Council Study Session
City Hall Council Chambers
September 11, 2023

AGENDA

1. **City Council Discussion of Agenda Items and Questions - 6 p.m.**
2. **Miscellaneous**
3. **Discussion of Work Session Agenda Item as Time Permits**
4. **Adjourn**

CITY COUNCIL MEETING
City Hall Council Chambers
September 11, 2023

AGENDA

1. Informal Open Forum with City Council - 6:45 p.m.

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 is not televised, and 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, rather, 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 and address before speaking.

2. Invocation - Graves - 7 p.m.

3. Call to Order Regular Business Meeting

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.

4. Roll Call

5. Pledge of Allegiance

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 the following meetings:

- 8/19/23 - CC/FC Worksession
- 8/28/23 - Study Session
- 8/28/23 - Regular Session
- 8/28/23 - Work Session

b. Approval of Licenses

- Motion to approve the licenses as presented.

c. An Ordinance Amending Chapter 35 of the City Code of Ordinance Regarding Application Requirements for Land Disturbance Permits

-Motion to approve a second reading of the requested ordinance Amending Chapter 35 of the City Code of Ordinance Regarding application requirements for land disturbance permits. On August 10th, 2023, the Planning Commission held a public hearing for this item, no comments

were received. The Planning Commission has recommended this item for approval by the council.

d. Resolution Requesting an Amendment to the By-Laws of the City of Brooklyn Center Fire Department Relief Association to Increase the Lump Sum Benefit to $12,000 Per Year

The BCFRA is requesting city approval for an increase in our pension amount from $10,000 to $12,000 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 $1500 in 2021, which brought us to the current $10,000 per-year-of- service. Enclosed please find the January 2023 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.

7. Presentations/Proclamations/Recognitions/Donations

a. Northwest Tourism Presentation

b. 2024 Preliminary Budget

- It is recommended that the City Council consider providing direction to staff regarding the 2024 Preliminary property tax levy and budget to be adopted Monday, September 25, 2023

8. Public Hearings

a. An Ordinance Amending Chapter 23 of the Brooklyn Center City Code Regarding the Licensing of the Sale of Edible Cannabinoid Products within the City

- Motion to open the public hearing
- Motion to close the public hearing
- Motion to adopt of an Ordinance amending Chapter 23 of the Brooklyn Center City Code regarding the licensing of the sale of edible cannabinoid products.

- Motion to approve a summary publication resolution.

9. Planning Commission Items

10. Council Consideration Items

11. Council Report

12. Adjournment

Council Regular Meeting

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Barb Suciu, Assistant City Manager/City Clerk

SUBJECT: Approval of Minutes

Requested Council Action:

- *Motion to approve the following meetings:*
  - 8/19/23 - CC/FC Worksession
  - 8/28/23 - Study Session
  - 8/28/23 - Regular Session
  - 8/28/23 - 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:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

ATTACHMENTS:

Description	Upload Date	Type
8.19.23 JT CC/FC	9/6/2023	Backup Material
8.28 Study Session	9/7/2023	Backup Material
8.28 Regular Session	9/8/2023	Backup Material
8.28 Work Session	9/7/2023	Backup Material

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

JOINT WORK SESSION
AUGUST 19, 2023
COUNCIL COMMISSION ROOM

1. CALL TO ORDER

The Brooklyn Center City Council/Financial Commission Joint Work Session was called to order by Mayor Pro Tem Butler at 8:44 a.m.

2. ROLL CALL

Mayor Pro Tem Marquita Butler and Councilmembers Dan Jerzak and Kris Lawrence-Anderson were present. Councilmember Taneshia Kragness was present online.

Mayor April Graves was absent and excused.

Also present were Financial Commissioner Laurie Moore and Leonard Brown.

Also present were City Manager Reggie Edwards, Assistant City Manager/ City Clerk Barb Suciu, Director of Finance and Fiscal Services Angela Holm, Director of Community Development Jesse Anderson, Director of Public Works Elizabeth Heyman, Todd Berg, Fire Chief, and Kellace McDaniel, Police Chief.

Mayor Pro Tem Butler asked if the Councilmembers and Commissioners were open to public comment from guests. Councilmember Lawrence-Anderson stated the agenda was very full, and completing it in the allotted time would be difficult.

Councilmember Jerzak and Councilmember Kragness noted their agreement with Councilmember Lawrence Anderson.

3. 2024 GENERAL FUND DEPARTMENT BUDGET REQUEST

City Manager Reggie Edwards introduced the item and invited Director of Finance and Fiscal Services Angela Holm to continue the presentation.

Ms. Holm pointed out that next year's budget meetings would not be held on the weekends. She summarized the agenda for the meeting and explained the budget consists of non-negotiables, required items, and nice-to-have items.

4. FUTURE BUDGET DISCUSSION

4a. COMMUNITY DEVELOPMENT

Director of Finance and Fiscal Services Angela Holm introduced the item and invited the Director of Community Development to continue the presentation. Mr. Anderson explained the mission of the Community Development Department is to preserve and enhance the quality of life for the residents and businesses of Brooklyn Center by guiding the development of the City with effective measures of planning, design review, construction plan approval, code compliance, housing and business assistance.

Mr. Anderson noted the Administration Division provides friendly, quality, accurate, responsive and timely customer service to permit and program applicants, residents, business owners, contractors, and internal customers. The Division administers housing assistance, rental licensing, mechanical licensing, sign hanger license, permit application, and the administrative penalty program.

Mr. Anderson stated the Business and Development Division supports a thriving local economy and resident economic stability by guiding the redevelopment activities of the City by ensuring the City's policies, programs, and regulatory framework forward the City's vision and goals while remaining responsive to market demand. The Division works with stakeholders to ensure compliance with the City's ordinances, policies, and Comprehensive Plan. The Division works with governmental and non-governmental organizations to provide various resources and services to businesses and residents in the community.

Mr. Anderson added the Building & Community Standards Division promotes the City's Strategic Priority of Safe, Secure, and Stable Community by ensuring clean, safe and attractive neighborhoods where people want to live and do business. Exceptional customer service is provided for residential and commercial development and construction, property maintenance, housing, and community services. It is through the use of modern technology, professional Staff, and collaboration with our customers that we efficiently and effectively serve the community.

Mr. Anderson showed the organizational chart for the Community Development Department. He pointed out the Deputy Director position is unfilled, and that position would be replaced by an Economic Development Authority (EDA) and Housing Manager for the 2024 budget. Otherwise, the Staffing levels would remain the same. He showed a table of staffing levels for the Department, divided by the General Fund and the EDA budgets. In 2025, there is an anticipated need for an additional Code Enforcement and Housing Inspector due to local building development plans.

Mr. Anderson noted key initiatives focused on achieving strategic priorities/value propositions include targeted redevelopment, resident economic stability, an enhanced community image and a safe, secure, and stable community. The desired outcome of the Opportunity Site redevelopment is an inviting, attractive, walkable and vibrant development that provides for a mix of housing and commercial types that create a dense mixed-use downtown. The initiatives for 2024 include completing the Opportunity Site Master Plan, completing a housing policy plan to implement the housing goals within the Master Plan, continuing development within the Opportunity Site area, and advancing redevelopment opportunities within the Opportunity Site area.

Mr. Anderson explained that the desired outcome for the redevelopment of EDA-owned properties is to identify property to acquire and dispose of to facilitate development that forwards the City's strategic priorities. The initiatives for 2024 include identifying EDA-owned properties to position for resale strategically, marketing EDA-owned properties to attract development opportunity that forwards the City's strategic priorities, developing tools to reduce barriers for developers and investors to access EDA-owned property and repurpose it, and developing an RFP for scattered site EDA-owned parcels.

Commissioner Moore asked how many proposed residential lots are in the City. Mr. Anderson pointed out some are unusable, but there hasn't been an analysis recently to determine an exact number. Planners will begin to review parcels to determine if they are buildable.

Dr. Edwards suggested listeners write down any questions for Staff to answer in the future.

Mr. Anderson stated job pathways and workforce development efforts aim to expand workforce development initiatives and improve pathways for residents between the high school, higher education, training and employers and support the BrookLynk program by employing and mentoring interns and providing staff support to the Project Management Team.

Mayor Pro Tem Butler pointed out the City contributes additional funds to the efforts mentioned above and the allotted American Rescue Plan Act (ARPA) funds. She asked if Brooklyn Center contributes more money to the efforts because Brooklyn Park administers the program. Dr. Edwards stated Brooklyn Park pays more than Brooklyn Center.

Mr. Anderson stated the desired outcome of supporting small businesses and entrepreneurs is to foster entrepreneurship opportunities for residents and those who want to start or grow a business in Brooklyn Center, emphasizing underserved entrepreneurs. Each initiative
towards this goal will contribute to the creation of a small business ecosystem that meets the needs of small and local businesses at multiple points in their lifecycle. To achieve this outcome, there are plans to invest in and create a business incubator as part of an initial development on the Opportunity Site to provide affordable commercial space for local businesses, invest in and create a business resource center to provide technical assistance and support to small businesses and entrepreneurs, explore the feasibility and appropriateness of creating additional affordable commercial space for local businesses as EDA-owned properties redevelop, and implement and expand offerings needed by local businesses and entrepreneurs by providing access to capital, access to technical assistance, and improved communication and City services.

Mr. Anderson noted that the desired outcome of supporting housing stability is to increase resident economic stability by creating and preserving accessible, affordable housing options. To achieve this outcome, Staff will explore opportunities to promote homeownership for existing and future residents, with an emphasis on serving those with barriers to home ownership, explore a Naturally-Occurring Affordable Housing (NOAH) Preservation program, identify funding options for Housing Initiatives, and partner with outside agencies and nonprofits to increase housing stability through connecting residents to housing assistance programs and access to resources about tenant rights.

Mr. Anderson stated the desired outcome of Code Enforcement, Rental Licensing, and Building Inspections is to stabilize and improve residential neighborhoods and commercial properties. Staff plans to coordinate and inspect residential rental properties following city code Requirements, monitor, inspect, and register vacant properties; continue Code Enforcement activities with proactive inspections with the focus on resolving ongoing and repeat violations; provide focused code enforcement efforts to develop relationships with and hold accountable commercial property owners and managers for maintaining their properties following community standards, explore programs to incentivize businesses to invest in beautification strategies, review the Rental Licensing Program for improvements that will better serve the goals of the program and enhance tenant protections, and review and make amendments to Chapter 19 related to the City's nuisance and abatement regulations.

Dr. Edwards pointed out that the budget request format considers the City's desired outcomes and strategic priorities.

Mr. Anderson added another desired outcome is to ensure all buildings are designed, constructed and maintained in a safe and sound condition. To achieve this outcome, Staff will work with developers, architects, business owners and property owners to ensure building plans indicate compliance with all residential and commercial construction codes and develop a system for delivering welcome and introductory information for newly remodeled or constructed businesses that can also be used for business retention strategies.

Mayor Pro Tem Butler asked if holding business owners accountable falls under code enforcement, rental licensing, and building inspections. Mr. Anderson stated the responsibility of holding business owners accountable is for code enforcement Staff.

Mayor Pro Tem Butler asked if there is a reporting process for community members to report issues with local businesses. Mr. Anderson stated anyone can report code violations online. Also, the Economic Development Coordinator works to provide resources to business owners to fix any violations.

Commissioner Moore noted her concern about vacant properties and the upkeep of residential priorities in the City. She suggested the Council prioritize an attractive and well-maintained Brooklyn Center. It is not "safe and sound" if a neighboring home is poorly maintained and attracts vermin to the neighborhood. It is embarrassing.

Councilmember Jerzak asked if there is a designated inspector for commercial properties. There are several vacant commercial properties on top of planned new development. The community survey has shown a need for more Staff within the Community Development Department. He noted his concern about rearranging the Deputy Director's role and responsibilities.

Mr. Anderson stated there is not a dedicated inspector for commercial properties. It would be a stretch for Staff to accommodate commercial inspections with the current Staffing level and a likely influx of commercial properties. He added a lot of the duties of the Deputy Director position would remain with the Community Development Director. The previous Director focused more on EDA, which would be shifted to the Economic Development and Housing Manager role.

Councilmember Jerzak pointed out that rebuilding the code took a lot of time, but a significant amount of money has been put into development efforts. He asked if the City will continue to need external services such as Ehlers to support its responsibilities.

Mr. Anderson explained Ehlers does a lot of tax increment financing (TIF) work that is funded directly through TIF. Ehler has also been used for EDA management in light of the previous Director's departure, which the EDA has funded. The goal is to taper their services as the new Manager role is filled.

Councilmember Jerzak asked if there is still a plan for remodeling the office area to accommodate additional Staff. Mr. Anderson stated the new Manager would take over his old office. The IT Director is only in the office space temporarily. As for the remodel, it is part of the capital building maintenance plan that will prioritize future projects. There would be space issues in 2025 if another position were added.

Councilmember Lawrence-Anderson pointed out the 2023 budget included $5,000 for professional services. However, the June year-to-date amount was over $360,000. Ms. Holm stated that the $360,000 comprises two miscoded invoices and is in ARPA funds. Staff will fix it for the future. Mr. Anderson showed a table with the summary budget reflecting the year-to-date spending.

Councilmember Lawrence-Anderson added she would like to do a deep dive into ARPA funds at some point.

Councilmember Jerzak stated he would like to discuss continuing programs that are ending, such as those related to workforce development. Dr. Edwards stated a presentation is planned for the Council. ARPA funds are intended to be a one-time use for programming. There is potential State funding to sustain the work.

Mr. Anderson added workforce development efforts can be budgeted for in 2025.

Councilmember Lawrence-Anderson noted she is always concerned about the sustainability and stability of the organization.

Councilmember Jerzak pointed out residents do want an increase in taxes. The Community Development budget does not show an increase in services offered. Mr. Anderson stated the option was considered in forming the budget. There is an overall decrease in the proposed budget, primarily due to rearranging funding with the EDA. There is also a position open that will likely be filled with a less-experienced person, which is less expensive for the City.

Councilmember Lawrence-Anderson asked how the reduced budget impacts the future viability of the Deputy Director role. Mr. Anderson stated the position is still funded in the budget despite being unfilled.

Councilmember Lawrence-Anderson noted she dislikes putting all of their eggs in one basket. Dr. Edwards pointed out. Staff does take into consideration the succession of roles.

Councilmember Lawrence-Anderson stated it is vital to the budget to have a Staff member who can build up development in the City and the necessary community relationships. Dr. Edwards agreed that this is important, and Staff is working to build up those skills within current roles.

Councilmember Jerzak asked when the TIF and EDA budgets would be presented. Ms. Holm stated the EDA budget will be presented in the future as it is not under the General Fund. The same is true for TIF financials and other revenue.

Councilmember Jerzak asked what the plan was to handle the increase in commercial development. Mr. Anderson pointed out a drastic increase in commercial development would require temporary assistance in commercial inspections.

Mayor Pro Tem Butler asked what the process is for determining the use of unspent budget items, such as the role of the Deputy Director. Dr. Edwards stated the budget does anticipate some vacancy for the role. Any remaining funds are redistributed within the Department to cover funding holes or stabilize under-performing revenue funds.

Councilmember Lawrence-Anderson stated according to the Charter, any rearrangement of budgeted funds is under the purview of the Council. Dr. Edwards stated Staff could not operate if that were the case, as operational changes are not presented to the Council. Councilmember Lawrence-Anderson asked for Dr. Edwards to review the Charter.

Councilmember Jerzak stated it was not the time to discuss the Charter. However, the Council needs to be informed of organizational changes. The current process is concerning.

Mr. Anderson concluded the budget is a work in progress, and Staff looks forward to feedback from the Council and Commission.

Councilmember Jerzak asked if Mr. Anderson believes the Staffing is adequate to ensure compliance throughout the City. Mr. Anderson stated the Staffing issues will likely be resolved by filling the Manager position.

4b. PUBLIC WORKS

Director of Public Works Elizabeth Heyman continued the presentation. The mission of the Brooklyn Center Public Works Department is to responsibly provide for the maintenance and operations of City streets, parks, and municipal-owned buildings and grounds, as well as all aspects of water, sewer, and stormwater operations in a quality and cost-effective manner. The Public Works Department is comprised of six divisions.

Ms. Heyman showed the organizational chart for the Department. She then showed a table of full-time employees funded by the general levy. The Staffing levels would remain the same from 2023 to 2024, with the full-time Staff number at 34.

Mayor Pro Tem Butler asked if the lower-paid employees have been assessed to see if a raise is needed in line with inflation. Ms. Heyman stated the City has worked with the union.

Dr. Edwards added the Equity and Human Resources Department is also working to review the fairness of wages across the City.

Ms. Heyman explained the Administration/Engineering Division provides technical and management services for infrastructure improvements, administration of the state aid street system, traffic engineering, mapping, review of proposed developments and plats, preparation of special assessments rolls, and general office and fieldwork services such as surveying, inspection and providing public information.

Ms. Heyman stated the Street Maintenance and Traffic Control Division provides maintenance of streets, sidewalks, and trails. The activities include patching, seal coating, crack sealing, sweeping, minor sidewalk repair, streetscape maintenance, trail system maintenance and snow/ice control. The Division also provides maintenance, replacement, and inventory of signage and pavement markings and the operation and maintenance of traffic signals.

Ms. Heyman noted the Park Facilities Maintenance and Forestry Division provides maintenance and repair of playground equipment, park shelter buildings, picnic shelters, athletic fields, tennis courts, skating/hockey rinks, irrigation systems, bleachers/benches, restroom and dumpster enclosures, park turf maintenance, park landscape and flower maintenance, litter pick-up, collection of refuse, administers the Adopt-A-Park/Trail/Street program, manage gas and electric service to shelters and park lights, and manages rental/service charges for portable restroom facilities. As for the Forestry portion, Staff provides maintenance and reforestation of trees in parks, boulevards, and other public lands. This fund provides for a Registered Tree Contractor Program, support of the City's Diseased Tree Program and the services of a Certified Tree Inspector.

Ms. Heyman added the Government Buildings Division provides for the ongoing cleaning, maintenance and repair of all Government Buildings, including city hall, community center, city garage, and fire station buildings and grounds. In addition, the Staff provides some maintenance support for the police building, liquor stores, and Centerbrook Golf Course. These expenses are charged directly to their respective funds.

Ms. Heyman pointed out there has been an increase in material needs and costs. For example, winter is warmer and snowier, with more temperature variations. There is a need for more salt for snow events, so there is a request in the budget for an additional 200 tons of salt. She showed a chart with the increased need for salt and the price per ton over the recent years.

Ms. Heyman added there is also a need for critical replacements within the Central Garage for sustainable operations. The budget requests a three percent increase in the Central Garage funding.

Ms. Heyman stated the budget proposal includes new initiatives. The purpose of the $130,500 proposal is to build out a City-wide beautification and litter prevention program. A City Community Engagement Specialist would build a network of volunteers to host and participate in

clean-up events throughout the year. This Staff member will also explore other programming, educational tools, and marketing campaigns to aid in litter prevention. The role would also build out the City's Public Art program. As for a financial impact, the request is for a $87,000 increase in general levy funds and a $43,500 increase in Stormwater Utility funds. Ms. Heyman pointed out that the proposal is an alternative to creating a sanitary department, costing $750,000.

Ms. Heyman added there is a proposal for seasonal worker talent attraction. The purpose of the $70,077 proposal is to attract a larger pool of candidates to Public Works' seasonal worker program, so the Department can continue to deliver key spring and summer services such as litter clean up, garbage collection, mowing, pothole filling, and weed prevention at their usual frequencies.

Ms. Heyman explained that, like many other entities, both locally and nationally, Public Works has had difficulty finding people to fill seasonal positions. The Department typically hires 15-18 seasonal workers every spring; however, in early June of 2023, the Department had only hired 10 Staff. This proposal increases the starting hourly wage for seasonal workers from $16.97 to $20.00 and increases each subsequent salary step by a similar amount. Regarding financial impact, there would be a $28,585 increase in operating funds and a $41,492 increase in Utility funds.

Ms. Heyman noted another operational innovation is considering the purchase of an asphalt recycler. This $100,000 proposal aims to provide residents with more efficient street operations and maintenance while minimizing the City's exposure to rising asphalt costs. An asphalt recycler heats old chunks of pavement and recycles them into a product that can be used to fill potholes and do other street repairs.

Ms. Heyman explained that producing a portion of asphalt in-house would make Public Works more resilient in the face of climate change and allow Staff to fill potholes earlier in the spring with a more durable product. Climate change has made Minnesota winters warmer and snowier, with more temperature variations. Increased temperature variation in the winter means more potholes in the spring, as pavement wears faster if it continually expands and contracts with shifting temperatures, and more potholes mean higher asphalt needs. An asphalt recycler would decrease the amount of asphalt the City would buy while minimizing exposure to rising asphalt costs. The cost of asphalt increased from $75.00 per ton to $91.50 per ton in one year.

Ms. Heyman pointed out an asphalt recycler would give Public Works access to a more durable pothole-filling product earlier in the spring season. Public Works must wait until the Saint Paul asphalt plant opens in the spring to buy 'hot mix' – a durable asphalt product used for pothole filling. Before the plant opens, Public Works only has access to 'cold mix,' an asphalt product that can pop out of a pothole hours after application if pressure is misapplied. Most cities in the region buy the hot mix from the Saint Paul plant. With the higher demand for asphalt due to temperature variations, accessing hot mix in the spring has taken longer. An asphalt recycler would allow Public Works to start filling potholes when the street ice clears.

Councilmember Jerzak asked if an asphalt recycler would have a return on investment and if other cities are using a similar implement. Also, he asked if the City has the Staff and the expertise to run the equipment or even the space to store the machine.

Ms. Heyman stated there was a rough estimate of the investment return of the asphalt recycler where the City would break even in five to 12 years. It depends on the amount of potholes and other street maintenance efforts. Councilmember Jerzak pointed out that the change in technology and the life span of the equipment is an unknown variable.

Ms. Heyman added the machine would be innovative in Minnesota, but cities in Michigan have purchased the equipment. The machine can be operated in-house with existing Staff.

Commissioner Brown asked about the type of minerals that would be used. Ms. Heyman stated it is just a piece of equipment and doesn't add anything to the streets beyond what it recycles.

Commissioner Brown asked what would happen to change the proposal from a nice-to-have to a need-to-have request. Ms. Heyman stated it is hard to determine the future price of asphalt due to high variability. However, there is a statewide need for more asphalt due to more and more potholes.

Councilmember Jerzak stated equipment has gotten much more significant over time. There needs to be consideration of long-term planning in terms of technological innovations and physical space for storage. He suggested working with Metro Transit to use some of their storage facility.

Ms. Heyman stated Metro Transit is unwilling to give up storage space, even temporarily. She previously recommended a capital planning study, and Staff is developing the presentation. The Central Garage would be included in the assessment.

Councilmember Jerzak stated the Community Engagement Specialist is funded under the Office of Community Prevention, Health and Safety. Also, public art was funded in the previous year with a grant for a resident artist. Several coordinated efforts are already in place to promote beautification, and the programming would fit better in another Department.

Ms. Heyman noted her agreement. Beautification is a focus of the Public Works Department. Ideally, there would be a new Division for sanitation, which is impossible in the budget. Ultimately, Public Works wants to support the role, even though it might not be within the same Department. There is a need for collaboration across Departments to make individual programming more successful.

Commissioner Moore pointed out an Arts Commission in the City without any members. Also, several community organizations have adopted parks, and the Parks and Recreation Commission is also committed to beautification. Beautification does not need to be handled by Public Works.

Commissioner Moore stated the $130,500 for the role is a lot of money. It is more than some Directors are paid. It would fit better in the Office of Community Prevention, Health and Safety. The community survey showed a preference for supporting public safety above all else.

Commissioner Moore added there are proposals for community engagement across several Departments. The Directors must collaborate for community engagement rather than the Public Works Department taking on litter.

Councilmember Jerzak stated the Department has been struggling with graffiti. He suggested surveillance efforts to mediate the property destruction. Dr. Edwards stated that the Staff has met regarding park safety and is developing a plan. The cameras would likely be included in the Public Safety Department budget.

Ms. Heyman added the cameras also require funding for monitoring and anticipated software costs over the long run.

Ms. Heyman stated the $130,500 includes a full-time position with a $60,000 salary and benefits. The proposal also includes funding for resources to do the work, such as a marketing campaign and clean-up materials. She agreed the initiative would be a joint proposal between Ms. Turk, Mr. Wiseman, and herself.

Councilmember Lawrence-Anderson asked for more information on the striping materials budget line and the need to paint the crosswalks twice a year. Ms. Heyman stated the City is responsible for maintaining crosswalks, even on County roads. Due to the high traffic on some roads, there is a need to increase the painting frequency.

Councilmember Lawrence-Anderson noted a previous mention of making the crosswalks more artistic. Dr. Edwards stated there was discussion about using curbs or public parks to promote beautification during strategic planning. However, it didn't specifically include crosswalks.

Councilmember Lawrence-Anderson suggested street sweeping after the helicopter leaves fall from the trees. Ms. Heyman stated the street sweeper is behind as it is. There would need to be additional funding to add another sweep. The street sweeper is sent out almost daily, and additional Staff or machinery would be needed to increase services.

Commissioner Moore asked if the line item for minor equipment undersupplies referring to diverting $15,000 is for Mr. Wiseman's proposed position. Ms. Heyman stated there are multiple shifts between the park's and facilities budgets to consider landscaping.

Commissioner Moore noted there is another moving of funds under repairs and maintenance. Ms. Heyman stated the funds were moved because the budgets were consolidated.

Commissioner Moore asked what the financial impact of the seasonal worker talent attraction proposal would be in 2025, such as benefits or cost of living increases. Ms. Heyman stated there aren't any benefits because it is a seasonal position or because the cost of living increases. There is a pay scale with seasonal steps for returning workers.

Commissioner Brown asked what initiatives are in place to address litter. Ms. Heyman stated there are several efforts in place to counteract litter. However, there isn't a position specifically focused on litter.

Mayor Pro Tem Butler asked if any playgrounds are slated for improvements in 2024. Ms. Heyman stated a few playgrounds still need upgrades, but the details are in the Capital Improvement Plan (CIP).

Mayor Pro Tem Butler noted she had a family member visit, and the visitor thought the Brooklyn Boulevard improvements were attractive. Businesses need to be held accountable to care for their properties. Ms. Heyman agreed that the Staff wants to collaborate with local businesses to promote a more attractive community.

Mayor Pro Tem Butler called for a short break.

4c. FIRE DEPARTMENT & EMERGENCY PREPAREDNESS

City Manager Reggie Edwards introduced the item and invited Fire Chief Todd Berg to continue the Staff presentation.

Chief Berg explained the mission of the Brooklyn Center Fire Department is to protect lives and property from the adverse effects of fire and other dangerous conditions, whether manmade or acts of nature. This will be accomplished through public education and a commitment to excellence in training and superior customer service. The vision is a Department that promotes an environment of tolerance and trust and is responsive to the community's needs and concerns, a Department dedicated to continuous improvement in every detail of the services we provide, and a Department recognized by the community and our peers as a model of excellence in providing fire protection, EMS and related services.

Chief Berg stated The Brooklyn Center Fire Department is a progressive, full-service, paid-on-call department that provides fire suppression, emergency medical response, public education programs, and inspections of buildings within the community. The Department has an authorized strength of 40 paid-on-call, though currently at 20, part-time firefighters who work out of two fire stations, and employ a full-time Fire Chief, who also serves as the Fire Marshal, and Emergency Management Coordinator, a full-time Deputy Fire Marshal, a full-time Fire Inspector/Public Education Specialist, a full-time Fire Inspector/Community Liaison Specialist, and an Administrative Coordinator.

Chief Berg noted the full-time Fire Inspector/Community Liaison Specialist is the newest position in the Department. He showed the organizational chart for the Fire Department and a chart showing Staffing numbers. He pointed out that next year's budget discussions will include requesting a full-time overnight duty crew for two full-time positions.

Councilmember Lawrence-Anderson asked if the budget request is for 20 or 40 positions the Department is authorized for. The pay for firefighters is entirely too low. The seasonal workers are paid more than the firefighters.

Chief Berg explained that paid on-call firefighters have next to no experience. The Department pulls applications twice per year, and the recruits get paid to go to school that the Department pays

for. There would be substantial financial implications if the wages were to be raised, as all firefighters would need a raise. Some funding available to the Department may be utilized to reorganize the pay structure.

Chief Berg explained to achieve a safe, secure, stable community, the Department plans to provide a 24-hour duty crew in 2024 to ease the burden of callbacks for paid-on-call Staff, continue to increase the safety of the community by offering Home Safety Surveys, Hands-
Only CPR and installation of Smoke and Carbon Monoxide Detectors, visit all elementary schools during Fire Prevention Week and educate approximately 1200 school-aged children on fire safety, continue Fire and Fall safety for older adults, continue to engage with the community in various ways through positive interaction and education opportunities, inspect every building in the City at least once every three years, and recruit five or more additional paid-on-call firefighters. Referring to the proposed duty crew, there is a plan to apply for a grant to pay for additional salaries and new gear for up to three years.

Dr. Edwards pointed out that Staff will present the potential funds for the Council. The funds are not part of the current budget request.

Chief Berg added to promote inclusive community engagement in Brooklyn Center, the Department plans to visit all elementary schools during Fire Prevention Week and educate approximately 1200 school-aged children on fire safety, continue Fire and Fall safety for older adults and continue to engage with the community in various ways through positive interaction and education opportunities. Overall, the Department will continue to operate with the City's values of Operational Excellence and Customer Intimacy while executing the priorities.

Chief Berg stated the budget highlights include implementing a 24-hour duty crew, celebrating the 75th anniversary of the Brooklyn Center Fire Department, and replacing gear and helmets for firefighters. He showed a table with a summary of the proposed expenses. There is a 12 percent increase overall, which would mean an increase of about $300,000 to the budget.

Chief Berg noted the Fire Department is still collecting data and considering the impacts of COVID-19. An emergency preparedness plan reflection is underway, which is mandated every five years. Chief Berg pointed out there are some issues with Staff overturn lately.

Mayor Pro Tem Butler asked if the change in weather has been discussed and considered by the Department. Chief Berg confirmed emergency management meetings with other Fire and Police Chiefs include discussion about the changes in weather and weather events. The discussions have impacted the City's hazardous mitigation plans.

Councilmember Jerzak asked why the Department hasn't brought a proposal to the Council regarding protecting the assets within the Fire Department. There needs to be a plan sooner rather than later regarding paid-on-all Staff. Public safety is the primary concern shown by the community survey. Commissioner Moore noted she had a similar concern as Councilmember Jerzak.

Commissioner Moore asked if the Chief, in his role as Fire Marshal, has assessed the burned-up Target building to determine if it can be utilized or needs to be torn down. Chief Berg confirmed the building had been toured multiple times. Staff is on the path to demolition, but there are some hoops to jump through. Ultimately, the project would primarily fall under Mr. Anderson's purview.

Chief Berg stated the guidance from current grant funding regards one-time purchases rather than ongoing costs. An essential item for the Department is fire training completed in EDA-owned properties. It is also difficult for the Department to keep up with affording innovative technology.

Councilmember Jerzak asked if Chief Berg believes the Department has the necessary resources to do its job. Chief Berg stated the hiring process takes longer than he would like. Thankfully, the paid-on-call firefighters are willing to do much for the Department.

Councilmember Lawrence-Anderson stated the firefighters may be burned out under the current structure. She suggested the Chief create a five-year plan to present to the Council regarding building resources and Staff within the Department.

Dr. Edwards stated Staff has been discussing ways to increase funding to the Department sustainably. The Department is not in an unhealthy place, but the additional five or more firefighters would help the Department be more stable and sustainable.

4d. POLICE DEPARTMENT

City Manager Reggie Edwards introduced the item and invited Police Chief Kellace McDaniel to continue the presentation.

Chief McDaniel explained the mission of the Police Department is to protect and serve in a manner that preserves the public trust. As law enforcement and community stakeholder, the Department's vision is commitment to helping to provide an exceptionally safe and secure community for all residents, businesses, visitors and those who work within the City of Brooklyn Center with great dignity and respect.

Chief McDaniel noted there are five divisions within the Police Department. The Administration Division provides the overall leadership and management oversight of the Department. It ensures that proper funds and resources are allocated as efficiently as possible to reduce crime and life-safety issues.

Chief McDaniel stated the Investigative Division handles approximately 1,000 felony-level cases that need an advanced level of police investigation beyond field-level information gathering. The work includes advanced-level evidence recovery and applying those results to aid in suspect identification, such as DNA and physical property evidence. It moves the investigation from probable cause to beyond a reasonable doubt. The Division directly partners with Hennepin County Attorney's Office, Hennepin County Child Protection Services, Hennepin County Adult Protection, and Corner House Child Advocacy and Interview Services.

Chief McDaniel stated the Patrol Division is the primary responder to 911 and emergency calls for service. Each year, the police department handles nearly 37,000 public safety incidents, about 100 calls in 24 hours. The Patrol Division has three part-time units that work together with the patrol officers to ensure that the best quality of service is delivered for each call: Domestic Abuse Response Team (DART), the Emergency Operations Unit (EOU), and Hostage Negotiation Team (HNT).

Chief McDaniel pointed out the Community Services Division has seven primary approaches to building partnerships within the community and promoting a City-wide collaborative approach to eliminating crime. The approaches include the Crime Prevention Program, Multicultural Community Liaison and Joint Community Police Partnership (JCPP), Hennepin County Embedded Social Worker, Juvenile Unit, Commercial Area Street Crimes Unit, Police Cadet Program, and Crime Analysis.

Chief McDaniel added the Support Service Division prepares all police reports in a format that can be used for review and dissemination of crime information and reports accurate crime data to the state of Minnesota from the records that our agency generates. Each year, the Police Department processes nearly 5,000 detailed reports, and the Division fulfills all data requests made by the public, media, or other public safety partners.

Chief McDaniel showed the organizational chart for the Department. He noted he wants to update the chart to reflect all divisions. There are several unfilled positions. As of August 19, 2023, the Department has 37 active sworn officers and 34 total available sworn officers. Two officers are on medical leave, while one is in field training. The 34 available officers include the Chief of Police, three commanders, five sergeants, five detectives, and 20 patrol officers. In his year with the Department, he has sworn in 11 officers.

Chief McDaniel showed a table with the Staffing levels. In 2023, the Department was authorized for 65.64 personnel. The 2023 proposal is for 68.54 personnel. The total authorized sworn Staff is 48 without the grant-funded Auto Theft Officer. In 2022, three positions were frozen. In 2023, two positions were unfrozen. In 2024, the third position is proposed to be unfrozen. There is a hope to reallocate the positions of School Resource Officer, Auto Theft Officer, and Detective Trainee to Patrol. There is also a request to add two sworn officers and one civilian Staff to help with evidence and property.

Councilmember Jerzak asked how the three new positions relate to the Labor Study. Chief McDaniel explained the proposal is only the first phase of implementing more recommendations from the Labor Study.

Councilmember Jerzak pointed out that the Labor Study showed the need for additional civilian Staff. Chief McDaniel stated an evidence and property civilian role is open. There is an opportunity to cross-train.

Councilmember Jerzak asked if there is money in the budget to offer incentives for retention or lateral hires. Chief McDaniel pointed out that several officers are working overtime and going above and beyond for the Police Department. The Department has created a recruitment team

which has generated several referrals. The lateral transfer requirements remain the same, and the Department has obtained a few lateral transfers.

Councilmember Jerzak asked for the Chief's thoughts on the alternative response program. Chief McDaniel stated for the alternative response team to work, there needs to be buy-in from both the community and law enforcement. The Department supports the alternative response option. In an ideal world, Chief McDaniel would oversee the program to ensure the most efficient communication between sworn officers and alternative responders.

Councilmember Lawrence-Anderson pointed out that $324,500 was budgeted for overtime in 2023. The year-to-date number is just under $300,000. There could be almost double spent on overtime than was budget. Chief McDaniel confirmed the Department is short-staffed, hence the proposal for more officers.

Councilmember Lawrence-Anderson asked what the Department needs to help them recruit personnel. For example, Brooklyn Center Community Service Officers make less than Brooklyn Park Community Service Officers, and Brooklyn Park offers benefits to Community Service Officers. Therefore, the Department loses Staff to Brooklyn Park.

Chief McDaniel stated he would speak with the recruitment team regarding Community Service Officers. On the whole, Brooklyn Center offers similar pay and benefits as other Community Service Officer programs. Brooklyn Center continues to be an excellent place to work, which is an intangible benefit.

Dr. Edwards stated the City doesn't have the resources to match what Brooklyn Park offers. The Staff has worked hard to promote retention and recruitment. Part of that effort shows up in the overtime pay offerings.

Councilmember Lawrence-Anderson noted it was unclear in the budget where incentives for officers would fall. Chief McDaniel stated more information on incentives is included in his presentation on Departmental highlights.

Councilmember Jerzak asked if the Department has the necessary resources to become fully staffed. There is a big difference between fully funded and fully staffed. There needs to be rewards for people who step up to fill open shifts. Chief McDaniel agreed he would like to be fully staffed and able to offer additional incentives to Staff.

Mayor Pro Tem Butler requested that Chief McDaniel complete his presentation as they were already overtime.

Chief McDaniel explained the first goal for the Department in 2024 is to stabilize department staffing levels and address diversity and equity in hiring. The action steps are to continue to offer a lateral incentive but to include making it competitive with other agencies, continue to keep the job application city and Post Board sites open longer to attract suitable solid applicants, expedite the hiring process due to surrounding agencies competing with a faster process to attract applicants,

go out to High Schools and Colleges to educate and attract individuals that still want a career in Law Enforcement, and establish a team that is dedicated to creating new ways for recruitment.

Chief McDaniel noted another goal is to increase Staff training, especially in Crisis Intervention Training (CIT), an additional form of de-escalation. They plan to incorporate Diversity Training into the annual in-service curriculum, increase staff knowledge and training related to crisis intervention, educate the community with Public Service Announcements (PSAs) at community events and or speaking engagements, and ensure that Staff is up-to-date on modern technology as there are frequent changes which would include, computers in squads, report writing, radio protocols, internal/external communication.

Chief McDaniel stated the next goal for 2024 is to increase neighborhood engagement. The Department plans to engage with local watch captains to address neighborhood issues and promote City resources, continue to host small neighborhood area meetings with the assistance of City funds, continue to partner with other departments to continue to come up with response plans in emergencies and to create a Community Engagement Team to help build a trusting relationship between the community and the Police Department.

Chief McDaniel added the last goal is to increase transparency in the Brooklyn Center Police Department. The Department plans to implement a department data dashboard on the City website, continue to reinitiate and expand department social media accounts and utilize other social media outlets to promptly address incidents to the public and City Council.

Chief McDaniel pointed out several budget highlights, such as new technology for investigations to stay up-to-date, camera trailers, additional policing equipment, drone technology, starting up a K-9 program, and increased police personnel and recruitment.

Chief McDaniel showed a slide with a summary of expenses for the proposed Police Department budget. The proposed budget increase is 9.36 percent, most dedicated to personnel.

Mayor Pro Tem Butler noted the City is authorized for 28 officers currently, but there is a request for additional personnel and another detective. There are currently 20 officer positions filled. The current ask would require 12 additional officers, but it seems unlikely to recruit and train 12 officers in one year. Therefore, it seems fiscally irresponsible. Nonetheless, she would like to add a detective to help with investigations.

Chief McDaniel stated the Department needs the three additional officers that are requested. Also, he is not asking to add all 12 officers simultaneously. There is a plan to add a few officers each year over the next couple of years, which is more feasible for the budget.

Councilmember Jerzak suggested putting community outreach personnel in each sector. There could be an opportunity for mentorship by senior officers. Also, the one-time purchase of additional equipment will support law enforcement responsibilities without spending much money over time.

Chief McDaniel stated the neighborhood captains provide a lot of support throughout the sectors, but he agreed it would be ideal to have dedicated officers for each sector. He added that equipment, such as the camera trailers, significantly impacts the community at a relatively low cost. There is a request for two cameras, although the City would benefit from more.

Councilmember Kragness asked if there is a recommendation from Chief McDaniel regarding the grant for public safety dollars. Chief McDaniel stated some of it would be used to start up K-9, and most of it would be used to promote retention within the Police Department. Some of it would also go to upgrade the evidence room and support the camera trailers' cost.

Councilmember Lawrence-Anderson asked if cameras in the park would fall under the Parks and Recreation Department or a public safety entity. Chief McDaniel stated the City has a contract with a camera business. The cameras are placed strategically in cooperation with the Investigations Division. He agreed additional cameras would be beneficial for the City.

Commissioner Moore stated Crystal has had an excellent program for Community Service Officers, including benefits, and they are smaller than Brooklyn Center. Chief McDaniel agreed Crystal has a vital Community Service Officer (CSO) program, and he has met with their Police Chief regarding CSOs. Commissioner Moore explained her experience with serving on the Crystal City Council showed the importance of a strong CSO feeder program.

Commissioner Moore asked if there are currently 10 CSOs. Chief McDaniel stated the number is skewed because there are varying hours for CSOs and some are returning to school. Commissioner Moore added a significant increase in stray animals in the community. That is yet another reason to add more Community Service Officers.

Councilmember Jerzak said he didn't hear anything about the increase in LGA money. Dr. Edwards explained there is an increase in LGA, and half of that money will go into the general fund and half into the Capital Improvement Fund.

5. NEXT MEETING AUGUST 30, 2023 – 6 p.m.

Mayor Pro Tem Butler stated the next budget meeting is August 30, 2023.

6. ADJOURNMENT

Mayor Pro Tem Butler adjourned the meeting at 12:27 p.m.

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
AUGUST 28, 2023
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor April Graves at 6:14 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, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

CITY COUNCIL DISCUSSION OF AGENDA ITEMS AND QUESTIONS

City Manager Reggie Edwards pointed out some Councilmembers are interested in moving up Work Session Item 3. Resolution Amendment - Due to the lengthy discussion, the Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act.

Mayor Graves asked if the other items on the Work Session are time-sensitive. Dr. Edwards confirmed all items on the Work Session agenda are time-sensitive. He pointed out speakers are present to address Work Session Item 1. Concept Review for 6010 Earle Brown Drive and Discussion on Potential Changes to MX-B District to Allow for Places of Religious Assembly.

There was consensus by the Council to switch Work Session Item 3. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 2. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan to become Work Session Item 2. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 3. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan.

MISCELLANEOUS

DISCUSSION WITH BROOKLYN CENTER COMMUNITY SCHOOLS

Dr. Edwards explained he has a monthly meeting with Superintendent Baker. He suggested

scheduling a joint meeting between Brooklyn Center Community Schools (BCCS) and the Council. The purpose would be to build a strategic partnering relationship and to share strategic directions. The hope is to establish scheduled reoccurring joint meetings between the two elected bodies. The proposed joint meeting is on Monday, October 23, from 4:00 p.m. to 5:30 p.m.

Mayor Graves agreed it was a good idea, and the meetings have been successful. A quarterly meeting could work.

Councilmember Butler agreed a quarterly meeting would be beneficial. She pointed out the meeting time would require her to leave work early and create a very long meeting. Dr. Edwards explained the School Board meets at the same time as the Council, and the timing would coincide with the School Board's Work Session time.

Councilmember Jerzak noted there are four school districts represented in Brooklyn Center. He asked why the Council wouldn't meet with all of the districts.

Mayor Graves stated the City has had a stronger relationship with BCCS because they only serve Brooklyn Center while the other districts serve many cities.

Councilmember Jerzak suggested Staff reach out to the other districts to see if there is interest on their end. He noted his agreement with Councilmember Butler concerning the timing of meetings scheduled for one evening. He requested the agendas remain short.

Dr. Edwards confirmed he would reach out to all of the superintendents. He noted it could be beneficial to meet with all four districts simultaneously rather than scheduling numerous additional meetings for the Council.

Councilmember Kragness noted she looks forward to meeting with local districts and will make it work to attend.

There was consensus by the Council to schedule the proposed meeting with BCCS on Monday, October 23, 2023, from 4:00 p.m. to 5:30 p.m.

DISCUSSION OF WORK SESSION AGENDA ITEMS AS TIME PERMITS

CONCEPT REVIEW FOR 6010 EARLE BROWN DRIVE AND DISCUSSION ON POTENTIAL CHANGES TO MX-B DISTRICT TO ALLOW FOR PLACES OF RELIGIOUS ASSEMBLY

City Planner Ginny McIntosh explained City Staff has communicated with Trinity International Fellowship, a non-denominational ministry based out of Liberia, who has expressed interest in purchasing 6010 Earle Brown Drive, which has been home to MinMor Industries since 2008. MinMor provides print, design, and manufacturing services and primarily works in the printing, packaging, and promotions industries. The property has been on the market for a few years now.

Ms. McIntosh noted that the City Staff and the architect working with Trinity International Fellowship held numerous conversations surrounding the intended use of the Subject Property and potential impacts on the overarching MX-B District. Numerous concerns and considerations were outlined as part of the discussions. Ultimately, the architect, in conversation with Trinity International Fellowship, requested that the City Council weigh in on the proposal in the form of a concept review work session.

Ms. McIntosh stated the concept review process is an opportunity for the City Council to review a development concept before a formal proposal from an applicant, provide comments, ask questions, and indicate whether or not the City would generally be open to the project. These also provide insight to City Staff and the applicant regarding the City Council's level of interest and any specific concerns related to the project.

Ms. McIntosh added concept reviews are considered advisory and non-binding to the City and 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 proceeds, they are subject to the whole City review process.

Ms. McIntosh pointed out the subject property was initially approved as an approximately 20,000-square-foot bank and drive-thru in 1988. It was zoned C2 (Commerce) District, allowing financial institutions and office buildings and providing 118 on-site parking spaces.

Ms. McIntosh stated Trinity International Fellowship notes an existing membership of between 180 and 250 members since its chapter opened in 2018 and intends to purchase the property 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—plans for a multi-phase expansion plan towards Highway 100 to accommodate future membership growth.

Ms. McIntosh noted that the City Staff reviewed the provided narrative and plans. The initial phase would accommodate a 1,200-square-foot sanctuary, stage, bookstore, food shelf, office space, and group meeting rooms. Future phasing would again provide a dedicated food shelf, book store, pastoral offices, group meeting rooms, classrooms, basement dedicated to children's play area, nursery, and classrooms, and an expanded 5,300-square foot sanctuary and stage. Ms. McIntosh showed a proposed phase floor plan.

Ms. McIntosh stated assuming a membership of 250 and parking calculated under "assembly" use, and without consideration for additional staffing, a minimum of 84 parking spaces are required. If the same calculation was used, the Fellowship could only grow by less than 100 members before minimum parking would no longer be met on-site. If calculating parking using building occupant load, the existing building assumes 426 occupants; this would require 142 on-site parking spaces, 24 spaces short.

Ms. McIntosh added if calculating parking using the building occupant load, the proposed future building expansion would more than double the occupant load to 928 occupants. This would

require a minimum of 310 on-site parking spaces, 192 spaces short. There are concerns surrounding ingress/egress as Subject Property assumes traffic concentration at the 4-way stop intersection of Summit and Earle Brown Drive. There is consideration of NSP easement along Highway 100 and building setbacks if expansion occurs.

Ms. McIntosh pointed out "Places for Religious Assembly" permitted through approval of a Conditional Use Permit (CUP) in the R1 (Low-Density Residential), R2 (Medium Low-Density Residential), C (Commerce Service/Office), and I (General Industry) Districts—a majority of existing religious assembly users located in R1 District.

Ms. McIntosh explained the City reviewed options. First, re-zoning was considered, but it is not an option due to adjacent zoning. Another option was to amend the existing MX-B District to allow for "Places for Religious Assembly," likely through a CUP process. There are currently 38 properties under this zoning designation. The district is intended to "accommodate for a mix of business and light industrial uses, which supporting retail/service uses."

Ms. Mcintosh noted the uses currently permitted under MX-B include medical/health uses, animal hospitals, commercial animal establishments, brewpubs, micro-wineries, micro-distilleries, office, automobile/truck repair and service, manufacturing, assembly, processing of products, artisan production, wholesale, and business/trade/post-secondary schools.

Ms. McIntosh added 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 the building. As for overall traffic flow/circulation, many current MX-B properties appear to be off-loop roads or cul-de-sacs. There is a potential to trigger building "change of use," which requires additional considerations such as installing panic hardware, fire separation/protection measures, and installing an elevator.

Ms. McIntosh noted the Council is asked to 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.

Ms. McIntosh pointed out some considerations, including if aspects of the site layout, architecture, or form of the presented site plan for 6010 Earle Brown Drive that are concerning to the Council, if the development plan in keeping with the City's future land use plan and long-range vision for the area, and if the proposed amendment to the MX-B (Business Mixed-Use) District forward the City's strategic priorities.

Councilmember Lawrence-Anderson asked what tax base Ms. McIntosh was referencing in the memo. Ms. McIntosh noted a number of uses fall under tax-exempt, such as cemeteries or religious gatherings. The property currently generates about $13,000 in taxes for the City. The burden is shifted to residents, and the City doesn't necessarily lose that money.

Councilmember Jerzak agreed parking is a concern, and there would be considerations of implications on sprinkler systems. While he welcomes the church and its mission into the community, it doesn't fit the proposed site.

Mayor Graves asked how long the site had been empty for. Ms. McIntosh stated the property has been for sale for a few years.

Mayor Graves asked if there is a different parking formula depending on the use of the space as a religious gathering place. Ms. McIntosh stated she assumed an assembly use for the space, which assumes three people per car.

Councilmember Jerzak noted concerns about the low amount of growth available in the space.

Nyenatee Davis, the pastor at Trinity International Fellowship, introduced himself. He stated the parking concerns would balance out due to service times. The congregation has already been meeting since 2019, and they love the diversity of Brooklyn Center. They have done a lot of community service in the City and hope to find a permanent meeting space.

Councilmember Kragness asked how many members the congregation currently has. Mr. Davis stated there are about 180 participants, but usually 100 people at each event. The numbers include children.

Mayor Graves asked if the congregation had vans or buses. Mr. Davis stated they don't have any vehicles but are interested in purchasing a bus to help serve the community.

Mayor Graves stated the benefits of the church easily outweigh any issues with the tax base. Her primary concerns are parking and retrofitting an industrial building. Ms. McIntosh stated most users would have a similar issue retrofitting the space. The issue is the cost rather than the conversion itself.

Mr. Davis stated any bus would be housed at a different location, which wouldn't impact parking. As for retrofitting, they have a lot of money saved to make the space work for their church.

Councilmember Kragness and Councilmember Butler noted their support of the concept.

Mayor Graves thanked the applicants for their interest in Brooklyn Center.

ADJOURNMENT

Mayor Graves adjourned the meeting at 6:45 p.m.

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
AUGUST 28, 2023
CITY HALL – COUNCIL CHAMBERS

1. INFORMAL OPEN FORUM WITH CITY COUNCIL

CALL TO ORDER INFORMAL OPEN FORUM

The Brooklyn Center City Council met in Informal Open Forum called to order by Mayor April Graves at 6:45 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, Assistant City Manager/City Clerk Barb Suciu, Director of Public Works Elizabeth Heyman, Planner and Zoning Administrator Ginny McIntosh, and City Attorney Jason Hill.

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

Lori B. stated there is extreme harm occurring in the city. Silence is violence. There was hope of creating a community-based review board to increase transparency within the Police Department and to reduce racial profiling. The city is reverting to getting tough on crime and promoting the use of force.

Lori B. stated a close friend from Africa was staying with her last November. He was restrained and tazed in her home for refusing a consent search. She has video footage showing that her friend was entirely compliant otherwise. Lori B. filed a complaint, but it was considered not sustained. Therefore, Officers Billman and Stein were absolved of any wrongdoing.

Lori B. noted she stopped to help a Liberian woman with a mental health crisis. Four patrol cars were there, and officers held the woman down on the ground. Officer Pastor threatened to arrest Lori B. by offering to help the woman. Officer Stein was also present. Lori B. added a Kenyan resident of Brooklyn Center confided in her about the racism he experienced at the hands of Officer Stein.

Lori B. stated just yesterday, she witnessed a black woman experiencing a mental health crisis. There ended up being more than six police cars and more than ten officers responding to the event. The woman's pants had fallen during the interaction, but law enforcement continued to hit her. Under Travis' Law, a mental health worker should have responded first.

Lori B. explained the Brooklyn Center Police Department is still getting paid to harass and mistreat people of color and immigrants in Brooklyn Center. She noted her concern with rewriting the original resolution. She added it would be ineffective for an alternative response team to be housed within the Police Department. The fourth anniversary of Kobe Heisler's death is coming up soon.

Mayor Graves asked for speakers to keep their comments under two minutes.

Julie B. stated she was shocked and disheartened to hear that cameras had already been purchased and placed around the community. There was no community engagement in the decision. Brooklyn Center has a large population of immigrants who left their homes due to government surveilling and mistreatment. There was no transparency in the process, nor was there any community input.

Julie B. noted she does not feel any safer with cameras around, and even the recording of the Council meetings makes people uncomfortable. The surveillance makes many community members feel unsafe entering the space with the Council.

Julie B. added she has had to increase her heart medication three times in recent months because engaging with the Brooklyn Center City Council has triggered her.

Katie W. noted her agreement with the comments made by Lori B. and Julie B. The cameras are unnecessary at events or parks where children are playing.

Katie W. stated she could pick up her son's items, including his clothing and car. She met with Police Chief McDaniel to address some of her concerns. After picking up her son's car, she learned that the car was detailed. She had planned to donate the car to a civil rights museum in its original condition, and law enforcement was aware of that plan. Nonetheless, the car was cleaned. She was not allowed to clean up her son's blood or be present in the car as her son had left it.

Katie W. added one of her son's shoes was missing, which is disheartening. The city is not releasing the information about where the car was cleaned to see if they have the shoe.

Katie W. pointed out the Implementation Committee has worked tirelessly over the last two years, and their recommendations are not being considered. It is inappropriate for the resolution to be rewritten. It should be looked at consistently over time as an inspiration for bettering Brooklyn Center.

James E. commended the Council for the work that has already been done. It is time to limit how people come into Brooklyn Center rather than push people out. The city's position between Brooklyn Park and Minneapolis is an important consideration. The city can be pro-community and accepting of law enforcement by implementing a better strategy. Also, the city should bring a lawsuit against Walmart because it was a divestment. James E. stated that food, entertainment, and workforce housing can help the city choose how people enter the city.

Marquis Dwell-Armstrong noted he was involved in a car accident on the corner of Girard and 54th. His arm was broken, and the other driver was okay. There are no stop signs at the intersection. Some neighbors came out to help, and law enforcement also responded. He and the other driver were working well together.

Marquis explained when law enforcement arrived, the first officer yelled at him to sit down on the ground. He didn't end up sitting on the ground because it hurt his arm more, and the officer yelled at him again. The officer was aggressive for no reason. The officer also yelled at the other driver when she came to check on Marquis Dwell-Armstrong.

Marquis Dwell-Armstrong stated the neighbors told him there were consistent accidents at the intersection. The additional officers who arrived finally confirmed an ambulance was on the way. The officers agreed there are regular accidents at the intersection. Marquis Dwell-Armstrong suggested that stop signs be added to the intersection.

Devlin Wubbena stated the street near his home is being redone. The street fell into disrepair due to neglect. There is a highly high assessment of his property, even though he has been paying taxes at his home consistently for over 50 years.

Mr. Wubbena added he and his neighbor have had issues with water as well. The city did something with the water without warning the residents. For three days, water ran from his spicket, through his home, and out to the street. The neighbor stated her recent water bill was over $3,000.

Mayor Graves asked the two commenters to leave their name and contact information with the City Clerk so Staff can follow up on the concern.

Councilmember Jerzak moved, and Councilmember Butler seconded to close the Informal Open Forum at 7:01 p.m.

Motion passed unanimously.

2. INVOCATION

Councilmember Butler stated it is the 60th anniversary of the March on Washington. She read a portion of Martin Luther King Jr.'s speech, "With this faith, we will be able to hew out of the mountain of despair a stone of hope."

3. CALL TO ORDER REGULAR BUSINESS MEETING

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

4. 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, Planner and Zoning Administrator Ginny McIntosh, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

5. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Graves noted during the Study Session that the Council had a consensus to switch Work Session Item 3. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 2. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan to become Work Session Item 2. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 3. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan.

Councilmember Jerzak moved, and Councilmember Lawrence-Anderson seconded to approve the Agenda and Consent Agenda, as amended, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. June 26, 2023 – Executive Session
2. July 10, 2023 – Executive Session
3. August 14, 2023 – Study Session
4. August 14, 2023 – Regular Session

6b. LICENSES

MECHANICAL

Comfort Makers Mechanical Inc.	7018 Knox Avenue N Brooklyn Center 55430
Forced Air Inc. DBA Wenzel Heating & Air Conditioning	4145 Old Sible Highway Eagan 55122
Preventive Mechanical Service	1875 Buerkle Road White Bear Lake 55110

RENTAL

INITIAL (TYPE II – two-year license)

4201 Lakeside Avenue N, #111	Yohannes Seyoum

6436 Dupont Avenue N	AA Homes LLC
RENEWAL (TYPE IV – six-month license)	
2813 64th Avenue N	Everest Holdings, LLC
5312 Northport Drive	Hpa Us1 Llc
5555 Dupont Avenue N	Maria Magdalena Velez Velez
6437 Kyle Avenue N	United Hmong Investment Llc
6501 Brooklyn Drive	Dawn M Araya & Danilo Araya
6925 Scott Avenue N	Hamdi M Omar
RENEWAL (TYPE III – one-year license)	
3407 65th Avenue N	Soderberg Investments Llc
7256 Unity Avenue N	Unity Limited Partnership
4214 Lakeside Avenue	J E Shoultz & G R Shoultz
5349 Penn Avenue N	A M Abdullahi & Y M Noor
3818 Burquest Lane	Ayan I Yusuf
6807 Scott Avenue N	Gao Qiang Liu
7000 Oliver Avenue N	P E Enohnyaket/m Enohnyaket
7025 Newton Avenue N	Stephen & Michelle Branham
RENEWAL (TYPE II – two-year license)	
4501 Winchester Lane	TM Odeniyi & K Odeniyi
6337 Bryant Avenue N	Park Ave Homes Llc
RENEWAL (TYPE I – three-year license)	
4207 Lakeside Avenue N, #125	Don R Stenberg
4207 Lakeside Avenue N, #224	Justus3 Llc
6761 Humboldt Avenue N	Li-chwen Su
6777 Humboldt Avenue N	A Ryvlin & T Ryvlin

6c. AN ORDINANCE 2023-07; AMENDING CHAPTER 35 OF THE CITY CODE OF ORDINANCE REGARDING APPLICATION REQUIREMENTS FOR LAND DISTURBANCE PERMITS

Motion passed unanimously.

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

7a. PROCLAMATION OF RECOGNITION AND APPRECIATION FOR MINNESOTA STATE SENATOR SUSAN PHA FOR HER DEDICATION AND ADVOCACY IN SUPPORT OF STATE FUNDING FOR THE BROOKLYN CENTER COMMUNITY CENTER DURING THE MINNESOTA 2023 LEGISLATIVE SESSION

Mayor Graves read in full a proclamation of recognition and appreciation for Minnesota State Senator Susan Pha for her dedication and advocacy in support of state funding for the City of Brooklyn Center Community Center during the Minnesota 2023 legislative session.

Councilmember Jerzak moved, and Councilmember Kragness seconded to approve a proclamation of recognition and appreciation for Minnesota State Senator Susan Pha for her dedication and advocacy in support of state funding for the City of Brooklyn Center Community Center during the Minnesota 2023 legislative session.

Motion passed unanimously.

7b. PROCLAMATION OF RECOGNITION AND APPRECIATION FOR MINNESOTA STATE REPRESENTATIVE SAMANTHA VANG FOR HER DEDICATION AND ADVOCACY IN SUPPORT OF STATE FUNDING FOR THE BROOKLYN CENTER COMMUNITY CENTER DURING THE MINNESOTA 2023 LEGISLATIVE SESSION

Mayor Graves read in full a proclamation of recognition and appreciation to Minnesota State Representative Samantha Vang for her dedication and advocacy in support of state funding for the Brooklyn Center Community Center during the Minnesota 2023 legislative session.

Councilmember Jerzak moved, and Councilmember Butler seconded to approve a proclamation of recognition and appreciation to Minnesota State Representative Samantha Vang for her dedication and advocacy in support of state funding for the Brooklyn Center Community Center during the Minnesota 2023 legislative session.

Motion passed unanimously.

7c. RESOLUTION EXPRESSING RECOGNITION AND APPRECIATION FOR THE OVER 35 YEARS OF DEDICATED PUBLIC SERVICE OF RECREATION

DEPUTY DIRECTOR JOEL ERICKSEN

Mayor Graves read in full a resolution expressing recognition and appreciation for Recreation Deputy Director Joel Ericksen's over 35 years of public service. Recreation Deputy Director Joel Ericksen was present online.

Recreation Deputy Director Joel Ericksen thanked the Council for the recognition.

Dr. Edwards explained Mr. Erickson epitomizes commitment and loyalty. He was extremely reliable and willing to do anything for anyone.

Parks and Recreation Director Cordell Wiseman agreed Mr. Erickson's dedication is unmatched. He has an extremely caring demeanor and has greatly impacted the community.

Councilmember Jerzak noted he met with Mr. Erickson consistently over the years. Mr. Erickson is extremely steadfast and full of integrity.

Councilmember Jerzak moved, and Councilmember Lawrence-Anderson seconded to adopt RESOLUTION NO. 2023-79; a resolution expressing recognition and appreciation for the over 35 years of public service of Recreation Deputy Director Joel Ericksen.

Motion passed unanimously.

8. PUBLIC HEARINGS

8a. AN ORDINANCE 2023-05; AMENDING CHAPTER 19 OF THE BROOKLYN CENTER CITY CODE TO PROHIBIT THE USE OF CANNABIS AND HEMP PRODUCTS IN PUBLIC PLACES

City Manager Reggie Edwards introduced the item and invited City Attorney Jason Hill to make the staff presentation.

City Attorney Jason Hill explained the Cannabis Act legalized the possession and use of cannabis flower and cannabis products on August 1, 2023, meaning personal possession and use are generally no longer illegal under Minnesota law. The penalty established for using cannabis or hemp in public is a petty misdemeanor, as provided for in the Cannabis Act. The Cannabis Act does not specifically allow for use in public places as a misdemeanor or other more severe penalty. The city may, however, establish a fine for a petty misdemeanor offense. State statute allows a petty misdemeanor to carry a fine of up to $300. Attached is a draft ordinance that includes a fee of up to $200, but the Council may choose a different amount.

Councilmember Lawrence-Anderson asked if signage in the parks has been considered. Dr. Edwards stated that the Staff is developing an education program regarding cannabis, which includes signage discussions.

Mayor Graves explained she doesn't support criminalizing something that has been decriminalized. Alcohol is far worse than cannabis.

Councilmember Butler moved, and Councilmember Kragness seconded to open the Public Hearing.

Motion passed unanimously.

Kevin S. stated today's marijuana users are hallucinogenic. Secondhand smoke is also unsafe. At a minimum, wherever smoking cigarettes is not allowed, cannabis smoking should also not be allowed. For example, there doesn't need to be marijuana smoke at playgrounds.

Lori B. noted her agreement with Mayor Graves.

Councilmember Lawrence-Anderson moved, and Councilmember Jerzak seconded to close the Public Hearing.

Motion passed unanimously.

Councilmember Jerzak moved, and Councilmember Lawrence-Anderson seconded to adopt ORDINANCE NO. 2023-05; an ordinance amending Chapter 19 of the Brooklyn Center City Code to Prohibit the Use of Cannabis and Hemp Products in Public Places.

Mayor Graves voted against the same. Motion passed.

9. PLANNING COMMISSION ITEMS

9a. RESOLUTION 2023-80; REGARDING PLANNING COMMISSION APPLICATION NO. 2023-003 SUBMITTED BY THE CITY OF BROOKLYN CENTER FOR A CONDITIONAL USE PERMIT TO INSTALL A NEW PUBLIC USE DYNAMIC MESSAGING SIGN (6301 SHINGLE CREEK PARKWAY)

Dr. Edwards introduced the item and invited Planner and Zoning Administrator Ginny McIntosh to continue the Staff presentation.

Planner and Zoning Administrator Ginny McIntosh noted there are separate motions for each location of the proposed signs, but all requests will be covered in one presentation. Staff requests approval of conditional use permits to replace and convert three existing freestanding signs to allow for new freestanding signage with Dynamic Messaging (DMS). The proposed locations for replacement are the City Hall and Community Center, the West Fire Station, and the East Fire Station. The requests are part of a broader request by the City of Brooklyn Center to provide up-to-date community messaging and opportunities to reach the broader Brooklyn Center community. No off-premise advertising is permitted by DMS display.

Ms. McIntosh explained provisions for public use signage under Chapter 35 (Unified Development

Ordinance) of the City Code allow for one freestanding sign not to exceed 36 square feet in area and no more than 10 feet in all Districts where public uses are allowed, an additional freestanding sign where the use abuts two more streets, or one freestanding sign not to exceed 72 square feet in area and 15 feet in height.

Ms. McIntosh stated generally, no sign may project over or beyond the property line unless the supporting column(s) of a freestanding sign do not materially impede vision between a height of 2 ½ and 7 ½ feet above the centerline grade of the street, said sign shall be set back a minimum of 10 feet from the street ROWline. Also, public-use DMS signage is required to meet specific minimum standards under Section 35-6611.

Ms. McIntosh pointed out that in the case of Public Use DMS signage, additional conditions are outlined under Section 35-6611 of the City Code. DMS is permitted on a freestanding sign aligned perpendicular to the adjacent arterial or collector street as specified in the City's Comprehensive Plan. The message must remain constant for at least five seconds. The sign may not remain blank for longer than one second between message changes. The area may not exceed an equivalent of 50% of each sign face area. Also, the sign shall be located no closer than 50 feet from any residential dwelling.
Ms. McIntosh stated signs within 500 feet of a residential dwelling that faces a residence shall display a static message between the hours of 9 p.m. and 7 a.m. The sign may not flash, blink, rotate, spin, contain full motion video, or create any other distraction to motorists. If the sign malfunctions, it must automatically turn black.

Ms. McIntosh added lighting intensity shall not exceed 5,000 nits in the daytime and 500 nits at nighttime, as outlined in Table 35-6611(b), which outlines the DMS Sign Measurement Distance for Brightness. Lastly, the sign must have dimming technology that automatically adjusts brightness in direct correlation with ambient light conditions. Brightness shall not exceed 0.3-foot candles above ambient light as measured from the preset distance depending on the sign size and as indicated in the above-referenced table.

Ms. McIntosh stated the conditional use will be in accordance with the general objectives, or with any specific objective, of the City's Comprehensive Plan and this UDO. The establishment, maintenance, or operation of the conditional use will promote and enhance the general public welfare. It will not be detrimental to or endanger public health, safety, morals, or comfort. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish or impair property values within the neighborhood.

Ms. McIntosh noted the establishment of conditional use cannot impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. Adequate measures must be or will be taken to provide ingress, egress, and parking so designated as to minimize traffic congestion in the public streets. Impacts such as noise, hours of activity, and exterior lighting need to have been sufficiently addressed to mitigate negative impacts on nearby uses, and the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

Ms. McIntosh explained a public hearing notice was submitted to the Brooklyn Center *Sun Post* for publication in the July 27, 2023 edition, notices were published on the City website, and notifications were mailed to all property owners and residents within 350 feet of each property under consideration for the installation of a Public Use Dynamic Messaging Sign—no public comments received in advance of or at August 10, 2023, public hearings. Also, there was a unanimous recommendation (4-0) by the Planning Commission to the City Council for all 3 DMS CUP requests.

Ms. McIntosh showed a photo of the existing sign at the Community Center and the proposed new sign. The new 69-square-foot freestanding sign with DMS would be nine feet high. The location is generally the exact location but approximately 5 feet closer to Shingle Creek Parkway with consideration of potential expansion of the building.

Ms. McIntosh showed the current sign at the West Fire Station and the proposed sign. The new sign is a 70.5 square-foot freestanding sign with DMS and is nine feet tall. The replacement sign was installed in approximately the same location outside the designated Clear View Triangle.

Ms. McIntosh also showed a photo of the current sign at the East Fire Station and the proposed sign. The new sign is a 69.75 square-foot freestanding sign with DMS and is nine feet tall. The replacement sign was installed in approximately the same location outside the designated Clear View Triangle.

Councilmember Jerzak moved, and Councilmember Lawrence-Anderson seconded to adopt RESOLUTION NO. 2023-80; a resolution approving Planning Commission Application No. 2023-003 for a Conditional Use Permit to install a new public use Dynamic Messaging Sign (DMS) at 6301 Shingle Creek Parkway, based upon the findings of fact and submitted plans, and as amended by the conditions of approval in the resolution.

Motion passed unanimously.

9b. RESOLUTION 2023-81; REGARDING PLANNING COMMISSION APPLICATION NO. 2023-004 SUBMITTED BY THE CITY OF BROOKLYN CENTER FOR A CONDITIONAL USE PERMIT TO INSTALL A NEW PUBLIC USE DYNAMIC MESSAGING SIGN (6250 BROOKLYN BOULEVARD)

Councilmember Butler moved, and Mayor Graves seconded to adopt RESOLUTION NO. 2023-81 a resolution approving Planning Commission Application No. 2023-004 for a Conditional Use Permit to install a new public use Dynamic Messaging Sign (DMS) at 6250 Brooklyn Boulevard, based upon the findings of fact and submitted plans, and as amended by the conditions of approval in the resolution.

Motion passed unanimously.

9c. RESOLUTION 2023-82; REGARDING PLANNING COMMISSION APPLICATION NO. 2023-005 SUBMITTED BY THE CITY OF BROOKLYN CENTER FOR A CONDITIONAL USE PERMIT TO INSTALL A NEW PUBLIC USE DYNAMIC MESSAGING SIGN (6500 DUPONT AVENUE NORTH)

Councilmember Kragness moved, and Councilmember Lawrence-Anderson seconded to adopt RESOLUTION NO. 2023-82; a resolution approving Planning Commission Application No. 2023-005 for a Conditional Use Permit to install a new public use Dynamic Messaging Sign (DMS) at 6500 Dupont Avenue North, based upon the findings of fact and submitted plans, and as amended by the conditions of approval in the resolution.

Motion passed unanimously.

Mayor Graves asked if any other locations were considered. Ms. McIntosh stated no other locations were considered.

Dr. Edwards pointed out the three properties are strategically located throughout the city, so they didn't discuss additional locations.

10. COUNCIL CONSIDERATION ITEMS

10a. AN ORDINANCE 2023-06; AMENDING CHAPTER 23 OF THE BROOKLYN CENTER CITY CODE REGARDING THE LICENSING OF THE SALE OF EDIBLE CANNABINOID PRODUCTS WITHIN THE CITY

Dr. Edwards introduced the item and invited City Attorney Jason Hill to present the Staff.

City Attorney Jason Hill explained with the cannabis legalization, there were a few significant changes to Minnesota Statutes, section 151.72, which legalized low-potency hemp THC edibles. Eventually, likely during the first quarter of 2025, retailers will be licensed with the State. The timeline keeps getting pushed back.

Mr. Hill noted current State regulation includes an allowance for topicals, an age restriction of 21 years of age, on-site consumption restrictions, testing requirements, and labeling and packaging requirements. Sellers must register with the State, and age verification is required upon sale. Current registrations include smoke shops, restaurants, bars, liquor stores, cannabinoid stores, breweries, distilleries, nail salons, barber shops, pet food stores, and veterinarians. Other than beverages, persons must ensure that all THC edibles are displayed behind a checkout counter where the public is not permitted or in a locked case.

Mr. Hill pointed out that Minnesota Statutes section 151.72 is repealed effective March 1, 2025. At that point, THC edibles will only be able to be sold with a license from the State. Until then, retailers can be regulated by the city. Cities have the option to do nothing, adopt a licensing regime, or prohibit it altogether.

Mr. Hill stated the proposed ordinance is modeled after the city's tobacco licensing ordinance. It requires a business to obtain a City-issued license before offering THC edibles for sale. It establishes one licensing period effective from the date of issuance from March 1, 2025, or until the State issues a license for selling lower-potency hemp edibles, whichever comes first.

Mr. Hill noted the licensing ordinance exempts edible cannabinoid products that only contain cannabinoids from the license requirement. On-site consumption may only occur at businesses licensed for on-sale liquor consumption. Also, the business cannot be within 500 feet of a "youth-oriented facility." Mr. Hill stated alternatives to the THC licensing ordinance are to allow licenses only for exclusive liquor stores and tobacco shops and amend the distance restrictions.

Mr. Hill stated the options are to adopt the proposed ordinance or to do nothing and allow the State to continue regulation.

Councilmember Lawrence-Anderson asked if compliance check requirements would be included in the ordinance. She asked if there would be a penalty for selling without a license. Mr. Hill stated there would be similar penalties for anyone operating without a required license in the city.

Councilmember Kragness stated there needs to be a penalty if they are going to go through the effort of making an ordinance. Councilmember Jerzak noted his agreement with Councilmember Kragness.

Mayor Graves asked if the original summary of the State statute is currently in place or will be in place in 2025. Mr. Hill confirmed the summary of the State statute reflects what is currently in place.

Mayor Graves asked if the State statute restricts proximity to schools. Mr. Hill stated there is no proximity provision. Mayor Graves stated she is only interested in licensing to prohibit proximity to schools.

Councilmember Lawrence-Anderson noted that tobacco licensing was discussed and implemented in 2014 for similar proximity concerns.

Mr. Hill noted the motion is only for a first reading.

Councilmember Kragness moved, and Councilmember Jerzak seconded to approve the first reading of an Ordinance amending Chapter 23 of the Brooklyn Center City Code regarding the licensing of the sale of edible cannabinoid products within the city and to hold a public hearing on September 11, 2023.

Motion passed unanimously.

10b. AN ORDINANCE 2023-09; AMENDMENTS TO THE FRANCHISE AGREEMENT WITH XCEL ENERGY IMPLEMENTING AN ELECTRIC FRANCHISE FEE ON NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION,

D/B/A EXCEL ENERGY, ITS SUCCESSORS AND ASSIGNS FOR PROVIDING ELECTRIC SERVICE WITHIN CITY OF BROOKLYN CENTER

Dr. Edwards introduced the item and invited Director of Public Works Elizabeth Heyman.

Director of Public Works Elizabeth Heyman explained to connect properties to gas, electric, telephone, etc.; companies must run distribution lines on the public right of way. Communities negotiate franchise agreements with utility companies to identify the conditions under which those companies can use public property to provide service. Utility companies pay a fee to cities in exchange for using the public right of way. Brooklyn Center collects fees from Xcel Energy and Centerpoint Energy, which are around $747,000 annually. Revenue is posted to the Street Reconstruction Fund.

Ms. Heyman noted the existing agreement set to expire on December 8, 2023. The proposed agreement will not change fee amounts, nor will it limit the city's ability to use franchise fees as a replacement for special assessments in the future. The new agreement allows the city to revise or pursue additional fees in the future. The new agreement will run for 20 years.

Ms. Heyman stated the item is only for a first hearing, and a public hearing would be held on September 11, 2023. If approved from there, there would be a review by the Public Utilities Commission.

Councilmember Kragness asked if the city would be making more money in franchise fees with the new agreement. Ms. Heyman stated the new agreement would allow the city to negotiate future franchise fees. The fee structure hasn't been discussed yet. There is a plan for future discussions regarding increased fees to cover special assessments.

Councilmember Kragness asked if the city is earning more money from the agreement by offering exclusive rights to the vendor. Scott Johnson, representative of Xcel Energy, stated the city determines the fee percentage, which is passed along to the customers after approval from Xcel Energy. The generated revenue depends on the population and residents' usage of the services, but it is relatively stable.

Ms. Heyman noted there was an error in the Council packet with the table of fees. It will be updated before the public hearing.

Mayor Graves moved, and Councilmember Jerzak seconded to approve the first reading of an ordinance no: 2023-09, implementing an electric franchise fee on Northern States Power Company, a Minnesota corporation, D/B/A Xcel Energy, its successors and assigns for providing electric service within the City of Brooklyn Center.

Motion passed unanimously.

Councilmember Jerzak moved, and Councilmember Lawrence-Anderson seconded to approve the first reading of an ordinance no: 2023-08, granting to Northern States Power Company, A

Minnesota Corporation, D/B/A Xcel Energy, its successors and assigns, permission to construct, operate, repair and maintain in the City of Brooklyn Center, Minnesota, an electric distribution system and transmission lines, including necessary poles, lines, fixtures and appurtenances, for the furnishing of electric energy to the city, its inhabitants, and others, and to use the public grounds and public ways of the city for such purposes.

Motion passed unanimously.

Mayor Graves asked if the agreement has any standards for the vendor to retrieve their old wiring and equipment. Mr. Hill stated there are a few sources of authority addressing the issue. The agreement and the Code have requirements for vendors regarding maintenance. Mayor Graves stated she would like to know more about the process to hold companies accountable for old wiring and the like.

Mr. Johnson noted there is abandonment language included in the permitting process Xcel has to abide by.

Councilmember Lawrence-Anderson thanked Mr. Johnson for Xcel's work on the pollinator project.

11. COUNCIL REPORT

None.

12. ADJOURNMENT

Councilmember Butler moved, and Councilmember Jerzak seconded adjournment of the City Council meeting at 8:22 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
AUGUST 28, 2023
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council/Economic Development Authority (EDA) met in a Work Session called to order by Mayor/President April Graves at 8:43 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, Community Development Director Jesse Anderson, Assistant City Manager/City Clerk Barb Suciu, and Attorney Jason Hill.

CONCEPT REVIEW FOR 6010 EARLE BROWN DRIVE AND DISCUSSION ON POTENTIAL CHANGES TO MX-B DISTRICT TO ALLOW FOR PLACES OF RELIGIOUS ASSEMBLY

This item was addressed during the Study Session.

RESOLUTION AMENDMENT - THE DAUNTE WRIGHT AND KOBE DIMOCK-HEISLER COMMUNITY SAFETY AND VIOLENCE PREVENTION ACT

During the Study Session, Mayor/President April Graves noted that the City Council/EDA reached a consensus to switch Work Session Item 3. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 2. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan to become Work Session Item 2. Resolution Amendment - The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Prevention Act and Work Session Item 3. Review and Discussion of a Community Benefits Agreement Template and Equity Development Framework, Draft Appendices to the Opportunity Site Master Plan.

City Manager Reggie Edwards explained the purpose of the presentation is to create time for the City Council/EDA to review and discuss the Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Act. He noted he envisioned a few sessions to complete a robust discussion.

There was a brief recess due to technology issues.

Dr. Edwards shared a quote from Kathleen Kennedy Townsend, the daughter of Robert Kennedy, from the March on Washington, "Sad that people had to die and that violence moved people. Sad that my dad, uncle, and children had to die to fuel the Civil Rights Act and Voting Rights Act to be passed."

Dr. Edwards stated the City Council/EDA passed the Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Act in 2021 with Resolution 2021-73. After that, the Implementation Committee is formed. Before 2021, there was a report on the use of force and a report on citations on summons compiled after the formation of the Implementation Committee. The Office of Community Prevention, Health, and Safety was formed, and Staff obtained grant funding for alternative response and traffic stops pilot programs.

Dr. Edwards stated in 2023, there was initial incremental budgeting started for prevention and intervention programming. The Implementation Committee recommended traffic stops, consent searches, and an alternative response model. Also, the settlement terms from the Duante Wright civil case were agreed upon.

Dr. Edwards pointed out three "whereas" clauses that reflect the spirit of the Act. First, he said, "Whereas, the City of Brooklyn Center ("City') can create a safer, healthier, more just, and more thriving community by promoting a diversity of responses to our community's safety needs."

Dr. Edwards stated the second highlighted clause was "Whereas, a diversity of approaches will improve overall public safety, better address the root causes of many systemic issues, promote racial justice, better protect vulnerable members of our community, and more efficiently allocate public resources while recognizing there is still work to be done to address policing mindset and culture."

Dr. Edwards stated the second highlighted clause was, "Whereas the City Council is committed to putting in the work necessary to bring about changes as quickly as possible in how the City provides public safety while recognizing that some of these measures will take longer to implement than others and that additional work remains to be done to create a healthier and more equitable community even beyond this Act."

Dr. Edwards stated sections 1 and 2 allowed for the adoption of the Act and the call for creating a Community Response Department. Sections called for creating an Unarmed Civilian Traffic Enforcement Department to enforce all non-moving traffic violations in the City.

Dr. Edwards explained that the fourth section calls for the City to create a new Department of Community Safety and Violence Prevention responsible for overseeing all City agencies and City efforts regarding community health and public safety and ensuring a well-coordinated, public health-oriented approach. Dr. Edwards pointed out there are not currently any departments that have been created due to the Act.

Dr. Edwards noted the fifth section called for the creation of a permanent Community Safety and Violence Prevention Committee to review and make recommendations regarding the policing response to recent protests, review the current collective bargaining agreement between the City and the Police Department and make recommendations, recommend the City Council/EDA create a separate and permanent civilian oversight committee for the new Department, and review Chapter 19 of the City Code and make recommendations.

Dr. Edwards stated the sixth section called for the City to review and update its policies, practices, and training regarding the use of force. Section 7 required the City Council/EDA to direct the City Manager to a citywide "citation and summons, " the Implementation Committee will make recommendations regarding making these policy changes permanent and modifying them as needed. This item was addressed in 2022, already underway before the Act was passed.

Dr. Edwards stated Section 8 called for the creation of the Implementation Committee with the responsibility to "propose amendments, ordinances, resolutions, policies, guidelines or other recommendations for the review, adoption and implementation of the will and intent expressed in this Act."

Dr. Edwards noted Section 9 emphasized the need for community involvement in efforts while Section 10 authorized and directed Staff to provide all necessary assistance and support to all committees created according to the Act.

Dr. Edwards noted four basic reflections he gathered from conversations with Staff. First, there is a request for the City Council/EDA to establish a time to develop an amended or new resolution, which would include all elements of the existing Act. There is a request for the City Council/EDA to identify functional or service units and build upon the City's efforts and actions already taken. Lastly, Staff would like to be included in the process.

Dr. Edwards left the City Council/EDA with three main questions. First, he asked how the City Council/EDA would like to proceed regarding the discussion. Second, he asked what critical sections of the Act the City Council/EDA would like to explore for amending. Lastly, he asked if there were pressing questions by the City Council/EDA regarding the Act that need to be researched or answered before the next work session discussion.

Councilmember/Commissioner Lawrence-Anderson asked if Section 6 has been completed. If so, it could be shortened. Dr. Edwards stated the City had already reviewed, updated, and reported its use of force policies before passing the Act. There could be an amendment that states a requirement for the City to continue to report its use of force policies with a potential timeline for review and updating.

Councilmember/Commissioner Kragness stated she doesn't want to lose the heart of the Act. Some wording is reactionary, so it needs to be cleaned up and edited with long-term feasibility in mind.

Councilmember/Commissioner Jerzak noted his agreement with Councilmember/Commissioner Kragness. There are a number of items that are unaffordable and unenforceable. It should not be a rushed process to review and update the Act.

Councilmember/Commissioner Jerzak added Mayor/President Graves is in a difficult position as she has worked closely with the Implementation Committee, the Council/EDA, and the settlement. The City Council/EDA needs to hear presentations from relevant parties to share actionable options. The work could have a sunset date at the end of 2023. It is time for action.

Councilmember/Commissioner Butler stated some of the issues from 2021 remain in 2023. There have been minor improvements, but there is a way to go. Countless innocent people have been harmed by the Brooklyn Center Police Department. There is a problem with how some officers engage with the community. Crime needs to be addressed, but there are additional problems on top of that. She added there needs to be actionable items rather than continued discussions. It was her preference to edit the Act rather than to write a new one.

Councilmember/Commissioner Butler added members of the Implementation Committee need to be included in the editing process. It would be insulting to continue the process apart from them.

Mayor/President Graves agreed the Implementation Committee needs to be involved. She noted there needs to be some minor edits, including the use of language that can be functional. For example, it isn't feasible or necessary to create three new departments, as the Act calls for. It is also a priority to develop a permanent advisory committee.

Mayor/President Graves noted it appears that the City Council/EDA is trying to take action apart from the recommendations from the Implementation Committee, which is not the case. The Council/EDA's vote on the recommendations from the Implementation Committee is forthcoming.

Mayor/President Graves pointed out she has had preliminary discussions with the Implementation Committee about potential edits. There were some opinions shared about particular wording or how the units would be structured. The discussion also pointed out the Act could be edited to include additional efforts the City has undertaken in the spirit of the Act.

Mayor/President Graves stated, ultimately, that the goal of editing the Act is to create clarity for the community and Staff. The hope is that the language will be representative of the collective voice of the community.

Mayor/President Graves added the first step is to work with Staff to create a space to hold conversations between the City Council/EDA, Implementation Committee, and relevant Staff regarding potential edits. Some portions of the Act have been implemented, but there are unknown variables to consider and nail down for clarity and direction. Sections 6-10 are well underway.

Councilmember/Commissioner Lawrence-Anderson suggested the next step be to dive into Section 5. There needs to be clarification between the role of the Implementation Committee and the Community Safety and Violence Prevention Committee—also, the differences between a

Committee and a Commission need to be considered.

The majority consensus of the City Council/EDA was to move forward with editing Resolution No. 202-71, The Duante Wright and Kobe Dimock-Heisler Community Safety Prevention Act. There is a desire by the City Council/EDA to set up a conversation time with the Implementation Committee and to create a shared understanding of how to create action.

Councilmember/Commissioner Lawrence-Anderson noted she would like the Director of Fiscal and Support Services, Angela Holm, to be present in clarifying conversations to share information on feasibility. When the Act was passed, the City Council/EDA already knew Sections 2-4 were not fiscally possible.

Councilmember/Commissioner Jerzak stated the City Council/EDA wants to reduce harm in the community, particularly for communities of color. He hopes various Staff and Implementation Committee members can bring that shared interest together to create a clear, actionable Act that benefits the community. The dream of perfection should not get in the way of doing good.

Councilmember/Commissioner Butler left the meeting at 9:26 p.m.

REVIEW AND DISCUSSION OF A COMMUNITY BENEFITS AGREEMENT TEMPLATE AND EQUITY DEVELOPMENT FRAMEWORK, DRAFT APPENDICES TO THE OPPORTUNITY SITE MASTER PLAN

Dr. Edwards introduced the item and invited Community Development Director Jesse Anderson to continue the Staff presentation.

Community Development Director Jesse Anderson explained since 2019, City staff have been working on progressing a Master Plan for the 80-acre Opportunity Site. From the beginning, this Master Plan intended to shift development expectations within the Opportunity Site towards community serving in their process and outcomes. As such, the buildout of the Opportunity Site is intended to be a collaborative endeavor between the City and developers who seek to join the City in improving the quality of life for all who call the Brooklyn Center home. He introduced Mike Thompson, a representative of Bolton & Menk, and asked him to continue the presentation.

Mike Thompson, a representative of Bolton & Menk, showed a timeline of the project thus far. In 2021, an infrastructure framework was adopted. Today, they are finalizing plan content, developing an implementation plan and supportive appendices, and continuing coordination with the Alatus Phase 1 Development Site. The appendices are the basis of the presentation at hand.

Mr. Thompson stated the Community Benefits Agreement (CBA) is the first appendix to address. A CBA is a legal contract between the City and a prospective developer/owner outlining the development project's community benefits. The CBA Template tool provides community-identified benefits that City Staff and the development team can tailor and negotiate on a project-by-project basis. A signed and agreed-to CBA will be required for any Opportunity Site development application within City Owned land or requiring public subsidy. Mr. Thomson stated

there are five benefits "menu categories": housing and residential communities, economic development and employment opportunities, transportation and connectivity, public realm, public space, public life, sustainability, resilience, and the natural environment.

Mr. Thompson noted the next consideration is the Equity Development Framework. The Equity Development Framework is a tool to assess the degree to which a prospective development adheres to Master Plan principles and practices of equitable development and environmental justice. The framework provides a collection of design practices that city staff and the development team can continually review and discuss during project design; it is not a scorecard, however, and outcomes are intended to be considered on a project-by-project basis. A final completed framework must be submitted for any Opportunity Site development application within City Council/EDA -Owned land or requiring public subsidy.

Mr. Thompson explained six equity framework categories: livability, community power and engagement, economic and land use, housing, transportation, and environment. Ultimately, the Equity Development Framework is not a legal agreement but a framework.

Mr. Thompson stated the process for the CBA is first to inform the prospective developer of CBA requirements for projects on city-owned land or requesting public subsidy and share CBA. Upon receipt of an application for financial assistance or offer to purchase EDA/City-owned land, Staff & developer discuss potential project benefits. A preliminary benefits package is negotiated between Staff and the developer. It is included in a non-binding Term Sheet for public assistance and purchase options for City Council/EDA consideration and revision. Final CBA is included with consideration of a final public financing agreement and purchase agreement.

Mr. Thompson noted the process for the Equity Development Framework varies slightly. The first step is to inform the prospective developer of the Equity Development Framework requirement for projects on city-owned land or to request a public subsidy and share Framework. During project design, Staff and developer discuss Framework principles, conducting a design review multiple times if needed. A final Framework document is completed between Staff and the developer and is included with the formal development application. Lastly, the City Council/EDA reviews the framework during the development application review to inform its decision on project approval.

Mayor/President Graves pointed out that the CBA and Framework could be developed for the Opportunity Site but be applied to ample future developments.

Councilmember/Commissioner Jerzak asked if the developer works within the CBA and Equity Development Framework processes and if the processes are workable. Mr. Thompson stated the developer is on board with both considerations. The developer is concerned with creating the best development package for the people and their community. Focusing on a framework rather than a scorecard promotes flexibility and decreases bureaucracy.

Mayor/President Graves stated there doesn't need to be a CBA for every development throughout the City. She asked what variables would trigger a CBA and if that could be included in the Equity Development Framework. Mr. Thompson stated the levers afforded to the City to implement a

CBA regarding EDA-owned land and the like. Future conversations could exist about applying a similar Framework to other development decisions.

Dr. Edwards pointed out that Staff already runs potential projects through a process similar to the Equity Development Framework before presenting anything to the City Council/EDA. Mayor/President Graves noted she believes Staff includes similar considerations in their process. However, she suggests creating a scorecard or framework specifically for the Council/EDA to help in their discussion and decision-making efforts.

ADJOURNMENT

Councilmember/Commissioner Jerzak moved, and Councilmember/Commissioner Kragness seconded adjournment of the City Council/Economic Development Authority Work Session at 9:37 p.m.

Motion passed unanimously.

Council Regular Meeting

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
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.

Mechanical

Action Heating & A/C
8140 Arthur Street NE, Spring Lake Park 55432
Metro Heating, Cooling, Plumbing & Electrical LLC
16890 Welcome Ave SE, Prior Lake 55372
O'Boys Heating & Air
12328 Peony Lane, Rogers 55374
Recher HVAC
1125 Mississippi Dr N, Champlin 55316
Top Tier Heating and Air Conditioning
16015 Central Ave NE, Ham Lake 55304

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

Strategic Priorities and Values:

Safe, Secure, Stable Community, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
Rental Criteria	6/20/2023	Backup Material
Rentals	9/6/2023	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 9.11.23

Location Address	License Subtype	Renewal/Initial	Owner	Property Code Violations	License Type	Police CFS*	Final License Type**	Previous License Type***	Consecutive Type IV's
4224 Winchester Ln	Single	Initial	Estherra Propeties	6	Type III	N/A	Type III	N/A	N/A
5956 Beard Ave N	Single	Initial	Hp Minnesota I Llc	19	Type IV	N/A	Type IV	N/A	0
7219 Girard Ave N	Single	Initial	R & M Real Estate	4	Type II	N/A	Type II	N/A	N/A
3513 47th Ave N	Multiple Family 1 Bldg 11 Units	Renewal	6939 Baird Llc Did not meet requirements	75 = 6.8 per unit	Type IV	0	Type IV	Type III	0
3614 50th Ave N	Multiple Family 1 Bldg 3 Units	Renewal	Devlin Wubbena Did not meet requirements	2	Type I	0	Type I	Type IV	3
5500 Bryant Ave N	Multiple Family 1 Bldg 4 Units	Renewal	N Mejia-morales & V Idrovo Did not meet requirements	13 = 3.25 per unit	Type IV	0	Type IV	Type IV	3
4201 Lakeside Ave N, #104	Condo	Renewal	Jmg Property Llc Did not meet requirements	8	Tpe III	0	Type IV	Type IV	2
2618 64th Ave N	Single	Renewal	SFR II BORROWER 2021-3 LLC	13	Type IV	0	Type IV	Type II	0
3701 66th Ave N	Single	Renewal	Victor O Ogunbanwo Did not meet requirements	5	Type II	0	Type IV	Type IV	3
4213 63rd Ave N	Single	Renewal	Buster F Fallah Did not meet requirements	18	Type IV	0	Type IV	Type IV	4
5006 Howe La	Single	Renewal	AUX FUNDING LLC Met Requirements	2	Type I	0	Type I	Type IV	N/A
5200 63rd Ave N	Single	Renewal	Smc Real Estate Llc	7	Type III	0	Type III	Type I	N/A
5510 France Ave N	Single	Renewal	Iasis I LLC	9	Type III	0	Type III	Type I	N/A
6009 Aldrich Ave N	Single	Renewal	RRE Ventures LLC Met Requirements	0	Type I	0	Type I	Type IV	N/A
6212 Chowen Ave N	Single	Renewal	Doreen Kalema Met Requirements	3	Type II	0	Type II	Type III	N/A
6325 Brooklyn Blvd	Single	Renewal	Obafemi Oladeji & Olajumoke Oladeji	2	Type I	0	Type I	Type II	N/A

6424 Marlin Dr	Single	Renewal	CJ Bright & QK Fank	13	Type IV	0	Type IV	Type I	0
6512 Indiana Ave N	Single	Renewal	Carlos Bunay Met Requirements	2	Type I	0	Type I	Type IV	N/A
6620 Bryant Ave N	Single	Renewal	Vera Dixon Met Requirements	6	Type III	0	Type III	Type III	N/A
6937 Palmer Lake Dr W	Single	Renewal	Michael T Brooks Did not meet requirements	14	Type IV	0	Type IV	Type IV	2
7225 Kyle Ave N	Single	Renewal	Bikona Ontime Service Met Requirements	0	Type I	0	Type I	Type IV	N/A

*CFS = Calls for Service for renewal licenses only (Initial licenses are not applicable to calls for service, 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: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Elizabeth Heyman, Director of Public Works
BY: James Soltis, P.E., Assistant City Engineer

SUBJECT: An Ordinance Amending Chapter 35 of the City Code of Ordinance Regarding Application Requirements for Land Disturbance Permits

Requested Council Action:

-Motion to approve a second reading of the requested ordinance Amending Chapter 35 of the City Code of Ordinance Regarding application requirements for land disturbance permits. On August 10th, 2023, the Planning Commission held a public hearing for this item, no comments were received. The Planning Commission has recommended this item for approval by the council.

Background:

As part of the cities required National Pollutant Discharge Elimination System (NPDES) permit regulated by the United States Environmental Protection Agency and the Minnesota Pollution Control Agency (MPCA), the City of Brooklyn Center is obligated to develop and implement policies and ordinances to minimize the discharge of pollutants through its municipal separate storm sewer system (MS4).

Due to changes in the state regulations as part of the MPCA General Permit (MNR040000) the city is required to make revisions to the regulations and requirements with regard to land disturbance permitting. The City is already carrying out these practices, however they need to be codified in ordinances to be in compliance with our NPDES permit. To meet these requirements amendments to Chapters 35 of the City Code of Ordinances must occur.

Compliance with the NPDES permit program is crucial for protecting and improving the quality of our nation's waters, and failure to comply with the permit requirements could result in penalties and enforcement actions. Hence, it is imperative that the city revises our ordinances promptly to meet regulatory requirements and maintain environmental protection.

Budget Issues:

There are no budget issues to consider with this action.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Safe, Secure, Stable Community

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	9/5/2023	Ordinance

CITY OF BROOKLYN CENTER

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 35 OF THE CITY CODE OF ORDINANCES REGARDING APPLICATION REQUIREMENTS FOR LAND DISTURBANCE PERMITS

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

Article I. Brooklyn Center City Code, Chapter 35, 35-7901 is amended by adding the following double-underlined language:

35-7901 Applicability.

No construction, reconstruction, development, redevelopment, grading, excavation, or other activity shall occur without first securing a permit from the Community Development Department if such activity causes a land disturbance of 10,000 square feet or more of land.

For certain construction activity, various other permits may also be required. The applicant of construction activity is responsible for obtaining any other required permits from the City and other State, Federal, or local governmental agencies having any authority over the work to be performed. Typically, such agencies may include, but are not limited to, Shingle Creek and West Mississippi Watershed Management Commissions, the U.S. Army Corps of Engineers, the Minnesota Pollution Control Agency, the Minnesota Department of Natural Resources, the Minnesota Department of Transportation, and the State Historical Preservation Office.

Article II. Brooklyn Center City Code, Chapter 35, Section 39-7903 is amended by adding the following double-underlined language and deleting the ~~stricken~~ language:

35-7903 Required Plans.

The applicant shall submit construction plans and supporting calculations. The submittals shall comply with the following requirements:

(a) The plans shall meet the requirements of the Shingle Creek and West Mississippi Watershed Management Commission's Rules and Standards, and the Minnesota Pollution Control Agency. ~~Construction Permit. Alternative treatment best management practices must be considered where any of the following apply:~~ Permanent stormwater management system designs, including calculations shall be provided with the plans.

~~1) Where industrial facilities are not authorized to infiltrate industrial stormwater under a National Pollutant Discharge Elimination System/State Disposal System Permit;~~

~~2) When receiving runoff from fueling and vehicle maintenance areas, unless the infiltration practices is designed to allow for spill control;~~

(b) ~~The infiltration practice shall be 10 feet away from all buildings, or;~~ When a land disturbance permit is required, a satisfactory erosion control and grading plan consistent with the Minnesota Stormwater Manual must be approved by the City Engineer before a grading or building permit is issued for construction.

(c) ~~The infiltration practice shall not be used within fifty (50) feet of a City or private well, unless specifically allowed by an approved wellhead protection plan.~~ The grading and erosion control plan must provide spot elevations of proposed grades in relation to existing grades on the subject property and adjacent land. Areas where the finished slope will be steeper than five units horizontal to one vertical shall be specifically noted. Also, location and type of erosion control devices shall be clearly labeled.

(d) ~~The plan shall provide 2-foot contour lines with spot elevations of proposed grades in relation to existing grades on the subject property and adjacent land. The location and type of erosion control devices shall be clearly labeled.~~ Every effort shall be made to minimize disturbance of existing ground cover. No grading or filling shall be permitted within 40 feet of the ordinary high water mark of a water body unless specifically approved by the City. To minimize the erosion potential of exposed areas, restoration of ground cover shall be provided within five days after completion of the grading operation.

(e) ~~The plan shall address the management of post-development runoff and means of assuring the long-term maintenance and operation of best management practices and storm water management structures, devices and methods.~~ Every effort shall be made during the grading permit application process to determine the full extent of erosion control required. However, the City Engineer may require additional controls to correct specific site related problems as normal inspections are performed.

(f) All erosion control noted on the approved plan shall be installed prior to the initiation of any site grading or construction. Noncompliance with the grading and erosion control plan shall constitute grounds for an order from the City to halt all construction.

(g) All grading and construction activity that requires a land disturbance permit shall comply with Minnesota Pollution Control Agency's General Permit to Discharge Stormwater Associated with Construction Activity No. MNR100001, the Minnesota Pollution Control Agency's General Permit to Discharge Stormwater Associated with Small Municipal Separate Storm Sewer Systems No. MNR040000, and the Minnesota Stormwater Manual.

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

Adopted this ____ day of _____, 2023.

_____
April Graves, Mayor

ATTEST: _____
Barb Suciu, City Clerk

Date of Publication _____

Effective Date _____

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

Council Regular Meeting

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Todd Berg, Fire Chief

SUBJECT: Resolution Requesting an Amendment to the By-Laws of the City of Brooklyn Center Fire Department Relief Association to Increase the Lump Sum Benefit to $12,000 Per Year

Requested Council Action:

The BCFRA is requesting city approval for an increase in our pension amount from $10,000 to $12,000 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 $1500 in 2021, which brought us to the current $10,000 per-year-of- service. Enclosed please find the January 2023 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.

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. The city has not needed to financially support the Relief Association.

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 $12,000 requires only a small contribution needed from the city, but only if state aid amounts remain at 2022 levels. 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:

Safe, Secure, Stable Community

ATTACHMENTS:

Description	Upload Date	Type
Resolution	9/8/2023	Resolution Letter
Memo	9/6/2023	Cover Memo

Member introduced the following resolution and moved its adoption:

RESOLUTION NO._____

RESOLUTION REQUESTING AN AMENDMENT TO THE BY-LAWS OF THE CITY OF BROOKLYN CENTER FIRE DEPARTMENT RELIEF ASSOCIATION TO INCREASE THE LUMP SUM BENEFIT TO $12,000 PER YEAR

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, the 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 a 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 $12,000 per year be hereby approved.

September 11, 2023
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: 9/11/2023

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. The city has not needed to financially support the Relief Association.

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 $10,000 to $12,000 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 $1500 in 2021, which brought us to the current $10,000 per-year-of- service. Enclosed please find the January 2023 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 $12,000 requires only a small contribution needed from the city, but only if state aid amounts remain at 2022 levels. 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

2023 7.18 BCFRA
Pension Benefit Increa

Recommended action:

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

Council Regular Meeting

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Dr. Reggie Edwards, City Manager

SUBJECT: 2024 Preliminary Budget

Requested Council Action:

- It is recommended that the City Council consider providing direction to staff regarding the 2024 Preliminary property tax levy and budget to be adopted Monday, September 25, 2023

Background:

At the August 30, 2023 City Council-Financial Commission Joint Work Session, a budget overview was presented that included operating budget policies, revenue policies, budget goals & outcomes (which included discussion on the City's strategic priorities and outcome-based budget principles), market value trends and property tax implications.

Subsequent Joint Work Sessions held on July 22 and August 19 were dedicated to budget request presentations by Departments Heads. The preliminary review of the 2024 budget, based on departmental requests, would have required a levy increase of approximately $3,800,000 (19.22%).

Through the work of Department Heads and the Finance division, we reduced the preliminary levy by $1,871,493 (49.23%) resulting in a preliminary levy increase of 8.5%.

Staff will be presenting the full information on Monday evening.

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Enhanced Community Image, Resident Economic Stability, Inclusive Community Engagement, Targeted Redevelopment, Safe, Secure, Stable Community, Key Transportation Investments, Customer Intimacy

, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
Revenue Detail	9/8/2023	Backup Material
Expenditure Detail	9/8/2023	Backup Material

GENERAL FUND
FUND - 10100
REVENUES

Object Code / Description	2022 Actual	2023 August YTD	2023 Budget	2024 Budget	Change
10100 - GENERAL FUND					
4101 - CURRENT AD VALOREM TAXES	$ 19,329,321	$ 10,516,875	$ 20,984,843	$ 22,913,350	9.19%
4102 - ALLOWANCE FOR UNCOLLECTIBLE	-	-	(209,848)	(220,000)	4.84%
4120 - DELINQUENT AD VALOREM TAXES	71,590	37,937	100,000	100,000	0.00%
4154 - PENALTIES & INT-DELINQ TAXES	8,200	7,241	12,000	12,000	0.00%
PROPERTY TAXES	**19,409,111**	**10,562,053**	**20,886,995**	**22,805,350**	**9.18%**
4150 - TAX INCREMENTS	(12)	-	-	-	0.00%
TAX INCREMENTS	**(12)**	**-**	**-**	**-**	**0.00%**
4161 - LODGING TAX	895,883	548,398	1,100,000	900,000	-18.18%
SALES & USE TAXES	**895,883**	**548,398**	**1,100,000**	**900,000**	**-18.18%**
TOTAL TAXES	**20,304,982**	**11,110,451**	**21,986,995**	**23,705,350**	**7.82%**
4201 - LIQUOR LICENSES	43,500	-	43,200	28,800	-33.33%
4202 - BEER LICENSES	2,025	-	1,400	1,400	0.00%
4203 - GARBAGE HAULING LICENSES	2,350	2,375	3,400	2,375	-30.15%
4204 - CIGARETTE LICENSES	3,840	-	3,000	3,240	8.00%
4205 - RENTAL DWELLING LICENSES	271,758	192,800	200,000	200,000	0.00%
4207 - MECHANICAL LICENSES	8,300	7,875	10,000	10,000	0.00%
4209 - SERVICE STATION LICENSES	3,070	-	2,550	2,190	-14.12%
4210 - MOTOR VEHICLE DEALER LICENSES	1,500	1,500	1,500	1,500	0.00%
4212 - AMUSEMENT LICENSES	105	15	-	50	100.00%
4213 - MISCELLANEOUS BUSINESS LICENSE	2,805	2,590	6,925	4,000	-42.24%
LICENSES	**339,253**	**207,155**	**271,975**	**253,555**	**-6.77%**
4221 - SIGN PERMITS	1,385	690	2,000	2,000	0.00%
4222 - BUILDING PERMITS	270,259	189,274	1,700,000	500,000	-70.59%
4223 - MECHANICAL PERMITS	79,843	27,703	45,000	45,000	0.00%
4224 - SEWER & WATER PERMITS	2,040	1,340	3,000	3,000	0.00%
4225 - PLUMBING PERMITS	78,023	30,233	65,000	65,000	0.00%
4226 - ROW PERMIT FEE	18,850	5,550	10,000	10,000	0.00%
4227 - ELECTRICAL PERMITS	81,328	50,052	70,000	50,000	-28.57%
4228 - MISC BUSINESS PERMITS	1,475	725	1,500	1,500	0.00%
PERMITS	**533,203**	**305,567**	**1,896,500**	**676,500**	**-64.33%**
TOTAL LICENSES & PERMITS	**872,456**	**512,722**	**2,168,475**	**930,055**	**-57.11%**
4320 - MISC FEDERAL GRANTS	263,076	-	48,300	-	-100.00%
FEDERAL	**263,076**	**-**	**48,300**	**-**	**-100.00%**
4341 - LOCAL GOVERNMENT AID	1,186,809	1,250,185	1,250,185	1,513,990	21.10%
4345 - PENSION AID-FIRE RELIEF	206,560	2,000	190,000	208,000	9.47%
4346 - PENSION AID-POLICE	397,319	-	440,000	440,000	0.00%
4347 - PENSION AID-PERA	-	-	-	-	0.00%
4352 - POLICE TRAINING GRANT	25,706	-	48,000	48,000	0.00%
4359 - OTHER STATE GRANTS/AID	12,048	17,436	15,000	15,000	0.00%
STATE	**1,828,442**	**1,269,621**	**1,943,185**	**2,224,990**	**14.50%**
4362 - COUNTY GRANTS/AID	-	-	-	-	0.00%
COUNTY	**-**	**-**	**-**	**-**	**0.00%**
4373 - OTHER GRANTS/AID	-	60,450	500,000	50,000	-90.00%
4374 - POLICE LIAISON / DARE	-	-	-	-	0.00%
LOCAL	**-**	**60,450**	**500,000**	**50,000**	**-90.00%**
TOTAL INTERGOVERNMENTAL	**2,091,518**	**1,330,071**	**2,491,485**	**2,274,990**	**-8.69%**
4401 - VACANT BLDG REG FEE	15,150	11,330	10,000	10,000	0.00%
4402 - RENTAL CONVERSION FEE	48,000	13,000	30,000	20,000	-33.33%
4403 - PLANNING APPLICATION FEES	-	6,650	10,000	10,000	0.00%
4404 - ZONING CHANGES/SPECIAL USE PER	8,500	675	7,500	5,000	-33.33%
4405 - SALE OF MAPS & DOCUMENTS	34	-	-	-	0.00%
4408 - REINSPECTION FEES	80,200	45,350	20,000	35,000	75.00%
4410 - REOCCUPANCY INSP FEE	-	-	500	500	0.00%
4411 - FILING FEES	350	-	-	-	0.00%
4412 - ABATEMENT FEES	(570)	35	-	-	0.00%

Object Code / Description	2022 Actual	2023 August YTD	2023 Budget	2024 Budget	Change
4413 - FINAL PLAT & VACATION FEES	-	200	-	200	100.00%
4415 - TREE CONTRACTOR REGISTRATION	1,050	805	1,000	1,000	0.00%
4416 - ZONING LETTER	-	-	500	500	0.00%
4417 - ABATEMENT SVC CHG	-	-	-	-	0.00%
4419 - ONLINE CREDIT CARD SURCHARGE	-	-	-	-	0.00%
GENERAL	**152,714**	**78,045**	**79,500**	**82,200**	**3.40%**
4421 - POLICE REPORT REVENUE	107	-	-	-	0.00%
4422 - LICENSE INVESTIGATIONS	800	-	1,000	1,000	0.00%
4423 - ANIMAL CONTROL REVENUE	7,931	5,442	8,000	8,000	0.00%
4424.1 - FIRE INSPECTIONS	-	-	-	-	0.00%
4425 - BURGLAR ALARM FEES	(275)	-	-	-	0.00%
4427 - POLICE SERVICE REVENUE	10	10	-	-	0.00%
4428 - PRIVATE SECURITY CONTRACTS	5,310	5,153	-	1,500	100.00%
PUBLIC SAFETY	**13,883**	**10,605**	**9,000**	**10,500**	**16.67%**
4431 - WEED CUTTING CHARGES	5,600	1,128	500	500	0.00%
4434 - DISEASED TREE REMOVAL	17,459	16,379	4,500	10,000	122.22%
4451 - NUISANCE ABATEMENTS	-	-	-	-	0.00%
COMMUNITY DEVELOPMENT	**23,059**	**17,507**	**5,000**	**10,500**	**110.00%**
4471 - ADULT RECREATION PROGRAMS	93,198	31,610	100,000	75,000	-25.00%
4473 - CHILDREN RECREATION PROGRAMS	32,706	34,130	45,500	45,500	0.00%
4474 - GENERAL RECREATION PROGRAMS	8,524	5,878	10,000	10,000	0.00%
PARKS & RECREATION	**134,428**	**71,618**	**155,500**	**130,500**	**-16.08%**
4481 - MEMBERSHIPS-FAMILY	26,823	17,491	25,000	25,000	0.00%
4482 - MEMBERSHIPS-INDIVIDUAL	30,206	23,003	30,000	30,000	0.00%
4483 - SILVER SNEAKERS TAXABLE	2,325	11,196	4,000	4,000	0.00%
4485 - GENERAL ADMISSIONS-INDIVIDUAL	42,959	36,074	60,000	50,000	-16.67%
4486 - GENERAL ADMISSIONS-GROUP	32,750	24,414	35,000	35,000	0.00%
4487 - SWIM LESSONS	57,959	34,545	80,000	70,000	-12.50%
4489 - LOCKER RENTAL	1,500	-	2,500	1,000	-60.00%
4492 - SPECIAL EVENTS	-	-	-	-	0.00%
4493 - GAME ROOM	47	25	-	-	0.00%
4494 - MERCHANDISE FOR RESALE	593	516	-	-	0.00%
4495 - CONSTITUTION HALL RENTAL	52,239	27,899	45,000	45,000	0.00%
4496 - GIFT CERTIFICATE	-	-	-	-	0.00%
4497 - CONCESSIONS & COMMISSIONS	-	-	-	-	0.00%
COMMUNITY CENTER	**247,401**	**175,163**	**281,500**	**260,000**	**-7.64%**
TOTAL CHARGES FOR SERVICES	**571,485**	**352,938**	**530,500**	**493,700**	**-6.94%**
4508 - UNCLAIMED EVIDENCE	4,056	-	1,000	1,000	0.00%
4511 - COURT FINES	142,974	88,355	150,000	150,000	0.00%
4512 - ADMINISTRATIVE FINES	28,871	39,735	10,000	20,000	100.00%
TOTAL FINES & FORFEITURES	**175,901**	**128,090**	**161,000**	**171,000**	**6.21%**
4601 - SPECIAL ASSESSMENTS	34,393	64,365	40,000	40,000	0.00%
TOTAL SPECIAL ASSESSMENTS	**34,393**	**64,365**	**40,000**	**40,000**	**0.00%**
4603 - INTEREST EARNINGS	137,512	115,589	106,600	100,000	-6.19%
4605 - UNREALIZED INVESTMENT GAIN/LOSS	(540,672)	-	-	-	0.00%
TOTAL INVESTMENT EARNINGS	**(403,160)**	**115,589**	**106,600**	**100,000**	**-6.19%**
4604 - CHECK PROCESSING FEES	30	-	-	-	0.00%
4606 - OTHER REVENUE	7,747	69,389	71,242	50,000	-29.82%
4612 - DONATIONS & CONTRIBUTIONS	8,400	24,747	1,000	20,000	1900.00%
4613 - CARS DONATIONS & CONTRIBUTIONS	500	250	1,000	500	-50.00%
4812 - FACILITY RENTALS	6,360	2,526	20,000	10,000	-50.00%
4921 - REFUNDS & REIMBURSEMENTS	135,745	119,325	100,000	100,000	0.00%
TOTAL MISCELLANEOUS	**158,782**	**216,237**	**193,242**	**180,500**	**-6.59%**
4915 - TRANSFERS IN	-	-	-	-	0.00%
TOTAL TRANSFERS IN	**-**	**-**	**-**	**-**	**0.00%**
REVENUES	**$ 23,806,357**	**$ 13,830,463**	**$ 27,678,297**	**$ 27,895,595**	**0.79%**

GENERAL FUND
41110 - MAYOR COUNCIL

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41110 - MAYOR COUNCIL						
6103 - WAGES-PART TIME EMPLOYEES	$ 55,070	$ 56,029	$ 35,706	$ 54,181	$ 57,481	6.09%
6124 - PERA DEFINED CONTRIBUTION	1,655	1,731	1,098	1,022	1,791	75.24%
6125 - FICA - SOCIAL SECURITY	1,372	1,371	880	3,359	3,565	6.13%
6126 - FICA - MEDICARE	801	823	527	785	833	6.11%
6151 - WORKER'S COMP INSURANCE	298	284	227	276	308	11.59%
TOTAL PERSONAL SERVICES	**59,196**	**60,238**	**38,438**	**59,623**	**63,978**	**7.30%**
6201 - OFFICE SUPPLIES	-	11	-	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	83	21	48	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,498	7,533	1,157	1,350	-	-100.00%
TOTAL SUPPLIES	**1,581**	**7,565**	**1,205**	**1,350**	**0**	**-100.00%**
6307 - PROFESSIONAL SERVICES	43,957	46,913	7,570	48,000	49,000	2.08%
6308 - CHARTER COMMISSION	-	-	-	1,500	1,500	0.00%
6329 - OTHER COMMUNICATION SERVICES	2,521	2,521	1,182	2,600	2,800	7.69%
6321 - TELEPHONE/PAGERS	449	158	261	4,940	900	-81.78%
6331 - TRAVEL EXPENSE/MILEAGE	-	207	-	400	400	0.00%
6351 - PRINTING	-	75	213	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	8,950	9,400	9,400	0.00%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	4,435	1,202	2,367	2,000	2,000	0.00%
6433 - MEETING EXPENSES	8,573	2,430	2,146	2,000	2,000	0.00%
6434 - DUES & SUBSCRIPTIONS	55,684	13,076	51,508	52,000	53,473	2.83%
TOTAL SERVICES & OTHER CHARGES	**115,619**	**66,582**	**74,197**	**122,840**	**121,473**	**-1.11%**
TOTAL BUSINESS UNIT EXPENSES	**$ 176,396**	**$ 134,385**	**$ 113,840**	**$ 183,813**	**$ 185,451**	**0.89%**

GENERAL FUND
41320 - CITY MANAGER

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41320 - CITY MANAGER						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 183,745	$ 155,002	$ 101,347	$ 159,652	$ 159,652	0.00%
6103 - WAGES-PART TIME EMPLOYEES	2,384	-	2,995	2,250	2,909	29.29%
6111 - SEVERANCE PAY	7,770	5,702	-	-	-	0.00%
6112 - CAR ALLOWANCE	1,550	6,000	4,500	6,000	6,000	0.00%
6122 - PERA COORDINATED PLAN	13,781	11,625	7,601	12,593	12,642	0.39%
6125 - FICA - SOCIAL SECURITY	5,565	8,987	6,108	9,254	10,450	12.92%
6126 - FICA - MEDICARE	2,502	2,102	1,428	2,435	2,442	0.29%
6131 - CAFETERIA PLAN CONTRIBUTIONS	26,893	16,632	12,138	17,131	17,964	4.86%
6151 - WORKER'S COMP INSURANCE	1,809	1,123	959	1,244	1,315	5.71%
TOTAL PERSONAL SERVICES	**245,999**	**207,173**	**137,076**	**210,559**	**213,374**	**1.34%**
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	300	300	0.00%
6219 - GENERAL OPERATING SUPPLIES	913	847	59	300	100	-66.67%
6242 - MINOR EQUIPMENT	-	-	-	1,200	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	140	330	-	250	-	-100.00%
TOTAL SUPPLIES	**1,053**	**1,177**	**59**	**2,050**	**400**	**-80.49%**
6307 - PROFESSIONAL SERVICES	17,618	383	2,500	12,000	12,000	0.00%
6321 - TELEPHONE/PAGERS	351	154	53	1,600	180	-88.75%
6329 - OTHER COMMUNICATION SERVICES	587	-	-	1,200	-	-100.00%
6331 - TRAVEL EXPENSE/MILEAGE	2,946	537	81	750	250	-66.67%
6342 - LEGAL NOTICES	184	-	-	-	-	0.00%
6351 - PRINTING	-	40	-	-	-	0.00%
6421 - SOFWARE LICENSE	68	-	8,972	200	80	-60.00%
6432 - CONFERENCES AND SCHOOLS	909	6,240	690	3,500	3,500	0.00%
6433 - MEETING EXPENSES	5,769	782	-	3,000	2,000	-33.33%
6434 - DUES & SUBSCRIPTIONS	1,345	935	492	3,500	2,500	-28.57%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**29,777**	**9,071**	**12,788**	**25,750**	**20,510**	**-20.35%**
TOTAL BUSINESS UNIT EXPENSES	**$ 276,829**	**$ 217,421**	**$ 149,923**	**$ 238,359**	**$ 234,284**	**-1.71%**

GENERAL FUND
41410 - ELECTIONS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41410 - ELECTIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 55,187	$ 56,628	$ 20,606	$ 58,917	$ 73,299	24.41%
6102 - OVERTIME-FT EMPLOYEES	3,632	5,046	-	1,500	10,000	566.67%
6103 - WAGES - PART TIME EMPLOYEES	-	45,536	10,367	16,000	75,000	368.75%
6111 - SEVERANCE PAY	1,585	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	4,412	4,626	2,323	4,419	5,497	24.39%
6125 - FICA - SOCIAL SECURITY	3,938	4,908	1,956	3,653	4,545	24.42%
6126 - FICA - MEDICARE	921	1,148	457	854	1,063	24.47%
6131 - CAFETERIA PLAN CONTRIBUTIONS	15,840	16,632	3,570	17,131	17,964	4.86%
6151 - WORKER'S COMP INSURANCE	452	430	282	436	572	31.19%
TOTAL PERSONAL SERVICES	**85,967**	**134,954**	**39,561**	**102,910**	**187,940**	**82.63%**
6219 - GENERAL OPERATING SUPPLIES	3,795	3,988	275	3,000	10,000	233.33%
6242 - MINOR EQUIPMENT	-	8	-	500	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	1,281	548	-	-	-	0.00%
TOTAL SUPPLIES	**5,076**	**4,544**	**275**	**3,500**	**10,000**	**185.71%**
6322 - POSTAGE	2,828	1,033	-	1,500	9,000	500.00%
6331 - TRAVEL EXPENSE/MILEAGE	38	167	-	200	300	50.00%
6333 - FREIGHT/DRAYAGE	-	420	-	400	900	125.00%
6342 - LEGAL NOTICES	-	1,161	115	400	1,400	250.00%
6351 - PRINTING	-	8,155	37	1,000	10,000	900.00%
6402 - EQUIPMENT SERVICES	6,970	3,485	-	5,000	5,500	10.00%
6412 - BLDGS/FACILITIES	-	-	-	200	-	-100.00%
6421 - SOFWARE LICENSE	7,343	7,275	7,275	7,275	7,500	3.09%
6432 - CONFERENCES AND SCHOOLS	814	1,712	881	800	2,000	150.00%
6433 - MEETING EXPENSES	-	1,098	-	200	1,300	550.00%
6434 - DUES & SUBSCRIPTIONS	161	431	221	500	500	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**18,154**	**24,937**	**8,529**	**17,475**	**38,400**	**119.74%**
6545 - OTHER EQUIPMENT	-	-	-	25,000	-	-100.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**25,000**	**-**	**-100.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 109,197**	**$ 164,435**	**$ 48,365**	**$ 148,885**	**$ 236,340**	**58.74%**

GENERAL FUND
41430 - CITY CLERK

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41430 - CITY CLERK						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 114,356	$ 154,047	$ 114,616	$ 165,625	$ 129,266	-21.95%
6102 - OVERTIME-FT EMPLOYEES	67	-	81	-	-	0.00%
6111 - SEVERANCE PAY	3,973	2,636	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	8,582	11,554	8,602	12,422	9,695	-21.95%
6125 - FICA - SOCIAL SECURITY	7,464	10,075	7,444	10,269	8,014	-21.96%
6126 - FICA - MEDICARE	1,746	2,356	1,741	2,402	1,874	-21.98%
6131 - CAFETERIA PLAN CONTRIBUTIONS	22,440	33,264	24,276	34,262	17,964	-47.57%
6151 - WORKER'S COMP INSURANCE	781	1,118	1,045	1,226	1,008	-17.78%
TOTAL PERSONAL SERVICES	**159,409**	**215,050**	**157,805**	**226,206**	**167,821**	**-25.81%**
6219 - GENERAL OPERATING SUPPLIES	364	760	863	700	700	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	275	-	-	1,025	100.00%
TOTAL SUPPLIES	**364**	**1,035**	**863**	**700**	**1,725**	**146.43%**
6307 - PROFESSIONAL SERVICES	70,008	19,573	-	27,000	27,000	0.00%
6321 - TELEPHONE/PAGERS	309	158	53	1,065	1,690	58.69%
6331 - TRAVEL EXPENSE/MILEAGE	38	-	-	500	500	0.00%
6342 - LEGAL NOTICES	10,615	5,644	2,917	11,000	7,000	-36.36%
6351 - PRINTING	248	-	37	500	500	0.00%
6421 - SOFTWARE LICENSE	68	-	364	9,275	8,510	-8.25%
6432 - CONFERENCES AND SCHOOLS	835	623	2,233	5,000	5,000	0.00%
6434 - DUES & SUBSCRIPTIONS	711	51	554	1,000	1,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**82,832**	**26,049**	**6,158**	**55,340**	**51,200**	**-7.48%**
TOTAL BUSINESS UNIT EXPENSES	**$ 242,605**	**$ 242,134**	**$ 164,826**	**$ 282,246**	**$ 220,746**	**-21.79%**

GENERAL FUND
41520 - FINANCE

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41520 - FINANCE						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 385,935	$ 461,015	$ 289,938	$ 494,603	$ 471,716	-4.63%
6102 - OVERTIME-FT EMPLOYEES	866	63	-	500	500	0.00%
6103 - WAGES-PART TIME EMPLOYEES	7,224	2,120	2,863	19,657	20,559	4.59%
6104 - OVERTIME PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	5,941	3,964	8,333	-	-	0.00%
6122 - PERA COORDINATED PLAN	29,552	34,740	21,960	38,607	36,959	-4.27%
6125 - FICA - SOCIAL SECURITY	25,258	29,302	19,037	31,916	30,553	-4.27%
6126 - FICA - MEDICARE	5,907	6,853	4,452	7,463	7,145	-4.26%
6131 - CAFETERIA PLAN CONTRIBUTIONS	72,600	72,228	55,692	85,655	89,820	4.86%
6151 - WORKER'S COMP INSURANCE	2,740	3,360	2,670	3,809	3,843	0.89%
TOTAL PERSONAL SERVICES	**536,023**	**613,645**	**404,945**	**682,210**	**661,095**	**-3.10%**
6201 - OFFICE SUPPLIES	1,106	1,010	736	800	800	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	500	500	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	168	121	-	-	0.00%
6242 - MINOR EQUIPMENT	1,300	857	713	1,500	2,500	66.67%
6243 - MINOR COMPUTER EQUIPMENT	227	195	2,469	4,900	-	-100.00%
TOTAL SUPPLIES	**2,633**	**2,230**	**4,039**	**7,700**	**3,800**	**-50.65%**
6301 - ACCTG, AUDIT & FIN'L SERVICES	35,520	26,139	50,285	36,000	50,000	38.89%
6307 - PROFESSIONAL SERVICES	2,819	7,680	5,015	5,000	5,000	0.00%
6321 - TELEPHONE/PAGERS	228	477	53	1,065	1,030	-3.29%
6331 - TRAVEL EXPENSE/MILEAGE	42	1,009	1,012	500	500	0.00%
6333 - FREIGHT/DRAYAGE	14,940	(6,092)	-	5,000	-	-100.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6342 - LEGAL NOTICES	-	-	-	-	-	0.00%
6351 - PRINTING	2,667	985	2,598	3,000	3,000	0.00%
6406 - MULTI-FUNCTION MTNCE	801	1,160	1,037	1,250	1,350	8.00%
6413 - OFFICE EQUIPMENT	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	204	-	294	460	320	-30.43%
6432 - CONFERENCES AND SCHOOLS	-	460	3,396	10,000	10,000	0.00%
6433 - MEETING EXPENSES	-	70	-	200	200	0.00%
6434 - DUES & SUBSCRIPTIONS	880	857	180	900	900	0.00%
TOTAL SERVICES & OTHER CHARGES	**58,101**	**32,745**	**63,870**	**63,375**	**72,300**	**14.08%**
TOTAL BUSINESS UNIT EXPENSES	**$ 596,757**	**$ 648,620**	**$ 472,854**	**$ 753,285**	**$ 737,195**	**-2.14%**

GENERAL FUND
41550 - ASSESSING

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41550 - ASSESSING						
6307 - PROFESSIONAL SERVICES	253,135	129,178	270,000	270,000	270,000	0.00%
6406 - MULTI-FUNCTION MTNCE	5,040	5,526	2,558	5,500	-	-100.00%
TOTAL SERVICES & OTHER CHARGES	**258,175**	**134,704**	**272,558**	**275,500**	**270,000**	**-2.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 258,175**	**$ 134,704**	**$ 272,558**	**$ 275,500**	**$ 270,000**	**-2.00%**

GENERAL FUND
41610 - LEGAL

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41610 - LEGAL						
6303 - LEGAL SERVICES	$ 477,689	$ 474,550	$ 306,110	$ 470,000	$ 470,000	0.00%
6307 - PROFESSIONAL SERVICES	-	1,275	450	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**477,689**	**475,825**	**306,560**	**470,000**	**470,000**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 477,689**	**$ 475,825**	**$ 306,560**	**$ 470,000**	**$ 470,000**	**0.00%**

GENERAL FUND
41710 - COMMUNICATIONS & ENGAGEMENT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41710 - COMMUNICATIONS & ENGAGEMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 162,614	$ 195,624	$ 113,644	$ 255,884	$ -	-100.00%
6102 - OVERTIME - FT EMPLOYEES	51	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	9,611	1,487	-	31,574	-	-100.00%
6104 - OVERTIME PART TIME EMPLOYEES	25	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,774	3,651	19,585	-	-	0.00%
6122 - PERA COORDINATED PLAN	12,923	14,672	8,523	21,559	-	-100.00%
6125 - FICA - SOCIAL SECURITY	10,895	12,479	8,616	17,823	-	-100.00%
6126 - FICA - MEDICARE	2,548	2,919	2,015	4,169	-	-100.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	34,035	37,734	18,785	68,524	-	-100.00%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	1,142	1,598	1,245	2,128	-	-100.00%
TOTAL PERSONAL SERVICES	**237,618**	**270,164**	**172,413**	**401,661**	**0**	**-100.00%**
6219 - GENERAL OPERATING SUPPLIES	1,569	2,933	135	2,000	-	-100.00%
6242 - MINOR EQUIPMENT	-	-	-	1,000	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	1,139	2,250	-	2,900	-	-100.00%
TOTAL SUPPLIES	**2,708**	**5,183**	**135**	**5,900**	**0**	**-100.00%**
6307 - PROFESSIONAL SERVICES	167,212	63,643	22,204	38,500	-	-100.00%
6321 - TELEPHONE/PAGERS	2,066	1,827	158	4,750	-	-100.00%
6322 - POSTAGE	22,118	35,852	(938)	19,000	-	-100.00%
6331 - TRAVEL EXPENSE/MILEAGE	(14)	173	-	-	-	0.00%
6349 - OTHER ADVERTISING	505	11,205	6,500	20,500	-	-100.00%
6351 - PRINTING	30,154	50,520	(5,225)	20,000	-	-100.00%
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	4,310	330	2,429	8,570	-	-100.00%
6431 - SPECIAL EVENTS	12,066	31,055	732	50,500	-	-100.00%
6432 - CONFERENCES AND SCHOOLS	-	800	435	4,500	-	-100.00%
6433 - MEETING EXPENSES	1,200	15	945	3,000	-	-100.00%
6434 - DUES AND SUBSCRIPTIONS	400	1,580	25	400	-	-100.00%
TOTAL SERVICES & OTHER CHARGES	**240,017**	**197,000**	**27,265**	**169,720**	**0**	**-100.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 480,343**	**$ 472,347**	**$ 199,813**	**$ 577,281**	**$ -**	**-100.00%**

GENERAL FUND
41750 - COMMUNICATIONS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41750 - COMMUNICATIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ -	$ -	$ 148,784	100.00%
6122 - PERA COORDINATED PLAN	-	-	-	-	11,159	100.00%
6125 - FICA - SOCIAL SECURITY	-	-	-	-	9,224	100.00%
6126 - FICA - MEDICARE	-	-	-	-	2,157	100.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	-	-	-	35,928	100.00%
6151 - WORKER'S COMP INSURANCE	-	-	-	-	1,161	100.00%
TOTAL PERSONAL SERVICES	**-**	**-**	**-**	**-**	**208,413**	**100.00%**
6219 - GENERAL OPERATING SUPPLIES	-	-	754	-	200	100.00%
6242 - MINOR EQUIPMENT	-	-	-	-	500	100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	2,900	100.00%
TOTAL SUPPLIES	**-**	**-**	**754**	**-**	**3,600**	**100.00%**
6307 - PROFESSIONAL SERVICES	-	-	30,463	-	34,500	100.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	-	0.00%
6322 - POSTAGE	-	-	10,674	-	21,000	100.00%
6351 - PRINTING	-	-	23,601	-	38,301	100.00%
6408 - COMMUNICATION/INFO SYSTEMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	23,100	100.00%
6431 - SPECIAL EVENTS	-	-	-	-	10,000	100.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	2,250	100.00%
6433 - MEETING EXPENSES	-	-	83	-	200	100.00%
6434 - DUES AND SUBSCRIPTIONS	-	-	-	-	200	100.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**-**	**64,821**	**-**	**129,551**	**100.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ -**	**$ 65,575**	**$ -**	**$ 341,564**	**100.00%**

GENERAL FUND
41760 - COMMUNITY ENGAGEMENT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41760 - COMMUNITY ENGAGEMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ -	$ -	$ 115,758	100.00%
6122 - PERA COORDINATED PLAN	-	-	-	-	8,682	100.00%
6125 - FICA - SOCIAL SECURITY	-	-	-	-	7,177	100.00%
6126 - FICA - MEDICARE	-	-	-	-	1,678	100.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	-	-	-	35,928	100.00%
6151 - WORKER'S COMP INSURANCE	-	-	-	-	903	100.00%
TOTAL PERSONAL SERVICES	**-**	**-**	**-**	**-**	**170,126**	**100.00%**
6242 - MINOR EQUIPMENT	-	-	-	-	1,000	100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	2,000	100.00%
TOTAL SUPPLIES	**-**	**-**	**-**	**-**	**3,000**	**100.00%**
6307 - PROFESSIONAL SERVICES	-	-	26,830	-	25,000	100.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	2,220	100.00%
6322 - POSTAGE	-	-	243	-	5,000	100.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	500	100.00%
6349 - OTHER ADVERTISING	-	-	1,124	-	13,500	100.00%
6351 - PRINTING	-	-	434	-	2,500	100.00%
6431 - SPECIAL EVENTS	-	-	5,643	-	38,700	100.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	4,000	100.00%
6433 - MEETING EXPENSES	-	-	-	-	1,000	100.00%
6434 - DUES AND SUBSCRIPTIONS	-	-	-	-	500	100.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**-**	**34,274**	**-**	**92,920**	**100.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ -**	**$ 34,274**	**$ -**	**$ 266,046**	**100.00%**

GENERAL FUND
41810 - HUMAN RESOURCES

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41810 - HUMAN RESOURCES						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 252,544	$ 291,608	$ 191,602	$ 335,794	$ 411,822	22.64%
6103 - WAGES-PART TIME EMPLOYEES	-	-	2,995	-	-	0.00%
6111 - SEVERANCE PAY	5,382	7,885	5,253	-	-	0.00%
6122 - PERA COORDINATED PLAN	18,940	21,870	14,595	25,184	30,887	22.65%
6125 - FICA - SOCIAL SECURITY	15,610	18,801	12,214	20,820	25,533	22.64%
6126 - FICA - MEDICARE	3,651	4,397	2,857	4,870	5,971	22.61%
6131 - CAFETERIA PLAN CONTRIBUTIONS	47,520	49,896	31,416	68,524	89,820	31.08%
6151 - WORKER'S COMP INSURANCE	1,746	2,084	1,773	2,484	3,213	29.35%
TOTAL PERSONAL SERVICES	**345,393**	**396,541**	**262,705**	**457,676**	**567,246**	**23.94%**
6219 - GENERAL OPERATING SUPPLIES	3,486	1,234	6,124	4,750	4,750	0.00%
6242 - MINOR EQUIPMENT				-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	280	-	-	1,250	1,200	-4.00%
TOTAL SUPPLIES	**3,766**	**1,234**	**6,124**	**6,000**	**5,950**	**-0.83%**
6305 - MEDICAL SERVICES	1,226	2,101	2,343	4,200	4,200	0.00%
6306 - PERSONNEL/LABOR RELATIONS	26	10,653	2,500	-	-	0.00%
6307 - PROFESSIONAL SERVICES	66,305	97,729	142,828	125,000	125,000	0.00%
6321 - TELEPHONES/PAGERS	-	-	-	-	180	100.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	203	-	1,500	1,500	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	50	50	0.00%
6421 - SOFTWARE LICENSE	18,379	-	16,616	22,500	23,000	2.22%
6432 - CONFERENCES AND SCHOOLS	259	1,052	919	5,000	5,000	0.00%
6433 - MEETING EXPENSES	1,110	5,899	85	1,500	1,500	0.00%
6434 - DUES & SUBSCRIPTIONS	1,142	1,284	454	2,000	2,000	0.00%
6446 - CONTINGENCY				50,000	50,000	0.00%
6449 - OTHER CONTRACTUAL SERVICES				-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**88,447**	**118,921**	**165,745**	**211,750**	**212,430**	**0.32%**
TOTAL BUSINESS UNIT EXPENSES	**$ 437,606**	**$ 516,696**	**$ 434,574**	**$ 675,426**	**$ 785,626**	**16.32%**

GENERAL FUND
41910 - PLANNING AND ZONING

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41910 - PLANNING AND ZONING						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 244,284	$ 171,987	$ 107,516	$ 215,017	$ 198,394	-7.73%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,511	4,123	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	18,321	12,538	7,941	16,126	14,880	-7.73%
6125 - FICA - SOCIAL SECURITY	15,293	10,303	6,552	13,331	12,301	-7.73%
6126 - FICA - MEDICARE	3,577	2,409	1,532	3,118	2,876	-7.76%
6131 - CAFETERIA PLAN CONTRIBUTIONS	42,240	37,768	29,274	38,545	35,928	-6.79%
6151 - WORKER'S COMP INSURANCE	1,682	1,214	965	1,592	1,548	-2.76%
TOTAL PERSONAL SERVICES	**328,908**	**240,342**	**153,780**	**287,729**	**265,927**	**-7.58%**
6219 - GENERAL OPERATING SUPPLIES	-	107	125	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	4,407	525	-	-	-	0.00%
TOTAL SUPPLIES	**4,407**	**632**	**125**	**-**	**-**	**0.00%**
6303 - LEGAL SERVICES	171	1,265	44	500	500	0.00%
6307 - PROFESSIONAL SERVICES	49,323	13,462	362,701	5,000	5,000	0.00%
6321 - TELEPHONES AND PAGERS	977	815	211	700	4,120	488.57%
6331 - TRAVEL EXPENSE/MILEAGE	-	355	-	200	200	0.00%
6342 - LEGAL NOTICES	640	125	96	250	200	-20.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	478	199	-	-	-	0.00%
6422 - SOFTWARE MAINTENANCE	721	1,414	565	1,350	1,307	-3.19%
6432 - CONFERENCES AND SCHOOLS	2,164	3,338	4,065	2,500	2,500	0.00%
6433 - MEETING EXPENSES	-	60	-	200	200	0.00%
6434 - DUES & SUBSCRIPTIONS	2,121	2,705	-	2,000	1,000	-50.00%
TOTAL SERVICES & OTHER CHARGES	**56,595**	**23,738**	**367,682**	**12,700**	**15,027**	**18.32%**
TOTAL BUSINESS UNIT EXPENSES	**$ 389,910**	**$ 264,712**	**$ 521,587**	**$ 300,429**	**$ 280,954**	**-6.48%**

GENERAL FUND
41920 - INFORMATION TECHNOLOGY

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41920 - INFORMATION TECHNOLOGY						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 238,470	$ 265,061	$ 151,058	$ 262,013	$ 272,590	4.04%
6102 - OVERTIME-FT EMPLOYEES	5,006	2,293	1,079	5,000	4,000	-20.00%
6103 - WAGES-PART TIME EMPLOYEES	10,423	-	-	17,311	-	-100.00%
6104 - OVERTIME PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,416	3,530	2,422	-	-	0.00%
6122 - PERA COORDINATED PLAN	19,042	20,051	11,410	21,324	20,744	-2.72%
6125 - FICA - SOCIAL SECURITY	14,938	15,618	8,631	17,628	17,149	-2.72%
6126 - FICA - MEDICARE	3,494	3,653	2,019	4,124	4,011	-2.74%
6131 - CAFETERIA PLAN CONTRIBUTIONS	43,560	52,668	28,560	51,393	53,892	4.86%
6141 - UNEMPLOYMENT COMPENSATION	-	13,605	1,885	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	1,733	1,936	1,380	2,104	2,158	2.57%
TOTAL PERSONAL SERVICES	**340,082**	**378,415**	**208,444**	**380,897**	**374,544**	**-1.67%**
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	280	44,082	(41,686)	1,500	1,500	0.00%
6242 - MINOR EQUIPMENT	-	244	427	1,200	600	-50.00%
6243 - MINOR COMPUTER EQUIPMENT	11,154	4,336	7,904	14,000	14,000	0.00%
TOTAL SUPPLIES	**11,434**	**48,662**	**-33,355**	**16,700**	**16,100**	**-3.59%**
6307 - PROFESSIONAL SERVICES	32,374	9,038	8,600	35,000	32,000	-8.57%
6321 - TELEPHONE/PAGERS	3,960	1,617	512	3,500	2,420	-30.86%
6329 - OTHER COMMUNICATION SERVICES	319	152	-	1,000	600	-40.00%
6331 - TRAVEL EXPENSE/MILEAGE	496	504	317	1,200	1,200	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	-	-	0.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	524	-	-	1,000	-	-100.00%
6408 - COMMUNICATION/INFO SYSTEMS	7,917	2,643	1,989	5,000	5,000	0.00%
6421 - SOFTWARE LICENSE	2,868	1,951	-	17,500	32,585	86.20%
6422 - SOFTWARE MAINT	72,365	47,869	72,808	93,532	95,135	1.71%
6423 - LOGIS CHARGES	249,287	283,351	205,741	305,852	332,470	8.70%
6432 - CONFERENCES AND SCHOOLS	2,656	-	1,977	6,000	6,000	0.00%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**372,766**	**347,125**	**291,944**	**469,584**	**507,410**	**8.06%**
TOTAL BUSINESS UNIT EXPENSES	**$ 724,282**	**$ 774,202**	**$ 467,033**	**$ 867,181**	**$ 898,054**	**3.56%**

GENERAL FUND
41940 - GENERAL GOVT BLDGS AND PLANT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
41940 - GENERAL GOVT BLDGS AND PLANT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 177,029	$ 231,200	$ 183,809	$ 273,528	$ 293,586	7.33%
6102 - OVERTIME-FT EMPLOYEES	10,098	12,497	8,229	30,000	30,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	15,600	29,000	85.90%
6111 - SEVERANCE PAY	5,989	5,245	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	14,035	18,277	14,403	23,934	26,444	10.49%
6125 - FICA - SOCIAL SECURITY	9,702	13,558	10,766	19,785	21,860	10.49%
6126 - FICA - MEDICARE	2,269	3,171	2,518	4,627	5,113	10.50%
6131 - CAFETERIA PLAN CONTRIBUTIONS	47,520	67,914	60,690	85,655	89,820	4.86%
6151 - WORKER'S COMP INSURANCE	12,012	17,183	17,127	23,360	27,114	16.07%
TOTAL PERSONAL SERVICES	**278,654**	**369,045**	**297,542**	**476,489**	**522,937**	**9.75%**
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6211 - CLEANING SUPPLIES	14,496	16,344	18,326	28,000	28,000	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	28	-	1,550	1,000	-35.48%
6216 - CHEMICALS/CHEMICAL PRODUCTS	2,306	3,763	-	5,000	5,000	0.00%
6217 - SAFETY SUPPLIES	177	4,632	458	1,500	1,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,010	549	224	1,250	1,250	0.00%
6225 - PARK & LANDSCAPE MATERIALS	-	1,030	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	37,550	35,093	22,596	35,000	35,000	0.00%
6241 - SMALL TOOLS	89	34	-	1,000	1,000	0.00%
6242 - MINOR EQUIPMENT	1,417	17,514	-	14,000	14,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	8,312	4,645	-	500	-	-100.00%
TOTAL SUPPLIES	**65,357**	**83,632**	**41,604**	**87,800**	**86,750**	**-1.20%**
6307 - PROFESSIONAL SERVICES	9,273	2,610	1,044	9,500	9,500	0.00%
6321 - TELEPHONE/PAGERS	640	2,475	504	1,980	2,500	26.26%
6329 - OTHER COMMUNICATION SERVICES	544	63	342	1,380	1,380	0.00%
6381 - ELECTRIC	147,154	165,292	115,795	148,700	150,000	0.87%
6382 - GAS	75,778	118,858	82,572	110,000	120,000	9.09%
6383 - WATER	10,716	11,789	2,278	11,000	11,000	0.00%
6384 - REFUSE DISPOSAL	9,462	11,933	8,200	10,000	10,000	0.00%
6385 - SEWER	2,666	2,225	1,635	2,800	2,800	0.00%
6386 - STORM SEWER	5,976	4,201	3,276	6,000	4,500	-25.00%
6387 - HEATING OIL	3,887	3,669	-	4,000	4,000	0.00%
6388 - HAZARDOUS WASTE DISPOSAL	725	383	308	400	400	0.00%
6389 - STREET LIGHTS	1,622	1,071	790	2,000	1,500	-25.00%
6402 - EQUIPMENT SERVICES	-	634	53,334	40,000	40,000	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	148,925	263,272	221,276	216,500	216,500	0.00%
6405 - PARK & LANDSCAPE SERVICES	39,780	-	-	-	-	0.00%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	18,654	-	160	-	-100.00%
6422 - SOFTWARE MAINT	14,310	7,051	6,343	35,000	6,660	-80.97%
6432 - CONFERENCES AND SCHOOLS	782	350	-	2,000	2,000	0.00%
6434 - DUES & SUBSCRIPTIONS	-	360	350	1,000	1,000	0.00%
6441 - LICENSES, TAXES & FEES	405	415	135	1,250	1,250	0.00%
6449 - OTHER CONTRACTUAL SERVICE	126,261	92,913	29,764	39,500	41,000	3.80%
TOTAL SERVICES & OTHER CHARGES	**598,906**	**708,218**	**527,946**	**643,170**	**625,990**	**-2.67%**
6461 - FUEL CHARGES	819	1,516	466	1,100	1,100	0.00%
6462 - FIXED CHARGES	3,355	3,450	2,708	5,415	5,415	0.00%
6463 - REPAIR & MAINT CHARGES	-	732	973	400	400	0.00%
6465 - REPLACEMENT CHARGES	2,200	4,673	3,387	6,774	6,774	0.00%
TOTAL CENTRAL GARAGE CHARGES	**6,374**	**10,371**	**7,534**	**13,689**	**13,689**	**0.00%**
6520 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 949,291**	**$ 1,171,266**	**$ 874,626**	**$ 1,221,148**	**$ 1,249,366**	**2.31%**

GENERAL FUND
42010 - OFFICE OF PREVENTION, HEALTH AND SAFETY

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42010 - OFFICE OF PREVENTION, HEALTH AND SAFETY						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ 75,261	$ 100,032	$ 180,642	$ 125,015	-30.79%
6103 - WAGES & SALARIES-PT EMPLOYEES	$ -	$ -	$ 14,508	$ -	$ -	0.00%
6111 - SEVERENCE PAY	-	929	2,552	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	5,645	8,596	13,548	9,376	-30.79%
6125 - FICA - SOCIAL SECURITY	-	4,541	7,177	11,200	7,751	-30.79%
6126 - FICA - MEDICARE	-	1,062	1,679	2,619	1,813	-30.78%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	12,847	13,224	34,262	17,964	-47.57%
6151 - WORKER'S COMP INSURANCE	-	536	1,377	1,336	975	-27.02%
TOTAL PERSONAL SERVICES	**-**	**100,821**	**149,145**	**243,607**	**162,894**	**-33.13%**
6201 - OFFICE SUPPLIES	-	-	741	2,000	2,000	0.00%
6204 - STATIONARY SUPPLIES	-	8	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	682	-	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	1,435	79	4,300	4,705	9.42%
TOTAL SUPPLIES	**-**	**2,125**	**820**	**7,300**	**7,705**	**5.55%**
6307 - PROFESSIONAL SERVICES	-	53,947	208,371	60,000	12,900	-78.50%
6321 - TELEPHONE/PAGERS	-	-	79	-	1,930	100.00%
6351 - PRINTING	-	-	4,098	-	4,000	100.00%
6421 - SOFTWARE LICENSE	-	1,249	-	2,000	1,500	-25.00%
6432 - CONFERENCES AND SCHOOLS	-	(1,183)	51	15,000	10,000	-33.33%
6433 - MEETING EXPENSES	-	1,299	39,965	15,000	9,000	-40.00%
6434 - DUES & SUBSCRIPTIONS	-	225	50	-	1,500	100.00%
6446 - CONTINGENCY	-	-	-	75,000	-	-100.00%
6449 - OTHER CONTRACTUAL SERVICES	-	1,050	26,001	650,000	175,000	-73.08%
TOTAL SERVICES & OTHER CHARGES	**-**	**56,587**	**278,615**	**817,000**	**215,830**	**-73.58%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ 159,533**	**$ 428,580**	**$ 1,067,907**	**$ 386,429**	**-63.81%**

GENERAL FUND
42110 - POLICE-ADMINISTRATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42110 - POLICE-ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 105,762	$ 228,975	$ 148,756	$ 211,477	$ 234,335	10.81%
6102 - OVERTIME - FT EMPLOYEES	129	5,032	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	1,234	2,210	-	-	-	0.00%
6113 - HEALTH/WELLNESS REIMB	-	507	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	4,632	6,107	3,859	4,700	6,079	29.34%
6123 - PERA POLICE & FIRE PLAN	7,811	27,006	17,223	26,340	27,131	3.00%
6125 - FICA - SOCIAL SECURITY	4,077	5,270	3,493	3,885	5,025	29.34%
6126 - FICA - MEDICARE	1,604	3,428	2,183	3,067	3,398	10.79%
6131 - CAFETERIA PLAN CONTRIBUTIONS	21,120	32,571	24,276	34,262	35,928	4.86%
6151 - WORKER'S COMP INSURANCE	3,507	16,661	14,603	16,476	17,953	8.96%
TOTAL PERSONAL SERVICES	**149,876**	**327,767**	**214,393**	**300,207**	**329,849**	**9.87%**
6201 - OFFICE SUPPLIES	23	-	85	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	162	4,331	195	800	600	-25.00%
6217 - SAFETY SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	1,485	5,370	520	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	420	-	1,567	500	1,675	235.00%
6251 - COMPASSION DOG SUPPLIES	-	-	147	-	4,000	100.00%
TOTAL SUPPLIES	**2,090**	**9,701**	**2,514**	**2,300**	**7,275**	**216.30%**
6305 - MEDICAL SERVICES	20,391	28,096	9,518	26,200	26,000	-0.76%
6306 - PERSONNEL/LABOR RELATIONS	-	9,215	8,641	2,500	2,500	0.00%
6307 - PROFESSIONAL SERVICES	27,233	45,012	24,711	27,000	27,000	0.00%
6321 - TELEPHONE/PAGERS	672	1,236	(239)	1,210	1,210	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	10	-	100	100	0.00%
6333 - FREIGHT/DRAYAGE	20	83	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	900	1,000	1,000	0.00%
6412 - BLDGS/FACILITIES	8,515	8,245	7,656	10,000	10,000	0.00%
6421 - SOFTWARE LICENSE	68	-	73	400	800	100.00%
6422 - SOFTWARE MAINTENANCE	-	-	-	50	-	-100.00%
6432 - CONFERENCES AND SCHOOLS	70,904	39,168	38,135	70,000	120,000	71.43%
6433 - MEETING EXPENSES	299	359	299	1,500	1,500	0.00%
6434 - DUES & SUBSCRIPTIONS	12,815	14,179	2,993	12,000	12,000	0.00%
6441 - LICENSES, TAXES & FEES	2,351	1,362	634	3,000	3,000	0.00%
6449 - OTHER CONTRACTUAL SERVICES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**143,268**	**146,965**	**93,321**	**154,960**	**205,110**	**32.36%**
TOTAL BUSINESS UNIT EXPENSES	**$ 295,234**	**$ 484,433**	**$ 310,228**	**$ 457,467**	**$ 542,234**	**18.53%**

GENERAL FUND
42120 - POLICE-INVESTIGATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42120 - POLICE-INVESTIGATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 676,190	$ 507,775	$ 472,989	$ 680,665	$ 715,338	5.09%
6102 - OVERTIME-FT EMPLOYEES	83,734	40,012	92,408	47,000	47,000	0.00%
6105 - CONTRACTED SVCS OT	4,001	4,294	2,326	10,000	10,000	0.00%
6110 - OTHER PAYMENTS	9,000	-	4,629	-	-	0.00%
6111 - SEVERANCE PAY	38,972	26,280	14,128	-	-	0.00%
6113 - HEALTH/WELLNESS REIMB	-	-	516	-	-	0.00%
6123 - PERA POLICE & FIRE PLAN	135,296	97,719	100,487	130,567	136,703	4.70%
6125 - FICA - SOCIAL SECURITY	-	-	-	-	-	0.00%
6126 - FICA - MEDICARE	10,736	8,111	8,553	10,696	11,199	4.70%
6131 - CAFETERIA PLAN CONTRIBUTIONS	97,650	67,221	66,402	102,786	107,784	4.86%
6151 - WORKER'S COMP INSURANCE	54,849	56,582	74,350	79,373	87,274	9.95%
TOTAL PERSONAL SERVICES	**1,110,428**	**807,994**	**836,788**	**1,061,087**	**1,115,298**	**5.11%**
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	4,025	4,065	3,191	6,600	7,000	6.06%
6219 - GENERAL OPERATING SUPPLIES	20,728	993	2,512	1,000	1,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	703	-	375	3,600	4,550	26.39%
TOTAL SUPPLIES	**25,456**	**5,058**	**6,078**	**11,200**	**12,550**	**12.05%**
6307 - PROFESSIONAL SERVICES	19,890	22,092	14,862	19,000	20,000	5.26%
6321 - TELEPHONE/PAGERS	3,344	4,185	1,211	1,260	3,680	192.06%
6329 - OTHER COMMUNICATION SERVICES	290	789	768	900	1,020	13.33%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	4,194	100	100	0.00%
6421 - SOFTWARE LICENSE	-	3,900	-	5,580	5,460	-2.15%
6432 - CONFERENCES AND SCHOOLS	1,407	-	-	2,000	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	205	528	355	200	200	0.00%
6449 - OTHER CONTRACTUAL SERVICE	17,757	20,750	-	22,000	22,500	2.27%
TOTAL SERVICES & OTHER CHARGES	**42,893**	**52,244**	**21,390**	**51,040**	**52,960**	**3.76%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,178,777**	**$ 865,296**	**$ 864,256**	**$ 1,123,327**	**$ 1,180,808**	**5.12%**

GENERAL FUND
42123 - POLICE-PATROL

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42123 - POLICE-PATROL						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 3,214,508	$ 2,974,493	$ 2,047,595	$ 4,003,453	$ 4,019,347	0.40%
6102 - OVERTIME-FT EMPLOYEES	455,061	354,740	349,757	275,000	275,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	150,134	152,077	92,097	190,000	190,000	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	1,023	1,077	938	-	-	0.00%
6105 - CONTRACTED SVCS OT	19,437	2,523	2,305	25,000	25,000	0.00%
6110 - OTHER PAYMENTS	84,000	-	48,546	-	-	0.00%
6111 - SEVERANCE PAY	100,887	79,695	72,391	-	-	0.00%
6113 - HEALTH/WELLNESS REIMB	-	2,756	2,939	-	-	0.00%
6122 - PERA COORDINATED PLAN	17,448	22,664	11,513	26,555	25,597	-3.61%
6123 - PERA POLICE & FIRE PLAN	631,957	562,739	414,036	732,675	737,741	0.69%
6125 - FICA - SOCIAL SECURITY	18,209	19,686	11,070	21,952	21,160	-3.61%
6126 - FICA - MEDICARE	56,879	51,967	38,285	65,152	65,386	0.36%
6131 - CAFETERIA PLAN CONTRIBUTIONS	561,560	496,430	371,080	719,502	772,452	7.36%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	245,967	340,682	296,433	448,400	474,059	5.72%
TOTAL PERSONAL SERVICES	**5,557,070**	**5,061,529**	**3,758,985**	**6,507,689**	**6,605,742**	**1.51%**
6201 - OFFICE SUPPLIES	19	-	-	200	200	0.00%
6203 - BOOKS/REFERENCE MATERIALS	1,450	-	672	1,500	1,500	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	89,326	70,406	74,151	121,000	121,000	0.00%
6217 - SAFETY SUPPLIES	3,163	10,482	5,283	6,000	6,000	0.00%
6219 - GENERAL OPERATING SUPPLIES	40,412	36,899	64,245	40,000	40,000	0.00%
6242 - MINOR EQUIPMENT	19,216	1,910	9,408	17,000	1,000	-94.12%
6243 - MINOR COMPUTER EQUIPMENT	7,051	36,022	35,557	41,800	68,150	63.04%
TOTAL SUPPLIES	**160,637**	**155,719**	**189,316**	**227,500**	**237,850**	**4.55%**
6305 - MEDICAL SERVICES	1,029	2,567	8,985	1,000	3,000	200.00%
6307 - PROFESSIONAL SERVICES	123,002	121,646	63,752	100,000	105,000	5.00%
6321 - TELEPHONE/PAGERS	14,924	23,634	7,232	15,000	14,720	-1.87%
6323 - RADIO COMMUNICATIONS	26,960	26,364	20,000	25,000	25,000	0.00%
6329 - OTHER COMMUNICATION SERVICES	31,526	31,317	26,419	33,000	40,089	21.48%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	100	100	0.00%
6333 - FREIGHT/DRAYAGE	13	-	150	-	-	0.00%
6351 - PRINTING	-	220	-	220	200	-9.09%
6402 - EQUIPMENT SERVICES	430	432	146,730	101,000	76,000	-24.75%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	1,104	70	10,044	4,896	12,000	145.10%
6422 - SOFTWARE MAINTENANCE	431	606	73	8,730	6,460	-26.00%
6423 - LOGIS CHARGES	34,324	46,851	27,201	38,133	22,430	-41.18%
6428 - PROTECTION SERVICES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	2,107	7,080	2,392	10,000	-	-100.00%
6433 - MEETING EXPENSES	141	-	-	100	100	0.00%
6434 - DUES AND SUBSCRIPTIONS	110	-	-	100	100	0.00%
6442 - COURT AWARDS/SETTLEMENTS	-	100	100	-	-	0.00%
6447 - TOWING CHARGES	1,380	5,324	5,848	2,000	2,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	39,306	96,852	36,514	40,000	44,000	10.00%
TOTAL SERVICES & OTHER CHARGES	**276,787**	**363,063**	**355,440**	**379,279**	**351,199**	**-7.40%**
6461 - FUEL CHARGES	68,475	93,419	52,160	121,400	121,400	0.00%
6462 - FIXED CHARGES	68,238	60,274	41,591	83,181	83,181	0.00%
6463 - REPAIR & MAINT CHARGES	122,592	90,754	59,608	80,000	80,000	0.00%
6465 - REPLACEMENT CHARGES	186,726	255,367	163,757	477,514	501,000	4.92%
TOTAL CENTRAL GARAGE CHARGES	**446,031**	**499,814**	**317,116**	**762,095**	**785,581**	**3.08%**
6550 - MOTOR VEHICLES	-	-	42,560	60,000	60,000	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**42,560**	**60,000**	**60,000**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 6,440,525**	**$ 6,080,125**	**$ 4,663,417**	**$ 7,936,563**	**$ 8,040,372**	**1.31%**

GENERAL FUND
42151 - POLICE-SUPPORT SERVICES

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42151 - POLICE-SUPPORT SERVICES						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 454,103	$ 385,142	$ 296,160	$ 533,962	$ 543,482	1.78%
6102 - OVERTIME-FT EMPLOYEES	6,029	22,200	6,831	2,500	10,000	300.00%
6103 - WAGES - PART TIME EMPLOYEES	-	8,730	22,350	-	-	0.00%
6111 - SEVERANCE PAY	18,794	9,094	237	-	-	0.00%
6122 - PERA COORDINATED PLAN	34,510	30,704	23,840	40,235	41,510	3.17%
6125 - FICA - SOCIAL SECURITY	29,701	27,082	22,291	33,262	34,316	3.17%
6126 - FICA - MEDICARE	6,946	6,334	5,213	7,780	8,026	3.16%
6131 - CAFETERIA PLAN CONTRIBUTIONS	120,120	106,029	74,192	154,179	161,676	4.86%
6141 - UNEMPLOYMENT COMPENSATION	-	2,645	3,602	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	3,128	2,940	2,998	4,076	4,319	5.96%
TOTAL PERSONAL SERVICES	**673,331**	**600,900**	**457,714**	**775,994**	**803,329**	**3.52%**
6201 - OFFICE SUPPLIES	8,940	3,260	4,572	6,000	6,000	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	1,987	2,895	1,877	4,400	4,400	0.00%
6219 - GENERAL OPERATING SUPPLIES	5,641	11,969	4,386	5,000	5,000	0.00%
6242 - MINOR EQUIPMENT	6,283	2,603	3,415	5,000	5,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	11,028	1,219	-	3,300	-	-100.00%
TOTAL SUPPLIES	**33,879**	**21,946**	**14,250**	**23,700**	**20,400**	**-13.92%**
6307 - PROFESSIONAL SERVICES	3,819	21,854	904	1,500	1,500	0.00%
6321 - TELEPHONE/PAGERS	1,568	4,247	(853)	2,300	5,490	138.70%
6322 - POSTAGE	-	-	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	100	-	-100.00%
6333 - FREIGHT/DRAYAGE	411	105	60	200	-	-100.00%
6342 - LEGAL NOTICES	-	-	-	-	-	0.00%
6351 - PRINTING	6,657	5,173	1,913	7,000	5,000	-28.57%
6402 - EQUIPMENT SERVICES	2,128	2,858	-	2,000	2,000	0.00%
6406 - MULTI-FUNCTION MTNCE	4,519	4,932	3,704	5,000	5,000	0.00%
6421 - SOFTWARE LICENSE	136	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	1,543	24,356	1,514	15,000	15,000	0.00%
6423 - LOGIS CHARGES	159,744	164,709	117,660	173,640	182,940	5.36%
6436 - UNCOLLECTIBLE CHECKS/DEBTS	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	300	362	300	250	300	20.00%
6448 - PRISONER BOARDING CHARGES	47,056	61,641	38,750	60,000	60,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	1,654	2,550	-	2,500	100.00%
TOTAL SERVICES & OTHER CHARGES	**227,881**	**291,891**	**166,502**	**266,990**	**279,730**	**4.77%**
TOTAL BUSINESS UNIT EXPENSES	**$ 935,091**	**$ 914,737**	**$ 638,466**	**$ 1,066,684**	**$ 1,103,459**	**3.45%**

GENERAL FUND
42170 - POLICE-STATIONS AND BLDGS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42170 - POLICE-STATIONS AND BLDGS						
6211 - CLEANING SUPPLIES	$ 6,353	$ 6,718	$ 4,668	$ 3,500	$ 3,500	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	-	-	-	500	250	-50.00%
6219 - GENERAL OPERATING SUPPLIES	65,161	26,520	3,640	1,500	1,500	0.00%
6225 - PARK & LANDSCAPE MATERIALS	-	-	-	750	700	-6.67%
6239 - OTHER REPAIR & MAINT SUPPLIES	7,207	3,891	3,881	10,000	8,000	-20.00%
6241 - SMALL TOOLS	-	-	-	200	200	0.00%
6242 - MINOR EQUIPMENT	5,447	9,774	-	10,500	10,000	-4.76%
TOTAL SUPPLIES	**84,168**	**46,903**	**12,189**	**26,950**	**24,150**	**-10.39%**
6381 - ELECTRIC	67,069	73,324	48,251	73,000	73,000	0.00%
6382 - GAS	17,456	25,917	18,732	25,800	36,000	39.53%
6383 - WATER	2,669	669	1,545	3,000	3,000	0.00%
6384 - REFUSE DISPOSAL	3,020	2,285	2,136	3,000	3,000	0.00%
6385 - SEWER	664	137	382	800	800	0.00%
6386 - STORM SEWER	682	192	604	800	800	0.00%
6387 - HEATING OIL	-	-	-	1,000	-	-100.00%
6388 - HAZARDOUS WASTE DISPOSAL	444	462	305	1,000	1,000	0.00%
6389 - STREET LIGHTS	148	49	147	250	250	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	2,500	-	-100.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	36,309	18,971	97,973	-	-	0.00%
6405 - PARK & LANDSCAPE SERVICES	117,879	112,560	3,325	6,500	6,500	0.00%
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	50,000	-	-100.00%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	110	100	10	250	250	0.00%
6449 - OTHER CONTRACTUAL SERVICE	214,611	43,518	9,469	2,000	5,500	175.00%
TOTAL SERVICES & OTHER CHARGES	**461,061**	**278,184**	**182,879**	**169,900**	**130,100**	**-23.43%**
6520 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 545,229**	**$ 325,087**	**$ 195,068**	**$ 196,850**	**$ 154,250**	**-21.64%**

GENERAL FUND
42210 - FIRE

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42210 - FIRE						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 364,364	$ 342,442	$ 235,909	$ 376,705	$ 553,520	46.94%
6102 - OVERTIME FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	336,325	306,599	190,346	340,000	310,000	-8.82%
6111 - SEVERANCE PAY	24,038	15,005	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	4,602	4,676	3,150	4,817	4,962	3.01%
6123 - PERA POLICE & FIRE PLAN	53,499	49,576	34,302	55,308	86,265	55.97%
6125 - FICA - SOCIAL SECURITY	24,518	22,824	14,361	25,062	23,322	-6.94%
6126 - FICA - MEDICARE	10,228	9,538	6,257	10,392	12,522	20.50%
6127 - FIRE RELIEF ASSOCIATION	187,797	206,560	2,000	190,000	208,000	9.47%
6131 - CAFETERIA PLAN CONTRIBUTIONS	63,528	61,407	51,187	77,090	125,748	63.12%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	92,743	115,535	98,310	110,321	121,311	9.96%
TOTAL PERSONAL SERVICES	**1,161,642**	**1,134,162**	**635,822**	**1,189,695**	**1,445,650**	**21.51%**
6201 - OFFICE SUPPLIES	185	2,159	79	12,000	2,500	-79.17%
6203 - BOOKS/REFERENCE MATERIALS	2,412	935	-	1,300	1,300	0.00%
6211 - CLEANING SUPPLIES	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	53,209	36,082	15,719	36,000	36,000	0.00%
6217 - SAFETY SUPPLIES	-	-	6,419	15,000	-	-100.00%
6219 - GENERAL OPERATING SUPPLIES	20,773	13,865	7,882	19,000	19,000	0.00%
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	1,636	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	12,423	11,884	10,968	13,800	12,000	-13.04%
6243 - MINOR COMPUTER EQUIPMENT	9,130	525	50	7,700	9,700	25.97%
6251 - COMPASSION DOG SUPPLIES	-	-	114	-	10,000	100.00%
TOTAL SUPPLIES	**99,768**	**65,450**	**41,231**	**104,800**	**90,500**	**-13.65%**
6305 - MEDICAL SERVICES	8,459	7,622	2,950	10,000	10,000	0.00%
6307 - PROFESSIONAL SERVICES	577	-	5,969	3,000	-	-100.00%
6321 - TELEPHONE/PAGERS	3,225	3,907	2,539	4,000	4,750	18.75%
6323 - RADIO COMMUNICATIONS	12,832	12,175	9,639	16,000	16,000	0.00%
6329 - OTHER COMMUNICATION SERVICES	9,877	9,372	6,379	12,000	12,000	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	360	-	200	200	0.00%
6333 - FREIGHT/DRAYAGE	9	69	20	100	100	0.00%
6341 - PERSONNEL ADVERTISING	-	75	-	500	500	0.00%
6351 - PRINTING	73	157	250	500	500	0.00%
6369 - OTHER INSURANCE	1,124	1,129	1,129	1,200	1,300	8.33%
6381 - ELECTRIC	22,048	23,640	16,773	22,100	23,400	5.88%
6382 - GAS	12,629	19,423	18,090	21,000	22,000	4.76%
6383 - WATER	3,947	2,600	797	4,000	4,300	7.50%
6385 - SEWER	3,086	1,352	592	3,200	3,400	6.25%
6386 - STORM SEWER	1,123	834	688	1,200	1,300	8.33%
6389 - STREET LIGHTS	307	213	165	350	400	14.29%
6402 - EQUIPMENT SERVICES	9,828	11,232	6,980	11,000	11,000	0.00%
6406 - MULTI-FUNCTION MTNCE	1,320	1,121	733	1,100	1,300	18.18%
6417 - UNIFORMS	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	136	16,392	-	-	-	0.00%
6422 - SOFTWARE MAINT	11,914	7,920	10,972	15,150	17,500	15.51%
6431 - SPECIAL EVENTS	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	45,543	46,095	27,568	35,000	35,000	0.00%
6433 - MEETING EXPENSES	679	643	313	750	9,000	1100.00%
6434 - DUES & SUBSCRIPTIONS	1,610	2,190	1,460	2,500	2,500	0.00%
6443 - PRIZE AWARDS/EXPENSE REIMB	107	682	123	1,500	1,500	0.00%
6444 - RELOCATION EXPENSES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	1,201	4,609	1,551	725	2,600	258.62%
TOTAL SERVICES & OTHER CHARGES	**151,654**	**173,812**	**115,680**	**167,075**	**180,550**	**8.07%**
6461 - FUEL CHARGES	12,135	20,593	9,512	14,300	15,000	4.90%
6462 - FIXED CHARGES	33,271	28,382	20,809	41,617	41,617	0.00%
6463 - REPAIR & MAINT CHARGES	95,566	58,451	23,849	70,000	70,000	0.00%
6465 - REPLACEMENT CHARGES	197,979	374,862	253,526	507,052	563,052	11.04%
TOTAL CENTRAL GARAGE CHARGES	**338,951**	**482,288**	**307,696**	**632,969**	**689,669**	**8.96%**
6540 - EQUIPMENT & MACHINERY	-	119,972	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**119,972**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,752,015**	**$ 1,975,684**	**$ 1,100,429**	**$ 2,094,539**	**$ 2,406,369**	**14.89%**

GENERAL FUND
42410 - BUILDING INSPECTIONS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42410 - BUILDING INSPECTIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ -	$ -	$ -	0.00%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME 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	27	-	-	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	-	-	-	-	0.00%
6241 - SMALL TOOLS	-	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL SUPPLIES	**27**	**-**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	-	-	-	-	-	0.00%
6435 - CREDIT CARD FEES	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**-**	**-**	**-**	**-**	**0.00%**
6461 - FUEL CHARGES	-	-	-	-	-	0.00%
6462 - FIXED CHARGES	-	-	-	-	-	0.00%
6463 - REPAIR & MAINT CHARGES	-	-	-	-	-	0.00%
6465 - REPLACEMENT CHARGES	-	-	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 27**	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
42411 - CODE ENFORCEMENT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42411 - CODE ENFORCEMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ -	$ -	$ -	0.00%
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6104 - OVERTIME - PART TIME 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%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	-	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**-**	**-**	**-**	**-**	**-**	**0.00%**
6201 - OFFICE SUPPLIES	-	-	-	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	-	-	-	-	0.00%
6241 - SMALL TOOLS	-	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL SUPPLIES	**-**	**-**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	44	15	3	-	-	0.00%
6321 - TELEPHONE/PAGERS	-	-	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6405 - PARK & LANDSCAPE SERVICES	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-	0.00%
6423 - LOGIS CHARGES	-	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	-	-	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**44**	**15**	**3**	**-**	**-**	**0.00%**
6461 - FUEL CHARGES	-	-	-	-	-	0.00%
6462 - FIXED CHARGES	-	-	-	-	-	0.00%
6463 - REPAIR & MAINT CHARGES	-	-	-	-	-	0.00%
6465 - REPLACEMENT CHARGES	-	-	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 44**	**$ 15**	**$ 3**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
42420 - BUILDING AND COMMUNITY STANDARDS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
42420 - BUILDING AND COMMUNITY STANDARDS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 744,531	$ 799,236	$ 496,757	$ 828,558	$ 792,675	-4.33%
6102 - OVERTIME-FT EMPLOYEES	200	-	-	3,000	3,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	2,400	3,106	3,504	20,500	20,000	-2.44%
6111 - SEVERANCE PAY	17,008	13,594	983	-	-	0.00%
6122 - PERA COORDINATED PLAN	55,855	59,780	37,257	63,905	61,176	-4.27%
6125 - FICA - SOCIAL SECURITY	47,284	51,168	32,564	52,827	50,573	-4.27%
6126 - FICA - MEDICARE	11,059	11,967	7,616	12,355	11,828	-4.27%
6131 - CAFETERIA PLAN CONTRIBUTIONS	142,560	149,307	96,611	162,745	161,676	-0.66%
6151 - WORKER'S COMP INSURANCE	4,486	7,093	5,634	7,741	7,912	2.21%
TOTAL PERSONAL SERVICES	**1,025,383**	**1,095,251**	**680,926**	**1,151,631**	**1,108,840**	**-3.72%**
6201 - OFFICE SUPPLIES	101	(78)	(48)	-	-	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	255	108	500	500	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	1,185	1,840	36	1,600	1,800	12.50%
6219 - GENERAL OPERATING SUPPLIES	282	1,613	1,130	-	-	0.00%
6241 - SMALL TOOLS	771	415	-	-	-	0.00%
6242 - MINOR EQUIPMENT	588	2,422	374	500	500	0.00%
6243 - MINOR COMPUTER EQUIPMENT	2,193	195	1,014	6,550	4,975	-24.05%
TOTAL SUPPLIES	**5,120**	**6,662**	**2,614**	**9,150**	**7,775**	**-15.03%**
6307 - PROFESSIONAL SERVICES	53,092	70,781	52,301	60,000	60,000	0.00%
6321 - TELEPHONE/PAGERS	5,145	3,602	872	5,200	7,010	34.81%
6329 - OTHER COMMUNICATION SERVICES	4,022	3,315	1,225	3,250	3,360	3.38%
6331 - TRAVEL EXPENSE/MILEAGE	-	181	-	300	300	0.00%
6333 - FREIGHT/DRAYAGE	-	-	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	1,294	677	3,958	5,000	5,000	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6405 - PARK & LANDSCAPE SERVICES	30,794	67,325	34,597	20,000	20,000	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	5,400	100.00%
6421 - SOFTWARE LICENSE	136	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	-	1,212	147	1,250	766	-38.72%
6423 - LOGIS CHARGES	17,377	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	6,504	3,595	8,805	10,000	10,000	0.00%
6433 - MEETING EXPENSES	-	174	-	200	200	0.00%
6434 - DUES & SUBSCRIPTIONS	614	735	1,085	1,200	1,200	0.00%
6435 - CREDIT CARD FEES	15,027	20,704	9,077	15,000	15,000	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**134,005**	**172,301**	**112,067**	**121,400**	**128,236**	**5.63%**
6461 - FUEL CHARGES	2,540	5,415	2,218	4,300	4,300	0.00%
6462 - FIXED CHARGES	11,481	8,795	5,064	10,128	10,128	0.00%
6463 - REPAIR & MAINT CHARGES	6,626	4,466	907	4,500	4,500	0.00%
6465 - REPLACEMENT CHARGES	12,833	16,300	7,959	15,917	25,917	62.83%
TOTAL CENTRAL GARAGE CHARGES	**33,480**	**34,976**	**16,148**	**34,845**	**44,845**	**28.70%**
6550 - MOTOR VEHICLES	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,197,988**	**$ 1,309,190**	**$ 811,755**	**$ 1,317,026**	**$ 1,289,696**	**-2.08%**

GENERAL FUND
42510 - EMERGENCY PREPAREDNESS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 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	-	-	-	100	-	-100.00%
6219 - GENERAL OPERATING SUPPLIES	11,995	244	3,896	15,500	15,000	-3.23%
6242 - MINOR EQUIPMENT	-	-	-	3,000	3,000	0.00%
TOTAL SUPPLIES	**11,995**	**303**	**3,896**	**19,600**	**19,000**	**-3.06%**
6351 - PRINTING	37	-	-	100	200	100.00%
6381 - ELECTRIC	579	634	448	500	800	60.00%
6402 - EQUIPMENT SERVICES	3,321	2,022	6,263	4,300	4,300	0.00%
6422 - SOFTWARE MAINTENANCE	-	-	-	8,300	-	-100.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	2,300	2,200	-4.35%
6433 - MEETING EXPENSES	14	-	-	700	700	0.00%
6434 - DUES & SUBSCRIPTIONS	-	180	9,878	300	2,200	633.33%
TOTAL SERVICES & OTHER CHARGES	**3,951**	**2,836**	**16,589**	**16,500**	**10,400**	**-36.97%**
6540 - EQUIPMENT & MACHINERY						0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 15,946**	**$ 3,139**	**$ 20,485**	**$ 36,100**	**$ 29,400**	**-18.56%**

GENERAL FUND
43110 - PUBLIC WORKS-ENGINEERING

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
43110 - PUBLIC WORKS-ENGINEERING						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 698,082	$ 505,413	$ 367,664	$ 788,555	$ 771,628	-2.15%
6102 - OVERTIME-FT EMPLOYEES	58,873	20,533	3,441	35,000	35,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	10,205	10,387	21,168	14,260	14,260	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	545	219	-	500	500	0.00%
6111 - SEVERANCE PAY	23,684	7,102	252	-	-	0.00%
6122 - PERA COORDINATED PLAN	56,772	39,446	29,173	62,873	61,605	-2.02%
6125 - FICA - SOCIAL SECURITY	48,261	33,967	23,820	51,977	50,927	-2.02%
6126 - FICA - MEDICARE	11,287	7,943	5,571	12,156	11,911	-2.02%
6131 - CAFETERIA PLAN CONTRIBUTIONS	133,320	95,470	74,477	137,048	143,712	4.86%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	4,735	4,455	4,054	7,619	7,802	2.40%
TOTAL PERSONAL SERVICES	**1,045,764**	**724,935**	**529,620**	**1,109,988**	**1,097,345**	**-1.14%**
6201 - OFFICE SUPPLIES	656	6,321	2,777	1,000	1,000	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	200	200	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	500	500	0.00%
6217 - SAFETY SUPPLIES	999	191	436	1,075	1,075	0.00%
6219 - GENERAL OPERATING SUPPLIES	157	786	-	540	540	0.00%
6242 - MINOR EQUIPMENT	3,974	8,042	527	700	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	8,155	4,471	5,289	5,800	5,307	-8.50%
TOTAL SUPPLIES	**13,941**	**19,811**	**9,029**	**9,815**	**8,622**	**-12.15%**
6302 - ARCH, ENG & PLANNING	5,476	47,135	121,446	14,500	14,500	0.00%
6307 - PROFESSIONAL SERVICES	1,322	8,839	21,936	3,900	3,900	0.00%
6321 - TELEPHONE/PAGERS	1,880	9,451	1,640	3,000	1,300	-56.67%
6329 - OTHER COMMUNICATION SERVICES	1,287	1,441	975	2,000	930	-53.50%
6331 - TRAVEL EXPENSE/MILEAGE	1,096	1,023	233	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	108	-	-	520	-	-100.00%
6406 - MULTI-FUNCTION MTNCE	2,217	1,602	566	2,500	2,500	0.00%
6421 - SOFTWARE LICENSE	9,200	10,444	2,040	-	-	0.00%
6422 - SOFTWARE MAINT	19,457	10,936	11,054	13,420	18,432	37.35%
6432 - CONFERENCES AND SCHOOLS	6,195	5,655	1,075	4,400	4,400	0.00%
6433 - MEETING EXPENSES	-	-	34	85	85	0.00%
6434 - DUES & SUBSCRIPTIONS	1,269	1,400	716	1,430	1,430	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**49,507**	**97,926**	**162,254**	**48,295**	**50,017**	**3.57%**
6461 - FUEL CHARGES	3,384	3,813	845	3,800	3,800	0.00%
6462 - FIXED CHARGES	4,729	7,580	4,534	12,279	12,279	0.00%
6463 - REPAIR & MAINT CHARGES	3,844	1,237	632	2,500	2,500	0.00%
6465 - REPLACEMENT CHARGES	4,767	5,200	4,506	9,011	19,011	110.98%
TOTAL CENTRAL GARAGE CHARGES	**16,724**	**17,830**	**10,517**	**27,590**	**37,590**	**36.25%**
6510 - LAND	-	2,381	-	-	-	0.00%
6540 - EQUIPMENT & MACHINERY	-	10,757	581	32,000	-	-100.00%
TOTAL CAPITAL OUTLAY	**-**	**13,138**	**581**	**32,000**	**-**	**-100.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,125,936**	**$ 873,640**	**$ 712,001**	**$ 1,227,688**	**$ 1,193,574**	**-2.78%**

GENERAL FUND
43220 - PUBLIC WORKS-STREET MAINT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
43220 - PUBLIC WORKS-STREET MAINT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 433,134	$ 386,978	$ 304,801	$ 310,871	$ 348,008	11.95%
6102 - OVERTIME-FT EMPLOYEES	22,371	23,523	16,307	25,000	25,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	96,319	51,276	39,210	72,700	72,700	0.00%
6111 - SEVERANCE PAY	19,987	10,946	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	34,201	30,839	23,993	30,643	33,428	9.09%
6125 - FICA - SOCIAL SECURITY	33,095	28,174	21,959	25,332	27,633	9.08%
6126 - FICA - MEDICARE	7,740	6,589	5,135	5,925	6,463	9.08%
6131 - CAFETERIA PLAN CONTRIBUTIONS	90,739	76,080	60,911	85,655	89,820	4.86%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	33,440	31,323	27,195	33,302	38,197	14.70%
TOTAL PERSONAL SERVICES	**771,026**	**645,728**	**499,511**	**589,428**	**641,249**	**8.79%**
6201 - OFFICE SUPPLIES	453	6,210	(5,493)	500	500	0.00%
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	0.00%
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6217 - SAFETY SUPPLIES	8,342	3,460	5,908	6,750	7,250	7.41%
6219 - GENERAL OPERATING SUPPLIES	4,642	5,310	2,574	4,000	4,000	0.00%
6224 - STREET MAINT MATERIALS	81,399	149,952	71,983	118,200	180,469	52.68%
6225 - PARK & LANDSCAPE MATERIALS	794	3,990	-	5,500	5,500	0.00%
6226 - SIGNS & STRIPING MATERIALS	284	662	1,224	1,000	1,000	0.00%
6241 - SMALL TOOLS	305	970	1,261	900	900	0.00%
6242 - MINOR EQUIPMENT	400	1,337	2,396	1,500	9,600	540.00%
6243 - MINOR COMPUTER EQUIPMENT	2,524	709	-	2,600	-	-100.00%
TOTAL SUPPLIES	**99,143**	**172,600**	**79,853**	**140,950**	**209,219**	**48.43%**
6307 - PROFESSIONAL SERVICES	1,259	-	1,259	1,700	-	-100.00%
6321 - TELEPHONE/PAGERS	1,809	594	182	2,220	660	-70.27%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	450	450	0.00%
6333 - FREIGHT/DRAYAGE	-	15	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	-	-	-	300	-	-100.00%
6351 - PRINTING	75	-	-	100	100	0.00%
6384 - REFUSE DISPOSAL	743	998	-	2,000	2,000	0.00%
6404 - STREET MAINT SERVICES	36,850	21,578	-	50,000	50,000	0.00%
6405 - PARK & LANDSCAPE SERVICES	58,074	60,671	50,567	89,500	89,500	0.00%
6417 - UNIFORMS	5,605	4,391	2,492	5,459	5,459	0.00%
6421 - SOFTWARE LICENSE	68	-	141	800	624	-22.00%
6432 - CONFERENCES AND SCHOOLS	3,179	2,711	45	6,120	6,120	0.00%
6433 - MEETING EXPENSES	168	134	65	100	100	0.00%
6434 - DUES & SUBSCRIPTIONS	50	215	440	650	650	0.00%
6449 - OTHER CONTRACTUAL SERVICE	34,362	16,107	25,000	45,000	45,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**142,242**	**107,414**	**80,191**	**204,399**	**200,663**	**-1.83%**
6461 - FUEL CHARGES	34,669	51,862	35,401	51,700	51,700	0.00%
6462 - FIXED CHARGES	85,068	78,935	47,599	95,199	95,199	0.00%
6463 - REPAIR & MAINT CHARGES	87,588	98,185	83,551	85,000	85,000	0.00%
6465 - REPLACEMENT CHARGES	291,714	322,041	202,386	405,263	475,263	17.27%
TOTAL CENTRAL GARAGE CHARGES	**499,039**	**551,023**	**368,937**	**637,162**	**707,162**	**10.99%**
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,511,450**	**$ 1,476,765**	**$ 1,028,492**	**$ 1,571,939**	**$ 1,758,293**	**11.86%**

GENERAL FUND
43221 - PUBLIC WORKS-TRAFFIC CONTROL

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
43221 - PUBLIC WORKS-TRAFFIC CONTROL						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 127,239	$ 139,624	$ 94,990	$ 144,612	$ 152,938	5.76%
6102 - OVERTIME-FT EMPLOYEES	557	121	-	-	-	0.00%
6111 - SEVERANCE PAY	3,143	2,117	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	9,585	10,481	7,124	10,846	11,471	5.76%
6125 - FICA - SOCIAL SECURITY	8,057	8,978	6,085	8,966	9,482	5.76%
6126 - FICA - MEDICARE	1,884	2,100	1,423	2,097	2,218	5.77%
6131 - CAFETERIA PLAN CONTRIBUTIONS	31,680	33,264	24,907	34,262	35,928	4.86%
6151 - WORKER'S COMP INSURANCE	11,195	12,829	11,011	13,550	15,049	11.06%
TOTAL PERSONAL SERVICES	**193,340**	**209,514**	**145,540**	**214,333**	**227,086**	**5.95%**
6226 - SIGNS & STRIPING MATERIALS	28,627	31,809	23,629	31,000	31,000	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	140	-	-	-	-	0.00%
TOTAL SUPPLIES	**28,767**	**31,809**	**23,629**	**31,000**	**31,000**	**0.00%**
6321 - TELEPHONE/PAGERS	13	158	53	750	750	0.00%
6381 - ELECTRIC	-	-	-	-	-	0.00%
6407 - TRAFFIC SIGNALS MAINT	1,263	9,362	-	16,000	16,000	0.00%
6417 - UNIFORMS	-	-	-	520	520	0.00%
6422 - SOFTWARE MAINT	-	-	-	900	900	0.00%
TOTAL SERVICES & OTHER CHARGES	**1,276**	**9,520**	**53**	**18,170**	**18,170**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 223,383**	**$ 250,843**	**$ 169,222**	**$ 263,503**	**$ 276,256**	**4.84%**

GENERAL FUND
44110 - JOINT POWERS PAYMENTS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
44110 - JOINT POWERS PAYMENTS						
6449 - OTHER CONTRACTUAL SERVICE	$ 210,488	$ 70,958	$ 146,828	$ 187,000	$ 130,000	-30.48%
TOTAL SERVICES & OTHER CHARGES	**210,488**	**70,958**	**146,828**	**187,000**	**130,000**	**-30.48%**
TOTAL BUSINESS UNIT EXPENSES	**$ 210,488**	**$ 70,958**	**$ 146,828**	**$ 187,000**	**$ 130,000**	**-30.48%**

GENERAL FUND
45010 - RECREATION ADMINISTRATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45010 - RECREATION ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 97,839	$ 88,482	$ -	$ -	$ -	0.00%
6102 - OVERTIME - FT EMPLOYEES	298	-	-	-	-	0.00%
6103 - WAGES - PT EMPLOYEES	42,489	4,615	-	-	-	0.00%
6111 - SEVERANCE PAY	1,048	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	10,169	6,733	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	9,046	5,701	-	-	-	0.00%
6126 - FICA - MEDICARE	2,116	1,333	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	39,600	16,632	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	3,092	898	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**205,697**	**124,394**	**-**	**-**	**-**	**0.00%**
6201 - OFFICE SUPPLIES	-	583	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	289	940	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	3,185	403	-	-	-	0.00%
TOTAL SUPPLIES	**3,474**	**1,926**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	2,265	4,832	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	224	893	-	-	-	0.00%
6329 - OTHER COMMUNICATION SERVICES	97	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	683	-	-	-	0.00%
6421 - SOFTWARE LICENSE	747	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	5,865	8,147	-	-	-	0.00%
6433 - MEETING EXPENSES	247	807	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	1,470	812	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**10,915**	**16,174**	**-**	**-**	**-**	**0.00%**
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 220,086**	**$ 142,494**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45100 - RECREATION ADMINISTRATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45100 - RECREATION ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ 362,975	$ 328,544	$ 671,996	104.54%
6102 - OVERTIME-FT EMPLOYEES	$ -	$ -	$ 924	$ -	$ 600	100.00%
6103 - WAGES-PART TIME EMPLOYEES	-	-	91,553	132,342	140,342	6.04%
6122 - PERA COORDINATED PLAN	-	-	34,116	34,567	60,971	76.38%
6125 - FICA - SOCIAL SECURITY	-	-	28,723	28,575	50,402	76.38%
6126 - FICA - MEDICARE	-	-	6,717	6,683	11,788	76.39%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	-	77,112	51,393	125,748	144.68%
6151 - WORKER'S COMP INSURANCE	-	-	5,504	5,845	9,062	55.04%
TOTAL PERSONAL SERVICES	**-**	**-**	**607,624**	**587,949**	**1,070,909**	**82.14%**
6201 - OFFICE SUPPLIES	-	-	1,193	3,000	3,000	0.00%
6217 - SAFETY SUPPLIES	-	-	-	200	200	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	-	31,081	3,000	6,000	100.00%
6242 - MINOR EQUIPMENT	-	-	239	250	-	-100.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	3,789	5,800	2,875	-50.43%
TOTAL SUPPLIES	**-**	**-**	**36,302**	**12,250**	**12,075**	**-1.43%**
6307 - PROFESSIONAL SERVICES	-	-	12,000	-	-	0.00%
6321 - TELEPHONE/PAGERS	-	-	674	3,160	5,560	75.95%
6322 - POSTAGE	-	-	2,681	4,000	-	-100.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	1,603	1,250	1,250	0.00%
6341 - PERSONNEL ADVERTISING	-	-	450	750	750	0.00%
6351 - PRINTING	-	-	25,693	19,000	19,000	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	500	500	0.00%
6406 - MULTI-FUNCTION MTNCE	-	-	1,332	3,500	3,500	0.00%
6421 - SOFTWARE LICENSE	-	-	2,129	1,355	2,200	62.36%
6422 - SOFTWARE MAINTENANCE	-	-	188	-	-	0.00%
6423 - LOGIS CHARGES	-	-	28,289	41,425	43,050	3.92%
6432 - CONFERENCES AND SCHOOLS	-	228	6,137	4,500	6,000	33.33%
6434 - DUES & SUBSCRIPTIONS	-	1,439	810	1,250	2,500	100.00%
6435 - CREDIT CARD FEES	-	-	4,590	10,000	10,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	10,290	4,000	4,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**1,667**	**96,866**	**94,690**	**98,310**	**3.82%**
6461 - FUEL CHARGES	-	-	419	300	300	0.00%
6462 - FIXED CHARGES	-	-	2,343	4,685	4,685	0.00%
6463 - REPAIR & MAINT CHARGES	-	-	458	1,000	1,000	0.00%
6465 - REPLACEMENT CHARGES	-	-	2,645	5,289	5,289	0.00%
TOTAL CENTRAL GARAGE CHARGES	**-**	**-**	**5,865**	**11,274**	**11,274**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ 1,667**	**$ 746,657**	**$ 706,163**	**$ 1,192,568**	**68.88%**

GENERAL FUND
45110 - COMMUNITY CENTER ADMINISTRATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45110 - COMMUNITY CENTER ADMINISTRATION						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 373,277	$ 446,897	$ -	$ -	$ -	0.00%
6102 - OVERTIME-FT EMPLOYEES	138	-	-	-	-	0.00%
6103 - WAGES-PART TIME EMPLOYEES	89,666	123,990	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	152	236	-	-	-	0.00%
6111 - SEVERANCE PAY	18,861	13,405	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	34,381	42,603	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	29,558	36,065	-	-	-	0.00%
6126 - FICA - MEDICARE	6,913	8,435	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	64,680	88,011	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	4,240	5,087	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**621,866**	**764,729**	**-**	**-**	**-**	**0.00%**
6201 - OFFICE SUPPLIES	1,694	6,879	-	-	-	0.00%
6217 - SAFETY SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	17,015	1,664	-	-	-	0.00%
6242 - MINOR EQUIPMENT	-	49	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	1,374	-	-	-	0.00%
TOTAL SUPPLIES	**18,709**	**9,966**	**-**	**-**	**-**	**0.00%**
6321 - TELEPHONE/PAGERS	2,274	1,788	-	-	-	0.00%
6322 - POSTAGE	-	5,202	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	307	490	-	-	-	0.00%
6341 - PERSONNEL ADVERTISING	155	125	-	-	-	0.00%
6349 - OTHER ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	18,727	39,093	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6406 - MULTI-FUNCTION MTNCE	2,188	2,673	-	-	-	0.00%
6421 - SOFTWARE LICENSE	883	-	-	-	-	0.00%
6422 - SOFTWARE MAINT	-	-	-	-	-	0.00%
6423 - LOGIS CHARGES	38,572	39,659	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	100	565	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	920	225	-	-	-	0.00%
6435 - CREDIT CARD FEES	4,486	7,834	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	105,186	1,959	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	49	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**173,847**	**99,613**	**-**	**-**	**-**	**0.00%**
6461 - FUEL CHARGES	325	494	-	-	-	0.00%
6462 - FIXED CHARGES	1,836	2,870	-	-	-	0.00%
6463 - REPAIR & MAINT CHARGES	798	1,178	-	-	-	0.00%
6465 - REPLACEMENT CHARGES	4,010	4,375	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	**6,969**	**8,917**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 821,391**	**$ 883,225**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45111 - CARS-ADULT RECREATION

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45111 - CARS-ADULT RECREATION						
5586 - COST OF SALES-MISC	$ 243	$ 307	$ -	$ -	$ -	0.00%
TOTAL COST OF SALES	**243**	**307**	**-**	**-**	**-**	**0.00%**
6103 - WAGES-PART TIME EMPLOYEES	14,728	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	696	(106)	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	916	-	-	-	-	0.00%
6126 - FICA - MEDICARE	214	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	404	-	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**16,958**	**(106)**	**-**	**-**	**-**	**0.00%**
6219 - GENERAL OPERATING SUPPLIES	6,118	1,830	-	-	-	0.00%
TOTAL SUPPLIES	**6,118**	**1,830**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	4,524	750	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6339 - OTHER TRANSPORTATION EXPENSE	-	-	-	-	-	0.00%
6364 - DRAM SHOP INSURANCE	-	-	-	-	-	0.00%
6384 - REFUSE DISPOSAL	1,957	-	-	-	-	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	46,111	42,236	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	600	-	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**53,192**	**42,986**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 76,511**	**$ 45,017**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45112 -RECREATION -TEEN PROGRAMS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
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%**

GENERAL FUND
45113 - RECREATION -YOUTH PROGRAMS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45113 - RECREATION -YOUTH PROGRAMS						
6103 - WAGES-PART TIME EMPLOYEES	$ 41,919	$ 65,873	$ -	$ -	$ -	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	410	778	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	2,599	4,053	-	-	-	0.00%
6126 - FICA - MEDICARE	608	948	-	-	-	0.00%
6141 - UNEMPLOYMENT COMPENSATION	-	-	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	961	3,174	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**46,497**	**74,826**	**-**	**-**	**-**	**0.00%**
6212 - MOTOR FUELS	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	6,760	20,708	-	-	-	0.00%
TOTAL SUPPLIES	**6,760**	**20,708**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	-	-	-	0.00%
6433 - MEETING EXPENSES	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	6,150	2,068	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**6,150**	**2,068**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 59,407**	**$ 97,602**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45119 - RECREATION-GENERAL REC

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45119 - RECREATION-GENERAL REC						
6103 - WAGES-PART TIME EMPLOYEES	$ 7,237	$ 4,516	$ -	$ -	$ -	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	565	-	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	449	280	-	-	-	0.00%
6126 - FICA - MEDICARE	105	65	-	-	-	0.00%
6141 - UNEMPLOYMENT COMPENSATION	-	24	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	151	114	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**8,507**	**4,999**	**-**	**-**	**-**	**0.00%**
6219 - GENERAL OPERATING SUPPLIES	8,751	1,709	-	-	-	0.00%
TOTAL SUPPLIES	**8,751**	**1,709**	**-**	**-**	**-**	**0.00%**
6369 - OTHER INSURANCE	-	-	-	-	-	0.00%
6412 - BLDGS/FACILITIES	5,220	11,919	-	-	-	0.00%
6431 - SPECIAL EVENTS	-	2,331	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	28,528	18,754	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**33,748**	**33,004**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 51,006**	**$ 39,712**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45120 - RECREATION FACILITIES

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45120 - RECREATION FACILITIES						
6101 - WAGES-FULL TIME EMPLOYEES	-	-	48,813	279,839	127,282	-54.52%
6103 - WAGES-PART TIME EMPLOYEES	-	-	275,366	276,842	300,000	8.37%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	247	-	-	0.00%
6111 - SEVERANCE PAY	-	-	2,990	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	-	13,326	41,752	32,046	-23.25%
6125 - FICA - SOCIAL SECURITY	-	-	20,453	34,514	26,492	-23.24%
6126 - FICA - MEDICARE	-	-	4,783	8,072	6,196	-23.24%
6131 - CAFETERIA CONTRIBUTIONS	-	-	14,280	51,393	35,928	-30.09%
6151 - WORKER'S COMP INSURANCE	-	-	9,425	10,559	10,125	-4.11%
TOTAL PERSONAL SERVICES	**-**	**-**	**389,683**	**702,971**	**538,069**	**-23.46%**
6216 - CHEMICALS/CHEMICAL PRODUCTS	-	-	7,030	15,000	15,000	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	-	13,124	17,850	17,850	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	-	-	1,757	6,000	6,000	0.00%
6242 - MINOR EQUIPMENT	-	-	1,685	6,000	6,000	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	1,100	1,500	36.36%
TOTAL SUPPLIES	**-**	**-**	**23,596**	**45,950**	**46,350**	**0.87%**
6307 - PROFESSIONAL SERVICES	-	-	796	-	1,000	100.00%
6321 - TELEPHONE/PAGERS	-	-	-	1,080	1,030	-4.63%
6381 - ELECTRIC	-	-	20,884	32,000	32,000	0.00%
6382 - GAS	-	-	13,751	19,500	19,500	0.00%
6383 - WATER	-	-	13,893	12,800	12,800	0.00%
6385 - SEWER	-	-	6,323	12,000	12,000	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	-	-	10,482	21,000	21,000	0.00%
6421 - SOFTWARE LICENSE	-	-	73	750	440	-41.33%
6431 - SPECIAL EVENTS	-	-	177	7,000	7,000	0.00%
6402 - EQUIPMENT SERVICES	-	-	3,535	2,750	6,000	118.18%
6432 - CONFERENCES AND SCHOOLS	-	-	2,709	1,500	1,500	0.00%
6441 - LICENSES, TAXES & FEES	-	-	2,446	1,500	3,000	100.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	10,381	10,500	10,500	0.00%
6491 - MERCHANDISE FOR RESALE	-	-	904	1,500	1,500	0.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**-**	**86,354**	**123,880**	**129,270**	**4.35%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ -**	**$ 499,633**	**$ 872,801**	**$ 713,689**	**-18.23%**

GENERAL FUND
45122 - COMMUNITY CENTER OPERATIONS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45122 - COMMUNITY CENTER OPERATIONS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 74,664	$ 80,841	$ -	$ -	$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	19,756	29,176	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	753	104	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	7,082	8,077	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	6,072	7,034	-	-	-	0.00%
6126 - FICA - MEDICARE	1,420	1,645	-	-	-	0.00%
6131 - CAFETERIA PLAN CONTRIBUTIONS	4,255	4,470	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	911	1,277	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**114,913**	**132,624**	**-**	**-**	**-**	**0.00%**
6211 - CLEANING SUPPLIES	-	-	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	2,680	14,877	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	-	-	-	-	-	0.00%
6242 - MINOR EQUIPMENT	4,413	10,521	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	525	-	-	-	0.00%
TOTAL SUPPLIES	**7,093**	**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	6,466	11,684	-	-	-	0.00%
6421 - SOFTWARE LICENSE	299	-	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	170	545	-	-	-	0.00%
6434 - DUES & SUBSCRIPTIONS	-	1,400	-	-	-	0.00%
6441 - LICENSES, TAXES & FEES	1,441	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	78,077	95,313	-	-	-	0.00%
6491 - MERCHANDISE FOR RESALE	482	383	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**86,935**	**109,325**	**-**	**-**	**-**	**0.00%**
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 208,941**	**$ 267,872**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45140 - RECREATION PROGRAMMING

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45140 - RECREATION PROGRAMMING						
6101 - WAGES-FULL TIME EMPLOYEES	-	-	12,965	124,845	106,283	-14.87%
6103 - WAGES-PART TIME EMPLOYEES	-	-	80,414	116,900	116,900	0.00%
6122 - PERA COORDINATED PLAN	-	-	2,016	18,131	16,739	-7.68%
6125 - FICA - SOCIAL SECURITY	-	-	5,858	14,988	13,836	-7.69%
6126 - FICA - MEDICARE	-	-	1,370	3,506	3,236	-7.70%
6131 - CAFETERIA CONTRIBUTIONS	-	-	2,142	34,262	35,928	4.86%
6151 - WORKER'S COMP INSURANCE	-	-	3,192	3,939	3,997	1.47%
TOTAL PERSONAL SERVICES	**-**	**-**	**107,957**	**316,571**	**296,919**	**-6.21%**
6212 - MOTOR FUELS	-	-	-	3,500	3,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	-	711	17,057	32,350	32,350	0.00%
TOTAL SUPPLIES	**-**	**711**	**17,057**	**35,850**	**35,850**	**0.00%**
6307 - PROFESSIONAL SERVICES	-	-	500	9,000	6,000	-33.33%
6331 - TRAVEL EXPENSE/MILEAGE	-	-	50	250	500	100.00%
6364 - DRAM SHOP INSURANCE	-	-	-	1,100	-	-100.00%
6384 - REFUSE DISPOSAL	-	-	-	2,250	2,250	0.00%
6412 - BLDGS/FACILITIES	-	-	6,770	2,200	8,000	263.64%
6433 - MEETING EXPENSES	-	-	247	1,000	1,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	64,108	104,870	92,870	-11.44%
6491 - MERCHANDISE FOR RESALE	-	-	-	1,100	1,100	0.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**-**	**71,675**	**121,770**	**111,720**	**-8.25%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ 711**	**$ 196,689**	**$ 474,191**	**$ 444,489**	**-6.26%**

GENERAL FUND
45124 - POOL

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45124 - POOL						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 2,953	$ -	$ -	$ -	$ -	0.00%
6103 - WAGES-PART TIME EMPLOYEES	286,137	376,960	-	-	-	0.00%
6104 - OVERTIME-PART TIME EMPLOYEES	618	202	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	9,147	13,236	-	-	-	0.00%
6125 - FICA - SOCIAL SECURITY	17,970	23,387	-	-	-	0.00%
6126 - FICA - MEDICARE	4,203	5,470	-	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	6,932	9,535	-	-	-	0.00%
TOTAL PERSONAL SERVICES	**327,960**	**428,790**	**-**	**-**	**-**	**0.00%**
6211 - CLEANING SUPPLIES	-	51	-	-	-	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	6,184	16,231	-	-	-	0.00%
6219 - GENERAL OPERATING SUPPLIES	10,915	6,469	-	-	-	0.00%
6223 - BUILDINGS & FACILITIES	-	-	-	-	-	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	7,052	11,416	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,079	-	-	-	-	0.00%
TOTAL SUPPLIES	**25,230**	**34,167**	**-**	**-**	**-**	**0.00%**
6307 - PROFESSIONAL SERVICES	-	-	-	-	-	0.00%
6321 - TELEPHONE/PAGERS	222	-	-	-	-	0.00%
6381 - ELECTRIC	29,686	34,390	-	-	-	0.00%
6382 - GAS	12,204	20,915	-	-	-	0.00%
6383 - WATER	27,150	18,108	-	-	-	0.00%
6385 - SEWER	11,425	9,270	-	-	-	0.00%
6402 - EQUIPMENT SERVICES	-	-	-	-	-	0.00%
6403 - BLDGS/FACILITIES MAINT SERVICE	4,155	3,436	-	-	-	0.00%
6421 - SOFTWARE LICENSE	-	-	-	-	-	0.00%
6431 - SPECIAL EVENTS	3,375	3,622	-	-	-	0.00%
6432 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6441 - CONFERENCES AND SCHOOLS	-	-	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	3,052	6,432	-	-	-	0.00%
TOTAL SERVICES & OTHER CHARGES	**91,269**	**96,173**	**-**	**-**	**-**	**0.00%**
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
6545 - OTHER EQUIPMENT	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 444,459**	**$ 559,130**	**$ -**	**$ -**	**$ -**	**0.00%**

GENERAL FUND
45201 - PUBLIC WORKS-PARK FACILITIES

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45201 - PUBLIC WORKS-PARK FACILITIES						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 463,958	$ 470,659	$ 376,776	$ 574,634	$ 609,240	6.02%
6102 - OVERTIME-FT EMPLOYEES	11,457	7,379	5,719	25,000	25,000	0.00%
6103 - WAGES-PART TIME EMPLOYEES	62,107	52,696	49,810	53,535	53,535	0.00%
6111 - SEVERANCE PAY	12,969	10,021	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	35,704	35,853	28,787	48,988	51,583	5.30%
6125 - FICA - SOCIAL SECURITY	32,154	31,914	25,989	40,498	42,642	5.29%
6126 - FICA - MEDICARE	7,520	7,464	6,078	9,471	9,974	5.31%
6131 - CAFETERIA PLAN CONTRIBUTIONS	95,995	115,500	94,248	137,048	143,712	4.86%
6141 - UNEMPLOYMENT COMPENSATION	-	-	6,213	-	-	0.00%
6151 - WORKER'S COMP INSURANCE	23,827	33,536	35,440	42,855	47,317	10.41%
TOTAL PERSONAL SERVICES	**745,691**	**765,022**	**629,060**	**932,029**	**983,003**	**5.47%**
6214 - CLOTHING & PERSONAL EQUIPMENT	-	-	-	-	-	0.00%
6216 - CHEMICALS/CHEMICAL PRODUCTS	442	1,635	2,780	3,000	3,000	0.00%
6217 - SAFETY SUPPLIES	3,493	3,950	1,432	3,750	3,750	0.00%
6219 - GENERAL OPERATING SUPPLIES	6,393	28,721	(2,406)	11,250	11,250	0.00%
6223 - BUILDINGS & FACILITIES	2,963	12,177	68	18,000	16,000	-11.11%
6225 - PARK & LANDSCAPE MATERIALS	12,330	26,329	10,823	22,000	22,000	0.00%
6227 - PAINT SUPPLIES	293	2,831	973	1,100	1,100	0.00%
6231 - ATHLETIC FIELD SUPPLIES	5,908	4,970	2,722	5,300	5,300	0.00%
6233 - COURT SUPPLIES	16,200	1,971	22,000	21,500	21,500	0.00%
6239 - OTHER REPAIR & MAINT SUPPLIES	5,233	10,686	4,068	14,900	14,900	0.00%
6241 - SMALL TOOLS	868	1,290	1,186	1,000	1,000	0.00%
6242 - MINOR EQUIPMENT	2,287	7,443	3,670	8,700	8,700	0.00%
6243 - MINOR COMPUTER EQUIPMENT	-	1,893	-	-	3,950	100.00%
TOTAL SUPPLIES	**56,410**	**103,896**	**47,316**	**110,500**	**112,450**	**1.76%**
6307 - PROFESSIONAL SERVICES	325	-	-	2,600	-	-100.00%
6321 - TELEPHONE/PAGERS	1,411	1,173	414	1,200	1,560	30.00%
6351 - PRINTING	-	-	-	-	-	0.00%
6381 - ELECTRIC	31,840	40,228	23,985	38,000	38,000	0.00%
6382 - GAS	2,591	3,803	3,412	5,100	5,100	0.00%
6383 - WATER	92,154	65,197	103,243	95,000	95,000	0.00%
6384 - REFUSE DISPOSAL	19,539	22,047	14,326	21,000	21,000	0.00%
6385 - SEWER	2,288	1,877	4,736	2,500	2,500	0.00%
6386 - STORM SEWER	61,436	60,334	35,380	63,000	63,000	0.00%
6389 - STREET LIGHTS	20,464	22,724	12,452	22,000	22,000	0.00%
6405 - PARK & LANDSCAPE SERVICES	5,462	6,056	260	9,500	9,500	0.00%
6409 - OTHER REPAIR & MAINT SVCS	6,348	3,746	278	7,000	7,000	0.00%
6415 - OTHER EQUIPMENT	-	-	225	1,950	1,950	0.00%
6417 - UNIFORMS	4,219	2,813	2,509	4,200	4,200	0.00%
6421 - SOFTWARE LICENSE	68	-	73	150	80	-46.67%
6432 - CONFERENCES AND SCHOOLS	2,618	2,661	1,710	4,670	4,670	0.00%
6434 - DUES & SUBSCRIPTIONS	620	329	-	225	225	0.00%
6449 - OTHER CONTRACTUAL SERVICE	8,056	4,569	7,883	12,000	12,500	4.17%
TOTAL SERVICES & OTHER CHARGES	**259,439**	**237,557**	**210,886**	**290,095**	**288,285**	**-0.62%**
6461 - FUEL CHARGES	20,751	27,748	13,230	26,500	26,500	0.00%
6462 - FIXED CHARGES	37,404	30,836	18,818	37,636	37,636	0.00%
6463 - REPAIR & MAINT CHARGES	59,837	62,413	25,864	60,000	60,000	0.00%
6465 - REPLACEMENT CHARGES	101,139	110,679	62,590	125,181	175,181	39.94%
TOTAL CENTRAL GARAGE CHARGES	**219,131**	**231,676**	**120,502**	**249,317**	**299,317**	**20.05%**
6540 - EQUIPMENT & MACHINERY	10,000	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**10,000**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 1,290,671**	**$ 1,338,151**	**$ 1,007,764**	**$ 1,581,941**	**$ 1,683,055**	**6.39%**

GENERAL FUND
45204 - PUBLIC WORKS-FORESTRY

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45204 - PUBLIC WORKS-FORESTRY						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 67,662	$ 73,744	$ 50,151	$ 75,584	$ 79,714	5.46%
6102 - OVERTIME-FT EMPLOYEES	198	1,746	829	-	-	0.00%
6103 - WAGES - PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	3,303	2,699	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	5,089	5,662	3,823	5,669	5,979	5.47%
6125 - FICA - SOCIAL SECURITY	4,385	4,783	3,220	4,686	4,942	5.46%
6126 - FICA - MEDICARE	1,025	1,118	753	1,096	1,156	5.47%
6131 - CAFETERIA PLAN CONTRIBUTIONS	15,840	16,632	12,138	17,131	17,964	4.86%
6151 - WORKER'S COMP INSURANCE	4,449	6,761	5,877	5,805	6,425	10.68%
TOTAL PERSONAL SERVICES	**101,951**	**113,145**	**76,791**	**109,971**	**116,180**	**5.65%**
6217 - SAFETY SUPPLIES	-	21	-	450	450	0.00%
6219 - GENERAL OPERATING SUPPLIES	683	468	311	1,000	1,000	0.00%
6225 - PARK & LANDSCAPE MATERIALS	2,704	5,784	165	7,000	7,000	0.00%
6243 - OTHER COMMUNICATION SERVICES	23	-	-	-	-	0.00%
TOTAL SUPPLIES	**3,410**	**6,273**	**476**	**8,450**	**8,450**	**0.00%**
6329 - OTHER COMMUNICATION SERVICES	70	-	-	840	840	0.00%
6351 - PRINTING	-	-	-	100	100	0.00%
6405 - PARK & LANDSCAPE SERVICES	8,100	68,760	10,002	35,000	35,000	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	2,000	2,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**8,170**	**68,760**	**10,002**	**37,940**	**37,940**	**0.00%**
6540 - EQUIPMENT & MACHINERY	-	-	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**-**	**-**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 113,531**	**$ 188,178**	**$ 87,269**	**$ 156,361**	**$ 162,570**	**3.97%**

GENERAL FUND
45218 - HEALTH AND SOCIAL ENVIRONMENT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45218 - HEALTH AND SOCIAL ENVIRONMENT						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ 80,549	$ 45,998	$ 192,292	$ 78,054	-59.41%
6103 - WAGES - PART TIME EMPLOYEES	-	9,081	15,906	10,000	10,000	0.00%
6104 - OVERTIME - PART TIME EMPLOYEES	-	-	578	-	-	0.00%
6111 - SEVERANCE PAY	-	389	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	-	6,657	4,686	15,172	6,604	-56.47%
6125 - FICA - SOCIAL SECURITY	-	5,631	3,853	12,543	5,459	-56.48%
6126 - FICA - MEDICARE	-	1,317	901	2,932	1,277	-56.45%
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	22,869	12,138	51,393	17,964	-65.05%
6151 - WORKER'S COMP INSURANCE	-	2,269	986	1,681	880	-47.65%
TOTAL PERSONAL SERVICES	**-**	**128,762**	**85,046**	**286,013**	**120,238**	**-57.96%**
6214 - CLOTHING & PERSONAL EQUIPMENT	-	1,618	-	-	5,000	100.00%
6219 - GENERAL OPERATING SUPPLIES	-	18,105	11,171	32,750	22,750	-30.53%
6242 - MINOR EQUIPMENT	-	185	-	3,500	-	-100.00%
TOTAL SUPPLIES	**-**	**19,908**	**11,171**	**36,250**	**27,750**	**-23.45%**
6307 - OTHER SERVICES AND CHARGES	-	-	-	12,000	8,000	-33.33%
6321 - TELEPHONE/PAGERS	-	121	188	540	550	1.85%
6331 - TRAVEL EXPENSE/MILEAGE	-	579	-	-	-	0.00%
6351 - PRINTING	-	105	-	5,500	5,000	-9.09%
6431 - SPECIAL EVENTS	-	288	-	1,000	-	-100.00%
6434 - DUES & SUBSCRIPTIONS	-	170	-	-	-	0.00%
6449 - OTHER CONTRACTUAL SERVICE	-	47,762	39,864	37,000	37,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**-**	**49,025**	**40,052**	**56,040**	**50,550**	**-9.80%**
TOTAL BUSINESS UNIT EXPENSES	**$ -**	**$ 197,695**	**$ 136,269**	**$ 378,303**	**$ 198,538**	**-47.52%**

GENERAL FUND
45310 - CONVENTION AND TOURISM

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
45310 - CONVENTION AND TOURISM						
6445 - CONVENTION BUREAU PAYMENT	$ 349,617	$ 368,875	$ 281,911	$ 475,000	$ 475,000	0.00%
TOTAL SERVICES & OTHER CHARGES	349,617	368,875	281,911	475,000	475,000	0.00%
TOTAL BUSINESS UNIT EXPENSES	$ 349,617	$ 368,875	$ 281,911	$ 475,000	$ 475,000	0.00%

GENERAL FUND
46320 - COMMUNITY DEVELOPMENT ADMIN

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
46320 - COMMUNITY DEVELOPMENT ADMIN						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ 122,153	$ 151,559	$ 50,973	$ 200,212	$ 196,034	-2.09%
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-	0.00%
6111 - SEVERANCE PAY	2,101	1,310	-	-	-	0.00%
6122 - PERA COORDINATED PLAN	9,159	11,402	3,823	15,017	14,703	-2.09%
6125 - FICA - SOCIAL SECURITY	7,627	10,126	3,294	12,413	12,155	-2.08%
6126 - FICA - MEDICARE	1,784	2,368	770	2,904	2,843	-2.10%
6131 - CAFETERIA PLAN CONTRIBUTIONS	47,520	42,273	24,276	42,827	44,910	4.86%
6151 - WORKER'S COMP INSURANCE	840	1,101	465	1,482	1,528	3.10%
TOTAL PERSONAL SERVICES	**191,184**	**220,139**	**83,601**	**274,855**	**272,173**	**-0.98%**
6201 - OFFICE SUPPLIES	1,163	1,187	262	1,500	1,500	0.00%
6219 - GENERAL OPERATING SUPPLIES	2,720	2,740	296	2,000	1,500	-25.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	1,262	525	-	1,800	1,675	-6.94%
TOTAL SUPPLIES	**5,145**	**4,452**	**558**	**5,300**	**4,675**	**-11.79%**
6307 - PROFESSIONAL SERVICES	247	117	-	1,500	-	-100.00%
6421 - SOFTWARE LICENSE	73,582	49,137	27,288	47,452	52,240	10.09%
6449 - OTHER CONTRACTUAL SERVICE	6,091	12,176	18	6,000	3,000	-50.00%
TOTAL SERVICES & OTHER CHARGES	**79,920**	**61,430**	**27,306**	**54,952**	**55,240**	**0.52%**
6545 - OTHER EQUIPMENT	1,752	159,815	-	-	-	0.00%
TOTAL CAPITAL OUTLAY	**1,752**	**159,815**	**-**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 278,001**	**$ 445,836**	**$ 111,465**	**$ 335,107**	**$ 332,088**	**-0.90%**

GENERAL FUND
48140 - INSURANCE

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
48140 - INSURANCE						
6151 - WORKER'S COMP INSURANCE	$ -	$ 1,303	$ -	$ -	$ -	0.00%
6307 - PROFESSIONAL SERVICES	6,119	5,760	-	7,000	7,000	0.00%
6361 - GENERAL LIABILITY INSURANCE	103,290	83,791	85,574	113,860	181,412	59.33%
6362 - PROPERTY INSURANCE	124,961	104,914	62,774	137,770	137,770	0.00%
6366 - MACHINERY BREAKDOWN INSURANCE	8,422	8,997	5,016	9,286	10,000	7.69%
6368 - BONDS INSURANCE	2,163	5,657	2,848	6,000	6,000	0.00%
6442 - COURT AWARDS/SETTLEMENTS	2,500	8,184	8,050	10,000	10,000	0.00%
TOTAL SERVICES & OTHER CHARGES	**247,455**	**218,606**	**164,262**	**283,916**	**352,182**	**24.04%**
TOTAL BUSINESS UNIT EXPENSES	**$ 247,455**	**$ 218,606**	**$ 164,262**	**$ 283,916**	**$ 352,182**	**24.04%**

GENERAL FUND
48150 - CENTRAL SUPPLIES AND SUPPORT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 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	5,011	7,762	7,622	10,000	5,000	-50.00%
6219 - GENERAL OPERATING SUPPLIES	1,431	2,143	2,362	3,000	3,000	0.00%
6242 - MINOR EQUIPMENT	-	-	-	-	-	0.00%
6243 - MINOR COMPUTER EQUIPMENT	544	-	-	-	-	0.00%
TOTAL SUPPLIES	**6,986**	**9,905**	**9,984**	**13,000**	**8,000**	**-38.46%**
6301 - ACCTG, AUDIT & FIN'L SERVICES	9,627	9,638	6,707	10,000	9,500	-5.00%
6307 - PROFESSIONAL SERVICES	278,302	79,437	75,152	120,000	60,000	-50.00%
6321 - TELEPHONE/PAGERS	8,866	8,447	6,089	10,000	10,000	0.00%
6322 - POSTAGE	14,687	23,029	16,236	20,000	20,000	0.00%
6333 - FREIGHT/DRAYAGE	-	475	-	-	-	0.00%
6349 - OTHER ADVERTISING	-	-	-	-	-	0.00%
6351 - PRINTING	1,727	2,439	1,114	1,000	1,500	50.00%
6402 - EQUIPMENT SERVICES	-	-	-	2,500	-	-100.00%
6406 - MULTI-FUNCTION MTNCE	7,795	11,881	8,035	10,000	10,000	0.00%
6432 - CONFERENCES AND SCHOOLS	6,295	8,813	6,295	8,000	8,000	0.00%
6433 - MEETING EXPENSES	395	247	750	2,500	1,500	-40.00%
6434 - DUES & SUBSCRIPTIONS	902	868	364	500	500	0.00%
6435 - CREDIT CARD FEES	48,038	4,190	1,427	3,000	3,000	0.00%
6441 - LICENSES, TAXES & FEES	21,782	11,328	-	11,500	11,500	0.00%
6443 - PRIZE AWARDS/EXPENSE REIMB	-	-	-	-	-	0.00%
6446 - CONTINGENCY ACCOUNT	-	1,921	-	100,000	50,000	-50.00%
6449 - OTHER CONTRACTUAL SERVICE	324,831	-	-	15,000	-	-100.00%
TOTAL SERVICES & OTHER CHARGES	**723,247**	**162,713**	**122,169**	**314,000**	**185,500**	**-40.92%**
6461 - FUEL CHARGES	229	721	62	-	-	0.00%
6462 - FIXED CHARGES	3,753	-	1,605	-	-	0.00%
6463 - REPAIR AND MAIN CHARGES	-	626	378	-	-	0.00%
6465 - REPLACEMENT CHARGES	-	-	-	-	-	0.00%
TOTAL CENTRAL GARAGE CHARGES	**3,982**	**1,347**	**2,045**	**-**	**-**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ 734,215**	**$ 234,216**	**$ 134,198**	**$ 327,000**	**$ 193,500**	**-40.83%**

GENERAL FUND
48160 - VACANCY AND TURNOVER SAVINGS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
48160 - VACANCY AND TURNOVER SAVINGS						
6101 - WAGES & SALARIES-FT EMPLOYEES	$ -	$ -	$ -	$ (600,000)	$ (400,000)	-33.33%
TOTAL PERSONAL SERVICES	-	-	-	(600,000)	(400,000)	-33.33%
TOTAL BUSINESS UNIT EXPENSES	$ -	$ -	$ -	$ (600,000)	$ (400,000)	-33.33%

GENERAL FUND
48170 - REIMBURSEMENT FROM OTHER FUNDS

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
48170 - REIMBURSEMENT FROM OTHER FUNDS						
6471 - ADMINISTRATIVE SERVICE TRANSFER	$ (1,028,097)	$ (1,033,818)	$ (835,709)	$ (1,432,632)	$ (1,432,632)	0.00%
6472 - ENGINEERING SERVICE TRANSFER	(551,614)	(403,230)	(220,621)	(600,000)	(600,000)	0.00%
6482 - MISC TRANSFER OUT	-	-	-	-	-	0.00%
TOTAL TRANSFERS OUT	**(1,579,711)**	**(1,437,048)**	**(1,056,330)**	**(2,032,632)**	**(2,032,632)**	**0.00%**
TOTAL BUSINESS UNIT EXPENSES	**$ (1,579,711)**	**$ (1,437,048)**	**$ (1,056,330)**	**$ (2,032,632)**	**$ (2,032,632)**	**0.00%**

GENERAL FUND
48210 - TRANSFER OUT

Object Code / Description	2021 Actual	2022 Actual	2023 September YTD	2023 Budget	2024 Budget	Change
48210 - TRANSFER OUT						
6482 - MISC TRANSFER OUT	$ 215,000	$ 210,000	$ -	$ 180,000	$ 180,000	0.00%
TOTAL TRANSFERS OUT	215,000	210,000	-	180,000	180,000	0.00%
TOTAL BUSINESS UNIT EXPENSES	**$ 215,000**	**$ 210,000**	**$ -**	**$ 180,000**	**$ 180,000**	0.00%

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MEMORANDUM

DATE: August 8, 2023

TO: Brooklyn Center City Council
Dr. Reginald Edwards, City Manager
Barbara Suciu, Assistance City Manager/City Clerk

FROM: Jason M. Hill, City Attorney

RE: Edible Cannabinoid Licensing Ordinance

In follow-up to the City Council's recent work session discussion, the purpose of this memorandum is to provide a draft of an ordinance creating a licensing framework related to the sale of edible cannabinoid products ("THC Edibles) until licensing and regulation of hemp products occurs at the state level.

The attached licensing ordinance does the following:

- Requires a business to obtain a city-issued license prior to offering edible cannabinoids for sale.

- Establishes one licensing period effective from the date of issuance until March 1, 2025, or until the state issues a license for the sale of lower-potency hemp edibles, whichever occurs first.

- Exempts edible cannabinoid products that only contain cannabinoil ("CBD") from the license requirement.

- On-site consumption may only occur at businesses licensed for on-sale liquor consumption.

- The business cannot be within 500 feet of a "Youth Oriented Facility", which is defined as "a public or private elementary, middle, or high school, a state-licensed child or day care program with more than ten children, and any City park."

The proposed ordinance is largely modeled after the City's tobacco licensing ordinance.

If the City Council desires, it could consider the following alternatives:

- Allowing licenses only for exclusive liquor stores and tobacco shops.
- Amend the distance restrictions.

JMH

CITY OF BROOKLYN CENTER

Notice is hereby given that a public hearing will be held on the ____ day of _____, 2023, at 7:00 p.m. or as soon thereafter as the matter may be heard during the a City Council meeting at City Hall, 6301 Shingle Creek Parkway to consider an ordinance amending Chapter 23 of the City Code regarding the licensing of the sale of edible cannabinoid products within the City of Brooklyn Center. Meeting materials can be accessed by visiting the City of Brooklyn Center's website at: https://www.ci.brooklyn-center.mn.us/. A definite time for this ordinance to be considered cannot be given as it will depend on the progression of the agenda items.

Auxiliary aids for handicapped persons are available upon request at least 96 hours in advance. Please notify the City Clerk at 763-569-3306 to make arrangements.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 23 OF THE BROOKLYN CENTER CITY CODE REGARDING THE LICENSING OF THE SALE OF EDIBLE CANNABINOID PRODUCTS WITHIN THE CITY

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

Section 1. Brooklyn Center City Code, Chapter 23 Table of Contents, is hereby amended by adding the following double-underlined language:

EDIBLE CANNABINOID PRODUCTS

Purpose and Intent..... 23-2700

Definitions 23-2701

License 23-2702

Restrictions 23-2703

Allowed Sales and Prohibited Actions 23-2704

Signage 23-2705

Storage 23-2706

Compliance Checks and Inspections 23-2707

Violations and Penalties 23-2708

Exceptions and Defenses 23-2709

Section 2. Brooklyn Center City Code, Section 23-003.5, subd. 2 is hereby amended by adding the following double-underlined language, with the remaining language of Section 23-003.5, subd. 2 remaining unchanged:

> Subdivision 2. Criminal History License Background Investigations. The Brooklyn Center Police Department is hereby required, as the exclusive entity within the City, to do a criminal background investigation on the applicants for the following licenses within the city:
>
> Tobacco Sales, Sections 23-101 through 23-108
> Pawnbrokers, Sections 23-601 through 23-630
> Secondhand Goods Dealers, Sections 23-650 through 23-678
> Taxicabs, Sections 23-701 through 23-712
> Saunas or Sauna Baths, Sections 23-1600 through 23-1615
> Massage Parlors, Sections 23-1700 through 23-1720
> Rap Parlors, Conversation Parlors, Adult Encounter Groups, Adult Sensitivity Groups, Escort Services, Model Services, Dating Services or Hostess Services, Sections 23-1800 through 23-1815
> Charitable Gambling, Sections 23-1900 through 23-1904
> Currency Exchanges, Sections 23-2201 through 23-2205
> Edible Cannabinoid Products, Sections 23-2700 through 23-2709

Section 3. Brooklyn Center City Code, Section 23-006.05 is hereby amended by adding the following double-underlined language and removing the ~~stricken~~ language:

Section 23-006.05. PAYMENT PROPERTY TAXES REQUIRED. No license shall be granted or renewed for tobacco related products; bowling alleys; entertainment; filling stations; pawnbrokers; secondhand goods dealers; motor vehicle dealerships; saunas and sauna baths; massage parlors; rap parlors, conversation parlors, adult encounter groups, adult sensitivity groups, escort services, model services, dancing services, or hostess services; hospitality accommodations; ~~or~~ amusement devices; or Edible Cannabinoid Products for operation on any property on which taxes, assessments, or other financial claims of the state, county, school district, or city are due, delinquent, or unpaid. In the event a suit has been commenced under Minnesota Statutes, Section 278.01 through 278.03, questioning the amount or validity of taxes, the City Council may on application waive strict compliance with this provision; no waiver may be granted, however, for taxes or any portion thereof which remain unpaid for a period exceeding one (1) year after becoming due.

Section 4. Brooklyn Center City Code, Chapter 23, is hereby amended by adding Sections 23-2700 through 23-2709 to read in their entirety as follows:

Edible Cannabinoid Products

Section 23-2700. PURPOSE AND INTENT

A. Minnesota Statutes, section 151.72 expressly allows the sale of certain products that are intended to be eaten or consumed as a beverage by humans and which contain a cannabinoid in combination with food ingredients ("Edible Cannabinoid Products"), including Edible Cannabinoid Products which contain tetrahydrocannabinol ("THC").

B. 2023 Session Law Chapter 63 (the "Cannabis Act") both amended regulations for Edible Cannabinoid Products and established a framework for adult-use cannabis in the state of Minnesota. The Cannabis Act established the Office of Cannabis Management ("OCM") effective July 1, 2023, and the OCM will eventually issue licenses for all cannabis products and edible hemp products, such as Edible Cannabinoid Products, but does not currently require a business to obtain a license to sell Edible Cannabinoid Products.

C. The City enacted Ordinance No. _____, an interim ordinance establishing a temporary prohibition on the sale of Edible Cannabinoid Products, which has expired, thereby leaving a regulatory gap between when businesses can begin selling Edible Cannabinoid Products in the City and when businesses will be required to obtain a state-level license to sell edible hemp products.

D. The City recognizes that, based on the most reliable and up-to-date scientific evidence, the introduction of Edible Cannabinoid Products containing THC presents a potential threat to the public health, safety, and welfare of the residents of the City and has determined the establishing a licensing framework for Edible Cannabinoid Products is in the best interest of the City and its residents.

E. State law does not preempt municipalities from adopting and enforcing local ordinances to regulate retailers of Edible Cannabinoid Products including, but not limited to, establishing business licensing requirements. The Cannabis Act directs the OCM to draft administrative rules and model ordinances related to cannabis and hemp products, which may address Edible Cannabinoid Products, but the timing and details of those regulations are uncertain. Therefore, the City Council determines it is appropriate to adopt the regulations in this ordinance without delay.

F. In making these findings and enacting this ordinance, it is the intent of the City to facilitate responsible retail activities associated with Edible Cannabinoid Products by allowing legal sale and access without promoting increases in use, and to discourage violations of Edible Cannabinoid Products-related laws, especially those which prohibit or discourage the marketing, sale, or distribution of Edible Cannabinoid Products to persons under the age of 21 years.

G. A licensing requirement for retail establishments that desire to sell Edible Cannabinoid Products will not unduly burden legitimate business activities of such retailers who sell or distribute Edible Cannabinoid Products to adults, but will allow the City to effectively regulate the operation of lawful businesses, limit access to

persons under the age of 21 years, and discourage violations of Edible Cannabinoid Product-related laws.

Section 23-2701. DEFINITIONS. Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of Sections 23-2701 through 23-2709, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

A. "Compliance checks" means the system the City uses to investigate and ensure that those authorized to sell covered products are following and complying with the requirements of Sections 23-2701 through 23-2709. Compliance checks shall involve the use of persons who have reached the age of 17, with parental or guardian consent if under the age of 18 years, but who are under the age of 21 as authorized by Sections 23-2701 through 23-2709. Compliance checks shall also mean the use of persons who have reached the age of 17, with parental or guardian consent if under the age of 18 years, but who are under the age of 21 who attempt to purchase covered products for educational, research and training purposes as authorized by state and federal laws. Compliance checks may also be conducted by other units of government for the purpose of enforcing appropriate federal, state or local laws and regulations relating to covered products.

B. "Edible Cannabinoid Product" has the same meaning as is contained in Minnesota Statutes, section 151.72, subdivision 1 (f). For purposes of this Section, Edible Cannabinoid Product shall not include any Exempt Product as defined in this Section.

C. "Exclusive Liquor Store" means an establishment that meets the definition of exclusive liquor store in Minnesota Statutes, section 340A.101, subdivision 10.

D. "Exempt Product" means an Edible Cannabinoid Product that contains less than trace amounts of THC and which is not marketed or otherwise labeled as containing THC. For example, an Edible Cannabinoid Product labeled and marketed as containing cannabinoil ("CDB") but containing "0% THC" or being "THC Free" would be considered an Exempt Product.

E. "Moveable place of business" means any form of business operated out of a truck, van, automobile or other type of vehicle or transportable shelter and not fixed-address storefront or other permanent type of structure authorized for sales transactions.

F. "Retail Establishment" means any place of business where Edible Cannabinoid Products are available for sale to the general public. Retail establishments shall include, but are not limited to, exclusive liquor stores, grocery stores, convenience stores, tobacco stores, hemp stores, CBD stores, restaurants, and any other business offering Edible Cannabinoid Products for sale at retail. Retail establishments shall not include home occupations. Only businesses that are in compliance with all

applicable federal, state, and local laws, rules, regulations, and ordinances, including zoning regulations, may be considered a retail establishment.

G. "Sale" means any transfer of goods for money, trade, barter or other consideration.

H. "Self-service merchandising" means open displays of Edible Cannabinoid Products in any manner where any person shall have access to the Edible Cannabinoid Products without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the covered products between the customer and the licensee or employee. Self- service sales are interpreted as being any sale where there is not an actual physical exchange of the covered product between the clerk and the customer.

I. "Vending machine" means any mechanical, electric or electronic, or other type of device that dispenses tobacco, tobacco products or tobacco-related devices upon the insertion of money, tokens or other form of payment directly into the machine by the person seeking to purchase the covered product.

J. "Youth Oriented Facility" means a public or private elementary, middle, or high school, a state-licensed child or day care program with more than ten children, and any City park.

Section 23-2702. LICENSE

A. License Required. No person shall directly or indirectly or by means of a vending machine or similar device keep for retail sale, sell at retail, or otherwise dispense any Edible Cannabinoid Product at any place in the City of Brooklyn Center unless a license therefor shall first have been obtained as provided in Sections 23-2701 through 23-2709. The City will only issue an Edible Cannabinoid Product license to a retail establishment located within the City. No license shall be required to sell or offer for sale any Exempt Product.

B. Application. An application for a license to sell Edible Cannabinoid Products shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the city deems necessary. If the City Clerk determines that an application is incomplete, the application shall be returned to the applicant with notice of the information necessary to make the application complete. Upon receipt of a completed application, the City Clerk shall forward the application to the police department for investigation. The police department shall conduct an investigation of the applicant and application regarding the fitness of the applicant to hold a license pursuant to the standards set forth in Sections 23-

2701 through 23-2709, and report the results of its investigation to the City Clerk within 30 days of receipt of the application.

C. Action. The City Clerk shall forward the application for consideration by the City Council at tis next regularly scheduled City Council meeting. The City Council may either approve or deny the license, or it may delay action for a reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary.

D. Fees. No application for a license under Sections 23-2701 through 23-2709 shall be accepted until the appropriate license or investigation fee is paid in full. The fee(s) shall be established by the City Council by resolution from time to time.

E. Transfers. All licenses issued under Sections 23-2701 through 23-2709 shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued.

F. Moveable place of business. No license shall be issued to a moveable place of business. Only fixed-location businesses shall be eligible to be licensed under Sections 23-2701 through 23-2709.

G. Term. All licenses issued under this Section shall be valid until March 1, 2025, or until the license holder is issued a license by the State of Minnesota Office of Cannabis Management for the sale of lower-potency hemp edibles, whichever occurs first.

Section 23-2703. RESTRICTIONS.

A. The following shall be grounds for denying the issuance of a license under Sections 23-2701 through 23-2709.

1. The applicant is under 21 years of age.

2. The applicant has been convicted within the past five years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to Edible Cannabinoid Products.

3. The applicant has had a license to sell Edible Cannabinoid Products revoked or suspended within the past five years.

4. The applicant fails to provide any information required on the application, or provides false or misleading information.

5. The applicant is prohibited by federal, state, or other local law, ordinance, or regulation from holding such a license.

6. The applicant does not meet all applicable zoning requirements.

7. The applicant proposes to sell Edible Cannabinoid Products in a manner that does not comply with this chapter or Minnesota Statutes, section 151.72.

8. The applicant proposes to sell Edible Cannabinoid Products for any premises that is not a retail establishment or proposed to sell Edible Cannabinoid Products in a manner that does not comply with this Section.

9. The applicant proposes to sell Edible Cannabinoid Products within 500 feet of a Youth Oriented Facility.

B. No license may be issued:

1. To any applicant who has fees or charges to the City or Hennepin County that are due and unpaid.

2. For any premises for which property taxes or City utility charges are due and unpaid.

Section 23-2704. ALLOWED SALES AND PROHIBITED ACTIONS.

A. Sales of Edible Cannabinoid Products must be made in accordance with the following:

1. In accordance with all requirements on Minnesota Statutes, section 151.72, including, but not limited to, the requirement that the licensee verify the age of all customers.

2. Must include a face-to-face exchange of an Edible Cannabinoid Product between the licensee or licensee's employee and the customer. Licensee may not engage in sales over the phone, via the internet or other remote means, and may not delivery Edible Cannabinoid Products or engage in curbside pickup of Edible Cannabinoid Products.

3. For on-site consumption if the following conditions are met:

a. The Edible Cannabinoid Product being offered is intended to be consumed as a beverage;

b. The licensee is also licensed under Minnesota Statutes, section 340A for on-sale liquor; and

c. The licensee meets all other requirements and conditions for on-site consumption of Edible Cannabinoid Products provided in Minnesota Statues, section 151.72, subdivision 3 (f).

B. It shall be a violation of Sections 23-2701 through 23-2709 for any person to sell or offer to sell any Edible Cannabinoid Product:

1. By a vending machine;

2. By self-service displays;

3. By means of sampling or providing covered products free of charge or at a nominal cost; or

4. By any other means, to any person, in any other manner or form prohibited by state or local law, ordinance provision, or other regulation.

C. No person shall sell any Edible Cannabinoid Product to any person under the age of 21.

Section 23-2705. SIGNAGE. At each location where Edible Cannabinoid Products are sold, the licensee shall display a sign in plain view to provide public notice that selling any of these products to any person under the age of 21 is illegal and subject to penalties. The notice shall be placed in a conspicuous location in the licensed establishment and shall be readily visible to any person who is purchasing or attempting to purchase these products. The sign shall provide notice that all persons responsible for selling these products must verify, by means of photographic identification containing the bearer's date of birth, the age of any person attempting to purchase Edible Cannabinoid Products in accordance with Minnesota Statutes, section 151.72, subdivision 5c.

Section 23-2706. STORAGE. All Edible Cannabinoid Products must be stored in compliance with Minnesota Statutes, section 151.72.

Section 23-2707. COMPLIANCE CHECKS AND INSPECTIONS. All licensed premises shall be open to inspection by the City police or other authorized City official during regular business hours. From time to time, but at least twice per year, the City shall conduct compliance checks by engaging persons over the age of 17 years, with written permission from a parent or guardian for persons under the age of 18 years, but less than 21 years to enter the licensed premise to attempt to purchase covered products. Persons under the age of 21 used for the purpose of compliance checks shall be supervised by City designated law enforcement officers or other designated City personnel. No person used in compliance checks shall attempt to use a false identification misrepresenting the person's age, and all persons lawfully engaged in a compliance check shall answer all questions about the person's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which the person is asked.

Section 23-2708. VIOLATIONS AND PENALTIES.

A. Licensees responsible. All licensees are responsible for the actions of their employees in regard to the sale of Edible Cannabinoid Products on the licensed premises and the sale of a covered product by an employee shall be considered a sale by the licensee for the purposes of constituting a license violation under this Section.

B. Misdemeanor prosecution. Nothing in this Section shall prohibit the City from seeking prosecution as a misdemeanor for any alleged violation of Sections 23-2701 through 23-2709.

C. Administrative penalties.

1. Licensees. If a licensee or employee of a licensee sells covered products to a person under the age of 21 years, or violates any other provision of Sections 23-2701 through 23-2709, the licensee shall be charged an administrative penalty of $200. An administrative penalty of $500 shall be imposed for a second violation at the same location within 24 months after the initial violation. For a third or subsequent violation at the same location within 24 months after the initial violation, an administrative penalty of $750 shall be imposed, and the licensee's authority to sell covered products at that location shall be suspended for not less than 30 days. Upon a fourth violation, the license will be revoked.

2. Other individuals. Other individuals, found to be in violation of Sections 23-2701 through 23-2709 shall be charged an administrative fine of $50.00.

3. Statutory penalties. If the administrative penalties authorized to be imposed by Minnesota Statutes, Section 461.12, as it may be amended from time to time, differ from those established in this Section, then the more severe penalty shall prevail.

D. License revocation or suspension. In addition to misdemeanor prosecution and administrative penalties, violation of Section 23-2701 through 23-2709 is grounds for revocation or suspension under Section 23-006.

Section 23-709. EXCEPTIONS AND DEFENSES. Nothing in this Section shall prevent the providing of an Edible Cannabinoid Product to a person under the age of 21 as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this ordinance for a person to have reasonably relied upon proof of age.

Article III. This Ordinance shall become effective after adoption and upon thirty (30) days following its legal publication.

Adopted this __ day of _____, 2023.

_____
April Graves, Mayor

ATTEST: _____
Barbara Sucio, Assistant City Manager/City Clerk

Date of Publication _____

Effective Date _____

(~~Strikeout~~ indicates matter to be deleted, <u>double underline</u> indicates new matter.)

THC EDIBLE LICENSING AND REGULATION

AUGUST 28, 2023

PRESENTED BY

JASON M. HILL

WWW.KENNEDY-GRAVEN.COM

Kennedy & Graven CHARTERED

THC EDIBLES

- With the cannabis legalization, there were few significant changes to Minnesota Statutes, section 151.72, which legalized low potency, hemp THC edibles.
- Eventually, likely first quarter of 2025, retailers will be licensed with the State, but current regulation limited to State regulations in Section 151.72.

Kennedy & Graven CHARTERED

THC EDIBLES

- Current State regulation includes:
  - Allowance for topicals;
  - Age restriction at 21 years of age;
  - On-site consumption restrictions;
  - Testing requirements;
  - Labeling and packaging requirements - cannot (1) bear the likeness of cartoon or cartoon-like characters or real or fictional persons, (2) be substantially similar to a meat product, (3) be packaged in a manner that resembles commercially available food products, (4) be child resistant, and (5) be modeled after a brand of products primarily consumed by or marketed to children.

Kennedy & Graven CHARTERED

THC EDIBLES

- Current State regulation includes:
  - Must register with the State (not the City) by October 1, 2023
    - According to the State, examples of current registrations include - smoke shops, restaurants, bars, exclusive liquor stores, cannabinoid stores, brewery/distillery, manufacturers/wholesalers, convenience stores, grocery stores, nail salons/barber shops, pet food stores, and veterinarians
  - Age Verification requirements upon sale.
  - Other than beverages, persons selling must ensure that all THC Edibles are displayed behind a checkout counter where the public is not permitted or in a locked case.

Kennedy & Graven CHARTERED

THC EDIBLES

- As we've previously discussed, Minnesota Statutes, section 151.72 is repealed effective March 1, 2025.
- At that point, THC Edibles will only be able to be sold with a license from the State.

Kennedy & Graven CHARTERED

THC EDIBLE LICENSING

- Until March 1, 2025, or until the retailer obtains a license from the State, THC Edible retailers can be regulated by the City.
- City's have a variety of options – do nothing, adopt a licensing regime, prohibit.
- Key element is that anything the City adopts will have no effect upon State licensing or March 1, 2025.

Kennedy & Graven CHARTERED

THC EDIBLE LICENSING

- THC licensing ordinance:
  - Modeled largely after the City's tobacco licensing ordinance.
  - Requires a business to obtain a city-issued license prior to offering THC Edibles for sale.
  - Establishes one licensing period effective from the date of issuance until March 1, 2025, or until the state issues a license for the sale of lower-potency hemp edibles, whichever occurs first.

Kennedy & Graven CHARTERED

THC EDIBLE LICENSING

- THC licensing ordinance:
  - Exempts edible cannabinoid products that only contain cannabinoil ("CBD") from the license requirement.
  - On-site consumption may only occur at businesses licensed for on-sale liquor consumption.
  - The business cannot be within 500 feet of a "Youth Oriented Facility", which is defined as "a public or private elementary, middle, or high school, a state-licensed child or day care program with more than ten children, and any City park."

Kennedy & Graven CHARTERED

THC EDIBLE LICENSING

- THC licensing ordinance alternatives:
  - Allowing licenses only for exclusive liquor stores and tobacco shops.
  - Amend the distance restrictions.

Kennedy & Graven CHARTERED

RECOMMENDATIONS

- Adopt the THC Edibles Licensing ordinance.
- Do nothing and allow the State to continue to regulate.

Kennedy & Graven CHARTERED

QUESTIONS?

Jason M. Hill

jhill@kennedy-graven.com

612.337.9207

Kennedy & Graven CHARTERED

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-___

RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE AMENDING CHAPTER 23 OF THE BROOKLYN CENTER CITY CODE REGARDING THE LICENSING OF THE SALE OF EDIBLE CANNABINOID PRODUCTS WITHIN THE CITY

WHEREAS, the City Council of the City of Brooklyn Center acted at its September 11, 2023 meeting to adopt Ordinance No. 2023- ___, "An Ordinance Amending Chapter 23 of the Brooklyn Center City Code Regarding the Licensing of the Sale of Edible Cannabinoid Products within the City" ("Ordinance"); 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 charts or maps; 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 lengthy and 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 the following summary language as publication of the Ordinance:

CITY OF BROOKLYN CENTER
SUMMARY PUBLICATION
Ordinance No. 2023- ___

AN ORDINANCE AMENDING CHAPTER 23 OF THE BROOKLYN CENTER CITY CODE REGARDING THE LICENSING OF THE SALE OF EDIBLE CANNABINOID PRODUCTS WITHIN THE CITY

The Brooklyn Center City Council adopted the above-referenced ordinance at its meeting on September 11, 2023. The ordinance establishes a licensing requirement for the retail sale of edible cannabinoid products. The ordinance includes definitions, license application and eligibility requirements, imposes regulations on businesses selling edible cannabinoid products and establishes penalties for violation of the ordinance. Edible cannabinoids may not be sold in the City without first obtaining a license from the City. The full text of the ordinance is available by contacting City Hall.

BE IT FURTHER RESOLVED by the Brooklyn Center City Council that the City Clerk keep a copy of the Ordinance at City Hall for public inspection, place a copy in a public location within the City, publish on the City's website and place it in the City's ordinance book within 20 days from publication of the summary.

_____ _____

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/EDA Work Session
City Hall Council Chambers
September 11, 2023

AGENDA

ACTIVE DISCUSSION ITEMS

1. Opportunity Site Phase 1 Update

   - It is requested that the City Council provide direction to staff regarding the Ocean Buffet Lease.

2. Establishing a New Fee for Commercial Vacant Buildings

   - Provide direction to city staff on whether a commercial vacant building fee should be adopted or what additional information is needed.

PENDING LIST FOR FUTURE WORK SESSIONS

1. Upcoming Items
   - Memorial Policy
   - Special Assessment Policy/Franchise Fees *(referred to Financial Commission)*
   - Beautification and Public Art Commission
   - Liquor Store 2
   - Organizational Chart-Budget work sessions
   - New and Repeat Type IV Rental License Review *(referred to Housing Commission)*
   - Food Truck Ordinance/License
   - Emerald Ash Borer Policy Review (*referred to Park & Rec Commission November)*
   - Opioid Settlement
   - ARPA Funds
   - Grants: Revenues & Expenses
   - Purchasing Policy
   - ~~Commercial Vacant Building Fees~~
   - Interveners Impact
   - Revisit Resolution 2021-73

Council/EDA Work Session

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Jason Aarsvold, EDA Project Management - Ehlers

SUBJECT: Opportunity Site Phase 1 Update

Requested Council Action:

- It is requested that the City Council provide direction to staff regarding the Ocean Buffet Lease.

Background:

In May 2023, staff updated the City Council on the status of Alatus' Opportunity Site Phase 1 project. That update noted several challenges, including the fact that project costs increased to over $159 million, interest rates increased dramatically, and the Entrepreneurial Market Plaza (EMP) project as conceived at 30,000 sq. ft. was going to be too large to both pay for and operate.

To help mitigate these challenges, the City Council authorized staff to explore an option to provide up-front funding for the project through the issuance of general obligation bonds. Alatus determined this up-front assistance may help secure the remaining financing for the project in a difficult financing environment. In addition to exploring this up-front financing option, staff and the developer also took the following steps to improve financial feasibility:

- Prepared scenarios for up-front bond financing.
- Added units and altered unit mix for Alatus' rental buildings.
- Reworked assumptions around the EMP to achieve a more financially feasible project.
- Secured additional grant funding.
- Helped Project for Pride in Living reapply for tax credits.
- Explored infrastructure savings options.

Despite these additional measures, Alatus indicated they will not be able to move the project forward in 2023. Alatus remains committed to the project and intends to continue working diligently with the City to get the project done. Larger economic forces, outside the City's control, are simply preventing the project form moving forward now. Alatus is hoping that by the middle of 2024, circumstances will allow the project to move forward. Bob Lux, President and CEO of Alatus, will be present at the September 11, 2023, meeting to further detail reasons for the delay and to discuss how they intend to move forward from here.

Next Steps:
Staff will continue working with Alatus to proceed with the project as soon as possible. In the meantime, there will need to be some action on the Ocean Buffet lease and staff will need to have conversations with grant agencies about the delay.

As it relates to the Ocean Buffet lease, there are a few options available to the EDA. These include:

1. Extending the lease as it has been in the recent past. This option would maintain the status quo at the site.
2. Move forward with buying out the lease now.
3. Allow the extension to expire.

Lease Extension: The original lease agreement has been amended six times, with very few substantive change between amendments. The most recent amendment provided (1) an extension of the deadline for closing to September 30, 2023, (2) if closing did not occur by that date, the lease remained in effect, including the tenant's option to extend the term of the lease for five years, (3) tenant continues to pay no minimum annual rent but is still obligated to pay additional rent and percentage rent, as those are defined in the lease, and (4) the amended/zero rent provision expressly excludes the option term.

The City has the option to extend the lease for a seventh time to accommodate Alatus' extended timeline. Any such extension would presumably be on the same terms and really would change very little with regard to the current situation.

Lease Buy Out now: Under the current arrangement, the city owes $300,000 as a lease termination fee. Alatus was going to pay this fee at the time of closing with the City. The City was reimbursing Alatus for this payment through TIF and other financial assistance in the project.
The City has the option to negotiate directly with the tenant to buy out the lease. Ultimately, the City buying out the lease clears up the site, which benefits both the City, Alatus or any other future developer. The buy out can occur before or after the September 30th deadline, but it would be preferable to attempt to complete it prior to the deadline. If prior to the termination, we would also need to get Alatus to sign off because they were a party to the lease amendments. Procedurally, the agreement would be terminated through a simple termination agreement executed by the EDA.
Staff recommends pursuing this option. Since the lease buy out is a cost to the City for the project anyway, it makes sense to remove this barrier to development now. This will also eliminate the cost of continuing to operate and manage the property. The EDA can use funding from TIF 3 to cover this expense.

Allow the current extension to expire: The City could also just allow the lease term to expire on September 30th. At that point, there are two possible paths forward:

1. The tenant has until September 30th to extend the lease for five years. If the tenant exercises the option, the original lease is extended under the same terms, which would include the rent and charge adjustments. The tenant's rent would adjust to "fair market value" but all other terms of the lease would continue.
2. The tenant does not exercise the option and the lease is terminated.

The tenant has verbally stated to the property manager that they would intent to extent the lease that was there only option from the City. If the tenant were to exercise the option, it may tie up this property and create challenges in redeveloping the site.

The Ocean Buffet restaurant has been operating at a diminished capacity do to the number of extension and pending closing dates.

Budget Issues:

The TIF 3 account has available funds that could be utilized for the buy out of the Ocean Buffet Lease.

Inclusive Community Engagement:

The Alatus project represents over four years of intensive and inclusive community-lead engagement that resulted in a community benefits plan drafted by a citizen advisory taskforce, informed by a community-driven engagement model.

Antiracist/Equity Policy Effect:

The community benefits plan is intended to promote investment in community without displacement and includes provisions for deeply affordable housing.

Strategic Priorities and Values:

Targeted Redevelopment

Council/EDA Work Session

DATE:	9/11/2023
TO:	City Council
FROM:	Dr. Reggie Edwards, City Manager
THROUGH:	Jesse Anderson, Community Development Director
BY:	Xiong Thao, Housing and Community Standards Supervisor
SUBJECT:	Establishing a New Fee for Commercial Vacant Buildings

Requested Council Action:

- Provide direction to city staff on whether a commercial vacant building fee should be adopted or what additional information is needed.

Background:

City Staff brought forward a discussion on vacant commercial property fees on April 24, 2023 due to the increase in staffing time allocated to vacant commercial properties. The monitoring of vacant commercial properties.

- Code enforcement staff pay rate of $35.81 per hour (not including the cost of benefits) multiply by 1.25 (15 minutes to do drive for monitoring a commercial vacant building totals $44.76 per week. If staff is monitoring that property for an entire year the cost is **$2,327.65**. This rate does not include or fire services.
- If an average of 1 hour is assumed per week for Community Development staff time for having to notify the property's owner due to the need for an abatement or ter time for monitoring and securing a property would be $4,189.77 ($2,327.65 + $1,862.12). This does not include the staff time required for BCPD or BCFD when they are
- When a building requires BCPD services to clear a building or remove individuals from a site, the cost increases. BCPD estimates that to clear a building it would require building, it will consume about 15-30 minutes and if the call requires the officers to document and write a report, the time would be 30 minutes to 1 hour. The average c police visit per month. Staff estimates the annual cost for police service is **$1,800.**
- BCFD services are often not needed on routine vacant building calls, but when they are needed, it is usually related to fire panel or alarm related calls. They estimate the Staff estimates the annual cost for fire service is **$2,400.**
- **The annual estimated staffing cost relating to commercial vacant properties is $8,389.38.**

The City has a vacant building program for residential and commercial properties. Properties that have been identified by city staff as vacant for 30 days or more is required to of record to register. The current fee for is $400 for the registration and $195 for the inspection. Both fees are paid together at the time of registration. When a property regi to ensure that the property is maintained and secured.

Commercial properties are subject to the same requirements, however, commercial properties often require additional staff time in monitoring the properties and coordinating r required it takes to re-occupy or redevelop commercial properties, they are also vacant for longer time periods than residential properties.

Similarly with residential vacant properties, regular inspections are conducted, but for commercial properties, staff completes daily inspections. As part of the inspection staff w document and send a compliance notice to the owner of record and notify the property management company. If the property is unsecured, staff will coordinate an inspection v damaged. As a precaution and depending on the nature of the issue, staff may do a second round later in the day to ensure that the building remains secured, unoccupied, or the

Due to the increase staff time in monitoring commercial vacant properties, staff would like the Council to consider adopting a separate commercial vacant building fee. There are between residential or commercial properties. Minneapolis and St. Paul have the most vigorous vacant building program and their fees vary depending on the length of vacancy sq. ft. would cost $1,318.00. The City of Minneapolis, does not make a distinction between commercial or residential. The vacant building fee is $7,087 per year.

Currently, there are 5 major commercial vacant properties in the City: the former Sears building; the former Target building; the former bowling alley; the former Brown College an inspection of each property daily to ensure that the properties are secured, maintained, and there are no unwanted individuals living in or occupying the outdoor spaces. Sta would allow for individuals to hide or take shelter. Staff then documents the follow-up inspection in IMS.

However, in the past couple of years, there have been several issues with a few of the buildings requiring staff to visit multiple times throughout the day, resulting in additional r parts, or construction debris. Staff spends time documenting the dumping and sending correspondences or phone calls with property managers to ensure that the dumping gets

In situations where there are break-ins or property damage, staff spends additional time at the property to ensure that the property gets secured and cleared by BCPD. The an

calls, taking photos, and contacting BCPD to clear the building and have it temporarily re-secured.

Budget Issues:

The annual estimated staffing cost relating to commercial vacant properties is $8,389.38.

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Safe, Secure, Stable Community

Council/EDA Work Session

DATE: 9/11/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Dr. Reggie Edwards, City Manager

SUBJECT: Upcoming Items

Requested Council Action:

- Memorial Policy
- Special Assessment Policy/Franchise Fees *(referred to Financial Commission)*
- Beautification and Public Art Commission
- Liquor Store 2
- Organizational Chart-Budget work sessions
- New and Repeat Type IV Rental License Review *(referred to Housing Commission)*
- Food Truck Ordinance/License
- Emerald Ash Borer Policy Review (*referred to Park & Rec Commission November)*
- Opioid Settlement
- ARPA Funds
- Grants: Revenues & Expenses
- Purchasing Policy
- ~~Commercial Vacant Building Fees~~
- Interveners Impact
- Revisit Resolution 2021-73

Background:

Budget Issues:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values: