier	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
<u>A. Liabilities</u>							
1. Actuarial Accrued Liability (AAL)	\$3,309,000	\$3,571,000	\$3,753,000	\$3,866,000	\$4,094,000	\$4,413,000	\$4,613,000
2. Normal Cost	220,000	219,000	219,000	219,000	219,000	219,000	218,000
3. Expected Benefit Payments	128,101	215,981	289,138	185,595	109,649	238,232	461,746
<u>B. Projected Special Fund Assets at Valuation Date</u>	3,344,000	3,602,000	3,782,000	3,895,000	4,120,000	4,434,000	4,633,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	0	0	0	0	0	0	0
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	3,500	3,100	2,900	2,900	2,600	2,100	2,000
<u>E. Amortization Payment</u>							
1. Amortization Period	N/A						
2. Payment	0	0	0	0	0	0	0
<u>F. Annual Contribution Payable</u>							
1. Preliminary Contribution (A.2.+E.-D.)	216,500	215,900	216,100	216,100	216,400	216,900	216,000
2. Administrative Expense	<u>30,516</u>	<u>31,584</u>	<u>32,689</u>	<u>33,833</u>	<u>35,017</u>	<u>36,243</u>	<u>37,512</u>
3. Annual Contribution (1.+2.)	247,016	247,484	248,789	249,933	251,417	253,143	253,512
4. Estimated State Aid	<u>(223,177)</u>						
5. Estimated Municipal Contribution (3.+4., not less than \$0)	23,839	24,307	25,612	26,756	28,240	29,966	30,335
<u>G. Funded Status (B.2. / A.1.)</u>	101%	101%	101%	101%	101%	100%	100%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$14,000 Lump Sum Benefit Level

Valuation Year	2036	2037	2038
Lump sum multiplier	\$14,000	\$14,000	\$14,000
<u>A. Liabilities</u>			
1. Actuarial Accrued Liability (AAL)	\$4,588,000	\$4,298,000	\$4,442,000
2. Normal Cost	211,000	215,000	211,000
3. Expected Benefit Payments	705,049	282,048	727,040
<u>B. Projected Special Fund Assets at Valuation Date</u>	4,613,000	4,342,000	4,483,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	0	0	0
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	2,500	4,400	4,100
<u>E. Amortization Payment</u>			
1. Amortization Period	N/A	N/A	N/A
2. Payment	0	0	0
<u>F. Annual Contribution Payable</u>			
1. Preliminary Contribution (A.2.+E.-D.)	208,500	210,600	206,900
2. Administrative Expense	<u>38,825</u>	<u>40,184</u>	<u>41,590</u>
3. Annual Contribution (1.+2.)	247,325	250,784	248,490
4. Estimated State Aid	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>
5. Estimated Municipal Contribution (3.+4., not less than \$0)	24,148	27,607	25,313
<u>G. Funded Status (B.2. / A.1.)</u>	101%	101%	101%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$15,000 Lump Sum Benefit Level

Valuation Year Lump sum multiplier	1/1/2023 Funding Report						
	2023 \$10,000	2023 \$12,000	2024 \$15,000	2025 \$15,000	2026 \$15,000	2027 \$15,000	2028 \$15,000
<u>A. Liabilities</u>							
1. Actuarial Accrued Liability (AAL)	\$2,832,952	\$3,153,162	\$3,131,000	\$3,031,000	\$3,006,000	\$2,979,000	\$3,225,000
2. Normal Cost	152,192	182,631	236,000	236,000	236,000	236,000	237,000
3. Expected Benefit Payments	691,206	769,118	479,651	404,074	404,882	143,201	100,236
<u>B. Projected Special Fund Assets at Valuation Date</u>	3,164,933	3,456,165	3,044,000	2,907,000	2,886,000	2,868,000	3,119,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	0	0	87,000	124,000	120,000	111,000	106,000
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	33,198	30,300	0	0	0	0	0
<u>E. Amortization Payment</u>							
1. Amortization Period	N/A	N/A	20	16	13	9	7
2. Payment	0	0	6,649	10,897	12,166	14,873	17,447
<u>F. Annual Contribution Payable</u>							
1. Preliminary Contribution (A.2.+E.-D.)	118,994	152,331	242,649	246,897	248,166	250,873	254,447
2. Administrative Expense	<u>19,144</u>	<u>24,825</u>	<u>25,694</u>	<u>26,593</u>	<u>27,524</u>	<u>28,487</u>	<u>29,484</u>
3. Annual Contribution (1.+2.)	138,138	177,156	268,343	273,490	275,690	279,360	283,931
4. Estimated State Aid	<u>(205,560)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>
5. Estimated Municipal Contribution (3.+4., not less than \$0)	0	0	45,166	50,313	52,513	56,183	60,754
<u>G. Funded Status (B.2. / A.1.)</u>	112%	110%	97%	96%	96%	96%	97%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$15,000 Lump Sum Benefit Level

Valuation Year	2029	2030	2031	2032	2033	2034	2035
Lump sum multiplier	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
<u>A. Liabilities</u>							
1. Actuarial Accrued Liability (AAL)	\$3,530,000	\$3,810,000	\$4,005,000	\$4,126,000	\$4,371,000	\$4,712,000	\$4,929,000
2. Normal Cost	235,000	235,000	234,000	235,000	234,000	234,000	234,000
3. Expected Benefit Payments	135,998	230,348	308,867	198,227	116,952	251,769	486,307
<u>B. Projected Special Fund Assets at Valuation Date</u>	3,429,000	3,721,000	3,931,000	4,071,000	4,337,000	4,703,000	4,954,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	101,000	89,000	74,000	55,000	34,000	9,000	0
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	0	0	0	0	0	0	2,500
<u>E. Amortization Payment</u>							
1. Amortization Period	6	5	3	2	1	1	N/A
2. Payment	18,951	19,578	25,879	28,171	34,000	9,000	0
<u>F. Annual Contribution Payable</u>							
1. Preliminary Contribution (A.2.+E.-D.)	253,951	254,578	259,879	263,171	268,000	243,000	231,500
2. Administrative Expense	<u>30,516</u>	<u>31,584</u>	<u>32,689</u>	<u>33,833</u>	<u>35,017</u>	<u>36,243</u>	<u>37,512</u>
3. Annual Contribution (1.+2.)	284,467	286,162	292,568	297,004	303,017	279,243	269,012
4. Estimated State Aid	<u>(223,177)</u>						
5. Estimated Municipal Contribution (3.+4., not less than \$0)	61,290	62,985	69,391	73,827	79,840	56,066	45,835
<u>G. Funded Status (B.2. / A.1.)</u>	97%	98%	98%	99%	99%	100%	101%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION
Pension Plan Projections
\$15,000 Lump Sum Benefit Level

Valuation Year	2036	2037	2038
Lump sum multiplier	\$15,000	\$15,000	\$15,000
<u>A. Liabilities</u>			
1. Actuarial Accrued Liability (AAL)	\$4,910,000	\$4,604,000	\$4,759,000
2. Normal Cost	227,000	231,000	226,000
3. Expected Benefit Payments	750,676	301,947	778,774
<u>B. Projected Special Fund Assets at Valuation Date</u>	4,952,000	4,667,000	4,818,000
<u>C. Unfunded AAL (A.1 - B.2.)</u>	0	0	0
<u>D. Credit for surplus (B.2. - A.1) x 10%</u>	4,200	6,300	5,900
<u>E. Amortization Payment</u>			
1. Amortization Period	N/A	N/A	N/A
2. Payment	0	0	0
<u>F. Annual Contribution Payable</u>			
1. Preliminary Contribution (A.2.+E.-D.)	222,800	224,700	220,100
2. Administrative Expense	<u>38,825</u>	<u>40,184</u>	<u>41,590</u>
3. Annual Contribution (1.+2.)	261,625	264,884	261,690
4. Estimated State Aid	<u>(223,177)</u>	<u>(223,177)</u>	<u>(223,177)</u>
5. Estimated Municipal Contribution (3.+4., not less than \$0)	38,448	41,707	38,513
<u>G. Funded Status (B.2. / A.1.)</u>	101%	101%	101%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- 31 active firefighters for years 2023 and later
- State Aid remains constant at \$223,177

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Reggie Edwards, City Manager

THROUGH: N/A

BY: Todd Berg, Fire Chief/Emergency Manager

SUBJECT: Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-laws

Background:

Relief associations are governmental entities that receive and manage public money to provide retirement benefits for individuals providing the governmental services of firefighting and emergency first response. Relief associations are required under Minnesota Statutes, chapters 356 and 424A, to report annually financial, investment, and plan administration information to the Office of the State Auditor (OSA), and the State Auditor is required to provide a detailed report to the Legislature under Minnesota Statutes, sections 6.72 and 356.219.

The BCFRA is made up of the active paid-on-call members of the Brooklyn Center Fire Department. The purpose of the association is to provide retirement, disability and death benefits to the members or beneficiaries of members of the department. The pension benefit is not only a recruitment tool, but also a way to encourage the part-time/paid-on-call members to "stay on the job" and supports retention.

The State of Minnesota has provided the source of funding for the association through distribution of the money collected from a gross earnings tax on fire insurance premiums sold in the state, also known as "2% Money". The funds are allocated back to the relief association based on the population and property values in the area served by that department. There is a strong relationship between state fire aid and the number of fire-related calls a fire department responds to each year. The state fire aid was established in 1885 and has been the most stable source of funding.

State law requires that a relief association be governed by a nine-member board of trustees. The BCFRA is directed by six trustees elected by members of the relief association, the fire

chief, the city Finance Director, and the mayor.

The relief association's assets are invested through The Parr-McKnight Wealth Management Group. The relief association has adopted an Investment Policy Statement for the investment in our pension fund. Our target investment allocation is sixty percent in stocks, thirty-five percent in bonds and five percent in cash. We rebalance our target allocation annually. The BCFRA Board believes in long-term investing and has resisted attempting to time market moves.

Action Requested:

The BCFRA is requesting city approval for an increase in our pension amount from \$12,000 to \$15,000 per year of service. This is an excellent way to increase the fire fighter compensation package without impacting the city budget. The last pension increase was \$2,000 in 2023, which brought us to the current \$12,000 per-year-of- service. Enclosed please find the May 2024 actuarial report from VIA Actuarial Solutions as well as a supplemental study specifically regarding this potential increase.

The BCFRA board believes that it has fiduciary responsibilities to both the membership and to the Council. The responsibility to the membership is to seek the highest financially sound benefit level. The responsibility to the Council is to not expose the city to any financial risk which could lead to mandatory contributions. Based on the analysis, there does not appear to be a financial risk.

Budget Issues:

The supplemental study shows that an increase to \$15,000 requires only a small contribution needed from the city, but only if state aid amounts remain at 2023 levels. State Aid amounts have historically risen 2-4% annually. The benefit study also allows the fund to remain at 101%.

This request remains in line with our goal of pursuing increases in the per-year-of-service pension amount with monies above 100% to continue to move toward the state allowed maximum of \$15,000.

Strategic Priorities and Values:

Safe, Secure, Stable Community,

ATTACHMENTS:

Description

Upload Date

Type



2024 Letter to City
Manager from BCFDR

Recommended action:

Motion authorizing the resolution adopting and approving an Amendment to the Brooklyn Center Fire Department Relief Association By-laws.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION REQUESTING APPROVAL FOR AN AMMENDMENT TO THE BROOKLYN CENTER FIRE RELIEF ASSOCIATION BI-LAWS

WHEREAS, the Brooklyn Center Fire Department Relief Association has requested City approval of a benefit increase for retirees; and

WHEREAS, such benefit increase would require an amendment of the City of Brooklyn Center Fire Department Relief Association By-laws; and

WHEREAS, Relief associations are governmental entities that receive and manage public money to provide retirement benefits for individuals providing the governmental services of firefighting and emergency first response; and

WHEREAS, Brooklyn Center Fire Relief Association is made up of active paid-on-call members of the Brooklyn Center Fire Department; and

WHEREAS, The purpose of the association is to provide retirement, disability and death benefits to the members or beneficiaries of members of the department; and

WHEREAS, The pension benefit is not only a recruitment tool, but also a way to encourage the part-time/paid-on-call members to "stay on the job" and supports retention; and

WHEREAS, State law requires that a relief association be governed by a nine-member board of trustees. The BCFRA is directed by six trustees elected by members of the relief association, the fire chief, the city finance director, and the mayor; and

WHEREAS, Van Iwaarden and Associates has conducted an actuarial valuation and benefit study and determined that the anticipated assets available for benefits would be sufficient to support an increase in the annual benefit with very little, if any, funds needed from the City to maintain 100% fund balance; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that an amendment to the By-laws of the City of Brooklyn Center Fire Department Relief Association to increase the lump sum benefit to \$15,000 per year be hereby approved.

September 23, 2024

Date

Mayor

RESOLUTION NO. _____

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member
and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: N/A

BY: Todd Berg - Fire Chief

SUBJECT: Resolution Requesting Approval for the City Manager to Sign a Purchase Agreement for a Used Fire Engine

Requested Council Action:

- Motion of Approval for the City Manager to Sign a Purchase Agreement for a Used Fire Engine

Background:

Our Fire Engine 5 was involved in an accident back in May and was recently totaled by our insurance company. We received a check for \$227,000. This was the second major accident involving this truck since we bought it in 2014. Since then, we've been juggling and struggling to ensure we have enough available fire engines.

Recently, we found a used engine and made an offer to help us manage until our new trucks arrive. The offer was for \$201,000 to Lino Lakes for a 2017 mini pumper with only 15,000 miles. I believe this truck will be a valuable investment for our department and community, bridging the gap until the new trucks arrive around January 2027.

Lino Lakes will present it to their Council for approval on 9/24, and if approved, we can take ownership shortly after. We should be able to stay under or very close to the settlement amount from the insurance company to bring this truck into service for our community.

Budget Issues:

None, all costs will be equal to our settlement amount.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Maintain a strong financial position, Provide quality services with fair and equitable treatment, Be an effective partner with other public entities

ATTACHMENTS:

Description	Upload Date	Type
Resolution	9/17/2024	Resolution Letter

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION REQUESTING APPROVAL FOR THE CITY MANAGER TO SIGN A PURCHASE AGREEMENT FOR USED FIRE ENGINE

WHEREAS, The Brooklyn Center Fire Department's Engine 5 was involved in an accident in May of 2024; and

WHEREAS, The League of Minnesota Cities Insurance has deemed the fire engine to be damaged beyond repair and has paid a settlement to the City of Brooklyn Center; and

WHEREAS, The fire department requires a replacement or temporary fire engine until the new engines arrive, and has found a suitable replacement for that period; and

WHEREAS, The city has made an offer on a used fire engine from another city for a purchase price just under the settlement amount; and

WHEREAS, The total price of the fire engine and its set up should equal the settlement figure, and therefore no new funds will be required for this purchase; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that the City Manager is hereby authorized to sign the purchase agreement on September 25th for the purchase of a 2017 fire engine from the City of Lino Lakes, not to exceed \$201,000, with ownership to transfer as soon as possible following the approval of the item by the Lino Lake City Council at their September 24th meeting.

September 23, 2024
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof: _____ and the following voted against the same: _____ whereupon said resolution was declared duly passed and adopted.

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Elizabeth Heyman, Public Works Director

BY: Ahmed Omer, P.E., City Engineer

SUBJECT: Resolution Authorizing Execution of a Professional Services Agreement, Project No. 2026-01, Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project

Requested Council Action:

- It is recommended that the City Council consider approval of the resolution authorizing execution of a Professional Services Agreement for the Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project.

Background:

Considering the City's purchasing policy and best practices for purchases over \$175,000, City staff, in collaboration with Hennepin County staff solicited proposals for professional services for the preliminary and final design of the project. The City received four proposals from consultants that would be able to provide the professional services necessary. A four-person team made up of City and County Public Works staff evaluated and ranked the proposals. Based on project understanding, work plan, experience, team, and fees, Bolton & Menk, Inc., is recommended to provide the needed professional services.

Budget Issues:

Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) is identified in the City's Capital Improvement Program for 2026 with a total estimated project cost of \$5,650,000. This estimated cost may change as detailed design progresses. The contract with Bolton & Menk, Inc., for the preliminary and final design, amounts to \$245,375.00, which is an estimated 4 percent of the total project cost.

Inclusive Community Engagement:

N/A

Antiracist/Equity Policy Effect:

N/A

Strategic Priorities and Values:

Maintain and enhance public places

ATTACHMENTS:

Description	Upload Date	Type
-------------	-------------	------

Resolution
Professional Services Agreement

9/16/2024
9/16/2024

Resolution Letter
Exhibit

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT, PROJECT NO. 2026-01, HUMBOLDT AVE (COUNTY ROAD 57) RECONSTRUCTION (53RD TO 57TH) PROJECT

WHEREAS, the City's Capital Improvement Program identifies the Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project to be constructed in 2026; and

WHEREAS, a professional services agreement has been negotiated with Bolton & Menk, Inc., to provide the professional services needed to perform said project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that the Mayor and City Manager are hereby authorized to execute an agreement with Bolton & Menk, Inc., in the amount of \$245,375.00 to provide professional services for the Humboldt Ave (County Road 57) Reconstruction (53rd to 57th) Project.

September 23, 2024
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof: _____ and the following voted against the same: _____ whereupon said resolution was declared duly passed and adopted.

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made and entered into this ____ day of _____, 20____, by and between the City of Brooklyn Center, a Minnesota municipal corporation, located at: 6301 Shingle Creek Parkway, Brooklyn Center, MN 55430 (the “City”) and _____, a _____ company located at: _____ (the “Consultant”). The City and the Consultant may hereinafter be referred to individually as a “party” or collectively as the “parties.”

RECITALS

- A. The City desires to obtain the professional services set forth in the attached Exhibit A for the City.
- B. The Consultant represents that it has the necessary skill, equipment, licensing, and personnel to provide the requested services to the City.
- C. The City desires to contract with the Consultant to provide, and the Consultant desires to provide, the requested professional services in accordance with the terms and conditions of this Agreement.

AGREEMENT

In consideration of the mutual promises and agreements hereinafter set forth, the City and the Consultant hereby agree as follows:

1. **Consultant's Services.** The Consultant agrees to provide the City the professional services identified in the Consultant’s proposal attached hereto as Exhibit A (the “Proposal”), as such services may be further defined herein or expanded pursuant to written orders or supplemental letter agreements agreed to by the parties (collectively, the “Services”). Any such written orders or supplemental agreements mutually approved by the parties are incorporated in and made part of this Agreement by reference. All Services provided by the Consultant, and any prior approved subcontractors, shall be of similar quality of other professionals who provide similar services and consistent with any applicable professional standards. Consultant agrees to use the City's standard specifications in any bidding documents prepared under this Agreement. The requirements of this section may be waived by the City if the City Engineer determines, by written authorization, that they are not necessary for the successful provision of the Services.
2. **Time for Performance of Services.** The Consultant will endeavor to perform and complete the Services within the prescribed days from the date of the contract award. Any changes in the established schedule must be expressly approved by

the City in writing. The Consultant shall promptly notify the City if it anticipates that it will not be able to provide any of the required Services within the established timeline.

3. **Compensation for Services.** The City agrees to pay the Consultant for providing the Services as set forth in Exhibit B, attached hereto and incorporated herein by reference. No additional commissions, fees, or reimbursement shall otherwise be due under this Agreement. Additionally, the City shall not be responsible for payment for any work performed by the Consultant that is not expressly listed in Exhibit A unless otherwise expressly agreed to by the City in writing.
4. **Request for Payment.** The Consultant must submit itemized bills for services provided to the City on a monthly basis. Bills submitted will be paid in the same manner as other claims made to the City.

For work reimbursed on an hourly basis, the Consultant must indicate for each employee, his or her classification, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, the total amount due, the original contracted amount, the current requested amount and the total amount. Consultant must verify all statements submitted for payment are in compliance with Minnesota Statutes, sections 471.38 and 471.391. For reimbursable expenses, the Consultant must provide such documentation as reasonably required by the City.

5. **Term.** The term of this Agreement will be from _____ through receipt of all Consultant deliverables, the date of signature by the parties notwithstanding. The parties may, however, agree in writing to extend the term of this Agreement for such additional periods as they deem appropriate, and upon the terms and conditions as herein stated or as may be stated in the written extension.
6. **Audit Disclosure.** The Consultant must allow the City, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to the Consultant's books, records, documents, and accounting procedures and practices that are pertinent to all Services provided under this Agreement for a minimum of six years from the termination of this Agreement.
7. **Data Practices.** The Consultant shall manage all data created, collected, received, stored, used, maintained, or disseminated by the Consultant pursuant to this Agreement in accordance with, and subject to the requirements of, the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 ("Act"). The Consultant shall immediately notify the City if it receives a request for data related to the Services and shall work with the City to respond to the request in accordance with the Act. Any reports, information, or other data given to, prepared, or assembled by the Consultant under this Agreement which the City requests be kept confidential must not be made available to any individual or organization without the City's prior written approval unless disclosure is required by law.

8. **Services Products and Ownership of Documents.** All deliverables and products of the Services including, but certainly not limited to, complete and incomplete records, materials, information, reports, recommendations, drawings, plans, and specifications prepared and developed in connection with the provision of the Services pursuant to this Agreement shall become the property of the City, but the Consultant may retain copies of such materials and may reuse standard portions of such materials in the normal course of its business.
9. **Termination.** This Agreement may be terminated by City for any reason by seven (7) day's written notice to Consultant delivered to the address written above. The Consultant may terminate this Agreement if the City fails to cure any material breach of its term within 30 days of its receipt of written notice of breach from the Consultant. Any such notice of breach shall specifically identify the alleged material breach and what is required to cure it. Upon termination under this provision, the Consultant will be paid for Services properly rendered and reimbursable expenses incurred, if applicable, until the effective date of termination, and no Services shall be provided following written notice of termination unless expressly agreed to in writing by the City. The Consultant's indemnification, audit disclosure, and data practices obligations shall survive the termination of this Agreement.
10. **Force Majeure.** Neither party shall be deemed in default under this Agreement, nor shall a party hold the other party responsible, for any cessation, interruption, or delay in the performance of its obligations hereunder due to earthquake, flood, fire, storm, natural disaster, act of God, war, armed conflict, labor strike, lockout, or boycott, provided that the party relying on this section gives the other party prompt written notice thereof and takes all steps reasonably necessary under the circumstances to mitigate the effects of the force majeure event. If this event extends for a period of more than 30 days, either party may immediately terminate this Agreement.
11. **Subcontractor.** The Consultant must not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City.
12. **Independent Contractor.** The Consultant shall be deemed an independent contractor. The Consultant's duties will be performed with the understanding that the Consultant has special expertise as to the Services which the Consultant is to perform and is customarily engaged in the independent performance of the same or similar services for others. The manner in which the Services are performed shall be controlled by the Consultant; however, the nature of the Services and the results to be achieved shall be specified by the City. The Consultant is not to be deemed an employee or agent of the City and has no authority to make any binding commitments or obligations on behalf of the City except to the extent expressly provided herein. All Services provided by the Consultant pursuant to this

Agreement shall be provided by the Consultant as an independent contractor and not as an employee of the City for any purpose including, but not limited to, income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts, and eligibility for employee benefits.

13. **Not Exclusive.** This Agreement does not constitute an exclusive contract between the City and the Consultant. The City remains free to contract for similar services from other consultants and the Consultant remains free to contract to provide similar services to others, provided that any such contracts do not interfere with the delivery of the Services under this Agreement.
14. **Assignment.** Neither party will assign this Agreement, nor any interest arising herein, without the written consent of the other party.
15. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for and identified herein as part of the Services will be honored by the City. The Consultant agrees that the City may enter into subsequent agreements with the Consultant for additional services contained in the Proposal at the rates and costs proposed by the Consultant therein. Any subsequent agreement for additional services shall be in writing and signed by both Parties.
16. **Severability.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision will not affect the remaining provisions of the Agreement.
17. **Entire Agreement.** This document, including the above recitals, the attached exhibits, and documents expressly incorporated herein by reference, constitute the entire agreement between the parties and it supersedes all oral agreements and negotiations between the parties regarding the subject matter of this Agreement. Any alterations, amendments, deletions or waivers of the provisions of this Agreement will be valid only when expressed in writing and duly signed by the parties unless otherwise provided herein.
18. **Compliance with Laws and Regulations.** In providing the Services hereunder, the Consultant must abide by all statutes, ordinances, rules and regulations pertaining to the provision of the Services to be provided. Any violation will constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
19. **Equal Opportunity.** During the performance of this contract, the Consultant must not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability or age. The Consultant must post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive

consideration for employment. The Consultant must incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work. Violation of any part of this provision may lead to the immediate termination of this Agreement.

20. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.
21. **Indemnification.** To the fullest extent permitted by law, the Consultant, and the Consultant's successors or assigns, agree to protect, defend, save, and hold harmless the City, its officials, agents, and employees from all claims, suits, or actions of any kind, nature, or character, and the costs, disbursements, and expenses of defending the same including, but not limited to, attorneys' fees, professional services, and other technical, administrative, or professional assistance resulting from or arising out of the alleged negligence, breach of contract, or willful misconduct of the Consultant, its subcontractors, agents, or employees related to or arising out of the performance of, or failure to perform, the Services under this Agreement. There shall be no limitation on the Consultant's liability. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.
22. **Insurance.** During the entire term of this Agreement, the Consultant must maintain workers' compensation insurance (to the extent required by law) and commercial general liability insurance with a per occurrence limit of no less than \$1,500,000 and \$2,000,000 aggregate, for both personal injury and property damage.

These policies shall name the City as an additional insured for the Services provided under this Agreement and shall provide, as between the City and the Consultant, that the Consultant's coverage shall be the primary coverage in the event of a loss. If the Consultant is providing either architectural or engineering services, the Consultant must also maintain during the term of this Agreement a professional liability insurance policy with the same limits as for commercial general liability. A certificate of insurance on the City's approved form which verifies the existence of these insurance coverages must be provided to the City before work under this Agreement is commenced.

23. **Third Party Rights.** The parties to this Agreement do not intend to confer on any third party any rights under this Agreement.
24. **Headings.** The headings contained in this Agreement have been inserted for convenience of reference only and shall in no way define, limit, or affect the scope and intent of this Agreement.

25. **Governing Law and Venue.** This Agreement will be controlled by the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota in Hennepin County, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

IN WITNESS WHEREOF, the City and the Consultant have caused this Professional Services Agreement to be executed by their duly authorized representatives in duplicate on the respective dates indicated below and effective as of the date first written above.

CITY OF BROOKLYN CENTER

CONSULTANT: _____

By: _____
Elizabeth Heyman, Public Works Director

By: _____

Date: _____

Its: _____

Date: _____

By: _____
Dr. Reggie Edwards, City Manager

Date: _____

EXHIBIT A

Proposal to Provide Professional Services

(attached hereto)

EXHIBIT B

Compensation for Services

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Elizabeth Heyman, Director of Public Works

BY: Lydia Ener, P.E., Assistant City Engineer

SUBJECT: Resolution Accepting Feasibility Report and Calling for an Improvement Public Hearing for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay

Requested Council Action:

- Motion to approve a resolution accepting feasibility report and calling for an improvement public hearing for Improvement Project No. 2025-02, 67th Avenue and James Avenue Mill & Overlay

Background:

The 67th Avenue and James Avenue Mill & Overlay is identified in the Capital Improvement Program (CIP), and is slated for improvements during the 2025 construction season. The attached feasibility report provides a summary of the project evaluation process and preliminary street and utility improvements.

An open house was held for the adjacent properties and property owners on August 29, 2024. Due to the commercial and industrial property uses, the meeting was held midday over the typical lunch hours rather than in the evening. Six property owners provided responses, with five attending in person, representing five properties of the eleven adjacent to the project. Each attendee was able to discuss how the project would impact their business and access, as well as voice any concerns that could be addressed with the project. The majority of questions asked related to truck parking, access for shipments during construction, and the assessment process. All attendees seemed satisfied with having their questions answered, and many expressed interest in personal follow-up when construction begins.

The attached resolution declares certain project costs to be assessed for the 67th Avenue and James Avenue Mill & Overlay and calls for an improvement public hearing on the 28th day of October, 2024. If approved by the City Council, legal notice would be published, and all property owners who could potentially be assessed for improvements would receive a Notice of Improvement Public Hearing via mail. Staff recommends that the City Council consider establishing the 2025 special assessment rates in November 2024, and holding the special assessment public hearing in December 2024.

Budget Issues:

The total project cost for the 67th Avenue and James Avenue Mill & Overlay is estimated to be \$790,000. Funding sources for the project are proposed from a variety of sources as described in the feasibility report. The Draft Special Assessment Levy Roll for Improvement Project No. 2025-02 is included in Appendix A of the feasibility report.

Inclusive Community Engagement:

NA

Antiracist/Equity Policy Effect:

NA

Strategic Priorities and Values:

Maintain and enhance public places

ATTACHMENTS:

Description	Upload Date	Type
Resolution	9/16/2024	Resolution Letter
Feasibility Report	9/16/2024	Backup Material

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ACCEPTING FEASIBILITY REPORT AND CALLING FOR AN IMPROVEMENT PUBLIC HEARING FOR IMPROVEMENT PROJECT NO. 2025-02, 67TH AVENUE AND JAMES AVENUE MILL & OVERLAY

WHEREAS, a feasibility report outlining the proposed improvements to the streets, storm drainage system and public utilities in the 67th Avenue N and James Ave N area has been prepared; and

WHEREAS, the City Engineer has prepared said report and recommends that the proposed improvements be considered; and

WHEREAS, a portion of the cost of street improvements for said project is proposed to be assessed against properties within the project area; and

WHEREAS, the total project cost for the 67th Avenue and James Avenue Mill & Overlay is estimated to be \$790,000; the total cost of the street improvement portion of said project is estimated to be \$560,000 and the project funding sources are currently estimated to be:

Special Assessments	\$ 379,980.46
Sanitary Sewer Utility Fund	\$ 30,000.00
Water Utility Fund	\$ 90,000.00
Storm Drainage Utility Fund	\$ 110,000.00
Street Reconstruction Fund	\$ 180,019.54
Total	\$ 790,000.00

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that:

1. The Engineer's Feasibility Report for the 67th Avenue and James Avenue Mill & Overlay is received and accepted.
2. Notice is hereby given that an improvement public hearing will be held on the 28th day of October, 2024, at 7:00 p.m. or as soon thereafter as part of the regular City Council meeting as the matter may be heard to pass upon said improvement project and at such time and place all persons owning property affected by said improvements will be given the opportunity to be heard with reference to said improvements.
3. The City Clerk is directed to cause a notice of the improvement public hearing to be published in the official newspaper at least two weeks prior to the public hearing, and shall state in the notice the total cost of the improvement.

RESOLUTION NO. _____

September 23, 2024
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



Public Works Dept
Engineering Division
Phone: 763-569-3340
FAX: 763-569-3440

FEASIBILITY REPORT

67TH AVENUE AND JAMES AVENUE MILL & OVERLAY

IMPROVEMENT PROJECT NO. 2025-02

CITY OF BROOKLYN CENTER, MINNESOTA

SEPTEMBER 23, 2024

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Lydia M Ener, P.E.

Reg. No. 57221

September 23, 2024

I. BACKGROUND

The City's Capital Improvement Program (CIP) identifies the 67th Avenue N and James Avenue N project area as a mill and overlay for 2025. The proposed project includes a bituminous mill and overlay, minor concrete curb repairs, and minor utility improvements within the project limits. The project area extends on 67th Avenue N from Shingle Creek Parkway to the east cul-de-sac, and on James Avenue N from Freeway Boulevard to 67th Avenue N.

The 2025 mill and overlay project area consists of approximately 2,063 lineal feet of roadway. Within this area, there are eleven industrial properties adjacent to the roadway.

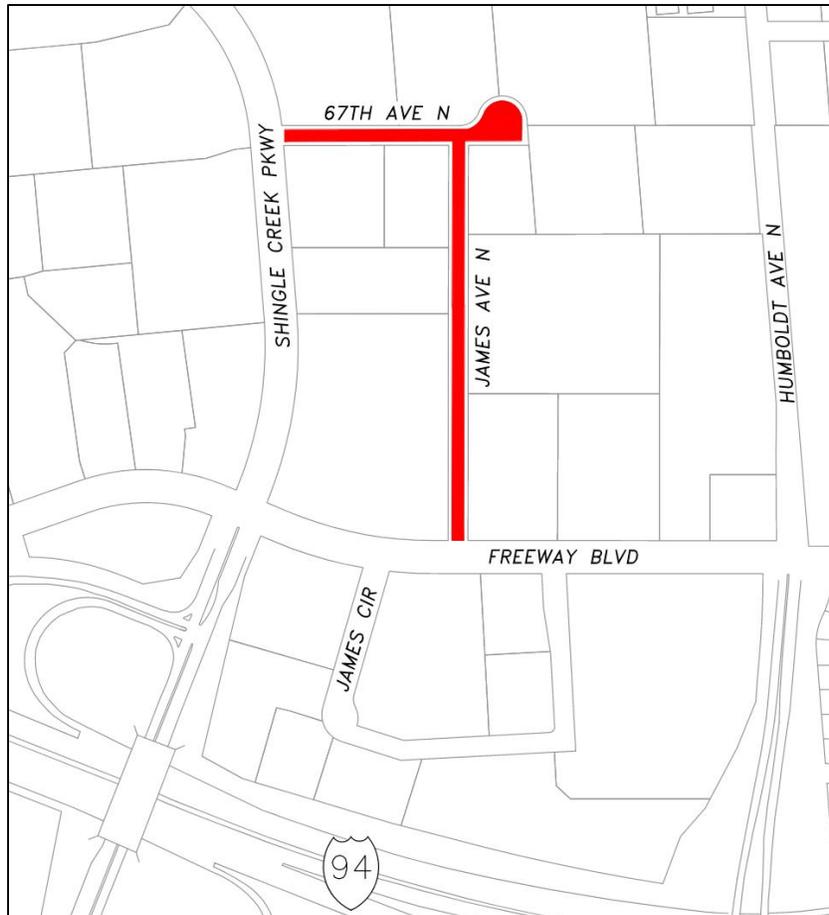


Figure 1: Project Area

II. STREET IMPROVEMENTS

A. EXISTING CONDITIONS

The proposed project area roadways, 67th Avenue N and James Avenue N, were reconstructed most recently in 1998. The existing streets are generally 44-foot wide with concrete curb and gutter. An existing pavement evaluation was conducted. Within the project, the road surface shows signs of deterioration such as lateral cracking, alligator cracking, and moderate potholes throughout the proposed improvement area.

Soil borings and pavement core measurements were conducted within the project area. These measurements revealed that the existing pavement sections within project area consist of 6 inches to 8 inches of bituminous pavement and aggregate base to a depth of 6 inches to 10 inches. The underlying pavement structure is generally stable for the majority of the roadway. Additionally, limited sections of deteriorated concrete curb and gutter were identified within the project area.

B. PROPOSED STREET IMPROVEMENTS

Based on the age, condition, and maintenance needs of the existing bituminous asphalt pavement surface, the recommended pavement improvements consist of a mill and overlay rehabilitation of the existing pavement. The existing concrete curb and gutter throughout the project area has not exceeded its life expectancy and can be suitably rehabilitated with spot repairs. Approximately 30 percent of the concrete curb and gutter and concrete driveway aprons are estimated to be replaced due to drainage issues and as warranted or impacted by other construction (e.g. public utility repairs).

Disturbed boulevard areas will be restored with topsoil and sod.

III. STREET LIGHTING SYSTEM

A. EXISTING CONDITIONS

The street improvement program has historically included the replacement of wooden free-standing street lights located within the project area, or those past their useful lifespan. Free-standing street lights are defined as lights mounted on poles which do not contain any other overhead utilities attached to them. The existing street light system throughout the project consists of fiberglass poles still in useful and working condition.

B. PROPOSED STREET LIGHTING IMPROVEMENTS

No street light improvements are proposed as part of this project.

IV. STORM DRAINAGE AND TREATMENT SYSTEM

A. EXISTING CONDITIONS

The project area is located within the Shingle Creek Watershed Management Commission area and ultimately flows to the Mississippi River. The existing storm drainage system in the project area consists of a network of storm sewer pipes installed in 1970 and 1974 and range in size from 15 to 36-inch diameter reinforced concrete pipes. Televising of the storm sewer in this area was conducted and pipes were found to be generally in good condition.

B. PROPOSED DRAINAGE IMPROVEMENTS

Storm sewer improvements will be made to the existing system that includes replacing manhole and catch basins castings and adjustments as necessary within the project area.

V. SANITARY SEWER SYSTEM

A. EXISTING CONDITIONS

The existing sanitary sewer throughout the project area is 8-inch diameter polyvinyl chloride (PVC) that was installed in 1970. All public sanitary sewer pipes were inspected with remote televising equipment and found to be in satisfactory condition.

B. PROPOSED SANITARY SEWER IMPROVEMENTS

Sanitary sewer improvements will be made to the existing system that includes replacing manhole castings and lids within the project area. The replacement of the castings with external seals will help minimize inflow and infiltration of rainwater into the sanitary sewer system.

VI. WATER SYSTEM

A. EXISTING CONDITIONS

The existing water main in the project area is 8-inch diameter cast iron pipe (CIP) installed in 1970. There is no record of water main breaks in the area and the water main is still within its useful life cycle.

B. PROPOSED WATER MAIN IMPROVEMENTS

Water main improvements include replacement of approximately half the valves and hydrants in the project area.

VII. RIGHT-OF-WAY AND EASEMENTS

Generally, all public infrastructure owned, maintained and operated by the City throughout the project area is located within City easements and/or right-of-way. It is not anticipated that the City will need to obtain any additional easements for any existing or proposed improvement located within the roadway. If necessary, any identified easement needs during final design will be further coordinated with the City Attorney and the identified property owners.

VIII. PROPERTY OWNER ENGAGEMENT

An open house was held for the adjacent properties and property owners on August 29, 2024. Due to the commercial and industrial property uses, the meeting was held midday over the typical lunch hours rather than in the evening. Six property owners provided responses, with five attending in person, representing five properties of the eleven adjacent to the project. Each attendee was able to discuss how

the project would impact their business and access, as well as voice any concerns that could be addressed with the project. The majority of questions asked related to truck parking, access for shipments during construction, and the assessment process. All attendees seemed satisfied with having their questions answered, and many expressed interest in personal follow-up when construction begins.

IX. ESTIMATED COSTS AND FUNDING CONSIDERATIONS

The total estimated cost of the proposed project is \$790,000. Table 1 provides a summary of the estimated project costs and recommended funding amounts from the various sources as indicated. Funding for the project is further described below.

A. FUNDING FOR STREET IMPROVEMENTS

The estimated project cost of roadway improvements for all streets in this project area is \$560,000. This preliminary estimate includes the cost for project administration, legal, engineering and construction contingency. Special assessments for street improvements are proposed in accordance with the 2025 rates. The commercial and industrial properties within the project area are proposed to be assessed on an area basis. An “A” zone benefit includes the area abutting the street to be improved, extended to the depth of 200-feet and a “B” zone of lesser benefit for the remainder of the property area. The “A” zone rate is based on assessing 70 percent of the total street project cost deemed to benefit the property and the “B” zone rate is based on 30 percent. Based on cost estimates for the street improvements, the unit rate has been determined to be “A” zone rate of \$0.3453 per square foot and a “B” zone rate of \$0.1480 per square foot. It should be noted that historically the assessments have been levied based on estimated costs rather than actual costs, understanding that the project costs are levied at a reduced percentage (70 and 30 percent as indicated above). The remaining street construction costs would be funded from the Street Reconstruction Fund. A summary of the proposed special assessments for street improvements is provided in Appendix A.

B. FUNDING FOR UTILITY IMPROVEMENTS

The estimated cost of storm drainage improvements is \$110,000; the estimated cost of sanitary sewer improvements is \$30,000; and the estimated cost for water main improvements is \$90,000. As previously noted, these total cost estimates include the costs for project administration, engineering, legal and construction contingency. All costs for water and sanitary sewer improvements will be funded by their respective utility funds in accordance with established policy for such improvements.

Table 1: Cost and Funding

	Streets	Storm Drainage	Sanitary Sewer	Water Main	Estimated Total
Estimated Expenditures					
Estimated Construction Cost	\$424,000.00	\$80,000.00	\$24,000.00	\$68,000.00	\$600,000.00
Contingencies (10%)	\$42,000.00	\$8,000.00	\$2,000.00	\$7,000.00	\$60,000.00
Admin., Eng., Legal (20%)	\$93,000.00	\$18,000.00	\$5,000.00	\$15,000.00	\$130,000.00
Total Estimated Project Costs	\$560,000.00	\$110,000.00	\$30,000.00	\$90,000.00	\$790,000.00
Estimated Revenue					
Street Special Assessments	\$379,980.46				\$379,980.46
Storm Special Assessments		\$0.00			\$0.00
Sanitary Sewer Utility Fund			\$30,000.00		\$30,000.00
Water Utility Fund				\$90,000.00	\$90,000.00
Storm Drainage Utility Fund		\$110,000.00			\$110,000.00
Street Reconstruction Fund	\$180,019.54				\$180,019.54
Total Estimated Revenue	\$560,000.00	\$110,000.00	\$30,000.00	\$90,000.00	\$790,000.00

X. RECOMMENDED PROJECT SCHEDULE

The proposed project is anticipated to begin design during the winter of 2024/2025, with construction occurring during the 2025 season, the preliminary schedule for the project can be found in Table 2.

Table 2: Anticipated Project Schedule

Action	Target Date
City Council Receives Feasibility Report, Declares Cost to be Assessed and Calls for Public Hearings	September 23, 2024
City Council Holds Public Hearing, Authorizes the Project and Orders Preparation of Plans and Specifications	October 28, 2024
City Council Approves Plans and Specs and Authorizes Advertisement for Bids	January 2025
City Receives and Opens Project Bids	February 2025
City Council Considers Award of Contract	March 2025
Start Project Construction	June 2025
Construction Substantially Complete	September 2025

XI. CONCLUSIONS AND RECOMMENDATIONS

The overall condition of the City's street and utility infrastructure systems is critical to the operation, safety, welfare and economic health of the entire community. As a result of the infrastructure needs described, the proposed solutions, and the estimated costs provided in this report, the proposed project is considered to be necessary, cost effective and feasible.

Appendix A

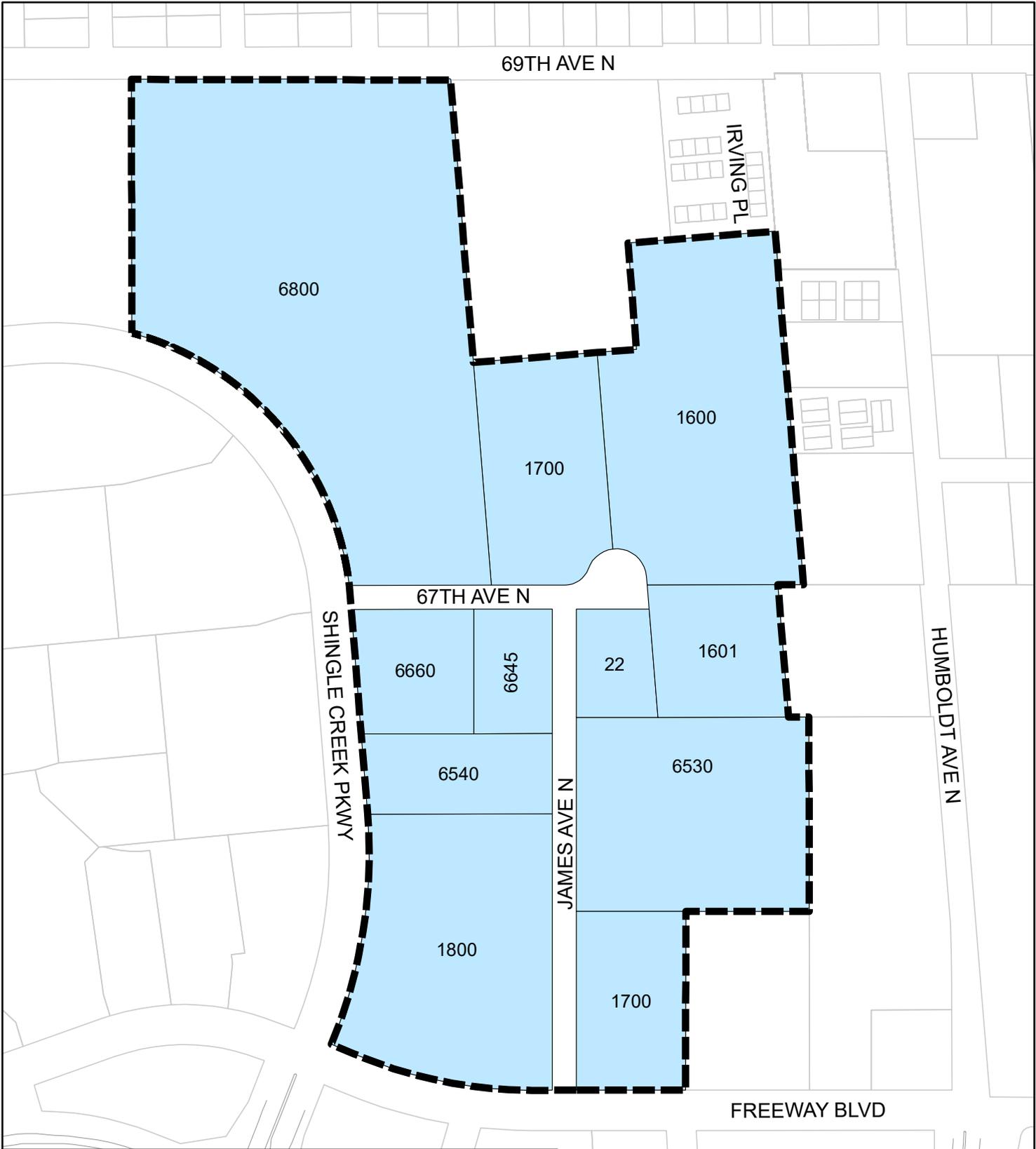
DRAFT Proposed Pending Assessment Roll
DRAFT Proposed Assessment Map

CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL

September 23, 2024

**2025 67TH AND JAMES MILL AND OVERLAY PROJECT
IMPROVEMENT PROJECT NO. 2025-02**

PROPERTY ID	HOUSE	STREET NAME	LEVY#	STREET	NOTES				
					ZONING	(A)	(B)	(SF)	
3511921110012	1600	67th Avenue North	26001	\$ 66,888.23	MX-B	(A)	61,450.00	(B)	308,578.00
3511921110013	1700	67th Avenue North	26001	\$ 38,407.76	MX-B	(A)	67,215.00	(B)	102,692.00
3511921140014	1601	67th Avenue North	26001	\$ 18,220.67	MX-B	(A)	12,031.00	(B)	95,043.00
3511921140002	22	Address Unassigned	26001	\$ 17,889.30	MX-B	(A)	51,808.00	(B)	
3511921140008	1800	Freeway Boulevard	26001	\$ 41,698.92	MX-B	(A)	116,264.00	(B)	10,493.00
3511921140016	1700	Freeway Boulevard	26001	\$ 25,128.72	MX-B	(A)	69,002.00	(B)	8,799.50
3511921140003	6530	James Avenue North	26001	\$ 60,469.43	MX-B	(A)	96,612.00	(B)	183,171.00
3511921140005	6645	James Avenue North	26001	\$ 20,873.39	MX-B	(A)	60,450.00	(B)	
3511921140006	6660	Shingle Creek Parkway	26001	\$ 14,254.99	MX-B	(A)	39,307.00	(B)	4,610.00
3511921120015	6800	Shingle Creek Parkway	26001	\$ 61,355.75	MX-B	(A)	53,038.00	(B)	290,822.50
3511921140007	6540	Shingle Creek Parkway	26001	\$ 14,793.31	MX-B	(A)	40,000.00	(B)	6,630.50
Total Assessments				\$ 379,980.46					



Legend

 Proposed Business Mixed Use Assessment (Acreage Based)



Assessment Map
67th Avenue and James Avenue Improvement Project



Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Jesse Anderson, Community Development Director

BY: Xiong Thao, Housing and Community Standards Manager

SUBJECT: An Ordinance Amendments to Chapter 12 and 19 of the City Code of Ordinances
Regarding Property Maintenance Requirements and Commercial Vehicle Storage - Second
Reading

Requested Council Action:

-Motion to Open Public Hearing

-Motion to Close Public Hearing

-Motion to approve the second reading of an Ordinance Amending Chapter 12 of the City Code of Ordinance by Adding Sections 12-309 and 12-310 regarding Property Maintenance Standards.

Background:

A work session discussion was completed during the April 22, 2024 City Council meeting and a first reading was approved at the August 12, 2024 city council meeting for requiring mailboxes at all licensed rental properties, commercial addressing requirements, and the changes to the definition of commercial vehicles.

The Notice of public hearing was placed in the Sun Post newspaper on September 12, 2024.

Below is a summary of the proposed changes to the ordinance.

Section 12-309 would be added to the Brooklyn Center City Code. This section would require that all licensed rental properties have an onsite mailbox provided by and maintained by the property owner.

Section 12-310 would be added to the Brooklyn Center City Code. This section would require that all commercial buildings have approved address numbers visible from the street. This section provides a chart specifying the size requirement based on the building height.

Section 19-103.12 is amended to change the commercial truck vehicle size, weight. The change would be to increase the height of the truck to 22ft long, 10ft tall, and a vehicle weighing no more than 20,000 pounds. The height measurement would exclude grease exhaust vents or ladder racks on top of the vehicle. The ordinance would still restrict the storage of box trucks and/or cube trucks.

Budget Issues:

There are no budget issues to consider.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Strengthen and diversify business development and housing

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	9/18/2024	Ordinance
Summary publication	9/4/2024	Cover Memo
Second reading publication	9/5/2024	Cover Memo
August 12, 2024 CC Memo	9/16/2024	Backup Material
Presentation	9/16/2024	Presentation

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY CODE OF ORDINANCES BY
ADDING SECTIONS 12-309 AND 12-310 REGARDING PROPERTY MAINTENANCE
STANDARDS

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS
FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 12 is amended by adding the following double-underlined language:

Section 12-309. MAILBOX REQUIREMENT. All licensed rental properties shall ~~be provided~~ have an onsite mailbox. Mailboxes shall be provided and maintained by the property owner and must remain in working condition.

Article II. Brooklyn Center City Code, Chapter 12 is amended by adding the following double-underlined language:

Section 12-310. PREMISES IDENTIFICATION. All commercial buildings shall have approved address numbers placed in a position meeting the following requirements and as indicated in Diagram 1.

1. The numbers shall be conspicuously posted in a location on the front of the building so as to be readily identifiable for all purposes.
2. The numbers shall be placed in the upper corner of a building, if possible, so as to be clearly seen from the street or at or near the building entrance in such a suitable location that can be clear seen from the street.
3. The building number shall be clearly displayed, of a color contrast with the color of the building to which it is attached and of a color contrast with any advertisement, in such a manner that the number may be easily and clearly seen and read during the hours of darkness as well as daylight.
4. On multi-tenant commercial structures, rear entry doors must display with a minimum 4-inch letter and/or number, the tenant business name and unit number, address of the commercial space, and indicate access doors to mechanical, electrical, or sprinkler rooms.

Diagram 1

<u>Building Type</u>	<u>Address Size Specifications</u>
<u>1 Story Commercial, retail, industrial</u>	<u>12 inches</u>
<u>2 Story Commercial, retail, industrial</u>	<u>18 inches</u>
<u>3+ Story Commercial, retail, industrial</u>	<u>24 inches</u>

Article III. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article IV. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

(~~Strike out~~ indicates matter to be deleted, double-underline indicates new matter.)

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING CHAPTER 19-103.12 OF CITY CODE OF ORDINANCES
REGARDING COMMERCIAL VEHICLE STORAGE

Article I. Brooklyn Center City Code, Section 19-103.12 is amended by adding the following double-underlined language and deleting the following ~~stricken~~ language:

12. The parking and/or storage of construction equipment, farm vehicles and equipment, or a commercial vehicle with a length greater than ~~21~~ 22 feet, or a height greater than ~~8~~ 10 feet, or a gross vehicle weight greater than ~~9,000~~ 20,000 pounds, continuously for more than two hours on any property within a residential zoning district or being lawfully used for residential purposes or on any public street adjacent to such properties. Such equipment and vehicles shall include, but are not limited to, the following: dump trucks, construction trailers, back hoes, box trucks, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, truck-tractors, ~~step vans~~, cube vans and the like.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

The prohibitions of this subdivision shall not apply to the following:

- a) Any equipment or vehicle described above being used by a public utility, governmental agency, construction company, moving company or similar company which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle.
- b) Any equipment or vehicle described above which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the time reasonably necessary to make such a pickup or delivery and in excess of the two hour limit shall be unlawful.
- c) Any equipment or vehicle exceeding the above described length, height or weight limitations, but which is classified as recreation equipment as specified in Minnesota Statutes 168.011, Subdivision 25.
- d) Any equipment or vehicle described above which is parked or stored on property zoned residential and being lawfully used as a church, school, cemetery, golf course, park, playground or publicly owned structure provided the equipment or vehicle is used by said use in the conduct of its normal affairs.
- e) Any equipment or vehicle described above which is parked or stored on property which is zoned residential and the principal use is nonconforming

within the meaning of Section 35-111 of the City Ordinances, provided such parking or storage is not increased or expanded after the effective date of this ordinance.

Article II. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article III. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

(~~Strikeout~~ indicates matter to be deleted, double-underline indicates new matter.)

Member
resolution and moved its adoption:

introduced the following

CITY OF BROOKLYN CENTER
HENNEPIN COUNTY

RESOLUTION NO. 2024-09

RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE
AMENDING CHAPTERS 12 AND 19 OF THE CITY CODE OF ORDINANCES
REGARDING PROPERTY MAINTENANCE REQUIREMENTS AND COMMERCIAL
VEHICLE STORAGE

WHEREAS, the City Council of the City of Brooklyn Center acted at its August 12, 2024 meeting to adopt Ordinance No. 2024-09 “An Ordinance Amending Chapters 12-309 and 12-310 of the City Code of Ordinances Regarding Property Maintenance Standards, and Ordinance No. 2024-09, “An Ordinance Amending Chapter 19-103.12 of the City Code of Ordinances Regarding Commercial Vehicle Storage” (“Ordinances”); and

WHEREAS, Minnesota Statutes, section 412.191, subdivision 4 allows publication of adopted ordinances by title and summary in the case of lengthy ordinances or those containing maps or charts; and

WHEREAS, the City Council determines publishing the entire text of the Ordinance is not in the best interests of the City as the Ordinance is readily available to the public on the City’s website and by contacting City Hall; and

WHEREAS, the City Council determines the following summary clearly informs the public of the intent of Ordinance and where to obtain a copy of the full text.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Brooklyn Center hereby approves publication of the following summary language as publication of the Ordinance:

CITY OF BROOKLYN CENTER
SUMMARY PUBLICATION
Ordinance Nos. 2024-09

AN ORDINANCE AMENDING CHAPTERS 12 AND 19 OF THE CITY CODE OF
ORDINANCES REGARDING PROPERTY MAINTENANCE STANDARDS, AND
COMMERCIAL VEHICLE STORAGE

The Brooklyn Center City Council adopted the above-referenced ordinance amending Chapters 12 and 19 of the City Code of Ordinances. The ordinance includes the requirement that property owners must provide mailboxes for all licensed rental properties, all commercial buildings shall have approved address numbers meeting certain outlined requirements, modifying storage and construction equipment height and weight restrictions, creating an exception for permanent vent

or ladder racks in measuring height, and disallowing storage on top of the vehicles. The ordinance is in effect 30 days from this publication. The full text of the ordinance is available on the City's website and can be obtained by contacting City Hall.

Date

Mayor

ATTEST: _____

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

CITY OF BROOKLYN CENTER

Notice is hereby given that a public hearing will be held on the 23rd day of September, 2024, at 7:00 p.m. or as soon thereafter as the matter may be heard to consider an ordinance related to tenant protections. City Council meetings are being conducted by electronic means under Minnesota Statutes, section 13D.021 and information on how to connect to the meeting is provided on the City's website. Please notify the City Clerk at 763-569-3306 if there are any questions about how to connect to the meeting.

ORDINANCE NO. 2024-09

AN ORDINANCE AMENDING CHAPTER 12 AND CHAPTER 19 OF THE CITY CODE OF ORDINANCES

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 12 is amended by adding the following double-underlined language and deleting the following ~~stricken~~ language:

Section 12-309. MAILBOX REQUIREMENT. All licensed rental properties shall ~~be provided~~ have an onsite mailbox. Mailboxes shall be provided and maintained by the property owner and must remain in working condition.

Section 12-310. PREMISES IDENTIFICATION. All commercial buildings shall have approved address numbers placed in a position meeting the following requirements and as indicated in Diagram 1.

1. The numbers shall be conspicuously posted in a location on the front of the building so as to be readily identifiable for all purposes.
2. The numbers shall be placed in the upper corner of a building, if possible, so as to be clearly seen from the street or at or near the building entrance in such a suitable location that can be clear seen from the street.
3. The building number shall be clearly displayed, of a color contrast with the color of the building to which it is attached and of a color contrast with any advertisement, in such a manner that the number may be easily and clearly seen and read during the hours of darkness as well as daylight.
4. On multi-tenant commercial structures, rear entry doors must display ~~with~~ a minimum 4-inch letter and/or number, the tenant business name and unit number, address of the commercial space, and indicate access doors to mechanical, electrical, or sprinkler rooms.

Diagram 1

<u>Building Type</u>	<u>Address Size Specifications</u>
<u>1 Story Commercial, retail, industrial</u>	<u>12 inches</u>
<u>2 Story Commercial, retail, industrial</u>	<u>18 inches</u>
<u>3+ Story Commercial, retail, industrial</u>	<u>24 inches</u>

Article III. Brooklyn Center City Code, Section 19-103.12 is amended by adding the following double-underlined language and deleting the following ~~stricken~~ language:

Section 19-103.12. The parking and/or storage of construction equipment, farm vehicles and equipment, or a commercial vehicle with a length greater than ~~24~~ 22 feet, or a height greater than ~~8~~10 feet, or a gross vehicle weight greater than ~~9,000~~ 20,000 pounds, continuously for more than two hours on any property within a residential zoning district or being lawfully used for residential purposes or on any public street adjacent to such properties. Such equipment and vehicles shall include, but are not limited to, the following: dump trucks, construction trailers, back hoes, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, truck-tractors, step vans, cube vans and the like.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

The prohibitions of this subdivision shall not apply to the following:

- a) Any equipment or vehicle described above being used by a public utility, governmental agency, construction company, moving company or similar company which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle.
- b) Any equipment or vehicle described above which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the time reasonably necessary to make such a pickup or delivery and in excess of the two-hour limit shall be unlawful.
- c) Any equipment or vehicle exceeding the above described length, height or weight limitations, but which is classified as recreation equipment as specified in Minnesota Statutes 168.011, Subdivision 25.
- d) Any equipment or vehicle described above which is parked or stored on property zoned residential and being lawfully used as a church, school, cemetery, golf course, park, playground or publicly owned structure

provided the equipment or vehicle is used by said use in the conduct of its normal affairs.

- e) Any equipment or vehicle described above which is parked or stored on property which is zoned residential and the principal use is nonconforming within the meaning of Section 35-111 of the City Ordinances, provided such parking or storage is not increased or expanded after the effective date of this ordinance.

Article IV. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article V. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Attest: Barb Suci
Assistant City Manager/City Clerk

Publication date: September 12, 2024

AN ORDINANCE AMENDING CHAPTER 19-103.12 OF CITY CODE OF ORDINANCES
REGARDING COMMERCIAL VEHICLE STORAGE

Article I. Brooklyn Center City Code, Section 19-103.12 is amended by adding the following double-underlined language and deleting the following ~~stricken~~ language:

12. The parking and/or storage of construction equipment, farm vehicles and equipment, or a commercial vehicle with a length greater than ~~24~~ 22 feet, or a height greater than ~~8~~ 10 feet, or a gross vehicle weight greater than ~~9,000~~ 20,000 pounds, continuously for more than two hours on any property within a residential zoning district or being lawfully used for residential purposes or on any public street adjacent to such properties. Such equipment and vehicles shall include, but are not limited to, the following: dump trucks, construction trailers, back hoes, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, truck-tractors, step vans, cube vans and the like.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

The prohibitions of this subdivision shall not apply to the following:

- a) Any equipment or vehicle described above being used by a public utility, governmental agency, construction company, moving company or similar company which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle.
- b) Any equipment or vehicle described above which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the time reasonably necessary to make such a pickup or delivery and in excess of the two hour limit shall be unlawful.
- c) Any equipment or vehicle exceeding the above described length, height or weight limitations, but which is classified as recreation equipment as specified in Minnesota Statutes 168.011, Subdivision 25.
- d) Any equipment or vehicle described above which is parked or stored on property zoned residential and being lawfully used as a church, school, cemetery, golf course, park, playground or publicly owned structure provided the equipment or vehicle is used by said use in the conduct of its normal affairs.
- e) Any equipment or vehicle described above which is parked or stored on property which is zoned residential and the principal use is nonconforming within the meaning of Section 35-111 of the City Ordinances, provided such

parking or storage is not increased or expanded after the effective date of this ordinance.

Article II. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article III. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Council Regular Meeting

DATE: 8/12/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Jesse Anderson, Community Development Director

BY: Xiong Thao, Housing and Community Standards Manager

SUBJECT: Ordinance Amendments to Chapter 12 Adding Property Maintenance Requirements and Amending the Commercial Vehicle Storage Language in Chapter 19

Requested Council Action:

- Motion to approve an ordinance amending Chapter 12 and Chapter 19-103.12 of the City Code of Ordinances regarding property maintenance standards and public nuisances. (first reading)

Background:

A work session discussion was completed during the April 22, 2024 City Council meeting on the issues relating to proposed changes to Chapter 12 and Chapter 19, which included proposals for requiring mailboxes at all licensed rental properties, commercial addressing requirements, and the changes to the definition of commercial vehicles.

Mailbox Requirement

The city requires all properties that are not owner occupied obtain a rental license. As part of the rental license inspection, common areas are inspected, which is where mailboxes are located. When mailbox are missing or damaged, the City does not have an ordinance requiring rental licensed properties to have mailboxes repaired or replaced. Federal and State regulations dictate the size, location, and type of mailbox but does not require properties to have a mailbox.

Property owners have refused to repair or replace mailbox(s) for the tenant(s) and then the post office holds the mail at the local post office. Tenants would be required to go to the post office and pick up their mail.

The proposal would be for the City to require that all rental properties are required to provide a mailbox that meets Federal and State requirements for their tenants. The ordinance would be inserted into Chapter 12 – Building Maintenance and Occupancy Ordinance.

Commercial Addressing

The Building Code and in the International Property Maintenance Code (IPMC) has specific property addressing requirements for residential properties. The city does not have an ordinance that specify a size for the addressing of a commercial or retail building. Due to the inability for staff to identify retail and commercial properties and a lack of uniformity, an ordinance that specifies the minimum size for addressing a commercial or retail building. Many of the commercial and industrial buildings already meet the proposed

requirement, the smaller retail businesses would be impacted by the ordinance change.

The change would only impact retail and commercial properties, which includes multi-family complexes. The new language would be inserted into Chapter 12. Below is the proposed ordinance language.

The owner or occupant of any retail or commercial building fronting upon any street shall place and maintain on the front of the building the property building number assigned by the City.

Building Type	Address Size Specifications
1 Story Commercial, retail, industrial	12 inches
2 Story Commercial, retail, industrial	18 inches
3+ Story Commercial, retail, industrial	24 inches

1. The numbers shall be conspicuously posted in a location on the front of the building so as to be readily identifiable for all purposes.
2. The numbers shall be placed in the upper corner of a building, if possible, so as to be clearly seen from the street or at or near the building entrance in such a suitable location that it can be clearly seen from the street.
3. The building number shall be clearly displayed, of a color in contrast with the color of the building to which it is attached and of a color contrast with any advertisement, in such a manner that the number may be easily and clearly seen and read during the hours of darkness as well as daylight.
4. On multi-tenant commercial structures, rear entry access doors must display with a minimum 4 inch letter and/or number, the tenant business name and unit number, address of the commercial space, and indicate access doors to mechanical, electrical, or sprinkler rooms.

Commercial Vehicle

Commercial vehicle storage in a residential district is enforced in both Chapter 19 Public Nuisance and Petty Offenses and Chapter 35 Unified Development. Since the adoption of the Unified Development code in 2023, the definition of a commercial vehicles do not match. The purpose of bringing this forward is to ensure that both definitions would be identical and allow for smaller commercial vehicles to be stored in a residential district.

Currently, Chapter 19-103.12 identifies a commercial vehicle as a vehicle that is " ... a length greater than 21 feet, or a height greater than 8 feet, or a gross vehicle weight greater than 9,000 pounds..."

The newly adopted definition in chapter 35-5512.c only allows vehicles identified as class 1-4 by the Minnesota's Department of Transportation.

During the work session Council the Council requested that box trucks/cube vans remain prohibited. The current language reflects the prohibition of storage of box trucks/cube vans (no change to the current language). Staff would like clarification on the storage of box trucks. Is there a size of box truck that the Council would want to allow. If there is a change to the proposed ordinance, changes can be made before the public hearing/second reading.

The proposed language would allow step vans, dually (trucks with 4 rear wheels), food trucks, cargo vans, trucks with flat beds, and commercial work trucks to be parked/stored in an R1 and R2 district. The language would continue to prohibit the storage of construction equipment, farm vehicles, dump trucks,

construction trailers, back hoes, box trucks, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, and truck-tractors.

Below is the proposed language:

Commercial vehicles will be defined as a vehicle length greater than 22 feet, or a height greater than 10 feet (measured from grade), or a gross vehicle weight more than 20,000 pounds.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

Budget Issues:

There are no budget issues to consider.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Improve community and employee safety

ATTACHMENTS:

Description	Upload Date	Type
Ordinance Amendments	8/5/2024	Cover Memo
Presentation	8/6/2024	Presentation

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY CODE OF ORDINANCES BY
ADDING SECTIONS 12-309 AND 12-310 REGARDING PROPERTY MAINTENANCE
STANDARDS

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS
FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 12 is amended by adding the following double-underlined language:

Section 12-309. MAILBOX REQUIREMENT. All licensed rental properties shall be provided an onsite mailbox. Mailbox shall be maintain by the property owner and in working condition.

Article II. Brooklyn Center City Code, Chapter 12 is amended by adding the following double-underlined language:

Section 12-310. PREMISES IDENTIFICATION. All commercial buildings shall have approved address numbers places in a position meeting the following requirements and as indicated in Diagram 1.

1. The numbers shall be conspicuously posted in a location on the front of the building so as to be readily identifiable for all purposes.
2. The numbers shall be placed in the upper corner of a building, if possible, so as to be clearly seen from the street or at or near the building entrance in such a suitable location that can be clear seen from the street.
3. The building number shall be clearly displayed, of a color contrast with the color of the building to which it is attached and of a color contrast with any advertisement, in such a manner that the number may be easily and clearly seen and read during the hours of darkness as well as daylight.
4. On multi-tenant commercial structures, rear entry doors must display with a minimum 4 inch letter and/or number, the tenant business name and unit number, address of the commercial space, and indicate access doors to mechanical, electrical, or sprinkler rooms.

Diagram 1

<u>Building Type</u>	<u>Address Size Specifications</u>
<u>1 Story Commercial, retail, industrial</u>	<u>12 inches</u>
<u>2 Story Commercial, retail, industrial</u>	<u>18 inches</u>
<u>3+ Story Commercial, retail, industrial</u>	<u>24 inches</u>

Article III. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article IV. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

(~~Strikeout~~ indicates matter to be deleted, double-underline indicates new matter.)

ORDINANCE NO. 2024-__

AN ORDINANCE AMENDING CHAPTER 19-103.12 OF CITY CODE OF ORDINANCES
REGARDING COMMERCIAL VEHICLE STORAGE

Article I. Brooklyn Center City Code, Section 19-103.12 is amended by adding the following double-underlined language and deleting the following ~~stricken~~ language:

12. The parking and/or storage of construction equipment, farm vehicles and equipment, or a commercial vehicle with a length greater than ~~21~~ 22 feet, or a height greater than ~~8~~ 10 feet, or a gross vehicle weight greater than ~~9,000~~ 20,000 pounds, continuously for more than two hours on any property within a residential zoning district or being lawfully used for residential purposes or on any public street adjacent to such properties. Such equipment and vehicles shall include, but are not limited to, the following: dump trucks, construction trailers, back hoes, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, truck-tractors, step vans, cube vans and the like.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

The prohibitions of this subdivision shall not apply to the following:

- a) Any equipment or vehicle described above being used by a public utility, governmental agency, construction company, moving company or similar company which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle.
- b) Any equipment or vehicle described above which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the time reasonably necessary to make such a pickup or delivery and in excess of the two hour limit shall be unlawful.
- c) Any equipment or vehicle exceeding the above described length, height or weight limitations, but which is classified as recreation equipment as specified in Minnesota Statutes 168.011, Subdivision 25.
- d) Any equipment or vehicle described above which is parked or stored on property zoned residential and being lawfully used as a church, school, cemetery, golf course, park, playground or publicly owned structure provided the equipment or vehicle is used by said use in the conduct of its normal affairs.
- e) Any equipment or vehicle described above which is parked or stored on property which is zoned residential and the principal use is nonconforming

within the meaning of Section 35-111 of the City Ordinances, provided such parking or storage is not increased or expanded after the effective date of this ordinance.

Article II. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article III. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

(~~Strikeout~~ indicates matter to be deleted, double-underline indicates new matter.)

Community Development Department



Amendments to Chapter 12 and Chapter 19 City Ordinances – 2nd Reading / Public Hearing
Jesse Anderson, Community Development Director

Review

Chapter 12 – Building Maintenance and Occupancy

- Cover property maintenance both residential and commercial properties
- Major update was complete in 2020
 - Adopted 2018 International Property Maintenance Code (IPMC)
- Rental license program
- Vacant Building

Chapter 19 – Public Nuisance and Petty Offenses

- Codes enforced by Community Development and other departments
- Covers things such as: storage of junk, inoperable vehicles, parking on the grass, etc.
- Noxious weed / tall grass



Chapter 12 Ordinance Additions

12-309 - Mailbox requirement for licensed rental properties

- Inspection staff has received complaints about multi-family properties not replacing mailboxes and mail delivery is being held at the post office. Residents would then be required to pick up mail at the post office.
- Currently there are no requirement for mailboxes
- State and Federal regulations only require specific type of mailboxes and the location of mailboxes, not the requirement for a mailbox
- The requirement would be for both single family and multi-family properties which would eliminate hardships for tenants receiving their mail.



Chapter 12 Ordinance Additions

12-310 - Commercial Property Addressing

- The City or Building codes do not have an ordinance that specifies the addressing size for commercial or retail properties
- Residential addressing is outlined in IPMC and MN Building Code (4in tall and 1/2in wide)
- The purpose is to implement a uniform requirement for all commercial/retail properties.

Building Type	Address Size Specifications
1 Story Commercial, retail, industrial	12 inches
2 Story Commercial, retail, industrial	18 inches
3 Story Commercial, retail, industrial	24 inches

- Additional requirements would be:
 - Posted in the front of the building
 - Placed in the upper corner of a building if possible, to be clearly seen from the street
 - Clearly displayed, of a color contrast with the building, contrast with any advertisement, and easily read during the hours of darkness and daylight.



Chapter 19 Ordinance Changes

Commercial Vehicle Storage

- Commercial vehicle storage is found in Chapters 19 and 35
- Chapter 19 - Identifies a commercial vehicle as a vehicle that is “... a length greater than 21 feet, or a height greater than 8 feet, or a gross vehicle weight greater than 9,000 pounds...”

New language: Commercial vehicles will be defined as a vehicle length greater than 22 feet, or a height greater than 10 feet (measured from grade), or a gross vehicle weight more than 20,000 pounds.

Exception: Grease exhaust vents or ladder racks permanently installed on the top of the truck will not be included in the measurement of the commercial vehicle height. Any equipment/material stored on top of the vehicle will not be allowed.

The ordinance would still prohibit:

- The storage of construction equipment, box trucks, farm vehicles, dump trucks, construction trailers, back hoes, front-end loaders, bobcats, well drilling equipment, farm trucks, combines, thrashers, tractors, tow trucks, and truck-tractors.



Recommendation

Requested Action

- Motion to open a public hearing
- Motion to close public hearing
- Motion to approve the second reading and adopt an Ordinance Amending Chapter 12 and Chapter 19 of the City Code of Ordinances regarding mailbox requirements, commercial addressing, and commercial vehicle storage.



Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Jesse Anderson, Community Development Director

BY: Ginny McIntosh, Planning Manager

SUBJECT: An Ordinance Amending Section 35-4103 (Allowed Use Table) of the City Code of Ordinances Regarding Places for Religious Assembly in the Business Mixed-Use (MX-B) District - First Reading

Requested Council Action:

Motion to deny the zoning text amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 (Allowed Use Table) of the City Code of Ordinances, and as outlined under Planning Commission Application No. 2024-011, that would allow for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.

The Planning Commission recommended approval of the requested ordinance amendment on a 3-2 vote at their September 12, 2024 meeting. City staff remains of the position that, based on the findings presented within the provided staff report, the requested ordinance amendment should be denied; however, if City Council elects to recommend approval of the request to amend Section 35-4103 (Allowed Use Table) to allow for Places for Religious Assembly as a conditional use in the Business Mixed-Use (MX-B) District, the motion language would need to be amended to approve a first reading and set the second reading of the ordinance amendment to October 14, 2024.

Background:

Trinity International Fellowship (“the Applicant”) is a non-denominational Liberian ministry that is requesting a text amendment to Chapter 35 of the City Code to allow for “Places for Religious Assembly” as a conditional use within the City’s Business Mixed-Use (MX-B) zoning district. “Conditional uses” are generally considered *permitted uses* so long as certain conditions are met with respect to the mitigating of potentially negative impacts on neighboring properties for uses already permitted within a district, in addition to other criteria.

Due to the nature of the request, a public hearing notice was published in the Brooklyn Center *Sun Post* on August 29, 2024. Mail notifications were sent to all 36 property owners and physical addresses located within the City’s Business Mixed-Use (MX-B) District. A public hearing notice was also uploaded to the City’s website.

A public hearing was held at the September 12, 2024 Planning Commission meeting, where the Planning Commission engaged in a lengthy discussion regarding the proposed amendments. No members of the public were present for the public hearing other than representation of Applicant Trinity International Fellowship and their architect, Vanman Architects, and no comments were submitted to City staff in advance of the meeting.

The Commissioners asked questions on the uses allowed within the Business Mixed-Use (MX-B) zoning district, its intended purpose as a district, and the 2040 Comprehensive Plan future land use designation, Business Mixed-Use (B-MU). City staff indicated that, while the 2040 Comprehensive Plan and new Business Mixed-Use zoning district provided more flexibility than in prior years, this area of the City is still largely a light industrial district, and the new uses permitted within this district are uses that can be considered as an amenity for employers and employees alike (e.g. restaurant access, hotels for business clients, grocery stores). Prior to submitting an application, City staff had explored options with the Applicant for creating lesser impacts through perhaps re-zoning the property the Applicant has an interest in, or determining an assembly use similar to that of a place for religious assembly (e.g. movie theaters, stadiums, event centers); however, there are no similar type uses permitted within the MX-B District.

One of the commissioners noted that the Heritage Center was within this district, to which City staff stated that it was currently a non-conforming use under the 2040 Comprehensive Plan and Unified Development Ordinance and as such, it was not a like-for-like comparison. Another commissioner inquired on whether event centers would be permitted to locate within the MX-B District by allowing for Places for Religious Assembly and given that event centers are oftentimes ancillary uses of Places for Religious Assembly. City staff noted that Places for Religious Assembly are granted extra protections under the Religious Land Use and Institutionalized Persons Act (RLUIPA) of 2000 and that a private event center would not be afforded the same rights to locate within the MX-B District.

Another commissioner noted that the establishment of Places for Religious Assembly might be beneficial to the industrial businesses in that they would likely operate on off hours in the MX-B District and that we might perhaps allow for it and see what happens. City staff relayed that both the 2040 Comprehensive Plan and Unified Development Ordinance outline non-industrial uses as “supporting retail and service uses” that encourage a more dynamic and connected experience for workers. Although there may be lesser impacts by operating at off hours, City staff questioned whether it provided any benefit to workers.

As there is only one current Place for Religious Assembly located in an industrial area of Brooklyn Center (4900 France Avenue North), City staff noted concerns regarding impacts to the neighboring industrial businesses in the I (General Industry) District following its approval in 2020 in that it appeared they were not meeting their conditions of approval. One of the commissioners inquired on how City staff were planning to address these apparent violations. Additional questions surrounded how likely it was that a property in the Business Mixed-Use (MX-B) District might convert to a Place for Religious Assembly.

Two of the commissioners noted that, while it cannot be considered as a reason for determination as part of a land use application and under the Planning Commission’s scope of duties, there are considerations as to how Places for Religious Assembly would strengthen the City’s tax base and particularly as the 2040 Comprehensive Plan outlines the Business Mixed-Use (B-MU) land use designation as the City’s greatest opportunity to provide employment intensity and be competitive economically as a city.

The commissioners further noted concerns regarding potential impacts to existing light industrial businesses here in the City (e.g. non-complementary uses, impacts to business operations), our support and protection of them, and whether introducing this use would be in keeping with providing the “highest and best” uses for a given area of the City. One commissioner noted concerns of potentially spot zoning the property of interest.

Following close of the public hearing, the Planning Commission elected to recommend (3-2) City Council approval of the requested ordinance amendment to Section 35-4103 (*Allowed Use Table*) to allow for Places for Religious Assembly as a conditional use in the Business Mixed-Use (MX-B) District.

In conversations following the September 12, 2024 Planning Commission meeting, the City Attorney informed City staff that a bill was passed during this last legislative session and went into effect on January 1, 2024 regarding “sacred settlements.” This allows religious institutions to site micro-unit dwellings on properties owned by religious institutions. This use is required to be permitted either as a permitted or conditional use, and regardless of the zoning district they are located in. While City staff is currently unsure as to whether these micro-unit dwellings would be of consideration or feasible on any of the properties within the Business Mixed-Use (MX-B) District, additional information can be found under Minnesota Statutes Section 327.30. The League of Minnesota Cities (LMC) also released a summarization of the new law on their website at: <https://www.lmc.org/news-publications/news/all/fonl-sacred-settlements/>.

A copy of the Planning Commission Report for Planning Commission Application No. 2024-011, dated September 12, 2024 and ordinance amendment language is included with this memorandum.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

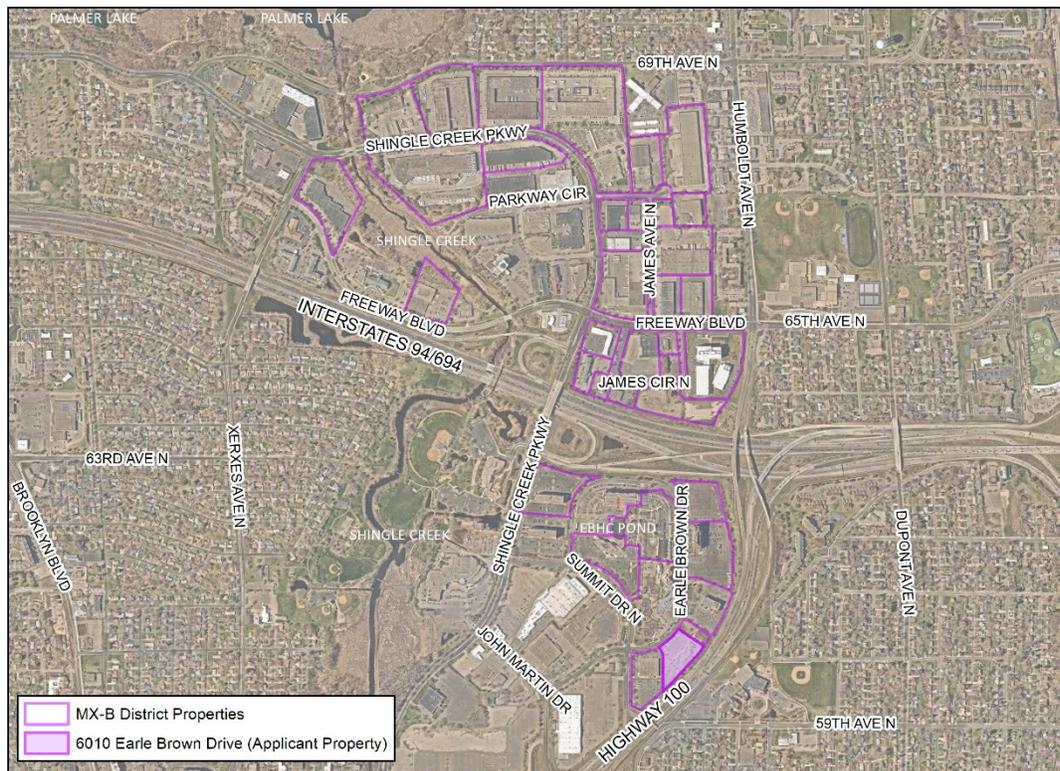
ATTACHMENTS:

Description	Upload Date	Type
Staff Reports and Exhibits - Ordinance Amendment to Allow for Places for Religious Assembly in the MX-B Zoning District	9/18/2024	Backup Material
Ordinance Language - Amendment to Section 35-4103	9/18/2024	Ordinance
powerpoint	9/24/2024	Presentation

Planning Commission Report
Meeting Date: September 12, 2024

- Application Filed: 08/13/2024
- Review Period (60-day) Deadline: 10/12/2024
- Extension Declared: No
- Extended Review Period Deadline: N/A

Application No. 2024-011
Applicant | Property Owner: Trinity International Fellowship | MINMOR LLC
Requests: Ordinance Amendment (Text)



Map 1. Business Mixed-Use (MX-B) District Properties.

REQUESTED ACTION

Trinity International Fellowship (“the Applicant”) is a non-denominational Liberian ministry that is requesting a text amendment to Chapter 35 of the City Code to allow for “places for religious assembly” as a conditional use within the City’s Business Mixed-Use (MX-B) zoning district. In August 2023, City Council held a work session with the Applicant and at that time, City Council expressed a general openness to exploring an opportunity for religious assembly uses within the MX-B zoning district—refer to Exhibit A.

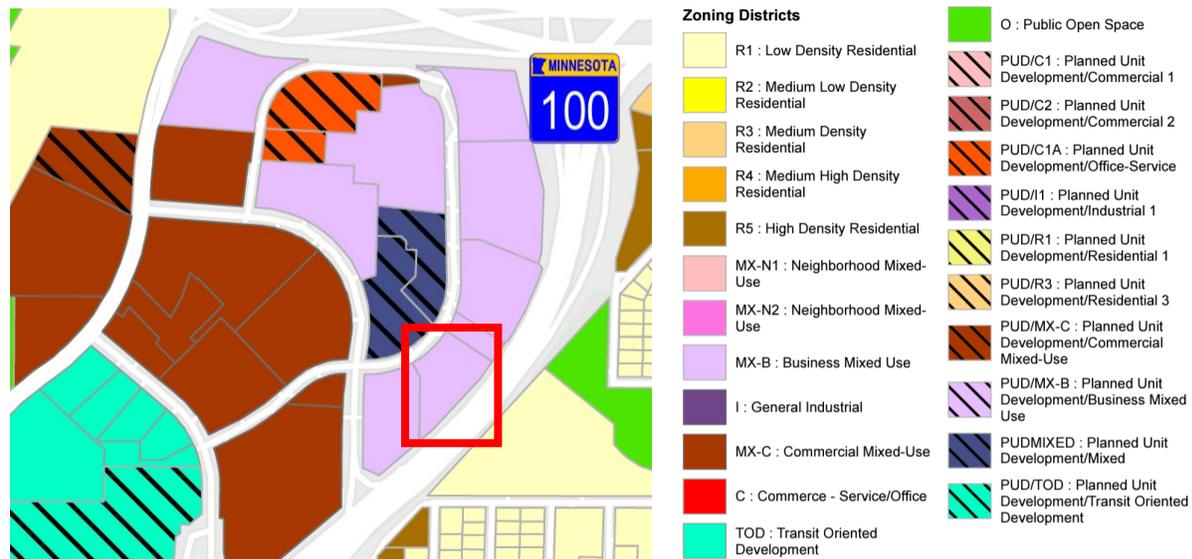
Due to the nature of the request, a public hearing notice was published in the Brooklyn Center *Sun Post* on August 29, 2024. Mail notifications were sent to all 36 property owners and physical addresses located within the City’s Business Mixed-Use (MX-B) District—refer to Exhibit B. A public hearing notice was also uploaded to the City’s website.

ORDINANCE AMENDMENT (TEXT)

Background

In August 2023, City Council held a concept review of a proposal to allow for places for religious assembly in the Business Mixed-Use (MX-B) District. City staff presented the proposal to City Council, identifying points to consider regarding a proposed conversion of 6010 Earle Brown Drive from an office use to a place for religious assembly, and potential impacts to other properties located within the MX-B District, of which in part included parking and traffic concerns and considerations for the greater MX-B District—refer to Exhibit C.

It should be noted that, prior to discussions on amending the City’s Code, City staff reviewed the property of interest (6010 Earle Brown Drive) for opportunities to perhaps re-zone the property, as this would result in *lesser* impacts to the greater Business Mixed-Use (MX-B) zoning district; however, the surrounding properties are either similarly zoned (MX-B District), Commercial Mixed-Use (which do not allow for “Places for Religious Assembly”), or a Planned Unit Development (i.e. the Lux Apartments and Ecumen Prairie Lodge).



Map 2. Property of Interest (in red) and Adjacent Property Zoning.

P = PERMITTED USE, C = CONDITIONAL USE, I = INTERIM USE, A = ACCESSORY USE													
	Residential					Commercial/Mixed Use				Nonresidential			Use-Specific Standards
	R1	R2	R3	R4	R5	MX-N1	MX-N2	MX-C	TO D	C	MX-B	I	
PUBLIC, INSTITUTIONAL, AND CIVIC USES													
COMMUNITY AND CULTURAL FACILITIES													
Places for religious assembly	C	C								C		C	

Table 1. Current District Allowances for Places for Religious Assembly.

City staff also looked at similar uses in the MX-B District as the Religious Land Use and Institutionalized Persons Act (RLUIPA) protects religious institutions against discrimination in zoning; however, the most

similar public assembly type uses, such as event centers (accessory use only), movie theaters, amusement centers, and fraternal lodges, etc. are not permitted in the MX-B District as a permitted or conditional use.

Rezoning the property of interest (6010 Earle Brown Drive) from its current zoning designation of MX-B to one of the above zoning districts that allow for places for religious assembly (i.e. R1, R2, C, and I Districts) would likely constitute “spot zoning,” which is prohibited within the state of Minnesota. Although the definition of the term “spot zoning” can vary from state to state, Anderson’s American Law of Zoning, 4th Edition cites spot zoning as, “the process of singling out a small parcel of land for a use classification totally different from that of the surrounding area for the benefit of the owner of such property and to the detriment of other owners.” As the above-mentioned districts are not in close proximity or adjacent to the property of interest, it was determined that an ordinance amendment to the entire Business Mixed-Use (MX-B) District would be the only path forward for the Applicant.

Per Section 35-71301 (*Applicability*), an amendment of the City’s Unified Development Ordinance may be initiated by the City Council, Planning Commission, or a City property owner. In this particular case, the Applicant has an interest in purchasing 6010 Earle Brown Drive, which is located within the City’s Business Mixed-Use (MX-B) District, and obtained permission from Property Owner MINMOR LLC to apply for a text amendment that would allow for “Places for Religious Assembly” as a conditional use within the aforementioned MX-B District. It should be noted that “conditional uses” are generally *permitted uses* so long as certain conditions are met with respect to the mitigating of potentially negative impacts on neighboring properties for uses already permitted within a district.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 4013 ALLOWED USE TABLE OF THE CITY CODE OF ORDINANCES REGARDING PLACES OF RELIGIOUS ASSEMBLY IN THE BUSINESS MIXED-USE ZONING DISTRICT

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 35, Section 35-4103 Allowed Use Table is amended by adding the following double-underlined language:

P = PERMITTED USE, C = CONDITIONAL USE, I = INTERIM USE, A = ACCESSORY USE														
	Residential					Commercial/ Mixed Use				Nonresidential				Use-Specific Standards
	R1	R2	R3	R4	R5	MX-N1	MX-N2	MX-C	TO D	C	MX-B	I	O	
PUBLIC, INSTITUTIONAL, AND CIVIC USES														
COMMUNITY AND CULTURAL FACILITIES														
Places for religious assembly	C	C								C	<u>C</u>	C		

(~~Strikeout~~ indicates matter to be deleted, double-underline indicates new matter.)

Per discussions with the Applicant and Property Owner, there is no current purchase agreement in place. Although a work session was held in August 2023 with the City Council to discuss the proposal, the Applicant has spent the past year fundraising and working on plans for a potential buildout of 6010 Earle Brown Drive. The Applicant would need to enter into a purchase agreement with the Property Owner

pending approval of the requested ordinance amendment to the MX-B District and receive separate approval of a conditional use permit (CUP) for 6010 Earle Brown Drive in order to proceed.

The approximately 20,000-square foot building of interest was originally approved as a City-County Federal Credit Union location and drive-thru under the then C2 (Commerce) District in 1988. The current owners, MINMOR LLC (Minmor Industries), purchased the property of interest in 2008 for their business, which primarily works in the printing, packaging, and promotions industries under its numerous companies (i.e. Mello Smello, OlymPak, Kidcentives, Mission Nutrition, and Safety Stop). Given shifts in the locations of their employees and operations, the building has been underutilized for a number of years and has been for sale or lease off and on for the last few years.

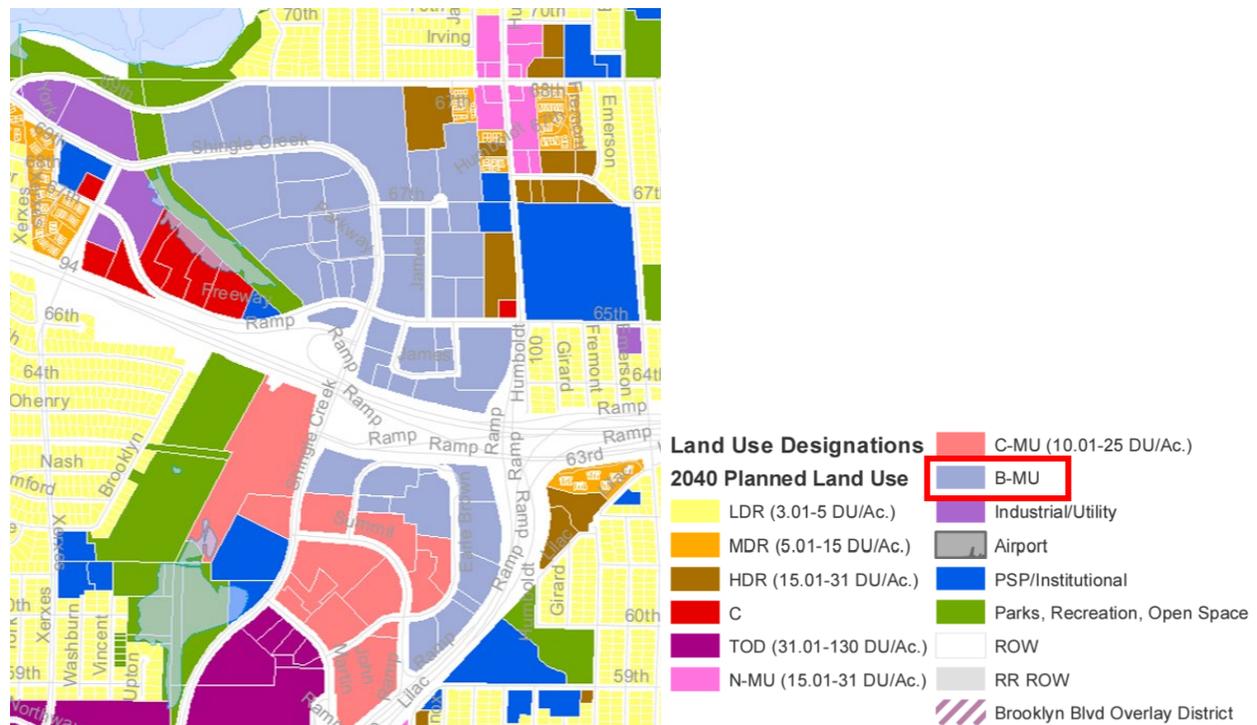
In reviewing requests for ordinance amendments, certain amendment criteria shall be considered as outlined under Section 35-71304 (*Amendment Criteria*). The Planning Commission and City Council shall review the necessary submittal requirements, facts, circumstances of the proposed amendment, and make a recommendation and decision on the amendment based on, but not limited to, consideration of the following criteria and policies:

- a. Whether there is a clear and public need or benefit;
- b. Whether the proposed amendment is consistent with and compatible with surrounding land use classifications;
- c. Whether all permitted uses in the proposed zoning district can be contemplated for development of the subject property;
- d. Whether there have been substantial physical or zoning classification changes in the area since the subject property was zoned;
- e. Whether there is an evident, broad public purpose in the case of City-initiated rezoning proposals;
- f. Whether the subject property will bear fully the UDO development restrictions for the proposed zoning districts;
- g. Whether the subject property is generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography, or location;
- h. Whether the rezoning will result in the expansion of a zoning district, warranted by:
 - 1) Comprehensive Planning;
 - 2) The lack of developable land in the proposed zoning district; or
 - 3) The best interests of the community.
- i. Whether the proposal demonstrates merit beyond the interests of an owner or owners of an individual parcel.
- j. The specific policies and recommendations of the Comprehensive Plan and other City plans;
- k. The purpose and intent of this UDO, or in the case of a map amendment, whether it meets the purpose and intent of the individual district; and
- l. If applicable, the adequacy to buffer or transition between potentially incompatible districts.

2040 Comprehensive Plan

The City's Business Mixed-Use (B-MU) land use designation, which is in alignment with the City's defined MX-B zoning district, is brand new under the City's 2040 Comprehensive Plan, and is geographically located along a portion of Earle Brown Drive, and north of Interstate 694 off Freeway Boulevard and Shingle Creek Parkway. A Planned Unit Development zoned PUD/I1 and located off Parkway Circle is also included within the B-MU designation. This designation, "guides for a mix of businesses, light industrial, and supporting retail/service uses. This designation encourages redevelopment or development of commercial, office, general business, and light industrial uses in coordination with supporting

retail/commercial uses to encourage a more dynamic and connected experience for workers. This land use does not plan for residential uses but may include limited live-work opportunities as established through supporting official controls.”



Map 3. Business Mixed-Use (B-MU) Land Use Designation – 2040 Comprehensive Plan.

The Business Mixed-Use (B-MU) future land use designation is one of the five (5) land uses that are identified for places of new or expected additional employment within the City of Brooklyn Center, with the Business Mixed-Use (B-MU) land use designation anticipated to account for the **greatest added employment intensity (1,303) and 100% expected commercial or industrial usage** across its 269 acres of the City. Further, almost the entire B-MU land use designation is identified as a “potential area for change.” As the City is predominantly a, “bedroom community,” with the overwhelming majority of lands reserved for low density residential (e.g. R1 District), there are limited opportunities to add any major employment opportunities with the exception of the following land use designations: Transit-Oriented Development, Neighborhood Mixed-Use, Commercial Mixed-Use, Commercial, and Business Mixed-Use.

With that said, the City’s Commercial Mixed-Use (C-MU) and Business Mixed-Use (B-MU) land use designations are identified within the 2040 Plan as “vibrant business centers” that are focused more heavily on commercial, retail, office, and light industrial uses while continuing to emphasize the concept of creating “experiences for the users.” The purpose is to promote and encourage businesses, commercial users, retailers, etc. to plan for interconnected systems that result in a more active vibrant employment center, and shift away from the traditional isolated campuses and strip mall concepts.

A key focus of the 2040 Comprehensive Plan is Chapter 5 (*Community Image, Economic Competitiveness, and Stability*), which reinforces the City’s vision to commit to redefining, reimagining, and redeveloping key areas of the community with plans to elevate Brooklyn Center to an economically competitive City within the greater region. This is defined as the, “City’s ability to compete effectively for economic development that creates jobs, brings and retains corporations, successfully incubates new businesses

and services on a local, regional, national, and international scale.” It also references the ability of the City to attract jobs and employment that serves its residents, and emphasizes opportunities to access education, job skills matching, and an improved quality of life for all of its residents.

It is recognized that the City of Brooklyn Center contains a great number of entrepreneurs, with residents who would like the opportunity to work where they live and with others who are passionate about making the City a great place to build and grow a business. Much of the City’s identified Business Mixed-Use (B-MU) land use designation is comprised of older stock light industrial type buildings constructed between the 1960s and 1970s that may not initially generate the interest of today’s typical industrial user, who requires higher clear heights, more square footage, and larger truck courts. While this may be viewed as a disadvantage to the City with respect to its overall economic competitiveness, it also presents an opportunity to re-envision and perhaps redevelop.

Unlike the broader region, in which the population continues to age rapidly, Brooklyn Center’s population grew younger between 2000 and 2010, due to an increase in the number of persons aged 25 to 34. Although the 2040 Comprehensive Plan noted a median age of residents as 32.8 (2016), the 2020 census identified a median age of 32.4 in Brooklyn Center. Increases in the number of young families ultimately place demands on schools, housing affordability, and the types of retail goods and services needed.

The American Community Survey (2018-2022) data on record identifies an employment rate of 68.6% for residents of Brooklyn Center as opposed to a Minnesota-wide employment rate of 65.7%. Of those civilians employed and aged 16 or older: 23.3% worked in educational services, health care, and social assistance; 18.4% worked in manufacturing; and 11.6% worked in professional, scientific, and management, administrative, and waste management services. The average commute of a Brooklyn Center resident is 23.3 minutes, which is just slightly longer than the average commute of a Minnesota worker. The 2040 Plan notes **more than four (4) times as many residents work in Minneapolis than Brooklyn Center**. This is an important consideration in identifying the potential to capitalize on more local residents returning to the City for work and accessing our younger labor pool and offering a greater work-life balance by allowing more residents to live and work in Brooklyn Center.

While many residents and policy-makers may have historically pointed to “retail” as a prevalent industry and job provider in the City of Brooklyn Center, the “production, distribution, and repair” (PDR) industry sector provides the most employment opportunities in the community, and accounts for over 3,100 jobs in the City. The 2040 Plan notes that this is an important industry to maintain in the community now and into the future, and that the Future Land Use Plan specifically identifies, supports, and plans for land uses that will continue to promote and maintain light industrial and manufacturing, and other similar businesses.

The PDR industry in Brooklyn Center is trailed slightly by the “Educational and Medical Services” (Eds/Meds) industry, which has been booming across the Twin Cities region. This is presented in the more recent investments made by Medtronic, who employs over 1,200 people in Brooklyn Center. Their property has occupied nearly 19 acres of land under the B-MU land use designation since the early 1970s and recently went through expansions at each of its buildings in 2018 (dry room addition) and 2019 (chiller plant addition). Their facilities at 6700 and 6800 Shingle Creek Parkway have since been re-branded as Medtronic’s Energy and Component Center (MECC), and as they forward their vision as a med-tech campus.

Unified Development Ordinance | Mixed-Use (MX-B) Zoning District

MX-B Uses

Adoption of the City's Unified Development Ordinance in January 2023 resulted in the retirement of the City's long-standing I1 (Industrial Park) District, and it was, for the most part, replaced with the City's Business Mixed-Use District. This new zoning district reflects the 2040 Comprehensive Plan in that the purpose of the MX-B District is to, "accommodate land for a mix of business and light industrial uses, with allowances for supporting retail/service uses. This designation encourages redevelopment or development of commercial, office, general business, and light industrial uses in coordination with supportive retail/commercial uses towards encouraging a more dynamic and connected experience for workers."

While the district's predecessor, the I1 District, was very much a typical business park/light industrial district, in that the uses were limited to manufacturing activities, wholesale trade activities, service activities (e.g. veterinarian and animal hospitals, kennels, laundering, dry cleaning, and dyeing, and contract construction), public transportation terminals, foundries, and textile mills, with retail permitted via special use as an accessory use only, the new MX-B District strives to provide a wider range of uses to the benefit of employers and employees in the area, while still maintaining its origins as a light industrial district.

Section 35-4103 of the Unified Development Ordinance outlines "manufacturing, assembly, and processing of products, "wholesale trade," "foundries," and "textile mills and mills products" as uses *only* allowed or permitted by conditional use in the City's MX-B and I Districts. The new MX-B District does grant new flexibilities in use by allowing for non-residential educational uses like business and trade schools (but excluding public and private elementary and secondary schools), medical and health uses, brewpubs, micro-wineries and distilleries, restaurants, grocery stores, indoor recreational fitness (but not amusement centers), and hospitality lodging; however, these uses function differently than a place for religious assembly might in that they are oftentimes centered around service times, and oftentimes operate outside of typical business hours (e.g. Monday through Friday, 8 to 5 p.m.), although the below example provides mid-day services on Fridays.

Potential Impacts and Other Considerations

Places for Religious Assembly are currently permitted as a conditional use within the City's R1 (Low Density Residential), which comprises the greatest amount of land in the City, R2 (Medium Low Density Residential), C (Commercial), and I (Industrial) zoning districts. The majority of existing religious assembly uses are predominately located within the City's R1 District. There is only one religious assembly use located in the City's I (General Industry) District, and in what was formerly a veterinary hospital turned mosque at 4900 France Avenue North. Prior to this request, all places for religious assembly were required primary vehicular access **to be located on a collector or arterial street**. This was, in part, a means to manage traffic volumes on City streets as people arrive and leave prior to and following a service.

The aforementioned place for assembly use at 4900 France Avenue North, which City staff sees as the closest example given its location in the City's heavier industrial I District, is located on a dead-end cul-de-sac and, although a parking and traffic study was provided as part of their special use application, with plans to operate a shuttle given limited on-site parking, their conditions of approval are not being met and City staff has noted on-street parking during service times, which constrains emergency vehicle access to the property's sole access, access to neighboring industrial businesses and residential homes, as well as parking occurring off-site at the Xcel Transformer Station. As its location is not served by sidewalks, this

also forces members to walk in the City streets or across private properties (refer to Image 1 below):

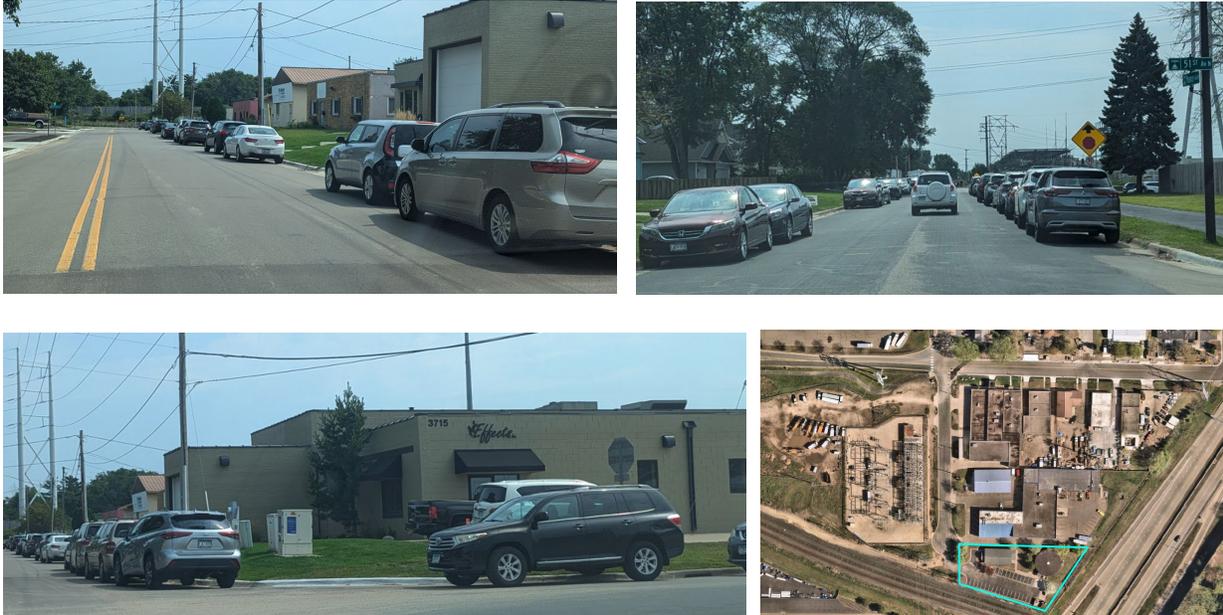


Image 1. On-street parking at Location of Place for Religious Assembly in I (General Industry) District.

Assembly uses, such as religious institutions, tend to have higher parking demands than other types of uses due to the nature of their visitors. Industrial uses by contrast tend to have low parking demands relative to their square footage because these uses generally have lower employment densities, although the 2040 Comprehensive Plan seeks to add employment intensity to the B-MU land use designation.

For example, places of public assembly, such as houses of worship (e.g. churches, mosques), theatres, auditoriums (other than school auditoriums), mortuaries, stadiums, arenas, and dance halls require **one parking space for every three seats**, or attendees, per Section 35-5506 (*Required Parking Spaces*) under the City's Unified Development Ordinance. Conversely, industry and wholesale uses, as are more typically found in the City's MX-B District, require **one space for every two employees based upon maximum planned employment during any work period or one space for each 800 square feet of gross floor area, whichever requirement is greater**. In the event the latter requirement is greater, adequate land area shall be provided for the required off-street parking area, but improved space need only be provided according to the employees' ratio.

In reviewing the City's existing MX-B District properties, it was noted that the majority of properties (in terms of building square footage) are home to uses traditionally found in a business park/light industrial district. These include: Medtronic, Endurable Building Products (aluminum deck systems), Hiawatha Rubber, Reviva (remanufactured diesel engines/components), RAO Manufacturing (supplier of deep draw formings, metal stampings, sheet metal fabrication, etc.), the former Metro Transit Reuter Bus Garage, and the City's Public Works Garage. The majority of these properties are located on minor roadways that are intended to provide access for employees, trucking, and logistics, with loading docks, gated access, or outside storage present. Although there are some properties that do not fit this description (e.g. multi-tenant buildings off Earle Brown Drive, hotels and former Earle Brown Lanes bowling alley, which is currently being converted to a Los Campeones Gym off James Circle North), these are the existing conditions for many of the 36 properties within the MX-B District.





Image 2. Existing Parking Conditions at Different MX-B District Properties.



Image 3. Example Conditions of Road Access within MX-B District.

There are certain barriers that would also require consideration in retrofitting industrial or office type buildings or tenant spaces for “assembly” type uses as they require higher fire suppression standards than other types of uses due to the congregation of people that occurs within buildings and the potential need for exiting in case of an emergency. Conversion of a standalone building or tenant space would likely constitute a change of use from the perspective of Building and Fire Code, and thus would trigger a change of use from the perspective of the Building and Fire Code.

In the case of the few multi-tenant office buildings located off Earle Brown Drive and within the MX-B District, their building type could restrict the location of a proposed place for religious assembly type use. For example, on a 2B construction type building, an assembly use could not be located higher than the third (3rd) floor.

In reviewing the standards for approving an ordinance amendment, the proposed amendment shall be consistent with and compatible with surrounding land use classifications; whether the proposal demonstrates merit beyond the interests of an owner or, in this case, interested party, for an individual parcel; and the specific policies and recommendations as outlined within the City’s Comprehensive Plan or other City plans.

Although this is not contemplated within this application, any applicant pursuing a conditional use permit (CUP) for a “Places for Religious Assembly” use would further need to satisfactorily demonstrate that all conditional use permit criteria as outlined under Section 35-7703 (*Conditional Use Permit Criteria*) has

been meet. These criteria include, but are not limited to whether: the establishment of the conditional use will impede the normal and orderly development and improvement of surrounding property for uses permitted in the district; that adequate measures have been or will be taken so as to provide ingress, egress, and parking so designed as to minimize traffic congestion in the public streets; be in accordance with the general objectives, or with any specific objective, of the City's Comprehensive Plan and Unified Development Ordinance; and not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

RECOMMENDATION

*Based on the above-noted findings, and in response to Section 35-71304 (Amendment Criteria) of the City Code, City staff recommends the Planning Commission recommend City Council **denial** of Planning Commission Application No. 2024-011, which would amend Section 35-4103 (Allowed Use Table) of the City Code of Ordinances regarding places for religious assembly as a conditional use within the City of Brooklyn Center's Business Mixed-Use (MX-B) zoning district.*

If City Council were to grant an approval of the above-requested amendment to Chapter 35 (Unified Development Ordinance), it would require any applicant, including the Applicant for Planning Commission Application No. 2024-011, to submit a separate application for review and consideration of a conditional use permit (CUP).

ATTACHMENTS

Exhibit A – Planning Commission Application No. 2024-011 plans and documents, submitted August 13, 2024.

Exhibit B – Public Hearing Notice, submitted for publication in the Brooklyn Center *Sun Post*, and dated August 29, 2024

Exhibit C – Council/EDA Work Session Memo for Concept Review of 6010 Earle Brown Drive and Discussion on Potential Changes to MX-B District to Allow for Places of Religious Assembly with Select Exhibits, dated August 28, 2023.

Exhibit D – Map of City MX-B District Properties and Table of Property Information.

a. Whether there is a clear and public need or benefit;

Trinity International Fellowship stands as a beacon of light, radiating passion and purpose. Its teachings encompass all aspects of life, empowering believers to apply the principles of the Gospel and effect societal change. With a deep-rooted desire to witness transformation and impact, the ministry equips its members with the necessary tools to delve into the Word of God, fostering profound understanding.

Trinity International conducts community outreach such as food assistance programs (at no-cost), counseling, and youth programming, with the intent to support the community of Brooklyn Center at large.

b. Whether the proposed amendment is consistent and compatible with surrounding land use classifications.

While not a Permitted Use, Places for Religious Assembly provide community care, guidance and connectivity. Trinity International Fellowship believes this support should not be limited to specific areas in the community.

c. Whether all permitted uses in the proposed zoning district can be contemplated for development of the subject property;

The proposed amendment is less restrictive. Therefore, all existing permitted uses in the proposed zoning district will remain eligible on the subject property.

d. Whether there have been substantial physical or zoning classification changes in the area since the subject property was zoned;

Planning for the project started in 2021. Since then, there has been a substantial zoning classification change when the City of Brooklyn Center updated its Comprehensive Plan. Under the previous city code, Places for Religious Assembly were permitted uses on this site.

f. Whether the subject property will bear fully the UDO development restrictions for the proposed zoning districts;

If the Text Amendment is accepted by the City of Brooklyn Center, the subject property will be in full compliance.

g. Whether the subject property is generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography or location;

While this property could be developed for permitted uses, per the UDO, Places for Religious Assembly are not Permitted Uses in any zoning district and are only permitted as Conditional Uses in R1, R2, C, and I Zoning Districts. Trinity International believes the City of Brooklyn would benefit from allowing Places for Religious Assembly to be located amongst a diverse group of sites.

h. Whether the rezoning will result in the expansion of a zoning district, warranted by:

- 1) Comprehensive Planning;**
- 2) The lack of developable land in the proposed zoning district; or**
- 3) The best interests of the community.**

Places for Religious Assembly provide spiritual guidance and support for the community. Trinity International conducts outreach programs such as food assistance programs, counseling, youth

programs with the intent to support anyone in the larger community regardless of religious belief. Thus, the rezoning will result in strengthening support for the community.

i. Whether the proposal demonstrates merit beyond the interests of an owner or owners of an individual parcel.

Trinity International Fellowship plans to invest millions of dollars in constructing a facility that has a Sanctuary for services, gathering and meeting spaces for community use, spaces for youth ministry, a food shelf to assist those in need, and offices for ministry staff and community outreach. With this, With the goal of aiding the poor, assisting the homeless, and promoting community development, Trinity International Fellowship aims to be a pillar in the community for many years to come.

k. The purpose and intent of this UDO, or in the case of a map amendment, whether it meets the purpose and intent of the individual district; and

While not a Permitted Use, a Place for Religious Assembly will provide support to the neighboring sites such as the residential district and hospital.

l. If applicable, the adequacy of a buffer or transition provided between potentially incompatible districts.

The proposed Amendment should not produce any incompatible districts.

From: Holly Burley <holly@vanmanab.com>
Sent: Friday, September 6, 2024 9:46 AM
To: Krystin Eldridge
Cc: Ginny McIntosh
Subject: RE: Trinity International - 6010 Earle Brown Additional Documents

Hi Ginny and Krystin,

A – Clear and Public need or benefit –

Beyond the benefits of fostering a religious community, Trinity International seeks to support the Brooklyn Center community as a whole. We hear a lot about our communities facing significant challenges such as food insecurity, mental health issues, and a lack of opportunities for youth. These challenges disproportionately affect vulnerable populations, including low-income families, individuals with disabilities, and the elderly. According to Metcouncil, Brooklyn Center has a higher unemployment rate than the Hennepin County average with those numbers on the rise. Metcouncil has also defined Brooklyn Center as an area of concentrated poverty with over 50% are residents of color and having significant income inequality in the past 10 years of reporting. Based on these data backed needs of the public, Trinity International seeks to utilize their already established ministries of food assistance programs, counseling, and youth programming as well as establish new ministries based on specific needs and feedback of the Brooklyn Center community to help meet that need.

B – Whether the proposed amendment is consistent and compatible with surrounding land use classifications

The proposed amendment for the building location is within the MX-B district and adjacent to PUDMIXED, C, R1, R3, R5. While Places of Religious Assembly is not a permitted use in any of the zoning districts, it is a conditional use in all surrounding zones. In addition, many of the uses in the proposed Trinity International building align with MX-B permitted, conditional, or accessory uses. The building would have features of permitted uses including non-commercial recreation, as well as food bank related services that may be similar to grocery establishments. Conditional uses for MX-B that would be similar include library and indoor recreation uses – especially for children and youth. Allowable accessory uses of eating establishment, and banquet and conference spaces would also be accessory uses within Trinity International with potlucks, community gatherings, and space for special event including weddings, funerals, and similar services.

Thank you,
Holly



Holly Burley
Senior Architect, Vanman Architects and Builders

P [763.541.9552](tel:763.541.9552) | **M** [507.621.2192](tel:507.621.2192) | **E** holly@vanmanab.com
W vanmanab.com | **A** [6701 W 23rd St, Minneapolis, MN 55426](https://www.google.com/maps/place/6701+W+23rd+St,+Minneapolis,+MN+55426)

From: Krystin Eldridge <keldridge@brooklyncentermn.gov>
Sent: Friday, August 30, 2024 12:34 PM
To: Holly Burley <holly@vanmanab.com>
Cc: Ginny McIntosh <gmcintosh@brooklyncentermn.gov>
Subject: RE: Trinity International - 6010 Earle Brown Additional Documents

Hi Holly,

I am unsure how familiar you are with the project. We were looking through your submitted materials for Planning Commission Meeting on September 12. For rezoning questions in particular (attached), we are looking at a broader impact for the City and the Business Mixed Use districts. Can you expound on how this use benefits the MX-B district, specifically A and B of the statement.

All the light purple areas are MXB. Let me or Ginny know if you need something else to help you with these questions. Maybe you can add some examples of how it worked for other proposals? I will not be in next week, but Ginny can help answer any questions you have.

Thank you,

Krystin Eldridge | Associate Planner
City of Brooklyn Center

6301 Shingle Creek Parkway | Brooklyn Center, MN 55430-219

Direct: 763.569.3316 | General: 763.569.3330

General Email: communitydevelopment@ci.brooklyn-center.mn.us

www.brooklyncentermn.gov | keldridge@brooklyncentermn.gov



From: Julian Akogyeram <julian@vanmanab.com>
Sent: Tuesday, August 13, 2024 2:02 PM
To: Krystin Eldridge <keldridge@brooklyncentermn.gov>
Cc: Ginny McIntosh <gmcintosh@brooklyncentermn.gov>
Subject: Re: Trinity International - 6010 Earle Brown Additional Documents

Krystin,

Any updates on the process?

Thanks,
Julian

From: Julian Akogyeram
Sent: Monday, July 22, 2024 4:12 PM
To: keldridge@brooklyncentermn.gov <keldridge@brooklyncentermn.gov>
Cc: Ginny McIntosh <gmcintosh@ci.brooklyn-center.mn.us>
Subject: Trinity International - 6010 Earle Brown Additional Documents

Krystin,

Please see the attached.

The document called "Rezoning Statement" has the answers to the questions we discussed earlier. I've also attached the Site and Grading Plans. The Plans and Elevations are too large to add to this email, so I'll send those separately.

Please let me know if you need anything else.

Thanks,

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

CITY OF BROOKLYN CENTER

Please take notice that the Planning Commission of the City of Brooklyn Center will hold a public hearing on Thursday, September 12, 2024 at 7:00 p.m. at Brooklyn Center City Hall, located at 6301 Shingle Creek Parkway, Brooklyn Center, MN 55430 to hear from the public, discuss, and make a recommendation upon an ordinance amending Chapter 35 of the City Code to allow places of religious assembly as a conditional use in the City's Business Mixed-Use (MX-B) zoning district. Public hearing materials can be accessed and will be available in advance of the meeting by visiting the City of Brooklyn Center's website at: <https://www.brooklyncentermn.gov/> Interested persons are welcome to attend the hearing and be heard regarding this matter.

Comments and questions may be forwarded to Ginny McIntosh, Planning Manager, at gmcintosh@brooklyncentermn.gov or by phone at (763) 569-3319 up until 4:30 pm on the day of the hearing.

Auxiliary aids for persons with disabilities are available upon request at least 96 hours in advance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 35-4103 ALLOWED USE TABLE OF THE CITY CODE OF ORDINANCES REGARDING PLACES OF RELIGIOUS ASSEMBLY IN THE BUSINESS MIXED-USE ZONING DISTRICT

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 35, Section 35-4103 Allowed Use Table is amended by adding the following underlined language:

P = PERMITTED USE, C = CONDITIONAL USE, I = INTERIM USE, A = ACCESSORY USE													
	Residential					Commercial/ Mixed Use				Nonresidential			Use-Specific Standards
	R1	R2	R3	R4	R5	MX-N1	MX-N2	MX-C	TO-D	C	MX-B	I	
PUBLIC, INSTITUTIONAL, AND CIVIC USES													
COMMUNITY AND CULTURAL FACILITIES													
Community Center						C	C	C	C	C			
Funeral and crematory services								C	C				
Cemetery	C												
Libraries and art galleries	C	C	C	C	C	C	C	C	C	C	C	C	C
Places for religious assembly	C	C								C	<u>C</u>	C	

Article II. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article III. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

April Graves, Mayor
 ATTEST: Barb Suci, City Clerk

Date of Publication
 Effective Date

(Strikeout indicates matter to be deleted, underline indicates new matter.)

Published in the
 Sun Post
 August 29, 2024
 1417580

Council/EDA Work Session

DATE: 8/28/2023

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: Jesse Anderson, Community Development Director

BY: Ginny McIntosh, City Planner and Zoning Administrator

SUBJECT: Concept Review for 6010 Earle Brown Drive and Discussion on Potential Changes to MX-B District to Allow for Places of Religious Assembly.

Requested Council Action:

- Consider a concept proposal for 6010 Earle Brown Drive, which would ultimately require an ordinance amendment to the MX-B (Business Mixed-Use) District to allow for places of religious assembly, and provide feedback.

Background:

Trinity International Fellowship, a non-denominational ministry based out of Liberia, has expressed interest in purchasing 6010 Earle Brown Drive, which has long been home to MinMor Industries. The Subject Property was originally approved for use as a bank and drive-thru in 1988, but was purchased by Minmor LLC in 2008. The Subject Property has been marketed on and off for sale or lease for a few years now.

City staff and the architect working with Trinity International Fellowship held numerous conversations surrounding the intended use of the Subject Property and potential impacts to the overarching MX-B District. City staff outlined numerous concerns and considerations as part of these discussions. As City staff determined there was no path forward for the use at the Subject Property under current City Code provisions, the architect, in conversation with Trinity International Fellowship, requested City Council weigh in on the proposal in the form of a concept review work session.

Concept Review for 6010 Earle Brown Drive

The concept review process is an opportunity for the City Council to review a development concept prior to a formal proposal from an applicant, and provide comments, ask questions, and indicate whether or not the City would generally be open to the project. Concept reviews also provide insight to City staff and the applicant as to the City Council's level of interest, and any specific concerns related to a project.

A concept review is considered advisory and is non-binding to the City and the applicant. No formal action can be taken at a work session, and the Council is not being asked to vote on the proposal. If the applicant chooses to submit a formal application to the City to proceed, it would be subject to the full City review process, as with any other application.

The Subject Property located at 6010 Earle Brown Drive was originally approved under Planning Commission Application No. 88019 as an approximately 20,000-square foot City-County Federal Credit Union location and drive-thru. At the time of approval, the Subject Property was zoned C2 (Commerce) District—"financial institutions" and "office buildings" were considered permitted uses within this District.

The staff report on file contemplated the parking requirements under this application assuming a mix of retail and office use for a total of 118 on-site parking spaces.

In 2008, MinMor Industries purchased the Subject Property. MinMor Industries provides print, design, and manufacturing services and primarily works in the printing, packaging, and promotions industries under its numerous companies (i.e. Mello Smello, OlymPak, Kidcentives, Mission Nutrition, and Safety Stop). Given MinMor's reduced office presence at this location, the Subject Property has been for sale or lease off and on for a few years now.

Trinity International Fellowship provided a narrative (attached), which notes an existing membership of between 180 to 250 members since opening their local chapter in 2018. The narrative further indicates plans to purchase the Subject Property for use as a, "sanctuary for services, gathering and meeting spaces, spaces for youth ministry, a food shelf to assist those in need, and offices for ministry staff and community outreach." Although there were conversations about providing on-site daycare, no formal request was outlined in the narrative. Further discussions with City staff outline plans to expand the existing building towards Highway 100 to allow for future membership growth. A multi-phase expansion plan is included with the memo as reference and further breaks down the potential usage of the building.

City staff reviewed the narrative and provided plans, which would accommodate an approximately 1,200 square foot sanctuary, bookstore, food shelf, office space, and group meeting rooms as part of an initial Phase I remodel. As noted, the Subject Property was approved in 1988 with 118 on-site parking spaces. Assuming an assembly use (1 parking space for every 3 seats/persons), the Subject Property would only accommodate an additional growth of likely less than 100 new members before minimum parking needs would no longer be met on-site.

Assuming an existing membership of 250, a minimum of 84 parking spaces would be required—this does not account for parking needs for church staff (e.g. bookstore, office spaces, food shelf), other visitors, and those receiving potential services. The total building occupant load outlined for the existing building today is noted as 426 occupants. If City staff calculated parking needs purely off occupant load and assumed 100% assembly use (which is not the case), a minimum of 142 on-site parking spaces would be required to serve the existing building, which is 24 more parking spaces than are currently available.

The proposed full Phase II expansion as presented would more than double the building occupancy load from 426 occupants to 928 occupants. Again, if City staff calculated off building occupant load and assumed 100% assembly use (again, which is not the case), a minimum of 310 on-site parking spaces would be required if the building were expanded. The submitted Phase II expansion plans again contemplate a dedicated food shelf, book store, pastoral offices, group meeting rooms, a further expanded approximately 5,300-square foot sanctuary with stage, classrooms, and a basement dedicated for a children's play area, nursery, and classrooms (e.g. young children, pre-school, toddlers).

These parking concerns were relayed by City staff who noted constraints to the future use of the property as envisioned. City staff further inquired on the Northern States Power (NSP) powerline that appears to run along the Subject Property and noted that any proposed plans to expand would require additional review depending on the width of the easement and any restrictions. Although there are two existing curb cut access points off Earle Brown Drive, City staff addressed concerns surrounding ingress and egress as the Subject Property is located off the intersection of Earle Brown Drive and Summit Drive (4-way stop) and it is assumed all traffic would be concentrated at this intersection given Earle Brown Drive is a loop road.

Amendments to MX-B (Business Mixed-Use) District | Other Considerations

"Places for Religious Assembly" are permitted through approval of a Conditional Use Permit (CUP) in the

City's R1 (Low Density Residential), R2 (Medium Low Density Residential), C (Commerce—Service/Office), and I (General Industry) Districts. The majority of existing religious assembly uses are predominantly located within the City's R1 Districts. Only one religious assembly use is located within the I District.

City staff reviewed the City's Unified Development Ordinance (Chapter 35) and the only perceived path forward for Trinity International Fellowship to purchase the Subject Property and occupy the space for religious assembly would be for the City Council to amend the Unified Development Ordinance to allow for "places for religious assembly," as it is currently prohibited as a use in the MX-B District. In keeping with the other districts, City staff assumes the path would be via approval of a Conditional Use Permit.

City staff reviewed other potential options, such as re-zoning the Subject Property; however, the property is entirely surrounded by other MX-B District-zoned properties. The MX-C (Commercial Mixed-Use) District is located to the south of the Subject Property, off Summit Drive; however, this District also prohibits "places for religious assembly" as a use. The only other alternately zoned properties are located across Earle Brown Drive (i.e. Lux Apartments, Ecumen Memory Care); however, these properties are zoned PUD/Mixed (Planned Unit Development/Mixed Use) District and were specifically approved for multi-family/senior housing uses. "Spot zoning" a property is generally prohibited.

The majority of the City's MX-B District is located just north of Interstates 94/694 and off the intersection of Shingle Creek Parkway and Freeway Boulevard, although there are also MX-B zoned properties off Earle Brown Drive. City staff counted a total of 38 properties across the City that are zoned with the MX-B District designation. Although some properties feature multi-tenant type buildings, other properties have standalone buildings. Many of the MX-B properties appear to be located off either loop roads (e.g. Earle Brown Drive, James Circle North), or cul-de-sacs (67th Avenue North).

The MX-B District's purpose, as outlined in the City's Unified Development Ordinance, is to, "accommodate land for a mix of business and light industrial uses, with allowances for supporting retail/service uses. This designation encourages redevelopment or development of commercial, office, general business, and light industrial uses in coordination with supportive retail/commercial uses towards encouraging a more dynamic and connected experience for workers. This land does not plan for residential uses, but may include limited live-work opportunities as established through supporting official controls."

Permitted uses within the MX-B District include uses like: medical and health uses, animal hospitals, commercial animal establishments, brewpubs, micro-wineries, and micro-distilleries, office uses, automobile and truck repair and service stations, manufacturing, assembly, and processing of products, artisan production and sales, wholesale trade, and business/trade/post-secondary schools, but *not* public and private elementary and secondary schools.

Assembly uses, such as places of religious assembly, tend to have higher parking demands than other types of uses, such as industrial, which typically have lower parking demands relative to the overall square footage of building, due in part to lower employment densities. For example, "places of religious assembly," and other assembly type uses (e.g. theatres, stadiums, arenas, and dance halls) require, "1 parking space for every three seats/persons." Industry and wholesales uses require a minimum of one (1) space for every two (2) employees based on maximum shift or one (1) space for every 800 square feet of gross floor area. Medical and dental clinics, which are permitted in the MX-B District, require a minimum of three (3) spaces for each doctor or dentist, plus one (1) space for every two (2) employees or one space for each 150 square feet of gross floor area. Office buildings require a minimum of three (3) parking spaces for every 1,000 square feet of gross floor area.

Depending on the existing use, the conversion of a building could also trigger a “change of use” under the Building Code, which requires additional considerations, including but not limited to: installation of panic hardware, fire separation/protection measures, or installation of an elevator/lift (dependent on occupancies).

Policy Considerations

The City Council is being asked to consider a concept proposal for 6010 Earle Brown Drive, which would ultimately require an amendment to the MX-B (Business Mixed-Use) District to allow for “places for religious assembly,” which is currently prohibited within this District.

Issues for the City Council to consider:

- Are there aspects of the site layout, architecture, or form of the presented site plan for 6010 Earle Brown Drive (Subject Property) that are concerning to the Council?

- Is the development plan in keeping with the City's 2040 future land use plan and long-range vision for the area?
 - Approximately 5.02% of the City of Brooklyn Center has a 2040 future land use designation of “Business Mixed-Use.” This does not include approximately 15 acres of land located at 1297 Shingle Creek Crossing (Former Sears property) that was recommended last year for a recommended comprehensive plan amendment re-designation to Business Mixed-Use, which would bring the total acreage under this designation to approximately 5.3%.

- Does the proposed amendment to the MX-B (Business Mixed-Use) District forward the City's strategic priorities?
 - The City’s priority of “Resident Economic Stability” notes that the, “economic stability of residents is essential to vibrant neighborhoods and to retail, restaurant, and business growth. We will lead by supporting collaborative efforts of education, business, and government sectors to improve income opportunities for residents.” Further, the City’s values statement of “Operational Excellence,” notes that the City will, “commit ourselves to deliver quality services in a cost effective and efficient manner. We will be good stewards of the limited resources made available to use by the citizens we serve.”
 - Certain classes of property are considered “exempt” and are therefore not subject to property taxes. These typically include, but are not limited to: religious uses (e.g. churches/houses of worship), certain institutions of public charity (e.g. 501(c)(3) organizations), schools (e.g. public, charter schools), cemeteries/burial grounds, and property used for public purposes (e.g. City Hall, Fire Station). It is important to note that while a property may become “tax exempt,” the burden does not disappear—rather, it is shifted to other tax payers within the City.

Although there are other factors to consider and the potential impacts unknown at this time, in reviewing the City’s MX-B properties, it was determined that the majority of MX-B District properties appear to be classified for tax rate purposes as “Industrial Preferred” or “Commercial Preferred,” which tax at a higher rate than other property types. Dependent on interest, there could be implications to the overall tax base that would need to be accounted for in future City budget years.

Budget Issues:

None to consider at this time; however, as noted above, there may be future implications to the overall tax base in the future.

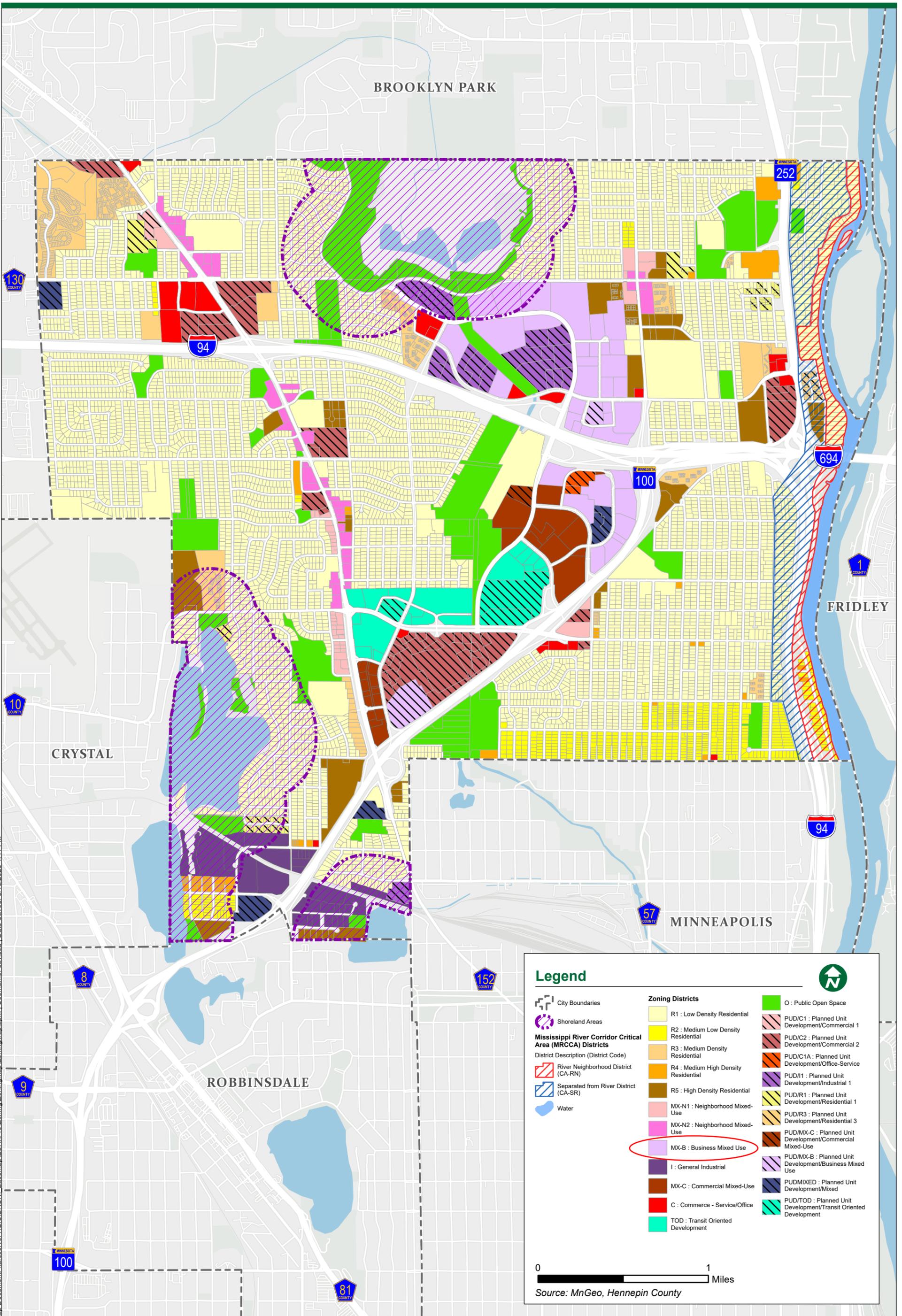
Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Resident Economic Stability, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
City of Brooklyn Center Zoning Map - MX-B District	8/22/2023	Backup Material
Narrative_Trinity International Fellowship	8/22/2023	Backup Material
Site Floor Plans_6010 Earle Brown Drive presentation	8/22/2023	Backup Material
	8/28/2023	Presentation



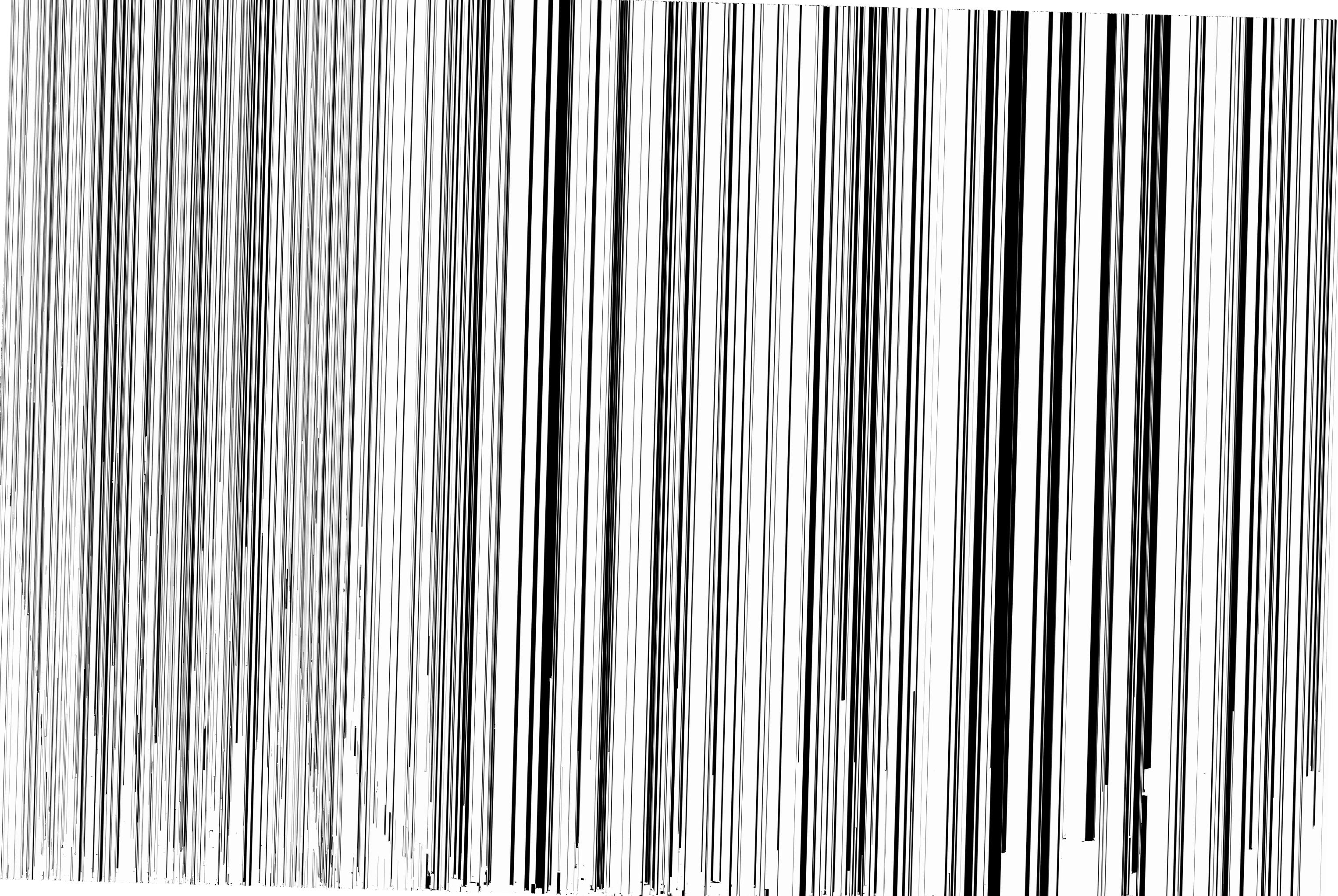
Map Document: \\arseserver1\GIS\BRC\W_Basemap\ESRI\Proj\Zoning\ZoningMap.aprx | Username: davidisa | Date Saved: 3/16/2023 4:44 PM

Trinity International Fellowship, a non-denominational ministry, has made a remarkable impact since its establishment in 1999. With its mega central headquarters in Monrovia, Liberia, and branches spanning across three different nations, the ministry has witnessed continuous growth, boasting an impressive membership of over 12,000 active individuals. In 2018, a new chapter began as Trinity International Fellowship planted its roots in Brooklyn Center, Minnesota, where it quickly gained traction and now serves a thriving community of 180 to 250 members.

The ministry's commitment to serving the community is evident as it seeks to expand its reach by purchasing the property located at 6010 Earle Brown Drive. This campus will consist of a Sanctuary for services, gathering and meeting spaces, spaces for youth ministry, a food shelf to assist those in need, and offices for ministry staff and community outreach. With the goal of aiding the poor, assisting the homeless, and promoting community development, Trinity International Fellowship aims to make a lasting impact through the teachings of Jesus Christ. Plans are underway to invest millions of dollars in constructing a facility that aligns with the architectural vision and gains approval from the city council, further solidifying the ministry's commitment to their mission.

One of the driving factors behind choosing Brooklyn Center as the ministry's location is its vibrant diversity. Trinity International Fellowship thrives in the multi-cultural atmosphere, embracing the richness that comes from various backgrounds and traditions. Since their arrival in 2018, the congregants have been actively involved in fellowship, helping those in need and distributing food and clothing. Led by the dedicated Senior Pastor, Nyenatee S. Davis, who is not only a minister but also a doctorate student at the University of Minnesota and a successful entrepreneur, the ministry's impact extends beyond the Sunday sermons.

Trinity International Fellowship stands as a beacon of light, radiating passion and purpose. Their teachings encompass all aspects of life, empowering believers to apply the principles of the Gospel and effect societal change. With a deep-rooted desire to witness transformation and impact, the ministry equips its members with the necessary tools to delve into the Word of God, fostering profound understanding. Their success is not measured solely by numbers, but by the countless souls won through their unwavering dedication. Trinity International Fellowship humbly acknowledges that all the glory belongs to God alone, as it continues to shine brightly in its pursuit of sharing the Gospel.

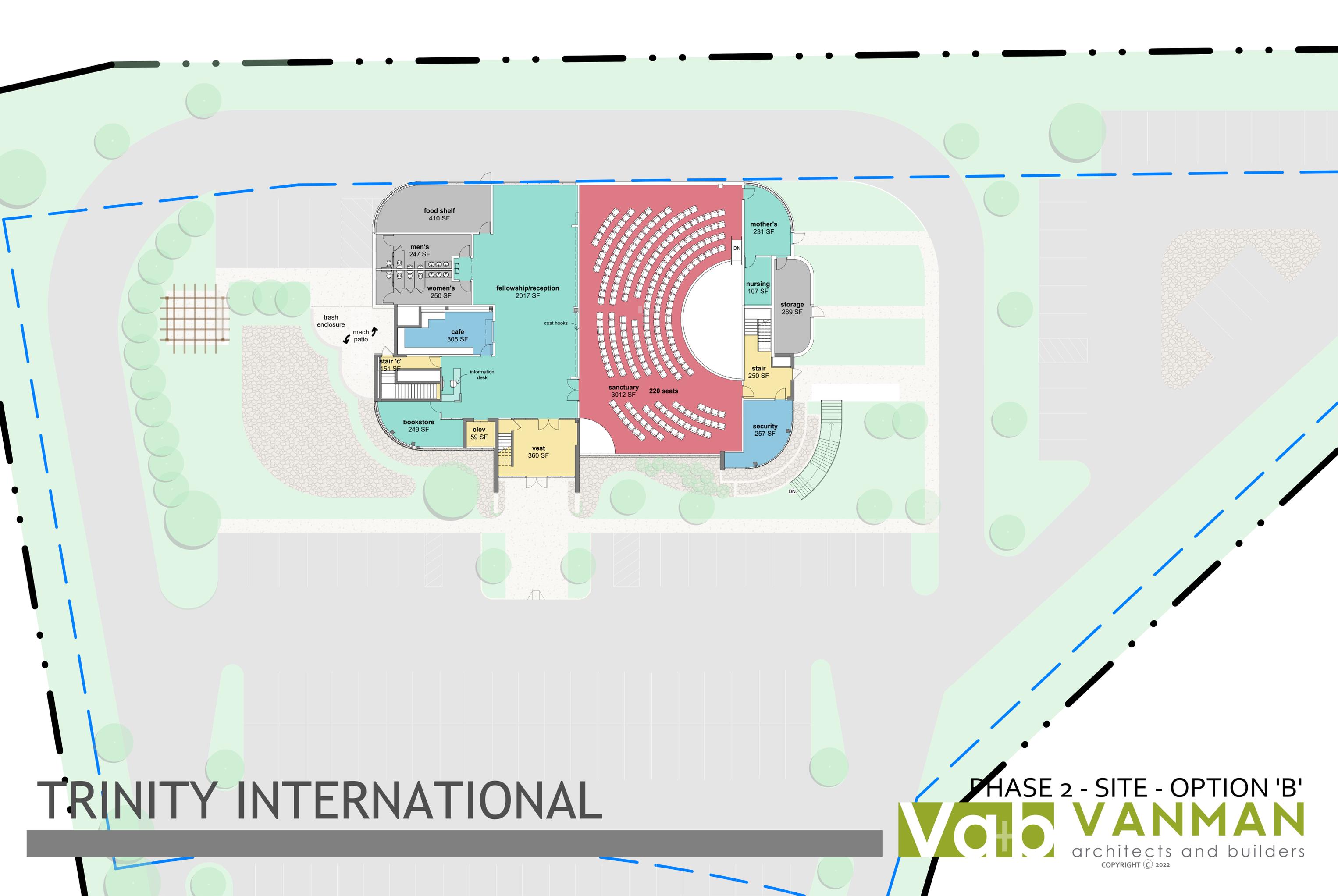


TRINITY INTERNATIONAL

PHASE 2 - SITE - OPTION 'B'

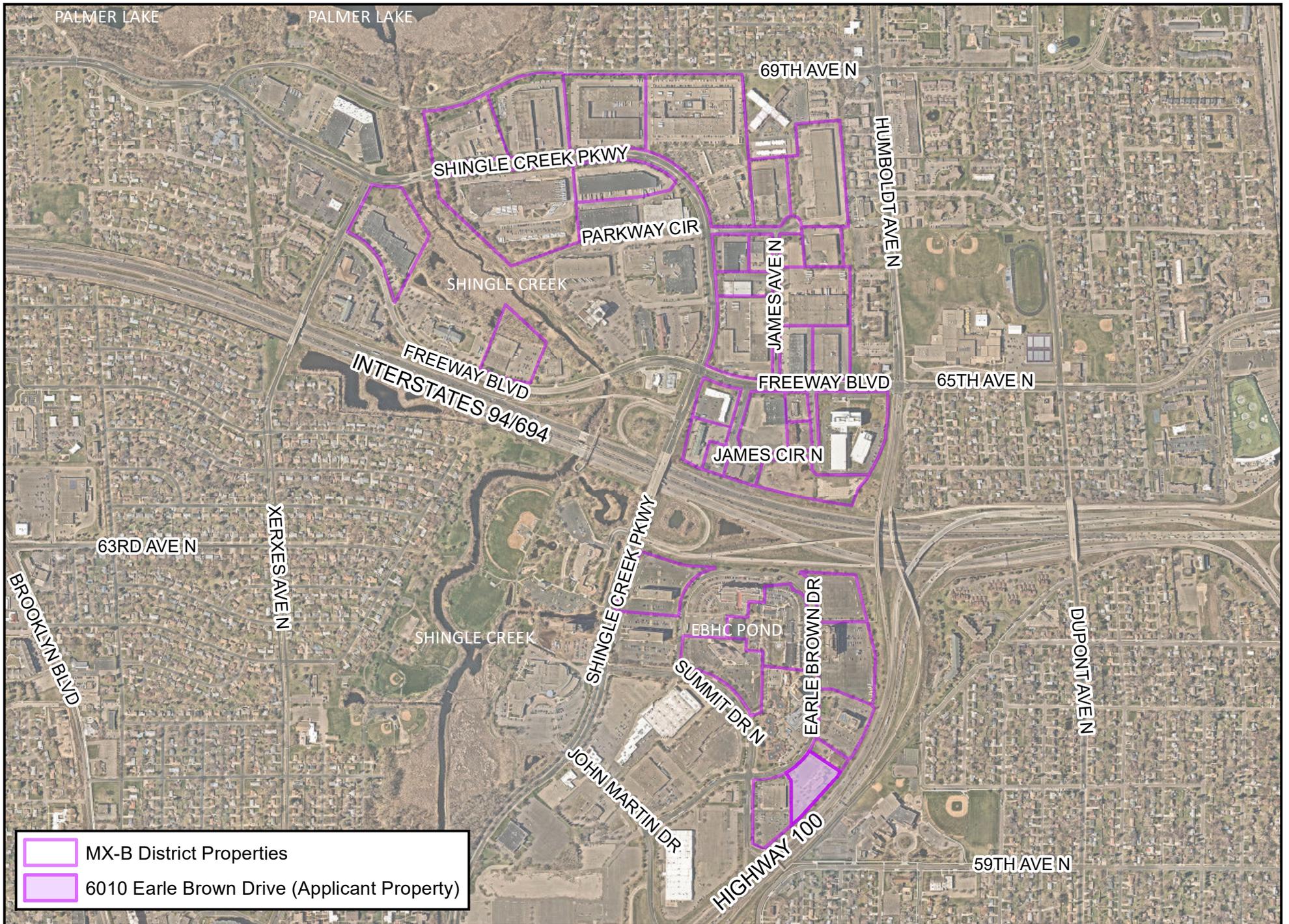
vad **VANMAN**
architects and builders

COPYRIGHT © 2022



MX-B District Properties					
PID	Acres	County Address	ZIP	Property Owner	Associated Business Use
211821110005	3.67	6000 Earle Brown Drive	55430	B R Romine Et Al Trustees	Park Nicollet Brookdale Clinic
211821110011	3.05	6010 Earle Brown Drive	55430	MINMOR LLC	Minmor Industries (printing, design, and manufacturing services under Mello Smello, OlymPak, Kidcentives, Mission Nutrition, and Safety Stop companies)
211821110002	4.22	6040 Earle Brown Drive	55430	Heccl LLC	Multi-tenant office building
3511921110012	8.49	1600 67th Avenue North	55430	Bradley Fam Dynasty Trust	Endurable Building Products (Aluminum deck systems and products)
3511921110013	3.9	1700 67th Avenue North	55430	Popehn Limited Partnshp Lllp	Hiawatha Rubber (Rubber Assembly/Components) Reviva (Remanufactured Diesel Engines/Components)
3511921120002	9.28	6820 Shingle Creek Parkway	55430	Gki Industrial Mpls Llc	Shingle Creek Commerce Center (Multi-tenant)
3511921120008	5.2	6801 Shingle Creek Parkway	55430	Breit Henn Ind Owner Llc	Lallak's Delivery Services Inc C&D Granite & Quartz North Star Warehousing and Distribution
3511921140003	6.42	6530 James Avenue North	55430	Rao Manufacturing Co Hldgs Llc	RAO Manufacturing (supplier of deep draw formings, metal stampings, sheet metal fabrications, welded assemblies, and tank heads for use in air compressor tanks, cryogenic tanks, paint sprayers, floor cleaning equipment, small engines & generators, filter housings, fireplaces, etc.)
3511921140017	3.14	1600 Freeway Boulevard	55430	Zaina Properties Llc	Quality Inn
3511921230001	7.53	2700 Freeway Boulevard	55430	Freeway Blvd Investors Llc	Multi-tenant building (Bizzy Coffee Headquarters, Revolution Screen Works, B& R Drapery and Home Furnishings, Firenet Systems, Inc.)
3511921420006	2.43	6445 James Circle North	55430	Kaswa Hospitality Inc	Super 8
3511921430007	5.53	6300 Shingle Creek Parkway	55430	Tks Brooklyn Center Hldg Llc	Multi-tenant building
3511921140005	1.39	6645 James Avenue North	55430	SEWA-AIFW	SEWA-AIFW (non-profit)
3511921140006	2.08	6660 Shingle Creek Parkway	55430	Hrrj Properties LLC	Interscapes, Inc. (architectural woodwork), Glass Specialists, and Global African Foods
3511921410020	8.57	1501 Freeway Boulevard	55430	Ph Minneapolis LLC	FBI Regional Headquarters
3511921420010	1.28	1701 James Circle North	55430	CADD/Engr Supply Inc	CES Imaging (printing, scanning)
3511921420011	2.11	6415 James Circle North	55430	SIYA LLC	Travelodge
3511921420012	1.01	6405 James Circle North	55430	SRODES LLC	Denny's Restaurant
3511921430017	5.8	6160 Summit Drive	55430	Brooklyn Center Summit LLC	Multi-tenant office building
3511921440003	6.27	6120 Earle Brown Drive	55430	EARLE BROWN TOWER LLP	Multi-tenant office building
3511921140002	1.19	22 Address Unassigned	0	Rao Manufctring Co Hldgs Llc	Vacant Lot (parking)
3511921140008	7.33	1800 Freeway Boulevard	55430	St Paul Fire & Marine Ins Co	Geneva Group (Manufacturer of Hauler Racks and ProRac Systems)
3511921140014	2.46	1601 67th Avenue North	55430	G&J Steffens Ltd Partnership	Zip Scanners (police scanners), Mile Four (Organic chicken feed and coop essentials), and Sound Ceilings, Inc. (MN and Dakota's largest stocking distributor of Crane Composites and Marlite FRP)
3511921140016	2.78	1700 Freeway Boulevard	55430	J M Grundtner Fam Rev Trust	Precision Inc. (manufacturer of custom magnetic components and assemblies for the electronics industry), and Climate Makers, Inc. (Building automation systems for temperature control)

3511921410008	4.03	6440 James Circle North	55430	Beans And Juice Llc	Los Campeones Gym (under construction)
3511921410015	1.12	1600 James Circle North	55430	Zaina Properties Llc	Quality Inn
211821110010	0.88	6020 Earle Brown Drive	55430	2269 Ford-Fs Ptnrshp Llp	Kindercare
3511921120015	18.87	6800 Shingle Creek Parkway	55430	Medtronic Inc	Medtronic (North Building)
3511921140007	2.14	6540 Shingle Creek Parkway	55430	6540 Shngle Crk Hld Llc Etal	CenturyLink
3511921210002	6.48	6844 Shingle Creek Parkway	55430	City Of Brooklyn Center	City of Brooklyn Center Public Works Garage
3511921210003	8.52	6840 Shingle Creek Parkway	55430	Gki Industrial Mpls Llc	The Academy MN (MMA, Jiu-Jitsu, Muay Thai), Tiny Footprint Coffee (World's First Carbon Neutral Coffee/training classes), and SCP Distributors (swimming pool supply)
3511921210004	15.5	6845 Shingle Creek Parkway	55430	Metropolitan Transit Area	Former Martin J. Ruter Garage (being used as office/bus rodeo/training currently)
3511921240004	4.69	2400 Freeway Boulevard	55430	Bc2400 Llc	Abco Auto Parts (recycled auto part supply)
3511921410014	1.05	1601 Freeway Boulevard	55430	Skc Holdings Llc	Jambo Africa
3511921410021	4.93	1601 James Circle North	55430	Economic Development Authority of the City of Brooklyn Center	Vacant Lot for Future Redevelopment (former Olive Garden and Cracker Barrel)
3511921440002	3.6	22 Address Unassigned	0	City of Brooklyn Center	Parking Overflow for Heritage Center
3511921440013	7.46	6155 Earle Brown Drive	55430	HRA City of Brooklyn Center	Heritage Center



- MX-B District Properties
- 6010 Earle Brown Drive (Applicant Property)



Applicant | Property Owner: Trinity International Fellowship | Minmor LLC
 Request: Ordinance Amendment

CITY OF BROOKLYN CENTER

Please take notice that the Planning Commission of the City of Brooklyn Center will hold a public hearing on Thursday, September 12, 2024 at 7:00 p.m. at Brooklyn Center City Hall, located at 6301 Shingle Creek Parkway, Brooklyn Center, MN 55430 to hear from the public, discuss, and make a recommendation upon an ordinance amending Chapter 35 of the City Code to allow places of religious assembly as a conditional use in the City’s Business Mixed-Use (MX-B) zoning district. Public hearing materials can be accessed and will be available in advance of the meeting by visiting the City of Brooklyn Center’s website at: <https://www.brooklyncentermn.gov/> Interested persons are welcome to attend the hearing and be heard regarding this matter.

Comments and questions may be forwarded to Ginny McIntosh, Planning Manager, at gmcintosh@brooklyncentermn.gov or by phone at (763) 569-3319 up until 4:30 pm on the day of the hearing.

Auxiliary aids for persons with disabilities are available upon request at least 96 hours in advance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 35-4103 ALLOWED USE TABLE OF THE CITY CODE OF ORDINANCES REGARDING PLACES OF RELIGIOUS ASSEMBLY IN THE BUSINESS MIXED-USE ZONING DISTRICT

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS FOLLOWS:

Article I. Brooklyn Center City Code, Chapter 35, Section 35-4103 Allowed Use Table is amended by adding the following double-underlined language:

P = PERMITTED USE, C = CONDITIONAL USE, I = INTERIM USE, A = ACCESSORY USE														
	Residential					Commercial/ Mixed Use				Nonresidential				Use-Specific Standards
	R1	R2	R3	R4	R5	M X-N1	M X-N2	M X-C	TO D	C	MX - B	I	O	
<u>PUBLIC, INSTITUTIONAL, AND CIVIC USES</u>														
<u>COMMUNITY AND CULTURAL FACILITIES</u>														
Community Center						C	C	C	C	C				
Funeral and crematory services								C		C				
Cemetery	C													
Libraries and art galleries	C	C	C	C	C	C	C	C	C	C	C	C	C	

Places for religious assembly	C	C								C	<u>C</u>	C		

Article II. Severability. Should any section or part of this ordinance be declared by a court of competent jurisdiction to be invalid, such decision will not affect the validity of the ordinance as a whole or any part other than the part declared invalid.

Article III. Effective Date. This ordinance shall become effective after adoption and upon thirty days following its legal publication.

Adopted this ____ day of _____, 2024.

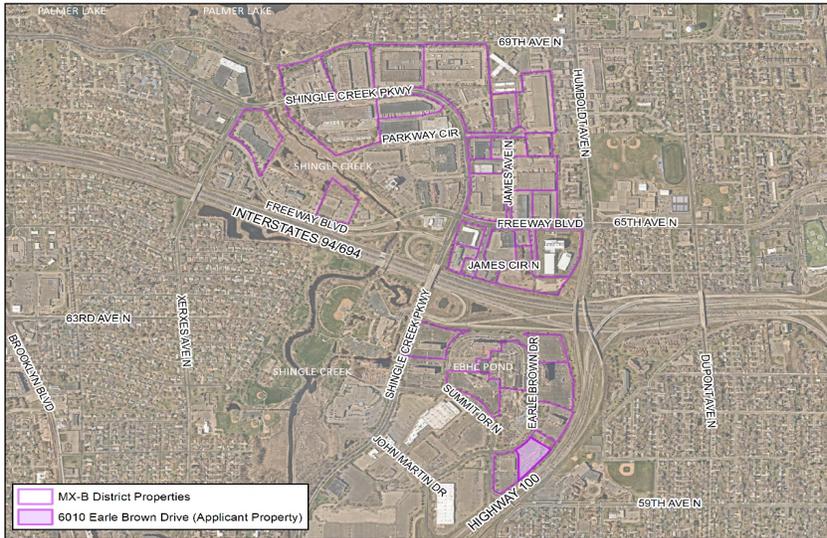
April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

(~~Strikeout~~ indicates matter to be deleted, double-underline indicates new matter.)



Ordinance Amendment to Chapter 35



City Council Meeting | September 23, 2024
Ginny McIntosh, Planning Manager

Background

- Trinity International Fellowship requests an amendment to Section 35-4103 (*Allowed Use Table*) of the City Code of Ordinance, which would allow for “places for religious assembly” in the Business Mixed-Use District by issuance of a **conditional use permit**.
 - Per Section 35-71301 (*Applicability*), an amendment of the City’s Unified Development Ordinance may be initiated by the City Council, Planning Commission, or a City property owner.
 - This use is currently permitted as a conditional use in the City’s R1 (Low Density Residential), R2 (Medium Low Density Residential), and C (Commercial) and I (General Industry) zoning districts.
- A public hearing notice was published in the Brooklyn Center *Sun Post* on August 29, 2024.
 - Mail notifications were sent to 36 property owners and physical addresses within the Business Mixed-Use District.
 - Public hearing notice was published to the City’s website.



Background

- **August 2023:** City Staff presented a concept review of a proposal to allow for places for religious assembly in the Business Mixed-Use (MX-B) District.
- City staff reviewed the property of interest (6010 Earle Brown Drive) for opportunities to perhaps re-zone the property, as this would result in lesser impacts to the greater Business Mixed-Use (MX-B) zoning district; however, ordinance amendment appeared to be only path forward.
- The Applicant has spent the past year fundraising and working on plans for a potential buildout of 6010 Earle Brown Drive.
 - If ordinance amendment is approved, the Applicant would still need to enter into a purchase agreement with the Property Owner and receive separate approval of a conditional use permit (CUP) for 6010 Earle Brown Drive.
- “Conditional uses” are generally *permitted uses* so long as certain conditions are met with respect to the mitigating of potentially negative impacts on neighboring properties for uses already permitted.



Request for Ordinance Amendment (Text)

Section 35-4103 (Allowed Use Table)

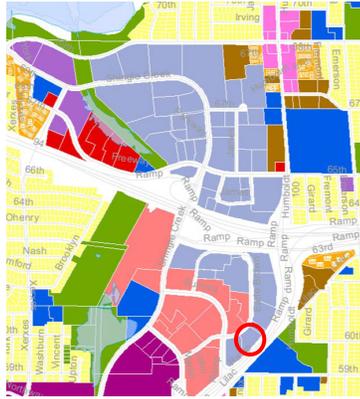
P = PERMITTED USE, C = CONDITIONAL USE, I = INTERIM USE, A = ACCESSORY USE														
	Residential					Commercial/ Mixed Use				Nonresidential				Use-Specific Standards
	R1	R2	R3	R4	R5	MX-N1	MX-N2	MX-C	TO D	C	MX-B	I	O	
PUBLIC, INSTITUTIONAL, AND CIVIC USES														
COMMUNITY AND CULTURAL FACILITIES														
Places for religious assembly	C	C								C	<u>C</u>	C		

(Strikeout indicates matter to be deleted, double-underline indicates new matter.)



Request for Ordinance Amendment (Text)

2040 Comprehensive Plan



Request for Ordinance Amendment (Text)

2040 Comprehensive Plan

- The City's Business Mixed-Use (B-MU) land use designation is brand new under the City's 2040 Comprehensive Plan (2019), and includes properties located along Earle Brown Drive, and north of Interstate 694 off Freeway Boulevard and Shingle Creek Parkway.

<p>Business Mixed-Use (B-MU)</p>	<p>None</p>	<p>The B-MU is a new land use designation and guides land for a mix of business, light industrial and supporting retail/service uses. This designation encourages redevelopment or development of commercial, office, general business and light industrial uses in coordination with supporting retail/commercial uses to encourage a more dynamic and connected experience for workers. This land use does not plan for residential uses but may include limited live-work opportunities as established through supporting official controls.</p>
----------------------------------	-------------	---



Request for Ordinance Amendment (Text)

2040 Comprehensive Plan

- The City is predominantly reserved for low density residential (e.g. R1 District), and there are limited opportunities for an new or expected additional employment opportunities with exception of certain land use designations.

Table 3-4. Employment Intensity by Land Use

Future Land Use	2040 Acres	Developed Area (FAR)	% Commercial or Industrial	2040 S.F.	SAC Rate	Intensity
Transit Orient Development (TOD)	200.43	50%	25%	1,091,348	3,000	364
Neighborhood Mixed-Use	92.59	50%	50%	1,008,305	3,000	336
Commercial Mixed Use	88.06	50%	50%	958,943	3,000	319
Commercial (C)	109.52	50%	50%	2,385,374	3,000	795
Business Mixed Use	269.15	50%	100%	5,861,981	4,500	1,303
TOTAL						3,117



Request for Ordinance Amendment (Text)

Unified Development Ordinance | MX-B District

- January 2023:** the City's I1 (Industrial Park) District, was retired and it was replaced with the City's Business Mixed-Use (MX-B) District.
- The previous I1 District was a typical business park/light industrial district, in that the uses were limited to manufacturing, wholesale trade, and service activities (e.g. veterinarian hospitals, kennels, laundering, dry cleaning, and contract construction), public transportation terminals, foundries, and textile mills, with retail permitted via special use as an accessory use only.
- Section 35-4103 of the Unified Development Ordinance outlines "manufacturing, assembly, and processing of products, "wholesale trade," "foundries," and "textile mills and mills products" as uses **only permitted by conditional use** in the City's MX-B and I Districts.
- The new MX-B District strives to provide a wider range of uses to the benefit of employers and employees in the area, while still maintaining its origins as a light industrial district. Other MX-B uses include: medical and health uses; brewpubs; restaurants; and hospitality lodging.



Request for Ordinance Amendment (Text)

- **Example/Case Study:**

- Traffic – minor streets faced with high traffic volumes
- Parking – higher parking demands for assembly type uses, resulting in off-site parking
- Emergency Vehicle Access – access is constrained with street parked on street



9

Request for Ordinance Amendment (Text)

Unified Development Ordinance | Potential Impacts + Considerations

- Assembly uses, such as religious institutions, tend to have higher parking demands than other types of uses due to the nature of their visitors. Industrial uses by contrast tend to have low parking demands relative to their square footage because these uses generally have lower employment densities.
- **Example:**
 - *Places of Public Assembly* (Houses of Worship, Theaters, Auditoriums (other than schools), Mortuaries, Stadiums, Arenas, and Dance Halls) require one (1) parking space for every (3) three seats or persons
 - *Industry and Wholesale Uses* require one (1) space for every two (2) employees on maximum planned employment per work period or one (1) space for every 800 SF of GFA, whichever is greater.
- Majority of existing MX-B District properties are home to traditional business park/light industrial uses.



10

Request for Ordinance Amendment (Text)

Example Parking Conditions at Different MX-B District Properties



Request for Ordinance Amendment (Text)

Example Conditions of Road Access within MX-B District



Request for Ordinance Amendment (Text)

Unified Development Ordinance | Potential Impacts + Considerations

- Certain barriers in retrofitting industrial or office type buildings or tenant spaces for “assembly” type uses as they require higher fire suppression standards than other types of uses due to congregation of people and potential needs for exiting during emergency.
- Conversion of spaces may trigger change of use (Building/Fire Code).
- For certain multi-tenant office buildings in MX-B District, their building occupancy type could be limiting factor. **Example:** 2B construction type building does not allow for assembly uses to be located higher than the 3rd floor.



13

Request for Ordinance Amendment (Text)

- In reviewing requests for ordinance amendments, certain amendment criteria shall be considered as outlined under Section 35-71304 (*Amendment Criteria*). The Planning Commission and City Council shall review the necessary submittal requirements, facts, circumstances of the proposed amendment, and make a recommendation and decision on the amendment based on, but not limited to, consideration of the following criteria and policies.
 - Whether there is a clear and public need or benefit;
 - Whether the proposed amendment is consistent with and compatible with surrounding land use classifications;
 - Whether all permitted uses in the proposed zoning district can be contemplated for development of the subject property;



14

Request for Ordinance Amendment (Text)

- Whether there have been substantial physical or zoning classification changes in the area since the subject property was zoned;
- Whether there is an evident, broad public purpose in the case of City-initiated rezoning proposals;
- Whether the subject property will bear fully the UDO development restrictions for the proposed zoning districts;
- Whether the subject property is generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography, or location;
- Whether the rezoning will result in the expansion of a zoning district, warranted by:
 - Comprehensive Planning;
 - The lack of developable land in the proposed zoning district; or
 - The best interests of the community.



Request for Ordinance Amendment (Text)

- Whether the proposal demonstrates merit beyond the interests of an owner or owners of an individual parcel.
- The specific policies and recommendations of the Comprehensive Plan and other City plans;
- The purpose and intent of this UDO, or in the case of a map amendment, whether it meets the purpose and intent of the individual district; and
- If applicable, the adequacy to buffer or transition between potentially incompatible districts.



Request for Ordinance Amendment (Text)

- In reviewing the standards for approving an ordinance amendment, the proposed amendment shall be consistent with and compatible with surrounding land use classifications; whether the proposal demonstrates merit beyond the interests of an owner or, in this case, interested party, for an individual parcel; and the specific policies and recommendations as outlined within the City’s Comprehensive Plan or other City plans.
- Any applicant pursuing a conditional use permit (CUP) for a “Places for Religious Assembly” use would further need to satisfactorily demonstrate that all conditional use permit criteria as outlined under Section 35-7703 (*Conditional Use Permit Criteria*) has been meet.



17

Summary

- Planning Commission held a public hearing at the September 12, 2024 Planning Commission meeting – no members of the public were present, nor were any comments submitted in advance of the meeting.
 - Applicant (Trinity International Fellowship) and representation from their architect (Vanman Architects) were present.
- Commissioners held lengthy discussion on the uses allowed within the MX-B zoning district, its intended purpose, and the 2040 Comprehensive Plan land use designation of Business Mixed Use (B-MU). **Questions/Comments from the Planning Commission, included:**
 - The Heritage Center was within this district – City staff confirmed it was a non-conforming use under the 2040 Plan and UDO and was not a like-for-like comparison.
 - Questions on whether event centers would be permitted within the MX-B District if “Places for Religious Assembly” are permitted as event centers are oftentimes accessory uses.



18

Summary (Cont.)

Questions/Comments from the Planning Commission :

- “Places for Religious Assembly” might be beneficial to industrial businesses in that they would likely operate in the off hours in the MX-B District and that perhaps the City might allow for it and see what happens.
- Commissioner inquiry on how City staff planned to address apparent violations at 4900 France, which is only other “Place for Religious Assembly” in an industrial district (I District).
- How likely it was that other properties in the MX-B District might convert to a “Place for Religious Assembly.”
- While it cannot be a reason for determination as part of a land use application and PC scope of duties, there were considerations as to how “Places for Religious Assembly” would strengthen the City’s tax base and particularly as the 2040 Comprehensive Plan outlines the Business Mixed-Use (B-MU) land use designation as the City’s greatest opportunity to provide employment intensity (1,303) and be competitive economically as a city.



19

Summary (Cont.)

Questions/Comments from the Planning Commission :

- Concerns regarding potential impacts to existing light industrial businesses here in the City (e.g. non-complementary uses, impacts to business operations), our support and protection of them, and whether introducing this use would be in keeping with providing “highest and best” uses for a given area of the City.
- Concerns of potential spot zoning to allow for use at property of interest.
- Following close of the public hearing, the Planning Commission elected to **recommend (3-2) City Council approval** of the requested ordinance amendment to Section 35-4103 (*Allowed Use Table*) to allow for Places for Religious Assembly as a conditional use in the MX-B District.



20

Summary (Cont.)

Sacred Settlements/Communities

- Following the September 12, 2024 Planning Commission meeting, the City Attorney informed City staff that a bill was passed during the last legislative session (in effect as of January 1, 2024) regarding “sacred settlements” or “sacred communities.”
 - Requires cities to allow religious institutions to permit micro-unit dwellings on properties owned by religious institutions as a permitted or conditional use – no matter what zoning district they are located in.
 - Intended to provide additional means for faith communities to serve chronically homeless, designated volunteers, and extremely low income individuals in accordance with religious vocations.
 - Micro-units cannot exceed 400 SF in size and must be built on permanent chassis and anchored.
 - Other minimum build requirements (e.g. access to water/electric via principal building or access to common kitchen/toilet/bathing/laundry consistent with boarding house requirements under MN Rules, part 1305.2902).
 - City staff does not have enough information to determine whether these micro-unit dwellings would be of consideration or feasible on any of the properties within the MX-B District.



21

Summary (Cont.)



Prince of Peace Church - Roseville



Woodland Hills Church - Maplewood



22

Recommendation

Motion to deny the zoning text amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 (*Allowed Use Table*) of the City Code of Ordinances, and as outlined under Planning Commission Application No. 2024-011, that would for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.

Planning Commission recommended approval of the requested ordinance amendment on a 3-2 vote. City staff remains of the position that, based on the findings presented, the requested ordinance amendment should be denied; however, if City Council elects to recommend approval of the request to amend Section 35-4103 (*Allowed Use Table*), the motion language would need to be amended to approve the first reading and set the second reading.



23

Alternative

Motion to approve the zoning text amendment proposed by Applicant Trinity International Fellowship regarding Section 35-4103 (*Allowed Use Table*) of the City Code of Ordinances, and as outlined under Planning Commission Application No. 2024-011, that would for Places for Religious Assembly as a conditional use within the Business Mixed-Use (MX-B) District.



24

Council Regular Meeting

DATE: 9/23/2024

TO: City Council

FROM: Dr. Reggie Edwards, City Manager

THROUGH: N/A

BY: Angela Holm, Director of Fiscal & Support Services

SUBJECT: Resolutions Approving the Preliminary 2025 Property Tax Levy and Preliminary Budget

Requested Council Action:

- It is recommended that the City Council consider approval of two resolutions for setting the 2025 preliminary property tax levy and preliminary budget.

Background:

Each year the City is required by State Law to establish a maximum levy and preliminary budget for the use of that levy. Once adopted, the City may not increase the levy but the levy may be decreased. Citizens will receive notice of the maximum levy with their tax notice in the fall. On December 2, 2024 the City Council will hold a public hearing and adopt the final levy and the final spending plan (budget) for all funds.

By City Charter, the City Manager is responsible for presenting a balanced budget to the City Council. The City Council has adopted a set of fiscal policies that provide guidance and parameters for the budget. Additionally, the City Council has adopted strategic priorities and the budget reflects resources allocated to the achievement of those strategic priorities.

The City Council and Financial Commission met in August 2024 to review and discuss the proposed preliminary budget. At that time, Department Directors were given the opportunity to present items of significance in their budgets. Councilmembers and Commissioners were given the opportunity to gather additional information during that meeting as well as invited to submit questions to the City Manager. Based on the discussion during that meeting, staff have prepared the attached preliminary budget. Between now and December, additional review will be conducted as we establish final budgets for the General Fund and all other fund budgets.

Budget Issues:

City Council will be asked to consider approval of two resolutions. The first resolution establishes the preliminary property tax levy for the 2025 fiscal year. This levy, upon adoption, becomes the maximum levy allowed to the City for the 2025 fiscal year. The second resolution adopts the preliminary budgets for those funds using portions of the property tax levy for operations.

The maximum levy proposed in the attached resolution for the City of Brooklyn Center is \$26,625,814 which compares to \$24,436,320 in 2024. The proposed dollar increase is \$2,189,494, which equates to 8.96%. A significant portion of this increase, \$514,757, is related to the debt service levy for the most recent bond issuance for the street reconstruction project in the Orchard Lane East neighborhood. The remainder, \$1,674,737 is related to the general levy. The preliminary levy approved by the Housing and

Redevelopment Authority (HRA) is \$606,595 which compares to \$586,081 in 2024. The dollar increase in the HRA levy is \$20,514 which is equal to 3.50%.

This increase, if adopted will have varying impacts on individual properties based on their respective change in taxable value. The following chart illustrates changes in taxable values between the classifications of residential, commercial, industrial, and apartments:

Preliminary Taxable Market Value Estimates			
<u>Class</u>	<u>Payable 2024</u>	<u>Estimated 2025</u>	<u>Change (%)</u>
Commercial	\$392,961,700	\$397,899,100	1.3%
Industrial	261,237,300	272,832,300	4.4%
Residential	2,041,196,246	2,032,997,987	-0.4%
Apartment	465,096,400	474,938,390	2.1%
Other	537,000	553,000	3.0%
Totals	\$3,161,028,646	\$3,179,220,777	0.6%

Based on the most recent valuation assessment performed by Hennepin County staff, the overall taxable market value of residential properties is estimated to have no measurable increase in value. Individual properties located in the City may have valuation changes that net to the overall reduction of -0.4%. The overall tax capacity in the City is also estimated to increase at a modest 0.6%. The largest increase in valuation is for industrial properties at 4.4%.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Maintain a strong financial position

ATTACHMENTS:

Description	Upload Date	Type
2025 General Fund Revenues Detail	9/19/2024	Backup Material
2025 General Fund Expenditure Detail	9/19/2024	Backup Material
2025 Preliminary Levy Resolution	9/19/2024	Resolution Letter
2025 Preliminary Budget Resolution	9/19/2024	Resolution Letter
Presentation	9/20/2024	Presentation

**GENERAL FUND
FUND - 10100
REVENUES**

Object Code / Description	2023 Actual	2024 September YTD	2024 Budget	2025 Budget	Change
10100 - GENERAL FUND					
4101 - CURRENT AD VALOREM TAXES	\$ 20,683,589	\$ 11,649,305	\$ 22,617,464	24,292,201	7.40%
4102 - ALLOWANCE FOR UNCOLLECTIBLE	-	-	(220,000)	(245,000)	11.36%
4120 - DELINQUENT AD VALOREM TAXES	220,291	64,628	100,000	100,000	0.00%
4154 - PENALTIES & INT-DELINQ TAXES	49,934	6,311	12,000	12,000	0.00%
PROPERTY TAXES	20,953,814	11,720,244	22,509,464	24,159,201	7.33%
4150 - TAX INCREMENTS	-	23	-	-	0.00%
TAX INCREMENTS	-	23	-	-	0.00%
4161 - LODGING TAX	898,037	489,848	900,000	900,000	0.00%
SALES & USE TAXES	898,037	489,848	900,000	900,000	0.00%
TOTAL TAXES	21,851,851	12,210,115	23,409,464	25,059,201	7.05%
4201 - LIQUOR LICENSES	45,905	13,656	28,800	59,000	104.86%
4202 - BEER LICENSES	900	-	1,400	700	-50.00%
4203 - GARBAGE HAULING LICENSES	2,225	5,750	2,375	5,750	142.11%
4204 - CIGARETTE LICENSES	2,325	150	3,240	3,000	-7.41%
4205 - RENTAL DWELLING LICENSES	301,938	198,280	200,000	223,650	11.83%
4207 - MECHANICAL LICENSES	9,730	7,450	10,000	10,000	0.00%
4209 - SERVICE STATION LICENSES	1,330	265	2,190	2,190	0.00%
4210 - MOTOR VEHICLE DEALER LICENSES	1,500	1,500	1,500	1,500	0.00%
4212 - AMUSEMENT LICENSES	15	105	50	105	110.00%
4213 - MISCELLANEOUS BUSINESS LICENSE	3,410	4,915	4,000	3,800	-5.00%
LICENSES	369,278	232,071	253,555	309,695	22.14%
4221 - SIGN PERMITS	2,101	1,115	2,000	2,000	0.00%
4222 - BUILDING PERMITS	414,941	164,369	500,000	500,000	0.00%
4223 - MECHANICAL PERMITS	134,493	52,744	45,000	65,000	44.44%
4224 - SEWER & WATER PERMITS	1,990	1,780	3,000	3,000	0.00%
4225 - PLUMBING PERMITS	64,253	52,482	65,000	65,000	0.00%
4226 - ROW PERMIT FEE	7,050	7,950	10,000	10,000	0.00%
4227 - ELECTRICAL PERMITS	85,652	47,404	50,000	65,000	30.00%
4228 - MISC BUSINESS PERMITS	725	750	1,500	1,500	0.00%
PERMITS	711,205	328,594	676,500	711,500	5.17%
TOTAL LICENSES & PERMITS	1,080,483	560,665	930,055	1,021,195	9.80%
4320 - MISC FEDERAL GRANTS	-	-	-	-	0.00%
FEDERAL	-	-	-	-	0.00%
4341 - LOCAL GOVERNMENT AID	1,250,185	-	1,513,990	1,517,313	0.22%
4345 - PENSION AID-FIRE RELIEF	223,177	1,000	208,000	225,000	8.17%
4346 - PENSION AID-POLICE	366,611	-	440,000	400,000	-9.09%
4352 - POLICE TRAINING GRANT	-	-	48,000	48,000	0.00%
4359 - OTHER STATE GRANTS/AID	69,803	121,224	392,085	-	-100.00%
STATE	1,909,776	122,224	2,602,075	2,190,313	-15.82%
4362 - COUNTY GRANTS/AID	3,891	22,175	-	5,000	100.00%
COUNTY	3,891	22,175	-	5,000	100.00%
4373 - OTHER GRANTS/AID	60,450	4,308	50,000	5,000	-90.00%
LOCAL	60,450	4,308	50,000	5,000	-90.00%
TOTAL INTERGOVERNMENTAL	1,974,117	148,707	2,652,075	2,200,313	-17.03%
4401 - VACANT BLDG REG FEE	24,635	21,510	10,000	10,000	0.00%
4402 - RENTAL CONVERSION FEE	25,000	18,500	20,000	27,580	37.90%
4403 - PLANNING APPLICATION FEES	8,600	750	10,000	10,000	0.00%
4404 - ZONING CHANGES/SPECIAL USE PER	1,050	5,550	5,000	5,000	0.00%
4405 - SALE OF MAPS & DOCUMENTS	-	-	-	-	0.00%
4408 - REINSPECTION FEES	77,900	44,950	35,000	60,285	72.24%
4410 - REOCCUPANCY INSP FEE	-	-	500	500	0.00%
4411 - FILING FEES	-	125	-	-	0.00%
4412 - ABATEMENT FEES	35	9,895	-	10,000	100.00%

Object Code / Description	2023	2024	2024	2025	Change
	Actual	September YTD	Budget	Budget	
4413 - FINAL PLAT & VACATION FEES	200	125	200	200	0.00%
4415 - TREE CONTRACTOR REGISTRATION	1,225	840	1,000	1,000	0.00%
4416 - ZONING LETTER	-	-	500	500	0.00%
GENERAL	138,645	102,245	82,200	125,065	52.15%
4421 - POLICE REPORT REVENUE	-	-	-	-	0.00%
4422 - LICENSE INVESTIGATIONS	1,150	4,100	1,000	1,000	0.00%
4423 - ANIMAL CONTROL REVENUE	6,156	3,207	8,000	6,000	-25.00%
4425 - BURGLAR ALARM FEES	-	-	-	-	0.00%
4426 - TOWING REVENUE	1,758	-	-	-	0.00%
4427 - POLICE SERVICE REVENUE	30	350	-	350	100.00%
4428 - PRIVATE SECURITY CONTRACTS	13,478	1,620	1,500	10,000	566.67%
PUBLIC SAFETY	22,572	9,277	10,500	17,350	65.24%
4431 - WEED CUTTING CHARGES	4,500	315	500	4,500	800.00%
4434 - DISEASED TREE REMOVAL	24,038	18,200	10,000	10,000	0.00%
4451 - NUISANCE ABATEMENTS	-	-	-	-	0.00%
COMMUNITY DEVELOPMENT	28,538	18,515	10,500	14,500	38.10%
4471 - ADULT RECREATION PROGRAMS	90,435	25,227	75,000	50,000	-33.33%
4472 - TEEN RECREATION PROGRAMS	12	18	-	-	0.00%
4473 - CHILDREN RECREATION PROGRAMS	48,197	39,374	45,500	45,500	0.00%
4474 - GENERAL RECREATION PROGRAMS	14,358	9,784	10,000	12,000	20.00%
PARKS & RECREATION	153,002	74,403	130,500	107,500	-17.62%
4481 - MEMBERSHIPS-FAMILY	28,152	21,124	25,000	36,000	44.00%
4482 - MEMBERSHIPS-INDIVIDUAL	38,618	22,000	30,000	36,000	20.00%
4483 - SILVER SNEAKERS TAXABLE	16,093	16,994	4,000	17,000	325.00%
4485 - GENERAL ADMISSIONS-INDIVIDUAL	55,859	38,587	50,000	50,000	0.00%
4486 - GENERAL ADMISSIONS-GROUP	36,658	14,960	35,000	30,000	-14.29%
4487 - SWIM LESSONS	78,700	45,224	70,000	80,000	14.29%
4489 - LOCKER RENTAL	-	2,345	1,000	2,000	100.00%
4493 - GAME ROOM	77	45	-	50	100.00%
4494 - MERCHANDISE FOR RESALE	865	511	-	500	100.00%
4495 - CONSTITUTION HALL RENTAL	41,316	28,861	45,000	45,000	0.00%
4497 - CONCESSIONS & COMMISSIONS	-	-	-	-	0.00%
COMMUNITY CENTER	296,338	190,651	260,000	296,550	14.06%
TOTAL CHARGES FOR SERVICES	639,095	395,091	493,700	560,965	13.62%
4508 - UNCLAIMED EVIDENCE	-	374	1,000	1,000	0.00%
4511 - COURT FINES	149,202	102,526	150,000	150,000	0.00%
4512 - ADMINISTRATIVE FINES	85,975	25,950	20,000	37,000	85.00%
TOTAL FINES & FORFEITURES	235,177	128,850	171,000	188,000	9.94%
4601 - SPECIAL ASSESSMENTS	139,652	89,407	40,000	100,000	150.00%
TOTAL SPECIAL ASSESSMENTS	139,652	89,407	40,000	100,000	150.00%
4603 - INTEREST EARNINGS	237,262	115,676	129,825	200,000	54.05%
4605 - UNREALIZED INVESTMENT GAIN/LOSS	268,472	-	-	-	0.00%
TOTAL INVESTMENT EARNINGS	505,734	115,676	129,825	200,000	54.05%
4604 - CHECK PROCESSING FEES	212	140	-	-	0.00%
4606 - OTHER REVENUE	85,519	22,917	50,000	50,000	0.00%
4612 - DONATIONS & CONTRIBUTIONS	25,297	200	20,000	20,000	0.00%
4613 - CARS DONATIONS & CONTRIBUTIONS	250	-	500	-	-100.00%
4788 - TAXABLE MERCHANDISE	60	-	-	-	0.00%
4812 - FACILITY RENTALS	4,981	2,704	10,000	5,000	-50.00%
4921 - REFUNDS & REIMBURSEMENTS	142,325	71,047	100,000	100,000	0.00%
TOTAL MISCELLANEOUS	258,644	97,008	180,500	175,000	-3.05%
REVENUES	\$ 26,684,753	\$ 13,745,519	\$ 28,006,619	\$ 29,504,674	5.35%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
10100 - GENERAL FUND								
4101 - CURRENT AD VALOREM TAXES	(19,329,320.65)	(20,683,588.82)	(22,617,464.00)	(11,649,305.11)	(24,292,201.00)	7.40%	Reduced from 22846199 on 12/07/2023; reduced from \$22,709,797 pm 12/13/23 to get to 7.2% levv	
4101 - MKT VALUE CREDIT-PROPERTY TAX	-	-		-				
4102 - ALLOWANCE FOR UNCOLLECTIBLE			220,000.00		245,000.00	11.36%		
4120 - DELINQUENT AD VALOREM TAXES	(71,589.75)	(220,290.84)	(100,000.00)	(64,627.97)	(100,000.00)	0.00%		
4154 - PENALTIES & INT-DELINQ TAXES	(8,199.59)	(49,934.26)	(12,000.00)	(6,310.88)	(12,000.00)	0.00%		Estimated
PROPERTY TAXES	(19,409,109.99)	(20,953,813.92)	(22,509,464.00)	(11,720,243.96)	(24,159,201.00)	7.33%		
4150 - TAX INCREMENTS	12.44	-	-	(22.66)				
TAX INCREMENTS	12.44	-	-	(22.66)				
4161 - LODGING TAX	(895,882.64)	(898,037.01)	(900,000.00)	(489,847.72)	(900,000.00)	0.00%		
SALES & USE TAXES	(895,882.64)	(898,037.01)	(900,000.00)	(489,847.72)	(900,000.00)	0.00%		
TOTAL TAXES	(20,304,980.19)	(21,851,850.93)	(23,409,464.00)	(12,210,114.34)	(25,059,201.00)	7.05%		
4201 - LIQUOR LICENSES	(43,500.00)	(45,905.20)	(28,800.00)	(13,656.17)	(59,000.00)	104.86%		
4202 - BEER LICENSES	(2,025.00)	(900.00)	(1,400.00)	-	(700.00)	-50.00%		
4203 - GARBAGE HAULING LICENSES	(2,350.00)	(2,225.00)	(2,375.00)	(5,750.00)	(5,750.00)	142.11%		
4204 - CIGARETTE LICENSES	(3,840.00)	(2,325.00)	(3,240.00)	(150.00)	(3,000.00)	-7.41%		
4205 - RENTAL DWELLING LICENSES	(271,758.00)	(301,938.00)	(200,000.00)	(198,280.00)	(223,650.00)	11.83%		Increase of \$23,650 base on 60% of 3 year trend.
4207 - MECHANICAL LICENSES	(8,300.00)	(9,730.00)	(10,000.00)	(7,450.00)	(10,000.00)	0.00%		Same as 2024
4209 - SERVICE STATION LICENSES	(3,070.00)	(1,330.00)	(2,190.00)	(265.00)	(2,190.00)	0.00%		
4210 - MOTOR VEHICLE DEALER LICENSES	(1,500.00)	(1,500.00)	(1,500.00)	(1,500.00)	(1,500.00)	0.00%		
4212 - AMUSEMENT LICENSES	(105.00)	(15.00)	(50.00)	(105.00)	(105.00)	110.00%		
4213 - MISCELLANEOUS BUSINESS LICENSE	(2,805.00)	(3,410.00)	(4,000.00)	(4,915.00)	(3,800.00)	-5.00%		
LICENSES	(339,253.00)	(369,278.20)	(253,555.00)	(232,071.17)	(309,695.00)	22.14%		
4221 - SIGN PERMITS	(1,385.00)	(2,100.91)	(2,000.00)	(1,115.00)	(2,000.00)	0.00%		Same as 2024
4222 - BUILDING PERMITS	(270,258.80)	(414,941.04)	(500,000.00)	(164,368.75)	(500,000.00)	0.00%		Maintain 2024 amount.
4223 - MECHANICAL PERMITS	(79,843.16)	(134,493.27)	(45,000.00)	(52,743.71)	(65,000.00)	44.44%		Increased by \$20,000 based on trend.
4224 - SEWER & WATER PERMITS	(2,040.00)	(1,990.00)	(3,000.00)	(1,780.00)	(3,000.00)	0.00%		Same as 2024
4225 - PLUMBING PERMITS	(78,023.21)	(64,253.02)	(65,000.00)	(52,482.44)	(65,000.00)	0.00%		Same as 2024
4226 - ROW PERMIT FEE	(18,850.00)	(7,050.00)	(10,000.00)	(7,950.00)	(10,000.00)	0.00%		Same as 2024
4227 - ELECTRICAL PERMITS	(81,327.97)	(85,651.50)	(50,000.00)	(47,404.10)	(65,000.00)	30.00%		Increased by \$15,000 based on trend. (80% permit revenue is paid to contracted Electrical Inspector)
4228 - MISC BUSINESS PERMITS	(1,475.00)	(725.00)	(1,500.00)	(750.00)	(1,500.00)	0.00%		Same as 2024
PERMITS	(533,203.14)	(711,204.74)	(676,500.00)	(328,594.00)	(711,500.00)	5.17%		
TOTAL LICENSES & PERMITS	(872,456.14)	(1,080,482.94)	(930,055.00)	(560,665.17)	(1,021,195.00)	9.80%		
4320 - MISC FEDERAL GRANTS	(263,076.36)	-	-	-				Potential for SAFER Grant for Fire assistance
FEDERAL	(263,076.36)	-	-	-				
4341 - LOCAL GOVERNMENT AID	(1,186,808.50)	(1,250,184.50)	(1,513,990.00)	-	(1,517,313.00)	0.22%		50% of year award (\$3,034,626)

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
4345 - PENSION AID-FIRE RELIEF	(206,560.41)	(223,176.63)	(208,000.00)	(1,000.00)	(225,000.00)	8.17%		
4346 - PENSION AID-POLICE	(397,318.50)	(366,610.57)	(440,000.00)	-	(400,000.00)	-9.09%		Reduced based on trends
4352 - POLICE TRAINING GRANT	(25,706.34)	-	(48,000.00)	-	(48,000.00)	0.00%		
4359 - OTHER STATE GRANTS/AID	(12,048.30)	(69,802.54)	(392,085.00)	(121,223.67)		-100.00%	Initial budget \$82,085. Adjusted for \$20,500 for presidential primary reimbursement from Sec of State office; transfer in of Public Safety Aid to cover portion of Police OT (\$289,500)	Remove Public Safety Aid for police OT; no election reimbursement in 2025
STATE	(1,828,442.05)	(1,909,774.24)	(2,602,075.00)	(122,223.67)	(2,190,313.00)	-15.82%		
4362 - COUNTY GRANTS/AID	-	(3,890.90)		(22,174.87)	(5,000.00)			Hennepin County Lifeguard Grant
COUNTY	-	(3,890.90)		(22,174.87)	(5,000.00)			
4373 - OTHER GRANTS/AID	-	(60,450.00)	(50,000.00)	(4,308.36)	(5,000.00)	-90.00%	Removed private grants - they are managed as special revenue funds beginning in 2022	Hennepin Recycling Group grant
LOCAL	-	(60,450.00)	(50,000.00)	(4,308.36)	(5,000.00)	-90.00%		
TOTAL INTERGOVERNMENTAL	(2,091,518.41)	(1,974,115.14)	(2,652,075.00)	(148,706.90)	(2,200,313.00)	-17.03%		
4401 - VACANT BLDG REG FEE	(15,150.00)	(24,635.00)	(10,000.00)	(21,510.00)	(10,000.00)	0.00%		Same as 2024
4402 - RENTAL CONVERSION FEE	(48,000.00)	(25,000.00)	(20,000.00)	(18,500.00)	(27,580.00)	37.90%		Increase of \$8,580 base on 60% of 3 year trend.
4403 - PLANNING APPLICATION FEES	-	(8,600.00)	(10,000.00)	(750.00)	(10,000.00)	0.00%		Same as 2024
4404 - ZONING CHANGES/SPECIAL USE PER	(8,500.00)	(1,050.00)	(5,000.00)	(5,550.00)	(5,000.00)	0.00%		Same as 2024
4405 - SALE OF MAPS & DOCUMENTS	(34.41)	-	-	-	-			
4407 - ASSESSMENT SEARCHES	(25.00)	-	-	-	-			
4408 - REINSPECTION FEES	(80,200.00)	(77,900.00)	(35,000.00)	(44,950.00)	(60,285.00)	72.24%		Increase of \$25,285 base on 60% of 3 year trend.
4410 - REOCCUPANCY INSP FEE	-	-	(500.00)	-	(500.00)	0.00%		Same as 2024
4411 - FILING FEES	(350.00)	-	-	(125.00)	-			
4412 - ABATEMENT FEES	570.00	(35.00)	-	(9,895.01)	(10,000.00)			Corrected Account code out of Special Assessments for Nuisance Abatements.
4413 - FINAL PLAT & VACATION FEES	-	(200.00)	(200.00)	(125.00)	(200.00)	0.00%		Same as 2024
4415 - TREE CONTRACTOR REGISTRATION	(1,050.00)	(1,225.00)	(1,000.00)	(840.00)	(1,000.00)	0.00%		Same as 2024
4416 - ZONING LETTER	-	-	(500.00)	-	(500.00)	0.00%		Same as 2024
GENERAL	(152,739.41)	(138,645.00)	(82,200.00)	(102,245.01)	(125,065.00)	52.15%		
4421 - POLICE REPORT REVENUE	(107.00)	-	-	-	-			
4422 - LICENSE INVESTIGATIONS	(800.00)	(1,150.00)	(1,000.00)	(4,100.00)	(1,000.00)	0.00%		
4423 - ANIMAL CONTROL REVENUE	(7,931.00)	(6,156.00)	(8,000.00)	(3,207.00)	(6,000.00)	-25.00%		
4425 - BURGLAR ALARM FEES	275.00	-	-	-	-			
4426 - TOWING REVENUE	-	(1,758.00)	-	-	-			
4427 - POLICE SERVICE REVENUE	(10.00)	(30.00)	-	(350.00)	(350.00)			
4428 - PRIVATE SECURITY CONTRACTS	(5,310.00)	(13,477.50)	(1,500.00)	(1,620.00)	(10,000.00)	566.67%		Match budgeted expenses
PUBLIC SAFETY	(13,883.00)	(22,571.50)	(10,500.00)	(9,277.00)	(17,350.00)	65.24%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
4431 - WEED CUTTING CHARGES	(5,600.00)	(4,500.00)	(500.00)	(315.00)	(4,500.00)	800.00%		Increase of \$4,000 based on trend.
4434 - DISEASED TREE REMOVAL	(17,458.75)	(24,037.84)	(10,000.00)	(18,199.94)	(10,000.00)	0.00%		Same as 2024
PUBLIC WORKS	(23,058.75)	(28,537.84)	(10,500.00)	(18,514.94)	(14,500.00)	38.10%		
4471 - ADULT RECREATION PROGRAMS	(93,197.99)	(90,435.30)	(75,000.00)	(25,227.05)	(50,000.00)	-33.33%		Other entities are now offering similar programming
4472 - TEEN RECREATION PROGRAMS	-	(12.00)	-	(18.00)				
4473 - CHILDREN RECREATION PROGRAMS	(32,705.50)	(48,196.50)	(45,500.00)	(39,373.50)	(45,500.00)	0.00%		
4474 - GENERAL RECREATION PROGRAMS	(8,523.68)	(14,358.00)	(10,000.00)	(9,783.90)	(12,000.00)	20.00%		
PARKS & RECREATION	(134,427.17)	(153,001.80)	(130,500.00)	(74,402.45)	(107,500.00)	-17.62%		
4481 - MEMBERSHIPS-FAMILY	(26,823.26)	(28,152.21)	(25,000.00)	(21,124.17)	(36,000.00)	44.00%		Projected to be \$3,000/month
4482 - MEMBERSHIPS-INDIVIDUAL	(30,205.68)	(38,618.05)	(30,000.00)	(21,999.65)	(36,000.00)	20.00%		Projected to be \$3,000/month
4483 - SILVER SNEAKERS TAXABLE	(2,325.00)	(16,092.70)	(4,000.00)	(16,994.47)	(17,000.00)	325.00%		
4485 - GENERAL ADMISSIONS-INDIVIDUAL	(42,958.56)	(55,858.62)	(50,000.00)	(38,587.14)	(50,000.00)	0.00%		
4486 - GENERAL ADMISSIONS-GROUP	(32,750.00)	(36,657.50)	(35,000.00)	(14,959.50)	(30,000.00)	-14.29%		
4487 - SWIM LESSONS	(57,958.69)	(78,699.58)	(70,000.00)	(45,223.74)	(80,000.00)	14.29%		
4489 - LOCKER RENTAL	(1,500.00)	-	(1,000.00)	(2,345.00)	(2,000.00)	100.00%		
4493 - GAME ROOM	(47.00)	(77.00)	-	(45.00)	(50.00)			
4494 - MERCHANDISE FOR RESALE	(592.63)	(864.51)	-	(511.30)	(500.00)			
4495 - CONSTITUTION HALL RENTAL	(52,238.93)	(41,316.41)	(45,000.00)	(28,861.43)	(45,000.00)	0.00%		
COMMUNITY CENTER	(247,399.75)	(296,336.58)	(260,000.00)	(190,651.40)	(296,550.00)	14.06%		
TOTAL CHARGES FOR SERVICES	(571,508.08)	(639,092.72)	(493,700.00)	(395,090.80)	(560,965.00)	13.62%		
4508 - UNCLAIMED EVIDENCE	(4,056.22)	-	(1,000.00)	(373.67)	(1,000.00)	0.00%		
4511 - COURT FINES	(142,973.94)	(149,201.90)	(150,000.00)	(102,525.94)	(150,000.00)	0.00%		
4512 - ADMINISTRATIVE FINES	(28,871.00)	(85,975.00)	(20,000.00)	(25,950.00)	(37,000.00)	85.00%		Increase of \$17,000 base on 80% of 3 year trend.
TOTAL FINES & FORFEITURES	(175,901.16)	(235,176.90)	(171,000.00)	(128,849.61)	(188,000.00)	9.94%		
4601 - SPECIAL ASSESSMENTS	(34,393.15)	(139,651.76)	(40,000.00)	(89,407.31)	(100,000.00)	150.00%		AJH Note - increased to align with historical/projected actuals.
TOTAL SPECIAL ASSESSMENTS	(34,393.15)	(139,651.76)	(40,000.00)	(89,407.31)	(100,000.00)	150.00%		
4603 - INTEREST EARNINGS	(137,512.36)	(237,262.47)	(129,825.00)	(115,676.33)	(200,000.00)	54.05%	Allocation of \$600,000 total interest income	Rates increased
TOTAL INVESTMENT EARNINGS	(137,512.36)	(237,262.47)	(129,825.00)	(115,676.33)	(200,000.00)	54.05%		
4604 - CHECK PROCESSING FEES	(30.00)	(211.95)	-	(140.00)				
4605 - UNREALIZED INVESTMENT GAIN/LOS	540,672.34	(268,471.57)		-				Not budgeted as this is a year end reporting requirement, but is not an area of control by staff. Lower yield investments are maturing, market values should increase

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
4606 - OTHER REVENUE	(7,747.12)	(85,519.43)	(50,000.00)	(22,916.96)	(50,000.00)	0.00%		
4612 - DONATIONS & CONTRIBUTIONS	(8,400.00)	(25,297.11)	(20,000.00)	(200.00)	(20,000.00)	0.00%	Primarily health fair and Juneteenth vendors	
4613 - CARS DONATIONS	(500.00)	(250.00)	(500.00)	-	-	-100.00%		
TOTAL MISCELLANEOUS	523,995.22	(379,750.06)	(70,500.00)	(23,256.96)	(70,000.00)	-0.71%		
4788 - TAXABLE MERCHANDISE	-	(60.00)		-				
4789 - NON TAXABLE MERCHANDISE	-	-		-				
4812 - FACILITY RENTALS	(6,359.64)	(4,981.15)	(10,000.00)	(2,704.25)	(5,000.00)	-50.00%		
TOTAL OPERATING REVENUES	(6,359.64)	(5,041.15)	(10,000.00)	(2,704.25)	(5,000.00)	-50.00%		
4921 - REFUNDS & REIMBURSEMENTS	(135,745.18)	(142,325.25)	(100,000.00)	(71,047.16)	(100,000.00)	0.00%		
TOTAL OTHER FINANCING SOURCES	(135,745.18)	(142,325.25)	(100,000.00)	(71,047.16)	(100,000.00)	0.00%		
REVENUES	(23,806,379.09)	(26,684,749.32)	(28,006,619.00)	(13,745,518.83)	(29,504,674.00)	5.35%		

**GENERAL FUND
41110 - MAYOR COUNCIL**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41110 - MAYOR COUNCIL						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 426	\$ 426	\$ -	\$ -	\$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	\$ 56,029	\$ 53,771	\$ 31,615	\$ 54,181	\$ 59,489	9.80%
6122 - PERA COORDINATED PLAN	32	32	-	-	-	0.00%
6124 - PERA DEFINED CONTRIBUTION	1,731	1,661	985	1,689	743	-56.01%
6125 - FICA - SOCIAL SECURITY	1,371	1,303	739	3,359	3,689	9.82%
6126 - FICA - MEDICARE	823	790	460	785	863	9.94%
6151 - WORKER'S COMP INSURANCE	284	340	198	292	-	-100.00%
TOTAL PERSONAL SERVICES	60,696	58,323	33,997	60,306	64,784	7.43%
6201 - OFFICE SUPPLIES	11	-	41	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	21	91	95	-	150	100.00%
6242 - MINOR EQUIPMENT	-	666	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	7,533	1,157	1,199	-	-	0.00%
TOTAL SUPPLIES	7,565	1,914	1,335	0	150	100.00%
6307 - PROFESSIONAL SERVICES	46,913	46,845	33,927	49,000	-	-100.00%
6308 - CHARTER COMMISSION	-	-	60	1,500	1,500	0.00%
6329 - OTHER COMMUNICATION SERVICES	2,521	2,319	1,380	2,800	2,800	0.00%
6321 - TELEPHONE/PAGERS	158	459	528	900	900	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	207	48	1,372	400	10,400	2500.00%
6351 - PRINTING	75	213	53	-	250	100.00%
6421 - SOFTWARE LICENSE	-	8,950	9,577	9,400	9,600	2.13%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	1,202	4,369	3,783	2,000	5,000	150.00%
6433 - MEETING EXPENSES	2,430	4,006	2,169	2,000	2,500	25.00%
6434 - DUES & SUBSCRIPTIONS	13,076	77,664	25,917	53,473	57,530	7.59%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	63,000	100.00%
TOTAL SERVICES & OTHER CHARGES	66,582	144,873	78,766	121,473	153,480	26.35%
TOTAL BUSINESS UNIT EXPENSES	\$ 134,843	\$ 205,110	\$ 114,098	\$ 181,779	\$ 218,414	20.15%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41110 - MAYOR COUNCIL								
6101 - WAGES & SALARIES-FT EMPLOYEES	425.58	425.58	-	-				
6103 - WAGES-PART TIME EMPLOYEES	56,029.42	53,771.22	54,181.00	31,614.80	59,489.00	9.80%	no increase	Increase approved for 2025
6122 - PERA COORDINATED PLAN	31.90	31.91	-	-				
6124 - PERA DEFINED CONTRIBUTION	1,730.96	1,660.61	1,689.00	984.90	743.00	-56.01%		
6125 - FICA - SOCIAL SECURITY	1,370.77	1,302.64	3,359.00	738.80	3,689.00	9.82%		
6126 - FICA - MEDICARE	822.58	789.91	785.00	459.88	863.00	9.94%		
6151 - WORKER'S COMP INSURANCE	284.21	339.86	292.00	197.54		-100.00%		
TOTAL PERSONAL SERVICES	60,695.42	58,321.73	60,306.00	33,995.92	64,784.00	7.43%		
6201 - OFFICE SUPPLIES	11.27	-	-	41.32				
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	21.35	91.31	-	95.39	150.00		Recognition plaques, name plates	Recognition plaques, name plates
6242 - MINOR EQUIPMENT		665.58	-	-				
6243 - MINOR COMPUTER EQUIPMENT	7,532.73	1,156.88	-	1,199.29			Miscellaneous minor computer equipment	
TOTAL SUPPLIES	7,565.35	1,913.77	-	1,336.00	150.00			
6307 - PROFESSIONAL SERVICES	46,912.55	46,844.53	49,000.00	33,927.46		-100.00%	35K for Common Sense, 13K for Timesavers, Interpreters for CC Meetings 1K	
6308 - CHARTER COMMISSION	-	-	1,500.00	59.94	1,500.00	0.00%	This is the statutory amount for Charter Commissions	This is the statutory amount for Charter Commissions
TOTAL PROFESSIONAL SERVICES	46,912.55	46,844.53	50,500.00	33,987.40	1,500.00	-97.03%		
6321 - TELEPHONE/PAGERS	158.48	458.66	900.00	528.32	900.00	0.00%	5x T-Mobile Service	5x T-Mobile Service
6322 - POSTAGE			-		-			
6329 - OTHER COMMUNICATION SERVICES	2,520.72	2,318.65	2,800.00	1,380.42	2,800.00	0.00%	iPad Data Communications (5) Council Members	iPad Data Communications (5) Council Members
6331 - TRAVEL EXPENSE/MILEAGE	207.40	48.10	400.00	1,372.10	10,400.00	2,500.00%	Mileage reimbursement for conferences	Mileage reimbursement for conferences; NLC travel expense
6449 - OTHER CONTRACTUAL SERVICE					63,000.00			66K for Common Sense, 15K for Timesavers, Interpreters for CC Meetings 1K (AJH Note-reduced by \$19K for 2025 budget)
6351 - PRINTING	75.31	212.59	-	53.13	250.00		Business Cards; Name badges	Business Cards; Name badges
6421 - SOFTWARE LICENSE	-	8,950.00	9,400.00	9,576.50	9,600.00	2.13%	NovusAgenda	One-Meeting

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6432 - CONFERENCES AND SCHOOLS	1,202.13	4,368.93	2,000.00	3,782.59	5,000.00	150.00%	LMC Conference, LMC Workshops	LMC Conference, LMC Workshops:
6433 - MEETING EXPENSES	2,429.55	4,005.89	2,000.00	2,168.86	2,500.00	25.00%	Council retreats 4 times, council orientation, budget meetings, 2 town hall meetings	Council retreats 4 times, council orientation, budget meetings (AJH Note - reduced by \$500 for 2025 budget)
6434 - DUES & SUBSCRIPTIONS	13,076.00	77,664.00	53,473.00	25,917.00	57,530.00	7.59%	Metro Cities - \$9,830 (2023), LMC \$26,000, LMC Mayors Association - \$30; National League of Cities - \$3,613, North Metro Mayors - \$12,000, Rotary - \$2,000	Metro Cities - \$10,450, LMC \$28,000, LMC Mayors Association - \$30; National League of Cities - \$4,050, North Metro Mayors - \$12,500, Rotary - \$2,500
TOTAL OTHER SERVICES & CHARGES	19,669.59	98,026.82	70,973.00	44,778.92	151,980.00	114.14%		
TOTAL BUSINESS UNIT EXPENSES	134,842.91	205,106.85	181,779.00	114,098.24	218,414.00	20.15%		

**GENERAL FUND
41320 - CITY MANAGER**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41320 - CITY MANAGER						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 155,002	\$ 155,002	\$ 89,424	\$ 288,918	\$ 299,261	3.58%
6103 - WAGES-PART TIME EMPLOYEES	-	2,995	1,538	2,909	3,147	8.18%
6111 - SEVERANCE PAY	5,702	-	-	-	-	0.00%
6112 - CAR ALLOWANCE	6,000	6,500	3,500	6,000	6,000	0.00%
6122 - PERA COORDINATED PLAN	11,625	11,625	6,707	22,337	23,130	3.55%
6125 - FICA - SOCIAL SECURITY	8,987	9,218	5,080	18,464	19,121	3.56%
6126 - FICA - MEDICARE	2,102	2,156	1,188	4,318	4,473	3.59%
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632	17,136	11,228	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	1,123	1,449	713	2,323	2,097	-9.73%
TOTAL PERSONAL SERVICES	207,173	206,081	119,378	381,197	394,957	3.61%
6203 - BOOKS/REFERENCE MATERIALS	-	-	36	300	100	-66.67%
6219 - GENERAL OPERATING SUPPLIES	847	59	-	100	100	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	330	-	-	-	1,900	100.00%
TOTAL SUPPLIES	1,177	59	36	400	2,100	425.00%
6307 - PROFESSIONAL SERVICES	383	2,500	3,723	18,898	-	-100.00%
6321 - TELEPHONE/PAGERS	154	92	106	180	180	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	537	93	4	250	100	-60.00%
6342 - LEGAL NOTICES	-	-	-	-	-	0.00%
6351 - PRINTING	40	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	8,972	9,304	80	9,380	11625.00%
6432 - CONFERENCES AND SCHOOLS	6,240	690	5,413	3,500	7,500	114.29%
6433 - MEETING EXPENSES	782	328	1,814	1,500	1,000	-33.33%
6434 - DUES & SUBSCRIPTIONS	935	1,664	901	2,500	1,500	-40.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	43,000	100.00%
6498 - INTERFUND EXPENSE ALLOCATION	(2,165)	(2,755)	-	-	-	-
TOTAL SERVICES & OTHER CHARGES	6,906	11,584	21,265	26,908	62,660	132.87%
TOTAL BUSINESS UNIT EXPENSES	\$ 215,256	\$ 217,724	\$ 140,679	\$ 408,505	\$ 459,717	12.54%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41320 - CITY MANAGER								
6498 - INTERFUND EXPENSE ALLOCATION	(2,165.10)	(2,754.92)		-				
TOTAL TRANSFERS IN	(2,165.10)	(2,754.92)		-				
REVENUES	(2,165.10)	(2,754.92)		-				
6101 - WAGES & SALARIES-FT EMPLOYEES	155,001.60	155,001.60	288,918.00	89,424.00	299,261.00	3.58%	City Manager, Assistant City Manager	City Manager and Deputy City Manager
6102 - OVERTIME-FT EMPLOYEES			-					
6103 - WAGES-PART TIME EMPLOYEES	-	2,995.21	2,909.00	1,538.24	3,147.00	8.18%	Brooklyn Intern	Brooklyn Intern
6111 - SEVERANCE PAY	5,702.29	-		-				
6112 - CAR ALLOWANCE	6,000.00	6,500.00	6,000.00	3,500.00	6,000.00	0.00%		
6122 - PERA COORDINATED PLAN	11,625.12	11,625.12	22,337.00	6,706.80	23,130.00	3.55%		
6125 - FICA - SOCIAL SECURITY	8,987.08	9,217.93	18,464.00	5,080.44	19,121.00	3.56%		
6126 - FICA - MEDICARE	2,101.82	2,155.81	4,318.00	1,188.16	4,473.00	3.59%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,631.92	17,135.92	35,928.00	11,227.50	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE	1,123.21	1,448.64	2,323.00	712.54	2,097.00	-9.73%		
TOTAL PERSONAL SERVICES	207,173.04	206,080.23	381,197.00	119,377.68	394,957.00	3.61%		
6203 - BOOKS/REFERENCE MATERIALS	-	-	300.00	35.52	100.00	-66.67%		Development Material
6219 - GENERAL OPERATING SUPPLIES	847.02	59.26	100.00	-	100.00	0.00%	Pens, notepads	Pens, notepads
6242 - MINOR EQUIPMENT	-	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	330.00	-	-	-	1,900.00		No Device Due	HP EB860 \$1300, HP DOCK \$250, 2X HP MONITORS \$350 REDWARDS
TOTAL SUPPLIES	1,177.02	59.26	400.00	35.52	2,100.00	425.00%		
6307 - PROFESSIONAL SERVICES	383.08	2,500.00	18,898.00	3,723.24		-100.00%	Directors Development; AJH Note - reduced for final budget. CM noted that this could be used to assist with EHR training; added \$8,898 for Envisio software	
TOTAL PROFESSIONAL SERVICES	383.08	2,500.00	18,898.00	3,723.24		-100.00%		
6321 - TELEPHONE/PAGERS	153.85	92.39	180.00	105.67	180.00	0.00%	1X TMOBILE SERVICE	1X TMOBILE SERVICE
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-			
6331 - TRAVEL EXPENSE/MILEAGE	536.74	93.47	250.00	4.00	100.00	-60.00%		paid parking meetings
6341 - PERSONNEL ADVERTISING	-	-	-	-				
6342 - LEGAL NOTICES	-	-	-	-				
6441 - LICENSES, TAXES & FEES	-	-	-	-				

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6449 - OTHER CONTRACTUAL SERVICE					43,000.00			\$20K: Coaching, Admin and Director Development and \$40K Performance Measures (Design and Initiate Coordination) Contract; (AJH Note - reduced by \$17K)
6351 - PRINTING	39.97	-	-	-				
6421 - SOFTWARE LICENSE	-	8,971.70	80.00	9,304.42	9,380.00	11,625.00%	1X ADOBE ACROBAT PRO	1X ADOBE ACROBAT PRO; ENVISIO SOFTWARE
6432 - CONFERENCES AND SCHOOLS	6,239.76	690.00	3,500.00	5,413.00	7,500.00	114.29%	ICMA/NFBPA/LMC	City Manager and Deputy City Manager Professional Development (AJH Note - reduced by \$2,500 for 2025 budget)
6433 - MEETING EXPENSES	782.41	327.73	1,500.00	1,814.02	1,000.00	-33.33%	Forums (4x); AJH Note - reduced for final budget	Public Forums
6434 - DUES & SUBSCRIPTIONS	935.40	1,663.54	2,500.00	900.60	1,500.00	-40.00%	ICMA/ROTARY/NMMA/NFBPA	ICMA/ROTARY/NMMA/NFBPA/MAUMA/MAMA (AJH Note - reduced by \$1,000 for 2025 budget)
TOTAL OTHER SERVICES & CHARGES	8,688.13	11,838.83	8,010.00	17,541.71	62,660.00	682.27%		
TOTAL BUSINESS UNIT EXPENSES	217,421.27	220,478.32	408,505.00	140,678.15	459,717.00	12.54%		

**GENERAL FUND
41410 - ELECTIONS**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41410 - ELECTIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 56,628	\$ 43,979	\$ 42,614	\$ 73,299	\$ 77,384	5.57%
6102 - OVERTIME-FT EMPLOYEES	5,046	803	657	10,000	1,000	-90.00%
6103 - WAGES - PART TIME EMPLOYEES	45,536	13,568	34,157	75,000	10,000	-86.67%
6111 - SEVERANCE PAY	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	4,626	4,165	4,534	5,497	5,879	6.95%
6125 - FICA - SOCIAL SECURITY	4,908	3,536	4,349	4,545	4,860	6.93%
6126 - FICA - MEDICARE	1,148	827	1,017	1,063	1,137	6.96%
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632	8,568	11,228	17,964	18,864	5.01%
6151 - WORKER'S COMP INSURANCE	430	504	470	572	533	-6.82%
TOTAL PERSONAL SERVICES	134,954	75,950	99,026	187,940	119,657	-36.33%
6219 - GENERAL OPERATING SUPPLIES	3,988	375	3,623	10,000	500	-95.00%
6242 - MINOR EQUIPMENT	8	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	548	-	-	-	-	0.00%
TOTAL SUPPLIES	4,544	375	3,623	10,000	500	-95.00%
6321 - TELEPHONES	-	-	-	-	1,030	100.00%
6322 - POSTAGE	1,033	1,141	-	9,000	1,200	-86.67%
6331 - TRAVEL EXPENSE/MILEAGE	167	-	127	300	400	33.33%
6333 - FREIGHT/DRAYAGE	420	-	129	900	150	-83.33%
6342 - LEGAL NOTICES	1,161	781	509	1,400	500	-64.29%
6351 - PRINTING	8,155	37	-	10,000	500	-95.00%
6402 - EQUIPMENT SERVICES	3,485	1,959	-	5,500	5,500	0.00%
6412 - BLDGS/FACILITIES	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	7,275	7,275	7,601	7,500	9,324	24.32%
6432 - CONFERENCES AND SCHOOLS	1,712	881	1,356	2,000	2,500	25.00%
6433 - MEETING EXPENSES	1,098	86	565	1,300	250	-80.77%
6434 - DUES & SUBSCRIPTIONS	431	221	50	500	500	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	24,937	12,381	10,337	38,400	21,854	-43.09%
6545 - OTHER EQUIPMENT	-	-	263	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	263	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 164,435	\$ 88,706	\$ 113,249	\$ 236,340	\$ 142,011	-39.91%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41410 - ELECTIONS								
6101 - WAGES & SALARIES-FT EMPLOYEES	56,628.29	43,978.63	73,299.00	42,614.24	77,384.00	5.57%		
6102 - OVERTIME-FT EMPLOYEES	5,046.44	803.47	10,000.00	656.61	1,000.00	-90.00%	Overtime due to scheduled Elections	No scheduled elections
6103 - WAGES-PART TIME EMPLOYEES	45,535.81	13,568.41	75,000.00	34,156.73	10,000.00	-86.67%	3 elections including Presidential	No scheduled elections
6122 - PERA COORDINATED PLAN	4,625.72	4,165.43	5,497.00	4,533.59	5,879.00	6.95%		
6125 - FICA - SOCIAL SECURITY	4,907.86	3,536.40	4,545.00	4,348.51	4,860.00	6.93%		
6126 - FICA - MEDICARE	1,147.78	827.05	1,063.00	1,017.00	1,137.00	6.96%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632.00	8,568.00	17,964.00	11,227.50	18,864.00	5.01%		
6151 - WORKER'S COMP INSURANCE	430.33	504.19	572.00	470.15	533.00	-6.82%		
TOTAL PERSONAL SERVICES	134,954.23	75,951.58	187,940.00	99,024.33	119,657.00	-36.33%		
6219 - GENERAL OPERATING SUPPLIES	3,988.23	374.76	10,000.00	3,623.28	500.00	-95.00%	Includes supplies for six polling locations and an absentee precinct, such as ballot transfer cases, seals, ballot pens, poster board for signs, markers, rubber bands, voting booth bulbs and starters, paper tape rolls, batteries, and printer cartridges, tapes. Document Shredding services for 2 occasions	Non-election year (budgeted for special city-wide election)
6242 - MINOR EQUIPMENT	7.50	-	-	-	-			
6243 - MINOR COMPUTER EQUIPMENT	547.98	-	-	-	-		No One Due	
TOTAL SUPPLIES	4,543.71	374.76	10,000.00	3,623.28	500.00	-95.00%		
6321 - TELEPHONE/PAGERS			-		1,030.00			1x T-Mobile Service \$180, 1x iPhone Purchase \$850
6322 - POSTAGE	1,032.55	1,140.57	9,000.00	-	1,200.00	-86.67%	Includes: mailing out verification cards on new voter registrations; mailing absentee ballot applications; providing postage for absentee return envelopes; and information mailed to polling places and election judges. Postage for voter guides.	Non-election year (budgeted for special city-wide election)
6331 - TRAVEL EXPENSE/MILEAGE	167.31	-	300.00	126.63	400.00	33.33%	Includes mileage and parking expenses associated with attendance at election meetings held at off-site locations.	Includes mileage and parking expenses associated with attendance at election meetings held at off-site locations.

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6333 - FREIGHT/DRAYAGE	419.86	-	900.00	128.65	150.00	-83.33%	Includes courier services related to the delivery of ballots and election supplies from Hennepin County Elections. Includes the rental of a truck to transport ballot boxes, voting booths, signs, and optical scan voting equipment to the polling locations.	Non-election year (budgeted for special city-wide election)
6341 - PERSONNEL ADVERTISING	-	-	-	-	-			
6342 - LEGAL NOTICES	1,160.70	780.80	1,400.00	509.36	500.00	-64.29%	Includes publication of legal notices for candidate filings, public accuracy test of voting equipment, sample ballot, and notice of election for 3 elections.	Non-election year (budgeted for special city-wide election)
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-			
6351 - PRINTING	8,155.33	37.13	10,000.00	-	500.00	-95.00%	3 elections including Presidential	Non-election year (budgeted for special city-wide election)
6412 - BLDGS/FACILITIES	-	-	-	-	-			
6415 - OTHER EQUIPMENT	-	-	-	-	-			
6421 - SOFTWARE LICENSE	7,275.00	7,275.00	7,500.00	7,601.00	9,324.00	24.32%	Modus Software	Modus Software \$9,000, 1x Adobe Acrobat Pro \$180, Grammarly \$144
6432 - CONFERENCES AND SCHOOLS	1,711.69	880.81	2,000.00	1,356.14	2,500.00	25.00%	Includes Clerks Conference and Clerks Institute Year I	Includes Clerks Institute Year I and Clerks Conference
6433 - MEETING EXPENSES	1,097.82	86.46	1,300.00	565.32	250.00	-80.77%	3 elections including Presidential	Non-election year (budgeted for special city-wide election)
6434 - DUES & SUBSCRIPTIONS	431.48	221.48	500.00	50.00	500.00	0.00%	This provides for professional membership in Municipal Clerk's and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Notary Public	This provides for professional membership in Municipal Clerk's and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Notary Public
TOTAL OTHER SERVICES & CHARGES	21,451.74	10,422.25	32,900.00	10,337.10	16,354.00	-50.29%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6402 - EQUIPMENT SERVICES	3,484.80	1,958.79	5,500.00	-	5,500.00	0.00%	Includes the cost of the maintenance/ lease agreement with Hennepin County for the digital scan voting system [nine (9) DS200 Digital Scan Precinct Count Units; twenty (18) 4 GB Jump Drives; nine (9) DS200 Plastic Ballot Boxes; eight (8) Omni Ballot Voter Assist Terminals, sixteen (16)	Includes the cost of the maintenance/ lease agreement with Hennepin County for the digital scan voting system [nine (9) DS200 Digital Scan Precinct Count Units; twenty (18) 4 GB Jump Drives; nine (9) DS200 Plastic Ballot Boxes; eight (8) Omni Ballot Voter Assist Terminals, sixteen (16)
TOTAL REPAIRS & MAINTENANCE	3,484.80	1,958.79	5,500.00	-	5,500.00	0.00%		
6545 - OTHER EQUIPMENT	-	-	-	263.03			Actual is accessible voting booth	
TOTAL CAPITAL OUTLAY	-	-	-	263.03				
TOTAL BUSINESS UNIT EXPENSES	164,434.48	88,707.38	236,340.00	113,247.74	142,011.00	-39.91%		

**GENERAL FUND
41430 - CITY CLERK**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41430 - CITY CLERK						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 154,047	\$ 175,427	\$ 109,089	\$ 98,971	\$ 101,939	3.00%
6102 - OVERTIME-FT EMPLOYEES	-	81	206	-	-	0.00%
6103 - WAGES -PART TIME EMPLOYEES	-	-	-	-	42,000	100.00%
6111 - SEVERANCE PAY	2,636	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	11,554	13,163	8,197	7,423	10,795	45.43%
6125 - FICA - SOCIAL SECURITY	10,075	11,370	6,966	6,136	8,924	45.44%
6126 - FICA - MEDICARE	2,356	2,659	1,629	1,435	2,087	45.44%
6131 - CAFETERIA PLAN CONTRIBUTIONS	33,264	34,272	22,455	17,964	18,864	5.01%
6151 - WORKER'S COMP INSURANCE	1,118	1,600	852	772	979	26.81%
TOTAL PERSONAL SERVICES	215,050	238,572	149,394	132,701	185,588	39.85%
6219 - GENERAL OPERATING SUPPLIES	760	1,288	273	700	700	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	275	-	-	1,025	1,025	0.00%
TOTAL SUPPLIES	1,035	1,288	273	1,725	1,725	0.00%
6307 - PROFESSIONAL SERVICES	19,573	-	45	27,000	-	-100.00%
6321 - TELEPHONE/PAGERS	158	951	106	1,690	780	-53.85%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	756	500	1,000	100.00%
6342 - LEGAL NOTICES	5,644	5,279	1,148	7,000	5,000	-28.57%
6351 - PRINTING	-	37	-	500	500	0.00%
6421 - SOFTWARE LICENSE	-	1,114	10,681	8,510	11,307	32.87%
6432 - CONFERENCES AND SCHOOLS	623	2,263	3,544	5,000	5,000	0.00%
6434 - DUES & SUBSCRIPTIONS	51	614	265	1,000	1,000	0.00%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	27,000	100.00%
TOTAL SERVICES & OTHER CHARGES	26,049	10,258	16,545	51,200	51,587	0.76%
TOTAL BUSINESS UNIT EXPENSES	\$ 242,134	\$ 250,118	\$ 166,212	\$ 185,626	\$ 238,900	28.70%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41430 - CITY CLERK								
6101 - WAGES & SALARIES-FT EMPLOYEES	154,046.51	175,427.30	98,971.00	109,088.80	101,939.00	3.00%		
6102 - OVERTIME-FT EMPLOYEES	-	81.41		205.59			3 Elections	
6103 - WAGES-PART TIME EMPLOYEES					42,000.00			
6111 - SEVERANCE PAY	2,636.08	-		-				
6122 - PERA COORDINATED PLAN	11,553.73	13,163.24	7,423.00	8,197.05	10,795.00	45.43%		
6125 - FICA - SOCIAL SECURITY	10,075.46	11,369.60	6,136.00	6,966.02	8,924.00	45.44%		
6126 - FICA - MEDICARE	2,356.35	2,659.02	1,435.00	1,629.15	2,087.00	45.44%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	33,263.68	34,271.68	17,964.00	22,455.00	18,864.00	5.01%		
6151 - WORKER'S COMP INSURANCE	1,117.56	1,599.87	772.00	851.73	979.00	26.81%		
TOTAL PERSONAL SERVICES	215,049.37	238,572.12	132,701.00	149,393.34	185,588.00	39.85%		
6219 - GENERAL OPERATING SUPPLIES	759.98	1,288.45	700.00	273.07	700.00	0.00%	Provides for supplies such as notary stamps, dangerous dog signs/tags, and any other supplies necessary to administer the City Clerk's office	Provides for supplies such as notary stamps, dangerous dog signs/tags, and any other supplies necessary to administer the City Clerk's office
6243 - MINOR COMPUTER EQUIPMENT	274.95	-	1,025.00	-	1,025.00	0.00%	1X ED 800 SFF \$850, 1X MONITOR \$175 ADMIN-LF	1X ED 800 SFF \$850, 1X MONITOR \$175 ADMIN-LF - for admin position
TOTAL SUPPLIES	1,034.93	1,288.45	1,725.00	273.07	1,725.00	0.00%		
6307 - PROFESSIONAL SERVICES	19,572.67	-	27,000.00	45.00		-100.00%	Recodify City Ordinances-\$30K; Laserfiche \$5K	
TOTAL PROFESSIONAL SERVICES	19,572.67	-	27,000.00	45.00		-100.00%		
6321 - TELEPHONE/PAGERS	158.48	950.64	1,690.00	105.67	780.00	-53.85%	2X TMOBILE SERVICE, 1X VERIZON DATA \$480, 1X NEW IPHONE 15 \$850	1x T-Mobile Service \$180, 1x iPad Data Service \$600
6331 - TRAVEL EXPENSE/MILEAGE	-	-	500.00	755.86	1,000.00	100.00%	Includes mileage and parking expenses to attend City Clerk meetings and training held off-site.	Includes mileage and parking expenses to attend City Clerk meetings and training held off-site.
6342 - LEGAL NOTICES	5,643.95	5,278.60	7,000.00	1,148.39	5,000.00	-28.57%	Provides for the cost of publishing ordinances, call for bids, public hearing notices, advertising for proposals, assessments, bonds, financial reports, recodification and any other notice that is required to be published.	Provides for the cost of publishing ordinances, call for bids, public hearing notices, advertising for proposals, assessments, bonds, financial reports, and any other notice that is required to be published.
6449 - OTHER CONTRACTUAL SERVICE					27,000.00			Moved from 6307; Holding the budget; Recodifying ordinances

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6351 - PRINTING	-	37.13	500.00	-	500.00	0.00%	License decals for garbage collection vehicles, and business cards.	License decals for garbage collection vehicles, and business cards.
6421 - SOFTWARE LICENSE	-	1,114.41	8,510.00	10,680.85	11,307.00	32.87%	FOIA \$7500, 2X ADOBE ACROBAT PRO \$160, ADOBE CC \$850	FOIA \$10893, 1x Adobe Acrobat Pro \$180, 1x Grammarly \$144
6432 - CONFERENCES AND SCHOOLS	622.92	2,263.10	5,000.00	3,543.91	5,000.00	0.00%	Includes continuing education for the City Clerk, which includes one annual Municipal Clerk's conference, Advanced Clerk's Academy, and IIMC (International Institute of Municipal Clerks)	Includes continuing education for the City Clerk, which includes one annual Municipal Clerk's conference, Advanced Clerk's Academy, and IIMC (International Institute of Municipal Clerks)
6433 - MEETING EXPENSES	-	-	-	-	-			
6434 - DUES & SUBSCRIPTIONS	51.48	613.75	1,000.00	265.00	1,000.00	0.00%	Provides for professional membership in Municipal Clerks and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Election Center, and Notary Public for City Clerk	Provides for professional membership in Municipal Clerks and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Election Center, Notary Public for City Clerk and ICMA (AJH Note - reduced by \$2,500 for 2025 budget)
TOTAL OTHER SERVICES & CHARGES	6,476.83	10,257.63	24,200.00	16,499.68	51,587.00	113.17%		
TOTAL BUSINESS UNIT EXPENSES	242,133.80	250,118.20	185,626.00	166,211.09	238,900.00	28.70%		

**GENERAL FUND
41710 - COMMUNICATIONS & ENGAGEMENT**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41710 - COMMUNICATIONS & ENGAGEMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 195,624	\$ -	\$ 75,503	\$ -	\$ -	0.00%
6102 - OVERTIME - FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	1,487	-	-	-	-	0.00%
6104 - OVERTIME PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,651	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	14,672	-	5,663	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	12,479	-	4,906	-	-	0.00%
6126 - FICA - MEDICARE	2,919	-	1,147	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	37,734	-	14,947	-	-	0.00%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	1,598	-	672	-	-	0.00%
TOTAL PERSONAL SERVICES	270,164	-	102,838	-	0	0.00%
6219 - GENERAL OPERATING SUPPLIES	2,933	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	2,250	-	-	-	-	0.00%
TOTAL SUPPLIES	5,183	-	-	-	0	0.00%
6307 - PROFESSIONAL SERVICES	63,643	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	1,827	-	1,147	-	-	0.00%
6322 - POSTAGE	35,852	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	173	-	-	-	-	0.00%
6349 - OTHER ADVERTISING	11,205	-	-	-	-	0.00%
6351 - PRINTING	50,520	-	-	-	-	0.00%
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	330	-	1,643	-	-	0.00%
6431 - SPECIAL EVENTS	31,055	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	800	-	-	-	-	0.00%
6433 - MEETING EXPENSES	15	-	-	-	-	0.00%
6434 - DUES AND SUBSCRIPTIONS	1,580	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	197,000	-	2,790	-	0	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 472,347	\$ -	\$ 105,628	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41710 - COMMUNICATIONS & ENGAGEMENT								
6101 - WAGES & SALARIES-FT EMPLOYEES	195,623.85	-	-	75,503.15			3% Projected COLA	Community Engagement Coordinator- FT
6103 - WAGES-PART TIME EMPLOYEES	1,486.72	-	-	-			Neighborhood Liaisons (4) - \$16.16@20hrs (\$67,225.60), KEEP - Graphic Design Intern Program (1) - \$16.16@100hrs (\$1,616) TOTAL = \$68,841.60	Community Engagement Specialist PT
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-				
6111 - SEVERANCE PAY	3,651.27	-	-	-				
6122 - PERA COORDINATED PLAN	14,671.90	-	-	5,662.73				
6125 - FICA - SOCIAL SECURITY	12,479.23	-	-	4,905.67				
6126 - FICA - MEDICARE	2,918.53	-	-	1,147.30				
6131 - CAFETERIA PLAN CONTRIBUTIONS	37,733.84	-	-	14,946.75				
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-				
6151 - WORKER'S COMP INSURANCE	1,598.21	-	-	671.74				
TOTAL PERSONAL SERVICES	270,163.55	-	-	102,837.34				
6219 - GENERAL OPERATING SUPPLIES	2,933.04	-	-	-			Sit/stand work station (\$2K)	Sit/stand work station (\$2K)
6243 - MINOR COMPUTER EQUIPMENT	2,249.80	-	-	-			1x Laptop \$1200 aoster, 1x Dock \$200, 2x Monitor \$400	1x Laptop \$1200 aoster, 1x Dock \$200, 2x Monitor \$400
TOTAL SUPPLIES	5,182.84	-	-	-				
6307 - PROFESSIONAL SERVICES	63,642.70	-	-	-			\$7500 - newsletter/brochure designer, Interpreter Services @20 events (\$3K), International African Media Summit (\$10K), Multicultural Media Lab Support (\$10K). Tunheim Media (\$15K) TOTAL = \$45,500	\$7500 - newsletter/brochure designer, Interpreter Services @20 events (\$3K), International African Media Summit (\$10K), Multicultural Media Lab Support (\$10K). Tunheim Media (\$15K) TOTAL = \$45,500
TOTAL PROFESSIONAL SERVICES	63,642.70	-	-	-				
6321 - TELEPHONE/PAGERS	1,827.47	-	-	1,147.00			3x Smartphones \$540, 4x DataCard Services \$1680	
6322 - POSTAGE	35,851.53	-	-	-			Newsletters 6 editions, direct mails (2 @ \$4,500 standard) (2 @ 5,000 rush) Special Event and general community engagement communications. TOTAL = \$19K	Newsletters 6 editions, direct mails (2 @ \$4,500 standard) (2 @ 5,000 rush) Special Event and general community engagement communications. TOTAL = \$19K

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6331 - TRAVEL EXPENSE/MILEAGE	173.04	-	-	-				
6349 - OTHER ADVERTISING	11,205.43	-	-	-			Community engagement communications (local monthly, 1/4 non-traditional and PW, FIRE, REC, & CD), \$9k. Bus transit internal/external panel \$14k, and Bilingual translation of 30 items \$4.5k TOTAL = \$27,500	Community engagement communications (local monthly, 1/4 non-traditional and PW, FIRE, REC, & CD), \$9k. Bus transit internal/external panel \$14k, and Bilingual translation of 30 items \$4.5k TOTAL = \$27,500
6351 - PRINTING	50,520.15	-	-	-			Newsletters and community engagement communications - Messaging - Special Mailers	Newsletters and community engagement communications - Messaging - Special Mailers
6421 - SOFTWARE LICENSE	329.89	-	-	1,642.86			POLCO \$6200, 2x Adobe Full Suite \$1700	POLCO \$6200, 2x Adobe Full Suite \$1700
6431 - SPECIAL EVENTS	31,054.94	-	-	-			Annual Campaigns: Connect at the Center \$5k, Engage BC \$7,500, I Love BC \$5k, and BC Counts \$2,000. Neighborhood Meetings 6@\$1,200 (\$7,200), City Celebration \$15K, Public Forums 4@\$1,500 (\$6K), Neighborhood Block Captain 17@\$1,500 (\$25,500) TOTAL = \$71K	Annual Campaigns: Connect at the Center \$5k, Engage BC \$7,500, I Love BC \$5k, and BC Counts \$2,000. Neighborhood Meetings 6@\$1,200 (\$7,200), City Celebration \$15K, Public Forums 4@\$1,500 (\$6K), Neighborhood Block Captain 17@\$1,500 (\$25,500) TOTAL = \$71K
6432 - CONFERENCES AND SCHOOLS	800.00	-	-	-			PRSA - Public Relations Society of America / ICMA/NFBPA / IAP2. TOTAL = \$4,500	PRSA - Public Relations Society of America / ICMA/NFBPA / IAP2. TOTAL = \$4,500
6433 - MEETING EXPENSES	15.00	-	-	-			\$3K	\$3K
6434 - DUES & SUBSCRIPTIONS	1,580.46	-	-	-			State/National Communication Assoc., NFBPA and ICMA. TOTAL = \$400	State/National Communication Assoc., NFBPA and ICMA. TOTAL = \$400
TOTAL OTHER SERVICES & CHARGES	133,357.91	-	-	2,789.86				
TOTAL BUSINESS UNIT EXPENSES	472,347.00	-	-	105,627.20				

**GENERAL FUND
41750 - COMMUNICATIONS**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41750 - COMMUNICATIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ 121,299	\$ 36,443	\$ 148,784	\$ 149,200	0.28%
6111 - SEVERANCE PAY	-	9,792	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	9,097	2,733	11,159	11,190	0.28%
6125 - FICA - SOCIAL SECURITY	-	8,449	2,363	9,224	9,251	0.29%
6126 - FICA - MEDICARE	-	1,976	553	2,157	2,163	0.28%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	19,713	5,871	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	-	1,256	312	1,161	1,015	-12.58%
TOTAL PERSONAL SERVICES	-	171,582	48,275	208,413	210,547	1.02%
6219 - GENERAL OPERATING SUPPLIES	-	784	38	200	200	0.00%
6242 - MINOR EQUIPMENT	-	-	2,356	500	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	2,876	-	2,900	-	-100.00%
TOTAL SUPPLIES	-	3,660	2,394	3,600	200	-94.44%
6307 - PROFESSIONAL SERVICES	-	36,525	500	34,500	-	-100.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	360	100.00%
6322 - POSTAGE	-	15,091	8,089	21,000	16,000	-23.81%
6351 - PRINTING	-	36,275	14,902	38,301	35,000	-8.62%
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	9,188	23,100	39,470	70.87%
6431 - SPECIAL EVENTS	-	-	-	10,000	2,000	-80.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	2,250	2,250	0.00%
6433 - MEETING EXPENSES	-	83	-	200	200	0.00%
6434 - DUES AND SUBSCRIPTIONS	-	-	-	200	1,100	450.00%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	22,500	100.00%
TOTAL SERVICES & OTHER CHARGES	-	87,974	32,679	129,551	118,880	-8.24%
TOTAL BUSINESS UNIT EXPENSES	\$ -	\$ 263,216	\$ 83,348	\$ 341,564	\$ 329,627	-3.49%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41750 - COMMUNICATIONS								
6101 - WAGES & SALARIES-FT EMPLOYEES		121,299.18	148,784.00	36,442.51	149,200.00	0.28%		Manager, Specialist
6111 - SEVERANCE PAY		9,792.37		-				
6122 - PERA COORDINATED PLAN		9,097.44	11,159.00	2,733.20	11,190.00	0.28%		
6125 - FICA - SOCIAL SECURITY		8,449.36	9,224.00	2,363.21	9,251.00	0.29%		
6126 - FICA - MEDICARE		1,976.32	2,157.00	552.67	2,163.00	0.28%		
6131 - CAFETERIA PLAN CONTRIBUTIONS		19,713.19	35,928.00	5,871.25	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE		1,255.99	1,161.00	312.23	1,015.00	-12.58%		
TOTAL PERSONAL SERVICES		171,583.85	208,413.00	48,275.07	210,547.00	1.02%		
6219 - GENERAL OPERATING SUPPLIES		784.46	200.00	37.97	200.00	0.00%	General Supplies	General Supplies
6242 - MINOR EQUIPMENT			500.00	2,355.95	-	-100.00%	Camera - \$4K	
6243 - MINOR COMPUTER EQUIPMENT		2,876.28	2,900.00	-	-	-100.00%	1x HP ZBook \$2400, 2x Monitors \$350, 1x Dock 280w \$280 JCARDOZA	No One Due
TOTAL SUPPLIES		3,660.74	3,600.00	2,393.92	200.00	-94.44%		
6307 - PROFESSIONAL SERVICES		36,525.00	34,500.00	500.00	-	-100.00%	Website Review \$15K, translation of documents - \$7,500, Radio updates - \$12K (KMOJ, LaRaza, Cuvlubnorrng Mpls, Mafaaladayda)	Moved to 6449
TOTAL PROFESSIONAL SERVICES		36,525.00	34,500.00	500.00	-	-100.00%		
6321 - TELEPHONE/PAGERS					360.00		2x Smartphones \$360	2x Smartphones \$360
6322 - POSTAGE		15,090.70	21,000.00	8,088.93	16,000.00	-23.81%	Newsletters 6 issues - (\$3K x 6)	Newsletters 6 issues - (\$3.5K x 6) (AJH Note - reduced by \$5K for 2025 budget)
6449 - OTHER CONTRACTUAL SERVICE					22,500.00			Translation of documents - \$7,500, Radio updates - \$12K (KMOJ, LaRaza, Cuvlubnorrng Mpls, Mafaaladayda); Other communication services (AJH Note - reduced by \$12K for 2025 budget)
6351 - PRINTING		36,275.15	38,301.00	14,902.41	35,000.00	-8.62%	6-Newsletters-\$42K; Business Cards - \$200; We're Hiring Cards - \$1,000	6-Newsletters-\$38K; Business Cards - \$200; We're Hiring Cards - \$1,000 (AJH Note - reduced by \$5K for 2025 budget)

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6421 - SOFTWARE LICENSE			23,100.00	9,187.82	39,470.00	70.87%	2x Adobe CC \$1600, Granicus Website - \$12,000, Granicus Cloud Storage - \$8,900, Bablic - \$4,000, Flipping Book - \$1,070, Stock Photo - \$400, Hootsuite- \$3,500, Doodle - \$400, Survey Monkey - \$2,700	2x Adobe CC \$1600, Granicus Website - \$20,000, Granicus Cloud Storage - \$8,900, Bablic - \$4,000, Flipping Book - \$1,070, Stock Photo - \$400, Hootsuite- \$3,500,
6431 - SPECIAL EVENTS			10,000.00		2,000.00	-80.00%	Night to Unite; Other events	Night to Unite; Other events
6432 - CONFERENCES AND SCHOOLS			2,250.00		2,250.00	0.00%	MAGC - \$1K	MAGC - \$1K
6433 - MEETING EXPENSES		83.40	200.00	-	200.00	0.00%	Miscellaneous Expense	Miscellaneous Expense
6434 - DUES & SUBSCRIPTIONS			200.00	-	1,100.00	450.00%	MN Association of Government Communications - \$200, City-County Communications & Marketing Association - \$900	MN Association of Government Communications - \$200, City-County Communications & Marketing Association - \$900
TOTAL OTHER SERVICES & CHARGES		51,449.25	95,051.00	32,179.16	118,880.00	25.07%		
TOTAL BUSINESS UNIT EXPENSES		263,218.84	341,564.00	83,348.15	329,627.00	-3.49%		

**GENERAL FUND
41920 - INFORMATION TECHNOLOGY**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41920 - INFORMATION TECHNOLOGY						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 265,061	\$ 238,075	\$ 145,730	\$ 272,590	\$ 287,707	5.55%
6102 - OVERTIME-FT EMPLOYEES	2,293	2,575	3,032	4,000	5,000	25.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6104 - OVERTIME PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,530	2,895	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	20,051	18,049	11,157	20,744	21,953	5.83%
6125 - FICA - SOCIAL SECURITY	15,618	13,835	9,038	17,149	18,148	5.83%
6126 - FICA - MEDICARE	3,653	3,236	2,114	4,011	4,245	5.83%
6131 - CAFETERIA PLAN CONTRIBUTIONS	52,668	41,426	29,178	53,892	56,592	5.01%
6141 - UNEMPLOYMENT COMPENSATION	13,605	2,366	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	1,936	2,186	1,159	2,158	1,990	-7.78%
TOTAL PERSONAL SERVICES	378,415	324,643	201,408	374,544	395,635	5.63%
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	44,082	(41,401)	676	1,500	1,500	0.00%
6242 - MINOR EQUIPMENT	244	915	-	600	600	0.00%
6243 - MINOR COMPUTER EQUIPMENT	4,336	13,099	1,846	14,000	6,600	-52.86%
TOTAL SUPPLIES	48,662	-27,387	2,522	16,100	8,700	-45.96%
6307 - PROFESSIONAL SERVICES	9,038	12,738	12,069	17,000	20,800	22.35%
6321 - TELEPHONE/PAGERS	1,617	1,820	1,137	2,420	2,340	-3.31%
6329 - OTHER COMMUNICATION SERVICES	152	-	-	600	2,400	300.00%
6331 - TRAVEL EXPENSE/MILEAGE	504	545	-	1,200	1,200	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	-	-	0.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6408 - COMMUNICATION/INFO SYSTEMS	2,643	2,189	1,739	5,000	4,000	-20.00%
6421 - SOFTWARE LICENSE	1,951	2,166	-	3,600	10,000	177.78%
6422 - SOFTWARE MAINT	47,869	83,144	68,895	95,135	179,845	89.04%
6423 - LOGIS CHARGES	283,351	303,709	169,158	332,470	343,546	3.33%
6432 - CONFERENCES AND SCHOOLS	-	1,977	-	6,000	8,000	33.33%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	347,125	408,288	252,998	463,425	572,131	23.46%
TOTAL BUSINESS UNIT EXPENSES	\$ 774,202	\$ 705,544	\$ 456,928	\$ 854,069	\$ 976,466	14.33%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41920 - INFORMATION TECHNOLOGY								
6101 - WAGES & SALARIES-FT EMPLOYEES	265,060.50	238,074.84	272,590.00	145,729.67	287,707.00	5.55%		
6102 - OVERTIME-FT EMPLOYEES	2,292.82	2,575.08	4,000.00	3,031.95	5,000.00	25.00%	After Hours Technical Assistance	
6111 - SEVERANCE PAY	3,530.49	2,895.15	-	-				
6122 - PERA COORDINATED PLAN	20,051.43	18,048.68	20,744.00	11,157.10	21,953.00	5.83%		
6125 - FICA - SOCIAL SECURITY	15,618.31	13,834.60	17,149.00	9,037.93	18,148.00	5.83%		
6126 - FICA - MEDICARE	3,652.66	3,235.53	4,011.00	2,113.69	4,245.00	5.83%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	52,668.00	41,425.69	53,892.00	29,177.81	56,592.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION	13,604.73	2,365.82		-				
6151 - WORKER'S COMP INSURANCE	1,936.16	2,185.60	2,158.00	1,158.99	1,990.00	-7.78%		
TOTAL PERSONAL SERVICES	378,415.10	324,640.99	374,544.00	201,407.14	395,635.00	5.63%		
6219 - GENERAL OPERATING SUPPLIES	44,082.26	(41,400.98)	1,500.00	675.94	1,500.00	0.00%	Entrust Soft Tokens and Other Supplies	Entrust Soft Tokens and Other Supplies
6242 - MINOR EQUIPMENT	244.46	915.05	600.00	-	600.00	0.00%	Office Equipment	Office Equipment
6243 - MINOR COMPUTER EQUIPMENT	4,335.85	13,098.84	14,000.00	1,846.20	6,600.00	-52.86%	2x ZBOOKS, 4X Monitors, UPS Replacement	4x 900w UPS \$1600, 2x 1800w UPS \$5000, Wireless Display \$4000 (AJH Note - reduced by \$4K for 2025 budaget)
TOTAL SUPPLIES	48,662.57	(27,387.09)	16,100.00	2,522.14	8,700.00	-45.96%		
6307 - PROFESSIONAL SERVICES	9,037.84	12,737.58	17,000.00	12,069.45	20,800.00	22.35%	Fiber Locates, 4x CH Camera Replacement and Repair \$10000, Room Technology \$15000; AJH Note - Removed \$15,000 Room Tech for final budget. Completed in 2023.	Zayo Fiber \$5700, Logis Fiber \$1900, Network Repair and Adds \$5000, Conference Room Repairs \$3000, GopherOne \$200, Web Development \$5000
TOTAL PROFESSIONAL SERVICES	9,037.84	12,737.58	17,000.00	12,069.45	20,800.00	22.35%		
6321 - TELEPHONE/PAGERS	1,617.34	1,820.27	2,420.00	1,137.23	2,340.00	-3.31%	4x T-Mobile Service \$720, 2x iPhone \$1700	3X T-Mobile Service \$540, 6x Headsets \$1800
6329 - OTHER COMMUNICATION SERVICES	152.04	-	600.00	-	2,400.00	300.00%	Datacard Services	Emergency Lines - 2X CH, 1X REC, 1X PD Elevators
6331 - TRAVEL EXPENSE/MILEAGE	504.19	544.64	1,200.00	-	1,200.00	0.00%		
6421 - SOFTWARE LICENSE	1,951.29	2,166.00	3,600.00	-	10,000.00	177.78%	M365, MDM Replacment, Asset Management, Sharepoint, OneDrive, Remote Management Update, \$28985, 10x MS Project \$3600 - AJH Note - moved M365 portion to ARPA	MS Office Legacy \$10000

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6422 - SOFTWARE MAINT	47,869.11	83,144.17	95,135.00	68,894.57	179,845.00	89.04%	Software Maintenance - LF Full, LF Participants, LF Scan Connect, LF QF \$36000, WorkspaceOne \$5900, MS Office \$20205, Cisco Umbrella \$2800, Cisco AMP \$4400, ESRI Adv \$3030, ESRI Adv New \$4100, KnowBe4 \$2300, vSphere \$4000, Cisco AP License \$4600, Cisco Software Assurance \$6800, Palo Alto Firewall \$5000	Cisco Secure Endpoint \$4672, Cisco Umbrella \$3145, LF Quick Fields \$3200, LF SC \$300, LF Part \$2756, LF Participants \$2756, LF Full \$31020, LF Other Charges \$1119, Cisco WiFi AP License \$5060, ESRI Adv New \$4500, ESRI Basic \$797, ESRI Adv Legacy \$3510, Cisco Software Assurance \$7480, Palo Alto \$5500, WorkspaceOne \$6708, SQL Server License \$10726, Exchange Standard CAL \$1318, Windows 11 Pro \$127, M365 G3 \$61,532, M365 G5 \$621, Azure AD P1 GCC \$5845, Exchange Online P2 \$4389, M365 Adjusted 5% \$3620, M365 G3 Vacancy \$4704, Azure AD P1 GCC Vacancy \$1850, Exchange Online P2 Vacancy \$1400, Domain Names \$50, Adobe Products \$1900, KnowBe4
6423 - LOGIS CHARGES	283,350.50	303,708.90	332,470.00	169,157.95	343,546.00	3.33%	LOGIS JDE Financial, HR/PR, Hubble, Tungsten, GIS, IP Telephony, Special Assessments/eWeb, Internet, 24/7 Support, Managed Service Back-up, Exchange, Virtual Servers and Email Archiving, Network Wellness and Services, LOGIS Billable Support	LOGIS JDE Financial, HR/PR, Hubble, Tungsten, GIS, IP Telephony, Special Assessments/eWeb, Internet, 24/7 Support, Managed Service Back-up, Exchange, Virtual Servers and Email Archiving, Network Wellness and Services, LOGIS Billable Support (AJH Note - reduced by \$12,991 for 2025 budget)
6432 - CONFERENCES AND SCHOOLS	-	1,977.01	6,000.00	-	8,000.00	33.33%	Staff MS Training	M365 Training for Staff
TOTAL OTHER SERVICES & CHARGES	335,444.47	393,360.99	441,425.00	239,189.75	547,331.00	23.99%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6408 - COMMUNICATION/INFO SYSTEMS	2,643.10	2,189.10	5,000.00	1,739.08	4,000.00	-20.00%	10x Zoom Subscription	10x Zoom Subscription (AJH Note - reduced by \$1K for 2025 budget)
TOTAL REPAIRS & MAINTENANCE	2,643.10	2,189.10	5,000.00	1,739.08	4,000.00	-20.00%		
TOTAL BUSINESS UNIT EXPENSES	774,203.08	705,541.57	854,069.00	456,927.56	976,466.00	14.33%		

**GENERAL FUND
41810 - HUMAN RESOURCES**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41810 - HUMAN RESOURCES						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 291,608	\$ 307,619	\$ 228,654	\$ 411,822	\$ 466,543	13.29%
6103 - WAGES-PART TIME EMPLOYEES	-	4,551	74	-	-	0.00%
6111 - SEVERANCE PAY	7,885	5,253	1,281	-	-	0.00%
6122 - PERA COORDINATED PLAN	21,870	23,413	17,155	30,887	34,990	13.28%
6125 - FICA - SOCIAL SECURITY	18,801	19,381	13,650	25,533	28,925	13.28%
6126 - FICA - MEDICARE	4,397	4,533	3,192	5,971	6,764	13.28%
6131 - CAFETERIA PLAN CONTRIBUTIONS	49,896	44,313	44,116	89,820	94,320	5.01%
6141 - UNEMPLOYMENT COMPENSATION	-	14,569	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	2,084	2,846	1,784	3,213	3,173	-1.24%
TOTAL PERSONAL SERVICES	396,541	426,478	309,906	567,246	634,715	11.89%
6201 - OFFICE SUPPLIES	-	51	43	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,234	10,279	7,415	5,000	5,000	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	1,000	100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	95	1,200	5,500	358.33%
TOTAL SUPPLIES	1,234	10,330	7,553	6,200	11,500	85.48%
6305 - MEDICAL SERVICES	2,101	2,343	996	4,200	2,000	-52.38%
6306 - PERSONNEL/LABOR RELATIONS	10,653	2,500	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	97,729	173,792	82,321	81,000	-	-100.00%
6321 - TELEPHONES/PAGERS	-	-	-	180	180	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	203	-	-	150	150	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	50	50	0.00%
6421 - SOFTWARE LICENSE	-	16,616	1,506	15,000	10,000	-33.33%
6432 - CONFERENCES AND SCHOOLS	1,052	919	1,009	8,500	-	-100.00%
6433 - MEETING EXPENSES	5,899	85	2,396	-	2,000	100.00%
6434 - DUES & SUBSCRIPTIONS	1,284	698	299	976	976	0.00%
6446 - CONTINGENCY	-	-	-	50,000	100,000	100.00%
6449 - OTHER CONTRACTUAL SERVICES	-	1,194	11,747	46,030	84,130	82.77%
TOTAL SERVICES & OTHER CHARGES	118,921	198,147	100,274	206,086	199,486	-3.20%
TOTAL BUSINESS UNIT EXPENSES	\$ 516,696	\$ 634,955	\$ 417,733	\$ 779,532	\$ 845,701	8.49%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41810 - HUMAN RESOURCES								
6101 - WAGES & SALARIES-FT EMPLOYEES	291,607.64	307,619.21	411,822.00	228,653.64	466,543.00	13.29%		
6103 - WAGES-PART TIME EMPLOYEES		4,551.08	-	73.59				
6111 - SEVERANCE PAY	7,884.57	5,252.53		1,281.42				
6122 - PERA COORDINATED PLAN	21,870.49	23,412.88	30,887.00	17,154.64	34,990.00	13.28%		
6125 - FICA - SOCIAL SECURITY	18,800.50	19,380.56	25,533.00	13,649.94	28,925.00	13.28%		
6126 - FICA - MEDICARE	4,396.89	4,532.63	5,971.00	3,192.31	6,764.00	13.28%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	49,895.84	44,313.34	89,820.00	44,116.00	94,320.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION		14,569.00		-				
6151 - WORKER'S COMP INSURANCE	2,083.93	2,846.11	3,213.00	1,784.48	3,173.00	-1.24%		
TOTAL PERSONAL SERVICES	396,539.86	426,477.34	567,246.00	309,906.02	634,715.00	11.89%		
6201 - OFFICE SUPPLIES		50.72	-	42.96				
6219 - GENERAL OPERATING SUPPLIES	1,234.23	10,278.69	5,000.00	7,414.52	5,000.00	0.00%	Wellness program (\$5K). Items cut: StrengthsFinder (\$500), employee recognition (\$500), Diversity Heritage Months Office furniture (\$2.5K)	Wellness program (\$5K)
6242 - MINOR EQUIPMENT			-		1,000.00			I'm not sure how this got zeroed out for this year. We need to budget something as a contingency.
6243 - MINOR COMPUTER EQUIPMENT	-	-	1,200.00	95.00	5,500.00	358.33%	1x EDESK SFF \$850, 2x Monitors \$350 ADMIN-FRONT	2X EB860, 4X Monitors, 2x Docks, JBerger, Baretz \$3400, 1X EB840, 2x Monitors, 1x Dock Generalist \$1700, Privacy Screen \$400
TOTAL SUPPLIES	1,234.23	10,329.41	6,200.00	7,552.48	11,500.00	85.48%		
6305 - MEDICAL SERVICES	2,100.79	2,343.45	4,200.00	996.42	2,000.00	-52.38%	Leaving flat because I don't have a good sense of history, trends or conditions.	Leaving flat because I don't have a good sense of history, trends or conditions. Will know more come 2026 budget
6306 - PERSONNEL/LABOR RELATIONS	10,652.92	2,500.00	-	-	-		These are dollars related to any needed mediation costs. Zeroing it out may create some risk depending on how the year goes.	These are dollars related to any needed mediation costs. Zeroing it out may create some risk depending on how the year goes.
6307 - PROFESSIONAL SERVICES	97,728.53	173,791.90	81,000.00	82,321.18		-100.00%	Baker Tilly salary analysis sustain (\$17K); Cost of one executive-level search, (\$30K); Laserfiche transition (\$9K)	Moved to 6449

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
TOTAL PROFESSIONAL SERVICES	110,482.24	178,635.35	85,200.00	83,317.60	2,000.00	-97.65%		
6321 - TELEPHONE/PAGERS	-	-	180.00	-	180.00	0.00%	1x T-Mobile Service	1x T-Mobile Service JLangemo
6331 - TRAVEL EXPENSE/MILEAGE	203.46	-	150.00	-	150.00	0.00%	Parking and travel expenses; AJH Note - reduced for final budget from \$1,500	
6333 - FREIGHT/DRAYAGE	-	-	50.00	-	50.00	0.00%		
6446 - CONTINGENCY ACCOUNT			50,000.00		100,000.00	100.00%	Contingency for org design affecting salaries.	We need a reasonable contingency for the outcomes of the salary analysis project. (AJH Note - reduced by \$50K for 2025 budget)
6449 - OTHER CONTRACTUAL SERVICE		1,194.30	46,030.00	11,747.07	84,130.00	82.77%	Employee Engagement (\$19K), Integrity (\$10K), Arcpoint (\$130), CBIZ (\$6K), FS Solutions (\$100), Healthsource Solutions (\$300), Optum Bank (\$2K), TASC (\$5K), Hartford(\$3K), US Treasury (\$500),	Employee Engagement (\$19K), Integrity (\$10K), Arcpoint (\$130), CBIZ (\$6K), FS Solutions (\$100), Healthsource Solutions (\$300), Optum Bank (\$2K), TASC (\$5K), Hartford(\$3K), US Treasury (\$500), Thrivepass (\$3.1K); See supporting document related to short-term support for employee relations and other tactical E-HR needs to free Jim up to help strategically (\$100K); Paypoint HR salary analysis sustain (\$5K); Cost of one executive-level search, (\$30K); Laserfiche transition (\$10K) (AJH Note - reduced by \$110K for 2025 budget)
6421 - SOFTWARE LICENSE	-	16,615.65	15,000.00	1,505.88	10,000.00	-33.33%	NeoGov Insight	3x Acrobat Pro \$540, I am not sure we need three licenses for Adobe Acrobat Pro. NeoGov Insight \$9.5K. We will research and find a performance management system in 2025. Projected \$20K cost in 2026, unless the new Logis system has one that fits our needs.

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6432 - CONFERENCES AND SCHOOLS	1,052.38	919.00	8,500.00	1,009.00	-	-100.00%	One certification in conflict resolution, feedback and coaching (\$2K). One ticket to the Multicultural Forum (\$1.5K), Invest in two employees to get trained on Lean Six Sigma for process improvement (\$5K).	Not sure if we have capacity for this in 2024. Rolling over to 2025. One certification in conflict resolution, feedback and coaching (\$2K). One ticket to the Multicultural Forum (\$1.5K), Invest in two employees to get trained on Lean Six Sigma for process improvement (\$5K). (AJH Note - reduced by 8,500 for 2025 budget)
6433 - MEETING EXPENSES	5,899.38	84.59	-	2,396.25	2,000.00		Keeping some expenses here since we are unable to completely avoid expenses.	Keeping some expenses here since we are unable to completely avoid expenses.
6434 - DUES & SUBSCRIPTIONS	1,284.00	698.00	976.00	299.00	976.00	0.00%	Annual E-HR memberships to SHRM for four employees. (\$244 per person)	Annual E-HR memberships to SHRM for four employees. (\$244 per person)
TOTAL OTHER SERVICES & CHARGES	8,439.22	19,511.54	120,886.00	16,957.20	197,486.00	63.37%		
TOTAL BUSINESS UNIT EXPENSES	516,695.55	634,953.64	779,532.00	417,733.30	845,701.00	8.49%		

**GENERAL FUND
41520 - FINANCE**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41520 - FINANCE						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 461,015	\$ 423,140	\$ 260,203	\$ 550,997	\$ 466,155	-15.40%
6102 - OVERTIME-FT EMPLOYEES	63	-	253	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	2,120	5,835	536	-	-	0.00%
6104 - OVERTIME PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,964	8,333	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	34,740	32,173	19,534	41,325	39,593	-4.19%
6125 - FICA - SOCIAL SECURITY	29,302	27,648	16,490	34,163	32,730	-4.19%
6126 - FICA - MEDICARE	6,853	6,466	3,857	7,990	7,655	-4.19%
6131 - CAFETERIA PLAN CONTRIBUTIONS	72,228	75,684	48,653	107,784	94,320	-12.49%
6151 - WORKER'S COMP INSURANCE	3,360	3,912	2,044	4,298	3,590	-16.47%
TOTAL PERSONAL SERVICES	613,645	583,191	351,570	746,557	644,043	-13.73%
6201 - OFFICE SUPPLIES	1,010	803	486	1,000	1,000	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	52	2,000	1,000	-50.00%
6219 - GENERAL OPERATING SUPPLIES	168	121	590	-	-	0.00%
6242 - MINOR EQUIPMENT	857	713	359	5,000	3,000	-40.00%
6243 - MINOR COMPUTER EQUIPMENT	195	3,089	4,195	10,000	-	-100.00%
TOTAL SUPPLIES	2,230	4,726	5,682	18,000	5,000	-72.22%
6301 - ACCTG, AUDIT & FIN'L SERVICES	26,139	74,753	27,502	50,000	85,000	70.00%
6307 - PROFESSIONAL SERVICES	7,680	11,660	5,928	5,000	-	-100.00%
6321 - TELEPHONE/PAGERS	477	92	936	1,030	180	-82.52%
6331 - TRAVEL EXPENSE/MILEAGE	1,009	1,213	-	500	2,100	320.00%
6333 - FREIGHT/DRAYAGE	(6,092)	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6342 - LEGAL NOTICES	-	-	-	-	-	0.00%
6351 - PRINTING	985	2,598	5,103	3,000	6,000	100.00%
6406 - MULTI-FUNCTION MTNCE	1,160	1,569	915	1,476	1,600	8.40%
6413 - OFFICE EQUIPMENT	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	294	412	320	900	181.25%
6432 - CONFERENCES AND SCHOOLS	460	3,786	555	7,319	3,000	-59.01%
6433 - MEETING EXPENSES	70	-	-	200	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	857	180	225	900	1,000	11.11%
6449 - OTHER CONTRACT SERVICES	-	3,810	-	-	12,000	-
6498 - INTERFUND EXPENSE ALLOCATION	(20,522)	(8,203)	-	-	-	-
TOTAL SERVICES & OTHER CHARGES	12,223	91,752	41,576	69,745	111,780	60.27%
TOTAL BUSINESS UNIT EXPENSES	\$ 628,098	\$ 679,669	\$ 398,828	\$ 834,302	\$ 760,823	-8.81%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41520 - FINANCE								
6498 - INTERFUND EXPENSE ALLOCATION	(20,521.50)	(8,203.12)		-				
TOTAL TRANSFERS IN	(20,521.50)	(8,203.12)		-				
REVENUES	(20,521.50)	(8,203.12)		-				
6101 - WAGES & SALARIES-FT EMPLOYEES	461,015.25	423,139.96	550,997.00	260,203.24	466,155.00	-15.40%	Annual COLA, department re-org work	Distribute utility billing staff to Water/Sewer/Storm (AJH Note - reduced by \$161,417)
6102 - OVERTIME-FT EMPLOYEES	62.64	-	-	253.00	-		Reduced to zero for final budget	Utility billing software conversion prep (AJH Note - reduced to zero)
6103 - WAGES-PART TIME EMPLOYEES	2,119.70	5,834.83	-	535.88				
6111 - SEVERANCE PAY	3,964.14	8,332.84		-				
6122 - PERA COORDINATED PLAN	34,739.97	32,172.84	41,325.00	19,534.41	39,593.00	-4.19%		
6125 - FICA - SOCIAL SECURITY	29,302.41	27,647.56	34,163.00	16,490.36	32,730.00	-4.19%		
6126 - FICA - MEDICARE	6,852.99	6,465.92	7,990.00	3,856.62	7,655.00	-4.19%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	72,227.84	75,684.00	107,784.00	48,652.50	94,320.00	-12.49%		
6151 - WORKER'S COMP INSURANCE	3,359.79	3,911.71	4,298.00	2,044.02	3,590.00	-16.47%		
TOTAL PERSONAL SERVICES	613,644.73	583,189.66	746,557.00	351,570.03	644,043.00	-13.73%		
6201 - OFFICE SUPPLIES	1,009.80	802.79	1,000.00	485.74	1,000.00	0.00%		Deposit Bags, 1099 supplies
6203 - BOOKS/REFERENCE MATERIALS	-	-	2,000.00	52.01	1,000.00	-50.00%	CPFO Registration, materials, testing fees (if applicable)	Continuing education materials
6219 - GENERAL OPERATING SUPPLIES	168.36	120.85	-	590.09				
6242 - MINOR EQUIPMENT	856.98	712.98	5,000.00	358.99	3,000.00	-40.00%	Office space remodels to accomodate new staff, space needs	Desktop Deposit hardware
6243 - MINOR COMPUTER EQUIPMENT	195.00	3,089.16	10,000.00	4,195.28	-	-100.00%	Replacement of laptops - stronger processors	No One Due
TOTAL SUPPLIES	2,230.14	4,725.78	18,000.00	5,682.11	5,000.00	-72.22%		
6301 - ACCTG, AUDIT & FIN'L SERVICES	26,139.00	74,752.83	50,000.00	27,502.30	85,000.00	70.00%	Annual Audit, GASB Valuations, Bank Charges	Annual Audit, GASB valuations, bank charges
6307 - PROFESSIONAL SERVICES	7,679.88	11,660.32	5,000.00	5,927.85		-100.00%	Brinks	Moved to 6449
TOTAL PROFESSIONAL SERVICES	33,818.88	86,413.15	55,000.00	33,430.15	85,000.00	54.55%		
6321 - TELEPHONE/PAGERS	476.58	92.39	1,030.00	935.66	180.00	-82.52%	1x TMOBILE SERVICE, 1X NEW IPHONE 15	1x TMOBILE SERVICE \$180
6331 - TRAVEL EXPENSE/MILEAGE	1,008.91	1,213.10	500.00	-	2,100.00	320.00%		Mileage to MNGFOA conference; travel for GFOA National Conference
6333 - FREIGHT/DRAYAGE	(6,092.31)	-	-	-				

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6449 - OTHER CONTRACTUAL SERVICE		3,810.00		-	12,000.00			Brinks, moved from 6307, approximately \$1,000/month
6351 - PRINTING	984.89	2,597.86	3,000.00	5,103.33	6,000.00	100.00%	Checks	TNT Notices, Checks, Deposit Slips
6413 - OFFICE EQUIPMENT	-	-		-				
6421 - SOFTWARE LICENSE	-	293.88	320.00	411.76	900.00	181.25%	4x Adobe Acrobat Pro	5x Adobe Acrobat Pro
6432 - CONFERENCES AND SCHOOLS	460.00	3,785.54	7,319.00	555.00	3,000.00	-59.01%	National Conference, State Conference, GFOA Trainings, CPFO class, Other staff training; AJH Note - reduced for final budget	GFOA Conference, MNGFOA Conference;
6433 - MEETING EXPENSES	70.39	-	200.00	-	-	-100.00%	mock budget	Budget Meetings, if same format meal is served (AJH Note - reduced by \$600 for 2025 budget)
6434 - DUES & SUBSCRIPTIONS	857.00	179.95	900.00	225.00	1,000.00	11.11%	MNGFOA, GFOA	MNGFOA, GFOA, Aurora Training Subscription
TOTAL OTHER SERVICES & CHARGES	(2,234.54)	11,972.72	13,269.00	7,230.75	25,180.00	89.77%		
6402 - EQUIPMENT SERVICES	-	-	-	-				
6406 - MULTI-FUNCTION MTNCE	1,159.76	1,569.32	1,476.00	914.81	1,600.00	8.40%	MFD Maintenance Finance and Usage	MFD Maintenance and Usage
6409 - OTHER REPAIR & MAINT SVCS	-	-		-				
TOTAL REPAIRS & MAINTENANCE	1,159.76	1,569.32	1,476.00	914.81	1,600.00	8.40%		
TOTAL BUSINESS UNIT EXPENSES	648,618.97	687,870.63	834,302.00	398,827.85	760,823.00	-8.81%		

**GENERAL FUND
41610 - LEGAL**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
41610 - LEGAL						
6303 - LEGAL SERVICES	\$ 474,550	\$ 577,435	\$ 295,347	\$ 470,000	\$ 520,000	10.64%
6307 - PROFESSIONAL SERVICES	1,275	5,475	150	-	750	100.00%
TOTAL SERVICES & OTHER CHARGES	<u>475,825</u>	<u>582,910</u>	<u>295,497</u>	<u>470,000</u>	<u>520,750</u>	<u>10.80%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ 475,825</u>	<u>\$ 582,910</u>	<u>\$ 295,497</u>	<u>\$ 470,000</u>	<u>\$ 520,750</u>	<u>10.80%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41610 - LEGAL								
6303 - LEGAL SERVICES	474,550.25	577,435.34	470,000.00	295,347.49	520,000.00	10.64%		Retainers and billable activity from City legal firms (AJH Note - reduced by \$20K)
6307 - PROFESSIONAL SERVICES	1,275.00	5,475.00	-	150.00	750.00			Mediators (AJH Note - reduced by \$750)
TOTAL PROFESSIONAL SERVICES	475,825.25	582,910.34	470,000.00	295,497.49	520,750.00	10.80%		
6423 - LOGIS CHARGES	-	-	-	-				
TOTAL OTHER SERVICES & CHARGES	-	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	475,825.25	582,910.34	470,000.00	295,497.49	520,750.00	10.80%		

**GENERAL FUND
41550 - ASSESSING**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41550 - ASSESSING						
6307 - PROFESSIONAL SERVICES	258,178	395,358	125,000	270,000	-	-100.00%
6406 - MULTI-FUNCTION MTNCE	5,526	2,558	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	263,704	397,916	125,000	270,000	-	-100.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 263,704	\$ 397,916	\$ 125,000	\$ 270,000	\$ -	-100.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41550 - ASSESSING								
6307 - PROFESSIONAL SERVICES	258,177.50	395,357.50	270,000.00	125,000.00	-	-100.00%	based in prior contract costs	Reduced to zero for 2025. Hennepin County will be assuming the full cost of assessing expenses.
TOTAL PROFESSIONAL SERVICES	258,177.50	395,357.50	270,000.00	125,000.00	-	-100.00%		
6406 - MULTI-FUNCTION MTNCE	5,525.53	2,558.00	-	-			Not charged to Assessing any longer due to County Assessor no longer in City Hall space	
TOTAL REPAIRS & MAINTENANCE	5,525.53	2,558.00	-	-				
TOTAL BUSINESS UNIT EXPENSES	263,703.03	397,915.50	270,000.00	125,000.00	-	-100.00%		

**GENERAL FUND
44110 - JOINT POWERS PAYMENTS**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
44110 - JOINT POWERS PAYMENTS						
6449 - OTHER CONTRACTUAL SERVICE	\$ 70,958	\$ 180,657	\$ 84,040	\$ 130,000	\$ 130,000	0.00%
TOTAL SERVICES & OTHER CHARGES	<u>70,958</u>	<u>180,657</u>	<u>84,040</u>	<u>130,000</u>	<u>130,000</u>	<u>0.00%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ 70,958</u>	<u>\$ 180,657</u>	<u>\$ 84,040</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>0.00%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
44110 - JOINT POWERS PAYMENTS								
6449 - OTHER CONTRACTUAL SERVICE	70,958.35	180,656.79	130,000.00	84,039.70	130,000.00	0.00%	2023 Actual includes payment amount for BBAY for 2022 and 2023; \$66,125 for BBAY for 2024	
TOTAL OTHER SERVICES & CHARGES	70,958.35	180,656.79	130,000.00	84,039.70	130,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	70,958.35	180,656.79	130,000.00	84,039.70	130,000.00	0.00%		

**GENERAL FUND
45310 - CONVENTION AND TOURISM**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
45310 - CONVENTION AND TOURISM						
6445 - CONVENTION BUREAU PAYMENT	\$ 368,875	\$ 467,489	\$ 212,151	\$ 430,000	\$ 430,000	0.00%
TOTAL SERVICES & OTHER CHARGES	<u>368,875</u>	<u>467,489</u>	<u>212,151</u>	<u>430,000</u>	<u>430,000</u>	<u>0.00%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ 368,875</u>	<u>\$ 467,489</u>	<u>\$ 212,151</u>	<u>\$ 430,000</u>	<u>\$ 430,000</u>	<u>0.00%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45310 - CONVENTION AND TOURISM								
6445 - CONVENTION BUREAU PAYMENT	368,875.24	467,488.53	430,000.00	212,150.81	430,000.00	0.00%	AJH Note - adjusted to match projected revenue for final budget	Portion of revenue collected
TOTAL OTHER SERVICES & CHARGES	368,875.24	467,488.53	430,000.00	212,150.81	430,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	368,875.24	467,488.53	430,000.00	212,150.81	430,000.00	0.00%		

**GENERAL FUND
48140 - INSURANCE**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
48140 - INSURANCE						
6151 - WORKER'S COMP INSURANCE	\$ 1,303	\$ -	\$ -	\$ -	\$ -	0.00%
6307 - PROFESSIONAL SERVICES	5,760	6,172	-	7,000	7,000	0.00%
6361 - GENERAL LIABILITY INSURANCE	83,791	171,143	84,687	181,412	190,480	5.00%
6362 - PROPERTY INSURANCE	104,914	125,548	66,075	137,770	144,600	4.96%
6366 - MACHINERY BREAKDOWN INSURANCE	8,997	10,032	5,274	10,000	11,000	10.00%
6368 - BONDS INSURANCE	5,657	5,696	3,841	6,000	7,000	16.67%
6442 - COURT AWARDS/SETTLEMENTS	8,184	15,550	5,000	10,000	10,000	0.00%
TOTAL SERVICES & OTHER CHARGES	218,606	334,141	164,877	352,182	370,080	5.08%
TOTAL BUSINESS UNIT EXPENSES	\$ 218,606	\$ 334,141	\$ 164,877	\$ 352,182	\$ 370,080	5.08%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
48140 - INSURANCE								
6151 - WORKER'S COMP INSURANCE	1,303.42	-		-			Part of Salary calculation	
TOTAL PERSONAL SERVICES	1,303.42	-		-				
6307 - PROFESSIONAL SERVICES	5,760.46	6,172.13	7,000.00	-	7,000.00	0.00%	Insurance Agent Fees	
TOTAL PROFESSIONAL SERVICES	5,760.46	6,172.13	7,000.00	-	7,000.00	0.00%		
6442 - COURT AWARDS/SETTLEMENTS	8,183.81	15,550.00	10,000.00	5,000.00	10,000.00	0.00%		
TOTAL OTHER SERVICES & CHARGES	8,183.81	15,550.00	10,000.00	5,000.00	10,000.00	0.00%		
6361 - GENERAL LIABILITY INSURANCE	83,791.08	171,142.92	181,412.00	84,687.00	190,480.00	5.00%	Renewal period from 04/01/2023 - 03/31/2024; 6% adjustment added to premium for remainder of 2024	
6362 - PROPERTY INSURANCE	104,914.28	125,548.36	137,770.00	66,074.54	144,600.00	4.96%		
6366 - MACHINERY BREAKDOWN INSURANCE	8,996.76	10,031.68	10,000.00	5,274.46	11,000.00	10.00%		
6368 - BONDS INSURANCE	5,657.00	5,696.00	6,000.00	3,840.50	7,000.00	16.67%		
6369 - OTHER INSURANCE	-	-		-				
TOTAL INSURANCE	203,359.12	312,418.96	335,182.00	159,876.50	353,080.00	5.34%		
TOTAL BUSINESS UNIT EXPENSES	218,606.81	334,141.09	352,182.00	164,876.50	370,080.00	5.08%		

GENERAL FUND
42010 - OFFICE OF PREVENTION, HEALTH AND SAFETY

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42010 - OFFICE OF PREVENTION, HEALTH AND SAFETY						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 75,261	\$ 142,046	\$ 59,222	\$ 125,015	\$ 140,638	12.50%
6103 - WAGES & SALARIES-PT EMPLOYEES	\$ -	\$ -	\$ 27,913	\$ -	\$ 25,000	100.00%
6111 - SEVERENCE PAY	929	2,552	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	5,645	10,522	6,535	9,376	12,423	32.50%
6125 - FICA - SOCIAL SECURITY	4,541	8,692	5,201	7,751	10,270	32.50%
6126 - FICA - MEDICARE	1,062	2,033	1,216	1,813	2,402	32.49%
6131 - CAFETERIA PLAN CONTRIBUTIONS	12,847	18,222	11,228	17,964	18,864	5.01%
6141 - UNEMPLOYMENT COMPENSATION	-	4,956	4,313	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	536	2,056	1,219	975	1,126	15.49%
TOTAL PERSONAL SERVICES	100,821	191,079	116,847	162,894	210,723	29.36%
6201 - OFFICE SUPPLIES	-	497	106	2,000	-	-100.00%
6203 - BOOKS/REFERENCE MATERIAL	-	-	-	-	250	100.00%
6204 - STATIONARY SUPPLIES	8	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	682	-	250	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,435	1,783	-	4,705	3,050	-35.18%
TOTAL SUPPLIES	2,125	2,280	356	7,705	4,300	-44.19%
6307 - PROFESSIONAL SERVICES	53,947	68,338	-	12,900	-	-100.00%
6321 - TELEPHONE/PAGERS	-	198	317	1,930	1,140	-40.93%
6351 - PRINTING	-	4,098	-	4,000	4,000	0.00%
6421 - SOFTWARE LICENSE	1,249	-	1,780	2,430	1,280	-47.33%
6430 - MISCELLANEOUS	-	309	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	(1,183)	3,506	5,329	10,000	7,000	-30.00%
6433 - MEETING EXPENSES	1,299	195	561	9,000	9,000	0.00%
6434 - DUES & SUBSCRIPTIONS	225	50	-	1,500	2,000	33.33%
6446 - CONTINGENCY	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICES	1,050	35,130	86,935	100,000	167,500	67.50%
TOTAL SERVICES & OTHER CHARGES	56,587	111,824	94,922	141,760	191,920	35.38%
TOTAL BUSINESS UNIT EXPENSES	\$ 159,533	\$ 305,183	\$ 212,125	\$ 312,359	\$ 406,943	30.28%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42010 - OCPHS - PREVENTION								
6101 - WAGES & SALARIES-FT EMPLOYEES	75,260.65	142,045.75	125,015.00	59,221.55	140,638.00	12.50%	DIRECTOR FT	DIRECTOR FT
6103 - WAGES-PART TIME EMPLOYEES		-		27,912.50	25,000.00		Actuals covered by Public Safety Aid	Partial Artist in Residence
6111 - SEVERANCE PAY	928.60	2,551.68		-				
6122 - PERA COORDINATED PLAN	5,644.69	10,522.07	9,376.00	6,535.12	12,423.00	32.50%		
6125 - FICA - SOCIAL SECURITY	4,540.59	8,692.45	7,751.00	5,200.83	10,270.00	32.50%		
6126 - FICA - MEDICARE	1,061.93	2,032.87	1,813.00	1,216.32	2,402.00	32.49%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	12,846.50	18,222.00	17,964.00	11,227.50	18,864.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION		4,955.80		4,312.66				
6151 - WORKER'S COMP INSURANCE	536.16	2,055.56	975.00	1,218.51	1,126.00	15.49%		
TOTAL PERSONAL SERVICES	100,819.12	191,078.18	162,894.00	116,844.99	210,723.00	29.36%		
6201 - OFFICE SUPPLIES	-	497.44	2,000.00	105.72		-100.00%	Adaptable Desk and accessories (2)	
6203 - BOOKS/REFERENCE MATERIALS		-		-	250.00			Public Safety Books/Reference Material
6204 - STATIONARY SUPPLIES	8.02	-		-			1K SAFETY DIVISION	
6219 - GENERAL OPERATING SUPPLIES	681.72	-	1,000.00	250.40	1,000.00	0.00%	12K HEALTH DIVISION	Expanded Response Office Supplies
6243 - MINOR COMPUTER EQUIPMENT	1,434.95	1,783.10	4,705.00	-	3,050.00	-35.18%	1X ZBOOK \$2400, 1X DOCK 280W \$280, 2X MONITORS \$350 TBD, 1X EB860 \$1200, 1X DOCK 125, 2X MONITORS \$350 AOSTER	RGOUTIEREZ - 1X ZB, 2X Monitors, 1x 280W Doc \$2950
TOTAL SUPPLIES	2,124.69	2,280.54	7,705.00	356.12	4,300.00	-44.19%		
6307 - PROFESSIONAL SERVICES	53,947.11	68,337.55	12,900.00	-		-100.00%	PROGRAMMING SUPPORT. 36 @ \$1,500=54K, PW/OCPHS PROGRAMMING (75K)	
TOTAL PROFESSIONAL SERVICES	53,947.11	68,337.55	12,900.00	-	-	-100.00%		
6321 - TELEPHONE/PAGERS		197.97	1,930.00	317.01	1,140.00	-40.93%	3x T-Mobile Services \$540, 1x iPhone Replacment \$850 +	3x T-Mobile Service L Turk, RGout, CJONES7 \$540, TinyHouse \$600
6446 - CONTINGENCY ACCOUNT			-				Alternative Response moved to 6449 - Other Contractual Services	

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6449 - OTHER CONTRACTUAL SERVICE	1,050.00	35,130.00	100,000.00	86,934.62	167,500.00	67.50%	PREVENTION MODEL (100K), Prev. Budgeted for Alternative Response \$75,000. AJH Note - reduced by \$75K for final budget	Expanded Response \$88.5K - Hennepin County contract; Prog Support (36 @ \$1,500 = 54K, PW/OCPHS/REC/PD OCPHS Programming @ 21K); Intervenors \$50K (AJH Note - reduced by \$33.5K: \$25K intervenors, \$21K programming, increase HC contract \$12.5K)
6351 - PRINTING		4,098.27	4,000.00	-	4,000.00	0.00%		Printing for OCPHS mailers, marketing
6421 - SOFTWARE LICENSE	1,249.00	-	2,430.00	1,780.28	1,280.00	-47.33%	NVivo, Acrbat Pro \$80, Adobe CC \$850	NVivo, Acrbat Pro \$180, Adobe CC \$1100
6432 - CONFERENCES AND SCHOOLS	(1,182.84)	3,505.51	10,000.00	5,328.84	7,000.00	-30.00%	5K CHE, 5K ART, (\$10,000)	(AJH Note - reduced by \$3K)
6433 - MEETING EXPENSES	1,298.98	194.73	9,000.00	561.48	9,000.00	0.00%	2K PSHA, 5K CMH, 2K ART,(\$9,000)	2K Expanded Response, 5K Community Health Fair, 2K OCPHS
6434 - DUES & SUBSCRIPTIONS	225.00	50.00	1,500.00	-	2,000.00	33.33%	CHE (\$1500)	Professional Dues/Subscriptions
TOTAL OTHER SERVICES & CHARGES	2,640.14	43,176.48	128,860.00	94,922.23	191,920.00	48.94%		
TOTAL BUSINESS UNIT EXPENSES	159,531.06	304,872.75	312,359.00	212,123.34	406,943.00	30.28%		

**GENERAL FUND
41760 - COMMUNITY ENGAGEMENT**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41760 - COMMUNITY ENGAGEMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ 64,716	\$ 47,333	\$ 115,758	\$ 137,051	18.39%
6111 - SEVERANCE PAY	-	9,792	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	4,854	3,550	8,682	10,279	18.39%
6125 - FICA - SOCIAL SECURITY	-	4,943	3,099	7,177	8,497	18.39%
6126 - FICA - MEDICARE	-	1,156	725	1,678	1,987	18.41%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	10,335	12,725	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	-	742	460	903	932	3.21%
TOTAL PERSONAL SERVICES	-	96,538	67,892	170,126	196,474	15.49%
6219 - GENERAL OPERATING SUPPLIES	-	6,366	75	-	-	0.00%
6242 - MINOR EQUIPMENT	-	255	-	1,000	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	2,000	1,700	-15.00%
TOTAL SUPPLIES	-	6,621	75	3,000	1,700	-43.33%
6307 - PROFESSIONAL SERVICES	-	47,961	2,146	12,500	-	-100.00%
6321 - TELEPHONE/PAGERS	-	277	-	2,220	180	-91.89%
6322 - POSTAGE	-	243	-	5,000	5,000	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	500	500	0.00%
6349 - OTHER ADVERTISING	-	3,625	3,171	13,500	-	-100.00%
6351 - PRINTING	-	434	-	2,500	2,500	0.00%
6421 - SOFTWARE LICENSE	-	2,429	-	1,700	1,100	-35.29%
6431 - SPECIAL EVENTS	-	8,355	9,885	13,200	10,200	-22.73%
6432 - CONFERENCES AND SCHOOLS	-	775	2,473	4,000	3,000	-25.00%
6433 - MEETING EXPENSES	-	16,126	160	1,000	1,000	0.00%
6434 - DUES AND SUBSCRIPTIONS	-	205	-	500	500	0.00%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	7,500	100.00%
TOTAL SERVICES & OTHER CHARGES	-	80,430	17,835	56,620	31,480	-44.40%
TOTAL BUSINESS UNIT EXPENSES	\$ -	\$ 183,589	\$ 85,802	\$ 229,746	\$ 229,654	-0.04%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41760 - COMMUNITY ENGAGEMENT								
6101 - WAGES & SALARIES-FT EMPLOYEES		64,715.81	115,758.00	47,332.88	137,051.00	18.39%	CE Coordinator FT, Community Engagement Specialist	CE Coordinator FT, Community Engagement Specialist
6111 - SEVERANCE PAY		9,792.37		-				
6122 - PERA COORDINATED PLAN		4,853.94	8,682.00	3,549.92	10,279.00	18.39%		
6125 - FICA - SOCIAL SECURITY		4,942.60	7,177.00	3,098.73	8,497.00	18.39%		
6126 - FICA - MEDICARE		1,155.68	1,678.00	724.70	1,987.00	18.41%		
6131 - CAFETERIA PLAN CONTRIBUTIONS		10,334.65	35,928.00	12,724.50	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE		742.08	903.00	460.11	932.00	3.21%		
TOTAL PERSONAL SERVICES		96,537.13	170,126.00	67,890.84	196,474.00	15.49%		
6219 - GENERAL OPERATING SUPPLIES		6,366.29		75.02				
6242 - MINOR EQUIPMENT		255.44	1,000.00	-		-100.00%	Remote accessibility equipment	
6243 - MINOR COMPUTER EQUIPMENT			2,000.00		1,700.00	-15.00%	Remote tablet (2)	CJONES7 - EB840, 2x Monitors, Dock \$1700
TOTAL SUPPLIES		6,621.73	3,000.00	75.02	1,700.00	-43.33%		
6307 - PROFESSIONAL SERVICES		47,961.43	12,500.00	2,146.17		-100.00%	Interpreter Services @20 events (\$5K), International African Media Summit (\$10K), Multicultural Media Lab Support (\$10K)Culture Reimaged 10K; AJH Note - reduced Interpreter by \$2,500; Remove African Media Summit \$10,000	Moved to 6449
TOTAL PROFESSIONAL SERVICES		47,961.43	12,500.00	2,146.17		-100.00%		
6321 - TELEPHONE/PAGERS		277.17	2,220.00	-	180.00	-91.89%	Data Card Services	1x T-Mobile Smartphone \$180
6322 - POSTAGE		243.32	5,000.00	-	5,000.00	0.00%	Special Event and General CE	Postage for special events and general community engagement events (4 events)
6331 - TRAVEL EXPENSE/MILEAGE			500.00		500.00	0.00%		Mileage and travel expenses for local conferences and engagements
6349 - OTHER ADVERTISING		3,624.50	13,500.00	3,171.28	-	-100.00%	Community engagement communications (local monthly, 1/4 non-traditional and PW, FIRE, REC, & CD), \$9k and Bilingual translation of 30 items \$4.5k TOTAL = 13,500	

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6449 - OTHER CONTRACTUAL SERVICE				-	7,500.00			Interpreter Services @ 10 events (\$2.5K) Culture Reimaged (\$10k) multicultural media resource (health fair, commissions, RAK, Night2Unite) (AJH Note - reduced by \$5K)
6351 - PRINTING		433.88	2,500.00	-	2,500.00	0.00%	Special Mailers, CE	Special Mailers for Community Engagement events
6421 - SOFTWARE LICENSE		2,428.53	1,700.00	-	1,100.00	-35.29%	Adobe Suite	Adobe CC \$1100
6431 - SPECIAL EVENTS		8,355.15	13,200.00	9,884.93	10,200.00	-22.73%	Annual Campaigns: Neighborhood Meetings 6@\$1,200 (\$7,200), Public Forums 4@\$1,500 (\$6K), Neighborhood Block Captain 17@\$1,500 (\$25,500).AJH Note - removed neighborhood block captain line item	Annual Campaigns: Neighborhood Meetings 6 @ \$1,000 (\$6,000) Public Forums/Engagements, Community Health Fair(\$7,200) (AJH Note - reduced by \$3K)
6432 - CONFERENCES AND SCHOOLS		775.00	4,000.00	2,472.61	3,000.00	-25.00%	IAP2 Training	IAP2 Training for 4 staff (AJH Note - reduced by \$1K)
6433 - MEETING EXPENSES		16,126.04	1,000.00	160.19	1,000.00	0.00%		Expenses related to community engagement meetings
6434 - DUES & SUBSCRIPTIONS		204.64	500.00	-	500.00	0.00%	State/National Communication Assoc., NFBPA and ICMA. TOTAL = \$500	State/National Communication Assoc., NFBPA and ICMA
TOTAL OTHER SERVICES & CHARGES		32,468.23	44,120.00	15,689.01	31,480.00	-28.65%		
TOTAL BUSINESS UNIT EXPENSES		183,588.52	229,746.00	85,801.04	229,654.00	-0.04%		

**GENERAL FUND
42110 - POLICE-ADMINISTRATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42110 - POLICE-ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 228,975	\$ 229,811	\$ 114,082	\$ 234,335	\$ 264,395	12.83%
6102 - OVERTIME - FT EMPLOYEES	5,032	-	255	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6110 - OTHER PAYMENTS - NON INSURANCE	-	2,500	-	-	-	0.00%
6111 - SEVERANCE PAY	2,210	-	2,205	-	-	0.00%
6113 - HEALTH/ WELLNESS REIMB	507	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	6,107	5,902	3,526	6,079	6,261	2.99%
6123 - PERA POLICE & FIRE PLAN	27,006	26,748	11,916	27,131	32,021	18.02%
6125 - FICA - SOCIAL SECURITY	5,270	5,284	3,036	5,025	5,176	3.00%
6126 - FICA - MEDICARE	3,428	3,359	1,709	3,398	3,834	12.83%
6131 - CAFETERIA PLAN CONTRIBUTIONS	32,571	34,272	20,958	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	16,661	22,007	7,523	17,953	17,393	-3.12%
TOTAL PERSONAL SERVICES	327,767	329,883	165,210	329,849	366,808	11.20%
6201 - OFFICE SUPPLIES	-	96	228	-	300	100.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	4,331	695	3,328	600	700	16.67%
6217 - SAFETY SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	5,370	897	3,278	1,000	8,000	700.00%
6243 - MINOR COMPUTER EQUIPMENT	-	1,567	5,838	1,675	1,800	7.46%
6251 - COMPASSION DOG SUPPLIES	-	2,320	2,677	4,000	3,500	-12.50%
TOTAL SUPPLIES	9,701	5,575	15,349	7,275	14,300	96.56%
6305 - MEDICAL SERVICES	28,096	19,006	10,247	26,000	20,000	-23.08%
6306 - PERSONNEL/LABOR RELATIONS	9,215	9,179	25,992	2,500	2,500	0.00%
6307 - PROFESSIONAL SERVICES	45,012	34,656	18,499	27,000	36,500	35.19%
6321 - TELEPHONE/PAGERS	1,236	(200)	106	1,210	360	-70.25%
6331 - TRAVEL EXPENSE/MILEAGE	10	-	-	100	100	0.00%
6333 - FREIGHT/DRAYAGE	83	20	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	4,375	73	1,000	500	-50.00%
6351 - PRINTING	-	52	35	-	-	0.00%
6412 - BLDGS/FACILITIES	8,245	11,218	8,134	10,000	10,000	0.00%
6421 - SOFTWARE LICENSE	-	73	553	950	-	-100.00%
6422 - SOFTWARE MAINTENANCE	-	-	-	-	225	100.00%
6432 - CONFERENCES AND SCHOOLS	39,168	47,328	65,719	108,000	81,000	-25.00%
6433 - MEETING EXPENSES	359	912	903	1,500	1,500	0.00%
6434 - DUES & SUBSCRIPTIONS	14,179	16,273	2,419	12,000	13,500	12.50%
6441 - LICENSES, TAXES & FEES	1,362	910	1,262	3,000	3,000	0.00%
6442 - COURT AWARDS/SETTLEMENTS	-	750	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	146,965	144,552	133,942	193,260	169,185	-12.46%
TOTAL BUSINESS UNIT EXPENSES	\$ 484,433	\$ 480,010	\$ 314,501	\$ 530,384	\$ 550,293	3.75%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42110 - POLICE-ADMINISTRATION								
6101 - WAGES & SALARIES-FT EMPLOYEES	228,975.48	229,810.52	234,335.00	114,081.53	264,395.00	12.83%	Chief and Admin Ass't (per Union Contract)	Chief and Admin Ass't (per Union Contract)
6102 - OVERTIME-FT EMPLOYEES	5,032.02	-	-	255.43				
6110 - OTHER PAYMENTS - NON INSURANCE		2,500.00		-				
6111 - SEVERANCE PAY	2,209.56	-		2,205.04				
6122 - PERA COORDINATED PLAN	6,107.29	5,901.87	6,079.00	3,526.17	6,261.00	2.99%		
6123 - PERA POLICE & FIRE PLAN	27,006.20	26,748.11	27,131.00	11,915.73	32,021.00	18.02%		
6125 - FICA - SOCIAL SECURITY	5,269.98	5,284.01	5,025.00	3,035.95	5,176.00	3.00%		
6126 - FICA - MEDICARE	3,427.59	3,358.80	3,398.00	1,709.42	3,834.00	12.83%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	32,571.00	34,272.00	35,928.00	20,958.00	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE	16,661.49	22,007.23	17,953.00	7,523.34	17,393.00	-3.12%		
TOTAL PERSONAL SERVICES	327,260.61	329,882.54	329,849.00	165,210.61	366,808.00	11.20%		
6201 - OFFICE SUPPLIES	-	96.15	-	227.74	300.00			
6214 - CLOTHING & PERSONAL EQUIPMENT	4,331.12	695.34	600.00	3,328.10	700.00	16.67%		
6219 - GENERAL OPERATING SUPPLIES	5,370.32	897.18	1,000.00	3,278.00	8,000.00	700.00%	*Add 5,000 medals, plaques	Award Medals, Plaques, coins (we need to add many medals and awards)
6243 - MINOR COMPUTER EQUIPMENT	-	1,567.39	1,675.00	5,837.96	1,800.00	7.46%	1X HP EB 860 \$1200, 1X HP DOCK \$125, 2X MONITORS \$350 KMCDANIEL	1X HP EB 860 \$1200, 1X HP DOCK \$250, 2X MONITORS \$350 MSTREMPKE
6251 - COMPASSION DOG SUPPLIES		2,320.15	4,000.00	2,676.87	3,500.00	-12.50%	Not budgeted in 2023 - for Rex	For Rex
TOTAL SUPPLIES	9,701.44	5,576.21	7,275.00	15,348.67	14,300.00	96.56%		
6305 - MEDICAL SERVICES	28,096.00	19,005.60	26,000.00	10,247.00	20,000.00	-23.08%	Medical evaluations and check-ins; pre-employment and current staff.	Medical evaluations and check-ins; pre-employment and current staff. Ridgeway check ins and retainer.
6306 - PERSONNEL/LABOR RELATIONS	9,215.01	9,178.65	2,500.00	25,991.86	2,500.00	0.00%		
6307 - PROFESSIONAL SERVICES	45,012.04	34,656.13	27,000.00	18,498.69	36,500.00	35.19%	Background checks; Annual LEO Web Protect (\$1,575)	Promotion testing, hiring expenses, backgrounds, LEO Web Protect; \$9K of the additional funds is for IA Pro costs over Benchmark (annual subscription) (AJH Note - reduced by \$2.5K)
TOTAL PROFESSIONAL SERVICES	82,323.05	62,840.38	55,500.00	54,737.55	59,000.00	6.31%		
6321 - TELEPHONE/PAGERS	1,236.21	(199.61)	1,210.00	105.67	360.00	-70.25%	2X TMOBILE SERVICE \$360, 1X NEW IPHONE REPLACEMENT \$850	2X TMOBILE SERVICE \$360
6323 - RADIO COMMUNICATIONS	-	-		-				

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6331 - TRAVEL EXPENSE/MILEAGE	10.00	-	100.00	-	100.00	0.00%		Mileage for Chief meetings, trainings
6333 - FREIGHT/DRAYAGE	83.49	20.00		-	-			
6341 - PERSONNEL ADVERTISING	-	4,374.65	1,000.00	73.25	500.00	-50.00%		Recruiting materials and fees
6342 - LEGAL NOTICES	-	-		-	-			
6441 - LICENSES, TAXES & FEES	1,361.64	909.69	3,000.00	1,261.94	3,000.00	0.00%		MN POST licensing
6442 - COURT AWARDS/SETTLEMENTS		750.00		-	-			
6351 - PRINTING		51.91	-	35.33	-			
6412 - BLDGS/FACILITIES	8,245.00	11,218.41	10,000.00	8,134.49	10,000.00	0.00%	Range Rental - Anoka and Columbia Heights Contract	Range Rental - Anoka and Columbia Heights Contract
6421 - SOFTWARE LICENSE	-	73.47	950.00	552.94	-	-100.00%	Adobe Acrobat CC \$850, Winscribe \$100	Moved to 6422
6422 - SOFTWARE MAINT	-	-	-	-	225.00			Canva Pro \$75, Adobe Acrobat Pro \$180
6432 - CONFERENCES AND SCHOOLS	39,167.99	47,327.66	108,000.00	65,719.35	81,000.00	-25.00%	General Training Related Expenses	General Training Related Expenses. Taser Cert (AJH Note - reduced by \$4K)
6433 - MEETING EXPENSES	358.95	912.16	1,500.00	902.51	1,500.00	0.00%		
6434 - DUES & SUBSCRIPTIONS	14,178.97	16,273.21	12,000.00	2,419.00	13,500.00	12.50%		Annual Lexipol (\$13,200)
TOTAL OTHER SERVICES & CHARGES	64,642.25	81,711.55	137,760.00	79,204.48	110,185.00	-20.02%		
TOTAL BUSINESS UNIT EXPENSES	483,927.35	480,010.68	530,384.00	314,501.31	550,293.00	3.75%		

**GENERAL FUND
42120 - POLICE-INVESTIGATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42120 - POLICE-INVESTIGATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 507,775	\$ 723,548	\$ 399,148	\$ 826,452	\$ 851,285	3.00%
6102 - OVERTIME-FT EMPLOYEES	40,012	142,057	71,920	47,000	67,000	42.55%
6103 - WAGES-PART TIME EMPLOYEES	-	-	275	-	-	0.00%
6105 - CONTRACTED SVCS OT	4,294	5,543	-	10,000	4,000	-60.00%
6110 - OTHER PAYMENTS	-	5,090	2,361	-	-	0.00%
6111 - SEVERANCE PAY	26,280	24,817	-	-	-	0.00%
6113 - HEALTH/WELLNESS REIMB	-	1,521	1,035	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	-	21	-	-	0.00%
6123 - PERA POLICE & FIRE PLAN	97,719	154,193	83,379	156,370	163,245	4.40%
6125 - FICA - SOCIAL SECURITY	-	-	17	-	-	0.00%
6126 - FICA - MEDICARE	8,111	13,055	6,801	12,810	13,374	4.40%
6131 - CAFETERIA PLAN CONTRIBUTIONS	67,221	96,389	61,377	125,748	132,048	5.01%
6151 - WORKER'S COMP INSURANCE	56,582	112,117	47,330	99,830	85,772	-14.08%
TOTAL PERSONAL SERVICES	807,994	1,278,330	673,664	1,278,210	1,316,724	3.01%
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	4,065	3,910	5,038	7,000	7,000	0.00%
6219 - GENERAL OPERATING SUPPLIES	993	37,400	1,445	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	375	4,831	4,550	-	-100.00%
TOTAL SUPPLIES	5,058	41,685	11,314	12,550	8,000	-36.25%
6307 - PROFESSIONAL SERVICES	22,092	18,719	15,166	20,000	20,000	0.00%
6321 - TELEPHONE/PAGERS	4,185	2,030	1,362	3,680	7,385	100.68%
6329 - OTHER COMMUNICATION SERVICES	789	1,249	768	1,020	2,460	141.18%
6331 - TRAVEL EXPENSE/MILEAGE	-	4,194	-	100	100	0.00%
6333 - FREIGHT/DRAYAGE	-	-	89	-	-	0.00%
6421 - SOFTWARE LICENSE	3,900	-	-	5,460	8,164	49.52%
6432 - CONFERENCES AND SCHOOLS	-	-	1,053	2,000	2,000	0.00%
6434 - DUES & SUBSCRIPTIONS	528	355	20	200	200	0.00%
6442 - OTHER CONTRACTUAL SERVICE	-	100	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	20,750	21,372	-	22,500	22,440	-0.27%
TOTAL SERVICES & OTHER CHARGES	52,244	48,019	18,458	54,960	62,749	14.17%
TOTAL BUSINESS UNIT EXPENSES	\$ 865,296	\$ 1,368,034	\$ 703,436	\$ 1,345,720	\$ 1,387,473	3.10%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42120 - POLICE-INVESTIGATION								
6101 - WAGES & SALARIES-FT EMPLOYEES	507,775.20	723,547.52	826,452.00	399,147.81	851,285.00	3.00%	Per Union Contracts (Local 82, 86)	Per Union Contracts (Local 82, 86)
6102 - OVERTIME-FT EMPLOYEES	40,012.33	142,056.60	47,000.00	71,920.40	67,000.00	42.55%		AJH Note - Reduced by \$8K
6103 - WAGES-PART TIME EMPLOYEES	-	-		275.21				
6105 - CONTRACTED SVCS OT	4,293.96	5,542.83	10,000.00	-	4,000.00	-60.00%		(AJH Note - Reduced by \$6K)
6110 - OTHER PAYMENTS - NON INSURANCE	-	5,090.31		2,361.09				
6111 - SEVERANCE PAY	26,280.16	24,816.63		-				
6122 - PERA COORDINATED PLAN				20.65				
6123 - PERA POLICE & FIRE PLAN	97,718.51	154,193.03	156,370.00	83,379.11	163,245.00	4.40%		
6125 - FICA - SOCIAL SECURITY	-	-	-	17.06				
6126 - FICA - MEDICARE	8,110.56	13,055.25	12,810.00	6,800.57	13,374.00	4.40%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	67,220.76	96,389.44	125,748.00	61,377.00	132,048.00	5.01%		
6151 - WORKER'S COMP INSURANCE	56,581.73	112,116.97	99,830.00	47,329.69	85,772.00	-14.08%		
TOTAL PERSONAL SERVICES	807,993.21	1,276,808.58	1,278,210.00	672,628.59	1,316,724.00	3.01%		
6214 - CLOTHING & PERSONAL EQUIPMENT	4,065.16	3,909.77	7,000.00	5,037.74	7,000.00	0.00%	Per Union Contracts (Local 82, 86) and additional needs	Per Union Contracts (Local 82, 86) and additional needs
6219 - GENERAL OPERATING SUPPLIES	992.60	37,400.04	1,000.00	1,445.13	1,000.00	0.00%		
6243 - MINOR COMPUTER EQUIPMENT	-	374.92	4,550.00	4,831.11	-	-100.00%	1X EB860 \$1200, 1X DOCK \$125, 2X MONITORS \$350 BVESEY, 1X EB860 \$1200, 1X DOCK \$125, 2X MONITORS \$350 TGRUENIG, 1X EB860 \$1200 SBC (Opticon)	No One Due
TOTAL SUPPLIES	5,057.76	41,684.73	12,550.00	11,313.98	8,000.00	-36.25%		
6307 - PROFESSIONAL SERVICES	22,092.43	18,718.68	20,000.00	15,166.08	20,000.00	0.00%	City budget addition, formerly Auto Theft Grant: '24 CovertTrack Devices, Updates & Mapping \$1,855.05	Equifax, Thompson Reuters
TOTAL PROFESSIONAL SERVICES	22,092.43	18,718.68	20,000.00	15,166.08	20,000.00	0.00%		
6321 - TELEPHONE/PAGERS	4,184.51	2,030.23	3,680.00	1,362.42	7,385.00	100.68%	8X TMOBILE SERVICE \$1440, 1X VERIZON DATA AUTO THEFT \$540, 2x Replacements \$1700	7X TMOBILE SERVICE \$1260, 7x iPhone Purchase \$6125
6329 - OTHER COMMUNICATION SERVICES	789.45	1,248.75	1,020.00	768.14	2,460.00	141.18%	CenturyLink Internet ServiceForensic Computer.	Comcast \$960, CenturyLink \$900, 1x Verizon Data Bait Car \$600
6331 - TRAVEL EXPENSE/MILEAGE	-	4,194.01	100.00	-	100.00	0.00%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6333 - FREIGHT/DRAYAGE				88.97	-			
6442 - COURT AWARDS/SETTLEMENTS		100.00		-	-			
6449 - OTHER CONTRACTUAL SERVICE	20,750.00	21,372.00	22,500.00	-	22,440.00	-0.27%	Billing is later in year	Corner house-bills in Sept.
6421 - SOFTWARE LICENSE	3,900.00	-	5,460.00	-	8,164.00	49.52%	Cellebrite \$6100, 8x Winscribe \$1360	Cellebrite \$6900, 7x Winscribe \$1264
6432 - CONFERENCES AND SCHOOLS	-	-	2,000.00	1,052.61	2,000.00	0.00%	Forensic Training, Supplies	Forensic Training, Supplies, possible cert or recert for Det
6434 - DUES & SUBSCRIPTIONS	528.14	355.00	200.00	20.00	200.00	0.00%		MN-SCIA
TOTAL OTHER SERVICES & CHARGES	30,152.10	29,299.99	34,960.00	3,292.14	42,749.00	22.28%		
TOTAL BUSINESS UNIT EXPENSES	865,295.50	1,366,511.98	1,345,720.00	702,400.79	1,387,473.00	3.10%		

**GENERAL FUND
42123 - POLICE-PATROL**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42123 - POLICE-PATROL						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 2,974,493	\$ 3,125,293	\$ 1,891,561	\$ 4,137,329	\$ 4,484,858	8.40%
6102 - OVERTIME-FT EMPLOYEES	354,740	575,725	335,750	275,000	309,000	12.36%
6103 - WAGES-PART TIME EMPLOYEES	152,077	152,991	105,618	190,000	190,000	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	1,077	938	-	-	-	0.00%
6105 - CONTRACTED SVCS OT	2,523	4,766	(239)	25,000	6,000	-76.00%
6110 - OTHER PAYMENTS	-	61,163	25,359	-	20,000	100.00%
6111 - SEVERANCE PAY	79,695	86,797	40,545	-	-	0.00%
6113 - HEALTH/WELLNESS REIMB	2,756	4,190	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	22,664	20,521	15,118	25,597	27,784	8.54%
6123 - PERA POLICE & FIRE PLAN	562,739	634,459	378,044	709,949	817,635	15.17%
6125 - FICA - SOCIAL SECURITY	19,686	18,741	12,617	21,160	22,968	8.54%
6126 - FICA - MEDICARE	51,967	58,700	35,191	67,097	72,355	7.84%
6131 - CAFETERIA PLAN CONTRIBUTIONS	496,430	522,409	362,031	790,416	830,016	5.01%
6141 - UNEMPLOYMENT COMPENSATION	-	770	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	340,682	448,347	214,439	466,828	432,458	-7.36%
TOTAL PERSONAL SERVICES	5,061,529	5,715,810	3,416,034	6,708,376	7,213,074	7.52%
6201 - OFFICE SUPPLIES	-	-	-	200	-	-100.00%
6203 - BOOKS/REFERENCE MATERIALS	-	672	191	1,500	800	-46.67%
6214 - CLOTHING & PERSONAL EQUIPMENT	70,406	108,887	40,028	111,000	88,000	-20.72%
6217 - SAFETY SUPPLIES	10,482	5,283	1,059	6,000	5,000	-16.67%
6219 - GENERAL OPERATING SUPPLIES	36,899	74,934	33,163	40,000	46,000	15.00%
6242 - MINOR EQUIPMENT	1,910	11,121	805	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	36,022	39,105	12,935	68,150	8,275	-87.86%
TOTAL SUPPLIES	155,719	240,002	88,181	227,850	149,075	-34.57%
6305 - MEDICAL SERVICES	2,567	11,196	3,462	3,000	5,000	66.67%
6307 - PROFESSIONAL SERVICES	121,646	138,977	47,723	105,000	130,000	23.81%
6321 - TELEPHONE/PAGERS	23,634	10,325	1,897	14,720	15,720	6.79%
6323 - RADIO COMMUNICATIONS	26,364	32,551	15,751	25,000	30,000	20.00%
6329 - OTHER COMMUNICATION SERVICES	31,317	46,476	17,272	40,089	43,188	7.73%
6331 - TRAVEL EXPENSE/MILEAGE	-	392	1,571	100	100	0.00%
6333 - FREIGHT/DRAYAGE	-	150	21	-	-	0.00%
6351 - PRINTING	220	-	90	200	200	0.00%
6402 - EQUIPMENT SERVICES	432	146,934	-	-	7,556	100.00%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	70	14,844	-	12,000	16,586	38.22%
6422 - SOFTWARE MAINTENANCE	606	407	959	6,460	9,790	51.55%
6423 - LOGIS CHARGES	46,851	37,733	14,610	22,430	23,552	5.00%
6428 - PROTECTION SERVICES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	7,080	6,840	5,706	10,000	10,000	0.00%
6433 - MEETING EXPENSES	-	-	400	100	100	0.00%
6434 - DUES AND SUBSCRIPTIONS	-	104	-	100	100	0.00%
6442 - COURT AWARDS/SETTLEMENTS	100	100	-	-	-	0.00%
6447 - TOWING CHARGES	5,324	6,652	324	2,000	2,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	96,852	58,328	24,083	44,000	60,000	36.36%
TOTAL SERVICES & OTHER CHARGES	363,063	512,009	133,869	285,199	353,892	24.09%
6461 - FUEL CHARGES	93,419	104,739	50,232	121,400	121,400	0.00%
6462 - FIXED CHARGES	60,274	83,182	41,591	83,181	100,000	20.22%
6463 - REPAIR & MAINT CHARGES	90,754	136,938	138,805	80,000	100,000	25.00%
6465 - REPLACEMENT CHARGES	255,367	327,514	163,757	501,000	501,000	0.00%
TOTAL CENTRAL GARAGE CHARGES	499,814	652,373	394,385	785,581	822,400	4.69%
6550 - MOTOR VEHICLES	-	82,278	40,830	60,000	-	-100.00%
TOTAL CAPITAL OUTLAY	-	82,278	40,830	60,000	-	-100.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 6,080,125	\$ 7,202,472	\$ 4,073,299	\$ 8,067,006	\$ 8,538,441	5.84%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42123 - POLICE-PATROL								
6101 - WAGES & SALARIES-FT EMPLOYEES	2,974,493.12	3,125,292.54	4,137,329.00	1,891,561.25	4,484,858.00	8.40%	Unfreezing of officers, addition of new patrol officers (new officers on hold), addition of one sergeant	no officer additions
6102 - OVERTIME-FT EMPLOYEES	354,740.31	575,725.01	275,000.00	335,750.25	309,000.00	12.36%		Right sizing OT for rates and actuals; Includes OT for K9 detection handler (AJH Note - reduced \$41K) CSO
6103 - WAGES-PART TIME EMPLOYEES	152,076.55	152,990.94	190,000.00	105,618.11	190,000.00	0.00%		
6104 - OVERTIME-PART TIME EMPLOYEES	1,077.12	938.48		-				
6105 - CONTRACTED SVCS OT	2,523.05	4,766.07	25,000.00	(239.31)	6,000.00	-76.00%		Less opportunity with lower staffing levels (AJH Note - reduced by \$4K)
6110 - OTHER PAYMENTS - NON INSURANCE	-	61,163.01		25,359.26	20,000.00			Recruitment incentive
6111 - SEVERANCE PAY	79,695.11	86,796.57		40,545.18				Unbudgeted
6122 - PERA COORDINATED PLAN	22,664.25	20,521.46	25,597.00	15,117.78	27,784.00	8.54%		
6123 - PERA POLICE & FIRE PLAN	562,738.55	634,459.48	709,949.00	378,043.74	817,635.00	15.17%	ARPA will cover PERA related to Police OT.	
6125 - FICA - SOCIAL SECURITY	19,686.24	18,741.31	21,160.00	12,616.71	22,968.00	8.54%		
6126 - FICA - MEDICARE	51,967.40	58,700.23	67,097.00	35,191.10	72,355.00	7.84%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	496,429.64	522,408.81	790,416.00	362,031.01	830,016.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION	-	769.69	-	-				
6151 - WORKER'S COMP INSURANCE	340,681.82	448,347.22	466,828.00	214,438.82	432,458.00	-7.36%	ARPA will cover some of Police OT Workers Comp	
TOTAL PERSONAL SERVICES	5,058,773.16	5,711,620.82	6,708,376.00	3,416,033.90	7,213,074.00	7.52%		
6201 - OFFICE SUPPLIES	-	-	200.00	-	-	-100.00%		
6203 - BOOKS/REFERENCE MATERIALS	-	672.00	1,500.00	191.00	800.00	-46.67%		
6214 - CLOTHING & PERSONAL EQUIPMENT	70,406.08	108,887.14	111,000.00	40,027.79	88,000.00	-20.72%	AJH Notes: Reduced by \$10,000 for final budget	Still have 12 sworn positions to fill (each is approx \$4K in initial supplies)
6217 - SAFETY SUPPLIES	10,481.70	5,282.54	6,000.00	1,058.77	5,000.00	-16.67%		
6219 - GENERAL OPERATING SUPPLIES	36,898.88	74,933.90	40,000.00	33,162.83	46,000.00	15.00%		Includes \$10,000 for "Viking" K9 Detection Dog (AJH Note - reduced by \$6K)
6242 - MINOR EQUIPMENT	1,910.07	11,120.60	1,000.00	805.41	1,000.00	0.00%	Moved Taser contract to Contract Services	

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6243 - MINOR COMPUTER EQUIPMENT	36,021.75	39,104.74	68,150.00	12,934.54	8,275.00	-87.86%	1x Getac S410 \$2600, 1x Monitor \$175, 1x Dock 325 SCU1, 1x Getac S410 \$2600, 1x Monitor \$175, 1x Dock \$325 SCU2, 1x Getac S410 \$2600, 1x Monitor \$175, 1x Dock \$325 AutoTheft, 1x EDESK Mini CAD Display, 1x EB860 SGT SCU, 2x Monitors \$350, 1x Dock \$125, 1x EDESK SFF \$850, EOC Equipment \$7475;	1X HP EB 840 \$1200, 1X DOCK \$150, 2X MONITOR \$350 GFLESLAND, 1X EDESK MINI \$800, 1X MONITOR \$175, 8x Brother PocketJet \$5600
TOTAL SUPPLIES	155,718.48	240,000.92	227,850.00	88,180.34	149,075.00	-34.57%		
6305 - MEDICAL SERVICES	2,567.32	11,196.25	3,000.00	3,461.86	5,000.00	66.67%		Non-PUPS medical fees for animals
6307 - PROFESSIONAL SERVICES	121,646.21	138,977.10	105,000.00	47,723.06	130,000.00	23.81%	HC Social Worker, Community Liaison 50/50	HC Social Worker (\$88,431), Community Liaison 30% (est. \$40.650)
TOTAL PROFESSIONAL SERVICES	124,213.53	150,173.35	108,000.00	51,184.92	135,000.00	25.00%		
6321 - TELEPHONE/PAGERS	23,634.27	10,324.73	14,720.00	1,896.96	15,720.00	6.79%	38X TMOBILE SERVICE \$6840, 7X REPLACEMENT IPHONE \$5950, 3X IPAD DATA \$1260	42X TMOBILE SERVICE \$7560, 8x iPhone Purchase \$6960, 4X IPAD DATA \$1200,
6323 - RADIO COMMUNICATIONS	26,364.28	32,550.94	25,000.00	15,751.26	30,000.00	20.00%	HC Dispatch Service	HC Dispatch Service - \$2500/month
6329 - OTHER COMMUNICATION SERVICES	31,317.09	46,475.57	40,089.00	17,272.36	43,188.00	7.73%	20X VERIZON MDC DATA \$10800, CJDN Connection for MCD's State of MN \$4914, Hennepin County \$24375	20X VERIZON MDC \$10800 Data, CJDN Connection for MCD's State of MN \$1560, LOGIS CJDN \$5148, Hennepin County \$25680
6331 - TRAVEL EXPENSE/MILEAGE	-	391.80	100.00	1,570.83	100.00	0.00%		
6333 - FREIGHT/DRAYAGE	-	150.13	-	20.92	-			
6442 - COURT AWARDS/SETTLEMENTS	100.00	100.00	-	-	-			
6447 - TOWING CHARGES	5,323.67	6,651.84	2,000.00	324.00	2,000.00	0.00%	Case-related tow fees, refunds for wrong tows	Case-related tow fees, refunds for wrong tows
6449 - OTHER CONTRACTUAL SERVICE	96,851.92	58,328.11	44,000.00	24,083.49	60,000.00	36.36%	PUPS Animal Impound Service	PUPS Animal Impound Service Increased usage of service; (PUPS is looking at a possible new facility)
6351 - PRINTING	220.00	-	200.00	90.00	200.00	0.00%		
6421 - SOFTWARE LICENSE	70.00	14,844.00	12,000.00	-	16,586.00	38.22%	Axon \$11000, Tableau \$1000, Note Phillips SE Moved to 6422 and Replaced by Winscribe	Axon \$10546, Pace System \$5040, Tableau \$1000

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6422 - SOFTWARE MAINT	606.00	407.47	6,460.00	958.85	9,790.00	51.55%	38x Users -Northland Winscribe \$6460	45x Winscribe \$8130, 2x Acrobat Pro \$360, 1x Adobe CC \$800, 1X ESRI Basic \$500
6423 - LOGIS CHARGES	46,851.00	37,733.00	22,430.00	14,610.00	23,552.00	5.00%	LOGIS Police Mobiles, CAD \$11430, Arbitrator Maintenance \$11000	LOGIS Police Mobiles, CAD
6432 - CONFERENCES AND SCHOOLS	7,080.32	6,839.64	10,000.00	5,706.35	10,000.00	0.00%	SWAT Training, Equipment	SWAT Training, Equipment
6433 - MEETING EXPENSES	-	-	100.00	399.74	100.00	0.00%		
6434 - DUES & SUBSCRIPTIONS	-	104.00	100.00	-	100.00	0.00%		
TOTAL OTHER SERVICES & CHARGES	238,418.55	214,901.23	177,199.00	82,684.76	211,336.00	19.26%		
6402 - EQUIPMENT SERVICES	432.00	146,934.35	-	-	7,556.00		Payment plan/lease; AJH Note - full amount (\$76K) will be covered by ARPA.	Payment plan/lease (for BWCs), Total budget is \$76K. (AJH Note - \$68,444 covered by ARPA and PSA funds)
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-			
TOTAL REPAIRS & MAINTENANCE	432.00	146,934.35	-	-	7,556.00			
6461 - FUEL CHARGES	93,419.05	104,739.22	121,400.00	50,232.35	121,400.00	0.00%	See allocation spreadsheet	Fuel prices remain relatively stable
6462 - FIXED CHARGES	60,273.60	83,181.96	83,181.00	41,590.98	100,000.00	20.22%	See Central Garage Replacement Charge Allocation	Increase to cover Central Garage indirect cost,
6463 - REPAIR & MAINT CHARGES	90,753.74	136,937.56	80,000.00	138,805.35	100,000.00	25.00%		Increase to fund Central Garage direct costs
6465 - REPLACEMENT CHARGES	255,367.32	327,513.60	501,000.00	163,756.80	501,000.00	0.00%	*add replacement cost for SCU and Detective Vehicle	
TOTAL CENTRAL GARAGE CHARGES	499,813.71	652,372.34	785,581.00	394,385.48	822,400.00	4.69%		
6540 - EQUIPMENT & MACHINERY	-	-	-	-				
6550 - MOTOR VEHICLES	-	82,277.68	60,000.00	40,830.00		-100.00%	New vehicles for additional officers	No new vehicles planned for 2025
TOTAL CAPITAL OUTLAY	-	82,277.68	60,000.00	40,830.00		-100.00%		
TOTAL BUSINESS UNIT EXPENSES	6,077,369.43	7,198,280.69	8,067,006.00	4,073,299.40	8,538,441.00	5.84%		

**GENERAL FUND
42151 - POLICE-SUPPORT SERVICES**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42151 - POLICE-SUPPORT SERVICES						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 385,142	\$ 474,464	\$ 307,231	\$ 543,482	\$ 623,460	14.72%
6102 - OVERTIME-FT EMPLOYEES	22,200	10,255	4,555	10,000	9,000	-10.00%
6103 - WAGES - PART TIME EMPLOYEES	8,730	22,350	-	-	-	0.00%
6110 - OTHER PAYMENTS NON-INSURANCE	-	13,750	2,250	-	-	0.00%
6111 - SEVERANCE PAY	9,094	1,380	6,206	-	-	0.00%
6114 - LANGUAGE INCENTIVE	-	3,400	1,400	-	-	0.00%
6122 - PERA COORDINATED PLAN	30,704	37,470	23,384	41,510	47,434	14.27%
6125 - FICA - SOCIAL SECURITY	27,082	34,784	21,226	34,316	39,212	14.27%
6126 - FICA - MEDICARE	6,334	8,135	4,964	8,026	9,170	14.25%
6131 - CAFETERIA PLAN CONTRIBUTIONS	106,029	106,798	73,073	161,676	169,776	5.01%
6141 - UNEMPLOYMENT COMPENSATION	2,645	7,305	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	2,940	4,701	2,505	4,319	4,299	-0.46%
TOTAL PERSONAL SERVICES	600,900	724,792	446,794	803,329	902,351	12.33%
6201 - OFFICE SUPPLIES	3,260	5,588	3,567	6,000	6,000	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	2,895	6,768	2,784	4,400	4,400	0.00%
6219 - GENERAL OPERATING SUPPLIES	11,969	4,883	2,584	5,000	5,000	0.00%
6242 - MINOR EQUIPMENT	2,603	3,415	772	5,000	4,000	-20.00%
6243 - MINOR COMPUTER EQUIPMENT	1,219	1,092	-	-	10,200	100.00%
TOTAL SUPPLIES	21,946	21,746	9,707	20,400	29,600	45.10%
6305 - MEDICAL SERVICES	-	670	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	21,854	1,564	879	1,500	1,000	-33.33%
6321 - TELEPHONE/PAGERS	4,247	300	3,091	5,490	6,260	14.03%
6322 - POSTAGE	-	-	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6333 - FREIGHT/DRAYAGE	105	70	-	-	-	0.00%
6342 - LEGAL NOTICES	-	-	-	-	-	0.00%
6351 - PRINTING	5,173	5,244	2,181	5,000	4,000	-20.00%
6402 - EQUIPMENT SERVICES	2,858	-	-	2,000	-	-100.00%
6406 - MULTI-FUNCTION MTNCE	4,932	5,715	2,746	5,882	6,200	5.41%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	24,356	28,369	12,457	15,000	15,000	0.00%
6423 - LOGIS CHARGES	164,709	173,640	94,357	182,940	192,087	5.00%
6432 - CONFERENCES AND SCHOOLS	-	-	10	-	-	0.00%
6436 - UNCOLLECTIBLE CHECKS/DEBTS	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	362	300	164	300	300	0.00%
6442 - COURT AWARDS/SETTLEMENTS	-	20,000	-	-	-	0.00%
6448 - PRISONER BOARDING CHARGES	61,641	82,075	25,983	50,000	52,000	4.00%
6449 - OTHER CONTRACTUAL SERVICE	1,654	4,663	8,096	2,500	2,500	0.00%
TOTAL SERVICES & OTHER CHARGES	291,891	322,610	149,964	270,612	279,347	3.23%
TOTAL BUSINESS UNIT EXPENSES	\$ 914,737	\$ 1,069,148	\$ 606,465	\$ 1,094,341	\$ 1,211,298	10.69%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42151 - POLICE-SUPPORT SERVICES								
6101 - WAGES & SALARIES-FT EMPLOYEES	385,142.46	474,463.88	543,482.00	307,231.15	623,460.00	14.72%	Per Union Contracts (Local 512/520)	Per Union Contracts (Local 512/520)
6102 - OVERTIME-FT EMPLOYEES	22,199.89	10,255.07	10,000.00	4,555.04	9,000.00	-10.00%		AJH Note - reduced by \$1K
6103 - WAGES-PART TIME EMPLOYEES	8,729.75	22,350.17	-	-				
6110 - OTHER PAYMENTS - NON INSURANCE	-	13,750.00		2,250.00				
6111 - SEVERANCE PAY	9,094.10	1,379.52		6,206.40				
6122 - PERA COORDINATED PLAN	30,704.22	37,470.22	41,510.00	23,383.70	47,434.00	14.27%		
6125 - FICA - SOCIAL SECURITY	27,082.13	34,783.80	34,316.00	21,226.12	39,212.00	14.27%		
6126 - FICA - MEDICARE	6,333.63	8,134.94	8,026.00	4,964.18	9,170.00	14.25%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	106,029.00	106,797.84	161,676.00	73,073.00	169,776.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION	2,645.00	7,305.00		-				
6151 - WORKER'S COMP INSURANCE	2,939.63	4,700.94	4,319.00	2,505.28	4,299.00	-0.46%		
TOTAL PERSONAL SERVICES	600,899.81	721,391.38	803,329.00	445,394.87	902,351.00	12.33%		
6201 - OFFICE SUPPLIES	3,259.50	5,588.29	6,000.00	3,566.87	6,000.00	0.00%		All office supplies for PD
6214 - CLOTHING & PERSONAL EQUIPMENT	2,895.15	6,767.82	4,400.00	2,783.94	4,400.00	0.00%	Per union contracts (Local 512/520) and additional needs	Per union contracts (Local 512/520) and additional needs
6219 - GENERAL OPERATING SUPPLIES	11,969.20	4,883.02	5,000.00	2,583.68	5,000.00	0.00%		Property Room
6242 - MINOR EQUIPMENT	2,602.76	3,415.01	5,000.00	771.62	4,000.00	-20.00%		
6243 - MINOR COMPUTER EQUIPMENT	1,218.89	1,091.75	-	-	10,200.00		No One Due	6x EB860 \$7200, 6x USB C Dock \$900, 12x Monitors \$2100
TOTAL SUPPLIES	21,945.50	21,745.89	20,400.00	9,706.11	29,600.00	45.10%		
6305 - MEDICAL SERVICES		670.00		-	-			
6307 - PROFESSIONAL SERVICES	21,854.13	1,564.19	1,500.00	879.38	1,000.00	-33.33%		
TOTAL PROFESSIONAL SERVICES	21,854.13	2,234.19	1,500.00	879.38	1,000.00	-33.33%		
6321 - TELEPHONE/PAGERS	4,246.89	300.35	5,490.00	3,090.50	6,260.00	14.03%	Fire Alarm Primary/Fax763.561.0717 Elevator 763.561.2339 \$1,200/Smart Phone (1)/ 3x Smartphones Service \$540	2x T-Mobile Service \$360, 1x Data Service iPad \$300, Fire Alarm Primary/Fax763.561.0717 \$3000, Elevator 763.561.2339 \$600, Fax Replace \$2000
6333 - FREIGHT/DRAYAGE	104.61	69.78	-	-	-			
6441 - LICENSES, TAXES & FEES	361.55	300.00	300.00	163.87	300.00	0.00%		Notary Licenses
6442 - COURT AWARDS/SETTLEMENTS		20,000.00		-	-			
6448 - PRISONER BOARDING CHARGES	61,640.74	82,074.70	50,000.00	25,982.80	52,000.00	4.00%	AJH Note - adjusted for final budget	(AJH Note - reduced \$3K)
6449 - OTHER CONTRACTUAL SERVICE	1,654.00	4,662.91	2,500.00	8,095.56	2,500.00	0.00%		
6351 - PRINTING	5,172.91	5,243.67	5,000.00	2,181.15	4,000.00	-20.00%	Business Cards, Forms	Business Cards, Forms (AJH Note - reduced \$1K)

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6422 - SOFTWARE MAINT	24,356.30	28,368.62	15,000.00	12,456.50	15,000.00	0.00%	FileOnQ; PictureLink; Training Software Maintenance; Interface LiveScan with PicktureLink - FileOnQ Software Upgrade, Dictation Maintenance	Dataworks Plus \$510, FileOnQ \$8746, Thomson Reuters \$582, PictureLink
6423 - LOGIS CHARGES	164,709.00	173,640.00	182,940.00	94,357.00	192,087.00	5.00%	LOGIS Police Records	LOGIS Police Records
6432 - CONFERENCES AND SCHOOLS				9.61				
TOTAL OTHER SERVICES & CHARGES	262,246.00	314,660.03	261,230.00	146,336.99	272,147.00	4.18%		
6402 - EQUIPMENT SERVICES	2,858.24	-	2,000.00	-	-	-100.00%		
6406 - MULTI-FUNCTION MTNCE	4,932.40	5,714.71	5,882.00	2,746.49	6,200.00	5.41%	MFD Maintenance Police UL \$2784 and LL devices \$3098	MFD Maintenance Police UL and LL devices \$6200
TOTAL REPAIRS & MAINTENANCE	7,790.64	5,714.71	7,882.00	2,746.49	6,200.00	-21.34%		
TOTAL BUSINESS UNIT EXPENSES	914,736.08	1,065,746.20	1,094,341.00	605,063.84	1,211,298.00	10.69%		

**GENERAL FUND
42170 - POLICE-STATIONS AND BLDGS**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42170 - POLICE-STATIONS AND BLDGS						
6201 - OFFICE SUPPLIES	\$ -	\$ -	\$ 1,347	\$ -	\$ -	0.00%
6211 - CLEANING SUPPLIES	\$ 6,718	\$ 6,011	\$ 3,597	\$ 3,500	\$ 3,500	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	-	-	-	250	-	-100.00%
6219 - GENERAL OPERATING SUPPLIES	26,520	13,702	322	1,500	1,500	0.00%
6225 - PARK & LANDSCAPE MATERIALS	-	-	-	700	-	-100.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	3,891	4,295	5,549	8,000	6,500	-18.75%
6241 - SMALL TOOLS	-	-	-	200	-	-100.00%
6242 - MINOR EQUIPMENT	9,774	-	-	10,000	3,500	-65.00%
TOTAL SUPPLIES	46,903	24,008	10,815	24,150	15,000	-37.89%
6381 - ELECTRIC	73,324	72,354	35,885	73,000	75,000	2.74%
6382 - GAS	25,917	22,893	12,491	36,000	30,000	-16.67%
6383 - WATER	669	3,926	1,476	3,000	3,500	16.67%
6384 - REFUSE DISPOSAL	2,285	2,849	1,721	3,000	4,000	33.33%
6385 - SEWER	137	485	938	800	1,000	25.00%
6386 - STORM SEWER	192	810	1,013	800	1,000	25.00%
6387 - HEATING OIL	-	-	-	-	-	0.00%
6388 - HAZARDOUS WASTE DISPOSAL	462	574	320	1,000	1,000	0.00%
6389 - STREET LIGHTS	49	196	162	250	300	20.00%
6402 - EQUIPMENT SERVICES	-	-	5,021	-	-	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	18,971	27,477	36,518	-	-	0.00%
6405 - PARK & LANDSCAPE SERVICES	112,560	3,325	-	6,500	-	-100.00%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	0.00%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	100	110	101	250	250	0.00%
6449 - OTHER CONTRACTUAL SERVICE	43,518	12,585	10,087	5,500	15,000	172.73%
TOTAL SERVICES & OTHER CHARGES	278,184	147,584	105,733	130,100	131,050	0.73%
6520 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 325,087	\$ 171,592	\$ 116,548	\$ 154,250	\$ 146,050	-5.32%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42170 - POLICE-STATIONS AND BLDGS								
6201 - OFFICE SUPPLIES	-	-		1,347.00				
6211 - CLEANING SUPPLIES	6,717.56	6,010.88	3,500.00	3,597.02	3,500.00	0.00%		
6216 - CHEMICALS/CHEMICAL PRODUCTS	-	-	250.00	-		-100.00%		
6219 - GENERAL OPERATING SUPPLIES	26,519.88	13,702.35	1,500.00	321.83	1,500.00	0.00%		
6225 - PARK & LANDSCAPE MATERIALS			700.00			-100.00%		
6239 - OTHER REPAIR & MAINT SUPPLIES	3,890.52	4,295.10	8,000.00	5,548.83	6,500.00	-18.75%		(AJH Note - reduced \$1,500)
6241 - SMALL TOOLS	-	-	200.00	-		-100.00%		
6242 - MINOR EQUIPMENT	9,773.75	-	10,000.00	-	3,500.00	-65.00%		(AJH Note - reduced \$1K)
TOTAL SUPPLIES	46,901.71	24,008.33	24,150.00	10,814.68	15,000.00	-37.89%		
6441 - LICENSES, TAXES & FEES	100.00	110.00	250.00	101.34	250.00	0.00%		
6449 - OTHER CONTRACTUAL SERVICE	43,517.86	12,585.02	5,500.00	10,087.40	15,000.00	172.73%	Pest Control, UHL Controls Agreement	Pest Control, UHL Controls Agreement
6423 - LOGIS CHARGES			-					
TOTAL OTHER SERVICES & CHARGES	43,617.86	12,695.02	5,750.00	10,188.74	15,250.00	165.22%		
6381 - ELECTRIC	73,323.76	72,353.76	73,000.00	35,884.64	75,000.00	2.74%		
6382 - GAS	25,917.12	22,893.23	36,000.00	12,491.39	30,000.00	-16.67%		
6383 - WATER	669.22	3,926.42	3,000.00	1,475.56	3,500.00	16.67%		
6384 - REFUSE DISPOSAL	2,285.40	2,848.74	3,000.00	1,720.68	4,000.00	33.33%		
6385 - SEWER	136.95	485.14	800.00	937.77	1,000.00	25.00%		
6386 - STORM SEWER	192.35	809.78	800.00	1,013.22	1,000.00	25.00%		
6388 - HAZARDOUS WASTE DISPOSAL	462.03	573.86	1,000.00	320.36	1,000.00	0.00%		
6389 - STREET LIGHTS	49.05	196.20	250.00	161.87	300.00	20.00%		
TOTAL UTILITY SERVICES	103,035.88	104,087.13	117,850.00	54,005.49	115,800.00	-1.74%		
6402 - EQUIPMENT SERVICES	-	-	-	5,020.99				
6403 - BLDGS/FACILITIES MAINT SERVICE	18,971.49	27,477.34	-	36,517.76	-		Moved to PW Gen Govt Buildings	Moved to PW Gen Govt Buildings
6405 - PARK & LANDSCAPE SERVICES	112,560.00	3,325.00	6,500.00	-		-100.00%		
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-				
TOTAL REPAIRS & MAINTENANCE	131,531.49	30,802.34	6,500.00	41,538.75	-	-100.00%		
TOTAL BUSINESS UNIT EXPENSES	325,086.94	171,592.82	154,250.00	116,547.66	146,050.00	-5.32%		

**GENERAL FUND
42210 - FIRE**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42210 - FIRE						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 342,442	\$ 376,145	\$ 254,322	\$ 553,520	\$ 774,505	39.92%
6102 - OVERTIME FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	306,599	293,087	208,828	310,000	301,000	-2.90%
6111 - SEVERANCE PAY	15,005	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	4,676	4,817	2,863	4,962	5,111	3.00%
6123 - PERA POLICE & FIRE PLAN	49,576	55,188	38,254	86,265	125,027	44.93%
6125 - FICA - SOCIAL SECURITY	22,824	22,063	15,155	23,322	22,887	-1.87%
6126 - FICA - MEDICARE	9,538	9,750	6,597	12,522	15,596	24.55%
6127 - FIRE RELIEF ASSOCIATION	206,560	223,177	1,000	208,000	225,000	8.17%
6131 - CAFETERIA PLAN CONTRIBUTIONS	61,407	76,304	56,362	125,748	169,776	35.01%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	115,535	133,565	94,004	90,698	135,541	49.44%
TOTAL PERSONAL SERVICES	1,134,162	1,194,096	677,385	1,415,037	1,774,443	25.40%
6201 - OFFICE SUPPLIES	2,159	12,338	140	2,500	2,500	0.00%
6203 - BOOKS/REFERENCE MATERIALS	935	-	165	1,000	1,000	0.00%
6211 - CLEANING SUPPLIES	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	36,082	36,917	31,057	36,000	39,500	9.72%
6217 - SAFETY SUPPLIES	-	6,419	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	13,865	22,797	5,757	19,000	22,500	18.42%
6219.1 - GEN OP SUP-FIRE EDUCATION	-	-	-	-	-	0.00%
6219.2 - GEN OP SUP-FIRE INSPECTIONS	-	-	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	-	-	-	-	-	0.00%
6241 - SMALL TOOLS	-	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	11,884	21,428	2,973	12,000	12,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	525	5,695	1,893	9,700	4,900	-49.48%
6251 - COMPASSION DOG SUPPLIES	-	1,049	1,376	4,000	4,000	0.00%
TOTAL SUPPLIES	65,450	106,643	43,361	84,200	86,400	2.61%
6305 - MEDICAL SERVICES	7,622	7,324	70	10,000	10,000	0.00%
6307 - PROFESSIONAL SERVICES	-	5,969	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	3,907	3,759	3,244	4,750	7,130	50.11%
6323 - RADIO COMMUNICATIONS	12,175	14,200	8,828	16,000	16,000	0.00%
6329 - OTHER COMMUNICATION SERVICES	9,372	10,105	5,645	12,000	12,000	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	360	-	87	200	200	0.00%
6333 - FREIGHT/DRAYAGE	69	40	18	100	100	0.00%
6341 - PERSONNEL ADVERTISING	75	-	-	500	500	0.00%
6351 - PRINTING	157	250	61	500	400	-20.00%
6369 - OTHER INSURANCE	1,129	1,129	1,129	1,300	1,300	0.00%
6381 - ELECTRIC	23,640	25,155	10,573	23,400	25,500	8.97%
6382 - GAS	19,423	20,656	11,712	22,000	22,900	4.09%
6383 - WATER	2,600	958	3,534	4,300	4,600	6.98%
6385 - SEWER	1,352	695	801	3,400	3,600	5.88%
6386 - STORM SEWER	834	787	1,131	1,300	1,400	7.69%
6389 - STREET LIGHTS	213	189	281	400	450	12.50%
6402 - EQUIPMENT SERVICES	11,232	15,355	2,346	11,000	11,500	4.55%
6406 - MULTI-FUNCTION MTNCE	1,121	1,089	611	1,300	1,430	10.00%
6417 - UNIFORMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	16,392	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	7,920	10,972	4,931	17,500	22,830	30.46%
6431 - SPECIAL EVENTS	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	46,095	39,267	21,631	35,000	31,000	-11.43%
6433 - MEETING EXPENSES	643	360	4,500	9,000	1,500	-83.33%
6434 - DUES & SUBSCRIPTIONS	2,190	1,485	1,457	2,500	2,500	0.00%
6443 - PRIZE AWARDS/EXPENSE REIMB	682	134	311	1,500	1,500	0.00%
6444 - RELOCATION EXPENSES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	4,609	2,347	583	500	600	20.00%
TOTAL SERVICES & OTHER CHARGES	173,812	162,225	83,484	178,450	178,940	0.27%
6461 - FUEL CHARGES	20,593	19,344	9,084	15,000	15,000	0.00%
6462 - FIXED CHARGES	28,382	41,617	20,809	41,617	50,000	20.14%
6463 - REPAIR & MAINT CHARGES	58,451	53,487	15,755	70,000	80,000	14.29%
6465 - REPLACEMENT CHARGES	374,862	507,052	253,526	563,052	685,000	21.66%
TOTAL CENTRAL GARAGE CHARGES	482,288	621,500	299,174	689,669	830,000	20.35%
6540 - EQUIPMENT & MACHINERY	119,972	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	119,972	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,975,684	\$ 2,084,464	\$ 1,103,404	\$ 2,367,356	\$ 2,869,783	21.22%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42210 - FIRE								
6101 - WAGES & SALARIES-FT EMPLOYEES	342,441.55	376,144.92	553,520.00	254,322.23	774,505.00	39.92%	Add 2 FTE's at \$22.42/hr + benefits based on 2912 annual hours	\$26.83/2912 hours; Additional two duty crew added (if SAFER grant received some of total cost will be covered)
6103 - WAGES-PART TIME EMPLOYEES	306,598.75	293,087.32	310,000.00	208,828.38	301,000.00	-2.90%	3% COLA	3% COLA + 6K for east custodian (AJH Note - reduced by \$30K, adjustment will remain in Public Safety Aid)
6111 - SEVERANCE PAY	15,005.30	-		-				
6122 - PERA COORDINATED PLAN	4,676.37	4,817.28	4,962.00	2,862.57	5,111.00	3.00%		
6123 - PERA POLICE & FIRE PLAN	49,575.56	55,188.44	86,265.00	38,253.54	125,027.00	44.93%		
6125 - FICA - SOCIAL SECURITY	22,823.53	22,063.08	23,322.00	15,155.37	22,887.00	-1.87%		
6126 - FICA - MEDICARE	9,537.51	9,750.28	12,522.00	6,596.90	15,596.00	24.55%		
6127 - FIRE RELIEF ASSOCIATION	206,560.41	223,176.63	208,000.00	1,000.00	225,000.00	8.17%		Reimbursement for this expense
6131 - CAFETERIA PLAN CONTRIBUTIONS	61,407.14	76,304.18	125,748.00	56,361.90	169,776.00	35.01%		
6141 - UNEMPLOYMENT COMPENSATION	-	-		-				
6151 - WORKER'S COMP INSURANCE	115,534.84	133,565.06	90,698.00	94,004.32	135,541.00	49.44%	Increase of 5% budgeted based on industry communications	Increase based on industry recommendations
TOTAL PERSONAL SERVICES	1,134,160.96	1,194,097.19	1,415,037.00	677,385.21	1,774,443.00	25.40%		
6201 - OFFICE SUPPLIES	2,159.16	12,338.47	2,500.00	139.95	2,500.00	0.00%		
6203 - BOOKS/REFERENCE MATERIALS	935.28	-	1,000.00	164.80	1,000.00	0.00%	AJH Note - Reduced by \$300 for final budget	
6214 - CLOTHING & PERSONAL EQUIPMENT	36,081.97	36,916.74	36,000.00	31,057.00	39,500.00	9.72%	5 sets gear and 6 helmets	5 sets t/o gear and increased decon, gear and uniform prices
6217 - SAFETY SUPPLIES	-	6,419.20	-	-	-		Moved to 6251 - Compassion Dog Supplies	
6219 - GENERAL OPERATING SUPPLIES	13,865.11	22,797.03	19,000.00	5,756.95	22,500.00	18.42%	3%	3%
6242 - MINOR EQUIPMENT	11,883.86	21,427.71	12,000.00	2,972.64	12,000.00	0.00%	3%	3%
6243 - MINOR COMPUTER EQUIPMENT	525.00	5,694.67	9,700.00	1,893.41	4,900.00	-49.48%	2x ED SFF \$1700, 3x Monitors \$525 EWatch and EOC \$7475	1X EB860 \$1200, 2X Monitors \$350, 1x Dock USB-C \$150 RWetterham, 1x EB860 \$1200 FD Training, 1x EDESKSFF \$850, 2x Monitors \$350, 1x EDMini \$800 FD_EOC
6251 - COMPASSION DOG SUPPLIES		1,048.71	4,000.00	1,376.10	4,000.00	0.00%	Annual compassion dog costs. Reduced from \$10,000 for final budget - kennel is also in PSA funding	Annual compassion dog costs
TOTAL SUPPLIES	65,450.38	106,642.53	84,200.00	43,360.85	86,400.00	2.61%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6305 - MEDICAL SERVICES	7,621.50	7,323.50	10,000.00	69.50	10,000.00	0.00%		50% of mental health wellness checks other 50% from PSA; timing on 2024 actual costs. (AJH Note - reduced by .5K)
6307 - PROFESSIONAL SERVICES	-	5,969.11	-	-	-			
TOTAL PROFESSIONAL SERVICES	7,621.50	13,292.61	10,000.00	69.50	10,000.00	0.00%		
6321 - TELEPHONE/PAGERS	3,906.74	3,758.54	4,750.00	3,244.43	7,130.00	50.11%	Fire Alarm Primary (East Station) 763.561.1338 Fire Alarm Primary (West Station) 763.561.0131, 1x Replacement iPhone \$850, 5x T-Mobile Service \$900, 2x iPad Data Service \$600	Fire Alarm Primary (East Station) 763.561.1338 \$2400, 2x Replacement iPhone \$1750, 2x iPad Replacements \$1300, 6x T-Mobile Service \$1080, 2x iPad Data Service \$600
6323 - RADIO COMMUNICATIONS	12,175.02	14,200.04	16,000.00	8,827.85	16,000.00	0.00%		
6329 - OTHER COMMUNICATION SERVICES	9,372.42	10,104.57	12,000.00	5,644.66	12,000.00	0.00%	10x MDC Data Cards \$4800, Hennepin MDC Support Fee \$6220	10x MDC Data Cards \$4800, Hennepin MDC Support Fee \$6220
6331 - TRAVEL EXPENSE/MILEAGE	360.36	-	200.00	87.00	200.00	0.00%		
6333 - FREIGHT/DRAYAGE	68.81	39.78	100.00	17.92	100.00	0.00%		
6341 - PERSONNEL ADVERTISING	74.72	-	500.00	-	500.00	0.00%		
6443 - PRIZE AWARDS/EXPENSE REIMB	681.86	133.84	1,500.00	310.74	1,500.00	0.00%		
6449 - OTHER CONTRACTUAL SERVICE	4,609.05	2,347.31	500.00	583.38	600.00	20.00%	Rugs, Basic Cable TV; AJH Note removed rugs at \$2,100 for final budget	Basic Cable
6351 - PRINTING	157.07	250.02	500.00	61.16	400.00	-20.00%		
6421 - SOFTWARE LICENSE	16,392.00	-	-	-	-			
6422 - SOFTWARE MAINT	7,920.01	10,972.42	17,500.00	4,930.77	22,830.00	30.46%	15K for First Due and FH	\$17.5K for First Due, FH \$2100, Aladtec \$3000, Active911 \$50, Acrobat Pro \$180
6432 - CONFERENCES AND SCHOOLS	46,095.33	39,266.74	35,000.00	21,631.47	31,000.00	-11.43%		(AJH Note - reduced by \$4K)
6433 - MEETING EXPENSES	642.59	359.83	9,000.00	4,499.88	1,500.00	-83.33%	75th Anniversary	
6434 - DUES & SUBSCRIPTIONS	2,190.00	1,485.00	2,500.00	1,457.00	2,500.00	0.00%		
TOTAL OTHER SERVICES & CHARGES	104,645.98	82,918.09	100,050.00	51,296.26	96,260.00	-3.79%		
6369 - OTHER INSURANCE	1,129.00	1,129.00	1,300.00	1,129.00	1,300.00	0.00%	1,300 in 2024	
TOTAL INSURANCE	1,129.00	1,129.00	1,300.00	1,129.00	1,300.00	0.00%		
6381 - ELECTRIC	23,640.45	25,155.27	23,400.00	10,573.03	25,500.00	8.97%	6%	9% increase based on industry communications and actuals
6382 - GAS	19,422.85	20,655.70	22,000.00	11,712.17	22,900.00	4.09%	5%	4% increase based on industry communications and actuals

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6383 - WATER	2,600.42	958.31	4,300.00	3,533.77	4,600.00	6.98%	7%	City of BC utilities, estimated rate increases
6385 - SEWER	1,351.73	694.94	3,400.00	801.18	3,600.00	5.88%	5%	City of BC utilities, estimated rate increases
6386 - STORM SEWER	833.52	787.44	1,300.00	1,131.02	1,400.00	7.69%	7%	City of BC utilities, estimated rate increases
6389 - STREET LIGHTS	212.55	189.22	400.00	280.90	450.00	12.50%	5%	City of BC utilities, estimated rate increases
TOTAL UTILITY SERVICES	48,061.52	48,440.88	54,800.00	28,032.07	58,450.00	6.66%		
6402 - EQUIPMENT SERVICES	11,231.91	15,354.73	11,000.00	2,345.87	11,500.00	4.55%	5%	
6406 - MULTI-FUNCTION MTNCE	1,121.32	1,088.97	1,300.00	610.72	1,430.00	10.00%	MFD Maintenance West and East Fire devices	MFD Maintenance West and East Fire devices
TOTAL REPAIRS & MAINTENANCE	12,353.23	16,443.70	12,300.00	2,956.59	12,930.00	5.12%		
6461 - FUEL CHARGES	20,592.67	19,344.03	15,000.00	9,084.44	15,000.00	0.00%		Fuel costs have remained relatively stable
6462 - FIXED CHARGES	28,382.40	41,617.20	41,617.00	20,808.60	50,000.00	20.14%		Increase to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES	58,451.47	53,487.09	70,000.00	15,755.02	80,000.00	14.29%		Increase to cover Central Garage direct costs
6465 - REPLACEMENT CHARGES	374,862.48	507,052.44	563,052.00	253,526.22	685,000.00	21.66%		
TOTAL CENTRAL GARAGE CHARGES	482,289.02	621,500.76	689,669.00	299,174.28	830,000.00	20.35%		
6540 - EQUIPMENT & MACHINERY	119,972.00	-	-	-	-			
TOTAL CAPITAL OUTLAY	119,972.00	-	-	-	-			
TOTAL BUSINESS UNIT EXPENSES	1,975,683.59	2,084,464.76	2,367,356.00	1,103,403.76	2,869,783.00	21.22%		

**GENERAL FUND
42510 - EMERGENCY PREPAREDNESS**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42510 - EMERGENCY PREPAREDNESS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
6111 - SEVERANCE PAY	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	-	-	-	-	-	0.00%
6126 - FICA - MEDICARE	-	-	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	-	-	-	-	-	0.00%
6201 - OFFICE SUPPLIES	59	-	-	500	500	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	500	500	0.00%
6204 - STATIONARY SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	244	11,420	1,175	15,000	10,000	-33.33%
6242 - MINOR EQUIPMENT	-	-	-	3,000	3,000	0.00%
TOTAL SUPPLIES	303	11,420	1,175	19,000	14,000	-26.32%
6351 - PRINTING	-	-	-	200	200	0.00%
6381 - ELECTRIC	634	637	319	800	900	12.50%
6402 - EQUIPMENT SERVICES	2,022	7,373	4,946	4,300	4,300	0.00%
6422 - SOFTWARE MAINTENANCE	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	2,200	2,200	0.00%
6433 - MEETING EXPENSES	-	-	-	700	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	180	1,948	1,810	2,200	2,200	0.00%
TOTAL SERVICES & OTHER CHARGES	2,836	9,958	7,075	10,400	9,800	-5.77%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 3,139	\$ 21,378	\$ 8,250	\$ 29,400	\$ 23,800	-19.05%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42510 - EMERGENCY PREPAREDNESS								
6201 - OFFICE SUPPLIES	58.66	-	500.00	-	500.00	0.00%		
6203 - BOOKS/REFERENCE MATERIALS	-	-	500.00	-	500.00	0.00%		
6204 - STATIONARY SUPPLIES			-		-			
6219 - GENERAL OPERATING SUPPLIES	243.55	11,419.60	15,000.00	1,175.12	10,000.00	-33.33%		Constant as contingency for emergencies (AJH Note - reduced by \$5K)
6242 - MINOR EQUIPMENT	-	-	3,000.00	-	3,000.00	0.00%		
TOTAL SUPPLIES	302.21	11,419.60	19,000.00	1,175.12	14,000.00	-26.32%		
6351 - PRINTING	-	-	200.00	-	200.00	0.00%		
6432 - CONFERENCES AND SCHOOLS	-	-	2,200.00	-	2,200.00	0.00%		
6433 - MEETING EXPENSES	-	-	700.00	-	-	-100.00%		(AJH Note - reduced by \$700)
6434 - DUES & SUBSCRIPTIONS	180.00	1,948.00	2,200.00	1,810.00	2,200.00	0.00%	1900 Fence JPA	\$1,989 Fence JPA
TOTAL OTHER SERVICES & CHARGES	180.00	1,948.00	5,300.00	1,810.00	4,600.00	-13.21%		
6381 - ELECTRIC	634.16	637.21	800.00	318.61	900.00	12.50%	7%	9%
TOTAL UTILITY SERVICES	634.16	637.21	800.00	318.61	900.00	12.50%		
6402 - EQUIPMENT SERVICES	2,022.00	7,373.01	4,300.00	4,946.14	4,300.00	0.00%	3%	
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-			
TOTAL REPAIRS & MAINTENANCE	2,022.00	7,373.01	4,300.00	4,946.14	4,300.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	3,138.37	21,377.82	29,400.00	8,249.87	23,800.00	-19.05%		

GENERAL FUND
41940 - GENERAL GOVT BLDGS AND PLANT

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41940 - GENERAL GOVT BLDGS AND PLANT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 231,200	\$ 271,529	\$ 132,167	\$ 293,586	\$ 200,692	-31.64%
6102 - OVERTIME-FT EMPLOYEES	12,497	14,502	12,057	30,000	30,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	5,245	1,173	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	18,277	21,452	10,817	24,269	17,302	-28.71%
6125 - FICA - SOCIAL SECURITY	13,558	15,992	7,509	20,062	14,304	-28.70%
6126 - FICA - MEDICARE	3,171	3,740	1,756	4,692	3,345	-28.71%
6131 - CAFETERIA PLAN CONTRIBUTIONS	67,914	82,860	41,131	89,820	56,592	-36.99%
6151 - WORKER'S COMP INSURANCE	17,183	25,443	10,741	24,884	15,526	-37.61%
TOTAL PERSONAL SERVICES	369,045	436,691	216,178	487,313	337,761	-30.69%
6201 - OFFICE SUPPLIES	-	-	85	-	200	100.00%
6211 - CLEANING SUPPLIES	16,344	26,452	12,139	28,000	29,000	3.57%
6214 - CLOTHING & PERSONAL EQUIPMENT	28	100	-	1,000	1,000	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	3,763	539	845	5,000	5,000	0.00%
6217 - SAFETY SUPPLIES	4,632	2,195	9,354	1,500	1,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	549	224	738	1,250	1,250	0.00%
6225 - PARK & LANDSCAPE MATERIALS	1,030	-	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	35,093	42,122	38,106	35,000	40,000	14.29%
6241 - SMALL TOOLS	34	-	-	1,000	1,000	0.00%
6242 - MINOR EQUIPMENT	17,514	-	2,057	14,000	14,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	4,645	10,968	999	-	-	0.00%
TOTAL SUPPLIES	83,632	82,600	64,323	86,750	92,950	7.15%
6302 - ARCH & ENG	-	8,881	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	2,610	69,009	867	9,500	9,500	3.57%
6321 - TELEPHONE/PAGERS	2,475	875	989	2,500	1,320	-47.20%
6329 - OTHER COMMUNICATION SERVICES	63	467	210	1,380	1,380	0.00%
6381 - ELECTRIC	165,292	175,712	81,704	150,000	163,500	9.00%
6382 - GAS	118,858	103,030	50,919	120,000	124,800	4.00%
6383 - WATER	11,789	12,205	3,846	11,000	11,770	7.00%
6384 - REFUSE DISPOSAL	11,933	19,561	6,890	10,000	15,000	50.00%
6385 - SEWER	2,225	3,744	2,876	2,800	5,600	100.00%
6386 - STORM SEWER	4,201	4,637	4,274	4,500	8,000	77.78%
6387 - HEATING OIL	3,669	-	-	4,000	2,000	-50.00%
6388 - HAZARDOUS WASTE DISPOSAL	383	1,477	323	400	500	25.00%
6389 - STREET LIGHTS	1,071	931	1,070	1,500	1,600	6.67%
6402 - EQUIPMENT SERVICES	634	-	681	37,000	37,000	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	263,272	169,492	144,983	216,500	354,000	63.51%
6405 - PARK & LANDSCAPE SERVICES	-	-	-	-	-	0.00%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	18,654	1,525	-	-	6,000	100.00%
6422 - SOFTWARE MAINT	7,051	11,616	4,636	6,660	1,500	-77.48%
6432 - CONFERENCES AND SCHOOLS	350	-	257	2,000	2,000	0.00%
6434 - DUES & SUBSCRIPTIONS	360	350	350	1,000	1,000	0.00%
6441 - LICENSES, TAXES & FEES	415	435	410	1,250	1,250	0.00%
6449 - OTHER CONTRACTUAL SERVICE	92,913	44,254	28,371	41,000	42,230	3.00%
TOTAL SERVICES & OTHER CHARGES	708,218	628,201	333,656	622,990	789,950	26.80%
6461 - FUEL CHARGES	1,516	963	256	1,100	1,100	0.00%
6462 - FIXED CHARGES	3,450	5,415	2,708	5,415	7,000	29.27%
6463 - REPAIR & MAINT CHARGES	732	2,278	827	400	1,500	275.00%
6465 - REPLACEMENT CHARGES	4,673	6,774	3,387	6,774	6,774	0.00%
TOTAL CENTRAL GARAGE CHARGES	10,371	15,430	7,178	13,689	16,374	19.61%
6520 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,171,266	\$ 1,162,922	\$ 621,335	\$ 1,210,742	\$ 1,237,035	2.17%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41940 - GENERAL GOVT BLDGS AND PLANT								
6101 - WAGES & SALARIES-FT EMPLOYEES	231,199.73	271,529.04	293,586.00	132,166.99	200,692.00	-31.64%		
6102 - OVERTIME-FT EMPLOYEES	12,497.12	14,502.23	30,000.00	12,056.65	30,000.00	0.00%		
6104 - OVERTIME-PART TIME EMPLOYEES			-		-			
6111 - SEVERANCE PAY	5,245.24	1,173.22		-	-			
6122 - PERA COORDINATED PLAN	18,277.11	21,452.29	24,269.00	10,816.86	17,302.00	-28.71%	Reduced from \$26,444 for partime hour reduction	
6125 - FICA - SOCIAL SECURITY	13,557.51	15,992.35	20,062.00	7,509.01	14,304.00	-28.70%	Reduced from \$21860 for partime hour reduction	
6126 - FICA - MEDICARE	3,170.69	3,740.15	4,692.00	1,756.13	3,345.00	-28.71%	Reduced from \$5113 for partime hour reduction	
6131 - CAFETERIA PLAN CONTRIBUTIONS	67,913.84	82,860.18	89,820.00	41,131.16	56,592.00	-36.99%		
6151 - WORKER'S COMP INSURANCE	17,182.58	25,442.83	24,884.00	10,740.66	15,526.00	-37.61%	Reduced from 27114 for partime hour reduction	
TOTAL PERSONAL SERVICES	369,043.82	436,692.29	487,313.00	216,177.46	337,761.00	-30.69%		
6201 - OFFICE SUPPLIES	-	-		84.70	200.00			
6211 - CLEANING SUPPLIES	16,344.43	26,452.30	28,000.00	12,139.24	29,000.00	3.57%		3%
6214 - CLOTHING & PERSONAL EQUIPMENT	28.20	100.00	1,000.00	-	1,000.00	0.00%		
6216 - CHEMICALS/CHEMICAL PRODUCTS	3,763.31	538.54	5,000.00	845.12	5,000.00	0.00%		
6217 - SAFETY SUPPLIES	4,631.68	2,194.51	1,500.00	9,353.75	1,500.00	0.00%		
6219 - GENERAL OPERATING SUPPLIES	548.81	223.81	1,250.00	737.63	1,250.00	0.00%		
6225 - PARK & LANDSCAPE MATERIALS	1,029.99	-	-	-	-			
6239 - OTHER REPAIR & MAINT SUPPLIES	35,092.73	42,122.32	35,000.00	38,105.97	40,000.00	14.29%	increase due to older facilities and lack of CMBP updates	increase due to building needs
6241 - SMALL TOOLS	34.23	-	1,000.00	-	1,000.00	0.00%		
6242 - MINOR EQUIPMENT	17,513.95	-	14,000.00	2,057.00	14,000.00	0.00%		
6243 - MINOR COMPUTER EQUIPMENT	4,644.63	10,968.02	-	999.46	-			No Device Due
TOTAL SUPPLIES	83,631.96	82,599.50	86,750.00	64,322.87	92,950.00	7.15%		
6302 - ARCH, ENG & PLANNING		8,881.02		-	-			
6307 - PROFESSIONAL SERVICES	2,609.74	69,008.65	9,500.00	867.00	9,500.00	0.00%		
TOTAL PROFESSIONAL SERVICES	2,609.74	77,889.67	9,500.00	867.00	9,500.00	0.00%		
6321 - TELEPHONE/PAGERS	2,475.46	875.39	2,500.00	989.15	1,320.00	-47.20%	4x Smartphone Cell Service \$720, 3x Datacard Service \$1260	4x Smartphone Cell Service \$720,2x iPad Data \$600
6329 - OTHER COMMUNICATION SERVICES	63.20	467.49	1,380.00	209.50	1,380.00	0.00%	CH and PD Comcast	Comcast XFINITY CityWide
6441 - LICENSES, TAXES & FEES	415.00	435.00	1,250.00	410.00	1,250.00	0.00%		
6449 - OTHER CONTRACTUAL SERVICE	92,913.38	44,254.02	41,000.00	28,371.09	42,230.00	3.00%	Rugs, Pests, UHL Controls	3%
6421 - SOFTWARE LICENSE	18,653.91	1,525.40	-	-	6,000.00			Milestone SA

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6422 - SOFTWARE MAINT	7,051.34	11,615.60	6,660.00	4,636.00	1,500.00	-77.48%	Lenel \$1446, Milestone \$5214. Note Pubworks (GWorks) Moved to 49951-6422	Lenel \$1460, Milestone Moved to 6421, Note Pubworks (GWorks) Moved to 49951-6422
6432 - CONFERENCES AND SCHOOLS	350.00	-	2,000.00	256.92	2,000.00	0.00%		
6434 - DUES & SUBSCRIPTIONS	360.00	350.00	1,000.00	350.00	1,000.00	0.00%		
TOTAL OTHER SERVICES & CHARGES	122,282.29	59,522.90	55,790.00	35,222.66	56,680.00	1.60%		
6381 - ELECTRIC	165,291.69	175,712.18	150,000.00	81,703.67	163,500.00	9.00%		Based on industry communications and actuals; City Hall and PW Garage
6382 - GAS	118,858.47	103,030.45	120,000.00	50,919.25	124,800.00	4.00%		Based on industry communications and actuals; City Hall and PW Garage
6383 - WATER	11,788.76	12,204.98	11,000.00	3,845.77	11,770.00	7.00%		City of BC Utilities - estimated rate increases
6384 - REFUSE DISPOSAL	11,933.04	19,560.61	10,000.00	6,890.44	15,000.00	50.00%		External Contract; trash service has increased substantially
6385 - SEWER	2,225.23	3,743.78	2,800.00	2,876.41	5,600.00	100.00%		City of BC Utilities - estimated rate increases
6386 - STORM SEWER	4,201.00	4,637.22	4,500.00	4,273.70	8,000.00	77.78%		City of BC Utilities - estimated rate increases
6387 - HEATING OIL	3,668.76	-	4,000.00	-	2,000.00	-50.00%		
6388 - HAZARDOUS WASTE DISPOSAL	382.63	1,476.51	400.00	323.32	500.00	25.00%		
6389 - STREET LIGHTS	1,071.24	931.28	1,500.00	1,070.46	1,600.00	6.67%		City of BC Utilities - estimated rate increases
TOTAL UTILITY SERVICES	319,420.82	321,297.01	304,200.00	151,903.02	332,770.00	9.39%		
6402 - EQUIPMENT SERVICES	633.73	-	37,000.00	681.14	37,000.00	0.00%	AJH Note - Originally \$40K. Reduced by \$3,000 for final budget	
6403 - BLDGS/FACILITIES MAINT SERVICE	263,271.76	169,491.85	216,500.00	144,983.20	354,000.00	63.51%		cleaning contract expensed here
TOTAL REPAIRS & MAINTENANCE	263,905.49	169,491.85	253,500.00	145,664.34	391,000.00	54.24%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6461 - FUEL CHARGES	1,515.59	962.64	1,100.00	255.57	1,100.00	0.00%		Fuel rates remained relatively stable
6462 - FIXED CHARGES	3,450.24	5,415.24	5,415.00	2,707.62	7,000.00	29.27%		Increase in allocation to cover Central Garage overhead; per vehicle charge
6463 - REPAIR & MAINT CHARGES	732.20	2,277.94	400.00	827.21	1,500.00	275.00%		Increase in rates to cover Central Garage direct expenses; charged when services rendered
6465 - REPLACEMENT CHARGES	4,672.68	6,774.12	6,774.00	3,387.06	6,774.00	0.00%		
TOTAL CENTRAL GARAGE CHARGES	10,370.71	15,429.94	13,689.00	7,177.46	16,374.00	19.61%		
6520 - BUILDINGS & FACILITIES	-	-	-	-				
6545 - OTHER EQUIPMENT	13,995.00	-	-	-				
TOTAL CAPITAL OUTLAY	13,995.00	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	1,185,259.83	1,162,923.16	1,210,742.00	621,334.81	1,237,035.00	2.17%		

**GENERAL FUND
43110 - PUBLIC WORKS-ENGINEERING**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
43110 - PUBLIC WORKS-ENGINEERING						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 505,413	\$ 578,739	\$ 334,695	\$ 771,628	\$ 833,761	8.05%
6102 - OVERTIME-FT EMPLOYEES	20,533	8,321	5,508	35,000	35,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	10,387	46,469	56,959	14,260	14,100	-1.12%
6104 - OVERTIME-PART TIME EMPLOYEES	219	-	1,080	500	500	0.00%
6111 - SEVERANCE PAY	7,102	252	5,294	-	-	0.00%
6122 - PERA COORDINATED PLAN	39,446	47,268	28,933	61,605	73,985	20.10%
6125 - FICA - SOCIAL SECURITY	33,967	38,532	24,899	50,927	61,162	20.10%
6126 - FICA - MEDICARE	7,943	9,012	5,823	11,911	14,304	20.09%
6131 - CAFETERIA PLAN CONTRIBUTIONS	95,470	105,732	56,887	143,712	169,776	18.14%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	4,455	6,575	3,674	7,802	8,387	7.50%
TOTAL PERSONAL SERVICES	724,935	840,900	523,752	1,097,345	1,210,975	10.35%
6201 - OFFICE SUPPLIES	6,321	3,097	76	1,000	1,000	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	200	200	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	361	500	500	0.00%
6217 - SAFETY SUPPLIES	191	436	704	1,075	1,075	0.00%
6219 - GENERAL OPERATING SUPPLIES	786	-	29	540	540	0.00%
6242 - MINOR EQUIPMENT	8,042	527	2,198	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	4,471	5,599	-	5,307	17,150	223.16%
TOTAL SUPPLIES	19,811	9,659	3,368	8,622	20,465	137.36%
6302 - ARCH, ENG & PLANNING	47,135	9,474	51,354	14,500	14,500	0.00%
6307 - PROFESSIONAL SERVICES	8,839	22,244	355	3,900	3,900	0.00%
6321 - TELEPHONE/PAGERS	9,451	2,246	1,615	1,300	1,225	-5.77%
6329 - OTHER COMMUNICATION SERVICES	1,441	1,835	1,271	930	1,125	20.97%
6331 - TRAVEL EXPENSE/MILEAGE	1,023	497	269	1,500	1,500	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	80	80	0.00%
6341 - PERSONNEL ADVERTISING	-	25	-	310	310	0.00%
6342 - LEGAL NOTICES	-	514	-	200	200	0.00%
6351 - PRINTING	-	-	-	450	450	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	1,602	1,011	436	2,500	2,500	0.00%
6421 - SOFTWARE LICENSE	10,444	2,040	-	-	12,000	100.00%
6422 - SOFTWARE MAINT	10,936	12,879	2,985	18,432	8,790	-52.31%
6432 - CONFERENCES AND SCHOOLS	5,655	4,003	1,720	4,400	6,445	46.48%
6433 - MEETING EXPENSES	-	34	-	85	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	1,400	716	59,698	1,430	1,430	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	6,020	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	97,926	63,538	119,703	50,017	54,455	8.87%
6461 - FUEL CHARGES	3,813	2,168	1,099	3,800	3,800	0.00%
6462 - FIXED CHARGES	7,580	9,069	4,534	12,279	15,000	22.16%
6463 - REPAIR & MAINT CHARGES	1,237	1,888	1,083	2,500	3,000	20.00%
6465 - REPLACEMENT CHARGES	5,200	9,012	4,506	19,011	19,100	0.47%
TOTAL CENTRAL GARAGE CHARGES	17,830	22,137	11,222	37,590	40,900	8.81%
6510 - LAND	2,381	-	-	-	-	0.00%
6540 - EQUIPMENT & MACHINERY	10,757	581	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	13,138	581	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 873,640	\$ 936,815	\$ 658,045	\$ 1,193,574	\$ 1,326,795	11.16%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
43110 - PUBLIC WORKS-ENGINEERING								
6101 - WAGES & SALARIES-FT EMPLOYEES	505,412.87	578,739.00	771,628.00	334,695.25	833,761.00	8.05%		
6102 - OVERTIME-FT EMPLOYEES	20,532.52	8,320.68	35,000.00	5,507.66	35,000.00	0.00%		Held the same
6103 - WAGES-PART TIME EMPLOYEES	10,387.49	46,469.14	14,260.00	56,959.01	14,100.00	-1.12%	STEM Interns added 2023, BrookLynk added 2020. 2nd Engineering Intern added 2017. (1st Engineering Intern is budgeted out of Water Fund)	2 interns Eng. Intern: \$23.50/hr*40 hr./week * 15 weeks = \$14,100
6104 - OVERTIME-PART TIME EMPLOYEES	218.98	-	500.00	1,080.03	500.00	0.00%		
6111 - SEVERANCE PAY	7,102.33	251.70		5,293.84				
6122 - PERA COORDINATED PLAN	39,446.33	47,267.76	61,605.00	28,932.95	73,985.00	20.10%		
6125 - FICA - SOCIAL SECURITY	33,966.90	38,532.41	50,927.00	24,898.97	61,162.00	20.10%		
6126 - FICA - MEDICARE	7,943.47	9,011.94	11,911.00	5,822.75	14,304.00	20.09%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	95,469.50	105,732.00	143,712.00	56,886.50	169,776.00	18.14%		
6151 - WORKER'S COMP INSURANCE	4,454.88	6,574.90	7,802.00	3,674.49	8,387.00	7.50%		
TOTAL PERSONAL SERVICES	724,935.27	840,899.53	1,097,345.00	523,751.45	1,210,975.00	10.35%		
6201 - OFFICE SUPPLIES	6,320.89	3,096.74	1,000.00	75.98	1,000.00	0.00%	Held the same	Held the same
6203 - BOOKS/REFERENCE MATERIALS	-	-	200.00	-	200.00	0.00%	Held the same	Held the same
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	500.00	360.91	500.00	0.00%	Held the same	Held the same
6217 - SAFETY SUPPLIES	190.77	435.67	1,075.00	704.00	1,075.00	0.00%	Safety toe policy for all field staff	Held the same
6219 - GENERAL OPERATING SUPPLIES	785.90	-	540.00	28.98	540.00	0.00%	Held the same	Held the same
6242 - MINOR EQUIPMENT	8,041.74	527.36	-	2,198.00	-		Costs moved to 6243	Costs moved to 6243
6243 - MINOR COMPUTER EQUIPMENT	4,471.20	5,598.58	5,307.00	-	17,150.00	223.16%	1X ZBOOK KANDERSEN \$2300, 1X DOCK 280W \$275, 2X MONITORS \$350, GPS Equipment \$2382	5X ZBOOK \$12000, 5X DOCK 280W \$1500, 1X EB830 X360 \$1400, 1X USB-C DOCK \$150, 12X MONITORS \$2100
TOTAL SUPPLIES	19,810.50	9,658.35	8,622.00	3,367.87	20,465.00	137.36%		
6302 - ARCH, ENG & PLANNING	47,135.00	9,474.00	14,500.00	51,354.00	14,500.00	0.00%		Held the same
6307 - PROFESSIONAL SERVICES	8,838.50	22,244.01	3,900.00	355.40	3,900.00	0.00%	Held the same	Held the same
TOTAL PROFESSIONAL SERVICES	55,973.50	31,718.01	18,400.00	51,709.40	18,400.00	0.00%		
6321 - TELEPHONE/PAGERS	9,451.48	2,245.90	1,300.00	1,615.04	1,225.00	-5.77%	8x iPhone TMobile Service, 5x TMobile iPad Data \$1300 First 5 Months	8x iPhone TMobile Service \$600, 5x TMobile iPad Data \$625
6329 - OTHER COMMUNICATION SERVICES	1,440.56	1,834.90	930.00	1,271.00	1,125.00	20.97%	4x Verizon Data Cards, 2x TMobile Data Cards Laptops First 5 Months	5x Verizon Data Service Laptops \$1125 for 5 Months
6331 - TRAVEL EXPENSE/MILEAGE	1,023.41	497.17	1,500.00	269.34	1,500.00	0.00%	Held the same	Held the same
6333 - FREIGHT/DRAYAGE	-	-	80.00	-	80.00	0.00%	Held the same	Held the same
6341 - PERSONNEL ADVERTISING	-	25.00	310.00	-	310.00	0.00%	Held the same	Held the same

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6342 - LEGAL NOTICES	-	513.76	200.00	-	200.00	0.00%	Held the same	Held the same
6449 - OTHER CONTRACTUAL SERVICE	-	6,020.00		-	-			
6351 - PRINTING	-	-	450.00	-	450.00	0.00%	Held the same	Held the same
6421 - SOFTWARE LICENSE	10,444.00	2,039.59	-	-	12,000.00		Cost was moved to 6422 for Software Maintenance. Check if any new software adds for 2024.	5X AutoDesk AutoCAD Licesne
6422 - SOFTWARE MAINT	10,936.33	12,879.47	18,432.00	2,985.39	8,790.00	-52.31%	9X ADOBE ACROBAT PRO \$720, 5X AUTODESK \$10920, 7X BLUEBEAM \$2040, 1X ARCGIS ADV \$1212, 3X ARCGIS BASIC \$909, 2X MOBILE WORKER \$762, 1X CREATOR \$544, GPS Annual Subscription \$1325	8X ACROBAT PRO \$1440, 8X Bluebeam \$2800, ESRI Adv \$1500, 3X ArcGIS Basic \$1500, 1x ESRI Viewer \$150, GPS Subscription \$1400.
6432 - CONFERENCES AND SCHOOLS	5,654.78	4,002.72	4,400.00	1,720.00	6,445.00	46.48%	APWA Fall Conference - \$2100 APWA Spring Conference \$2100. CEAM \$1,800, CTS - \$250 First Aid Training - \$195	APWA Fall Conference: \$2100 APWA Spring Conference: \$2100 CEAM: \$1800 CTS: \$250 First Aid Training: \$195
6433 - MEETING EXPENSES	-	34.05	85.00	-	-	-100.00%	Held the same	
6434 - DUES & SUBSCRIPTIONS	1,400.00	716.10	1,430.00	59,697.50	1,430.00	0.00%	Held the same	Held the same
TOTAL OTHER SERVICES & CHARGES	40,350.56	30,808.66	29,117.00	67,558.27	33,555.00	15.24%		
6402 - EQUIPMENT SERVICES	-	-	-	-				
6406 - MULTI-FUNCTION MTNCE	1,601.78	1,010.67	2,500.00	436.20	2,500.00	0.00%	Metro Sales Maintenance and Usage	Ricoh C3000 Metro Sales Maintenance and Print Usage
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-				
TOTAL REPAIRS & MAINTENANCE	1,601.78	1,010.67	2,500.00	436.20	2,500.00	0.00%		
6461 - FUEL CHARGES	3,813.35	2,167.64	3,800.00	1,099.28	3,800.00	0.00%		Fuel prices have remained relatively stable
6462 - FIXED CHARGES	7,579.56	9,068.64	12,279.00	4,534.32	15,000.00	22.16%		Increase to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES	1,237.46	1,888.20	2,500.00	1,082.81	3,000.00	20.00%		Increase to cover Central Garage direct costs
6465 - REPLACEMENT CHARGES	5,199.96	9,011.76	19,011.00	4,505.88	19,100.00	0.47%		
TOTAL CENTRAL GARAGE CHARGES	17,830.33	22,136.24	37,590.00	11,222.29	40,900.00	8.81%		
6510 - LAND	2,380.70	-		-				
6540 - EQUIPMENT & MACHINERY	10,756.75	581.35	-	-				
TOTAL CAPITAL OUTLAY	13,137.45	581.35	-	-				

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
TOTAL BUSINESS UNIT EXPENSES	873,639.39	936,812.81	1,193,574.00	658,045.48	1,326,795.00	11.16%		

GENERAL FUND
43220 - PUBLIC WORKS-STREET MAINT

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
43220 - PUBLIC WORKS-STREET MAINT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 386,978	\$ 463,711	\$ 293,859	\$ 348,008	\$ 297,364	-14.55%
6102 - OVERTIME-FT EMPLOYEES	23,523	21,605	4,071	25,000	25,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	51,276	52,168	58,959	72,700	100,000	37.55%
6104 - OT-PART TIME EMPLOYEES	-	102	-	-	-	0.00%
6111 - SEVERANCE PAY	10,946	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	30,839	36,640	22,537	33,428	31,677	-5.24%
6125 - FICA - SOCIAL SECURITY	28,174	32,769	21,642	27,633	26,186	-5.24%
6126 - FICA - MEDICARE	6,589	7,664	5,062	6,463	6,125	-5.23%
6131 - CAFETERIA PLAN CONTRIBUTIONS	76,080	87,293	68,129	89,820	75,456	-15.99%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	31,323	40,307	22,387	38,197	36,408	-4.68%
TOTAL PERSONAL SERVICES	645,728	742,259	496,646	641,249	598,216	-6.71%
6201 - OFFICE SUPPLIES	6,210	(4,991)	180	500	500	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6217 - SAFETY SUPPLIES	3,460	7,552	2,539	7,250	7,250	0.00%
6219 - GENERAL OPERATING SUPPLIES	5,310	6,951	4,509	4,000	4,000	0.00%
6224 - STREET MAINT MATERIALS	149,952	123,128	109,477	180,469	155,000	-14.11%
6225 - PARK & LANDSCAPE MATERIALS	3,990	9,305	-	5,500	5,500	0.00%
6226 - SIGNS & STRIPING MATERIALS	662	1,312	218	1,000	1,000	0.00%
6241 - SMALL TOOLS	970	1,261	124	900	900	0.00%
6242 - MINOR EQUIPMENT	1,337	2,396	15,000	9,600	5,000	-47.92%
6243 - MINOR COMPUTER EQUIPMENT	709	1,611	2,009	-	4,250	100.00%
TOTAL SUPPLIES	172,600	148,525	134,056	209,219	183,400	-12.34%
6307 - PROFESSIONAL SERVICES	-	1,259	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	594	319	365	660	2,540	284.85%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	450	450	0.00%
6333 - FREIGHT/DRAYAGE	15	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	-	-	342	100	100	0.00%
6384 - REFUSE DISPOSAL	998	-	-	2,000	2,000	0.00%
6404 - STREET MAINT SERVICES	21,578	25,999	-	50,000	50,000	0.00%
6405 - PARK & LANDSCAPE SERVICES	60,671	81,713	2,838	125,124	58,124	-53.55%
6409 - OTHER REPAIR & MAINT SVCS	-	5,114	-	-	-	0.00%
6417 - UNIFORMS	4,391	3,660	2,751	5,459	5,459	0.00%
6421 - SOFTWARE LICENSE	-	141	350	624	1,290	106.73%
6432 - CONFERENCES AND SCHOOLS	2,711	1,165	575	6,120	6,120	0.00%
6433 - MEETING EXPENSES	134	141	-	100	100	0.00%
6434 - DUES & SUBSCRIPTIONS	215	499	850	650	2,000	207.69%
6449 - OTHER CONTRACTUAL SERVICE	16,107	53,858	1,250	45,000	45,000	0.00%
TOTAL SERVICES & OTHER CHARGES	107,414	173,868	9,321	236,287	173,183	-26.71%
6461 - FUEL CHARGES	51,862	52,301	17,110	51,700	51,700	0.00%
6462 - FIXED CHARGES	78,935	95,199	47,599	95,199	105,000	10.30%
6463 - REPAIR & MAINT CHARGES	98,185	114,538	52,846	85,000	100,000	17.65%
6465 - REPLACEMENT CHARGES	322,041	404,772	202,386	374,463	374,463	0.00%
TOTAL CENTRAL GARAGE CHARGES	551,023	666,810	319,941	606,362	631,163	4.09%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,476,765	\$ 1,731,462	\$ 959,964	\$ 1,693,117	\$ 1,585,962	-6.33%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
43220 - PUBLIC WORKS-STREET MAINT								
6101 - WAGES & SALARIES-FT EMPLOYEES	386,977.75	463,711.25	348,008.00	293,859.09	297,364.00	-14.55%		
6102 - OVERTIME-FT EMPLOYEES	23,522.70	21,604.50	25,000.00	4,071.07	25,000.00	0.00%		
6103 - WAGES-PART TIME EMPLOYEES	51,275.52	52,167.54	72,700.00	58,958.80	100,000.00	37.55%		
6104 - OVERTIME-PART TIME EMPLOYEES	-	101.82		-				
6111 - SEVERANCE PAY	10,946.25	-		-				
6122 - PERA COORDINATED PLAN	30,839.28	36,640.18	33,428.00	22,537.17	31,677.00	-5.24%		
6125 - FICA - SOCIAL SECURITY	28,173.94	32,768.94	27,633.00	21,642.48	26,186.00	-5.24%		
6126 - FICA - MEDICARE	6,589.35	7,663.61	6,463.00	5,061.99	6,125.00	-5.23%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	76,080.00	87,293.34	89,820.00	68,128.66	75,456.00	-15.99%		
6141 - UNEMPLOYMENT COMPENSATION	-	-		-				
6151 - WORKER'S COMP INSURANCE	31,322.94	40,306.56	38,197.00	22,386.67	36,408.00	-4.68%		
TOTAL PERSONAL SERVICES	645,727.73	742,257.74	641,249.00	496,645.93	598,216.00	-6.71%		
6201 - OFFICE SUPPLIES	6,210.24	(4,991.31)	500.00	180.16	500.00	0.00%		Flat
6217 - SAFETY SUPPLIES	3,459.77	7,552.46	7,250.00	2,538.56	7,250.00	0.00%	Union Contract Boot allowance went up as well as inflation on products	
6219 - GENERAL OPERATING SUPPLIES	5,310.04	6,951.38	4,000.00	4,508.60	4,000.00	0.00%		Marking Paint, hardware, propane, etc
6224 - STREET MAINT MATERIALS	149,951.62	123,127.74	180,469.00	109,476.74	155,000.00	-14.11%	Salt & asphalt price increases	Flat - Salt Tentative pricing at \$101.52/Ton Delivered. 1200 Ton ordered for 2024-25 Winter at a cost of \$121,824. Asphalt \$78.00 Ton Average 500 Tons. \$38,750. Plow cutting edges, curb runners, and gravel are included in this fund. (AJH Note - reduced by \$25K)
6225 - PARK & LANDSCAPE MATERIALS	3,990.18	9,305.00	5,500.00	-	5,500.00	0.00%		Increase 55K for materials / supplies for landscape maintenance, wood mulch, weed & feed fertilizers, Replacement costs for damages done by the public to decorative elements in the Boulevards along Brooklyn Blvd and Bass Lake Road such as new benches, garbage receptacles, fencing, bike racks, banner poles and arms. (AJH Note - reduced by \$5K)
6226 - SIGNS & STRIPING MATERIALS	661.60	1,312.06	1,000.00	217.98	1,000.00	0.00%		replacement cones and Type 2 barricades

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6241 - SMALL TOOLS	969.85	1,261.27	900.00	124.01	900.00	0.00%		
6242 - MINOR EQUIPMENT	1,336.95	2,396.27	9,600.00	15,000.00	5,000.00	-47.92%	Replace Stihl Chain saw MS1661C - Add GPS monitoring equipment to existing older dump trucks, Loaders, trackless machines, and sweepers. \$100k for asphalt recycler	Reduced \$4,600 Purchase Replacemnt Plate Compactor for asphalt patching.
6243 - MINOR COMPUTER EQUIPMENT	708.89	1,611.28	-	2,008.53	4,250.00		No One Due	1X EB860 \$1200, 1X DOCK \$150, 2X MONITOR \$350 CMAJORS, 1X EB860 \$1200, 1X DOCK \$150, 2X MONITOR \$350 AMERKL, EDESK MINI \$850
TOTAL SUPPLIES	172,599.14	148,526.15	209,219.00	134,054.58	183,400.00	-12.34%		
6307 - PROFESSIONAL SERVICES	-	1,259.00	-	-				
TOTAL PROFESSIONAL SERVICES	-	1,259.00	-	-				
6321 - TELEPHONE/PAGERS	593.87	319.26	660.00	364.94	2,540.00	284.85%	2x T-Mobile Service \$360, 1x T-Mobile iPad Data \$300	3x T-Mobile Service \$540, 1x T-Mobile iPad Data \$300, 1x iPhone Replacment \$850
6331 - TRAVEL EXPENSE/MILEAGE	-	-	450.00	-	450.00	0.00%	Hotel & Mileage for Local 49 training grounds	
6333 - FREIGHT/DRAYAGE	14.55	-	-	-				
6441 - LICENSES, TAXES & FEES			-					
6449 - OTHER CONTRACTUAL SERVICE	16,107.36	53,857.63	45,000.00	1,250.00	45,000.00	0.00%	Trail Sealing & Sidewalk Repairs - No Change	Flat
6351 - PRINTING	-	-	100.00	342.30	100.00	0.00%		Flat
6417 - UNIFORMS	4,390.84	3,659.57	5,459.00	2,750.64	5,459.00	0.00%	Are these fees going up in 2024?	Flat
6421 - SOFTWARE LICENSE	-	140.82	624.00	349.88	1,290.00	106.73%	1x Acrobat Pro \$80, ESRI Creator \$544	3x Acrobat Pro \$540, Grammarly \$144, ESRI Creator \$600
6432 - CONFERENCES AND SCHOOLS	2,711.00	1,165.02	6,120.00	575.00	6,120.00	0.00%	Training, Fall expo, APWA Conference, WorkZone Safety, Shade Tree Course First Aid (odd) vears	Flat
6433 - MEETING EXPENSES	133.95	140.82	100.00	-	100.00	0.00%		
6434 - DUES & SUBSCRIPTIONS	214.58	499.13	650.00	850.00	2,000.00	207.69%	Includes subscription to "Find my plow.com"	Streets Superintendent Association Membership, APWA Membership PreCise Monitoring, Arbor Day Memborship, MN Dept of AG Tree Care Registry.
TOTAL OTHER SERVICES & CHARGES	24,166.15	59,782.25	59,163.00	6,482.76	63,059.00	6.59%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6384 - REFUSE DISPOSAL	998.00	-	2,000.00	-	2,000.00	0.00%	Dumpster Rentals	
TOTAL UTILITY SERVICES	998.00	-	2,000.00	-	2,000.00	0.00%		
6402 - EQUIPMENT SERVICES	-	-		-				
6404 - STREET MAINT SERVICES	21,578.06	25,998.50	50,000.00	-	50,000.00	0.00%	Joint Powers Crack Sealing	
6405 - PARK & LANDSCAPE SERVICES	60,670.94	81,712.51	125,124.00	2,838.00	58,124.00	-53.55%	Contracted Services for weekly services xto Bass Lake Road and Brooklyn Blvd newly reconstructed areas Phase 1&2 + STS contracts; AJH Notes - increased by \$35,624 realigned from 41940	Contracted Services for weekly services xto Bass Lake Road and Brooklyn Blvd newly reconstructed areas Phase 1&2 + STS contracts; (AJH Note - reduced by \$75K)
6409 - OTHER REPAIR & MAINT SVCS	-	5,113.82		-				
TOTAL REPAIRS & MAINTENANCE	82,249.00	112,824.83	175,124.00	2,838.00	108,124.00	-38.26%		
6461 - FUEL CHARGES	51,862.24	52,300.75	51,700.00	17,109.74	51,700.00	0.00%		Fuel prices have remained relatively stable
6462 - FIXED CHARGES	78,934.80	95,198.88	95,199.00	47,599.44	105,000.00	10.30%		Increase to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES	98,184.56	114,537.90	85,000.00	52,846.39	100,000.00	17.65%		Increase to cover Cetnral Garage direct costs
6465 - REPLACEMENT CHARGES	322,040.76	404,772.36	374,463.00	202,386.18	374,463.00	0.00%	Re-allocated replacement charges from streets to Storm Sewer	
TOTAL CENTRAL GARAGE CHARGES	551,022.36	666,809.89	606,362.00	319,941.75	631,163.00	4.09%		
TOTAL BUSINESS UNIT EXPENSES	1,476,762.38	1,731,459.86	1,693,117.00	959,963.02	1,585,962.00	-6.33%		

**GENERAL FUND
43221 - PUBLIC WORKS-TRAFFIC CONTROL**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
43221 - PUBLIC WORKS-TRAFFIC CONTROL						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 139,624	\$ 145,895	\$ 88,736	\$ 152,938	\$ 161,603	5.67%
6102 - OVERTIME-FT EMPLOYEES	121	78	239	-	-	0.00%
6111 - SEVERANCE PAY	2,117	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	10,481	10,948	6,673	11,471	12,120	5.66%
6125 - FICA - SOCIAL SECURITY	8,978	9,323	5,705	9,482	10,019	5.66%
6126 - FICA - MEDICARE	2,100	2,180	1,334	2,218	2,343	5.64%
6131 - CAFETERIA PLAN CONTRIBUTIONS	33,264	35,005	22,353	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	12,829	16,918	8,426	15,049	13,930	-7.44%
TOTAL PERSONAL SERVICES	209,514	220,347	133,466	227,086	237,743	4.69%
6226 - SIGNS & STRIPING MATERIALS	31,809	30,508	29,703	31,000	31,000	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	465	-	-	-	0.00%
TOTAL SUPPLIES	31,809	30,973	29,703	31,000	31,000	0.00%
6321 - TELEPHONE/PAGERS	158	92	105	750	480	-36.00%
6381 - ELECTRIC	-	-	-	-	-	0.00%
6407 - TRAFFIC SIGNALS MAINT	9,362	4,977	2,569	16,000	16,000	0.00%
6417 - UNIFORMS	-	-	-	520	520	0.00%
6422 - SOFTWARE MAINT	-	334	-	900	500	-44.44%
TOTAL SERVICES & OTHER CHARGES	9,520	5,403	2,674	18,170	17,500	-3.69%
TOTAL BUSINESS UNIT EXPENSES	\$ 250,843	\$ 256,723	\$ 165,843	\$ 276,256	\$ 286,243	3.62%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
43221 - PUBLIC WORKS-TRAFFIC CONTROL								
6101 - WAGES & SALARIES-FT EMPLOYEES	139,624.47	145,894.58	152,938.00	88,735.56	161,603.00	5.67%		
6102 - OVERTIME-FT EMPLOYEES	120.83	78.42	-	238.55				
6111 - SEVERANCE PAY	2,116.86	-		-				
6122 - PERA COORDINATED PLAN	10,480.85	10,948.00	11,471.00	6,673.12	12,120.00	5.66%		
6125 - FICA - SOCIAL SECURITY	8,978.04	9,323.46	9,482.00	5,704.87	10,019.00	5.66%		
6126 - FICA - MEDICARE	2,099.68	2,180.43	2,218.00	1,334.26	2,343.00	5.64%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	33,263.84	35,004.90	35,928.00	22,352.60	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE	12,829.49	16,917.75	15,049.00	8,426.38	13,930.00	-7.44%		
TOTAL PERSONAL SERVICES	209,514.06	220,347.54	227,086.00	133,465.34	237,743.00	4.69%		
6201 - OFFICE SUPPLIES	-	-		42.93				
6226 - SIGNS & STRIPING MATERIALS	31,809.41	30,508.11	31,000.00	29,702.74	31,000.00	0.00%		Flat
6243 - MINOR COMPUTER EQUIPMENT	-	465.00	-	-	-			No Device Due
TOTAL SUPPLIES	31,809.41	30,973.11	31,000.00	29,745.67	31,000.00	0.00%		
6321 - TELEPHONE/PAGERS	157.82	91.98	750.00	105.11	480.00	-36.00%	Tbushinger T-Mobile Service	1x T-Mobile Service, 1x iPad Data
6417 - UNIFORMS	-	-	520.00	-	520.00	0.00%		Flat
6422 - SOFTWARE MAINT	-	334.00	900.00	-	500.00	-44.44%		ERSI ArcGIS Basic
TOTAL OTHER SERVICES & CHARGES	157.82	425.98	2,170.00	105.11	1,500.00	-30.88%		
6407 - TRAFFIC SIGNALS MAINT	9,361.66	4,977.00	16,000.00	2,569.13	16,000.00	0.00%		Flat
TOTAL REPAIRS & MAINTENANCE	9,361.66	4,977.00	16,000.00	2,569.13	16,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	250,842.95	256,723.63	276,256.00	165,885.25	286,243.00	3.62%		

**GENERAL FUND
45201 - PUBLIC WORKS-PARK FACILITIES**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45201 - PUBLIC WORKS-PARK FACILITIES						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 470,659	\$ 580,236	\$ 326,748	\$ 609,240	\$ 632,159	3.76%
6102 - OVERTIME-FT EMPLOYEES	7,379	7,074	3,138	25,000	25,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	52,696	61,175	52,457	53,535	53,535	0.00%
6111 - SEVERANCE PAY	10,021	-	7,607	-	-	0.00%
6122 - PERA COORDINATED PLAN	35,853	44,148	24,674	51,583	53,300	3.33%
6125 - FICA - SOCIAL SECURITY	31,914	38,932	23,213	42,642	44,063	3.33%
6126 - FICA - MEDICARE	7,464	9,105	5,429	9,974	10,306	3.33%
6131 - CAFETERIA PLAN CONTRIBUTIONS	115,500	134,444	87,363	143,712	150,912	5.01%
6141 - UNEMPLOYMENT COMPENSATION	-	8,838	4,545	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	33,536	57,702	26,849	47,317	42,851	-9.44%
TOTAL PERSONAL SERVICES	765,022	941,654	562,023	983,003	1,012,126	2.96%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	1,635	3,060	2,946	3,000	3,000	0.00%
6217 - SAFETY SUPPLIES	3,950	3,975	1,154	3,750	3,750	0.00%
6219 - GENERAL OPERATING SUPPLIES	28,721	467	5,702	11,250	11,250	0.00%
6223 - BUILDINGS & FACILITIES	12,177	1,294	5,940	12,000	12,000	0.00%
6225 - PARK & LANDSCAPE MATERIALS	26,329	13,008	10,269	17,000	17,000	0.00%
6227 - PAINT SUPPLIES	2,831	2,802	215	1,100	1,100	0.00%
6231 - ATHLETIC FIELD SUPPLIES	4,970	4,431	4,352	5,300	5,300	0.00%
6233 - COURT SUPPLIES	1,971	22,000	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	10,686	19,255	3,959	14,900	14,900	0.00%
6241 - SMALL TOOLS	1,290	2,308	802	1,000	1,000	0.00%
6242 - MINOR EQUIPMENT	7,443	10,046	2,532	8,700	8,700	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,893	-	-	3,950	1,800	-54.43%
TOTAL SUPPLIES	103,896	82,646	37,871	81,950	79,800	-2.62%
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	1,173	724	827	1,560	4,450	185.26%
6351 - PRINTING	-	-	-	-	-	0.00%
6381 - ELECTRIC	40,228	37,618	11,242	38,000	41,420	9.00%
6382 - GAS	3,803	3,980	2,237	5,100	5,300	3.92%
6383 - WATER	65,197	126,449	90,131	95,000	110,000	15.79%
6384 - REFUSE DISPOSAL	22,047	24,073	13,657	21,000	22,500	7.14%
6385 - SEWER	1,877	4,943	5,386	2,500	6,000	140.00%
6386 - STORM SEWER	60,334	46,133	57,098	63,000	68,000	7.94%
6389 - STREET LIGHTS	22,724	15,656	17,835	22,000	23,100	5.00%
6405 - PARK & LANDSCAPE SERVICES	6,056	260	-	9,500	9,500	0.00%
6409 - OTHER REPAIR & MAINT SVCS	3,746	7,866	5,277	7,000	9,000	28.57%
6415 - OTHER EQUIPMENT	-	225	710	1,950	1,950	0.00%
6417 - UNIFORMS	2,813	3,596	2,182	4,200	4,200	0.00%
6421 - SOFTWARE LICENSE	-	73	103	80	290	262.50%
6432 - CONFERENCES AND SCHOOLS	2,661	5,015	-	4,670	4,670	0.00%
6434 - DUES & SUBSCRIPTIONS	329	169	75	225	225	0.00%
6449 - OTHER CONTRACTUAL SERVICE	4,569	14,132	2,730	12,500	12,500	0.00%
TOTAL SERVICES & OTHER CHARGES	237,557	290,912	209,490	288,285	323,105	12.08%
6461 - FUEL CHARGES	27,748	28,486	12,110	26,500	26,500	0.00%
6462 - FIXED CHARGES	30,836	37,636	18,818	37,636	43,000	14.25%
6463 - REPAIR & MAINT CHARGES	62,413	62,114	29,551	60,000	80,000	33.33%
6465 - REPLACEMENT CHARGES	110,679	125,181	62,590	175,181	175,181	0.00%
TOTAL CENTRAL GARAGE CHARGES	231,676	253,417	123,069	299,317	324,681	8.47%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,338,151	\$ 1,568,629	\$ 932,453	\$ 1,652,555	\$ 1,739,712	5.27%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45201 - PUBLIC WORKS-PARK FACILITIES								
6101 - WAGES & SALARIES-FT EMPLOYEES	470,659.22	580,235.75	609,240.00	326,747.83	632,159.00	3.76%		
6102 - OVERTIME-FT EMPLOYEES	7,379.38	7,073.67	25,000.00	3,137.88	25,000.00	0.00%		
6103 - WAGES-PART TIME EMPLOYEES	52,695.83	61,175.19	53,535.00	52,457.14	53,535.00	0.00%		
6111 - SEVERANCE PAY	10,021.19	-		7,607.32				
6122 - PERA COORDINATED PLAN	35,852.98	44,148.07	51,583.00	24,673.88	53,300.00	3.33%		
6125 - FICA - SOCIAL SECURITY	31,914.34	38,931.62	42,642.00	23,213.18	44,063.00	3.33%		
6126 - FICA - MEDICARE	7,463.98	9,104.89	9,974.00	5,428.89	10,306.00	3.33%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	115,500.00	134,443.89	143,712.00	87,362.61	150,912.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION	-	8,838.00		4,545.36				
6151 - WORKER'S COMP INSURANCE	33,536.11	57,701.98	47,317.00	26,848.69	42,851.00	-9.44%		
TOTAL PERSONAL SERVICES	765,023.03	941,653.06	983,003.00	562,022.78	1,012,126.00	2.96%		
6216 - CHEMICALS/CHEMICAL PRODUCTS	1,635.13	3,059.55	3,000.00	2,945.69	3,000.00	0.00%		Flat
6217 - SAFETY SUPPLIES	3,950.10	3,974.70	3,750.00	1,153.97	3,750.00	0.00%		Flat
6219 - GENERAL OPERATING SUPPLIES	28,720.95	467.30	11,250.00	5,702.05	11,250.00	0.00%		Flat
6223 - BUILDINGS & FACILITIES	12,177.29	1,294.27	12,000.00	5,940.00	12,000.00	0.00%	Install Furnace at Kylawn	Flat
6225 - PARK & LANDSCAPE MATERIALS	26,328.70	13,007.50	17,000.00	10,269.40	17,000.00	0.00%		Flat
6227 - PAINT SUPPLIES	2,830.93	2,801.59	1,100.00	214.70	1,100.00	0.00%		Flat
6231 - ATHLETIC FIELD SUPPLIES	4,969.81	4,430.50	5,300.00	4,351.97	5,300.00	0.00%		Flat
6233 - COURT SUPPLIES	1,971.08	22,000.00	-	-			Resurface & crack repair West Palmer Lake Tennis court and pickle ball court; AJH Note - removed repair work for 2024 final budget	
6239 - OTHER REPAIR & MAINT SUPPLIES	10,686.27	19,254.77	14,900.00	3,959.48	14,900.00	0.00%		Flat
6241 - SMALL TOOLS	1,290.03	2,308.45	1,000.00	801.73	1,000.00	0.00%		Flat
6242 - MINOR EQUIPMENT	7,443.25	10,046.01	8,700.00	2,531.87	8,700.00	0.00%	Replace table saw and feed tables - Replace sod cutter	Flat. Replace Stand alone bench grinder and trash pump
6243 - MINOR COMPUTER EQUIPMENT	1,893.45	-	3,950.00	-	1,800.00	-54.43%	1x Z2 Desktop \$2400, 2x Monitor \$350 TBUSHINGER, 1x EDESK SFF \$850, \$350 Irrigation PC.	1x EB840 \$1200, HP Dock 120W \$250, 2x Monitors \$350 PMOEN
TOTAL SUPPLIES	103,896.99	82,644.64	81,950.00	37,870.86	79,800.00	-2.62%		
6321 - TELEPHONE/PAGERS	1,173.09	723.93	1,560.00	827.42	4,450.00	185.26%	2x T-Mobile Service \$360, 4x iPad Data Service \$1200	2x T-Mobile Service \$360, 3x iPad Data Service \$900, 2x iPad Pro \$2900
6449 - OTHER CONTRACTUAL SERVICE	4,569.30	14,131.50	12,500.00	2,730.00	12,500.00	0.00%	Playground resurfacing 3 parks (\$12,500)	Flat
6351 - PRINTING	-	-	-	-				
6415 - OTHER EQUIPMENT	-	225.00	1,950.00	710.00	1,950.00	0.00%		Flat
6417 - UNIFORMS	2,812.56	3,596.32	4,200.00	2,182.21	4,200.00	0.00%		Flat

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6421 - SOFTWARE LICENSE	-	73.47	80.00	102.94	290.00	262.50%	1x Acrobat Pro \$80	1x Adobe Acrobat \$180, 1x ESRI Viewer
6432 - CONFERENCES AND SCHOOLS	2,660.77	5,015.32	4,670.00	-	4,670.00	0.00%		Flat
6434 - DUES & SUBSCRIPTIONS	328.58	169.13	225.00	75.00	225.00	0.00%		Flat
TOTAL OTHER SERVICES & CHARGES	11,544.30	23,934.67	25,185.00	6,627.57	28,285.00	12.31%		
6381 - ELECTRIC	40,227.87	37,617.88	38,000.00	11,242.22	41,420.00	9.00%		Based on actuals and industry communication
6382 - GAS	3,803.20	3,980.34	5,100.00	2,236.61	5,300.00	3.92%		Based on actuals and industry communication
6383 - WATER	65,197.21	126,448.61	95,000.00	90,130.58	110,000.00	15.79%		City of BC utilities, based on actuals and estimated increases
6384 - REFUSE DISPOSAL	22,047.03	24,072.84	21,000.00	13,656.64	22,500.00	7.14%		Hennepin County Tip Fees are \$69.00 per ton. Portable restroom fees are up.
6385 - SEWER	1,876.76	4,942.71	2,500.00	5,385.85	6,000.00	140.00%		City of BC utilities, based on actuals and estimated increases
6386 - STORM SEWER	60,333.85	46,133.34	63,000.00	57,098.11	68,000.00	7.94%		City of BC utilities, based on actuals and estimated increases
6389 - STREET LIGHTS	22,723.66	15,655.68	22,000.00	17,835.44	23,100.00	5.00%		City of BC utilities, based on actuals and estimated increases
TOTAL UTILITY SERVICES	216,209.58	258,851.40	246,600.00	197,585.45	276,320.00	12.05%		
6402 - EQUIPMENT SERVICES	-	-	-	-	-	-		
6405 - PARK & LANDSCAPE SERVICES	6,056.28	260.00	9,500.00	-	9,500.00	0.00%		Flat
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-	-		
6409 - OTHER REPAIR & MAINT SVCS	3,746.08	7,866.12	7,000.00	5,276.78	9,000.00	28.57%		many electrical repairs needed for aging system and buildings.
TOTAL REPAIRS & MAINTENANCE	9,802.36	8,126.12	16,500.00	5,276.78	18,500.00	12.12%		
6461 - FUEL CHARGES	27,747.83	28,486.10	26,500.00	12,109.90	26,500.00	0.00%		Fuel Charges remain relatively stable
6462 - FIXED CHARGES	30,836.40	37,636.44	37,636.00	18,818.22	43,000.00	14.25%		Increase to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES	62,412.61	62,114.03	60,000.00	29,551.19	80,000.00	33.33%		Increase to cover Central Garage direct costs
6465 - REPLACEMENT CHARGES	110,679.12	125,180.88	175,181.00	62,590.44	175,181.00	0.00%		
TOTAL CENTRAL GARAGE CHARGES	231,675.96	253,417.45	299,317.00	123,069.75	324,681.00	8.47%		
TOTAL BUSINESS UNIT EXPENSES	1,338,152.22	1,568,627.34	1,652,555.00	932,453.19	1,739,712.00	5.27%		

**GENERAL FUND
45204 - PUBLIC WORKS-FORESTRY**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45204 - PUBLIC WORKS-FORESTRY						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 73,744	\$ 76,693	\$ 46,714	\$ 79,714	\$ 84,195	5.62%
6102 - OVERTIME-FT EMPLOYEES	1,746	967	524	-	-	0.00%
6103 - WAGES - PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	2,699	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	5,662	5,824	3,543	5,979	6,315	5.62%
6125 - FICA - SOCIAL SECURITY	4,783	4,901	2,934	4,942	5,220	5.63%
6126 - FICA - MEDICARE	1,118	1,146	686	1,156	1,221	5.62%
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632	17,188	11,176	17,964	18,864	5.01%
6151 - WORKER'S COMP INSURANCE	6,761	8,963	4,637	6,425	5,944	-7.49%
TOTAL PERSONAL SERVICES	113,145	115,882	70,214	116,180	121,759	4.80%
6217 - SAFETY SUPPLIES	21	819	-	450	450	0.00%
6219 - GENERAL OPERATING SUPPLIES	468	1,789	551	1,000	1,000	0.00%
6225 - PARK & LANDSCAPE MATERIALS	5,784	825	825	7,000	7,000	0.00%
6242 - MINOR EQUIPMENT	-	1,932	-	-	-	0.00%
6243 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
TOTAL SUPPLIES	6,273	5,365	1,376	8,450	8,450	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	840	480	-42.86%
6351 - PRINTING	-	-	-	100	100	0.00%
6405 - PARK & LANDSCAPE SERVICES	68,760	12,742	5,409	35,000	35,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	25	-	2,000	2,000	0.00%
TOTAL SERVICES & OTHER CHARGES	68,760	12,767	5,409	37,940	37,580	-0.95%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 188,178	\$ 133,814	\$ 76,999	\$ 162,570	\$ 167,789	3.21%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45204 - PUBLIC WORKS-FORESTRY								
6101 - WAGES & SALARIES-FT EMPLOYEES	73,743.88	76,692.59	79,714.00	46,713.50	84,195.00	5.62%		
6102 - OVERTIME-FT EMPLOYEES	1,746.36	967.32	-	524.47				
6103 - WAGES-PART TIME EMPLOYEES	-	-		-				
6111 - SEVERANCE PAY	2,699.07	-		-				
6122 - PERA COORDINATED PLAN	5,661.84	5,824.35	5,979.00	3,542.90	6,315.00	5.62%		
6125 - FICA - SOCIAL SECURITY	4,782.76	4,901.29	4,942.00	2,933.81	5,220.00	5.63%		
6126 - FICA - MEDICARE	1,118.49	1,146.25	1,156.00	686.13	1,221.00	5.62%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632.00	17,187.93	17,964.00	11,175.57	18,864.00	5.01%		
6151 - WORKER'S COMP INSURANCE	6,760.86	8,963.46	6,425.00	4,636.59	5,944.00	-7.49%		
TOTAL PERSONAL SERVICES	113,145.26	115,683.19	116,180.00	70,212.97	121,759.00	4.80%		
6217 - SAFETY SUPPLIES	20.97	819.07	450.00	-	450.00	0.00%		Flat
6219 - GENERAL OPERATING SUPPLIES	467.58	1,788.74	1,000.00	550.84	1,000.00	0.00%		Flat
6225 - PARK & LANDSCAPE MATERIALS	5,784.19	825.00	7,000.00	825.00	7,000.00	0.00%		Flat
6242 - MINOR EQUIPMENT		1,931.52		-	-			
6243 - MINOR COMPUTER EQUIPMENT	-	-		-	-			No one due
TOTAL SUPPLIES	6,272.74	5,364.33	8,450.00	1,375.84	8,450.00	0.00%		
6329 - OTHER COMMUNICATION SERVICES	-	-	840.00	-	480.00	-42.86%	Forester Phone & Ipad service	1x T-Mobile Service \$180, 1x iPad Data Service \$300
6449 - OTHER CONTRACTUAL SERVICE	-	25.00	2,000.00	-	2,000.00	0.00%		Flat
6351 - PRINTING	-	-	100.00	-	100.00	0.00%		Flat
TOTAL OTHER SERVICES & CHARGES	-	25.00	2,940.00	-	2,580.00	-12.24%		
6405 - PARK & LANDSCAPE SERVICES	68,760.00	12,742.20	35,000.00	5,408.50	35,000.00	0.00%		Flat
TOTAL REPAIRS & MAINTENANCE	68,760.00	12,742.20	35,000.00	5,408.50	35,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	188,178.00	133,814.72	162,570.00	76,997.31	167,789.00	3.21%		

**GENERAL FUND
46320 - COMMUNITY DEVELOPMENT ADMIN**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
46320 - COMMUNITY DEVELOPMENT ADMIN						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 151,559	\$ 95,165	\$ 76,031	\$ 196,034	\$ 212,240	8.27%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	1,310	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	11,402	7,137	5,702	14,703	10,347	-29.63%
6125 - FICA - SOCIAL SECURITY	10,126	6,135	4,856	12,155	8,554	-29.63%
6126 - FICA - MEDICARE	2,368	1,435	1,136	2,843	2,001	-29.62%
6131 - CAFETERIA PLAN CONTRIBUTIONS	42,273	34,272	22,455	44,910	37,728	-15.99%
6151 - WORKER'S COMP INSURANCE	1,101	869	594	1,528	938	-38.61%
TOTAL PERSONAL SERVICES	220,139	145,013	110,774	272,173	271,808	-0.13%
6201 - OFFICE SUPPLIES	1,187	529	1,205	1,500	1,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	2,740	661	298	1,500	1,500	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	525	428	1,217	1,675	1,700	1.49%
TOTAL SUPPLIES	4,452	1,618	2,720	4,675	4,700	0.53%
6307 - PROFESSIONAL SERVICES	117	65	-	-	-	0.00%
6406 - MULTIFUNCTION MAINTENANCE	-	3,826	2,387	5,352	5,852	9.34%
6421 - SOFTWARE LICENSE	49,137	37,463	27,849	50,240	45,630	-9.18%
6449 - OTHER CONTRACTUAL SERVICE	12,176	(732)	173	3,000	1,500	-50.00%
TOTAL SERVICES & OTHER CHARGES	61,430	40,622	30,409	58,592	52,982	-9.57%
6545 - OTHER EQUIPMENT	159,815	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	159,815	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 445,836	\$ 187,253	\$ 143,903	\$ 335,440	\$ 329,490	-1.77%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
46320 - COMMUNITY DEVELOPMENT ADMIN								
6101 - WAGES & SALARIES-FT EMPLOYEES	151,558.74	95,165.06	196,034.00	76,031.05	212,240.00	8.27%	50% Director and CD Admin Staff.	
6111 - SEVERANCE PAY	1,310.21	-		-				
6122 - PERA COORDINATED PLAN	11,401.67	7,137.45	14,703.00	5,702.42	10,347.00	-29.63%	CD Admin Staff Only	
6125 - FICA - SOCIAL SECURITY	10,125.61	6,135.10	12,155.00	4,855.62	8,554.00	-29.63%	CD Admin Staff Only	
6126 - FICA - MEDICARE	2,368.13	1,434.51	2,843.00	1,135.57	2,001.00	-29.62%	CD Admin Staff Only	
6131 - CAFETERIA PLAN CONTRIBUTIONS	42,273.00	34,272.00	44,910.00	22,455.00	37,728.00	-15.99%	CD Admin Staff Only	
6151 - WORKER'S COMP INSURANCE	1,100.97	868.51	1,528.00	593.60	938.00	-38.61%	CD Admin Staff Only	
TOTAL PERSONAL SERVICES	220,138.33	145,012.63	272,173.00	110,773.26	271,808.00	-0.13%		
6201 - OFFICE SUPPLIES	1,187.36	528.95	1,500.00	1,204.75	1,500.00	0.00%	Community Development Office Supplies	Community Development Office Supplies
6219 - GENERAL OPERATING SUPPLIES	2,739.56	660.83	1,500.00	298.34	1,500.00	0.00%	Community Development Office Supplies such as desk and chairs	Community Development Office Supplies such as desk and chairs
6243 - MINOR COMPUTER EQUIPMENT	525.00	428.09	1,675.00	1,217.28	1,700.00	1.49%	1X EB860 SBEAR \$1200, 1X DOCK \$125, 2X MONITORS \$350	1X EB860 LBLUEMKE \$1200, 1X DOCK \$150, 2X MONITORS \$350
TOTAL SUPPLIES	4,451.92	1,617.87	4,675.00	2,720.37	4,700.00	0.53%		
6307 - PROFESSIONAL SERVICES	116.62	64.68	-	-	-			
TOTAL PROFESSIONAL SERVICES	116.62	64.68	-	-	-			
6449 - OTHER CONTRACTUAL SERVICE	12,176.43	(732.27)	3,000.00	172.50	1,500.00	-50.00%	Shredding, scanning, language services	Shredding, scanning, language services (AJH Note - reduce \$1,500)
6421 - SOFTWARE LICENSE	49,137.20	37,462.61	50,240.00	27,849.46	45,630.00	-9.18%	IMS -\$42,000 Monthly & \$10,000 enhancements and 3x Adobe Acrobat Pro \$240; AJH Note - reduce by \$2,000 for final budget	IMS \$43590. \$5,000 Enhancements. 3x Acrobat Pro \$540, 1x ArcGIS Pro Online \$500 (AJH Note - reduced \$4K)
TOTAL OTHER SERVICES & CHARGES	61,313.63	36,730.34	53,240.00	28,021.96	47,130.00	-11.48%		
6406 - MULTI-FUNCTION MTNCE		3,825.63	5,352.00	2,386.67	5,852.00	9.34%	MFD Ricoh C3010	MFD Ricoh C3010
TOTAL REPAIRS & MAINTENANCE		3,825.63	5,352.00	2,386.67	5,852.00	9.34%		
6545 - OTHER EQUIPMENT	159,815.00	-		-	-			
TOTAL CAPITAL OUTLAY	159,815.00	-		-	-			
TOTAL BUSINESS UNIT EXPENSES	445,835.50	187,251.15	335,440.00	143,902.26	329,490.00	-1.77%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6351 - PRINTING	2,439.02	3,462.17	1,500.00	1,373.07	3,000.00	100.00%		
6421 - SOFTWARE LICENSE		2,999.00		-				
6432 - CONFERENCES AND SCHOOLS	8,813.00	6,295.00	8,000.00	-	8,000.00	0.00%	Safe Assure Training	
6433 - MEETING EXPENSES	247.20	9,947.38	1,500.00	1,003.52	2,000.00	33.33%		
6434 - DUES & SUBSCRIPTIONS	868.49	474.04	500.00	154.00	500.00	0.00%		
6435 - CREDIT CARD FEES	4,189.71	4,365.82	3,000.00	2,136.14	3,500.00	16.67%		
TOTAL OTHER SERVICES & CHARGES	61,757.04	81,341.59	161,000.00	42,248.62	148,500.00	-7.76%		
6406 - MULTI-FUNCTION MTNCE	11,880.94	10,911.02	14,000.00	4,505.11	11,628.00	-16.94%	MFD Maintenance City Hall LL device	MFD Maintenance City Hall LL device
6409 - OTHER REPAIR & MAINT SVCS	-	-		-				
TOTAL REPAIRS & MAINTENANCE	11,880.94	10,911.02	14,000.00	4,505.11	11,628.00	-16.94%		
6461 - FUEL CHARGES	721.28	314.81		97.88				
6462 - FIXED CHARGES	-	3,209.88	-	1,604.94				
6463 - REPAIR & MAINT CHARGES	626.29	1,483.63		136.84				
6465 - REPLACEMENT CHARGES			-					
TOTAL CENTRAL GARAGE CHARGES	1,347.57	5,008.32	-	1,839.66				
TOTAL BUSINESS UNIT EXPENSES	234,217.22	227,152.92	192,500.00	89,418.38	179,628.00	-6.69%		

GENERAL FUND
42420 - BUILDING AND COMMUNITY STANDARDS

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
42420 - BUILDING AND COMMUNITY STANDARDS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 799,236	\$ 741,356	\$ 458,080	\$ 792,675	\$ 838,047	5.72%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	3,000	-	-100.00%
6103 - WAGES-PART TIME EMPLOYEES	3,106	3,504	6,850	20,000	38,600	93.00%
6111 - SEVERANCE PAY	13,594	983	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	59,780	55,602	34,356	61,176	63,498	3.80%
6125 - FICA - SOCIAL SECURITY	51,168	48,303	29,664	50,573	52,493	3.80%
6126 - FICA - MEDICARE	11,967	11,297	6,938	11,828	12,276	3.79%
6131 - CAFETERIA PLAN CONTRIBUTIONS	149,307	132,864	91,177	161,676	169,776	5.01%
6151 - WORKER'S COMP INSURANCE	7,093	8,404	4,399	7,912	7,195	-9.06%
TOTAL PERSONAL SERVICES	1,095,251	1,002,313	631,464	1,108,840	1,181,885	6.59%
6201 - OFFICE SUPPLIES	(78)	(48)	-	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	255	163	213	500	500	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	1,840	1,504	1,273	1,800	1,800	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,613	1,130	75	-	-	0.00%
6241 - SMALL TOOLS	415	449	-	-	-	0.00%
6242 - MINOR EQUIPMENT	2,422	816	650	500	500	0.00%
6243 - MINOR COMPUTER EQUIPMENT	195	1,988	3,806	4,975	3,600	-27.64%
TOTAL SUPPLIES	6,662	6,002	6,017	7,775	6,400	-17.68%
6307 - PROFESSIONAL SERVICES	70,781	99,176	90,856	43,000	55,000	27.91%
6321 - TELEPHONE/PAGERS	3,602	1,383	4,068	7,010	2,470	-64.76%
6329 - OTHER COMMUNICATION SERVICES	3,315	2,101	1,050	3,360	3,840	14.29%
6331 - TRAVEL EXPENSE/MILEAGE	181	-	12	300	300	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	492	-	-	0.00%
6351 - PRINTING	677	3,958	-	5,000	3,000	-40.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6405 - PARK & LANDSCAPE SERVICES	67,325	59,247	43,372	20,000	50,000	150.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	103	-	-	0.00%
6422 - SOFTWARE MAINT	1,212	815	103	766	1,580	106.27%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	3,595	9,585	7,291	7,000	7,000	0.00%
6433 - MEETING EXPENSES	174	-	180	200	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	735	1,600	900	1,200	1,200	0.00%
6435 - CREDIT CARD FEES	20,704	21,900	16,726	15,000	15,000	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	40,000	100.00%
TOTAL SERVICES & OTHER CHARGES	172,301	199,765	165,153	102,836	179,390	74.44%
6461 - FUEL CHARGES	5,415	4,818	2,221	4,300	4,300	0.00%
6462 - FIXED CHARGES	8,795	10,128	5,064	10,128	14,000	38.23%
6463 - REPAIR & MAINT CHARGES	4,466	3,325	1,665	4,500	5,500	22.22%
6465 - REPLACEMENT CHARGES	16,300	15,917	7,959	25,917	25,917	0.00%
TOTAL CENTRAL GARAGE CHARGES	34,976	34,188	16,909	44,845	49,717	10.86%
6550 - MOTOR VEHICLES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,309,190	\$ 1,242,268	\$ 819,543	\$ 1,264,296	\$ 1,417,392	12.11%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
42420 - BUILDING & COMMUNITY STANDARDS								
6101 - WAGES & SALARIES-FT EMPLOYEES	799,235.93	741,355.60	792,675.00	458,080.11	838,047.00	5.72%	Code Enforcement/ Rental Inspectors, Building Inspectors, Building Official, Code and Rental Management	Code Enforcement/ Rental Inspectors, Building Inspectors, Building Official, Code and Rental Management
6102 - OVERTIME-FT EMPLOYEES	-	-	3,000.00	-	-	-100.00%	Overtime for Inspectors	Overtime for Inspectors (AJH Note: reduced by \$3K)
6103 - WAGES-PART TIME EMPLOYEES	3,106.48	3,504.41	20,000.00	6,850.23	38,600.00	93.00%	Seasonal Interns and Brooklynk	Seasonal Interns and Brooklynk; Workforce Training Temp (AJH Note: Reduced by \$3,400 for seasonal staff)
6111 - SEVERANCE PAY	13,593.92	983.32		-				
6122 - PERA COORDINATED PLAN	59,780.15	55,602.11	61,176.00	34,355.90	63,498.00	3.80%		
6125 - FICA - SOCIAL SECURITY	51,168.23	48,303.30	50,573.00	29,663.91	52,493.00	3.80%		
6126 - FICA - MEDICARE	11,966.66	11,297.13	11,828.00	6,937.52	12,276.00	3.79%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	149,306.76	132,863.84	161,676.00	91,177.00	169,776.00	5.01%		
6151 - WORKER'S COMP INSURANCE	7,092.58	8,403.78	7,912.00	4,398.68	7,195.00	-9.06%		
TOTAL PERSONAL SERVICES	1,095,250.71	1,002,313.49	1,108,840.00	631,463.35	1,181,885.00	6.59%		
6201 - OFFICE SUPPLIES	(77.81)	(48.38)	-	-	-			
6203 - BOOKS/REFERENCE MATERIALS	254.79	163.30	500.00	213.00	500.00	0.00%	Code Books	Code Books
6214 - CLOTHING & PERSONAL EQUIPMENT	1,839.69	1,504.30	1,800.00	1,273.00	1,800.00	0.00%	\$200/inspector plus exterior safety gear	\$200/inspector plus exterior safety gear
6219 - GENERAL OPERATING SUPPLIES	1,613.13	1,129.91	-	75.40	-		Moved to 46320	
6241 - SMALL TOOLS	414.98	449.23	-	-	-		Moved to 46320	
6242 - MINOR EQUIPMENT	2,421.66	815.81	500.00	650.07	500.00	0.00%	Small items for inspectors such as tools for securing	Small items for inspectors such as tools for securing
6243 - MINOR COMPUTER EQUIPMENT	195.00	1,987.99	4,975.00	3,805.87	3,600.00	-27.64%	1X HP EB840 LTE \$1300, 1X DOCK \$135, 2X MONITOR \$310 DLIEN, 1X HP EB840 LTE \$1300, 1X DOCK \$135, 1X MONITOR \$155 KSUNDMARK, 1X EB840 LTE CDINTERN \$1300	1X HP EB840 LTE CCADY \$1300, 1X HP EB840 LTE KTHOR \$1300, 2X DOCK \$300, 4X MONITORS \$700
TOTAL SUPPLIES	6,661.44	6,002.16	7,775.00	6,017.34	6,400.00	-17.68%		
6307 - PROFESSIONAL SERVICES	70,780.82	99,176.34	43,000.00	90,855.78	55,000.00	27.91%	Electrical Inspector (80% of permit revenue); Housing Commission minutes (\$3,000); AJH Notes - reduced for final budget to match actual permit revenue	Electrical Inspector (80% of permit revenue); Housing Commission minutes (\$3,000); and translation services for Inspectors; Moved Abatement to 6449.
TOTAL PROFESSIONAL SERVICES	70,780.82	99,176.34	43,000.00	90,855.78	55,000.00	27.91%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6321 - TELEPHONE/PAGERS	3,601.84	1,382.62	7,010.00	4,068.14	2,470.00	-64.76%	8X TMOBILE SERVICE \$1440, 2X TMOBILE SERVICE WITH HOTSPOT \$1320, 5X IPHONE REPLACEMENT \$4250	9X TMOBILE SERVICE \$1620, 1x iPhone Purchase \$850
6329 - OTHER COMMUNICATION SERVICES	3,314.73	2,100.60	3,360.00	1,050.38	3,840.00	14.29%	7X VERIZON DATA SERVICE INSPECTORS	8X VERIZON DATA SERVICE INSPECTORS
6331 - TRAVEL EXPENSE/MILEAGE	180.65	-	300.00	12.00	300.00	0.00%	Milage reimbursement for trainings	Milage reimbursement for trainings
6341 - PERSONNEL ADVERTISING	-	-	-	491.94	-			
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	40,000.00			Abatement Clean ups cost. Moving out of 6307. Expenses reimbursed through assessments. (AJH Note - increase to \$40K, offset by revenue).
6351 - PRINTING	676.76	3,958.34	5,000.00	-	3,000.00	-40.00%	*New Neighbor Bags and Tenant resouce guide	*New Neighbor Bags and Tenant resouce guide * Reduced by \$2000 due to estimated use in 2025.
6421 - SOFTWARE LICENSE	-	-	-	102.94	-		Check if any new add for software license. Following year should be moved to 6422.	
6422 - SOFTWARE MAINT	1,212.00	814.94	766.00	102.94	1,580.00	106.27%	2X ADOBE ACROBAT PRO \$160, 2X ARCGIS BASIC \$606	1X ACROBAT PRO XTHAO \$180, Moved XTHAO ESRI to IT, 4X BLUEBEAM \$1400
6432 - CONFERENCES AND SCHOOLS	3,594.67	9,585.00	7,000.00	7,290.70	7,000.00	0.00%	Training for inspection staff; AJH Note - reduce by \$3,000 for final budget	Training for Staff. Increased due to 2024 being a temporary cut also the cost of classes has increased. (AJH Note - reduced by \$3K)
6433 - MEETING EXPENSES	173.76	-	200.00	180.00		-100.00%		
6434 - DUES & SUBSCRIPTIONS	735.00	1,600.00	1,200.00	900.00	1,200.00	0.00%	ICC, AMBO, Inspector Certification.	ICC, AMBO, Inspector Certification.
6435 - CREDIT CARD FEES	20,704.42	21,899.64	15,000.00	16,725.80	15,000.00	0.00%	Fee's charged for online permits and inperson card purchases.	Fee's charged for online permits and inperson card purchases.
TOTAL OTHER SERVICES & CHARGES	34,193.83	41,341.14	39,836.00	30,924.84	74,390.00	86.74%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6405 - PARK & LANDSCAPE SERVICES	67,325.00	59,247.00	20,000.00	43,371.92	50,000.00	150.00%	Contractor fees for grass abatements. Expenses reimbursed through assessments	Contractor fees for grass and tree abatements. Expenses reimbursed through assessments (AJH Note - increase to \$50K, offset by revenue)
TOTAL REPAIRS & MAINTENANCE	67,325.00	59,247.00	20,000.00	43,371.92	50,000.00	150.00%		
6461 - FUEL CHARGES	5,414.65	4,818.32	4,300.00	2,220.74	4,300.00	0.00%	Inspector fuel	Fuel prices have remained relatively stable
6462 - FIXED CHARGES	8,794.56	10,127.64	10,128.00	5,063.82	14,000.00	38.23%	Inspector Vehicles	Increase to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES	4,465.88	3,325.18	4,500.00	1,664.84	5,500.00	22.22%		Increase to cover Central Garage direct costs
6465 - REPLACEMENT CHARGES	16,299.96	15,917.04	25,917.00	7,958.52	25,917.00	0.00%	Inspector Vehicles	
TOTAL CENTRAL GARAGE CHARGES	34,975.05	34,188.18	44,845.00	16,907.92	49,717.00	10.86%		
TOTAL BUSINESS UNIT EXPENSES	1,309,186.85	1,242,268.31	1,264,296.00	819,541.15	1,417,392.00	12.11%		

**GENERAL FUND
41910 - PLANNING AND ZONING**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
41910 - PLANNING AND ZONING						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 171,987	\$ 173,555	\$ 114,039	\$ 198,394	\$ 134,887	-32.01%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	4,123	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	12,538	12,858	8,553	14,880	15,737	5.76%
6125 - FICA - SOCIAL SECURITY	10,303	10,664	7,373	12,301	13,008	5.75%
6126 - FICA - MEDICARE	2,409	2,494	1,724	2,876	3,043	5.81%
6131 - CAFETERIA PLAN CONTRIBUTIONS	37,768	39,984	22,455	35,928	37,728	5.01%
6151 - WORKER'S COMP INSURANCE	1,214	1,563	889	1,548	1,428	-7.75%
TOTAL PERSONAL SERVICES	240,342	241,118	155,033	265,927	205,831	-22.60%
6219 - GENERAL OPERATING SUPPLIES	107	125	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	525	-	-	-	6,100	100.00%
TOTAL SUPPLIES	632	125	-	-	6,100	100.00%
6303 - LEGAL SERVICES	1,265	2,254	-	500	-	-100.00%
6307 - PROFESSIONAL SERVICES	13,462	29,808	2,150	4,000	-	-100.00%
6321 - TELEPHONES AND PAGERS	815	369	2,980	4,120	360	-91.26%
6331 - TRAVEL EXPENSE/MILEAGE	355	458	-	200	200	0.00%
6342 - LEGAL NOTICES	125	96	-	200	200	0.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	199	-	-	-	-	0.00%
6422 - SOFTWARE MAINTENANCE	1,414	1,344	565	1,307	2,516	92.50%
6432 - CONFERENCES AND SCHOOLS	3,338	4,617	1,420	2,500	2,500	0.00%
6433 - MEETING EXPENSES	60	-	-	200	200	0.00%
6434 - DUES & SUBSCRIPTIONS	2,705	498	-	1,000	1,000	0.00%
6449 - OTHER CONTRACT SERVICES	-	-	-	-	4,000	100.00%
TOTAL SERVICES & OTHER CHARGES	23,738	39,444	7,115	14,027	10,976	-21.75%
TOTAL BUSINESS UNIT EXPENSES	\$ 264,712	\$ 280,687	\$ 162,148	\$ 279,954	\$ 222,907	-20.38%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
41910 - BUSINESS & DEVELOPMENT								
6101 - WAGES & SALARIES-FT EMPLOYEES	171,986.76	173,554.57	198,394.00	114,039.25	134,887.00	-32.01%		AJH Note: allocated to EDA
6111 - SEVERANCE PAY	4,122.99	-		-				
6122 - PERA COORDINATED PLAN	12,537.63	12,858.18	14,880.00	8,553.05	15,737.00	5.76%		
6125 - FICA - SOCIAL SECURITY	10,302.91	10,664.27	12,301.00	7,372.88	13,008.00	5.75%		
6126 - FICA - MEDICARE	2,409.03	2,494.11	2,876.00	1,724.31	3,043.00	5.81%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	37,768.34	39,984.00	35,928.00	22,455.00	37,728.00	5.01%		
6151 - WORKER'S COMP INSURANCE	1,213.54	1,562.59	1,548.00	888.84	1,428.00	-7.75%		
TOTAL PERSONAL SERVICES	240,341.20	241,117.72	265,927.00	155,033.33	205,831.00	-22.60%		
6219 - GENERAL OPERATING SUPPLIES	106.85	124.61	-	-	-			
6243 - MINOR COMPUTER EQUIPMENT	525.00	-	-	-	6,100.00		No One Due	1X ZBOOK \$2400, 2X MONITORS \$350, 1X DOCK \$300 KELDRIDGE, 1X ZBOOK \$2400, 2X MONITORS \$350, 1X DOCK \$300 GMCINTOSH
TOTAL SUPPLIES	631.85	124.61	-	-	6,100.00			
6303 - LEGAL SERVICES	1,264.65	2,253.74	500.00	-		-100.00%		
6307 - PROFESSIONAL SERVICES	13,462.42	29,808.13	4,000.00	2,150.00		-100.00%	zoning code implementation/PC Recording secretary; AJH Note - reduce by \$1,000 for final budget	Moved to 6449
TOTAL PROFESSIONAL SERVICES	14,727.07	32,061.87	4,500.00	2,150.00		-100.00%		
6321 - TELEPHONE/PAGERS	814.81	369.15	4,120.00	2,980.45	360.00	-91.26%	4X TMOBILE SERVICE \$720, 4X REPLACEMENT IPHONE \$3400	2X TMOBILE SERVICES \$360
6331 - TRAVEL EXPENSE/MILEAGE	354.51	458.24	200.00	-	200.00	0.00%	Mileage reimbursement to trainings	Travel for meetings or trainings.
6342 - LEGAL NOTICES	124.95	96.00	200.00	-	200.00	0.00%	Posting notices for hearings relating to planning commission	Posting notices for hearings relating to planning commission
6449 - OTHER CONTRACTUAL SERVICE	-	-		-	4,000.00			PC Recordings and Zoning assistance
6351 - PRINTING	-	-	-	-	-			
6421 - SOFTWARE LICENSE	198.94	-	-	-			Note this Cost was move to 6422 for Software Maintenance	Note this Cost was move to 6422 for Software Maintenance
6422 - SOFTWARE MAINT	1,414.00	1,344.23	1,307.00	565.25	2,516.00	92.50%	3X ADOBE ACROBAT PRO \$240, 1X ARCGIS LEGACY \$303, 1X ARCGIS NEW \$404, 1X ADOBE INDESIGN \$360	2X ACROBAT PRO \$360, 1X ADOBE INDESIGN \$456, 2X BLUEBEAM \$700, 2X ESRI \$1000
6432 - CONFERENCES AND SCHOOLS	3,338.47	4,616.58	2,500.00	1,420.00	2,500.00	0.00%	Training for Planners	Training for Planners

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6433 - MEETING EXPENSES	60.00	-	200.00	-	200.00	0.00%	Expenses for Planning related meetings	Expenses for Planning related meetings
6434 - DUES & SUBSCRIPTIONS	2,704.97	498.00	1,000.00	-	1,000.00	0.00%	APA, MN APA, SLU	APA, MN APA, SLU
TOTAL OTHER SERVICES & CHARGES	9,010.65	7,382.20	9,527.00	4,965.70	10,976.00	15.21%		
TOTAL BUSINESS UNIT EXPENSES	264,710.77	280,686.40	279,954.00	162,149.03	222,907.00	-20.38%		

**GENERAL FUND
45010 - RECREATION ADMINISTRATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45010 - RECREATION ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 88,482	\$ -	\$ -	\$ -	\$ -	0.00%
6102 - OVERTIME - FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES - PT EMPLOYEES	4,615	-	-	-	-	0.00%
6111 - SEVERANCE PAY	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	6,733	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	5,701	-	-	-	-	0.00%
6126 - FICA - MEDICARE	1,333	-	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	898	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	124,394	-	-	-	-	0.00%
6201 - OFFICE SUPPLIES	583	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	940	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	403	-	-	-	-	0.00%
TOTAL SUPPLIES	1,926	-	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	4,832	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	893	-	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	683	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	8,147	-	-	-	-	0.00%
6433 - MEETING EXPENSES	807	-	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	812	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	16,174	-	-	-	-	0.00%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 142,494	\$ -	\$ -	\$ -	\$ -	0.00%

**GENERAL FUND
45100 - RECREATION ADMINISTRATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45100 - RECREATION ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ 564,421	\$ 348,803	\$ 590,032	\$ 458,822	-22.24%
6102 - OVERTIME-FT EMPLOYEES	\$ -	\$ 1,092	\$ -	\$ 600	\$ 600	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	140,177	93,804	140,342	176,991	26.11%
6104 - OT-PART TIME EMPLOYEES	-	179	-	-	-	0.00%
6111 - SEVERANCE PAY	-	34,570	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	52,729	33,048	54,824	47,731	-12.94%
6125 - FICA - SOCIAL SECURITY	-	46,281	26,741	45,320	39,458	-12.93%
6126 - FICA - MEDICARE	-	10,824	6,254	10,599	9,228	-12.94%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	109,956	67,365	107,784	75,456	-29.99%
6141 - UNEMPLOYMENT COMPENSATION	-	-	256	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	8,388	5,280	8,423	7,329	-12.99%
TOTAL PERSONAL SERVICES	-	968,617	581,551	957,924	815,615	-14.86%
6201 - OFFICE SUPPLIES	-	1,568	1,122	3,000	2,000	-33.33%
6217 - SAFETY SUPPLIES	-	-	252	200	300	50.00%
6219 - GENERAL OPERATING SUPPLIES	-	40,354	1,855	6,000	3,000	-50.00%
6242 - MINOR EQUIPMENT	-	239	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	5,710	620	2,875	3,400	18.26%
TOTAL SUPPLIES	-	47,871	3,849	12,075	8,700	-27.95%
6307 - PROFESSIONAL SERVICES	-	12,003	6,250	-	-	0.00%
6321 - TELEPHONE/PAGERS	-	1,112	2,613	5,560	5,560	0.00%
6322 - POSTAGE	-	5,359	3,024	-	9,500	100.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	6,862	-	1,250	1,250	0.00%
6341 - PERSONNEL ADVERTISING	-	825	-	750	300	-60.00%
6349 - OTHER ADVERTISING	-	-	1,500	-	-	0.00%
6351 - PRINTING	-	36,529	13,147	19,000	39,000	105.26%
6402 - EQUIPMENT SERVICES	-	-	-	500	-	-100.00%
6406 - MULTI-FUNCTION MTNCE	-	2,618	1,743	3,500	3,675	5.00%
6421 - SOFTWARE LICENSE	-	2,129	1,798	2,660	-	-100.00%
6422 - SOFTWARE MAINTENANCE	-	188	-	-	2,680	100.00%
6423 - LOGIS CHARGES	-	41,421	22,563	43,050	45,203	5.00%
6432 - CONFERENCES AND SCHOOLS	228	6,342	6,310	6,000	6,000	0.00%
6434 - DUES & SUBSCRIPTIONS	1,439	810	5,642	2,500	2,500	0.00%
6435 - CREDIT CARD FEES	-	8,620	7,354	10,000	10,000	0.00%
6441 - LICENSE, TAXES & FEES	-	-	40	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	31,717	2,686	4,000	3,000	-25.00%
TOTAL SERVICES & OTHER CHARGES	1,667	156,535	74,670	98,770	128,668	30.27%
6461 - FUEL CHARGES	-	1,119	1,184	300	1,500	400.00%
6462 - FIXED CHARGES	-	4,685	2,343	4,685	6,000	28.07%
6463 - REPAIR & MAINT CHARGES	-	917	1,757	1,000	2,000	100.00%
6465 - REPLACEMENT CHARGES	-	5,289	2,645	5,289	5,289	0.00%
TOTAL CENTRAL GARAGE CHARGES	-	12,010	7,929	11,274	14,789	31.18%
TOTAL BUSINESS UNIT EXPENSES	\$ 1,667	\$ 1,185,033	\$ 667,999	\$ 1,080,043	\$ 967,772	-10.40%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45100 - PARKS AND RECREATION ADMIN								
6101 - WAGES & SALARIES-FT EMPLOYEES		564,420.55	590,032.00	348,803.20	458,822.00	-22.24%	Re-align of Recreation Manager positions to this Business Unit.Would like to make the following wage adjustment/promotions: Patrick Reese Youth & Adult Sports Manager \$ 12,500, Rachel Kenyon Rec Admin Asst \$5,500. the total cost to make these adjustment would be \$18,000 and would be absorb within current budget by making adjustment in other areas of the budget. AJH Note - removed Receration Manager (Outreach) for 2024 budget, Increased Rachel to Supervisor increased	Move one Manager position from Admin to Outreach
6102 - OVERTIME-FT EMPLOYEES		1,092.34	600.00	-	600.00	0.00%	New Engagement coordinator covering extended hours	
6103 - WAGES-PART TIME EMPLOYEES		140,176.68	140,342.00	93,803.51	176,991.00	26.11%	To address the addition and increase park engagement staff	8,160 hours to staff the community center times average wage of \$21.69 - engagement staff moved to 45218
6104 - OVERTIME-PART TIME EMPLOYEES		178.64		-	-			
6111 - SEVERANCE PAY		34,569.81		-				
6122 - PERA COORDINATED PLAN		52,728.59	54,824.00	33,048.09	47,731.00	-12.94%		
6125 - FICA - SOCIAL SECURITY		46,280.77	45,320.00	26,741.26	39,458.00	-12.93%		
6126 - FICA - MEDICARE		10,823.76	10,599.00	6,254.04	9,228.00	-12.94%		
6131 - CAFETERIA PLAN CONTRIBUTIONS		109,956.00	107,784.00	67,365.00	75,456.00	-29.99%		
6141 - UNEMPLOYMENT COMPENSATION				256.49				
6151 - WORKER'S COMP INSURANCE		8,387.78	8,423.00	5,280.18	7,329.00	-12.99%		
TOTAL PERSONAL SERVICES		968,614.92	957,924.00	581,551.77	815,615.00	-14.86%		
6201 - OFFICE SUPPLIES		1,567.68	3,000.00	1,122.00	2,000.00	-33.33%	Each year supplies cost goes up	
6217 - SAFETY SUPPLIES			200.00	251.51	300.00	50.00%		
6219 - GENERAL OPERATING SUPPLIES		40,353.84	6,000.00	1,854.55	3,000.00	-50.00%	Center never been properly budget in this area to meet the operating needs	
6242 - MINOR EQUIPMENT		238.79	-	-	-			

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6243 - MINOR COMPUTER EQUIPMENT		5,709.86	2,875.00	620.00	3,400.00	18.26%	1X HP EB840 \$1200 Fitness, 1X HP EB840 \$1200 , 2x HP24in Monitors \$350, HP Dock DBREWER	1X EB860 \$1200, 2X Monitors \$350, 1x Dock \$150 CWISEMAN, 1X EB860 \$1200, 2X Monitors \$350, 1x Dock \$150 PREFESE
TOTAL SUPPLIES		47,870.17	12,075.00	3,848.06	8,700.00	-27.95%		
6307 - PROFESSIONAL SERVICES		12,003.00		6,250.00	-			
TOTAL PROFESSIONAL SERVICES		12,003.00		6,250.00	-			
6321 - TELEPHONE/PAGERS		1,111.50	5,560.00	2,612.65	5,560.00	0.00%	12x TMobile Service \$2160, 4x iPhone 15 \$3400	12x TMobile Service \$2160, 4x iPhone Purchase \$3400
6322 - POSTAGE		5,358.90	-	3,024.49	9,500.00			postage increase for seasonal brochure
6331 - TRAVEL EXPENSE/MILEAGE		6,862.32	1,250.00	-	1,250.00	0.00%	Department staff increase. Professional and training oppurtunities	Department staff increase. Professional and training oppurtunities
6341 - PERSONNEL ADVERTISING		824.50	750.00	-	300.00	-60.00%		
6349 - OTHER ADVERTISING				1,500.00	-			
6441 - LICENSES, TAXES & FEES				40.00	-			
6449 - OTHER CONTRACTUAL SERVICE		31,717.20	4,000.00	2,686.00	3,000.00	-25.00%	Doing more partnership programming	
6351 - PRINTING		36,528.90	19,000.00	13,147.31	39,000.00	105.26%	Increase in program and printing cost	increase in printing seasonal brochure and this area has not been properly budgeted
6421 - SOFTWARE LICENSE		2,129.15	2,660.00	1,798.44	-	-100.00%	3x Acrobat Pro \$240, 2x InDesign \$720, 2x Adobe CC \$1700	This items were moved to 6422
6422 - SOFTWARE MAINT		188.41		-	2,680.00			8x Acrobat Pro \$1080, 1x InDesign \$500, 1x Adobe CC \$1100
6423 - LOGIS CHARGES		41,421.00	43,050.00	22,563.00	45,203.00	5.00%	RecTrac	RecTrac
6432 - CONFERENCES AND SCHOOLS	228.27	6,342.10	6,000.00	6,310.00	6,000.00	0.00%	Deptment staff increase. Professional and training oppurtunities	
6434 - DUES & SUBSCRIPTIONS	1,439.00	810.00	2,500.00	5,641.95	2,500.00	0.00%	increase of membership cost, cost also goes up as number of staff increases	
6435 - CREDIT CARD FEES		8,619.58	10,000.00	7,353.90	10,000.00	0.00%		
TOTAL OTHER SERVICES & CHARGES	1,667.27	141,913.56	94,770.00	66,677.74	124,993.00	31.89%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6402 - EQUIPMENT SERVICES			500.00		-	-100.00%		
6406 - MULTI-FUNCTION MTNCE		2,618.29	3,500.00	1,743.45	3,675.00	5.00%	Metro Sales Printing Usage and Maintenance	Metro Sales Printing Usage and Maintenance
TOTAL REPAIRS & MAINTENANCE		2,618.29	4,000.00	1,743.45	3,675.00	-8.13%		
6461 - FUEL CHARGES		1,119.22	300.00	1,184.46	1,500.00	400.00%		Has been underbudgeted
6462 - FIXED CHARGES		4,685.40	4,685.00	2,342.70	6,000.00	28.07%		Increase costs to cover Central Garage indirect costs
6463 - REPAIR & MAINT CHARGES		917.17	1,000.00	1,756.96	2,000.00	100.00%		Increase costs to cover Central Garage direct costs
6465 - REPLACEMENT CHARGES		5,289.12	5,289.00	2,644.56	5,289.00	0.00%		
TOTAL CENTRAL GARAGE CHARGES		12,010.91	11,274.00	7,928.68	14,789.00	31.18%		
TOTAL BUSINESS UNIT EXPENSES	1,667.27	1,185,030.85	1,080,043.00	667,999.70	967,772.00	-10.40%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45010 - CARS ADMINISTRATION								
6101 - WAGES & SALARIES-FT EMPLOYEES	88,482.23	-	-	-				
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-				
6103 - WAGES-PART TIME EMPLOYEES	4,614.66	-	-	-				
6111 - SEVERANCE PAY	-	-	-	-				
6122 - PERA COORDINATED PLAN	6,733.40	-	-	-				
6125 - FICA - SOCIAL SECURITY	5,701.27	-	-	-				
6126 - FICA - MEDICARE	1,333.34	-	-	-				
6131 - CAFETERIA PLAN CONTRIBUTIONS	16,632.00	-	-	-				
6151 - WORKER'S COMP INSURANCE	897.52	-	-	-				
TOTAL PERSONAL SERVICES	124,394.42	-	-	-				
6201 - OFFICE SUPPLIES	582.64	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	939.95	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	403.05	-	-	-			No One Due 2024	
TOTAL SUPPLIES	1,925.64	-	-	-				
6307 - PROFESSIONAL SERVICES	4,831.96	-	-	-				
TOTAL PROFESSIONAL SERVICES	4,831.96	-	-	-				
6321 - TELEPHONE/PAGERS	892.86	-	-	-				
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-				
6331 - TRAVEL EXPENSE/MILEAGE	682.96	-	-	-				
6441 - LICENSES, TAXES & FEES	-	-	-	-				
6351 - PRINTING	-	-	-	-				
6413 - OFFICE EQUIPMENT	-	-	-	-				
6421 - SOFTWARE LICENSE	-	-	-	-				
6432 - CONFERENCES AND SCHOOLS	8,147.41	-	-	-				
6433 - MEETING EXPENSES	806.74	-	-	-				
6434 - DUES & SUBSCRIPTIONS	812.40	-	-	-				
TOTAL OTHER SERVICES & CHARGES	11,342.37	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	142,494.39	-	-	-				

**GENERAL FUND
45110 - COMMUNITY CENTER ADMINISTRATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45110 - COMMUNITY CENTER ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 446,897	\$ -	\$ -	\$ -	\$ -	0.00%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	123,990	-	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	236	-	-	-	-	0.00%
6111 - SEVERANCE PAY	13,405	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	42,603	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	36,065	-	-	-	-	0.00%
6126 - FICA - MEDICARE	8,435	-	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	88,011	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	5,087	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	764,729	-	-	-	-	0.00%
6201 - OFFICE SUPPLIES	6,879	-	-	-	-	0.00%
6217 - SAFETY SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,664	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	49	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,374	-	-	-	-	0.00%
TOTAL SUPPLIES	9,966	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	1,788	-	-	-	-	0.00%
6322 - POSTAGE	5,202	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	490	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	125	-	-	-	-	0.00%
6349 - OTHER ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	39,093	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	2,673	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	-	-	-	-	-	0.00%
6423 - LOGIS CHARGES	39,659	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	565	-	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	225	-	-	-	-	0.00%
6435 - CREDIT CARD FEES	7,834	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	1,959	-	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	99,613	-	-	-	-	0.00%
6461 - FUEL CHARGES	494	-	-	-	-	0.00%
6462 - FIXED CHARGES	2,870	-	-	-	-	0.00%
6463 - REPAIR & MAINT CHARGES	1,178	-	-	-	-	0.00%
6465 - REPLACEMENT CHARGES	4,375	-	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	8,917	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 883,225	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45110 - CARS-REC ADMINISTRATION								
6101 - WAGES & SALARIES-FT EMPLOYEES	446,897.04	-	-	-				
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-				
6103 - WAGES-PART TIME EMPLOYEES	123,990.23	-	-	-				
6104 - OVERTIME-PART TIME EMPLOYEES	236.34	-	-	-				
6111 - SEVERANCE PAY	13,405.00	-	-	-				
6122 - PERA COORDINATED PLAN	42,603.32	-	-	-				
6125 - FICA - SOCIAL SECURITY	36,065.42	-	-	-				
6126 - FICA - MEDICARE	8,434.66	-	-	-				
6131 - CAFETERIA PLAN CONTRIBUTIONS	88,010.84	-	-	-				
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-				
6151 - WORKER'S COMP INSURANCE	5,087.40	-	-	-				
TOTAL PERSONAL SERVICES	764,730.25	-	-	-				
6201 - OFFICE SUPPLIES	6,878.72	-	-	-				
6217 - SAFETY SUPPLIES	-	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	1,664.15	-	-	-				
6239 - OTHER REPAIR & MAINT SUPPLIES	-	-	-	-				
6242 - MINOR EQUIPMENT	48.89	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	1,373.52	-	-	-				
TOTAL SUPPLIES	9,965.28	-	-	-				
6321 - TELEPHONE/PAGERS	1,788.18	-	-	-				
6322 - POSTAGE	5,202.23	-	-	-				
6331 - TRAVEL EXPENSE/MILEAGE	489.56	-	-	-				
6341 - PERSONNEL ADVERTISING	125.00	-	-	-				
6349 - OTHER ADVERTISING	-	-	-	-				
6441 - LICENSES, TAXES & FEES	-	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	1,959.20	-	-	-				
6351 - PRINTING	39,092.56	-	-	-				
6413 - OFFICE EQUIPMENT	-	-	-	-				
6421 - SOFTWARE LICENSE	-	-	-	-				
6422 - SOFTWARE MAINT	-	-	-	-				
6423 - LOGIS CHARGES	39,659.00	-	-	-			This Item Moved to 45100	
6432 - CONFERENCES AND SCHOOLS	565.00	-	-	-				
6434 - DUES & SUBSCRIPTIONS	225.00	-	-	-				
6435 - CREDIT CARD FEES	7,833.72	-	-	-				
6436 - UNCOLLECTIBLE CHECKS/DEBTS	-	-	-	-				
6491 - MERCHANDISE FOR RESALE	-	-	-	-				
TOTAL OTHER SERVICES & CHARGES	96,939.45	-	-	-				

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6406 - MULTI-FUNCTION MTNCE	2,673.30	-	-	-				
TOTAL REPAIRS & MAINTENANCE	2,673.30	-	-	-				
6461 - FUEL CHARGES	493.85	-	-	-				
6462 - FIXED CHARGES	2,870.40	-	-	-				
6463 - REPAIR & MAINT CHARGES	1,177.64	-	-	-				
6465 - REPLACEMENT CHARGES	4,374.96	-	-	-				
TOTAL CENTRAL GARAGE CHARGES	8,916.85	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	883,225.13	-	-	-				

**GENERAL FUND
45120 - RECREATION FACILITIES**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45120 - RECREATION FACILITIES						
6101 - WAGES-FULL TIME EMPLOYEES	-	73,518	54,016	127,282	141,460	11.14%
6103 - WAGES-PART TIME EMPLOYEES	-	402,200	238,377	300,000	384,970	28.32%
6104 - OVERTIME-PART TIME EMPLOYEES	-	470	358	-	-	0.00%
6111 - SEVERANCE PAY	-	2,990	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	20,045	11,582	32,046	39,482	23.20%
6125 - FICA - SOCIAL SECURITY	-	29,990	18,391	26,492	32,638	23.20%
6126 - FICA - MEDICARE	-	7,014	4,301	6,196	7,633	23.19%
6131 - CAFETERIA CONTRIBUTIONS	-	19,278	12,117	35,928	37,728	5.01%
6141 - UNEMPLOYMENT COMPENSATION	-	-	30	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	13,653	7,627	10,125	11,033	8.97%
TOTAL PERSONAL SERVICES	-	569,158	346,799	538,069	654,944	21.72%
6216 - CHEMICALS/CHEMICAL PRODUCTS	-	7,993	14,713	15,000	17,000	13.33%
6219 - GENERAL OPERATING SUPPLIES	-	26,051	5,404	17,350	17,350	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	-	1,832	2,716	6,000	6,000	0.00%
6242 - MINOR EQUIPMENT	-	1,685	-	6,000	2,000	-66.67%
6243 - MINOR COMPUTER EQUIPMENT	-	961	-	1,500	1,025	-31.67%
TOTAL SUPPLIES	-	38,522	22,833	45,850	43,375	-5.40%
6307 - PROFESSIONAL SERVICES	-	1,267	-	1,000	1,000	0.00%
6321 - TELEPHONE/PAGERS	-	-	-	1,030	-	-100.00%
6381 - ELECTRIC	-	33,834	17,920	32,000	39,000	21.88%
6382 - GAS	-	18,110	9,820	19,500	19,760	1.33%
6383 - WATER	-	13,893	15,784	12,800	19,000	48.44%
6385 - SEWER	-	6,323	9,779	12,000	18,000	50.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	-	10,482	12,134	21,000	24,000	14.29%
6421 - SOFTWARE LICENSE	-	73	-	440	-	-100.00%
6431 - SPECIAL EVENTS	-	177	1,845	6,500	3,500	-46.15%
6402 - EQUIPMENT SERVICES	-	3,535	-	6,000	6,000	0.00%
6432 - CONFERENCES AND SCHOOLS	-	3,019	3,073	1,500	3,500	133.33%
6441 - LICENSES, TAXES & FEES	-	2,494	2,047	3,000	3,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	15,092	5,099	10,500	10,500	0.00%
6491 - MERCHANDISE FOR RESALE	-	904	74	1,500	1,000	-33.33%
TOTAL SERVICES & OTHER CHARGES	-	109,203	77,575	128,770	148,260	15.14%
TOTAL BUSINESS UNIT EXPENSES	\$ -	\$ 716,883	\$ 447,207	\$ 712,689	\$ 846,579	18.79%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45120 - RECREATION FACILITIES								
6101 - WAGES & SALARIES-FT EMPLOYEES		73,518.39	127,282.00	54,015.95	141,460.00	11.14%		
6103 - WAGES-PART TIME EMPLOYEES		402,200.19	300,000.00	238,377.13	384,970.00	28.32%	Addition of Teen and Aquatic programming	aquatics 14,124 hours - \$333,517 fitness 1,274 hours - \$43,953, pottery - \$7,500:
6104 - OVERTIME-PART TIME EMPLOYEES		470.38		357.58	-			
6111 - SEVERANCE PAY		2,990.09		-				
6122 - PERA COORDINATED PLAN		20,044.68	32,046.00	11,582.44	39,482.00	23.20%		
6125 - FICA - SOCIAL SECURITY		29,990.26	26,492.00	18,391.37	32,638.00	23.20%		
6126 - FICA - MEDICARE		7,013.83	6,196.00	4,301.21	7,633.00	23.19%		
6131 - CAFETERIA PLAN CONTRIBUTIONS		19,278.00	35,928.00	12,116.50	37,728.00	5.01%		
6141 - UNEMPLOYMENT COMPENSATION				30.14				
6151 - WORKER'S COMP INSURANCE		13,652.96	10,125.00	7,627.34	11,033.00	8.97%		
TOTAL PERSONAL SERVICES		569,158.78	538,069.00	346,799.66	654,944.00	21.72%		
6216 - CHEMICALS/CHEMICAL PRODUCTS		7,993.11	15,000.00	14,712.61	17,000.00	13.33%		increase in cost and pool refill after drain replacement
6219 - GENERAL OPERATING SUPPLIES		26,051.02	17,350.00	5,403.70	17,350.00	0.00%	AJH Note - adjusted for final budget	
6239 - OTHER REPAIR & MAINT SUPPLIES		1,832.14	6,000.00	2,715.93	6,000.00	0.00%		
6242 - MINOR EQUIPMENT		1,685.36	6,000.00	-	2,000.00	-66.67%		
6243 - MINOR COMPUTER EQUIPMENT		960.64	1,500.00	-	1,025.00	-31.67%	1X EB840 \$1200, 1X MONITOR \$175, 1X DOCK \$125 RCONNERS	1x EDESKSFF \$850, 1x Monitor \$175 Shared
TOTAL SUPPLIES		38,522.27	45,850.00	22,832.24	43,375.00	-5.40%		
6307 - PROFESSIONAL SERVICES		1,266.90	1,000.00	-	1,000.00	0.00%	Training needs	
TOTAL PROFESSIONAL SERVICES		1,266.90	1,000.00	-	1,000.00	0.00%		
6321 - TELEPHONE/PAGERS			1,030.00		-	-100.00%	1x T-Mobile Service, 1x New iPhone \$850	
6441 - LICENSES, TAXES & FEES		2,493.50	3,000.00	2,047.25	3,000.00	0.00%	cost increases	
6449 - OTHER CONTRACTUAL SERVICE		15,091.93	10,500.00	5,098.95	10,500.00	0.00%		
6421 - SOFTWARE LICENSE		73.47	440.00	-	-	-100.00%	1X ACROBAT PRO \$80, 1X InDesign \$360	InDesign Removed
6431 - SPECIAL EVENTS		176.77	6,500.00	1,844.97	3,500.00	-46.15%	Increase of special events; AJH Note - adjusted for final budget	
6432 - CONFERENCES AND SCHOOLS		3,019.00	1,500.00	3,073.45	3,500.00	133.33%	Additional opportunities/development	more accurate representation for lifeguard recertifications for staff retention
6491 - MERCHANDISE FOR RESALE		904.21	1,500.00	73.70	1,000.00	-33.33%		
TOTAL OTHER SERVICES & CHARGES		21,758.88	24,470.00	12,138.32	21,500.00	-12.14%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6381 - ELECTRIC		33,834.22	32,000.00	17,920.21	39,000.00	21.88%		Increase based on actuals and industry communication
6382 - GAS		18,109.66	19,500.00	9,820.00	19,760.00	1.33%		Increase based on actuals and industry communication
6383 - WATER		13,893.28	12,800.00	15,784.17	19,000.00	48.44%		City of BC utilities, based on actuals and estimated increases
6385 - SEWER		6,322.71	12,000.00	9,779.45	18,000.00	50.00%		City of BC utilities, based on actuals and estimated increases
6387 - HEATING OIL								
TOTAL UTILITY SERVICES		72,159.87	76,300.00	53,303.83	95,760.00	25.50%		
6402 - EQUIPMENT SERVICES		3,535.16	6,000.00	-	6,000.00	0.00%	cost has increased	
6403 - BLDGS/FACILITIES MAINT SERVICE		10,481.58	21,000.00	12,134.00	24,000.00	14.29%		
TOTAL REPAIRS & MAINTENANCE		14,016.74	27,000.00	12,134.00	30,000.00	11.11%		
TOTAL BUSINESS UNIT EXPENSES		716,883.44	712,689.00	447,208.05	846,579.00	18.79%		

**GENERAL FUND
45122 - COMMUNITY CENTER OPERATIONS**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45122 - COMMUNITY CENTER OPERATIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 80,841	\$ -	\$ -	\$ -	\$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	29,176	-	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	104	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	8,077	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	7,034	-	-	-	-	0.00%
6126 - FICA - MEDICARE	1,645	-	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	4,470	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	1,277	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	132,624	-	-	-	-	0.00%
6211 - CLEANING SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	14,877	-	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	-	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	10,521	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	525	-	-	-	-	0.00%
TOTAL SUPPLIES	25,923	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6384 - REFUSE DISPOSAL	-	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	11,684	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	545	-	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	1,400	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	95,313	-	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	383	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	109,325	-	-	-	-	0.00%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 267,872	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45122 - CARS-COMMUNITY CENTER								
6101 - WAGES & SALARIES-FT EMPLOYEES	80,840.96	-	-	-				
6103 - WAGES-PART TIME EMPLOYEES	29,176.11	-	-	-				
6111 - SEVERANCE PAY	104.09	-	-	-				
6122 - PERA COORDINATED PLAN	8,076.52	-	-	-				
6125 - FICA - SOCIAL SECURITY	7,033.59	-	-	-				
6126 - FICA - MEDICARE	1,644.97	-	-	-				
6131 - CAFETERIA PLAN CONTRIBUTIONS	4,470.00	-	-	-				
6151 - WORKER'S COMP INSURANCE	1,277.02	-	-	-				
TOTAL PERSONAL SERVICES	132,623.26	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	14,876.98	-	-	-				
6242 - MINOR EQUIPMENT	10,521.45	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	525.00	-	-	-				
TOTAL SUPPLIES	25,923.43	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	95,312.95	-	-	-				
6432 - CONFERENCES AND SCHOOLS	545.00	-	-	-				
6434 - DUES & SUBSCRIPTIONS	1,400.48	-	-	-				
6491 - MERCHANDISE FOR RESALE	382.51	-	-	-				
TOTAL OTHER SERVICES & CHARGES	97,640.94	-	-	-				
6402 - EQUIPMENT SERVICES	-	-	-	-				
6403 - BLDGS/FACILITIES MAINT SERVICE	11,683.98	-	-	-				
TOTAL REPAIRS & MAINTENANCE	11,683.98	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	267,871.61	-	-	-				

**GENERAL FUND
45124 - POOL**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45124 - POOL						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	376,960	-	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	202	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	13,236	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	23,387	-	-	-	-	0.00%
6126 - FICA - MEDICARE	5,470	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	9,535	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	428,790	-	-	-	-	0.00%
6211 - CLEANING SUPPLIES	51	-	-	-	-	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	16,231	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	6,469	-	-	-	-	0.00%
6223 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	11,416	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL SUPPLIES	34,167	-	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	-	0.00%
6381 - ELECTRIC	34,390	-	-	-	-	0.00%
6382 - GAS	20,915	-	-	-	-	0.00%
6383 - WATER	18,108	-	-	-	-	0.00%
6385 - SEWER	9,270	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	3,436	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6431 - SPECIAL EVENTS	3,622	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6441 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	6,432	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	96,173	-	-	-	-	0.00%
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
6545 - OTHER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 559,130	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45124 - CARS-POOL								
6103 - WAGES-PART TIME EMPLOYEES	376,959.75	-	-	-				
6104 - OVERTIME-PART TIME EMPLOYEES	202.33	-	-	-				
6122 - PERA COORDINATED PLAN	13,236.15	-	-	-				
6125 - FICA - SOCIAL SECURITY	23,387.22	-	-	-				
6126 - FICA - MEDICARE	5,469.60	-	-	-				
6151 - WORKER'S COMP INSURANCE	9,535.00	-	-	-				
TOTAL PERSONAL SERVICES	428,790.05	-	-	-				
6211 - CLEANING SUPPLIES	51.36	-	-	-				
6216 - CHEMICALS/CHEMICAL PRODUCTS	16,230.69	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	6,469.40	-	-	-				
6223 - BUILDINGS & FACILITIES	-	-	-	-				
6239 - OTHER REPAIR & MAINT SUPPLIES	11,416.10	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-				
TOTAL SUPPLIES	34,167.55	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	6,432.28	-	-	-				
6431 - SPECIAL EVENTS	3,622.18	-	-	-				
TOTAL OTHER SERVICES & CHARGES	10,054.46	-	-	-				
6381 - ELECTRIC	34,390.27	-	-	-				
6382 - GAS	20,914.63	-	-	-				
6383 - WATER	18,108.43	-	-	-				
6385 - SEWER	9,270.27	-	-	-				
TOTAL UTILITY SERVICES	82,683.60	-	-	-				
6402 - EQUIPMENT SERVICES	-	-	-	-				
6403 - BLDGS/FACILITIES MAINT SERVICE	3,436.38	-	-	-				
TOTAL REPAIRS & MAINTENANCE	3,436.38	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	559,132.04	-	-	-				

**GENERAL FUND
45140 - RECREATION PROGRAMMING**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45140 - RECREATION PROGRAMMING						
6101 - WAGES-FULL TIME EMPLOYEES	-	31,870	47,431	106,283	165,055	55.30%
6103 - WAGES-PART TIME EMPLOYEES	-	91,244	71,746	116,900	106,400	-8.98%
6104 - OT-PART TIME EMPLOYEES	-	146	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	3,856	5,000	16,739	20,360	21.63%
6125 - FICA - SOCIAL SECURITY	-	7,835	7,721	13,836	16,830	21.64%
6126 - FICA - MEDICARE	-	1,832	1,806	3,236	3,937	21.66%
6131 - CAFETERIA CONTRIBUTIONS	-	7,140	17,964	35,928	56,592	57.52%
6141 - UNEMPLOYMENT COMPENSATION	-	603	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	4,434	3,107	3,997	6,433	60.95%
TOTAL PERSONAL SERVICES	-	148,960	154,775	296,919	375,607	26.50%
6212 - MOTOR FUELS	-	-	-	3,500	3,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	711	36,862	16,895	32,350	27,350	-15.46%
TOTAL SUPPLIES	711	36,862	16,895	35,850	30,850	-13.95%
6307 - PROFESSIONAL SERVICES	-	1,580	1,350	2,000	-	-100.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	50	-	500	500	0.00%
6364 - DRAM SHOP INSURANCE	-	-	-	-	-	0.00%
6384 - REFUSE DISPOSAL	-	-	-	2,250	-	-100.00%
6412 - BLDGS/FACILITIES	-	9,269	8,598	8,000	12,000	50.00%
6431 - SPECIAL EVENTS	-	4,483	-	-	-	0.00%
6433 - MEETING EXPENSES	-	247	-	1,000	-	-100.00%
6449 - OTHER CONTRACTUAL SERVICE	-	92,384	53,868	92,870	105,590	13.70%
6491 - MERCHANDISE FOR RESALE	-	-	-	1,100	-	-100.00%
5586 - COST OF SALES	-	2,093	(97)	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	-	110,106	63,719	107,720	118,090	9.63%
TOTAL BUSINESS UNIT EXPENSES	\$ 711	\$ 295,928	\$ 235,389	\$ 440,489	\$ 524,547	19.08%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45140 - RECREATION PROGRAMMING								
5586 - COST OF SALES-MISC		2,093.09		(97.00)	-			
TOTAL COST OF SALES		2,093.09		(97.00)	-			
6101 - WAGES & SALARIES-FT EMPLOYEES		31,870.10	106,283.00	47,430.51	165,055.00	55.30%		
6103 - WAGES-PART TIME EMPLOYEES		91,244.06	116,900.00	71,745.50	106,400.00	-8.98%		
6104 - OVERTIME-PART TIME EMPLOYEES		146.37		-	-			
6122 - PERA COORDINATED PLAN		3,856.38	16,739.00	5,000.13	20,360.00	21.63%		
6125 - FICA - SOCIAL SECURITY		7,834.55	13,836.00	7,721.25	16,830.00	21.64%		
6126 - FICA - MEDICARE		1,832.28	3,236.00	1,805.71	3,937.00	21.66%		
6131 - CAFETERIA PLAN CONTRIBUTIONS		7,140.00	35,928.00	17,964.00	56,592.00	57.52%		
6141 - UNEMPLOYMENT COMPENSATION		602.69		-				
6151 - WORKER'S COMP INSURANCE		4,433.58	3,997.00	3,107.10	6,433.00	60.95%		
TOTAL PERSONAL SERVICES		148,960.01	296,919.00	154,774.20	375,607.00	26.50%		
6212 - MOTOR FUELS			3,500.00		3,500.00	0.00%	Engagement Team parks site supervision	
6219 - GENERAL OPERATING SUPPLIES	710.74	36,861.66	32,350.00	16,894.56	27,350.00	-15.46%	The addition and increase of sports teams/teen programming, movies in the park, concerts series and Events	(AJH Note - reduced by \$5K)
TOTAL SUPPLIES	710.74	36,861.66	35,850.00	16,894.56	30,850.00	-13.95%		
6307 - PROFESSIONAL SERVICES		1,580.00	2,000.00	1,350.00	-	-100.00%	\$3,000 dollars of this line item would be used for salary agjustments; AJH Note - adjusted for final budget, reduced by \$2,000 for final budget	
TOTAL PROFESSIONAL SERVICES		1,580.00	2,000.00	1,350.00	-	-100.00%		
6331 - TRAVEL EXPENSE/MILEAGE		49.78	500.00	-	500.00	0.00%	New programming in community parks	
6449 - OTHER CONTRACTUAL SERVICE		92,383.95	92,870.00	53,867.70	105,590.00	13.70%	\$12,000 dollars of this line item would be used for salary agjustments	shift in resources - reduced part-time dollars and moved to contractual (AJH Note - reduced by \$5K)
6412 - BLDGS/FACILITIES		9,269.00	8,000.00	8,598.00	12,000.00	50.00%	Upgrade of building tech... and signage	cost for renting time in school district gyms for programming
6431 - SPECIAL EVENTS		4,483.37		-	-			
6433 - MEETING EXPENSES		246.58	1,000.00	-	-	-100.00%	addition community engagement meeting	
6491 - MERCHANDISE FOR RESALE			1,100.00		-	-100.00%		
TOTAL OTHER SERVICES & CHARGES		106,432.68	103,470.00	62,465.70	118,090.00	14.13%		

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
6384 - REFUSE DISPOSAL			2,250.00		-	-100.00%		
TOTAL UTILITY SERVICES			2,250.00		-	-100.00%		
TOTAL BUSINESS UNIT EXPENSES	710.74	295,927.44	440,489.00	235,387.46	524,547.00	19.08%		

**GENERAL FUND
45111 - CARS-ADULT RECREATION**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45111 - CARS-ADULT RECREATION						
5586 - COST OF SALES-MISC	\$ 307	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL COST OF SALES	307	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	(106)	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	-	-	-	-	-	0.00%
6126 - FICA - MEDICARE	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	(106)	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,830	-	-	-	-	0.00%
TOTAL SUPPLIES	1,830	-	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	750	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6339 - OTHER TRANSPORTATION EXPENSE	-	-	-	-	-	0.00%
6364 - DRAM SHOP INSURANCE	-	-	-	-	-	0.00%
6384 - REFUSE DISPOSAL	-	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6412 - BLDGS/FACILITIES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	42,236	-	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	42,986	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 45,017	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45111 - CARS-ADULT RECREATION								
5586 - COST OF SALES-MISC	306.63	-	-	-				
TOTAL COST OF SALES	306.63	-	-	-				
6122 - PERA COORDINATED PLAN	(105.52)	-	-	-				
TOTAL PERSONAL SERVICES	(105.52)	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	1,830.12	-	-	-				
6242 - MINOR EQUIPMENT	-	-	-	-				
TOTAL SUPPLIES	1,830.12	-	-	-				
6307 - PROFESSIONAL SERVICES	750.00	-	-	-				
TOTAL PROFESSIONAL SERVICES	750.00	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	42,236.00	-	-	-				
TOTAL OTHER SERVICES & CHARGES	42,236.00	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	45,017.23	-	-	-				

**GENERAL FUND
45112 -RECREATION -TEEN PROGRAMS**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
45112 -RECREATION -TEEN PROGRAMS						
6102 - OVERTIME-FT EMPLOYEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	186	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	12	-	-	-	-	0.00%
6126 - FICA - MEDICARE	3	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	5	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	206	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	102	-	-	-	-	0.00%
TOTAL SUPPLIES	102	-	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	-	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 308	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45112 - CARS-TEEN PROGRAMS								
6103 - WAGES-PART TIME EMPLOYEES	185.57	-	-	-				
6125 - FICA - SOCIAL SECURITY	11.51	-	-	-				
6126 - FICA - MEDICARE	2.69	-	-	-				
6151 - WORKER'S COMP INSURANCE	4.69	-	-	-				
TOTAL PERSONAL SERVICES	204.46	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	101.57	-	-	-				
TOTAL SUPPLIES	101.57	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	306.03	-	-	-				

**GENERAL FUND
45113 - RECREATION -YOUTH PROGRAMS**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
45113 - RECREATION -YOUTH PROGRAMS						
6103 - WAGES-PART TIME EMPLOYEES	\$ 65,873	\$ -	\$ -	\$ -	\$ -	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	778	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	4,053	-	-	-	-	0.00%
6126 - FICA - MEDICARE	948	-	-	-	-	0.00%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	3,174	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	74,826	-	-	-	-	0.00%
6212 - MOTOR FUELS	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	20,708	-	-	-	-	0.00%
TOTAL SUPPLIES	20,708	-	-	-	-	0.00%
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	2,068	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	2,068	-	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 97,602	\$ -	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45113 - CARS-YOUTH PROGRAMS								
6103 - WAGES-PART TIME EMPLOYEES	65,872.72	-	-	-				
6122 - PERA COORDINATED PLAN	778.01	-	-	-				
6125 - FICA - SOCIAL SECURITY	4,053.18	-	-	-				
6126 - FICA - MEDICARE	947.87	-	-	-				
6151 - WORKER'S COMP INSURANCE	3,174.12	-	-	-				
TOTAL PERSONAL SERVICES	74,825.90	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	20,708.16	-	-	-				
TOTAL SUPPLIES	20,708.16	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	2,067.91	-	-	-				
6433 - MEETING EXPENSES			-					
TOTAL OTHER SERVICES & CHARGES	2,067.91	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	97,601.97	-	-	-				

**GENERAL FUND
45119 - RECREATION-GENERAL REC**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45119 - RECREATION-GENERAL REC						
6103 - WAGES-PART TIME EMPLOYEES	\$ 4,516	\$ -	\$ -	\$ -	\$ -	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	280	-	-	-	-	0.00%
6126 - FICA - MEDICARE	65	-	-	-	-	0.00%
6141 - UNEMPLOYMENT COMPENSATION	24	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	114	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	4,999	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,709	-	-	-	-	0.00%
TOTAL SUPPLIES	1,709	-	-	-	-	0.00%
6369 - OTHER INSURANCE	-	-	-	-	-	0.00%
6412 - BLDGS/FACILITIES	11,919	-	-	-	-	0.00%
6431 - SPECIAL EVENTS	2,331	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	18,754	(200)	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	33,004	(200)	-	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 39,712	\$ (200)	\$ -	\$ -	\$ -	0.00%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45119 - CARS-GENERAL REC								
6103 - WAGES-PART TIME EMPLOYEES	4,516.34	-	-	-				
6125 - FICA - SOCIAL SECURITY	280.01	-	-	-				
6126 - FICA - MEDICARE	65.48	-	-	-				
6141 - UNEMPLOYMENT COMPENSATION	23.62	-	-	-				
6151 - WORKER'S COMP INSURANCE	114.14	-	-	-				
TOTAL PERSONAL SERVICES	4,999.59	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	1,709.15	-	-	-				
TOTAL SUPPLIES	1,709.15	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE	18,753.92	(200.00)	-	-				
6412 - BLDGS/FACILITIES	11,918.75	-	-	-				
6431 - SPECIAL EVENTS	2,330.57	-	-	-				
6436 - UNCOLLECTIBLE CHECKS/DEBTS	-	-	-	-				
TOTAL OTHER SERVICES & CHARGES	33,003.24	(200.00)	-	-				
TOTAL BUSINESS UNIT EXPENSES	39,711.98	(200.00)	-	-				

GENERAL FUND
45218 - HEALTH AND SOCIAL ENVIRONMENT

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
45218 - HEALTH AND SOCIAL ENVIRONMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ 80,549	\$ 53,272	\$ -	\$ 78,054	\$ 102,271	31.03%
6103 - WAGES - PART TIME EMPLOYEES	9,081	5,122	38,333	10,000	57,036	470.36%
6104 - OVERTIME - PART TIME EMPLOYEES	-	-	66	-	-	0.00%
6111 - SEVERANCE PAY	389	1,202	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	6,657	4,511	2,704	6,604	11,948	80.92%
6125 - FICA - SOCIAL SECURITY	5,631	3,809	2,381	5,459	9,877	80.93%
6126 - FICA - MEDICARE	1,317	891	557	1,277	2,310	80.89%
6131 - CAFETERIA PLAN CONTRIBUTIONS	22,869	14,280	-	17,964	18,864	5.01%
6151 - WORKER'S COMP INSURANCE	2,269	1,156	358	880	3,776	329.09%
TOTAL PERSONAL SERVICES	128,762	84,243	44,399	120,238	206,082	71.40%
6214 - CLOTHING & PERSONAL EQUIPMENT	1,618	-	-	5,000	2,000	-60.00%
6217 - SAFETY SUPPLIES	-	-	1,236	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	18,105	11,871	6,953	22,750	20,750	-8.79%
6242 - MINOR EQUIPMENT	185	2,500	-	-	-	0.00%
TOTAL SUPPLIES	19,908	14,371	8,189	27,750	22,750	-18.02%
6307 - OTHER SERVICES AND CHARGES	-	-	-	2,000	-	-100.00%
6321 - TELEPHONE/PAGERS	121	453	338	550	-	-100.00%
6331 - TRAVEL EXPENSE/MILEAGE	579	-	-	-	-	0.00%
6351 - PRINTING	105	-	-	5,000	-	-100.00%
6431 - SPECIAL EVENTS	288	-	-	-	4,000	100.00%
6434 - DUES & SUBSCRIPTIONS	170	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	47,762	41,920	27,163	37,000	2,000	-94.59%
TOTAL SERVICES & OTHER CHARGES	49,025	42,373	27,501	44,550	6,000	-86.53%
TOTAL BUSINESS UNIT EXPENSES	\$ 197,695	\$ 140,987	\$ 80,089	\$ 192,538	\$ 234,832	21.97%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
45218 - HEALTH AND SOCIAL ENVIRONMENT								should be renamed Parks and Recreation Outreach
6101 - WAGES & SALARIES-FT EMPLOYEES	80,549.49	53,271.90	78,054.00	-	102,271.00	31.03%		Outreach Manager
6103 - WAGES-PART TIME EMPLOYEES	9,080.71	5,121.75	10,000.00	38,333.39	57,036.00	470.36%		2482 hours per year at 22.98 per hour
6104 - OVERTIME-PART TIME EMPLOYEES		-		66.00	-			
6111 - SEVERANCE PAY	388.99	1,202.26		-				
6122 - PERA COORDINATED PLAN	6,656.80	4,510.86	6,604.00	2,703.72	11,948.00	80.92%		
6125 - FICA - SOCIAL SECURITY	5,631.24	3,808.89	5,459.00	2,380.72	9,877.00	80.93%		
6126 - FICA - MEDICARE	1,317.08	890.75	1,277.00	556.82	2,310.00	80.89%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	22,869.00	14,280.00	17,964.00	-	18,864.00	5.01%		
6151 - WORKER'S COMP INSURANCE	2,268.63	1,155.60	880.00	358.44	3,776.00	329.09%		
TOTAL PERSONAL SERVICES	128,761.94	84,242.01	120,238.00	44,399.09	206,082.00	71.40%		
6214 - CLOTHING & PERSONAL EQUIPMENT	1,618.43	-	5,000.00	-	2,000.00	-60.00%	Engagement Team and Recreation staff uniform	
6217 - SAFETY SUPPLIES				1,235.65				
6219 - GENERAL OPERATING SUPPLIES	18,105.23	11,870.71	22,750.00	6,953.11	20,750.00	-8.79%	\$10,000 dollars of this line item would be used for salary adjustments	
6242 - MINOR EQUIPMENT	184.51	2,499.87	-	-	-			
TOTAL SUPPLIES	19,908.17	14,370.58	27,750.00	8,188.76	22,750.00	-18.02%		
6307 - PROFESSIONAL SERVICES			2,000.00		-	-100.00%	\$4,000 dollars of this line item would be used for salary adjustments; AJH Note - reduced by additional \$6,000 for final budget	
TOTAL PROFESSIONAL SERVICES			2,000.00		-	-100.00%		
6321 - TELEPHONE/PAGERS	121.36	452.55	550.00	338.23	-	-100.00%	TinyHouse Cradlepoint	Moved to LaToya's Account - TinyHouse Cradlepoint
6331 - TRAVEL EXPENSE/MILEAGE	579.09	-		-	-			
6449 - OTHER CONTRACTUAL SERVICE	47,761.61	41,919.89	37,000.00	27,162.54	2,000.00	-94.59%		(AJH Note: Reduced by \$35K)
6351 - PRINTING	105.37	-	5,000.00	-	-	-100.00%		
6431 - SPECIAL EVENTS	287.99	-	-	-	4,000.00			
6434 - DUES & SUBSCRIPTIONS	170.00	-		-	-			
TOTAL OTHER SERVICES & CHARGES	49,025.42	42,372.44	42,550.00	27,500.77	6,000.00	-85.90%		
TOTAL BUSINESS UNIT EXPENSES	197,695.53	140,985.03	192,538.00	80,088.62	234,832.00	21.97%		

**GENERAL FUND
48150 - CENTRAL SUPPLIES AND SUPPORT**

Object Code / Description	2022 Actual	2023 Actual	2024 July YTD	2024 Budget	2025 Budget	Change
48150 - CENTRAL SUPPLIES AND SUPPORT						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
6141 - UNEMPLOYMENT COMPENSATION	60,251	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	60,251	-	-	-	-	0.00%
6201 - OFFICE SUPPLIES	7,762	10,094	5,312	5,000	6,000	20.00%
6219 - GENERAL OPERATING SUPPLIES	2,143	4,341	2,927	3,000	4,000	33.33%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL SUPPLIES	9,905	14,435	8,239	8,000	10,000	25.00%
6301 - ACCTG, AUDIT & FIN'L SERVICES	9,638	9,088	3,858	9,500	9,500	0.00%
6307 - PROFESSIONAL SERVICES	79,437	106,370	28,728	-	-	0.00%
6321 - TELEPHONE/PAGERS	8,447	12,000	11,437	10,000	15,000	50.00%
6322 - POSTAGE	23,029	23,998	11,318	20,000	-	-100.00%
6331 - TRAVEL/MILEAGE	-	-	2,160	-	-	0.00%
6333 - FREIGHT/DRAYAGE	475	-	-	-	-	0.00%
6349 - OTHER ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	2,439	3,462	1,373	1,500	3,000	100.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	11,881	10,911	4,505	14,000	11,628	-16.94%
6421 - SOFTWARE LICENSE	-	2,999	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	8,813	6,295	-	8,000	8,000	0.00%
6433 - MEETING EXPENSES	247	9,947	1,004	1,500	2,000	33.33%
6434 - DUES & SUBSCRIPTIONS	868	474	154	500	500	0.00%
6435 - CREDIT CARD FEES	4,190	4,366	2,136	3,000	3,500	16.67%
6441 - LICENSES, TAXES & FEES	11,328	-	-	11,500	11,500	0.00%
6443 - PRIZE AWARDS/EXPENSE REIMB	-	-	-	-	-	0.00%
6446 - CONTINGENCY ACCOUNT	1,921	-	-	25,000	25,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	17,800	12,667	80,000	80,000	0.00%
TOTAL SERVICES & OTHER CHARGES	162,713	207,710	79,340	184,500	169,628	-8.06%
6461 - FUEL CHARGES	721	315	98	-	-	0.00%
6462 - FIXED CHARGES	-	3,210	1,605	-	-	0.00%
6463 - REPAIR AND MAIN CHARGES	626	1,484	137	-	-	0.00%
6465 - REPLACEMENT CHARGES	-	-	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	1,347	5,009	1,840	-	-	0.00%
TOTAL BUSINESS UNIT EXPENSES	\$ 234,216	\$ 227,154	\$ 89,419	\$ 192,500	\$ 179,628	-6.69%

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
48150 - CENTRAL SUPPLIES AND SUPPORT								
6141 - UNEMPLOYMENT COMPENSATION	60,251.23	-		-				
TOTAL PERSONAL SERVICES	60,251.23	-	-	-				
6201 - OFFICE SUPPLIES	7,762.32	10,093.52	5,000.00	5,312.10	6,000.00	20.00%		
6219 - GENERAL OPERATING SUPPLIES	2,142.93	4,340.61	3,000.00	2,927.18	4,000.00	33.33%		
TOTAL SUPPLIES	9,905.25	14,434.13	8,000.00	8,239.28	10,000.00	25.00%		
6301 - ACCTG, AUDIT & FIN'L SERVICES	9,637.85	9,087.85	9,500.00	3,858.05	9,500.00	0.00%	Bank Service Charges	
6307 - PROFESSIONAL SERVICES	79,437.34	106,370.01	-	28,727.66			Moved to Other Contract Services	
TOTAL PROFESSIONAL SERVICES	89,075.19	115,457.86	9,500.00	32,585.71	9,500.00	0.00%		
6321 - TELEPHONE/PAGERS	8,446.51	11,999.87	10,000.00	11,437.19	15,000.00	50.00%	PRI Voice System* 763.569.3300 *Other Funds contribute annually the following: EBHC \$3,600, Centerbrook \$962, Liquor Store #1 \$962, Liquor Store #2 \$962 Fire Alarm Primary (City Hall)763.503.3794 Fire Alarm Primary (Public Works Garage)763.561.2978 Elevator (City Hall Front)763.503.3778 Elevator (City Hall Back)763.503.3783 Elevator (Community Center)763.503.3770 Long Distance	
6322 - POSTAGE	23,029.17	23,998.31	20,000.00	11,318.44		-100.00%		
6331 - TRAVEL EXPENSE/MILEAGE	-	-		2,159.58				
6333 - FREIGHT/DRAYAGE	474.95	-		-				
6349 - OTHER ADVERTISING	-	-		-				
6441 - LICENSES, TAXES & FEES	11,328.19	-	11,500.00	-	11,500.00	0.00%		
6443 - PRIZE AWARDS/EXPENSE REIMB	-	-		-				
6446 - CONTINGENCY ACCOUNT	1,920.80	-	25,000.00	-	25,000.00	0.00%	Reduced from \$50,000 for final budget	
6449 - OTHER CONTRACTUAL SERVICE	-	17,800.00	80,000.00	12,666.68	80,000.00	0.00%	AJH Notes - Moved from Professional Services. Increased for final budget from \$60,000 for website, legislative planning services. GovDelivery	

**GENERAL FUND
48210 - TRANSFER OUT**

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
48210 - TRANSFER OUT						
6482 - MISC TRANSFER OUT	\$ 210,000	\$ 180,000	\$ -	\$ 166,595	\$ 330,000	98.09%
TOTAL TRANSFERS OUT	<u>210,000</u>	<u>180,000</u>	<u>-</u>	<u>166,595</u>	<u>330,000</u>	<u>98.09%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ 210,000</u>	<u>\$ 180,000</u>	<u>\$ -</u>	<u>\$ 166,595</u>	<u>\$ 330,000</u>	<u>98.09%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
48210 - TRANSFER OUT								
6482 - MISC TRANSFER OUT	210,000.00	180,000.00	166,595.00	-	330,000.00	98.09%	\$100,000 for Technology Fund, \$155,000 for Golf Course. AJH Note - \$88,405 of Golf Course transfer will come from ARPA	\$100,000 for Technology Fund, \$155,000 for Golf Course, \$75,000 for Retiree benefits
TOTAL TRANSFERS OUT	210,000.00	180,000.00	166,595.00	-	330,000.00	98.09%		
TOTAL BUSINESS UNIT EXPENSES	210,000.00	180,000.00	166,595.00	-	330,000.00	98.09%		

GENERAL FUND
48170 - REIMBURSEMENT FROM OTHER FUNDS

<u>Object Code / Description</u>	<u>2022</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>July</u> <u>YTD</u>	<u>2024</u> <u>Budget</u>	<u>2025</u> <u>Budget</u>	<u>Change</u>
48170 - REIMBURSEMENT FROM OTHER FUNDS						
6471 - ADMINISTRATIVE SERVICE TRANSFER	\$ (1,033,818)	\$ (1,432,644)	\$ (846,538)	\$ (1,451,200)	\$ (1,347,307)	-7.16%
6472 - ENGINEERING SERVICE TRANSFER	(403,230)	(339,073)	(122,036)	(600,000)	(699,982)	16.66%
6482 - MISC TRANSFER OUT	-	-	-	-	-	0.00%
TOTAL TRANSFERS OUT	<u>(1,437,048)</u>	<u>(1,771,717)</u>	<u>(968,574)</u>	<u>(2,051,200)</u>	<u>(2,047,289)</u>	<u>-0.19%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ (1,437,048)</u>	<u>\$ (1,771,717)</u>	<u>\$ (968,574)</u>	<u>\$ (2,051,200)</u>	<u>\$ (2,047,289)</u>	<u>-0.19%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
48170 - REIMBURSEMENT FROM OTHER FUNDS								
6471 - ADMINISTRATIVE SERVICE TRANSFE	(1,033,817.52)	(1,432,644.00)	(1,451,200.00)	(846,538.00)	(1,347,307.00)	-7.16%		
6472 - ENGINEERING SERVICE TRANSFER	(403,230.00)	(339,073.06)	(600,000.00)	(122,036.06)	(699,982.00)	16.66%		AJH Note - 50% City Engineer, Asst City Engineer, Principal Engineer, Tech IV, Tech III, Tech II
TOTAL TRANSFERS OUT	(1,437,047.52)	(1,771,717.06)	(2,051,200.00)	(968,574.06)	(2,047,289.00)	-0.19%		
TOTAL BUSINESS UNIT EXPENSES	(1,437,047.52)	(1,771,717.06)	(2,051,200.00)	(968,574.06)	(2,047,289.00)	-0.19%		

GENERAL FUND
48160 - VACANCY AND TURNOVER SAVINGS

<u>Object Code / Description</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 July YTD</u>	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>Change</u>
48160 - VACANCY AND TURNOVER SAVINGS						
6101 - WAGES & SALARIES-FT EMPLOYEES	\$ -	\$ -	\$ -	\$ (400,000)	\$ (400,000)	0.00%
TOTAL PERSONAL SERVICES	<u>-</u>	<u>-</u>	<u>-</u>	<u>(400,000)</u>	<u>(400,000)</u>	<u>0.00%</u>
TOTAL BUSINESS UNIT EXPENSES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (400,000)</u>	<u>\$ (400,000)</u>	<u>0.00%</u>

Obj Acct	2022 Actual Amount	2023 Actual Amount	2024 Final Budget	July YTD Actual	2025 Requested Budget	2025 Budget Increase	Comments for 2024 Budget	Comments for 2025 Budget
48160 - VACANCY AND TURNOVER SAVINGS								
6101 - WAGES & SALARIES-FT EMPLOYEES			(400,000.00)		(400,000.00)	0.00%		
TOTAL PERSONAL SERVICES			(400,000.00)		(400,000.00)	0.00%		
TOTAL BUSINESS UNIT EXPENSES			(400,000.00)		(400,000.00)	0.00%		

Member
adoption:

introduced the following resolution and moved its

RESOLUTION NO. _____

RESOLUTION APPROVING A PRELIMINARY TAX CAPACITY
LEVY FOR THE GENERAL FUND AND DEBT SERVICE FUNDS
AND A MARKET VALUE TAX LEVY FOR THE HOUSING AND
REDEVELOPMENT AUTHORITY FOR PROPERTY TAXES
PAYABLE IN 2025

WHEREAS, the City Council of the City of Brooklyn Center is the governing body of the City of Brooklyn Center; and

WHEREAS, Minnesota Statutes require that the preliminary property tax levy for property taxes payable in 2025 be provided to the Hennepin County Auditor no later than September 30, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center that a tax is hereby levied on all taxable real and personal property within the City of Brooklyn Center for the purpose and sums as follows:

<u>General Fund - Tax Capacity Based</u>	
General Tax Limited Levy	\$24,292,201
<u>Debt Service – Tax Capacity Based</u>	
Public Improvement Bond Levy	<u>\$2,333,613</u>
Total City Levy	<u>\$26,625,814</u>
<u>Housing and Redevelopment Authority – Market Value Based</u>	
HRA Tax Levy	<u>\$606,595</u>

September 23, 2024
Date

Mayor

ATTEST: _____
City Clerk

The motion for adoption of the forgoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:
whereupon said resolution was declared duly passed and adopted.

Member introduced the following resolution and moved its adoption:
RESOLUTION NO. _____

RESOLUTION ADOPTING A PRELIMINARY BUDGET FOR THE 2025 FISCAL YEAR

WHEREAS, the City Council of the City of Brooklyn Center is the governing body of the City of Brooklyn Center; and

WHEREAS, Minnesota Statutes require that a preliminary budget be adopted for funds using property tax revenues along with the adoption of the preliminary property tax levy; and

WHEREAS, a preliminary property tax levy of \$27,232,409 has been proposed for adoption the basis for the budget proposed herewith.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center that the following amounts be adopted as the preliminary budget for property tax supported funds appropriated as follows:

REVENUES:

General Fund

Property Taxes (net)	\$24,159,201
Sales Tax – Lodging Tax Gross Receipts	900,000
Licenses & Permits	1,021,195
Local Government Aid	1,517,313
Other Intergovernmental Revenues	683,000
General Government Service Charges	125,065
Recreation Fees and Charges	404,050
Public Safety Service Charges	17,350
Community Development Service Charges	14,500
Fines & Forfeitures	188,000
Miscellaneous Revenues	375,000
Special Assessments	100,000
Unassigned Fund Balance Contribution	<u>230,944</u>
Subtotal General Fund	\$29,735,618

Debt Service

2015A General Obligation Improvement Bond Levy	259,374
2016A General Obligation Improvement Bond Levy	213,045
2017A General Obligation Improvement Bond Levy	283,862
2018A General Obligation Improvement Bond Levy	248,003
2019A General Obligation Improvement Bond Levy	191,085
2020A General Obligation Improvement Bond Levy	242,025
2021A General Obligation Improvement Bond Levy	211,653
2022A General Obligation Improvement Bond Levy	165,566
2024A General Obligation Improvement Bond Levy	<u>519,000</u>
Subtotal Debt Service	\$2,333,613

Housing and Redevelopment Authority
Property Tax Levy \$606,595

TOTAL BUDGETED REVENUES \$32,675,826

EXPENDITURE APPROPRIATIONS:

General Fund

General Government	\$4,722,063
General Government Buildings	1,237,035
Prevention, Health, and Safety	406,943
Police	11,833,555
Fire & Emergency Preparedness	2,893,583
Community Development	1,969,789
Public Works	5,106,501
Recreation	2,573,730
Convention and Tourism	430,000
Joint Powers	130,000
Insurance	370,080
Central Supplies	179,628
Vacancy & Turnover Savings	(400,000)
Reimbursements from Other Funds	(2,047,289)
Transfers to Other Funds	<u>330,000</u>
Subtotal General Fund	\$29,735,618

Debt Service

2015A General Obligation Improvement Bond Levy	259,374
2016A General Obligation Improvement Bond Levy	213,045
2017A General Obligation Improvement Bond Levy	283,862
2018A General Obligation Improvement Bond Levy	248,003
2019A General Obligation Improvement Bond Levy	191,085
2020A General Obligation Improvement Bond Levy	242,025
2021A General Obligation Improvement Bond Levy	211,653
2022A General Obligation Improvement Bond Levy	165,566
2024A General Obligation Improvement Bond Levy	<u>519,000</u>
Subtotal Debt Service	\$2,333,613

Housing & Redevelopment Authority

Transfer to Economic Development Authority \$606,595

TOAL BUDGETED APPROPRIATIONS \$32,675,826

September 23, 2024

Date

Mayor

ATTEST:

City Clerk

The motion for adoption of the forgoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof: and the following voted against same: whereupon said resolution was declared duly passed and adopted.

City of Brooklyn Center 2025 Annual Preliminary Budget Presentation



City Council September 23, 2024

Dr. Reggie Edwards, City Manager and Angela Holm, Finance Director

Presentation Purpose

- Present the 2025 preliminary levy and budget.
- Provide insight into the factors that guided the development of the 2025 preliminary and levy budget.
- Provide budget highlights.
- Provide fiscal analysis, budget highlights and impacts.
- Provide next steps in the budgeting process.



MISSION

Brooklyn Center actively provides a safe, welcoming and inclusive community.

VISION

In pursuit of our vision of one Brooklyn Center, the City will provide high-quality, equitable city services that demonstrate we are inclusive and welcoming. Through our actions, we will establish an engaged relationship with our community. This includes increasing the safety and well-being of our residents, City employees, businesses, and visitors while adding a wide range of economic development improvements. All this leads to a renewed sense of pride in the City and its physical condition and aesthetics.



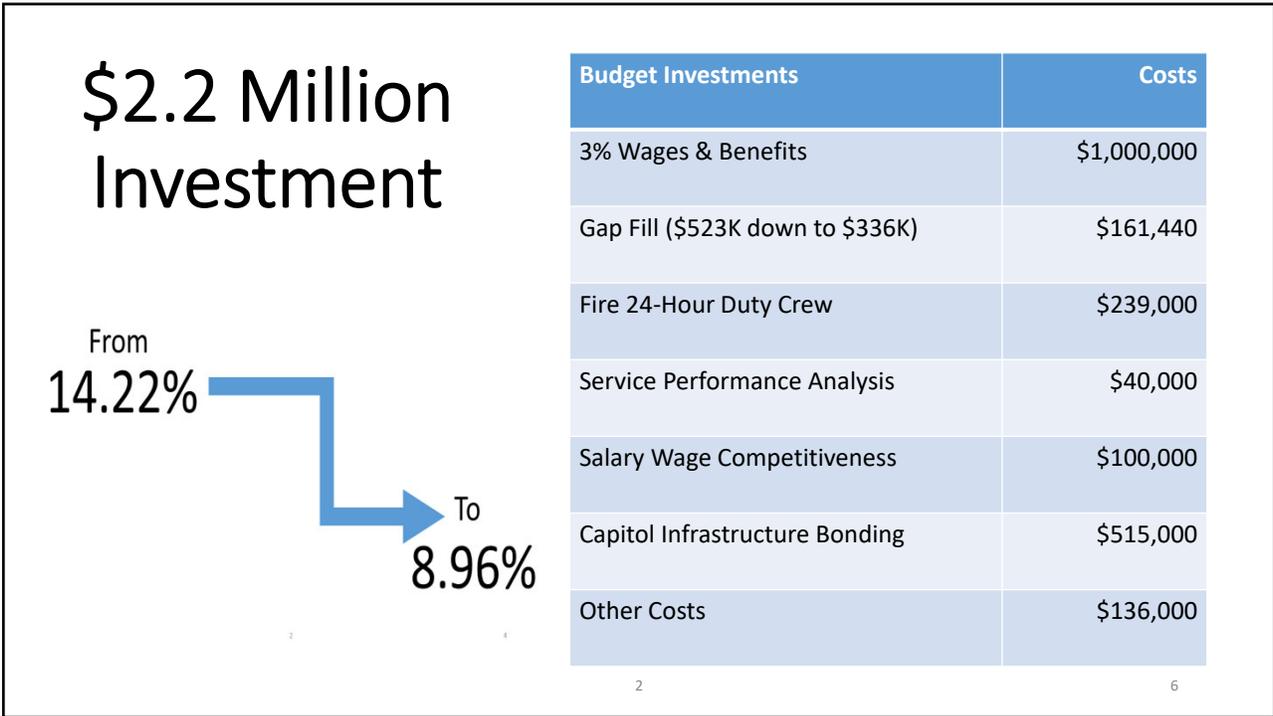
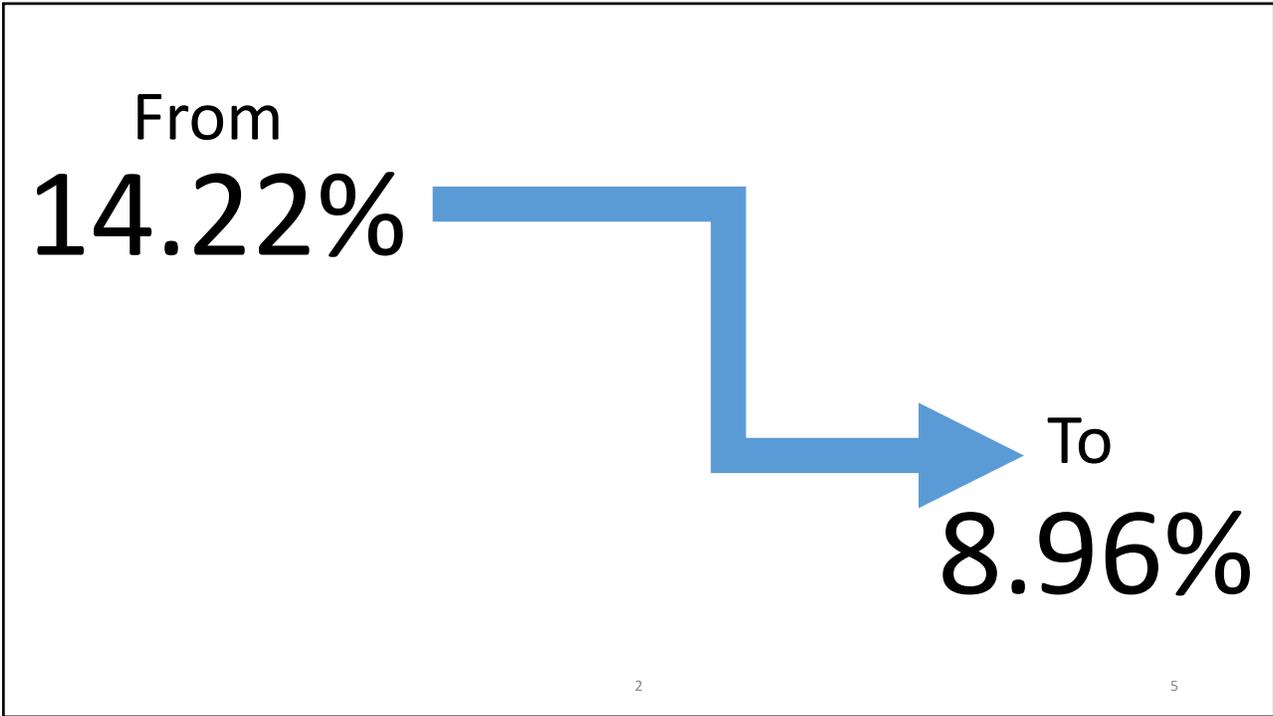
3

2025 Budget Guiding Factors

- Recognizing unprecedented events and challenges faced by residents and staff over the past 3-4 years.
- Economic condition and the tax capacity of residents.
- An intent to balance the needs for economic growth, health and well-being of people, longer-term fiscal stability, pursuit of City Council direction, and providing City services at an affordable cost for residents.



4



From 14.22%
To 8.96%

\$1.3 Million Reductions/Adjustments

Budget Reduction/Adjustment	Costs
Administrative Transfers (EDA, Utilities, and Enterprises)	\$291,000
One-Time Funding (PSA/ARPA)	\$106,000
Entertainment In Park/Juneteenth Celebration	\$35,000
Intern/Seasonal Workers PW	\$9,400
Reduced Salary Competitiveness (Reduced from \$150,000)	\$50,000
Overtime Limits (organization-wide)	\$64,000
Freeze Park/Rec. Outreach	\$112,000

2

Budget Reduction/Adjustment	Costs
Prevention & Intervention (Reduced from \$50,000)	\$25,000
Park/Street Landscape (city-wide)	\$75,000
Redirect Reserve Contribution	\$231,000
Brooklyn Blvd. Maintenance	\$55,000
New Shared Adm./CD Assistant	\$84,000
Miscellaneous Reductions	\$177,600

7

2025 Budget Process

- **May 6, 2024 - City Council-Financial Commission Joint Work Session, Capital Improvement Plan and Capital Funds**
- **August 19, 2024 - City Council-Financial Commission Joint Work Session, budget request presentations by departments heads, debt service funds and Central Garage**
- **September 23, 2024 – City Council meeting for the 2025 Preliminary levy and budget recommendation**
- **November 18, 2024 – City Council-Financial Commission Joint Work Session, budget request presentations on EDA and Utilities, Enterprise, Special and Grant Funds**
- **December 2, 2024 – Special Meeting for adoption of the 2025 Budget and Levy**



8

2025 Budget Highlight

Year	Proposed 2025 Levy Increase
2025	\$2,189,494 (Bonding Included)
	8.96%



2025 Budget Fiscal Outlook & Levy Proposal



Budget Policies

Purpose: Provides basic framework and assists in the decision making process

- Balanced budget
- Current revenue should pay for current expenses
- Contingency of up to five percent of budget
- Provide adequate funding for capital replacement & maintenance
- Budget should describe goals, services and programs
- Targeted unassigned General Fund balance of 50 – 52% of the next year's General Fund budget



11

Revenue Policies

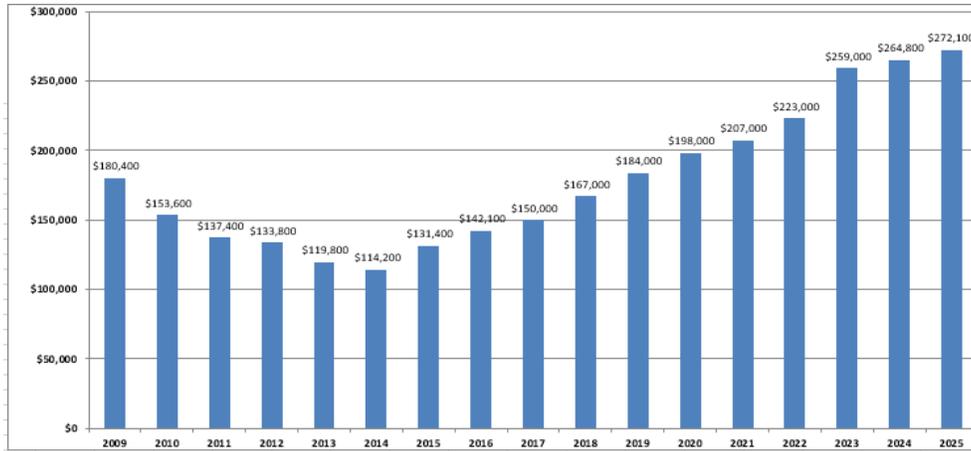
Purpose: Direct how the City maintains the ability to pay for services it provides its customers

- Maintain diversified and stable revenue system
- Annual revenue estimates completed through an objective conservative analytical process
- User fees should be reviewed and revised on an annual basis
- Fees and user charges for Enterprise Funds should fully support total direct and indirect costs
- User fees for City services will generally be established at a level which will recover the full cost of providing the service



12

Median Value Home



Median Value Home Comparison

Data provided from Hennepin County 2024 Assessment Report

Golden Valley	\$440,600
New Hope	\$327,500
Richfield	\$319,350
Crystal	\$288,200
Robbinsdale	\$296,100
Brooklyn Center	\$272,100
Camden Area Community Minneapolis	\$225,000
Near North Area Community Minneapolis	\$223,000



Taxable Market Value Estimates

Taxable Market Value			
	Payable	Estimated	
	2024	2025	Change
Commercial	\$ 392,961,700	\$ 397,899,100	1.3%
Farm			
Industrial	261,237,300	272,832,300	4.4%
Residential	2,041,196,246	2,032,997,987	-0.4%
Apartment	465,096,400	474,938,390	2.1%
Other	537,000	553,000	3.0%
Personal property	13,884,700	13,884,700	0.0%
Totals	<u>\$ 3,174,913,346</u>	<u>\$ 3,193,105,477</u>	0.6%



Property Tax Levy

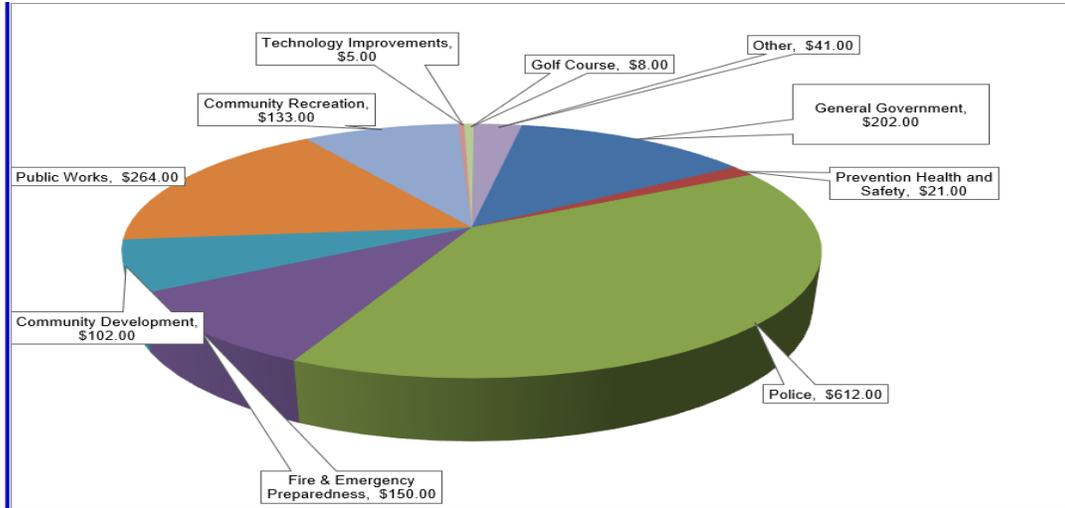
Tax Levies					
	Payable	Estimated	Change		
	2024	2025			
General Levy	\$ 22,617,464	\$ 24,292,201	7.40%	6.85%	\$ 1,674,737
Debt Levy	1,818,856	2,333,613	28.30%	2.11%	\$ 514,757
Total Levy	<u>\$ 24,436,320</u>	<u>\$ 26,625,814</u>	<u>8.96%</u>		<u>\$ 2,189,494</u>

Note: Total dollar change is \$2,189,494

A property tax levy increase/decrease of 1% is approximately \$244,000 in revenue



The Cost of Government



Projected Property Tax Impacts

Property Tax Changes (Based on 8.96% General Levy Increase & Market Value Changes)

Classification*	2024 Taxable Market Value	2025 Taxable Market Value	\$ Change	% Change	2024 Tax Rate	2024 City Taxes	2025 Tax Rate	Impact of 8.96% Levy			Incremental 1% Levy Impact		
								2025 City Taxes	\$ Change	% Change	2025 Tax Rate	2025 City Taxes	\$ Change
Single Family Residential	\$ 251,392	\$ 250,039	\$ (1,353)	-0.54%	57.286	\$ 1,440	61.457	\$ 1,537	\$ 97	6.70%	62.010	\$ 1,550	\$ 14
Multi Family Residential	\$ 2,554,562	\$ 2,608,620	\$ 54,058	2.12%	57.286	\$ 17,902	61.457	\$ 20,040	\$ 2,138	11.94%	62.010	\$ 20,220	\$ 180
Commercial	\$ 1,780,437	\$ 1,802,807	\$ 22,370	1.26%	57.286	\$ 19,047	61.457	\$ 21,698	\$ 2,651	13.92%	62.010	\$ 21,893	\$ 195
Industrial	\$ 2,268,047	\$ 2,368,714	\$ 100,667	4.44%	57.286	\$ 27,067	61.457	\$ 28,654	\$ 1,586	5.86%	62.010	\$ 28,912	\$ 258



2025 Budget Process – Next Steps

- September 23, 2024 – City Council public meeting for the 2024 Preliminary Budget Recommendation
- **November 18, 2024 – City Council-Financial Commission Joint Work Session, budget request presentations on EDA and Utilities, Enterprise, Special and Grant Funds**
- **December 2, 2024 - City Council adopt 2025 City Budget**



19

2025 Budget Preliminary Tax Levy Scenarios

Year	Proposed 2025 Levy Increase
Scenario 1	The City receives the SAFER Grant (no reductions)
	Reduce levy to 7.96%
Scenario 2	The City receives the SAFER Grant (some reductions)
	Stay at 8.96% and restore some cuts that are reoccurring costs
Scenario 3	The City doesn't receive the SAFER Grant
	Reduce levy to 7.96% (postpone duty crew or freeze other personnel)
Scenario 4	The City doesn't receive the SAFER Grant
	Stay at 8.96% and no additional cuts



20

Dr. Reggie Edwards, City Manager
Angela Holm, Finance Director



Questions?

