

School District of River Falls
Finance and Facilities Committee Meeting

Monday, January 15, 2024 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

Educational Program Committee members: Alan Tuchtenhagen (Chair), Lindsey Curtis, & Cindy Holbrook

Agendas can be viewed at <https://www.rfsd.k12.wi.us/district/school-board.cfm> or at

<https://meetings.boardbook.org/Public/Organization/1447>

1. CALL TO ORDER - 6:00 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING

3. HEARING OF VISITORS OR DELEGATIONS

4. 2023-24 Budget Update

2

Description: The Director of Finance will provide an update on the 2023-24 Budget.

Recommended Action: None, informational only.

5. Food Service Management Company RFP Update

8

Description: The Director of Finance will provide an update on the Food Service Management Company Request for Proposal which is required every five years.

Recommended Action: None, informational only.

6. Fleet Vehicles Purchase

Description: The Director of Finance will recommend the purchase of fleet vehicles as budgeted in the 2023-24 fiscal year.

Recommended Action: Approve the purchase of two (2) fleet vehicles.

7. PROPOSED/SUGGESTED ITEMS FOR THE NEXT REGULAR AND FUTURE FINANCE & FACILITIES MEETING AGENDA(S)

Description: As always, committee members will be given the opportunity to suggest items for future committee and/or Board meeting agendas.

Recommended Action: As needed.

8. SCHEDULE NEXT FINANCE & FACILITIES COMMITTEE MEETING

Description: Upcoming committee meeting dates, times, and locations will be reviewed.

Recommended Action: Set the meeting schedule as follows:

Finance and Facilities Committee meeting, Monday, February 12, 2024, 6:00 p.m.

The meeting will be held at the District Office, 852 E. Division Street.

9. ADJOURN

Fd	Src	Src	2022-23 FY Activity	2023-24 Original Budget	2023-24 FYTD Activity	2023-24 FYTD %	2022-23 FYTD %
10		GENERAL FUND					
10 211		PROPERTY TAX	13,118,056.00	15,672,122.00	0.00	0.00	47.36
10 212		CHARGE BACK- PROPERTY TAXES	542.00	0.00	0.00	0.00	0.00
10 213		MOBILE HOME TAX	14,592.92	13,000.00	0.00	0.00	0.00
10 249		BUS TRANSPORTATION REVENUE	16,599.41	18,000.00	4,018.32	22.32	36.72
10 264		Non-Cap Asset Sales	1,944.05	1,000.00	578.20	57.82	89.01
10 271		ADMISSIONS	44,606.75	45,000.00	33,674.75	74.83	52.89
10 284		INTEREST EARNINGS	273,079.72	234,200.00	207,814.39	88.73	39.95
10 291		GIFTS	46,386.09	40,000.00	19,742.50	49.36	95.10
10 292		STUDENT FEES	241,993.23	235,000.00	129,246.72	55.00	51.14
10 293		RENTALS	9,298.20	7,000.00	2,991.84	42.74	36.61
10 297		STUDENT FINES	544.50	0.00	91.00	0.00	0.00
10 343		CO-CURRICULAR COST SHARING	9,757.53	14,000.00	0.00	0.00	0.00
10 345		OPEN ENROLLMENT	1,608,862.00	1,652,299.00	0.00	0.00	0.00
10 348		TRANSPORTATION FEES - OTHR WI	4,828.00	5,000.00	610.68	12.21	7.87
10 515		STATE AID THRU CESA	34,595.00	0.00	0.00	0.00	0.00
10 517		FEDERAL AID THRU CESA	4,322.00	3,500.00	0.00	0.00	0.00
10 612		TRANSPORTATION AID	94,757.63	85,000.00	0.00	0.00	0.00
10 613		LIBRARY AID	205,868.00	225,000.00	0.00	0.00	0.00
10 619		OTHER STATE CATEGORICAL AID	93,863.98	2,000.00	0.00	0.00	115.63
10 621		STATE EQUALIZATION AID	20,796,400.00	21,606,334.00	2,977,847.00	13.78	14.17
10 630		STATE GRANT	106,687.64	76,000.00	0.00	0.00	73.29
10 660		DNR - PILT PROGRAM PAYMENTS	37,267.57	41,000.00	0.00	0.00	0.00
10 691		TAX EXEMPT COMPUTER AID	48,251.82	48,252.00	0.00	0.00	22.06
10 695		PER PUPIL AID	2,506,476.00	2,512,412.00	0.00	0.00	0.00
10 699		State Grant-Misc	309,900.00	239,797.00	0.00	0.00	17.19
10 713		VOCATIONAL ED. ACT	20,434.00	20,352.00	0.00	0.00	0.00
10 730		FEDERAL GRANT	2,129,851.20	80,088.00	326.25	0.41	0.00
10 751		TITLE 1 GRANT	125,375.00	252,624.00	0.00	0.00	0.00
10 780		SBS MEDICAID	476,951.27	390,000.00	0.00	0.00	78.17
10 799		OTHER FED REVENUE	0.00	42,000.00	0.00	0.00	198.72
10 860		INSURANCE SETTLEMENT	0.00	0.00	5,636.43	0.00	0.00
10 861		CAPITAL ASSET SALE	15,812.25	5,000.00	1,537.00	30.74	100.58
10 878		CAPITAL LEASES	0.00	72,000.00	0.00	0.00	0.00
10 964		INSURANCE	15,546.80	0.00	4,029.00	0.00	0.00
10 971		INS DIV / E-RATE	93,929.56	95,000.00	113,743.48	119.73	0.00
10 972		NON-AIDABLE	9,103.06	0.00	0.00	0.00	0.00
10 990		MISC. REFUND	24,345.00	5,000.00	38,632.00	772.64	60.30
10 ---		GENERAL FUND	42,540,828.18	43,737,980.00	3,540,519.56	8.09	23.87
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21		SPECIAL REVENUE FUND					
21 001		PRIOR YR CARRYOVER FUNDS	0.00	0.00	360,423.04	0.00	0.00
21 262		NON-CAP FOR RESALE	137,930.64	0.00	37,979.10	0.00	0.00
21 279		OTHER SCHOOL ACTIVITY INCOME	169,958.07	0.00	23,994.52	0.00	0.00
21 291		GIFTS	316,818.21	0.00	585,854.08	0.00	0.00
21 ---		SPECIAL REVENUE FUND	624,706.92	0.00	1,008,250.74	0.00	0.00
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Fd	Src	Src	2022-23 FY Activity	2023-24 Original Budget	2023-24 FYTD Activity	2023-24 FYTD %	2022-23 FYTD %
27		SPECIAL EDUCATION FUND					
27	110	OPERATING TRANSFER/GENERAL	3,560,274.54	3,700,694.00	0.00	0.00	0.00
27	346	TUITION - 66:30	94,999.87	97,000.00	5,719.52	5.90	3.33
27	611	HANDICAPPED AID	1,644,521.21	1,833,601.00	245,759.00	13.40	15.00
27	697	Transition Grant	20,063.61	20,000.00	0.00	0.00	0.00
27	730	FEDERAL GRANT	726,581.18	933,276.00	0.00	0.00	98.30
27	780	SBS MEDICAID	106,582.02	100,000.00	0.00	0.00	0.00
27	---	SPECIAL EDUCATION FUND	6,153,022.43	6,684,571.00	251,478.52	3.76	14.67
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39		REFERENDUM APPROVED DEBT SRVC					
39	211	PROPERTY TAX	7,014,405.00	6,966,725.00	0.00	0.00	0.00
39	284	INTEREST EARNINGS	33,166.53	5,000.00	13,469.32	269.39	0.00
39	---	REFERENDUM APPROVED DEBT SRVC	7,047,571.53	6,971,725.00	13,469.32	0.19	0.00
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46		LONG TERM CAPTL IMPVMNT TRUST					
46	284	INTEREST EARNINGS	11,258.97	1,000.00	6,937.31	693.73	0.00
46	---	LONG TERM CAPTL IMPVMNT TRUST	11,258.97	1,000.00	6,937.31	693.73	0.00
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50		FOOD SERVICE FUND					
50	251	PUPILS	729,745.43	696,055.00	240,699.05	34.58	29.59
50	252	ADULTS	18,014.00	15,486.00	6,849.90	44.23	31.92
50	259	OTHER FOOD SERV. SALES	497,493.90	510,394.00	143,643.66	28.14	43.78
50	284	INTEREST EARNINGS	6.76	0.00	2.59	0.00	0.00
50	617	FOOD SERVICE AID-STATE	30,988.13	0.00	0.00	0.00	0.00
50	715	CASH IN LIEU OF COMMODITIES	162,176.00	120,000.00	66,949.00	55.79	77.46
50	717	FOOD SERVICE AID-FEDERAL	662,127.62	565,305.00	116,927.90	20.68	20.21
50	---	FOOD SERVICE FUND	2,100,551.84	1,907,240.00	575,072.10	30.15	31.65
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60		CUSTODIAL FUND					
60	001	PRIOR YR CARRYOVER FUNDS	0.00	0.00	44,328.02	0.00	0.00
60	262	NON-CAP FOR RESALE	54,915.15	0.00	3,150.20	0.00	0.00
60	279	OTHER SCHOOL ACTIVITY INCOME	25,545.95	0.00	11,787.94	0.00	0.00
60	291	GIFTS	10,061.94	0.00	25,641.36	0.00	0.00
60	---	CUSTODIAL FUND	90,523.04	0.00	84,907.52	0.00	0.00
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73		PENSION AND OPEB TRUST FUND					
73	284	INTEREST EARNINGS	63,996.21	65,000.00	17,597.84	27.07	0.00
73	951	OPEB ADC CONTRIBUTION	306,164.00	280,000.00	0.00	0.00	0.00
73	---	PENSION AND OPEB TRUST FUND	370,160.21	345,000.00	17,597.84	5.10	0.00
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Fd Src	Src	2022-23 FY Activity	2023-24 Original Budget	2023-24 FYTD Activity	2023-24 FYTD %	2022-23 FYTD %
80	COMMUNITY SERVICE FUND					
80 211	PROPERTY TAX	220,000.00	220,000.00	0.00	0.00	0.00
80 272	DUES	831,127.56	825,000.00	554,941.62	67.27	61.03
80 284	INTEREST EARNINGS	5.98	0.00	3.20	0.00	37.50
80 291	GIFTS	1,420.00	500.00	1,740.00	348.00	77.00
80 ---	COMMUNITY SERVICE FUND	1,052,553.54	1,045,500.00	556,684.82	53.25	48.00
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Number of Accounts: 426

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Fd	Obj	Obj	2022-23 FY Activity	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	2023-24 FYTD %	2022-23 FYTD %
10		GENERAL FUND						
10	1--	EMPLOYEE SALARIES	20,041,603.45	21,141,783.00	21,141,783.00	6,135,318.82	29.02	29.04
10	2--	EMPLOYEE BENEFITS	7,540,715.20	7,953,139.00	7,953,139.00	2,947,559.40	37.06	37.57
10	3--	PURCHASED SERVICES	7,149,143.69	7,462,212.00	7,462,212.00	1,891,629.66	25.35	39.51
10	4--	NON-CAPITAL OBJECTS	1,339,526.29	1,655,320.00	1,734,710.00	546,142.52	31.48	38.12
10	5--	CAPITAL OBJECTS	584,149.01	815,900.00	815,900.00	87,710.23	10.75	31.95
10	6--	DEBT RETIREMENT	168,360.29	428,500.00	428,500.00	54,325.81	12.68	0.00
10	7--	INSURANCE & JUDGMENTS	323,459.72	342,000.00	342,000.00	332,292.48	97.16	97.00
10	8--	OPERATING TRANSFERS-OUT	3,560,274.54	3,700,694.00	3,700,694.00	0.00	0.00	0.00
10	9--	OTHER OBJECTS	137,174.51	238,432.00	210,432.00	47,739.06	22.69	14.40
10	---	GENERAL FUND	40,844,406.70	43,737,980.00	43,789,370.00	12,042,717.98	27.50	30.48
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21		SPECIAL REVENUE FUND						
21	1--	EMPLOYEE SALARIES	4,781.44	0.00	0.00	172.09	0.00	0.00
21	2--	EMPLOYEE BENEFITS	259.31	0.00	0.00	0.00	0.00	0.00
21	3--	PURCHASED SERVICES	108,290.66	0.00	0.00	19,046.15	0.00	0.00
21	4--	NON-CAPITAL OBJECTS	315,802.18	0.00	0.00	543,932.11	0.00	0.00
21	5--	CAPITAL OBJECTS	88,337.19	0.00	0.00	0.00	0.00	0.00
21	9--	OTHER OBJECTS	85,951.21	0.00	0.00	13,890.18	0.00	0.00
21	---	SPECIAL REVENUE FUND	603,421.99	0.00	0.00	577,040.53	0.00	0.00
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27		SPECIAL EDUCATION FUND						
27	1--	EMPLOYEE SALARIES	4,361,358.23	4,782,122.00	4,782,122.00	1,186,883.87	24.82	25.62
27	2--	EMPLOYEE BENEFITS	1,606,658.59	1,731,976.00	1,731,976.00	528,030.95	30.49	29.81
27	3--	PURCHASED SERVICES	133,397.85	68,973.00	68,973.00	41,754.43	60.54	55.94
27	4--	NON-CAPITAL OBJECTS	37,177.43	0.00	0.00	22,010.37	0.00	24.67
27	5--	CAPITAL OBJECTS	0.00	95,000.00	95,000.00	0.00	0.00	0.00
27	9--	OTHER OBJECTS	14,430.33	6,500.00	6,500.00	3,091.00	47.55	19.25
27	---	SPECIAL EDUCATION FUND	6,153,022.43	6,684,571.00	6,684,571.00	1,781,770.62	26.65	27.19
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39		REFERENDUM APPROVED DEBT SRVC						
39	6--	DEBT RETIREMENT	7,113,514.08	7,031,101.00	7,031,101.00	845,477.50	12.02	13.28
39	---	REFERENDUM APPROVED DEBT	7,113,514.08	7,031,101.00	7,031,101.00	845,477.50	12.02	13.28
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46		LONG TERM CAPTL IMPVMNT TRUST						
46	3--	PURCHASED SERVICES	0.00	625,000.00	625,000.00	670,370.41	107.26	0.00
46	---	LONG TERM CAPTL IMPVMNT T	0.00	625,000.00	625,000.00	670,370.41	107.26	0.00
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Fd	Obj	Obj	2022-23 FY Activity	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	2023-24 FYTD %	2022-23 FYTD %
50		FOOD SERVICE FUND						
50	1--	EMPLOYEE SALARIES	11,322.50	13,000.00	13,000.00	2,938.49	22.60	32.83
50	2--	EMPLOYEE BENEFITS	1,573.73	2,035.00	2,035.00	409.33	20.11	39.81
50	3--	PURCHASED SERVICES	969,638.18	1,039,170.00	1,039,170.00	270,434.37	26.02	16.32
50	4--	NON-CAPITAL OBJECTS	1,005,572.54	930,972.00	930,972.00	316,252.99	33.97	22.60
50	5--	CAPITAL OBJECTS	115,784.65	38,255.00	38,255.00	0.00	0.00	0.00
50	9--	OTHER OBJECTS	20,294.55	14,400.00	14,400.00	9,400.27	65.28	9.92
50	---	FOOD SERVICE FUND	2,124,186.15	2,037,832.00	2,037,832.00	599,435.45	29.42	17.64
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60		CUSTODIAL FUND						
60	9--	OTHER OBJECTS	86,197.68	0.00	0.00	29,787.81	0.00	0.00
60	---	CUSTODIAL FUND	86,197.68	0.00	0.00	29,787.81	0.00	0.00
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73		PENSION AND OPEB TRUST FUND						
73	9--	OTHER OBJECTS	603,862.50	638,125.00	638,125.00	0.00	0.00	0.00
73	---	PENSION AND OPEB TRUST FU	603,862.50	638,125.00	638,125.00	0.00	0.00	0.00
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80		COMMUNITY SERVICE FUND						
80	1--	EMPLOYEE SALARIES	624,662.28	641,797.00	641,797.00	327,607.85	51.05	43.28
80	2--	EMPLOYEE BENEFITS	158,255.45	165,628.00	165,628.00	81,753.88	49.36	45.46
80	3--	PURCHASED SERVICES	89,672.69	95,175.00	95,175.00	34,179.26	35.91	47.05
80	4--	NON-CAPITAL OBJECTS	40,889.54	51,000.00	51,000.00	26,535.14	52.03	31.64
80	9--	OTHER OBJECTS	74,934.17	91,900.00	91,900.00	57,437.09	62.50	54.53
80	---	COMMUNITY SERVICE FUND	988,414.13	1,045,500.00	1,045,500.00	527,513.22	50.46	44.35
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Grand Expense Totals			58,517,025.66	61,800,109.00	61,851,499.00	17,074,113.52	27.61	27.65

Number of Accounts: 2297

***** End of report *****

<u>Fd</u>	<u>Beginning Balance</u>	<u>November 2023-24 Beginning Balance</u>	<u>Month End Balance Current Year</u>	<u>Month End Balance Prior Year</u>
10 GENERAL FUND	14,242,445.16CR	8,769,424.95CR	5,740,246.74CR	5,689,525.31CR
21 SPECIAL REVENUE FUND	379,740.58CR	823,974.58CR	810,950.79CR	687,154.46CR
27 SPECIAL EDUCATION FUND	0.00	1,205,870.08	1,530,292.10	797,738.74
39 REFERENDUM APPROVED DEBT SRVC	1,239,205.04CR	407,196.86CR	407,196.86CR	360,720.09CR
46 LONG TERM CAPTL IMPVMNT TRUST	667,262.97CR	15,896.92CR	3,829.87CR	656,004.00CR
50 FOOD SERVICE FUND	689,730.52CR	696,790.29CR	665,367.17CR	1,010,602.59CR
60 CUSTODIAL FUND	43,723.89CR	93,794.76CR	98,843.60CR	82,189.76CR
73 PENSION AND OPEB TRUST FUND	4,543,361.16CR	4,560,959.00CR	4,560,959.00CR	4,777,063.45CR
80 COMMUNITY SERVICE FUND	200,130.37CR	237,223.40CR	229,301.97CR	37,637.74CR
Grand Equity Totals	22,005,599.69CR	14,399,390.68CR	10,986,403.90CR	12,503,158.66CR

Number of Accounts: 122

***** End of report *****

School District of River Falls Food Service RFP Timeline 2024

Action	Date
Submit RFP to DPI for approval	December 21
Release RFP to Vendors - must send to all 17 vendors	February 2
Publish Notice in Papers	Weeks of Feb 5 & 12
Pre-Conference Questions Due from Vendors	February 12
Pre-Conference & Site Visit	February 19
Final Questions Due from Vendors	February 23
Answers to questions provided by District	February 28
Bids Due/Bid Opening	March 5
District Selects & sends to DPI	March 6-11
DPI approval received by District	March 25-29
Approval @ Finance Committee Mtg	April 8
Approval @ BOE Mtg	April 15