
Monday, November 3, 2025
6:00 p.m.

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

CITY COUNCIL WORK SESSION – AGENDA #42

Si usted necesita esta información en español: 763-424-8000. Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiav ib tus neeg txhais lus rau koj. If you need this information in another language or alternative format, email access@brooklynpark.org or call 763-424-8000.

Our Vision: Brooklyn Park, a thriving community inspiring pride where opportunities exist for all.

- A. CALL TO ORDER – Mayor Hollies Winston**
- B. GENERAL INFORMATION**
None.
- C. DISCUSSION ITEMS/GENERAL ACTION ITEMS – These items will be discussion items but the City Council may act upon them during the course of the meeting.**
 - C.1** Budget Discussion and Department Presentations
- D. VERBAL REPORTS AND ANNOUNCEMENTS**
 - C.1 COUNCIL MEMBER REPORTS AND ANNOUNCEMENTS**
 - D.2 CITY MANAGER REPORTS AND ANNOUNCEMENTS**
- E. ADJOURNMENT**

City of Brooklyn Park Council Work Session

Meeting Date:	November 3, 2025	Originating Department:	Administration/Finance
Agenda Item:	C.1	Prepared By:	Jay Stroebel, City Manager LaTonia Green, Finance Director
Agenda Section:	Discussion Items/ General Action Items	Presented By:	Jay Stroebel and Department Directors
Item:	Budget Discussion and Department Presentations		

Summary:

The purpose of this discussion is to review the City Manager's budget recommendation with the City Council.

The budget process goes through several phases outlined below:

- Current Service Level (CSL) – The Finance develops the baseline budget, which includes increases driven by contractual obligations such as union agreements, steps progressions, and cost of living adjustments.
- Department Requested – Departments submit requests for additional resources need to achieve strategic goals and maintain or enhance service delivery. For the 2026-2027 budget cycle, a zero-based budgeting approach was implemented. Departments were required to allocate their non-personnel budgets from the ground but could not exceed their 2025 non-personnel budget levels. This approach was designed to align budgets more closely with where actual spending occurs. Chargebacks were excluded from this exercise since departments have limited control over those costs; they were later added by the Finance Department.
- Council Preliminary – Budgets are refined and adjusted based on discussions with department directors and the City Manager, including input from the Council. At this phase, the Council adopts a preliminary maximum levy that is certified to Hennepin County.
- City Manager Proposed – The City Manager, in collaboration with department directors, conducts in-dept reviews and deliberations to finalize a proposed budget for City Council consideration.
- Budget Advisory Commission presentation to Council – The Budget Advisory Commission reviews the proposed budget and provides recommendations to the City Council.
- Truth in Taxation public hearing – Residents are invited to attend and share feedback on the proposed during the public hearing.
- Budget Adopted – In this phase, the City Council formally adopts the budget as proposed (and possibly amended) by the City Manager.
- Publication and Certification – The adopted budget is published in the Sun Post newspaper, and the final levy is certified to Hennepin County.

City Manager Stroebel and Finance Director Green will provide a budget overview followed by each department director presenting more detailed information for their department.

Attachments: N/A