

Meeting – Tuesday
 June 25, 2024
 7:00 P.M.

Regular Meeting at Brooklyn Park City Hall
 Room A203
 5200 – 85th Avenue North

Minutes of Special Meeting
 2024 BUDGET ADVISORY COMMISSION (BAC)
 Regular Meeting # 239

“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. 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	Present	Terri Merrill	Absent
Ang Thach, Vice Chair	Absent *	Theresa Ajiboye	Absent
Henry Blake	Present	William Petty	Present
Nancy Omondi	Absent *	Wolf Madsen-Forrest	Present
Nahashon Mobisa	Present		

Council Liaison, Maria Tran	Absent *	Staff Liaison, LaTonia Green	Present
Staff – Cheryl Keene	Present	Staff – Zach Kramka	Present

*Excused **Late

1. CALL TO ORDER/ROLL CALL 7:05 p.m.

1.1 Roll Call – conducted by Director Green. A quorum was established.

2. APPROVAL OF AGENDA

2.1 Motion to approve Agenda for tonight as presented

Motion: Blake
 Second: Madsen-Forrest
Motion passed unanimously

3. APPROVAL OF PREVIOUS MINUTES

3.1 Motion to approve Minutes from May 21, 2024 meeting as presented

Motion: Petty
 Second: Blake
Motion passed unanimously

4 NEW BUSINESS

4.1 Revenue Meeting – Guiding Principles and Assumptions (10 minutes)

- Presentation by Director Green.
- Noted that approximately 80% of revenue is generated by property tax
- Commissioner Madsen-Forrest asked if the city has any city taxes (for example: tobacco or liquor). Director Green indicated that we do not. This may be a good topic for the Sales Tax subcommittee to discuss

- Commissioners should consider if they feel they need/want this presentation to continue in the future. Not much change year-to-year. Something to consider.

4.2 Committee Break-out Sessions

- Due to a very light agenda tonight, the opportunity to meet with Sub-committees was provided. Sub-Committees met after the BAC meeting adjourned.

5. OLD BUSINESS

5.1 None

6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEE/TASK FORCE

6.1 None

7. CORRESPONDENCE/COMMUNICATIONS

7.1 CM Tran's censorship

- It was explained by Director Green that CM Tran can no longer participate in the meeting as a City Council liaison. She can attend the meetings if she chooses, but as a resident rather than a liaison.
- A new Council Liaison will be assigned to the BAC.
- A question was asked as to why CM Tran was censured. It was due to a violation of the City Code of Conduct.

7.2 Audit Review

- Director Green explained that the Audit Review which had been scheduled for tonight is postponed as the Audit has not been completed yet. A new deadline of August 15 is set, but expect to complete the process before then
- Commissioner Petty asked why there is a delay. Director Green explained that it is due to staff shortages (down 5 Finance staff members since April)

ADJOURNMENT

6.1 Motion to adjourn meeting at 7:25 PM

Motion: Blake

Second: Mobisa

Motion passed unanimously

Respectfully submitted, Cheryl Keene

Next Meeting: **** NO meeting in July ****

Monday, August 5 (Joint Commission and City Council); 5:45 at CAC

Tuesday, August 27 (Regular BAC); 7:00 PM; Room A203

**** Note: 2024-2028 CIP & CEP and 2024-2025 Adopted Budget Books were distributed at the meeting**