

**JOINT CITY COUNCIL/
FINANCIAL COMMISSION
MEETING**

City Hall Council

Chambers August 18, 2025

AGENDA



- 1. Call to Order - 5:30 p.m.**
- 2. Roll Call/Introductions**
- 3. General Fund Department Budget Presentations**
 - a. Community Development Department Budget Presentation
 - b. Administration Department Budget Presentation
 - c. Equity and Human Resources Department Budget Presentation
 - d. Finance Department Budget Presentation
- 4. Adjournment**

Community Development

Joint City Council and Financial Commission Work Session, August 18, 2025

Jesse Anderson, Community Development Director



Department Divisions

- **Administration (46320)** - The Administration Division is comprised of a Director and two (2) full-time administrative assistant positions. The Director is responsible for providing overall department leadership.
- **Building and Community Standards (42420)** – The Division is comprised of a Housing & Community Standards Manager, Building Official, three (3) Building Inspectors, four (4) full time Code Enforcement/Housing Inspectors, Seasonal Technicians and Contract Electrical Inspections.
- **Development and Redevelopment (41910) & Economic Development (46310)** - The Business and Development Division is comprised of the Economic Development Manager, Planning Manager, an Associate Planner, and an Economic Development Coordinator.



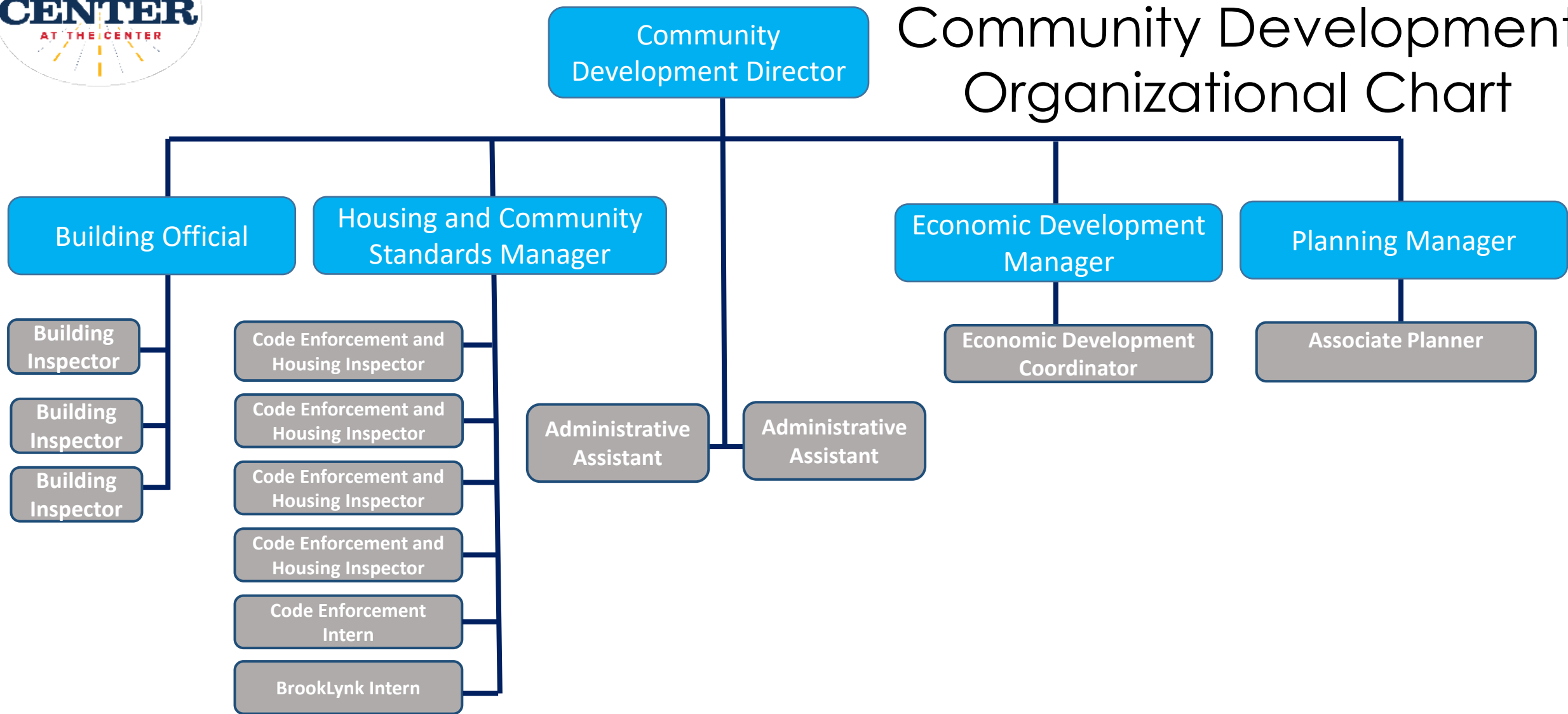
Department Staffing

Position	2024	2024(EDA)	2025	2025(EDA)	2026	2026(EDA)
Community Development Director	0.5	0.5	0.5	0.5	0.5	0.5
Economic Development Manager	0	1	0	1	0	1
Planning Manager	1	0	0.75	0.25	0.75	0.25
Associate Planner	0.75	0.25	0.5	0.5	0.5	0.5
Housing and Community Standards Supervisor	1	0	1	0	1	0
Economic Development Coordinator	0.25	0.75	0.25	0.75	0.25	0.75
Building Official	1	0	1	0	1	0
Building Inspectors	3	0	3	0	3	0
Code Enforcement & Housing Inspector	5	0	5	0	5	0
Administrative	2	0	2	0	2	0
BrookLynk Interns (2-PT)	0.1	0	0.1	0	0.1	0
Seasonal Technicians (1-PT)	0.3	0	0.3	0	0.3	0
Budget Account Total	14.9	2.5	14.4	3	14.4	3
Department Total		17.4		17.4		17.4





Community Development Organizational Chart



Department Budget by Business Unit

Community Development - Expenditures by Business Unit						
Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41910 - PLANNING AND ZONING	\$ 282,781	\$ 276,904	\$ 93,173	\$ 222,907	\$ 266,486	19.55%
42420 - BUILDING AND COMMUNITY STANDARDS	1,248,946	1,384,466	401,222	1,401,777	1,446,074	3.16%
46320 - COMMUNITY DEVELOPMENT ADMIN	188,192	260,222	77,888	329,490	338,599	2.76%
TOTAL COMMUNITY DEVELOPMENT	1,719,919	1,921,592	572,283	1,954,174	2,051,159	4.96%



Department Budget Highlights

- Similar Budget to 2025
- Added \$40,000 to Planning Budget
 - Partial costs associated with upcoming 2050 Comprehensive Plan. Cities are mandated to prepare comprehensive plans as required by the Metropolitan Land Planning Act (see MN Statutes 473.864). The 2050 Plan is due to Metropolitan Council by December 31, 2028. Anticipate additional budgeting needs for 2027 and 2028 City budgets.
- Reduced Anticipated Contract Services for Grass Abatements by \$20,000 and Nuisance Abatement Budget by \$15,000.
- Replacement cost increased by \$21,633.
- Continue Temporary shift of partial planner cost to EDA Account.



Special Revenue Funds



Joint City Council and Financial Commission Work Session, August 18, 2025
Jesse Anderson, Community Development Director

Community Development Special Revenue Funds

- HRA/EDA Funds
- Tax Increment Financing (TIF) Funds
 - Districts #2, #3, #5, #6, #7, #8, #9, #10



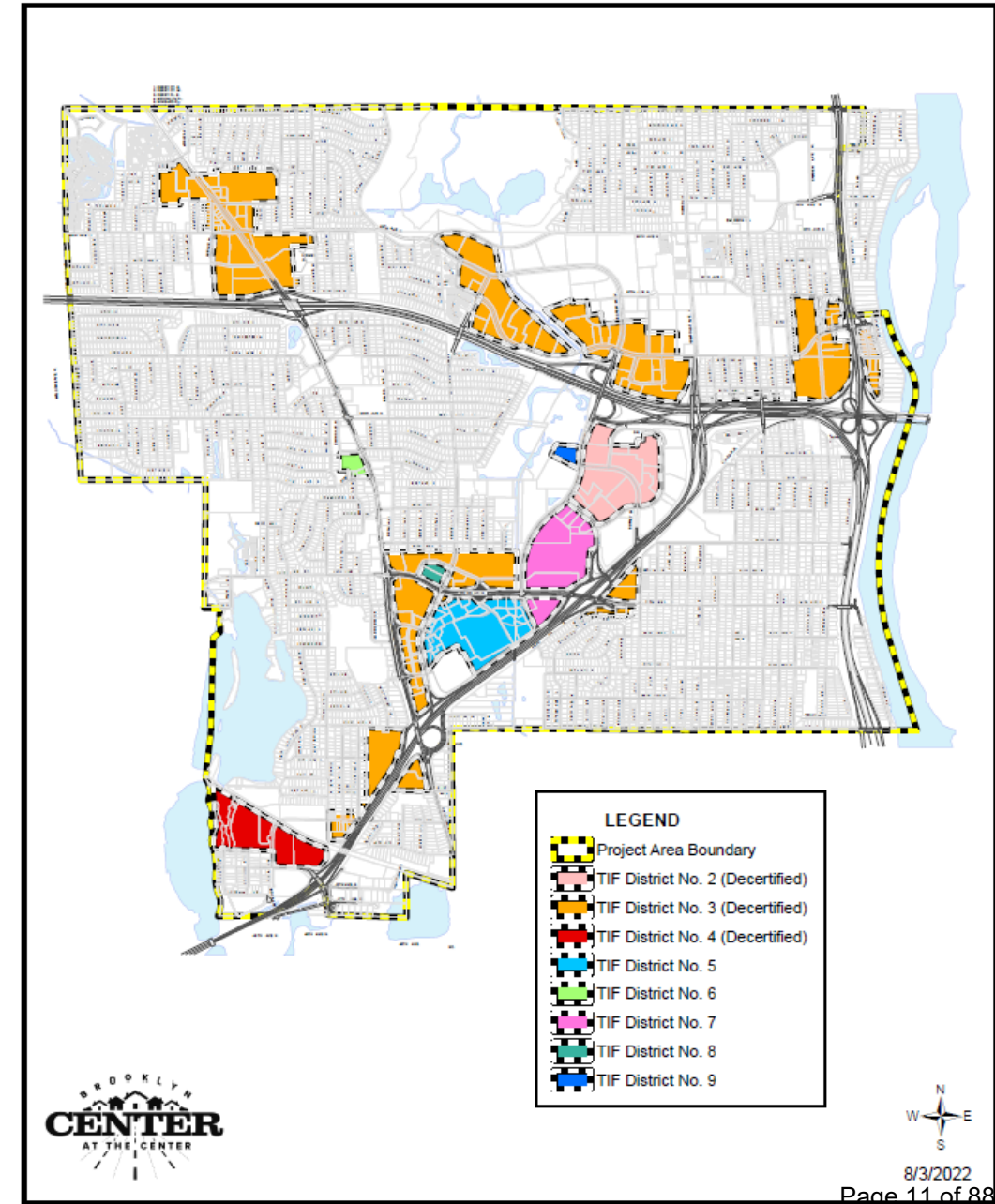
2023 EDA Budget Highlights

- **Anticipated Revenues: \$696,849**
 - Levy: \$621,849
 - TIF Reimbursements: \$50,000
 - Interest Earnings \$25,000
- **Anticipated Expenditures: \$717,408**
 - Personal Services: \$498,763
 - Professional/Legal Services: \$10,000
 - Other Contractual Services: \$25,000
 - Administrative Service Transfer: \$160,000



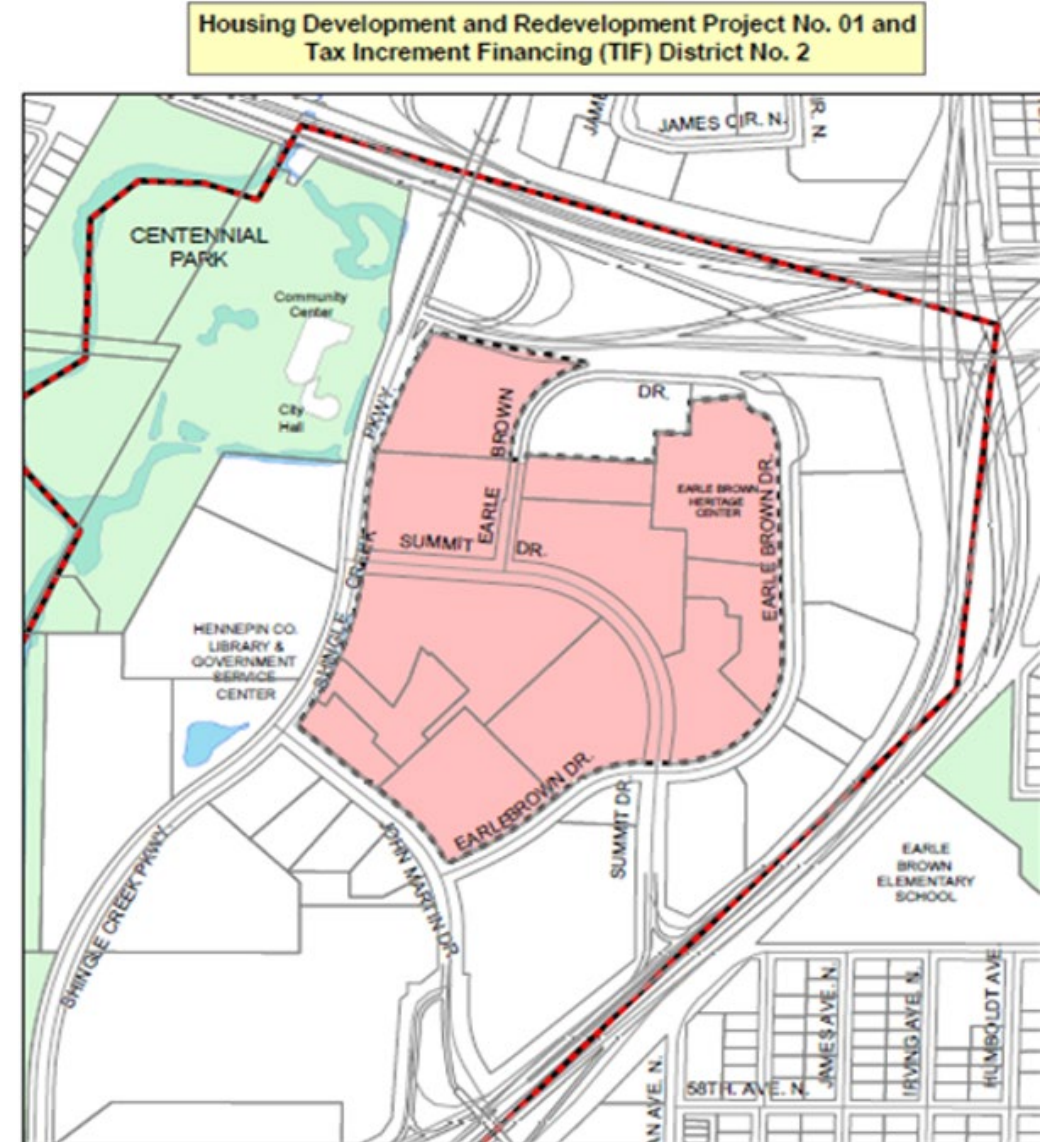
TIF Districts

- TIF Funds have the authority to collect tax increment which are used for various redevelopment projects within the City and for debt service payments of bonds which were issued for redevelopment purposes
- There are 8 active TIF Districts in the City
 - (2 have decertified but still have funds)



TIF District #2

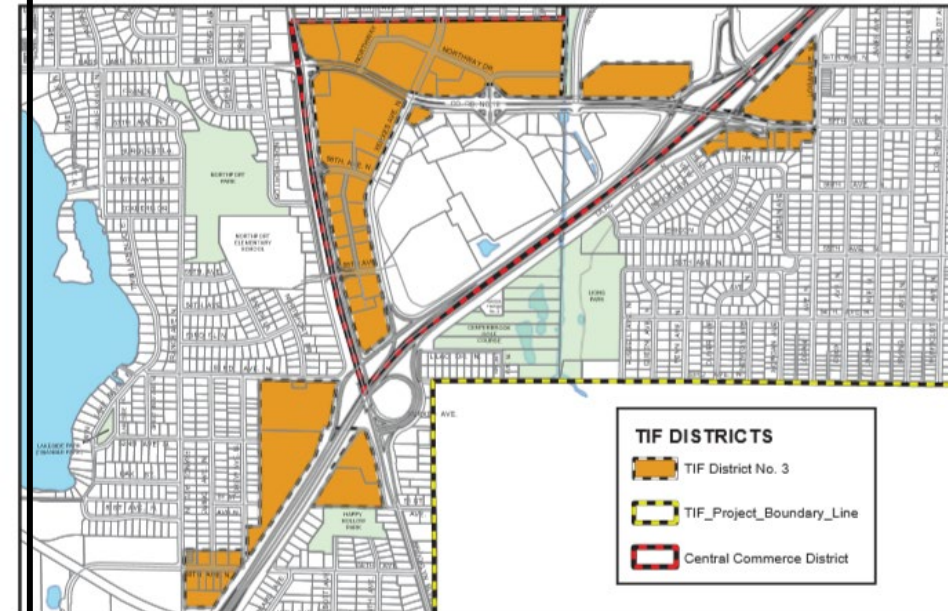
- Primary financing tool for the redevelopment of the Earle Brown Terrace and Earle Brown Commons senior projects
- Decertified in 2011
- Current Cash Balance \$912,169
- 2025 Interest Earnings \$45,000
- District Goals:
 - Provide EDA with options for redevelopment opportunities
 - Repay TIF District #5 inter-fund loan (final payment 2024)



TIF District #3

- Brooklyn Boulevard/69th; Brookdale area; and Willow/252
- Decertified at the end of 2021
- 15% of annual TIF revenues dedicated to housing fund

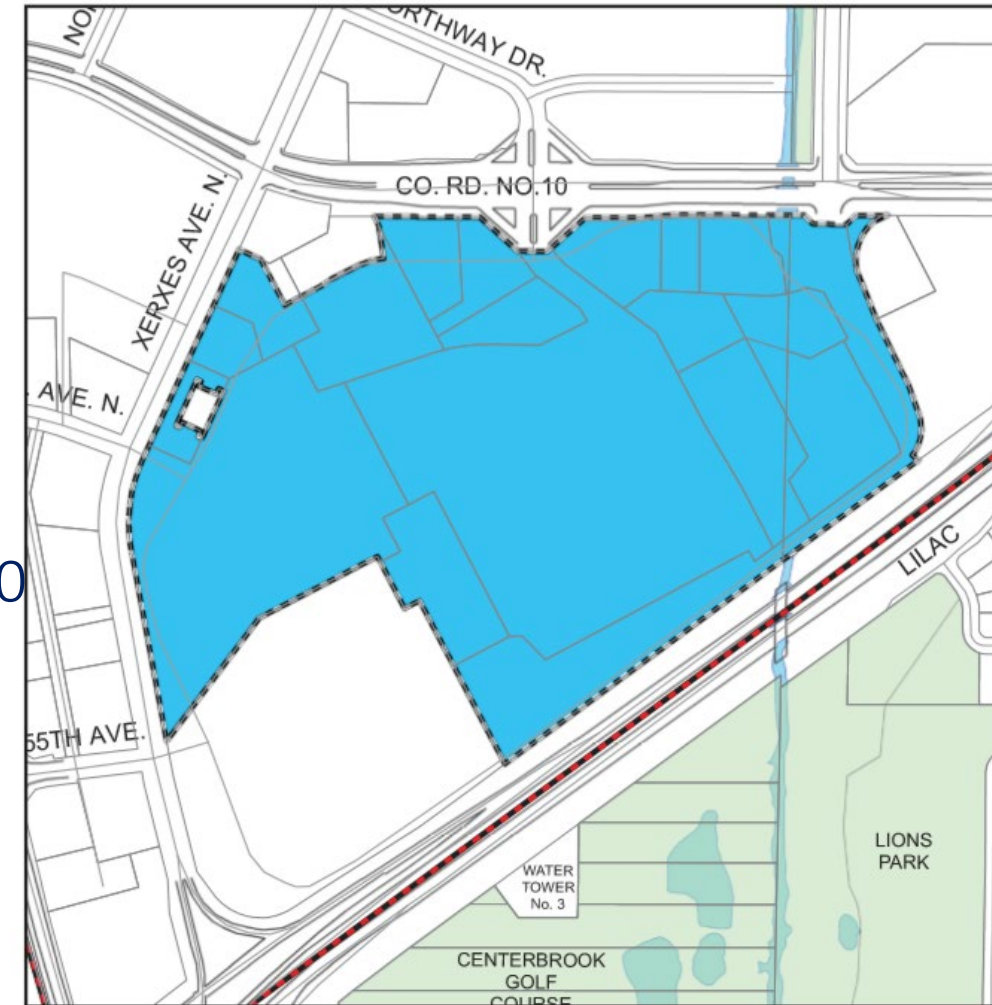
- Current Cash Balance \$1,072,647
- 2025 Planned Activity: \$203,980
 - Admin Reimbursement: \$20,000
 - Clean ups/snow: \$45,000
 - Fix up fund \$25,000
 - Rehab Loan Admin: \$10,000
 - Landscaping Services: \$30,000
 - EDA Utilities: \$88,980 (Primarily to City Utilities)
 - Most Funds from EDA land purchase will go back into TIF 3\
 - 2025 Interest Earnings \$70,000



TIF District #5

- Renewal and Renovation District established in 2011 for the Shingle Creek Crossing PUD - Decertifies in 2029
- Most of the increment goes to debt service on bonds related to the redevelopment
- Current Cash Balance: \$1,613,198.16
- 2025 Planned Activity
 - Revenue: \$470,000 (\$440,000 Increment & \$30,000 Interest)
 - Expenditures: \$387,875
 - Debt Service: \$367,875
 - Admin Reimbursement: \$20,000

Housing Development and Redevelopment Project No. 01 and
Tax Increment Financing (TIF) District No. 5



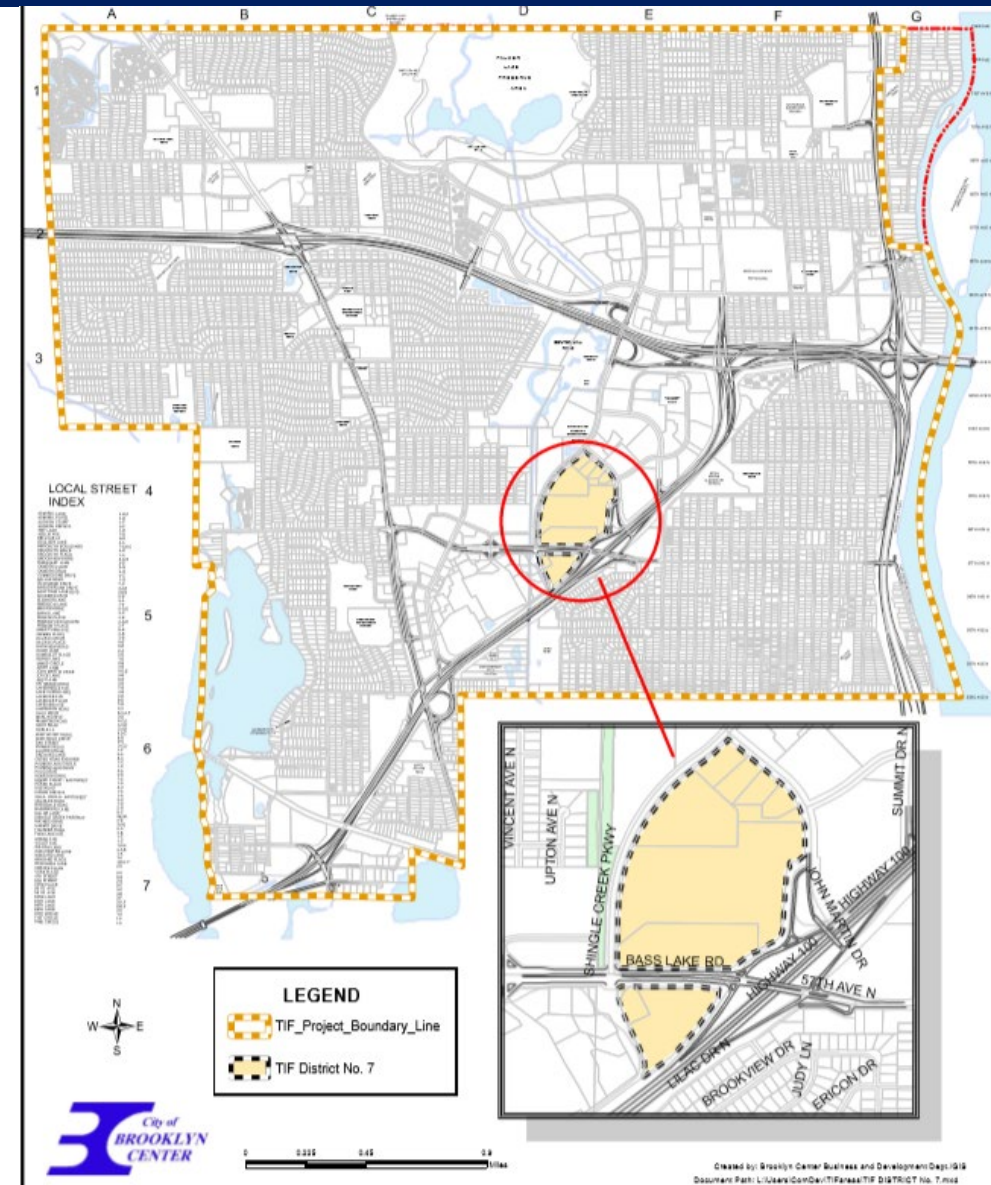
TIF District #6

- Housing District created for the development an affordable assisted care senior facility (The Sanctuary)
- Decertifies in 2043
- District Goals:
 - Provide revenue for PAYGO note
- Current Cash Balance: \$6,851.37
- 2025 Planned Activity
 - Revenue: \$68,508 (\$68,208 Inc & \$300 Inst)
 - Expenditures: \$66,928
 - PAYGO Note: \$65,528 (97.5%)



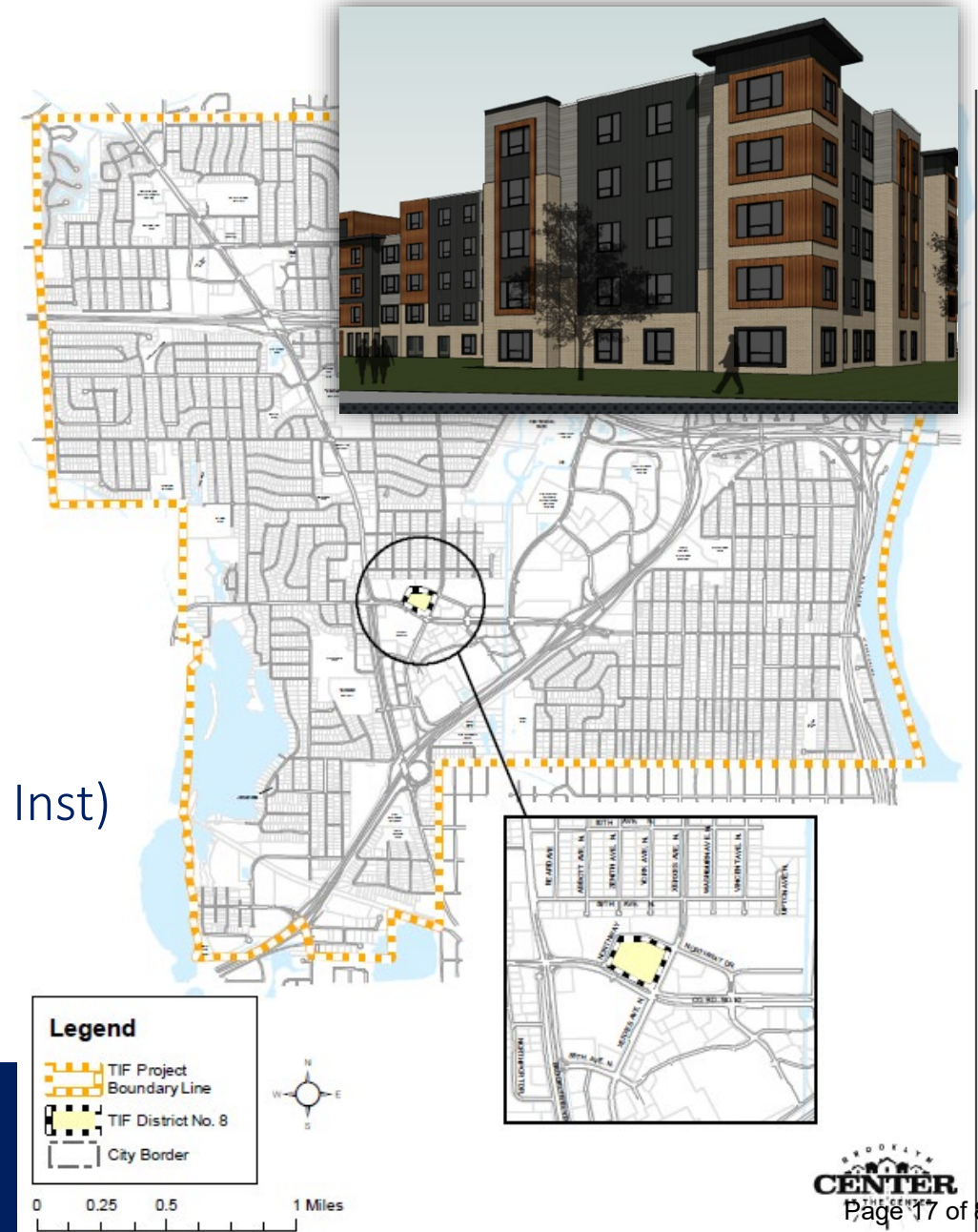
TIF District #7

- District #7 – Portion of Opportunity Site and Kohls/Bank of America
- Will Close District when New District is Created
- Interfund Loan Agreement will allow TIF 7 to pay back TIF 3 for Opportunity Site expenditures at a later date.
- HOM Furniture TIF Agreement – Terminated
- Current Cash Balance: \$554,297.18
- Revenue: \$137,622
(\$125,622 Inc & \$10,000 Interest)
- Expenses: \$3,800



TIF District #8

- District #8 – 5801 Xerxes Avenue North
- Created to facilitate Sonder House and Point development
- District Goals: Provide revenue for PAYGO note
 - Excess increment can be used to support affordable housing
- Current Cash Balance: \$117,697.91
- 2025 Planned Activity
 - Revenue: \$156,278 (\$154,478 Inc & \$1,800 Inst)
 - Expenditures: \$142,030
 - PAYGO Note: \$139,030 (90%)
 - Admin: \$3,000



TIF District #9

- Current Cash Balance: \$26,512
- 2025 Planned Activity
 - Revenue: \$53,225 (\$53,025 Inc & \$300 Interest)
 - Expenditures: \$49,123
 - PAYGO Note: \$47,723 (90%)
 - Admin: \$1400

The Wangstad Apartment

- Housing District
- District Goals:
 - Provide revenue for PAYGO note
 - Excess increment can be used to support affordable housing



TIF District #10

Wangstad Commons

- Housing District
- District Goals:
 - Provide revenue for PAYGO note
 - Excess increment can be used to support affordable housing

- Current Cash Balance: \$13,677.84
- 2025 Planned Activity
 - Revenue: \$ 22,000
 - Expenditures: \$PAYGO Note: \$ (90%)
 - Admin: \$19,800



Questions



Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41910 - BUSINESS & DEVELOPMENT								
6101 - WAGES & SALARIES-FT EMPLOYEES	173,554.57	200,161.74	134,887.00	62,375.52	143,435.00	6.34%	AJH Note: allocated to EDA	Continuing with the move of partial Planner pay to EDA. Anticipate needing to move back in 2028. Also Anticipate adjusting Associate Planner to Planner.
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-			
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-			
6111 - SEVERANCE PAY	2,094.00	-	-	-	-			
6122 - PERA COORDINATED PLAN	12,858.18	15,012.31	15,737.00	4,678.15	16,835.00	6.98%		
6125 - FICA - SOCIAL SECURITY	10,664.27	12,863.12	13,008.00	3,965.05	13,917.00	6.99%		
6126 - FICA - MEDICARE	2,494.11	3,008.33	3,043.00	927.31	3,253.00	6.90%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	39,984.00	35,928.00	37,728.00	12,576.00	39,624.00	5.03%		
6151 - WORKER'S COMP INSURANCE	1,562.59	1,559.83	1,428.00	307.06	1,122.00	-21.43%		
TOTAL PERSONAL SERVICES	243,211.72	268,533.33	205,831.00	84,829.09	218,186.00	6.00%		
6201 - OFFICE SUPPLIES	-	-	-	-	-			
6219 - GENERAL OPERATING SUPPLIES	124.61	-	-	-	-			
6243 - MINOR COMPUTER EQUIPMENT	-	-	6,100.00	5,762.52	-	-100.00%	1X ZBOOK \$2400, 2X MONITORS \$350, 1X DOCK \$300 KELDRIDGE, 1X ZBOOK \$2400, 2X MONITORS \$350, 1X DOCK \$300 GMCINTOSH	No One Due Until 2029
TOTAL SUPPLIES	124.61	-	6,100.00	5,762.52	-	-100.00%		
6303 - LEGAL SERVICES	2,253.74	-	-	-	-			
6307 - PROFESSIONAL SERVICES	29,808.13	2,150.00	-	-	-		Moved to 6449	
TOTAL PROFESSIONAL SERVICES	32,061.87	2,150.00	-	-	-			
6321 - TELEPHONE/PAGERS	369.15	3,312.50	360.00	133.06	360.00	0.00%	2X TMOBILE SERVICES \$360	2x T-Mobile Service \$360, Delayed phone replaced one year to save \$1,000
6331 - TRAVEL EXPENSE/MILEAGE	458.24	-	200.00	-	200.00	0.00%	Travel for meetings or trainings.	Travel for meetings or trainings. - Same as 2025
6333 - FREIGHT/DRAYAGE	-	-	-	-	-			
6341 - PERSONNEL ADVERTISING	-	-	-	-	-			
6342 - LEGAL NOTICES	96.00	104.12	200.00	-	200.00	0.00%	Posting notices for hearings relating to planning commission	Posting notices for hearings relating to planning commission - Same as 2025

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6449 - OTHER CONTRACTUAL SERVICE	-	-	4,000.00	-	42,000.00	950.00%	PC Recordings and Zoning assistance	PC Recordings and Zoning assistance - Reduced by \$2,000 from 2025; Added \$40,000 for partial costs associated with upcoming 2050 Comprehensive Plan. Cities falling within the seven-county metro area are mandated to prepare comprehensive plans as required by the Metropolitan Land Planning Act (see MN Statutes 473.864). The 2050 Plan is due to Metropolitan Council by December 31, 2028. Anticipate additional budgeting needs for 2027 and 2028 City budgets.
6351 - PRINTING	-	-	-	-	-			
6421 - SOFTWARE LICENSE	-	-	-	-	-		Note this Cost was move to 6422 for Software Maintenance	
6422 - SOFTWARE MAINT	1,344.23	1,384.25	2,516.00	920.53	2,340.00	-7.00%	2X ACROBAT PRO \$360, 1X ADOBE INDESIGN \$ \$456, 2X BLUEBEAM \$700, 2X ESRI \$1000	2X ACROBAT PRO \$240 1x ADOBE INDESIGN \$ \$400, 2X BLUEBEAM \$700, 2X ESRI \$1000
6432 - CONFERENCES AND SCHOOLS	4,616.58	1,420.00	2,500.00	717.69	2,000.00	-20.00%	Training for Planners	Training for Planners - Same reduced by \$500 from 2025
6433 - MEETING EXPENSES	-	-	200.00	-	200.00	0.00%	Expenses for Planning related meetings	Expenses for Planning related meetings - Same as 2025
6434 - DUES & SUBSCRIPTIONS	498.00	-	1,000.00	808.76	1,000.00	0.00%	APA, MN APA, SLU	APA, MN APA, SLU - Same as 2025
TOTAL OTHER SERVICES & CHARGES	7,382.20	6,220.87	10,976.00	2,580.04	48,300.00	340.05%		
TOTAL BUSINESS UNIT EXPENSES	282,780.40	276,904.20	222,907.00	93,171.65	266,486.00	19.55%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
42420 - BUILDING & COMMUNITY STANDARDS								
6101 - WAGES & SALARIES-FT EMPLOYEES	741,355.60	804,432.22	838,047.00	249,864.41	873,386.00	4.22%	Code Enforcement/ Rental Inspectors, Building Inspectors, Building Official, Code and Rental Management	Code Enforcement/ Rental Inspectors, Building Inspectors, Building Official, Code and Rental Management
6102 - OVERTIME-FT EMPLOYEES	-	-	-	-	-		Overtime for Inspectors (AJH Note: reduced by \$3K)	No Overtime budget due to previous reductions.
6103 - WAGES-PART TIME EMPLOYEES	3,504.41	11,291.74	21,000.00	-	25,000.00	19.05%	Seasonal Interns and Brooklyn; (AJH Note: Reduced by \$6,600 for seasonal staff);	Two Seasonal interns. 1x Building Intern, 1x Code intern, 1 Brooklyn Intern. Increase in \$4,000 due to anticipated costs.
6111 - SEVERANCE PAY	7,733.32	-		-				
6122 - PERA COORDINATED PLAN	55,602.11	60,332.27	64,428.00	18,739.77	67,752.00	5.16%		
6125 - FICA - SOCIAL SECURITY	48,242.30	52,058.83	53,262.00	15,576.48	56,010.00	5.16%		
6126 - FICA - MEDICARE	11,283.13	12,175.02	12,456.00	3,642.91	13,098.00	5.15%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	132,863.84	146,144.68	169,776.00	51,581.76	178,308.00	5.03%		
6151 - WORKER'S COMP INSURANCE	8,403.78	7,718.97	7,301.00	2,128.07	8,310.00	13.82%		
TOTAL PERSONAL SERVICES	1,008,988.49	1,094,153.73	1,166,270.00	341,533.40	1,221,864.00	4.77%		
6201 - OFFICE SUPPLIES	(48.38)	-	-	-	-			
6203 - BOOKS/REFERENCE MATERIALS	163.30	213.00	500.00	49.95	1,500.00	200.00%	Code Books	New Code edition in late 2026. Increase due to new books needed.
6214 - CLOTHING & PERSONAL EQUIPMENT	1,504.30	1,865.45	1,800.00	322.63	1,800.00	0.00%	\$200/inspector plus exterior safety gear	\$200/inspector plus exterior safety gear
6219 - GENERAL OPERATING SUPPLIES	1,129.91	75.40	-	-	-			
6241 - SMALL TOOLS	449.23	-	-	-	-			
6242 - MINOR EQUIPMENT	815.81	778.81	500.00	33.96	500.00	0.00%	Small items for inspectors such as tools for securing	Small items for inspectors such as tools for securing
6243 - MINOR COMPUTER EQUIPMENT	1,987.99	8,504.46	3,600.00	3,279.06	1,900.00	-47.22%	1X HP EB840 LTE CCADY \$1300, 1X HP EB840 LTE KTHOR \$1300, 2X DOCK \$300, 4X MONITORS \$700	1x 840LTE \$1400, 2x Monitors \$350, 1x Dock \$150 KYANG2
TOTAL SUPPLIES	6,002.16	11,437.12	6,400.00	3,685.60	5,700.00	-10.94%		
6307 - PROFESSIONAL SERVICES	99,176.34	123,860.13	55,000.00	21,671.04	55,000.00	0.00%	Electrical Inspector (80% of permit revenue); Housing Commission minutes (\$3,000); and translation services for Inspectors; Moved Abatement to 6449.	Electrical Inspector (80% of permit revenue) and translation services for Inspectors
TOTAL PROFESSIONAL SERVICES	99,176.34	123,860.13	55,000.00	21,671.04	55,000.00	0.00%		
6321 - TELEPHONE/PAGERS	1,382.62	6,524.31	2,470.00	313.42	1,800.00	-27.13%	9X TMOBILE SERVICE \$1620, 1x iPhone Purchase \$850	10X TMOBILE SERVICE \$1800. Delayed two cell phones by one year. Saving \$2,000 in 2026 budget.
6329 - OTHER COMMUNICATION SERVICES	2,100.60	2,100.68	3,840.00	525.15	3,840.00	0.00%	8X VERIZON DATA SERVICE INSPECTORS	8X VERIZON DATA SERVICE INSPECTORS

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6331 - TRAVEL EXPENSE/MILEAGE	-	12.00	300.00	13.50	300.00	0.00%	Milage reimbursement for trainings	Milage reimbursement for trainings
6333 - FREIGHT/DRAYAGE	-	-		-				
6341 - PERSONNEL ADVERTISING	-	491.94	-	-				
6441 - LICENSES, TAXES & FEES	-	-		-				
6449 - OTHER CONTRACTUAL SERVICE	-	8,025.00	40,000.00	850.00	25,000.00	-37.50%	Abatement Clean ups cost. Moving out of 6307. Expenses reimbursed through assessments. (AJH Note - increase to \$40K, offset by revenue)	Nuisance Abatement costs. Includes property securing and clean ups. Reduced \$15,000 based on trend. Expenses reimbursed through assessments.
6351 - PRINTING	3,958.34	-	3,000.00	105.05	1,500.00	-50.00%	*New Neighbor Bags and Tenant resource guide * Reduced by \$2000 due to estimated use in 2025.	Tenant resource guide. Will likely not need New Neighbor bags in 2026. Reduced \$1,500.
6421 - SOFTWARE LICENSE	-	102.94		-	-			
6422 - SOFTWARE MAINT	814.94	456.94	1,580.00	1,202.32	1,520.00	-3.80%	1X ACROBAT PRO XTHAO \$180, Moved XTHAO ESRI to IT, 4X BLUEBEAM \$1400	1X ACROBAT PRO XTHAO \$120, 4X BLUEBEAM \$1400
6423 - LOGIS CHARGES	-	-	-	-	-			
6432 - CONFERENCES AND SCHOOLS	9,585.00	7,936.48	7,000.00	6,325.00	7,000.00	0.00%	Training for Staff. Increased due to 2024 being a temporary cut also the cost of classes has increased. (AJH Note - reduced by \$3K)	Training for Inspection staff. Same as 2025
6433 - MEETING EXPENSES	-	180.00	-	-				
6434 - DUES & SUBSCRIPTIONS	1,600.00	1,190.00	1,200.00	640.00	1,200.00	0.00%	ICC, AMBO, Inspector Certification.	ICC, AMBO, Inspector Certification.
6435 - CREDIT CARD FEES	21,899.64	27,607.45	15,000.00	6,823.23	20,000.00	33.33%	Fee's charged for online permits and inperson card purchases.	Fee's charged for online permits and inperson card purchases. Increased \$5,000 due to trend.
TOTAL OTHER SERVICES & CHARGES	41,341.14	54,627.74	74,390.00	16,797.67	62,160.00	-16.44%		
6402 - EQUIPMENT SERVICES	-	-		-				
6405 - PARK & LANDSCAPE SERVICES	59,247.00	59,485.67	50,000.00	-	30,000.00	-40.00%	Contractor fees for grass and tree abatements. Expenses reimbursed through assessments (AJH Note - increase to \$50K, offset by revenue)	Contractor fees for grass and tree abatements. Expenses reimbursed through assessments. Reduced \$20,000 based on trend.
6406 - MULTI-FUNCTION MTNCE	-	-	-	-	-			
TOTAL REPAIRS & MAINTENANCE	59,247.00	59,485.67	50,000.00	-	30,000.00	-40.00%		
6461 - FUEL CHARGES	4,818.32	4,443.11	4,300.00	1,376.13	4,300.00	0.00%	Fuel prices have remained relatively stable	PRELIMINARY
6462 - FIXED CHARGES	10,127.64	10,127.64	14,000.00	4,666.68	14,000.00	0.00%	Increase to cover Central Garage indirect costs	PRELIMINARY

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6463 - REPAIR & MAINT CHARGES	3,325.18	10,415.16	5,500.00	2,852.96	5,500.00	0.00%	Increase to cover Central Garage direct costs	PRELIMINARY
6465 - REPLACEMENT CHARGES	15,917.04	15,917.04	25,917.00	8,639.00	47,550.00	83.47%		
TOTAL CENTRAL GARAGE CHARGES	34,188.18	40,902.95	49,717.00	17,534.77	71,350.00	43.51%		
TOTAL BUSINESS UNIT EXPENSES	1,248,943.31	1,384,467.34	1,401,777.00	401,222.48	1,446,074.00	3.16%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46320 - COMMUNITY DEVELOPMENT ADMIN								
6101 - WAGES & SALARIES-FT EMPLOYEES	95,165.06	133,538.90	212,240.00	41,251.85	218,459.00	2.93%		
6103 - WAGES-PART TIME EMPLOYEES	-	2,797.15	-	-				
6111 - SEVERANCE PAY	939.00	-		-				
6122 - PERA COORDINATED PLAN	7,137.45	10,225.13	10,347.00	3,094.06	10,646.00	2.89%		
6125 - FICA - SOCIAL SECURITY	6,135.10	8,686.19	8,554.00	2,600.83	8,800.00	2.88%		
6126 - FICA - MEDICARE	1,434.51	2,031.18	2,001.00	608.23	2,058.00	2.85%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	34,272.00	35,928.00	37,728.00	12,576.00	39,624.00	5.03%		
6151 - WORKER'S COMP INSURANCE	868.51	1,062.49	938.00	202.89	710.00	-24.31%		
TOTAL PERSONAL SERVICES	145,951.63	194,269.04	271,808.00	60,333.86	280,297.00	3.12%		
6201 - OFFICE SUPPLIES	528.95	2,611.61	1,500.00	378.45	1,500.00	0.00%	Community Development Office Supplies	Community Development Office Supplies - Same as 2025
6219 - GENERAL OPERATING SUPPLIES	660.83	1,681.05	1,500.00	70.41	1,500.00	0.00%	Community Development Office Supplies such as desk and chairs	Community Development Office Supplies such as desk and chairs - Same as 2025
6242 - MINOR EQUIPMENT	-	-		-				
6243 - MINOR COMPUTER EQUIPMENT	428.09	2,785.37	1,700.00	1,538.03	1,800.00	5.88%	1X EB860 LBLUEMKE \$1200, 1X DOCK \$150, 2X MONITORS \$350	1X EB840 JANDERSON \$1300, 1X DOCK \$150, 2X MONITORS \$350
TOTAL SUPPLIES	1,617.87	7,078.03	4,700.00	1,986.89	4,800.00	2.13%		
6307 - PROFESSIONAL SERVICES	64.68	18.85	-	37.70	-			
TOTAL PROFESSIONAL SERVICES	64.68	18.85	-	37.70	-			
6449 - OTHER CONTRACTUAL SERVICE	(732.27)	172.50	1,500.00	-	1,500.00	0.00%	Shredding, scanning, language services (AJH Note - reduce \$1,500)	Shredding, scanning, language service. Same as 2025.
6421 - SOFTWARE LICENSE	37,462.61	53,687.62	45,630.00	13,976.54	45,630.00	0.00%	IMS \$43590. \$5,000 Enhancements. 3x Acrobat Pro \$540, 1x ArcGIS Pro Online \$500 (AJH Note - reduced \$4K)	IMS - \$43590, 3x Acrobat Pro \$360, Arc GIS \$500.
TOTAL OTHER SERVICES & CHARGES	36,730.34	53,860.12	47,130.00	13,976.54	47,130.00	0.00%		
6406 - MULTI-FUNCTION MTNCE	3,825.63	4,996.27	5,852.00	1,553.08	6,372.00	8.89%	MFD Ricoh C3010	MFD Ricoh C3010
TOTAL REPAIRS & MAINTENANCE	3,825.63	4,996.27	5,852.00	1,553.08	6,372.00	8.89%		
TOTAL BUSINESS UNIT EXPENSES	188,190.15	260,222.31	329,490.00	77,888.07	338,599.00	2.76%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46321 - HRA FUND								
4101 - CURRENT AD VALOREM TAXES	(502,731.67)	(582,366.33)	-	2,876.50	(621,849.00)			From Hennepin County 2026 Levy Limitations
4101 - MKT VALUE CREDIT-PROPERTY TAX	-	-		-	-			
4120 - DELINQUENT AD VALOREM TAXES	(5,501.51)	(2,341.20)		492.99	-			
4154 - PENALTIES & INT-DELINQ TAXES	-	-		-	-			
PROPERTY TAXES	(508,233.18)	(584,707.53)	-	3,369.49	(621,849.00)			
TOTAL TAXES	(508,233.18)	(584,707.53)	-	3,369.49	(621,849.00)			
REVENUES	(508,233.18)	(584,707.53)	-	3,369.49	(621,849.00)			
6481 - EDA FUND TRANSFER	508,959.42	579,580.40	-	-	621,849.00			
TOTAL TRANSFERS OUT	508,959.42	579,580.40	-	-	621,849.00			
TOTAL BUSINESS UNIT EXPENSES	508,959.42	579,580.40	-	-	621,849.00			

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46310 - DEVELOPMENT/RE-DEVELOPMENT								
4359 - OTHER STATE GRANTS/AID	-	12,206.50		44,166.30	-		Funds will net zero but transfer through this account for pass through grants such as LCDA grants.	Funds will net zero but transfer through this account for pass through grants such as LCDA grants or TEDI grant.
STATE	-	12,206.50		44,166.30	-			
4362 - COUNTY GRANTS/AID	-	-		-	-			Funds will net zero but transfer through this account for pass through grants such TOC and TOD grants.
COUNTY	-	-		-	-			
TOTAL INTERGOVERNMENTAL	-	12,206.50		44,166.30	-			
4603 - INTEREST EARNINGS	(34,471.32)	(35,706.57)	(20,244.00)	-	(25,000.00)	23.49%	Interst Earnings from EDA balance	Interst Earnings from EDA balance
TOTAL INVESTMENT EARNINGS	(34,471.32)	(35,706.57)	(20,244.00)	-	(25,000.00)	23.49%		
4605 - UNREALIZED INVESTMENT GAIN/LOS	(27,900.19)	-		-				
4606 - OTHER REVENUE	-	-	-	-				
TOTAL MISCELLANEOUS	(27,900.19)	-	-	-				
4831 - OFFICE RENTALS	0.28	15,737.00		-				
TOTAL OPERATING REVENUES	0.28	15,737.00		-				
4911 - SALE OF PROPERTY	-	-		-				
4921 - REFUNDS & REIMBURSEMENTS	-	(646,000.00)		-			(2024 Insurance payment for Target Building)	
TOTAL OTHER FINANCING SOURCES	-	(646,000.00)		-				
4915 - TRANSFERS IN	(508,959.42)	(579,580.40)	(606,595.00)	-	(621,849.00)	2.51%		From 2026 Hennepin County Levy Limitations report
4915 - TRANSFERS IN FROM HRA FUND	-	-	-	-				
4915 - TRANSFERS IN FROM CDBG FUND	-	-		-				
6498 - INTERFUND EXPENSE ALLOCATION	(34,747.93)	(8,952.23)	(95,000.00)	-	(50,000.00)	-47.37%		TRANSFERS TO TIF ACCOUNTS
TOTAL TRANSFERS IN	(543,707.35)	(588,532.63)	(701,595.00)	-	(671,849.00)	-4.24%		
REVENUES	(606,078.58)	(1,242,295.70)	(721,839.00)	44,166.30	(696,849.00)	-3.46%		
6101 - WAGES & SALARIES-FT EMPLOYEES	192,542.95	294,543.86	360,597.00	104,187.22	380,715.00	5.58%	Moved additional funds from 41910 for budget savings. Including part of Planners pay.	Continue temporary move of Planner costs from 41910. Anticipate moving back in 2028.
6122 - PERA COORDINATED PLAN	14,208.89	22,090.84	26,997.00	7,813.91	28,215.00	4.51%		
6125 - FICA - SOCIAL SECURITY	12,672.85	18,238.22	22,317.00	6,087.64	23,325.00	4.52%		
6126 - FICA - MEDICARE	2,963.68	4,265.70	5,219.00	1,423.71	5,454.00	4.50%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	7,854.00	41,916.00	56,592.00	18,864.00	59,436.00	5.03%		
6151 - WORKER'S COMP INSURANCE	1,728.86	9,020.47	2,448.00	1,770.52	1,618.00	-33.91%		
TOTAL PERSONAL SERVICES	231,971.23	390,075.09	474,170.00	140,147.00	498,763.00	5.19%		
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	2,000.00		No One Due	1x EB830 X360 \$1500, 2x Monitors \$350, 1x Dock \$150 ALOEGEREING
TOTAL SUPPLIES	-	-	-	-	2,000.00			
6301 - ACCTG, AUDIT & FIN'L SERVICES	-	9,000.00	3,000.00	-	-	-100.00%		
6303 - LEGAL SERVICES	11,329.25	5,741.50	10,000.00	2,185.50	10,000.00	0.00%	EDA assistance with purchase and development agreements.	EDA assistance with purchase and development agreements.
6307 - PROFESSIONAL SERVICES	129,049.84	102,498.07	-	-	-			
TOTAL PROFESSIONAL SERVICES	140,379.09	117,239.57	13,000.00	2,185.50	10,000.00	-23.08%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6321 - TELEPHONE/PAGERS	-	-	360.00	-	360.00	0.00%	2x T-Mobile Service	2x T-Mobile Service
6342 - LEGAL NOTICES	-	331.74	200.00	-	-	-100.00%		
6441 - LICENSES, TAXES & FEES	1,116.24	-	5,000.00	-	-	-100.00%		
6449 - OTHER CONTRACTUAL SERVICE	97,743.73	448,136.16	25,000.00	108,838.30	25,000.00	0.00%	\$12,000 to local farmer's market; \$10,000 Elevate HC Program. \$1,000 Grown with Minnesota, \$1,000 Hmong Chamber, \$1,000 BIPOC Business Expo. (includes Demo work for target that is fully covered by insurance)	\$12,000 to local farmer's market; \$10,000 Elevate HC Program. \$1,000 Grown with Minnesota, \$1,000 Hmong Chamber, \$1,000 BIPOC Business Expo. -
6421 - SOFTWARE LICENSE	-	-	360.00	-	240.00	-33.33%	2x Adobe Acrobat	2x Adobe Acrobat
6423 - LOGIS CHARGES	4,875.00	5,185.00	5,381.00	1,554.00	5,650.00	5.00%	LOGIS JDE Financial, HR/PR, Hubble, Tungsten, IP Telephony, Internet, 24/7 Support, Managed Service Back-up, Exchange, Virtual Servers and Email Archiving, and Network Wellness	LOGIS JDE Financial, HR/PR, Hubble, Tungsten, IP Telephony, Internet, 24/7 Support, Managed Service Back-up, Exchange, Virtual Servers and Email Archiving, and Network Wellness
6432 - CONFERENCES AND SCHOOLS	1,575.00	250.00	4,000.00	-	4,000.00	0.00%	Increased to \$4,000 due to new staff in EDA.	Same as 2025
6434 - DUES & SUBSCRIPTIONS	500.00	1,703.43	2,400.00	-	2,400.00	0.00%		Twitter, linked in, ETC - Finance and Commerce \$349, Twitter \$395.
TOTAL OTHER SERVICES & CHARGES	105,809.97	455,606.33	42,701.00	110,392.30	37,650.00	-11.83%		
6361 - GENERAL LIABILITY INSURANCE	1,236.00	1,199.00	4,241.00	1,080.00	1,200.00	-71.70%		
TOTAL INSURANCE	1,236.00	1,199.00	4,241.00	1,080.00	1,200.00	-71.70%		
6385 - SEWER	38.57	-	-	-	-			
6386 - STORM SEWER	15,049.35	26,486.65	18,800.00	5,449.47	-	-100.00%		Moved cost to TIF 3
6389 - STREET LIGHTS	1,605.25	3,068.30	2,300.00	1,029.39	-	-100.00%		Moved Cost to TIF 3
TOTAL UTILITY SERVICES	16,693.17	29,554.95	21,100.00	6,478.86	-	-100.00%		
6403 - BLDGS/FACILITIES MAINT SERVICE	10,917.79	-	-	-	-			
6405 - PARK & LANDSCAPE SERVICES	-	727.05	1,500.00	-	-	-100.00%		Moved cost to TIF 3
TOTAL REPAIRS & MAINTENANCE	10,917.79	727.05	1,500.00	-	-	-100.00%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6461 - FUEL CHARGES	653.57	658.83	800.00	219.29	800.00	0.00%		
6462 - FIXED CHARGES	1,788.96	1,788.96	1,789.00	596.32	1,800.00	0.61%		
6463 - REPAIR & MAINT CHARGES	-	-	500.00	-	500.00	0.00%		
6465 - REPLACEMENT CHARGES	2,705.76	2,705.76	1,578.00	526.00	4,695.00	197.53%		
TOTAL CENTRAL GARAGE CHARGES	5,148.29	5,153.55	4,667.00	1,341.61	7,795.00	67.02%		
6471 - ADMINISTRATIVE SERVICE TRANSFE	141,852.00	156,360.00	160,460.00	53,488.00	160,000.00	-0.29%		
6482 - MISC TRANSFER OUT	100,000.00	-	-	-	-		No longer need transfer to revolving loan fund	
TOTAL TRANSFERS OUT	241,852.00	156,360.00	160,460.00	53,488.00	160,000.00	-0.29%		
TOTAL BUSINESS UNIT EXPENSES	754,007.54	1,155,915.54	721,839.00	315,113.27	717,408.00	-0.61%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46412 - TIF DISTRICT #2								
4150 - TAX INCREMENTS	-	-	-	-	-			
TAX INCREMENTS	-	-	-	-	-			
TOTAL TAXES	-	-	-	-	-			
4362 - COUNTY GRANTS/AID	-	-	-	-	-			
COUNTY	-	-	-	-	-			
TOTAL INTERGOVERNMENTAL	-	-	-	-	-			
4603 - INTEREST EARNINGS	(25,210.76)	(27,080.73)	(46,343.00)	-	(45,000.00)	-2.90%		
TOTAL INVESTMENT EARNINGS	(25,210.76)	(27,080.73)	(46,343.00)	-	(45,000.00)	-2.90%		
4605 - UNREALIZED INVESTMENT GAIN/LOS	(21,132.54)	-	-	-	-			
4606 - OTHER REVENUE	-	-	-	-	-			
TOTAL MISCELLANEOUS	(21,132.54)	-	-	-	-			
4911 - SALE OF PROPERTY	-	-	-	-	-			
4921 - REFUNDS & REIMBURSEMENTS	-	-	-	-	-			
TOTAL OTHER FINANCING SOURCES	-	-	-	-	-			
4915 - TRANSFERS IN	-	-	-	-	-			
6498 - INTERFUND EXPENSE ALLOCATION	993.42	984.66	2,000.00	-	2,000.00	0.00%		
TOTAL TRANSFERS IN	993.42	984.66	2,000.00	-	2,000.00	0.00%		
REVENUES	(45,349.88)	(26,096.07)	(44,343.00)	-	(43,000.00)	-3.03%		
TOTAL BUSINESS UNIT EXPENSES	-	-	-	-	-			

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46413 - TIF DISTRICT #3								
4150 - TAX INCREMENTS	17,648.29	-	-	-	-			
4150 - MKT VALUE CREDIT-TIF	-	-		-	-			
TAX INCREMENTS	17,648.29	-	-	-	-			
TOTAL TAXES	17,648.29	-	-	-	-			
4359 - OTHER STATE GRANTS/AID	-	-		-	-			
STATE	-	-		-	-			
4362 - COUNTY GRANTS/AID	-	-		-	-			
COUNTY	-	-		-	-			
TOTAL INTERGOVERNMENTAL	-	-		-	-			
4603 - INTEREST EARNINGS	(51,931.76)	(36,581.44)	(90,000.00)	-	(70,000.00)	-22.22%		
TOTAL INVESTMENT EARNINGS	(51,931.76)	(36,581.44)	(90,000.00)	-	(70,000.00)	-22.22%		
4605 - UNREALIZED INVESTMENT GAIN/LOS	(35,933.49)	-		-	-			
4606 - OTHER REVENUE	-	-		-	-			
TOTAL MISCELLANEOUS	(35,933.49)	-		-	-			
4831 - OFFICE RENTALS	(7,196.94)	(3,500.00)	-	-	-			
TOTAL OPERATING REVENUES	(7,196.94)	(3,500.00)	-	-	-			
4911 - SALE OF PROPERTY	-	-	-	-	-			
4921 - REFUNDS & REIMBURSEMENTS	-	(7,470.00)		-	-			
4931 - BOND SALES	-	-		-	-			
4932 - PREMIUM ON BOND SALES	-	-		-	-			
4933 - DISCOUNT ON BOND SALES	-	-		-	-			
TOTAL OTHER FINANCING SOURCES	-	(7,470.00)	-	-	-			
4915 - TRANSFERS IN	-	-	-	-	-			
6498 - INTERFUND EXPENSE ALLOCATION	17,114.88	5,845.49	50,000.00	-	20,000.00	-60.00%		
TOTAL TRANSFERS IN	17,114.88	5,845.49	50,000.00	-	20,000.00	-60.00%		
REVENUES	(60,299.02)	(41,705.95)	(40,000.00)	-	(50,000.00)	25.00%		
6302 - ARCH, ENG & PLANNING	136,429.50	63,605.00	-	3,310.00	-			
6303 - LEGAL SERVICES	616.75	6,095.70	-	-	2,500.00			
6307 - PROFESSIONAL SERVICES	56,524.75	110,450.75	-	6,833.00	2,500.00			General TIF support
TOTAL PROFESSIONAL SERVICES	193,571.00	180,151.45	-	10,143.00	5,000.00			
6441 - LICENSES, TAXES & FEES	16,594.43	76,140.43	-	12,316.05				
6449 - OTHER CONTRACTUAL SERVICE	343,225.49	263,429.08	100,000.00	19,910.00	80,000.00	-20.00%	TIF Purchased EDA site Maintenance such as lawn and snow removal. \$35,000 Fix Up Fund Loan Program.	TIF Purchased EDA site Maintenance such as lawn and snow removal and clean ups. \$25,000 Fix Up Fund Loan Program. \$10,000 Rehab Admin Costs
TOTAL OTHER SERVICES & CHARGES	359,819.92	339,569.51	100,000.00	32,226.05	80,000.00	-20.00%		
6361 - GENERAL LIABILITY INSURANCE	9,821.00	-	-	-	-			
TOTAL INSURANCE	9,821.00	-	-	-	-			
6381 - ELECTRIC	22,721.62	13,925.07	5,000.00	1,075.76	5,180.00	3.60%	Should be less then previous years due to Target Demo.	Target Parking lot lighting; 3.6% increase based on industry information
6382 - GAS	871.95	4,297.19	2,000.00	-	-	-100.00%		No gas bill due to former Target Demo.
6383 - WATER	4,268.88	7,658.47	2,500.00	1,581.61	6,000.00	140.00%		Water minimum fee for EDA Lots, will increase by 25%

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6384 - REFUSE DISPOSAL	123.75	559.38	200.00	124.20	200.00	0.00%		EDA Lots
6385 - SEWER	3,955.59	8,066.95	2,000.00	790.81	8,000.00	300.00%		City Utility Fee for EDA Lots
6386 - STORM SEWER	47,816.01	96,914.66	60,000.00	24,434.26	62,400.00	4.00%		City Utility Fee for EDA Lots
6389 - STREET LIGHTS	5,318.93	10,652.54	6,000.00	4,023.25	7,200.00	20.00%		City Utility Fee for EDA Lots
TOTAL UTILITY SERVICES	85,076.73	142,074.26	77,700.00	32,029.89	88,980.00	14.52%		
6403 - BLDGS/FACILITIES MAINT SERVICE	12,000.00	-		-	-			
6405 - PARK & LANDSCAPE SERVICES	40,205.43	41,916.27	30,000.00	2,030.00	30,000.00	0.00%	Inspection staff will be ordering mowing as needed to bring down costs.	Inspection staff will be ordering mowing as needed to bring down costs.
TOTAL REPAIRS & MAINTENANCE	52,205.43	41,916.27	30,000.00	2,030.00	30,000.00	0.00%		
6496 - LOSS ON FIXED ASSET DISPOSAL	514,999.71	-	-	-	-			
TOTAL CAPITAL OUTLAY	514,999.71	-	-	-	-			
TOTAL BUSINESS UNIT EXPENSES	1,215,493.79	703,711.49	207,700.00	76,428.94	203,980.00	-1.79%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46415 - TIF DISTRICT #5								
4150 - TAX INCREMENTS	(498,472.10)	(440,687.50)	(532,000.00)	-	(440,000.00)	-17.29%		
TAX INCREMENTS	(498,472.10)	(440,687.50)	(532,000.00)	-	(440,000.00)	-17.29%		
TOTAL TAXES	(498,472.10)	(440,687.50)	(532,000.00)	-	(440,000.00)	-17.29%		
4603 - INTEREST EARNINGS	(18,339.50)	(28,675.57)	-	-	(30,000.00)			
TOTAL INVESTMENT EARNINGS	(18,339.50)	(28,675.57)	-	-	(30,000.00)			
4605 - UNREALIZED INVESTMENT GAIN/LOS	(20,415.10)	-	-	-	-			
TOTAL MISCELLANEOUS	(20,415.10)	-	-	-	-			
4931 - BOND SALES	-	-	-	-	-			
4932 - PREMIUM ON BOND SALES	-	-	-	-	-			
TOTAL OTHER FINANCING SOURCES	-	-	-	-	-			
4915 - TRANSFERS IN FROM TIF #2 FUND	-	-	-	-	-			
6498 - INTERFUND EXPENSE ALLOCATION	4,554.54	1,206.70	30,000.00	-	20,000.00	-33.33%		
TOTAL TRANSFERS IN	4,554.54	1,206.70	30,000.00	-	20,000.00	-33.33%		
REVENUES	(532,672.16)	(468,156.37)	(502,000.00)	-	(450,000.00)	-10.36%		
6474 - DEBT SERVICE FUND TRANSFER	358,333.00	-	371,875.00	-	367,875.00	-1.08%		Bond payment
6482 - MISC TRANSFER OUT			-					
TOTAL TRANSFERS OUT	358,333.00	-	371,875.00	-	367,875.00	-1.08%		
TOTAL BUSINESS UNIT EXPENSES	358,334.00	288.75	371,875.00	-	367,875.00	-1.08%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46416 - TIF DISTRICT #6								
4150 - TAX INCREMENTS	(133,878.50)	(142,621.03)	(142,621.00)	-	(68,208.00)	-52.18%		
TAX INCREMENTS	(133,878.50)	(142,621.03)	(142,621.00)	-	(68,208.00)	-52.18%		
TOTAL TAXES	(133,878.50)	(142,621.03)	(142,621.00)	-	(68,208.00)	-52.18%		
4603 - INTEREST EARNINGS	(306.19)	(328.83)	-	-	(300.00)			
TOTAL INVESTMENT EARNINGS	(306.19)	(328.83)	-	-	(300.00)			
4605 - UNREALIZED INVESTMENT GAIN/LOS	-	-	-	-	-			
TOTAL MISCELLANEOUS	-	-	-	-	-			
6498 - INTERFUND EXPENSE ALLOCATION	2,800.11	984.66	2,801.00	-	500.00	-82.15%		
TOTAL TRANSFERS IN	2,800.11	984.66	2,801.00	-	500.00	-82.15%		
REVENUES	(131,384.58)	(141,965.20)	(139,820.00)	-	(68,008.00)	-51.36%		
6441 - LICENSES, TAXES & FEES	-	-	907.00	844.54	900.00	-0.77%		
6449 - OTHER CONTRACTUAL SERVICE		288.75		-				
6499 - EXPENSES REIMBURSED			-					
TOTAL OTHER SERVICES & CHARGES	-	288.75	907.00	844.54	900.00	-0.77%		
6602 - OTHER DEBT-PRINCIPAL	150,109.69	134,793.53	139,055.00	69,527.75	65,528.00	-52.88%		97.5% of Incement Paid on PAYGO Note
TOTAL DEBT SERVICE	150,109.69	134,793.53	139,055.00	69,527.75	65,528.00	-52.88%		
TOTAL BUSINESS UNIT EXPENSES	150,109.69	135,082.28	139,962.00	70,372.29	66,428.00	-52.54%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46417 - TIF DISTRICT #7								
4150 - TAX INCREMENTS	(126,621.83)	(96,082.67)	(126,622.00)	-	(126,622.00)	0.00%		
TAX INCREMENTS	(126,621.83)	(96,082.67)	(126,622.00)	-	(126,622.00)	0.00%		
TOTAL TAXES	(126,621.83)	(96,082.67)	(126,622.00)	-	(126,622.00)	0.00%		
4603 - INTEREST EARNINGS	(8,501.95)	(11,354.15)	-	-	(11,000.00)			
TOTAL INVESTMENT EARNINGS	(8,501.95)	(11,354.15)	-	-	(11,000.00)			
4605 - UNREALIZED INVESTMENT GAIN/LOS	(8,208.91)	-	-	-	-			
TOTAL MISCELLANEOUS	(8,208.91)	-	-	-	-			
6498 - INTERFUND EXPENSE ALLOCATION	13,284.93	3,271.97	3,799.00	-	3,800.00	0.03%		
TOTAL TRANSFERS IN	13,284.93	3,271.97	3,799.00	-	3,800.00	0.03%		
REVENUES	(130,047.76)	(104,164.85)	(122,823.00)	-	(133,822.00)	8.96%		
6303 - LEGAL SERVICES	-	178.75		-	-			
6307 - PROFESSIONAL SERVICES	-	-	-	-	-			
TOTAL PROFESSIONAL SERVICES	-	178.75	-	-	-			
6441 - LICENSES, TAXES & FEES	-	-	896.00	804.48	-	-100.00%		
6449 - OTHER CONTRACTUAL SERVICE		288.75		-	-			
TOTAL OTHER SERVICES & CHARGES	-	288.75	896.00	804.48	-	-100.00%		
TOTAL BUSINESS UNIT EXPENSES	-	467.50	896.00	804.48	-	-100.00%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46418 - TIF DISTRICT #8								
4150 - TAX INCREMENTS	(256,823.16)	(285,539.26)	(120,000.00)	-	(154,478.00)	28.73%		
TAX INCREMENTS	(256,823.16)	(285,539.26)	(120,000.00)	-	(154,478.00)	28.73%		
TOTAL TAXES	(256,823.16)	(285,539.26)	(120,000.00)	-	(154,478.00)	28.73%		
4603 - INTEREST EARNINGS	(1,178.37)	(1,787.73)	-	-	(1,800.00)			
TOTAL INVESTMENT EARNINGS	(1,178.37)	(1,787.73)	-	-	(1,800.00)			
4605 - UNREALIZED INVESTMENT GAIN/LOS	(2,427.33)	-		-	-			
TOTAL MISCELLANEOUS	(2,427.33)	-		-	-			
6498 - INTERFUND EXPENSE ALLOCATION	2,433.15	901.40	3,000.00	-	3,000.00	0.00%		
TOTAL TRANSFERS IN	2,433.15	901.40	3,000.00	-	3,000.00	0.00%		
REVENUES	(257,995.71)	(286,425.59)	(117,000.00)	-	(153,278.00)	31.01%		
6303 - LEGAL SERVICES	-	-	-	-	-			
6307 - PROFESSIONAL SERVICES	762.50	450.00	-	-	-			
TOTAL PROFESSIONAL SERVICES	762.50	450.00	-	-	-			
6441 - LICENSES, TAXES & FEES	-	-	-	1,118.29	-			
6449 - OTHER CONTRACTUAL SERVICE		288.75		-	-			
TOTAL OTHER SERVICES & CHARGES	-	288.75	-	1,118.29	-			
6602 - OTHER DEBT-PRINCIPAL	172,784.33	244,063.10	108,000.00	128,492.67	139,030.00	28.73%		90% increment gets paid to the PAYGO Note.
TOTAL DEBT SERVICE	172,784.33	244,063.10	108,000.00	128,492.67	139,030.00	28.73%		
TOTAL BUSINESS UNIT EXPENSES	173,546.83	244,801.85	108,000.00	129,610.96	139,030.00	28.73%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46420 - TIF DISTRICT #9								
4150 - TAX INCREMENTS		(46,819.01)	(16,150.00)	-	(53,025.00)	228.33%		The Crest Increment
TAX INCREMENTS		(46,819.01)	(16,150.00)	-	(53,025.00)	228.33%		
TOTAL TAXES		(46,819.01)	(16,150.00)	-	(53,025.00)	228.33%		
4603 - INTEREST EARNINGS		(195.44)		-	(200.00)			
TOTAL INVESTMENT EARNINGS		(195.44)		-	(200.00)			
6498 - INTERFUND EXPENSE ALLOCATION	2,088.79	984.66	808.00	-	900.00	11.39%		Administrative
TOTAL TRANSFERS IN	2,088.79	984.66	808.00	-	900.00	11.39%		
REVENUES	2,088.79	(46,029.79)	(15,342.00)	-	(52,325.00)	241.06%		
6441 - LICENSES, TAXES & FEES			500.00	666.05	500.00	0.00%		County TIF Fees
6449 - OTHER CONTRACTUAL SERVICE		288.75		-	-			
TOTAL OTHER SERVICES & CHARGES		288.75	500.00	666.05	500.00	0.00%		
6602 - OTHER DEBT-PRINCIPAL		21,068.56	14,535.00	21,068.56	47,723.00	228.33%		90% Increment for PAYGO Note
TOTAL DEBT SERVICE		21,068.56	14,535.00	21,068.56	47,723.00	228.33%		
TOTAL BUSINESS UNIT EXPENSES	-	21,357.31	15,035.00	21,734.61	48,223.00	220.74%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
46421 - TIF DISTRICT #10								
4150 - TAX INCREMENTS				-	(22,000.00)			
TAX INCREMENTS				-	(22,000.00)			
TOTAL TAXES				-	(22,000.00)			
6498 - INTERFUND EXPENSE ALLOCATION	2,433.15	984.66		-				
TOTAL TRANSFERS IN	2,433.15	984.66		-				
REVENUES	2,433.15	984.66		-	(22,000.00)			
6441 - LICENSES, TAXES & FEES				601.24				
TOTAL OTHER SERVICES & CHARGES				601.24				
6602 - OTHER DEBT-PRINCIPAL					19,800.00			
TOTAL DEBT SERVICE					19,800.00			
TOTAL BUSINESS UNIT EXPENSES				601.24	19,800.00			

2026 Council & Administration Budget



2026 City Council Budget

Highlights:

- Replace One Computer
- Contract Services Reduced (Council Consulting)



Council Budget

Administration Department - Expenditures by Business Unit

Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41110 - MAYOR COUNCIL	\$ 205,110	\$ 189,871	\$ 64,207	\$ 218,414	\$ 200,530	-8.19%
41320 - CITY MANAGER	220,284	243,708	169,992	459,717	546,560	18.89%
41410 - ELECTIONS	88,706	226,363	47,855	142,011	211,562	48.98%
41430 - CITY CLERK	252,665	244,110	72,831	238,900	234,489	-1.85%
41610 - LEGAL	582,910	541,122	117,821	520,750	502,500	-3.50%
41750 - COMMUNICATIONS	252,675	269,471	91,468	329,627	397,605	20.62%
41810 - HUMAN RESOURCES	631,823	732,221	277,979	1,084,159	1,170,814	7.99%
41920 - INFORMATION TECHNOLOGY	704,203	797,009	261,373	976,466	981,329	0.50%
TOTAL ADMINISTRATION	2,938,596	3,243,915	1,103,526	3,970,044	4,245,389	6.94%



2026 City Manager's Budget

Highlights:

- City Manager and Deputy City Manager
- Department Head Team Development



City Manager Office Budget by Business Unit

Administration Department - Expenditures by Business Unit						
Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41110 - MAYOR COUNCIL	\$ 205,110	\$ 189,871	\$ 64,207	\$ 218,414	\$ 200,530	-8.19%
41320 - CITY MANAGER	220,284	243,708	169,992	459,717	546,560	18.89%
41410 - ELECTIONS	88,706	226,363	47,855	142,011	211,562	48.98%
41430 - CITY CLERK	252,665	244,110	72,831	238,900	234,489	-1.85%
41610 - LEGAL	582,910	541,122	117,821	520,750	502,500	-3.50%
41750 - COMMUNICATIONS	252,675	269,471	91,468	329,627	397,605	20.62%
41810 - HUMAN RESOURCES	631,823	732,221	277,979	1,084,159	1,170,814	7.99%
41920 - INFORMATION TECHNOLOGY	704,203	797,009	261,373	976,466	981,329	0.50%
TOTAL ADMINISTRATION	2,938,596	3,243,915	1,103,526	3,970,044	4,245,389	6.94%

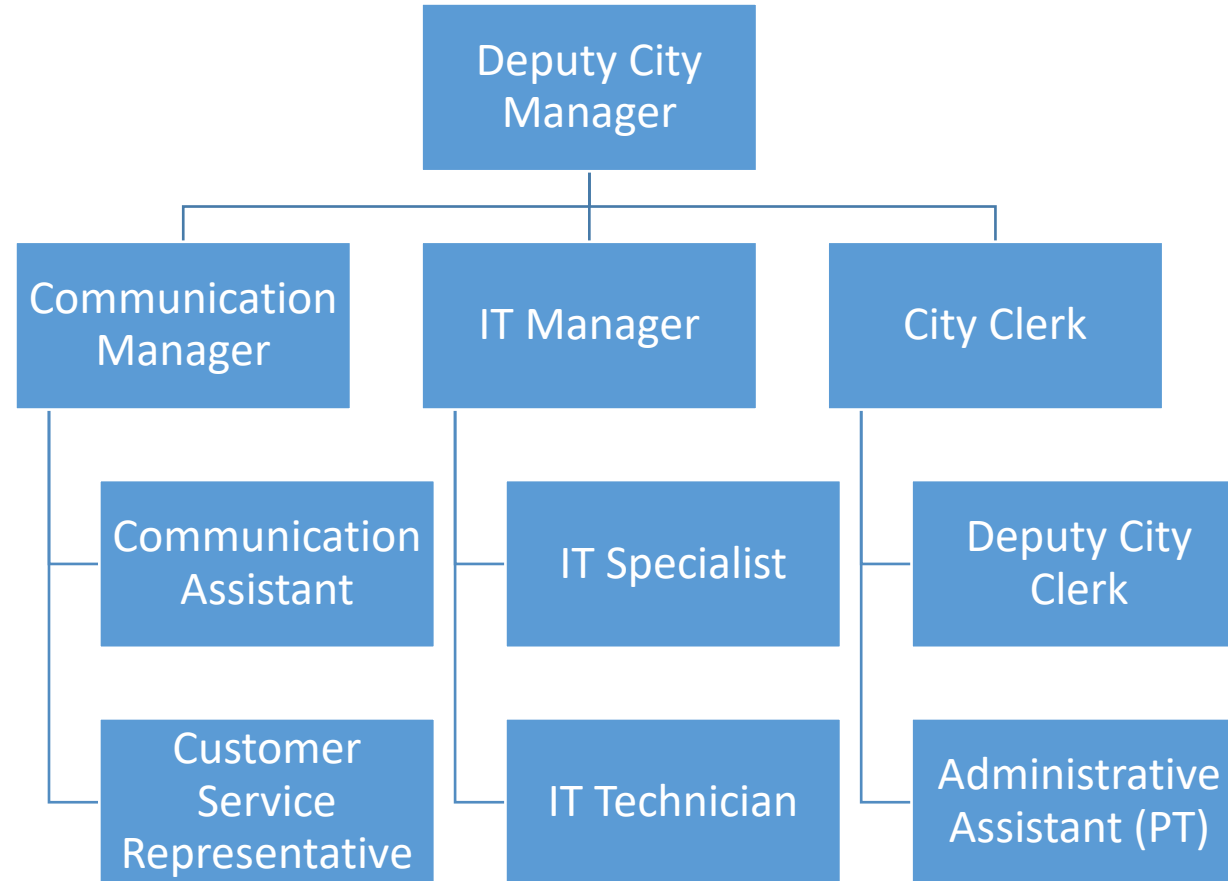


Administration

Office of the City Clerk, Elections, Communication, IT



Administration



Department Staffing

Year	Department		
	Communications	IT	City Clerk
2024	2	3	2.5
2025	3*	3	2.5
2026	3	3	2.5

*transfer of existing Customer Service Representative position



Department Budget by Business Unit

Administration Department - Expenditures by Business Unit						
Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41110 - MAYOR COUNCIL	\$ 205,110	\$ 189,871	\$ 64,207	\$ 218,414	\$ 200,530	-8.19%
41320 - CITY MANAGER	220,284	243,708	169,992	459,717	546,560	18.89%
41410 - ELECTIONS	88,706	226,363	47,855	142,011	211,562	48.98%
41430 - CITY CLERK	252,665	244,110	72,831	238,900	234,489	-1.85%
41610 - LEGAL	582,910	541,122	117,821	520,750	502,500	-3.50%
41750 - COMMUNICATIONS	252,675	269,471	91,468	329,627	397,605	20.62%
41810 - HUMAN RESOURCES	631,823	732,221	277,979	1,084,159	1,170,814	7.99%
41920 - INFORMATION TECHNOLOGY	704,203	797,009	261,373	976,466	981,329	0.50%
TOTAL ADMINISTRATION	2,938,596	3,243,915	1,103,526	3,970,044	4,245,389	6.94%



Department Budget Highlights

- Local, state & federal elections in 2026 – wages for election judges and materials to administer
- LOGIS charges increasing 5%
- Focus on improving Laserfiche workflows



Questions



Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41110 - MAYOR COUNCIL								
6101 - WAGES & SALARIES-FT EMPLOYEES	425.58	-	-	-				
6102 - OVERTIME-FT EMPLOYEES			-					
6103 - WAGES-PART TIME EMPLOYEES	53,771.22	54,417.32	59,489.00	17,351.04	61,274.00	3.00%	Increase approved for 2025	
6111 - SEVERANCE PAY	-	-	-	-				
6122 - PERA COORDINATED PLAN	31.91	-	-	-				
6124 - PERA DEFINED CONTRIBUTION	1,660.61	1,672.25	743.00	379.40	765.00	2.96%		
6125 - FICA - SOCIAL SECURITY	1,302.64	1,300.23	3,689.00	605.31	3,801.00	3.04%		
6126 - FICA - MEDICARE	789.91	791.58	863.00	252.43	890.00	3.13%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	-	-	-	-				
6151 - WORKER'S COMP INSURANCE	339.86	339.99	-	108.22	340.00			
TOTAL PERSONAL SERVICES	58,321.73	58,521.37	64,784.00	18,696.40	67,070.00	3.53%		
6201 - OFFICE SUPPLIES	-	41.32	-	41.96	50.00			Misc. signs, information pads, pens, etc.
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-				
6219 - GENERAL OPERATING SUPPLIES	91.31	171.80	150.00	-	-	-100.00%	Recognition plaques, name plates	
6242 - MINOR EQUIPMENT	665.58	-	-	-				
6243 - MINOR COMPUTER EQUIPMENT	1,156.88	4,685.11	-	-	1,300.00			1x EB860 \$1300
TOTAL SUPPLIES	1,913.77	4,898.23	150.00	41.96	1,350.00	800.00%		
6301 - ACCTG, AUDIT & FIN'L SERVICES	-	-	-	-				
6307 - PROFESSIONAL SERVICES	46,844.53	41,625.21	-	1,184.00				
6308 - CHARTER COMMISSION	-	59.94	1,500.00	-	1,500.00	0.00%	This is the statutory amount for Charter Commissions	This is the statutory amount for Charter Commissions
TOTAL PROFESSIONAL SERVICES	46,844.53	41,685.15	1,500.00	1,184.00	1,500.00	0.00%		
6321 - TELEPHONE/PAGERS	458.66	860.72	900.00	133.41	900.00	0.00%	5x T-Mobile Service	5x T-Mobile Service
6322 - POSTAGE			-					
6329 - OTHER COMMUNICATION SERVICES	2,318.65	2,760.84	2,800.00	690.21	2,400.00	-14.29%	iPad Data Communications (5) Council Members	iPad Data Communications (4) Council Members
6331 - TRAVEL EXPENSE/MILEAGE	48.10	1,943.01	10,400.00	-	10,400.00	0.00%	Mileage reimbursement for conferences; NLC travel expense	Mileage reimbursement for conferences; NLC travel expenses
6342 - LEGAL NOTICES	-	-	-	-				
6349 - OTHER ADVERTISING	-	-		-				
6443 - PRIZE AWARDS/EXPENSE REIMB	-	-		-				
6449 - OTHER CONTRACTUAL SERVICE			63,000.00	5,356.25	46,000.00	-26.98%	66K for Common Sense, 15K for Timesavers, Interpreters for CC Meetings 1K (AJH Note- reduced by \$19K for 2025 budget)	\$30K Common Sense, 15K Timesavers, \$1K Interpreters
6351 - PRINTING	212.59	53.13	250.00	46.40	75.00	-70.00%	Business Cards; Name badges	Business Cards; Name badges
6421 - SOFTWARE LICENSE	8,950.00	23,066.50	9,600.00	-	10,080.00	5.00%	One-Meeting	One-Meeting
6422 - SOFTWARE MAINT	-	-		-	-			
6423 - LOGIS CHARGES	-	-		-	-			
6432 - CONFERENCES AND SCHOOLS	4,368.93	6,434.34	5,000.00	-		-100.00%	LMC Conference, LMC Workshops;	LMC Conference, LMC Workshops
6433 - MEETING EXPENSES	4,005.89	2,516.09	2,500.00	35.00	1,500.00	-40.00%	Council retreats 4 times, council orientation, budget meetings (AJH Note - reduced by \$500 for 2025 bduget)	Council retreats, special meetings, community townhall meetings

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6434 - DUES & SUBSCRIPTIONS	77,664.00	47,132.00	57,530.00	38,026.00	59,255.00	3.00%	Metro Cities - \$10,450, LMC \$28,000, LMC Mayors Association - \$30; National League of Cities - \$4,050, North Metro Mayors - \$12,500, Rotary - \$2,500	Inflation of 3%
TOTAL OTHER SERVICES & CHARGES	98,026.82	84,766.63	151,980.00	44,287.27	130,610.00	-14.06%		
TOTAL BUSINESS UNIT EXPENSES	205,106.85	189,871.38	218,414.00	64,209.63	200,530.00	-8.19%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41320 - CITY MANAGER								
6101 - WAGES & SALARIES-FT EMPLOYEES	155,001.60	157,452.46	299,261.00	126,912.76	355,067.00	18.65%	City Manager and Deputy City Manager	City Manager and Deputy City Manager
6102 - OVERTIME-FT EMPLOYEES			-					
6103 - WAGES-PART TIME EMPLOYEES	2,995.21	2,857.98	3,147.00	-	3,147.00	0.00%	Brooklynk Intern	
6111 - SEVERANCE PAY	2,560.00	-		-				
6112 - CAR ALLOWANCE	6,500.00	5,500.00	6,000.00	2,000.00	6,000.00	0.00%		
6122 - PERA COORDINATED PLAN	11,625.12	11,808.92	23,130.00	9,518.44	27,316.00	18.10%		
6125 - FICA - SOCIAL SECURITY	9,217.93	8,970.00	19,121.00	7,560.29	21,291.00	11.35%		
6126 - FICA - MEDICARE	2,155.81	2,097.82	4,473.00	1,768.13	5,282.00	18.09%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	17,135.92	17,963.92	37,728.00	11,004.00	39,624.00	5.03%		
6151 - WORKER'S COMP INSURANCE	1,448.64	1,256.00	2,097.00	624.46	1,821.00	-13.16%		5% rate increase plus 14% experience mod
TOTAL PERSONAL SERVICES	208,640.23	207,907.10	394,957.00	159,388.08	459,548.00	16.35%		
6203 - BOOKS/REFERENCE MATERIALS	-	35.52	100.00	-	200.00	100.00%	Development Material	Development Material
6219 - GENERAL OPERATING SUPPLIES	59.26	114.67	100.00	140.04	250.00	150.00%	Pens, notepads	Pens, notepads, HP planners
6242 - MINOR EQUIPMENT	-	1,049.93	-	-				
6243 - MINOR COMPUTER EQUIPMENT	-	-	1,900.00	2,697.97	-	-100.00%	HP EB860 \$1300, HP DOCK \$250, 2X HP MONITORS \$350 REDWARDS	No One Due
TOTAL SUPPLIES	59.26	1,200.12	2,100.00	2,838.01	450.00	-78.57%		
6307 - PROFESSIONAL SERVICES	2,500.00	10,389.24	-	3,412.17				Included in 6449
TOTAL PROFESSIONAL SERVICES	2,500.00	10,389.24	-	3,412.17				
6321 - TELEPHONE/PAGERS	92.39	172.15	180.00	988.97	360.00	100.00%	1X TMOBILE SERVICE	2x T-Mobile Services \$360
6329 - OTHER COMMUNICATION SERVICES	-	-	-	-	-			
6331 - TRAVEL EXPENSE/MILEAGE	93.47	30.35	100.00	0.75	300.00	200.00%	paid parking meetings	paid parking meetings
6341 - PERSONNEL ADVERTISING	-	-	-	-				
6342 - LEGAL NOTICES	-	-	-	-				
6441 - LICENSES, TAXES & FEES	-	-	-	-				
6449 - OTHER CONTRACTUAL SERVICE			43,000.00	-	68,000.00	58.14%	\$20K: Coaching, Admin and Director Development and \$40K Performance Measures (Design and Initiate Coordination) Contract; (AJH Note - reduced by \$17K)	\$25K: Coaching and Director Team Development / \$40K Performance Measurement) / \$3K Common Sense
6351 - PRINTING	-	-	-	215.27				
6421 - SOFTWARE LICENSE	8,971.70	9,304.42	9,380.00	-	9,902.00	5.57%	1X ADOBE ACROBAT PRO; ENVISIO SOFTWARE	2x Acrobat Pro \$240, Envisio \$9662
6432 - CONFERENCES AND SCHOOLS	690.00	9,656.00	7,500.00	1,055.32	5,500.00	-26.67%	City Manager and Deputy City Manager Professional Development (AJH Note - reduced by \$2,500 for 2025 budget)	City Manager and Deputy City Manager Professional Development
6433 - MEETING EXPENSES	327.73	5,103.25	1,000.00	90.49	-	-100.00%	Public Forums	Public Forums
6434 - DUES & SUBSCRIPTIONS	1,663.54	2,851.70	1,500.00	2,005.42	2,500.00	66.67%	ICMA/ROTARY/NMMA/NFBPA/MAUMA/MAMA (AJH Note - reduced by \$1,000 for 2025 budget)	ICMA/ROTARY/NMMA/NFBPA/MAUMA/MAMA
TOTAL OTHER SERVICES & CHARGES	11,838.83	27,117.87	62,660.00	4,356.22	86,562.00	38.15%		
TOTAL BUSINESS UNIT EXPENSES	223,038.32	246,614.33	459,717.00	169,994.48	546,560.00	18.89%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41410 - ELECTIONS								
6101 - WAGES & SALARIES-FT EMPLOYEES	43,978.63	74,902.15	77,384.00	23,129.26	75,636.00	-2.26%		
6102 - OVERTIME-FT EMPLOYEES	803.47	6,153.25	1,000.00	-	5,000.00	400.00%	No scheduled elections	Two elections scheduled for 2026
6103 - WAGES-PART TIME EMPLOYEES	13,568.41	91,103.62	10,000.00	11,249.05	60,000.00	500.00%	No scheduled elections	Two elections scheduled for 2026
6104 - OVERTIME-PART TIME EMPLOYEES		9.20		-				
6111 - SEVERANCE PAY	-	-		-				
6122 - PERA COORDINATED PLAN	4,165.43	8,280.63	5,879.00	2,565.46	6,048.00	2.87%		
6125 - FICA - SOCIAL SECURITY	3,536.40	8,325.91	4,860.00	2,176.88	8,719.00	79.40%		
6126 - FICA - MEDICARE	827.05	1,947.20	1,137.00	509.11	2,039.00	79.33%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	8,568.00	17,964.00	18,864.00	6,288.00	19,812.00	5.03%		
6151 - WORKER'S COMP INSURANCE	504.19	849.91	533.00	168.42	703.00	31.89%		
TOTAL PERSONAL SERVICES	75,951.58	209,535.87	119,857.00	46,086.18	177,957.00	48.72%		
6219 - GENERAL OPERATING SUPPLIES	374.76	4,667.47	500.00	94.98	4,000.00	700.00%	Non-election year (budgeted for special city-wide election)	Two elections scheduled for 2026
6242 - MINOR EQUIPMENT	-	375.51	-	260.00	250.00			
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-			No One Due
TOTAL SUPPLIES	374.76	5,042.98	500.00	354.98	4,250.00	750.00%		
6321 - TELEPHONE/PAGERS			1,030.00		180.00	-82.52%	1x T-Mobile Service \$180, 1x iPhone Purchase \$850	1x T-Mobile Service \$180, 1x iPhone
6322 - POSTAGE	1,140.57	-	1,200.00	119.80	6,000.00	400.00%	Non-election year (budgeted for special city-wide election)	Two elections scheduled for 2026. Includes: mailing out verification cards on new voter registrations; mailing absentee ballot applications; providing postage for absentee return envelopes; and information mailed to polling places and election judges. Postage for voter guides.
6331 - TRAVEL EXPENSE/MILEAGE	-	126.63	400.00	58.80	200.00	-50.00%	Includes mileage and parking expenses associated with attendance at election meetings held at off-site locations.	Includes mileage and parking expenses associated with attendance at election meetings held at off-site locations.
6333 - FREIGHT/DRAYAGE	-	427.85	150.00	-	450.00	200.00%	Non-election year (budgeted for special city-wide election)	Two elections in 2026. Includes courier services related to the delivery of ballots and election supplies from Hennepin County Elections. Includes the rental of a truck to transport ballot boxes, voting booths, signs, and optical scan voting equipment to the polling locations.
6341 - PERSONNEL ADVERTISING	-	-		-	-			
6342 - LEGAL NOTICES	780.80	631.86	500.00	-	1,000.00	100.00%	Non-election year (budgeted for special city-wide election)	Two elections scheduled for 2026
6449 - OTHER CONTRACTUAL SERVICE	-	-	-	-				

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6351 - PRINTING	37.13	-	500.00	-	4,500.00	800.00%	Non-election year (budgeted for special city-wide election)	Two elections scheduled for 2026. Need to pay a portion of the ballot printing and necessary documentation.
6412 - BLDGS/FACILITIES	-	-	-	-				
6415 - OTHER EQUIPMENT	-	-	-	-				
6421 - SOFTWARE LICENSE	7,275.00	7,601.00	9,324.00	-	8,094.00	-13.19%	Modus Software \$9,000, 1x Adobe Acrobat Pro \$180, Grammarly \$144	Modus Software \$7830 5%, 1x Adobe Acrobat Pro \$120, Grammarly \$144
6432 - CONFERENCES AND SCHOOLS	880.81	1,356.14	2,500.00	475.00	2,000.00	-20.00%	Includes Clerks Institute Year I and Clerks Conference	Includes Clerks Institute Year II and Clerks Conference
6433 - MEETING EXPENSES	86.46	1,598.71	250.00	21.90	800.00	220.00%	Non-election year (budgeted for special city-wide election)	Two elections in 2026. Meeting expenses for election judge trainings.
6434 - DUES & SUBSCRIPTIONS	221.48	50.00	500.00	-	500.00	0.00%	This provides for professional membership in Municipal Clerk's and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Notary Public	Dues for MCFOA and IIMC.
TOTAL OTHER SERVICES & CHARGES	10,422.25	11,792.19	16,354.00	675.50	23,724.00	45.07%		
6402 - EQUIPMENT SERVICES	1,958.79	-	5,500.00	739.15	5,631.00	2.38%	Includes the cost of the maintenance/ lease agreement with Hennepin County for the digital scan voting system [nine (9) DS200 Digital Scan Precinct Count Units; twenty (18) 4 GB Jump Drives; nine (9) DS200 Plastic Ballot Boxes; eight (8) Omni Ballot Voter Assist Terminals, sixteen (16)]	Includes the cost of the maintenance/ lease agreement with Hennepin County for the digital scan voting system [nine (9) DS200 Digital Scan Precinct Count Units; twenty (18) 4 GB Jump Drives; nine (9) DS200 Plastic Ballot Boxes; eight (8) Omni Ballot Voter Assist Terminals, sixteen (16)]
TOTAL REPAIRS & MAINTENANCE	1,958.79	-	5,500.00	739.15	5,631.00	2.38%		
TOTAL BUSINESS UNIT EXPENSES	88,707.38	226,371.04	142,011.00	47,855.81	211,562.00	48.98%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41430 - CITY CLERK								
6101 - WAGES & SALARIES-FT EMPLOYEES	175,427.30	166,443.76	101,939.00	41,141.76	97,729.00	-4.13%		
6102 - OVERTIME-FT EMPLOYEES	81.41	205.59		-				
6103 - WAGES-PART TIME EMPLOYEES			42,000.00		42,000.00	0.00%		
6111 - SEVERANCE PAY	2,547.00	-		-				
6122 - PERA COORDINATED PLAN	13,163.24	12,498.64	10,795.00	3,085.68	10,480.00	-2.92%		
6125 - FICA - SOCIAL SECURITY	11,369.60	10,605.30	8,924.00	2,556.50	8,663.00	-2.92%		
6126 - FICA - MEDICARE	2,659.02	2,480.26	2,087.00	597.91	2,026.00	-2.92%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	34,271.68	29,191.34	18,864.00	6,288.00	19,812.00	5.03%		
6151 - WORKER'S COMP INSURANCE	1,599.87	1,292.91	979.00	3,233.42	699.00	-28.60%	2025 Actual includes work comp deductible on claim	
TOTAL PERSONAL SERVICES	241,119.12	222,717.80	185,588.00	56,903.27	181,409.00	-2.25%		
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-			
6219 - GENERAL OPERATING SUPPLIES	1,288.45	375.57	700.00	193.34	700.00	0.00%	Provides for supplies such as notary stamps, dangerous dog signs/tags, and any other supplies necessary to administer the City Clerk's office.	Provides for supplies such as notary stamps, dangerous dog signs/tags, and any other supplies necessary to administer the City Clerk's office.
6242 - MINOR EQUIPMENT	-	-		-				
6243 - MINOR COMPUTER EQUIPMENT	-	1,140.00	1,025.00	15.00	1,800.00	75.61%	1X ED 800 SFF \$850, 1X MONITOR \$175 ADMIN-LF - for admin position	1x EB860 \$1300, 2x Monitors \$350, 1x Dock \$150 SPETTIT
TOTAL SUPPLIES	1,288.45	1,515.57	1,725.00	208.34	2,500.00	44.93%		
6307 - PROFESSIONAL SERVICES	-	91.94	-	-	-			
TOTAL PROFESSIONAL SERVICES	-	91.94	-	-	-			
6321 - TELEPHONE/PAGERS	950.64	1,002.14	780.00	26.64	780.00	0.00%	1x T-Mobile Service \$180, 1x iPad Data Service \$600	1x T-Mobile Service \$180, 1x iPad Data Service \$600
6331 - TRAVEL EXPENSE/MILEAGE	-	755.86	1,000.00	497.97	500.00	-50.00%	Includes mileage and parking expenses to attend City Clerk meetings and training held off-site.	Includes mileage and parking expenses to attend City Clerk meetings and training held off-site.
6342 - LEGAL NOTICES	5,278.60	3,060.99	5,000.00	1,488.36	5,000.00	0.00%	Provides for the cost of publishing ordinances, call for bids, public hearing notices, advertising for proposals, assessments, bonds, financial reports, and any other notice that is required to be published.	Provides for the cost of publishing ordinances, call for bids, public hearing notices, advertising for proposals, assessments, bonds, financial reports, and any other notice that is required to be published.
6449 - OTHER CONTRACTUAL SERVICE			27,000.00	15.00	27,000.00	0.00%	Moved from 6307; Holding the budget; Recodifying ordinances	Recodify City ordinances
6351 - PRINTING	37.13	-	500.00	38.40	500.00	0.00%	License decals for garbage collection vehicles, and business cards.	License decals for garbage collection vehicles, and business cards.
6421 - SOFTWARE LICENSE	1,114.41	10,680.85	11,307.00	10,982.97	11,300.00	-0.06%	FOIA \$10893, 1x Adobe Acrobat Pro \$180, 1x Grammarly \$144	FOIA \$10893, 1x Adobe Acrobat Pro \$180, 1x Grammarly \$144

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6432 - CONFERENCES AND SCHOOLS	2,263.10	3,573.91	5,000.00	2,619.89	4,500.00	-10.00%	Includes continuing education for the City Clerk, which includes one annual Municipal Clerk's conference, Advanced Clerk's Academy, and IIMC (International Institute of Municipal Clerks)	Includes continuing education for the City Clerk and Deputy City Clerk, which includes one annual Municipal Clerk's conference, Advanced Clerk's Academy, and IIMC (International Institute of Municipal Clerks)
6433 - MEETING EXPENSES	-	-	-	-	-			
6434 - DUES & SUBSCRIPTIONS	613.75	710.00	1,000.00	50.00	1,000.00	0.00%	Provides for professional membership in Municipal Clerks and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Election Center, Notary Public for City Clerk and ICMA (AJH Note - reduced by \$2,500 for 2025 budget)	Provides for professional membership in Municipal Clerks and Finance Officers Association of Minnesota, International Institute of Municipal Clerks, Election Center, Notary Public for City Clerk and ICMA
TOTAL OTHER SERVICES & CHARGES	10,257.63	19,783.75	51,587.00	15,719.23	50,580.00	-1.95%		
TOTAL BUSINESS UNIT EXPENSES	252,665.20	244,109.06	238,900.00	72,830.84	234,489.00	-1.85%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41750 - COMMUNICATIONS								
6101 - WAGES & SALARIES-FT EMPLOYEES	121,299.18	155,113.79	149,200.00	48,357.70	210,296.00	40.95%	Manager, Specialist	Added customer service rep (front desk)
6103 - WAGES-PART TIME EMPLOYEES				-				
6111 - SEVERANCE PAY	0.37	-		-				
6122 - PERA COORDINATED PLAN	9,097.44	11,633.54	11,190.00	3,626.76	15,773.00	40.96%		
6125 - FICA - SOCIAL SECURITY	7,842.36	10,044.26	9,251.00	3,101.60	13,039.00	40.95%		
6126 - FICA - MEDICARE	1,834.32	2,349.05	2,163.00	725.38	3,049.00	40.96%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	19,713.19	21,893.84	37,728.00	7,565.76	59,436.00	57.54%		
6151 - WORKER'S COMP INSURANCE	1,255.99	1,315.68	1,015.00	315.83	1,052.00	3.65%		
TOTAL PERSONAL SERVICES	161,042.85	202,350.16	210,547.00	63,693.03	302,645.00	43.74%		
6219 - GENERAL OPERATING SUPPLIES	784.46	37.97	200.00	30.98		-100.00%	General Supplies	
6242 - MINOR EQUIPMENT		2,355.95	-	-				
6243 - MINOR COMPUTER EQUIPMENT	2,876.28	3,506.94	-	-	-		No One Due	No One Due
TOTAL SUPPLIES	3,660.74	5,900.86	200.00	30.98	-	-100.00%		
6307 - PROFESSIONAL SERVICES	36,525.00	500.00	-	-	-		Moved to 6449	
TOTAL PROFESSIONAL SERVICES	36,525.00	500.00	-	-	-			
6321 - TELEPHONE/PAGERS			360.00	26.64	1,360.00	277.78%	2x Smartphones \$360	2x Smartphones \$360, 1x iPhone 17 TIVERSON
6322 - POSTAGE	15,090.70	16,805.94	16,000.00	5,748.44	16,000.00	0.00%	Newsletters 6 issues - (\$3.5K x 6) (AJH Note - reduced by \$5K for 2025 budget)	Newsletters 6 issues - (\$3.5K x 6) added some for inflation
6449 - OTHER CONTRACTUAL SERVICE			22,500.00			-100.00%	Translation of documents - \$7,500, Radio updates - \$12K (KMOJ, LaRaza, Cuvlubnorrng Mpls, Mafaaladayda); Other communication services (AJH Note - reduced by \$12K for 2025 budget)	Like to roll this over to the technology fund for website updates and/or laserfiche updates.
6351 - PRINTING	36,275.15	30,082.57	35,000.00	10,195.94	35,000.00	0.00%	6-Newsletters-\$38K; Business Cards - \$200; We're Hiring Cards - \$1,000 (AJH Note - reduced by \$5K for 2025 budget)	6-Newsletters-\$38K; Business Cards - \$200; We're Hiring Cards - \$1,000
6421 - SOFTWARE LICENSE		10,830.68	39,470.00	11,771.76	39,500.00	0.08%	2x Adobe CC \$1600, Granicus Website - \$20,000, Granicus Cloud Storage - \$8,900, Bablic - \$4,000, Flipping Book - \$1,070, Stock Photo - \$400, Hootsuite-\$3,500,	2x Adobe CC \$1800, Granicus Website - \$12,000, Granicus Cloud Storage - \$8,900, Bablic - \$4,000, Flipping Book - \$1,070, Stock Photo - \$400, Hootsuite-\$3,500, Doodle - \$400, Survey Monkey - \$2,700, 2x CanvaPro \$60
6431 - SPECIAL EVENTS			2,000.00		-	-100.00%	Night to Unite; Other events	Moved this budget to software licenses

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6432 - CONFERENCES AND SCHOOLS			2,250.00		2,000.00	-11.11%	MAGC - \$1K	MAGC, LMC
6433 - MEETING EXPENSES	83.40	-	200.00	-	-	-100.00%	Miscellaneous Expense	
6434 - DUES & SUBSCRIPTIONS		2,999.00	1,100.00	-	1,100.00	0.00%	MN Association of Government Communications - \$200, City-County Communications & Marketing Association - \$900	MN Association of Government Communications - \$200, City-County Communications & Marketing Association - \$900
TOTAL OTHER SERVICES & CHARGES	51,449.25	60,718.19	118,880.00	27,742.78	94,960.00	-20.12%		
TOTAL BUSINESS UNIT EXPENSES	252,677.84	269,469.21	329,627.00	91,466.79	397,605.00	20.62%		

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41920 - INFORMATION TECHNOLOGY								
6101 - WAGES & SALARIES-FT EMPLOYEES	238,074.84	262,878.50	287,707.00	81,878.58	298,782.00	3.85%		
6102 - OVERTIME-FT EMPLOYEES	2,575.08	3,810.27	5,000.00	662.74	5,000.00	0.00%		
6103 - WAGES-PART TIME EMPLOYEES	-	-	-	-	-			
6104 - OVERTIME-PART TIME EMPLOYEES	-	-	-	-	-			
6111 - SEVERANCE PAY	1,776.15	-	-	2,311.67	-			
6122 - PERA COORDINATED PLAN	18,048.68	20,001.72	21,953.00	6,190.61	22,784.00	3.79%		
6125 - FICA - SOCIAL SECURITY	13,654.60	16,305.33	18,148.00	5,493.21	18,834.00	3.78%		
6126 - FICA - MEDICARE	3,193.53	3,813.33	4,245.00	1,284.71	4,406.00	3.79%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	41,425.69	49,387.31	56,592.00	18,864.00	59,436.00	5.03%		
6141 - UNEMPLOYMENT COMPENSATION	2,365.82	-	-	-	-			
6151 - WORKER'S COMP INSURANCE	2,185.60	2,078.89	1,990.00	405.66	1,519.00	-23.67%		
TOTAL PERSONAL SERVICES	323,299.99	358,275.35	395,635.00	117,091.18	410,761.00	3.82%		
6201 - OFFICE SUPPLIES	-	-	-	-	-			
6219 - GENERAL OPERATING SUPPLIES	(41,400.98)	1,554.57	1,500.00	135.97	1,500.00	0.00%	Entrust Soft Tokens and Other Supplies	Entrust Soft Tokens and Other Supplies
6242 - MINOR EQUIPMENT	915.05	45.98	600.00	130.15	600.00	0.00%	Office Equipment	Office Equipment
6243 - MINOR COMPUTER EQUIPMENT	13,098.84	12,224.12	6,600.00	239.27	5,000.00	-24.24%	4x 900w UPS \$1600, 2x 1800w UPS \$5000, Wireless Display \$4000 (AJH Note - reduced by \$4K for 2025 budget)	Wireless Display 5k CH
TOTAL SUPPLIES	(27,387.09)	13,824.67	8,700.00	505.39	7,100.00	-18.39%		
6307 - PROFESSIONAL SERVICES	12,737.58	14,801.48	20,800.00	4,094.16	20,020.00	-3.75%	Zayo Fiber \$5700, Logis Fiber \$1900, Network Repair and Adds \$5000, Conference Room Repairs \$3000, GopherOne \$200, Web Development \$5000	Zayo Fiber Locates \$5700, Other Fiber Locates \$1900, Network Repair 5k, Conference Room Repairs \$3000, GopherOne \$200, OPG3 Service 24x/HR \$4920
TOTAL PROFESSIONAL SERVICES	12,737.58	14,801.48	20,800.00	4,094.16	20,020.00	-3.75%		
6321 - TELEPHONE/PAGERS	1,820.27	2,232.44	2,340.00	493.35	3,340.00	42.74%	3X T-Mobile Service \$540, 6x Headsets \$1800	3X T-Mobile Service \$540, 6x Headsets \$1800, 1x iPhone Replacement \$1000
6329 - OTHER COMMUNICATION SERVICES	-	-	2,400.00	-	-	-100.00%	Emergency Lines - 2X CH, 1X REC, 1X PD Elevators	
6331 - TRAVEL EXPENSE/MILEAGE	544.64	-	1,200.00	-	1,200.00	0.00%		
6333 - FREIGHT/DRAYAGE	-	-	-	-	-			
6351 - PRINTING	-	-	-	-	-			
6421 - SOFTWARE LICENSE	2,166.00	708.00	10,000.00	-	5,000.00	-50.00%	MS Office Legacy \$10000	Legacy Applications

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6422 - SOFTWARE MAINT	83,144.17	84,414.19	179,845.00	39,250.58	161,185.00	-10.38%	Cisco Secure Endpoint \$4672, Cisco Umbrella \$3145, LF Quick Fields \$3200, LF SC \$300, LF Part \$2756, LF Participants \$2756, LF Full \$31020, LF Other Charges \$1119, Cisco WiFi AP License \$5060, ESRI Adv New \$4500, ESRI Basic \$797, ESRI Adv Legacy \$3510, Cisco Software Assurance \$7480, Palo Alto \$5500, WorkspaceOne \$6708, SQL Server License \$10726, Exchange Standard CAL \$1318, Windows 11 Pro \$127, M365 G3 \$61,532, M365 G5 \$621, Azure AD P1 GCC \$5845, Exchange Online P2 \$4389, M365 Adjusted 5% \$3620, M365 G3 Vacancy \$4704, Azure AD P1 GCC Vacancy \$1850, Exchange Online P2 Vacancy \$1400, Domain Names \$50, Adobe Products \$1900, KnowBe4 \$1995	59x Acrobat Pro Legacy \$5956, 5x Adobe CC (Reduced 2x) \$4550, 5x Acrobat Pro \$505, 2x InDesign (Reduced 2x) \$818, Cisco CSE \$3241, Cisco Umbrella \$3175, Crowdstrike \$4672, KnowBe4 \$3058, LF Full \$22996, LF Part \$2830, LF QF \$380, LF SC \$3600, LF Other \$1192, LiquidFiles \$260, 165x G3 Legacy \$63761, 1x G5 \$612, 86x AD P1 \$4711, 86x Exchange Online \$6273, 10x AddOns G3 \$3870, 10x AD P1&ExchangeOnline \$1280, 1x ESRI Adv Addon - \$4500, 1x ESRI Basic \$500, 1x ESRI Adv Legacy \$3510, WorkspaceOne \$7044, Domain Renews \$5000, Lansweeper \$2700
6423 - LOGIS CHARGES	303,708.90	320,765.17	343,546.00	99,439.92	360,723.00	5.00%	LOGIS JDE Financial, HR/PR, Hubble, Tungsten, GIS, IP Telephony, Special Assessments/eWeb, Internet, 24/7 Support, Managed Service Back-up, Exchange, Virtual Servers and Email Archiving, Network Wellness and Services, LOGIS Billable Support (AJH Note - reduced by \$12,991 for 2025 budget)	General LOGIS increase in charges across the board for system support.
6432 - CONFERENCES AND SCHOOLS	1,977.01	-	8,000.00	296.96	8,000.00	0.00%	M365 Training for Staff	M365 Training for Staff
6433 - MEETING EXPENSES	-	-	-	-	-	-		
6434 - DUES & SUBSCRIPTIONS	-	-	-	-	-	-		
TOTAL OTHER SERVICES & CHARGES	393,360.99	408,119.80	547,331.00	139,480.81	539,448.00	-1.44%		
6408 - COMMUNICATION/INFO SYSTEMS	2,189.10	1,989.08	4,000.00	200.00	4,000.00	0.00%	10x Zoom Subscription (AJH Note - reduced by \$1K for 2025 budget)	10x Zoom Subscription (AJH Note - reduced by \$1K for 2025 budget)
TOTAL REPAIRS & MAINTENANCE	2,189.10	1,989.08	4,000.00	200.00	4,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	704,200.57	797,010.38	976,466.00	261,371.54	981,329.00	0.50%		

Equity and Human Resources



Equity and Human Resources

- Recruitment and Hiring
- Training and Development
- Employee Relations
- Compensation and Benefits
- Compliance and Policy Enforcement

The Equity and Human Resources team strives to be inclusive in our daily interactions to ensure all staff and guests are welcome.



Department Staffing

Position	2024	2025	2026 (Proposed)
Director	1.0	1.0	1.0
Compensation and Benefits Manager	1.0	1.0	1.0
HR Generalist	1.0	1.0	1.0
Payroll Coordinator	1.0	1.0	1.0
Customer Service Representative	1.0	0	0
TOTAL	5.0	4.0	4.0

Department Budget by Business Unit

Administration Department - Expenditures by Business Unit

Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41110 - MAYOR COUNCIL	\$ 205,110	\$ 189,871	\$ 64,207	\$ 218,414	\$ 200,530	-8.19%
41320 - CITY MANAGER	220,284	243,708	169,992	459,717	546,560	18.89%
41410 - ELECTIONS	88,706	226,363	47,855	142,011	211,562	48.98%
41430 - CITY CLERK	252,665	244,110	72,831	238,900	234,489	-1.85%
41610 - LEGAL	582,910	541,122	117,821	520,750	502,500	-3.50%
41710 - COMMUNICATIONS & ENGAGEMENT	220	40	-	-	-	0.00%
41750 - COMMUNICATIONS	252,675	269,471	91,468	329,627	397,605	20.62%
41810 - HUMAN RESOURCES	631,823	732,221	277,979	1,084,159	1,170,814	7.99%
41920 - INFORMATION TECHNOLOGY	704,203	797,009	261,373	976,466	981,329	0.50%
TOTAL ADMINISTRATION	2,938,596	3,243,915	1,103,526	3,970,044	4,245,389	6.94%



Department Budget Highlights

- \$100K – reserve set aside for increased salaries to align with compensation study
- \$19k – 2026 employee survey to ensure we are meeting city goals and employee expectations
- \$10K - transitioning paper documents to Laserfiche.



Department Budget Highlights

- \$62K – Expense related to MN State Paid FMLA law that will be effective January 1, 2026
- All other items are related to running an efficient and compliant department
- Making Brooklyn Center a great place to work for all Employees!



Questions



Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41810 - HUMAN RESOURCES								
6101 - WAGES & SALARIES-FT EMPLOYEES	307,619.21	412,393.97	466,543.00	136,948.98	425,305.00	-8.84%		Reduced for movement of customer service rep (front desk to Communications 41750)
6103 - WAGES-PART TIME EMPLOYEES	4,551.08	396.21	-	389.37				
6111 - SEVERANCE PAY	2,522.53	1,281.42		5,540.92				
6122 - PERA COORDINATED PLAN	23,412.88	30,959.41	34,990.00	10,300.40	31,898.00	-8.84%		
6125 - FICA - SOCIAL SECURITY	19,054.56	24,962.60	28,925.00	8,828.08	26,368.00	-8.84%		
6126 - FICA - MEDICARE	4,456.63	5,838.03	6,764.00	2,064.63	6,166.00	-8.84%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	44,313.34	74,055.60	94,320.00	29,868.00	79,248.00	-15.98%		
6141 - UNEMPLOYMENT COMPENSATION	14,569.00	-		-				
6151 - WORKER'S COMP INSURANCE	2,846.11	3,226.63	3,173.00	680.76	2,126.00	-33.00%		
TOTAL PERSONAL SERVICES	423,345.34	553,113.87	634,715.00	194,621.14	571,111.00	-10.02%		
6201 - OFFICE SUPPLIES	50.72	114.95	-	7.52	500.00			Ergonomic Needs/Staff Office Needs
6219 - GENERAL OPERATING SUPPLIES	10,278.69	7,853.10	5,000.00	34.75	5,000.00	0.00%	Wellness program (\$5K)	Office space/move/reconfiguration
6242 - MINOR EQUIPMENT			1,000.00	240.00	1,250.00	25.00%	I'm not sure how this got zeroed out for this year. We need to budget something as a contingency.	Office chair replacement
6243 - MINOR COMPUTER EQUIPMENT	-	95.00	5,500.00	4,614.09	-	-100.00%	2X EB860, 4X Monitors, 2x Docks, JBerger, Baretz \$3400, 1X EB840, 2x Monitors, 1x Dock Generalist \$1700, Privacy Screen \$400	No One Due
TOTAL SUPPLIES	10,329.41	8,063.05	11,500.00	4,896.36	6,750.00	-41.30%		
6305 - MEDICAL SERVICES	2,343.45	996.42	2,000.00	-	2,000.00	0.00%	Leaving flat because I don't have a good sense of history, trends or conditions. Will know more come 2026 budget.	We need to drug test for DOT and have not completed this in EHR due to staffing changes over past couple years
6306 - PERSONNEL/LABOR RELATIONS	2,500.00	-	-	14,490.00	10,000.00		These are dollars related to any needed mediation costs. Zeroing it out may create some risk depending on how the year goes.	
6307 - PROFESSIONAL SERVICES	173,791.90	144,741.68	-	55,940.25			Moved to 6449	
TOTAL PROFESSIONAL SERVICES	178,635.35	145,738.10	2,000.00	70,430.25	12,000.00	500.00%		
6321 - TELEPHONE/PAGERS	-	829.99	180.00	50.39	180.00	0.00%	1x T-Mobile Service JLangemo	D. Villarreal Mobile Service
6331 - TRAVEL EXPENSE/MILEAGE	-	-	150.00	-	250.00	66.67%		
6333 - FREIGHT/DRAYAGE	-	-	50.00	-		-100.00%		
6341 - PERSONNEL ADVERTISING	-	-		-				
6342 - LEGAL NOTICES	-	-		-	250.00			
6441 - LICENSES, TAXES & FEES	-	-		40.00				
6446 - CONTINGENCY ACCOUNT			338,458.00		400,523.00	18.34%	We need a reasonable contingency for the outcomes of the salary analysis project. (AJH Note - reduced by \$50K for 2025 HR budget); Placeholder for 2 Fire Duty Crew (\$238,458)	Placeholder for two (2) duty crew (\$238,292) and Paid FMLA as that does not have an expense line yet (\$62,231), adding for pay adjustments (\$100K).

Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
6449 - OTHER CONTRACTUAL SERVICE	1,194.30	18,817.59	84,130.00	8,220.83	145,000.00	72.35%	Employee Engagement (\$19K), Integrity (\$10K), Arcpoint (\$130), CBIZ (\$6K), FS Solutions (\$100), Healthsource Solutions (\$300), Optum Bank (\$2K), TASC (\$5K), Hartford(\$3K), US Treasury (\$500), Thrivepass (\$3.1K); See supporting document related to short-term support for employee relations and other tactical E-HR needs to free Jim up to help strategically (\$100K); Paypoint HR salary analysis sustain (\$5K); Cost of one executive-level search, (\$30K); Laserfiche transition (\$10K) (AJH Note - reduced by \$110K for 2025 budget)	Employee Engagement (\$19K-review with departments and may need a new survey DV), Integrity (\$10K), Arcpoint (\$130), CBIZ (\$6K), FS Solutions (\$100), Healthsource Solutions (\$300), Optum Bank (\$2K), TASC (\$5K), Hartford(\$3K), US Treasury (\$500), Thrivepass (\$10K) we will see an increase in 2025; Paypoint HR salary analysis sustain may need to consult with Jim Kosta on implementation / pay plan design (\$50K); Cost of one executive-level search, (\$30K); Laserfiche transition (\$10K)
6351 - PRINTING	-	-	-	-	-	-	-	-
6421 - SOFTWARE LICENSE	16,615.65	1,505.88	10,000.00	-	31,000.00	210.00%	3x Acrobat Pro \$540, I am not sure we need three licenses for Adobe Acrobat Pro. NeoGov Insight \$9.5K. We will research and find a performance management sysem in 2025. Projected \$20K cost in 2026, unless the new Logis system has one that fits our needs.	3x Acrobat Pro \$360, NeoGov License (10K), Performance Management platform in 2026 (20K)
6432 - CONFERENCES AND SCHOOLS	919.00	1,009.00	-	-	1,000.00		Not sure if we have capacity for this in 2024. Rolling over to 2025. One certification in conflict resolution, feedback and coaching (\$2K). One ticket to the Multicultural Forum (\$1.5K), Invest in two employees to get trained on Lean Six Sigma for process improvement (\$5K). (AJH Note - reduced by 8,500 for 2025 budget)	New Paid FMLA training needs/resources (1K)
6433 - MEETING EXPENSES	84.59	2,844.25	2,000.00	-	2,000.00	0.00%	Keeping some expenses here since we are unable to completely avoid expenses.	Funding for meetings that development needs or across the enterprise needs
6434 - DUES & SUBSCRIPTIONS	698.00	299.00	976.00	-	1,000.00	2.46%	Annual E-HR memberships to SHRM for four employees. (\$244 per person)	Annual Memberships for 4 FTE's, SHRM, Payroll
TOTAL OTHER SERVICES & CHARGES	19,511.54	25,305.71	435,944.00	8,311.22	581,203.00	33.32%		
TOTAL BUSINESS UNIT EXPENSES	631,821.64	732,220.73	1,084,159.00	278,258.97	1,171,064.00	8.02%		

Finance Department



Department Role

- Prepare and process information to facilitate the daily financial operations of the City
- Administers claims and risk management for property and casualty insurance
- Manages investments and issuance and repayment of debt obligations
- Oversees internal controls and ensures compliance with all financial rules and regulations



Department Role

- Manages the City's annual audit process
- Provides support to the City Manager in preparing the annual budgets
- Utility billing division prepares quarterly billing and provides for the collection of revenues from the City's five public utilities



Department Staffing

Position	2024	2025	2026 (Proposed)
Director	1.0	1.0	1.0
Accounts Payable Supervisor	1.0	1.0	1.0
Senior Accountant	2.0	2.0	2.0
Accounting Specialist II	1.0	1.0	1.0
Utility Billing Technician	1.0	1.0	1.0
TOTAL	6.0	6.0	6.0



Department Budget by Business Unit

Fiscal and Support Services Department - Expenditures by Business Unit						
Object Code / Description	2023 Actual	2024 Actual	2025 April YTD	2025 Budget	2026 Budget	Change
41520 - FINANCE	\$ 672,517	\$ 781,835	\$ 218,267	\$ 760,823	\$ 793,747	4.33%
41550 - ASSESSING	397,916	125,455	-	-	-	0.00%
44110 - JOINT POWERS PAYMENTS	180,657	115,868	91,971	130,000	130,000	0.00%
45310 - CONVENTION AND TOURISM	467,489	428,160	104,817	430,000	427,500	-0.58%
48140 - INSURANCE	334,141	257,514	172,833	370,080	375,647	1.50%
48150 - CENTRAL SUPPLIES AND SUPPORT	227,154	172,379	39,611	179,628	139,428	-22.38%
48160 - VACANCY AND TURNOVER SAVINGS	-	-	-	(400,000)	(400,000)	0.00%
48170 - REIMBURSEMENT FROM OTHER FUNDS	(1,771,717)	(1,765,095)	(561,468)	(2,047,289)	(2,242,399)	9.53%
48210 - TRANSFER OUT	180,000	166,700	-	330,000	330,000	0.00%
TOTAL FISCAL AND SUPPORT SERVICES	688,157	282,816	66,031	(246,758)	(446,077)	80.78%



Finance Department Budget Highlights

- Increase for ergonomic workstation improvements including replacing or repositioning work surfaces and adding sit-stand options to all workstations
 - This work was approved in 2024 but was delayed due to extended conversations about workspace configuration
 - Comfortable and healthy workspaces are critical to the overall employee experience



Other Budget Information

- Joint Powers – budgeted in this BU and in other departments
- Convention and Tourism – directly related to lodging tax revenue
- Insurance – Property and Casualty insurance coverage
- Central Supplies – services and supplies that benefit the organization as a whole
- Vacancy Savings – method to capture savings from vacant positions
- Reimbursement from Other Funds – allocated overhead from Enterprise and Special Revenue funds
- Transfer Out – Funds transferred directly from General Fund to other funds



Questions



Obj Acct	2023 Actual Amount	2024 Actual Amount	2025 Final Budget	April YTD Actual	2026 Requested Budget	2026 Budget Increase	Comments for 2025 Budget	Comments for 2026 Budget
41520 - FINANCE								
6101 - WAGES & SALARIES-FT EMPLOYEES	423,139.96	490,792.70	466,155.00	141,563.00	480,277.00	3.03%	Distribute utility billing staff to Water/Sewer/Storm (AJH Note - reduced by \$161,417)	
6102 - OVERTIME-FT EMPLOYEES	-	253.00	-	-			Utility billing software conversion prep (AJH Note - reduced to zero)	
6103 - WAGES-PART TIME EMPLOYEES	5,834.83	535.88	-	-				
6104 - OVERTIME-PART TIME EMPLOYEES	-	-		-				
6111 - SEVERANCE PAY	1,818.84	2,485.69		-				
6122 - PERA COORDINATED PLAN	32,172.84	36,828.73	39,593.00	10,617.26	40,845.00	3.16%		
6125 - FICA - SOCIAL SECURITY	27,130.56	31,338.74	32,730.00	8,935.53	33,766.00	3.17%		
6126 - FICA - MEDICARE	6,344.92	7,329.22	7,655.00	2,089.77	7,896.00	3.15%		
6131 - CAFETERIA PLAN CONTRIBUTIONS	75,684.00	88,323.00	94,320.00	31,440.00	99,060.00	5.03%		
6141 - UNEMPLOYMENT COMPENSATION			-					
6151 - WORKER'S COMP INSURANCE	3,911.71	3,842.09	3,590.00	694.13	2,723.00	-24.15%		
TOTAL PERSONAL SERVICES	576,037.66	661,729.05	644,043.00	195,339.69	664,567.00	3.19%		
6201 - OFFICE SUPPLIES	802.79	880.55	1,000.00	284.41	1,000.00	0.00%	Deposit Bags, 1099 supplies	Deposit Bags, 1099 supplies
6203 - BOOKS/REFERENCE MATERIALS	-	52.01	1,000.00	81.10	500.00	-50.00%	Continuing education materials	Continuing education materials
6219 - GENERAL OPERATING SUPPLIES	120.85	598.63	-	-				
6242 - MINOR EQUIPMENT	712.98	358.99	3,000.00	826.42	35,000.00	1,066.67%	Desktop Deposit hardware	Ergonomic desk reconfigurations (this was approved in 2024, project not allowed to move forward.)
6243 - MINOR COMPUTER EQUIPMENT	3,089.16	10,331.08	-	-	-		No One Due	No One Due in 2026
TOTAL SUPPLIES	4,725.78	12,221.26	5,000.00	1,191.93	36,500.00	630.00%		
6301 - ACCTG, AUDIT & FIN'L SERVICES	74,752.83	87,328.55	85,000.00	15,300.00	65,000.00	-23.53%	Annual Audit, GASB valuations, bank charges	Total cost estiamte is \$85,000, allocate \$20,000 to enterprise and special revenue funds
6307 - PROFESSIONAL SERVICES	11,660.32	5,927.85	-	-			Moved to 6449	
TOTAL PROFESSIONAL SERVICES	86,413.15	93,256.40	85,000.00	15,300.00	65,000.00	-23.53%		
6321 - TELEPHONE/PAGERS	92.39	1,002.14	180.00	26.64	180.00	0.00%	1x TMOBILE SERVICE \$180	1x TMOBILE SERVICE \$180
6331 - TRAVEL EXPENSE/MILEAGE	1,213.10	-	2,100.00	-	2,100.00	0.00%	Mllege to MNGFOA conference; travel for GFOA National Conference	Mllege to MNGFOA conference; travel for GFOA Conference/Training
6449 - OTHER CONTRACTUAL SERVICE	3,810.00	6,357.79	12,000.00	2,336.43	12,000.00	0.00%	Brinks, moved from 6307, approximately \$1,000/month	Brinks
6351 - PRINTING	2,597.86	5,157.31	6,000.00	2,655.47	6,000.00	0.00%	TNT Notices, Checks, Deposit Slips	TNT Notices, Checks, Deposit Slips
6421 - SOFTWARE LICENSE	293.88	549.80	900.00	-	600.00	-33.33%	5x Adobe Acrobat Pro	5x Adobe Acrobat Pro
6432 - CONFERENCES AND SCHOOLS	3,785.54	2,382.00	3,000.00	625.00	4,000.00	33.33%	GFOA Conference, MNGFOA Conference;	Local Industry Conferences, National GFOA Conference, MNGFOA, CPFO Continuing Education

6434 - DUES & SUBSCRIPTIONS	179.95	475.00	1,000.00	275.00	1,000.00	0.00%	MNGFOA, GFOA, Aurora Training Subscription	Sams Club (\$145), Aurora Training, MNGFOA, National GFOA
TOTAL OTHER SERVICES & CHARGES	11,972.72	15,925.04	25,180.00	5,918.54	25,880.00	2.78%		
6406 - MULTI-FUNCTION MTNCE	1,569.32	2,008.20	1,600.00	517.99	1,800.00	12.50%	MFD Maintenance and Usage	MFD Maintenance and Usage
6409 - OTHER REPAIR & MAINT SVCS	-	-		-				
TOTAL REPAIRS & MAINTENANCE	1,569.32	2,008.20	1,600.00	517.99	1,800.00	12.50%		
TOTAL BUSINESS UNIT EXPENSES	680,718.63	785,139.95	760,823.00	218,268.15	793,747.00	4.33%		

41610 - LEGAL								
6303 - LEGAL SERVICES	577,435.34	540,972.13	520,000.00	117,821.26	500,000.00	-3.85%	Retainers and billable activity from City legal firms (AJH Note - reduced by \$20K)	Retainers and billable activity from City legal firms
6307 - PROFESSIONAL SERVICES	5,475.00	150.00	750.00	-	2,500.00	233.33%	Mediators (AJH Note - reduced by \$750)	Mediators, Code of Respect Cases
TOTAL PROFESSIONAL SERVICES	582,910.34	541,122.13	520,750.00	117,821.26	502,500.00	-3.50%		
6423 - LOGIS CHARGES	-	-	-	-				
TOTAL OTHER SERVICES & CHARGES	-	-	-	-				
TOTAL BUSINESS UNIT EXPENSES	582,910.34	541,122.13	520,750.00	117,821.26	502,500.00	-3.50%		

44110 - JOINT POWERS PAYMENTS								
6449 - OTHER CONTRACTUAL SERVICE	180,656.79	115,867.70	130,000.00	91,971.28	130,000.00	0.00%		Cornerstone advocacy; BBAY, Brooklyn
TOTAL OTHER SERVICES & CHARGES	180,656.79	115,867.70	130,000.00	91,971.28	130,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	180,656.79	115,867.70	130,000.00	91,971.28	130,000.00	0.00%		

45310 - CONVENTION AND TOURISM								
6445 - CONVENTION BUREAU PAYMENT	467,488.53	428,159.85	430,000.00	104,817.35	427,500.00	-0.58%	Portion of revenue collected	Portion of revenue collected
TOTAL OTHER SERVICES & CHARGES	467,488.53	428,159.85	430,000.00	104,817.35	427,500.00	-0.58%		
TOTAL BUSINESS UNIT EXPENSES	467,488.53	428,159.85	430,000.00	104,817.35	427,500.00	-0.58%		

48140 - INSURANCE								
6307 - PROFESSIONAL SERVICES	6,172.13	7,699.80	7,000.00	-	7,000.00	0.00%		Insurance Agent fees
TOTAL PROFESSIONAL SERVICES	6,172.13	7,699.80	7,000.00	-	7,000.00	0.00%		
6442 - COURT AWARDS/SETTLEMENTS	15,550.00	10,000.00	10,000.00	7,500.00	10,000.00	0.00%		City deductible portion of settlements. Current deductible is \$2,500
TOTAL OTHER SERVICES & CHARGES	15,550.00	10,000.00	10,000.00	7,500.00	10,000.00	0.00%		
6361 - GENERAL LIABILITY INSURANCE	171,142.92	127,029.00	190,480.00	91,418.03	206,103.00	8.20%		5% increase from 2025 actual, industry recommendation
6362 - PROPERTY INSURANCE	125,548.36	99,111.81	144,600.00	65,008.90	134,280.00	-7.14%		5% increase from 2025 actual, industry recommendation
6363 - MOTOR VEHICLE INSURANCE			-					
6366 - MACHINERY BREAKDOWN INSURANCE	10,031.68	7,911.69	11,000.00	5,158.23	10,588.00	-3.75%		5% increase from 2025 actual, industry recommendation
6368 - BONDS INSURANCE	5,696.00	5,760.75	7,000.00	3,748.00	7,676.00	9.66%		5% increase from 2025 actual, industry recommendation
6369 - OTHER INSURANCE	-	-		-				
TOTAL INSURANCE	312,418.96	239,813.25	353,080.00	165,333.16	358,647.00	1.58%		
TOTAL BUSINESS UNIT EXPENSES	334,141.09	257,513.05	370,080.00	172,833.16	375,647.00	1.50%		

48150 - CENTRAL SUPPLIES AND SUPPORT							
6201 - OFFICE SUPPLIES	10,093.52	7,601.42	6,000.00	2,481.62	6,000.00	0.00%	Central supplies
6203 - BOOKS/REFERENCE MATERIALS	-	-	-	-	-	-	
6219 - GENERAL OPERATING SUPPLIES	4,340.61	4,562.11	4,000.00	416.17	4,000.00	0.00%	
6242 - MINOR EQUIPMENT	-	-	-	-	-	-	
6243 - MINOR COMPUTER EQUIPMENT	-	-	-	-	-	-	Not used by IT. -KY
TOTAL SUPPLIES	14,434.13	12,163.53	10,000.00	2,897.79	10,000.00	0.00%	
6301 - ACCTG, AUDIT & FIN'L SERVICES	9,087.85	7,938.65	9,500.00	3,898.82	10,000.00	5.26%	Bank service charges
6307 - PROFESSIONAL SERVICES	106,370.01	41,470.34	-	12,666.68	-	-	Moved to 6449
TOTAL PROFESSIONAL SERVICES	115,457.86	49,408.99	9,500.00	16,565.50	10,000.00	5.26%	
6321 - TELEPHONE/PAGERS	11,999.87	31,630.47	15,000.00	7,131.78	3,800.00	-74.67%	T-Mobile Account Management \$1800, Verizon POTS CH&CC \$2000 -KY
6322 - POSTAGE	23,998.31	16,825.43	-	7,223.20	12,000.00	-	Postage machine lease, other general postage expenses
6329 - OTHER COMMUNICATION SERVICES	-	134.94	-	15.02	-	-	Moved to 48150-6321 - KY
6331 - TRAVEL EXPENSE/MILEAGE	-	2,159.58	-	-	-	-	
6441 - LICENSES, TAXES & FEES	-	-	11,500.00	-	-	-100.00%	
6446 - CONTINGENCY ACCOUNT	-	-	25,000.00	406.68	25,000.00	0.00%	
6449 - OTHER CONTRACTUAL SERVICE	17,800.00	27,644.15	80,000.00	1,531.86	45,000.00	-43.75%	Legislative consultant, other service items
6351 - PRINTING	3,462.17	4,695.43	3,000.00	258.48	3,000.00	0.00%	
6421 - SOFTWARE LICENSE	2,999.00	-	-	-	-	-	Not used by IT past few two years. -KY
6432 - CONFERENCES AND SCHOOLS	6,295.00	-	8,000.00	-	15,000.00	87.50%	All Employee In Service Sessions
6433 - MEETING EXPENSES	9,947.38	8,767.18	2,000.00	-	-	-100.00%	
6434 - DUES & SUBSCRIPTIONS	474.04	1,270.29	500.00	130.36	500.00	0.00%	
6435 - CREDIT CARD FEES	4,365.82	4,605.67	3,500.00	999.25	3,500.00	0.00%	For payments made at City Hall
TOTAL OTHER SERVICES & CHARGES	81,341.59	97,733.14	148,500.00	17,696.63	107,800.00	-27.41%	
6406 - MULTI-FUNCTION MTNCE	10,911.02	9,618.20	11,628.00	2,295.30	11,628.00	0.00%	MFD Mainteance City Hall LL device
6409 - OTHER REPAIR & MAINT SVCS	-	-	-	-	-	-	
TOTAL REPAIRS & MAINTENANCE	10,911.02	9,618.20	11,628.00	2,295.30	11,628.00	0.00%	
6461 - FUEL CHARGES	314.81	244.55	-	55.47	-	-	
6462 - FIXED CHARGES	3,209.88	3,209.88	-	-	-	-	Not budgeted
6463 - REPAIR & MAINT CHARGES	1,483.63	136.84	-	115.50	-	-	
6465 - REPLACEMENT CHARGES	-	-	-	-	-	-	
TOTAL CENTRAL GARAGE CHARGES	5,008.32	3,591.27	-	170.97	-	-	
TOTAL BUSINESS UNIT EXPENSES	227,152.92	172,515.13	179,628.00	39,626.19	139,428.00	-22.38%	

48160 - VACANCY AND TURNOVER SAVINGS								
6101 - WAGES & SALARIES-FT EMPLOYEES			(400,000.00)		(400,000.00)	0.00%		Transactions not posted directly to this Business Unit. Used as an offset for estimated savings for vacant positions
TOTAL PERSONAL SERVICES			(400,000.00)		(400,000.00)	0.00%		
TOTAL BUSINESS UNIT EXPENSES			(400,000.00)		(400,000.00)	0.00%		

48170 - REIMBURSEMENT FROM OTHER FUNDS								
6471 - ADMINISTRATIVE SERVICE TRANSFE	(1,432,644.00)	(1,451,208.00)	(1,347,307.00)	(449,100.00)	(1,494,812.00)	10.95%		
6472 - ENGINEERING SERVICE TRANSFER	(339,073.06)	(313,886.88)	(699,982.00)	(112,368.09)	(747,587.00)	6.80%	AJH Note - 50% City Engineer, Asst City Engineer, Principal Engineer, Tech IV, Tech III, Tech II	50% City Engineer, Asst City Engineer, Principal Engineer, Tech IV, Tech III, Tech II; these staff should be charging 100% of salaries to a capital project, city engineer is 50% to capital projects.
TOTAL TRANSFERS OUT	(1,771,717.06)	(1,765,094.88)	(2,047,289.00)	(561,468.09)	(2,242,399.00)	9.53%		
TOTAL BUSINESS UNIT EXPENSES	(1,771,717.06)	(1,765,094.88)	(2,047,289.00)	(561,468.09)	(2,242,399.00)	9.53%		

48210 - TRANSFER OUT								
6482 - MISC TRANSFER OUT	180,000.00	166,700.00	330,000.00	-	330,000.00	0.00%	\$100,000 for Technology Fund, \$155,000 for Golf Course, \$75,000 for Retiree benefits	\$100,000 for Technology Fund, \$155,000 for Golf Course, \$75,000 for Retiree benefits
TOTAL TRANSFERS OUT	180,000.00	166,700.00	330,000.00	-	330,000.00	0.00%		
TOTAL BUSINESS UNIT EXPENSES	180,000.00	166,700.00	330,000.00	-	330,000.00	0.00%		