

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF WYOMING, MINNESOTA
JUNE 3, 2025
5:30 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

NEW BUSINESS:

1. 2026 Preliminary Budget Discussion

ADJOURN



Date: May 30, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: City Administrator, Robb Linwood

Department: Administration

Reference: Preliminary Factors Influencing the 2026 Budget and Council Priorities for Work Session on Tuesday, June 3, 2025 at 5:30PM

In June, department heads will begin completing their 2026 Budget Worksheets. Typically, our budget process has included the following:

2026 Budget Calendar

The City follows the procedures below in establishing the budget:

The annual budget process begins in May or June of each year. Staff prepares and distributes budget worksheets and instructions for department heads. City Council has a work session to review the budget process. Departmental budgets and 5-year capital requests are due from department heads to the City Administrator. The first draft of the budget is due to the City Administrator at the beginning of July. The City Administrator meets with department heads to discuss individual budget requests. Total budget requests are compared to revenue estimates to ensure that there is funding available to fund the proposed expenditures. Budget revisions from departmental meetings are completed and revisions are incorporated into the first draft of the budget that is presented at the council work session. The City Administrator meets with department heads to discuss and review council feedback from the work session. In early September, the City sets the preliminary levy and the public hearing information which is forwarded to the County Auditor by September 30th of each year. In September/October, additional updates are completed before the final presentation of the budget. The County mails parcel specific tax notices in November to property owners providing taxes due the following year based on the preliminary levy. A budget and levy hearing is held in December in accordance with State law. The budget and tax levy are adopted through passage of resolutions.

Budget Calendar

May 28, 2025	Staff prepares and distributes budget worksheets and instructions for department heads.
June 3, 2025	City Council holds visioning sessions with City Administrator, Department heads to look at long-term plan and adopt short-term strategies and budget objectives.
June 13, 2025	Departmental budgets and 5-year capital requests due from department heads to City Administrator
July 2, 2025	1st draft of budget due to City Administrator.
July 7-11, 2025	Meet with department heads to discuss individual budget requests.
July 11, 2025	Budget revisions from departmental meetings completed.
July 15, 2025	Council work session - first draft of budget presented.
July 28-August 1, 2025	Additional departmental meetings to discuss and review council feedback from work session.
August 8, 2025	2nd draft of budget due to City Administrator.
August 19, 2025	Council work session
September 2, 2025	At the Council meeting, the public hearing date on the proposed budget and proposed tax levy are approved by the Council.
By September 30, 2025	City Administrator certifies preliminary levy and hearing date to Chisago County.
September/October	Additional updates/fine tuning of budget before final presentation.
October 17, 2025	Final budget due to City Administrator.
November	County Auditor mails tax notices to each taxpayer.
November 4, 2025	Council work session – final budget presented.
December 2, 2025	Initial Truth-In-Taxation Hearing on 2026 Budget & Levy and adoption of the 2026 Budget and Levy.
December 16, 2025	Final adoption date of the 2026 Budget and Levy - if needed.

Discuss 2026 City Council Goals and Priorities

At the 1st Council Meeting in 2025 the City Council adopted the 2026 Budget Calendar which outlined a series of steps to establish an eventual budget. As part of those steps it was included in the initial meetings to have a discussion on the Council's budget goals and priorities which are intended to provide direction for the preparation of the 2026 Recommended Budget.

*The council completed a 2025 goals and ongoing goals work session on February 18, 2025. Those minutes have been attached for City Council review.

Vision Statement:

The City of Wyoming will be a regional leader in providing innovative and long term economically responsible government that is transparent to all.

Mission Statement:

The mission of the City of Wyoming is to efficiently do the work of the city, invest in the community and to operate with stability to provide reliable and adaptive services

CORE VALUES	Vision Statement	Core Values	Mission Statement
Who we strive to be		How we do our work	
• Leader • Innovative • Economically Responsible • Transparent	The City of Wyoming will be a regional leader in providing innovative and long term economically responsible government that is transparent to all	• Efficient • Investment • Accessible • Stability	The Mission of the City of Wyoming is to efficiently do the work of the city, invest in the community and to operate with stability to provide reliable and adaptive services that are accessible to all.

In an effort to provide a Recommended Budget that is consistent with the Council's aspirations, the Council is asked to provide at a minimum, guidance on the following budget goals and priorities. We are still in the process of assessing issues, but below are some factors influencing the 2026 Budget:

Strategic Planning/Long Range Planning

As part of the 2026 budget process, we believe it is appropriate to update the City's Long-Term Financial Plan, which was last revised in 2022. This plan serves as a guiding document for evaluating the financial implications of strategic priorities and supports long-range forecasting for operations, staffing, infrastructure, and capital needs. The existing plan includes assumptions for inflation, housing growth, population estimates, the general

tax levy, debt service and interfund loans, TIF districts, capital funds, enterprise operations, street projects, equipment needs, and facility maintenance. An updated version will allow us to re-evaluate those assumptions, incorporate the most recent data, and ensure alignment with current strategic goals. We will work with our finance director/abdo financial to have a proposal to revise and amend the plan accordingly so that it remains a relevant and valuable tool for Council decision-making.

Staff Level Changes for City Departments

At this time, the only departments where we anticipate potential staffing changes are within Public Safety. This may include a request for a part-time Community Service Officer (CSO) and a part-time position within the Wyoming Fire Department. These items will be discussed by the Public Safety Director during the workshop. Additionally, Public Safety is reviewing a potential reclassification of the Crime Analyst/IT position to better reflect the duties currently being performed and additional duties.

Changes in Programs or Service Levels

The Council is asked to provide general direction on whether any of the listed programs or services should receive increased or decreased emphasis. This discussion is an important opportunity to reflect on how current efforts align with the Council's 2025 goals established earlier this year. Providing guidance at this stage will help ensure that budget and planning decisions continue to support the Council's overall vision and priorities for the community.

Valuations

The 2025 residential property valuations have been preliminary estimated by Chisago County at approximately a 3.06% increase.

Healthcare Costs

Healthcare is reviewed annually in coordination with our broker to ensure that the City maintains affordable and competitive coverage. Staff will analyze available options once 2026 renewal rates are received in August and will incorporate any necessary updates into the budget process and communicate that information to the City Council.

League of Minnesota City Insurance Costs

As of now, the League of Minnesota Cities Insurance Trust (LMCIT) has not released specific premium rates for workers' compensation and property/casualty insurance for 2026.

Paid Family Medical Leave

Beginning January 1, 2026, the State of Minnesota will implement a Paid Family and Medical Leave (PFML) program that will directly impact municipal operations and the City's 2026 budget. The new law requires nearly all employers, including cities, to provide access to job-protected paid leave for qualifying medical and

family-related events. Employees will be eligible for up to 12 weeks of paid medical leave and 12 weeks of paid family leave per year, with a combined maximum of 20 weeks annually.

The program is funded by a payroll tax of 0.88% of gross wages, shared equally between employers and employees (0.44% each). Municipal employers have the option to cover the entire premium if they choose. The City's first payment to the state fund will be due by April 30, 2026, covering wages paid from January through March. Based on projected payroll, the City should anticipate and budget for this new employer cost as part of the 2026 budget process.

The League of Minnesota Cities (LMC) has issued guidance confirming that this mandate applies to all municipalities, including joint powers entities. While most city employees will be covered, there are special considerations for certain classifications, such as paid on-call firefighters, elected officials, and part-time employees. The law also allows employers to apply for an exemption if they provide a private plan that meets or exceeds the benefits and protections offered by the state plan. To qualify for an exemption, the private plan must provide comparable wage replacement, job protection during leave, and continued health insurance coverage.

City staff will be reviewing current leave policies to determine whether they align with the new PFML requirements or whether participation in the state plan will be necessary. If the City chooses to pursue an exemption through a private plan, significant policy adjustments would be required, and an application would need to be submitted and approved by the state prior to the January 2026 implementation.

In addition to the financial impact, the program will also require administrative preparation. Human Resources staff will need to manage wage reporting, premium payments, and employee education. Employers are required to notify employees of the PFML benefit and their rights by December 2025. Temporary staffing or coverage planning may also be necessary to maintain service levels during employee absences under the program.

Staff will continue to monitor updates from the Department of Employment and Economic Development (DEED) and the LMC as implementation details evolve and will keep the Council informed as more guidance becomes available. A more detailed fiscal estimate and any necessary policy updates will be presented as part of the 2026 budget development process.

Update of Streets Capital Improvement Plan

Staff will be working with Finance Staff, Public Works, and Engineering to review the current Streets CIP and evaluate the levy dollars in the street fund, fund balance, and franchise fees. With the current condition of streets, we may possibly be looking at shuffling some projects in the 5 year CIP. WSB is currently working through areas on the updated Pavement management index to determine costs and come up with a sustainable plan. This is an evaluation of the city streets and helps us prioritize our capital projects and maintenance plans. This will be a discussion topic with Council for the 2026 budget and moving forward.

Labor Negotiations for Bargaining Units

Contract's have been completed with the city's three bargaining units in 2024 and run through 2026.

Cannabis

The City received feedback from the Office of Cannabis Management (OCM) on its municipal cannabis retail application. In response, staff submitted the requested supplemental information. At this time, we do not anticipate any issues with securing the license. The City's selected operator is actively pursuing a suitable retail location from which the municipal dispensary will operate. Final site selection remains a key step before operational planning can proceed.

IT Improvements/Changes

The City of Wyoming is currently undertaking a comprehensive evaluation of its information technology (IT) systems to ensure that our infrastructure remains secure, compliant, and capable of supporting modern municipal operations. This initiative is driven by several pressing needs related to system security, regulatory compliance, and service delivery to critical departments such as the Police Department.

The City's current servers and associated IT infrastructure are reaching the point where significant upgrades are necessary. These systems are essential for supporting day-to-day operations across all departments, from routine administrative tasks to emergency response coordination. Outdated hardware and software not only pose performance limitations but also represent a growing security risk.

Law Enforcement Compliance Requirements

Our Police Department operates under strict compliance standards as outlined by the Minnesota Bureau of Criminal Apprehension (BCA) and the Criminal Justice Information Services (CJIS) Division of the FBI. These standards are non-negotiable and require regular audits, documented controls, and up-to-date security practices to ensure the protection of sensitive criminal justice information.

In recent audits and as part of future compliance planning, our law enforcement IT systems must meet advanced security benchmarks, including:

- Multi-factor authentication
- Data encryption at rest and in transit
- Network segmentation
- Advanced logging and monitoring tools
- Timely system patching and access control protocols

Failure to maintain compliance could result in costly findings or interruptions to access critical systems used by the department.

In addition to regulatory compliance, there is an increasing need to strengthen the City's cybersecurity posture. Municipalities across the country are experiencing more frequent and sophisticated cyberattacks, including ransomware, phishing attempts, and direct breaches of public infrastructure systems.

Given the growing threats to cities of all sizes, particularly those with public safety and utility responsibilities it is imperative that the City take proactive steps to strengthen its defenses. These include evaluating:

- Firewalls and endpoint protection systems
- Data backup and disaster recovery solutions
- Intrusion detection systems
- Staff cybersecurity training programs

The City is currently evaluating the performance of our existing IT services provider to determine whether their capabilities continue to meet the City's growing operational, security, and compliance needs. As part of this process, we are also exploring alternative provider options to ensure we are receiving the highest value in terms of service quality, cybersecurity expertise, and responsiveness.

This comparative evaluation will allow the City to assess whether continued partnership with the current provider is appropriate or if a transition to a different firm would better support our long-term IT infrastructure and public safety requirements. Key factors under review include vendor experience with municipal and CJIS-compliant systems, 24/7 support capabilities, proactive security offerings, and overall cost-effectiveness.

Flock Camera System

Public Safety Director has provided information regarding the Flock camera system for Council review. Representatives from Flock are scheduled to attend virtually at the beginning of the session to provide any necessary information and answer any questions from the Council. This discussion will help inform potential inclusion of the system in the 2026 budget and allow for direct dialogue regarding features, capabilities, and implementation considerations

Wyoming Public Safety Building

Subject: Legislative Update – Bonding Bill and Local Sales Tax Authority

The Minnesota Legislature adjourned its regular 2025 session on May 19 without passing a bonding bill. As a result, the City did not receive state capital funding this year. Despite this outcome, the City made meaningful progress in raising legislative awareness and support for our public safety facility project. City representatives participated in numerous advocacy meetings and events with legislators.

Throughout the session, the City's lobbyist played a critical role in advancing our funding request. They facilitated meetings with members of both the House and Senate Capital Investment Committees, arranged

opportunities for testimony, and coordinated additional meetings with legislators in both chambers to ensure broad exposure and engagement on the project's importance.

Bonding Bill Outlook – Special Session (Please note this is the latest information as of Friday, May 30.)

The likelihood of a bonding bill being adopted during the upcoming special session appears low. Bonding bills require a 60% supermajority in both the House and Senate, and negotiations during the regular session collapsed due to disagreements over unrelated policy matters. Legislative leaders have stated that the special session will focus on completing the state budget to avoid a government shutdown prior to the July 1 deadline.

While a bonding bill is not expected to be part of the special session agenda, some legislators and advocacy organizations continue to call for its inclusion, noting that over 150 infrastructure projects across 140 communities remain unfunded. The City continues to receive real-time updates from our lobbyist as the special session begins and will remain engaged should circumstances shift.

Local Sales Tax Authority

The House omnibus tax bill (HF 2437) includes an extension of the current moratorium on new or modified local sales tax proposals through June 30, 2026. This would prevent cities from pursuing new local option sales taxes for another biennium. In contrast, the Senate's proposal would allow cities to enact local sales taxes with voter approval and without extending the moratorium. Final action will depend on how these differences are resolved between the House and Senate. Until further legislative resolution, the moratorium remains in effect, and cities cannot advance new or amended local sales tax proposals.

Regarding a Potential November 2026 Ballot Question

Even though the moratorium ends on June 30, 2026, cities cannot place a local sales tax question on the ballot unless they first receive explicit authorization from the Minnesota Legislature. Given the legislative calendar, it is unlikely that a city could obtain enabling legislation and complete the necessary ballot procedures in time for the November 2026 election unless the Legislature acts to lift or modify the moratorium earlier or convenes a special session after June 30 specifically for this purpose. Therefore, while the November 2026 election occurs after the moratorium expires, the practical ability to pursue that timeline remains highly limited without proactive legislative action.

Park Redevelopment and Trail Funding

The Park Advisory Commission continues to evaluate priorities for parks and trails. We will keep council aware of any recommendations or any potential projects that Park Advisory Commission feels should be reviewed for consideration.

Capital Improvement Equipment Fund

Staff is actively working to finalize cost estimates for equipment purchases planned in the 2026 Capital Improvement Plan (CIP). This includes reviewing current state contract pricing and coordinating with vendors to better anticipate 2026 costs. The goal is to ensure that projected expenditures are as accurate and up-to-date as possible before the initial budget presentation in July. Department heads will provide an overview of anticipated capital needs by department during the upcoming budget discussions, which will help guide long-term planning and investment decisions.

Discussion – All of the items are to create discussion and direction, we will have the ability to go more in depth on all items as we continue our work on the 2025 Budget. Additionally, are there any specific priorities, objectives, goals, issues, or services that the Council would like to have evaluated in conjunction with the 2026 budget process? Department heads will present a preliminary overview of their 2026 budgets, highlighting major driving factors and discussing key elements such as staffing considerations, capital equipment requests, and any potential large-scale changes anticipated within their departments.

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION
CITY OF WYOMING, MINNESOTA
FEBRUARY 18, 2025
5:30 PM**

CALL TO ORDER: *Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for February 18, 2025 to order at 5:35 PM*

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Claire Luger, and Brett Ohnstad

Also Present: Robb Linwood, City Administrator and Grant MacFarlane, Assistant City Administrator

DETERMINATION OF A QUORUM:

Mayor Iverson determined that a Quorum was present.

NEW BUSINESS

1. Highlights of 2024 Goals and Initiatives and Setting 2025 Wyoming City Council Goals

City Administrator Linwood presented a PowerPoint to the Council. Linwood provided an overview of the City Council's goals in 2024 and what they had achieved over the past year. Administrator Linwood then shared a list of other notable accomplishments by each City department which had occurred in 2024. Administrator Linwood requested that each councilmember reflect on the past year and share something they were proud of that happened within the community, along with a council-specific accomplishment that they were proud of. The council made the following list:

Community Accomplishments:

- Railroad Park – Veterans Memorial and History Walk
- Community events (Stagecoach Day, Touch-a-Truck, Tree Lighting, Night to Unite, etc.)
- Arbor Day tree planting
- Naming of the Dog Park
- Continued commitment to donation drives

Council Achievements:

- A successful budget and audit process
- The City Council continues to work together and respect one another
- Difference being made in the City
- Quality plowing of streets, trails, and sidewalks by the Public Works Department
- Naloxone Access Point
- Completion of Street Projects and various road improvements
- Opening of the Barks and Rec Dog Park

- Improved bond rating

Administrator Linwood then asked the council to share their ongoing goals and new ideas for 2025. The council created the following list:

2025 Ongoing and New Goals / Ideas:

- Obtain funding for a new Public Safety Building
- Bring additional retail / food options to town (Kwik Trip, Jersey Mikes, Chic Fil A)
- Continue development of the Dog Park
- Attract more businesses to town
- Increase involvement in FLAS through municipal activities (Mayor for a Day, Presentations, Q&A)
- Invite more Scouts to Council Meetings to present the flags
- Continue making events a priority in the City
- Downtown growth and development
- Support existing businesses and manufacturers
- Expansion of community events (music / art in the park, community farmers market)

A MOTION WAS MADE BY MAYOR IVERSION TO ADJOURN THE FEBRUARY 18, 2025 WORK SESSION OF THE WYOMING, MINNESOTA CITY COUNCIL AT 6:50PM

Automated License Plate Readers (ALPR)

422.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology (Minn. Stat. § 626.8472).

422.2 POLICY

The policy of the Wyoming Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

422.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Wyoming Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Sergeant. The Administration Sergeant will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

422.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) An ALPR shall only be used for official law enforcement business.
- (b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not necessary before using an ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents.
- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) No ALPR operator may access confidential department, state or federal data unless authorized to do so.

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- (f) When an officer receives an alert on the ALPR, the officer should verify an ALPR response visually and/or audibly. The officer should then verify the information through the CJIS data system prior to taking action.

422.4.1 RESTRICTIONS, NOTIFICATIONS AND AUDITS

The Wyoming Police Department will observe the following guidelines regarding ALPR use (Minn. Stat. § 13.824):

- (a) Data collected by an ALPR will be limited to:
 - 1. License plate numbers.
 - 2. Date, time and location of data captured.
 - 3. Pictures of license plates, vehicles and areas surrounding the vehicle captured.
- (b) ALPR data may only be matched with the Minnesota license plate data file, unless additional sources are needed for an active criminal investigation.
- (c) ALPRs shall not be used to monitor or track an individual unless done so under a search warrant or because of exigent circumstances.
- (d) The Bureau of Criminal Apprehension shall be notified within 10 days of any installation or use and of any fixed location of an ALPR.

422.5 DATA COLLECTION AND RETENTION

The Chief of Police is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

ALPR data received from another agency shall be maintained securely and released in the same manner as ALPR data collected by this department (Minn. Stat. § 13.824).

ALPR data not related to an active criminal investigation must be destroyed no later than 30 days from the date of collection with the following exceptions (Minn. Stat. § 13.824):

- (a) Exculpatory evidence - Data must be retained until a criminal matter is resolved if a written request is made from a person who is the subject of a criminal investigation asserting that ALPR data may be used as exculpatory evidence.
- (b) Address Confidentiality Program - Data related to a participant of the Address Confidentiality Program must be destroyed upon the written request of the participant. ALPR data already collected at the time of the request shall be destroyed and future related ALPR data must be destroyed at the time of collection. Destruction can be deferred if it relates to an active criminal investigation.

All other ALPR data should be retained in accordance with the established records retention schedule.

422.5.1 LOG OF USE

A public log of ALPR use will be maintained that includes (Minn. Stat. § 13.824):

- (a) Specific times of day that the ALPR collected data.

Automated License Plate Readers (ALPR)

- (b) The aggregate number of vehicles or license plates on which data are collected for each period of active use and a list of all state and federal public databases with which the data were compared.
- (c) For each period of active use, the number of vehicles or license plates related to:
 - 1. A vehicle or license plate that has been stolen.
 - 2. A warrant for the arrest of the owner of the vehicle.
 - 3. An owner with a suspended or revoked driver's license or similar category.
 - 4. Active investigative data.
- (d) For an ALPR at a stationary or fixed location, the location at which the ALPR actively collected data and is installed and used.

A publicly accessible list of the current and previous locations, including dates at those locations, of any fixed ALPR or other surveillance devices with ALPR capability shall be maintained. The list may be kept from the public if the data is security information as provided in Minn. Stat. § 13.37, Subd. 2.

422.6 ACCOUNTABILITY

All saved data will be closely safeguarded and protected by both procedural and technological means. The Wyoming Police Department will observe the following safeguards regarding access to and use of stored data (Minn. Stat. § 13.824; Minn. Stat. § 13.05):

- (a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- (b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- (c) Biennial audits and reports shall be completed pursuant to Minn. Stat. § 13.824, Subd. 6.
- (d) Breaches of personal data are addressed as set forth in the Protected Information Policy (Minn. Stat. § 13.055).
- (e) All queries and responses, and all actions, in which data are entered, updated, accessed, shared or disseminated, must be recorded in a data audit trail.
- (f) Any member who violates Minn. Stat. § 13.09 through the unauthorized acquisition or use of ALPR data will face discipline and possible criminal prosecution (Minn. Stat. § 626.8472).

422.7 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures (Minn. Stat. § 13.824):

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- (a) The agency makes a written request for the ALPR data that includes:
 - (a) The name of the agency.
 - (b) The name of the person requesting.
 - (c) The intended purpose of obtaining the information.
 - (d) A record of the factual basis for the access and any associated case number, complaint or incident that is the basis for the access.
 - (e) A statement that the request is authorized by the head of the requesting law enforcement agency or his/her designee.
- (b) The request is reviewed by the Chief of Police or the authorized designee and approved before the request is fulfilled.
 - (a) A release must be based on a reasonable suspicion that the data is pertinent to an active criminal investigation.
- (c) The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy.

- I. ***It looks like the length of time that data is retained is a maximum of 60 days for cities and 48 hours for MN State Patrol, but based on my reading, cities can go much less than that if they choose (it would seem that the standard that Flock offers is 30 days, but New Hampshire set theirs to three minutes). Is that an option for us? *There is a directive for an independent firm to perform regular audits. Who performs those, what is the cost, and would every use/search of be documented with a reason?**

Data Retention:

Flock Safety recommends a 30 day retention period by default. If a democratically elected official or governing body, like a city council or state legislature, chooses to adopt a different standard, we will set your retention schedule accordingly. We partner with more than 5,000 communities across the U.S. and 30 day retention is the most widely adopted standard in the country. As you can imagine - many crimes can go unreported for weeks, or a detective may not discover a critical lead until well into an investigation after a crime has occurred. Shorter retention schedules can limit your Department's ability to effectively solve crime in your community. A 30 day retention policy ensures your department can use License Plate Recognition cameras (LPRs) as a valuable investigatory tool while instituting a limited retention policy preserving individual privacy.

New Hampshire State Law:

New Hampshire's state law has set a 3 minute limit on LPR data retention. A 3 minute retention schedule means law enforcement do not have data to conduct searches on LPR systems, and therefore cannot be used as an investigatory tool.

Auditing:

Any time the Flock system is accessed, it requires a documented search reason or case number, which is preserved permanently in an audit trail available for oversight. We recommend departments establish regular audit procedures and document them in their policies. In addition to this built in feature, Minnesota state law also requires an independent audit to be conducted.

Every agency is responsible for contracting a firm to conduct their LPR audit, similar to body worn camera audits in Minnesota. Some customers have chosen to work with firms like Lynn Lembcke Consulting or Local Government Information Systems (LOGIS) who typically quote agencies ~\$2,500.

- II. ***What does Flock do to ensure NCIC accuracy? It looks like hot list data is exempt from the 1974 Privacy Act, and that NCIC lists aren't updated regularly enough to ensure the accuracy of reads and hits**
(<https://www.acluok.org/en/news/threat-privacy-and-civil-liberties-automatic-license-plate-readers>),. *It also looks like the use of Flock's technology has resulted in rights

violation of people who have been mistakenly pulled over, held at gunpoint, and arrested (https://www.aclu.org/wp-content/uploads/publications/flock_1.pdf). The ACLU article is a couple years old; what has Flock done to improve the system?

Flock Safety takes accuracy seriously and works diligently to minimize errors related to LPR. The NCIC database is updated every 12 hours. To ensure the most accurate and up-to-date data, Flock updates its own system every 6 hours. This helps ensure that the information used by Flock's LPR system is as current as is possible.

It's important to note that access to NCIC data and alerts is restricted to local law enforcement agencies.

Flock Safety works to prevent false alerts through a two-step verification process. When an alert is generated by the system, we encourage local agencies to require officers to manually verify the identity of the individual in the vehicle and confirm that the plate matches the alert they received, ensuring its validity before taking any action.

III. *Does Flock provide any safeguards or support to either cities or community members who get mistakenly arrested or pulled over? What has been the costs of related lawsuits for cities when that has happened?

As noted above, we strive to deliver a high accuracy rate and encourage agencies to adopt strong LPR policies requiring manual verification of hotlist alerts to mitigate the risk of misreads.

Flock has never been a party to a lawsuit related to a mistaken arrest or stop.

IV. *Are there any independent studies that speak to how effective Flock's system has been with regard to Amber Alerts or solving property crimes? I have yet to locate any independently compiled data that gives specific proof about Flock's efficacy with solving crimes. I'd love some sort of study by an organization other than Flock that speaks to how it's actually assisted with crime, as well as a cost benefit analysis.

At Flock Safety, we measure our success by the real-world outcomes our law enforcement partners achieve in solving crimes and keeping their communities safe. We work to track outcomes our customers report in real criminal investigations and the recovery of missing persons. We recently conducted an [internal study](#) estimating Flock devices are being used to solve approximately 10% of all reported crime in the U.S.

Flock's LPR technology has been endorsed by the National Center for Missing and Exploited Children (NCMEC) as a highly effective tool helping recover missing persons. LPRs have been used by law enforcement to safely recover well over 400 missing persons, with more than 100 confirmed cases of safely recovered missing children. You can find [attached a letter from NCMEC](#)

highlighting why LPRs are important tools for law enforcement in quickly and effectively responding to AMBER Alerts.

The following are a few examples of how agencies locally and nationwide have used Flock to enhance public safety in their communities:

- [Woodbury, MN](#): Flock technology helped recover stolen vehicles and firearms, arrest suspects on serious warrants, and capture a stolen vehicle suspect wanted for felony domestic assault.
- [Roseville, MN](#): Flock cameras led to the arrest of a violent crime suspect just 30 minutes after installation.
- [Saint Croix Falls, WI](#): Using Flock LPRs, authorities tracked a child abduction suspect across state lines, leading to the safe recovery of five children in Taylors Falls, MN.
- In 2024, [Allentown PD](#) reported the fewest homicides since 1989. Flock's LPR cameras and gunshot detection tech played a role in over 350 investigations.
- In 2023, [Tulsa PD](#) achieved a 100% homicide clearance rate, partly due to Flock's LPR technology.
- [Cobb County Police](#) also credited Flock LPR cameras for their 100% homicide clearance rate over two years.

- V. ***In the hours of reading I've done on Flock and ALPR technology, there is a ton of information that questions just how effective it is, but the only information claiming that it's a worthwhile endeavor seems to be from Flock or municipal websites citing Flock's information. *Flock's unwillingness to have the latest edition of its system evaluated by independent tech firms (<https://ipvm.com/reports/flock-ipvm-state>) is also concerning. When Flock DID allow a different version to be tested by IPVM, it found that Flock's system misidentified a license plate's state about 10 percent of the time (https://www.aclu.org/wp-content/uploads/publications/flock_1.pdf). What has Flock done since then to eliminate mistakes that lead to rights violations?**

We're extremely confident in the quality of our products, both hardware and software. But Flock Safety's business is about building a comprehensive, citywide approach to public safety, not just a single camera and its pixel count.

IPVM isn't truly independent — they cater to integrators and speak to what they care about — hence the focus on hardware testing. This just isn't our audience — we don't measure success the same way an integrator would.

- VI. **Data Privacy: *Flock's own privacy policy seems to contradict its claim that clients decide what to do with their data, which seems problematic not just for ICE purposes, but also reproductive rights**
<https://www.theguardian.com/world/2022/oct/06/how-expanding-web-of-license-plate>

[e-readers-could-be-weaponized-against-abortion](#)). *Here's the policy from Flock's website: ***"However, Flock may access, use, preserve and/or disclose the Footage to law enforcement authorities, government officials, and/or third parties, if legally required to do so or if Flock has a good faith belief that such access, use, preservation or disclosure is reasonably necessary to: (a) comply with a legal process or request; (b) enforce this Agreement, including investigation of any potential violation thereof; (c) detect, prevent or otherwise address security, fraud or technical issues; or (d) protect the rights, property or safety of Flock, its users, a third party, or the public as required or permitted by law, including responding to an emergency situation."*** (<https://www.flocksafety.com/lpr-policy>). This reads to me like it's Flock's discretion on whether they can retrieve and provide any given department's data. *I'd like more details on how frequently Flock has provided data to a third party, and how are subjects of the information being informed that Flock has shared their data with a third party? *I'd also like to know what safeguards Flock provides against abuse of the system by agencies like ICE and states where abortion bans exist.

Flock Safety's platform and products are built with privacy in mind. As such, each customer owns 100% of their data. Flock will never sell customer data to third parties and will not access customer data without a valid legal reason. Individual customers are in full control of which, if any, other law enforcement agencies may have access to their data. We encourage departments to develop policies that delineate access to data and outside sharing in a way that matches your community's values. Minnesota's license plate reader law already has strict controls over how license plate reader data can and can't be shared.

As for the data that Flock captures, it is permanently deleted after thirty (30) days on a rolling basis unless it is retained as evidence in a criminal investigation. Additionally, every user of the Flock system must enter a reason prior to conducting a search, and every feature included in a search is permanently auditable and available for oversight. Audit trails include searches from both your agency, as well as any searches performed by agencies with whom you choose to share LPR data. Lastly, Flock LPRs are used strictly for public safety purposes, such as pursuing information relevant to an ongoing criminal investigation or locating a missing or endangered person.

Flock's contractual obligations outline specific conditions under which Flock may access, use, preserve, or disclose footage. It does not grant Flock blanket access at its leisure. The language states that Flock may access data if "legally required to do so" or if it is "reasonably necessary" to:

- I. comply with a legal process or request;
- II. enforce the agreement, including investigating potential violations;
- III. detect, prevent, or address security, fraud, or technical issues;
- IV. protect the rights, property, or safety of Flock, its users, a third party, or the public, as required or permitted by law, including responding to an emergency situation.

These are specific, enumerated circumstances, not a general right of access. The language suggests that Flock's access is limited and tied to legal obligations, enforcement of agreements, security concerns, or protection of rights and safety. It does not grant discretionary access to Flock. Further, it uses the defined term of "Footage". Footage is **not all** of the department's data, but is limited to still images captured by the devices. In a situation where Flock receives a valid subpoena for information, issued by a court of competent jurisdiction or similar authority, whereby Flock is compelled by law to comply, Flock will notify customers and account holders unless there is a non-disclosure order or applicable law prohibiting notice. This provides the customer with the opportunity to intervene and choose to seek injunctive relief, a motion to quash or any other legal remedy available to them. To date, Flock has not received a subpoena for information for the purposes of immigration enforcement. Generally, the subpoenas Flock receives simply ask for a copy of the contract. Practically speaking, in the event that there was a subpoena for footage, the footage are generally deleted and irrecoverable pursuant to the 30 day retention period. Hence, the balance of 30 day retention is generally appropriate since it allows law enforcement to find value in the investigative tool, while also protecting the privacy rights of individuals.

VII. Flock Safety Ethics: *Finally, it is troubling to me that Flock's CEO has visions of cameras on every corner of the country
(<https://www.fox6now.com/news/wisconsin-ai-powered-flock-cameras>). Images of a 1984 scenario aside, I worry about how this balances with a community policing model as well as the perception of and community trust for Wyoming PD. I know the idea isn't that WE want to put a camera on every corner, but a potential vendor promoting mass surveillance is...icky. *It is even more troubling to me that that the company installed cameras illegally in Florida, South Carolina, North Carolina, and Texas
(https://en.wikipedia.org/wiki/Flock_Safety#:~:text=In%20July%202023%2C%20the%20agency,completed%20the%20Texas%20licensure%20process,
<https://qz.com/flock-ai-license-plate-surveillance-startup-cameras-per-1851294024>).

In 2024, Flock successfully submitted well over 25,000 permits. We employ nearly 60 people dedicated to permitting and public approvals at Flock – and this team is vital to our mission. We're confident that we've hired people with the years of experience, dedication, and knowledge to navigate what is a very complicated, bureaucratic process.

Jurisdictional lines aren't always as clear as you might imagine — city, county, and state DOT lines for rights-of-way ownership are often not well-defined or might be misunderstood, even by the public agencies maintaining them. Every time we've been asked to check where our devices have been installed, or explicitly told to remove them because they may cross a jurisdictional line, we have done so. Devices that require adjustments are either quickly removed or retro-permitted. We work hard to serve as a trusted partner to law enforcement and transportation agencies across the country.

Where specific state laws are deemed to intersect with our services, such as in North Carolina or Washington state, we quickly do what is legally required to adjust our process, re-evaluate, and meet compliance requirements to install life saving public safety technologies. When local policy changes, we take action as soon as we are made aware and as is possible. We have cleared the regulatory hurdles we faced in all of the states mentioned above.

Polygons Filter

Hide Map

4 Locations

MN - Wyoming PD (4)

MN - Wyoming PD (Phase 1)

F#002 US - 61 @ 240th St NB

LPR Camera

F#003 Hwy 61 @ Fallbrook Ave EB

LPR Camera

F#011 E Viking Blvd @ Kettle River Blvd WB

LPR Camera

F#012 Wyoming Trail @ Pioneer Rd WB

LPR Camera

The map displays the town of Wyoming, Minnesota, with a grid of streets and several bodies of water. Key streets include Forest Boulevard, Fallbrook Avenue, Kettle River Boulevard, and Pioneer Road. Lakes shown include Heims Lake, Comfort Lake, and Little Comfort Lake. Four camera locations are marked with red camera icons: two on Forest Boulevard near the top, one on Pioneer Road near the top right, and one on Forest Boulevard near the bottom. A 'Show Streetview' button is located at the bottom left of the map area. The map interface includes navigation controls (back, forward, pan, zoom) and a scale bar indicating 500 meters.

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Flock Safety + MN - Wyoming PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Zach Hollingsworth
zach.hollingsworth@flocksafety.com
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Created Date: 05/09/2025
Expiration Date: 06/20/2025
Quote Number: Q-137459
PO Number:



Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 7665 Wyoming Trail Wyoming, Minnesota 55092

Ship To: 7665 Wyoming Trail Wyoming, Minnesota 55092

Billing Company Name: MN - Wyoming PD

Billing Contact Name:

Billing Email Address:

Billing Phone:

Subscription Term: 12 Months

Payment Terms: Net 30

Retention Period: Days

Billing Frequency: Annual Plan - First Year Invoiced at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$12,000.00
Flock Safety Platform			
Flock Safety Platform - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	2	Included
Flock Safety LPR, fka Falcon	Included	2	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	\$0.00	2	\$0.00
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$0.00	2	\$0.00

Subtotal Year 1: \$12,000.00

Annual Recurring Subtotal: \$12,000.00

Discounts: \$3,800.00

Estimated Tax: \$0.00

Contract Total: \$12,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$12,000.00
Annual Recurring after Year 1	\$12,000.00
Contract Total	\$12,000.00

*Tax not included

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$3,800.00

Product and Services Description

FlockOS Features	Description
Flock Safety Platform - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera