

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR UTILITIES COMMISSION MEETING**

**January 28, 2025  
5:00 PM**

**AGENDA**

**1. Call to Order**

**2. Roll Call**

*Jan Kreminski, Chair  
Brian Olson, Commissioner  
Dwight Benoy, Commissioner  
Curtis Theis, Commissioner  
Eric Peterson, Commissioner  
Patrick Antonen, City Administrator*

**3. Setting of Agenda**

**Note:** Consent agenda items will be acted on with one motion unless a Utilities Commission Member requests their placement on the regular agenda -

**4. Comments**

- a. Public Comments
- b. Commission Member Comments

**5. COMMISSION BUSINESS**

**a. Consent Agenda Items:**

- 1. Minutes – December 23, 2024
- 2. Disbursement List
- 3. Financial Statement

Commission Action \_\_\_\_\_

**b. 2025 Utilities Budget (Presentation)**

Commission Action \_\_\_\_\_

**c. Policy 12 – Proposed 2025 Rate Sheet (Memo)**

Commission Action \_\_\_\_\_

**d. \_\_\_\_\_**

Commission Action \_\_\_\_\_

**6. ADJOURNMENT**

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR UTILITIES COMMISSION MEETING**

**December 23, 2024**

**Minutes**

**1. CALL TO ORDER**

Chairman Jan Kreminski called the meeting to order at 5:00 p.m.

**2. ROLL CALL**

Commission Members Brian Olson, Eric Peterson, Curtis Theis, and Dwight Benoy, were also present. City Administrator Patrick Antonen represented the staff.

**3. SETTING OF AGENDA**

There are no changes to the agenda.

**4. COMMENTS**

**a. Public Comments**

There were no public comments.

**b. Commission Member Comments**

Commission members commented on the following:

- Kreminski thanked all the city employees, the administrative staff, and the line workers out in the field for their diligence and service in serving the community and customers this year, and the commission for all the work and time they contributed to the commission.

**5. COMMISSION BUSINESS**

**a. Consent Agenda: Items for Approval**

1. Minutes - November 26, 2024
2. Disbursement List
3. Financial Statement
4. 2025 Meeting Dates

**Motion:** Peterson moved, seconded by Theis, to approve the Consent Agenda as presented.

**Motion carried 5-0.**

**b. Approve 2024/2025 Pond Maintenance Project Plans, Specs, and Bids**

Antonen explained that this is the 2024/2025 pond maintenance project plans, specs, and bids have been included in the packet. The project for 2025 is the ponds near Village Parkway north of Lake Drive, which have caused street flooding issues, and ponds 13 and 14 on Tamarack Trail, which are filled with sediment from the last 20-30 years. These ponds will be excavated beginning in January. Homeowners will be notified once the work schedule is received from the contractor.

The project was opened for bids last Thursday, and 11 bids were received. The project bids came in under budget by \$20,000. The low bidder was verified as Valdes Lawn Care and Snow Removal, LLC, submitting a bid of \$108,797.57 with a completed bid package that included a bid bond. WSB has worked with this contractor on a variety of projects.

Staff recommended approving the bid of \$108,797.57 and awarding the contract to Valdes Lawn Care and Snow Removal, LLC.

**Motion:** Benoy moved, seconded by Peterson, to approve the bid of \$108,797.57 and award the contract to Valdes Lawn Care and Snow Removal, LLC.

**Motion carried 5-0.**

**6. ADJOURNMENT**

**Motion:** This moved, seconded by Benoy, to adjourn to a work session at 5:09 p.m.

**Motion carried 5-0.**

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Chair

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City Administrator



200 Civic Heights Circle  
Circle Pines, MN 55014  
(763) 784-6751

[www.centennialutilities.com](http://www.centennialutilities.com)

# Memo

Agenda Item 5.a.3.

To: Utility Commission  
From: Kate Manson  
Date: January 23, 2025  
Re: December Utility Funds Financials

December's financial summary showcases results anticipated with budgeting where natural gas ended with a positive balance and the other three funds used over \$200,000 in reserves. However, year-end entries haven't been finalized and interest revenue has yet to be allocated. Preliminary estimates have gas receiving \$20,000, water \$138,000, and storm water \$16,000 for a total of \$174,000 in interest revenue yet to be posted.

Despite some highly irregular consumption, the year will look to end as planned. Natural gas sales produced a five-year low of 358,000 MMBtu, below the usual range of 375,000 to 440,000 MMBtu, largely due to warmer weather affecting demand. Similarly, water consumption dropped to 115 million gallons, compared to an annual range of 126 to 139 million gallons, largely due to higher precipitation affecting irrigation.

Operating expenses for 2024 grew by over \$80,000 from 2023. The drivers are depreciation of about \$45,000. However, invoices are still filtering in, and adjusting entries still need to be made, so this amount will change. The city had been carrying more of the property insurance weight in 2023, so the adjustment was made for 2024 adding \$52,000 to the utility financials. Contracting work with mapping our utility services has led to \$26,000 more in spending. Conversely, with a staff retirement impacting salaries, the utility saw expenditure savings of about \$50,000.

Initial year-end financials are looking positive despite lower than anticipated usage sales. This would seem to be consistent with what has been planned concerning the rates and next year's budget.

KM

Enclosures:

(1) December Financial Summary

**December Financial Summary**

Percent of Sales

	GAS				WATER				SEWER				STORM WATER				ALL FUNDS			
	2024 YTD		2023 YTD		2024 YTD		2023 YTD		2024 YTD		2023 YTD		2024 YTD		2023 YTD		2024 YTD		2023 YTD	
<b>UTILITY SALES</b>																				
Residential	2,115,862	62.9%	2,392,942	58.9%	528,667	83.8%	587,703	68.8%	748,321	79.2%	726,759	76.3%	201,998	83.6%	179,516	66.1%	3,594,848	69.3%	3,886,920	63.3%
Commercial	903,954	26.9%	1,076,136	26.5%	17,347	2.7%	22,166	2.6%	156,291	16.5%	152,714	16.0%	38,346	15.9%	34,264	12.6%	1,115,938	21.5%	1,285,280	20.9%
Interruptible	205,128	6.1%	292,828	7.2%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	205,128	4.0%	292,828	4.8%
Penalties	13,574	0.4%	20,668	0.5%	3,287	0.5%	4,534	0.5%	5,110	0.5%	6,554	0.7%	1,309	0.5%	1,538	0.6%	23,280	0.4%	33,294	0.5%
Service Lines	-	0.0%	45,179	1.1%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	45,179	0.7%
Other / Grant	7,903	0.2%	112,212	2.8%	72,735	11.5%	71,821	8.4%	35,410	3.7%	7,125	0.7%	-	0.0%	-	0.0%	116,048	2.2%	191,158	3.1%
Franchise Fees	102,989	3.1%	120,411	3.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	102,989	2.0%	120,411	2.0%
Investment Earnings	-	0.0%	-	0.0%	1,000	0.2%	166,198	19.5%	-	0.0%	59,377	6.2%	-	0.0%	56,146	20.7%	1,000	0.0%	281,721	4.6%
Bad Debt Recovery	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
Gain/Loss on Asset Disposal	16,990	0.5%	108	0.0%	8,006	1.3%	1,743	0.2%	-	0.0%	56	0.0%	-	0.0%	-	0.0%	24,996	0.5%	1,907	0.0%
<b>TOTAL UTILITY SALES</b>	<b>3,366,401</b>	<b>100.0%</b>	<b>4,060,484</b>	<b>100.0%</b>	<b>631,042</b>	<b>100.0%</b>	<b>854,165</b>	<b>100.0%</b>	<b>945,131</b>	<b>100.0%</b>	<b>952,586</b>	<b>100.0%</b>	<b>241,653</b>	<b>100.0%</b>	<b>271,465</b>	<b>100.0%</b>	<b>5,184,226</b>	<b>100.0%</b>	<b>6,138,699</b>	<b>100.0%</b>
<b>COST OF SALES</b>																				
Gas Purchase	1,311,036	38.9%	1,950,088	48.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	1,311,036	25.3%	1,950,088	31.8%
Water & Sewer Pumping	-	0.0%	-	0.0%	14,914	2.4%	21,178	2.5%	1,645	0.2%	1,906	0.2%	-	0.0%	-	0.0%	16,559	0.3%	23,084	0.4%
MCES Sewer Contract	-	0.0%	-	0.0%	-	0.0%	-	0.0%	386,822	40.9%	318,307	33.4%	-	0.0%	-	0.0%	386,822	7.5%	318,307	5.2%
Franchise Fees	102,859	3.1%	120,444	3.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	102,859	2.0%	120,444	2.0%
<b>TOTAL COST OF SALES</b>	<b>1,413,895</b>	<b>42.0%</b>	<b>2,070,532</b>	<b>51.0%</b>	<b>14,914</b>	<b>2.4%</b>	<b>21,178</b>	<b>2.5%</b>	<b>388,466</b>	<b>41.1%</b>	<b>320,213</b>	<b>33.6%</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>0.0%</b>	<b>1,817,275</b>	<b>35.1%</b>	<b>2,411,923</b>	<b>39.3%</b>
<b>GROSS PROFIT</b>	<b>1,952,506</b>	<b>58.0%</b>	<b>1,989,952</b>	<b>49.0%</b>	<b>616,128</b>	<b>97.6%</b>	<b>832,987</b>	<b>97.5%</b>	<b>556,665</b>	<b>58.9%</b>	<b>632,373</b>	<b>66.4%</b>	<b>241,653</b>	<b>100.0%</b>	<b>271,465</b>	<b>100.0%</b>	<b>3,366,951</b>	<b>64.9%</b>	<b>3,726,776</b>	<b>60.7%</b>
<b>OPERATING EXPENSES</b>																				
<b>OPERATIONS</b>																				
Personal Services	521,920	15.5%	480,239	11.8%	115,644	18.3%	102,819	12.0%	83,800	8.9%	80,319	8.4%	7,779	3.2%	-	0.0%	729,143	14.1%	663,377	10.8%
Supplies	18,606	0.6%	19,063	0.5%	4,190	0.7%	3,554	0.4%	5,682	0.6%	4,569	0.5%	-	0.0%	-	0.0%	28,477	0.5%	27,186	0.4%
Contracted Services	41,983	1.2%	44,499	1.1%	6,483	1.0%	5,005	0.6%	16,204	1.7%	20,704	2.2%	35,269	14.6%	28,207	10.4%	99,940	1.9%	98,415	1.6%
Bldg/Equip Rental/Repair	35,223	1.0%	37,312	0.9%	22,766	3.6%	13,146	1.5%	14,717	1.6%	9,577	1.0%	12,532	5.2%	12,288	4.5%	85,238	1.6%	72,324	1.2%
<b>TOTAL OPERATIONS</b>	<b>617,731</b>	<b>18.3%</b>	<b>581,113</b>	<b>14.3%</b>	<b>149,083</b>	<b>23.6%</b>	<b>124,525</b>	<b>14.6%</b>	<b>120,404</b>	<b>12.7%</b>	<b>115,170</b>	<b>12.1%</b>	<b>55,580</b>	<b>23.0%</b>	<b>40,495</b>	<b>14.9%</b>	<b>942,798</b>	<b>18.2%</b>	<b>861,302</b>	<b>14.0%</b>
FILTRATION EXPENSES	-	0.0%	-	0.0%	91,900	14.6%	86,972	10.2%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	91,900	1.8%	86,972	1.4%
APPLIANCE SERVICE	-	0.0%	312,415	7.7%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	312,415	5.1%
IESF	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	1,994	0.8%	2,744	1.0%	1,994	0.0%	2,744	0.0%
<b>ADMINISTRATION</b>																				
Personal Services	461,770	13.7%	308,811	7.6%	111,481	17.7%	90,597	10.6%	104,564	11.1%	90,597	9.5%	-	0.0%	-	0.0%	677,814	13.1%	490,005	8.0%
Supplies	4,764	0.1%	7,851	0.2%	1,254	0.2%	1,564	0.2%	1,181	0.1%	1,229	0.1%	32	0.0%	-	0.0%	7,231	0.1%	10,644	0.2%
Contracted Services	148,212	4.4%	95,356	2.3%	45,849	7.3%	29,908	3.5%	38,378	4.1%	33,122	3.5%	-	0.0%	-	0.0%	232,439	4.5%	158,386	2.6%
Bldg/Equip Rental/Repair	91,942	2.7%	70,812	1.7%	23,136	3.7%	17,347	2.0%	14,936	1.6%	10,862	1.1%	-	0.0%	-	0.0%	130,014	2.5%	99,020	1.6%
Interest on Bonds	1,000	0.0%	3,000	0.1%	83,559	13.2%	92,590	10.8%	97,249	10.3%	107,554	11.3%	65,081	26.9%	71,092	26.2%	246,888	4.8%	274,236	4.5%
Contingency	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
<b>TOTAL ADMINISTRATION</b>	<b>707,687</b>	<b>21.0%</b>	<b>485,830</b>	<b>12.0%</b>	<b>265,279</b>	<b>42.0%</b>	<b>232,005</b>	<b>27.2%</b>	<b>256,308</b>	<b>27.1%</b>	<b>243,364</b>	<b>25.5%</b>	<b>65,113</b>	<b>26.9%</b>	<b>71,092</b>	<b>26.2%</b>	<b>1,294,386</b>	<b>25.0%</b>	<b>1,032,291</b>	<b>16.8%</b>
DEPRECIATION EXPENSE	305,578	9.1%	280,338	6.9%	212,230	33.6%	197,567	23.1%	259,710	27.5%	263,680	27.7%	186,824	77.3%	177,616	65.4%	964,342	18.6%	919,201	15.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>1,630,996</b>	<b>48.4%</b>	<b>1,659,696</b>	<b>40.9%</b>	<b>718,492</b>	<b>113.9%</b>	<b>641,069</b>	<b>75.1%</b>	<b>636,421</b>	<b>67.3%</b>	<b>622,214</b>	<b>65.32%</b>	<b>309,510</b>	<b>128.1%</b>	<b>291,947</b>	<b>107.5%</b>	<b>3,295,419</b>	<b>64%</b>	<b>3,214,926</b>	<b>52.4%</b>
TRANSFER IN	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%
<b>OPERATING INCOME (LOSS)</b>	<b>321,510</b>	<b>9.6%</b>	<b>330,256</b>	<b>8.1%</b>	<b>(102,364)</b>	<b>-16.2%</b>	<b>191,918</b>	<b>22.5%</b>	<b>(79,757)</b>	<b>-8.4%</b>	<b>10,159</b>	<b>1.1%</b>	<b>(67,857)</b>	<b>-28.1%</b>	<b>(20,482)</b>	<b>-7.5%</b>	<b>71,532</b>	<b>1.4%</b>	<b>511,851</b>	<b>8.3%</b>

**CITY OF CIRCLE PINES**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**  
**GAS UTILITY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
609-36-6235-000 MISCELLANEOUS REVENUE	3,080.80	3,708.10	.00	( 3,708.10)	.00
TOTAL MISCELLANEOUS	3,080.80	3,708.10	.00	( 3,708.10)	.00
<u>SALES REVENUE</u>					
609-37-7510-000 RESIDENTIAL GAS SALES-CP	204,010.12	1,306,171.97	1,576,160.00	269,988.03	82.87
609-37-7515-000 RESIDENTIAL GAS SALES-LL	108,312.15	706,159.80	848,900.00	142,740.20	83.19
609-37-7517-000 RESIDENTIAL GAS SALES-BL	14,264.03	103,530.65	111,850.00	8,319.35	92.56
609-37-7530-000 COMMERCIAL GAS SALES-CP	34,416.59	212,701.64	257,520.00	44,818.36	82.60
609-37-7535-000 COMMERCIAL GAS SALES-LL	102,347.77	626,932.73	728,440.00	101,507.27	86.07
609-37-7537-000 COMMERCIAL GAS SALES-BL	12,374.83	64,320.08	129,500.00	65,179.92	49.67
609-37-7545-000 INTERRUPTIBLE GAS SALES-LL	43,900.66	205,127.78	356,200.00	151,072.22	57.59
609-37-7560-000 PENALTIES-CP	840.79	7,105.45	9,690.00	2,584.55	73.33
609-37-7565-000 PENALTIES-LL	677.33	5,869.14	9,690.00	3,820.86	60.57
609-37-7567-000 PENALTIES-BL	65.01	599.47	153.00	( 446.47)	391.81
609-37-7570-000 MISC GAS SALES	( 89.00)	4,195.00	8,670.00	4,475.00	48.39
609-37-7580-000 FRANCHISE FEES-CP	7,152.97	45,561.72	55,010.00	9,448.28	82.82
609-37-7585-000 FRANCHISE FEES-LL	9,304.13	57,427.43	70,218.00	12,790.57	81.78
609-37-7590-000 REFUNDS & REIMBURSEMENTS	.00	.00	1,020.00	1,020.00	.00
TOTAL SALES REVENUE	537,577.38	3,345,702.86	4,163,021.00	817,318.14	80.37
<u>OTHER FINANCING SOURCES</u>					
609-39-9200-000 GAIN/LOSS ON ASSET DISPOSAL	.00	16,990.00	.00	( 16,990.00)	.00
TOTAL OTHER FINANCING SOURCES	.00	16,990.00	.00	( 16,990.00)	.00
TOTAL FUND REVENUE	540,658.18	3,366,400.96	4,163,021.00	796,620.04	80.86

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**GAS UTILITY FUND**

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<b><u>GAS SOURCE OF SUPPLY</u></b>						
609-49-9600-000	GAS-SOURCE OF SUPPLY	309,790.37	1,311,036.35	2,020,900.00	709,863.65	64.87
609-49-9600-050	FRANCHISE FEE	16,470.91	102,858.94	125,228.00	22,369.06	82.14
	<b>OTHER</b>	326,261.28	1,413,895.29	2,146,128.00	732,232.71	65.88
	<b>TOTAL GAS SOURCE OF SUPPLY</b>	326,261.28	1,413,895.29	2,146,128.00	732,232.71	65.88
<b><u>GAS OPERATIONS</u></b>						
609-49-9610-101	GAS-SALARIES FT	45,777.42	390,850.17	453,016.00	62,165.83	86.28
609-49-9610-102	GAS-SALARIES OT	1,206.40	16,426.03	20,031.00	3,604.97	82.00
609-49-9610-103	GAS-SALARIES PT	.00	.00	10,296.00	10,296.00	.00
609-49-9610-120	GAS-PAYROLL TAXES	5,864.87	56,225.44	73,219.00	16,993.56	76.79
609-49-9610-130	GAS-INSURANCE	4,477.66	58,157.48	83,886.00	25,728.52	69.33
609-49-9610-142	GAS-UNEMPLOYMENT	260.55	260.55	.00	( 260.55)	.00
	<b>PERSONNEL</b>	57,586.90	521,919.67	640,448.00	118,528.33	81.49
609-49-9610-212	GAS-MOTOR FUEL LUBS	771.60	6,146.67	10,234.00	4,087.33	60.06
609-49-9610-214	GAS-TOOLS	1,173.87	2,951.99	8,482.00	5,530.01	34.80
609-49-9610-215	GAS-SUPPLIES SHOP	162.93	4,859.88	4,220.00	( 639.88)	115.16
609-49-9610-218	GAS-UNIFORMS	347.76	1,986.75	3,120.00	1,133.25	63.68
609-49-9610-219	GAS-SUPPLIES MISC	.00	2,660.39	2,500.00	( 160.39)	106.42
	<b>SUPPLIES</b>	2,456.16	18,605.68	28,556.00	9,950.32	65.16
609-49-9610-306	GAS-MEDICAL TESTING & PHYS	.00	1,094.00	1,414.00	320.00	77.37
609-49-9610-307	GAS-CONSULTING	7,538.35	17,062.01	18,061.00	998.99	94.47
609-49-9610-314	GAS-CONTRACT SERVICES	274.08	2,191.40	1,584.00	( 607.40)	138.35
609-49-9610-321	GAS-TELEPHONE	517.30	3,666.52	3,414.00	( 252.52)	107.40
609-49-9610-331	GAS-TRAVEL	.00	1,008.78	5,025.00	4,016.22	20.08
609-49-9610-380	GAS-UTILITIES	3,431.54	16,960.38	18,415.00	1,454.62	92.10
	<b>CONTRACTED SERVICES</b>	11,761.27	41,983.09	47,913.00	5,929.91	87.62
609-49-9610-401	GAS-BUILDING MAINTENANCE	1,077.41	4,266.25	5,635.00	1,368.75	75.71
609-49-9610-402	GAS-GAS MAIN REPAIR	.00	976.20	8,000.00	7,023.80	12.20
609-49-9610-403	GAS-REPAIR CUST SERVICES	.00	.00	6,000.00	6,000.00	.00
609-49-9610-404	GAS-REPAIR MTC EQUIPMENT	413.32	7,732.73	10,891.00	3,158.27	71.00
609-49-9610-405	GAS-CATHODIC PROTECTION REP	.00	.00	3,000.00	3,000.00	.00
609-49-9610-406	GAS-REPAIR MTC METERS-REGS	.00	20,704.05	18,300.00	( 2,404.05)	113.14
609-49-9610-433	GAS-DUES SUBSCRIPTIONS	.00	99.00	300.00	201.00	33.00
609-49-9610-495	GAS-MISCELLANEOUS	120.01	1,444.44	2,240.00	795.56	64.48
	<b>MAINTENANCE</b>	1,610.74	35,222.67	54,366.00	19,143.33	64.79

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**GAS UTILITY FUND**

		PERIOD ACTUAL			BUDGET	UNEXPENDED	PCNT
<b>TOTAL GAS OPERATIONS</b>		73,415.07	617,731.11		771,283.00	153,551.89	80.09
<b>GAS ADMINISTRATION</b>							
609-49-9620-101	GAS-SALARIES FT	35,002.59	344,252.37		328,064.00	( 16,188.37)	104.93
609-49-9620-102	GAS-SALARIES OT	.00	.00		765.00	765.00	.00
609-49-9620-103	GAS-SALARIES PT	2,112.50	14,209.95		8,450.00	( 5,759.95)	168.17
609-49-9620-120	GAS-PAYROLL TAXES	4,013.19	49,403.10		50,774.00	1,370.90	97.30
609-49-9620-130	GAS-INSURANCE	4,319.33	53,904.21		50,360.00	( 3,544.21)	107.04
<b>PERSONNEL</b>		45,447.61	461,769.63		438,413.00	( 23,356.63)	105.33
609-49-9620-201	GAS-OFFICE SUPPLIES	49.76	4,217.05		7,833.00	3,615.95	53.84
609-49-9620-218	GAS-UNIFORMS	.00	110.46		620.00	509.54	17.82
609-49-9620-219	GAS-MISC SUPPLIES	115.39	436.07		496.00	59.93	87.92
<b>SUPPLIES</b>		165.15	4,763.58		8,949.00	4,185.42	53.23
609-49-9620-301	GAS-AUDITING	.00	11,901.50		11,422.00	( 479.50)	104.20
609-49-9620-303	GAS-ENGINEERING	.00	.00		250.00	250.00	.00
609-49-9620-304	GAS-LEGAL	.00	.00		4,100.00	4,100.00	.00
609-49-9620-307	GAS-CONSULTING	10.00	39,459.06		27,744.00	( 11,715.06)	142.23
609-49-9620-314	GAS-CONTRACT SERVICE	420.68	3,968.08		4,729.00	760.92	83.91
609-49-9620-321	GAS-TELEPHONE	68.95	3,154.13		2,217.00	( 937.13)	142.27
609-49-9620-322	GAS-POSTAGE	( 6,482.03)	14,530.09		10,710.00	( 3,820.09)	135.67
609-49-9620-331	GAS-TRAVEL	260.17	3,899.75		5,386.00	1,486.25	72.41
609-49-9620-350	GAS-PUBLISH PRINT	3,457.18	7,643.23		7,345.00	( 298.23)	104.06
609-49-9620-360	GAS-INSURANCE	4,891.00	58,692.00		58,686.00	( 6.00)	100.01
609-49-9620-380	GAS-UTILITIES	851.52	4,963.68		5,402.00	438.32	91.89
<b>CONTRACTED SERVICES</b>		3,477.47	148,211.52		137,991.00	( 10,220.52)	107.41
609-49-9620-401	GAS-BUILDING MAINT	.00	3,299.28		2,632.00	( 667.28)	125.35
609-49-9620-404	GAS-REPAIR MTC EQUIPMENT	.00	607.32		733.00	125.68	82.85
609-49-9620-405	GAS-MAINTENANCE CONTRACTS	1,788.77	29,355.60		35,827.00	6,471.40	81.94
609-49-9620-420	GAS-DEPRECIATION	25,464.83	305,577.96		305,578.00	.04	100.00
609-49-9620-431	GAS-CASH SHORT (OVER)	.00	( .02)		.00	.02	.00
609-49-9620-432	GAS-UNCOLLECTABLE ACCOUNTS	10,595.54	13,546.96		3,950.00	( 9,596.96)	342.96
609-49-9620-433	GAS-DUES SUBSCRIPTION	372.00	6,665.82		6,834.00	168.18	97.54
609-49-9620-435	GAS-BOOK PAMPHLETS	.00	.00		400.00	400.00	.00
609-49-9620-440	GAS-BANK CHARGES	5,016.45	33,567.55		38,000.00	4,432.45	88.34
609-49-9620-495	GAS-MISCELLANEOUS	.00	4,899.39		6,200.00	1,300.61	79.02
<b>MAINTENANCE</b>		43,237.59	397,519.86		400,154.00	2,634.14	99.34



CITY OF CIRCLE PINES  
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2024

**GAS UTILITY FUND**

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
609-49-9620-730 GAS-INTERFUND LOANS	.00	.00	254,802.00	254,802.00	.00
<b>TRANSFERS</b>	.00	.00	254,802.00	254,802.00	.00
609-49-9620-605 INTEREST ON INTERFUND LOAN	.00	1,000.00	1,000.00	.00	100.00
609-49-9620-650 GAS-AMORT UTILITY RIGHTS	.00	.00	4,300.00	4,300.00	.00
<b>OTHER</b>	.00	1,000.00	5,300.00	4,300.00	18.87
<b>TOTAL GAS ADMINISTRATION</b>	92,327.82	1,013,264.59	1,245,609.00	232,344.41	81.35
<b>TOTAL GAS UTILITY FUND</b>	492,004.17	3,044,890.99	4,163,020.00	1,118,129.01	73.14
NET REVENUE OVER EXPENDITURES	48,654.01	321,509.97	1.00	( 321,508.97)	

**CITY OF CIRCLE PINES**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**  
**WATER UTILITY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
601-36-6210-000 INTEREST-INVESTMENTS	.00	.00	32,669.00	32,669.00	.00
601-36-6235-000 MISCELLANEOUS	924.24	1,065.96	.00	( 1,065.96)	.00
<b>TOTAL MISCELLANEOUS</b>	<b>924.24</b>	<b>1,065.96</b>	<b>32,669.00</b>	<b>31,603.04</b>	<b>3.26</b>
<u>SALES REVENUE</u>					
601-37-6200-000 S/A INTEREST COLLECTIONS	830.36	830.36	.00	( 830.36)	.00
601-37-7110-000 RESIDENTIAL WATER SALES	32,688.57	473,329.09	497,158.00	23,828.91	95.21
601-37-7111-000 RESIDENTIAL WATER SALES - IRRRI	.00	22,399.16	19,286.00	( 3,113.16)	116.14
601-37-7112-000 RESIDENTIAL WATER SALES - MULT	2,133.27	32,938.77	32,760.00	( 178.77)	100.55
601-37-7120-000 COMMERCIAL WATER SALES	837.23	14,730.49	22,923.00	8,192.51	64.26
601-37-7121-000 COMMERCIAL WATER SALES-IRRIGAT	.00	2,616.59	.00	( 2,616.59)	.00
601-37-7170-000 MISC WATER SALES	.00	300.00	1,500.00	1,200.00	20.00
601-37-7181-000 INTEREST-INTERFUND LOAN	.00	1,000.00	1,000.00	.00	100.00
601-37-7250-000 WATER TOWER LEASE	.00	70,538.48	65,000.00	( 5,538.48)	108.52
601-37-7560-000 PENALTIES	202.32	3,286.82	4,000.00	713.18	82.17
601-37-7590-000 WELLHEAD PROTECTION GRANT	.00	.00	3,500.00	3,500.00	.00
<b>TOTAL SALES REVENUE</b>	<b>36,691.75</b>	<b>621,969.76</b>	<b>647,127.00</b>	<b>25,157.24</b>	<b>96.11</b>
<u>OTHER FINANCING SOURCES</u>					
601-39-9200-000 GAIN/LOSS OF ASSET DISPOSAL	.00	8,005.80	.00	( 8,005.80)	.00
601-39-9205-000 TRANSFER FROM WATER FILTRATION	.00	.00	80,052.00	80,052.00	.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>8,005.80</b>	<b>80,052.00</b>	<b>72,046.20</b>	<b>10.00</b>
<b>TOTAL FUND REVENUE</b>	<b>37,615.99</b>	<b>631,041.52</b>	<b>759,848.00</b>	<b>128,806.48</b>	<b>83.05</b>

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**WATER UTILITY FUND**

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<b><u>POWER &amp; PUMPING</u></b>						
601-49-9410-000	WATER-POWER & PUMPING	2,441.17	14,913.79	17,500.00	2,586.21	85.22
	<b>OTHER</b>	2,441.17	14,913.79	17,500.00	2,586.21	85.22
	<b>TOTAL POWER &amp; PUMPING</b>	2,441.17	14,913.79	17,500.00	2,586.21	85.22
<b><u>WATER OPERATIONS</u></b>						
601-49-9430-101	WATER-SALARIES-FT	7,292.38	84,011.62	95,882.00	11,870.38	87.62
601-49-9430-102	WATER SALARIES-OT	394.86	5,546.94	5,496.00	( 50.94)	100.93
601-49-9430-103	WATER SALARIES-PT	.00	720.00	1,287.00	567.00	55.94
601-49-9430-120	WATER-PAYROLL TAXES	889.95	12,607.91	15,624.00	3,016.09	80.70
601-49-9430-130	WATER-INSURANCE	976.98	12,700.74	18,343.00	5,642.26	69.24
601-49-9430-142	WATER-UNEMPLOYMENT	57.00	57.00	.00	( 57.00)	.00
	<b>PERSONNEL</b>	9,611.17	115,644.21	136,632.00	20,987.79	84.64
601-49-9430-212	WATER-MOTOR FUEL & LUBS	255.71	2,003.08	4,416.00	2,412.92	45.36
601-49-9430-214	WATER-TOOLS	321.63	393.00	408.00	15.00	96.32
601-49-9430-215	WATER-SHOP SUPPLIES	70.12	1,365.99	1,100.00	( 265.99)	124.18
601-49-9430-218	WATER-UNIFORMS	74.89	427.90	672.00	244.10	63.68
601-49-9430-219	WATER-MISC SUPPLIES	.00	.00	250.00	250.00	.00
	<b>SUPPLIES</b>	722.35	4,189.97	6,846.00	2,656.03	61.20
601-49-9430-306	WATER-MEDICAL TESTING/PHYSICAL	.00	.00	50.00	50.00	.00
601-49-9430-307	WATER-CONSULTING (FILTRATION)	.00	598.75	600.00	1.25	99.79
601-49-9430-314	WATER-CONTRACT SERVICES	594.05	3,284.14	1,195.00	( 2,089.14)	274.82
601-49-9430-321	WATER-TELEPHONE	109.18	683.68	760.00	76.32	89.96
601-49-9430-331	WATER-TRAVEL	.00	244.96	1,400.00	1,155.04	17.50
601-49-9430-380	WATER-UTILITIES	350.08	1,671.32	1,945.00	273.68	85.93
	<b>CONTRACTED SERVICES</b>	1,053.31	6,482.85	5,950.00	( 532.85)	108.96
601-49-9430-401	WATER-BUILDING MAINTENANCE	4,354.77	5,310.40	3,575.00	( 1,735.40)	148.54
601-49-9430-402	WATER-MAIN WELL & SERV REPAIR	46.25	13,127.60	14,200.00	1,072.40	92.45
601-49-9430-404	WATER-REP & MTC EQUIPMENT	4.62	1,326.69	4,145.00	2,818.31	32.01
601-49-9430-495	WATER-MISCELLANEOUS	10.53	3,001.61	2,180.00	( 821.61)	137.69
	<b>MAINTENANCE</b>	4,416.17	22,766.30	24,100.00	1,333.70	94.47
	<b>TOTAL WATER OPERATIONS</b>	15,803.00	149,083.33	173,528.00	24,444.67	85.91
<b><u>WATER FILTRATION</u></b>						

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**WATER UTILITY FUND**

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
601-49-9435-216	WATER-FILTRATION CHEMICALS	4,218.23	12,842.23	10,000.00	( 2,842.23)	128.42
601-49-9435-219	WATER-FILTRATION SUPPLIES	.00	238.40	200.00	( 38.40)	119.20
	<b>SUPPLIES</b>	<b>4,218.23</b>	<b>13,080.63</b>	<b>10,200.00</b>	<b>( 2,880.63)</b>	<b>128.24</b>
601-49-9435-321	WATER-FILTRATION TELEPHONE	68.68	939.13	792.00	( 147.13)	118.58
601-49-9435-380	WATER-FILTRATION UTILITIES	1,898.42	8,582.72	9,750.00	1,167.28	88.03
	<b>CONTRACTED SERVICES</b>	<b>1,967.10</b>	<b>9,521.85</b>	<b>10,542.00</b>	<b>1,020.15</b>	<b>90.32</b>
601-49-9435-402	WATER-FILTRATION REPAIR & MTC	.00	3,993.98	3,000.00	( 993.98)	133.13
601-49-9435-404	WATER-FILTRATION EQUIP MAINT	.00	8,056.12	5,000.00	( 3,056.12)	161.12
601-49-9435-420	WATER-FILTRATION DEPRECIATION	4,720.58	56,646.96	56,647.00	.04	100.00
601-49-9435-433	WATER FILTRATION-DUES & FEES	.00	600.00	600.00	.00	100.00
	<b>MAINTENANCE</b>	<b>4,720.58</b>	<b>69,297.06</b>	<b>65,247.00</b>	<b>( 4,050.06)</b>	<b>106.21</b>
	<b>TOTAL WATER FILTRATION</b>	<b>10,905.91</b>	<b>91,899.54</b>	<b>85,989.00</b>	<b>( 5,910.54)</b>	<b>106.87</b>
 <b>WATER ADMINISTRATION</b>						
601-49-9440-101	WATER-SALARIES-FT	8,512.14	83,800.51	79,584.00	( 4,216.51)	105.30
601-49-9440-102	WATER-SALARIES-OT	.00	.00	100.00	100.00	.00
601-49-9440-103	WATER-SALARIES-PT	585.00	2,340.00	2,340.00	.00	100.00
601-49-9440-120	WATER-PAYROLL TAXES	980.59	11,860.71	12,323.00	462.29	96.25
601-49-9440-130	WATER-INSURNACE	1,140.45	13,479.59	12,311.00	( 1,168.59)	109.49
	<b>PERSONNEL</b>	<b>11,218.18</b>	<b>111,480.81</b>	<b>106,658.00</b>	<b>( 4,822.81)</b>	<b>104.52</b>
601-49-9440-201	WATER-OFFICE SUPPLIES	15.34	1,100.44	2,032.00	931.56	54.16
601-49-9440-218	WATER-UNIFORMS	.00	23.79	200.00	176.21	11.90
601-49-9440-219	WATER-MISC SUPPLIES	37.13	129.92	160.00	30.08	81.20
	<b>SUPPLIES</b>	<b>52.47</b>	<b>1,254.15</b>	<b>2,392.00</b>	<b>1,137.85</b>	<b>52.43</b>

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**WATER UTILITY FUND**

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
601-49-9440-301 WATER-AUDITING	.00	4,577.50	4,393.00	( 184.50)	104.20
601-49-9440-303 WATER-ENGINEERING	543.64	543.64	8,000.00	7,456.36	6.80
601-49-9440-304 WATER-LEGAL	.00	.00	500.00	500.00	.00
601-49-9440-307 WATER-CONSULTING	3.23	15,037.04	1,582.00	( 13,455.04)	950.51
601-49-9440-314 WATER-CONTRACT SERVICES	125.49	1,236.22	1,526.00	289.78	81.01
601-49-9440-321 WATER-TELEPHONE	21.69	977.79	698.00	( 279.79)	140.08
601-49-9440-322 WATER-POSTAGE	3,165.30	3,179.24	3,230.00	50.76	98.43
601-49-9440-331 WATER-TRAVEL	59.64	816.92	1,330.00	513.08	61.42
601-49-9440-350 WATER-PRINTING & PUBLISHING	281.77	1,328.96	1,340.00	11.04	99.18
601-49-9440-360 WATER-INSURANCE	1,467.00	17,604.00	17,606.00	2.00	99.99
601-49-9440-380 WATER-UTILITIES	96.43	548.14	648.00	99.86	84.59
<b>CONTRACTED SERVICES</b>	<b>5,764.19</b>	<b>45,849.45</b>	<b>40,853.00</b>	<b>( 4,996.45)</b>	<b>112.23</b>
601-49-9440-401 WATER-BUILDING MAINT	.00	386.12	329.00	( 57.12)	117.36
601-49-9440-404 WATER-REP & MTC EQUIPMENT	.00	43.71	124.00	80.29	35.25
601-49-9440-405 WATER-MAINTENANCE CONTRACTS	573.00	17,446.07	18,818.00	1,371.93	92.71
601-49-9440-420 WATER-DEPRECIATION	17,685.83	212,229.96	212,230.00	.04	100.00
601-49-9440-432 WATER-UNCOLLECTABLE ACCOUNTS	.00	24.71	500.00	475.29	4.94
601-49-9440-433 WATER-DUES & SUBSCRIPTIONS	.00	902.54	923.00	20.46	97.78
601-49-9440-440 WATER-BANK CHARGES	627.07	4,195.99	4,750.00	554.01	88.34
601-49-9440-492 WATER - WATER EFFICIENCY GRANT	.00	136.74	1,000.00	863.26	13.67
601-49-9440-495 WATER-MISCELLANEOUS	.00	.00	500.00	500.00	.00
<b>MAINTENANCE</b>	<b>18,885.90</b>	<b>235,365.84</b>	<b>239,174.00</b>	<b>3,808.16</b>	<b>98.41</b>
601-49-9440-611 WATER-BOND INTEREST	36,933.30	83,067.70	93,260.00	10,192.30	89.07
601-49-9440-620 WATER-BOND SERVICE FEES	.00	491.00	494.00	3.00	99.39
<b>OTHER</b>	<b>36,933.30</b>	<b>83,558.70</b>	<b>93,754.00</b>	<b>10,195.30</b>	<b>89.13</b>
<b>TOTAL WATER ADMINISTRATION</b>	<b>72,854.04</b>	<b>477,508.95</b>	<b>482,831.00</b>	<b>5,322.05</b>	<b>98.90</b>
<b>TOTAL WATER UTILITY FUND</b>	<b>102,004.12</b>	<b>733,405.61</b>	<b>759,848.00</b>	<b>26,442.39</b>	<b>96.52</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 64,388.13)</b>	<b>( 102,364.09)</b>	<b>.00</b>	<b>102,364.09</b>	

**CITY OF CIRCLE PINES**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**  
**SEWER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
602-36-6210-000 INTEREST-INVESTMENTS	.00	.00	10,000.00	10,000.00	.00
602-36-6220-000 EQUIPMENT RENTAL FROM SEWER	.00	5,600.00	5,600.00	.00	100.00
602-36-6235-000 MISCELLANEOUS	924.24	1,065.96	.00	( 1,065.96)	.00
<b>TOTAL MISCELLANEOUS</b>	<b>924.24</b>	<b>6,665.96</b>	<b>15,600.00</b>	<b>8,934.04</b>	<b>42.73</b>
<u>SALES REVENUE</u>					
602-37-7210-000 RESIDENTIAL SEWER SALES	60,578.58	748,320.71	785,009.00	36,688.29	95.33
602-37-7220-000 COMMERCIAL SEWER SALES	11,026.23	156,290.99	154,863.00	( 1,427.99)	100.92
602-37-7270-000 MISC SEWER SALES	28,743.81	28,743.81	.00	( 28,743.81)	.00
602-37-7560-000 PENALTIES	364.04	5,109.50	5,000.00	( 109.50)	102.19
<b>TOTAL SALES REVENUE</b>	<b>100,712.66</b>	<b>938,465.01</b>	<b>944,872.00</b>	<b>6,406.99</b>	<b>99.32</b>
<u>OTHER FINANCING SOURCES</u>					
602-39-9205-000 TRANSFER IN	.00	.00	83,222.00	83,222.00	.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>83,222.00</b>	<b>83,222.00</b>	<b>.00</b>
<b>TOTAL FUND REVENUE</b>	<b>101,636.90</b>	<b>945,130.97</b>	<b>1,043,694.00</b>	<b>98,563.03</b>	<b>90.56</b>

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**SEWER FUND**

		PERIOD ACTUAL			BUDGET	UNEXPENDED	PCNT
<b><u>POWER &amp; PUMPING</u></b>							
602-49-9410-000	SEWER-POWER & PUMPING	341.27	1,644.76		2,500.00	855.24	65.79
	<b>OTHER</b>	341.27	1,644.76		2,500.00	855.24	65.79
	<b>TOTAL POWER &amp; PUMPING</b>	341.27	1,644.76		2,500.00	855.24	65.79
<b><u>SEWER OPERATIONS</u></b>							
602-49-9460-101	SEWER-SALARIES-FT	5,282.91	60,720.41		68,487.00	7,766.59	88.66
602-49-9460-102	SEWER-SALARIES-OT	376.30	4,799.81		5,274.00	474.19	91.01
602-49-9460-120	SEWER-PAYROLL TAXES	660.36	9,159.03		11,294.00	2,134.97	81.10
602-49-9460-130	SEWER-INSURANCE	697.84	9,076.22		13,106.00	4,029.78	69.25
602-49-9460-142	SEWER-UNEMPLOYMENT	44.78	44.78		.00	( 44.78)	.00
	<b>PERSONNEL</b>	7,062.19	83,800.25		98,161.00	14,360.75	85.37
602-49-9460-212	SEWER-MOTOR FUEL & LUBS	418.39	3,623.55		4,261.00	637.45	85.04
602-49-9460-214	SEWER-TOOLS	321.63	539.18		1,058.00	518.82	50.96
602-49-9460-215	SEWER-SHOP SUPPLIES	45.30	1,213.31		1,080.00	( 133.31)	112.34
602-49-9460-218	SEWER-UNIFORMS	53.51	305.67		480.00	174.33	63.68
	<b>SUPPLIES</b>	838.83	5,681.71		6,879.00	1,197.29	82.59
602-49-9460-307	SEWER-CONSULTING	.00	2,445.25		600.00	( 1,845.25)	407.54
602-49-9460-314	SEWER-CONTRACT SERVICES	76.05	12,713.14		7,475.00	( 5,238.14)	170.08
602-49-9460-321	SEWER-TELEPHONE	84.48	649.99		575.00	( 74.99)	113.04
602-49-9460-331	SEWER-TRAVEL	.00	343.55		1,700.00	1,356.45	20.21
602-49-9460-350	SEWER-PRINTING & PUBLISHING	.00	52.50		.00	( 52.50)	.00
	<b>CONTRACTED SERVICES</b>	160.53	16,204.43		10,350.00	( 5,854.43)	156.56
602-49-9460-401	SEWER-BUILDING MAINTENANCE	274.05	831.21		1,470.00	638.79	56.54
602-49-9460-402	SEWER-MAIN & LIFT STAT REPAIR	182.00	8,678.94		13,200.00	4,521.06	65.75
602-49-9460-404	SEWER-MTC & REP EQUIPMENT	12.33	5,179.21		5,081.00	( 98.21)	101.93
602-49-9460-495	SEWER-MISCELLANEOUS	1.76	27.99		130.00	102.01	21.53
	<b>MAINTENANCE</b>	470.14	14,717.35		19,881.00	5,163.65	74.03
	<b>TOTAL SEWER OPERATIONS</b>	8,531.69	120,403.74		135,271.00	14,867.26	89.01
<b><u>SEWAGE TREATMENT-MWCC</u></b>							

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**SEWER FUND**

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
602-49-9480-314 SEWAGE TREATMENT-MWCC CONTRACT	.00	386,821.53	388,025.00	1,203.47	99.69
<b>CONTRACTED SERVICES</b>	.00	386,821.53	388,025.00	1,203.47	99.69
<b>TOTAL SEWAGE TREATMENT-MWCC</b>	.00	386,821.53	388,025.00	1,203.47	99.69
<b>SEWER ADMINISTRATION</b>					
602-49-9490-101 SEWER-SALARIES-FT	7,975.18	78,541.45	74,552.00	( 3,989.45)	105.35
602-49-9490-102 SEWER-SALARIES-OT	.00	.00	100.00	100.00	.00
602-49-9490-103 SEWER-SALARIES-PT	552.50	2,210.05	2,210.00	( .05)	100.00
602-49-9490-120 SEWER-PAYROLL TAXES	919.14	11,094.85	11,545.00	450.15	96.10
602-49-9490-130 SEWER-INSURANCE	1,089.50	12,717.20	11,553.00	( 1,164.20)	110.08
<b>PERSONNEL</b>	10,536.32	104,563.55	99,960.00	( 4,603.55)	104.61
602-49-9490-201 SEWER-OFFICE SUPPLIES	15.31	1,047.28	1,961.00	913.72	53.41
602-49-9490-218 SEWER-UNIFORMS	.00	17.00	180.00	163.00	9.44
602-49-9490-219 SEWER-MISC SUPPLIES	33.42	116.90	144.00	27.10	81.18
<b>SUPPLIES</b>	48.73	1,181.18	2,285.00	1,103.82	51.69
602-49-9490-301 SEWER-AUDITING	.00	4,119.75	3,954.00	( 165.75)	104.19
602-49-9490-303 SEWER-ENGINEERING	165.00	165.00	500.00	335.00	33.00
602-49-9490-304 SEWER-LEGAL	.00	.00	500.00	500.00	.00
602-49-9490-307 SEWER-CONSULTING	2.90	9,182.18	1,676.00	( 7,506.18)	547.86
602-49-9490-314 SEWER-CONTRACT SERVICES	112.95	1,119.28	1,373.00	253.72	81.52
602-49-9490-321 SEWER-TELEPHONE	19.52	902.50	640.00	( 262.50)	141.02
602-49-9490-322 SEWER-POSTAGE	2,922.02	2,924.44	3,060.00	135.56	95.57
602-49-9490-331 SEWER-TRAVEL	53.28	733.80	1,249.00	515.20	58.75
602-49-9490-350 SEWER-PRINTING & PUBLISHING	85.95	1,078.57	1,080.00	1.43	99.87
602-49-9490-360 SEWER-INSURANCE	1,467.00	17,604.00	17,606.00	2.00	99.99
602-49-9490-380 SEWER-UTILITIES	96.43	548.14	648.00	99.86	84.59
<b>CONTRACTED SERVICES</b>	4,925.05	38,377.66	32,286.00	( 6,091.66)	118.87
602-49-9490-401 SEWER-BUILDING MAINT	5.73	397.13	329.00	( 68.13)	120.71
602-49-9490-404 SEWER-REP & MTC EQUIPMENT	.00	43.72	124.00	80.28	35.26
602-49-9490-405 SEWER-MTC CONTRACTS	515.70	9,484.04	8,969.00	( 515.04)	105.74
602-49-9490-420 SEWER-DEPRECIATION	21,642.50	259,710.00	259,710.00	.00	100.00
602-49-9490-432 SEWER-UNCOLLECABLE ACCOUNTS	280.37	315.38	500.00	184.62	63.08
602-49-9490-433 SEWER-DUES & SUBSCRIPTIONS	.00	500.15	545.00	44.85	91.77
602-49-9490-440 SEWER-BANK CHARGES	627.07	4,195.99	4,750.00	554.01	88.34
<b>MAINTENANCE</b>	23,071.37	274,646.41	274,927.00	280.59	99.90



**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**SEWER FUND**

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
602-49-9490-611	SEWER-BOND INTEREST	42,752.04		96,692.90	107,889.00	11,196.10 89.62
602-49-9490-620	SEWER-BOND SERVICE FEES	.00		556.00	551.00	( 5.00) 100.91
	<b>OTHER</b>	42,752.04		97,248.90	108,440.00	11,191.10 89.68
	<b>TOTAL SEWER ADMINISTRATION</b>	81,333.51		516,017.70	517,898.00	1,880.30 99.64
	<b>TOTAL SEWER FUND</b>	90,206.47		1,024,887.73	1,043,694.00	18,806.27 98.20
	<b>NET REVENUE OVER EXPENDITURES</b>	11,430.43	( 79,756.76)	.00	79,756.76	

**CITY OF CIRCLE PINES**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**  
**STORM WATER FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
603-36-6210-000 INTEREST-INVESTMENTS	.00	.00	5,000.00	5,000.00	.00
TOTAL SOURCE 36	.00	.00	5,000.00	5,000.00	.00
<u>SALES REVENUE</u>					
603-37-7110-000 RESIDENTIAL STORM WATER SALES	16,830.00	201,998.12	201,960.00	( 38.12)	100.02
603-37-7120-000 COMMERCIAL STORM WATER SALES	3,138.79	38,345.54	38,547.00	201.46	99.48
603-37-7560-000 PENALTIES	84.64	1,309.23	1,500.00	190.77	87.28
TOTAL SALES REVENUE	20,053.43	241,652.89	242,007.00	354.11	99.85
<u>OTHER FINANCING SOURCES</u>					
603-39-9205-000 TRANSFER FROM PIR	.00	.00	65,246.00	65,246.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	65,246.00	65,246.00	.00
TOTAL FUND REVENUE	20,053.43	241,652.89	312,253.00	70,600.11	77.39

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**STORM WATER FUND**

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<b>STORM WATER OPS &amp; ADMIN</b>						
603-49-9530-101	STORM WATER-SALARIES FT	517.47	6,014.36	6,849.00	834.64	87.81
603-49-9530-120	STORM WATER-PAYROLL TAXES	58.76	859.87	1,050.00	190.13	81.89
603-49-9530-130	STORM WATER-INSURANCE	69.78	904.33	1,307.00	402.67	69.19
	<b>PERSONNEL</b>	646.01	7,778.56	9,206.00	1,427.44	84.49
603-49-9530-218	STORM WATER-UNIFORMS	5.35	32.27	48.00	15.73	67.23
	<b>SUPPLIES</b>	5.35	32.27	48.00	15.73	67.23
603-49-9530-301	STORM WATER-AUDITING	.00	2,288.75	2,197.00	( 91.75)	104.18
603-49-9530-303	STORM WATER-ENGINEERING	11,568.25	30,914.00	10,500.00	( 20,414.00)	294.42
603-49-9530-307	STORM WATER-CONSULTING	.00	401.28	416.00	14.72	96.46
603-49-9530-314	STORMWATER-CONTRACT SERVICES	.00	784.79	1,000.00	215.21	78.48
603-49-9530-331	STORMWATER-TRAVEL	.00	.61	500.00	499.39	.12
603-49-9530-350	STORMWATER-PRINTING & PUB	52.53	699.49	660.00	( 39.49)	105.98
603-49-9530-380	STORMWATER-UTILITIES	30.88	180.24	200.00	19.76	90.12
	<b>CONTRACTED SERVICES</b>	11,651.66	35,269.16	15,473.00	( 19,796.16)	227.94
603-49-9530-402	STORMWATER-POND REPAIR & MTC	.00	.00	7,000.00	7,000.00	.00
603-49-9530-403	STORMWATER-CATCH BASIN REPAIR	.00	5,049.50	10,000.00	4,950.50	50.50
603-49-9530-415	STORMWATER-EQUIPMENT RENTAL	.00	5,600.00	5,600.00	.00	100.00
603-49-9530-420	STORMWATER-DEPRECIATION	15,568.67	186,824.04	186,824.00	( .04)	100.00
603-49-9530-432	STORMWATER-UNCOLLECTABLE ACTS	174.30	202.39	.00	( 202.39)	.00
603-49-9530-433	STORMWATER-DUES & MEMBERSHIPS	.00	1,680.00	1,500.00	( 180.00)	112.00
603-49-9530-495	STORM WATER-MISCELLANEOUS	.00	.00	500.00	500.00	.00
	<b>MAINTENANCE</b>	15,742.97	199,355.93	211,424.00	12,068.07	94.29
603-49-9530-611	STORM WATER-BOND INTEREST	28,999.99	64,793.65	72,714.00	7,920.35	89.11
603-49-9530-620	STORM WATER-BOND SERVICE FEES	.00	287.00	289.00	2.00	99.31
	<b>OTHER</b>	28,999.99	65,080.65	73,003.00	7,922.35	89.15
	<b>TOTAL STORM WATER OPS &amp; ADMIN</b>	57,045.98	307,516.57	309,154.00	1,637.43	99.47
<b>IESF</b>						
603-49-9531-219	STORM WATER-IESF MISC SUPPLIES	87.58	100.36	.00	( 100.36)	.00
	<b>SUPPLIES</b>	87.58	100.36	.00	( 100.36)	.00

**CITY OF CIRCLE PINES**  
**EXPENSES COMPARED TO BUDGET BY EXPENSE CODES**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2024**

**STORM WATER FUND**

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
603-49-9531-303 STORM WATER-IESF ENGINEERING	.00	355.50	500.00	144.50	71.10
603-49-9531-314 STORM WATER-IESF CONTRACT SERV	.00	.00	500.00	500.00	.00
603-49-9531-380 STORM WATER-IESF UTILITIES	74.16	1,537.90	1,100.00	( 437.90)	139.81
<b>CONTRACTED SERVICES</b>	74.16	1,893.40	2,100.00	206.60	90.16
603-49-9531-402 STORM WATER-IESF REPAIR & MTC	.00	.00	1,000.00	1,000.00	.00
<b>MAINTENANCE</b>	.00	.00	1,000.00	1,000.00	.00
<b>TOTAL IESF</b>	161.74	1,993.76	3,100.00	1,106.24	64.31
<b>TOTAL STORM WATER FUND</b>	57,207.72	309,510.33	312,254.00	2,743.67	99.12
<b>NET REVENUE OVER EXPENDITURES</b>	( 37,154.29)	( 67,857.44)	( 1.00)	67,856.44	

January 23, 2025

*Providing High Value  
Quality Services*

**Centennial  
Utilities**

2025 PROPOSED UTILITY  
**BUDGET**

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>REVENUE Account Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual thru</b>	<b>Budget</b>	<b>Proposed</b>	<b>Change</b>		
	<b>2022</b>	<b>2023</b>	<b>12/31/2024</b>	<b>2024</b>	<b>2025</b>	<b>\$</b>	<b>%</b>	
Interest	(21,502)	41,650	-	-	<b>976</b>	976	0.0%	G1
Miscellaneous Revenue	3,075	21	3,708	-	-	-	0.0%	
Residential Gas Sales - CP	1,680,055	1,513,654	1,306,172	1,576,160	<b>1,474,340</b>	(101,820)	-6.5%	G2
Residential Gas Sales - LL	926,286	774,662	706,160	848,900	<b>797,720</b>	(51,180)	-6.0%	G3
Residential Gas Sales - BL	120,126	104,473	103,531	111,850	<b>110,575</b>	(1,275)	-1.1%	
Residential Gas Sales - No Heat	253	29	-	-	-	-	0.0%	
Residential Gas Sales - No Heat	445	124	-	-	-	-	0.0%	
Commercial Gas Sales - CP	277,680	248,847	212,702	257,520	<b>240,520</b>	(17,000)	-6.6%	G4
Commercial Gas Sales - LL	816,608	722,401	626,933	728,440	<b>707,790</b>	(20,650)	-2.8%	G5
Commercial Gas Sales - BL	125,786	104,887	64,320	129,500	<b>60,650</b>	(68,850)	-53.2%	G6
Interruptible Gas Sales - LL	433,499	292,828	205,128	356,200	<b>336,940</b>	(19,260)	-5.4%	G7
Service Pipe Sales	41,712	45,188	-	-	-	-	0.0%	
Penalties - CP	4,626	11,210	7,105	9,690	<b>8,574</b>	(1,116)	-11.5%	G8
Penalties - LL	3,279	8,484	5,869	9,690	<b>9,212</b>	(478)	-4.9%	G9
Penalties - BL	534	975	599	153	<b>86</b>	(67)	-43.8%	
Safety Inspections	12,220	8,125	-	-	-	-	0.0%	
Misc Gas Sales	4,079	6,193	4,195	8,670	<b>5,500</b>	(3,170)	-36.6%	G10
Service Labor Charges	464	491	-	-	-	-	0.0%	
Franchise Fees - CP (3%)	58,724	52,859	45,562	55,010	<b>51,446</b>	(3,564)	-6.5%	G11
Franchise Fees - LL (2% & 4%)	80,062	67,551	57,427	70,218	<b>66,959</b>	(3,259)	-4.6%	G12
Refunds & Reimbursements	-	97,373	-	1,020	-	(1,020)	-100.0%	
Pension Contribution	3,241	66	-	-	-	-	0.0%	
<b>Other Revenue</b>								
Gain (loss) on Asset Disposal	-	108	16,990	-	-	-	0.0%	
Capital Contributions		1,968		-	-	-	0.0%	
<b>Total Revenue</b>	<b>4,571,253</b>	<b>4,104,168</b>	<b>3,366,401</b>	<b>4,163,021</b>	<b>3,871,288</b>	<b>(291,733)</b>	<b>-7.0%</b>	

<sup>G1</sup> Gas now has a positive cash balance, so there is interest that can be earned.

<sup>G2 - G7</sup> Estimates on volume of gas sold are reduced due to recent years' historical lows.

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>REVENUE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual thru</b>	<b>Budget</b>	<b>Proposed</b>	<i>Change</i>	
<b>Account Description</b>	<b>2022</b>	<b>2023</b>	<b>12/31/2024</b>	<b>2024</b>	<b>2025</b>	<b>\$</b>	<b>%</b>

<sup>G8 & G9</sup> Penalties are calculated as a percentage of sales.

<sup>G10</sup> Parts and labor sales are down since removal of appliance repair service.

<sup>G11 & G12</sup> Franchise fees are a percentage of sales.

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change		
	2022	2023	12/31/2024	2024	2025	\$	%	
<b>Gas Source of Supply - 9600</b>								
000 Gas - Source of Supply	2,673,891	1,950,088	1,311,036	2,020,900	<b>1,852,300</b>	(168,600)	-8.3%	G13
050 Franchise Fee - 2-4%	138,790	120,444	102,859	125,228	<b>118,405</b>	(6,823)	-5.4%	G14
<b>Total - Gas Source of Supply</b>	<b>2,812,681</b>	<b>2,070,532</b>	<b>1,413,895</b>	<b>2,146,128</b>	<b>1,970,705</b>	<b>(175,423)</b>	<b>-8.2%</b>	

<sup>G13 & G14</sup> Estimating less gas volume sales, which reduces the cost of gas and franchise fee pay out.



**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

EXPENDITURES Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change		
	2022	2023	12/31/2024	2024	2025	\$	%	
<b>Gas Operations - 9610</b>								
101 Salaries - Full Time	341,088	360,773	390,850	453,016	<b>420,741</b>	(32,275)	-7.1%	G15
102 Salaries - Overtime	7,903	7,555	16,426	20,031	<b>21,070</b>	1,039	5.2%	G16
103 Salaries - Part Time Seasonal	6,296	4,820	-	10,296	<b>10,296</b>	-	0.0%	
120 Payroll Taxes	51,976	53,521	56,225	73,219	<b>68,524</b>	(4,695)	-6.4%	
130 Employee Insurance & Benefits	56,697	53,701	58,157	83,886	<b>77,087</b>	(6,799)	-8.1%	
212 Motor Fuel & Lubricants	7,147	7,169	6,147	10,234	<b>11,935</b>	1,701	16.6%	G17
214 Tools	10,730	4,221	2,952	8,482	<b>8,982</b>	500	5.9%	
215 Shop Supplies	7,546	4,863	4,860	4,220	<b>4,220</b>	-	0.0%	
218 Uniforms	2,905	1,004	1,987	3,120	<b>2,730</b>	(390)	-12.5%	
219 Miscellaneous Supplies	4,529	1,806	2,660	2,500	<b>2,500</b>	-	0.0%	
306 Medical Testing & Physicals	1,432	1,717	1,094	1,414	<b>1,414</b>	-	0.0%	
307 Consulting - <i>MN OPS, MMUA, LMCIT</i>	14,838	20,108	17,062	18,061	<b>18,580</b>	519	2.9%	
314 Contract Services - <i>Custodial</i>	3,007	2,517	2,191	1,584	<b>1,886</b>	302	19.1%	
321 Communications - <i>Cell Phones &amp; Pagers</i>	2,267	2,235	3,667	3,414	<b>3,179</b>	(235)	-6.9%	
331 Travel, Conferences & Training	755	1,154	1,009	5,025	<b>5,025</b>	-	0.0%	
350 Printing & Publishing	7	272	-	-	<b>-</b>	-	0.0%	
380 Utilities - <i>Natural Gas &amp; Electricity</i>	16,597	16,496	16,960	18,415	<b>16,331</b>	(2,084)	-11.3%	G18
401 Building Maintenance	3,405	3,777	4,266	5,635	<b>4,080</b>	(1,555)	-27.6%	G19
402 Gas Main Repair	9,108	550	976	8,000	<b>8,000</b>	-	0.0%	
403 Customer Services Repairs	-	437	-	6,000	<b>6,000</b>	-	0.0%	
404 Equipment Repair & Maintenance	12,068	9,635	7,733	10,891	<b>10,932</b>	41	0.4%	
405 Cathodic Protection Repair	-	-	-	3,000	<b>3,000</b>	-	0.0%	
406 Repairs & Maintenance - <i>Meters &amp; Regulators</i>	25,193	21,349	20,704	18,300	<b>18,300</b>	-	0.0%	
433 Dues & Memberships - AMPP	100	100	99	300	<b>300</b>	-	0.0%	
495 Miscellaneous	1,346	1,465	1,444	2,240	<b>2,240</b>	-	0.0%	
<b>Total Gas Operations</b>	<b>640,121</b>	<b>613,027</b>	<b>617,471</b>	<b>771,283</b>	<b>727,351</b>	<b>(43,932)</b>	<b>-5.7%</b>	

<sup>G15</sup> Removing an additional employee from Public Works that had been added for succession planning.

<sup>G16</sup> On-call rates increasing with new contract year.

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

**EXPENDITURES**

Account Description	Actual 2022	Actual 2023	Actual thru 12/31/2024	Budget 2024	Proposed 2025	<i>Change</i>	
						\$	%
<i>G17</i> Allocating a higher percentage of oil, grease lubes and fluids to Gas.							
<i>G18</i> Continuing to see a reduction in natural gas prices contributing to lower utilities.							
<i>G19</i> Removed shop roof repairs as the roof will have been recently replaced.							
<b>Appliance Service - 9612</b>							
101 Salaries Full Time	199,111	207,927	-	-	-	-	0.0%
102 Salaries Overtime	14,912	13,518	-	-	-	-	0.0%
103 Payroll Taxes	31,173	32,323	-	-	-	-	0.0%
130 Employee Insurance & Benefits	30,695	34,627	-	-	-	-	0.0%
201 Office Supplies	152	179	-	-	-	-	0.0%
212 Motor Fuel & Lubricants	3,703	2,500	-	-	-	-	0.0%
214 Tools	-	-	-	-	-	-	0.0%
217 Supplies for Resale - <i>Parts</i>	4,354	1,790	-	-	-	-	0.0%
218 Uniforms	1,452	502	-	-	-	-	0.0%
314 Contract Services - <i>assistance for service calls</i>	7,882	1,650	-	-	-	-	0.0%
321 Communications - <i>Cell Phones &amp; Pagers</i>	1,783	1,747	-	-	-	-	0.0%
331 Travel, Conferences & Training	-	165	-	-	-	-	0.0%
350 Printing & Publishing	162	-	-	-	-	-	0.0%
360 General & Liability Insurance	17,037	6,538	-	-	-	-	0.0%
380 Utilities - <i>Natural Gas &amp; Electricity</i>	3,232	3,133	-	-	-	-	0.0%
404 Equipment Repair & Maintenance	366	66	-	-	-	-	0.0%
405 Maintenance Contracts - <i>Metro-INet</i>	5,367	5,620	-	-	-	-	0.0%
<b>Total Appliance Service</b>	<b>321,382</b>	<b>312,285</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change		
	2022	2023	12/31/2024	2024	2025	\$	%	
<b>Gas Administration - 9620</b>								
101 Salaries Full Time	217,403	224,409	344,252	328,064	<b>354,381</b>	26,317	8.0%	G20
102 Salaries Overtime	-	-	-	765	<b>765</b>	-	0.0%	
103 Salaries Part Time	8,155	8,995	14,210	8,450	<b>8,450</b>	-	0.0%	
120 Payroll Taxes	31,550	33,340	49,403	50,774	<b>54,777</b>	4,003	7.9%	
130 Employee Insurance & Benefits	35,346	42,068	53,904	50,360	<b>52,202</b>	1,842	3.7%	
201 Office Supplies	8,905	6,359	4,217	7,833	<b>1,208</b>	(6,625)	-84.6%	G21
218 Uniforms	361	594	110	620	<b>543</b>	(78)	-12.5%	
219 Building Maintenance Supplies	331	898	436	496	<b>496</b>	-	0.0%	
301 Auditing	7,312	7,847	11,902	11,422	<b>12,258</b>	836	7.3%	
303 Engineering	-	-	-	250	<b>250</b>	-	0.0%	
304 Legal - Gas Task Force & general legal services	-	4,553	-	4,100	<b>4,100</b>	-	0.0%	
307 Consulting	60,709	36,590	39,459	27,744	<b>27,776</b>	32	0.1%	
314 Contract Services - Custodial & Investment	3,313	3,547	3,968	4,729	<b>5,401</b>	672	14.2%	
321 Communications	3,282	3,275	3,154	2,217	<b>3,157</b>	940	42.4%	
322 Postage	9,279	9,853	14,530	10,710	<b>10,109</b>	(601)	-5.6%	
331 Travel, Conferences & Training	3,478	3,762	3,900	5,386	<b>5,389</b>	3	0.0%	
350 Printing & Publishing	4,339	3,464	7,643	7,345	<b>11,453</b>	4,108	55.9%	G22
360 General & Liability Insurance	36,088	18,492	58,692	58,686	<b>43,012</b>	(15,674)	-26.7%	G23
380 Utilities - Natural Gas & Electricity	4,191	3,971	4,964	5,402	<b>4,665</b>	(737)	-13.6%	
401 Building Maintenance - City Hall	2,877	2,154	3,299	2,632	<b>2,632</b>	-	0.0%	
404 Maintenance of Equipment	449	177	607	733	<b>788</b>	55	7.5%	
405 Maintenance Contracts	23,400	25,461	29,356	35,827	<b>39,606</b>	3,779	10.5%	G24
420 Depreciation	279,185	280,338	305,578	305,578	<b>318,543</b>	12,965	4.2%	G25
431 Cash Over (Short)	(2)	(4)	(0)	-	-	-	0.0%	
432 Uncollectible Accounts	115	36	13,547	3,950	<b>3,950</b>	-	0.0%	
433 Dues & Memberships - ICMA, APGA, MMUA	7,061	9,014	6,666	6,834	<b>7,219</b>	385	5.6%	
435 Subscriptions	-	274	-	400	<b>400</b>	-	0.0%	
440 Bank Charges - Credit Card Fees	30,880	32,561	33,568	38,000	<b>27,880</b>	(10,120)	-26.6%	G26

**GAS UTILITY  
FUND 609**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change		
	2022	2023	12/31/2024	2024	2025	\$	%	
495 Miscellaneous	6,350	3,424	4,899	6,200	<b>16,200</b>	10,000	161.3%	G27
<i>CHS Senior Scholarships</i>								
1st Place.....		2,000						
2nd Place.....		1,000						
<i>CHS Senior Donation.....</i>		600						
<i>Lion Club - Easter Egg Hunt.....</i>		300						
<i>Community Flower Garden.....</i>		500						
<i>Miscellaneous.....</i>		1,800						
<i>75th Anniversary.....</i>		10,000						
496 Net Pension Expense	3,288	(521)	-	-	-	-	0.0%	
605 Interest on Interfund Loans	3,000	3,000	1,000	1,000	-	(1,000)	-100.0%	G28
650 Amortized Utility Rights	-	-	-	4,300	<b>4,300</b>	-	0.0%	
730 Interfund Loans	-	-	-	254,802		(254,802)	-100.0%	G29
900 Contingency	-	-	-	-	<b>151,323</b>	151,323	0.0%	G30
<b>Total Gas Administration</b>	<b>790,644</b>	<b>767,931</b>	<b>1,013,265</b>	<b>1,245,609</b>	<b>1,173,231</b>	<b>(72,378)</b>	<b>-5.8%</b>	

- G20 Majority of office staff has COLA increases as well as step increases.
- G21 & G22 Reclassified preprinting of utility forms from office supplies to printing and publishing.
- G23 Continuing to see insurance savings due to experience rating improving.
- G24 Most of the increase is due to Metro-Inet's rate increase.
- G25 Scheduled to replace the CASE Backhoe for \$175,000, office printer for \$10,000, and storage racking for \$10,000. Another utility truck has aged out at 10 years with a quote of \$50,000.
- G26 Gas sales reduced causing credit card fees to lower as well since they are a percentage of sales.
- G27 Proposing to fund the city's 75th anniversary \$10,000.
- G28 The loan from the water fund has been paid in full.
- G29 & G30 Any excess earnings will be for contingency or to build reserves, now that the water fund has been paid off.

<b>Total Expenditures</b>	4,564,828	3,763,774	3,044,630	4,163,020	<b>3,871,288</b>	(291,732)	-7.0%
Revenues over (under) Expenditures	6,426	340,394	321,771	1	0		

**CIRCLE PINES WATER  
FUND 601**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>REVENUE</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change	
	2022	2023	12/31/2024	2024	2025	\$	%
Federal - ARPA	132,175	-	-	-	-	-	0.0%
Interest - Investments	(102,292)	163,198	-	32,669	<b>28,029</b>	(4,640)	-14.2% <sup>W1</sup>
Miscellaneous Revenue	1,154	231	1,066	-	-	-	0.0%
S/A Interest Collections	73	145	830	-	-	-	0.0%
Residential Water Sales	468,927	522,587	473,329	497,158	<b>465,351</b>	(31,807)	-6.4% <sup>W2</sup>
Residential Water Sales - Irrigation	-	32,404	22,399	19,286	<b>24,949</b>	5,663	29.4% <sup>W3</sup>
Residential Water Sales - Multi Family	-	32,712	32,939	32,760	<b>33,210</b>	450	1.4%
Commercial Water Sales	68,481	18,072	14,730	22,923	<b>19,882</b>	(3,041)	-13.3% <sup>W4</sup>
Commercial Water Sales - Irrigation	-	4,094	2,617	-	-	-	0.0%
Misc Water Sales	400	370	300	1,500	<b>300</b>	(1,200)	-80.0% <sup>W5</sup>
City Water Fee	-	1,800	-	-	-	-	0.0%
Interest on Interfund Loan	3,000	3,000	1,000	1,000	-	(1,000)	-100.0% <sup>W6</sup>
WAC Filtration	-	1,450	-	-	-	-	0.0%
Water Tower Lease	62,879	67,825	70,538	65,000	<b>70,231</b>	5,231	8.0% <sup>W7</sup>
Penalties	3,871	4,534	3,287	4,000	<b>4,075</b>	75	1.9%
Wellhead Protection Grant	2,465	-	-	3,500	-	(3,500)	-100.0% <sup>W8</sup>
Pension Contribution	592	12	-	-	-	-	0.0%
Gain (Loss) on Asset Disposal	397	1,743	8,006	-	-	-	0.0%
Transfer In / Use of Reserves	-	-	-	80,052	<b>98,337</b>	18,285	22.8% <sup>W9</sup>
Capital Contribution	-	917,812	-	-	-	-	0.0%
<b>Total Revenue</b>	642,121	1,771,989	631,042	759,848	<b>744,364</b>	(15,484)	-2.0%

<sup>W1</sup> As reserves are spending down, interest revenues will decrease.

<sup>W2-W4</sup> Approaching the budgeted use conservatively.

<sup>W5</sup> Historical miscellaneous sales don't support the higher budget.

<sup>W6</sup> Natural gas has paid off their loan, so this interest revenue goes away.

<sup>W7</sup> Contracted increases with the Water Tower Lessees.

<sup>W8</sup> Wellhead Protection Grant has expired.

<sup>W9</sup> Due to lower water use projections, the use of reserves will increase.

**CIRCLE PINES WATER  
FUND 601**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual thru</b>	<b>Budget</b>	<b>Proposed</b>	<b>Change</b>	
<b>Account Description</b>	<b>2022</b>	<b>2023</b>	<b>12/31/2024</b>	<b>2024</b>	<b>2025</b>	<b>\$</b>	<b>%</b>
<b>Water Power &amp; Pumping - 9410</b>							
000 Power & Pumping	24,681	21,178	14,914	17,500	<b>19,300</b>	1,800	10.3%
<b>Total - Water Power &amp; Pumping</b>	24,681	21,178	14,914	17,500	<b>19,300</b>	1,800	10.3%

W10

<sup>W10</sup> Historical pumping costs would indicate an increase is needed.

<b>Water Operations - 9430</b>							
101 Salaries Full Time	75,633	75,072	84,012	95,882	<b>89,084</b>	(6,798)	-7.1%
102 Salaries Overtime	4,298	3,721	5,547	5,496	<b>5,784</b>	288	5.2%
103 Salaries Part Time Seasonal	787	602	720	1,287	<b>1,287</b>	-	0.0%
120 Payroll Taxes	11,869	11,381	12,608	15,624	<b>14,646</b>	(978)	-6.3%
130 Employee Insurance & Benefits	13,400	12,041	12,701	18,343	<b>16,855</b>	(1,488)	-8.1%
212 Motor Fuel & Lubricants	4,703	2,193	2,003	4,416	<b>3,780</b>	(636)	-14.4%
214 Tools	293	304	393	408	<b>408</b>	-	0.0%
215 Shop Supplies	1,092	856	1,366	1,100	<b>1,100</b>	-	0.0%
218 Uniforms	581	201	428	672	<b>588</b>	(84)	-12.5%
219 Miscellaneous Supplies	-	-	-	250	-	(250)	-100.0%
306 Medical Testing & Physicals	-	119	-	50	<b>50</b>	-	0.0%
307 Consulting - <i>MN OPS, MMUA, LMCIT</i>	12,920	344	599	600	<b>630</b>	30	5.0%
314 Contract Services - <i>Custodial Services</i>	2,734	2,053	3,284	1,195	<b>1,286</b>	91	7.6%
321 Communications - <i>Cell Phones &amp; Pagers</i>	242	236	684	760	<b>718</b>	(42)	-5.5%
331 Travel, Conferences & Training	718	391	245	1,400	<b>1,400</b>	-	0.0%
380 Utilities - <i>Natural Gas &amp; Electricity</i>	1,835	1,829	1,671	1,945	<b>1,726</b>	(219)	-11.2%
401 Building Maintenance	967	903	5,310	3,575	<b>1,200</b>	(2,375)	-66.4%
402 Wells, Mains, Service Repairs	13,941	7,609	13,128	14,200	<b>14,200</b>	-	0.0%
404 Equipment Repair & Maintenance	3,481	1,619	1,327	4,145	<b>4,149</b>	4	0.1%
406 Repair / Maintenance Meters	480	1,259	-	-	-	-	0.0%
407 Wellhead Protection Plan	900	-	-	-	-	-	0.0%
495 Miscellaneous	4,841	1,756	3,002	2,180	<b>2,180</b>	-	0.0%
<b>Total Water Operations</b>	155,716	124,525	149,026	173,528	<b>161,072</b>	(12,456)	-7.2%

W11

W12

**CIRCLE PINES WATER  
FUND 601**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual thru</b>	<b>Budget</b>	<b>Proposed</b>	<b>Change</b>	
<b>Account Description</b>	<b>2022</b>	<b>2023</b>	<b>12/31/2024</b>	<b>2024</b>	<b>2025</b>	<b>\$</b>	<b>%</b>
<b>Water Filtration - 9435</b>							
216 Filtration Chemicals	9,114	14,739	12,842	10,000	<b>10,000</b>	-	0.0%
219 Filtration Supplies	192	90	238	200	<b>200</b>	-	0.0%
321 Communications	1,507	914	939	792	<b>821</b>	29	3.7%
380 Utilities - <i>Natural Gas &amp; Electricity</i>	9,589	8,898	8,583	9,750	<b>8,400</b>	(1,350)	-13.8%
402 Water Filtration Building Maintenance	-	153	3,994	3,000	<b>5,850</b>	2,850	95.0%
404 Equipment Repair & Maintenance	685	5,956	8,056	5,000	<b>5,000</b>	-	0.0%
420 Depreciation	53,995	55,647	56,647	56,647	<b>57,669</b>	1,022	1.8%
433 Dues & Subscriptions	575	575	600	600	<b>600</b>	-	0.0%
<b>Total Water Filtration</b>	<b>75,658</b>	<b>86,972</b>	<b>91,900</b>	<b>85,989</b>	<b>88,540</b>	<b>2,551</b>	<b>3.0%</b>

<sup>W11</sup> Removing an additional employee from Public Works that had been added for succession planning.

<sup>W12</sup> Pump house #3 roof repairs are no longer needed.

<sup>W13</sup> Continuing to see reduction in natural gas prices contributing to lower utilities.

<sup>W14</sup> Purchasing a heater for the fluoride room adding \$2,850.

<sup>W15</sup> Replacement flooring in the filter plant is planned for \$10,000.

**CIRCLE PINES WATER  
FUND 601**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change		
	2022	2023	12/31/2024	2024	2025	\$	%	
<b>Water Administration - 9440</b>								
101 Salaries Full Time	63,800	67,204	83,801	79,584	<b>86,390</b>	6,806	8.6%	W16
102 Salaries Overtime	-	-	-	100	<b>100</b>	-	0.0%	
103 Salaries Part Time	778	965	2,340	2,340	<b>2,340</b>	-	0.0%	
120 Payroll Taxes	9,223	9,784	11,861	12,323	<b>13,357</b>	1,034	8.4%	
130 Employee Insurance & Benefits	11,477	12,643	13,480	12,311	<b>12,767</b>	456	3.7%	
201 Office Supplies	1,305	1,177	1,100	2,032	<b>375</b>	(1,658)	-81.6%	W17
212 Motor Fuel & Lubricants	25	36	-	-	-	-	0.0%	
218 Uniforms	77	127	24	200	<b>175</b>	(25)	-12.5%	
219 Building Maintenance Supplies	39	225	130	160	<b>160</b>	-	0.0%	
301 Auditing	3,250	3,488	4,578	4,393	<b>4,715</b>	322	7.3%	
303 Engineering	-	-	544	8,000	<b>8,000</b>	-	0.0%	
304 Legal	-	-	-	500	<b>500</b>	-	0.0%	
307 Consulting	13,512	5,155	15,037	1,582	<b>1,589</b>	7	0.4%	
314 Contract Services - <i>Custodial &amp; Investment</i>	587	605	1,236	1,526	<b>1,742</b>	216	14.2%	
321 Communications	351	354	978	698	<b>985</b>	287	41.2%	
322 Postage	4,095	5,085	3,179	3,230	<b>3,694</b>	464	14.4%	
331 Travel, Conferences & Training	1,078	1,184	817	1,330	<b>1,331</b>	1	0.1%	
350 Printing & Publishing	1,683	1,487	1,329	1,340	<b>2,366</b>	1,026	76.6%	W18
360 General & Liability Insurance	13,478	11,970	17,604	17,606	<b>12,904</b>	(4,702)	-26.7%	W19
380 Utilities - <i>Natural Gas &amp; Electricity</i>	617	582	548	648	<b>555</b>	(93)	-14.4%	
401 Building Maintenance - <i>City Hall</i>	354	263	386	329	<b>329</b>	-	0.0%	
404 Maintenance of Equipment	40	498	44	124	<b>145</b>	21	16.7%	
405 Maintenance Contracts	10,790	11,519	17,446	18,818	<b>20,021</b>	1,203	6.4%	W20
420 Depreciation	166,870	197,567	212,230	212,230	<b>218,206</b>	5,976	2.8%	W21
432 Uncollectible Accounts	12	4	25	500	<b>500</b>	-	0.0%	
433 Dues & Memberships	768	975	903	923	<b>1,099</b>	176	19.0%	
440 Bank Charges - <i>Credit Card Fees</i>	3,922	4,071	4,196	4,750	<b>4,510</b>	(240)	-5.1%	
492 Water Efficiency Grant	656	17	137	1,000	<b>1,000</b>	-	0.0%	
495 Miscellaneous	-	-	-	500	<b>500</b>	-	0.0%	



**CIRCLE PINES WATER  
FUND 601**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change	
	2022	2023	12/31/2024	2024	2025	\$	%
496 Net Pension Expense	13,399	3,230	-	-	-	-	0.0%
611 Bond Interest	89,672	92,096	83,068	93,260	<b>74,689</b>	(18,571)	-19.9% <sup>W22</sup>
620 Bond Service Fee	18,587	494	491	494	<b>410</b>	(84)	-17.0%
<b>Total Water Administration</b>	<b>430,443</b>	<b>1,349,631</b>	<b>477,509</b>	<b>482,831</b>	<b>475,452</b>	<b>(7,379)</b>	<b>-1.5%</b>

<sup>W16</sup> Majority of office staff has COLA increases as well as step increases.

<sup>W17 & W18</sup> Reclassified preprinting of utility forms from office supplies to printing and publishing.

<sup>W19</sup> Continuing to see insurance savings due to experience rating improving.

<sup>W20</sup> Most of the increase is due to Metro-Inet's rate increase.

<sup>W21</sup> Scheduled to replace the CASE Backhoe for \$175,000, office printer for \$10,000, and storage racking for \$10,000.

Another utility truck has aged out at 10 years with a quote of \$50,000.

Replacement furnace for North Star Pump House slated costing \$5,000.

<sup>W22</sup> As the debt is being paid off the interest becomes less.

<b>Total Expenditures</b>	686,498	1,582,305	733,349	759,848	<b>744,364</b>	(15,484)	-2.0%
Revenues over (under) Expenditures	(44,376)	189,684	(102,307)	-	<b>(0)</b>		

**CIRCLE PINES SEWER  
FUND 602**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>REVENUE</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	<i>Change</i>	
	2022	2023	12/31/2024	2024	2025	\$	%
Federal - ARPA	311,619	-	-	-	-	-	0.0%
Interest	(29,500)	59,377	-	10,000	-	(10,000)	-100.0% <sup>S1</sup>
Equipment Rental	5,600	5,600	5,600	5,600	<b>5,600</b>	-	0.0%
Miscellaneous	319	-	1,066	-	-	-	0.0%
Residential Sewer Sales	614,879	726,759	748,321	785,009	<b>797,196</b>	12,187	1.6% <sup>S2</sup>
Commercial Sewer Sales	138,744	152,714	156,291	154,863	<b>168,558</b>	13,695	8.8% <sup>S3</sup>
SAC Charges - MWCC / City Fee	-	25	-	-	-	-	0.0%
City Sewer Fee	-	1,500	-	-	-	-	0.0%
Penalties	4,142	6,554	5,110	5,000	<b>7,243</b>	2,243	44.9% <sup>S4</sup>
Pension Contribution	503	10	-	-	-	-	0.0%
<b>Other Revenue</b>							
Gain (Loss) on Asset Disposal	37,150	56	-	-	-	-	0.0%
Transfer In / Use Reserves	-	-	-	83,222	<b>34,993</b>	(48,229)	-58.0% <sup>S5</sup>
Capital Contributions	-	1,192,861	-	-	-	-	0.0%
<b>Total Revenue</b>	<b>1,083,457</b>	<b>2,145,456</b>	<b>945,131</b>	<b>1,043,694</b>	<b>1,013,590</b>	<b>(30,104)</b>	<b>-2.9%</b>

<sup>S1</sup> Reserves are spent down, so interest revenue goes away.

<sup>S2</sup> Weston Woods neighborhood use is removed as Blaine will receive revenue and expense. Implemented 7% rate increase.

<sup>S3</sup> Commercial sewer sales have been trending higher, and implemented 7% rate increase.

<sup>S4</sup> Penalties are calculated as a percentage of sales.

<sup>S5</sup> More reserves are planned on being used to meet expenditure needs.

**CIRCLE PINES SEWER  
FUND 602**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description		Actual	Actual	Actual thru	Budget	Proposed	Change	
		2022	2023	12/31/2024	2024	2025	\$	%
<b>Sewer Power &amp; Pumping - 9410</b>								
000	Power & Pumping	2,092	1,906	1,645	2,500	<b>1,750</b>	(750)	-30.0%
<b>Total - Sewer Power &amp; Pumping</b>		<b>2,092</b>	<b>1,906</b>	<b>1,645</b>	<b>2,500</b>	<b>1,750</b>	<b>(750)</b>	<b>-30.0%</b>
<b>Sewage Treatment - 9480</b>								
314	Metropolitan Wastewater Contract	299,600	318,307	389,663	388,025	<b>373,777</b>	(14,248)	-3.7% <sup>56</sup>
<b>Total - Sewage Treatment</b>		<b>299,600</b>	<b>318,307</b>	<b>389,663</b>	<b>388,025</b>	<b>373,777</b>	<b>(14,248)</b>	<b>-3.7%</b>

<sup>56</sup> Metropolitan wastewater contract will decrease with the removal of Weston Woods neighborhood.

<b>Sewer Operations - 9460</b>								
101	Salaries Full Time	56,076	59,520	60,720	68,487	<b>63,631</b>	(4,856)	-7.1% <sup>57</sup>
102	Salaries Overtime	2,705	2,732	4,800	5,274	<b>5,546</b>	272	5.2%
120	Payroll Taxes	8,576	9,003	9,159	11,294	<b>10,606</b>	(688)	-6.1%
130	Employee Insurance & Benefits	9,187	9,065	9,076	13,106	<b>12,043</b>	(1,063)	-8.1%
212	Motor Fuel & Lubricants	3,173	3,597	3,624	4,261	<b>4,820</b>	559	13.1%
214	Tools	73	140	539	1,058	<b>1,058</b>	-	0.0%
215	Shop Supplies	1,014	732	1,213	1,080	<b>1,080</b>	-	0.0%
218	Uniforms	290	100	306	480	<b>420</b>	(60)	-12.5%
307	Consulting	-	10,004	2,445	600	<b>630</b>	30	5.0%
314	Contracted Services - <i>Custodial</i>	7,866	8,742	12,713	7,566	<b>7,566</b>	-	0.0%
321	Communications - <i>Cell Phones &amp; Pagers</i>	636	572	650	575	<b>551</b>	(24)	-4.2%
331	Travel, Conferences & Training	1,069	1,257	344	1,700	<b>1,700</b>	-	0.0%
401	Building Maintenance	-	191	831	1,470	<b>1,120</b>	(350)	-23.8%
402	Lift Station & Main Repair	5,942	4,093	8,679	13,200	<b>13,200</b>	-	0.0%
404	Equipment Repair & Maintenance	129	5,264	5,179	5,081	<b>5,091</b>	10	0.2%
495	Miscellaneous	32	29	28	130	<b>130</b>	-	0.0%
496	Net Pension Expense	7,376	6,113	-	-	-	-	0.0%
<b>Total - Sewer Operations</b>		<b>104,146</b>	<b>121,283</b>	<b>120,359</b>	<b>135,362</b>	<b>129,191</b>	<b>(6,170)</b>	<b>-4.6%</b>

<sup>57</sup> Removing an additional employee from Public Works that had been added for succession planning.

**CIRCLE PINES SEWER  
FUND 602**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change	
	2022	2023	12/31/2024	2024	2025	\$	%
<b>Sewer Administration - 9490</b>							
101 Salaries Full Time	63,800	67,204	78,541	74,552	<b>81,006</b>	6,454	8.7% <sup>S8</sup>
102 Salaries Overtime	-	-	-	100	<b>100</b>	-	0.0%
103 Salaries Part Time	778	965	2,210	2,210	<b>2,210</b>	-	0.0%
120 Payroll Taxes	9,223	9,784	11,095	11,545	<b>12,526</b>	981	8.5%
130 Employee Insurance & Benefits	11,477	12,643	12,717	11,553	<b>11,982</b>	429	3.7%
201 Office Supplies	1,129	990	1,047	1,961	<b>367</b>	(1,594)	-81.3% <sup>S9</sup>
212 Motor Fuel & Lubricants	35	-	-	-	-	-	0.0%
218 Uniforms	77	127	17	180	<b>158</b>	(23)	-12.5%
219 Building Maintenance Supplies	39	111	117	144	<b>144</b>	-	0.0%
301 Auditing	2,031	2,180	4,120	3,954	<b>4,243</b>	289	7.3%
303 Engineering	-	316	165	500	<b>500</b>	-	0.0%
304 Legal	-	4,055	-	500	<b>500</b>	-	0.0%
307 Consulting	13,753	5,251	9,182	1,676	<b>1,682</b>	6	0.3%
314 Contract Services - <i>Custodial &amp; Investment</i>	587	605	1,119	1,373	<b>1,568</b>	195	14.2%
321 Communications	355	356	903	640	<b>909</b>	269	42.1%
322 Postage	4,306	5,015	2,924	3,060	<b>3,499</b>	439	14.4%
331 Travel, Conferences & Training	1,078	1,184	734	1,249	<b>1,250</b>	1	0.1%
350 Printing & Publishing	1,216	1,609	1,079	1,080	<b>2,052</b>	972	90.0% <sup>S10</sup>
360 General & Liability Insurance	7,038	11,970	17,604	17,606	<b>12,904</b>	(4,702)	-26.7% <sup>S11</sup>
380 Utilities - <i>Natural Gas &amp; Electricity</i>	617	582	548	648	<b>555</b>	(93)	-14.4%
401 Building Maintenance - <i>City Hall</i>	354	263	397	329	<b>329</b>	-	0.0%
404 Maintenance of Equipment	44	24	44	124	<b>134</b>	10	7.8%
405 Maintenance Contracts	4,494	5,883	9,484	8,969	<b>10,052</b>	1,083	12.1% <sup>S12</sup>
420 Depreciation	224,381	263,680	259,710	259,710	<b>265,015</b>	5,305	2.0% <sup>S13</sup>
432 Uncollectible Accounts	26	5	315	500	<b>500</b>	-	0.0%
433 Dues & Memberships	413	610	500	545	<b>715</b>	170	31.3%
440 Bank Charges - <i>Credit Card Fees</i>	3,929	4,077	4,196	4,750	<b>6,150</b>	1,400	29.5% <sup>S14</sup>
611 Bond Interest	103,101	107,003	96,693	107,889	<b>87,333</b>	(20,556)	-19.1% <sup>S15</sup>
620 Bond Service Fees	25,441	551	556	551	<b>489</b>	(62)	-11.3%

**CIRCLE PINES SEWER  
FUND 602**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change	
	2022	2023	12/31/2024	2024	2025	\$	%
<b>Total - Sewer Administration</b>	479,721	1,698,920	516,018	517,898	<b>508,871</b>	(9,027)	-1.7%
<b>Total Expenditures</b>	885,559	2,140,416	1,027,685	1,043,785	<b>1,013,590</b>	(30,195)	-2.9%
Revenues over (under) Expenditures	197,898	5,040	(82,554)	(91)	<b>0</b>		

<sup>s8</sup> Reclassified salaries and benefits from Gas Appliance Service based on a recent job allocation analysis.

<sup>s9 & s10</sup> Reclassified preprinting of utility forms from office supplies to printing and publishing.

<sup>s11</sup> Continuing to see insurance savings due to experience rating improving.

<sup>s12</sup> Most of the increase is due to Metro-Net's rate increase.

<sup>s13</sup> Scheduled to replace the CASE Backhoe for \$175,000, office printer for \$10,000, and storage racking for \$10,000.

Another utility truck has aged out at 10 years with a quote of \$50,000.

Chimney seal repairs are needed in several sights costing \$12,000.

<sup>s14</sup> Allocating a higher percentage of credit card fees to sewer.

<sup>s15</sup> As the debt is being paid off the interest becomes less.

**CIRCLE PINES STORM SEWER  
FUND 603**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>REVENUE</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	<i>Change</i>	
	2022	2023	12/31/2024	2024	2025	\$	%
Storm Water Permits	-	100	-	-	-	-	0.0%
Federal - ARPA	-	98,369	-	-	-	-	0.0%
Grant from other Local Govts	-	-	-	-	-	-	0.0%
Interest	(31,963)	56,146	-	5,000	<b>3,538</b>	(1,462)	-29.2% <sup>T1</sup>
Miscellaneous	182	-	-	-	-	-	0.0%
Residential Sales	179,517	179,516	201,998	201,960	<b>224,400</b>	22,440	11.1% <sup>T2</sup>
Commercial Sales	29,457	34,264	38,346	38,547	<b>41,850</b>	3,303	8.6% <sup>T3</sup>
Penalties	1,033	1,538	1,309	1,500	<b>1,997</b>	497	33.1%
<b>Other Revenue</b>							
Transfers in / Use Reserves	-	-	-	65,246	<b>37,919</b>	(27,327)	-41.9% <sup>T4</sup>
Capital Contribution	-	945,781	-	-	-	-	0.0%
<b>Total Revenue</b>	178,225	1,315,714	241,653	312,253	<b>309,704</b>	(2,549)	-0.8%

<sup>T1</sup> Reserves are being spent down, so less interest revenue will be generated.

<sup>T2</sup> Implemented 11% rate increase.

<sup>T3</sup> Loss of Lake Drive property reducing sales. Implemented 11% rate increase.

<sup>T4</sup> Use of reserves decreases with 11% rate increase.

**CIRCLE PINES STORM SEWER  
FUND 603**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b> Account Description	Actual	Actual	Actual thru	Budget	Proposed	Change	
	2022	2023	12/31/2024	2024	2025	\$	%
<b>Storm Sewer Operations - 9530</b>							
101 Salaries Full Time	-	-	6,014	6,849	<b>6,363</b>	(486)	-7.1% <sup>T5</sup>
120 Payroll Taxes	-	-	860	1,050	<b>977</b>	(73)	-7.0%
130 Employee Insurance & Benefits	-	-	904	1,307	<b>1,201</b>	(106)	-8.1%
218 Uniforms	-	-	32	48	<b>42</b>	(6)	-12.5%
314 Contract Services - <i>Custodial</i>	785	7,568	785	1,000	<b>1,000</b>	-	0.0%
331 Travel, Conferences & Training	-	-	1	500	<b>500</b>	-	0.0%
380 Utilities - <i>Natural Gas &amp; Electricity</i>	168	179	180	200	<b>200</b>	-	0.0%
402 Storm Pond Repair & Maintenance	-	-	-	7,000	<b>7,000</b>	-	0.0%
403 Catch Basin Repair	2,250	5,175	5,050	10,000	<b>10,000</b>	-	0.0%
415 Equipment Rental	5,600	5,600	5,600	5,600	<b>5,600</b>	-	0.0%
495 Miscellaneous	1,054	-	-	500	<b>500</b>	-	0.0%
<b>Total - Storm Sewer Operations</b>	<b>9,856</b>	<b>18,522</b>	<b>19,426</b>	<b>34,054</b>	<b>33,383</b>	<b>(671)</b>	<b>-2.0%</b>

<sup>T5</sup> Removing an additional employee from Public Works that had been added for succession planning.

<b>Iron Enhanced Sand Filter - 9531</b>							
219 Miscellaneous Supplies	-	390	100	-	-	-	0.0%
303 IESF Engineering	484	-	356	500	<b>500</b>	-	0.0%
314 IESF Contract Services	-	-	-	500	<b>500</b>	-	0.0%
380 IESF Utilities	1,182	1,242	1,538	1,100	<b>1,350</b>	250	22.7%
402 IESF Repair & Maintenance	332	1,112	-	1,000	<b>1,000</b>	-	0.0%
409 IESF Construction	-	-	-	-	-	-	0.0%
<b>Total - Iron Enhanced Sand Filter</b>	<b>1,998</b>	<b>2,744</b>	<b>1,994</b>	<b>3,100</b>	<b>3,350</b>	<b>250</b>	<b>8.1%</b>

**CIRCLE PINES STORM SEWER  
FUND 603**

**CENTENNIAL UTILITIES  
2025 BUDGET**

<b>EXPENDITURES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual thru</b>	<b>Budget</b>	<b>Proposed</b>	<b>Change</b>	
<b>Account Description</b>	<b>2022</b>	<b>2023</b>	<b>12/31/2024</b>	<b>2024</b>	<b>2025</b>	<b>\$</b>	<b>%</b>
<b>Storm Sewer Administration - 9540</b>							
301 Auditing	1,625	1,744	2,289	2,197	<b>2,357</b>	160	7.3%
303 Engineering	21,802	18,095	30,914	10,500	<b>10,500</b>	-	0.0%
307 Consulting	5,558	416	401	416	<b>416</b>	-	0.0%
322 Postage	-	-	-	-	<b>2,138</b>	2,138	0.0% <sup>T6</sup>
350 Printing & Publishing	148	205	699	660	<b>1,254</b>	594	90.0% <sup>T7</sup>
420 Depreciation	149,851	177,616	186,824	186,824	<b>193,500</b>	6,676	3.6% <sup>T8</sup>
432 Uncollectible Accounts	8	3	202	-	-	-	0.0%
433 Dues & Memberships	1,480	1,510	1,680	1,500	<b>1,680</b>	180	12.0%
440 Bank Charges - <i>Credit Card Fees</i>	-	-	-	-	<b>2,050</b>	2,050	0.0% <sup>T9</sup>
611 Bond Interest	64,330	70,803	64,794	72,714	<b>58,820</b>	(13,894)	-19.1% <sup>T10</sup>
620 Bond Service Fees	25,297	289	287	289	<b>255</b>	(34)	-11.8%
712 Storm Water - Transfer Out	-	945,781	-	-	-	-	0.0%
<b>Total - Storm Sewer Administration</b>	<b>270,100</b>	<b>1,216,462</b>	<b>288,091</b>	<b>275,100</b>	<b>272,971</b>	<b>(2,129)</b>	<b>-0.8%</b>

<sup>T6</sup> Postage to start being allocated mainly pertaining to monthly billing.

<sup>T7</sup> Printing of monthly bills to begin being allocated.

<sup>T8</sup> Planning to excavate two ponds costing \$150,000 over 20 years.

<sup>T9</sup> Credit card fees of monthly bill payments to begin being allocated.

<sup>T10</sup> As the debt is being paid off the interest becomes less.

<b>Total Expenditures</b>	<b>281,953</b>	<b>1,237,727</b>	<b>309,510</b>	<b>312,254</b>	<b>309,704</b>	<b>(2,550)</b>	<b>-0.8%</b>
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Revenues over (under) Expenditures (103,728) 77,987 (67,857) (1) 0





200 Civic Heights Circle  
Circle Pines, MN 55014

Phone: (763) 784-6751 Fax: (763) 785-2859

Agenda Item 5.c.

# Memo

To: Utilities Commission  
From: Patrick Antonen  
Date: January 23, 2025  
Re: Policy 12 – Rate & Fee Schedule

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The proposed Policy 12 contains some minor rate increases following the recommendations in the 2022's rate study. To keep up with the costs of upgrading the entire utility system over the last 17 years we are recommending increases to sewer and storm sewer but no increases to gas or water rates. The sewer monthly flat rate will increase from \$13.75 to \$14.75 along with the usage rate increasing from \$5.75 to \$6.15 per 1,000 gallons. The storm sewer monthly rate will increase from \$9.00 to \$10.00. On average, residents should anticipate a total increase of approximately \$4.00 per month.

Enclosures:

- (1) Centennial Utilities Policy 12

## Centennial Utilities Rate & Fee Schedule

### Water Rates and Fees

Residential & Commercial Meter Sizes	Monthly Flat Rate	Effective Date
Less than 1.5" Without AMR	\$9.90 \$34.10	1/1/24 1/1/24
1.5 Meter	\$11.00	1/1/24
2" Meter	\$15.40	1/1/24
3" Meter	\$15.95	1/1/24
4" Meter	\$21.45	1/1/24
6" Meter	\$24.75	1/1/24

### Volumetric Water Rates Based on Monthly Usage

RESIDENTIAL (with 1 meter)			COMMERCIAL		
Tier	Rate per 1,000	Effective Date	Tier	Rate per 1,000	Effective Date
0 – 4,000	\$2.45	1/1/23	0 – 8,000	\$2.45	1/1/23
4,001 – 9,000	\$2.94	1/1/23	8,001 – 20,000	\$2.70	1/1/23
9,001 – 21,000	\$3.68	1/1/23	20,001 – 36,000	\$3.23	1/1/23
21,000+	\$4.59	1/1/23	36,000+	\$3.72	1/1/23
MULTI FAMILY			IRRIGATION		
Tier	Rate per 1,000	Effective Date	Tier	Rate per 1,000	Effective Date
All Usage	\$2.70	1/1/23	0 – 6,000	\$2.94	1/1/23
			6,000+	\$3.68	1/1/23

Commercial Bulk Water Sales

\$800 deposit + \$25 per month fee + \$2.00/1,000 Gallons

Water Reconnection Fee

Standard labor rates apply

Water Access Charge

\$1800 per residential equivalency (REC)

Water Access Charge-Filtration Plant

\$1450 per residential equivalency (REC)

New Residential Water Connection Charge

\$100 + surcharge +WAC

New Commercial Water Connection Charge

\$100 + surcharge +WAC

Connection to Residential Repair

\$100 + surcharge

Connection to Commercial Repair

\$100 + surcharge

## Sewer Rates and Fees

RESIDENTIAL					APARTMENT/COMMERCIAL				
Tier	Monthly Flat Fee	Effective Date	Rate per 1,000	Effective Date	Tier	Per REC Monthly Fee	Effective Date	Rate Per 1,000	Effective Date
ALL Usage	<del>\$13.75</del> 14.75	1/1/2425	<del>\$5.75</del> 6.15		ALL USAGE	<del>\$23.65</del> 25.35	1/1/2425	<del>\$5.75</del> 6.15	

Met Council Sewer Access Charge (SAC)	\$2,485
Local Sewer Access Charge (SAC)	\$1,500 per residential equivalency (REC)
New Residential Sewer Connection Charge	\$100 + surcharge +SAC
New Commercial Sewer Connection Charge	\$100 + surcharge +SAC
Connection to Residential Repair	\$100 + surcharge
Connection to Commercial Repair	\$100 + surcharge

## Storm Sewer Rates and Fees

Rate Class	Monthly Flat Fee	Effective Date
Residential/Commercial	<del>\$9.00</del> 10.00/residential equivalency (REC)	1/1/2425

## Natural Gas Rates and Fees

Type of Service	Distribution Rates	Effective Date
Residential/Commercial/Municipal/State	.350/ccf	1/1/23
Small Volume Interruptible	Set Monthly	
Large Volume Interruptible	Set Monthly	

Meter Fees	Monthly Fee	Effective Date
Residential	\$15.00	1/1/23
Commercial		
Less than 800/ccf	\$25.00	1/1/23
800 - 1999/ccf	\$50.00	1/1/23
2,000 - 4999/ccf	\$80.00	1/1/23
5,000/ccf plus	\$115.00	1/1/23
BPI per unit	\$50.00	1/1/13
Small Volume Interruptible	\$155.00	1/1/23
Large Volume Interruptible	\$850.00	1/1/23
Municipal/State	\$5.00 less than commercial meter fee	1/1/23

Franchise fees will be shown as a separate line item on the gas portion of the bill. The amount collected will be a direct pass through of the amount charged by the customers' city.

Purchased gas costs will be billed as a pass through cost, which rate is to be set monthly.

The rates listed for the above services are not designed to guarantee continuous service.

**Installation Fees**

Circle Pines - \$450 first 40 feet plastic lines, \$8 per foot over 40 feet  
Franchise Areas – Recovered in rates  
Frost Charges - \$10 per foot all areas

Labor Rate .5 Hour \$53.00 1 Hour 106.00  
There is a one-half hour minimum and charges will be billed to the nearest one-quarter hour. After hours: \$159.00/hour with a two-hour minimum (\$318.00) After hours rates apply from 3:30 p.m. to 7 a.m. Monday – Thursday, and after 3:30 p.m. Friday until 7 a.m. Monday.

Reconnection/Non-Delinquent .5 Hour Labor Charge

Disconnect/Reconnection Charge 10% of the balance that is due. 1 hour labor charge at above rates.

**Garbage Rates – Effective January 1, 2022**

Container Size	Monthly Rate	Senior Rate/Income Driven
35 Gallon	\$8.28	\$7.45
64 Gallon	\$11.90	\$10.71
96 Gallon	\$17.08	\$15.37

Garbage Stickers \$2.00 per bag

Garbage Disconnection fee \$15 see policy 17

**Recycling Rate – Effective January 1, 2021**

Monthly Rate \$4.15  
Senior Monthly Rate \$3.75

**Yard Waste**

Seasonal Weekly Pickup \$95.00  
Extra Cart \$35.00  
Curbside disposal of bagged yard waste is \$3.00 per bag.

**Organic Recycling Rate**

Monthly Rate \$7.50

**Miscellaneous Charges**

NSF Charge \$30

Revision: 01-  
~~2024~~2025  
Effective: January 1, ~~2024~~2025