CITY COUNCIL WORK SESSION AGENDA

November 03, 2025 at 5:00 PM
7701 County Road 110 West Minnetrista, MN 55364

1) **CALL TO ORDER**

2) **DISCUSSION ITEMS**

   a) Storm/Surface Water Budget Discussion

   b) Recycling Fund Budget Discussion

   c) Cable Fund Budget Discussion

   d) Bayside Lane Drainage Update

3) **ADJOURNMENT**

The agenda packet with all background material will be available on the City's website for viewing by the public. Published agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.

CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: Item –Storm/Surface Water Utility Fund Discussion

Prepared By: Brian Grimm, Finance Director

Meeting Date: November 3, 2025

Item: Staff is bringing an updated draft CIP and budget for the surface/storm water fund. Staff is looking for Council feedback and direction as to the budgets and utility rates for 2026 Storm/Surface Water Funds. Once this direction is received, it can be incorporated and updated into the 2026 budget and Fee Schedule. In order to fund some of the necessary storm water/surface water activities, Staff and Council should continue to analyze whether rate adjustments are needed. In addition to the draft surface water Capital Improvement plan and draft 2026 storm water budget, a year to date for activity through October 2025 is included. The current cash balance in the fund as of October 2025 is $900,492.

The draft included keeps the storm water utility fee the same from 2025 to 2026. At its current rate of $29 a quarter fee ($116 annually for the year).

Recommended City Council Action: Staff is looking to have a discussion on the Storm/Surface Water Management Funds for the 2026 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 address infrastructure needs and to address mandates regarding environmental issues (water quality). To properly fund these enterprise fund activities in the Surface/Storm Water Fund.**

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 Stormwater CIP

Surface Water CIP - Operating Fund 651

PROGRAMS	2026	2027	2028	2029	2030
NPDES/MS4/General Stormwater Consultant Services	$8,000	$8,000	$9,000	$9,000	$9,000
Re-ditching program (Includes in-house labor and erosion control)	$40,000	$40,000	$45,000	$45,000	$45,000
Storm Water System Outfall Cleaning Program (Includes in-house labor & equipment) NEW IN 2026	$25,000	$25,000	$25,000	$30,000	$30,000
Culvert replacement program (Includes in-house labor, pipe & equipment)	$30,000	$30,000	$30,000	$30,000	$35,000
Street Sweeping Program (100% paid from this fund)	$38,000	$45,000	$48,000	$52,000	$55,000
Cartegraph Asset Mgmt License Renewal **(¼ each - Street, Sewer, Water, & Stormwater CIPs)**	$2,400	$2,500	$2,600	$2,600	$2,600
Storm Water Pond Maintenance Program (large scale projects)	$25,000	$25,000	$30,000	$30,000	$35,000
TOTAL FOR PROGRAMS	**$168,400**	**$175,500**	**$189,600**	**$198,600**	**$211,600**

EQUIPMENT	2026	2027	2028	2029	2030
2025 Mack GR64F Tandem Axle Dump Truck (Unit #112) **(⅓ each - Stormwater, Sewer, and Water CIPs)**					
Skid Steer (tracked machine) - 2017 Bobcat T595 (Unit #630)			$100,000		
Tractor Backhoe - 2016 CAT 420F (Unit #631) **(⅓ each - Stormwater, Sewer, and Water CIPs)**					
Skid Steer (tracked machine) - 2025 Bobcat T770 (Unit #635)					$115,000
Excavator - 2008 CAT 315D-L (Unit #633) **(⅓ each - Stormwater, Sewer, and Water CIPs)**					
Mini-Excavator - 2025 CAT 305 (Unit #634) **(¼ each - Street, Stormwater, Sewer and Water CIPs)**					
Vac Trailer - 2024 Ditch Witch HX50 (Unit #620)					
TOTAL FOR EQUIPMENT	**$0**	**$0**	**$100,000**	**$0**	**$115,000**

Surface Water CIP - Surface Water Improvement Fund 651

PROJECTS	2026	2027	2028	2028	2028
Storm Water dollars for street projects (CB, pipe and outlet repairs & replacement / televising)	$50,000	$80,000	$80,000	$80,000	$90,000
Mpls Ave - ravine outlet stabilization. This is between 5103-5107 Mpls Ave. (Inlet area redone w/2021 Mpls Ave reclaim project)					
Mpls Ave - storm outlet stabilization. This is between 5135 Mpls Ave & 1060 Bayside Ln. (Pond & inlet area redone w/2021 Mpls Ave reclaim project)					
Painters Creek crossing on West Branch Rd - Replace culvert and re-establish slope for improved roadway shoulder		$200,000			
810 Cty Rd 110 N - Repair drainage to lake. Storm runoff has caused a large washout along property line from culvert outlet by 151 to lake. Add culvert piping & fix sewer MH I&I	$85,000				
D'Chene Ln ravine drainage issues (joint project)	$20,000				
Alum Treatment for Whaletail Lake (1st application - 2023 & 2nd application 2024)					
TOTAL FOR PROJECTS	**$155,000**	**$280,000**	**$80,000**	**$80,000**	**$90,000**

City of Minnetrista
2026 Draft Storm/Surface Water Fund Budget

	Revenue	2023 Actuals	2024 Budget	2024 Actuals	2025 Budget	2026 Draft Budget
	STORM WATER ENTERPRISE FUND FUND 651					
	Revenue	**2023 Actuals**	**2024 Budget**	**2024 Actuals**	**2025 Budget**	**2026 Draft Budget**
37310	STORM WATER CHARGES	$ 433,998	$ 412,478	$ 452,102	$ 420,500	$ 435,000
36210	INTEREST ON INVESTMENT & CH	$ 30,914	$ 10,000	$ 42,245	$ 30,000	$ 30,000
34301	Refund Reimb	$ 1,544	$ -		$ -	$ -
	Revenue Total	**$ 466,456**	**$ 422,478**	**$ 494,347**	**$ 450,500**	**$ 465,000**
	Expenditures					
101	SALARIES-REGULAR	$ 66,219	$ 36,000	$ 42,958	$ 37,800	$ 45,000
102	SALARIES-OVERTIME	$ 265	$ 500	$ 347	$ 1,000	$ 500
121	PERA - EMPLOYER CONTR	$ 27,883	$ 3,000	$ 3,077	$ 2,910	$ 3,375
122	FICA - EMPLOYER CONTR	$ 4,807	$ 3,000	$ 3,069	$ 2,968	$ 3,443
131	HEALTH & LIFE INS - E CONTR	$ 11,032	$ 9,500	$ 9,726	$ 12,000	$ 11,000
151	WORKMEN'S COMP INSURANCE	$ 6,251	$ 6,000	$ 6,102	$ 5,925	$ 6,500
202	COPY & PRINTING SUPPLIES	$ 143	$ 100	$ 171	$ 100	$ 100
221	EQUIPMENT PARTS, TIRES	$ 2,502	$ 1,000	$ 66	$ 1,000	$ 1,000
224	PROJECT MAINTENANCE SUPPL	$ 71,198	$ 58,000	$ 117,554	$ 60,000	$ 75,000
307	PROFESSIONAL SERVICES	$ 26,856	$ 35,000	$ 31,742	$ 35,000	$ 30,000
303	ENGINEERING SERV	$ 16,420	$ 25,000	$ 30,027	$ 20,000	$ 25,000
322	POSTAGE	$ 724	$ 300	$ 567	$ 300	$ 500
351	LEGAL NOTICE & ORD PUBLICAT	$ 33	$ -	$ -	$ -	$ -
401	Bldg & Lawn Maint	$ -	$ -	$ -	$ -	$ -
404	VEHICLE & EQUIP MAINT	$ -	$ 1,500		$ 1,500	$ 500
433	DUES & SUBSRIPT & TRAINING	$ 15,244	$ 18,000	$ 15,173	$ 16,500	$ 17,000
437	MISCELLANEOUS EXPENSE	$ (146)	$ 500	$ 1,623	$ 500	$ 500
530	Improvements	$ -	$ 243,700	$ 57,079	$ 130,300	$ 168,400
580	Captial Projects	$ -	$ 32,500	$ 67,276	$ 25,000	$ 155,000
	Expenditure Total	**$ 249,430**	**$ 473,600**	**$ 386,557**	**$ 352,803**	**$ 542,818**
	Revenue/Exp Surplus/(Deficit)	**$ 217,027**	**$ (51,122)**	**$ 107,790**	**$ 97,697**	**$ (77,818)**
	Cash Balance at Beg of Year	$ 508,689	$ 725,716	$ 725,716	$ 774,594	$ 872,290
	Cash Surplus/(Deficit)	**$ 217,027**	**$ (51,122)**	**$ 107,790**	**$ 97,697**	**$ (77,818)**
	Projected positive variance		$ 100,000			
**	**Cash Balance at Yr End**	**$ 725,716**	**$ 774,594**	**$ 833,506**	**$ 872,290**	**$ 794,473**

**** Fund Balance will be used for projects listed in utility financial management plan**

CITY OF MINNETRISTA
Revenue Guideline updated 2025

Account Descr	2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
651 STORM WATER MGMT FUND						
R 651-300-33160 FEDERAL GRANT	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 651-300-33425 STATE AID OTHER	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 651-300-33630 GRANTS	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 651-400-36212 INTEREST	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 651-400-37310 STORM WATER CH	$420,500.00	$64,968.62	$404,607.51	$15,892.49	96.22%	$396,149.16
R 651-600-36101 SPECIAL ASSESSM	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 651-610-36210 INTEREST ON INV	$30,000.00	$0.00	$27,744.07	$2,255.93	92.48%	$36,956.03
R 651-620-36250 REFUNDS AND REI	$0.00	$0.00	$1,447.81	-$1,447.81	0.00%	$0.00
R 651-650-39999 CONTRIBUTIONS	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
651 STORM WATER MGMT FUND	$450,500.00	$64,968.62	$433,799.39	$16,700.61	96.29%	$433,105.19
	$450,500.00	$64,968.62	$433,799.39	$16,700.61	96.29%	$433,105.19

CITY OF MINNETRISTA
Expenditure Guideline by Departments - 2025 upd

Account Descr	2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
651 STORM WATER MGMT FUND						
49590 STORM WATER ADMINISTRATION						
E 651-49590-101 SALARIES-REGULA	$37,800.00	$4,585.80	$48,560.34	-$10,760.34	128.47%	$30,374.78
E 651-49590-102 SALARIES-OVERTI	$1,000.00	$0.00	$282.30	$717.70	28.23%	$163.67
E 651-49590-121 PERA - EMPLOYER	$2,910.00	$343.97	$3,663.40	-$753.40	125.89%	$2,290.52
E 651-49590-122 FICA - EMPLOYER	$2,968.00	$333.45	$3,602.64	-$634.64	121.38%	$2,284.98
E 651-49590-125 PENSION EXPENSE	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 651-49590-131 HEALTH & LIFE IN	$12,000.00	$727.87	$8,125.92	$3,874.08	67.72%	$8,480.95
E 651-49590-151 WORKMEN S COM	$5,925.00	$0.00	$5,925.00	$0.00	100.00%	$6,101.79
E 651-49590-202 COPY & PRINTING	$100.00	$0.00	$0.00	$100.00	0.00%	$85.51
E 651-49590-221 EQUIPMENT PART	$1,000.00	$0.00	$899.97	$100.03	90.00%	$65.88
E 651-49590-224 STREET MAINTEN	$60,000.00	$49.97	$26,143.24	$33,856.76	43.57%	$104,478.55
E 651-49590-301 AUDITING AND AC	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 651-49590-303 ENGINEERING SE	$20,000.00	$3,890.75	$28,154.50	-$8,154.50	140.77%	$23,020.50
E 651-49590-307 PROFESSIONAL SE	$35,000.00	$5,822.43	$28,156.62	$6,843.38	80.45%	$28,898.83
E 651-49590-322 POSTAGE	$300.00	$160.35	$461.43	-$161.43	153.81%	$422.09
E 651-49590-351 LEGAL NOTICE &	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 651-49590-401 BLDG/STRUCT MAI	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 651-49590-404 VEHICLE & EQUIP	$1,500.00	$0.00	$2,902.04	-$1,402.04	193.47%	$0.00
E 651-49590-433 DUES & SUBSRIPT	$16,500.00	$0.00	$16,426.46	$73.54	99.55%	$15,172.81
E 651-49590-437 MISCELLANEOUS E	$500.00	$0.00	$180.00	$320.00	36.00%	$1,623.24
E 651-49590-530 IMPROVEMENTS	$130,300.00	$0.00	$0.00	$130,300.00	0.00%	$0.00
E 651-49590-540 MOTOR VEHICLES	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 651-49590-580 OTHER EQUIPMEN	$25,000.00	$0.00	$124,052.56	-$99,052.56	496.21%	$0.00
49590 STORM WATER ADMINIST	$352,803.00	$15,914.59	$297,536.42	$55,266.58	84.34%	$223,464.10
651 STORM WATER MGMT FUND	$352,803.00	$15,914.59	$297,536.42	$55,266.58	84.34%	$223,464.10
	$352,803.00	$15,914.59	$297,536.42	$55,266.58	84.34%	$223,464.10

CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: Item –Recycling Fund Budget Discussion

Prepared By: Brian Grimm, Finance Director

Meeting Date: November 3, 2025

Item: Staff is bringing information for a discussion for the 2026 Recycling Fund and rates. Staff is looking for Council feedback and direction as to the budgets and utility rates for 2026 Recycling Fund activities. Once this direction is received, it can be incorporated and updated into the 2026 fee schedule and final 2026 budget.

In order to fund these recycling activities, analysis is needed as to the current and projected cash balance in this fund. A spreadsheet is provided that shows an option for doing rate adjustments to fund the recycling activities over the next 2 years. The City's contracted rates are locked in with Waste Management though December 2030 per the most recent contract that was approved during 2025. In addition to the spreadsheet referenced above, attached is a draft 2026 Recycling Fund budget as well as a YTD report that covers activity through October 2025. 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 October 2025 is $62,397.

For reference, the recycling rate for 2025 is $16 a quarter. Some rate adjustment is needed based on the current recycling market and our current recycling contract with Waste Management as mentioned above. Per the information above, adjusting the rate to $18 a quarter is recommended to cover the costs of the contract as well as other operations costs for providing this activity. The City has been subsidizing the recycling fund through fund balance the last several years. The fund balance in the fund continues to go down each year.

Recommended City Council Action: Staff is looking to have a discussion on the 2026 Recycling Funds for the 2026 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 2026 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.

Recyling numbers proforma - Option

Contract year Switched to calender year as of 9-1-25	2026	2027
Expenditures		
Cost of contract monthly (gross)	$ 5.79	$ 6.05
Cost of contract quartlery(gross)	$ 17.37	$ 18.15
Cost of contract annual(gross)	$ 69.48	$ 72.60
number of households	3,624	3,662
annual recycling curbside contract estimated cost	$ 251,796	$ 265,825
annual organics drop site contract estimated cost	$ 1,121	$ 1,149
Admin Costs 15%	$ 37,937	$ 40,046
Total Costs	$ 290,854	$ 307,020
Revenues		
Hennepin County Grant (Estimated)	$ 14,000	$ 14,000
Potential revenue at $18 & $19 **($2 increase per quarter per year; $8 per year per property for 2026)**	$ 260,928	$ 278,274
Other Revenue/Recycling Day Revenue	$ 15,000	$ 15,450
Total Revenue	$ 289,928	$ 307,724
Net spend down (loss) before Cash Balance factored in	$ (926)	$ 704
Estimated cash balance beginning of year	$ 39,885	$ 38,959
Total estimated Ending Cash Balance	$ 38,959	$ 39,663

City of Minnetrista
2026 Draft Recycling Fund Budget

Revenue	2023 Actuals	2024 Budget	2024 Actuals	2025 Budget	2026 Draft Budget
RECYCLING ENTERPRISE FUND FUND 671					
Revenue	**2023 Actuals**	**2024 Budget**	**2024 Actuals**	**2025 Budget**	**2026 Draft Budget**
34711 Recycling Day Services	$ 12,592	$ 14,000	$ 10,891	$ 14,000	$ 11,000
33620 COUNTY AID FOR RECYCLING	$ 17,268	$ 15,000	$ 20,251	$ 13,000	$ 14,000
34950 SUPPLIES MAT SOLD	$ 1,766	$ -	$ 203	$ -	$ -
37410 RECYCLING SERVICE CHARGE	$ 183,257	$ 189,560	$ 204,039	$ 224,064	$ 260,928
36210 INTEREST ON INVESTMENT & CH	$ 5,918	$ 3,000	$ 4,573	$ 4,000	$ 4,000
Revenue Total	**$ 220,802**	**$ 221,560**	**$ 239,957**	**$ 255,064**	**$ 289,928**
Expenditures					
101 SALARIES-REGULAR	$ 10,001	$ 9,500	$ 10,692	$ 10,000	$ 11,000
102 SALARIES-OVERTIME	$ 3,383	$ 3,000	$ 573	$ 3,000	$ 1,500
121 PERA - EMPLOYER CONTR	$ 887	$ 1,000	$ 845	$ 1,000	$ 1,000
122 FICA - EMPLOYER CONTR	$ 1,016	$ 1,000	$ 861	$ 1,000	$ 1,000
131 HEALTH INSURANCE	$ 267	$ 300	$ 110	$ 300	$ 225
215 SHOP MATERIALS	$ -	$ -	$ -	$ -	$ -
307 PROF SERV	$ 4,839	$ 2,500	$ 4,058	$ 4,000	$ 5,000
322 POSTAGE	$ 724	$ 500	$ 568	$ 400	$ 700
384 REFUSE REMOVAL	$ 219,841	$ 226,253	$ 233,798	$ 244,370	$ 252,917
437 MISCELLANEOUS EXPENSE	$ 554	$ 500	$ 453	$ -	$ 500
241 Recycling Day expense	$ 15,516	$ 17,000	$ 16,727	$ 17,000	$ 17,000
Expenditure Total	**$ 257,029**	**$ 261,553**	**$ 268,685**	**$ 281,070**	**$ 290,842**
Revenue/Exp Surplus/(Deficit)	**$ (36,227)**	**$ (39,993)**	**$ (28,728)**	**$ (26,006)**	**$ (914)**
Cash Balance at Beg of Year	$ 130,846	$ 94,619	$ 94,619	$ 65,891	$ 39,885
Cash Surplus/(Deficit)	**$ (36,227)**	**$ (39,993)**	**$ (28,728)**	**$ (26,006)**	**$ (914)**
Cash Balance at Yr End	**$ 94,619**	**$ 54,626**	**$ 65,891**	**$ 39,885**	**$ 38,971**

CITY OF MINNETRISTA
Revenue Guideline updated 2025

Account Descr	2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
671 RECYCLING FUND						
R 671-300-33620 COUNTY AID FOR	$13,000.00	$0.00	$10,533.05	$2,466.95	81.02%	$8,764.18
R 671-400-34950 SUPPLIES/MATERI	$0.00	$0.00	$0.00	$0.00	0.00%	$203.00
R 671-400-36212 INTEREST	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 671-400-37410 RECYCLING SERVI	$224,064.00	$30,248.82	$192,288.96	$31,775.04	85.82%	$168,982.11
R 671-400-37411 RECYCLING DAY R	$14,000.00	$0.00	$10,379.00	$3,621.00	74.14%	$10,891.00
R 671-610-36210 INTEREST ON INV	$4,000.00	$0.00	$2,093.43	$1,906.57	52.34%	$4,049.21
671 RECYCLING FUND	$255,064.00	$30,248.82	$215,294.44	$39,769.56	84.41%	$192,889.50
	$255,064.00	$30,248.82	$215,294.44	$39,769.56	84.41%	$192,889.50

CITY OF MINNETRISTA
Expenditure Guideline by Departments - 2025 upd

Account Descr		2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
671 RECYCLING FUND							
43230 RECYCLING							
E 671-43230-101	SALARIES-REGULA	$10,000.00	$0.00	$0.00	$10,000.00	0.00%	$0.00
E 671-43230-102	SALARIES-OVERTI	$3,000.00	$0.00	$1,855.32	$1,144.68	61.84%	$572.83
E 671-43230-121	PERA - EMPLOYER	$1,000.00	$0.00	$139.15	$860.85	13.92%	$42.97
E 671-43230-122	FICA - EMPLOYER	$1,000.00	$0.00	$136.72	$863.28	13.67%	$42.96
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	$300.00	$0.00	$51.47	$248.53	17.16%	$14.94
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	$0.00	$0.00	$12,477.70	-$12,477.70	0.00%	$16,727.33
E 671-43230-307	PROFESSIONAL SE	$4,000.00	$236.68	$3,902.13	$97.87	97.55%	$2,929.16
E 671-43230-322	POSTAGE	$400.00	$160.37	$457.60	-$57.60	114.40%	$422.02
E 671-43230-384	REFUSE REMOVAL	$244,370.00	$20,761.95	$205,696.22	$38,673.78	84.17%	$193,391.80
E 671-43230-433	DUES & SUBSRIPT	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E 671-43230-437	MISCELLANEOUS E	$17,000.00	$0.00	$0.00	$17,000.00	0.00%	$367.35
43230 RECYCLING		$281,070.00	$21,159.00	$224,716.31	$56,353.69	79.95%	$214,511.36
671 RECYCLING FUND		$281,070.00	$21,159.00	$224,716.31	$56,353.69	79.95%	$214,511.36
		$281,070.00	$21,159.00	$224,716.31	$56,353.69	79.95%	$214,511.36

CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: Item –Cable Fund Budget Discussion

Prepared By: Brian Grimm, Finance Director

Meeting Date: November 3, 2025

Item: Staff is bringing information for a discussion for the 2026 Cable Budget. Attached is the draft budget for 2026 as well as YTD revenue and expenditures activity through October 2025 for the Cable Fund.

The current cash balance in the fund as of October 2025 is ($23,655).

As you can see, the fund/cash balance has gotten relatively lower in the fund and is now a negative balance. The allocation of salary/personnel services amounts allocated to the fund for expense will need to be reduced. Franchise fee revenue continues to decline over the years with properties having multiple choices for this service.

Recommended City Council Action: Staff is looking to have a discussion on the 2026 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
2026 Draft Cable Fund Budget

	Revenue		2023 Actuals		2024 Budget		2024 Actuals		2025 Budget		2026 Draft Budget
	Cable Fund										
	FUND 673										
	Revenue		**2023 Actuals**		**2024 Budget**		**2024 Actuals**		**2025 Budget**		**2026 Draft Budget**
38050	Cable Revenue	$	46,340	$	47,000	$	46,455	$	47,000	$	40,000
36210	INTEREST ON INVESTMENT	$	6,289	$	1,000	$	1,506	$	1,200	$	500
33425	County Aid - Mid co project	$	302,000	$	-	$	-	$	-	$	-
	Revenue Total	**$**	**354,629**	**$**	**48,000**	**$**	**47,961**	**$**	**48,200**	**$**	**40,500**
	Expenditures										
101	SALARIES-REGULAR		56,375		50,000		50,260		48,000		25,000
121	PERA - EMPLOYER CONTR		4,228		3,750		3,769		3,600		1,875
122	FICA - EMPLOYER CONTR		4,280		3,825		3,804		3,672		1,913
131	Health Insurance		1,344		2,000		1,130		1,500		1,500
307	PROFESSIONAL SERVICES		999		5,000		24,920		3,000		4,000
560	Equipment/Midco Project		432,480		-		12,689		-		-
	Expenditure Total		**499,706**		**64,575**		**96,572**		**59,772**		**34,288**
	Surplus/(Deficit)		**(145,077)**		**(16,575)**		**(48,611)**		**(11,572)**		**6,213**
	Beginning Fund Balance		197,717		52,640		52,640		4,029		(7,543)
	Surplus/(Deficit)		**(145,077)**		**(16,575)**		**(48,611)**		**(11,572)**		**6,213**
	Technology improvements to chambers				(15,000)		-				
	Ending Fund Balance		**52,640**		**21,065**		**4,029**		**(7,543)**		**(1,330)**

CITY OF MINNETRISTA
Revenue Guideline updated 2025

Account Descr		2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
673 CABLE							
R 673-300-33160	FEDERAL GRANT	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 673-300-33630	GRANTS	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 673-400-33425	STATE AID OTHER	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 673-400-38050	CABLE TV	$47,000.00	$365.37	$30,954.02	$16,045.98	65.86%	$36,509.91
R 673-610-36210	INTEREST ON INV	$1,200.00	$0.00	$37.01	$1,162.99	3.08%	$1,491.88
R 673-700-40000	OPERATING TRAN	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
673 CABLE		$48,200.00	$365.37	$30,991.03	$17,208.97	64.30%	$38,001.79
		$48,200.00	$365.37	$30,991.03	$17,208.97	64.30%	$38,001.79

CITY OF MINNETRISTA

Expenditure Guideline by Departments - 2025 upd

Account Descr	2025 YTD Budget	OCTOBER 2025 Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget	2024 YTD Amt
673 CABLE						
49600 CABLE						
E 673-49600-101 SALARIES-REGULA	$48,000.00	$4,381.60	$40,661.91	$7,338.09	84.71%	$40,093.60
E 673-49600-121 PERA - EMPLOYER	$3,600.00	$328.60	$2,948.28	$651.72	81.90%	$3,007.27
E 673-49600-122 FICA - EMPLOYER	$3,672.00	$332.85	$3,079.60	$592.40	83.87%	$3,035.51
E 673-49600-131 HEALTH & LIFE IN	$1,500.00	$62.10	$784.11	$715.89	52.27%	$952.02
E 673-49600-307 PROFESSIONAL SE	$3,000.00	$805.39	$9,601.81	-$6,601.81	320.06%	$17,691.66
E 673-49600-530 IMPROVEMENTS	$0.00	$0.00	$48.07	-$48.07	0.00%	$1,861.43
E 673-49600-560 EQIUP AND FURNI	$0.00	$0.00	$0.00	$0.00	0.00%	$6,656.42
49600 CABLE	$59,772.00	$5,910.54	$57,123.78	$2,648.22	95.57%	$73,297.91
673 CABLE	$59,772.00	$5,910.54	$57,123.78	$2,648.22	95.57%	$73,297.91
	$59,772.00	$5,910.54	$57,123.78	$2,648.22	95.57%	$73,297.91

CITY OF MINNETRISTA

CITY COUNCIL WORK SESSION ITEM

Subject: Bayside Lane Drainage Update

Prepared By: Gary Peters, Public Works Director
Alyson Fauske, PE (MN), City Engineer

Meeting Date: November 3, 2025

Staff will provide City Council with an update at the meeting.