

Meeting – Tuesday  
 May 21, 2024  
 7:00 P.M.

Regular Meeting at Brooklyn Park City Hall  
 Room A203  
 5200 – 85<sup>th</sup> Avenue North

Minutes of Special Meeting  
 2024 BUDGET ADVISORY COMMISSION (BAC)  
 Regular Meeting #237

*“The Mission of the BAC is to ensure the long-term fiscal health of the City by providing strategic direction to the Council. Projections and measurements are used to establish priorities that align with the City’s Strategic Plan, ensuring resources are invested appropriately to meet the vision and mission of the City.”*

If you need these materials in an alternative format or need reasonable accommodations for a Budget Advisory Commission meeting, please provide the City with 72-hours notice by calling 763-424-8000 or emailing Chris Xiong at [chris.xiong@brooklynpark.org](mailto:chris.xiong@brooklynpark.org). Si usted necesita esta información en español, llame al 763-424-8000 y solicite un intérprete. Yog xav tau kev pab, 763-424-8000.

Akeem Adeniji, Chair	Absent *	William Petty	Absent
Ang Thach, Vice Chair	Present	Henry Blake	Present
Theresa Ajiboye	Present	Nahashon Mobisa	Present
Nancy Omondi	Absent *	Terri Merrill	Present
Wolf Forrest	Absent *		

Council Liaison, Maria Tran	Present **	Staff Liaison, LaTonia Green	Present
Staff – Cheryl Keene	Present	Staff – Zach Kramka	Present
Guest – Brad Tullberg; Rec& Park	Present	Guest – Jay Stroebel, City Manager	Present

\*Excused    \*\*Late

**1. CALL TO ORDER/ROLL CALL 7:04 p.m.**  
**1.1 Roll Call**

**2. APPROVAL OF AGENDA**  
**2.1 Approval of Agenda**

2.1 Motion to accept agenda as presented

Motion: Blake  
 Second: Merrill  
*Motion passed unanimously*

**3. NEW BUSINESS**  
**Approval of April 23, 2024 minutes**

3.1 Motion to accept minutes as presented

Motion: Merrill  
 Second: Blake  
*Motion passed unanimously*

#### 4. OLD BUSINESS

##### **4.1 Rec & Parks Dept – Hockey vs. Basketball (Brad Tullberg)**

Director Tullberg presented a recap of pending options and costs to revamp the current Community Activity Center to make it more “user friendly” and also add court space for other athletics and community events. Options include repurposing one of the ice rinks for use as a basketball/pickleball court area. Other options are to build a new space for basketball/pickleball and other events.

Several good questions were raised, and Director Tullberg did a wonderful job of responding to all. There will be a work session with City Council on June 3 to discuss and hopefully make some decisions.

##### **4.2 City Manager Information (Jay Stroebel)**

City Manager Jay Stroebel presented a review of current projects, issues and initiatives throughout the City. (See attachment)

##### **4.3 EDA Written Presentation**

The document from EDA/Community Development was sent to Commissioners prior to the meeting for review. We reviewed the document briefly together. There were no questions. If questions arise at a later date, please contact one of the staff.

##### **4.4 Review 1<sup>st</sup> Qt Fin’l Reports**

Director Green presented the first quarter financial report. (This has not been presented to Council yet, so no hard copies were distributed). Director Green noted that the first quarter is different to present as we have not yet collected property taxes (which attribute to 70% of our budget revenue). A complete and updated report will be presented to BAC after the Council review.

##### **4.5 Discuss receiving Dept presentations in August (prior to Presentations)**

Should we request departments to submit their presentations to us in writing by August (presentations will be in September), or allow them to wait until 1 week before their presentation?

4.5 Motion to present to departments as an option: send in by August but **require** that they send in no later than 1 week prior to their presentation for review.

Motion: Blake

Second: Mobisa

*Motion passed unanimously*

#### 5. OLD BUSINESS

##### **5.1 Complete Bylaw review & Update for 2024**

In the interest of time, Director Green suggested we move this item ahead of items 4.4 and 4.5. The Bylaws have been on the agenda several times and we need to complete them.

5.1 Motion to move item 5.1 ahead of items 4.4 and 4.5

Motion: Blake

Second: Ajiboye

*Motion passed unanimously*

The Bylaws were reviewed and approved with added comments regarding Sub-Committees and Task Force procedures

5.2 Motion to accept Bylaws as revised

Motion: Merrill

Second: Ajiboye

*Motion passed with one abstention*

**6. Reports of Officers, Boards & Standing Committees/Task Force**

Nothing to report

**7. Correspondence/Communications**

Councilperson Tran encouraged everyone to utilize our DMV and encourage others to as well. This generates revenue for the City.

**8. ADJOURNMENT**

8.1 Motion to adjourn meeting at 8:55 PM

Motion: Blake

Second: Mobisa

*Motion passed unanimously*

Respectfully submitted, Cheryl Keene

***Next Meeting: Tuesday, June 25, 2024***

# **ATTACHMENT**

## **Jay Stroebel Presentation Item 4.2**

### **2024 BAC Conversation**

#### **Notables**

- Update/replace Brooklyn Park 2025
- Election this year for seats in E, W and C
- Legislative update, what we got and what we didn't

#### **Fund Fundamentals**

- General fund is in a good position
- Debt load is relatively low
- Internal service funds need a review with inflationary pressures
- Benefits fund is making progress

#### **Pressures**

- Inflation continues
- Wage pressure is significant (public safety and removal of governor's cap); close to finalizing a wage study; union contracts largely done except non-sworn in police; benefits labor management committee and newish vendor for benefits challenges
- Lots of movement in the public sector jobs market
- ARP dollars going away

#### **Big Ticket Projects**

- LRT
- 252
- Fire stations
- Water- softening, PFAS
- CAC
- Teen Center

#### **Strategic Initiatives**

- Brooklyn Park Bio-Tech Innovation District
- High value economic development
- NW Planning
- Continued implementation of Small Business Center
- Trails and wayfinding
- REDI work
- Community Intervention Unit