

# CONSENT ITEM – 8B



## MEMORANDUM

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**DATE:** January 12, 2026

**TO:** Honorable Mayor and City Councilmembers  
Jessica Jagoe, City Administrator

**FROM:** Joua Yang, Finance Director

**SUBJECT:** 2025 Budget Amendments

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

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### **Council Should Consider**

Motion(s) to approve, table or deny the following:

- Increase the 2025 Budget by \$60,000 for the City’s Permit Software conversion based upon Council’s final approval of the 2026 Budget, which included using budget surplus from 2025 to fund the one-time expense.
- Increase the 2025 Police Budget by \$190,000 for the City’s cost share with the Ramsey County Sheriff’s Office following a mid-year execution of new bargaining agreements.

### **Discussion**

#### **Budget Amendments**

City Council approved the 2026 City Budget on December 8, 2025, which included direction to use the anticipated budget surplus from 2025 to fund the one-time Permit Software purchase of up to \$60,000. After approval of this amendment, staff will bring back this item in February, as part of the 2025 Budget Carryovers, in order to align budget funds with the timing of actual costs incurred. As an update, staff is nearly complete with software demos and anticipates bringing forth a recommendation to purchase, along with the final contract agreement for Council review and approval in Spring 2026.

City Council approved the 2025 City Budget on December 9, 2024, which included the City’s share of the Ramsey County Sheriff’s Office police contract for \$1,758,288. Based on recent projections from the Ramsey County Sheriff’s Office, actual expenditures are expected to come in at \$190,000 over the approved budget. This overage is due to a mid-year implementation of the new bargaining agreements, as well as the costs in 2025 for an Emergency Rescue Response Tactical Vehicle (a.k.a. Bearcat vehicle) that was purchased in 2024 that is scheduled for delivery in 2026.

## **Budget Impact**

The budget amendments will increase the General Fund expenditure budget by \$250,000, which can be covered by the anticipated budget surplus from 2025. The 2025 budget surplus will be finalized by June 30, 2026, during the completion of the 2025 Financial Audit.