



**CITY COUNCIL WORK SESSION MEETING AGENDA**  
**October 7, 2019**  
**5:30 – 6:30pm**

- 1) Call to Order**
- 2) 2040 Comprehensive Plan Discussion**
- 3) Water Fund 2020 Budget**
- 4) Adjourn**



## Memorandum

To: **Honorable Mayor and City Council**  
**Michael Barone, City Administrator**  
**David Abel, Community Development Director**

From: **Eric Zweber, AICP**

Date: **October 2, 2019**

Re: **Minnetrista 2040 Comprehensive Plan**  
**Councilmember Bruce's Comments**  
**WSB Project No. 02121-700**

### Background

On July 27, 2019, the Metropolitan Council authorized the City of Minnetrista to place its 2040 Comprehensive Plan into effect and pass and resolution adopting the 2040 Comprehensive Plan within nine months of the Metropolitan Council action. On September 3, 2019, the City Council considered adoption of the Comprehensive Plan in which Councilmember Bruce provided seven concerns and the City Council tabled the Comprehensive Plan to consider those concerns. WSB has evaluated those concerns and has provided the follow comments regarding those concerns in the following sections of this memorandum. I will be in attendance at the October 7, 2019, City Council Work Session and will be prepared to address these comments.

1. **Page 346 Parks & Open Space. We agreed to take out the "recommended 2017 improvements" because they don't belong and they also create expectations that may or may not be met. 2017 CIP improvements have no place in the 2040 plan. That was almost 3 years ago.**

The Comprehensive Plan was released for adjacent community review in the summer of 2016 with the proposed 2017 CIP. We can replace that 2017 CIP information with either the adopted 2019 CIP or the proposed 2020 CIP.

2. **Page 347: There is an overly broad statement made here that gives the Met Council cart blanche to regulate almost anything they want to in Minnetrista. The word used is "may" in this context: "The City of Minnetrista ....will not permit activity that may conflict with the Metropolitan System Policy Plans." That word, "may", tacitly gives the Met Council the right to shut down anything, ANY activity, they think "may conflict with their plans." They could make golf carts illegal, they could make cars illegal for that matter. The bar is set very low, in fact there is no bar set when you use the word may. I would suggest merely removing that word and changing "conflict" to "conflicts". They would at least have to prove something conflicts with their plan instead of say something might.**

WSB can make the change from "will" to "may" and "conflict" to "conflicts" on page 9-1.

3. **Page 172 - Historically our data indicates per capita water demand has shown a decreasing trend since 2012 (see page 178 where GPCPD (gallons per capita per**

**day) has declined from 137 to 113 and then to 112. The trend is explained as being the result of more efficient appliances, showerheads, etc. This trend is expected to continue so I'm not understanding why, when the last historical data we have shows GPCPD at 112 that we are using 134 GPCPD in our calculations to project future water demand. I haven't seen any factors that indicate GPCPD is going to increase. We need to calculate future water demand based on reality, not anything else.**

The Minnesota Department of Natural Resources (DNR) guidance is to use a five-year average for demand modeling. WSB has evaluated the 2016, 2017, and 2018 water usage and Minnetrista has used 112, 122, 119 GPCD respectively. With that data, the five-year average demand would become 116 GPCD from 2014-2018. That change in the five-year average would reduce the 2040 projected maximum day demand on Table 4 from 3.66 MGD to 2.97 MGD.

- 4. Page 182 - Future Water Conservation Policies. This shows the city making commitments to adopt future ordinances. The city does not have the authority to make a commitment to revise or adopt an ordinance in the future without the ordinance being submitted in writing to the council, which these have not. Page 183. 7. Additional strategies to reduce water use and support wellhead protection planning. The City of Minnetrista will consider participating in the GreenStep Cities program, adopt a private well ordinance, implement a water conservation outreach program, and implement a rebate program for water efficient appliances and fixtures. Managing a rebate program is something the utility companies do because they have the staff and accounting systems to do them. This is not something our city needs to be involved in.**

These policies are taken from suggested strategies to reduce water use from the DNR located on Table 28 of the local water supply plan template. Since Minnetrista has a tiered water rate structure, none of those suggested strategies are required and we can remove the policies referenced in concern number 4 above.

- 5. Private wells. (pages 183 and 227). This language shows the city intends to adopt a private well ordinance imposing the same watering restrictions on private wells as on those on the public water supply. This is not only unnecessary it is unenforceable. Most properties on private wells are already financially incentivized to conserve water. They have water treatment systems that are expensive to operate with iron filters that require bleach and water softeners that require salt. These systems are not cheap to operate. There is no reason to regulate these properties with burdensome restrictions when it is unnecessary and would be impossible to enforce anyway. I thought we discussed this on our first go-round. We could fix all this by saying we would "consider" this but as it's written it says "adopt", not "consider adopting" as I remember discussing. We can consider anything without making a commitment to do it.**

The response to the private well ordinance language is the same as concerns number 4 above. This policy is taken from suggested strategies to reduce water use from the DNR located on Table 28 of the local water supply plan template. Since Minnetrista has a tiered water rate structure, the private well ordinance is not required.

- 6. *GreenStep Cities (Page 182 and 227). I wasn't aware of the GreenStep Cities program when this council reviewed the Comp Plan in 2017. Recently we've all become aware of a significant amount of controversy over this program. Cities such as Plymouth decided not to enroll on the night they had this program on the consent agenda and heard all the objections regarding it raised. The recent news coverage of this program indicates serious concerns over its encroachment on local government autonomy. By checking the box on page 227 the city is making a commitment of "implementation of at least one of the GSC's best practices for water". We don't even know what these best practices are. They haven't been submitted to the council and it would be irresponsible, to say the least, to commit to implementing something we haven't seen.***

The response to the GreenStep Cities language is the same as concerns number 4 above. This policy is taken from suggested strategies to reduce water use from the DNR located on Table 28 of the local water supply plan template. Since Minnetrista has a tiered water rate structure, the GreenStep Cities program is not required.

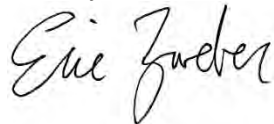
- 7. *Page 358: Implementation Actions Water Supply. This chart shows the city is planning to install a 750,000 gallon elevated storage tank in the short term. The actual size of the tank we are planning to install is 500,000 gallons, not 750,000. This needs to be corrected.***

The Comprehensive Plan was released for adjacent community review in the summer of 2016 with the planned water tower at that time. We can replace the 750,000-gallon reference with a reference to a 500,000-gallon tank. This would be consistent with the lower demand as a result in the decrease of maximum daily demand referenced in response to concern number 3 above.

#### **Next Steps**

Following the direction of the City Council, WSB will revise the 2040 Comprehensive Plan accordingly.

Thank you,



Eric Zweber, AICP

**CITY OF MINNETRISTA**



**WORK SESSION DISCUSSION ITEM**

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**Subject:** Water Fund 2020 Draft Budget Discussion (includes operations and capital components)

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

**Meeting Date:** October 7, 2019

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Attached for your review is an operational cash flow worksheet for the Water Fund as well as the proposed Water Projects cash flow worksheet (CIP) and equipment/project listing. In addition to those items are a 2020 draft detail budget by line item as well as an YTD report that covers data through September 2019. The current cash balance in the water fund is \$1,956,282

One item that is continuing from 2018 & 2019 into 2020 is completion of plans and specs and the construction of a water tower in the southern water system on the site the City purchased in 2019. The money that was budgeted in 2018 and 2019 in regards to this has been carried forward to 2020 with the project moving to fruition.

During 2018 the water activities were combined from two funds into one (fund 491 and fund 601 was merged all into fund 601). You will see the 2020 draft budget shows this and the financial management plan shows the two now departments of the combined fund.

Staff is looking for Council feedback and direction for the Water Fund so it can be incorporated and updated into the Long Range Utility Financial Plan and 2020 budget. In order to fund the water improvements that have been completed recently and the ongoing operations, the rates for the utility fee should be considered each year. There also is the capital outlay and financing associated with the upcoming water tower project as well as the cleaning, maintenance and painting of the two existing water towers. The tiered water rates have been adjusted by 4% the last few years based on the new improvements (water treatment plants and associated water main) and is proposed to be adjusted 4% for 2020. The rationale was to do a 4% increase for the foreseeable future when the improvements were approved vs doing a big adjustment the first year or two.

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**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.

**Recommended City Council Action:** \_\_\_\_\_

A preliminary discussion on the water enterprise fund is the expectation for this agenda item. Direction on setting the 2020 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 2020 Water Funds Budget.

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**Mission Statement:**

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.



**City of Minnetrista  
Utility Rate Study**

Plan Updated October 7, 2019



**Water Operational Department (Fund 601)**

	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Budget 2019	2020	2021	Projected			
										2022	2023	2024	2025
1 Rates Inflation					4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	5.00%	5.00%	5.00%
2 Revenue growth assumption - non-usage					2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
3 Investment income yield					1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
4 Expense growth - general and administrative					1.00%	1.00%	1.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
5 Expense growth - contractual					1.00%	1.00%	1.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
6													
<b>50 Beginning Departmental Cash</b>	<b>1,299,767</b>	<b>1,171,355</b>	<b>1,149,854</b>	<b>1,212,079</b>	<b>1,304,925</b>	<b>1,004,584</b>	<b>1,066,225</b>	<b>1,198,872</b>	<b>1,419,257</b>	<b>1,580,145</b>	<b>1,908,042</b>	<b>1,881,088</b>	<b>2,305,672</b>
51 Add net operations	(222,923)	(105,269)	(25,130)	(14,265)	585	(127,733)	(40,146)	(25,381)	10,111	48,474	103,975	156,098	211,861
52 Add back depreciation	230,532	217,983	219,575	247,344	284,941	287,790	290,668	296,482	302,411	308,460	314,629	320,921	327,340
53 Add net non operating	(32,753)	(19,215)	(26,037)	(2,927)	(475,867)	6,584	(3,875)	(12,716)	(61,634)	964	(202,558)	(5,436)	12,347
54 Add capital and bond	(103,268)	(115,000)	(95,000)	(105,000)	(110,000)	(105,000)	(114,000)	(38,000)	(90,000)	(30,000)	(243,000)	(47,000)	(40,000)
55 Net change in balance sheet items			(11,183)	(32,306)									
56 /Contracts/Retainage Payable/carryover/projected variance													
<b>57 Ending Departmental Cash</b>	<b>1,171,355</b>	<b>1,149,854</b>	<b>1,212,079</b>	<b>1,304,925</b>	<b>1,004,584</b>	<b>1,066,225</b>	<b>1,198,872</b>	<b>1,419,257</b>	<b>1,580,145</b>	<b>1,908,042</b>	<b>1,881,088</b>	<b>2,305,672</b>	<b>2,817,219</b>

**Total Water Fund Beginning Cash**  
**Total surplus (deficit)**  
**Total Water Fund Ending Cash**





City of Minnetrista  
Utility Rate Study



Plan Updated October 7, 2019

Water Improvement Department (now combined in fund 601 for fund totals)													
	Actual	Actual	Actual	Actual	Actual	Actual	Budget			Projected			
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Rates Inflation					3.60%	1.80%	2.00%						
2 Revenue growth assumption - non-usage		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
3 Investment income yield		1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
4 Expense growth - general and administrative		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5 Expense growth - contractual		3.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
6													
50 Beginning Departmental Cash	1,038,726	1,536,808	1,772,085	1,159,776	2,185,586	1,763,974	1,437,839	776,767	6,547	93,898	(830,012)	(1,453,090)	(2,084,697)
51 Add net operations	626,345	294,148	548,373	246,730	516,338	460,194	190,000	375,000	445,692	471,964	419,032	421,756	424,497
52 Add back depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0
53 Add net non operating	(128,263)	(58,871)	(1,593,491)	152,254	60,114	(744,040)	(701,072)	(1,145,220)	(358,341)	(1,395,873)	(1,042,110)	(1,053,362)	(1,013,178)
54 Add capital and bond	0	0	0	0	0	0	0	0	0	0	0	0	0
55 Net change in balance sheet items			432,809	626,826	(998,064)	(42,289)							
56 /Contracts/Retainage Payable/carryover/project							(150,000)						
57 Ending Departmental Cash	1,536,808	1,772,085	1,159,776	2,185,586	1,763,974	1,437,839	776,767	6,547	93,898	(830,012)	(1,453,090)	(2,084,697)	(2,673,378)
<b>Total Water Fund Beginning Cash</b>	<b>2,338,493</b>	<b>2,708,163</b>	<b>2,921,939</b>	<b>2,371,855</b>	<b>3,490,511</b>	<b>2,768,558</b>	<b>2,504,064</b>	<b>1,975,639</b>	<b>1,425,804</b>	<b>1,674,043</b>	<b>1,078,031</b>	<b>427,998</b>	<b>220,975</b>
<b>Total surplus (deficit)</b>	<b>369,670</b>	<b>213,776</b>	<b>(550,084)</b>	<b>1,118,656</b>	<b>(721,953)</b>	<b>(264,494)</b>	<b>(528,425)</b>	<b>(549,835)</b>	<b>248,240</b>	<b>(596,012)</b>	<b>(650,033)</b>	<b>(207,023)</b>	<b>(77,134)</b>
<b>Total Water Fund Ending Cash</b>	<b>2,708,163</b>	<b>2,921,939</b>	<b>2,371,855</b>	<b>3,490,511</b>	<b>2,768,558</b>	<b>2,504,064</b>	<b>1,975,639</b>	<b>1,425,804</b>	<b>1,674,043</b>	<b>1,078,031</b>	<b>427,998</b>	<b>220,975</b>	<b>143,841</b>

City of Minnetrista  
 Water Fund Improvement/Capital Department  
 Capital Improvement Program

Plan Updated October 7, 2019

Projects	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>PROJECTS</b>													
Water Tower Maintenance/Improvements - Kings Point					\$495,000								
Water Tower Maintenance/Improvements - Sunnyfield				\$495,000									
Interconnect Central and Southwest Systems													
Decentralized Water Treatment Plants:													
Water Treatment Plants/Facilities (PFA)													
Watermain													
Water Tower Southern System			\$2,500,000										
Wells 6 & 7													
Inspect & rehab Well #1		\$100,000								\$100,000			
Inspect & rehab Well #2A				\$100,000							\$100,000		
Inspect & rehab Well #3						\$100,000							
Inspect & rehab Well #5							\$100,000						
Inspect & rehab Well #6								\$100,000					
Inspect & rehab Well #7									\$100,000				
<b>Estimated Future</b>													
<b>Actual CIP (2018 Dollars)</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$2,500,000</b>	<b>\$595,000</b>	<b>\$495,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>

City of Minnetrista  
 Water Fund Operating Department  
 Capital Improvement Program

Projects	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>CAPITAL EQUIPMENT</b>													
Line/Pipe Tracer (Receiver & Transmitter Kit)			\$5,000										
Kerf Cutter (Gate valve replacement tool)													
Replace 2005 Tandem Axle Dump Truck (Truck #13) (1/3 of) (1/3 each - Street / Sewer / Water CIP)						\$78,000							
Hydrant Wrench													
Server Upgrades	\$18,000												
Other													
Replace Water Dept Service Truck (Truck #7)						\$130,000							\$150,000
Replace 2000 Katolight 200 KW Generator				\$60,000									
Replace Tractor Backhoe - 2016 CAT 420F (1/3 each - Storm water / Sewer / Water CIP)									\$50,000				
Concrete saw - walk behind model		\$9,000					\$12,000					\$15,000	
Set up of water-sewer main back up trailer			\$3,000										
<b>Actual CIP (2019 Dollars)</b>	<b>\$18,000</b>	<b>\$9,000</b>	<b>\$8,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$208,000</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$150,000</b>

**City of Minnetrista  
2020 Prelim Budget  
Water Enterprise Fund**

**WATER ENTERPRISE FUND  
FUND 601**

	2017	2018	2018	2019	2020
	Actuals	Budget	Actuals	Budget	Proj Budget
<b>OPERATIONS - Revenue</b>					
37110 WATER SALES	\$ 763,499	\$ 818,934	\$ 824,060	\$ 867,090	\$ 900,000
37120 UNDISTRIBUTED UTILITIES	\$ 10,269	\$ -	\$ -	\$ -	\$ -
37150 WATER CONNECTION FEES	\$ 4,810	\$ 2,000	\$ -	\$ 5,000	\$ -
37158 WATER TEST SURCHARGE	\$ (167)	\$ -	\$ (186)	\$ -	\$ -
33360 Grants	\$ -	\$ -	\$ -	\$ -	\$ -
37165 WATER METERS	\$ 29,270	\$ 30,000	\$ 45,240	\$ 30,000	\$ 40,000
37170 OTHER	\$ 60	\$ -	\$ 151	\$ -	\$ -
36210 SPECIAL ASSESSMENTS	\$ -	\$ -	\$ 774	\$ -	\$ 775
36210 INTEREST ON INVESTMENT & CKG	\$ 13,607	\$ 9,972	\$ 13,034	\$ 10,000	\$ 13,000
36250 REFUNDS & REIMB	\$ 3,958	\$ -	\$ 3,946	\$ -	\$ -
<b>Water Operations SubTotal</b>	<b>\$ 825,306</b>	<b>\$ 860,906</b>	<b>\$ 887,019</b>	<b>\$ 912,090</b>	<b>\$ 953,775</b>
<b>CAPITAL</b>					
37150 WATER CONNECTION FEES	\$ 175,700	\$ 213,750	\$ 297,760	\$ 190,000	\$ 225,000
37151 WATER AREA CHARGES	\$ 340,636	\$ -	\$ 162,434	\$ -	\$ 150,000
36101 SPECIAL ASSESSMENTS	\$ 2,678	\$ -	\$ -	\$ 2,500	\$ -
36210 INTEREST ON INVESTMENT & CKG	\$ 18,429	\$ 15,475	\$ 20,386	\$ 15,000	\$ 15,000
39310 Other Financing Sources	\$ 36,183	\$ -	\$ -	\$ -	\$ -
40000 Transfers in fro water operational fund	\$ 350,000	\$ -	\$ -	\$ -	\$ -
39311 REVENUE Bond/PFA	\$ 1,331,514	\$ -	\$ -	\$ 1,500,000	\$ 2,000,000
<b>Water Capital SubTotal</b>	<b>\$ 2,255,140</b>	<b>\$ 229,225</b>	<b>\$ 480,580</b>	<b>\$ 1,707,500</b>	<b>\$ 2,390,000</b>
<b>Total Water Revenue</b>	<b>\$ 3,080,446</b>	<b>\$ 1,090,131</b>	<b>\$ 1,367,599</b>	<b>\$ 2,619,590</b>	<b>\$ 3,343,775</b>
<b>Expenditures</b>					
601 BOND PRINCIPAL	\$ 110,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 37,500
611 BOND INTEREST	\$ 40,643	\$ 6,450	\$ 6,450	\$ 4,875	\$ 4,500
620 FISCAL AGENT	\$ -	\$ -	\$ -	\$ -	\$ -
630 BOND ISSUANCE FEES	\$ -	\$ -	\$ -	\$ -	\$ -
101 SALARIES-REGULAR	\$ 162,523	\$ 138,711	\$ 184,356	\$ 150,692	\$ 155,028
102 SALARIES-OVERTIME	\$ 8,997	\$ 4,000	\$ 7,728	\$ 7,000	\$ 7,000
105 SALARIES - PAGER	\$ 5,234	\$ 6,500	\$ 5,344	\$ 7,500	\$ 7,000
121 PERA - EMPLOYER CONTR	\$ 13,149	\$ 11,641	\$ 14,592	\$ 12,389	\$ 15,000
122 FICA - EMPLOYER CONTR	\$ 12,682	\$ 11,874	\$ 13,701	\$ 12,637	\$ 14,000
131 HEALTH & LIFE INS - E CONTR	\$ 25,384	\$ 31,188	\$ 29,007	\$ 32,000	\$ 31,000
151 WORKMEN'S COMP INSURANCE	\$ 22,076	\$ 34,000	\$ 34,679	\$ 15,000	\$ 35,000
201 OFFICE SUPPLIES	\$ 12	\$ 100	\$ 53	\$ 100	\$ 100
202 COPY & PRINTING SUPPLIES	\$ 275	\$ 350	\$ 286	\$ 350	\$ 350
212 MOTOR FUELS AND LUBRICANTS	\$ 3,963	\$ 9,000	\$ 5,586	\$ 8,000	\$ 7,000
215 SHOP MATERIALS	\$ -	\$ 100	\$ 30	\$ 100	\$ 100
221 EQUIPMENT PARTS, TIRES	\$ 1,455	\$ 800	\$ 644	\$ 500	\$ 500
227 UTILITY SYSTEM MAINT SUPPLIES	\$ 103,050	\$ 155,000	\$ 193,611	\$ 175,000	\$ 175,000
240 SMALL TOOLS AND MINOR EQUIP	\$ 515	\$ 5,000	\$ 506	\$ 3,000	\$ 1,000
303 ENGINEERING SERVICE	\$ 13,111	\$ 17,000	\$ 10,006	\$ 13,000	\$ 13,000
307 PROFESSIONAL SVCS	\$ 8,043	\$ 20,000	\$ 5,190	\$ 15,000	\$ 10,000
322 POSTAGE	\$ 1,616	\$ 1,500	\$ 1,746	\$ 1,500	\$ 1,500
351 LEGAL NOTICE & ORD PUBLICATION	\$ 320	\$ 250	\$ 670	\$ 300	\$ 500
362 PROPERTY INSURANCE	\$ 8,588	\$ 8,000	\$ 15,518	\$ 16,000	\$ 16,000
381 ELECTRIC UTILITIES	\$ 99,636	\$ 70,000	\$ 103,774	\$ 100,000	\$ 100,000
383 NATURAL GAS	\$ 8,045	\$ 3,000	\$ 13,435	\$ 13,000	\$ 14,000
401 BLDG & LAWN MAINTENANCE	\$ 9,449	\$ 2,000	\$ 6,174	\$ 5,000	\$ 6,000
404 VEHICLE & EQUIP MAINT	\$ 2,737	\$ 1,000	\$ 3,141	\$ 5,000	\$ 4,000
410 COMPUTER SERVICES/FEES	\$ 9,500	\$ 7,500	\$ 10,463	\$ 10,000	\$ 11,000
416 RENTAL	\$ 49	\$ 9,000	\$ -	\$ -	\$ -
433 DUES & SUBSCRIPT & TRAINING	\$ 1,493	\$ 3,000	\$ 3,143	\$ 3,000	\$ 3,000
437 MISCELLANEOUS EXPENSE	\$ 253	\$ 2,000	\$ 620	\$ 1,500	\$ 1,500
580 OTHER EQUIPMENT	\$ 102,849	\$ 18,000	\$ -	\$ 9,000	\$ 8,000
720 Transfers	\$ 550,000	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenditure Sub Total</b>	<b>\$ 1,325,647</b>	<b>\$ 681,964</b>	<b>\$ 775,453</b>	<b>\$ 726,443</b>	<b>\$ 678,578</b>

**City of Minnetrista  
2020 Prelim Budget  
Water Enterprise Fund**

	2017 Actuals	2018 Budget	2018 Actuals	2019 Budget	2020 Proj Budget
<b>Capital Expenses</b>					
307 ENGINEERING SVCS	\$ 77,948	\$ -	\$ 15,028	\$ -	
303 LEGAL	\$ 33,066	\$ -		\$ -	
307 PROF SVCS	\$ 25,503	\$ 4,142		\$ -	
580 WATER PLAN IMPROVEMENTS/EXPEN	\$ -	\$ -		\$ -	
530 IMPROVEMENTS	\$ 578,190	\$ 400,000	\$ 33,868	\$ 2,500,000	\$ 2,500,000
611 Land	\$ -	\$ -		\$ -	
<b>Capital Expenditure Sub Total</b>	<b>\$ 714,707</b>	<b>\$ 404,142</b>	<b>\$ 48,896</b>	<b>\$ 2,500,000</b>	<b>\$ 2,500,000</b>
<b>Dept 47000 - Capital Debt Service</b>					
601 BOND PRINCIPAL	\$ 644,000	\$ 614,000	\$ 614,000	\$ 624,000	\$ 551,500
611 BOND INTEREST	\$ 120,283	\$ 146,284	\$ 147,316	\$ 137,201	\$ 125,000
<b>Capital Debt Expenditure Sub Total</b>	<b>\$ 764,283</b>	<b>\$ 760,284</b>	<b>\$ 761,316</b>	<b>\$ 761,201</b>	<b>\$ 676,500</b>
<b>Total Water Fund Expenditures</b>	<b>\$ 2,804,637</b>	<b>\$ 1,846,390</b>	<b>\$ 1,585,665</b>	<b>\$ 3,987,644</b>	<b>\$ 3,855,078</b>
<b>Revenue/Exp Surplus/(Deficit)</b>	<b>\$ 275,809</b>	<b>\$ (756,259)</b>	<b>\$ (218,066)</b>	<b>\$ (1,368,054)</b>	<b>\$ (511,303)</b>
<b>Cash Balance at Beg of Year</b>	<b>\$ 2,446,321</b>	<b>\$ 2,722,130</b>	<b>\$ 2,722,130</b>	<b>\$ 2,504,064</b>	<b>\$ 1,936,010</b>
<b>Cash Surplus/(Deficit)</b>	<b>\$ 275,809</b>	<b>\$ (756,259)</b>	<b>\$ (218,066)</b>	<b>\$ (1,368,054)</b>	<b>\$ (511,303)</b>
<b>Projected YTD difference</b>		<b>\$ 400,000</b>		<b>\$ 800,000</b>	
<b>Cash Balance at Yr End</b>	<b>\$ 2,722,130</b>	<b>\$ 2,365,871</b>	<b>\$ 2,504,064</b>	<b>\$ 1,936,010</b>	<b>\$ 1,424,707</b>

**CITY OF MINNETRISTA**  
**\*Revenue Guideline©**

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Current Period: SEPTEMBER 2019

		2019	2019	SEPTEMBER	2019	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>WATER FUND</b>						
Active	R 601-300-33630 GRANTS	\$0.00	\$6,235.50	\$0.00	-\$6,235.50	0.00%
Active	R 601-400-36212 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-400-37110 WATER SALES	\$867,090.00	\$413,361.27	\$10,925.53	\$453,728.73	47.67%
Active	R 601-400-37120 UNDISTRIBUTED U	\$0.00	\$10,432.89	\$2,211.97	-\$10,432.89	0.00%
Active	R 601-400-37150 WATER CONNECTI	\$195,000.00	\$273,020.00	\$38,960.00	-\$78,020.00	140.01%
Active	R 601-400-37151 WATER AREA CHA	\$0.00	\$185,311.84	\$0.00	-\$185,311.84	0.00%
Active	R 601-400-37158 WATER TEST SUR	\$0.00	-\$6,639.94	(\$2,412.82)	\$6,639.94	0.00%
Active	R 601-400-37160 WATER PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-400-37165 WATER METERS	\$30,000.00	\$40,255.00	\$4,815.00	-\$10,255.00	134.18%
Active	R 601-400-37170 OTHER/CELL PHON	\$0.00	\$239.59	\$0.00	-\$239.59	0.00%
Active	R 601-600-36101 SPECIAL ASSESSM	\$2,500.00	\$1,217.31	\$0.00	\$1,282.69	48.69%
Active	R 601-610-36210 INTEREST ON INVE	\$25,000.00	\$54,498.73	\$0.00	-\$29,498.73	217.99%
Active	R 601-620-36250 REFUNDS AND REI	\$0.00	\$962.55	\$0.00	-\$962.55	0.00%
Active	R 601-650-39310 GENERAL OBL BO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-650-39311 PFA, EDA - OTHER	\$1,500,000.00	\$0.00	\$0.00	\$1,500,000.00	0.00%
Active	R 601-650-39999 CONTRIBUTIONS F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-700-40000 OPERATING TRAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total WATER FUND</b>		<b>\$2,619,590.00</b>	<b>\$978,894.74</b>	<b>\$54,499.68</b>	<b>\$1,640,695.26</b>	<b>37.37%</b>
<b>Report Total</b>		<b>\$2,619,590.00</b>	<b>\$978,894.74</b>	<b>\$54,499.68</b>	<b>\$1,640,695.26</b>	<b>37.37%</b>

CITY OF MINNETRISTA

Expenditure Guideline by Departments - 2019

Account Descr	2019 YTD Budget	SEPTEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 601 WATER FUND					
DEPT 43241 WATER CONSTRUCTION					
E 601-43241-303 ENGINEERING SER	\$0.00	\$4,853.97	\$12,345.79	-\$12,345.79	0.00%
E 601-43241-304 LEGAL FEES - ATTO	\$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%
E 601-43241-437 MISCELLANEOUS E	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-43241-514 LAND	\$0.00	\$0.00	\$102,471.10	-\$102,471.10	0.00%
E 601-43241-530 IMPROVEMENTS	\$2,500,000.00	\$14,000.00	\$72,811.00	\$2,427,189.00	2.91%
DEPT 43241 WATER CONSTRUCTI	\$2,500,000.00	\$18,853.97	\$187,627.89	\$2,312,372.11	7.51%
DEPT 43400 TRANSFER IN					
E 601-43400-720 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43400 TRANSFER IN	\$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%
E 601-47000-601 BOND PRINCIPAL	\$729,000.00	\$0.00	\$624,000.00	\$105,000.00	85.60%
E 601-47000-611 BOND INTEREST	\$142,076.00	\$0.00	\$138,851.34	\$3,224.66	97.73%
E 601-47000-620 FISCAL AGENT FEE	\$0.00	\$0.00	\$1,406.05	-\$1,406.05	0.00%
E 601-47000-625 BOND DISCOUNT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-47000-630 BOND ISSUANCE FE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 DEBT SERVICE	\$871,076.00	\$0.00	\$764,257.39	\$106,818.61	87.74%
DEPT 49300 TRANSFERS OUT					
E 601-49300-720 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49440 WATER DEPARTMENT ADMINISTRATIO					
E 601-49440-101 SALARIES-REGULA	\$150,692.00	\$14,077.77	\$135,047.75	\$15,644.25	89.62%
E 601-49440-102 SALARIES-OVERTI	\$7,000.00	\$1,774.20	\$8,180.70	-\$1,180.70	116.87%
E 601-49440-105 SALARIES-PAGER	\$7,500.00	\$703.80	\$3,871.95	\$3,628.05	51.63%
E 601-49440-121 PERA - EMPLOYER	\$12,389.00	\$1,241.67	\$11,032.62	\$1,356.38	89.05%
E 601-49440-122 FICA - EMPLOYER C	\$12,637.00	\$1,232.21	\$10,905.16	\$1,731.84	86.30%
E 601-49440-125 PENSION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-49440-131 HEALTH & LIFE INS	\$32,000.00	\$2,543.84	\$25,480.23	\$6,519.77	79.63%
E 601-49440-151 WORKMEN S COMP	\$15,000.00	\$0.00	\$15,000.00	\$0.00	100.00%
E 601-49440-201 OFFICE SUPPLIES	\$100.00	\$0.00	\$7.44	\$92.56	7.44%
E 601-49440-202 COPY & PRINTING	\$350.00	\$0.00	\$297.46	\$52.54	84.99%
E 601-49440-212 MOTOR FUELS AND	\$8,000.00	\$546.99	\$4,695.14	\$3,304.86	58.69%
E 601-49440-215 SHOP MATERIALS	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 601-49440-221 EQUIPMENT PARTS	\$500.00	\$218.42	\$218.42	\$281.58	43.68%
E 601-49440-227 UTILITY SYSTEM M	\$175,000.00	\$29,533.50	\$168,670.60	\$6,329.40	96.38%
E 601-49440-240 SMALL TOOLS AND	\$3,000.00	\$0.00	\$199.99	\$2,800.01	6.67%
E 601-49440-301 AUDITING AND AC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-49440-303 ENGINEERING SER	\$13,000.00	\$500.00	\$4,704.75	\$8,295.25	36.19%
E 601-49440-304 LEGAL FEES - ATTO	\$0.00	\$48.75	\$19,366.92	-\$19,366.92	0.00%
E 601-49440-307 PROFESSIONAL SE	\$15,000.00	\$254.51	\$3,378.89	\$11,621.11	22.53%
E 601-49440-322 POSTAGE	\$1,500.00	\$15.01	\$853.14	\$646.86	56.88%
E 601-49440-351 LEGAL NOTICE & O	\$300.00	\$0.00	\$690.05	-\$390.05	230.02%
E 601-49440-362 PROPERTY INSURA	\$16,000.00	\$0.00	\$20,588.26	-\$4,588.26	128.68%
E 601-49440-381 ELECTRIC UTILITIE	\$100,000.00	\$10,868.93	\$79,792.50	\$20,207.50	79.79%
E 601-49440-383 NATURAL GAS	\$13,000.00	\$124.46	\$7,717.78	\$5,282.22	59.37%
E 601-49440-401 BLDG/STRUCT MAI	\$5,000.00	\$495.64	\$8,263.68	-\$3,263.68	165.27%
E 601-49440-402 LAWN MAINTENAN	\$0.00	\$383.00	\$1,134.99	-\$1,134.99	0.00%
E 601-49440-404 VEHICLE & EQUIP	\$5,000.00	\$0.00	\$2,214.49	\$2,785.51	44.29%

Account Descr	2019 YTD Budget	SEPTEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
E 601-49440-410 COMPUTER SERVIC	\$10,000.00	\$596.70	\$6,780.88	\$3,219.12	67.81%
E 601-49440-416 RENTAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-49440-417 UNIFORMS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-49440-433 DUES & SUBSRIPT	\$3,000.00	\$0.00	\$1,518.50	\$1,481.50	50.62%
E 601-49440-437 MISCELLANEOUS E	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 601-49440-540 MOTOR VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-49440-580 OTHER EQUIPMENT	\$9,000.00	\$0.00	\$1,984.56	\$7,015.44	22.05%
DEPT 49440 WATER DEPARTMEN	\$616,568.00	\$65,159.40	\$542,596.85	\$73,971.15	88.00%
DEPT 49970 DEPRECIATION					
E 601-49970-420 DEPRECIATION EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49970 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER FUND	\$3,987,644.00	\$84,013.37	\$1,494,482.13	\$2,493,161.87	37.48%
	\$3,987,644.00	\$84,013.37	\$1,494,482.13	\$2,493,161.87	37.48%