



AGENDA CITY COUNCIL WORK SESSION

October 23, 2023 - 6:30 PM
Lakeville Water Treatment Facility

Members of the public can participate in person at the Lakeville Water Treatment Facility, 18400 Ipava Avenue. Members of the public may join the meeting via [Teams Meeting](#), **Meeting ID: 236 854 408 111** or by calling **Toll Number 1-323-433-2142**; **Conference ID: 809 682 696#**. The mayor will allow for public comments and questions at the appropriate time.

The City Council is provided background information for agenda items in advance by staff and appointed commissions, committees, and boards. Decisions are based on this information, as well as City policy, practices, input from constituents, and a council member's personal judgment.

1. Call to order, moment of silence and flag pledge
2. Citizen Comments
3. Discussion Items
 - 6:35 p.m. a. Fire Department Facility Study by CNH Architects Michael Meyer
 - 7:20 p.m. b. PFAS Litigation Paul Oehme
 - 7:35 p.m. c. 2024 Proposed Liquor Fund Budget Julie Stahl
 - 7:45 p.m. d. 2024 Proposed Utility Fund Budgets & Utility Rate Projections Julie Stahl
 - 7:55 p.m. e. 2024 Proposed Fee Schedule Julie Stahl
 - 8:15 p.m. f. 2023 3rd Quarter Financial Report Julie Stahl
4. Items for Future Discussion
5. Committee/ City Administrator Updates
6. Adjourn



Date: 10/23/2023

Fire Department Facility Study by CNH Architects

Proposed Action

Review Facility Study completed by CNH Architects

Overview

At the start of 2023 the Fire Department contracted with CNH Architects to complete a facility study of all four fire stations. The objective of the study is to accommodate 24/7 staffing at all locations. CNH Architects has met with staff monthly, since April, where they have focused on the current and future needs of our department.

The Lakeville Fire Facility Assessment attachment will be presented by CNH Architects.

Supporting Information

1. Lakeville Fire Facility Assessment
2. LFD Study - Council Presentation 2023-10-18

Financial Impact: \$ Budgeted: No Source: Envision Lakeville Community Values: Safety Throughout the Community Report Completed by: Michael Meyer



LAKEVILLE

Fire Department Facilities Study

October 12, 2023

CNH Architects
Quinn Hutson, AIA, Principal Architect
Brooke Jacobson, AIA, Principal Architect

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED
BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED
ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

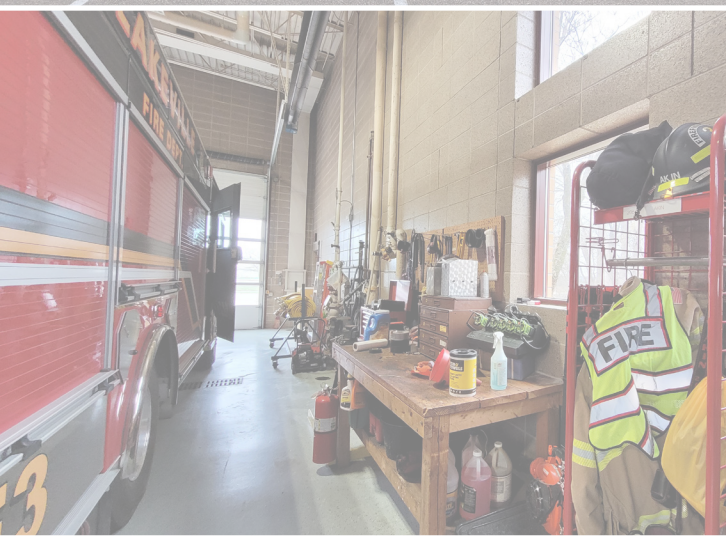
PRINT NAME: QUINN HUTSON

SIGNATURE: 

DATE: 10/12/23 LICENSE NO: 21234

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EXECUTIVE SUMMARY

INTRODUCTION

The Lakeville Fire Department contracted with CNH Architects to perform a study to assess the space needs and facility conditions of their four fire station facilities to meet today's best practices and prepare for the future of the department. The study evaluates a broad series of building and operational attributes to determine whether remodeling and adding on to each facility or demolishing an existing facility and building new on each of the current sites makes the most sense both functionally and financially to meet the department's current and future needs. As part of this study the possibility of combining two existing stations into one single station on a new yet-to-be determined site was evaluated to determine what it would take to move to this approach that would meet the department's current and future needs.

The information provided in this study includes data gathered and analyzed by CNH Architects as well as valuable input provided by the City and fire department staff. The report includes this Executive Summary followed by, supporting data, concept plans, cost estimates, and conclusion.

PROCESS

The study process utilized the following major steps:

- › Gather data on existing conditions, current space needs, operational goals, future growth, fire station Best Practices related to health, NFPA standards, and energy efficiency status
- › Evaluate existing conditions and short-term dorm needs to determine scope of temporary fix to each station to be able to house new full-time staff
- › Develop a building program of space needs for all existing stations as well as combining two existing stations into one single station based on data gathered and comparative square footages used at other fire stations of similar size in the Twin Cities area
- › Evaluate building program and existing conditions to determine scope of demolition, remodeling, addition, or new building on current sites that will best meet the needs of the department now and in the future
- › Evaluate building program of new building for a combined single station on a generic new site that will best meet the needs of the department now and in the future

DEPARTMENT OPERATIONS

The Lakeville Fire Department is currently made up of paid-on-call firefighters with a small complement of full-time administration staff. Due to the City being one of the fastest growing communities in the state, the department will be making the transition to a hybrid fire department starting in 2024 which will include both full-time and paid-on-call staff firefighters. The department will be adding 18 full-time firefighters to provide a 24 hours a day, 7 days a week response that will complement the paid-on-call firefighters starting

with an initial hiring of 6 full-time firefighters next year and an additional 12 full-time firefighters within the next two years.

IMMEDIATE DORM NEEDS

The department's four fire station facilities are not currently set up to house full-time staff and each station will need remodeling to be able to temporarily house over night staff as a short-term fix for immediate needs until the remaining current and future needs of the department further analyzed in this report can be addressed. For each station to be able to accommodate full-time staff individual dorm rooms with appropriate fire rated walls need to be added along with space for personal lockers, additional refrigerators, residential laundry capabilities and shower facilities. Each facility was evaluated for where these spaces could be located against what existing spaces could be temporarily given up to make room for these short-term dorm needs.

While the short-term remodeling will meet the needs of the department to accommodate over night staff it will not address the lack of Best Practices for fire station design at each station that include training features, carcinogen reduction, and physical and mental health well-being that is critical for firefighter health and retention. The department will also lose the functions of the office and training room spaces that are being re-purposed for the firefighter living quarters. As these fixes are short-term only that are intended for roughly 18-36 months, planning should begin for the remaining current and future needs as appropriately determined by the City.

MAJOR SITE & BUILDING ANALYSIS

Fire Station 1 - Holyoke Station

The study reviewed many aspects of the fire station site and building. Since the station was built in 1985 there have been many changes in standard fire station design and operations. These Best Practices range from updates in National Fire Protection Association (NFPA) design standards to many safety elements including in-station training features as well as the current focus on carcinogen reduction strategies and mental health. As would be anticipated, the current building is significantly lacking in the current Best Practices that are included in typical fire stations in the metropolitan area and across the country.

Since the construction of the current station, there have been many changes in mechanical and electrical systems and design. Not only is the current building lacking in some of the more efficient and cost-effective systems of today, the current systems have reached the end of their life cycle and are due for replacement. There are also maintenance costs associated with upkeep to the station to maintain the current building including items such as roof replacement, caulking, replacement of flooring, and the many other costs related to regular repairs of an older facility.

The existing site consists of 4.25 acres and is located across Holyoke Avenue from City Hall at the roundabout intersection of Holyoke Avenue and 202nd Street West/County Road 50 and borders residential properties to the south. The building is situated on the west half of the site and has adequate street access providing acceptable response times from this location. The public entrance is visible from Holyoke Avenue and there is ample parking available on site, though there is no clear delineation between public and firefighter response parking. Apparatus are unable to move between the west and east sides of the site without exiting onto either Holyoke Avenue or 202nd Street West/County Road 50 to re-enter the site. There is a wetland on the east edge of the property that impacts buildable area on site slightly.

The existing building has many concerns based on the upkeep, maintenance or complete replacement of systems and building elements as well as the undersized building. The building does not meet current Best Practices in station design and firefighter safety elements including considerable issues with poor ventilation, outdated contamination separation, and limited apparatus bay access with only two of the four bays being pull through bays requiring apparatus to back into the building in two bays. The space needs analysis identified a shortage of more than 23,000 square feet of building area for larger apparatus bays, separate turnout gear storage, training space, decontamination spaces, separate fitness area, storage, offices, individual dorms and restrooms.

Due to the size of the site and building, as well as the condition of the building in comparison to the space needs analysis, it was determined that an addition and remodel could be feasible on site that would meet primary needs with some concessions and multiple options were reviewed with city staff with the final options presented in this report. With some of the concessions an addition and remodel pose on this site, a proposed new building was analyzed that would meet all program needs and multiple options were reviewed with city staff with the final options presented in this report.

Fire Station 2 - Dodd Station

The study reviewed many aspects of the fire station site and building. Since the station was built in 1976 and then added on to in 1985 and again in 1991 with a remodel in 2003, there have been many changes in standard fire station design and operations. These Best Practices range from updates in National Fire Protection Association (NFPA) design standards to many safety elements including in-station training features as well as the current focus on carcinogen reduction strategies and mental health. As would be anticipated, the current building is significantly lacking in the current Best Practices that are included in typical fire stations in the metropolitan area and across the country.

Since the construction of the current station, there have been many changes in mechanical and electrical systems and design. Not only is the current building lacking in some of the more efficient and cost-effective systems of today, the current systems have reached the end of their life cycle and are due for replacement. There are also maintenance costs associated with upkeep to the station to maintain the current building including items such as roof replacement, caulking, replacement of flooring, and the many other costs related to regular repairs of an older facility.

The existing site consists of 2.54 acres and is located at the roundabout intersection of Dodd Boulevard and Flagstaff Avenue and is surrounded by residential properties. The building is situated in the center of the site and has adequate street access providing acceptable response times from this location. There is no clear public entrance to the building and while there is ample parking available on site, no parking is located near the entrance labeled with the address which is intended as the main entrance and there is no clear delineation between public and firefighter response parking. Apparatus are able to move between the northwest and southeast sides of the site without having to leave the site. There is a stormwater retention pond located in the southeast corner of the site. The location of the roundabout intersection impacts the buildable area of the site limiting what can be done in the northwest corner of the site.

The existing building has many concerns based on the upkeep, maintenance or complete replacement of systems and building elements as well as the undersized building. The building does not meet current Best Practices in station design and firefighter safety elements including considerable issues with poor ventilation, outdated contamination separation, lack of showers and limited apparatus bay access with only one of the four bays being pull through bays requiring apparatus to back into the building in three bays. The space needs analysis identified a shortage of more than 24,000 square feet of building area for larger apparatus bays, separate turnout gear storage, training space, decontamination spaces, separate fitness area, storage, offices, individual dorms and restrooms.

Due to the size of the site and building as well as the condition of the building in comparison to the space needs analysis it was determined that an addition and remodel is not feasible on site and that a proposed new building would be needed to meet all program needs with multiple options reviewed with city staff with the final options presented in this report.

Fire Station 3 - Kenrick Station

The study reviewed many aspects of the fire station site and building. Since the station was built in 1988, there have been many changes in standard fire station design and operations. These Best Practices range from updates in National Fire Protection Association (NFPA) design standards to many safety elements including in-station training features as well as the current focus on carcinogen reduction strategies and mental health. As would be anticipated, the current building is significantly lacking in the current Best Practices that are included in typical fire stations in the metropolitan area and across the country.

Since the construction of the current station, there have been many changes in mechanical and electrical systems and design. Not only is the current building lacking in some of the more efficient and cost-effective systems of today, the current systems have reached the end of their life cycle and are due for replacement. There are also maintenance costs associated with upkeep to the station to maintain the current building including items such as roof replacement, caulking, replacement of flooring, and the many other costs related to regular repairs of an older facility.

The existing site consists of 3.17 acres and is located at the roundabout intersection of Kenrick Avenue and 175th Street West and is bordered by residential properties to the north and east with commercial properties to the west and south. The building is situated in the southwest corner of the site and has adequate street access providing acceptable response times from this location. The public entrance to the building is not very visible from the street and while there is ample parking available on site adjacent to the entrance, the entrance is hidden behind a ramp and retaining wall due to the grade change on site and there is no clear delineation between public and firefighter response parking. Apparatus are unable to move between the west and east sides of the site without exiting onto Kenrick Avenue to re-enter the site via a separate drive. There is a communications building owned by Frontier located within the property lines close to the center of the site that significantly impacts buildable area on site. The location of the roundabout intersection impacts access into the site for non-apparatus traffic. The existing building

has many concerns based on the upkeep, maintenance or complete replacement of systems and building elements as well as the undersized building. The building does not meet current Best Practices in station design and firefighter safety elements including considerable issues with poor ventilation, outdated contamination separation, and limited apparatus bay access with only one of the two bays being pull through bays requiring apparatus to back into the building in one of the bays. The space needs analysis identified a shortage of more than 21,000 square feet of building area for larger apparatus bays, separate turnout gear storage, training space, decontamination spaces, separate fitness area, storage, offices, individual dorms and restrooms.

Due to the size of the site and building, placement of the Frontier communications building as well as the condition of the building in comparison to the space needs analysis it was determined that an addition and remodel could be feasible on site that would meet primary needs with some concessions and multiple options were reviewed with city staff with the final options presented in this report. With some of the concessions an addition and remodel pose on this site, a proposed new building was analyzed that would meet all program needs and multiple options were reviewed with city staff with the final options presented in this report.

Fire Station 4 - 185th Station

The study reviewed many aspects of the fire station site and building. Since the station was built in 2002, there have been many changes in standard fire station design and operations. These Best Practices range from updates in National Fire Protection Association (NFPA) design standards to many safety elements including in-station training features as well as the current focus on carcinogen reduction strategies and mental health. As would be anticipated, the current building is significantly lacking in the current Best Practices that are included in typical fire stations in the metropolitan area and across the country.

Since the construction of the current station, there have been many changes in mechanical and electrical systems and design. Not only is the current building lacking in some of the more efficient and cost-effective systems of today, several of the current systems have reached the end of their life cycle and are due for replacement with only one rooftop unit and the generator having been replaced recently. There are also maintenance costs associated with upkeep to the station to maintain the current building including items such as roof replacement, caulking, replacement of flooring, and the many other costs related to regular repairs of an older facility.

The existing site consists of 5.06 acres and is located off of 185th Street West between Ipava Avenue and Dodd Boulevard and is bordered by other city properties to the north and west, commercial properties to the east and a middle school to the south. The building is situated in the west half of the site and has adequate street access providing acceptable response times from this location. The public entrance to the building is only visible from the street as approached from the east and there is ample parking available on site, though there is no clear delineation between public and firefighter response parking. Apparatus are unable to move between the west and east sides of the site without exiting onto a city frontage road to re-enter the site via a separate drive. There is a stormwater retention pond on the east portion of the site as well as a cell tower just northeast of the existing building that impacts buildable area on site.

The existing building has many concerns based on the upkeep, maintenance or complete replacement of systems and building elements as well as the undersized building. The building does not meet current Best Practices in station design and firefighter safety elements including considerable issues with poor ventilation, outdated contamination separation, and limited apparatus bay access with only two of the three and a half bays being pull through bays requiring apparatus to back into the building in one and a half of the bays. The space needs analysis identified a shortage of more than 25,000 square feet of building area for larger apparatus bays, separate turnout gear storage, training space, decontamination spaces, separate fitness area, storage, offices, individual dorms and restrooms.

Due to the size of the site and building as well as the condition of the building in comparison to the space needs analysis it was determined that an addition and remodel could be feasible on site that would meet all program needs and multiple options were reviewed with city staff with the final options presented in this report.

FIRE STATION OPTIONS

Fire Station 1 - Holyoke Station

The existing site was analyzed for meeting the programming needs of the department. The location meets the basic current and future needs of the fire department, however the existing site and building limits the ability to meet all the Best Practices for an efficient and safe fire station design. Two different options were developed based on the programming needs and Best Practices.

Option 1:

In this option, the majority of the existing structure would remain in place with a significant first floor addition to the north. A few concessions need to be made to fit the program determined from the space needs analysis on the site to meet primary needs. In order to re-use the existing apparatus bays that are situated in the southwest corner of the site, the first floor addition is spread out along the north half of the site creating longer than ideal distances from the public entrance to the station office for the ability for firefighters to answer the front door. The firefighter residence area including dorms, patio and indoor/outdoor fitness areas are along the north edge of the property with very little buffer between them and the adjacent Heritage Center. The four existing apparatus bays are not the ideal width or length and apparatus will have to back into two of the five apparatus bays which does not meet Best Practices. The majority of the apparatus bay support spaces are less than ideal in size due to utilizing the existing structure and footprint. Clear separation can be made between the firefighter parking and public parking with separate entrances and parking areas to prevent interference with firefighter response times. The public entrance is situated directly off of the public parking lot but is situated at the far north end of the site making visibility from the street difficult.

Option 2:

In this option, the existing building is demolished and a new building is built in it's place. With an all new building, all Best Practices and programming needs can be met for an efficient and safe fire station design without any concessions. The new building orientation on site allows for the public entrance to be located directly off of Holyoke with separate public parking and the separate firefighter response and parking can be located off of 202 Street West/County Road 50. The overall building layout is much more efficient providing preferred distances between the public spaces and the station office making it easier for firefighters to answer the front door. The dorms, patio and indoor/outdoor fitness areas are more centrally located on the site providing a better buffer to the neighboring Heritage Center. In this layout the apparatus bays are the desired width and length with access on both sides for either pull through bays or to allow for double stacking providing flexibility for apparatus layout within and meeting Best Practices. To remain operational with the new build, the new apparatus bays would need to be built first allowing operations to move into the new bays and support spaces while the existing building is torn down. Once the existing building is demolished then the station office, public spaces and fire residence areas can be completed.

Fire Station 2 - Dodd Station

The existing site was analyzed for meeting the programming needs of the department. The location meets the basic current and future needs of the fire department, however the existing site and building limits the ability to meet all the Best Practices for an efficient and safe fire station design. Due to the conditions of the site and existing building only one option was developed based on meeting all the programming needs and Best Practices.

In this option, the existing building is demolished and a new building is built in it's place. With an all new building, all Best Practices can be met for an efficient and safe fire station design without any concessions. The new building orientation on site allows for the public entrance to be located off of Dodd Boulevard with a shared parking lot for public and firefighters due to tight site constraints with the shape of the site and the roundabout intersection overlapping onto the site. The new building is located in the center of the site with two-story station office and residence on the north half of the building and the apparatus bays are situated to the south. To remain operational with the new build, the two southern most apparatus bays and center support area to be built first allowing operations to then move into that portion of the building before the existing building is torn down and the northern most apparatus bays and two-story portion of the building are built. With this building layout all operational needs of the fire department can be met along with meeting all Best Practices for an efficient and safe fire station design.

Fire Station 3 - Kenrick Station

The existing site was analyzed for meeting the programming needs of the department. The location meets the basic current and future needs of the fire department, however the existing site and building limits the ability to meet all the Best Practices for an efficient and safe fire station design. Two different options were developed based on the programming needs and Best Practices.

Option 1:

In this option, the majority of the existing structure would remain in place with a significant first floor addition to the north and a smaller first floor addition to the southeast. A few concessions need to be made to fit the program determined from the space needs analysis on the site to meet primary needs. In order to re-use the existing building that is situated in the southwest corner of the site, the new building addition had to be split into two portions placed at opposite ends of the existing building to avoid the communications buildings located near the center of the site while providing appropriate access for the apparatus around the site. New apparatus bays would be constructed to the north of the existing building with the existing apparatus bays being re-purposed for station office, restrooms and fitness area. With this layout apparatus are unable to move between the west and east sides of the site without exiting onto Kenrick Avenue to re-enter the site via a separate drive. Due to the arrangement of the additions and utilizing the existing building, the building is quite spread out and the interior spaces are not very efficient. The main public entrance is not visible from the street and enters into the building between the station office and residence areas.

Option 2:

In this option, the existing building is demolished and a new building is built on site. In order to accomplish this due to the location of the communications building, the adjacent site to the east would need to be purchased allowing the majority of the new building to be built on the additional property. This would also allow apparatus response to respond directly onto 175th Street West providing a safer access that avoids the roundabout intersection adjacent to the existing building. With an all new building, all Best Practices can be met for an efficient and safe fire station design without any concessions. The new building orientation on site allows for the public entrance to be visible from the roundabout intersection with the public parking located directly off of the roundabout drive. Firefighters would have a separate drive and parking area accessed off of 175th Street West. The apparatus bays would be situated on the east portion of the combined site with the two-story station office and residence areas to the west. Utilizing the adjacent property would allow for the entire new station to be built with operations moving into the building upon completion and then the existing building could be demolished providing uninterrupted operations throughout the duration of construction

Fire Station 4 - 185th Station

The existing site was analyzed for meeting the programming needs of the department. The location meets the basic current and future needs of the fire department, however the existing site and building does have some minor limitations to be able to meet all the Best Practices and programming needs for an efficient and safe fire station design. Due to the conditions of the site and the existing building being relatively new only one option was developed based on the programming needs and Best Practices.

In this option, the majority of the existing structure would remain in place with a significant first floor addition to the east and smaller addition to the south. A few minor concessions need to be made to fit the program determined from the space needs analysis on the site. In order to re-use the existing apparatus bays there is limited room on site to add additional bays to the south as well as an apparatus bypass drive, creating a southern addition of one apparatus bay that is not as wide as the ideal width to maintain the bypass drive. The existing apparatus bays are not deep enough to meet the needs of the department thus resulting in an addition on the east end of the bays to extend them out the ideal length. Maintaining the existing fitness room as fitness prohibits the use of any exterior fitness opportunities as the existing fitness room is internal. The existing office areas are re-purposed as office areas with additional space in the east addition. The east addition allows for a second floor to be utilized to house the residence area along with a few training features.

Combined Station

As part of the study, the possibility of combining two existing stations into a single combined station was analyzed. A new generic site of an ideal size of 4 to 4.5 acres was used and developed to meet all programming needs of the department. This size meets the basic current and future needs of the fire department as well as all Best Practices for an efficient and safe fire station design.

Due to the challenges that exist with building a new station at the Station 2 location as well as remodeling and adding on to the Station 4 location while keeping both stations operational during construction, a potential new single site was analyzed. If a decision is made to move to a new single site, a combined plan is included in this report which shows a good fit on a generic site incorporating required programming. All potential new sites need to be evaluated to see if they meet the needs of the program as indicated in this report. A new larger site would allow for ideal circulation on site, separate public and firefighter drives and parking, and all programmed spaces to be ideal in size with an efficient layout that meet the operational needs of the fire department.

The existing Central Maintenance Facility site was discussed during this analysis as a possible candidate for the new site location, however this site only provides roughly 2.77 acres of buildable area. For the combined station to properly fit on this site, significant concessions would need to be made to the station which would not meet primary needs nor Best Practices.

Building a new single fire station on a new site would allow the existing stations to remain fully operational while the new fire station is being built. Once the department transitions to the new single station, the existing stations could be used for other city functions or put up for sale.

COST IMPLICATIONS

The multiple variables and options for general cost comparison value are listed below for each station approach. The estimates shown in this study represent current construction costs and will need to be adjusted to future costs at the time of proceeding on any particular approach. Further, these costs represent a mid-point value within a plus or minus 10% range as is relevant for the preliminary stage of the current designs but are relevant for comparison of different approaches to meet the needs of the fire department well into the future.

Station 1: The cost implications vary between the addition/remodel of roughly \$15.1 million and all new station at roughly \$21.8 million. While this is a noticeable difference in construction cost, there are benefits in the new construction approach that could mitigate the additional costs. These would include the ability to meet all of the ideal operational features for this fire station in an efficient manner.

Station 2: The cost implications for the all new station are roughly \$19.2 million.

Station 3: The cost implications vary between the addition/remodel of roughly \$16 million and all new station at roughly \$17.7 million. While this is a noticeable difference in construction cost, there are benefits in the new construction approach that could mitigate the additional costs. These would include the ability to meet all of the ideal operational features for this fire station in an efficient manner.

Station 4: The cost implications for the addition/remodel are roughly \$15.2 million.

Combined Station: The study reviewed the option to combine Station 2 and Station 4 into a combined station on a new site. The cost review of this approach resulted in a construction cost of \$25.2 million for this larger single fire station. This combined site construction cost would be less than the total of building a new Station 2 and the remodel/addition of Station 4 of roughly \$34.4 million. While land would need to be purchased for the new combined station approach to be more centrally located adding additional cost to the project which is undetermined at this time, there is also opportunity to sell the properties that Station 2 and Station 4 creating revenue for the city or the properties could be re-purposed for other city use.

CONCLUSION

This study indicates that there are significant current issues with all four fire station facilities in the department. The program of space needs found that there is a combined square foot shortage of over 97,000 square feet between all four stations that severely impact the current and future fire department operations, occupant health and safety, as well as future costs to maintain each building. The following recommendations will address significant firefighter health concerns, will fire station design Best Practices as well as position the fire department facilities to meet the long term needs of the City of Lakeville. This report develops recommendations based on the developed concept plans to address each facility which are summarized below:

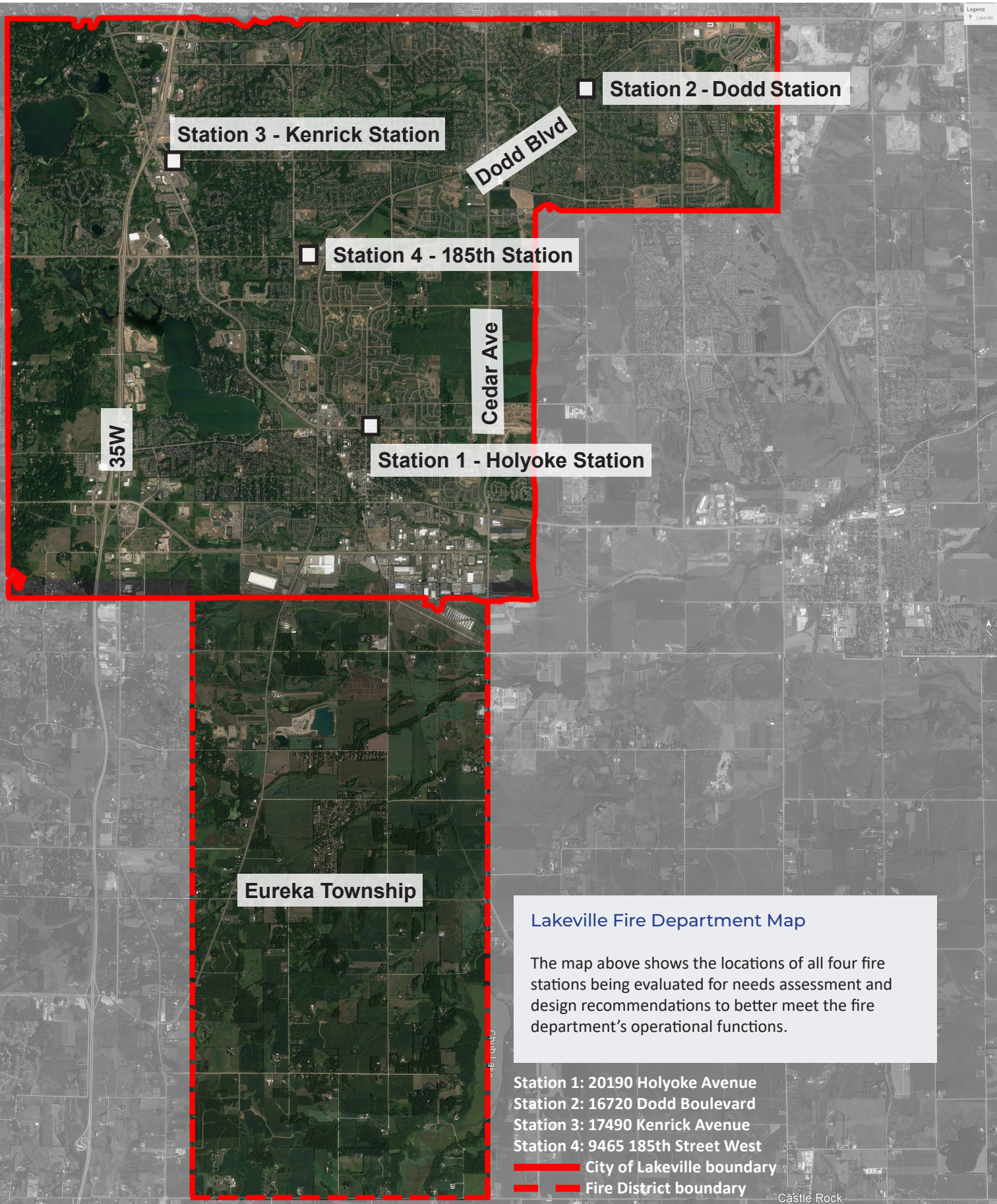
Station 1: While this station would support an addition and remodel or an all new building, the recommendation is to move forward with the addition and remodel approach as this approach is significantly less costly than the all new building approach and would still meet the primary needs of the department for the foreseeable future.

Station 3: While this station would support an addition and remodel or an all new building, the recommendation is to move forward with the addition and remodel approach as this approach is less costly than the all new building approach. While the addition and remodel approach is only slightly less costly than the all new building approach, the need to purchase the adjacent land to make the all new building approach work would add additional cost making the difference in estimated project costs greater. The additional and remodel approach would meet the primary needs of the department for the foreseeable future.

Station 2 & Station 4: The recommendation for Station 2 and Station 4 is to move forward with the combined station approach on a new site. This approach would provide the ability to meet all ideal operational needs including providing appropriate health and safety features critical for firefighters. Relocating both stations to a new site provides a more centralized response within the heavy response traffic area and eliminates response time issues created by the roundabout at the current Station 2 location. Additionally, combining the two stations into one facility is a more fiscally responsible approach as the overall cost of one new facility is less than dealing with each station separately. This is more cost effective both in the sense of initial construction cost as well as in the long term maintenance and operational costs.

The timeline for the above recommendations including the short-term fixes to meet staffing needs should begin with the short-term remodel fix of Station 4 - 185th Station in the coming months and followed by the short-term remodel of Station 1 - Holyoke Station next year. During this period the design process should begin for the all new combined station approach to replace Station 2 and Station 4 followed by the addition and remodel of Station 1 - Holyoke Station and then Station 3 - Kenrick Station. Beginning with the combined station allows room for equipment and staff from Stations 1 and 3 to be temporarily relocated to the newly constructed combined station while those stations are under construction.

LAKEVILLE FIRE DEPARTMENT LOCATION MAP



Station 1

Holyoke Station

Station 1 is an existing fire station that was built in 1985. The station had a remodel in 1995 and again in 2012. The fire department consists of two levels, a main floor and a second level. The existing square footage of the fire station is 11,760 square feet. The property's current zoning designation is P/OS Public and Open Space District. The site has a gross area of 4.25 acres with 2.11 acres of buildable area. The site is located at the intersection of Holyoke Avenue and 202nd Street West/County Road 50 across the street from City Hall and adjacent to residential properties.



Address
20190 Holyoke Avenue



Building Type
*P/OS Public and Open Space
District*



Gross Area
4.25 Acres



Buildable Area
2.11 Acres

Station 1 - Holyoke Station

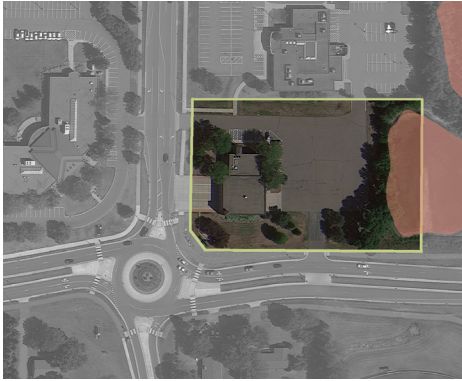
Site Analysis





Street Access - Safety

The site is located at the intersection of Holyoke Avenue and 202nd Street West/County Road 50. There is good visibility of the site for apparatus to exit onto Holyoke Avenue. There is a roundabout at the southwest corner of the site at Holyoke Avenue and 202nd Street West/County Road 50, which does pose a safety issue for apparatus responding as vehicles tend to stop in the roundabout.



Wetlands

There is a wetland located on the east side of the property.

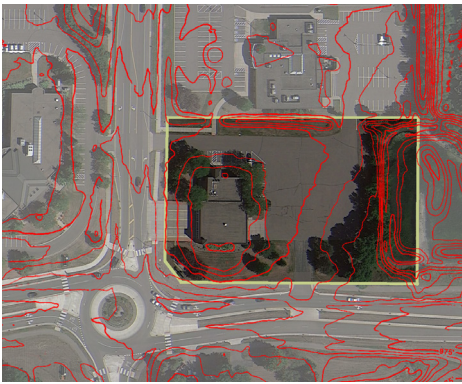
Wetland Key

- Potential Wetland - HCWI
- Probable Wetland - HCWI
- Probable Wetland - NWI



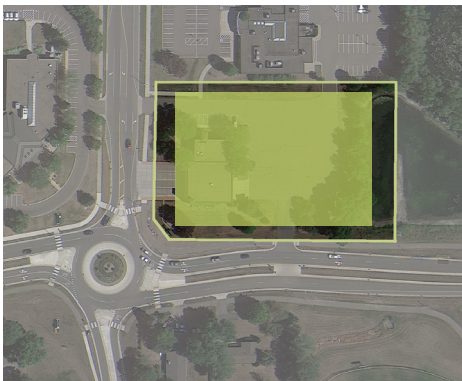
Tree Coverage Map

There is a line of trees along the wetland on the east side of the site. There are trees scattered on site around the building.



Topography

The topography is relatively flat where the existing parking lot and building are located. The topography dips at the north property line. The topography slopes down towards the wetland on the east side of the site.



Buildable Area

The site is approximately 4.25 acres. 2.11 acres are buildable, but the wetland to the east reduces that some.

Station 1 - Holyoke Station

Existing Conditions Analysis



Infrastructure

The existing site layout does provide adequate circulation and traffic flow. There is a drive that extends from this site directly north to the Heritage Center that does not need to be maintained. The site does have room for building and parking expansion. There is not separate public and firefighter parking. The current public parking is accessed from the same drives used for apparatus returning to the station which is not ideal.

Apparatus are unable to move between the west and east sides of the site without exiting onto either Holyoke Avenue or 202nd Street West/County Road 50 to re-enter the site.



Station Access/Response Time

The apparatus return off of Holyoke Avenue and 202nd Street West/County Road 50. The apparatus respond onto Holyoke Avenue towards the west. There is a roundabout at the intersection of Holyoke Avenue and 202nd Street West/County Road 50 on the southwest corner of the site. When apparatus have their lights and sirens on, vehicles tend to stop in the roundabout affecting response time. There is a fire truck warning sign north of the station for vehicles heading south on Holyoke Avenue.



Maintenance

The mechanical and electrical systems have reached the end of their life cycle and need to be replaced. The generator does not provide full building coverage, so a new generator with full building coverage is required.



Health & Safety

The existing station raises several health and safety concerns for the firefighters that utilize the station. There is currently cross contamination between spaces and items that contain carcinogens that are directly affecting the health of firefighters. The turnout gear is currently stored in the apparatus bays where the apparatus expels carcinogens directly onto cleaned turnout gear. There is no tailpipe exhaust removal system in the apparatus bays. There is no true separate decontamination area for firefighters to decontaminate or clean gear and equipment. There is a curb between the station area and apparatus bays which is a trip hazard.



Insufficient Space

The existing station has spaces that are currently too small for day-to-day operations including the SCBA, laundry/gear wash/decon, and storage. There is not enough room in the current station to create additional spaces that are needed for operational use such as individual dorms and restrooms, separate turnout gear, separate gear wash/decontamination, separate laundry, decontamination restrooms/showers, training space, and fitness



Fire Department Operations

Day-to-day operations of the fire department have changed over the years and the current fire station does not meet the needs of the department. As the department switches from a paid-on-call model to a hybrid model with some full-time staff, the station is not set up to accommodate dorm rooms and restrooms. There is space for classroom style training, but no space for other types of training. There are four existing apparatus bays, but only two are drive-through bays. The other two apparatus bays are back-in bays which are not ideal.

Existing Site & Conditions Analysis Summary

Fire Station 1 can be remodeled and expanded on site to meet primary needs. The station could remain operational while the additions are added and then the existing portion of the building could be remodeled.

A second approach would be to build a new station on site with the ideal layout and required spaces to meet all program needs. This approach would require phased construction. The existing station could remain operational while the new apparatus bays and center support areas are built and then the existing station could be demolished to finish the new station.

Functionally, this station does not meet current Best Practices for health and safety including carcinogen reduction or on-site training that would be expected in a current fire station. In addition, the station is undersized in many areas and does not have many required spaces. The building does not meet the current and future needs for fire department operations including all drive-through apparatus bays, individual dorms and restrooms, separate turnout gear, separate decontamination, and separate spaces for storage of equipment.

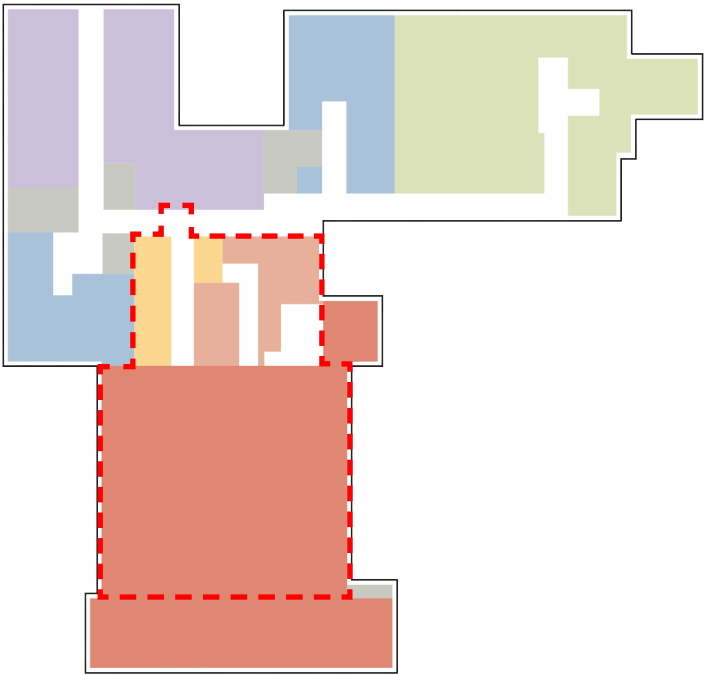
Station 1 - Holyoke Station

Option 1 Proposed Building Program

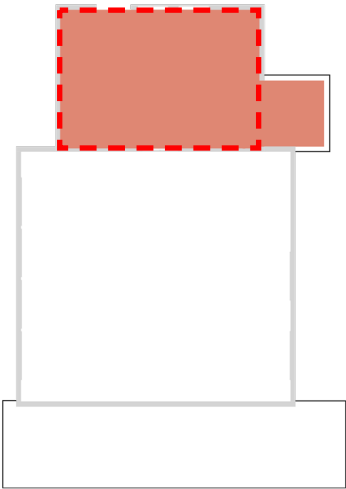
Option 1 Building Program

Public	4,558 SF
Administration	0 SF
Station Office	3,052 SF
Apparatus Bays / Training	11,843 SF
Decontamination	1,098 SF
Support	670 SF
Residence	3,559 SF
Common	1,044 SF
Circulation	3,119 SF
Exterior Walls	2,714 SF
Total Area (Gross SF)	31,657 SF
Existing Area	11,760 SF
Shortage	19,897 SF

This program meets primary needs with some concessions due to the re-use of the existing facility.



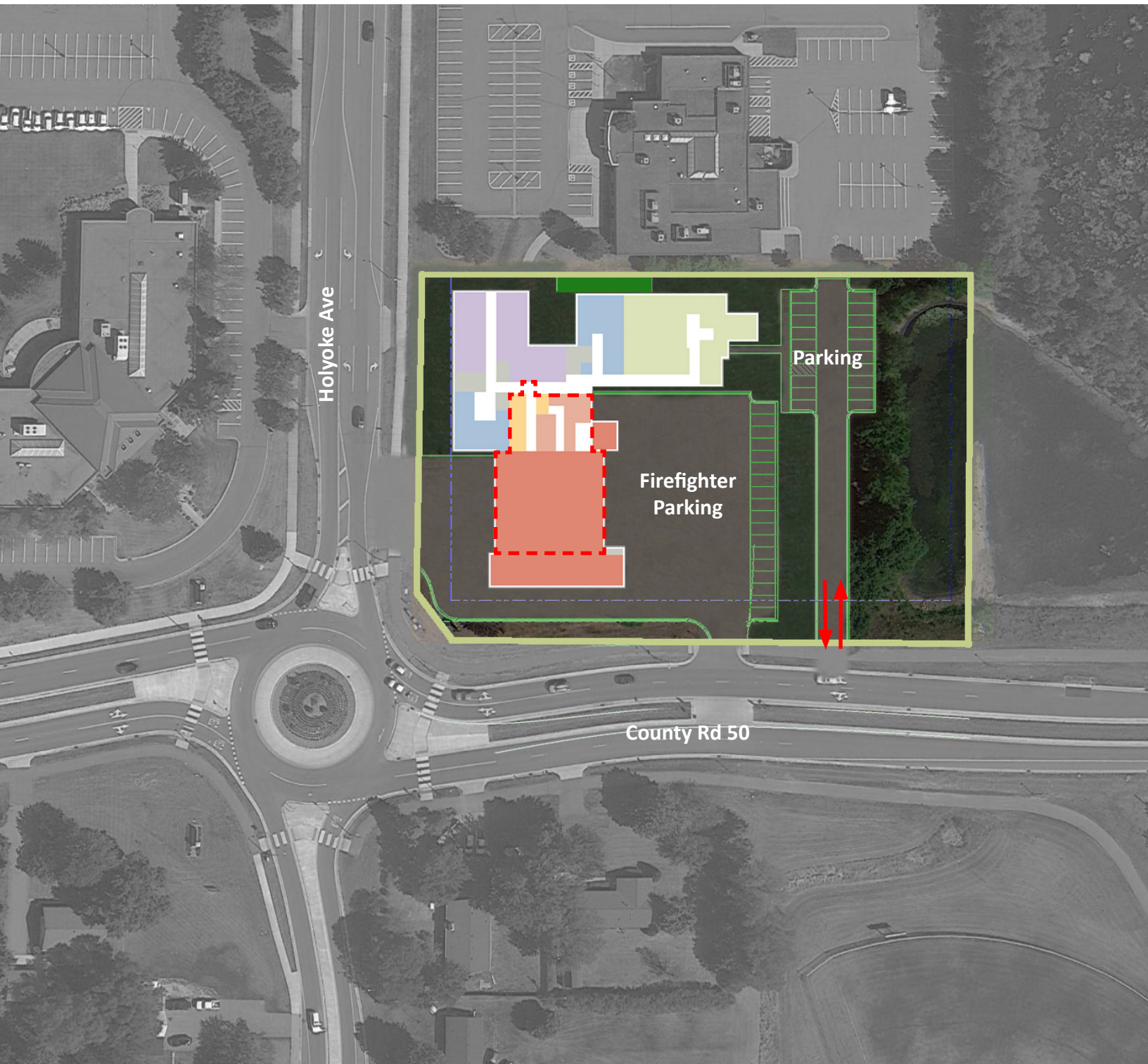
First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



Highlights

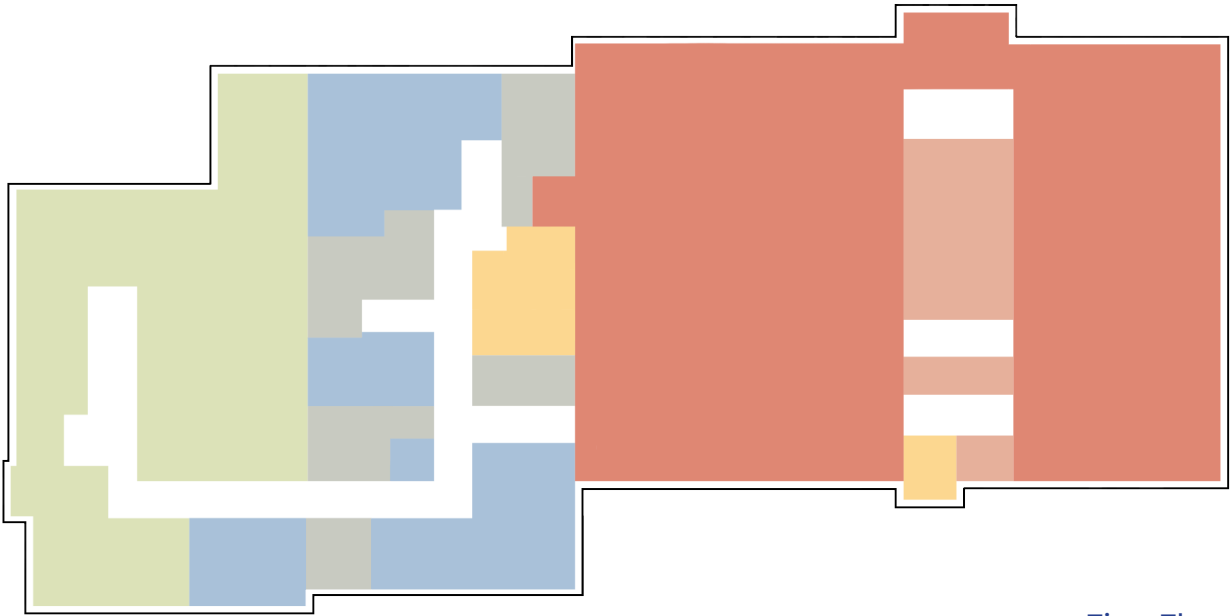
- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Drive-through bays
- › Adequate space for separate support, decontamination, and storage spaces
- › Meets primary needs

Station 1 - Holyoke Station

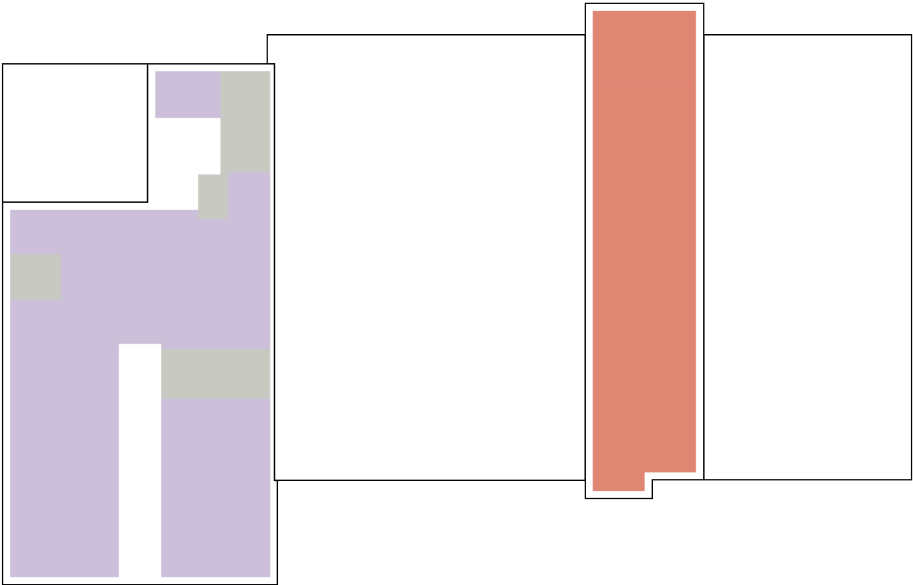
Option 2 Proposed Building Program

Option 2 Building Program		
Public		4,490 SF
Administration		0 SF
Station Office		2,964 SF
Apparatus Bays / Training		12,900 SF
Decontamination		1,221 SF
Support		687 SF
Residence		3,713 SF
Common		2,303 SF
Circulation		3,119 SF
Exterior Walls		3,581 SF
Total Area (Gross SF)		34,978 SF
Existing Area		11,760 SF
Shortage		23,218 SF
This program meets all program needs and Best Practices.		

Station 1 - Holyoke Station
Option 2 Proposed Building Layout



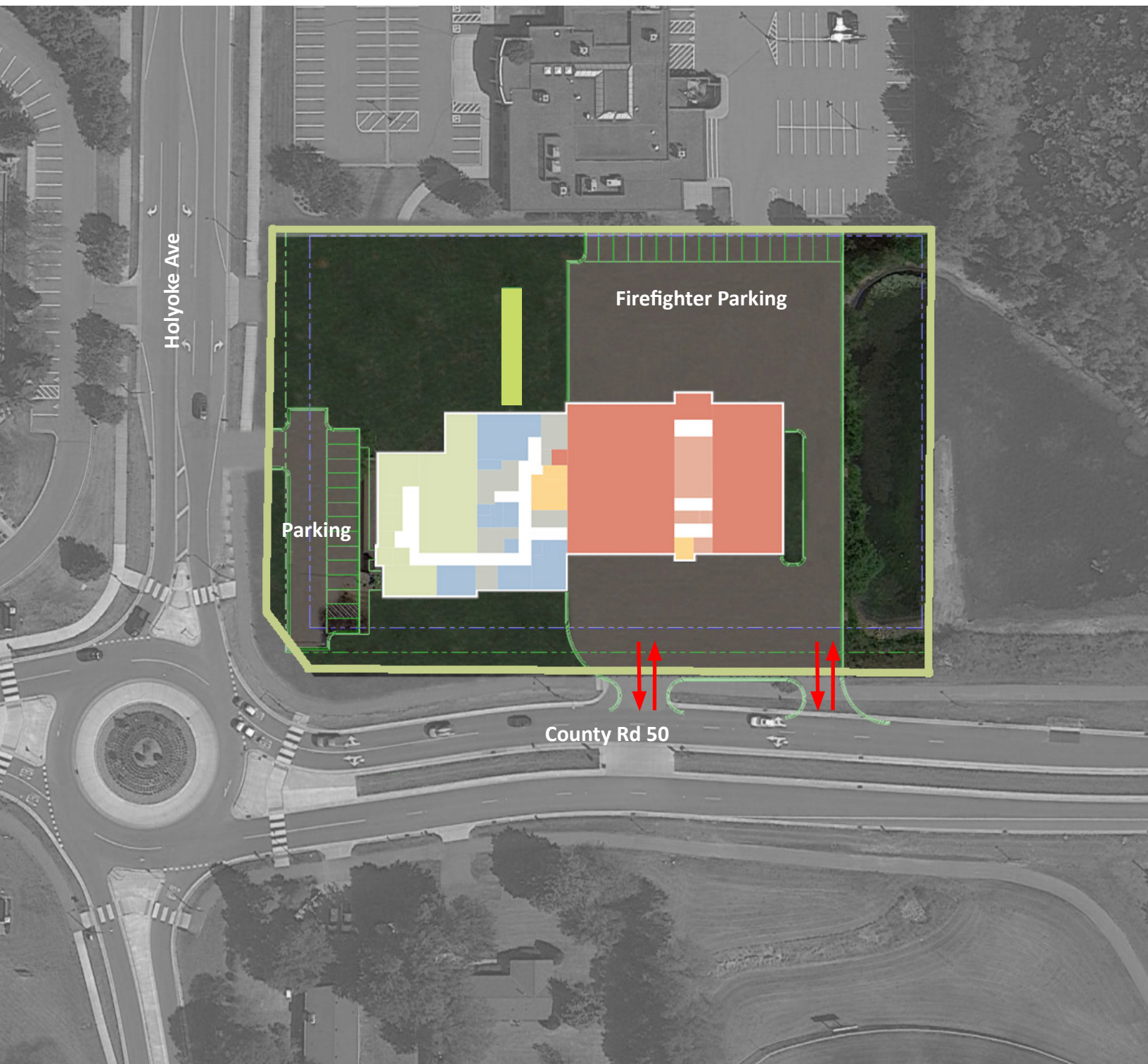
First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



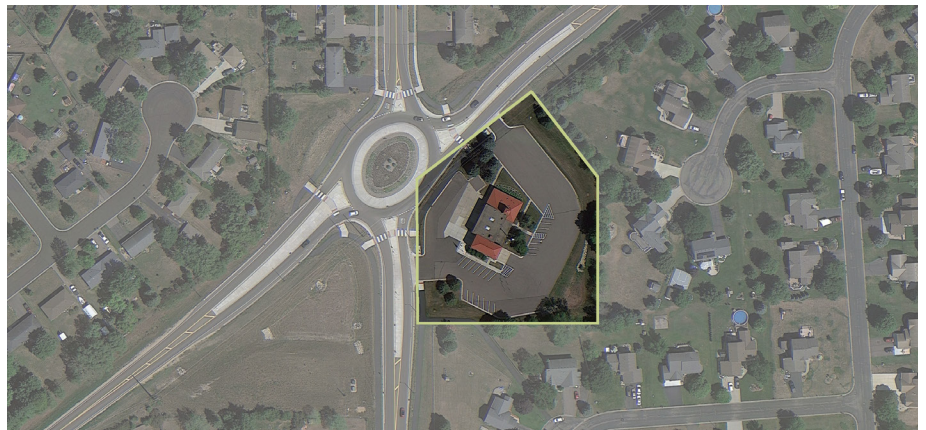
Highlights

- › Welcoming public entrance visible from the street with visible parking
- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Adequate space for separate support, decontamination, and storage spaces
- › Adequate space for firefighter training
- › Meets all program needs

Station 2

Dodd Station

Station 2 is an existing fire station that was built in 1976. The station had an addition in 1985 and again in 1991. In 2003, the station was remodeled. The fire department consists of a main floor. The existing square footage of the fire station is 5,760 square feet. The property's current zoning designation is P/OS Public and Open Space District. The site has a gross area of 2.54 acres with 1.40 acres of buildable area. The site is located at the intersection of Dodd Boulevard and Flagstaff Avenue surrounded by residential properties.



Address
16720 Dodd Boulevard



Building Type
*P/OS Public and Open Space
District*



Gross Area
2.54 acres



Buildable Area
1.40 acres

Station 2 - Dodd Station

Existing Site Analysis





Street Access - Safety

The site is located at the intersection of Dodd Boulevard and Flagstaff Avenue. There is good visibility of the site for apparatus to exit onto Flagstaff Avenue. There is a roundabout at the northwest corner of the site at Dodd Boulevard and Flagstaff Avenue, which does pose a safety issue for apparatus responding as vehicles tend to stop in the roundabout.



Wetlands

There are no wetlands located on the property.

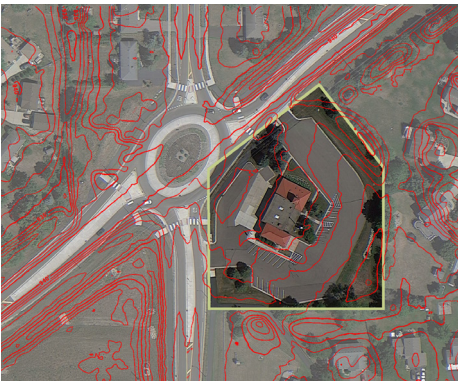
Wetland Key

- Potential Wetland - HCWI
- Probable Wetland - HCWI
- Probable Wetland - NWI



Tree Coverage Map

There are a few trees scattered on site around the building and parking.



Topography

The topography is relatively flat. The topography dips down in the southeast corner of the property. The topography slopes up on the northeast property line.



Buildable Area

The site is approximately 2.54 acres. 1.40 acres are buildable, but some of that buildable area is part of the roundabout.

Station 2 - Dodd Station

Existing Conditions Analysis



Infrastructure

The existing site layout does not provide adequate circulation and traffic flow. The site does have some room for building and parking expansion, but the drive locations are limited due to the location of the roundabout. The current public parking is accessed from the same drives used for apparatus returning to the station which is not ideal.



Station Access/Response Time

The apparatus return off of Dodd Boulevard and Flagstaff Avenue. The apparatus respond onto Flagstaff Avenue towards the west. There is a roundabout at the intersection of Dodd Boulevard and Flagstaff Avenue at the northwest corner of the site. When apparatus have their lights and sirens on, vehicles tend to stop in the roundabout affecting response time. There are fire truck warning signs in both directions on Dodd Boulevard and Flagstaff Avenue.



Maintenance

The mechanical systems consist of a furnace only and no rooftop units. The mechanical and electrical systems have reached the end of their life cycle and need to be replaced. The generator does not provide full building coverage, so a new generator with full building coverage is required.



Health & Safety

The existing station raises several health and safety concerns for the firefighters that utilize the station. There is currently cross contamination between spaces and items that contain carcinogens that are directly affecting the health of firefighters. The turnout gear is currently stored in the apparatus bays where the apparatus expels carcinogens directly onto cleaned turnout gear. There is no tailpipe exhaust removal system in the apparatus bays. There is no true separate decontamination area for firefighters to decontaminate or clean gear and equipment and there is no shower in the station for decontamination. There is a curb between the station area and apparatus bays which is a trip hazard.



Insufficient Space

The existing station has many spaces that are currently too small for day-to-day operations including the apparatus bays, SCBA/laundry/gear wash/decon, and storage. There is not enough room in the current station to create additional spaces that are needed for operational use such as individual dorms and restrooms, separate turnout gear, separate gear wash/decontamination, separate laundry, separate SCBA, decontamination restrooms/showers, training space, and fitness.



Fire Department Operations

Day-to-day operations of the fire department have changed over the years and the current fire station does not meet the needs of the department. As the department switches from a paid-on-call model to a hybrid model with some full-time staff, the station is not set up to accommodate dorm rooms and restrooms. There is space for classroom style training, but no space for other types of training. There are four existing apparatus bays, but only one is a drive-through bay. The other three apparatus bays are back-in bays which is not ideal.

Existing Site & Conditions Analysis Summary

Fire Station 2 cannot be remodeled and expanded on site. Three of the four existing apparatus bays are too short. Due to the existing structure, the three apparatus bays can not be lengthened. For this reason, a new station must be built to meet all program needs. This approach would require phased construction. The existing station could remain operational while two of the five new apparatus bays and a portion of the center support area are built and then the existing station could be demolished to finish construction on the new station.

Functionally, this station does not meet current Best Practices for health and safety including carcinogen reduction or on-site training that would be expected in a current fire station. In addition, the station is significantly undersized in most areas and does not have many required spaces. The buildable area on site is limited and doesn't allow for separate public and firefighter parking and adequate front and back aprons with room for apparatus to maneuver and train easily around the site. The building does not meet the current and future needs for fire department operations including all drive-through apparatus bays of acceptable length, individual dorms and restrooms, separate turnout gear, separate decontamination, and separate spaces for storage of equipment.

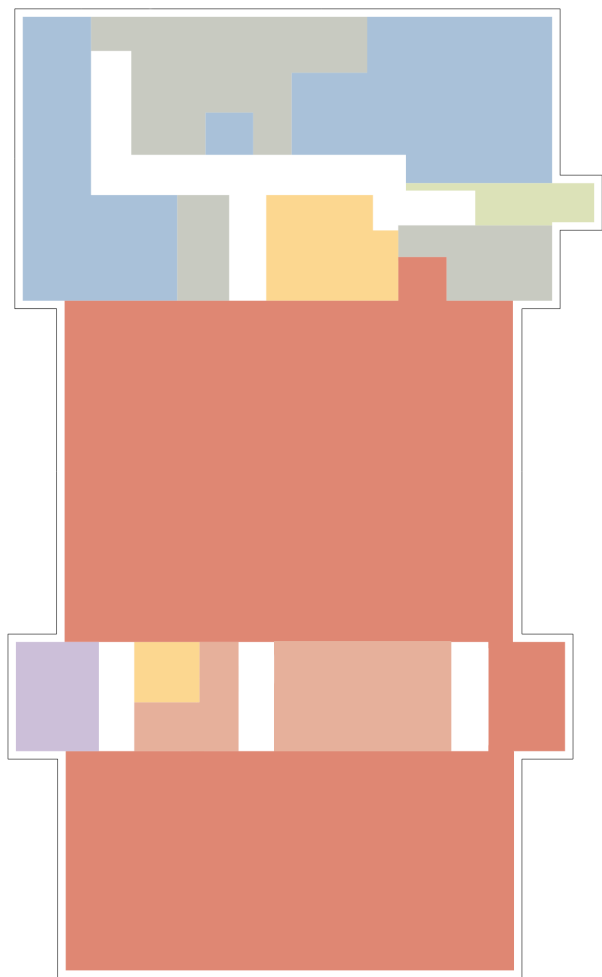
Station 2 - Dodd Station

Building Program

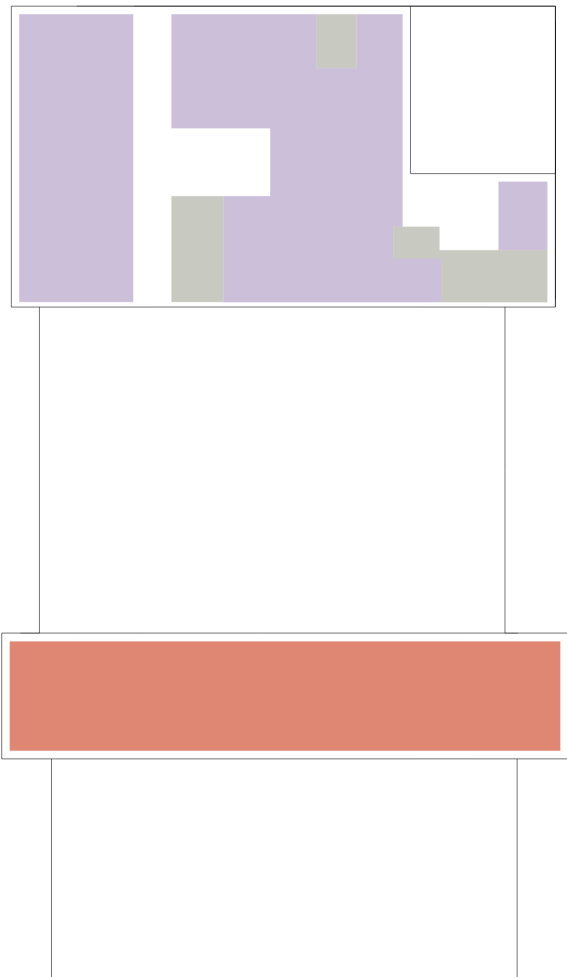
Existing Site Building Program

Public	217 SF
Station Office	2,726 SF
Apparatus Bays / Training	13,274 SF
Decontamination	1,127 SF
Support	690 SF
Residence	4,095 SF
Common	2,326 SF
Circulation	2,322 SF
Exterior Walls	3,658 SF
Total Area (Gross SF)	30,435 SF
Existing Area	5,760 SF
Shortage	24,675 SF

This program meets all program needs and Best Practices.



First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



Highlights

- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Adequate space for separate support, decontamination, and storage spaces
- › Adequate space for firefighter training
- › Meets all program needs

Station 3

Kenrick Station

Station 3 is an existing fire station that was built in 1988. The fire department consists of a main floor. The existing square footage of the fire station is 5,341 square feet. The property's current zoning designation is C-3 General Commercial District/Freeway Corridor District. The site has a gross area of 3.17 acres with 1.80 acres of buildable area. The site is located off of Kenrick Avenue and 175th Street West with commercial properties to the south and west and residential properties to the east.



Address
17490 Kenrick Avenue



Building Type
*C-3 General Commercial District/
Freeway Corridor District*



Gross Area
3.17 acres



Buildable Area
1.80 acres

Station 3 - Kenrick Station

Existing Site Analysis





Street Access - Safety

The site is located at the intersection of Kenrick Avenue and 175th Street West. There is good visibility of the site for apparatus to exit onto Kenrick Avenue. There is a roundabout at the southwest corner of the site at Kenrick Avenue and 175th Street West, which does pose a safety issue for apparatus responding as vehicles tend to stop in the roundabout.



Wetlands

There are no wetlands located on the property.

Wetland Key

- Potential Wetland - HCWI
- Probable Wetland - HCWI
- Probable Wetland - NWI



Tree Coverage Map

There are a few trees scattered on site around the building. There is a line of trees just east of the parking lot. There is a heavily treed area on the north portion of the property.



Topography

The topography dips down in the southwest corner of the property between the building and roundabout. The topography slopes up east of the parking lot. The topography slopes down north of the parking lot.



Buildable Area

The site is approximately 3.17 acres. 1.80 acres are buildable. There is an existing communications building located on the site northeast of the station. The location of the communications building makes it difficult to build on the north and east portions of the site.

Station 3 - Kenrick Station

Existing Conditions Analysis



Infrastructure

The existing site layout does provide adequate circulation and traffic flow. The site does have room for building and parking expansion, but the existing communications building restricts where the expansions can be. The drive locations are limited due to the location of the roundabout and the pond just south of the site. The current public parking is accessed from the same drives used for apparatus returning to the station which is not ideal. Apparatus are unable to move between the west and east sides of the site without exiting onto Kenrick Avenue to re-enter the site via a separate drive.



Station Access/Response Time

The apparatus return and respond off of Kenrick Avenue towards the west. There is a roundabout at the intersection of Kenrick Avenue and 175th Street West at the southwest corner of the site. When apparatus have their lights and sirens on, vehicles tend to stop in the roundabout affecting response time. There are fire truck warning signs with lights in both directions on Kenrick Avenue and one heading east on 175th Street West.



Maintenance

The mechanical and electrical systems have reached the end of their life cycle and need to be replaced. The generator does not provide full building coverage, so a new generator with full building coverage is required.



Health & Safety

The existing station raises several health and safety concerns for the firefighters that utilize the station. There is currently cross contamination between spaces and items that contain carcinogens that are directly affecting the health of firefighters. The turnout gear is currently stored in the apparatus bays where the apparatus expels carcinogens directly onto cleaned turnout gear. There is no tailpipe exhaust removal system in the apparatus bays. There is no true separate decontamination area for firefighters to decontaminate or clean gear and equipment. There is a curb between the station area and apparatus bays which is a trip hazard.



Insufficient Space

The existing station has many spaces that are currently too small for day-to-day operations including the SCBA/laundry/gear wash/decon, dayroom, and storage. There is not enough room in the current station to create additional spaces that are needed for operational use such as individual dorms and restrooms, separate turnout gear, separate gear wash/decontamination, separate laundry, separate SCBA, decontamination restrooms/showers, training space, and fitness.



Fire Department Operations

Day-to-day operations of the fire department have changed over the years and the current fire station does not meet the needs of the department. As the department switches from a paid-on-call model to a hybrid model with some full-time staff, the station is not set up to accommodate dorm rooms and restrooms. There is space for classroom style training, but no space for other types of training. There are two existing apparatus bays, but only one is a drive-through bay and the other apparatus bay is a back-in bay which is not ideal.

Existing Site & Conditions Analysis Summary

Fire Station 3 can be remodeled and expanded on site to meet primary needs, although the site and building layouts are not ideal due to the existing communications building. The station could remain operational while the additions are added and then the existing portion of the building could be remodeled.

A second approach would be to build a new station on site to meet all program needs. With the location of the existing communications building and the location of the roundabout, it is difficult to locate a new building on site in an ideal layout that would meet all program needs. As response south onto 175th Street West would be ideal to avoid the roundabout completely, this approach would required purchasing the vacant property directly east of the current fire station property. This would allow for a new fire station to be built while the existing fire station remains fully operation. Once the new fire station is complete, the existing fire station could be demolished. In this approach the existing communications building does not interfere with fire operations.

Functionally, this station does not meet current Best Practices for health and safety including carcinogen reduction or on-site training that would be expected in a current fire station. In addition, the station is significantly undersized in many areas and does not have many required spaces. The building does not meet the current and future needs for fire department operations including all drive-through apparatus bays, individual dorms and restrooms, separate turnout gear, separate decontamination, and separate spaces for storage of equipment.

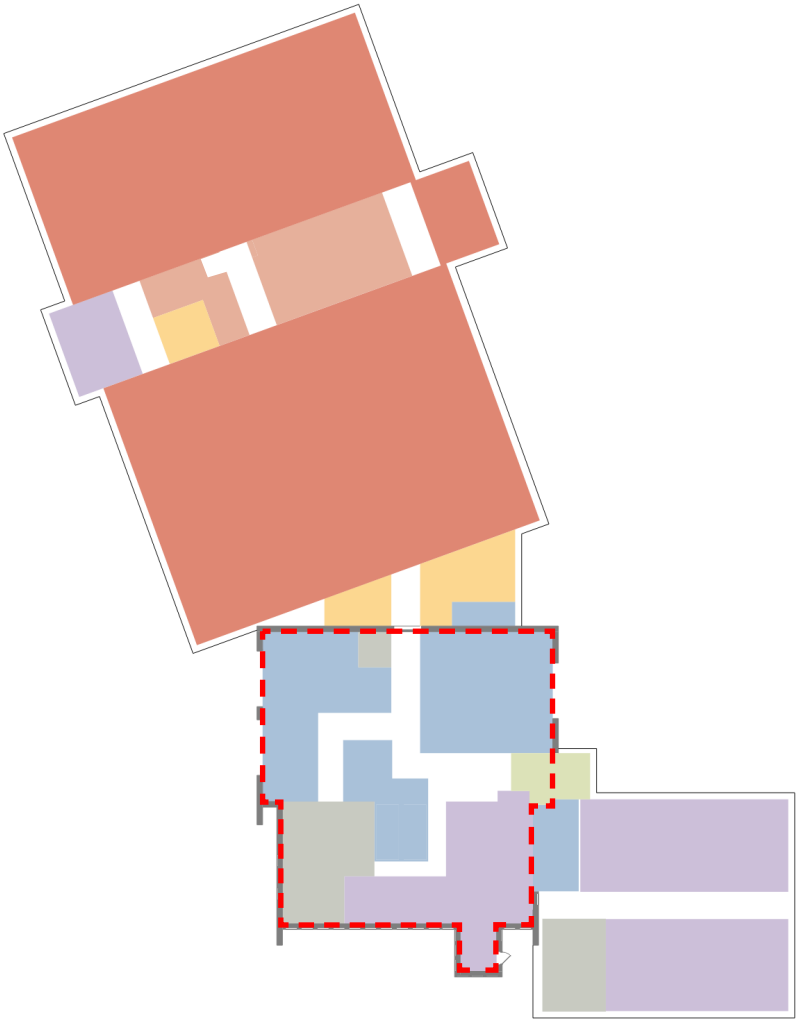
Station 3 - Kenrick Station

Option 1 Proposed Building Program

Existing Site Building Program

Public	205 SF
Station Office	2,627 SF
Apparatus Bays / Training	13,178 SF
Decontamination	1,127 SF
Support	657 SF
Residence	3,724 SF
Common	1,050 SF
Circulation	2,313 SF
Exterior Walls	2,128 SF
Total Area (Gross SF)	27,009 SF
Existing Area	5,341 SF
Shortage	21,668 SF

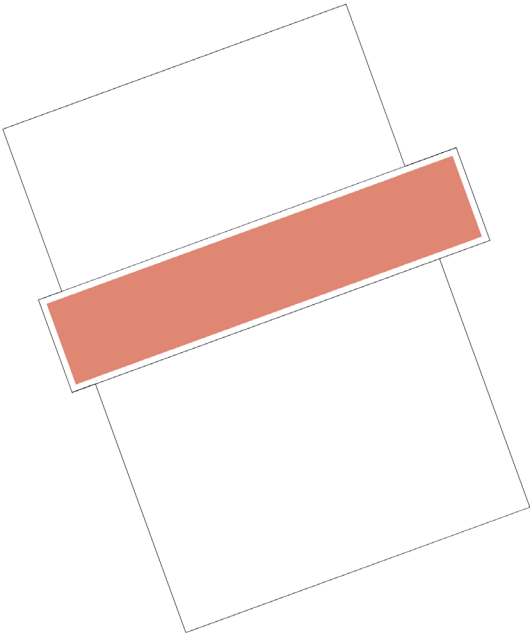
This program meets primary needs with some concessions due to the re-use of the existing facility.



First Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



Second Floor



Highlights

- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Adequate space for separate support, decontamination, and storage spaces
- › Adequate space for firefighter training
- › Meets primary needs

Station 3 - Kenrick Station

Option 2 Proposed Building Program

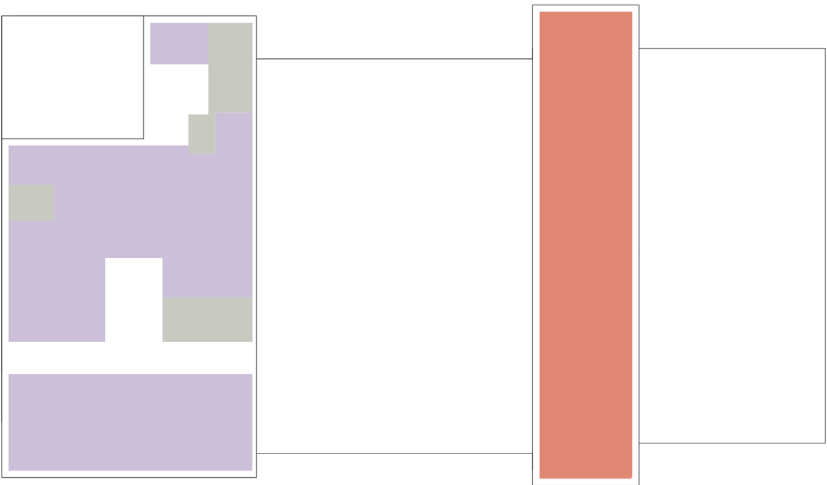
Existing Site Building Program

Public	214 SF
Station Office	2,714 SF
Apparatus Bays / Training	13,260 SF
Decontamination	1,127 SF
Support	690 SF
Residence	4,082 SF
Common	2,271 SF
Circulation	2,313 SF
Exterior Walls	2,720 SF
Total Area (Gross SF)	29,391 SF
Existing Area	5,341 SF
Shortage	24,050 SF

This program meets all program needs and Best Practices.



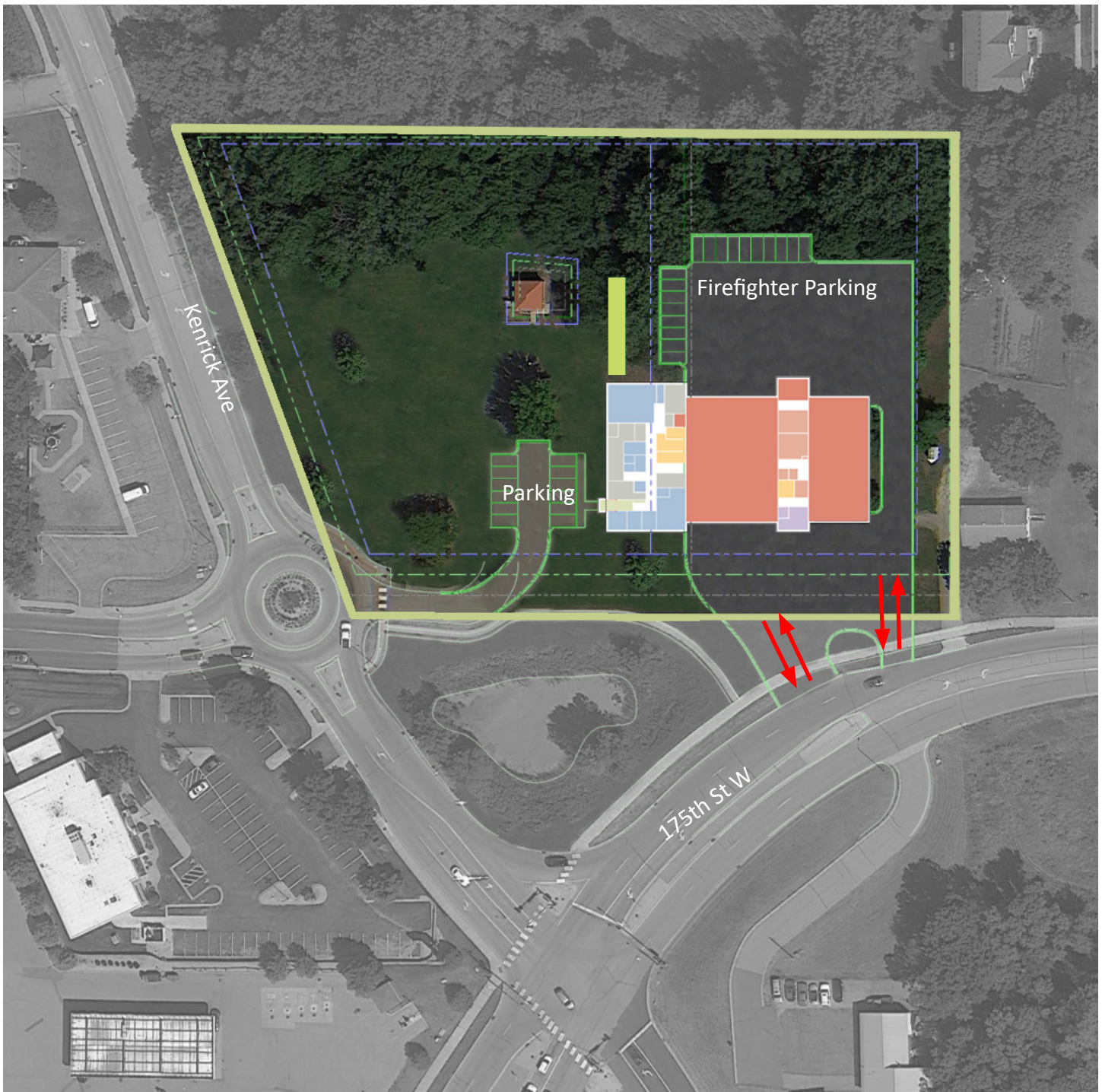
First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



Highlights

- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms
- › Adequate access to street for quick response times
- › Meets current response time goals
- › Separate public parking from firefighter parking
- › Adequate front and back aprons for apparatus to maneuver and train around site
- › Allows for additional space for public programming if desired
- › Meets all program needs

Station 4

185th Station

Station 4 is an existing fire station that was built in 2002. The station had a remodel in 2012. The fire department consists of a main floor. The existing square footage of the fire station is 12,632 square feet. The property's current zoning designation is P/OS Public and Open Space District. The site has a gross area of 5.06 acres with 4.04 acres of buildable area. The site is located on the north side of 185th Street West between Ipava Avenue and Dodd Boulevard adjacent to commercial properties.



Address
9465 185th Street West



Building Type
*P/OS Public and Open Space
District*



Gross Area
5.06 acres



Buildable Area
4.04 acres

Station 4 - 185th Station

Existing Site Analysis





Street Access - Safety

This site is located on the north side of 185th Street West between Ipava Avenue and Dodd Boulevard. There is good visibility of the site for apparatus to exit onto 185th Street West. 185th Street West is a four lane divided road with surmountable curb for apparatus to respond east or west.



Wetlands

There is a wetland located on a portion of the northeast corner of the property.

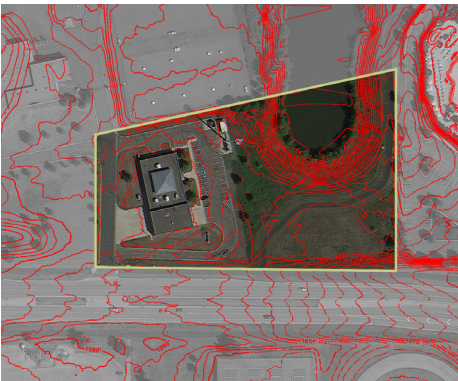
Wetland Key

- Potential Wetland - HCWI
- Probable Wetland - HCWI
- Probable Wetland - NWI



Tree Coverage Map

There are a few trees scattered on site around the building and east of the parking lot. There is a line of trees around the wetland.



Topography

The topography is fairly flat across the site where the building and parking lot are. The topography slopes down at the north property line and towards the wetland.



Buildable Area

The site is approximately 5.06 acres. 4.04 acres are buildable although the wetland takes up a portion of this buildable space. The size of the buildable area provides room to expand towards the east.

Station 4 - 185th Station

Existing Conditions Analysis



Infrastructure

The existing site layout does provide adequate circulation and traffic flow. The site does have room for building and parking expansion. There is not separate public and firefighter parking and the current public parking is accessed from the same drives used for apparatus returning to the station which is not ideal.



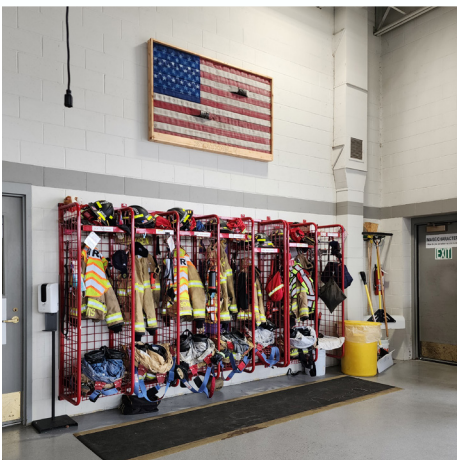
Station Access/Response Time

The apparatus return and respond off of the drive to the west of the station. When responding, the apparatus head south on the drive to 185th Street West where there is surmountable curb for the divided four lane road to respond east or west. There are fire truck warning signs in both directions on 185th Street West.



Maintenance

The mechanical and electrical systems have reached the end of their life cycle and need to be replaced. The generator does not provide full building coverage, but is more than likely not sized appropriately to cover additional loading that would occur with expanding the building size and would need to be replaced.



Health & Safety

The existing station raises several health and safety concerns for the firefighters that utilize the station. There is currently cross contamination between spaces and items that contain carcinogens that are directly affecting the health of firefighters. The turnout gear is currently stored in the apparatus bays where the apparatus expels carcinogens directly onto cleaned turnout gear. There is no tailpipe exhaust removal system in the apparatus bays. There are no decontamination showers for firefighters to decontaminate.



Insufficient Space

The existing station has many spaces that are currently too small for day-to-day operations including the two short bays, SCBA/laundry/gear wash/decon, and storage. There is not enough room in the current station to create additional spaces that are needed for operational use such as individual dorms and restrooms, separate turnout gear, separate gear wash/decontamination, separate laundry, separate SCBA, and decontamination restrooms/showers.



Fire Department Operations

Day-to-day operations of the fire department have changed over the years and the current fire station does not meet the needs of the department. As the department switches from a paid-on-call model to a hybrid model with some full-time staff, the station is not set up to accommodate dorm rooms and restrooms. There is space for classroom style training, but no space for other types of training. There are four existing apparatus bays, but only two are drive-through bays and the other two are short back-in bays which are not ideal.

Existing Site & Conditions Analysis Summary

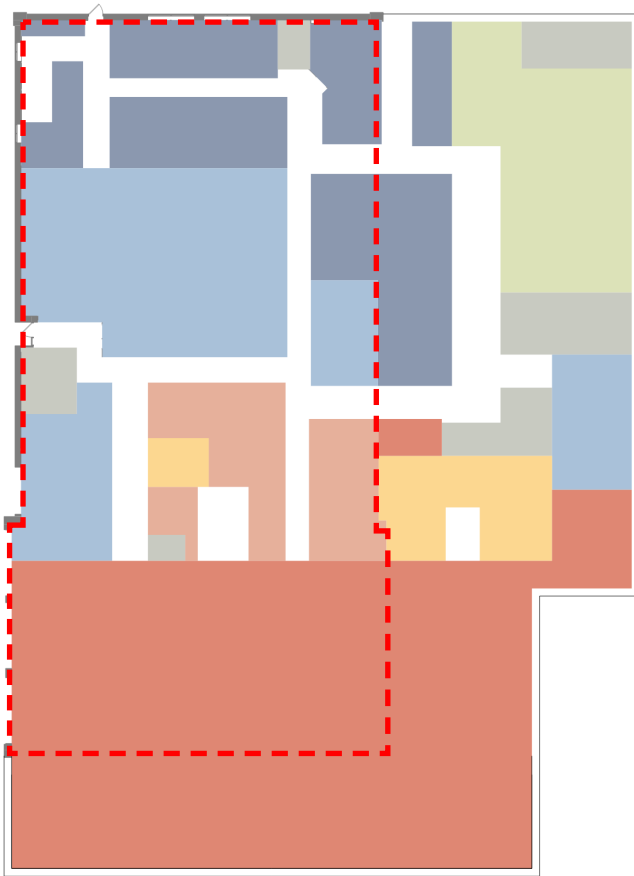
Fire Station 4 can be remodeled and expanded on site to meet all program needs. The station could remain operational while the additions are added and then the existing portion of the building could be remodeled.

Functionally, this station does not meet current Best Practices for health and safety including carcinogen reduction or on-site training that would be expected in a current fire station. In addition, the station is undersized in some areas and does not have some required spaces. The building does not meet the current and future needs for fire department operations including all drive-through apparatus bays, individual dorms and restrooms, separate turnout gear, separate decontamination, and separate spaces for storage of equipment.

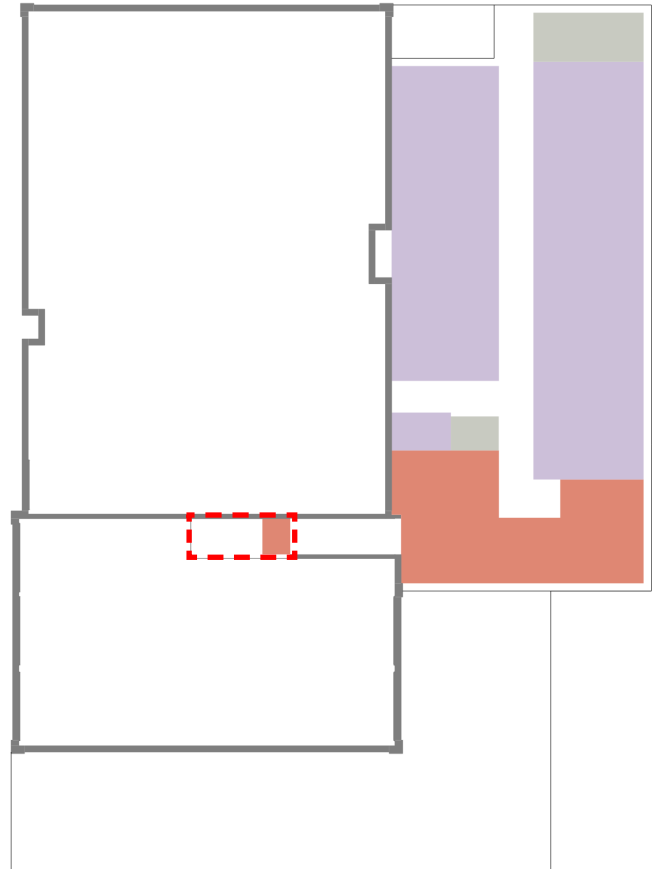
Existing Site Building Program

Public	1,657 SF
Administration	2,908 SF
Station Office	3,644 SF
Apparatus Bays / Training	8,924 SF
Decontamination	1,228 SF
Support	845 SF
Residence	3,680 SF
Common	1,456 SF
Circulation	2,824 SF
Exterior Walls	3,369 SF
Total Area (Gross SF)	30,535 SF
Existing Area	5,341 SF
Shortage	25,194 SF

This program meets all program needs and Best Practices.



First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



Highlights

- › Adequate space for classroom
- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Adequate space for separate support, decontamination, and storage spaces
- › Adequate space for firefighter training
- › Meet all programs needs

Combined Station 2 & 4

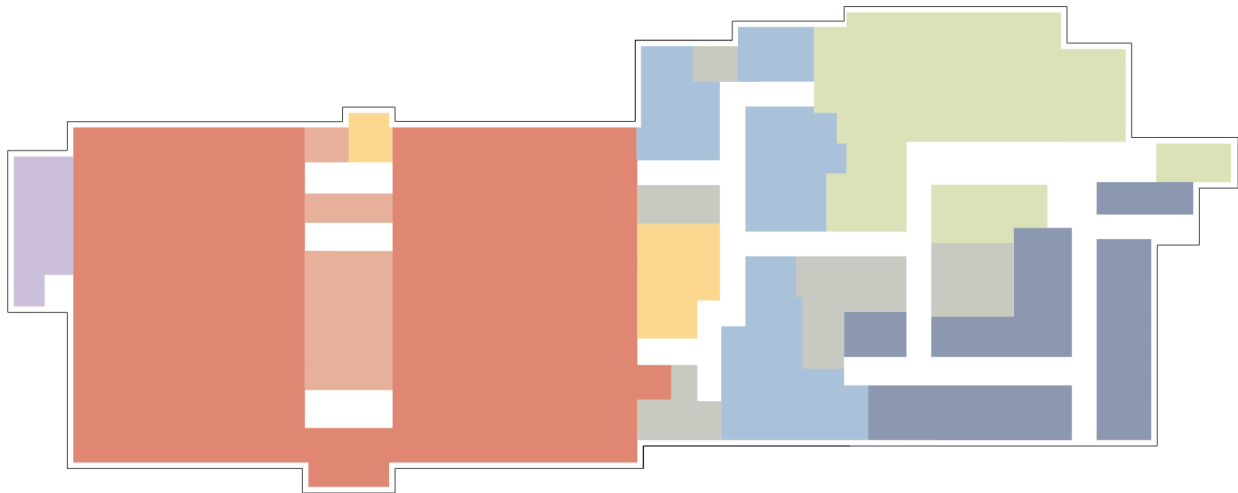
The Fire Department has had discussions regarding switching from two separate stations for stations 2 and 4 to one larger combined station. The site for station 2 is not ideal and the building cannot be remodeled and expanded due to existing structure, so a new station is needed. Water treatment is looking for additional space and the existing station 4 location could be ideal as it is located adjacent to the fire station. A combined station would streamline fire department operations and reduce maintenance costs as there would only be one station to maintain. The new site would need to be centrally located between the existing station 2 and 4 locations to provide acceptable response times to the existing areas of coverage.



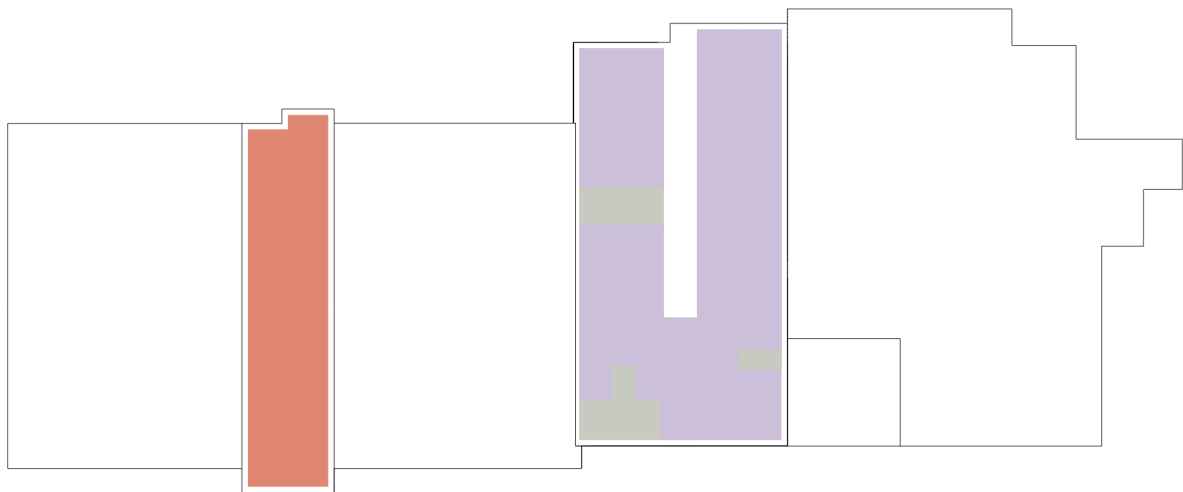


Existing Site Building Program

Public	3,961 SF
Administration	2,919 SF
Station Office	3,041 SF
Apparatus Bays / Training	14,740 SF
Decontamination	1,208 SF
Support	808 SF
Residence	5,425 SF
Common	2,410 SF
Circulation	3,783 SF
Exterior Walls	3,918 SF
Total Area (Gross SF)	42,213 SF



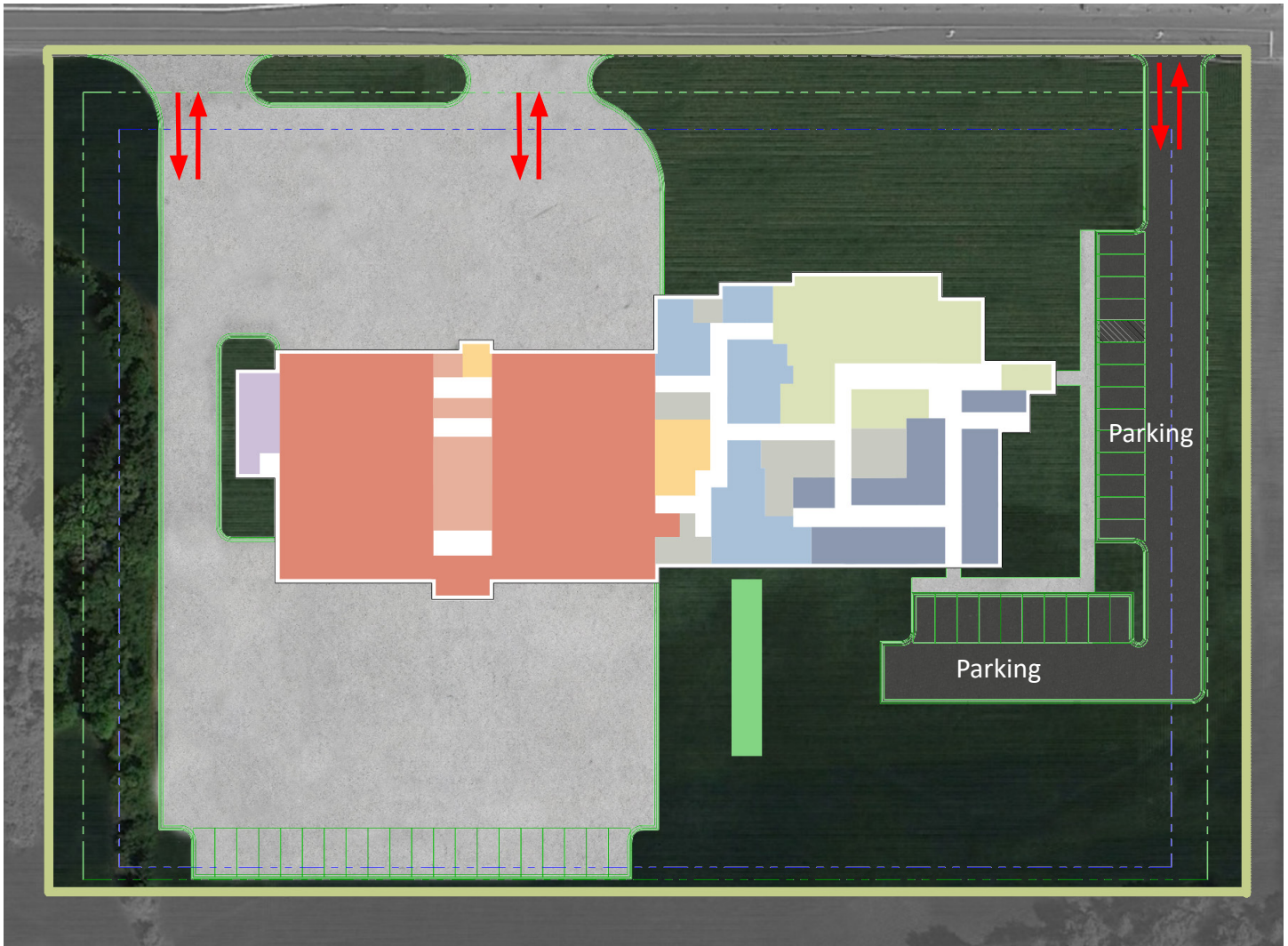
First Floor



Second Floor

Building Layout Key

- Apparatus Bays
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



Highlights

- › Adequate space for classroom
- › Adequate space for firefighter dayroom and dining
- › Large fitness room for firefighter health
- › Adequate space for individual firefighter dorm rooms and restrooms
- › Adequate space for separate support, decontamination, and storage spaces
- › Adequate space for firefighter training
- › Adequate space for circulation and training on site
- › Meets all program needs

Designing for the Future

Adapting to Change

As more cities and fire departments are transitioning to service models that include added firefighters and staff living and training on site, station designs must also adapt.

Modern Station Design

Designing individual, private dorm suites, along with providing spaces for firefighter wellness are key components of modern station designs.

Multi-Use Spaces

Developing spaces that can serve more than one function allow flexibility and an opportunity for growth and changing operational needs.

Examples include:

- › Classrooms (Training / EOC)
- › Conference / Community Rooms
- › Collaborative Public Spaces
- › Spaces Allocated for Future Growth



Physical & Mental Health

Higher Standards

Mental health is critical to firefighter overall health and should be factored into today's fire station designs.

Space for Reflection

The development of spaces in and outside of the station for quiet reflection including interior wellness rooms and exterior meditation plazas and patios.

Sound Separation

Multiple layers of sound isolation maximize firefighter sleep. Development of a “dorm suite” design reduces sleep disruption between firefighters during the night and at shift change.

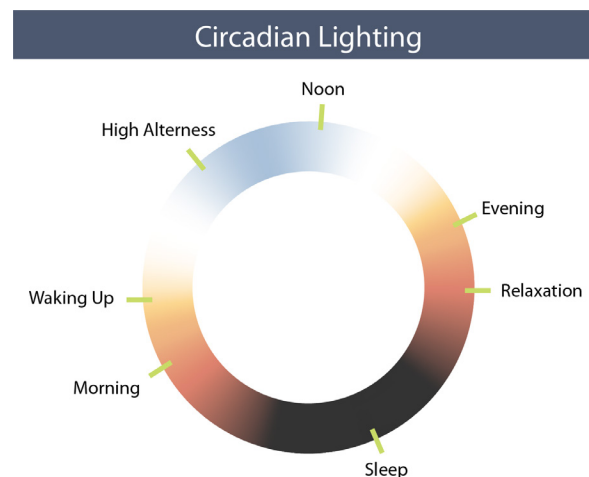
Mental Release

Comprehensive fitness areas for improved physical conditioning and mental release include both interior and connected exterior physical training areas.

Lighting

The “startle response” uses ramped lighting and paging systems while lighting design also maintains firefighter night vision as they progress from dorm room to apparatus bay. Use of circadian lighting within residential areas reinforces natural sleep cycles and promotes relaxation. Throughout the day, the color temperature of the light changes to mimic the natural lighting outside.

- › Morning light tends to be warmer in color and helps promote waking up
- › Midday light is cooler in color and helps promote high alertness
- › Evening light tends to be warmer in color and helps promote relaxation



Training Elements

There are many benefits to providing training opportunities within a fire station design. These include reduced external training costs, increased training availability, and maintaining firefighter availability for calls during training sessions.



- › Ground Ladder Training / Evolutions
- › Confined Space Rescue
- › Hose Advancement / Stairwell Evolutions
- › High Rise Training
- › Fire Attack
- › Forcible Entry Prop
- › Wall & Floor Breach
- › Advanced Technical Rescue (Rope Rescue / Rappelling)
- › Search & Rescue Maze
- › Positive Pressure Ventilation & Vertical Ventilation
- › Vehicle Extraction Plaza
- › Aerial Ladder Truck
- › Exterior Rappelling
- › Hose Advancement – Hydrant / FDC
- › Alarm Panel Training
- › Sprinkler System Training

Carcinogen Reduction

Reducing Exposure

Cancer is a leading cause of death among firefighters due to the toxins they are exposed to while fighting fires. Fire station zoning is critical and there are many working strategies to implement that reduce exposures to harmful chemicals.

Carcinogen Reduction

For every 5° that body temperature rises, skin absorption rates of carcinogens increase by as much as 400% .

Proper HVAC prevents cross contamination between “Hot” zones with ramped exhaust and “Cold” zones with positive pressure.

Eliminating formaldehyde and other chemicals from building materials and controlling radon gas exposure are also critical in carcinogen reduction.

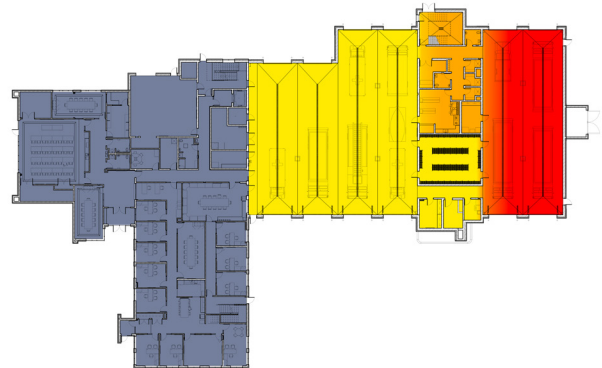
Material Selection

Selecting durable, easy-to-clean finishes allow for contaminants to be thoroughly removed.

Gear Decon

Hazardous carcinogens, biological contaminants, and airborne toxins can cause cancer.

Positioning a gear decon within the decontamination route is crucial in removing these toxins in a timely manner and keeping firefighters safe.

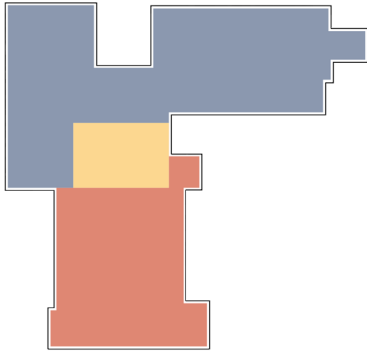


Decontamination Route

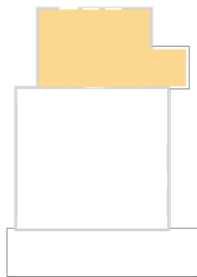
The map above displays a decontamination flow for staff, gear, and apparatus. This flow starts with the "hot" apparatus entering a designated washdown bay, moving to designated decon showers and gear decon rooms, and back to the operationally clean side of the apparatus bays.

All decontamination areas and bays have constant negative pressure routing toxins directly out to the exterior.

Station 1 - Option 1



First Floor

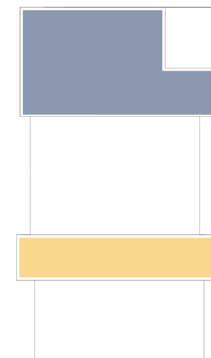


Second Floor

Station 2 - Option 2

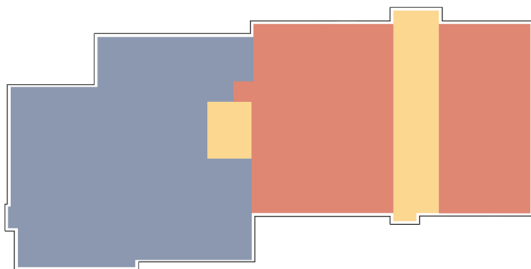


First Floor

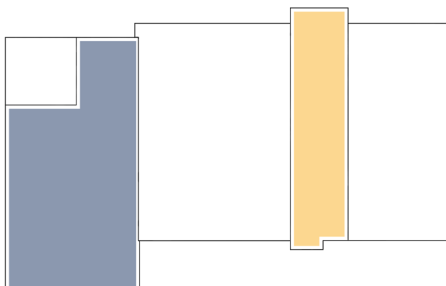


Second Floor

Station 1 - Option 2



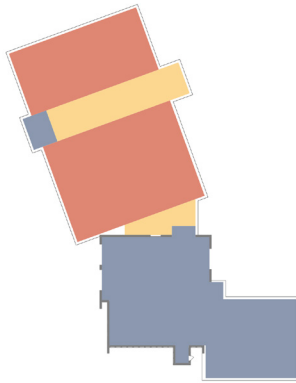
First Floor



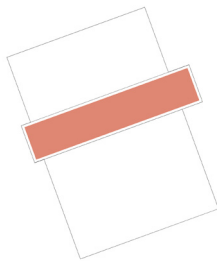
Second Floor

Station 3 - Option 1

First Floor



Second Floor

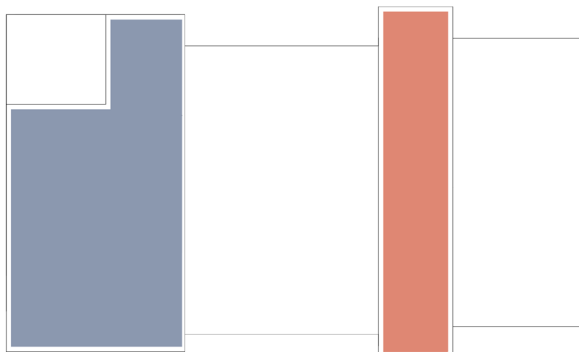


Station 3 - Option 2

First Floor



Second Floor



Fire Station Zoning Types

- Hot = High Hazard Zone
- Transition = Moderate Hazard Zone
- Cold = Low Hazard Zone

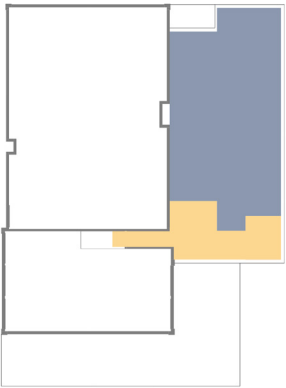
Remove & Isolate Physical Sources

- › Contain and remove the contaminants
 - Organize to minimize paths to decontamination areas
 - Provide highly cleanable surfaces
 - Provide commercial gear washers and dryers
 - Provide proper SCBA, PPE and equipment storage allowing airflow
- › Separate Occupants and contaminants
 - Separate entrances to regularly occupied spaces
 - Include all cold zone function to be self-sufficient
- › Prevent crossover contamination
 - Include all functions and equipment needed in area
 - Separate toilet, laundry, and janitor closet
 - Centralize decontamination areas
 - Address transitions between contaminated areas and other areas
- › Enhanced decontamination strategies
 - Enclosed PPE storage room
 - Clean personal locker room
 - Decontamination toilet / shower rooms
 - Contaminated non-gear laundry (separate from dorm laundry)
 - Ice maker/ ice bin separate from contaminated areas
- › PPE and decontamination areas
 - Separate from apparatus bays in enclosed rooms
 - Provide good circulation in lockers and storage rooms
 - Dedicated mechanical systems with direct exhaust
 - Negative pressure to prevent contaminating other zones

Station 4



First Floor

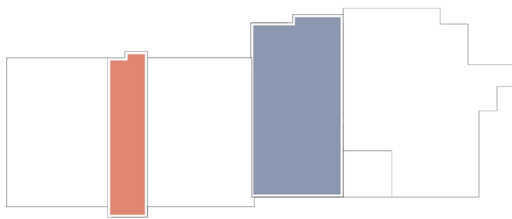


Second Floor

Combined Station



First Floor



Second Floor

Fire Station Zoning Types

- Hot = High Hazard Zone
- Transition = Moderate Hazard Zone
- Cold = Low Hazard Zone

Remove & Isolate Physical Sources

- › Contain and remove the contaminants
 - Organize to minimize paths to decontamination areas
 - Provide highly cleanable surfaces
 - Provide commercial gear washers and dryers
 - Provide proper SCBA, PPE and equipment storage allowing airflow
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 - Enclosed PPE storage room
 - Clean personal locker room
 - Decontamination toilet / shower rooms
 - Contaminated non-gear laundry (separate from dorm laundry)
 - Ice maker/ ice bin separate from contaminated areas
- › PPE and decontamination areas
 - Separate from apparatus bays in enclosed rooms
 - Provide good circulation in lockers and storage rooms
 - Dedicated mechanical systems with direct exhaust
 - Negative pressure to prevent contaminating other zones

Station 1 - Holyoke Station & Station 2 - Dodd Station

Cost Estimates - Short Term Dorm Remodel

Station 1 - Holyoke Station Short-Term Dorm Remodel

Hard Costs				
Description	Qty	Unit	Cost/Unit	Total
Dorm Rooms	364	SF	\$110	\$40,040
Lockers	21	Ea	\$200	\$4,200
Refrigerator & Washer / Dryer	3	Ea	\$400	\$1,200
Sub-total				\$45,440
Occupied Facility / Phasing Factor (3%)				\$1,363
Sub-total				\$46,803
Contingency (10%)				\$4,680
Total Construction Cost				\$51,484

The above estimate pricing includes creating fire rated walls at the dorms, replacing some doors to be fire rated, adding lockers, adding a washer/dryer, adding 2 additional refrigerators, HVAC upgrades, lighting changes and some interior finish work

The existing spaces being eliminated to incorporate the above changes include three offices. Additionally the dayroom and storage/gear wash/decon spaces are impacted as these rooms need to give up space to house lockers, refrigerators and a washer and dryer for dorm laundry.

Station 2 - Dodd Station Short-Term Dorm Remodel

Hard Costs				
Description	Qty	Unit	Cost/Unit	Total
Dorm Rooms	335	SF	\$180	\$60,300
Laundry / Janitor	54	SF	\$200	\$10,800
Shower	1	Ea	\$8,000	\$8,000
Lockers	21	Ea	\$200	\$4,200
Refrigerator	2	Ea	\$400	\$800
Sub-total				\$84,100
Occupied Facility / Phasing Factor (3%)				\$2,523
Sub-total				\$86,623
Contingency (10%)				\$8,662
Total Construction Cost				\$95,285

The above estimate pricing includes creating all new fire rated walls at the dorms, new laundry/janitor room, adding lockers, adding a shower, adding 2 additional refrigerators, HVAC upgrades, lighting changes and some interior finish work.

The existing spaces being eliminated to incorporate the above changes include the classroom training area and janitor closet. Additionally the kitchen space is impacted as this room needs to give up space to house the additional refrigerators needed.

Station 3 - Kenrick Station & Station 4 - 185th Station

Cost Estimates - Short-Term Dorm Remodel

Station 3 - Kenrick Station Short-Term Dorm Remodel

Hard Costs				
Description	Qty	Unit	Cost/Unit	Total
Dorm Rooms	390	SF	\$180	\$70,200
Lockers	21	Ea	\$200	\$4,200
Refrigerator & Washer / Dryer	3	Ea	\$400	\$1,200
Sub-total				\$75,600
Occupied Facility / Phasing Factor (3%)				\$2,268
Sub-total				\$77,868
Contingency (10%)				\$7,787
Total Construction Cost				\$85,655

The above estimate pricing includes creating all new fire rated walls at the dorms, adding a washer/dryer, adding lockers, adding 2 additional refrigerators, HVAC upgrades, lighting changes and some interior finish work.

The existing spaces being eliminated to incorporate the above changes include three offices. Additionally the classroom training and storage/gear wash/decon spaces are impacted as these rooms need to give up space to house lockers, refrigerators and a washer and dryer for dorm laundry.

Station 4 - 185th Station Short-Term Dorm Remodel

Hard Costs				
Description	Qty	Unit	Cost/Unit	Total
Dorm Rooms	543	SF	\$125	\$67,875
Restroom Remodel	1	Ea	\$6,500	\$6,500
Lockers	6	Ea	\$200	\$1,200
Refrigerator	1	Ea	\$400	\$400
Sub-total				\$75,975
Occupied Facility / Phasing Factor (3%)				\$2,279
Sub-total				\$78,254
Contingency (10%)				\$7,825
Total Construction Cost				\$86,080

The above estimate pricing includes creating fire rated walls at the dorms along with some new walls, replacing some doors to be fire rated, adding a laundry/locker room, adding one additional refrigerator, revising the pantry storage area, expanding one existing restroom to include a urinal and a new door, HVAC upgrades, lighting changes and some interior finish work.

The existing spaces being eliminated to incorporate the above changes include two offices and the classroom/training area. Additionally the pantry and one apparatus bay restroom are impacted as these rooms need to give up space to house lockers, a washer and dryer for dorm laundry and the restroom re-purposed for the dorm area.

These estimates do not include soft costs that will be a part of any project including architectural/engineering design, testing, permits, furniture, and equipment.

The prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Station 1 - Holyoke Station

Cost Estimates

Option 1 Addition/Remodel		Option 2 All New	
Facility Size at Time Estimate (Gross SF)	31,657 SF	Facility Size at Time Estimate (Gross SF)	34,978 SF
Hard Costs		Hard Costs	
New Addition	\$8,803,350	New Addition	\$16,439,660
Heavy Remodel	\$1,175,400	Heavy Remodel	\$0
Light Remodel	\$1,093,950	Light Remodel	\$0
Demolition	\$0	Demolition	\$94,080
Site Work	\$550,000	Site Work (included in new addition cost)	\$0
Phasing Factor***	\$697,362	Phasing Factor***	\$992,024
Preliminary Hard Cost Estimate	\$12,320,062	Preliminary Hard Cost Estimate	\$17,525,764
Soft Costs		Soft Costs	
Owner FFE*	\$550,000	Owner FFE*	\$600,000
Technology and Security	\$400,000	Technology and Security	\$450,000
Moving Costs (two moves)	\$20,000	Moving Costs (two moves)	\$20,000
Land Acquisition Cost	\$0	Land Acquisition Cost	\$0
Existing Land & Building Value Credit	\$0	Existing Land & Building Value Credit	\$0
Architectural & Engineering Fee	\$985,605	Architectural & Engineering Fee	\$1,174,226
Attorney's Fee (estimate)	\$6,000	Attorney's Fee (estimate)	\$6,000
Site Survey	\$9,000	Site Survey	\$9,000
Geotechnical Testing & Report	\$8,000	Geotechnical Testing & Report	\$8,000
Special Inspections and Testing allowance	\$50,000	Special Inspections and Testing allowance	\$70,000
Metropolitan Council SAC Fee (6 units estimated)	\$14,910	Metropolitan Council SAC Fee (8 units estimated)	\$19,880
Sub-total - Soft Costs	\$2,043,515	Sub-total - Soft Costs	\$2,357,106
Contingency (10%)	\$1,436,358	Contingency (10%)	\$1,988,287
Total Estimated Project Cost	\$15,799,935	Total Estimated Project Cost	\$21,871,157

Additional savings could be achieved in the all new approach in reduced maintenance for the first 10 years compared to a remodel option. Further the all new approach meets all program needs and Best Practices where the addition/remodel approach only meets primary program needs.

Station 2 - Dodd Station

Cost Estimates

All New	
Facility Size at Time Estimate (Gross SF)	30,435 SF
Hard Costs	
New Addition	\$14,304,450
Heavy Remodel	\$0
Light Remodel	\$0
Demolition	\$46,080
Site Work (included in new addition cost)	\$0
Phasing Factor***	\$861,032
Preliminary Hard Cost Estimate	\$15,211,562
Soft Costs	
Owner FFE*	\$700,000
Technology and Security	\$400,000
Moving Costs (two moves)	\$20,000
Land Acquisition Cost	\$0
Existing Land & Building Value Credit	\$0
Architectural & Engineering Fee	\$1,019,175
Attorney's Fee (estimate)	\$6,000
Site Survey	\$9,000
Geotechnical Testing & Report	\$8,000
Special Inspections and Testing allowance	\$70,000
Metropolitan Council SAC Fee (10 units estimated)	\$24,850
Sub-total - Soft Costs	\$2,257,025
Contingency (10%)	\$1,746,859
Total Estimated Project Cost	\$19,215,445

*The Owner FFE estimates include furniture, station altering, vehicle exhaust, etc. and are based on costs developed by fire department staff and CNH Architects based on historic FFE costs from past fire stations.

**The value of the existing land and building sale would need to be determined by the city for potential city use at both Station 2 and Station 4.

***The phasing factor applied at Station 1 - Options 1 & 2 and Station 2 pertains to the existing facility maintaining some form of occupancy during construction preventing the entire facility from being worked on at the same time and necessitating the construction to have one or more phases for the duration of construction to maintain operations for the department. Phasing increases the time contractors are on site or required contractors to complete portions of work and then return to site at a later date to complete the remaining portions of work thus incurring additional costs.

The prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Station 3 - Kenrick Station

Cost Estimates

Option 1 Addition/Remodel		Option 2 All New	
Facility Size at Time Estimate (Gross SF)	27,009 SF	Facility Size at Time Estimate (Gross SF)	29,391 SF
Hard Costs		Hard Costs	
New Addition	\$9,609,300	New Addition	\$13,813,770
Heavy Remodel	\$1,464,000	Heavy Remodel	\$0
Light Remodel	\$44,100	Light Remodel	\$0
Demolition	\$0	Demolition	\$42,728
Site Work	\$925,000	Site Work (included in new addition cost)	\$0
Phasing Factor***	\$481,696	Phasing Factor***	\$0
Preliminary Hard Cost Estimate	\$12,524,096	Preliminary Hard Cost Estimate	\$13,856,498
Soft Costs		Soft Costs	
Owner FFE*	\$500,000	Owner FFE*	\$700,000
Technology and Security	\$400,000	Technology and Security	\$400,000
Moving Costs (two moves)	\$20,000	Moving Costs (two moves)	\$10,000
Land Acquisition Cost	\$0	Land Acquisition Cost	\$158,400
Existing Land & Building Value Credit	\$0	Existing Land & Building Value Credit	\$0
Architectural & Engineering Fee	\$1,001,928	Architectural & Engineering Fee	\$928,385
Attorney's Fee (estimate)	\$6,000	Attorney's Fee (estimate)	\$6,000
Site Survey	\$9,000	Site Survey	\$9,000
Geotechnical Testing & Report	\$8,000	Geotechnical Testing & Report	\$8,000
Special Inspections and Testing allowance	\$60,000	Special Inspections and Testing allowance	\$60,000
Metropolitan Council SAC Fee (8 units estimated)	\$19,880	Metropolitan Council SAC Fee (8 units estimated)	\$19,880
Sub-total - Soft Costs	\$2,024,808	Sub-total - Soft Costs	\$2,299,665
Contingency (10%)	\$1,454,890	Contingency (10%)	\$1,615,616
Total Estimated Project Cost	\$16,003,794	Total Estimated Project Cost	\$17,771,780

Due to the significant amount of heavy remodeling and the large phasing factor amount required in Option 1 the overall total estimated project cost is only slightly less costly than the total estimate project cost for Option 2. Additional savings could be achieved in the all new approach in reduced maintenance for the first 10 years compared to a remodel option. Further the all new approach meets all program needs and Best Practices where the addition/remodel approach only meets primary program needs.

Station 4 - 185th Station & Combined Station 2 & 4

Cost Estimates

Station 4 Addition/Remodel		Combined Station All New	
Facility Size at Time Estimate (Gross SF)	30,535 SF	Facility Size at Time Estimate (Gross SF)	42,213 SF
Hard Costs		Hard Costs	
New Addition	\$7,803,450	New Addition	\$19,840,110
Heavy Remodel	\$1,167,300	Heavy Remodel	\$0
Light Remodel	\$1,198,200	Light Remodel	\$0
Demolition	\$0	Demolition	\$155,000
Site Work	\$800,000	Site Work	\$0
Phasing Factor***	\$658,137	Preliminary Hard Cost Estimate	\$19,995,110
Preliminary Hard Cost Estimate	\$11,627,087	Soft Costs	
Soft Costs		Owner FFE*	\$800,000
Owner FFE*	\$700,000	Technology and Security	\$600,000
Technology and Security	\$450,000	Moving Costs (one moves)	\$30,000
Moving Costs (two moves)	\$20,000	Land Acquisition Cost	\$0
Land Acquisition Cost	\$0	Existing Land & Building Sale**	\$0
Existing Land & Building Value Credit	\$0	Architectural & Engineering Fee	\$1,339,672
Architectural & Engineering Fee	\$930,167	Attorney's Fee (estimate)	\$6,000
Attorney's Fee (estimate)	\$6,000	Site Survey	\$9,000
Site Survey	\$9,000	Geotechnical Testing & Report	\$8,000
Geotechnical Testing & Report	\$8,000	Special Inspections and Testing allowance	\$90,000
Special Inspections and Testing allowance	\$60,000	Metropolitan Council SAC Fee (12 units estimated)	\$27,335
Metropolitan Council SAC Fee (8 units estimated)	\$19,880	Sub-total - Soft Costs	\$2,910,007
Sub-total - Soft Costs	\$2,203,047	Contingency (10%)	\$2,290,512
Contingency (10%)	\$1,383,013	Total Estimated Project Cost	\$25,195,629
Total Estimated Project Cost	\$15,213,147		

*The Owner FFE estimates include furniture, station altering, vehicle exhaust, etc. and are based on costs developed by fire department staff and CNH Architects based on historic FFE costs from past fire stations.

**The value of the existing land and building sale would need to be determined by the city for potential city use at both Station 2 and Station 4.

***The phasing factor applied at Station 3 - Option 1 and Station 4 pertains to the existing facility maintaining some form of occupancy during construction preventing the entire facility from being worked on at the same time and necessitating the construction to have one or more phases for the duration of construction to maintain operations for the department. Phasing increases the time contractors are on site or required contractors to complete portions of work and then return to site at a later date to complete the remaining portions of work thus incurring additional costs.

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October 23, 2023



Lakeville Fire Department Facility Study

Quinn Hutson, AIA – Principal
Brooke Jacobson, AIA – Principal



YOUR SUCCESS IS OUR INSPIRATION.

Who We Are

- Full service, mid-sized firm
- 50+ years of experience
- Leaders in public safety design
- Strong design; quality work throughout
- Engaged representation





Information Gathering

- › Staff interviews
- › Site & Building review
- › City ordinance
- › Fire station design standards

Station 1 - Holyoke

<i>Built</i>	1985
<i>Remodeled</i>	1995, 2012
<i>Age</i>	38 years
<i>Total Area</i>	11,760 SF
<i>Apparatus</i>	4 apparatus bays (2 back-in)





Station 2 - Dodd

<i>Built</i>	1976
<i>Remodeled</i>	1985, 1991, 2003
<i>Age</i>	47 years
<i>Total Area</i>	5,760 SF
<i>Apparatus</i>	4 apparatus bays (3 back-in)

Station 3 - Kenrick

<i>Built</i>	1988
<i>Remodeled</i>	N/A
<i>Age</i>	35 years
<i>Total Area</i>	5,341 SF
<i>Apparatus</i>	2 apparatus bays (1 back-in)

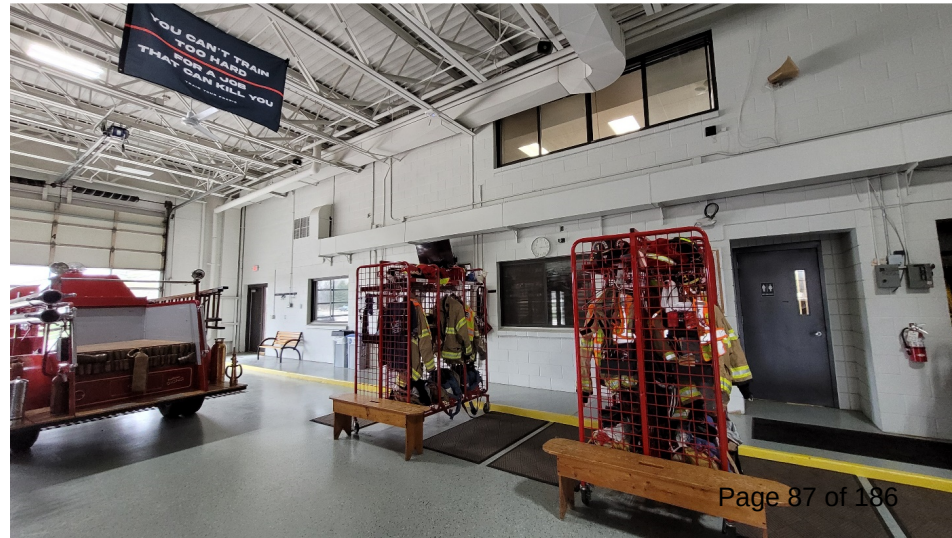




Station 4

<i>Built</i>	2002
<i>Remodeled</i>	2012
<i>Age</i>	21 years
<i>Total Area</i>	12,632 SF
<i>Apparatus</i>	3 apparatus bays (1 back-in)

Stations 1 - 4 Existing Conditions



Firefighter Health

Does Not Meet Need For:

- › Carcinogen separation
- › Vehicle exhaust extraction



Firefighter Health

Does Not Meet Need For:

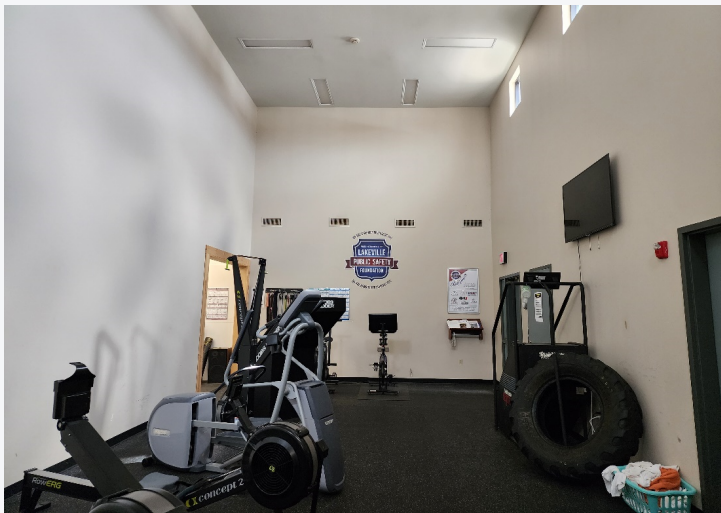
- › Adequate decontamination
- › Separate turnout gear space



Firefighter Health

Does Not Meet Need For:

- › Mental health support
- › Indoor / outdoor fitness space



Firefighter Health

Does Not Meet Need For:

- › Lack of dorms
- › Controlled lighting transitions



Safety

Does Not Meet Need For:

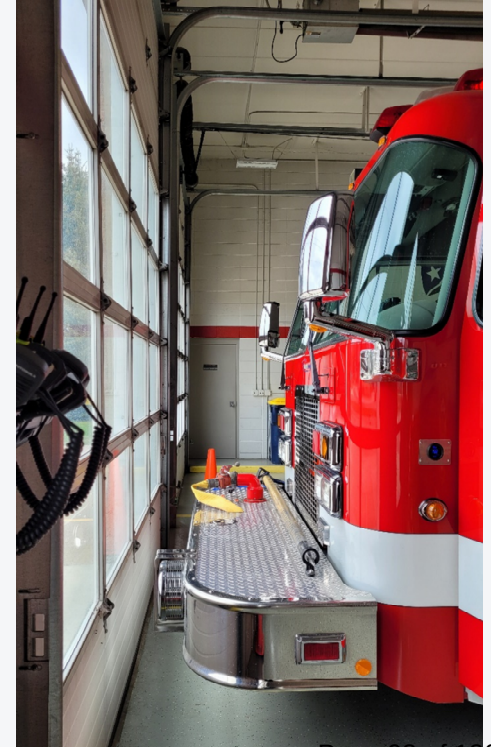
- › Drive-through bays
- › Separation of apparatus & public traffic



Safety

Does Not Meet Need For:

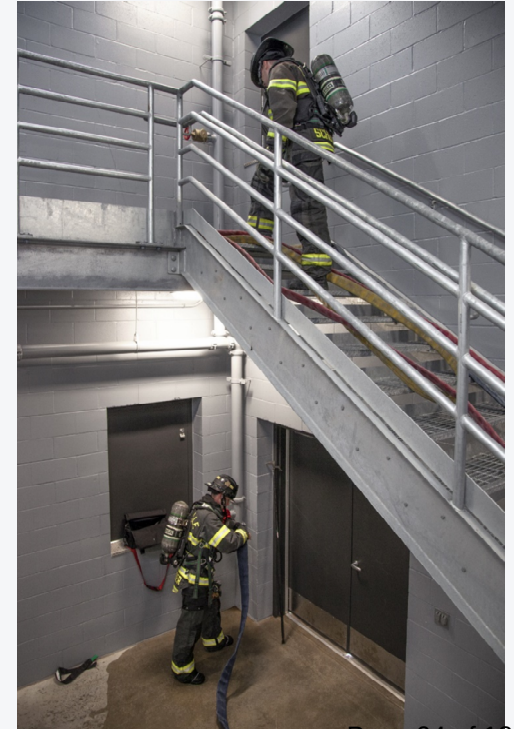
- › Station design Best Practices
- › Current building codes
- › Sufficient clearance around apparatus



Training

Does Not Meet Need For:

- › Ground ladder training/evolutions
- › Hose advancement/stair evolutions



Training

Does Not Meet Need For:

- › Confined space rescue
- › Search + rescue maze



Training

Does Not Meet Need For:

- › High rise training
- › Wall/floor breach



Training

Does Not Meet Need For:

- › Advanced technical rescue (rope rescue/rappelling)
- › Alarm panel/sprinkler system



Shortage of Space

- › Does not allow for all current & future needs
- › No flexibility incorporated for current uses



Shortage of Space

- › Site & building not functionally organized
- › Inefficient operational flow



Sustainability



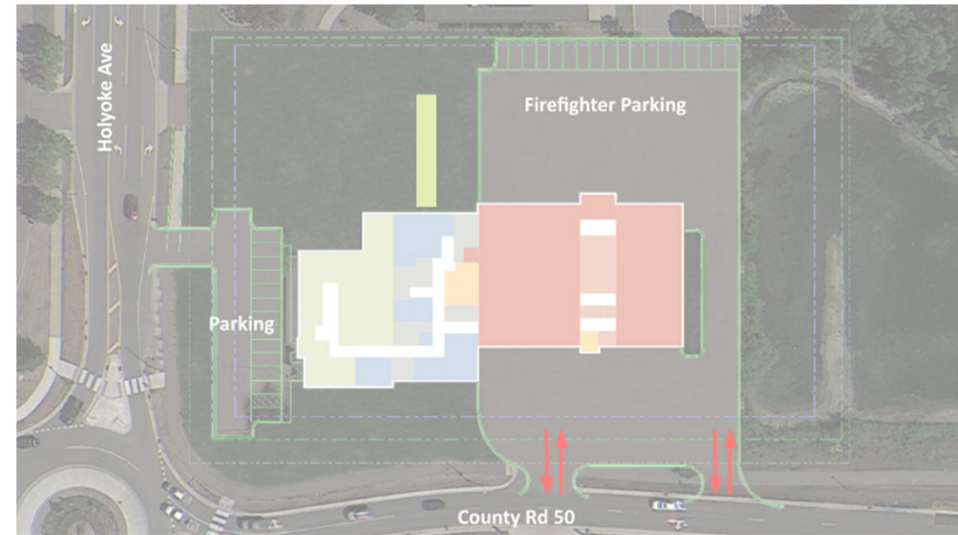
Does not meet current LEED strategies

- › Low-efficiency mechanical systems
- › Lighting not fully LED or controlled
- › Poor thermal exterior envelope
- › No stormwater treatment
- › Poor indoor air quality



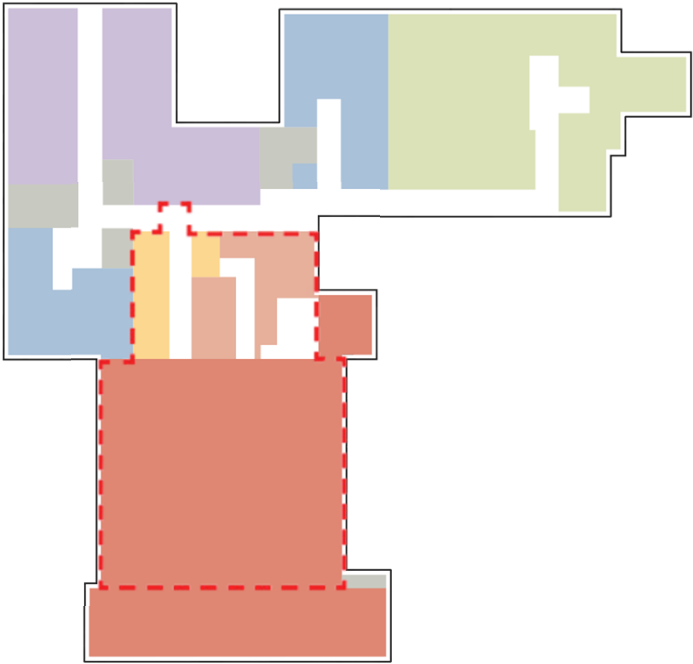
High energy use

Station Options

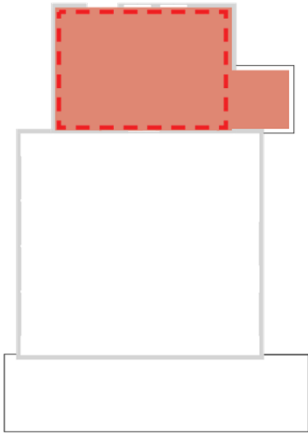


Station 1 – Option 1

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



First Floor



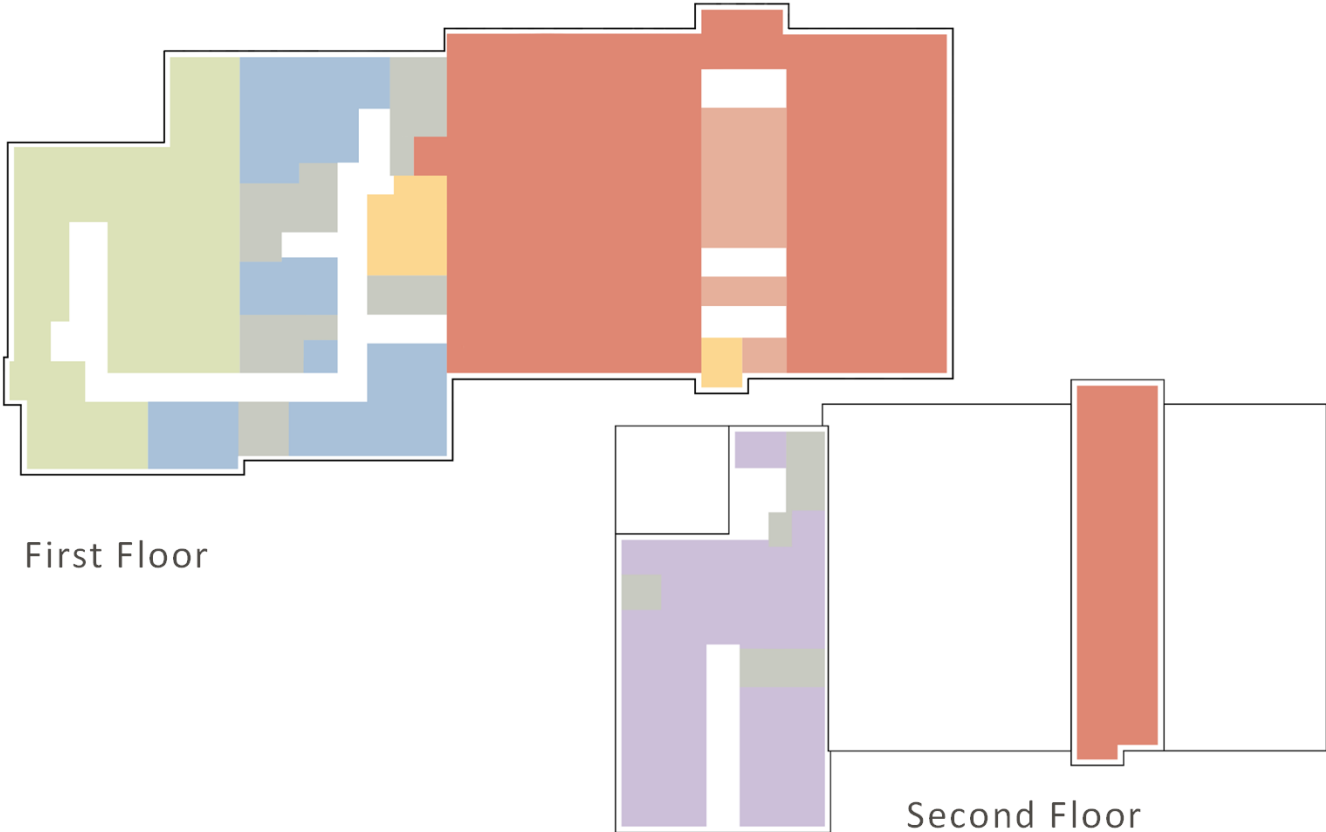
Second Floor

Station 1 – Option 1

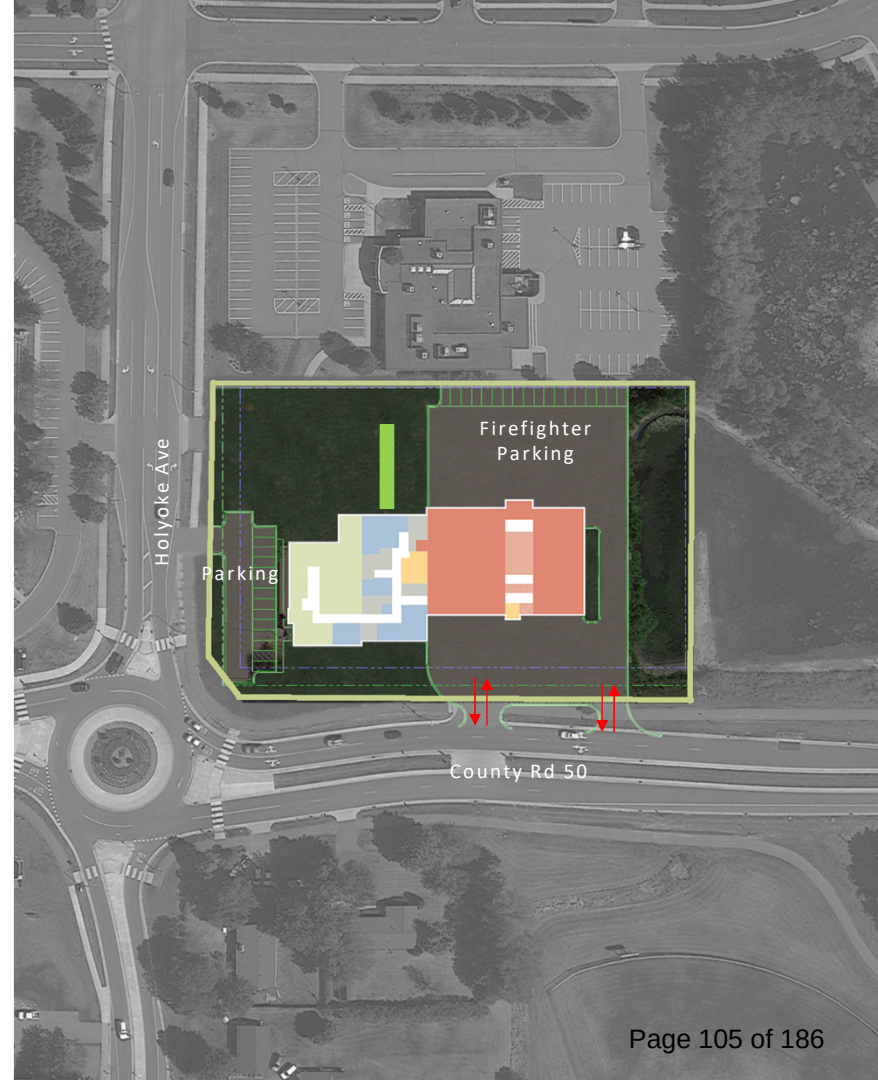


Station 1 – Option 2

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



Station 1 – Option 2

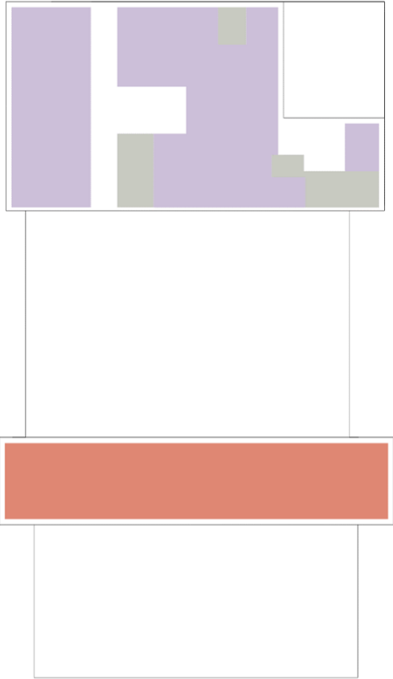


Station 2

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



First Floor



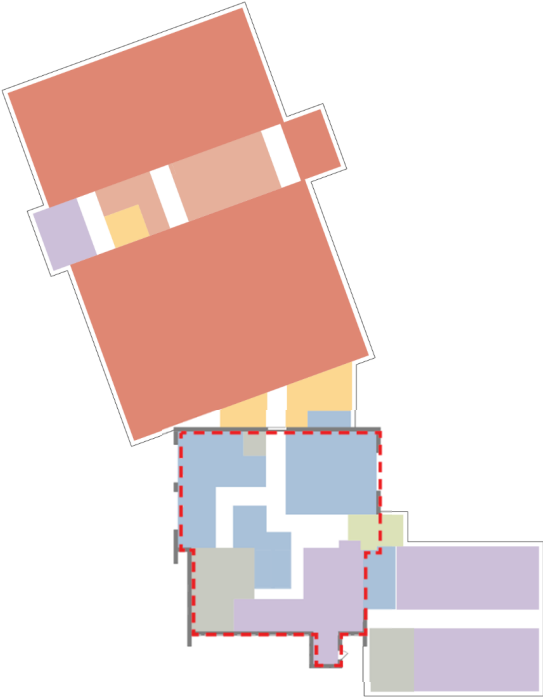
Second Floor

Station 2

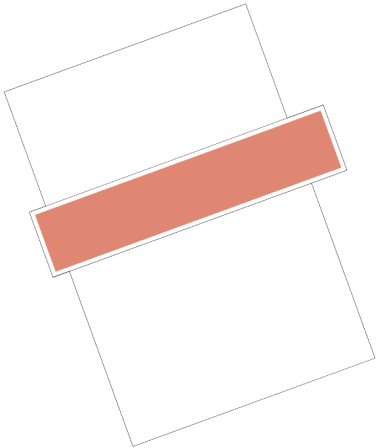


Station 3 – Option 1

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



First Floor



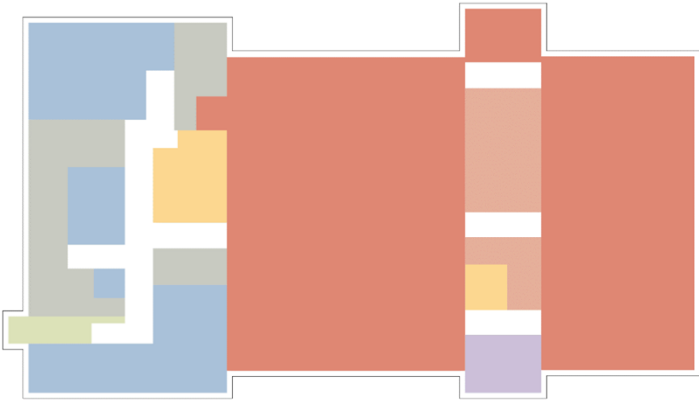
Second Floor

Station 3 – Option 1

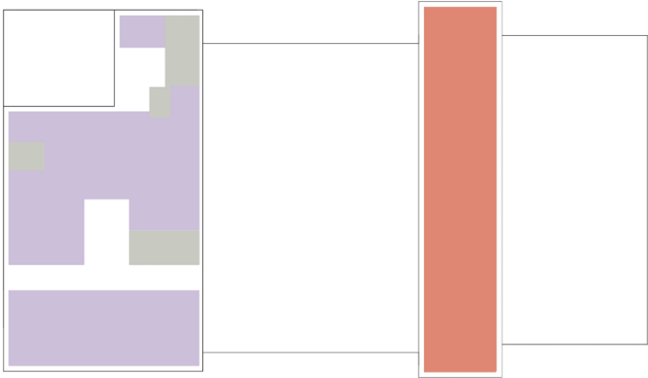


Station 3 – Option 2

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation



First Floor



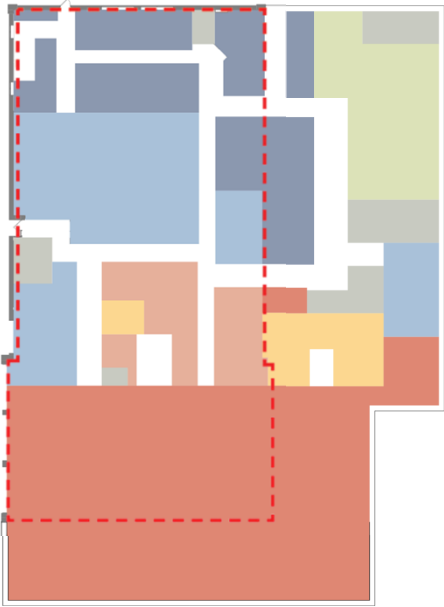
Second Floor

Station 3 – Option 2

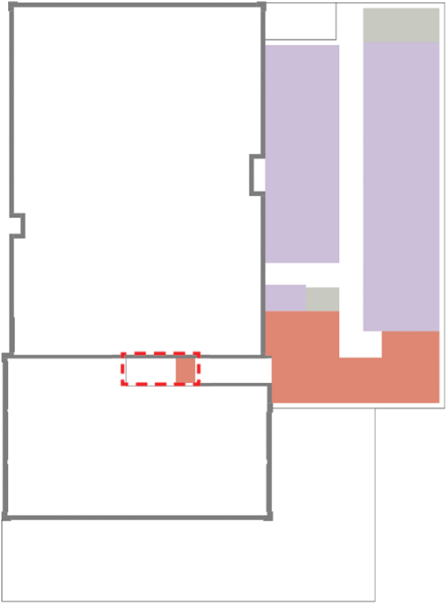


Station 4

- Apparatus/Training
- Decontamination
- Support
- Public
- Station Offices
- Administration
- Residence
- Common
- Circulation
- Existing Building Footprint



First Floor

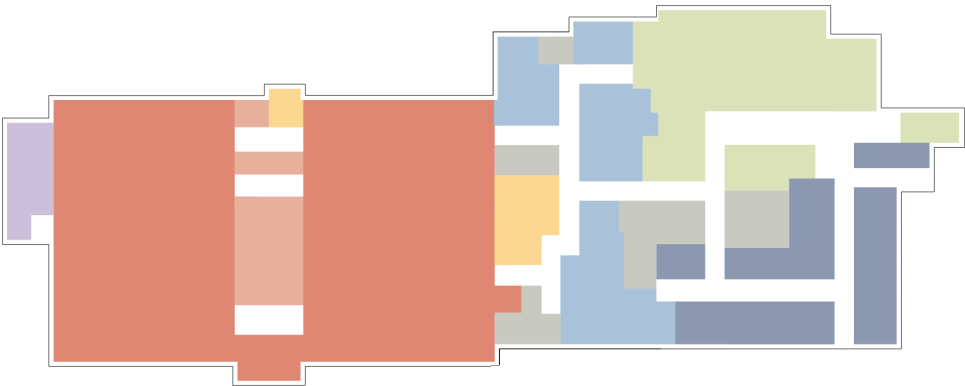


Second Floor

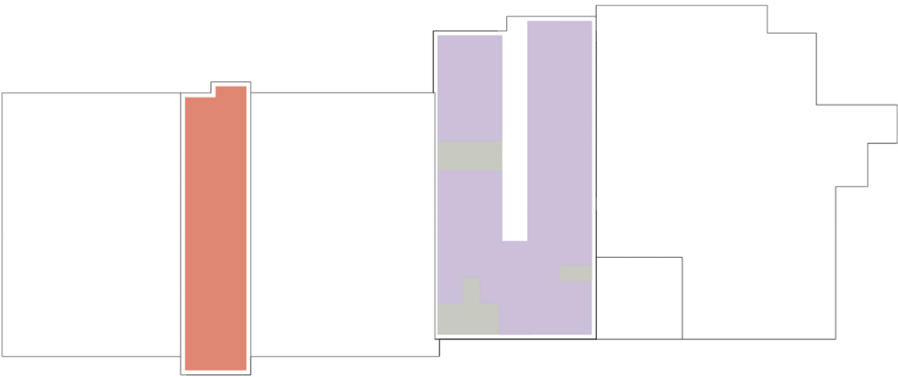
Station 4



Combined Station

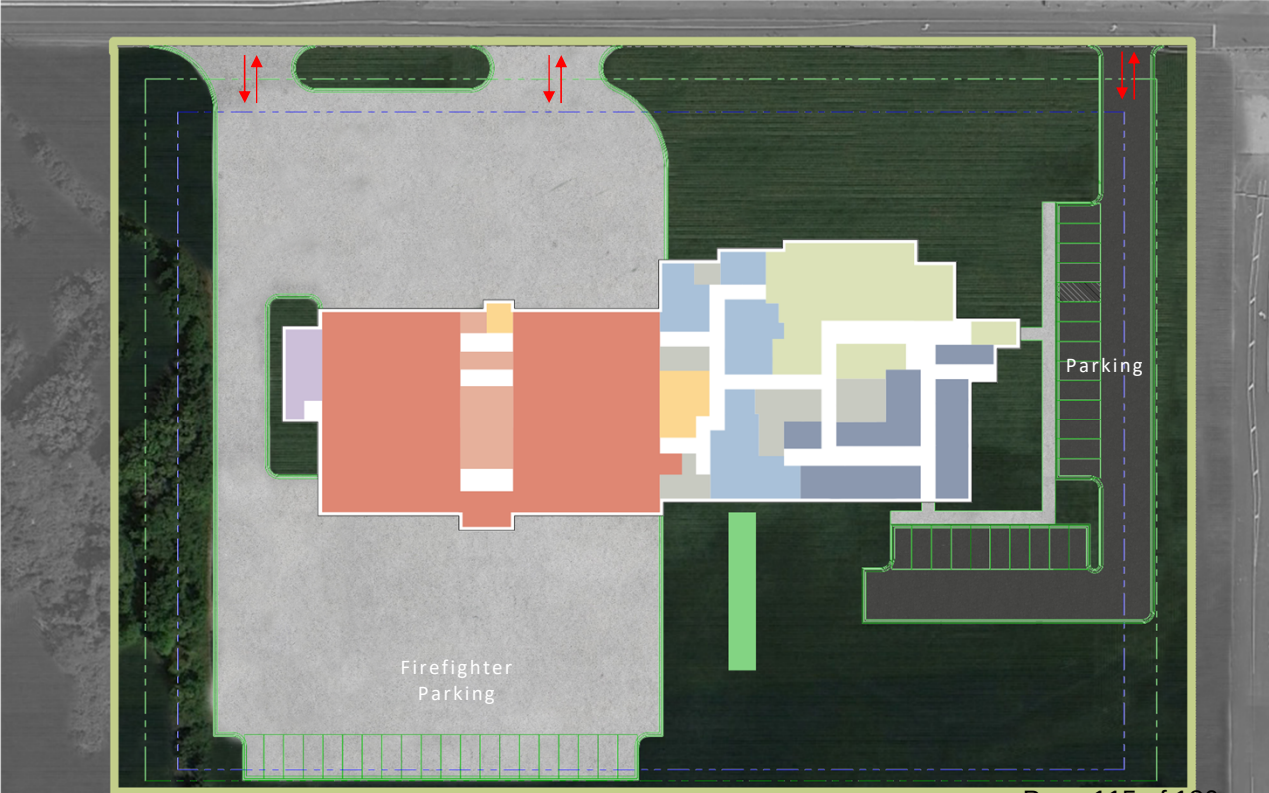


First Floor



Second Floor

Combined Station



Cost Estimates – Short-Term

Station 1

<i>Hard Cost</i>	\$45,440
<i>Occupied Facility / Phasing Factor</i>	\$1,363
<i>Sub-total</i>	\$46,803
<i>Contingency (10%)</i>	\$4,680
<i>Total Cost</i>	\$51,484

Station 2

<i>Hard Cost</i>	\$84,100
<i>Occupied Facility / Phasing Factor</i>	\$2,523
<i>Sub-total</i>	\$86,623
<i>Contingency (10%)</i>	\$8,662
<i>Total Cost</i>	\$95,285

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Cost Estimates – Short-Term

Station 3

<i>Hard Cost</i>	\$75,600
<i>Occupied Facility / Phasing Factor</i>	\$2,268
<i>Sub-total</i>	\$77,868
<i>Contingency (10%)</i>	\$7,787
<i>Total Cost</i>	\$85,655

Station 4

<i>Hard Cost</i>	\$75,975
<i>Occupied Facility / Phasing Factor</i>	\$2,279
<i>Sub-total</i>	\$78,254
<i>Contingency (10%)</i>	\$7,825
<i>Total Cost</i>	\$86,080

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Cost Estimates

Station 1 - Option 1

<i>Hard Cost</i>	\$11,622,700
<i>Phasing Factor</i>	\$697,362
<i>Soft Cost</i>	\$2,043,515
<i>Sub-total</i>	\$14,363,577
<i>Contingency (10%)</i>	\$1,436,358
<i>Total Cost</i>	\$15,799,935

Station 1 – Option 2

<i>Hard Cost</i>	\$16,533,740
<i>Phasing Factor</i>	\$992,024
<i>Soft Cost</i>	\$2,357,106
<i>Sub-total</i>	\$19,882,870
<i>Contingency (10%)</i>	\$1,988,287
<i>Total Cost</i>	\$21,871,157

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Cost Estimates

Station 2

<i>Hard Cost</i>	\$14,350,530
<i>Phasing Factor</i>	\$861,032
<i>Soft Cost</i>	\$2,257,025
<i>Sub-total</i>	\$17,468,587
<i>Contingency (10%)</i>	\$1,746,859
<i>Total Cost</i>	\$19,215,445

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Cost Estimates

Station 3 – Option 1

<i>Hard Cost</i>	\$12,042,400
<i>Phasing Factor</i>	\$481,696
<i>Soft Cost</i>	\$2,024,808
<i>Sub-total</i>	\$14,548,904
<i>Contingency (10%)</i>	\$1,454,890
<i>Total Cost</i>	\$16,003,794

Station 3 – Option 2

<i>Hard Cost</i>	\$13,856,498
<i>Phasing Factor</i>	\$0
<i>Soft Cost</i>	\$2,299,665
<i>Sub-total</i>	\$16,156,163
<i>Contingency (10%)</i>	\$1,615,616
<i>Total Cost</i>	\$17,771,780

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.

Cost Estimates

Station 4

<i>Hard Cost</i>	\$10,968,950
<i>Phasing Factor</i>	\$658,137
<i>Soft Cost</i>	\$2,203,047
<i>Sub-total</i>	\$13,830,134
<i>Contingency (10%)</i>	\$1,383,013
<i>Total Cost</i>	\$15,213,147

Combined Station

<i>Hard Cost</i>	\$19,995,110
<i>Phasing Factor</i>	\$0
<i>Soft Cost</i>	\$2,910,007
<i>Sub-total</i>	\$22,905,117
<i>Contingency (10%)</i>	\$2,290,512
<i>Total Cost</i>	\$25,195,629

Prices shown above are as of August 1, 2023. Construction cost inflation should be added to the project hard costs above from the date listed to projected project construction midpoint at a rate of 5% per year.



Study Recommendations

- › Short-Term Fix: Remodel Station 4, then Station 1
- › Stations 2 & 4: Combined all new station approach
- › Station 1: Addition and remodel approach
- › Station 3: Addition and remodel approach



Questions



Date: 10/23/2023

PFAS Litigation

Proposed Action

N/A

Overview

Perfluoroalkyl and polyfluoroalkyl substances, or PFAS, are a large group (more than 5,000) of manmade synthetic chemicals that have been used in a variety of industrial and consumer products since the 1940s. They have properties that resist heat, grease, and water. PFAS is commonly found in firefighting foams, non-stick cookware, water-repellent fabrics, and many other products. The most common types are PFOA (perfluorooctanoic acid) and PFOS (perfluorooctanoic sulfonic acid). These chemicals do not break down easily and can accumulate in the environment. Their extreme resistance to degradation in the environment and resistance to destruction in wastewater treatment plants, landfills, and incinerators has led to the nickname “forever chemicals”. PFAS are no longer produced in the United States, but the chemicals have been found throughout the environment. PFAS have been detected in water sources worldwide, leading to concerns about their impact on human health. Scientific studies have shown exposure to some PFAS in the environment may be linked to harmful health effects in humans and animals with prolonged exposure to these chemicals.

Over the past several years, hundreds of lawsuits have been filed by municipalities, consumers, and water utilities against the manufacturers of PFAS. Multi-District Litigation No. 2873 (“MDL”) includes all the groundwater cases with PFAS contaminants that have been transferred to a U.S. District Court. The MDL is a specific legal procedure in which federal civil cases around the country are transferred to one court. The MDL are against 3M and Dupont to resolve claims for PFAS contamination in public drinking waters. Virtually all public water systems that have PFAS detections in at least one of their supply sources will be eligible to receive funds to recover clean-up costs. Lakeville water has tested positive for small traces of PFAS so Lakeville is eligible to be part of the class action lawsuit. The dates to opt-out of the class action lawsuit by will be in December 2023.

Staff plans to discuss if the City Council would like to be part of the class action lawsuit or opt-out.

Supporting Information

None

Financial Impact: \$0.00 **Budgeted:** No **Source:**
Envision Lakeville Community Values: Good Value for Public Services
Report Completed by: Paul Oehme, Public Works Director



Date: 10/23/2023

2024 Proposed Liquor Fund Budget

Proposed Action

Staff is seeking direction regarding the 2024 Liquor Fund Budget.

Overview

The purpose of this report is to provide the City Council with an overview of the proposed 2024 Liquor Fund budget and 10-year projections.

2024 Budget

The proposed 2024 Liquor Fund budget reflects the costs of operating all four liquor stores for the full year.

The 2023 sales revenue is looking to come in well above budget. Compared to the 2023 budget, the 2023 yearend estimate reflects a \$1.78M increase in sales and a \$583K increase in gross profit. Expenditures in 2023 are expected to come in \$81K above budget. After transfers out (and including depreciation and OPEB expenses), the Liquor Fund anticipates ending 2023 with a decrease in net position of \$5K versus the budgeted decrease in net position of \$440K.

Staff is proposing to increase the 2024 sales and gross profit budgets to reflect the healthy sales achieved in 2022-2023. The new Keokuk location's projected sales for 2023 are roughly \$1M more than budgeted. The 2024 budget reflects the following increases in sales revenues:

- Heritage – 6.7%
- Galaxie – 8.1%
- Kenrick – 11.1%
- Keokuk – 23.1%

Personnel expense reflects the changes in staffing that has been required such as additional full-time staff with benefits and less part-time staff.

The 2024 budget includes \$1.58 million in transfers from the Liquor Fund to support other City endeavors. If not for these Liquor Fund transfers, the tax levy would need to be raised or other funding sources identified to cover these expenditures. The 2024 budgeted transfers, along with prior year comparisons include the following:

Expenditure type	2021 Actual	2022 Actual	2023 Actual	2024 Budget
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Debt Service-police station bonds	\$400,000	\$400,000	\$400,000	\$400,000
Debt Service-Keokuk liquor store bonds*	\$0	\$177,910	\$348,900	\$350,500
Equipment Fund-capital equipment	\$500,000	\$500,000	\$500,000	\$500,000
Technology Fund-capital equipment	\$31,300	\$38,500	\$38,500	\$59,500
General Fund-admin/technology/etc.	\$150,075	\$164,085	\$238,286	\$239,036
General Fund-fireworks	\$15,000	\$15,000	\$30,000	\$30,000
Total	\$1,096,375	\$1,295,495	\$1,555,686	\$1,579,036

**The debt service for the Keokuk liquor store was not previously shown as a transfer.*

Financial Targets

At the September 26, 2022 council workshop, Staff presented some financial metrics for the City Council to consider incorporating into its Fund Balance Policy. Staff thought it would be appropriate to see how the Liquor Fund would do compared to those metrics.

The financial metrics are as follows:

- Available cash on hand to cover the following objectives:
 1. Three months of operating cash
 2. Following year debt service payments
 3. Next year planned capital expenditures not financed with bonds
- Maintain a debt service coverage ratio of at least 125% on existing and planned debt (Income before Contributions and Transfers / Existing and Planned Debt)

The Finance Committee discussed the metrics further on October 11, 2022. They noted the following:

1. The available cash on hand focuses on the balance sheet whereas the debt service coverage ratio focuses on the profit/loss statement and the performance of the liquor operations (Income before Contributions and Transfers).
2. The Council has the discretion to utilize the excess funds for other purposes.
3. It is considered a credit positive by rating agencies if we meet this target.

In addition, Moody's incorporated changes to their rating methodology in 2023. The changes included incorporating enterprise funds' financial performance into the overall rating for the City, among other changes.

The current Liquor Fund estimates are projected to have the following impacts on the financial targets:

- Achieve cash targets for years 2023-2033

- Achieve debt service coverage ratio for years 2023-2033

Supporting Information

1. 2024 Budget Working Capital
2. 10yr Proforma
3. Capital-Facilities

Financial Impact: \$ Budgeted: No Source: Envision Lakeville Community Values: Good Value for Public Service Report Completed by: Julie Stahl, Finance Director

**LIQUOR FUND
PROJECTED WORKING CAPITAL**

	<u>2021 ACTUAL</u>	<u>2022 ACTUAL</u>	<u>2023 ADOPTED BUDGET</u>	<u>2023 DEPART ESTIMATE</u>	<u>2024 WORKING BUDGET</u>
<u>Revenues</u>					
Rentals & Events	2,864	30,520	38,220	42,500	45,000
Liquor sales	19,675,809	21,828,266	20,992,109	22,771,009	23,455,234
Cost of goods sold	<u>(14,445,698)</u>	<u>(16,008,561)</u>	<u>(15,534,160)</u>	<u>(16,730,144)</u>	<u>(17,232,321)</u>
Net revenues	<u>5,232,975</u>	<u>5,850,225</u>	<u>5,496,169</u>	<u>6,083,365</u>	<u>6,267,913</u>
<u>Expenses</u>					
Personnel services	2,015,308	2,482,327	2,556,973	2,573,657	2,712,222
Commodities	152,011	96,980	109,675	108,788	100,655
Contractual services	<u>1,430,691</u>	<u>1,455,255</u>	<u>1,487,576</u>	<u>1,514,866</u>	<u>1,538,815</u>
Total expenses	<u>3,598,010</u>	<u>4,034,562</u>	<u>4,154,224</u>	<u>4,197,311</u>	<u>4,351,692</u>
Net operating income/(loss)	<u>1,634,965</u>	<u>1,815,663</u>	<u>1,341,945</u>	<u>1,886,054</u>	<u>1,916,221</u>
<u>Other Receipts (Disbursements)</u>					
Interest income	(47,819)	(175,872)	60,000	38,000	38,200
Other income	9,773	44,971	50,000	-	50,000
Sale of capital assets	-	(27,334)	-	-	-
Sale of Bonds	5,620,000	-	-	-	-
Capital outlay acquisitions	(5,829,257)	(201,473)	(293,500)	(74,191)	(291,000)
Paying agent	(450)	-	-	-	-
Lease interest	-	(42,465)	-	-	-
Bond premium	400,407	-	-	-	-
Debt principal payments	<u>(240,000)</u>	<u>(245,000)</u>	<u>(250,000)</u>	<u>(250,000)</u>	<u>(260,000)</u>
Total other	<u>(87,346)</u>	<u>(647,173)</u>	<u>(433,500)</u>	<u>(286,191)</u>	<u>(462,800)</u>
Net incr(decr) before transfers	<u>1,547,619</u>	<u>1,168,490</u>	<u>908,445</u>	<u>1,599,863</u>	<u>1,453,421</u>
Transfer to General Fund (Admin.)	(86,917)	(93,738)	(164,502)	(164,502)	(165,890)
Transfer to Gen Fund (technology)	(63,158)	(70,347)	(73,784)	(73,784)	(73,146)
Transfer to Gen Fund (Fireworks)	(15,000)	(15,000)	(30,000)	(30,000)	(30,000)
Transfer to Environmental Resources	-	-	-	-	-
Transfer to Equipment Fund	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
Transfer to Technology Fund	(31,300)	(38,500)	(44,900)	(44,900)	(59,500)
Transfer to DSF (Keokuk Bonds)	-	(177,866)	(348,900)	(348,900)	(350,500)
Transfer to DSF Police Station Bonds	<u>(400,000)</u>	<u>(400,000)</u>	<u>(400,000)</u>	<u>(400,000)</u>	<u>(400,000)</u>
Total transfers	<u>(1,096,375)</u>	<u>(1,295,451)</u>	<u>(1,562,086)</u>	<u>(1,562,086)</u>	<u>(1,579,036)</u>
Net increase/(decrease)	451,244	(126,961)	(653,641)	37,777	(125,615)
Working capital, January 1	<u>3,526,138</u>	<u>3,977,382</u>	<u>3,200,156</u>	<u>3,850,421</u>	<u>3,888,198</u>
Working capital, December 31	<u>3,977,382</u>	<u>3,850,421</u>	<u>2,546,515</u>	<u>3,888,198</u>	<u>3,762,583</u>
 Total Working Capital	 3,977,382	 3,850,421	 2,546,515	 3,888,198	 3,762,583
Work Cap - Reserved for future	<u>1,806,756</u>	<u>1,622,361</u>	<u>1,437,966</u>	<u>1,437,966</u>	<u>1,244,966</u>
 Work Cap - Available for operations	 <u>2,170,627</u>	 <u>2,228,061</u>	 <u>1,108,549</u>	 <u>2,450,233</u>	 <u>2,517,618</u>

Note: Amounts above do not include depreciation or OPEB expenditures

CITY OF LAKEVILLE - LIQUOR STORE PROFORMA

	Actual 2022	Projected 2023	Budget 2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Sales	21,858,786	22,813,509	23,500,234	23,902,706	24,312,423	24,729,520	25,154,134	25,586,404	26,026,474	26,474,488	26,930,594	27,394,943
Cost of goods sold	16,008,561	16,730,144	17,232,321	17,527,663	17,828,323	18,134,400	18,445,995	18,763,212	19,086,156	19,414,932	19,749,648	20,090,416
Gross profit	5,850,225	6,083,365	6,267,913	6,375,043	6,484,100	6,595,120	6,708,139	6,823,192	6,940,318	7,059,556	7,180,946	7,304,527
Gross Profit %	26.76%	26.67%	26.67%	26.67%	26.67%	26.67%	26.67%	26.67%	26.67%	26.67%	26.66%	26.66%
Total operating expenses	4,532,994	4,565,542	4,733,723	4,686,787	4,770,713	4,860,187	4,959,457	5,072,780	5,208,731	4,898,368	5,018,198	5,134,129
Net operating income	1,317,231	1,517,823	1,534,190	1,688,256	1,713,386	1,734,933	1,748,682	1,750,412	1,731,587	2,161,188	2,162,748	2,170,398
Total other revenues/(expenses)	(200,700)	38,000	88,200	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Net income before transfers	1,116,531	1,555,823	1,622,390	1,768,256	1,793,386	1,814,933	1,828,682	1,830,412	1,811,587	2,241,188	2,242,748	2,250,398
Total transfers	1,117,585	1,213,186	1,228,536	1,234,075	1,241,570	1,250,088	1,258,831	1,267,805	1,277,017	1,286,473	896,180	906,145
Net income	(1,054)	342,637	393,854	534,181	551,817	564,845	569,851	562,607	534,570	954,715	1,346,567	1,344,253
Bond principal payments	(422,866)	(598,900)	(610,500)	(611,800)	(617,800)	(628,400)	(348,600)	(348,400)	(349,150)	(352,300)	(351,650)	(350,900)
Income after bond principal pmts	(423,920)	(256,263)	(216,646)	(77,619)	(65,983)	(63,555)	221,251	214,207	185,420	602,415	994,917	993,353

FINANCIAL METRICS

Projected Ending Cash by Purpose

Future and unassigned	1,943,976	1,788,747	1,399,717	1,962,121	2,135,752	2,426,105	2,826,924	3,410,526	3,182,306	4,370,285	5,231,882	6,653,829
Planned capital	-	74,191	291,000	-	40,000	-	65,000	-	361,860	100,000	280,000	91,000
3--months of operating cash	1,133,249	1,141,385	1,183,431	1,171,697	1,192,678	1,215,047	1,239,864	1,268,195	1,302,183	1,224,592	1,254,550	1,283,532
Subsequent year debt service	634,400	638,350	631,775	629,750	632,100	348,100	347,900	348,650	351,800	351,150	350,400	349,550
Projected Ending Cash	3,711,624	3,642,673	3,505,923	3,763,567	4,000,531	3,989,252	4,479,689	5,027,371	5,198,149	6,046,027	7,116,832	8,377,912
	3,711,624	3,642,673	3,505,923	3,763,567	4,000,531	3,989,252	4,479,689	5,027,371	5,198,149	6,046,027	7,116,832	8,377,912
	-	-	-	-	-	-	-	-	-	-	-	-

Income before Contributions & Transfers

Net Revenue for Debt Coverage	1,116,531	1,555,823	1,622,390	1,768,256	1,793,386	1,814,933	1,828,682	1,830,412	1,811,587	2,241,188	2,242,748	2,250,398
Total Debt Service*	865,835	1,034,400	1,038,350	1,031,775	1,029,750	1,032,100	748,100	747,900	748,650	751,800	351,150	350,400
Debt Service Coverage Ratio	129%	150%	156%	171%	174%	176%	244%	245%	242%	298%	639%	642%

* Includes transfer to Debt Service for Police Station Bonds to meet policy objectives for ending cash and net position.

10-YEAR CAPITAL IMPROVEMENT FACILITY PLAN

HERITAGE LIQUOR STORE

Capital Expenditures	2023 Budget	2023 Estimate	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	'24 - '33 TOTALS
Cooler racking											65,000		65,000
Cooler mechanicals										25,000			25,000
All flooring replacement							65,000						65,000
Reach in cooler													-
Tenant Improvements*	130,000		100,000										100,000
Total Capital Outlay	130,000	-	100,000	-	-	-	65,000	-	-	25,000	65,000	-	255,000
<i>2023-2032 CIP</i>	<i>130,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>65,000</i>	<i>-</i>	<i>-</i>	<i>25,000</i>	<i>65,000</i>	<i>-</i>	<i>-</i>	<i>155,000</i>
<i>Change</i>	<i>-</i>	<i>-</i>	<i>100,000</i>	<i>-</i>	<i>-</i>	<i>(65,000)</i>	<i>65,000</i>	<i>-</i>	<i>(25,000)</i>	<i>(40,000)</i>	<i>65,000</i>	<i>-</i>	<i>100,000</i>
Heritage Major Maintenance													
Replace cooler door glass			8,300										8,300
Paint sales floor and office walls									8,000				8,000
Total Major Maintenance	-	-	8,300	-	-	-	-	-	8,000	-	-	-	16,300
Total Capital Outlay & Major Mntc	130,000	-	108,300	-	-	-	65,000	-	8,000	25,000	65,000	-	271,300

* - To be offset by \$50,000 contribution from landlord.

GALAXIE LIQUOR STORE

Capital Expenditures	2023 Budget	2023 Estimate	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	'24 - '33 TOTALS
Walk-in Cooler Mechanicals Rplc											50,000		50,000
All flooring replacement										65,000			65,000
Parking lot mill and overlay			65,000										65,000
RTU 1, 2, 3, 4 replacement	80,000		80,000										80,000
Roof Replacement									275,000				275,000
Building envelope improvements									56,570				56,570
Total Capital Outlay	80,000	-	145,000	-	-	-	-	-	331,570	65,000	50,000	-	591,570
<i>2023-2032 CIP</i>	<i>80,000</i>	<i>-</i>	<i>65,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>331,570</i>	<i>65,000</i>	<i>50,000</i>	<i>-</i>	<i>-</i>	<i>511,570</i>
<i>Change</i>	<i>-</i>	<i>-</i>	<i>80,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>(331,570)</i>	<i>266,570</i>	<i>15,000</i>	<i>50,000</i>	<i>-</i>	<i>80,000</i>
Galaxie Major Maintenance													
Replace Fire Sprinkler Heads - Cooler			13,500										13,500

10-YEAR CAPITAL IMPROVEMENT FACILITY PLAN

Item #2													-
Item #3													-
Total Major Maintenance	-	-	13,500	-	-	-	-	-	-	-	-	-	13,500
Total Capital Outlay & Major Mntc	80,000	-	158,500	-	-	-	-	-	331,570	65,000	50,000	-	605,070

Note: \$15,000 for rain garden overhaul is to be financed from Environmental Resources Fund.

KENRICK LIQUOR STORE

Capital Expenditures	2023 Budget	2023 Estimate	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	'24 - '33 TOTALS
Cooler racking											80,000		80,000
Cooler Mechanicals					40,000								40,000
Building Envelope Improvements									30,290				30,290
RTU 1, 2 Replacement											40,000		40,000
Entrance Door Replacement	26,500											26,000	26,000
Reach In Cooler	47,000	16,000	-										-
Video surveillance system	-	10,352											-
Sign		-	15,000										15,000
Total Capital Outlay	73,500	26,352	15,000	-	40,000	-	-	-	30,290	-	120,000	26,000	231,290
<i>2023-2032 CIP</i>	<i>47,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>30,290</i>	<i>-</i>	<i>120,000</i>	<i>26,000</i>	<i>-</i>	176,290
<i>Change</i>	<i>26,500</i>	<i>26,352</i>	<i>15,000</i>	<i>-</i>	<i>40,000</i>	<i>-</i>	<i>-</i>	<i>(30,290)</i>	<i>30,290</i>	<i>(120,000)</i>	<i>94,000</i>	<i>26,000</i>	55,000
Kenrick Major Maintenance													
Water savings									1,339				1,339
Total Major Maintenance	-	-	-	-	-	-	-	-	1,339	-	-	-	1,339
Total Capital Outlay & Major Mntc	73,500	26,352	15,000	-	40,000	-	-	-	31,629	-	120,000	26,000	232,629

KEOKUK LIQUOR STORE

Capital Expenditures	2023 Budget	2023 Estimate	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	'24 - '33 TOTALS
Office Carpet Replacement										10,000			10,000
Cooler Mechanicals												65,000	65,000
Automatic Door Replacements											45,000		45,000
Fencing		38,000											-

10-YEAR CAPITAL IMPROVEMENT FACILITY PLAN

Sign - North side of building			15,000										15,000
Landscaping			18,000	-									18,000
Total Capital Outlay	-	38,000	33,000	-	-	-	-	-	-	10,000	45,000	65,000	153,000
<i>2023-2032 CIP</i>	-	-	-	-	-	-	-	-	10,000	45,000	65,000	-	120,000
<i>Change</i>	-	38,000	33,000	-	-	-	-	-	(10,000)	(35,000)	(20,000)	65,000	33,000
Keokuk Major Maintenance													
Emporium Landscaping	16,000												-
													-
Total Major Maintenance	16,000	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Outlay & Major Mntc	16,000	38,000	33,000	-	-	-	-	-	-	10,000	45,000	65,000	153,000

EMPORIUM ROOM

Capital Expenditures	2023 Budget	2023 Estimate	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	'24 - '33 TOTALS
Exterior Sign	10,000	9,839											-
Landscaping			16,000										16,000
													-
Total Capital Outlay	10,000	9,839	16,000	-	-	-	-	-	-	-	-	-	16,000
<i>2022-2031 CIP</i>	<i>10,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Change</i>	<i>-</i>	<i>9,839</i>	<i>16,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>16,000</i>
Emporium Major Maintenance													
None													-
													-
Total Major Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Outlay & Major Mntc	10,000	9,839	16,000	-	-	-	-	-	-	-	-	-	16,000

Total Capital Outlay	293,500	74,191	309,000	-	40,000	-	65,000	-	361,860	100,000	280,000	91,000	1,246,860
Total Major Maintenance	16,000	-	21,800	-	-	-	-	-	9,339	-	-	-	31,139
Total Capital Outlay/Major Mntc	309,500	74,191	330,800	-	40,000	-	65,000	-	371,199	100,000	280,000	91,000	1,277,999



Date: 10/23/2023

2024 Proposed Utility Fund Budgets & Utility Rate Projections

Proposed Action

No formal action required.

Overview

The purpose of this report is to provide the City Council with an overview of the proposed 2024 Utility Fund budgets and proposed utility rates/projections to support the services provided.

UTILITY FEE CHANGES AND HIGHLIGHTS

The rate changes for 2024 include a 3% increase to Water rates, 3% increase to Sewer rates, and 0% increase for both Street Lights and Environmental Resources. The 10-year projections are included by Fund and incorporate the anticipated revenues from the 2024 rate changes, proposed 2024 budgets, staff projections for future years, and the Capital improvement Plan.

Cash targets

One of the financial targets is a certain level of unassigned cash by fund at the end of each year. For Water and Sanitary Sewer, this amount is currently \$500,000. For Street Lights and Environmental Resources, the amount is currently \$100,000. Our model also includes an estimate of planned capital expenditures for the following year when calculating the amount of cash on hand needed at the end of each period. Many of the City's capital improvement projects are led and/or influenced by the County, and although we determine jointly what needs to be replaced, the cost is somewhat out of our control, and the level of predictability in our costs is reduced. We have included estimates of the utility costs related to these projects; however, some costs are unknown until the project is underway. At some point in the future, we may desire to increase the unassigned cash targets beyond \$500,000 and \$100,000.

Risks

The projected cash and revenue amounts by year can vary significantly from actuals depending on weather and usage. The 10-year projections discussed and portrayed in charts below are based on our predictions at a point in time, and our best guess of normal volumes based on our historical data. Effective 1/1/2023, Lakeville implemented four separate water tiers, when historically it was three tiers. We have not yet seen a full year of volume data to influence our projections. Therefore, the 2024 and future revenues may be impacted by behavioral changes in water consumption following a full annual cycle of billing under the four-tier structure. Our assumption of "normal" volume levels may shift over time as we progress under the new tier structure, in combination of whether a year has more or less rainfall.

Aging infrastructure

The 10-year rate projections include estimates for replacement or upgrade of aging utilities infrastructure. The chart below includes various statistics related to the current utilities infrastructure, and illustrates the significant cost involved in maintaining the infrastructure.

Infrastructure item:	Statistic
Water	
Water mains (miles)	387
Fire hydrants	4,494
Wells	19
Water Towers	6
Water capital asset gross historical cost	\$170,239,000
Sanitary Sewer	
Sanitary sewer mains (miles)	295
Sanitary sewer lift stations	20
Sanitary sewer capital asset gross historical cost	\$99,423,000

Source: City of Lakeville 2022 Annual Comprehensive Financial Report

Proposed 2024 rates and impact

The following chart reflects the fee changes that have been incorporated into the proposed revenues for each of the Utility Funds in the next year:

Proposed 2024 Utility Fee Structure					
Quarterly rates	Basis	2024 Proposed	2023 Actual	Increase	
Water base	Account	\$ 10.30	\$ 10.00	\$ 0.30	3%
Water tier 1 -up to 6,000 gallons per quarter	Gallage*	\$ 1.34	\$ 1.30	\$ 0.04	3%
Water tier 2 -over 6,000 and up to 15,000 gallons per quarter (additional 9,000 gallons max)	Gallage*	\$ 1.49	\$ 1.45	\$ 0.04	3%
Water tier 3 -over 15,000 and up to 30,000 gallons per quarter (additional 15,000 gallons max)	Gallage*	\$ 2.88	\$ 2.80	\$ 0.08	3%
Water tier 4 -over 30,000 gallons per quarter	Gallage*	\$ 5.05	\$ 4.90	\$ 0.15	3%
Irrigation sprinkler accounts	Gallage*	\$ 5.98	\$ 5.81	\$ 0.17	3%
Water testing fee**		\$ 2.43	\$ 2.43	\$ -	0%
Sanitary sewer base	Account	\$ 10.90	\$ 10.58	\$ 0.32	3%
Sanitary sewer usage	Gallage*	\$ 5.40	\$ 5.24	\$ 0.16	3%
Sanitary sewer non metered accounts	Account	\$ 108.10	\$ 104.90	\$ 3.20	3%
Street lights	Account	\$ 10.12	\$ 10.12	\$ -	0%
	front footage	\$ 0.2832	\$ 0.2832	\$ -	0%
Environmental Resources Fee	Account	\$ 17.88	\$ 17.88	\$ -	0%
Environmental Resources Fee	Annual	\$ 71.52	\$ 71.52	\$ -	0%
* Per 1000 gallons					
** The Water testing fee is mandated by the state-- this is a pass-through fee for the City.					

PERSONNEL REQUESTS

There is a request for a new Utility Maintenance I for 2024, which is built into the 2024 Water and Sewer budgets.

UTILITY BILLING CYCLES

The City currently issues utility bills on a quarterly basis. Staff has contemplated changing to a monthly billing cycle to provide customers better visibility to their usage and costs. There are a few topics that need to be addressed prior to this change, the largest of which are listed below:

1. ERP-There will be a system change-over in the fall of 2024 due to aging technology that is currently in use. Staff will be working with the selected vendor, BS&A over the next year to get the system set-up and is currently scheduled to go-live on the new system in October 2024.
2. We are due for a staff audit of the system to ensure all city parcels are included in the system and that any changes to the pervious surfaces have been reflected in the composition of utility bills for those properties. Staff has begun this audit internally and plans to continue with the audit following implementation of the new system in 2024.
3. The City transitioned to a fixed base meter system in 2022, which has resulted in the ability to remotely read many meters. Staff is currently working to reduce the number of missed readings from this technology.

4. A change from quarterly to monthly billing means more frequent meter reads, more payments to be processed, etc., which would add pressure to current City Staff resources.

WATER OPERATING FUND

The proposed 2024 Water Operating Fund budget reflects the cost of operating the City's water system as well as repainting of the CMF water tower, ongoing well rehabilitation, watermain maintenance as part of the 2024 Reconstruction Project and other 2024 street projects. Water Treatment Facility costs including a chlorine scrubber and emergency chlorine shut-off valve are also included in 2024.

This fund has annual debt service obligations of \$1.27-\$1.79 million in the next five years for \$8.38 million in remaining bond principal at 12/31/2023, from bonds issued between 2014 and 2021. Debt is not planned to be issued for regular major maintenance projects in the future, nor for the Water Treatment Plant expansion, which is currently programmed for 2027. The current plan is to fund \$11M of the expansion cost from the Water Operating Fund, and the remainder from the Water Trunk Fund.

The assumption for being able to avoid debt for the Water Treatment Plant expansion is based on a \$21M estimated cost of the Water Treatment Plant expansion, as well as the current healthy cash balances in the Water Trunk fund (from developer fees) and the Water Operating Fund (from water charges for services via utility bills). Should the estimated expansion cost increase significantly or the cash balances be reduced significantly (by lower water usage/increased rainfall/lower than estimated developer fees), debt issuance may need to be considered. The current rate increases projected over the next three years assume NO debt will be issued, and rates would need to be further increased to account for debt payments in future years if this decision changes.

The underlying goals with these rate adjustments are as follows:

- Maintain a minimum cash balance to fund three months of operating expenses, debt service payments, major maintenance expenses (net of any bond proceeds during the period), emergency maintenance expenses (target of \$500K), and accumulate a cash contribution toward the Water Treatment Plant project to reduce (or eliminate) the amount of bonds needed on that project;
- Avoid issuing debt for major maintenance projects in future years including for the Water Treatment Plant expansion in 2027. This means that the current users of the water system are paying for the depreciation of the system (replacement costs) as we go. The current debt outstanding is scheduled to be completely paid off by 2036.
- Maintain a debt service coverage ratio of at least 125%.
- Maintain a ratio of unrestricted net assets that is at least 50% of the subsequent year's operating expenses.

The proposed water rates for 2024 (and projected increases for 2025-2033) are projected to have the following impacts on the financial targets for the years 2024-2033:

- Achieve cash target for all years 2027-2033; 2024-2026 are below target due to building cash for the planned capital investment in the Water Treatment Plant expansion.
- Achieve debt service coverage ratio for all years 2024-2033
- Achieve unrestricted net assets percentage for all years 2024-2033 except for 2027.

Staff develops the rate projections using a combination of historical financial and volume data as well as assumptions about future growth and volumes. There are two large unique financial considerations taken in the current projections.

1. The first is the projected ability to contribute \$11M in cash toward the Water Treatment Plant Expansion. This has been made possible both by deliberate past rate increases and careful review of projections to avoid additional debt issuance for this fund, as well as the drought conditions in recent years, which have prompted customers to water grass and therefore increased water revenues beyond expected amounts.
2. From 2014-2021, there was debt issued on behalf of the Water Operating fund for regular maintenance activities with principal totaling \$17.945M. This level of debt carries a significant principal and interest cost on an annual basis (2024 payments for principal and interest are more than \$1.8M). These annual bond issuances start to mature in 2025, and there is a significant decrease in annual payments beginning in 2031 (down to \$783K of principal and interest payments that year).

After we expand the Water Treatment Plant and as the existing debt matures, the current projections indicate that we may be able to hold water rates steady and/or decrease the rates for a number of years and still meet financial targets.

SANITARY SEWER OPERATING FUND

The proposed 2024 Sanitary Sewer Fund budget reflects the cost of operating the City's wastewater system as well as sewer main repair projects, other major maintenance and debt repayment for the debt that was issued in 2016 for lift station #6 rehabilitation. In addition, the Metropolitan Wastewater Charge as communicated by the Met Council will have a 6.23% increase for the City of Lakeville in 2024. The wastewater charges are the most significant component of the Sanitary Sewer Fund annual budget. The City does not control this cost, although the cost is based on our share of the discharge into the regional wastewater system.

The 2024 revenues for sanitary sewer sales are based on increasing the rates by 3%. Years 2025-2033 reflect annual increases of 3%-4%.

The underlying goals with these rate adjustments are as follows:

- Maintain a minimum cash balance to fund three months of operating expenses, debt service payments, and emergency maintenance expenses.

- Maintain a debt service coverage ratio of at least 125%. The current debt outstanding is scheduled to be completely paid off by 2025, and no additional debt is planned to be issued for the Sewer Fund.
- Maintain a ratio of unrestricted net assets that is at least 50% of the subsequent year's operating expenses.

The 2024 sewer rates and projected increases for 2025-2033 are projected to have the following impacts on the financial targets:

- Cash targets met in all years 2024-2033
- Achieve debt service coverage ratio for all years 2024-2033
- Achieve unrestricted net assets percentage for all years 2024-2031, and be slightly under the target in 2032 and 2033

Currently, the projected sewer revenues by year are not sufficient to meet the forecasted expenses by year for all of the next 10 years. On the other hand, the cash position by year is projected to exceed the desired cash position/targets. Since we would prefer to increase rates by the smallest possible amount to cover costs, staff is comfortable with the revenues being slightly under the expenses by year, knowing there is excess cash to cover the shortfall. We will continue reviewing each year to balance minimal rate changes with meeting the financial targets.

STREET LIGHT OPERATING FUND

The Street Light Operating Fund reflects the cost of operating city street lights.

The 2024 revenues for the Street Light Operating Fund reflect no rate increases. Annual increases for years 2025-2032 are between 1% and 3%. Current cash projections include some Xcel street light replacements based on available information from Xcel, but these costs have not been budgeted nor included in the projected expenditures due to uncertainties with the timing and costs.

The underlying goals of street light rates are as follows:

- Maintain a minimum cash balance to fund three months of operating expenses, debt service payments, and emergency maintenance expenses (\$100K).
- Maintain a debt service coverage ratio of at least 125%. The current debt outstanding is scheduled to be completely paid off by 2026.
- Maintain a ratio of unrestricted net assets that is at least 50% of the subsequent year's operating expenses.

The current Street Light rate estimates are projected to have the following impacts on the financial targets:

- Achieve cash targets for seven of the 10 years presented
- Achieve debt service coverage ratio for all years 2024-2033

- Achieve unrestricted net assets percentage for all years 2024-2033

ENVIRONMENTAL RESOURCES OPERATING FUND

The Environmental Resources Fund reflects the cost of managing, promoting and protecting the City's natural resources including lakes, wetlands, streams, prairies and woodlands. The 2024 budget includes annual storm water rehabilitation projects as well as several grant-funded projects.

The revenues for this Fund are based on maintaining 2023 rates, with 2% annual increases projected for 2025-2033.

The underlying goals with these rate adjustments are as follows:

- Maintain a minimum cash balance to fund three months of operating expenses, debt service payments, and emergency maintenance expenses (\$100K).
- Maintain a debt service coverage ratio of at least 125%.
- Maintain a ratio of unrestricted net assets that is at least 50% of the subsequent year's operating expenses.

The proposed Environmental Resources rate projections are anticipated to have the following impacts on the financial targets:

- Meeting all cash targets for all years 2024-2033
- The Environmental Resources Fund currently does not hold any debt, so the debt service coverage ratio target is not applicable.
- Meeting unrestricted net assets target percentage for 2024-2032 and slightly below the target in 2033

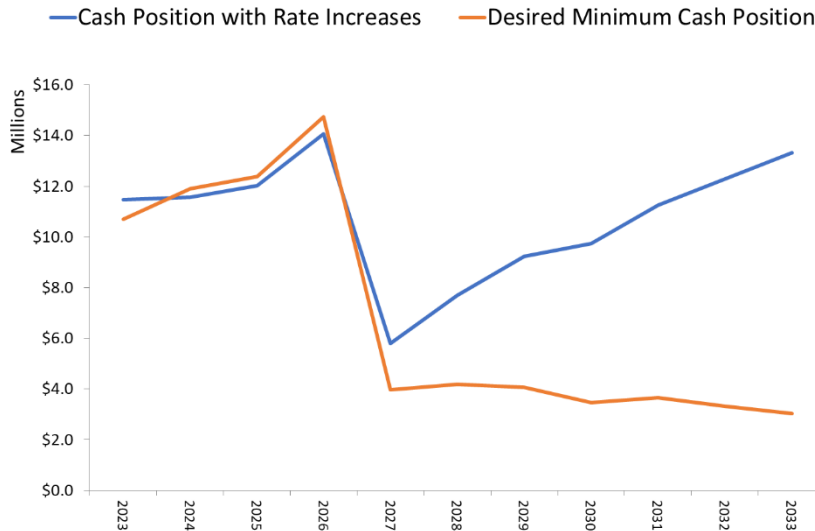
The cash position is expected to exceed targeted levels for all years presented, therefore, staff is comfortable with being slightly below the target for the unrestricted net assets percentage in 2033. This will be monitored as projections are updated in subsequent years.

CHARTS

The following charts reflect the expenses, revenues, and projected cash position for each of the utility funds, including proposed rate increases. These will be referenced during our discussion.

WATER CHARTS

Figure 1
Water Operating Fund Ending Cash Position (December 31)
is projected to be sufficient to meet City policy objectives



Note- Cash position with rate increases line includes anticipated contributions to the Water Treatment Plant expansion in 2027 (assumes payment toward the project in 2027, so the above chart shows a drop in both the cash position and the desired cash position at the end of 2027).

Figure 2
Water Fund
Cash is projected to be sufficient to meet minimum annual cash needs and to
provide reserve for future capital improvements

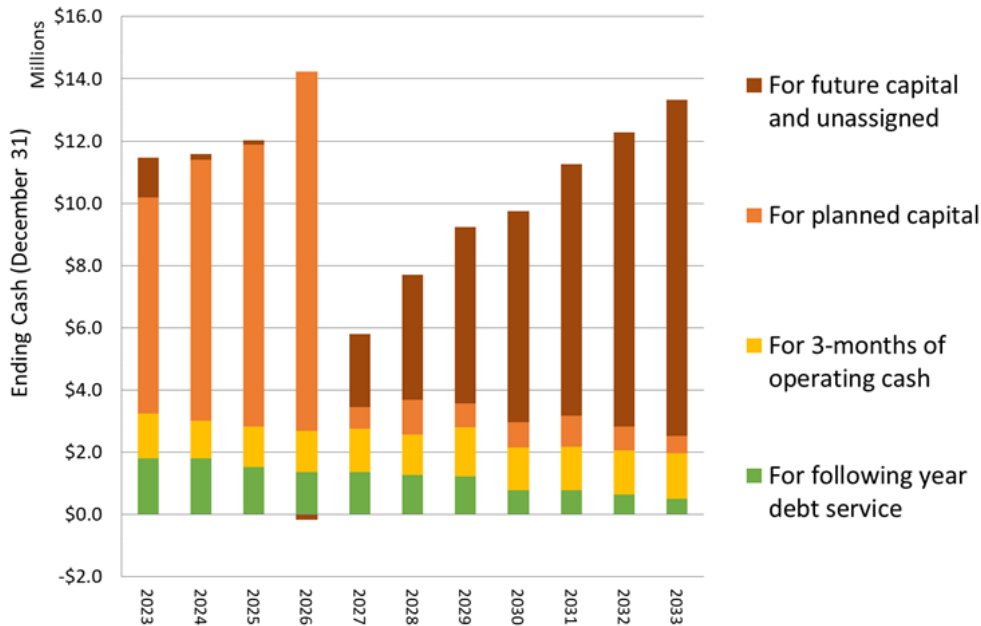


Figure 4
Water Fund

Revenues are projected to cover expenses, revenues in excess of annual expenses will provide funds in year 2027 for the Water Treatment Plant improvements

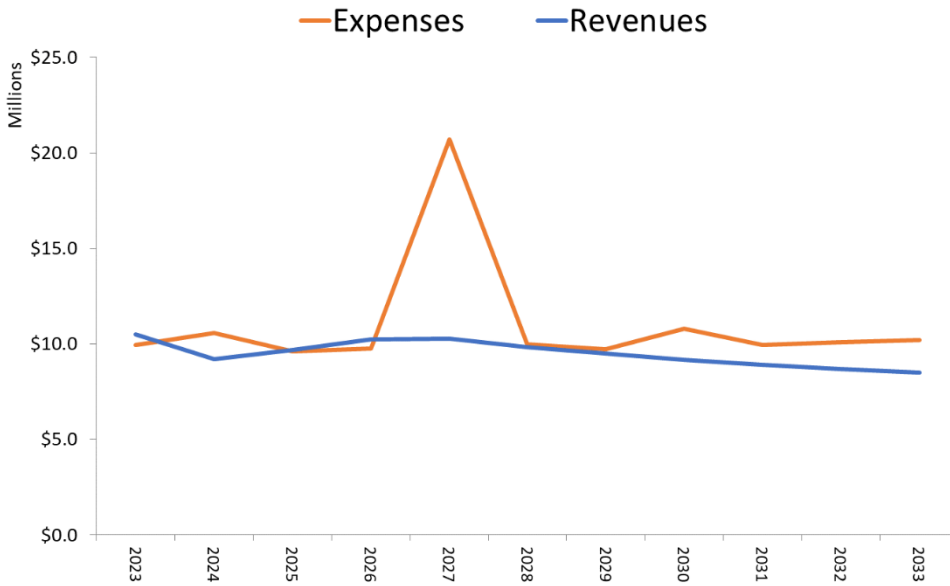


Figure 37
Water Operating Fund Expenses by Year

- Debt payments (includes principal, interest, and transfer for debt)
- Capital assets/major maintenance
- Operating expenses

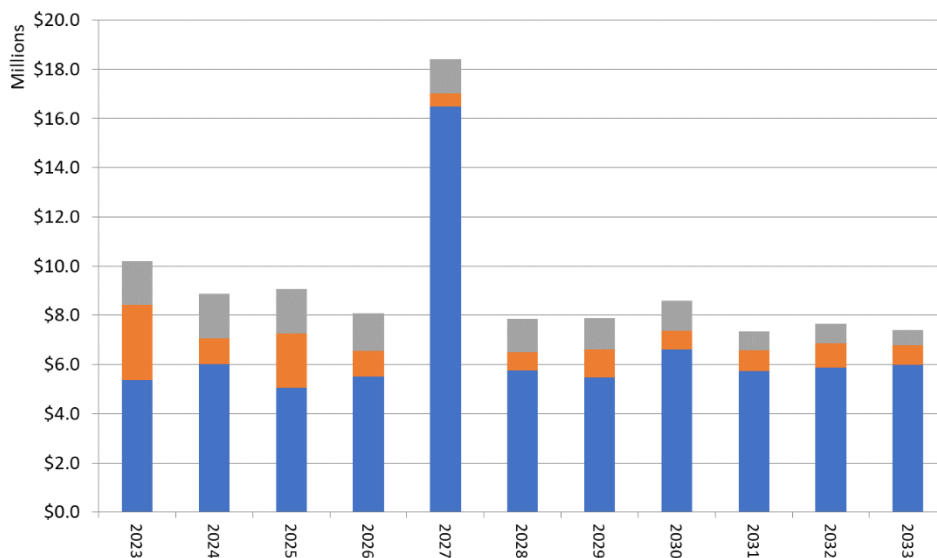
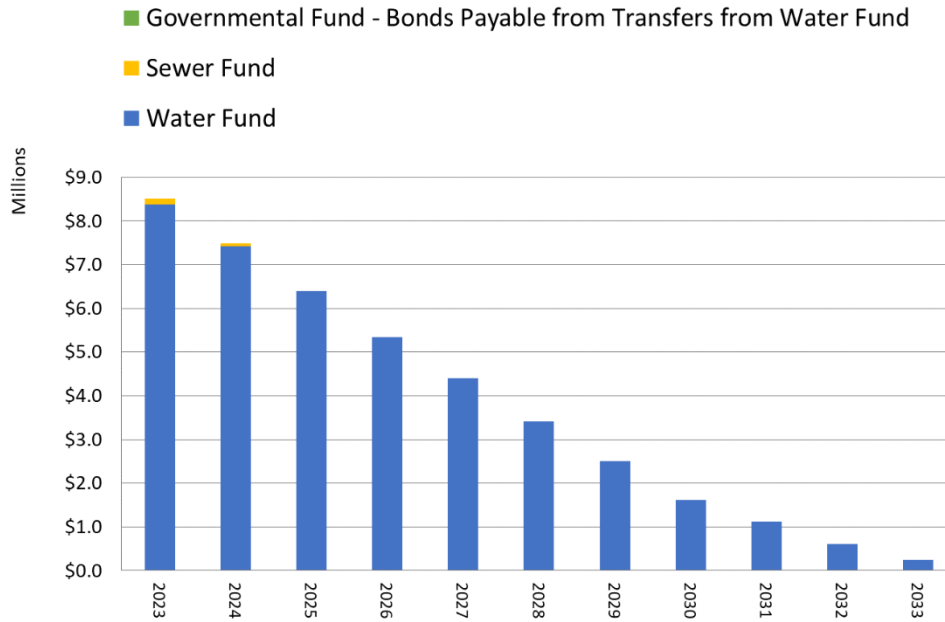


Figure 34
Outstanding Bonds Payable
Includes Existing and Planned Debt Issuance



SEWER CHARTS

Figure 6
Sanitary Sewer Operating Fund Cash Position (December 31)
is projected to be sufficient to meet City policy objectives

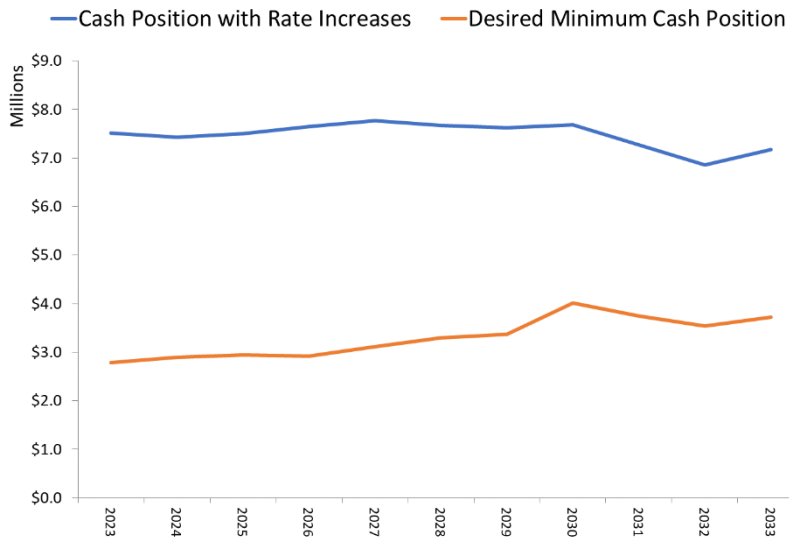


Figure 7
Sanitary Sewer Fund
Cash is projected to be sufficient to meet minimum annual cash needs and to provide reserve for future capital improvements

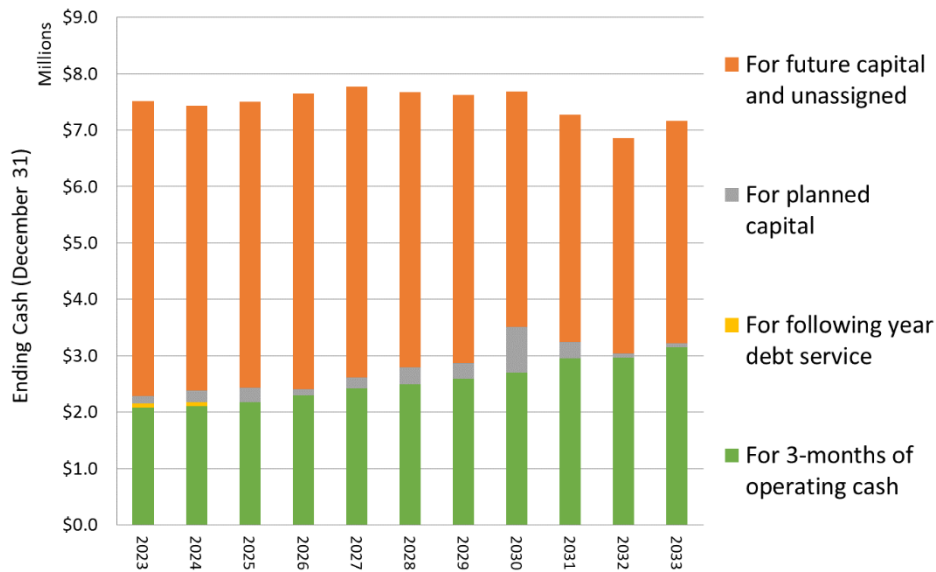


Figure 9
Sanitary Sewer Fund
Revenue is not projected to be sufficient to cover Expenses inclusive of depreciation, without depreciation revenue is closer to sufficient

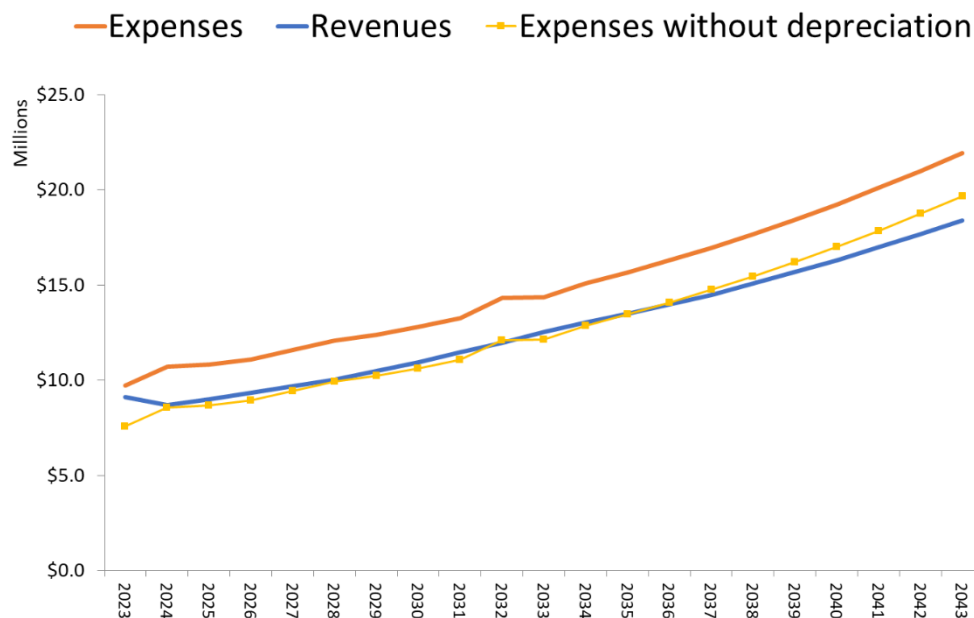
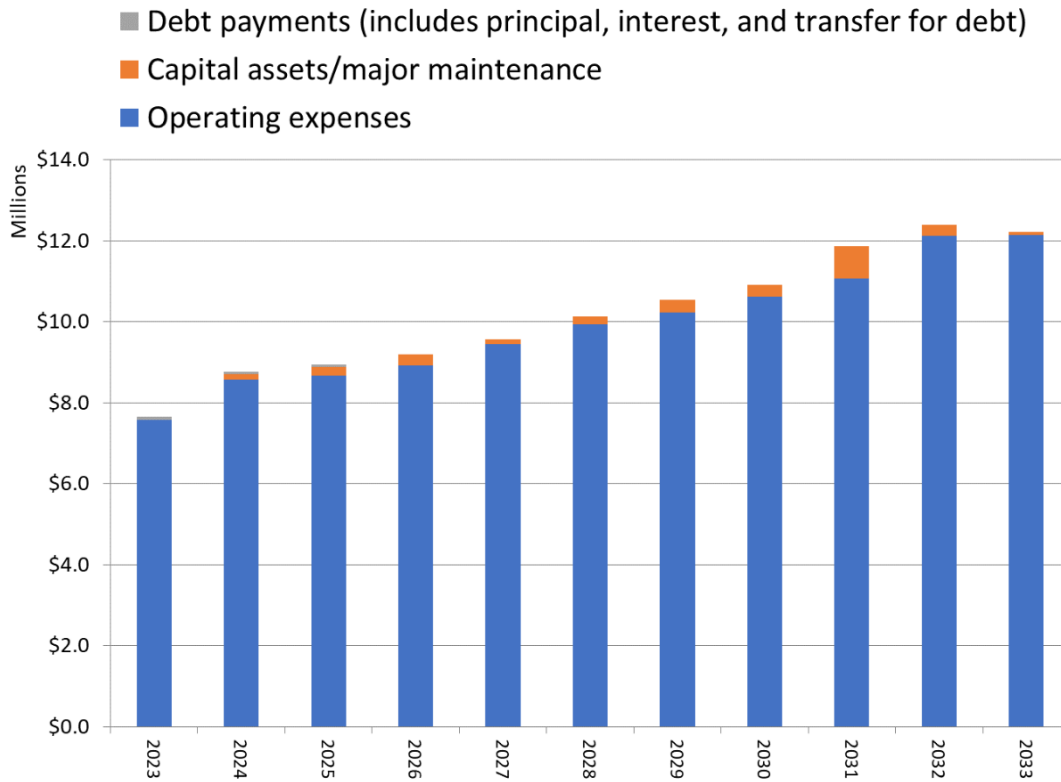
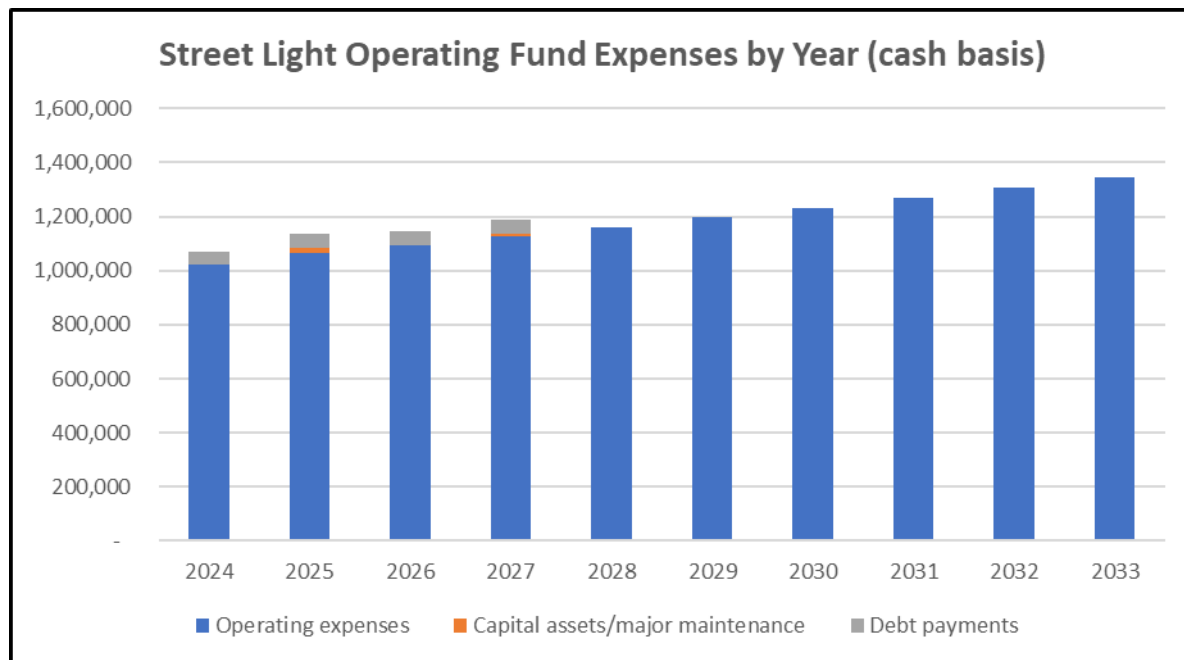
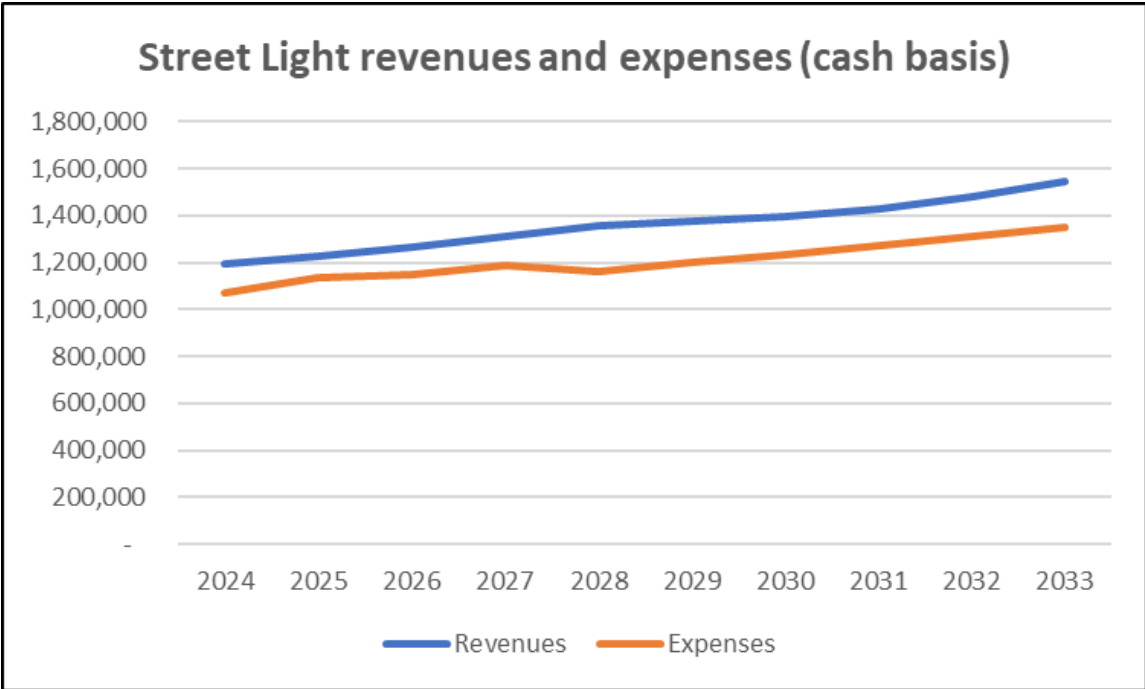
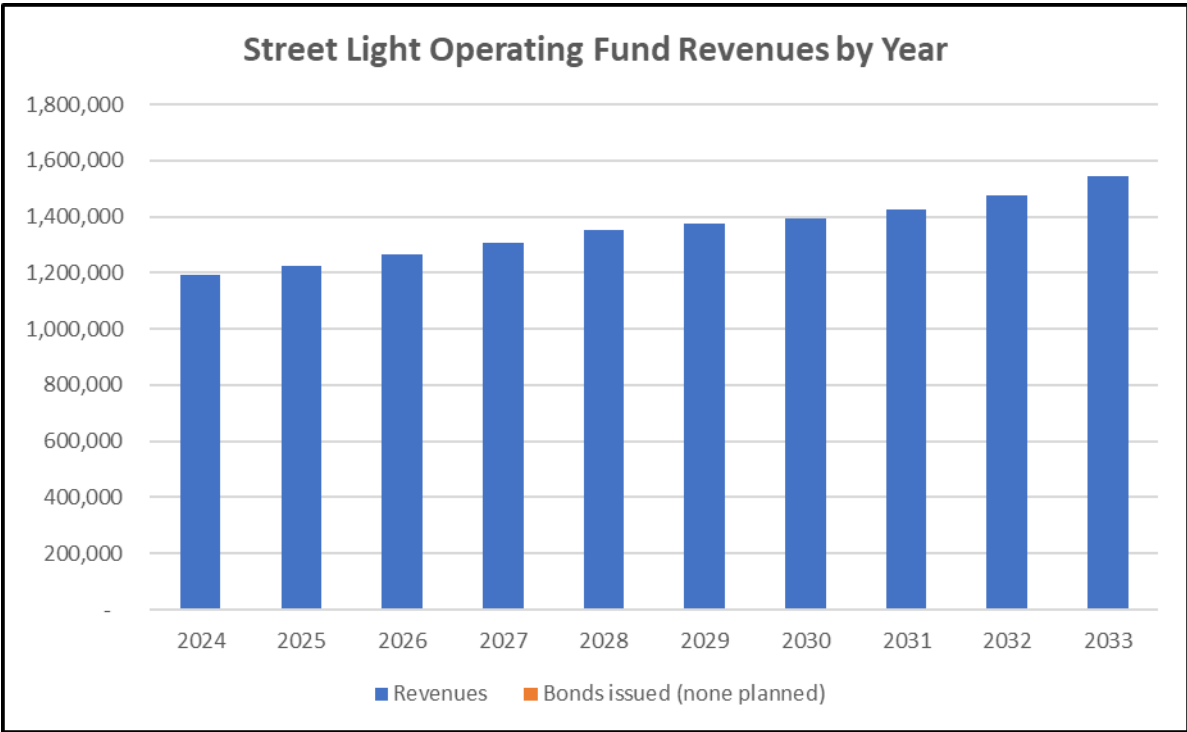


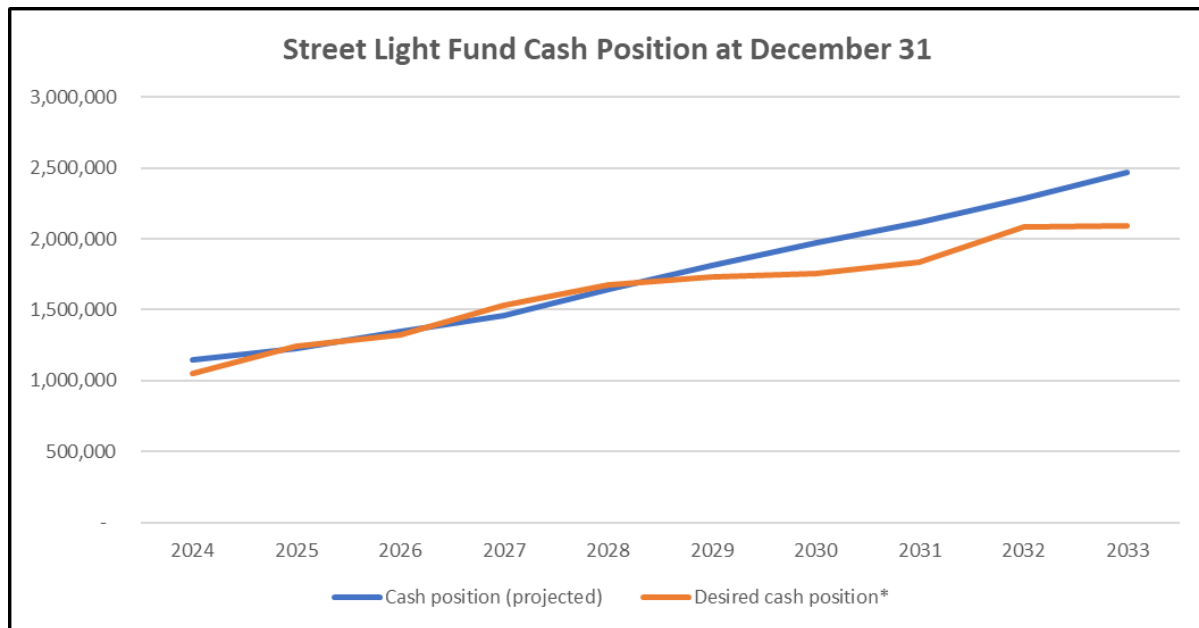
Figure 40
Sewer Operating Fund Expenses by Year



STREET LIGHT CHARTS

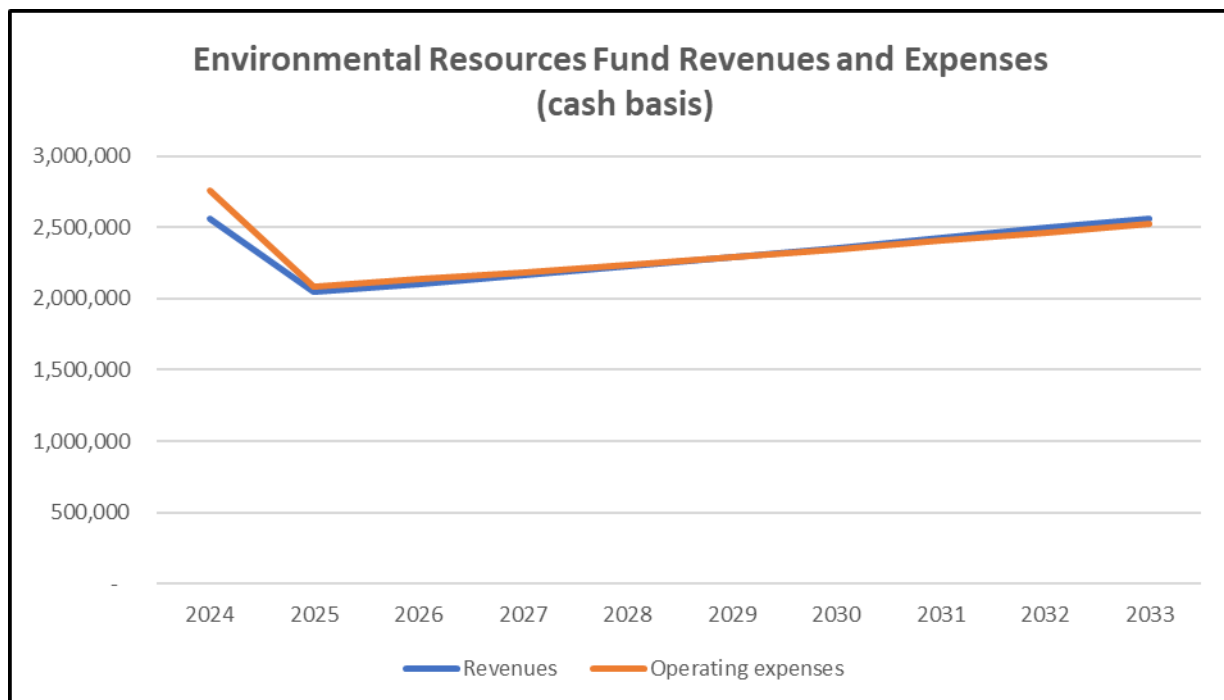


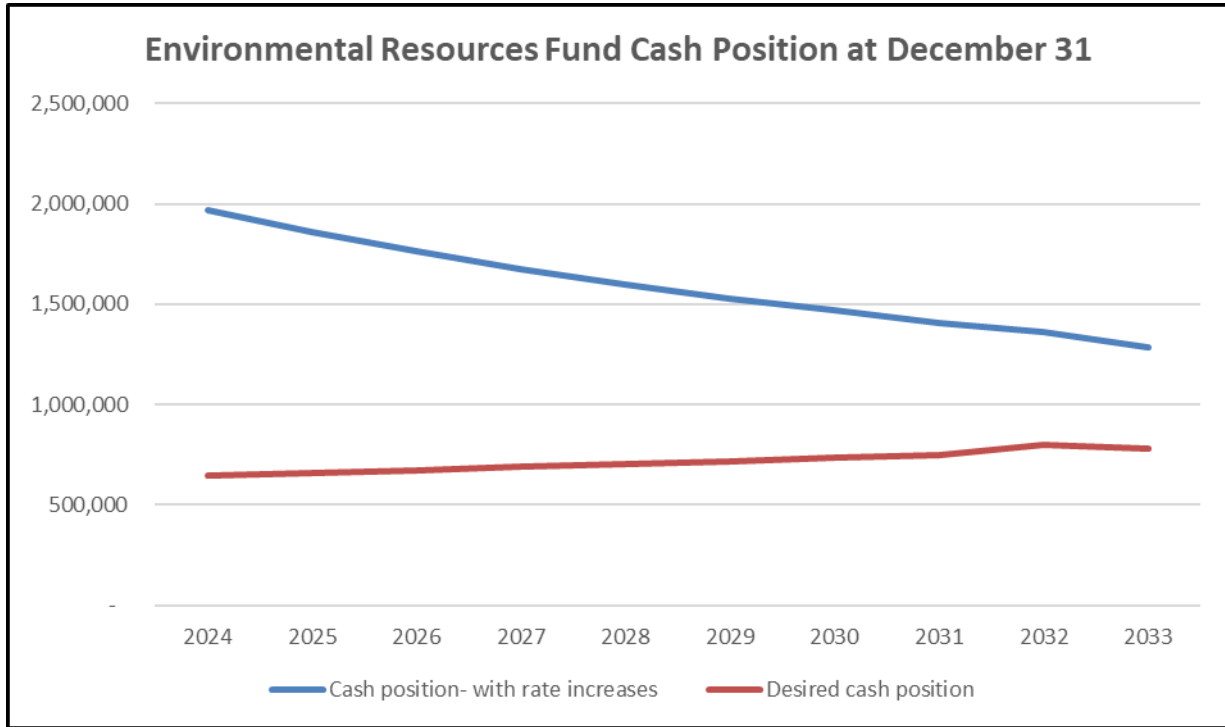




*The desired cash position for the Street Light Operating Fund includes a reserve for unscheduled capital replacement, which is our current estimate from data obtained from Xcel Energy. The timing of these replacements will be largely determined by Xcel.

ENVIRONMENTAL RESOURCES CHARTS





BUDGET AND CAPITAL IMPROVEMENT PROGRAM SCHEDULE

Nov 27	Workshop – Final 2024 Budget Review; 2023 Yearend Preview
Dec 4	Meeting – Public Budget Meeting (Truth in Taxation) / Adopt 2024 Budget & 2024 Tax Levy / Adopt 2024 Fee Schedule

COUNCIL DIRECTION

Staff is seeking direction regarding the Utility Fund budgets and utility rate adjustments.

Supporting Information

1. 2024 Utility Rate Projections

Financial Impact: \$0 **Budgeted:** No **Source:**
Envision Lakeville Community Values: Good Value for Public Services
Report Completed by: Julie Stahl, Finance Director

Table 1
Water Fund
Summary

Water Fund

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Revenues	10,498,214	9,195,997	9,702,530	10,238,222	10,268,590	9,851,816	9,499,736	9,159,333	8,918,300	8,701,131	8,487,158
Expenses	9,931,939	10,565,450	9,616,201	9,754,423	20,711,189	9,988,832	9,704,895	10,809,910	9,930,296	10,079,953	10,208,406
Revenue Over (Under) Expense	566,275	(1,369,454)	86,330	483,799	(10,442,599)	(137,016)	(205,159)	(1,650,577)	(1,011,996)	(1,378,822)	(1,721,248)

Projected Ending Cash by Purpose

For future capital and unassigned	1,273,731	167,273	154,807	(173,798)	2,339,462	4,000,278	5,662,506	6,761,186	8,097,648	9,452,214	10,799,760
For planned capital	6,946,467	8,402,104	9,048,180	11,548,381	715,968	1,117,400	772,996	827,500	978,745	770,715	570,000
For 3-months of operating cash	1,442,814	1,206,111	1,313,285	1,307,387	1,379,904	1,307,827	1,586,388	1,366,133	1,398,033	1,426,930	1,453,899
For following year debt service	1,801,957	1,797,832	1,519,331	1,374,207	1,366,906	1,271,157	1,215,206	783,301	788,040	633,551	509,862
Projected Ending Cash	11,464,968	11,573,320	12,035,602	14,056,177	5,802,240	7,696,662	9,237,096	9,738,120	11,262,466	12,283,410	13,333,521

Net Position

Ending unrestricted net position	14,515,001	14,648,898	15,137,864	17,185,390	8,958,674	10,880,589	12,448,790	12,977,860	14,530,531	15,580,084	16,659,090
As % of expense	146%	139%	157%	176%	43%	109%	128%	120%	146%	155%	163%
Target: 50% or higher											

Net Revenues as % of Debt Service

	286%	248%	356%	391%	414%	552%	541%	443%	676%	1247%	1110%
Target: 50% or higher 1.25x											

Projected Rate changes by year	n/a	3%	5%	5%	0%	-4%	-4%	-4%	-3%	-3%	-3%
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Table 7
Water Fund
Pro Forma

Lakeville

**Finance Plan
Water Fund**

	2022 Actual	2023 Estimated	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj	2031 Proj	2032 Proj	2033 Proj
Revenues												
Services charges	9,092,508	8,947,515	8,627,586	9,132,218	9,664,223	9,683,100	9,306,193	8,943,226	8,593,690	8,348,708	8,122,457	7,901,906
Sales of meters	343,890	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Penalties and other revenues	149,713	134,738	136,085	137,446	138,821	140,209	141,611	143,027	144,457	145,902	147,361	148,835
Investment income and other earnings	(607,037)	40,961	57,325	57,867	60,178	70,281	29,011	38,483	46,185	48,691	56,312	61,417
Intergovernmental revenues	387,899	-	-	-	-	-	-	-	-	-	-	-
Other revenues and special items	75,549	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Special assessments	104,752	-	-	-	-	-	-	-	-	-	-	-
Transfers in	1,116,043	-	-	-	-	-	-	-	-	-	-	-
Capital contributions	6,143,479	1,000,000	-	-	-	-	-	-	-	-	-	-
Total Revenues	16,806,796	10,498,214	9,195,997	9,702,530	10,238,222	10,268,590	9,851,816	9,499,736	9,159,333	8,918,300	8,701,131	8,487,158
Expenses												
<i>Fixed Expenses</i>												
Personnel services	1,436,842	1,367,652	1,588,572	1,636,229	1,685,316	1,735,876	1,787,952	1,841,590	1,896,838	1,953,743	2,012,355	2,072,726
Major maintenance not capitalized	1,056,297	1,221,466	1,497,500	450,000	771,000	637,500	818,600	420,000	1,420,000	420,000	427,500	420,000
Transfers out General Fund	188,452	198,523	212,772	219,155	225,730	232,502	239,477	246,661	254,061	261,683	269,533	277,619
Transfer out Debt Service Fund	521,294	519,319	523,569	522,044	248,369	250,519	248,219	251,594	250,544	249,088	252,128	249,788
Transfer out Other Funds	7,650	10,400	29,200	14,200	14,200	11,014,200	14,200	14,200	14,200	14,200	14,200	14,200
Interest and fiscal expense	155,599	355,695	301,513	253,288	207,338	168,588	133,538	97,988	62,838	39,038	25,588	13,288
Depreciation	3,587,406	3,688,855	3,715,267	3,770,570	3,797,024	3,810,734	3,828,633	3,856,568	3,875,893	3,896,580	3,921,049	3,940,317
<i>Subtotal Fixed Expenses</i>	<i>6,953,540</i>	<i>7,361,910</i>	<i>7,868,392</i>	<i>6,865,485</i>	<i>6,948,976</i>	<i>17,849,917</i>	<i>7,070,618</i>	<i>6,728,601</i>	<i>7,774,373</i>	<i>6,834,332</i>	<i>6,922,353</i>	<i>6,987,937</i>
<i>Variable Expenses</i>												
Commodities	554,632	773,522	826,758	843,293	860,159	877,362	894,909	912,808	931,064	949,685	968,679	988,052
Other charges for services/disposal of assets	1,565,419	1,796,507	1,870,300	1,907,423	1,945,287	1,983,910	2,023,304	2,063,487	2,104,473	2,146,279	2,188,921	2,232,416
<i>Subtotal Variable Expenses</i>	<i>2,120,051</i>	<i>2,570,029</i>	<i>2,697,058</i>	<i>2,750,716</i>	<i>2,805,446</i>	<i>2,861,272</i>	<i>2,918,214</i>	<i>2,976,295</i>	<i>3,035,537</i>	<i>3,095,964</i>	<i>3,157,600</i>	<i>3,220,469</i>
Total Expenses	9,073,591	9,931,939	10,565,450	9,616,201	9,754,423	20,711,189	9,988,832	9,704,895	10,809,910	9,930,296	10,079,953	10,208,406
Beginning net position	112,960,321	120,693,526	121,259,801	119,890,347	119,976,677	120,460,476	110,017,876	109,880,860	109,675,702	108,025,124	107,013,129	105,634,307
Change in Net Position	7,733,205	566,275	(1,369,454)	86,330	483,799	(10,442,599)	(137,016)	(205,159)	(1,650,577)	(1,011,996)	(1,378,822)	(1,721,248)
Ending net position	120,693,526	121,259,801	119,890,347	119,976,677	120,460,476	110,017,876	109,880,860	109,675,702	108,025,124	107,013,129	105,634,307	103,913,058

Table 8
Water Fund
Projected Year End Cash Balance

Lakeville

**Ending Cash Balance
Water Fund**

	2023 Estimate	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj	2031 Proj	2032 Proj	2033 Proj
Use of Cash											
Operations & Maintenance	5,156,855	5,771,255	4,824,444	5,253,138	5,229,547	5,519,616	5,231,309	6,345,551	5,464,532	5,592,131	5,707,719
Capital Acquisition	3,057,970	1,056,467	2,212,104	1,058,180	548,381	715,968	1,117,400	772,996	827,500	978,745	770,715
Other Interfund Transfers	208,923	241,972	233,355	239,930	11,246,702	253,677	260,861	268,261	275,883	283,733	291,819
Debt Service (includes transfers for debt)	1,777,306	1,801,957	1,797,832	1,519,331	1,374,207	1,366,906	1,271,157	1,215,206	783,301	788,040	633,551
Total Use of Cash	10,201,054	8,871,650	9,067,735	8,070,579	18,398,836	7,856,167	7,880,727	8,602,013	7,351,216	7,642,650	7,403,804
Source of Cash											
Revenues	9,498,214	9,195,997	9,702,530	10,238,222	10,268,590	9,851,816	9,499,736	9,159,333	8,918,300	8,701,131	8,487,158
Total Source of Cash	9,498,214	9,195,997	9,702,530	10,238,222	10,268,590	9,851,816	9,499,736	9,159,333	8,918,300	8,701,131	8,487,158
Net Change in Other Assets and Liabilities	(182,786)	(215,995)	(172,513)	(147,069)	(123,690)	(101,227)	(78,576)	(56,295)	(42,739)	(37,537)	(33,242)
Change in Cash Balance	(885,626)	108,352	462,282	2,020,574	(8,253,936)	1,894,422	1,540,434	501,024	1,524,346	1,020,944	1,050,111
Projected Ending Cash	11,464,968	11,573,320	12,035,602	14,056,177	5,802,240	7,696,662	9,237,096	9,738,120	11,262,466	12,283,410	13,333,521

Ending Cash by Purpose

Unassigned	1,273,731	167,273	154,807	(173,798)	2,339,462	4,000,278	5,662,506	6,761,186	8,097,648	9,452,214	10,799,760
For capital improvements WTF Expansion	5,890,000	6,190,000	7,990,000	11,000,000	-	-	-	-	-	-	-
For next year planned capital	1,056,467	2,212,104	1,058,180	548,381	715,968	1,117,400	772,996	827,500	978,745	770,715	570,000
For 3-months of operating cash	1,442,814	1,206,111	1,313,285	1,307,387	1,379,904	1,307,827	1,586,388	1,366,133	1,398,033	1,426,930	1,453,899
For following year debt service	1,801,957	1,797,832	1,519,331	1,374,207	1,366,906	1,271,157	1,215,206	783,301	788,040	633,551	509,862
Projected Ending Cash	11,464,968	11,573,320	12,035,602	14,056,177	5,802,240	7,696,662	9,237,096	9,738,120	11,262,466	12,283,410	13,333,521

Note: Cash balances include cash and investments.

Beginning Cash	12,350,594	11,464,968	11,573,320	12,035,602	14,056,177	5,802,240	7,696,662	9,237,096	9,738,120	11,262,466	12,283,410
Plus revenues	9,498,214	9,195,997	9,702,530	10,238,222	10,268,590	9,851,816	9,499,736	9,159,333	8,918,300	8,701,131	8,487,158
Plus bond proceeds	-	-	-	-	-	-	-	-	-	-	-
Less capital assets acquisition	(3,057,970)	(1,056,467)	(2,212,104)	(1,058,180)	(548,381)	(715,968)	(1,117,400)	(772,996)	(827,500)	(978,745)	(770,715)
Less principal on debt	(900,000)	(965,000)	(1,010,000)	(1,055,000)	(950,000)	(980,000)	(915,000)	(895,000)	(490,000)	(505,000)	(365,000)
Less interest and fiscal charges	(357,987)	(313,388)	(265,788)	(215,962)	(173,688)	(138,687)	(104,563)	(69,662)	(44,213)	(30,912)	(18,763)
Less operating and other costs	(5,156,855)	(5,771,255)	(4,824,444)	(5,253,138)	(5,229,547)	(5,519,616)	(5,231,309)	(6,345,551)	(5,464,532)	(5,592,131)	(5,707,719)
Plus transfers in	-	-	-	-	-	-	-	-	-	-	-
Less transfers out other	(208,923)	(241,972)	(233,355)	(239,930)	(11,246,702)	(253,677)	(260,861)	(268,261)	(275,883)	(283,733)	(291,819)
Less transfers out debt service	(519,319)	(523,569)	(522,044)	(248,369)	(250,519)	(248,219)	(251,594)	(250,544)	(249,088)	(252,128)	(249,788)
Net change in other assets	(169)	(43,775)	(45,097)	(45,547)	(46,003)	(46,463)	(46,928)	(47,397)	(47,871)	(48,350)	(48,833)
Net change in other liabilities	(182,617)	(172,220)	(127,417)	(101,522)	(77,687)	(54,764)	(31,648)	(8,898)	5,132	10,812	15,591
Total Change in Cash	(885,626)	108,352	462,282	2,020,574	(8,253,936)	1,894,422	1,540,434	501,024	1,524,346	1,020,944	1,050,111
Projected Ending Cash	11,464,968	11,573,320	12,035,602	14,056,177	5,802,240	7,696,662	9,237,096	9,738,120	11,262,466	12,283,410	13,333,521

Must be zero

Must be zero

Table 2
Sanitary Sewer Fund
Summary

Sanitary Sewer Fund

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Revenues	9,107,174	8,706,533	9,015,044	9,335,163	9,671,699	10,020,292	10,477,944	10,956,777	11,458,002	11,979,767	12,525,377
Expenses	9,717,165	10,715,842	10,815,354	11,081,939	11,597,171	12,088,254	12,391,462	12,799,965	13,253,716	14,321,032	14,349,004
Revenue Over (Under) Expense	(609,991)	(2,009,310)	(1,800,310)	(1,746,775)	(1,925,472)	(2,067,961)	(1,913,518)	(1,843,188)	(1,795,714)	(2,341,265)	(1,823,628)
Projected Ending Cash by Purpose											
For future capital and unassigned	5,226,624	5,043,306	5,067,338	5,237,548	5,157,151	4,875,511	4,759,012	4,172,136	4,030,657	3,817,409	3,948,937
For planned capital	130,217	207,104	263,943	113,381	195,968	307,400	277,996	817,832	283,745	75,715	75,000
For 3-months of operating cash	2,086,306	2,109,130	2,173,382	2,299,814	2,419,642	2,491,754	2,590,320	2,696,769	2,959,891	2,964,420	3,144,484
For following year debt service	71,750	73,500	-	-	-	-	-	-	-	-	-
Projected Ending Cash	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544	7,168,420
Net Position											
Ending unrestricted net position	6,930,589	6,843,039	6,908,603	7,048,562	7,164,399	7,060,059	7,006,415	7,059,455	6,640,580	6,217,333	6,521,647
As % of expense	71%	64%	64%	64%	62%	58%	57%	55%	50%	43%	45%
Target: 50% or higher											
Net Revenues as % of Debt Service	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Target: 1.25X											
Projected Rate changes by year	n/a	3.00%	3.00%	3.00%	3.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%

Table 10
Sanitary Sewer Fund
Pro Forma

Lakeville

**Finance Plan
Sanitary Sewer Fund**

	2021 Actual	2022 Actual	2023 Estimated	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj	2031 Proj	2032 Proj	2033 Proj
Revenues													
Services charges	8,213,601	8,635,691	8,043,908	8,635,692	8,944,613	9,264,374	9,600,179	9,948,162	10,406,304	10,885,375	11,386,303	11,910,129	12,457,823
Investment income and other earnings	(48,435)	(383,408)	30,000	37,574	37,165	37,523	38,254	38,864	38,373	38,137	38,434	36,371	34,288
Intergovernmental revenues	1,280	183,005	-	-	-	-	-	-	-	-	-	-	-
Other revenues and special items	103,335	(285)	-	-	-	-	-	-	-	-	-	-	-
Transfers in	52,279	31,700	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266
Capital contributions	7,952,106	6,301,966	1,000,000	-	-	-	-	-	-	-	-	-	-
Total Revenues	16,274,166	14,768,669	9,107,174	8,706,533	9,015,044	9,335,163	9,671,699	10,020,292	10,477,944	10,956,777	11,458,002	11,979,767	12,525,377
Expenses													
<i>Fixed Expenses</i>													
Personnel services	767,975	820,093	844,676	946,335	974,725	1,003,967	1,034,086	1,065,108	1,097,062	1,129,973	1,163,873	1,198,789	1,234,753
Personal services / FTE changes	-	-	-	-	-	-	-	-	-	-	-	-	-
Major maintenance not capitalized	546,523	834,831	950,508	1,445,000	1,185,000	1,068,250	1,175,000	1,230,250	1,075,000	1,005,000	945,000	1,482,500	955,000
Transfers out General Fund	187,918	195,821	200,367	209,591	215,879	222,355	229,026	235,897	242,973	250,263	257,770	265,504	273,469
Transfer out Debt Service Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer out Other Funds	7,400	189,160	10,100	14,200	14,200	14,200	14,200	14,200	14,200	14,200	14,200	14,200	14,200
Interest and fiscal expense	(6,326)	2,922	10,000	6,750	1,750	-	-	-	-	-	-	-	-
Depreciation	1,939,680	2,111,824	2,136,824	2,140,079	2,145,257	2,151,856	2,154,690	2,159,589	2,167,274	2,174,224	2,194,670	2,201,764	2,203,656
<i>Subtotal Fixed Expenses</i>	<i>3,443,170</i>	<i>4,154,651</i>	<i>4,152,475</i>	<i>4,761,955</i>	<i>4,536,811</i>	<i>4,460,627</i>	<i>4,607,002</i>	<i>4,705,044</i>	<i>4,596,509</i>	<i>4,573,660</i>	<i>4,575,513</i>	<i>5,162,756</i>	<i>4,681,078</i>
<i>Variable Expenses</i>													
Commodities	68,351	62,645	87,162	95,020	96,920	98,859	100,836	102,853	104,910	107,008	109,148	111,331	113,558
Other charges for services/disposal of assets	369,391	337,865	411,288	477,117	486,457	495,985	505,702	515,615	525,725	536,038	546,556	557,286	568,230
MCES disposal charge	4,426,993	4,884,557	5,066,240	5,381,750	5,695,166	6,026,468	6,383,631	6,764,742	7,164,318	7,583,260	8,022,498	8,489,659	8,986,140
Bond issuance cost	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Subtotal Variable Expenses</i>	<i>4,864,735</i>	<i>5,285,067</i>	<i>5,564,690</i>	<i>5,953,887</i>	<i>6,278,544</i>	<i>6,621,312</i>	<i>6,990,169</i>	<i>7,383,209</i>	<i>7,794,953</i>	<i>8,226,305</i>	<i>8,678,203</i>	<i>9,158,276</i>	<i>9,667,927</i>
Total Expenses	8,307,905	9,439,718	9,717,165	10,715,842	10,815,354	11,081,939	11,597,171	12,088,254	12,391,462	12,799,965	13,253,716	14,321,032	14,349,004
Beginning net position	58,030,650	65,996,911	71,325,862	70,715,871	68,706,561	66,906,251	65,159,476	63,234,004	61,166,042	59,252,524	57,409,336	55,613,622	53,272,357
Change in Net Position	7,966,261	5,328,951	(609,991)	(2,009,310)	(1,800,310)	(1,746,775)	(1,925,472)	(2,067,961)	(1,913,518)	(1,843,188)	(1,795,714)	(2,341,265)	(1,823,628)
Ending net position	65,996,911	71,325,862	70,715,871	68,706,561	66,906,251	65,159,476	63,234,004	61,166,042	59,252,524	57,409,336	55,613,622	53,272,357	51,448,730

0.521370173

Table 11
Sanitary Sewer Fund
Projected Ending Cash Balance

Lakeville

**Ending Cash Balance
Sanitary Sewer Fund**

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	Estimate	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
Use of Cash											
Operations & Maintenance	7,359,874	8,345,222	8,436,519	8,693,528	9,199,255	9,678,568	9,967,014	10,361,279	10,787,075	11,839,564	11,857,679
Capital Acquisition	-	130,217	207,104	263,943	113,381	195,968	307,400	277,996	817,832	283,745	75,715
Interfund Transfers	210,467	223,791	230,079	236,555	243,226	250,097	257,173	264,463	271,970	279,704	287,669
Debt Service	75,000	71,750	73,500	-	-	-	-	-	-	-	-
Total Use of Cash	7,645,341	8,770,980	8,947,201	9,194,026	9,555,861	10,124,632	10,531,588	10,903,737	11,876,878	12,403,014	12,221,063
Source of Cash											
Revenues	8,073,908	8,673,267	8,981,778	9,301,897	9,638,433	9,987,026	10,444,678	10,923,511	11,424,736	11,946,501	12,492,111
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfer	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266
Total Source of Cash	8,107,174	8,706,533	9,015,044	9,335,163	9,671,699	10,020,292	10,477,944	10,956,777	11,458,002	11,979,767	12,525,377
Net Change in Other Assets and Liabilities	15,532	(17,410)	3,781	4,942	6,182	6,244	6,306	6,369	6,433	6,497	6,562
Change in Cash Balance	477,365	(81,857)	71,624	146,079	122,019	(98,096)	(47,338)	59,409	(412,443)	(416,749)	310,876
Beginning Cash Balance	7,037,531	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544
Projected Ending Cash	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544	7,168,420

Ending Cash by Purpose											
Unassigned	5,226,624	5,043,306	5,067,338	5,237,548	5,157,151	4,875,511	4,759,012	4,172,136	4,030,657	3,817,409	3,948,937
For next year planned capital	130,217	207,104	263,943	113,381	195,968	307,400	277,996	817,832	283,745	75,715	75,000
For 3-months of operating cash	2,086,306	2,109,130	2,173,382	2,299,814	2,419,642	2,491,754	2,590,320	2,696,769	2,959,891	2,964,420	3,144,484
For following year debt service	71,750	73,500	-	-	-	-	-	-	-	-	-
Projected Ending Cash	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544	7,168,420

Note: Cash balances include cash and investments.

Beginning Cash	7,037,531	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544
Plus revenues	8,073,908	8,673,267	8,981,778	9,301,897	9,638,433	9,987,026	10,444,678	10,923,511	11,424,736	11,946,501	12,492,111
Plus bond proceeds	-	-	-	-	-	-	-	-	-	-	-
Less capital assets acquisition and COI	-	(130,217)	(207,104)	(263,943)	(113,381)	(195,968)	(307,400)	(277,996)	(817,832)	(283,745)	(75,715)
Less principal on debt	(65,000)	(65,000)	(70,000)	-	-	-	-	-	-	-	-
Less interest and fiscal charges	(10,000)	(6,750)	(3,500)	-	-	-	-	-	-	-	-
Less operating and other costs	(7,359,874)	(8,345,222)	(8,436,519)	(8,693,528)	(9,199,255)	(9,678,568)	(9,967,014)	(10,361,279)	(10,787,075)	(11,839,564)	(11,857,679)
Plus transfers in	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266	33,266
Less transfers out other	(210,467)	(223,791)	(230,079)	(236,555)	(243,226)	(250,097)	(257,173)	(264,463)	(271,970)	(279,704)	(287,669)
Less transfer out debt service	-	-	-	-	-	-	-	-	-	-	-
Net change in other assets	-	(307)	-	-	-	-	-	-	-	-	-
Net change in other liabilities	15,532	(17,103)	3,781	4,942	6,182	6,244	6,306	6,369	6,433	6,497	6,562
Total Change in Cash	477,365	(81,857)	71,624	146,079	122,019	(98,096)	(47,338)	59,409	(412,443)	(416,749)	310,876
Projected Ending Cash	7,514,896	7,433,039	7,504,663	7,650,742	7,772,761	7,674,665	7,627,327	7,686,736	7,274,294	6,857,544	7,168,420

Must be zero

Must be zero

Street Light Summary
Street Light Fund
Revised 9.29.23

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ending Cash by Purpose										
Unassigned (target \$100,000)	59,423	194,805	83,362	118,864	31,045	73,037	183,798	313,866	387,417	300,487
For 3-months of operating cash	257,080	267,292	275,311	283,570	292,077	300,840	309,865	319,161	328,736	338,598
For following year debt service	47,708	50,208	50,000	50,000	-	-	-	-	-	-
Reserve for unscheduled capital replacement (Xcel)	590,700	633,660	798,340	891,420	1,127,700	1,270,900	1,321,020	1,335,340	1,403,360	1,643,220
For next year planned capital	75,000	-	22,875	-	8,750	-	-	-	-	-
Ending Cash by Purpose	1,029,911	1,145,965	1,229,888	1,343,855	1,459,573	1,644,776	1,814,683	1,968,367	2,119,512	2,282,305
Unrestricted Net Assets										
Unrestricted Net Assets	945,456	1,106,510	1,235,433	1,399,400	1,565,118	1,750,321	1,920,228	2,073,914	2,225,061	2,387,856
Subsequent Year's Operating Expense*	1,028,321	1,069,169	1,101,244	1,134,281	1,168,310	1,203,359	1,239,460	1,276,643	1,314,943	1,354,391
Unrestricted Net Assets as % of Expense	92%	103%	112%	123%	134%	145%	155%	162%	169%	176%
Revenues	1,189,959	1,194,563	1,223,674	1,265,419	1,308,749	1,353,513	1,373,266	1,393,146	1,427,790	1,477,737
Expenditures	1,148,955	1,028,321	1,092,044	1,101,244	1,143,031	1,168,310	1,203,359	1,239,460	1,276,643	1,314,943
Cash	1,029,911	1,145,965	1,229,888	1,343,855	1,459,573	1,644,776	1,814,683	1,968,367	2,119,512	2,282,305
Net Revenue for Debt Coverage	41,004	166,242	131,630	164,175	165,718	185,204	169,907	153,686	151,147	162,795
Total Street Light Fund Debt Service	50,188	47,708	50,208	50,000	-	-	-	-	-	-
Debt Service Coverage Ratio	0.82	3.48	2.62	N/A	3.31	N/A	N/A	N/A	N/A	N/A
Rate increase	0%	0%	2%	3%	3%	3%	1%	1%	1%	1%
Change in Net Position	33,512	161,054	128,922	163,967	165,718	185,204	169,907	153,686	151,147	162,795

Targets	
Minimum Unassigned Cash Balance	100,000
Unrestricted Net Assets as % of Expense	50%
Debt Service Coverage	1.25
No New Debt After	n/a

*Excludes major maintenance estimates

STREET LIGHT OPERATING FUND

Statement of Revenue, Expense and Changes in Net Position

	2022 ACTUAL	2023 ESTIMATED BUDGET	2024 ESTIMATED BUDGET	2025 ESTIMATED BUDGET	2026 ESTIMATED BUDGET	2027 ESTIMATED BUDGET	2028 ESTIMATED BUDGET	2029 ESTIMATED BUDGET	2030 ESTIMATED BUDGET	2031 ESTIMATED BUDGET	2032 ESTIMATED BUDGET	2033 ESTIMATED BUDGET
PROPOSED QUARTERLY RATE:	10.12	10.12	10.12	10.12	10.32	10.63	10.95	11.28	11.39	11.50	11.62	11.74
Revenues												
Street light fees	1,215,777	1,182,892	1,187,354	1,215,652	1,256,810	1,299,342	1,343,296	1,361,752	1,380,443	1,414,012	1,462,901	1,527,561
Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Service charge	-	-	-	-	-	-	-	-	-	-	-	-
Other	164	7,067	7,209	8,022	8,609	9,407	10,217	11,513	12,703	13,779	14,837	15,976
Total Revenues	<u>1,215,941</u>	<u>1,189,959</u>	<u>1,194,563</u>	<u>1,223,674</u>	<u>1,265,419</u>	<u>1,308,749</u>	<u>1,353,513</u>	<u>1,373,266</u>	<u>1,393,146</u>	<u>1,427,790</u>	<u>1,477,737</u>	<u>1,543,537</u>
Expenses												
Personnel services	23,541	25,025	23,059	23,751	24,463	25,197	25,953	26,732	27,534	28,360	29,210	30,087
Commodities	268	25	23	24	24	25	26	27	27	28	29	30
Contractual services	943,739	975,409	999,813	1,039,806	1,071,000	1,103,130	1,136,224	1,170,310	1,205,420	1,241,582	1,278,830	1,317,195
Major maintenance projects	<u>195,864</u>	<u>143,011</u>	<u>-</u>	<u>22,875</u>	<u>-</u>	<u>8,750</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses	<u>1,163,412</u>	<u>1,143,470</u>	<u>1,022,895</u>	<u>1,086,455</u>	<u>1,095,487</u>	<u>1,137,102</u>	<u>1,162,203</u>	<u>1,197,069</u>	<u>1,232,981</u>	<u>1,269,970</u>	<u>1,308,069</u>	<u>1,347,311</u>
Net Operating Income (loss)	<u>52,529</u>	<u>46,489</u>	<u>171,668</u>	<u>137,219</u>	<u>169,931</u>	<u>171,647</u>	<u>191,311</u>	<u>176,197</u>	<u>160,165</u>	<u>157,820</u>	<u>169,668</u>	<u>196,225</u>
Other Receipts (Disbursements)												
Transfers from/(to) General Fund	(5,917)	(5,485)	(5,426)	(5,589)	(5,756)	(5,929)	(6,107)	(6,290)	(6,479)	(6,673)	(6,873)	(7,080)
Transfers from/(to) Other funds												
Bond Proceeds/premium amortization	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service Payments-Interest	(69,481)	(7,492)	(5,188)	(2,708)	(208)	-	-	-	-	-	-	-
Capital outlay acquisitions	-	-	-	-	-	-	-	-	-	-	-	-
Net Other	<u>(75,398)</u>	<u>(12,977)</u>	<u>(10,614)</u>	<u>(8,297)</u>	<u>(5,964)</u>	<u>(5,929)</u>	<u>(6,107)</u>	<u>(6,290)</u>	<u>(6,479)</u>	<u>(6,673)</u>	<u>(6,873)</u>	<u>(7,080)</u>
Net Increase (Decrease)	(22,869)	33,512	161,054	128,922	163,967	165,718	185,204	169,907	153,686	151,147	162,795	189,146
Net Assets, January 1	<u>934,814</u>	<u>911,945</u>	<u>945,456</u>	<u>1,106,510</u>	<u>1,235,433</u>	<u>1,399,400</u>	<u>1,565,118</u>	<u>1,750,321</u>	<u>1,920,228</u>	<u>2,073,914</u>	<u>2,225,061</u>	<u>2,387,856</u>
Net assets, December 31	<u>911,945</u>	<u>945,456</u>	<u>1,106,510</u>	<u>1,235,433</u>	<u>1,399,400</u>	<u>1,565,118</u>	<u>1,750,321</u>	<u>1,920,228</u>	<u>2,073,914</u>	<u>2,225,061</u>	<u>2,387,856</u>	<u>2,577,002</u>
	-	-	-	-	-	-	-	-	-	-	-	-

Environmental Resources Summary of Financial Targets- 10-yr projections
Environmental Resources Fund
Revised 9.22.23

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Ending Cash by Purpose											
Unassigned (target \$100,000)	1,678,367	1,417,387	1,298,348	1,190,231	1,086,890	995,311	909,305	833,976	759,025	661,337	607,972
For 3-months of operating cash	772,505	548,766	561,725	575,002	588,606	602,544	616,826	633,511	648,507	663,875	679,623
For following year debt service	-	-	-	-	-	-	-	-	-	-	-
For next year planned capital	31,898	-	-	-	-	-	-	-	-	36,596	-
Ending Cash by Purpose	2,482,770	1,966,153	1,860,073	1,765,233	1,675,496	1,597,855	1,526,131	1,467,486	1,407,532	1,361,808	1,287,595
Unrestricted Net Assets											
Unrestricted Net Assets	2,456,808	1,944,025	1,845,612	1,755,070	1,672,746	1,598,961	1,534,078	1,478,435	1,424,210	1,379,919	1,309,363
Subsequent Year's Operating Expense*	3,090,020	2,195,064	2,246,900	2,300,008	2,354,422	2,410,176	2,467,304	2,534,042	2,594,028	2,655,499	2,718,493
Unrestricted Net Assets as % of Expense	80%	89%	82%	76%	71%	66%	62%	58%	55%	52%	48%
Revenues (A)	3,670,583	2,560,182	2,047,389	2,106,238	2,166,710	2,228,815	2,292,626	2,358,153	2,425,475	2,494,564	2,565,541
Expenditures (B)	3,156,635	3,090,020	2,195,064	2,246,900	2,300,008	2,354,422	2,410,176	2,467,304	2,534,042	2,594,028	2,655,499
Cash	2,482,770	1,966,153	1,860,073	1,765,233	1,675,496	1,597,855	1,526,131	1,467,486	1,407,532	1,361,808	1,287,595
Net Revenue for Debt Coverage (A-B)	513,948	(529,838)	(147,675)	(140,662)	(133,298)	(125,607)	(117,550)	(109,151)	(108,567)	(99,464)	(89,958)
Total Env Resources Fund Debt Service	-	-	-	-	-	-	-	-	-	-	-
Debt Service Coverage Ratio	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rate increase*	-17.3%	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Change in Net Position	507,148	(519,438)	(137,413)	(130,542)	(123,324)	(115,785)	(107,883)	(99,643)	(99,225)	(90,292)	(80,960)

Targets	
Minimum Unassigned Cash Balance	100,000
Unrestricted Net Assets as % of Expense	50%
Debt Service Coverage	1.25
No New Debt After 20XX	n/a

* 2023 decrease is due to moving Forestry activities to the General Fund, and implementing a corresponding rate decrease effective 1/1/2023

ENVIRONMENTAL RESOURCES OPERATING FUND

Statement of Revenue, Expense and Changes in Net Position

10-year Forecast

	2021 ACTUAL	2022 ACTUAL	2023 ESTIMATED BUDGET	2024 ESTIMATED BUDGET	2025 ESTIMATED BUDGET	2026 ESTIMATED BUDGET	2027 ESTIMATED BUDGET	2028 ESTIMATED BUDGET	2029 ESTIMATED BUDGET	2030 ESTIMATED BUDGET	2031 ESTIMATED BUDGET	2032 ESTIMATED BUDGET
Revenues												
Environmental Resources Fees	2,118,919	2,196,785	1,870,248	1,892,457	1,949,942	2,008,949	2,069,516	2,131,682	2,195,486	2,260,969	2,328,173	2,397,140
Other fees/misc	-	159,823	32,523	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
Revenues from development contracts- MS4 ins	-	35,147	26,993	19,251	19,616	19,988	20,368	20,755	21,150	21,553	21,965	22,386
Grants/donations	484,994	215,900	1,728,216	609,346	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Investment income	(13,553)	(141,938)	12,603	16,128	9,831	9,300	8,826	8,377	7,989	7,631	7,337	7,038
Total Revenues	2,590,360	2,465,717	3,670,583	2,560,182	2,047,389	2,106,238	2,166,710	2,228,815	2,292,626	2,358,153	2,425,475	2,494,564
Expenses												
Personnel services	548,316	664,320	520,373	556,277	572,965	590,154	607,859	626,095	644,878	664,224	684,151	704,675
Commodities	12,431	45,933	41,642	57,100	58,242	59,407	60,595	61,807	63,043	64,304	65,590	66,902
Contractual services	1,104,717	872,847	1,944,028	1,906,228	1,944,353	1,983,240	2,022,904	2,063,362	2,104,630	2,146,722	2,189,657	2,233,450
Contractual services- projection adjustment	-	-	-	-	(739,500)	(754,290)	(769,376)	(784,763)	(800,459)	(816,468)	(832,797)	(849,453)
Depreciation Expense	33,192	37,352	33,695	38,552	39,000	40,000	41,000	42,000	43,000	44,000	45,000	46,000
Total Expenses	1,698,656	1,620,452	2,539,738	2,558,157	1,875,060	1,918,511	1,962,982	2,008,501	2,055,092	2,102,782	2,151,600	2,201,574
Net Operating Income (loss)	891,704	845,265	1,130,845	2,025	172,329	187,727	203,728	220,314	237,534	255,371	273,875	292,990
Other Receipts (Disbursements)												
Transfers (to) General Fund	(202,946)	(201,667)	(543,395)	(238,097)	(245,240)	(252,597)	(260,175)	(267,980)	(276,020)	(284,300)	(292,829)	(301,614)
Transfers from General Fund (EAB)	200,000	200,000	-	-	-	-	-	-	-	-	-	-
Transfer to Building Fund	-	-	-	(220,000)	-	-	-	-	-	-	-	-
Transfer to Equipment Fund	(31,000)	(31,000)	(40,500)	(40,500)	(40,500)	(40,500)	(40,500)	(40,500)	(40,500)	(40,500)	(48,700)	(48,700)
Transfer to Storm Sewer Trunk fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to CPF- Technology Fund	(4,100)	(4,500)	(6,800)	(4,600)	(4,738)	(4,880)	(5,027)	(5,177)	(5,333)	(5,493)	(5,657)	(5,827)
Transfer to Sanitary Sewer Operating	(52,279)	(31,700)	(33,002)	(33,266)	(34,264)	(35,292)	(36,351)	(37,441)	(38,564)	(39,721)	(40,913)	(42,140)
Transfer from Storm sewer trunk fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Water Operating fund	3,000	-	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Transfer from Liquor Fund	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of assets- gain (loss)	-	-	-	-	-	-	-	-	-	-	-	-
Capital outlay acquisitions	-	-	-	-	-	-	-	-	-	-	-	-
Net Other	(87,325)	(68,867)	(623,697)	(521,463)	(309,742)	(318,269)	(327,052)	(336,099)	(345,417)	(355,014)	(373,100)	(383,282)
Net Increase (Decrease) in net assets	804,379	776,398	507,148	(519,438)	(137,413)	(130,542)	(123,324)	(115,785)	(107,883)	(99,643)	(99,225)	(90,292)
Net position, January 1	1,722,913	2,527,292	2,527,292	3,034,440	2,515,003	2,377,590	2,247,048	2,123,724	2,007,939	1,900,056	1,800,413	1,701,188
Net position, December 31	2,527,292	3,303,690	3,034,440	2,515,003	2,377,590	2,247,048	2,123,724	2,007,939	1,900,056	1,800,413	1,701,188	1,610,897



Date: 10/23/2023

2024 Proposed Fee Schedule

Proposed Action

No formal action required.

Overview

Introduction

The purpose of this agenda item is to discuss the proposed changes to the City of Lakeville 2024 Fee Schedule.

Summary

Annually staff reviews the fee schedule as part of the budget process and makes recommendations to the City Council for changes or additions as needed. The goal of fee changes is to recover our best estimate of costs incurred by the City in providing services. The Council is required to announce the time and place of the council meeting at which the 2024 official fee schedule would be discussed, and which would allow for stakeholder input. A public hearing as required by State Statute 462.353 is being held on December 4, 2023. The requirements to adopt a fee schedule set out in Minnesota Statute 462.353 subd. 4 will be met at the December 4, 2023 Council meeting.

The public hearing will allow citizens and other interested parties to voice their opinions regarding the fees and charges. The input received from the October 23rd work session and public hearing on December 4th will be incorporated into the 2024 Official Fee Schedule.

Conclusion

The 2024 Official Fee Schedule will be incorporated into the City Code with an effective date of January 1, 2024 unless noted otherwise. New fees, including fees that have historically been charged but haven't been reflected on the fee schedule, and proposed changes are indicated in the table on the following pages alongside their present amount. Please see the description of the changes below.

Attachment:

1. Proposed Fee Schedule Changes

Explanations of Fee Changes

1. The residential, commercial, and industrial park dedication fees are proposed to increase by 1.0% as of January 1, 2024, to coincide with the increase in estimated market value of unplatted land.
2. Added fee for asbuilt updates. This fee is built into development contracts as a 0.5% security, but will be billed to the developer based on actual consultant cost or hourly city personnel cost.
3. Revised the staff hourly fees to reflect estimates for 2024 cost of living adjustments. Consistent with prior years, the rates are calculated using 2.5 times payroll costs (to account for benefit and other indirect costs).
4. Added Online Permit Application Fee, which is a \$3/permit fee that will be charged by BS&A once we implement their permit software later in 2024. This is separate from any credit card fees that will apply when using a credit card to make payments.
5. Increased the special assessment fee for delinquent fees that are certified to property taxes, to cover actual costs incurred by staff. This applies to special assessments for delinquent city code violations, false alarm charges, diseased tree removals, and utility bills. Added a separate fee to recover the \$6 Dakota County Special Assessment Maintenance cost that is billed to the City by the County for each special assessment.
6. Revised the licensing fee for the sale of tetrahydrocannabinol (THC) products. The State implemented a cap of \$150 for the licensing fee cities can charge.
7. Added separate park shelter fees for Antlers Park, where a new shelter is currently under construction. Shelter A is substantially bigger than B and C, so the fee for shelter A is higher. Added separate fees for the new Ed Mako Environmental Learning Center (ELC).
8. Removed windows permit fees. The City does not issue permits for the same size replacement, and if a different size is needed they receive a general building permit.
9. Added an annexation application fee, as requests have been increasing and no fee currently exists. The fee is intended to recover the cost of staff time spent on such requests.
10. Increase zoning permit fee from \$30 to \$50 to cover the costs of staff time spent by the Planning & Zoning Specialist and Administrative Assistants in preparing the permit.
11. Revised the staff hourly fees to reflect estimates for 2024 cost of living adjustments. Consistent with prior years, the rates are calculated using 2.5 times payroll costs (to account for benefit and other indirect costs).
12. Adjusted the public safety vehicle fees for FEMA Emergency Incident Charges to match the most recent FEMA schedule (fee only used for FEMA-designated emergencies).
13. Increased the Fire department contract services rate from \$50/hour to \$52/hour to account for increases in payroll costs. Also increased vehicle charges for gas line encroachment and extinguish illegal burning by 4%.
14. Increased the Public Safety Staff Services fees (Police Officers, Community Service Officers, Fire Chief, Assistant Fire Chief, Fire District Chief and Fire inspection services fees) for estimated 2024 cost of living adjustments, the goal being to ensure City costs are recovered for when these services are billed.

15. Revised the staff hourly fees to reflect estimates for 2024 cost of living adjustments. Consistent with prior years, the rates are generally calculated using 2.5 times payroll costs (to account for benefit and other indirect costs).
16. Adjusted various equipment use fees and equipment descriptions to match the most recent FEMA schedule. Note that the Vactor and Sewer Camera Truck charges previously included labor cost, but the rates decreased for 2024 because we adjusted to the FEMA schedule rate that excludes labor to be consistent with the rest of the vehicle fees.
17. Adjusted the fee for valve replacement from \$41/valve to \$43/valve to account for changes in both staff and valve costs.
18. Removed the 5/8" water meter size distinction from the fee verbiage, as we would issue a credit for any size water meter less than three years old that is exchanged for a larger water meter.
19. Sewer rates are proposed to increase in order to cover infrastructure improvements to lift stations in the 2024-2028 Capital Improvement Plan, as well as a 6.23% increase in the MCES charges, which are not controllable by the City. The recommended increase is a \$.30 per quarter for the basic sewer charge and \$.16 per thousand gallons of discharge. For the average residence using 15,000 gallons, the increase in the quarterly bill will be \$2.72. More detail is provided in the October 23 Utility Budget/Rate memo.
20. Water rates are proposed to increase to cover infrastructure improvements as proposed in the 2024-2027 Capital Improvement Plan, as well as cost increases for normal operating expenses. The recommended increase is \$0.30 per quarter for the basic water charge and \$0.04 per thousand gallons of consumption (tier 1), \$0.04 per thousand gallons of consumption (tier 2), \$0.08 per thousand gallons of consumption (tier 3), \$0.15 per thousand gallons of consumption (tier 4), and \$0.17 per thousand gallons of consumption (irrigation sprinkler accounts). For the average residence using 15,000 gallons of water, the increase in the quarterly bill will be \$2.25. More detail is provided in the October 23 Utility Budget/Rate memo.
21. Increased the account set up fee for bulk water accounts. The fee has been \$10 for a number of years, but needs to be \$25 to cover average costs of setting up the water card and related account management (billing, tracking, etc). Also adjusted the usage charge on bulk water accounts to increase by 3%, consistent with the Residential/Commercial/Industrial/Institutional water usage rate increase.
22. Increased the fee for third and subsequent out of cycle meter reads, and the special meter read for tenant/owner changes to be \$67/visit, consistent with the utility service call fees (during normal business hours).
23. Increased the water meter testing fees to ensure we are recovering costs incurred on water meter testing.
24. The water service call fees are proposed to be increased from \$65/visit to \$67/visit for calls during normal business hours and from \$143/visit to \$151/visit for service calls after normal business hours. The purpose of these increases is to better reflect the actual costs incurred by the City in performing the service calls. These fees are charged for water disconnection, water reconnection, other service calls, and for meter reading of customers who have opted out of the radio-read type meters (meter must be read manually).

25. Increased fees for mini manhole cover installation to ensure we are recovering costs incurred in providing these services (increase due to increase in staff costs).

Supporting Information

1. 2023-10-23 2024 Fee Schedule changes- Attachment 1

Financial Impact: \$0 Budgeted: No Source: Envision Lakeville Community Values: Good Value for Public Services Report Completed by: Julie Stahl, Finance Director

2024 PROPOSED FEE SCHEDULE CHANGES*

City of Lakeville

*This schedule only includes the proposed changes/additions to fees, and is not the full fee schedule.

ITEM/ACTIVITY		2023 Fee	Proposed 2024 Fee
Connection Charges and Development Fees			
1 Park Dedication Fee			
Residential (High-Density)		\$2,982 per dwelling unit	\$3,012 per dwelling unit
Residential (Medium-Density)		\$3,890 per dwelling unit	\$3,929 per dwelling unit
Residential (Low-Density)		\$5,717 per dwelling unit	\$5,774 per dwelling unit
Commercial		\$9,290 per acre	\$9,383 per acre
Industrial		\$5,504 per acre	\$5,559 per acre
Engineering Charges			
Developer Installed Public Improvements			
2 Asbuilt update fee- Services performed by City's consultants will be based on consultant's hourly fee.		n/a- new fee in 2024.	Services performed by consultants will be based on consultant's hourly rate. Services performed by City personnel will be hourly and billed at 2.5 times staff hourly rate.
City Installed Public Improvements (non-development)			
Asbuilt update fee- Services performed by City's consultants will be based on consultant's hourly fee.		n/a- new fee in 2024.	Services performed by consultants will be based on consultant's hourly rate. Services performed by City personnel will be hourly and billed at 2.5 times staff hourly rate.
3 Engineering and Construction Services Staff Services			
(Hourly fees are associated with staff time on City/County capital improvement projects, City and Developer-Installed Public Improvement Projects and planning applications (preliminary and final plat engineering review excluded). Fees may be billed based on the titles below or any changes to the position titles during the year.			
City Engineer		\$185.00	\$190.00
Assistant City Engineer		\$165.00	\$170.00
Senior Project Engineer		\$155.00	\$160.00
Project Engineer		\$138.00	\$142.00
Civil Engineer		\$116.00	\$120.00
Graduate Engineer		\$103.00	\$107.00
GIS Manager		\$130.00	\$134.00
GIS Analyst		\$103.00	\$107.00
Environmental Resources Manager		\$138.00	\$142.00
Environmental Resources Specialist		\$110.00	\$113.00
Environmental Resources Technician		\$98.00	\$101.00
City Forester		\$130.00	\$134.00
Forester Technician		\$87.00	\$90.00
Administrative Assistant		\$87.00	\$90.00
Public Works Coordinator		\$165.00	\$170.00
Construction Services Superintendent		\$155.00	\$160.00
Senior Construction Representative		\$116.00	\$120.00
Construction Representative		\$103.00	\$107.00
General Government services			
Other general government fees			
4 Online Permit Application Fee (fee charged by software provider, to be effective when new system is implemented during 2024)		n/a- added in 2024	\$3.00/permit
5 City Code Violations - Special Assessment Fee		\$35.00/lot plus 18% interest per year	\$50.00/lot plus 18% interest per year
Delinquent false alarm charges- Special Assessment Fee		\$35.00/property plus 18% interest per year	\$50.00/property plus 18% interest per year
Diseased Tree Removal- Special Assessment Fee		\$35.00/property plus interest per year per policy	\$50.00/property plus interest per year per policy
Dakota County Special Assessment Maintenance Fee		n/a- added in 2024	\$6.00/property
OTHER UTILITY FEES			
Other			
Annual certification administration charge		\$35.00 plus 18% interest per year	\$50.00 plus 18% interest per year

Licenses			
Other license fees			
6	THC Licenses	\$300.00	\$150.00
ITEM/ACTIVITY		2023 Fee	Proposed 2024 Fee
7	Parks & Recreation- Shelter/Buildings		
Outdoor Park Shelter Rental Fees			
*Rates include tax			
Antlers Park Pavilion Rental Fees			
Resident		n/a added separate fee in 2024	\$100/hr, Mon-Thu \$125/hr, Fri-Sun 2 hour minimum \$200 refundable deposit
Non-Resident		n/a added separate fee in 2024	\$120/hr, Mon-Thu \$145/hr, Fri-Sun 2 hour minimum \$200 refundable deposit
Antlers Park Shelter A Rental Fees			
Resident			
Half Day		n/a added separate fee in 2024	\$120.00
Full Day			\$150.00
Non-Resident			
Half Day		n/a added separate fee in 2024	\$140.00
Full Day			\$200.00
Antlers Park Shelters B & C Rental Fees			
Resident			
Half Day		n/a added separate fee in 2024	\$90.00
Full Day			\$120.00
Non-Resident			
Half Day		n/a added separate fee in 2024	\$110.00
Full Day			\$170.00
Ed Mako ELC Rental Fees			
Resident		n/a added separate fee in 2024	\$25/hr, 2 hour minimum \$200 refundable deposit
Non-Resident			\$35/hr, 2 hour minimum \$200 refundable deposit
Lakeville Non-Profit (including Scout Troops)			\$15/hr, 2 hour minimum \$200 refundable deposit
Permits			
* Stated permit fees do not include the surcharge imposed on such permits by the State of Minnesota.			
8	Windows—Comprehensive or Egress (Adopted by Ordinance)—		
Residential		\$50.00	\$50.00
Commercial		\$150.00	\$150.00
Planning & Zoning			
Other planning and zoning fees			
• The escrow fee included with certain items below is for purposes of legal notices, planning, engineering and legal services provided by staff and/or consultants.			
9	Annexation Application Fee	N/A- new fee in 2024	\$500 plus \$2,000 escrow
Zoning Permit (Adopted by Ordinance)			
10	All zoning permits	\$30.00	\$50.00
11	Planning and Zoning Staff Services (hourly fees)		
Planning & Zoning Specialist		\$98.00	\$101.00
Associate Planner		\$130.00	\$134.00
Planning Director		\$208.00	\$214.00
Public Safety			
12	FEMA Emergency Incident Charges (1 hour minimum, excludes personnel cost)		
Aerial Truck		\$178.00/hr	\$220.00/hr
Engine Company & Rescue Squad		\$142.00/hr	\$173.00/hr
Tanker Truck		\$120.00/hr	\$128.00/hr
Grass rigs		\$126.50/hr.	\$157.00/hr.
Officer, Vehicle & Utility Truck		\$20.00/hr.	\$98.00/hr.
13	Response fees/fire		
Gas line encroachment (vehicle charge only; staff costs to be separately added)		\$140.00/hr	\$146.00/hr
Extinguish illegal burning (includes recreational fire)- vehicle charge only; staff costs to be separately added		\$140.00/hr	\$146.00/hr
Fire department contract services		\$50.00/hr/person	\$52.00/hr/person

14 Other public safety charges		
Police Officers	\$110.00/hr.	\$113.00/hr.
Community Service Officers	\$54.00/hr.	\$56.00/hr.
Fire Chief	\$207.00/hr	\$213.00/hr
Assistant Fire Chief	\$164.00/hr	\$169.00/hr
Fire District Chief	\$50.00/hr.	\$52.00/hr.
Fire inspection services (provided to other cities)		
Regular time	\$93.00/hour	\$112.00/hour
Overtime	\$116.00/hour	\$139.00/hour
Public Works		
15 Streets and Parks staff services (per hour) (Hourly fees are typically charged in cases where FEMA is involved, or if City staff assists another		
Service Tech	\$92.00	\$95.00
Maintenance II	\$92.00	\$95.00
Lead Maintenance	\$103.00	\$107.00
Lead Service Tech	\$103.00	\$107.00
Fleet, Streets, Parks Supervisor	\$130.00	\$134.00
Superintendent	\$155.00	\$160.00
Administration	\$87.00	\$90.00
Utilities staff services (per hour) (Hourly fees are typically charged in cases where FEMA is involved, if City staff assists another community/agency		
Maintenance II	\$92.00	\$95.00
Lead Maintenance	\$103.00	\$107.00
Supervisor	\$130.00	\$134.00
Superintendent	\$165.00	\$170.00
Administration	\$87.00	\$90.00
16 Equipment Use Fees (per hour) (Hourly fees are typically charged in cases where FEMA is involved, or if City staff assists another		
Loader 950	\$78.00	\$94.00
Loader 938	\$46.00	\$75.00
Loader 908	\$40.00	\$50.00
Motor Grader	\$100.00	\$160.00
Dump Truck Tandem	\$61.00	\$75.00
Dump Truck Tandem w/Plow Equipment	\$77.00	\$100.00
Dump Truck Single Axle	\$48.00	\$55.00
Dump Truck Single Axle w/Plow Equipment	\$67.00	\$80.00
Pick-Up	\$25.00	\$35.00
Pick-Up w/Snow Plow	\$35.00	\$45.00
Truck w/ Bucket	\$35.00	\$95.00
Asphalt Roller	\$47.00	\$64.00
Skid Steer with attachments	\$37.00	\$78.00
Trailers	\$10.00	\$20.00
Street Sweeper	\$85.00	\$184.00
Tree Chipper	\$51.00	\$68.00
Tractor Backhoe	\$30.00	\$91.00
Mini Excavator	\$24.00	\$50.00
Hydro-Vactor (includes vactor operator and helper, minimum of 3 hours)	\$250.00	\$110.00
Sewer Camera Truck (includes operator)	\$200.00	\$105.00
Other public works fees		
17 Valve replacement (fee includes cost of the valve and staff time to replace the valve; typically completed only as needed at the time of water meter replacement)	\$41.00 per valve replacement	\$43.00 per valve replacement
18 Water meter credits	A credit (equal to the original price paid) will be issued for a 5/8" water meter less than three (3) years old that is exchanged for a larger water meter.	A credit (equal to the original price paid) will be issued for a 5/8" water -meter less than three (3) years old that is exchanged for a larger water meter.

19 SEWER USAGE RATES- Quarterly Charges		
Residential, Apartments and Manufactured Homes		
Base Charge- per dwelling unit, per quarter	\$10.58	\$10.90
Usage Charge • Based on actual consumption during the first quarter of the year, or actual water consumption during the billing period, whichever is less • When an account is newly established, the maximum sewer usage charge shall be set at 18,000 gallons. Sewer for the remainder of the year will be set at this figure or actual usage, whichever is less. • Residential customers shall be billed for a minimum of 5,000 gallons per quarter. • For apartments and manufactured homes served by a single meter, the usage charge is determined by dividing the total gallons of water by the # of units.	\$5.24/1000 Gal	\$5.40/1000 Gal
Flat rate- per dwelling unit, per quarter shall be charged to those residential customers who do not have metered water.	\$104.90	\$108.10
Commercial, Industrial and Institutional		
Base Charge- per account, per quarter	\$10.58	\$10.90
Usage Charge • Based on actual consumption during the first quarter of the year, or actual water consumption during the billing period, whichever is less • When an account is newly established, the maximum sewer usage charge shall be set at 18,000 gallons. Sewer for the remainder of the year will be set at this figure or actual usage, whichever is less. • Industrial, Institutional, and Commercial customers shall be billed for a minimum of 5,000 gallons per quarter.	\$5.24/1000 Gal	\$5.40/1000 Gal
20 WATER USAGE RATES- Quarterly Charges		
Residential, Apartments and Manufactured Homes		
Base Charge- per dwelling unit, per quarter	\$10.00	\$10.30
Usage Charge • Based on actual metered gallons consumed each quarter		
Tier 1- up to 6,000 gallons per quarter	1.30/1000 Gal	1.34/1000 Gal
Tier 2- over 6,000 gallons up to 15,000 gallons per quarter (additional 9,000 gallons max)	1.45/1000 Gal	1.49/1000 Gal
Tier 3- over 15,000 gallons up to 30,000 gallons per quarter (additional 15,000 gallons max)	2.80/1000 Gal	2.88/1000 Gal
Tier 4- over 30,000 gallons per quarter	4.90/1000 Gal	5.05/1000 Gal
Irrigation sprinkler meters	5.81/1000 Gal	5.98/1000 Gal
Commercial, Industrial and Institutional		
Base Charge- per account, per quarter	\$10.00	\$10.30
Usage Charge • Based on actual metered gallons consumed each quarter		
Tier 1- up to 6,000 gallons per quarter	1.30/1000 Gal	1.34/1000 Gal
Tier 2- over 6,000 gallons up to 15,000 gallons per quarter (additional 9,000 gallons max)	1.45/1000 Gal	1.49/1000 Gal
Tier 3- over 15,000 gallons up to 30,000 gallons per quarter (additional 15,000 gallons max)	2.80/1000 Gal	2.88/1000 Gal
Tier 4- over 30,000 gallons per quarter	4.90/1000 Gal	5.05/1000 Gal
Irrigation sprinkler meters	5.81/1000 Gal	5.98/1000 Gal
Bulk Water Accounts		
21 Account fee set up charge	\$10.00/account	\$25.00/account
Usage Charge • Based on actual metered gallons consumed each quarter	\$6.00/1000 Gal	\$6.18/1000 Gal
OTHER UTILITY FEES		
22 Out of Cycle Meter Read (during normal business hours only)		
First and second out of cycle meter read	no charge	no charge
Third and subsequent out of cycle meter reads	\$65.00/visit	\$67.00/visit
Special meter read for tenant/owner changes	\$65.00/visit	\$67.00/visit
23 Testing of Water Meters (only if meter tests correct, in accordance with Ordinance 7-5-4-6)		
5/8" to 1"	\$64.00	\$68.00
1 1/4" to 2"	\$85.00	\$87.00
24 Water Disconnection, Reconnection or other Service Call		
During normal business hours	\$65.00/visit	\$67.00/visit
After normal business hours	\$143.00/visit	\$151.00/visit
Other		
25 Mini Manhole Cover plus installation *Includes cost of mini manhole plus an additional 15% for staff administrative processing time, and staff time to install (including staff use of City patch truck).	Actual cost of mini manhole cover + 15%; plus \$264 for installation	Actual cost of mini manhole cover + 15%; plus \$271 for installation



Date: 10/23/2023

2023 3rd Quarter Financial Report

Proposed Action

No formal action required.

Overview

The attached financial report and analysis offers readers a narrative overview of the financial activities of the City for the quarter ended September 30, 2023.

Supporting Information

1. 2023 3rd Quarter Financial Report

Financial Impact: \$0.00 Budgeted: No Source: Envision Lakeville Community Values: Good Value for Public Service Report Completed by: Julie Werner, Senior Financial Analyst
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FINANCIAL HIGHLIGHTS:

The following financial report and analysis offers readers a narrative overview of the financial activities of the City for the nine-month period ended September 30, 2023. This report includes the General Fund, Communications Fund, Liquor Fund and Utility Operating Funds. The readers are encouraged to consider the information presented here in conjunction with the unaudited financial statements attached to this report, the adopted budget, and the five-year Capital Improvement Plan.

❖ General Fund - Revenues

❖ *Property tax revenues.*

- Tax payments from Dakota County are received in two installments in June and December. The General fund property tax revenues are anticipated to be \$26.9 million for 2023.

❖ *Licenses and Permits – at 98% of budget.*

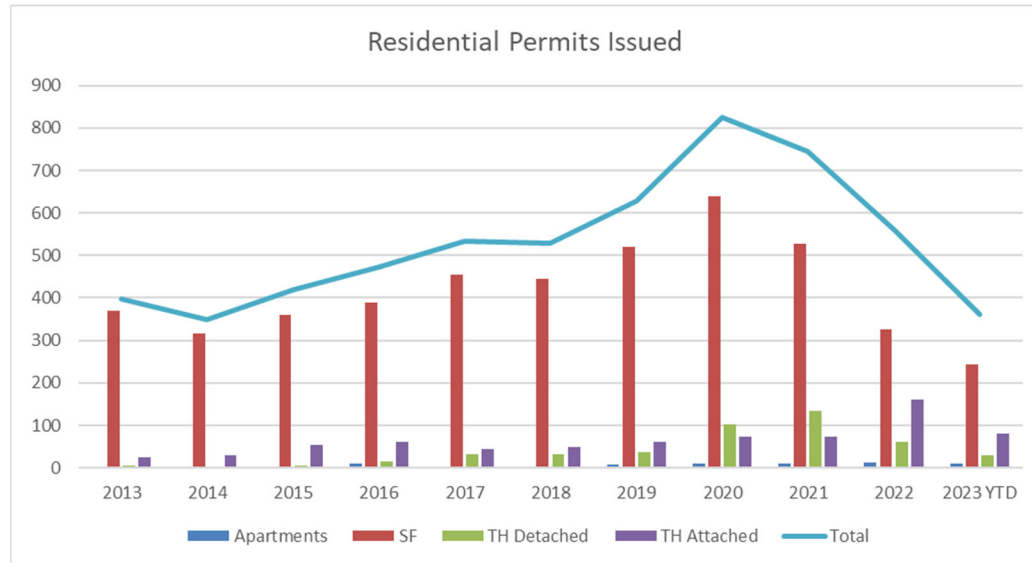
- Building permit revenues are above budget estimates through the third quarter. The following chart shows how the number of permits issued in the third quarter compares to the same period in 2022 and the 2023 adopted budget:

Permit Type	YTD 3rd Quarter 2022	2023 Adopted Budget	YTD 3rd Quarter 2023
Single Family	292	350	243
Townhome	203	120	109
Apartments (Units)	12 (143 units)	1 (200 units)	9 (246 units)
Commercial	9	4	8
Industrial	0	2	2

- Year-to-date permits issued through October 17, 2023 are as follows:
 - Single Family – 256
 - Townhome – 117
 - Apartments - 9 (246 units)
 - Commercial - 8
 - Industrial – 2

❖ *Historical Building Permits*

- As shown in the chart below building permits for single family had record breaking years in 2019, 2020 and 2021 and now trending to a steady growth as seen in years past. The mix of permit types is changing to include a mix of townhomes and apartment complexes.



❖ *Intergovernmental – at 99% of budget.*

- Police state aid revenues of \$642,00 exceeds budget estimates by \$62,000. Fire state aid revenue of \$578,000 exceeds budget estimates by \$58,000.
- Other grant revenues through the third quarter amounted to \$240,000. These grants include police post board grant, firefighter safety training grants, police vest reimbursements, Arts Center grant, DARTS and senior chores funding.

❖ *Charges for Services – at 71% of budget.*

- *General government services* are lower than budget and less than the previous year. \$137,000 has been received for fiscal agent fees from Dakota 911 and Lakeville Arenas which is up \$15,000 over the previous year. A new contract negotiated with Dakota 911 was effective in 2022.

FINANCIAL HIGHLIGHTS (continued):

- *Public Safety* revenues are lower than the budget. Security services are down slightly compared to the same time in 2022. SRO contributions are up from 2022 due to changes in staffing of the SRO Officers. A new fire contract with Eureka Township was executed in 2021 for 2022-2024. The agreement results in a 2023 fee of \$49,350 and was billed out in June of the current year.
 - *Public Works* revenues are based on summer construction projects. Revenues are below the annual estimates. Due to staffing vacancies this has required the City to contract out for engineering services for some of these projects. Engineering developer contract administration is recognized as revenue when collected with the development contract. In the first three quarters of 2023 \$274,000 has been received which is \$577,000 less than the same period in 2022.
 - *Parks and Recreation* revenues are up \$100,000 from the prior year and under budget estimates.
- ❖ *Court Fines – at 75% of budget.*
- Revenues from court fines (\$124,000) represent 52 percent of the budget estimates and are up \$9,000 from the same period in 2022. Court fine revenues and the membership fees paid to the Dakota 911 are both impacted by the number of CAD calls. COVID-19 impacted court fines in past years but are showing moderate increases compared to prior revenues during COVID-19.

FINANCIAL HIGHLIGHTS (continued):

❖ General Fund - Expenditures

- ❖ *Personnel.* Expenditures for the third quarter for personnel are at 75 percent of the 2023 budget. Numerous employee vacancies and transitions have resulted in lower cost than expected. The actual annual premium for workers compensation insurance is about \$300,000 higher than the 2023 budget (\$75,000/quarter). The increase is primarily due to the unfavorable change in the experience modification factor.
- ❖ *Motor Fuels.* Motor fuels through September 30 are at 96 percent of the 2023 Budget. Fuel expense is \$80,000 higher than the same period in 2022 as fuel costs continue to rise. The City does have a contract for fuel prices in place to mitigate some of the price increases.
- ❖ *Street Chemicals.* 2023 salt purchases are \$20,000 higher than the same period in 2022 and are at 95 percent of the annual budget. Purchases at the end of the 2022-2023 winter season will be stored at the central maintenance facility and will be utilized in the late fall if needed. City staff complete a mid-year inventory calculation.
- ❖ *Utilities.* Electric costs are \$30,000 higher than for the same period in 2022. Natural gas costs are \$33,000 lower than the same period in 2022. Combined electric and natural gas costs are at 70 percent of budget.
- ❖ *Mayor and Council.* Expenditures are consistent with the same period in 2022.
- ❖ *Committees/Commissions.* Expenditure are higher than the same period in 2022. A majority of the expenditures relate to annual festival Pan-O-Prog that occurs in the third quarter. A budget amendment will be brought forward as there were additional costs offset by an increased contribution from the Pan-O-Prog board.
- ❖ *City Administration.* Expenditures are higher than prior year due to an increase in professional fees related to training. Overall salaries are higher than the prior year due to staff transitioning through the step program.
- ❖ *City Clerk.* Expenditures are down compared to the prior year due to the election in the prior year. The County had billed for election equipment costs in the first quarter of 2022.
- ❖ *Legal.* Legal fees are at 51 percent of the budget. Expenditures are lower than the same period in 2022.
- ❖ *Planning.* Salaries are within budget estimates.

FINANCIAL HIGHLIGHTS (continued):

❖ General Fund - Expenditures (continued)

- ❖ *Inspections.* Third quarter salaries are within budget and higher than the previous year due to filling a vacant Building Inspector position during the first quarter 2023 and the retirement of the Building Official. Contractual electrical inspections are down \$52,000 over the prior year which correlates to the decrease in electrical permit revenues.
- ❖ *General Government Facilities.* Salaries are up over the same period in 2022 resulting from employee transitions and vacancies in 2022. Commodities and other charges and services are under the prior year and budget but are expected to be within the final 2023 budget estimates.
- ❖ *Finance Department.* Personnel costs higher than budget and higher than the same period in 2022 due staff transitioning through the step process and additional temporary resources for the ERP. Commodities are over the prior year and budget due to equipment for temporary staff to assist with the ERP. Other charges and services are lower than 2022 due to ERP consultant fees paid to Berry Dunn for their services during the demo phase of the ERP process in 2022.
- ❖ *Information Technology.* Timing of annual maintenance agreements can impact the expense comparison each year. However, this department is lower than budget estimates due to vacancies due to internal promotions within the department and back filling.
- ❖ *Human Resources.* Personnel costs are below budget and higher than the same period in 2022 due to hiring a new Human Resources Technician in December 2022. Professional fees are up over the prior year due to ERP-related transition costs for upgrading NEOGOV and beginning the setup of the UKG time and attendance software. Professional fees are also higher in 2023 due to contract negotiation renewal discussions.
- ❖ *Police.* Personnel services are below budget due to employee vacancies during the third quarter. Dakota 911 membership fees for the third quarter decreased \$24,000 from the same period in 2022. In 2022, membership fees were reduced in the second half of the year due to the County taking on more financial responsibility for fixed costs and fund balance refunds from 2020 and 2021.
- ❖ *Fire.* Personnel services are in line with budget. Firefighter pay is contingent on the number of fire calls during the year. Fire state aid revenue which is paid to the Lakeville Fire Relief Association exceeds budgeted estimates by \$58,000. Commodities are exceeding prior year due to acquisition of wireless headsets (14) in first quarter to ensure delivery in 2023 and is expected to remain within budget.

FINANCIAL HIGHLIGHTS (continued):

- ❖ *Engineering/GIS.* Personnel services are below budget estimates due to employee vacancies. Overall, the volume of projects between years fluctuates and also correlates with the decrease in related revenue.
- ❖ *Forestry.* Previously this division was included in the Enterprise Fund Environmental Resources and has since transitioned to the General Fund as a separate division. Personnel services are below budget estimates due to employee transition from a vacancy at the end of 2022. The forester position was replaced at the lower rate.
- ❖ *Construction Services.* Personnel services are below budget due to employee vacancies. Overall budget is within 75 percent benchmark.
- ❖ *Streets.* Personnel services are above budget estimates due to increases in overtime cost related to snow events. Commodities are up over the prior year due to additional chemicals purchased at the end of the 2022/2023 winter season which will be stored for use in the fall if needed. City staff complete a mid-year inventory calculation without significant variances noted.
- ❖ *Parks.* Personnel services are below budget in the third quarter due to not hiring seasonal positions until late spring.
- ❖ *Recreation, Heritage Center and Arts Center.* Expenses are below budget in the third quarter but are exceeding the prior year. Arts Center expenses are exceeding the prior year due to added costs associated with the Art Board Grant awarded in 2023 and employee transitions in the first quarter a budget amendment will be made to account for this grant. The Shuttered Venue grant period expired in the second quarter of 2022.

❖ Communications Fund

- ❖ Revenues from Franchise fees are received on a quarterly basis. They are typically received by the end of the month following the quarter. Revenues continue to be lower than historical and have trended down \$24,000 from the prior year.
- ❖ Expenditures are under budget estimates but are up \$42,000 over the same period in 2022.

❖ Liquor Fund

- ❖ Sales through the third quarter amounted to \$16.6 million which is a 4.8 percent increase over the same period in 2022. The opening of the Keokuk store contributed to the overall increase. Gross profit remains steady at 27.5 percent in 2023 as compared to 27.0 percent in 2022.

FINANCIAL HIGHLIGHTS (continued):

- ❖ Total expenditures are slightly higher than budget appropriations and are up \$233,000 over the same period in 2022 due to the addition of Keokuk.
- ❖ 2023 Transfers include a \$500,000 transfer to the Equipment Fund; \$400,000 to the Debt Service Fund for the police station bonds (final maturity - February 2032); \$30,000 for the 2023 fireworks; \$238,000 in operating transfers; \$45,000 to the Technology Fund; and \$348,900 to the debt service fund related to the Keokuk bonds.
- ❖ Capital outlay consists of a tenant improvement at Heritage, rooftop unit replacements at Galaxie, cooler racking and reach in cooler at Kenrick and exterior sign for the Emporium Room at Keokuk liquor store.
- ❖ **Water Fund**
 - ❖ Water revenues through the first three quarters for the year are higher than the same period in 2022 and are exceeding budgeted revenues. There was an increase in customer base and an increase of 205,000 gallons billed compared to the same period in 2022. A new water rate structure went into effect February 1, 2023. The new rate structure promotes water conservation and created an equitable structure in which lower volume users end up paying less.
 - ❖ Expenditures are higher than budget estimates due to the increase in water volume processed by the treatment plant.
 - ❖ The following projects are planned as part of the 2023 major maintenance budget. The gross project amounts are shown below:
 - Water meter replacement residential & commercial - \$140,000
 - Watermain replacements - \$1,072,500
 - Water tower engineering services - \$10,000
 - Water tower cleaning, inspection, repairs \$1,175,000
 - Well and pump rehabilitations - \$300,000
 - Chlorine scrubber - \$300,000

FINANCIAL HIGHLIGHTS (continued):

❖ Sewer Fund

- ❖ Sewer revenues are exceeding budget expectations and are up over the same period in 2022. Similar to water revenues, sewer revenues increased as a result of the increased customer base.
- ❖ Disposal charges paid to Metropolitan Council of Environmental Services increased 4.0 percent over the 2022 rates and are projected to be \$5.1 million for 2023.
- ❖ Expenditures are below budget estimates.
- ❖ The following projects are planned as part of the 2023 major maintenance budget. The gross project amounts are shown below:
 - Sewer line improvements - \$375,000
 - I/I mitigation repairs -\$525,000
 - Lift station rehabilitation - \$45,000

❖ Street Lighting Fund

- ❖ Revenues are exceeding budget and are up over the same period in 2022 due to increase in customer base.
- ❖ Streetlight rates did not increase for 2023.
- ❖ The 2023 major maintenance projects are budgeted as follows:
 - CP 24-04 185th St/Future CSAH 60 (Kenwood Trail – Ipava Ave) Street reconstruction - \$75,000
- ❖ 2023 electrical costs are slightly under budget estimates and are exceeding prior year by approximately 4.0 percent due to added streetlights in new developments and rate increases.

❖ Environmental Resources Fund

- ❖ Revenues are higher than budget estimates and are lower than the same period in 2022 due to a rate change to reflect the forestry program transition to the General Fund as a property tax program.

FINANCIAL HIGHLIGHTS (continued):

❖ Environmental Resources Fund (continued)

- ❖ Intergovernmental grant revenues are budgeted at \$1,341,000 for a number of restorations budgeted as follows:

- CP 20-62 North Creek (Highview-Cedar) (BWSR) – state funding \$356,250
- CP 20-63 Orchard Lake - state funding \$106,000
- CP 21-58 East Lake carp – state funding \$380,000
- CP 22-55 East Lake habitat restoration - \$90,000
- CP 22-60 Middle Creek at Highview Ave (West Phase Caslano) – state funding \$360,000
- Aquatic invasive species annual project - \$35,000
- Irrigation audits of homeowner associations – Metropolitan Council Water Efficient Grant - \$14,000

The request for funding will be made once the final contract payments are made which are typically in the fourth quarter.

The 2022 actuals include the Forestry division which was transferred to the General Fund operations as part of the 2023 budget process.

- ❖ Personnel expenditures are below budget due to employee vacancies during the first half of the year. Commodities are up in 2023 due to bringing back the clean-up day event which was scaled back during COVID-19. Contractual expenditures are tracking below budget estimates and are typical for the third quarter. Various projects are still currently in progress or have not been started resulting in lower expenses compared to the budget.

General Fund
Summary Statement of Revenues, Expenditures and Changes in Fund Balances
For the Nine Month Period Ended September 30, 2023

	2023	2023		Variance from		Comparative		
	Adopted	Amended	9/30/2023	Amended Budget	Actual	9/30/2022	Variance from	
	Budget	Budget	Actual	Positive (Negative)	Percent	Actual	2022 Actual	
							Positive (Negative)	
Revenues								
General property taxes	\$ 26,954,875	\$ 26,954,875	\$ 14,668,238	\$ (12,286,637)	54.4%	\$ 13,639,164	\$ 1,029,074	107.5%
Licenses and permits	2,943,346	2,943,346	2,886,511	(56,835)	98.1%	3,336,679	(450,168)	86.5%
Intergovernmental	1,512,699	1,512,699	1,460,398	(52,301)	96.5%	1,370,156	90,242	106.6%
Charges for services	3,392,946	3,392,946	2,405,113	(987,833)	70.9%	2,988,603	(583,490)	80.5%
Court fines	240,000	240,000	179,139	(60,861)	74.6%	169,099	10,040	105.9%
Investment income	281,000	281,000	124,481	(156,519)	44.3%	114,015	10,466	109.2%
Miscellaneous	46,257	46,257	102,254	55,997	221.1%	89,220	13,034	114.6%
Total revenues	35,371,123	35,371,123	21,826,134	(13,544,989)	61.7%	21,706,936	119,198	100.5%
Expenditures								
Mayor and Council	138,778	138,778	79,382	59,396	57.2%	80,201	819	99.0%
Committees and Commissions	127,877	127,877	139,180	(11,303)	108.8%	117,729	(21,451)	118.2%
City Administration	629,559	629,559	509,917	119,642	81.0%	405,504	(104,413)	125.7%
City Clerk	183,931	183,931	124,461	59,470	67.7%	210,269	85,808	59.2%
Legal Counsel	97,350	97,350	49,335	48,015	50.7%	61,292	11,957	80.5%
Planning	662,843	662,843	470,321	192,522	71.0%	496,360	26,039	94.8%
Community and Econ. Development	519,673	519,673	400,306	119,367	77.0%	386,366	(13,940)	103.6%
Inspections	1,936,637	1,936,637	1,434,002	502,635	74.0%	1,333,622	(100,380)	107.5%
General Government Facilities	684,889	684,889	515,976	168,913	75.3%	492,979	(22,997)	104.7%
Finance	1,134,847	1,134,847	933,961	200,886	82.3%	807,508	(126,453)	115.7%
Information Systems	1,072,579	1,072,579	743,357	329,222	69.3%	779,476	36,119	95.4%
Human Resources	887,396	887,396	653,274	234,122	73.6%	481,523	(171,751)	135.7%
Insurance	250,000	250,000	187,500	62,500	75.0%	213,750	26,250	87.7%
Police	14,311,128	14,311,128	10,480,358	3,830,770	73.2%	9,585,225	(895,133)	109.3%
Fire	2,666,423	2,666,423	2,223,412	443,011	83.4%	1,906,744	(316,668)	116.6%
Engineering	1,120,397	1,120,397	738,795	381,602	65.9%	696,042	(42,753)	106.1%
Forestry	566,047	566,047	389,439	347,233	68.8%	-	(389,439)	0.0%
Construction Services	621,899	621,899	463,801	158,098	74.6%	336,010	(127,791)	138.0%
Streets	4,064,622	4,064,622	3,150,529	914,094	77.5%	2,924,660	(225,869)	107.7%
Parks	3,470,194	3,470,194	2,559,966	910,228	73.8%	2,299,525	(260,441)	111.3%
Recreation	847,937	847,937	690,539	157,398	81.4%	704,577	14,038	98.0%
Heritage Center	140,673	140,673	100,393	40,280	71.4%	96,387	(4,006)	104.2%
Arts Center	763,663	763,663	753,867	9,796	98.7%	543,109	(210,758)	138.8%
Other	-	-	-	-	0.0%	-	-	0.0%
Total expenditures	36,899,342	36,899,342	27,792,070	9,277,897	75.3%	24,958,858	(2,833,212)	111.4%
Excess (deficiency) of revenues								
over expenditures	(1,528,219)	(1,528,219)	(5,965,936)	(4,437,717)		(3,251,922)	(2,714,014)	
Other financing sources (uses)								
Transfer from other funds	1,171,099	1,171,099	930,965	(240,134)	79.5%	499,610	431,355	186.3%
Transfer to other funds	(2,353,880)	(2,353,880)	(2,353,880)	-	100.0%	(2,301,000)	(52,880)	102.3%
Total other financing sources (uses)	(1,182,781)	(1,182,781)	(1,422,915)	(240,134)		(1,801,390)	378,475	79.0%
Net change in fund balance								
	(2,711,000)	(2,711,000)	(7,388,851)	(4,677,851)		(5,053,312)	(2,335,539)	
Beginning fund balance	21,881,813	21,881,813	22,007,407	125,594		23,985,822	(1,978,415)	
Ending fund balance	\$ 19,170,813	\$ 19,170,813	\$ 14,618,556	\$ (4,552,257)		\$ 18,932,510	\$ (4,313,954)	
Adj fund balance, Dec 31 (net of restricted)	\$ 18,499,362	\$ 18,422,582	\$ 14,482,858			\$ 18,261,060		
Net change in fund balance percentage								
	(12.4%)	(12.4%)	(33.6%)			(21.1%)		
Ratio: Fund balance to CY expenditures								
	50.1%	49.9%						
Ratio: Fund balance to NY expenditures								
	48.7%	47.8%						
Expense Summary:								
Personnel services	27,599,427	27,599,427	20,784,529	6,871,015	75.3%	18,767,472	(2,017,057)	110.7%
Commodities	2,211,459	2,211,459	1,838,074	374,830	83.1%	1,460,708	(377,366)	125.8%
Other charges and services	6,990,456	6,990,456	5,039,727	2,063,792	72.1%	4,672,077	(367,650)	107.9%
Capital outlay	98,000	98,000	129,740	(31,740)	132.4%	58,601	(71,139)	221.4%
	36,899,342	36,899,342	27,792,070	9,277,897	75.3%	24,958,858	(2,833,212)	111.4%

General Fund
Schedule of Expenditures

	2023	2023		Variance from		Comparative			
	Adopted	Amended	9/30/2023	Adopted Budget	Actual		Variance from		
	Budget	Budget	Actual	Positive (Negative)	Percent	9/30/2022	2021 Actual		
						Actual	Positive (Negative)		
<u>Expenditures</u>									
<u>Mayor and Council</u>									
Personnel services	\$ 62,561	\$ 62,561	\$ 43,981	\$ 18,580	70%	\$ 45,005	\$ 1,024		97.7%
Commodities	50	50	140	(90)	280%	23	(117)		608.7%
Other charges and services	76,167	76,167	35,261	40,906	46%	35,173	(88)		100.3%
Total	138,778	138,778	79,382	59,396	57%	80,201	819		99.0%
<u>Committees/Commissions</u>									
Personnel services	77,677	77,677	79,316	(1,639)	102%	73,258	(6,058)		108.3%
Commodities	2,500	2,500	94	2,406	4%	1,842	1,748		5.1%
Other charges and services	47,700	47,700	59,770	(12,070)	125%	42,629	(17,141)		140.2%
Total	127,877	127,877	139,180	(11,303)	109%	117,729	(21,451)		118.2%
<u>City Administration</u>									
Personnel services	525,250	525,250	414,137	111,113	79%	346,166	(67,971)		119.6%
Commodities	4,500	4,500	1,037	3,463	23%	3,267	2,230		31.7%
Other charges and services	99,809	99,809	93,214	6,595	93%	56,071	(37,143)		166.2%
Capital outlay	-	-	1,529	(1,529)	0%	-	(1,529)		0.0%
Total	629,559	629,559	509,917	119,642	81%	405,504	(104,413)		125.7%
<u>City Clerk</u>									
Personnel services	143,506	143,506	107,917	35,589	75%	157,062	49,145		68.7%
Commodities	300	300	23	277	8%	543	520		4.2%
Other charges and services	40,125	40,125	16,521	23,604	41%	52,664	36,143		31.4%
Total	183,931	183,931	124,461	59,470	68%	210,269	85,808		59.2%
<u>Legal Counsel</u>									
Other charges and services	97,350	97,350	49,335	48,015	51%	61,292	11,957		80.5%
<u>Planning</u>									
Personnel services	620,722	620,722	462,892	157,830	75%	489,945	27,053		94.5%
Commodities	1,901	1,901	1,273	628	67%	1,246	(27)		102.2%
Other charges and services	40,220	40,220	6,156	34,064	15%	5,169	(987)		119.1%
Total	662,843	662,843	470,321	192,522	71%	496,360	26,039		94.8%
<u>Community and Economic Development</u>									
Personnel services	383,365	383,365	287,061	96,304	75%	337,164	50,103		85.1%
Commodities	275	275	-	275	0%	384	384		0.0%
Other charges and services	136,033	136,033	113,245	22,788	83%	48,818	(64,427)		232.0%
Total	519,673	519,673	400,306	119,367	77%	386,366	(13,940)		103.6%
<u>Inspection</u>									
Personnel services	1,511,300	1,511,300	1,135,195	376,105	75%	1,019,134	(116,061)		111.4%
Commodities	16,207	16,207	8,390	7,817	52%	15,260	6,870		55.0%
Other charges and services	347,130	347,130	259,320	87,810	75%	272,242	12,922		95.3%
Capital outlay	62,000	62,000	31,097	30,903	50%	26,986	(4,111)		115.2%
Total	1,936,637	1,936,637	1,434,002	502,635	74%	1,333,622	(100,380)		107.5%

(continued)

General Fund
Schedule of Expenditures

	2023	2023		Variance from		Comparative		
	Adopted	Amended	9/30/2023	Adopted Budget	Actual	9/30/2022	Variance from	
	Budget	Budget	Actual	Positive (Negative)	Percent	Actual	2021 Actual	
							Positive (Negative)	
<u>Expenditures (continued)</u>								
<u>General Government Facilities</u>								
Personnel services	\$ 415,602	\$ 415,602	\$ 314,218	\$ 101,384	76%	\$ 296,622	\$ (17,596)	105.9%
Commodities	22,898	22,898	15,455	7,443	67%	17,456	2,001	88.5%
Other charges and services	246,389	246,389	186,303	60,086	76%	178,901	(7,402)	104.1%
Total	684,889	684,889	515,976	168,913	75%	492,979	(22,997)	104.7%
<u>Finance</u>								
Personnel services	950,108	950,108	808,960	141,148	85%	654,942	(154,018)	123.5%
Commodities	1,400	1,400	2,379	(979)	170%	2,330	(49)	102.1%
Other charges and services	183,339	183,339	121,088	62,251	66%	141,798	20,710	85.4%
Capital outlay	-	-	1,534	(1,534)	0%	8,438	6,904	18.2%
Total	1,134,847	1,134,847	933,961	200,886	82%	807,508	(126,453)	115.7%
<u>Information Technology</u>								
Personnel services	555,347	555,347	361,908	193,439	65%	396,003	34,095	91.4%
Commodities	3,800	3,800	2,307	1,493	61%	3,849	1,542	59.9%
Other charges and services	513,432	513,432	377,543	135,889	74%	379,624	2,081	99.5%
Capital outlay	-	-	1,599	(1,599)	0%	-	(1,599)	0.0%
Total	1,072,579	1,072,579	743,357	329,222	69%	779,476	36,119	95.4%
<u>Human Resources</u>								
Personnel services	716,626	716,626	482,878	233,748	67%	372,859	(110,019)	129.5%
Commodities	1,975	1,975	768	1,207	39%	1,271	503	60.4%
Other charges and services	168,795	168,795	169,628	(833)	100%	99,216	(70,412)	171.0%
Capital outlay	-	-	-	-	0%	8,177	8,177	0.0%
Total	887,396	887,396	653,274	234,122	74%	481,523	(171,751)	135.7%
<u>Insurance</u>								
Other charges and services	250,000	250,000	187,500	62,500	75%	213,750	26,250	87.7%
<u>Police</u>								
Personnel services	11,628,936	11,628,936	8,587,042	3,041,894	74%	7,857,476	(729,566)	109.3%
Commodities	497,057	497,057	332,644	164,413	67%	255,261	(77,383)	130.3%
Other charges and services	2,185,135	2,185,135	1,560,672	624,463	71%	1,472,488	(88,184)	106.0%
Capital outlay	-	-	-	-	0%	-	-	0.0%
Total	14,311,128	14,311,128	10,480,358	3,830,770	73%	9,585,225	(895,133)	109.3%
<u>Fire</u>								
Personnel services	1,574,572	1,574,572	1,169,850	404,722	74%	1,045,375	(124,475)	111.9%
Fire Relief Contribution/State Aid	521,700	521,700	577,879	(56,179)	111%	513,676	(64,203)	112.5%
Commodities	225,645	225,645	212,605	13,040	94%	99,863	(112,742)	212.9%
Other charges and services	344,506	344,506	263,078	81,429	76%	247,830	(15,248)	106.2%
Total	2,666,423	2,666,423	2,223,412	443,011	83%	1,906,744	(316,668)	116.6%

(continued)

General Fund
Schedule of Expenditures

	2023	2023		Variance from		Comparative		
	Adopted	Amended	9/30/2023	Adopted Budget	Actual	9/30/2022	Variance from	
	Budget	Budget	Actual	Positive (Negative)	Percent	Actual	2021 Actual	
Expenditures (continued)							Positive (Negative)	
<u>Engineering</u>								
Personnel services	\$ 951,500	\$ 951,500	\$ 648,236	\$ 303,264	68%	\$ 605,709	\$ (42,527)	107.0%
Commodities	8,786	8,786	6,351	2,435	72%	3,127	(3,224)	203.1%
Other charges and services	160,111	160,111	84,208	75,903	53%	72,206	(12,002)	116.6%
Capital outlay	-	-	-	-	0%	15,000	15,000	0.0%
Total	1,120,397	1,120,397	738,795	381,602	66%	696,042	(42,753)	106.1%
<u>Forestry</u>								
Personnel services	218,114	218,114	\$ 161,854	\$ 112,377	74%	\$ -	\$ (161,854)	0.0%
Commodities	7,593	7,593	3,189	5,849	42%	-	(3,189)	0.0%
Other charges and services	340,340	340,340	224,396	229,007	66%	-	(224,396)	0.0%
Capital outlay	-	-	-	-	0%	-	-	0.0%
Total	566,047	566,047	389,439	347,233		-	(389,439)	0.0%
<u>Construction Services</u>								
Personnel services	591,652	591,652	362,899	228,753	61%	316,322	(46,577)	114.7%
Commodities	12,141	12,141	6,346	5,795	52%	5,623	(723)	112.9%
Other charges and services	18,106	18,106	18,412	(306)	102%	14,065	(4,347)	130.9%
Capital outlay	-	-	76,144	(76,144)	0%	-	(76,144)	0.0%
Total	621,899	621,899	463,801	158,098	75%	336,010	(127,791)	138.0%
<u>Streets</u>								
Personnel services	2,644,947	2,644,947	2,071,403	573,544	78%	1,810,520	(260,883)	114.4%
Commodities	993,915	993,915	870,438	123,477	88%	767,609	(102,829)	113.4%
Other charges and services	425,760	425,760	208,688	217,073	49%	346,531	137,844	60.2%
Total	4,064,622	4,064,622	3,150,529	914,094	78%	2,924,660	(225,869)	107.7%
<u>Parks</u>								
Personnel services	2,500,425	2,500,425	1,893,691	606,734	76%	1,669,819	(223,872)	113.4%
Commodities	324,472	324,472	247,227	77,245	76%	224,929	(22,298)	109.9%
Other charges and services	645,297	645,297	419,048	226,249	65%	404,777	(14,271)	103.5%
Total	3,470,194	3,470,194	2,559,966	910,228	74%	2,299,525	(260,441)	111.3%
<u>Recreation</u>								
Personnel services	501,101	501,101	379,177	121,924	76%	390,559	11,382	97.1%
Commodities	31,844	31,844	21,653	10,191	68%	18,956	(2,697)	114.2%
Other charges and services	314,992	314,992	289,709	25,283	92%	295,062	5,353	98.2%
Capital outlay	-	-	-	-	0%	-	-	0.0%
Total	847,937	847,937	690,539	157,398	81%	704,577	14,038	98.0%
<u>Heritage Center</u>								
Personnel services	76,804	76,804	57,084	19,720	74%	54,505	(2,579)	104.7%
Commodities	11,850	11,850	3,282	8,568	28%	7,355	4,073	44.6%
Other charges and services	52,019	52,019	40,027	11,992	77%	34,527	(5,500)	115.9%
Total	140,673	140,673	100,393	40,280	71%	96,387	(4,006)	104.2%
<u>Arts Center</u>								
Personnel services	427,612	427,612	376,951	50,661	88%	315,351	(61,600)	119.5%
Commodities	42,350	42,350	102,473	(60,123)	242%	30,514	(71,959)	335.8%
Other charges and services	257,701	257,701	256,606	1,095	100%	197,244	(59,362)	130.1%
Capital outlay	36,000	36,000	17,837	18,163	50%	-	(17,837)	0.0%
Total	763,663	763,663	753,867	9,796	99%	543,109	(210,758)	138.8%

CITY OF LAKEVILLE, MINNESOTA
Special Revenue - Communications Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Nine Month Period Ended September 30, 2023

	2023	9/30/2023		Percent	Comparative		
	Adopted			of	9/30/2022	Variance from	
	Budget	Actual	Variance	Budget	Actual	Positive (Negative)	
<u>Revenues</u>							
Licenses franchise fee	\$ 602,701	\$ 462,205	\$ (140,496)	76.7%	\$ 486,194	\$ (23,989)	95.1%
PEG Fees	51,891	34,114	(17,777)	65.7%	39,168	(5,054)	87.1%
Investment income	7,284	8,802	1,518	120.8%	7,218	1,584	121.9%
Total revenues	661,876	505,121	(156,755)	76.3%	532,580	(27,459)	94.8%
<u>Expenditures - General government</u>							
Personnel services	509,870	375,305	134,565	73.6%	358,060	(17,245)	104.8%
Commodities	13,582	4,132	9,450	30.4%	6,454	2,322	64.0%
Other charges and services	124,255	68,762	55,493	55.3%	67,218	(1,544)	102.3%
Capital outlay	31,500	54,356	(22,856)	172.6%	28,478	(25,878)	190.9%
Total expenditures	679,207	502,555	176,652	74.0%	460,210	(42,345)	109.2%
Excess (deficiency) of revenues over expenditures	(17,331)	2,566	19,897	-14.8%	72,370	(52,473)	3.5%
<u>Other financing (uses) - Transfers</u>							
To General Fund (expense allocations)	(82,212)	(61,659)	20,553	75.0%	(44,112)	(17,547)	139.8%
To Technology Fund (expense allocations)	(6,400)	(6,400)	-	100.0%	(5,200)	(1,200)	123.1%
Total other financing (uses)	(88,612)	(68,059)	20,553	76.8%	(49,312)	(18,747)	138.0%
Net change in fund balance	(105,943)	(65,493)	40,450		23,058	(88,551)	
Beginning fund balance	1,456,805	1,408,331	(48,474)		1,154,827	253,504	
Ending fund balance	\$ 1,350,862	\$ 1,342,838	\$ (8,024)		\$ 1,177,885	\$ 164,953	

CITY OF LAKEVILLE, MINNESOTA
Enterprise - Liquor Fund
Statement of Revenues, Expenditures and Changes in Working Capital
For the Nine Month Period Ended September 30, 2023

	2023 Adopted Budget	9/30/2023 Actual	Variance	Percent of Budget	Comparative		
					9/30/2022 Actual	Variance from 2022 Actual Positive (Negative)	
<u>Sales and cost of sales</u>							
Sales	\$ 21,030,329	\$ 16,587,571	\$ (4,442,758)	78.9%	\$ 15,827,613	\$ 759,958	104.8%
Cost of sales	<u>15,534,160</u>	<u>12,033,131</u>	<u>3,501,029</u>	<u>77.5%</u>	<u>11,560,982</u>	<u>(472,149)</u>	<u>104.1%</u>
Gross profit	<u>5,496,169</u>	<u>4,554,440</u>	<u>(941,729)</u>	<u>82.9%</u>	<u>4,266,631</u>	<u>287,809</u>	<u>106.7%</u>
Gross profit %	26.1%	27.5%			27.0%		
<u>Operating expenses</u>							
Personnel services	2,576,974	2,048,264	528,710	79.5%	1,846,944	(201,320)	110.9%
Commodities	109,675	91,119	18,556	83.1%	69,810	(21,309)	130.5%
Other charges and services	<u>1,487,575</u>	<u>1,119,824</u>	<u>367,751</u>	<u>75.3%</u>	<u>1,109,137</u>	<u>(10,687)</u>	<u>101.0%</u>
Total operating expenses	<u>4,174,224</u>	<u>3,259,208</u>	<u>915,016</u>	<u>78.1%</u>	<u>3,025,891</u>	<u>(233,317)</u>	<u>107.7%</u>
Operating income	<u>1,321,945</u>	<u>1,295,232</u>	<u>(26,713)</u>	<u>98.0%</u>	<u>1,240,740</u>	<u>54,492</u>	<u>104.4%</u>
<u>Non-operating revenue (expense)</u>							
Investment income	60,000	24,432	(35,568)	40.7%	28,590	(4,158)	85.5%
Miscellaneous	50,000	-	(50,000)	0.0%	-	-	0.0%
Capital outlay acquisitions	(293,500)	(50,259)	243,241	17.1%	(50,259)	-	100.0%
Debt Principal Payments	(250,000)	(245,000)	5,000	98.0%	(245,000)	-	100.0%
Transfers in (out)							
General Fund	(238,286)	(208,715)	29,571	87.6%	(41,021)	(167,694)	508.8%
General Fund - Fireworks	(30,000)	(15,000)	15,000	50.0%	(15,000)	-	100.0%
Debt Service:							
Tax Abatement - Keokuk	(348,900)	(348,900)	-	100.0%	(177,910)	(170,990)	196.1%
CIP Bonds-Police Station	(400,000)	(400,000)	-	100.0%	(400,000)	-	100.0%
Tax Increment - TIF 10	-	2,354,946	2,354,946	0.0%			
Capital Projects:							
Equipment Fund	(500,000)	(500,000)	-	100.0%	(500,000)	-	100.0%
Technology Fund	<u>(44,900)</u>	<u>(44,900)</u>	<u>-</u>	<u>100.0%</u>	<u>(38,500)</u>	<u>(6,400)</u>	<u>116.6%</u>
Total non-operating (net)	<u>(1,995,586)</u>	<u>566,604</u>	<u>2,562,190</u>	<u>-28.4%</u>	<u>(1,439,100)</u>	<u>2,005,704</u>	<u>-39.4%</u>
Net change in net position	(673,641)	1,861,836	2,535,477		(198,360)	2,060,196	
Beginning net position	<u>13,163,997</u>	<u>15,219,024</u>	<u>2,055,027</u>		<u>13,220,348</u>	<u>1,998,676</u>	
Ending net position	<u>\$ 12,490,356</u>	<u>\$ 17,080,860</u>	<u>\$ 4,590,504</u>		<u>\$ 13,021,988</u>	<u>\$ 4,058,872</u>	

CITY OF LAKEVILLE, MINNESOTA
Enterprise - Utility Fund Water Operation
Statement of Revenues, Expenditures and Changes in Working Capital
For the Nine Month Period Ended September 30, 2023

	2023 Adopted Budget	9/30/2023 Actual	Variance	Percent of Budget	Comparative		
					9/30/2022 Actual	Variance from 2022 Actual Positive (Negative)	
Operating revenues							
User charges for services	\$ 7,978,896	\$ 6,817,352	\$ (1,161,544)	85.4%	\$ 6,249,152	\$ 568,200	109.1%
Other	200,088	185,142	(14,946)	92.5%	178,378	6,764	103.8%
Total operating revenue	8,178,984	7,002,494	(1,176,490)	85.6%	6,427,530	574,964	-18.3%
Operating expenses							
Personnel services	1,488,000	989,361	498,639	66.5%	985,328	(4,033)	100.4%
Commodities	732,775	556,881	175,894	76.0%	463,550	(93,331)	120.1%
Other charges and services	1,655,928	1,325,763	330,165	80.1%	1,197,340	(128,423)	110.7%
Major Maintenance	1,277,500	1,228,926	48,574	96.2%	1,051,319	(177,607)	116.9%
Total operating expenses	5,154,203	4,100,931	1,053,272	79.6%	3,697,537	(403,394)	110.9%
Operating income (loss)	3,024,781	2,901,563	(123,218)		2,729,993	171,570	
Non-operating revenue (expense)							
Intergovernmental	-	-	-	0.0%	-	-	0.0%
Investment income	53,302	109,076	55,774	204.6%	88,700	20,376	123.0%
Disposal of assets	(10,000)		10,000	0.0%	-	-	0.0%
Capital outlay	(1,720,000)	-	1,720,000	0.0%	-	-	0.0%
Bond proceeds	-	-	-	0.0%	-	-	0.0%
Debt Service	(1,246,613)	-	1,246,613	0.0%	(1,922,638)	1,922,638	0.0%
Transfers (out)	(727,942)	(678,311)	49,631	93.2%	(148,989)	(529,322)	455.3%
Total non-operating (net)	(3,651,253)	(569,235)	3,082,018		(1,982,927)	1,413,692	
Net change in net position	(626,472)	2,332,327	2,958,799		747,066	1,585,261	
Beginning net position	113,845,278	123,890,892	(10,045,614)		115,183,583	8,707,309	
Ending net position	\$ 113,218,806	\$ 126,223,219	\$ (7,086,815)		\$ 115,930,649	\$ 10,292,570	

CITY OF LAKEVILLE, MINNESOTA
Enterprise - Utility Fund Sanitary Sewer Operation
Statement of Revenues, Expenditures and Changes in Working Capital
For the Nine Month Period Ended September 30, 2023

	2023 Adopted Budget	9/30/2023 Actual	Variance	Percent of Budget	Comparative		
					9/30/2022 Actual	Variance from 2022 Actual Positive (Negative)	
<u>Operating revenue</u>							
User charges for services	\$ 8,563,305	\$ 6,781,058	\$ (1,782,247)	79.2%	\$ 6,402,403	\$ 378,655	105.9%
<u>Operating expenses</u>							
Personnel services	886,661	627,312	259,349	70.7%	646,789	19,477	97.0%
Commodities	88,801	63,360	25,441	71.4%	50,891	(12,469)	124.5%
Other charges and services	421,052	257,925	163,127	61.3%	234,605	(23,320)	109.9%
Disposal charges	5,066,240	3,800,155	1,266,085	75.0%	3,663,414	(136,741)	103.7%
Major maintenance projects	900,000	492,709	407,291	54.7%	-	(492,709)	0.0%
Total operating expenses	7,362,754	5,241,461	2,121,293	71.2%	4,595,699	(645,762)	114.1%
Operating income (loss)	1,200,551	1,539,597	339,046		1,806,704	(267,107)	85.2%
<u>Non-operating revenue (expense)</u>							
Intergovernmental State aid	103,259	-	(103,259)	0.0%	-	-	0.0%
Investment income	35,409	61,210	25,801	172.9%	63,020	(1,810)	97.1%
Disposal of assets	(10,000)	-	10,000	0.0%	-	-	0.0%
Capital outlay	-	-	-	0.0%	-	-	0.0%
Debt service	(72,021)	(69,208)	2,813	96.1%	(67,608)	(1,600)	102.4%
Transfers in	33,002	33,002	-	100.0%	31,700	1,302	104.1%
Transfers (out)	(210,467)	(160,376)	50,091	76.2%	(154,516)	(5,860)	103.8%
Total non-operating (net)	(120,818)	(135,372)	(14,554)	112.0%	(127,404)	(7,968)	106.3%
Net change in net position	1,079,733	1,404,225	324,492		1,679,300	(275,075)	
Beginning net position	66,062,721	72,765,547	(6,702,826)		67,890,260	4,875,287	
Ending net position	\$ 67,142,454	\$ 74,169,772	\$ (6,378,334)		\$ 69,569,560	\$ 4,600,212	

CITY OF LAKEVILLE, MINNESOTA
Enterprise - Utility Fund Street Light Operation
Statement of Revenues, Expenditures and Changes in Working Capital
For the Nine Month Period Ended September 30, 2023

	2023 Adopted Budget	9/30/2023 Actual	Variance	Percent of Budget	Comparative		
					9/30/2022 Actual	Variance from 2022 Actual Positive (Negative)	
<u>Operating revenue</u>							
User charges for services	\$ 1,182,892	\$ 919,773	\$ (263,119)	77.8%	\$ 898,285	\$ 21,488	102.4%
<u>Operating expenses</u>							
Personnel services	25,025	14,075	10,950	56.2%	16,428	2,353	85.7%
Commodities	25	33	(8)	130.7%	11	(22)	297.0%
Other charges and services	967,447	676,051	291,396	69.9%	647,084	(28,967)	104.5%
Major Maintenance	-	-	-	0.0%	-	-	0.0%
Total operating expenses	992,497	690,158	302,339	69.5%	663,523	(26,635)	104.0%
Operating income (loss)	190,395	229,615	39,220		234,762	(5,147)	97.8%
<u>Non-operating revenue (expense)</u>							
Investment income	8,204	9,439	1,235	115.0%	10,736	(1,297)	87.9%
Debt service	(52,492)	(49,417)	3,075	94.1%	(42,542)	(6,875)	116.2%
Transfers in (out) - General Fund	(5,485)	(4,114)	1,371	75.0%	(4,438)	324	92.7%
Total non-operating (net)	(49,773)	(44,092)	5,681	88.6%	(36,244)	(7,848)	121.7%
Net change in net position	140,622	185,522	44,900		198,518	(12,996)	
Beginning net position	1,041,328	1,176,990	(135,662)		1,276,820	(99,830)	
Ending net position	\$ 1,181,950	\$ 1,362,512	\$ (90,762)		\$ 1,475,338	\$ (112,826)	

CITY OF LAKEVILLE, MINNESOTA
 Enterprise - Utility Fund Environmental Resources Operation
 Statement of Revenues, Expenditures and Changes in Working Capital
 For the Nine Month Period Ended September 30, 2023

	2023 Adopted Budget	9/30/2023 Actual	Variance	Percent of Budget	Comparative		
					9/30/2022 Actual	Variance from 2022 Actual Positive (Negative)	
Revenues							
User charges for services	\$ 1,881,259	\$ 1,468,912	\$ (412,347)	78.1%	\$ 1,832,318	\$ (363,406)	80.2%
Charges for services - Recycling	-	-	-	0.0%	-	-	0.0%
Total revenues	<u>1,881,259</u>	<u>1,468,912</u>	<u>(412,347)</u>	<u>78.1%</u>	<u>1,832,318</u>	<u>(363,406)</u>	<u>-22.5%</u>
Expenditures - Public works							
Personnel services	537,485	378,508	158,977	70.4%	450,758	72,250	84.0%
Commodities	46,217	27,717	18,500	60.0%	39,647	11,930	69.9%
Other charges and services	<u>2,486,426</u>	<u>921,246</u>	<u>1,565,180</u>	<u>37.1%</u>	<u>597,509</u>	<u>(323,737)</u>	<u>154.2%</u>
Total expenditures	<u>3,070,128</u>	<u>1,327,470</u>	<u>1,742,658</u>	<u>43.2%</u>	<u>1,087,914</u>	<u>(239,556)</u>	<u>122.0%</u>
Operating income (loss)	<u>(1,188,869)</u>	<u>141,442</u>	<u>1,330,311</u>		<u>744,404</u>	<u>(602,962)</u>	19.0%
Non-operating revenue (expense)							
Intergovernmental	1,341,250	3,065	(1,338,185)	0.2%	-	3,065	0.0%
Investment income	15,237	22,395	7,158	147.0%	21,305	1,090	105.1%
Donations	-	-	-	-	-	-	0.0%
Infrastructure contributed	-	-	-	-	-	-	0.0%
Capital outlay	(31,898)	-	31,898	0.0%	-	-	0.0%
Transfers in (out)							
General Fund (out)	(386,226)	(334,810)	51,416	86.7%	(173,036)	(161,774)	193.5%
General Fund (in) EAB	-	-	-	0.0%	200,000	(200,000)	0.0%
Equipment Fund	(40,500)	(40,500)	-	100.0%	(31,000)	(9,500)	130.6%
Technology Fund	(6,800)	(6,800)	-	100.0%	(4,500)	(2,300)	151.1%
Water Operating Fund	-	-	-	0.0%	-	-	0.0%
Liquor Fund	-	-	-	0.0%	-	-	0.0%
Sanitary sewer operations	<u>(33,002)</u>	<u>(33,002)</u>	<u>-</u>	<u>100.0%</u>	<u>(31,700)</u>	<u>(1,302)</u>	<u>104.1%</u>
Total other financing (uses)	<u>858,061</u>	<u>(389,652)</u>	<u>(1,247,713)</u>	<u>-45.4%</u>	<u>(18,931)</u>	<u>(370,721)</u>	<u>2058.3%</u>
Net change in net position	(330,808)	(248,210)	82,598		725,473	(973,683)	
Beginning net position	<u>3,368,948</u>	<u>3,108,430</u>	<u>260,518</u>		<u>3,418,950</u>	<u>(310,520)</u>	
Ending net position	<u>\$ 3,038,140</u>	<u>\$ 2,860,220</u>	<u>\$ 343,116</u>		<u>\$ 4,144,423</u>	<u>\$ (1,284,203)</u>	