Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
TUESDAY, AUGUST 20, 2019

WORKSHOP TOPICS FOR DISCUSSION:

1. 2020 Preliminary Enterprise Budgets (5:00 p.m.)
2. ~~Energy and Environment Steering Committee Update (6:15 p.m.)~~ Item tabled to the September 3 Council Workshop
3. 2020 Census Outreach (~~6:40~~ 6:00 p.m.)
4. Lake Street and Lake Street Plaza Project (Phase 1 of Lake Effect) Bid Update (6:10 pm)

City Council Workshop
City Council Agenda Report

MEETING DATE: August 20, 2019	**WORKSHOP AGENDA ITEM:** 1.
TITLE: 2020 Preliminary Enterprise Budgets (5:00 p.m.)	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To review the preliminary enterprise fund budgets for 2020 and provide feedback prior to setting budgets and the fee schedule.

BACKGROUND:

Please see the attached memo from the City's Consultant Finance Director, Jean McGann of AEM. Bar and Grill Manager Jeff Pietrini, Liquor Store Manager Kevin Castellano, Public Works Director/City Engineer Mike Kelly, and Motor Vehicle Manager Nick Heider will be in attendance along with Ms. McGann and Senior Accountant Kathy Ovshak. Also attached are the proposed detail budgets for each fund.

The recommended fee increases as a result of the 2018 Water and Sewer Rate Study are reflected in the preliminary budgets. The 2020 Fee Schedule, which is to be considered at the regular meeting, also reflects the continued fee increases.

ATTACHMENTS:

1. Wayzata v3 memo (002)
2. Cable TV Budget 2020
3. Water Budget 2020
4. Sewer Budget 2020
5. Solid Waste Budget 2020
6. Storm Water Budget 2020
7. Motor Vehicle Budget 2020
8. Liq.Store Budget 2020
9. Bar Budget 2020

City Council
Mayor Ken Willcox
Jeff Buchanan
Dan Koch
Johanna McCarthy
Alex Plechash

City Manager
Jeffrey Dahl

Date: August 12, 2019

To: Mayor Willcox and Councilmembers

From: Jeff Dahl, City Manager
Jean McGann, AEM Financial Solutions

Subject: 2020 Enterprise Fund Budgets

Introduction

Enclosed are the 2020 preliminary enterprise fund budgets as prepared by City Staff and AEM. This draft reflects updates for current activity.

Municipal Liquor Fund Summary

A summary of the liquor fund budgets are listed below. Overall budgeted profit from both stores is expected to increase from 2019 budgeted amounts. Each line item has been reviewed.

In addition to the budgets below, the managers of each operation have completed a 2018-19 business plan. This plan considered the strengths and dangers of the liquor operations landscape and designed a management response to each significant area identified.

	Actual		YTD	Budget		Percent
Liquor - Bar and Grill	**2017**	**2018**	**6/30/2019**	**2019**	**2020**	**Change**
Revenue	$ 3,210,027	$ 3,467,053	$ 1,752,932	$ 3,339,500	$ 3,761,667	12.6%
Cost of Goods Sold	(944,191)	(1,050,951)	(520,907)	(985,000)	(1,123,448)	14.1%
Operating Expenses	(2,146,698)	(2,265,709)	(1,075,376)	(1,926,489)	(2,195,156)	13.9%
Depreciation	(119,492)	(122,438)	-	-	-	N/A
Other Operating Transfers	(15,000)	(95,000)	(9,607)	(120,000)	(120,500)	0.4%
Net Revenue/(Expense)	$ (15,354)	$ (67,045)	$ 147,041	$ 308,011	$ 322,563	
YE Operating transfer out	(348,000)	(223,953)	(139,184)	-	-	N/A
Net Revenue/(Expense) after transfer	(363,354)	(290,998)	7,857	308,011	322,563	
Cost of Goods Sold	29.41%	30.31%	29.72%	29.50%	29.87%	
Gross Profit	70.59%	69.69%	70.28%	70.50%	70.13%	
Operating Expenses	29.41%	65.35%	61.35%	57.69%	58.36%	
Net Income Before Transfers	-0.01%	0.81%	8.94%	12.82%	11.78%	

Municipal Liquor Fund Summary (Continued)

Liquor - Off Sale	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Revenue	$ 3,004,645	$ 2,943,237	$ 1,311,014	$ 2,848,321	$ 3,120,000	9.5%
Cost of Goods Sold	(2,183,176)	(2,146,359)	(1,082,202)	(1,950,000)	(2,091,000)	7.2%
Operating Expenses	(525,435)	(367,589)	(303,131)	(679,111)	(729,188)	7.4%
Depreciation	(119,492)	(122,438)	-	-	-	N/A
Transfer Out	(15,000)	(95,000)	-	(95,000)	(95,500)	0.5%
Net Revenue/(Expense)	$ 161,542	$ 211,851	$ (74,319)	$ 124,210	$ 204,312	
Cost of Goods Sold	73%	73%	83%	68%	67%	
Gross Profit	27%	27%	17%	32%	33%	
Operating Expenses	17%	12%	23%	24%	23%	

The Off-Sale operation reflects an expected increase in revenue compared to 2019 budget as the effect on competition from a large discount liquor operation in an adjacent community is now known.

Other Enterprise Fund Summaries

While the enterprise funds are not levy supported, the City's process has included consideration of these budgets in the same time frame as the levy-supported budgets. The City of Wayzata utilizes an enterprise fund accounting system that isolates revenue and expenditures for each of its Water, Sewer and Storm Water operations. Each of these funds are supported by user fees that are analyzed on an annual basis to ensure the proper set of reserves are maintained in order to meet ongoing cash flow needs and to replace existing infrastructure as it becomes depreciated.

Water	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 900,156	$ 1,055,802	$ 378,922	$ 864,900	$ 916,005	5.9%
Total Expenditures	984,892	1,166,183	378,825	689,764	709,576	2.9%
Net Change	$ (84,736)	$ (110,381)	$ 97	$ 175,136	$ 206,429	

The 2020 budget reflects a 7% increase in rates as recommended in the rate study completed in 2018. Sprinkling revenue has been reduced due to conservation efforts that are reflected in revenue received to date in 2019. Expenditures reflect several changes. Wages allocations have been reviewed and as a result, the overall increase is less than 3%. Due to experience ratings, the workers compensation premium has increased by 28% or $5,000. There has also been an increase of $4,300 for water analysis.

Sewer	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 992,173	$ 1,118,919	$ 502,423	$ 1,150,275	$ 1,184,954	3.0%
Total Expenditures	1,046,329	1,143,475	522,728	1,077,854	1,042,581	-3.3%
Net Change	$ (54,157)	$ (24,556)	$ (20,305)	$ 72,421	$ 142,373	

The 2020 budget reflects a 13% increase in rates as recommended in the rate study completed in 2018. Expenditures reflect several changes. Wages allocations have been reviewed and as a result, the overall increase is less than 3%. Due to experience ratings, the workers compensation premium has increased also increased. Another significant change is the reduction of $59,000 in sewer charges from the Met Council.

Other Enterprise Fund Summaries (Continued)

Storm Water	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 342,080	$ 357,253	$ 156,226	$ 353,000	$ 315,000	-10.8%
Total Expenditures	241,785	361,252	43,907	137,597	137,444	-0.1%
Net Change	$ 100,295	$ (3,999)	$ 112,319	$ 215,403	$ 177,556	

The Storm Water 2020 revenue and expenditure budget remains stable when compared to the 2019 budget.

Solid Waste	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 369,995	$ 366,422	$ 175,075	$ 367,700	$ 367,360	-0.1%
Total Expenditures	359,023	358,757	180,999	359,608	364,570	1.4%
Net Change	$ 10,971	$ 7,666	$ (5,924)	$ 8,092	$ 2,790	

The Solid Waste 2020 revenue and expenditure budget remains stable when compared to the 2019 budget.

Motor Vehicle	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 523,198	$ 545,248	$ 286,605	$ 553,750	$ 630,965	13.9%
Total Expenditures	625,244	610,324	254,239	545,597	588,809	7.9%
Net Change	$ (102,047)	$ (65,076)	$ 32,366	$ 8,153	$ 42,156	

Motor vehicle reflects expected revenue and expenditure adjustments to serve current level of activity as well as a $1 per transaction fee commission increase. Previous years' expenditures take into account year end transfers.

Community TV	Actual 2017	Actual 2018	YTD 6/30/2019	Budget 2019	Budget 2020	Percent Change
Total Revenues	$ 67,560	$ 69,510	$ 19,150	$ 67,900	$ 76,500	12.7%
Total Expenditures	73,398	66,456	40,557	76,580	81,969	7.0%
Net Change	$ (5,838)	$ 3,054	$ (21,408)	$ (8,680)	$ (5,469)	

The budget for 2020 reflects an increase in revenue based on actual revenue received to date as well as a slight anticipated increase in expenditures.

2019 Capital Improvement Plan and Fund Balances

As part of the budget process, the Council reviews planned CIP activity. The detail of 2019 planned projects are included as a separate attachment. Based on the planned projects the following table summarizes the projected ending cash balance or deficit the next six years.

		2019	2020	2021	2022	2023	2024
Cemetery	232	$ 30,147	$ 33,765	$ 37,218	$ 40,500	$ 43,601	$ 46,815
Lakefront Improvement	233	778,829	(420,236)	(120,236)	51,843	150,352	197,738
Downtown Parking Fund	401	(75,823)	(87,723)	(101,523)	(117,223)	(134,923)	(154,623)
Parks and Trails Capital Projects	404	1,708,612	1,362,393	1,409,327	1,398,010	1,478,146	1,763,690
Telecom	407	84,190	69,570	54,039	37,568	20,120	30,322
General Improvement Capital Projects	408	886,603	563,656	699,787	800,146	349,818	636,230
Equipment Revolving	409	1,170,467	979,613	1,068,443	1,496,004	2,044,308	2,524,848
Street Improvements	430	711,726	864,725	1,232,962	952,570	738,156	269,283
Community Room/Library Improvement	437	434,745	447,918	472,187	525,324	320,878	375,072
Water	610	1,428,595	1,400,491	1,414,996	1,161,992	1,224,415	1,282,676
Sewer	620	758,177	582,898	751,927	667,860	667,106	1,041,069
Liquor	640	1,413,127	889,495	822,179	1,015,107	1,241,249	1,524,304
Stormwater	670	830,475	855,389	881,051	907,482	934,707	962,748

CITY OF WAYZATA
Cable TV Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 235-00000-36210 Interest Earnings	$345.18	$400.00	$0.00	$0.00	-100.00%
R 235-00000-38050 franchise Fees	$69,163.24	$67,500.00	$38,269.86	$76,500.00	13.33%
Act Type R Revenue	$69,508.42	$67,900.00	$38,269.86	$76,500.00	12.67%
Act Type E Expenditure					
E 235-40000-101 Full-Time Employees Regular	-$28,074.72	-$29,835.00	-$16,981.58	-$34,882.00	16.92%
E 235-40000-121 PERA	-$2,105.52	-$2,238.00	-$1,273.75	-$2,390.00	6.79%
E 235-40000-122 FICA	-$2,141.76	-$2,282.00	-$1,295.68	-$2,437.00	6.79%
E 235-40000-130 Employer Paid Ins	-$5,220.72	-$5,525.00	-$3,330.74	-$6,660.00	20.54%
E 235-40000-200 Office Supplies (GENERAL)	$0.00	-$200.00	-$25.47	-$200.00	0.00%
E 235-40000-210 Operating Supplies (GENERAL	$0.00	-$500.00	-$146.53	-$500.00	0.00%
E 235-40000-302 Consultants	-$19,500.00	-$20,000.00	-$13,000.00	-$20,400.00	2.00%
E 235-40000-304 Legal Fees	$0.00	$0.00	$0.00	$0.00	0.00%
E 235-40000-331 Mileage & Expense Account	-$229.77	-$3,000.00	-$63.83	-$1,500.00	-50.00%
E 235-40000-404 Repairs/Maint - Machin/Equip	-$150.00	-$2,500.00	-$363.00	-$2,500.00	0.00%
E 235-40000-433 Dues, Licensing & Seminars	-$4,031.98	-$3,000.00	-$2,517.72	-$3,000.00	0.00%
E 235-40000-499 Miscellaneous	$0.00	-$500.00	$0.00	-$500.00	0.00%
E 235-40000-540 Equipment	$0.00	-$2,000.00	$0.00	-$2,000.00	0.00%
E 235-40000-720 Operating Transfers - Equip.	-$5,000.00	-$5,000.00	$0.00	-$5,000.00	0.00%
Act Type E Expenditure	-$66,454.47	-$76,580.00	-$38,998.30	-$81,969.00	7.04%
	$3,053.95	-$8,680.00	-$728.44	-$5,469.00	9.68%

CITY OF WAYZATA
Water Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 610-00000-36101 Spec Assess Principal	$24,405.87	$35,000.00	$0.00	$35,000.00	0.00%
R 610-00000-36102 Spec Assess Penalties & Inte	$0.00	$0.00	$0.00	$0.00	0.00%
R 610-00000-36210 Interest Earnings	$26,828.37	$35,000.00	$0.00	$35,000.00	0.00%
R 610-00000-36212 Interest revenue from loans	$9,213.67	$0.00	$0.00	$0.00	0.00%
R 610-00000-36220 Water Tower Rental	$72,311.91	$0.00	$0.00	$0.00	0.00%
R 610-00000-37110 W/S/Storm Sales	$566,454.03	$556,400.00	$323,185.39	$606,105.00	8.93%
R 610-00000-37111 Sprinkling	$153,583.18	$139,100.00	$36,067.46	$120,000.00	-13.73%
R 610-00000-37120 Water Usage Permits-Other	$105.90	$0.00	$198.70	$0.00	0.00%
R 610-00000-37130 Service to Other Cities	$76,089.34	$64,200.00	$18,585.26	$80,000.00	24.61%
R 610-00000-37140 Meter Sales	$18,942.43	$10,000.00	$10,185.10	$10,000.00	0.00%
R 610-00000-37150 WS Connect/Reconnect Fee	-$900.89	$1,500.00	$684.00	$1,200.00	-20.00%
R 610-00000-37155 City s W/S Access Charge	$102,978.67	$20,000.00	$77,588.00	$25,000.00	25.00%
R 610-00000-37160 W/S Penalty	$2,151.30	$1,200.00	$747.05	$1,200.00	0.00%
R 610-00000-37190 Other Charge/Revenue	$3,636.92	$2,500.00	$1,641.96	$2,500.00	0.00%
R 610-00000-39201 Transfers from TIF	$0.00	$0.00	$0.00	$0.00	0.00%
R 610-00000-39400 Misc.Revenues	$0.00	$0.00	$0.00	$0.00	0.00%
R 610-00000-39701 Capital contribution	$0.00	$0.00	$0.00	$0.00	0.00%
Act Type R Revenue	$1,055,800.70	$864,900.00	$468,882.92	$916,005.00	5.91%
Act Type E Expenditure					
E 610-40000-101 Full-Time Employees Regular	-$204,541.73	-$217,420.00	-$116,817.89	-$218,345.00	0.43%
E 610-40000-102 Overtime	-$4,381.93	-$7,500.00	-$5,216.58	-$7,500.00	0.00%
E 610-40000-103 Part-Time Employees	-$3,066.88	-$2,700.00	-$1,840.11	-$2,700.00	0.00%
E 610-40000-121 PERA	-$15,492.11	-$16,650.00	-$9,169.83	-$17,595.00	5.68%
E 610-40000-122 FICA	-$15,527.19	-$17,185.00	-$9,256.22	-$18,150.00	5.62%
E 610-40000-129 Pension Expense	$11,744.00	$0.00	$0.00	$0.00	0.00%
E 610-40000-130 Employer Paid Ins	-$35,512.64	-$36,599.00	-$22,846.94	-$39,141.00	6.95%
E 610-40000-139 OPEB	$278.00	$0.00	$0.00	$0.00	0.00%
E 610-40000-200 Office Supplies (GENERAL)	-$443.31	-$800.00	-$36.19	-$800.00	0.00%
E 610-40000-210 Operating Supplies (GENERAL)	-$2,123.94	-$3,500.00	-$1,675.21	-$3,600.00	2.86%
E 610-40000-211 Meter supplies	$0.00	-$2,900.00	$0.00	-$3,100.00	6.90%
E 610-40000-212 Motor Fuels	-$4,954.88	-$4,000.00	-$2,349.66	-$4,000.00	0.00%
E 610-40000-216 Chemicals and Chem Products	-$9,848.53	-$17,000.00	-$8,858.34	-$16,800.00	-1.18%
E 610-40000-217 Uniforms	-$854.43	-$1,300.00	-$802.46	-$1,300.00	0.00%
E 610-40000-220 Repair/Maint Supply (GENERAL	-$70.42	$0.00	$0.00	$0.00	0.00%
E 610-40000-224 Repair & Maint - Motor Equip	-$508.93	-$1,800.00	-$470.76	-$1,800.00	0.00%
E 610-40000-225 Repair & Maint - System	-$10,631.99	-$10,230.00	-$2,489.07	-$10,400.00	1.66%
E 610-40000-240 Small Tools and Minor Equip	-$1,099.71	-$1,800.00	-$1,587.54	-$1,900.00	5.56%
E 610-40000-241 Safety equip/testings	-$713.38	-$1,100.00	-$741.75	-$1,100.00	0.00%
E 610-40000-242 Well & F.P. Equipment	-$14,338.51	-$15,200.00	-$13,146.33	-$15,700.00	3.29%
E 610-40000-301 Auditing and Acct g Services	-$4,000.00	-$5,000.00	-$4,550.00	-$5,200.00	4.00%
E 610-40000-303 Engineering Fees	-$4,147.00	-$1,100.00	$0.00	-$1,100.00	0.00%
E 610-49100-303 Engineering Fees	-$3,375.00	$0.00	-$3,200.00	$0.00	0.00%
E 610-40000-309 Contractual Services	-$10,433.15	-$11,700.00	-$5,560.44	-$16,600.00	41.88%
E 610-40000-310 Plan Review	-$8,083.38	-$4,500.00	-$1,220.97	-$3,800.00	-15.56%
E 610-40000-313 Permit Fees/Gopher State	-$895.96	-$1,500.00	-$681.09	-$1,400.00	-6.67%
E 610-40000-322 Postage	-$3,722.04	-$5,400.00	-$2,996.13	-$5,600.00	3.70%
E 610-40000-323 Radio Units	-$2,229.95	-$1,200.00	-$1,511.35	-$1,300.00	8.33%
E 610-40000-331 Mileage & Expense Account	-$380.39	-$800.00	-$92.22	-$800.00	0.00%
E 610-40000-350 Printing & Publishing	-$1,390.60	$0.00	$0.00	$0.00	0.00%
E 610-40000-361 General Liability Ins	-$8,200.00	-$8,200.00	-$8,875.00	-$8,200.00	0.00%
E 610-40000-365 Workers Comp Ins	-$7,000.00	-$7,000.00	-$12,000.00	-$12,000.00	71.43%
E 610-40000-381 Electric Utilities	-$70,148.97	-$77,000.00	-$31,669.24	-$78,000.00	1.30%
E 610-40000-383 Fuel, oil and natural gas	-$1,355.28	-$3,500.00	-$1,230.38	-$3,500.00	0.00%

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
E 610-40000-401 Repairs/Maint Buildings	$0.00	-$525.00	$0.00	-$600.00	14.29%
E 610-40000-404 Repairs/Maint - Machin/Equip	-$1,603.39	-$1,700.00	-$772.16	-$2,300.00	35.29%
E 610-40000-405 Maint/Replac - System	-$40,653.49	-$45,110.00	-$27,753.15	-$47,100.00	4.41%
E 610-40000-415 Other Equipment Rentals	-$260.13	-$900.00	$0.00	-$900.00	0.00%
E 610-40000-420 Depreciation	-$228,014.01	$0.00	$0.00	$0.00	0.00%
E 610-40000-433 Dues, Licensing & Seminars	-$4,359.38	-$2,700.00	-$4,333.58	-$3,000.00	11.11%
E 610-40000-499 Miscellaneous	-$31.78	-$600.00	-$92.57	-$600.00	0.00%
E 610-40000-720 Operating Transfers - Equip.	-$35,800.00	-$36,700.00	$0.00	-$35,700.00	-2.72%
E 610-40000-728 Operating Transfers - General	-$30,000.00	-$30,000.00	$0.00	-$31,000.00	3.33%
E 610-40000-729 Operating Transfers - Lakefron	-$275,000.00	$0.00	$0.00	$0.00	0.00%
Act Type E Expenditure	-$1,053,172.41	-$602,819.00	-$303,843.16	-$622,631.00	3.29%
	$2,628.29	$262,081.00	$165,039.76	$293,374.00	4.83%

CITY OF WAYZATA
Sewer Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 620-00000-36101 Spec Assess Principal	$24,786.66	$25,000.00	$0.00	$25,000.00	0.00%
R 620-00000-36102 Spec Assess Penalties & Inte	$0.00	$0.00	$0.00	$0.00	0.00%
R 620-00000-36210 Interest Earnings	$6,745.35	$10,000.00	$0.00	$10,000.00	0.00%
R 620-00000-37110 W/S/Storm Sales	$949,516.91	$1,026,000.00	$564,461.33	$1,072,954.00	4.58%
R 620-00000-37130 Service to Other Cities	$60,682.17	$40,000.00	$21,293.57	$50,000.00	25.00%
R 620-00000-37150 WS Connect/Reconnect Fee	$12,539.44	$4,000.00	$4,367.00	$4,000.00	0.00%
R 620-00000-37155 City s W/S Access Charge	$61,000.00	$10,000.00	$33,000.00	$20,000.00	100.00%
R 620-00000-37160 W/S Penalty	$3,647.50	$3,000.00	$1,638.88	$3,000.00	0.00%
R 620-00000-37190 Other Charge/Revenue	$0.00	$0.00	$0.00	$0.00	0.00%
R 620-00000-39400 Misc.Revenues	$0.00	$0.00	$0.00	$0.00	0.00%
R 620-00000-39701 Capital contribution	$0.00	$0.00	$0.00	$0.00	0.00%
Act Type R Revenue	$1,118,918.03	$1,118,000.00	$624,760.78	$1,184,954.00	5.99%
Act Type E Expenditure					
E 620-40000-101 Full-Time Employees Regular	-$204,541.19	-$217,420.00	-$116,817.63	-$218,345.00	0.43%
E 620-40000-102 Overtime	-$4,381.60	-$7,500.00	-$5,216.56	-$7,500.00	0.00%
E 620-40000-103 Part-Time Employees	-$3,066.87	-$2,700.00	-$1,840.08	-$2,700.00	0.00%
E 620-40000-121 PERA	-$15,491.81	-$16,650.00	-$9,169.24	-$17,595.00	5.68%
E 620-40000-122 FICA	-$15,527.59	-$17,185.00	-$9,256.21	-$18,150.00	5.62%
E 620-40000-129 Pension Expense	$11,745.00	$0.00	$0.00	$0.00	0.00%
E 620-40000-130 Employer Paid Ins	-$35,511.44	-$36,599.00	-$22,846.76	-$39,141.00	6.95%
E 620-40000-139 OPEB	$277.00	$0.00	$0.00	$0.00	0.00%
E 620-40000-200 Office Supplies (GENERAL)	-$293.59	-$800.00	-$65.98	-$800.00	0.00%
E 620-40000-210 Operating Supplies (GENERAL)	-$2,043.08	-$3,500.00	-$1,359.61	-$3,500.00	0.00%
E 620-40000-211 Meter supplies	$0.00	-$2,900.00	$0.00	-$3,100.00	6.90%
E 620-40000-212 Motor Fuels	-$4,954.87	-$4,000.00	-$2,349.65	-$4,000.00	0.00%
E 620-40000-217 Uniforms	-$888.54	-$1,300.00	-$811.03	-$1,300.00	0.00%
E 620-40000-220 Repair/Maint Supply (GENERAL	$0.00	$0.00	$0.00	$0.00	0.00%
E 620-40000-224 Repair & Maint - Motor Equip	-$2,388.84	-$1,800.00	-$1,301.29	-$1,900.00	5.56%
E 620-40000-225 Repair & Maint - System	-$7,956.32	-$9,800.00	-$2,627.02	-$10,200.00	4.08%
E 620-40000-240 Small Tools and Minor Equip	-$1,017.51	-$1,600.00	-$1,599.68	-$1,700.00	6.25%
E 620-40000-241 Safety equip/testings	-$524.76	-$1,100.00	-$693.73	-$1,100.00	0.00%
E 620-40000-301 Auditing and Acct g Services	-$4,000.00	-$5,000.00	-$4,550.00	-$5,200.00	4.00%
E 620-40000-303 Engineering Fees	-$1,883.00	-$1,100.00	$0.00	-$1,100.00	0.00%
E 620-40000-304 Legal Fees	-$1,710.00	$0.00	$0.00	$0.00	0.00%
E 620-40000-313 Permit Fees/Gopher State	-$895.99	-$1,500.00	-$681.11	-$1,400.00	-6.67%
E 620-40000-322 Postage	-$8,500.00	-$5,200.00	-$5,233.00	-$5,600.00	7.69%
E 620-40000-323 Radio Units	-$1,532.65	-$1,200.00	-$1,106.98	-$1,300.00	8.33%
E 620-40000-331 Mileage & Expense Account	-$114.24	-$600.00	-$288.81	-$800.00	33.33%
E 620-40000-361 General Liability Ins	-$8,200.00	-$8,200.00	-$8,875.00	-$8,900.00	8.54%
E 620-40000-365 Workers Comp Ins	-$5,600.00	-$5,600.00	-$12,000.00	-$12,000.00	114.29%
E 620-40000-381 Electric Utilities	-$16,431.27	-$16,700.00	-$8,731.29	-$17,000.00	1.80%
E 620-40000-386 Other Utilities	-$531,382.68	-$549,900.00	-$366,755.04	-$491,600.00	-10.60%
E 620-40000-404 Repairs/Maint - Machin/Equip	-$2,964.51	-$2,500.00	-$772.15	-$3,200.00	28.00%
E 620-40000-405 Maint/Replac - System	-$16,605.29	-$17,300.00	-$5,754.74	-$18,200.00	5.20%
E 620-40000-409 Maint services & Improv	-$5,000.00	-$9,600.00	$0.00	-$12,500.00	30.21%
E 620-40000-415 Other Equipment Rentals	-$900.00	-$400.00	$0.00	-$400.00	0.00%
E 620-40000-420 Depreciation	-$119,543.32	$0.00	$0.00	$0.00	0.00%
E 620-40000-433 Dues, Licensing & Seminars	-$2,183.39	-$2,700.00	-$1,893.68	-$2,800.00	3.70%
E 620-40000-499 Miscellaneous	-$84.27	-$600.00	-$96.66	-$600.00	0.00%
E 620-40000-720 Operating Transfers - Equip.	-$47,900.00	-$49,100.00	$0.00	-$47,800.00	-2.65%
E 620-40000-728 Operating Transfers - General	-$30,000.00	-$30,000.00	$0.00	-$31,000.00	3.33%
Act Type E Expenditure	-$1,091,996.62	-$1,032,054.00	-$592,692.93	-$992,431.00	-3.84%

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
	$26,921.41	$85,946.00	$32,067.85	$192,523.00	1.27%

CITY OF WAYZATA
Solid Waste Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 650-00000-33495 Henn.Cnty. Grants	$0.00	$0.00	$0.00	$0.00	0.00%
R 650-00000-33700 HC Recycling Reimb	$16,955.00	$10,000.00	$7,732.00	$10,000.00	0.00%
R 650-00000-36210 Interest Earnings	$2,419.95	$3,000.00	$0.00	$3,000.00	0.00%
R 650-00000-37160 W/S Penalty	$1,523.12	$1,200.00	$596.85	$1,000.00	-16.67%
R 650-00000-37510 GARB (TAXABLE)	$211,972.58	$212,000.00	$123,734.82	$211,500.00	-0.24%
R 650-00000-37520 RECYC (NONTAX)	$131,476.68	$139,000.00	$79,551.68	$139,860.00	0.62%
R 650-00000-37530 Additional Can	$2,075.13	$2,500.00	$1,166.83	$2,000.00	-20.00%
Act Type R Revenue	$366,422.46	$367,700.00	$212,782.18	$367,360.00	-0.09%
Act Type E Expenditure					
E 650-47600-101 Full-Time Employees Regular	-$18,738.06	-$17,020.00	-$9,410.75	-$17,568.00	3.22%
E 650-47600-121 PERA	-$1,405.64	-$1,276.00	-$705.83	-$1,318.00	3.29%
E 650-47600-122 FICA	-$1,347.46	-$1,302.00	-$697.74	-$1,344.00	3.23%
E 650-47600-129 Pension Expense	$2,909.00	$0.00	$0.00	$0.00	0.00%
E 650-47600-130 Employer Paid Ins	-$3,161.77	-$3,010.00	-$1,579.00	-$3,290.00	9.30%
E 650-47600-139 OPEB	-$25.00	$0.00	$0.00	$0.00	0.00%
E 650-47700-309 Contractual Services	-$3,688.00	-$3,700.00	$0.00	-$3,700.00	0.00%
E 650-47600-309 Contractual Services	-$47,313.73	-$48,000.00	-$28,182.82	-$48,500.00	1.04%
E 650-47600-331 Mileage & Expense Account	-$14.72	$0.00	$0.00	$0.00	0.00%
E 650-47800-350 Printing & Publishing	$0.00	$0.00	$0.00	$0.00	0.00%
E 650-47600-350 Printing & Publishing	$0.00	$0.00	-$771.25	$0.00	0.00%
E 650-47800-384 Refuse/Garbage	-$79,010.82	-$79,000.00	-$47,031.78	-$80,500.00	1.90%
E 650-47500-384 Refuse/Garbage	-$137,432.84	-$138,000.00	-$81,385.09	-$140,000.00	1.45%
E 650-47800-386 Other Utilities	-$843.05	-$800.00	-$512.50	-$850.00	6.25%
E 650-47500-386 Other Utilities	-$53,385.81	-$52,000.00	-$28,371.28	-$52,000.00	0.00%
E 650-47800-499 Miscellaneous	$0.00	$0.00	-$440.91	$0.00	0.00%
E 650-47500-499 Miscellaneous	-$15,298.73	-$15,500.00	-$10,412.87	-$15,500.00	0.00%
Act Type E Expenditure	-$358,756.63	-$359,608.00	-$209,501.82	-$364,570.00	1.38%
	$7,665.83	$8,092.00	$3,280.36	$2,790.00	0.64%

CITY OF WAYZATA
Stormwater Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 670-00000-36101 Spec Assess Principal	$0.00	$0.00	$0.00	$0.00	0.00%
R 670-00000-36210 Interest Earnings	$5,690.16	$5,000.00	$0.00	$5,000.00	0.00%
R 670-00000-37110 W/S/Storm Sales	$294,935.31	$298,000.00	$181,617.07	$310,000.00	4.03%
R 670-00000-39200 Interfund Operating Transfer	$50,000.00	$50,000.00	$0.00	$0.00	-100.00%
R 670-00000-39400 Misc.Revenues	$6,627.75	$0.00	$0.00	$0.00	0.00%
Act Type R Revenue	$357,253.22	$353,000.00	$181,617.07	$315,000.00	-10.76%
Act Type E Expenditure					
E 670-40000-101 Full-Time Employees Regular	-$34,569.10	-$42,024.00	-$25,149.09	-$42,921.00	2.13%
E 670-40000-121 PERA	-$2,592.59	-$1,818.00	-$1,886.36	-$1,882.00	3.52%
E 670-40000-122 FICA	-$2,603.94	-$1,855.00	-$1,886.86	-$1,920.00	3.50%
E 670-40000-129 Pension Expense	-$9,989.00	$0.00	$0.00	$0.00	0.00%
E 670-40000-130 Employer Paid Ins	-$5,103.47	-$4,500.00	-$3,992.12	-$4,721.00	4.91%
E 670-40000-139 OPEB	-$43.00	$0.00	$0.00	$0.00	0.00%
E 670-40000-210 Operating Supplies (GENERAL)	$0.00	-$400.00	$0.00	$0.00	-100.00%
E 670-40000-302 Consultants	-$2,490.50	-$15,000.00	-$1,482.75	-$15,000.00	0.00%
E 670-40000-303 Engineering Fees	$0.00	-$1,000.00	$0.00	$0.00	-100.00%
E 670-40000-307 Project Coordinator	-$2,189.00	$0.00	$0.00	$0.00	0.00%
E 670-40000-409 Maint services & Improv	-$4,249.94	-$5,000.00	-$465.35	-$5,000.00	0.00%
E 670-40000-420 Depreciation	-$125,290.23	$0.00	$0.00	$0.00	0.00%
E 670-40000-499 Miscellaneous	-$1,557.00	-$1,000.00	-$1,057.96	-$1,000.00	0.00%
E 670-40000-722 Operating Transfers - Streets	-$53,000.00	-$55,000.00	$0.00	-$55,000.00	0.00%
E 670-40000-728 Operating Transfers - General	-$10,000.00	-$10,000.00	$0.00	-$10,000.00	0.00%
E 670-40000-729 Operating Transfers - Lakefron	-$107,575.00	$0.00	$0.00	$0.00	0.00%
Act Type E Expenditure	-$361,252.77	-$137,597.00	-$35,920.49	-$137,444.00	-0.11%
	-$3,999.55	$215,403.00	$145,696.58	$177,556.00	-7.78%

CITY OF WAYZATA
Motor Vehicle Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 PL YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 630-00000-34111 Motor Vehicle Commissions	$432,185.00	$420,000.00	$267,242.50	$515,290.00	22.69%
R 630-00000-34190 Charges for Services/Gen Go	$4,874.82	$4,750.00	$3,007.28	$4,750.00	0.00%
R 630-00000-36210 Interest Earnings	$1,000.97	$500.00	$0.00	$500.00	0.00%
R 630-00000-37190 Other Charge/Revenue	$107,187.00	$128,500.00	$63,253.00	$110,425.00	-14.07%
Act Type R Revenue	$545,247.79	$553,750.00	$333,502.78	$630,965.00	13.94%
Act Type E Expenditure					
E 630-40000-101 Full-Time Employees Regular	-$266,287.27	-$283,454.00	-$165,657.89	-$308,165.00	8.72%
E 630-40000-102 Overtime	-$805.29	-$1,750.00	-$728.65	-$1,500.00	-14.29%
E 630-40000-103 Part-Time Employees	-$42,833.72	-$39,378.00	-$24,881.08	-$43,799.00	11.23%
E 630-40000-121 PERA	-$22,997.81	-$24,032.00	-$14,240.11	-$25,991.00	8.15%
E 630-40000-122 FICA	-$22,412.44	-$24,513.00	-$13,726.51	-$26,510.00	8.15%
E 630-40000-129 Pension Expense	-$10,974.00	$0.00	$0.00	$0.00	0.00%
E 630-40000-130 Employer Paid Ins	-$63,058.08	-$75,670.00	-$37,142.60	-$83,144.00	9.88%
E 630-40000-139 OPEB	-$909.00	$0.00	$0.00	$0.00	0.00%
E 630-40000-200 Office Supplies (GENERAL)	-$2,334.66	-$2,000.00	-$1,503.15	-$2,000.00	0.00%
E 630-40000-210 Operating Supplies (GENERAL)	-$3,017.74	-$2,750.00	-$1,944.14	-$3,000.00	9.09%
E 630-40000-301 Auditing and Acct g Services	-$1,000.00	-$1,500.00	-$1,000.00	-$1,000.00	-33.33%
E 630-40000-331 Mileage & Expense Account	-$1,296.45	-$1,000.00	-$572.77	-$1,150.00	15.00%
E 630-40000-361 General Liability Ins	-$1,000.00	-$1,000.00	-$1,000.00	-$1,000.00	0.00%
E 630-40000-365 Workers Comp Ins	-$500.00	-$500.00	-$1,000.00	-$1,000.00	100.00%
E 630-40000-404 Repairs/Maint - Machin/Equip	-$1,031.95	-$500.00	-$323.52	-$750.00	50.00%
E 630-40000-431 Cash Over/Short	-$668.19	-$250.00	$98.69	-$250.00	0.00%
E 630-40000-433 Dues, Licensing & Seminars	-$1,262.52	-$1,850.00	-$1,019.70	-$1,850.00	0.00%
E 630-40000-498 Payment on Bad Cks	$654.31	-$200.00	-$989.75	-$200.00	0.00%
E 630-40000-499 Miscellaneous	-$2,110.52	-$2,500.00	-$2,289.80	-$4,000.00	60.00%
E 630-40000-540 Equipment	-$2,088.96	-$2,750.00	-$218.92	-$2,500.00	-9.09%
E 630-40000-721 Operating Transfers - Building	-$25,000.00	$0.00	$0.00	-$25,000.00	0.00%
E 630-40000-728 Operating Transfers - General	-$139,389.00	-$80,000.00	$0.00	-$56,000.00	-30.00%
Act Type E Expenditure	-$610,323.29	-$545,597.00	-$268,139.90	-$588,809.00	7.92%
	-$65,075.50	$8,153.00	$65,362.88	$42,156.00	10.95%

CITY OF WAYZATA
Liquor Store Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 640-00000-37301 Store Liquor Sales	$710,103.82	$699,149.00	$387,389.73	$759,000.00	8.56%
R 640-00000-37302 Store Wine Sales	$1,500,396.55	$1,446,301.00	$810,307.72	$1,589,000.00	9.87%
R 640-00000-37303 Store Beer Sales	$612,434.63	$596,219.00	$338,052.62	$649,000.00	8.85%
R 640-00000-37304 Store Misc. Sales	$120,301.88	$106,652.00	$69,860.61	$123,000.00	15.33%
Act Type R Revenue	$2,943,236.88	$2,848,321.00	$1,605,610.68	$3,120,000.00	9.54%
Act Type E Expenditure					
E 640-47000-101 Full-Time Employees Regular	-$118,393.43	-$136,510.00	-$78,164.83	-$166,935.00	22.29%
E 640-47000-102 Overtime	-$597.65	-$1,000.00	-$565.55	-$1,000.00	0.00%
E 640-47000-103 Part-Time Employees	-$104,428.53	-$115,000.00	-$63,120.34	-$113,000.00	-1.74%
E 640-47000-121 PERA	-$16,133.21	-$18,357.00	-$10,392.22	-$19,690.00	7.26%
E 640-47000-122 FICA	-$16,693.66	-$18,724.00	-$10,740.48	-$20,084.00	7.26%
E 640-47000-130 Employer Paid Ins	-$28,753.44	-$36,730.00	-$19,686.10	-$53,289.00	45.08%
E 640-47000-200 Office Supplies (GENERAL)	-$549.63	-$2,000.00	-$690.20	-$1,000.00	-50.00%
E 640-47000-210 Operating Supplies (GENERAL	-$7,382.84	-$5,000.00	-$2,482.13	-$5,000.00	0.00%
E 640-47000-212 Motor Fuels	-$270.37	-$400.00	-$83.22	-$300.00	-25.00%
E 640-47000-251 Liquor For Resale	-$546,014.42	-$550,000.00	-$336,151.81	-$580,000.00	5.45%
E 640-47000-252 Wine For Resale	-$1,044,111.09	-$900,000.00	-$606,407.10	-$984,000.00	9.33%
E 640-47000-253 Beer For Resale	-$465,373.90	-$430,000.00	-$278,575.88	-$459,000.00	6.74%
E 640-47000-254 Soft Drinks/Mix For Resale	-$37,208.41	-$35,000.00	-$20,507.64	-$20,000.00	-42.86%
E 640-47000-256 MISC.MDSE.RESALE	-$53,651.15	-$35,000.00	-$31,477.34	-$48,000.00	37.14%
E 640-47000-259 Freight	-$18,306.45	-$19,000.00	-$10,212.44	-$19,600.00	3.16%
E 640-47000-301 Auditing and Acct g Services	-$7,958.50	-$12,000.00	-$8,629.00	-$12,000.00	0.00%
E 640-47000-306 Personnel Expense	-$1,728.82	-$2,000.00	-$1,258.57	-$2,000.00	0.00%
E 640-47000-321 Telephone	-$1,200.00	-$1,200.00	-$700.00	-$1,200.00	0.00%
E 640-47000-331 Mileage & Expense Account	-$138.11	-$1,000.00	-$14.23	-$500.00	-50.00%
E 640-47000-340 Advertising	-$18,055.61	-$20,000.00	-$8,415.06	-$20,000.00	0.00%
E 640-47000-341 General Promotions	-$37,905.38	-$35,000.00	-$22,874.93	-$40,000.00	14.29%
E 640-47000-361 General Liability Ins	-$10,079.00	-$10,000.00	-$9,857.50	-$10,000.00	0.00%
E 640-47000-365 Workers Comp Ins	-$10,900.00	-$6,900.00	-$12,000.00	-$12,000.00	73.91%
E 640-47000-381 Electric Utilities	-$17,613.91	-$18,000.00	-$9,540.44	-$18,000.00	0.00%
E 640-47000-383 Fuel, oil and natural gas	-$2,555.48	-$3,500.00	-$1,975.44	-$3,500.00	0.00%
E 640-47000-384 Refuse/Garbage	-$1,800.00	-$1,600.00	-$1,050.00	-$1,800.00	12.50%
E 640-47000-401 Repairs/Maint Buildings	-$4,457.74	-$7,000.00	-$2,475.98	-$5,000.00	-28.57%
E 640-47000-404 Repairs/Maint - Machin/Equip	-$2,829.65	-$7,000.00	-$1,774.37	-$5,000.00	-28.57%
E 640-47000-409 Maint services & Improv	-$1,011.33	-$7,000.00	-$239.91	-$5,000.00	-28.57%
E 640-47000-433 Dues, Licensing & Seminars	-$6,214.60	-$4,000.00	-$3,754.48	-$4,000.00	0.00%
E 640-47000-497 Credit Card Fees	-$63,428.67	-$64,000.00	-$36,580.43	-$65,000.00	1.56%
E 640-47000-499 Miscellaneous	-$123.38	-$3,000.00	$9.05	-$1,000.00	-66.67%
E 640-47000-601 Debt Srv Bond Principal	$0.00	-$57,500.00	$0.00	-$60,000.00	4.35%
E 640-47000-611 Bond Interest	$0.00	-$56,640.00	-$28,320.00	-$54,340.00	-4.06%
E 640-47000-621 Fiscal Agent s Fees	$0.00	-$450.00	$0.00	-$450.00	0.00%
E 640-47000-710 Interfund Loan Transfers	$0.00	-$8,500.00	$0.00	-$8,500.00	0.00%
E 640-47000-728 Operating Transfers - General	-$95,000.00	-$95,000.00	$0.00	-$95,500.00	0.53%
Act Type E Expenditure	-$2,740,868.36	-$2,724,011.00	-$1,618,708.57	-$2,915,688.00	7.04%
	$202,368.52	$124,310.00	-$13,097.89	$204,312.00	8.32%

CITY OF WAYZATA
Bar Fund Rev/Exp Budget 2020

Account Descr	2018 PL Amt	2019 Budget	2019 PL YTD Amt	2020 Budget	%Diff from Cur Yr 2019
Act Type R Revenue					
R 640-00000-38301 Bar Liquor Sales	$457,468.98	$440,000.00	$280,027.95	$518,062.00	17.74%
R 640-00000-38302 Bar Wine Sales	$215,521.14	$192,000.00	$122,376.93	$221,033.00	15.12%
R 640-00000-38303 Bar Beer Sales	$763,288.68	$710,000.00	$458,451.12	$845,019.00	19.02%
R 640-00000-38304 Bar Beverages	$105,533.32	$105,000.00	$60,683.02	$106,405.00	1.34%
R 640-00000-38305 Bar Food Sales	$1,945,615.84	$1,900,000.00	$1,151,581.47	$2,083,148.00	9.64%
R 640-00000-38306 Bar Merchandise Sales	$1,465.66	$1,500.00	$170.06	$1,000.00	-33.33%
R 640-00000-38310 2FOR1 Food Coupons	-$39,108.56	-$30,000.00	-$17,990.01	-$30,000.00	0.00%
R 640-00000-38320 Rent Income	$6,000.00	$6,000.00	$3,500.00	$6,000.00	0.00%
R 640-00000-38362 ATM Fees	$8,554.89	$7,500.00	$5,643.72	$9,500.00	26.67%
R 640-00000-38370 Vendor Rebates - BAR	$2,712.90	$1,500.00	$1,806.78	$1,500.00	0.00%
R 640-00000-39400 Misc.Revenues	$0.00	$6,000.00	$0.00	$0.00	-100.00%
Act Type R Revenue	$3,467,052.85	$3,339,500.00	$2,066,251.04	$3,761,667.00	12.64%
Act Type E Expenditure					
E 640-48000-101 Full-Time Employees Regul	-$206,545.91	-$222,406.00	-$122,189.57	-$245,425.00	10.35%
E 640-48500-101 Full-Time Employees Regul	-$12,830.55	-$65,000.00	-$37,646.48	-$69,555.00	7.01%
E 640-48500-102 Overtime	-$95,027.07	-$60,000.00	-$24,036.42	-$40,000.00	-33.33%
E 640-48000-102 Overtime	-$3,020.05	$0.00	-$1,524.13	-$2,500.00	0.00%
E 640-48500-103 Part-Time Employees	-$523,029.48	-$410,000.00	-$323,039.17	-$542,000.00	32.20%
E 640-48000-103 Part-Time Employees	-$367,557.18	-$310,000.00	-$221,079.82	-$365,000.00	17.74%
E 640-48500-121 PERA	-$46,446.63	-$35,250.00	-$29,461.71	-$48,867.00	38.63%
E 640-48000-121 PERA	-$40,721.94	-$39,343.00	-$24,588.59	-$44,590.00	13.34%
E 640-48500-122 FICA	-$49,271.09	-$35,955.00	-$30,171.30	-$49,844.00	38.63%
E 640-48000-122 FICA	-$86,088.88	-$40,130.00	-$53,210.28	-$92,145.00	129.62%
E 640-48000-130 Employer Paid Ins	-$71,669.62	-$89,150.00	-$50,895.04	-$105,412.00	18.24%
E 640-48500-130 Employer Paid Ins	-$22,423.02	-$64,035.00	-$20,886.70	-$69,528.00	8.58%
E 640-48000-200 Office Supplies (GENERAL)	-$1,004.08	-$1,750.00	-$843.46	-$1,750.00	0.00%
E 640-48000-210 Operating Supplies (GENER	-$35,755.20	-$30,000.00	-$19,107.73	-$3,200.00	-89.33%
E 640-48500-210 Operating Supplies (GENER	-$67,121.13	-$60,000.00	-$45,587.30	-$65,000.00	8.33%
E 640-48500-217 Uniforms	-$3,485.58	-$5,000.00	-$1,808.50	-$3,000.00	-40.00%
E 640-48000-217 Uniforms	-$1,147.24	-$1,500.00	$0.00	$0.00	-100.00%
E 640-48000-251 Liquor For Resale	-$100,782.42	-$98,000.00	-$60,918.63	-$119,154.00	21.59%
E 640-48000-252 Wine For Resale	-$55,735.73	-$45,000.00	-$25,140.73	-$50,838.00	12.97%
E 640-48000-253 Beer For Resale	-$171,409.66	-$162,000.00	-$98,585.73	-$194,354.00	19.97%
E 640-48000-254 Soft Drinks/Mix For Resale	-$34,006.62	-$30,000.00	-$17,217.18	-$30,000.00	0.00%
E 640-48500-255 FOODIngredients For Resal	-$689,016.27	-$650,000.00	-$408,235.36	-$729,102.00	12.17%
E 640-48000-301 Auditing and Acct g Service	-$7,958.50	-$17,000.00	-$8,629.00	-$11,000.00	-35.29%
E 640-48000-306 Personnel Expense	-$4,197.69	-$2,000.00	-$2,091.09	-$2,750.00	37.50%
E 640-48000-321 Telephone	-$1,200.00	-$1,200.00	-$700.00	-$1,200.00	0.00%
E 640-48000-340 Advertising	-$8,666.50	-$15,000.00	-$4,318.00	-$12,500.00	-16.67%
E 640-48000-341 General Promotions	-$28,739.53	-$25,000.00	-$13,834.80	-$23,500.00	-6.00%
E 640-48000-342 Promotions - Food/Drinks	-$11,192.77	-$10,000.00	-$5,240.86	-$9,000.00	-10.00%
E 640-48000-361 General Liability Ins	-$17,461.00	-$17,500.00	-$19,088.50	-$19,000.00	8.57%
E 640-48000-365 Workers Comp Ins	-$39,391.23	-$34,000.00	-$43,911.97	-$43,750.00	28.68%
E 640-48000-381 Electric Utilities	-$41,099.06	-$37,500.00	-$26,327.70	-$37,000.00	-1.33%
E 640-48000-383 Fuel, oil and natural gas	-$10,221.85	-$12,500.00	-$8,453.90	-$15,000.00	20.00%
E 640-48000-384 Refuse/Garbage	-$7,431.87	-$7,500.00	-$4,406.50	-$7,250.00	-3.33%
E 640-48000-401 Repairs/Maint Buildings	-$24,462.17	-$10,000.00	-$6,992.17	-$10,000.00	0.00%
E 640-48000-404 Repairs/Maint - Machin/Equ	-$6,893.32	-$20,000.00	-$2,247.39	-$10,000.00	-50.00%
E 640-48500-404 Repairs/Maint - Machin/Equ	-$11,302.18	-$5,500.00	-$1,184.26	-$4,000.00	-27.27%
E 640-48000-409 Maint services & Improv	-$23,324.75	-$25,000.00	-$34,065.89	-$25,000.00	0.00%
E 640-48500-415 Other Equipment Rentals	-$2,775.37	-$2,500.00	-$1,462.03	-$2,500.00	0.00%

Account Descr	2018 PL Amt	2019 Budget	2019 PL YTD Amt	2020 Budget	%Diff from Cur Yr 2019
E 640-48000-415 Other Equipment Rentals	-$3,810.94	-$4,000.00	-$2,253.65	-$4,000.00	0.00%
E 640-48000-431 Cash Over/Short	-$0.30	-$100.00	$49.32	-$100.00	0.00%
E 640-48000-433 Dues, Licensing & Seminars	-$5,174.04	-$5,000.00	-$2,658.11	-$4,000.00	-20.00%
E 640-48000-497 Credit Card Fees	-$84,113.58	-$80,000.00	-$46,845.42	-$80,000.00	0.00%
E 640-48000-499 Miscellaneous	-$3,190.00	-$2,500.00	-$1,614.49	-$2,500.00	0.00%
E 640-48000-540 Equipment	$0.00	$0.00	-$117.18	$0.00	0.00%
E 640-48000-601 Debt Srv Bond Principal	$0.00	-$57,580.00	$0.00	-$60,000.00	4.20%
E 640-48000-611 Bond Interest	$0.00	-$56,640.00	-$28,320.00	-$54,340.00	-4.06%
E 640-48000-621 Fiscal Agent s Fees	$0.00	-$450.00	$0.00	-$450.00	0.00%
E 640-48000-710 Interfund Loan Transfers	$0.00	-$8,500.00	$0.00	-$8,500.00	0.00%
E 640-48000-720 Operating Transfers - Equip	$0.00	$0.00	$0.00	$0.00	0.00%
E 640-48000-722 Operating Transfers - Stree	$0.00	$0.00	$0.00	$0.00	0.00%
E 640-48000-727 Operating Transfers - Liquo	$0.00	$0.00	$0.00	$0.00	0.00%
E 640-48000-728 Operating Transfers - Gene	-$95,000.00	-$120,000.00	$0.00	-$120,500.00	0.42%
Act Type E Expenditure	-$3,121,702.00	-$3,031,489.00	-$1,880,887.42	-$3,439,104.00	13.45%
	$345,350.85	$308,011.00	$185,363.62	$322,563.00	13.02%

City Council Workshop
City Council Agenda Report

MEETING DATE: August 20, 2019	**WORKSHOP AGENDA ITEM:** 2.
TITLE: ~~Energy and Environment Steering Committee Update (6:15 p.m.)~~ Item tabled to the September 3 Council Workshop	
PREPARED BY: Nick Kieser, Assistant Planner	
REVIEWED BY: Emily Goellner, Community Development Director, Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:
To discuss a draft ordinance and bylaws establishing a Commission on Energy and Environment.

BACKGROUND:
During the 2040 Comprehensive Plan visioning process, environmental sustainability was one of eight guiding principles that were created and incorporated in the Wayzata 2040 Vision:

Wayzata is a forward-thinking lakeside community that is socially connected, charming, walkable, and pedestrian friendly. A multi-generational community with healthy, engaged, and active residents. A community that is in the forefront of sustainability, with a healthy environment, vibrant parks and enticing City spaces. It is a proud steward of its premier natural asset; Lake Minnetonka.

Through the environmental sustainability guiding principle, the first action item is to establish a "Wayzata Sustainability Commission". As a result, City Council led the effort to create an Energy and Environment Steering Committee that was tasked with how a new Commission on Energy and Environment could be formed in Wayzata.

<u>Energy and Environment Steering Committee:</u>
The Energy and Environment Steering Committee is comprised of a Councilmember (Buchanan), two City staff, and five residents of Wayzata. Each Committee member was assigned a City to research their environmental initiatives and Commission. The Committee then applied that research in discussing the following items for a potential Commission in Wayzata:

1. Purpose/Mission Statement;
2. Duties and Responsibilities;
3. Number and Type of Members; and
4. Membership Terms.

The Committee then directed staff to prepare the Ordinance and Bylaws for creating a Commission on Energy and Environment that are attached. The Steering Committee requested a City Council Workshop to discuss and solicit feedback on the proposed ordinance and bylaws before they come before the Council for approval. The goal of the Committee is to have the Commission on Energy and Environment created and seats filled by the start of 2020.

It is estimated that staff time associated with this commission will be between 5-20 hours per month.

ATTACHMENTS:
1. Draft Ordinance and Bylaws Establishing Commission on Energy and Environment

DRAFT ORDINANCE NO. ___

AN ORDINANCE ESTABLISHING COMMISION ON ENERGY AND ENVIRONMENT

THE CITY OF WAYZATA ORDAINS:

Section 1. Purpose

The purpose of the Commission on Energy and Environment is to provide recommendations to the City Council concerning energy and environmental issues and initiatives confronting the City. The Commission shall work with citizens, government, businesses, and local community organizations to protect and preserve the ecological resources of the community so that they are in balance with the economic, recreational and historic resources of our land and Lake Minnetonka for generations to come.

Section 2. Duties and Responsibilities

a. Research, review and recommend renewable energy options for the City and community.
b. Research, review and recommend changes in City Code to reflect best sustainability building and design practices.
c. Research, review and recommend changes in City purchasing practices and operations to best conserve energy and save money.
d. Research, review and recommend ways the City and community can reduce greenhouse gas emissions.
e. Research, review and recommend ways the City and community can reduce waste.
f. Research, review and recommend initiatives for water quality and conservation.
g. Research, review and recommend ways to educate the public on energy conservation and renewable energy.
h. Research and leverage outside resources e.g. GreenStep Cities, Partners in Energy, etc.
i. Cultivate and strengthen relationships with community stakeholders.

Section 3. Membership

The Commission on Energy and Environment shall consist of nine (9) members of which includes seven (7) regular members and two (2) student members. All members, including the student members, are voting members. Regular members shall be residents of Wayzata or business owners within the City of Wayzata. Student members shall either be residents of Wayzata or be enrolled in the Wayzata School District in grades 9 through 12. Commission terms shall be three years and shall be staggered evenly over three years. In addition, the City Manager shall appoint a staff liaison annually.

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Section 4. Terms of Office

The City Council will initially designate three appointees to serve a term of one year, two appointees to serve a term of two years, and two appointees to serve three years. All subsequent appointments shall be for a term of three years. The student appointees will serve a term of one year. All members may be reappointed for consecutive terms. In the event of a vacancy, the vacancy for the unexpired term shall be filled in the same manner as the appointment was made. All members shall serve without compensation and shall continue to hold office until their successors have been appointed.

Section 5. Effective Date.

This ordinance shall be effective upon its passage by this Council, after its second reading, and its publication in accordance with Sections 23 and 24 of the City Charter.

Adopted by the City Council this ____ of day of ____, ___.

____
Mayor Ken Willcox

Attest: ______________________________
City Manager Jeffrey Dahl

First Reading:
Second Reading:
Publication:
Effective Date:

CITY OF WAYZATA
COMMISSION ON ENERGY AND ENVIRONMENT
DRAFT BYLAWS

PREAMBLE

The Commission on Energy and Environment in and for the City of Wayzata was created in accordance with State Law by:

An ordinance passed by the City Council of Wayzata, Minnesota, on …..

Mission Statement:

The purpose of the Commission on Energy and Environment is to provide recommendations to the City Council concerning energy and environmental issues and initiatives confronting the City. The Commission shall work with citizens, government, businesses, and local community organizations to protect and preserve the ecological resources of the community so that they are in balance with the economic, recreational and historic resources of our land and Lake Minnetonka for generations to come.

Goals:

a. Research, review and recommend renewable energy options.
b. Research, review and recommend changes in City Code to reflect best sustainability building and design practices.
c. Research, review and recommend changes in City purchasing practices and operations to best conserve energy and save money.
d. Research, review and recommend ways the City and community can reduce greenhouse gas emissions.
e. Research, review and recommend ways the City and community can reduce waste.
f. Research, review and recommend initiatives for water quality and conservation.
g. Research, review and recommend ways to educate the public on conservation and renewable energy alternatives.
h. Research and leverage outside resources i.e. GreenStep Cities, Partners in Energy, etc.
i. Cultivate and strengthen relationships with community stakeholders.

ARTICLE I – AUTHORITY

1.1 The Wayzata Commission on Energy and Environment was created as an advisory board by the action of the Wayzata City Council on ______, Ordinance No. _______.

1.2 These Bylaws constitute the guidelines for the meetings, internal management, and organization of the Wayzata Commission on Energy and Environment. These Bylaws supersede in their entirety the "Bylaws of the Commission on Energy and Environment" dated _______.

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ARTICLE II – MEETINGS

2.1 Regular Meetings. Regular meetings of the Commission on Energy and Environment will be held in the Council Chambers of Wayzata City Hall located at 600 East Rice Street at 6:30 p.m. on the first Wednesday of each month or such other time and place as duly noticed. Meetings shall be scheduled to end no later than 11:00 p.m. All meetings will be open to the public unless otherwise provided by law.

2.2 Special Meetings. Special meetings may be called at the discretion of the Chair of the Commission on Energy and Environment after consultation with City staff, members of the Commission on Energy and Environment, or at the direction of the City Council.

2.3 Notice of Meetings. Written notice of all regular and special Commission on Energy and Environment meetings, setting forth the time, place and agenda of such meeting will be provided in advance to members of the Energy and Environment and the general public by following the applicable requirements outlined in Minnesota state law.

2.4 Agendas. An agenda for each meeting will be prepared by City staff and will be delivered to all members of the Commission on Energy and Environment along with supporting information as soon as possible.

2.5 Workshops. Workshops for project updates will be scheduled when necessary or as directed by City Council or the staff liaison. The workshops will be held at 6:00 P.M. or notified time preceding the regular monthly meeting of the Commission on Energy and Environment, or at some other reasonable time as may be noticed. The scheduling or rescheduling of workshops will be at the discretion of the Energy and Environment Chair after consultation with City staff. Workshops will be open to the public unless otherwise provided by law and shall be properly noticed one week before the scheduled meeting date.

ARTICLE III – MEMBERSHIP

3.1 Membership. The Commission on Energy and Environment shall consist of nine (9) members of which includes seven (7) regular members and two (2) student members. All members, including the student members, are voting members. Regular members shall be residents of Wayzata or business owners within the City of Wayzata. Student members shall either be residents of Wayzata or be enrolled in the Wayzata School District in grades 9 through 12.

3.2 Terms. A new Commission on Energy and Environment member shall be appointed for a term of three (3) years. Any vacancy on the Commission will be filled as soon as practical by an appointment of the City Council, and such appointment will be for the unexpired term of the vacating member.

3.3 Absenteeism. If any Commission on Energy and Environment member fails to attend four (4) regular meetings during a calendar year, City staff will so advise the City Council with a recommendation for action, which may include the removal of the Commission on Energy and

Environment member by the City Council. Commission on Energy and Environment members will notify the Chair and staff liaison when an absence is anticipated.

3.4 Expenses. Commission on Energy and Environment members will serve without compensation except for direct expenses for training will be paid for by the City.

3.5 Training. The Chair, Mayor, and/or City staff will meet with each new Commission member as soon as possible following appointment to explain Commission procedures and to answer questions. The City staff will supply documents that pertain to the Commission on Energy and Environment duties as soon as possible following their appointment.

3.6 Resignation. A Commission member who wishes to resign must submit a written resignation to the Chair and/or City Clerk who in turn will forward it to the City Council. Such resignation shall be effective upon acceptance by the City Council or such other date as specified in the resignation.

ARTICLE IV – OFFICERS

4.1 Officers. The officers of the Commission on Energy and Environment must be members of the Commission on Energy and Environment and shall consist of a Chair, Vice-Chair, and Assistant.

4.2 Duties of the Chair. The Chair will preside at all meetings, appoint Commission on Energy and Environment members to committees, appoint Commission on Energy and Environment representatives, rule on procedural questions (subject to reversal by a two-thirds vote of those Commission on Energy and Environment members in attendance), meet with all newly appointed Commission on Energy and Environment members, exercise the same voting rights as other Commission members and carry out such other duties as are assigned by the Commission on Energy and Environment or by the City Council.

4.3 Duties of the Vice-Chair. The Vice-Chair will act in the absence or inability to act of the Chair and in such instances, the Vice-Chair will have the powers and functions of the Chair.

4.4 Duties of the Assistant. The Assistant will be responsible for the taking of and preparing minutes of each meeting of the Commission on Energy and Environment.

4.5 Executive Director. The Commission on Energy and Environment may appoint a staff liaison, who shall not be a Commissioner. The staff liaison shall be responsible for:

A. Securing, supervising and directing any personnel required for work to be accomplished by the Commission on Energy and Environment;

B. Maintaining any appropriate files as deemed necessary by the Commissioners, including files of minutes, publication or meetings, and meeting agendas;

C. The general administration and financial management of the affairs of the Commission on Energy and Environment pursuant to policies determined by the Commissioners; and

D. Any other responsibilities assigned by the Chair or Commissioners.

4.6 Terms. The Commission on Energy and Environment's officers will be elected by the Commission on Energy and Environment members by open ballot at the first regular meeting in January or as soon as practicable after that date. The terms of office for the Chair and Vice-Chair will be for one (1) year and no member will hold an office for more than three (3) consecutive years. The Commission's officers will serve until replaced by duly elected officers or until they are no longer members of the Commission on Energy and Environment.

4.7 Vote. Candidates for office receiving a majority vote of the entire membership of the Commission on Energy and Environment (5) will be declared duly elected.

4.8 Date of Office. Newly elected officers will take office at the first regular meeting after being elected.

4.9 Vacancies. Vacancies occurring in the offices of the Commission on Energy and Environment will be filled as soon as practical by the election procedure specified in these bylaws.

ARTICLE V – MEETING PROCEDURES

5.1 Quorum. A quorum shall be required to conduct a meeting of the Commission on Energy and Environment. A majority (5) or greater of the members of the Commission on Energy and Environment will constitute a quorum to conduct a meeting.

5.2 Conflict of Interest. Whenever a Commission on Energy and Environment member has a direct and/or financial interest in an application or matter before the Commission on Energy and Environment, that member must declare the nature of such interest, abstain from all discussion related to the application or matter, and not vote on the application or matter, as provided in Article IX.

5.3 Agenda. The order of business at regular meetings generally shall be as follows:

A. Call to Order

B. Roll Call of Members

C. Approval of the Minutes of the Previous Meeting

D. Public Informational Meetings

E. Old/New Business

F. Projects Update

G. Announcement of Upcoming Meeting Date(s)

H. Adjournment

ARTICLE VI - FINANCE AND CONTRACTS

6.1 Fiscal Year. The calendar year shall be the fiscal year of the Commission on Energy and Environment. However, other fiscal years for specific purposes or undertaking of the Commission on Energy and Environment may be established as required or desirable.

6.2 Budgets. The staff liaison shall prepare a budget for each project that is being considered by the Commission on Energy and Environment. If an annual operating budget is desired by the Commission on Energy and Environment, the Commission shall submit its request in accordance with the City's established budget approval process. City Council approval of the project and operating budgets is required.

6.3 Investments of the Commission on Energy and Environment. The investments of the Commission on Energy and Environment funds shall be the responsibility of the staff liaison in accordance with the investment practices of the City.

6.4 Project and Procurement Manager. The responsibility for Project Management and Procurement for each approved Commission on Energy and Environment project shall be determined by the Commission for each project.

6.5 Disbursements.

A. Federal and State funds. All funds received from the Government of the United States or any of its agencies, and the State of Minnesota or any of its agencies, shall be disbursed and accounted for in accordance with the regulation or requirements form time to time made by the Federal or State agencies furnishing funds to the Commission on Energy and Environment.

B. Official Depository. All monies received by the Commission on Energy and Environment from any source whatsoever shall be deposited in bank accounts in accordance with the established practices of the City. All disbursements shall be in accordance with the established practices of the City.

C. Checks. All checks drawn on bank accounts of the Commission on Energy and Environment shall indicate the fund and, in the case of a project, the project to be charged. All checks are to be signed by the staff liaison.

ARTICLE VII – AMENDMENTS

7.1 Amendments. The Commission on Energy and Environment will review these Bylaws and any adopted policies of the Commission on Energy and Environment periodically and will recommend amendments or alterations to the City Council. The City Council may approve and recommend amendments or alterations by an affirmative majority vote.

ARTICLE VIII – CODE OF ETHICS AND STANDARDS OF CONDUCT

8.1 Purpose. The Commission on Energy and Environment hereby affirms its determination that its members will adhere to the highest ethical standards. The standards of conduct set forth below are the standards members of the Commission on Energy and Environment must adhere to in carrying out their duties. By eliminating conflicts of interest and providing a guide for conduct in City of Wayzata matters, the Commission on Energy and Environment hopes to promote the faith and confidence of the citizens of Wayzata in their government and to encourage Wayzata citizens to serve on its Council and Commissions.

8.2 Standards of Conduct.

A. A Commission on Energy and Environment member must not use the official position to secure special privileges or exemptions for that person or others.

B. Except as permitted by law, an Commission on Energy and Environment member must disclose a known potential conflict of interest for the public record and refrain from participating in the discussion and vote, when a matter comes before that person that: 1) affects the person's financial interests or those of a business with which the person is associated, unless the effect on the person or business is no greater than on other members of the same business clarification, profession or occupation, or 2) affects the financial interests of an organization in which the person participates as a member of the governing body, unless the person serves in that capacity as the City's representative.

C. A Commission on Energy and Environment member must not act as an agent or attorney for another before the Wayzata City Council or a Wayzata Board or Commission in a matter where a conflict of interest exists or may exist.

D. A Commission on Energy and Environment member must not knowingly accept or solicit, directly or indirectly, a gift or loan for himself, herself or another if state law prohibits this.

E. A Commission on Energy and Environment member may accept expense reimbursement from the City for any training-related sessions.

ARTICLE IX – COMMITTEES

9.1 Standing Committees. There will be no standing committees of the Commission on Energy and Environment.

9.2 Ad Hoc Committees. The Commission on Energy and Environment may request that the City Council appoint other members of the community to ad hoc Commission on Energy and Environment committees which may be created by the Commission on Energy and Environment for a specific purpose and duration. At least one (1) member of the Commission on Energy and Environment will also be appointed to each committee.

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City Council Workshop
City Council Agenda Report

MEETING DATE: August 20, 2019	**WORKSHOP AGENDA ITEM:** 3.
TITLE: 2020 Census Outreach (~~6:40~~ 6:00 p.m.)	
PREPARED BY: Kathy Leervig, City Clerk	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To review and provide feedback on the 2020 Census Outreach.

BACKGROUND:

In an effort to make sure that everyone is counted for the 2020 Census, the Census Bureau recommends that communities start a Complete Count Committee (CCC).

A CCC is a volunteer committee established by local governments to increase awareness about the census, and motivate residents in the community to respond. The committees work best when they include a diverse cross-section of community representatives from government agencies, educational institutions, businesses, religious organizations, and the media. The CCC is charged with developing and implementing a plan designed to target the unique needs of its community.

CCCs come in different types and sizes, depending on how they are organized and where they are located. Most local government CCCs are small or medium in size depending on the jurisdiction. A small town may have a small committee with only three to five members, while a larger community's CCC may be larger in size, with anywhere from 10 to more than 100 members, depending on the size of the city or tribe. A CCC may also be assumed by or assigned to an existing committee or group such as a city planning board, a regional planning commission, or a local community committee.

Staff has researched what surrounding communities are doing in the effort to promote participation and will provide an update at the workshop.

ATTACHMENTS:

None

City Council Workshop
City Council Agenda Report

MEETING DATE: August 20, 2019	**WORKSHOP AGENDA ITEM:** 4.
TITLE: Lake Street and Lake Street Plaza Project (Phase 1 of Lake Effect) Bid Update (6:10 pm)	
PREPARED BY: N/A	
REVIEWED BY: Jeff Dahl, City Manager	

DISCUSSION OBJECTIVE:

To listen to Civitas' presentation on the results of the bid process, ask questions, provide comments, and discuss next steps.

BACKGROUND:

At tonight's CC meeting, staff is recommending that the City Council reject the bids for the Lake Street, Lake Street Plaza, and Dakota Rail Trail Extension as the bid amounts were approximately double of what the most recent estimated costs were.

This item was added to the workshop agenda as Scott Jordan of Civitas is able to attend tonight's meeting to provide detail on the bid results and discuss next steps in order to accomplish the goal of construction starting early 2020.

ATTACHMENTS:

None