



**CITY COUNCIL
WORK SESSION MEETING AGENDA**

**September 18, 2023
5:30 – 6:30pm**

- 1) Call to Order**
- 2) Water Fund Budget Discussion**
- 3) Open Meeting Law Refresher***
- 4) St. Bonifacius Fire Department Service Benefit**
- 5) Adjourn**

**indicates the item is for discussion are no documents in the packet*



CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: –Water Fund 2024 Draft Budget Discussion

**Prepared By: Brian Grimm, Finance Director - for Department Manager
Budget Working Group**

Meeting Date: Date: September 18, 2023

Attached for your review are these items for discussion for the worksession at the meeting on 9/18:

- 1) **Water Capital Improvement Plan** - Gary Peters has coordinated with AE2S on for projected upcoming Infrastructure and Capital Items. The main items you will see there are the updated projected costs and timelines for the 2 new wells and 3rd water treatment plant
- 2) **Updated utility rate study – Water Fund cash flow page** – I have updated this based on the study that David Drown did for us last year.
- 3) **Updated utility rate study – projected future rates page** – This also has been looked at and projects out for future years based on the cash flow page above
- 4) **Water Fund Debt page** – This is another component of the study. And has been updated based on timelines and information provided by our water engineer and Public Works Director.
- 5) **Draft 2024 Water Fund Budget** – Based on the information in items 2-4, a draft budget has been prepared.
- 6) **YTD 2023 Water Fund Revenue report –**
- 7) **YTD 2023 Water Fund Expenditure report**
- 8) **2023 Current Water rates summary page with projected draft 2024 water rates summary.**

The current cash balance in the water fund is \$2,272,900. There is about \$900,000-\$1 million roughly left to pay on the Morningview project so that is still to come off of the balance shown above.

Staff is looking for Council feedback and direction for the Water Fund so it can be incorporated and updated into 2024 budget. In order to fund the upcoming water improvements and the ongoing operations, the rates for the utility fee should be considered each year. The tiered water rates have been adjusted by a proposed 8% for 2023 based on the new improvements on the horizon (two wells and a

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.

new water treatment plant) as well as fund current operations annual debt payments. The rates should be looked at annually based on the current conditions at the time and as these plans and budgets evolve each year.

A few other items to note in the attached documents are these:

- 1) There is an option to have Shannon Sweeney from David Drown Associate look at the documents and do further analysis if City Council so chooses. That would be at an annual cost of \$500 for any year that is chosen as per his original proposal. Currently we are not planning on having him do this for 2024 as Staff have made the updates. Seeing the study is relatively new (received in 2022).
- 2) The 2024 draft budget has been adjusted to include the majority of the estimated costs of the Wells (with the rest being in 2025). The costs of the water treatment plant are most likely projected to be incurred in 2025-2026.
- 3) The fee schedule would be proposed to update the utility rates as well as the connection and area charges by 8%. The Woodland Cove phases that have already received final plat are locked in at their amount at time of approval.

Recommended City Council Action:

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

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

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

Explain: This item is regarding a preliminary discussion on 2024 Water Funds Budget.

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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
Water Fund Improvement/Capital Department
Capital Improvement Program

PROJECTS	2024	2025	2026	2027	2028	2029	2030
Water Tower Maintenance/Improvements - Kings Point		\$900,000					
Water Tower Maintenance/Improvements - Sunnyfield	No watermain or valve work with this project	No watermain or valve work with this project					
Interconnect Central and Southwest Systems							
Decentralized Water Treatment Plants:							
Water Treatment Plants/Facilities (PFA)							
Watermain in Street Project Areas	\$0	\$0					
Water Tower Southern System							
Wells 6 & 7							
Wells 8 & 9 (drill costs)	\$1,200,000	\$300,000					
Wells 8 & 9 (WTP pilot study)							
3rd Water Treatment Plant		\$5,000,000	\$5,000,000				
Upgrade Itron reading equipment (end of service life of old system)							
Water meter replacement - Turtle Creek/44 area (610 meters - end of life)							
Water meter replacement - Hunters Crest area (425 meters - end of life)							
Cartegraph OMS Asset Mgmt License Renewal (¼ ea: Street/Sewer/Water/Storm water)	\$2,200	\$2,300	\$2,400	\$2,500	\$2,600	\$2,700	\$2,800
Cartegraph OMS Asset Mgmt UpGrade (¼ ea: Street/Sewer/Water/Storm water)		\$2,500					
Safety excavation trench box (½ each Sewer & Water) 2022							
Road Project - Morningview area - watermain							
Inspect & rehab Well #1				\$160,000			
Inspect & rehab Well #2A					\$160,000		
Inspect & rehab Well #3	\$150,000						
Inspect & rehab Well #4 (No need to do this)							
Inspect & rehab Well #5 (No need to do this)							
Inspect & rehab Well #6		\$170,000					
Inspect & rehab Well #7			\$180,000				
Actual CIP Dollars	\$1,352,200	\$6,374,800	\$5,182,400	\$162,500	\$162,600	\$2,700	\$2,800

City of Minnetrista
Water Fund Operating Department
Capital Improvement Program

CAPITAL EQUIPMENT	2024	2025	2026	2027	2028	2029	2030
Line/Pipe tracer reciever & transmitter kit - 2016			\$8,000				
Kerf Cutter gate valve replacement tool - 2016							
Replace 2005 Tandem Axle Dump Truck (Truck #12) (½ each - Street / Sewer / Water CIP)							
Mini Excavator - New Equipment (¼ each - Street / Storm water / Sewer / Water CIP)	\$25,000						
Hydrant Wrench							
Server Upgrades							
Replace Water Dept Service Truck (Truck #7)		\$150,000					\$150,000
Replace 2000 Katolight 200 KW Generator (evaluted for replacement yearly)			\$60,000				
Replace Tractor Backhoe - 2016 CAT 420F (½ each - Storm water / Sewer / Water CIP)			\$50,000				
Concrete saw - Cart mounted				\$5,000			\$6,000
Equipment for water & sewer main break trailer (2020)							
Safety excavation trench box (½ each Sewer & Water) 2022							
Back-up generator at Well #7 (Installed 2023)							
Actual CIP Dollars	\$25,000	\$150,000	\$118,000	\$5,000	\$0	\$0	\$156,000

City of Minnetrista, Minnesota																									
Water Fund Projection																									
Connections/Year:		85						Revenues from Growth		4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%									
Annual Inflation Rate:		2.5%						Rate Increases		6.0%	8.0%	14.0%	19.0%	14.0%	4.0%	4.0%									
								Actuals	Budget	Projected															
								2022	2023	2024	2025	2026	2027	2028	2029	2030									
Operating Revenues								2015	2016	2017	2018	2019	2020	2021											
User Charges								821,729	943,741	983,381	1,166,875	1,203,021	1,578,609	1,425,519	1,695,619	1,250,000	1,620,000	1,919,700	2,370,830	2,809,433	3,048,235	3,307,335	3,588,458		
Revenue from Growth								-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Total Operating Revenue								821,729	943,741	983,381	1,166,875	1,203,021	1,578,609	1,425,519	1,695,619	1,250,000	1,620,000	1,919,700	2,370,830	2,809,433	3,048,235	3,307,335	3,588,458		
Operating Expenses																									
Personal Services								190,125	259,493	261,637	306,443	297,958	276,843	283,653	344,967	311,841	339,770	348,264	356,971	365,895	375,043	384,419	394,029		
Professional Services								115,226	109,768	114,591	26,813	21,459	37,301	60,644	53,370	28,500	40,000	41,000	42,025	43,076	44,153	45,256	46,388		
Operating & Maintenance Supplies								12,001	18,256	16,001	22,291	23,011	17,951	22,132	195,665	199,000	201,500	206,538	211,701	216,993	222,418	227,979	233,678		
Utilities								175,907	169,277	202,696	297,385	421,696	274,853	320,945	179,473	132,000	155,000	158,875	162,847	166,918	171,091	175,368	179,752		
Depreciation								219,575	247,344	284,942	821,901	859,562	875,292	896,061	931,599	931,599	931,599	931,599	931,599	931,599	931,599	931,599	931,599		
Maintenance & Repairs								5,916	8,619	9,103	6,309	20,487	46,529	18,224	3,022	18,000	18,450	18,911	19,384	19,869	20,365	20,874			
Insurance								7,174	7,972	8,588	15,518	20,588	23,238	22,640	31,039	24,000	31,000	31,775	32,569	33,384	34,218	35,074	35,950		
Other Expenses								6,069	64,573	2,701	4,848	3,280	2,007	4,159	32,813	15,751	16,750	17,169	17,598	18,038	18,489	18,951	19,425		
Operating Costs for Plant #3								-	-	-	-	-	-	-	-	-	-	-	75,000	76,875	78,797	80,767	82,786		
Total Operating Expenses								731,993	885,302	900,259	1,501,508	1,668,041	1,554,014	1,628,458	1,771,948	1,660,691	1,733,619	1,753,670	1,849,221	1,872,162	1,895,676	1,919,778	1,944,482		
Operating Income								89,736	58,439	83,122	(334,633)	(465,020)	24,595	(202,939)	(76,329)	(410,691)	(113,619)	166,031	521,608	937,271	1,152,559	1,387,557	1,643,976		
Net Cash Provided by Operations								562,174	1,019,509	434,858	486,467	529,523	823,886	1,004,524	855,270	520,908	817,980	1,097,630	1,453,207	1,868,870	2,084,158	2,319,156	2,575,575		
Connection Fees & Area Charges								353,973	12,980	340,636	162,434	185,312	40,986	343,831	718,594	500,000	402,940	345,352	410,968	468,504	487,244	506,734	527,003		
Special Assessments								633	1,782	1,782	2,556	653	531	409	288	500	500	500	500	500	500	500	500		
Debt Service								(166,070)	(596,102)	(772,751)	(871,682)	(927,001)	(865,808)	(943,613)	(909,209)	(930,000)	(1,068,141)	(1,894,930)	(1,892,300)	(1,893,659)	(1,892,344)	(1,889,834)	(1,893,140)		
Issuance of Bonds/Notes								-	10,470,302	1,331,514	28,754	510,000	1,992,907	-	-	2,000,000	1,500,000	11,000,000	-	-	-	-	-		
Acquisition of Capital Assets								(1,486,996)	(9,820,787)	(1,937,781)	(220,623)	(812,393)	(1,403,433)	(1,524,657)	(877,688)	(2,200,000)	(1,377,200)	(6,524,800)	(5,300,400)	(167,500)	(162,600)	(2,700)	(158,800)		
Interest Income								35,131	31,242	33,092	32,480	74,783	36,773	2,937	(53,157)	2,000	20,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Grants Received								-	-	-	151,341	6,236	-	-	215,922	-	-	-	-	-	-	-	-	-	
Transfers In (Out)								-	-	(200,000)	-	-	(50,000)	-	-	-	-	-	-	-	-	-	-	-	
Net Increase in Cash								(701,155)	1,118,926	(768,650)	(228,273)	(432,887)	575,842	(1,116,569)	(49,980)	(106,592)	296,079	4,053,751	(5,298,025)	306,715	546,958	963,856	1,081,138		
Timing differences (accrual)																		(62,968)							
Cash Beginning of Year								3,073,011	2,371,856	3,490,782	2,722,132	2,493,859	2,060,972	2,636,814	1,520,245	1,407,297	1,300,705	1,300,705	1,596,784	5,650,535	352,510	659,225	1,206,183	1,206,183	1,206,183
Cash End of Year								2,371,856	3,490,782	2,722,132	2,493,859	2,060,972	2,636,814	1,520,245	1,407,297	1,300,705	1,596,784	5,650,535	352,510	659,225	1,206,183	2,170,039	2,287,321		

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Rates & Charges:										
Safe Water Test Yearly Fee:	9.72	9.72	9.72	9.72	9.72	9.72	9.72	9.72	9.72	9.72
Connection Fee/Unit*:	3,115.00	3,165.00	3,300.00	3,564.00	4,062.96	4,834.92	5,511.81	5,732.28	5,961.58	6,200.04
Trunk Water (per acre above OHWL):	9,500.00	9,700.00	10,300.00	11,124.00	12,681.36	15,090.82	17,203.53	17,891.67	18,607.34	19,351.63
Flow Charge = Per 1,000 Gallons/Quarter										
Residential Base/Quarter	30.74	31.97	33.89	36.60	41.72	49.65	56.60	58.87	61.22	63.67
Residential 0 - 25,000 gal	3.97	4.50	4.77	5.15	5.87	6.99	7.97	8.29	8.62	8.96
Residential 25,001 - 65,000gal	4.95	6.25	6.63	7.16	8.16	9.71	11.07	11.51	11.97	12.45
Residential Over 65,001 gal	6.34	11.25	11.93	12.88	14.68	17.47	19.92	20.71	21.54	22.40
Commercial Base/Quarter	30.74	31.97	33.89	36.60	41.72	49.65	56.60	58.87	61.22	63.67
Commercial 0 - 300,000 gal	4.21	4.38	4.77	5.15	5.87	6.99	7.97	8.29	8.62	8.96
Commercial 300,001 - 600,000 gal	4.91	5.11	6.63	7.16	8.16	9.71	11.07	11.52	11.98	12.46
Commercial Over 600,001 gal	6.91	7.19	11.93	12.88	14.69	17.48	19.93	20.72	21.55	22.41
School Base/Quarter	30.74	31.97	33.89	36.60	41.72	49.65	56.60	58.87	61.22	63.67
School 0 - 300,000 gal	4.21	4.38	4.77	5.15	5.87	6.99	7.97	8.29	8.62	8.96
School 300,000 - 600,000 gal	4.91	5.11	6.63	7.16	8.16	9.71	11.07	11.52	11.98	12.46
School Over 600,001 gal	6.91	7.19	11.93	12.88	14.69	17.48	19.93	20.72	21.55	22.41
Average 25,000 gal/qtr Residential	129.99	144.47	153.14	165.39	188.54	224.37	255.78	266.01	276.65	287.72
Average 25,000 gal/qtr Commercial	135.99	141.47	153.14	165.39	188.54	224.37	255.78	266.01	276.65	287.72

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

**WATER ENTERPRISE FUND
FUND 601**

Revenue	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2024 Draft Budget
OPERATIONS					
37110 WATER SALES	\$ 1,060,811	\$ 1,036,176	\$ 1,617,567	\$ 1,200,000	\$ 1,570,000
37120 UNDISTRIBUTED UTILITIES	\$ 4,190	\$ -	\$ 12,395	\$ -	\$ -
33160 GRANTS (ARPA)	\$ -	\$ -	\$ 215,922	\$ -	\$ -
37158 WATER TEST SURCHARGE	\$ (1,538)	\$ -	\$ 18,011	\$ -	\$ -
37165 WATER METERS	\$ 43,355	\$ 50,000	\$ 43,090	\$ 50,000	\$ 50,000
37170 OTHER	\$ 96	\$ -	\$ 4,556	\$ -	\$ -
36210 SPECIAL ASSESSMENTS	\$ 409	\$ 500	\$ 288	\$ 500	\$ 500
36210 INTEREST ON INVESTMENT & C	\$ (11,495)	\$ 8,000	\$ (53,157)	\$ 2,000	\$ 20,000
Water Operations SubTotal	\$ 1,095,828	\$ 1,094,676	\$ 1,858,672	\$ 1,252,500	\$ 1,640,500
CAPITAL					
37150 WATER CONNECTION FEES	\$ 318,701	\$ 275,000	\$ 260,490	\$ 300,000	\$ 302,940
37151 WATER AREA CHARGES	\$ 343,831	\$ 196,964	\$ 458,104	\$ 200,000	\$ 100,000
36101 SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	\$ -
36210 INTEREST ON INVESTMENT & C	\$ -	\$ -	\$ -	\$ -	\$ -
39310 Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -
40000 Transfers in (ARPA)	\$ -	\$ 430,000	\$ -	\$ -	\$ -
39311 REVENUE Bond/PFA	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 1,500,000
Water Capital SubTotal	\$ 662,532	\$ 901,964	\$ 718,594	\$ 3,500,000	\$ 1,902,940
Total Water Revenue/Finance So	\$ 1,758,360	\$ 1,996,640	\$ 2,577,266	\$ 4,752,500	\$ 3,543,440
Expenditures					
601 BOND PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -
611 BOND INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -
101 SALARIES-REGULAR	\$ 188,819	176,682	246,924	198,260	\$ 219,135
102 SALARIES-OVERTIME	\$ 5,927	8,000	5,914	6,223	\$ 7,000
105 SALARIES - PAGER	\$ 8,150	9,000	6,187	8,558	\$ 8,000
121 PERA - EMPLOYER CONTR	\$ 15,184	17,000	19,140	15,943	\$ 17,635
122 FICA - EMPLOYER CONTR	\$ 14,929	17,000	18,385	15,675	\$ 18,000
131 HEALTH & LIFE INS - E CONTR	\$ 47,843	37,000	28,953	50,235	\$ 50,000
151 WORKMEN'S COMP INSURANCE	\$ 16,140	19,000	19,464	16,947	\$ 20,000
201 OFFICE SUPPLIES	\$ -	100	-	-	\$ -
202 COPY & PRINTING SUPPLIES	\$ 412	350	642	500	\$ 500
212 MOTOR FUELS AND LUBRICANT	\$ 7,054	6,000	12,232	7,000	\$ 10,000
215 SHOP MATERIALS	\$ -	-	-	-	\$ -
221 EQUIPMENT PARTS, TIRES	\$ 865	500	-	500	\$ 500
227 UTILITY SYSTEM MAINT SUPPLII	\$ 201,970	175,000	182,608	190,000	\$ 190,000
240 SMALL TOOLS AND MINOR EQUI	\$ 513	1,000	183	1,000	\$ 500
303 ENGINEERING SERVICE	\$ 42,538	12,000	33,210	20,000	\$ 30,000
307 PROFESSIONAL SVCS	\$ 8,621	8,500	20,160	8,500	\$ 10,000
322 POSTAGE	\$ 2,556	1,500	3,260	2,500	\$ 2,500
351 LEGAL NOTICE & ORD PUBLICA1	\$ 621	750	66	750	\$ 750
362 PROPERTY INSURANCE	\$ 22,640	23,000	31,039	24,000	\$ 31,000
381 ELECTRIC UTILITIES	\$ 118,975	117,000	161,810	120,000	\$ 140,000
383 NATURAL GAS	\$ 10,732	10,000	17,663	12,000	\$ 15,000
401 BLDG & LAWN MAINTENANCE	\$ 12,641	12,000	12,230	13,000	\$ 13,000
404 VEHICLE & EQUIP MAINT	\$ 6,323	5,000	3,022	5,000	\$ 5,000
410 COMPUTER SERVICES/FEES	\$ 8,863	10,000	10,051	10,000	\$ 11,000
416 RENTAL	\$ -	-	817	-	\$ -
433 DUES & SUBSRIPT & TRAINING	\$ 1,777	2,000	3,102	2,000	\$ 2,000
437 MISCELLANEOUS EXPENSE	\$ 749	500	3,287	500	\$ 500
580 OTHER EQUIPMENT	\$ -	-	135,330	200,000	\$ 177,200
720 Transfers	\$ -	-	-	-	\$ -
Operating Expenditure Sub Total	\$ 744,842	668,882	975,679	929,092	979,220

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

Revenue	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2024 Draft Budget
Capital Expenses					
307 ENGINEERING SVCS	\$ 28,184	-	30,328	-	\$ -
304 LEGAL	\$ -	-	-	-	\$ -
307 PROF SVCS	\$ -	-	-	-	\$ -
530 IMPROVEMENTS	\$ 1,134,612	838,000	712,030	3,000,000	\$ 1,200,000
514 Land	\$ -	-	-	-	\$ -
Capital Expenditure Sub Total	\$ 1,162,796	838,000	742,358	3,000,000	1,200,000
Dept 47000 - Capital Debt Service					
601 BOND PRINCIPAL	\$ 760,500	743,000	770,500	780,000	\$ 840,000
611 BOND INTEREST	\$ 120,725	150,000	138,709	150,000	\$ 228,141
Capital Debt Expenditure Sub To	\$ 881,225	893,000	909,209	930,000	1,068,141
Total Water Fund Expenditures	\$ 2,788,863	2,399,882	2,627,246	4,859,092	3,247,361
Revenue/Exp Surplus/(Deficit)	\$ (1,030,503)	(403,242)	(49,980)	(106,592)	296,079
Cash Balance at Beg of Year	\$ 2,626,855	1,520,246	1,520,246	1,407,296	\$ 1,300,705
Cash Surplus/(Deficit)	\$ (1,030,503)	(403,242)	(49,980)	(106,592)	296,079
Timing Differences (Accrual)	\$ (76,106)	-	(62,970)		
Cash Balance at Yr End	\$ 1,520,246	1,117,004	1,407,296	1,300,705	1,596,784

CITY OF MINNETRISTA
Revenue Guideline updated 2023

09/13/23 10:43 AM

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Account Descr	2023 YTD Budget	SEPTEMBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 601 WATER FUND						
R 601-300-33160 FEDERAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-300-33630 GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-400-36212 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-400-37110 WATER SALES	\$1,200,000.00	\$7,436.95	\$916,110.39	\$283,889.61	76.34%	\$684,938.55
R 601-400-37120 UNDISTRIBUTED	\$0.00	\$1,313.13	-\$2,060.28	\$2,060.28	0.00%	-\$1,866.77
R 601-400-37150 WATER CONNECTI	\$300,000.00	\$9,317.97	\$647,265.54	-\$347,265.54	215.76%	\$243,525.18
R 601-400-37151 WATER AREA CHA	\$200,000.00	\$0.00	\$22,504.00	\$177,496.00	11.25%	\$286,278.41
R 601-400-37158 WATER TEST SUR	\$0.00	-\$4,682.50	-\$10,480.89	\$10,480.89	0.00%	\$3,403.20
R 601-400-37160 WATER PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-400-37165 WATER METERS	\$50,000.00	\$1,335.00	\$31,414.29	\$18,585.71	62.83%	\$39,665.00
R 601-400-37170 OTHER/CELL PHO	\$0.00	\$0.00	\$151.15	-\$151.15	0.00%	\$77.48
R 601-600-36101 SPECIAL ASSESSM	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	\$1,034.87
R 601-610-36210 INTEREST ON INV	\$2,000.00	\$0.00	\$49,051.41	-\$47,051.41	2452.57%	-\$64,966.49
R 601-620-36250 REFUNDS AND REI	\$0.00	\$0.00	\$513.95	-\$513.95	0.00%	\$4,239.55
R 601-650-39310 GENERAL OBL BO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-650-39311 PFA, EDA - OTHER	\$3,000,000.00	\$0.00	\$2,067,740.35	\$932,259.65	68.92%	\$0.00
R 601-650-39999 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
R 601-700-40000 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$448,217.09
FUND 601 WATER FUND	\$4,752,500.00	\$14,720.55	\$3,722,209.91	\$1,030,290.09	78.32%	\$1,644,546.07
	\$4,752,500.00	\$14,720.55	\$3,722,209.91	\$1,030,290.09	78.32%	\$1,644,546.07

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Expenditure Guideline by Departments - 2023 upd

Account Descr	2023 YTD Budget	SEPTEMBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
FUND 601 WATER FUND						
DEPT 43241 WATER CONSTRUCTION						
E 601-43241-303 ENGINEERING SE	\$0.00	\$0.00	\$47,256.79	-\$47,256.79	0.00%	\$26,465.78
E 601-43241-304 LEGAL FEES - ATT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-43241-307 PROFESSIONAL SE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-43241-437 MISCELLANEOUS E	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-43241-514 LAND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-43241-530 IMPROVEMENTS	\$3,000,000.00	\$538,313.87	\$811,462.58	\$2,188,537.42	27.05%	\$282,381.23
DEPT 43241 WATER CONSTRUCTI	\$3,000,000.00	\$538,313.87	\$858,719.37	\$2,141,280.63	28.62%	\$308,847.01
DEPT 43400 TRANSFER IN						
E 601-43400-720 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 43400 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 47000 DEBT SERVICE						
E 601-47000-101 SALARIES-REGULA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-47000-307 PROFESSIONAL SE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-47000-601 BOND PRINCIPAL	\$780,000.00	\$0.00	\$783,800.00	-\$3,800.00	100.49%	\$770,500.00
E 601-47000-605 BOND ISSUANCE E	\$0.00	\$0.00	\$41,721.57	-\$41,721.57	0.00%	\$0.00
E 601-47000-611 BOND INTEREST	\$150,000.00	\$0.00	\$142,462.62	\$7,537.38	94.98%	\$155,772.77
E 601-47000-620 FISCAL AGENT FE	\$0.00	\$531.25	\$1,690.25	-\$1,690.25	0.00%	\$1,668.38
E 601-47000-625 BOND DISCOUNT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-47000-630 BOND ISSUANCE F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 47000 DEBT SERVICE	\$930,000.00	\$531.25	\$969,674.44	-\$39,674.44	104.27%	\$927,941.15
DEPT 49300 TRANSFERS OUT						
E 601-49300-720 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 49300 TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 49440 WATER DEPARTMENT ADMINISTRATIO						
E 601-49440-101 SALARIES-REGULA	\$198,260.00	\$8,967.82	\$189,452.43	\$8,807.57	95.56%	\$180,720.10
E 601-49440-102 SALARIES-OVERTI	\$6,223.00	\$0.00	\$4,228.93	\$1,994.07	67.96%	\$4,049.33
E 601-49440-105 SALARIES-PAGER	\$8,558.00	\$264.84	\$3,922.75	\$4,635.25	45.84%	\$3,874.75
E 601-49440-121 PERA - EMPLOYER	\$15,943.00	\$686.43	\$14,715.16	\$1,227.84	92.30%	\$14,081.99
E 601-49440-122 FICA - EMPLOYER	\$15,675.00	\$692.53	\$14,521.80	\$1,153.20	92.64%	\$13,582.39
E 601-49440-125 PENSION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-131 HEALTH & LIFE IN	\$50,235.00	\$203.89	\$25,337.61	\$24,897.39	50.44%	\$26,802.77
E 601-49440-151 WORKMEN S COM	\$16,947.00	\$0.00	\$18,740.91	-\$1,793.91	110.59%	\$19,463.55
E 601-49440-201 OFFICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-202 COPY & PRINTING	\$500.00	\$0.00	\$595.28	-\$95.28	119.06%	\$307.07

Account Descr	2023 YTD Budget	SEPTEMBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2022 YTD Amt
E 601-49440-212 MOTOR FUELS AN	\$7,000.00	\$400.26	\$7,408.18	-\$408.18	105.83%	\$6,781.25
E 601-49440-215 SHOP MATERIALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-221 EQUIPMENT PART	\$500.00	\$0.00	\$251.67	\$248.33	50.33%	\$0.00
E 601-49440-227 UTILITY SYSTEM	\$190,000.00	\$7,007.82	\$152,653.39	\$37,346.61	80.34%	\$136,632.91
E 601-49440-240 SMALL TOOLS AN	\$1,000.00	\$0.00	\$130.30	\$869.70	13.03%	\$102.92
E 601-49440-301 AUDITING AND AC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-303 ENGINEERING SE	\$20,000.00	\$0.00	\$61,941.74	-\$41,941.74	309.71%	\$24,372.75
E 601-49440-304 LEGAL FEES - ATT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,274.50
E 601-49440-307 PROFESSIONAL SE	\$8,500.00	\$564.78	\$4,730.01	\$3,769.99	55.65%	\$9,216.13
E 601-49440-322 POSTAGE	\$2,500.00	\$0.00	\$2,714.72	-\$214.72	108.59%	\$2,682.45
E 601-49440-351 LEGAL NOTICE &	\$750.00	\$0.00	\$663.50	\$86.50	88.47%	\$66.26
E 601-49440-362 PROPERTY INSUR	\$24,000.00	\$0.00	\$38,961.07	-\$14,961.07	162.34%	\$31,039.06
E 601-49440-381 ELECTRIC UTILITI	\$120,000.00	\$390.00	\$108,273.98	\$11,726.02	90.23%	\$115,651.82
E 601-49440-383 NATURAL GAS	\$12,000.00	\$298.51	\$13,587.00	-\$1,587.00	113.23%	\$11,600.25
E 601-49440-401 BLDG/STRUCT MAI	\$13,000.00	\$0.00	\$4,750.48	\$8,249.52	36.54%	\$3,850.19
E 601-49440-402 LAWN MAINTENAN	\$0.00	\$0.00	\$2,210.00	-\$2,210.00	0.00%	\$4,096.00
E 601-49440-404 VEHICLE & EQUIP	\$5,000.00	\$0.00	\$11,784.93	-\$6,784.93	235.70%	\$2,646.37
E 601-49440-410 COMPUTER SERVI	\$10,000.00	\$0.00	\$6,483.39	\$3,516.61	64.83%	\$8,255.11
E 601-49440-416 RENTAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$640.20
E 601-49440-417 UNIFORMS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-433 DUES & SUBSRIPT	\$2,000.00	\$0.00	\$603.50	\$1,396.50	30.18%	\$2,019.07
E 601-49440-437 MISCELLANEOUS E	\$500.00	\$0.00	-\$133.76	\$633.76	-26.75%	\$3,026.10
E 601-49440-530 IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$205,125.43
E 601-49440-540 MOTOR VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 601-49440-580 OTHER EQUIPMEN	\$200,000.00	\$0.00	\$114,481.16	\$85,518.84	57.24%	\$109,368.55
DEPT 49440 WATER DEPARTMEN	\$929,091.00	\$19,476.88	\$803,010.13	\$126,080.87	86.43%	\$943,329.27
DEPT 49970 DEPRECIATION						
E 601-49970-420 DEPRECIATION EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
DEPT 49970 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
FUND 601 WATER FUND	\$4,859,091.00	\$558,322.00	\$2,631,403.94	\$2,227,687.06	54.15%	\$2,180,117.43
	\$4,859,091.00	\$558,322.00	\$2,631,403.94	\$2,227,687.06	54.15%	\$2,180,117.43

2023 Water Utility Rates

Water - Residential	\$33.89 Base per Quarter
0-25,000 gallons	\$4.77 per 1,000 gallons
25,001-65,000 gallons	\$6.63 per 1,000 gallons
Over 65,001 gallons	\$11.93 per 1,000 gallons

Water- Commercial (Includes Schools)	\$33.89 Base per Quarter
0-300,000 gallons	\$4.77 per 1,000 gallons
300,001-600,000 gallons	\$6.63 per 1,000 gallons
Over 600,001 gallons	\$11.93 per 1,000 gallons

Trunk Water Charge	\$10,300/acre
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Water Connection	3,300 per unit
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2024 Proposed Water Utility Rates

Water - Residential	\$36.60 Base per Quarter
0-25,000 gallons	\$5.15 per 1,000 gallons
25,001-65,000 gallons	\$7.16 per 1,000 gallons
Over 65,001 gallons	\$12.88 per 1,000 gallons

Water- Commercial (Includes Schools)	\$36.60 Base per Quarter
0-300,000 gallons	\$ 5.15 per 1,000 gallons
300,001-600,000 gallons	\$7.16 per 1,000 gallons
Over 600,001 gallons	\$12.88 per 1,000 gallons

Trunk Water Charge	\$11,100/acre
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Water Connection	3,550 per unit
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City of St. Bonifacius

Office of the Administrator/Clerk/Treasurer
8535 Kennedy Memorial Drive
St. Bonifacius, MN 55375
(952) 446-1061



September 7, 2023

City of Minnetrista
7701 County Road 110 West
Minnetrista, MN 55364

Watertown Township
3580 County Road 10 North
Watertown, MN 55338

Laketown Township
9530 Laketown Road
Chaska, MN 55318

Dear City Officials

The City Council of St. Bonifacius is favorably considering adopting a Resolution increasing the Fire Relief annual per year of service benefit from \$5,200 to \$5,700. We are requesting your Official's action.

The current fire contracts include the following language:

The contracting public bodies agree that the present amount being paid for Relief benefits will be paid until and unless a majority of the contracting public bodies approves increased benefits and increased contributions to the fund.

The Fire Relief Association fund receives revenue from the City annual contribution (\$35,000) included in the Fire Departments annual budget, State Fire Aid, and investment proceeds.

If you have questions, please call Mayor Kerry Taylor at 952-913-8240 or Fire Chief Eric Anderson at 952-292-3797.

The City Council and St. Bonifacius Fire Department Relief Association appreciates your consideration of the increase. If your officials disagree with the increase please respond by November 8, 2023.

Thank you,

A handwritten signature in black ink that reads "Brenda Fisk".

Brenda Fisk
Administrator/Clerk/Treasurer