

City of Oronoco
Special City Council Meeting – BUDGET WORKSHOP
Wednesday, August 3, 2022
MINUTES

1) CALL TO ORDER

Mayor Ryland Eichhorst called the August 3, 2022, Budget Workshop to order at 6:00 p.m.

2) ROLL CALL

COUNCIL PRESENT: Mayor Eichhorst; Councilors Bergner, Richards and Phillips

COUNCIL ABSENT: Vice-mayor Lori Novak

STAFF PRESENT: Interim Administrator Sunny Bjorklund Schultz

3) BUDGET WORKSHOP – DISCUSSION

Interim Administrator Bjorklund Schultz gave an overview of her experience in developing budgets, noting that her past practice has been to begin the process in June thereby allowing for workshops to occur over months, rather than the compressed schedule that will occur in Oronoco, which is still doable.

Of specific note is the September 30 deadline for submitting a council-approved Preliminary Budget and Levy for 2023 to the county. The Preliminary Budget and Levy is meant to cover the general operating fund and debt service for the city. Other enterprise funds (i.e., water, sewer) are meant to be self-supporting and are not included in the budget/levy process. The Final Levy may be adjusted down by the December deadline but cannot be increased.


With that introduction, Bjorklund Schultz presented council members with a recap of budgets and actuals for the five years beginning 2018 and including 2022 budget and actuals through August 8th and opened the workshop for discussion. Items noted included:

- With staff turnover in recent years, there have been different interpretations regarding appropriate coding of expenditures, and perhaps to a letter degree revenues
- Bjorklund Schultz noted that she is reviewing the city's Chart of Accounts and will look at how items are coded for this year, specifically those in question tonight, such as:
 - Donations (34120), Pull Tab Donations (34121), Donations – Fire Dept (34123)
 - Miscellaneous Revenue (36200)
 - Contract Labor (41500-42297), Subcontracted Services (41500-42298)
 - Planning & Zoning dept. 41910 expenses in accounts 42302, 42303, 42304
 - Relief Association contributions (42200-41116)
 - R & M Buildings (OFD) significantly over budget (42200-42901)
 - Street Maintenance showing a credit balance (43003-45005)
- Though unbudgeted in 2022, the city does owe and will pay the county \$9,931.00 for the Oronoco Dam (43125-47601)
- Journal entries will be necessary for all the payrolls being coded to General Maintenance Groundskeeping (45123-41100) while none are coded to either of the seasonal accounts (45124 and 45125) which should be combined anyway

4) ADJOURNMENT

Motion by Eichhorst; second by Phillips to adjourn the August 3, 2022, workshop at 8:00 p.m. Motion carried.


Sunny Bjorklund Schultz
Interim City Administrator


Ryland Eichhorst, Mayor