



**CITY COUNCIL
WORK SESSION MEETING AGENDA**

**October 16, 2023
5:30 – 6:30pm**

- 1) Call to Order**
- 2) Water Fund Budget Follow up Discussion**
- 3) Recycling Fund Budget Discussion**
- 4) Cable Fund Budget Discussion**
- 5) Closed session - pursuant to Minn. Stat. 13D.05, subd. 3(b) to discuss the City's options to participate in multidistrict lawsuit class settlements entitled: *In RE: Aqueous Film Forming Foams Products Liability Litigation; United States District Court, District of South Carolina – Charleston Division; MDL No. 2:18-mn-2873-RMB; City of Camden, et al., v. 3M Company, Case No. 2:23-cv-03147-RMG; City of Camden, et al., v. E.I. DuPont de Nemours and Company, et al., Case No. 2:23-cv-0320-RMG.***
- 6) Adjourn**



CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: –Water Fund 2024 Follow Up Budget Discussion

Prepared By: Brian Grimm, Finance Director - Meeting

Date: Date: October 16, 2023

Attached for your review are these items for discussion for the worksession at the meeting on 10-16:

- 1) **Updated utility rate study – Water Fund cash flow and rates page**
–This has been updated to reflect the additional projected revenue for this year. Now that the 2023 3rd quarter billing has been processed, there is a projected \$350,000 positive variance estimated when compared to 2023 budget.
- 2) **Updated 2024 Water Fund Budget** – Based on the information above, the draft budget has been updated. The new budget incorporates a rate adjustment of 6% for 2024 from 2023 for utility rates. This is down from the original 8% projected increase that was presented on 9-18-23

A few other items to note in the attached documents as well as for additional discussion are these:

- 1) The 2024 draft budget has been prepared to include the majority of the estimated costs of the Wells (with the rest being in 2025). Due to the timing difference of this the cash balance is projected to go up slightly in 2024. It then would go back down in 2025 when the wells were completed and final payment(s) were made
- 2) The costs of the water treatment plant are most likely projected to be incurred in 2025-2026. With this projected large infrastructure improvement, starting in 2025 rates are going to have to be significantly adjusted for a period of time to pay for these improvements. This is shown in the utility rate study.
- 3) There was direction during the Sewer Fund Budget Discussion to raise connection fees at a little higher rate and offset against the initial sewer utility rate so that increase didn't need to be as high. There seemed to be some initial discussion to do that for the water fund rates too. This can be discussed on Monday evening on whether there is a consensus to lower

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

the utility rate increase by a percent or two (Utility rate 4-5% increase for 2024) and then offset by adjusting the water connection and area charges by higher amounts.

Recommended City Council Action:

A follow up discussion on the water enterprise fund is the expectation for this agenda item. Direction on setting the 2024 water rates and final water budget.

Does Recommended Action meet City Mission Statement? ☒ Yes ☐ No

Does Recommended Action meet City Goals/Priorities? ☒ Yes ☐ No

Explain: This item is regarding a follow-up discussion on 2024 Water Funds Budget.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

City of Minnetrista, Minnesota																								
Water Fund Projection																								
Connections/Year:		85						Revenues from Growth		4.5%		4.5%		4.5%		4.5%		4.5%		4.5%		4.5%		
Annual Inflation Rate:		2.5%								6.0%		6.0%		14.0%		19.0%		14.0%		4.0%		4.0%		
								Actuals	Budget	Projected														
								2022	2023	2024	2025	2026	2027	2028	2029	2030								
Operating Revenues								2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
User Charges								821,729	943,741	983,381	1,166,875	1,203,021	1,578,609	1,425,519	1,695,619	1,250,000	1,590,000	1,884,150	2,326,925	2,757,406	2,991,786	3,246,088	3,522,005	
Revenue from Growth								-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Operating Revenue								821,729	943,741	983,381	1,166,875	1,203,021	1,578,609	1,425,519	1,695,619	1,250,000	1,590,000	1,884,150	2,326,925	2,757,406	2,991,786	3,246,088	3,522,005	
Operating Expenses																								
Personal Services								190,125	259,493	261,637	306,443	297,958	276,843	283,653	344,967	311,841	339,770	348,264	356,971	365,895	375,043	384,419	394,029	
Professional Services								115,226	109,768	114,591	26,813	21,459	37,301	60,644	53,370	28,500	40,000	41,000	42,025	43,076	44,153	45,256	46,388	
Operating & Maintenance Supplies								12,001	18,256	16,001	22,291	23,011	17,951	22,132	195,665	199,000	201,500	206,538	211,701	216,993	222,418	227,979	233,678	
Utilities								175,907	169,277	202,696	297,385	421,696	274,853	320,945	179,473	132,000	155,000	158,875	162,847	166,918	171,091	175,368	179,752	
Depreciation								219,575	247,344	284,942	821,901	859,562	875,292	896,061	931,599	931,599	931,599	931,599	931,599	931,599	931,599	931,599	931,599	
Maintenance & Repairs								5,916	8,619	9,103	6,309	20,487	46,529	18,224	3,022	18,000	18,000	18,450	18,911	19,869	20,365	20,874		
Insurance								7,174	7,972	8,588	15,518	20,588	23,238	22,640	31,039	24,000	31,000	31,775	32,569	33,384	34,218	35,074	35,950	
Other Expenses								6,069	64,573	2,701	4,848	3,280	2,007	4,159	32,813	15,751	16,750	17,169	17,598	18,038	18,489	18,951	19,425	
Operating Costs for Plant #3								-	-	-	-	-	-	-	-	-	-	-	75,000	76,875	78,797	80,767	82,786	
Total Operating Expenses								731,993	885,302	900,259	1,501,508	1,668,041	1,554,014	1,628,458	1,771,948	1,660,691	1,733,619	1,753,670	1,849,221	1,872,162	1,895,676	1,919,778	1,944,482	
Operating Income								89,736	58,439	83,122	(334,633)	(465,020)	24,595	(202,939)	(76,329)	(410,691)	(143,619)	130,481	477,704	885,245	1,096,110	1,326,310	1,577,523	
Net Cash Provided by Operations								562,174	1,019,509	434,858	486,467	529,523	823,886	1,004,524	855,270	520,908	787,980	1,062,080	1,409,303	1,816,844	2,027,709	2,257,909	2,509,122	
Connection Fees & Area Charges								353,973	12,980	340,636	162,434	185,312	40,986	343,831	718,594	500,000	397,330	338,956	403,358	459,828	478,221	497,350	517,244	
Special Assessments								633	1,782	1,782	2,556	653	531	409	288	500	500	500	500	500	500	500	500	
Debt Service								(166,070)	(596,102)	(772,751)	(871,682)	(927,001)	(865,808)	(943,613)	(909,209)	(930,000)	(1,068,141)	(1,894,930)	(1,892,300)	(1,893,659)	(1,892,344)	(1,889,834)	(1,893,140)	
Issuance of Bonds/Notes								-	10,470,302	1,331,514	28,754	510,000	1,992,907	-	-	2,000,000	1,500,000	11,000,000	-	-	-	-	-	
Acquisition of Capital Assets								(1,486,996)	(9,820,787)	(1,937,781)	(220,623)	(812,393)	(1,403,433)	(1,524,657)	(877,688)	(2,200,000)	(1,377,200)	(6,524,800)	(5,300,400)	(167,500)	(162,600)	(2,700)	(158,800)	
Interest Income								35,131	31,242	33,092	32,480	74,783	36,773	2,937	(53,157)	2,000	20,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Grants Received								-	-	-	151,341	6,236	-	-	215,922	-	-	-	-	-	-	-	-	-
Projected Additional 2023 Revenue over Budget								-	-	-	-	-	-	-	-	350,000	-	-	-	-	-	-	-	-
Transfers In (Out)								-	-	(200,000)	-	-	(50,000)	-	-	-	-	-	-	-	-	-	-	-
Net Increase in Cash								(701,155)	1,118,926	(768,650)	(228,273)	(432,887)	575,842	(1,116,569)	(49,980)	243,408	260,469	4,011,805	(5,349,540)	246,012	481,486	893,225	1,004,926	
Timing differences (accrual)								-	-	-	-	-	-	-	(62,968)	-	-	-	-	-	-	-	-	-
Cash Beginning of Year								3,073,011	2,371,856	3,490,782	2,722,132	2,493,859	2,060,972	2,636,814	1,520,245	1,407,297	1,650,705	1,911,174	5,922,979	573,440	819,452	1,300,939	1,300,939	1,300,939
Cash End of Year								2,371,856	3,490,782	2,722,132	2,493,859	2,060,972	2,636,814	1,520,245	1,407,297	1,650,705	1,911,174	5,922,979	573,440	819,452	1,300,939	2,194,164	2,305,864	2,305,864

**City of Minnetrista
2024 Draft Budget
Water Fund**

**WATER ENTERPRISE FUND
FUND 601**

Revenue	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2024 Draft Budget
OPERATIONS					
37110 WATER SALES	\$ 1,060,811	\$ 1,036,176	\$ 1,617,567	\$ 1,200,000	\$ 1,540,000
37120 UNDISTRIBUTED UTILITIES	\$ 4,190	\$ -	\$ 12,395	\$ -	\$ -
33160 GRANTS (ARPA)	\$ -	\$ -	\$ 215,922	\$ -	\$ -
37158 WATER TEST SURCHARGE	\$ (1,538)	\$ -	\$ 18,011	\$ -	\$ -
37165 WATER METERS	\$ 43,355	\$ 50,000	\$ 43,090	\$ 50,000	\$ 50,000
37170 OTHER	\$ 96	\$ -	\$ 4,556	\$ -	\$ -
36210 SPECIAL ASSESSMENTS	\$ 409	\$ 500	\$ 288	\$ 500	\$ 500
36210 INTEREST ON INVESTMENT & C	\$ (11,495)	\$ 8,000	\$ (53,157)	\$ 2,000	\$ 20,000
Water Operations SubTotal	\$ 1,095,828	\$ 1,094,676	\$ 1,858,672	\$ 1,252,500	\$ 1,610,500
CAPITAL					
37150 WATER CONNECTION FEES	\$ 318,701	\$ 275,000	\$ 260,490	\$ 300,000	\$ 302,940
37151 WATER AREA CHARGES	\$ 343,831	\$ 196,964	\$ 458,104	\$ 200,000	\$ 100,000
36101 SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -
36210 INTEREST ON INVESTMENT & C	\$ -	\$ -	\$ -	\$ -	\$ -
39310 Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -
40000 Transfers in (ARPA)	\$ -	\$ 430,000	\$ -	\$ -	\$ -
39311 REVENUE Bond/PFA	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 1,500,000
Water Capital SubTotal	\$ 662,532	\$ 901,964	\$ 718,594	\$ 3,500,000	\$ 1,902,940
Total Water Revenue/Finance So	\$ 1,758,360	\$ 1,996,640	\$ 2,577,266	\$ 4,752,500	\$ 3,513,440
Expenditures					
601 BOND PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -
611 BOND INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -
101 SALARIES-REGULAR	\$ 188,819	176,682	246,924	198,260	\$ 219,135
102 SALARIES-OVERTIME	\$ 5,927	8,000	5,914	6,223	\$ 7,000
105 SALARIES - PAGER	\$ 8,150	9,000	6,187	8,558	\$ 8,000
121 PERA - EMPLOYER CONTR	\$ 15,184	17,000	19,140	15,943	\$ 17,635
122 FICA - EMPLOYER CONTR	\$ 14,929	17,000	18,385	15,675	\$ 18,000
131 HEALTH & LIFE INS - E CONTR	\$ 47,843	37,000	28,953	50,235	\$ 50,000
151 WORKMEN'S COMP INSURANCE	\$ 16,140	19,000	19,464	16,947	\$ 20,000
201 OFFICE SUPPLIES	\$ -	100	-	-	\$ -
202 COPY & PRINTING SUPPLIES	\$ 412	350	642	500	\$ 500
212 MOTOR FUELS AND LUBRICANT	\$ 7,054	6,000	12,232	7,000	\$ 10,000
215 SHOP MATERIALS	\$ -	-	-	-	\$ -
221 EQUIPMENT PARTS, TIRES	\$ 865	500	-	500	\$ 500
227 UTILITY SYSTEM MAINT SUPPLII	\$ 201,970	175,000	182,608	190,000	\$ 190,000
240 SMALL TOOLS AND MINOR EQUI	\$ 513	1,000	183	1,000	\$ 500
303 ENGINEERING SERVICE	\$ 42,538	12,000	33,210	20,000	\$ 30,000
307 PROFESSIONAL SVCS	\$ 8,621	8,500	20,160	8,500	\$ 10,000
322 POSTAGE	\$ 2,556	1,500	3,260	2,500	\$ 2,500
351 LEGAL NOTICE & ORD PUBLICA1	\$ 621	750	66	750	\$ 750
362 PROPERTY INSURANCE	\$ 22,640	23,000	31,039	24,000	\$ 31,000
381 ELECTRIC UTILITIES	\$ 118,975	117,000	161,810	120,000	\$ 140,000
383 NATURAL GAS	\$ 10,732	10,000	17,663	12,000	\$ 15,000
401 BLDG & LAWN MAINTENANCE	\$ 12,641	12,000	12,230	13,000	\$ 13,000
404 VEHICLE & EQUIP MAINT	\$ 6,323	5,000	3,022	5,000	\$ 5,000
410 COMPUTER SERVICES/FEES	\$ 8,863	10,000	10,051	10,000	\$ 11,000
416 RENTAL	\$ -	-	817	-	\$ -
433 DUES & SUBSRIPT & TRAINING	\$ 1,777	2,000	3,102	2,000	\$ 2,000
437 MISCELLANEOUS EXPENSE	\$ 749	500	3,287	500	\$ 500
580 OTHER EQUIPMENT	\$ -	-	135,330	200,000	\$ 177,200
720 Transfers	\$ -	-	-	-	\$ -
Operating Expenditure Sub Total	\$ 744,842	668,882	975,679	929,092	979,220

**City of Minnetrista
2024 Draft Budget
Water Fund**

Revenue	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2024 Draft Budget
Capital Expenses					
307 ENGINEERING SVCS	\$ 28,184	-	30,328	-	\$ -
304 LEGAL	\$ -	-	-	-	\$ -
307 PROF SVCS	\$ -	-	-	-	\$ -
530 IMPROVEMENTS	\$ 1,134,612	838,000	712,030	3,000,000	\$ 1,200,000
514 Land	\$ -	-	-	-	\$ -
Capital Expenditure Sub Total	\$ 1,162,796	838,000	742,358	3,000,000	1,200,000
Dept 47000 - Capital Debt Service					
601 BOND PRINCIPAL	\$ 760,500	743,000	770,500	780,000	\$ 840,000
611 BOND INTEREST	\$ 120,725	150,000	138,709	150,000	\$ 228,141
Capital Debt Expenditure Sub To	\$ 881,225	893,000	909,209	930,000	1,068,141
Total Water Fund Expenditures	\$ 2,788,863	2,399,882	2,627,246	4,859,092	3,247,361
Revenue/Exp Surplus/(Deficit)	\$ (1,030,503)	(403,242)	(49,980)	(106,592)	266,079
Cash Balance at Beg of Year	\$ 2,626,855	1,520,246	1,520,246	1,407,296	\$ 1,650,705
Cash Surplus/(Deficit)	\$ (1,030,503)	(403,242)	(49,980)	(106,592)	266,079
Timing Differences (Accrual)	\$ (76,106)	-	(62,970)		
Projected Additional Water Revenue				350,000	
Cash Balance at Yr End	\$ 1,520,246	1,117,004	1,407,296	1,650,705	1,916,784



CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: Item –Recycling Fund Budget Discussion

Prepared By: Brian Grimm, Finance Director

Meeting Date: October 16, 2023

Item: Staff is bringing information for a discussion for the 2024 Recycling Fund and rates. Staff is looking for Council feedback and direction as to the budgets and utility rates for 2024 Recycling Fund activities. Once this direction is received, it can be incorporated and updated into the 2024 fee schedule and final 2024 budget.

In order to fund these recycling activities, analysis is needed as to the current and projected cash balance in this fund. A couple spreadsheets are provided that show two options for doing phased in rate adjustments to fund the recycling activities over the next 2 years. This information is consistent with what has been provided in the past couple of years when we entered into our most recent 5-year contract with Waste Management in August 2020. The City's contracted rates are locked in with them through August 2025. In addition to the two spreadsheets referenced above, is attached a draft 2024 Recycling Fund budget as well as a YTD report that covers activity through early October 2023. As far as salary allocated to this fund, that is done at year end based on a portion/percentage calculation. So that is why there isn't any YTD activity shown in those line items. The current cash balance in the fund as of September 2023 is \$142,827.

For reference, the recycling rate for 2023 is \$13 a quarter. Some rate adjustment is needed based on the current recycling market and our current recycling contract with Waste Management as mentioned above.

Recommended City Council Action: Staff is looking to have a discussion on the 2024 Recycling Funds for the 2024 budget and setting the utility rates for the fee schedule.

Does Recommended Action meet City Mission Statement? x Yes No

Does Recommended Action meet City Goals/Priorities? x Yes No

Explain: **To provide recycling services for the City's residents and incorporate information into the 2024 City Budget and fee schedule**

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Recycling numbers proforma - Option 1

Contract year (Sept 1-August 30th)	2023/2024	2024/2025
Expenditures		
Cost of contract monthly (gross)	\$ 5.57	\$ 5.79
Cost of contract quarterly(gross)	\$ 16.71	\$ 17.37
Cost of contract annual(gross)	\$ 66.84	\$ 69.48
number of households	3,385	3,460
annual recycling curbside contract estimated cost	\$ 226,253	\$ 240,401
annual organics drop site contract estimated cost	\$ 1,094	\$ 1,121
Admin Costs 15%	\$ 34,102	\$ 36,228
Total Costs	\$ 261,449	\$ 277,750
Revenues		
Hennepin County Grant (Estimated)	\$ 15,000	\$ 13,000
Potential revenue at \$14.00 & \$15.50 (\$1.00-\$1.50 increase per quarter per year; \$4-6 per year per property)	\$ 189,560	\$ 214,520
Other Revenue/Recycling Day Revenue	\$ 14,000	\$ 14,420
Total Revenue	\$ 218,560	\$ 241,940
Net spend down (loss) before Cash Balance factored in	\$ (42,889)	\$ (35,810)
Estimated cash balance beginning of year	\$ 122,510	\$ 79,621
Total estimated Ending Cash Balance	\$ 79,621	\$ 43,810

Recycling numbers proforma - Option 2

Contract year (Sept 1-August 30th)	2023/2024	2024/2025
Expenditures		
Cost of contract monthly (gross)	\$ 5.57	\$ 5.79
Cost of contract quarterly(gross)	\$ 16.71	\$ 17.37
Cost of contract annual(gross)	\$ 66.84	\$ 69.48
number of households	3,385	3,460
annual recycling curbside contract estimated cost	\$ 226,253	\$ 240,401
annual organics drop site contract estimated cost	\$ 1,094	\$ 1,121
Admin Costs 15%	\$ 34,102	\$ 36,228
Total Costs	\$ 261,449	\$ 277,750
Revenues		
Hennepin County Grant (Estimated)	\$ 15,000	\$ 13,000
Potential revenue at \$14.50, &16.50 (\$1.50-2 increase per quarter per year; \$6-8 per year per property)	\$ 196,330	\$ 228,360
Other Revenue/Recycling Day Revenue	\$ 14,000	\$ 14,420
Total Revenue	\$ 225,330	\$ 255,780
Net spend down (loss) before Cash Balance factored in	\$ (36,119)	\$ (21,970)
Estimated cash balance beginning of year	\$ 122,510	\$ 86,391
Total estimated Ending Cash Balance	\$ 86,391	\$ 64,421

**City of Minnetrista
2024 Draft Budget
Recycling Fund**

**RECYCLING ENTERPRISE FUND
FUND 671**

		2021	2022	2022	2023	2024
	Revenue	Actuals	Budget	Actuals	Budget	Draft Budget
34711	Recycling Day Services	\$ 13,096	\$ 13,000	\$ 13,335	\$ 13,000	\$ 14,000
33620	COUNTY AID FOR RECYCLING	\$ 28,281	\$ 13,000	\$ 16,217	\$ 15,000	\$ 15,000
34950	SUPPLIES MAT SOLD	\$ 1,342	\$ -	\$ -	\$ 1,000	\$ -
37410	RECYCLING SERVICE CHARGE	\$ 146,240	\$ 152,016	\$ 161,854	\$ 177,120	\$ 189,560
36210	INTEREST ON INVESTMENT & CH	\$ (1,404)	\$ 500	\$ (10,352)	\$ -	\$ 3,000
	Revenue Total	\$ 187,555	\$ 178,516	\$ 181,054	\$ 206,120	\$ 221,560
	Expenditures					
101	SALARIES-REGULAR	\$ 8,914	\$ 9,000	\$ 9,397	\$ 9,200	\$ 9,500
102	SALARIES-OVERTIME	\$ 2,665	\$ 900	\$ 3,050	\$ 2,500	\$ 3,000
121	PERA - EMPLOYER CONTR	\$ 846	\$ 850	\$ 924	\$ 900	\$ 1,000
122	FICA - EMPLOYER CONTR	\$ 880	\$ 700	\$ 961	\$ 1,000	\$ 1,000
131	HEALTH INSURANCE	\$ 959	\$ -	\$ 86	\$ 1,000	\$ 300
215	SHOP MATERIALS	\$ -	\$ -	\$ -	\$ -	\$ -
307	PROF SERV	\$ 2,707	\$ 2,500	\$ 3,667	\$ 2,500	\$ 2,500
322	POSTAGE	\$ 372	\$ 350	\$ 316	\$ 400	\$ 500
384	REFUSE REMOVAL	\$ 178,500	\$ 196,762	\$ 193,778	\$ 211,643	\$ 226,253
437	MISCELLANEOUS EXPENSE	\$ 2,285	\$ 225	\$ 486	\$ 1,000	\$ 500
241	Recycling Day expense	\$ 16,290	\$ 15,000	\$ 16,416	\$ 16,000	\$ 17,000
	Expenditure Total	\$ 214,418	\$ 226,287	\$ 229,081	\$ 246,143	\$ 261,553
	Revenue/Exp Surplus/(Deficit)	\$ (26,863)	\$ (47,771)	\$ (48,027)	\$ (40,023)	\$ (39,993)
	Cash Balance at Beg of Year	\$ 227,333	\$ 200,470	\$ 200,470	\$ 152,443	\$ 112,420
	Cash Surplus/(Deficit)	\$ (26,863)	\$ (47,771)	\$ (48,027)	\$ (40,023)	\$ (39,993)
	Cash Balance at Yr End	\$ 200,470	\$ 152,699	\$ 152,443	\$ 112,420	\$ 72,427

Note - 2024 Budget column uses option 1 from previous spreadsheets

CITY OF MINNETRISTA
Revenue Guideline updated 2023

10/12/23 1:44 PM

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Account Descr	2023 YTD Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 671 RECYCLING FUND						
R 671-300-33620 COUNTY AID FOR	\$15,000.00	\$0.00	\$17,268.24	-\$2,268.24	115.12%	\$16,217.01
R 671-400-34950 SUPPLIES/MATERI	\$1,000.00	\$0.00	\$883.50	\$116.50	88.35%	\$0.00
R 671-400-36212 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 671-400-37410 RECYCLING SERVI	\$177,120.00	\$6,893.11	\$134,299.90	\$42,820.10	75.82%	\$133,193.42
R 671-400-37411 RECYCLING DAY R	\$13,000.00	\$0.00	\$12,592.00	\$408.00	96.86%	\$13,335.00
R 671-610-36210 INTEREST ON INV	\$0.00	\$0.00	\$3,015.94	-\$3,015.94	0.00%	-\$12,183.02
FUND 671 RECYCLING FUND	\$206,120.00	\$6,893.11	\$168,059.58	\$38,060.42	81.53%	\$150,562.41
	\$206,120.00	\$6,893.11	\$168,059.58	\$38,060.42	81.53%	\$150,562.41

CITY OF MINNETRISTA

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Expenditure Guideline by Departments - 2023 upd

Account Descr	2023 YTD Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 671 RECYCLING FUND						
DEPT 43230 RECYCLING						
E 671-43230-101 SALARIES-REGULA	\$9,200.00	\$0.00	\$0.00	\$9,200.00	0.00%	\$0.00
E 671-43230-102 SALARIES-OVERTI	\$2,500.00	\$0.00	\$3,383.09	-\$883.09	135.32%	\$3,050.94
E 671-43230-121 PERA - EMPLOYER	\$900.00	\$0.00	\$253.74	\$646.26	28.19%	\$228.82
E 671-43230-122 FICA - EMPLOYER	\$1,000.00	\$0.00	\$251.11	\$748.89	25.11%	\$227.62
E 671-43230-125 PENSION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 671-43230-131 HEALTH & LIFE IN	\$1,000.00	\$0.00	\$107.44	\$892.56	10.74%	\$85.80
E 671-43230-201 OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 671-43230-215 SHOP MATERIALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 671-43230-241 RECYCLING DAY E	\$16,000.00	\$0.00	\$15,515.89	\$484.11	96.97%	\$16,416.06
E 671-43230-307 PROFESSIONAL SE	\$2,500.00	\$63.12	\$3,368.02	-\$868.02	134.72%	\$2,271.68
E 671-43230-322 POSTAGE	\$400.00	\$127.55	\$594.32	-\$194.32	148.58%	\$316.14
E 671-43230-384 REFUSE REMOVAL	\$211,643.00	\$37,704.70	\$181,962.27	\$29,680.73	85.98%	\$158,817.64
E 671-43230-433 DUES & SUBSRIPT	\$0.00	\$0.00	\$179.00	-\$179.00	0.00%	\$180.00
E 671-43230-437 MISCELLANEOUS E	\$1,000.00	\$295.79	\$375.05	\$624.95	37.51%	\$76.76
DEPT 43230 RECYCLING	\$246,143.00	\$38,191.16	\$205,989.93	\$40,153.07	83.69%	\$181,671.46
FUND 671 RECYCLING FUND	\$246,143.00	\$38,191.16	\$205,989.93	\$40,153.07	83.69%	\$181,671.46
	\$246,143.00	\$38,191.16	\$205,989.93	\$40,153.07	83.69%	\$181,671.46



CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: Item –Cable Fund Budget Discussion

Prepared By: Brian Grimm, Finance Director

Meeting Date: October 16, 2023

Item: Staff is bringing information for a discussion for the 2024 Cable Budget. Attached is the draft budget for 2024 as well as YTD revenue and expenditures activity through early October 2023 for the Cable Fund.

The current cash balance in the fund as of September 2023 is \$64,022.

A couple of the main items as part of the discussion is showing the activity for 2023 in regard to the broadband project. In conjunction with that, the cash and fund balance in the fund is much lower than it was as planned in the 2023 budget. The Franchise agreement the City has with Mediacom has been renewed so the City will continue to get some level of franchise fees for the immediate future.

Recommended City Council Action: Staff is looking to have a discussion on the 2024 draft Cable Fund budget. And incorporating those numbers into the final budget in December.

Does Recommended Action meet City Mission Statement? x Yes No

Does Recommended Action meet City Goals/Priorities? x Yes No

Explain:

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

**City of Minnetrista
2024 Draft Budget
Cable Fund**

**Cable Fund
FUND 673**

Revenue	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2024 Draft Budget
38050 Cable Revenue	\$ 51,573	\$ 55,000	\$ 53,023	\$ 53,000	\$ 47,000
33425 County Aid (Middco Project)	\$ -	\$ -	\$ -	\$ 223,500	\$ -
36210 INTEREST/MKT VALUE ON INVES	\$ (1,620)	\$ 1,000	\$ (14,988)	\$ -	\$ 1,000
Revenue Total	\$ 49,953	\$ 56,000	\$ 38,035	\$ 276,500	\$ 48,000
Expenditures					
101 SALARIES-REGULAR	35,074	39,036	56,321	52,000	50,000
121 PERA - EMPLOYER CONTR	2,631	2,830	4,224	3,380	3,750
122 FICA - EMPLOYER CONTR	2,712	2,986	4,265	3,978	3,825
131 HEALTH INSURANCE	2,384		1,840	2,500	2,000
307 PROFESSIONAL SERVICES	17,224	7,000	22,491	10,000	5,000
530 IMPROVEMENTS (Middco) - City Share		-	-	452,000	-
560 Cable Expense/Equipment	3,129	-	3,322	-	-
Expenditure Total	63,154	51,852	92,463	523,858	64,575
Surplus/(Deficit)	(13,201)	4,148	(54,428)	(247,358)	(16,575)
Beginning Fund Balance	265,199	252,559	252,559	276,631	60,000
Surplus/(Deficit)	(13,201)	4,148	(54,428)	(247,358)	(16,575)
Other Financing Sources (ARPA)	-	-	78,500	-	
Ending Fund Balance	252,559	256,707	276,631	29,273	43,425
Projected ending Cash Balance				60,000 *	

* City Share of Midco Project came in less than originally budgeted

CITY OF MINNETRISTA
Revenue Guideline updated 2023

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Account Descr	2023 YTD Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 673 CABLE						
R 673-300-33630 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 673-400-33425 STATE AID OTHER	\$223,500.00	\$0.00	\$223,500.00	\$0.00	100.00%	\$0.00
R 673-400-38050 CABLE TV	\$53,000.00	\$0.00	\$35,151.95	\$17,848.05	66.32%	\$38,883.98
R 673-610-36210 INTEREST ON INV	\$0.00	\$0.00	\$5,219.80	-\$5,219.80	0.00%	-\$18,342.18
R 673-700-40000 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$95,000.00
FUND 673 CABLE	\$276,500.00	\$0.00	\$263,871.75	\$12,628.25	95.43%	\$115,541.80
	\$276,500.00	\$0.00	\$263,871.75	\$12,628.25	95.43%	\$115,541.80

CITY OF MINNETRISTA
Expenditure Guideline by Departments - 2023 upd

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Account Descr	2023 YTD Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 673 CABLE						
DEPT 49600 CABLE						
E 673-49600-101 SALARIES-REGULA	\$52,000.00	\$1,830.16	\$45,394.00	\$6,606.00	87.30%	\$44,629.42
E 673-49600-121 PERA - EMPLOYER	\$3,380.00	\$137.24	\$3,404.52	-\$24.52	100.73%	\$3,347.06
E 673-49600-122 FICA - EMPLOYER	\$3,978.00	\$138.74	\$3,449.65	\$528.35	86.72%	\$3,378.53
E 673-49600-131 HEALTH & LIFE IN	\$2,500.00	\$42.18	\$1,160.62	\$1,339.38	46.42%	\$1,546.82
E 673-49600-307 PROFESSIONAL SE	\$10,000.00	\$7,656.15	\$26,857.74	-\$16,857.74	268.58%	\$19,749.29
E 673-49600-530 IMPROVEMENTS	\$452,000.00	\$0.00	\$402,732.00	\$49,268.00	89.10%	\$0.00
E 673-49600-560 EQIUP AND FURNI	\$0.00	\$0.00	\$998.57	-\$998.57	0.00%	\$3,134.44
DEPT 49600 CABLE	\$523,858.00	\$9,804.47	\$483,997.10	\$39,860.90	92.39%	\$75,785.56
FUND 673 CABLE	\$523,858.00	\$9,804.47	\$483,997.10	\$39,860.90	92.39%	\$75,785.56
	\$523,858.00	\$9,804.47	\$483,997.10	\$39,860.90	92.39%	\$75,785.56