

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

**June 24, 2025
5:00 PM**

AGENDA

1. Call to Order

2. Roll Call

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

3. Setting of Agenda

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

4. Comments

- a. Public Comments
- b. Commission Member Comments

5. COMMISSION BUSINESS

a. Consent Agenda Items:

- 1. Minutes – May 27, 2025
- 2. Disbursement List
- 3. Financial Statement

Commission Action _____

b. 2025 Street Maintenance Project – Pay Voucher No. 2

Commission Action _____

c. 2024 Storm Water Project – Pay Voucher No. 2 / Final

Commission Action _____

d. _____

Commission Action _____

6. ADJOURNMENT

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

**Tuesday, May 27, 2025
Minutes**

1. CALL TO ORDER

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

2. ROLL CALL

Commission Members Brian Olson, Eric Peterson, and Curtis Theis were present. City Administrator Patrick Antonen represented the staff. Member Dwight Benoy was present via interactive technology.

3. SETTING OF AGENDA

There were no changes to the agenda.

4. COMMENTS

a. Public Comments

There were no public comments.

b. Commission Member Comments

Chair Kreminski commented on the following:

- The Centennial Area Education Foundation Gala was held at the beginning of the month and was successful.
- Centennial High School Scholarship Night was on May 12th, where he presented the two essay winners with a scholarship.

5. COMMISSION BUSINESS

a. Consent Agenda Items:

1. Minutes – April 22, 2025
2. Disbursement List
3. Financial Statement

Motion: Olson moved, seconded by Peterson, to approve the Consent Agenda as presented.
Motion carried by Roll Call 5 Ayes and 0 Nays.

b. 2024 Audit Report Presentation – LB Carlson, LLP

Antonen introduced Aaron Nielsen, the city’s auditor from LB Carlson, formerly MMKR, who was present to provide the details of the 2024 audit report with a PowerPoint presentation.

Nielsen thanked the Commission for the opportunity to be there and explained that this PowerPoint presentation will provide a summary of the City’s financial statements for the year ended December 31, 2024, highlighting the following topics:

❖ **Audit Results:**

- Unmodified Opinion on Basic Financial Statements
- Internal control over financial reporting - Finding 2024-001 Limited Segregation of Duties (Due to the small size of the office staff, the City has limited segregation of duties in certain areas)
- No instances of non-compliance to be reported
- MN Legal Compliance - Finding no instances of non-compliance reported in the current year.

❖ **Enterprise Funds Overview:**

- Total Enterprise Funds Net Position: \$15,367,503, an increase of \$401,922 from the prior year.
- Total by Fund:
 - Gas Utility: increase of \$481,741
 - Water Utility: increase of \$32,721
 - Sewer Utility: decrease of \$81,757
 - Storm Water Utility: decrease of \$23,205
 - Solid Waste Utility: decrease of \$7,578

❖ **Government-Wide Financial Statements:**

- Total Net Position: \$37,728,420, an increase of \$937,140 from the prior year.
 - Total Government Activities: increase of \$535,218 from the prior year
 - Total Business-type Activities: increase of \$401,922 from the prior year

Nielsen commented that the audits continue to improve each year.

Antonen commented that Kate and the finance staff continue to do a great job on the audit.

Motion: This moved, seconded by Peterson, to accept the 2024 Audit Report.

Motion carried by Roll Call 5 Ayes and 0 Nays.

c. 2024 Roof Replacement Project on Public Works Building – Change Order 1

Antonen explained that the roof on the public works building was replaced recently, and the project is almost wrapped up, but there are a few minor punch list items that need to be corrected. The contractor ran into more wet insulation than originally thought during the roof replacement. The initial plan was to reuse as much of the insulation as possible, but the wet insulation is unusable. The replacement insulation will be an additional cost, but there

were some credits received for parts of the roof and other insulation that were intended to be replaced but were able to be reused. The overall change order is for \$46,562.

Staff recommended approving Change Order 1 for \$46,562.

Motion: Peterson moved, seconded by Olson, to approve the 2024 Roof Replacement Project for the Public Works building, Change Order 1 for \$46,562.

Motion carried by Roll Call 5 Ayes and 0 Nays.

d. 2025 Street Rehabilitation Project – Pay Voucher 1

Antonen explains that this is Pay Voucher No. 1 for \$40,564.37, which covers the mobilization portion of the 2025 Street Rehabilitation Project. This covers about 2% of the project completed. This is the first of many pay vouchers for this project.

Staff recommended approving Pay Voucher No. 1 for the 2025 Street Rehabilitation Project.

Motion: Theis moved, seconded by Peterson, to approve Pay Voucher 1 for \$40,564.37 for the 2025 Street Rehabilitation Project.

Motion carried by Roll Call 5 Ayes and 0 Nays.

e. Policy 46 – Anti-Drug and Alcohol Plan Revisions

Antonen explained that this plan was addressed last month, but recently, our drug and alcohol audit from the Minnesota Office of Pipeline Safety (MNOPS) was completed, and a few additions to our plan have been recommended. These changes have been redlined in the Anti-Drug and Alcohol Plan that is included in the packet. These changes will make the plan better and more compliant with federal regulations. The changes include:

- Descriptions regarding the responsibilities of the Medical Review Officer
- The address of the consortium used
- More details regarding the screening test results
- Remove the matrix that isn't needed from the plan, which includes information regarding audit questions.
- Updating our covered group to just employees who would work directly with the pipeline.

A new drug testing group is being created for the employees who have been removed from the covered group, and with these changes, we will successfully pass our audit with MNOPS.

Staff recommended approving the updated Anti-Drug & Alcohol Plan.

Motion: Olson moved, seconded by Peterson, to approve Policy 46 – Anti-Drug & Alcohol Plan with stated changes.

Motion carried by Roll Call 5 Ayes and 0 Nays.

6. **ADJOURN TO WORK SESSION**

- Discuss Strategic Initiatives

Motion: This moved, seconded by Peterson, to adjourn at 5:27 p.m.

Motion carried by Roll Call 5 Ayes and 0 Nays.

Chair

City Administrator

Name	Invoice	Description	Invoice Date	Total Cost
Allina Health System (117)				
Allina Health System	CI00067786	AED Pads	05/31/2025	36.87
Allina Health System	CI00067786	AED Pads	05/31/2025	11.00
Allina Health System	CI00067786	AED Pads	05/31/2025	9.90
Allina Health System	CI00067786	AED Pads	05/31/2025	2.77-
Total Allina Health System (117):				55.00
American Express (124)				
American Express	06 05 25	May Credit Card Processing Fees for Utility Payments	06/05/2025	291.21
American Express	06 05 25	May Credit Card Processing Fees for Utility Payments	06/05/2025	46.42
American Express	06 05 25	May Credit Card Processing Fees for Utility Payments	06/05/2025	63.30
American Express	06 05 25	May Credit Card Processing Fees for Utility Payments	06/05/2025	21.10
Total American Express (124):				422.03
BP Canada Energy Mktg Corp (171)				
BP Canada Energy Mktg	21414014	Additional April Natural Gas	05/21/2025	2,103.59
Total BP Canada Energy Mktg Corp (171):				2,103.59
Casey's Business Mastercard (185)				
Casey's Business Maste	60525	May Fuel	06/01/2025	389.07
Casey's Business Maste	60525	May Fuel	06/01/2025	138.49
Casey's Business Maste	60525	May Fuel	06/01/2025	230.37
Total Casey's Business Mastercard (185):				757.93
Centennial Lakes Police Dept (192)				
Centennial Lakes Police	60125	June Health Partners EAP Reimbursement	06/01/2025	10.42
Centennial Lakes Police	60125	June Health Partners EAP Reimbursement	06/01/2025	3.36
Centennial Lakes Police	60125	June Health Partners EAP Reimbursement	06/01/2025	3.02
Total Centennial Lakes Police Dept (192):				16.80
Century Link (200)				
Century Link	60525	Jun Filter Plant Phone	06/05/2025	68.78
Total Century Link (200):				68.78
Chase (205)				
Chase	60525	May Credit Card Processing Fees for Utility Payments	06/05/2025	1,225.84
Chase	60525	May Credit Card Processing Fees for Utility Payments	06/05/2025	195.42
Chase	60525	May Credit Card Processing Fees for Utility Payments	06/05/2025	266.49
Chase	60525	May Credit Card Processing Fees for Utility Payments	06/05/2025	88.83
Total Chase (205):				1,776.58
Cintas (208)				
Cintas	4232569330	Shop Cleaning 6/3/25	06/03/2025	91.36
Cintas	4232569330	Shop Cleaning 6/3/25	06/03/2025	25.35
Cintas	4232569330	Shop Cleaning 6/3/25	06/03/2025	25.35
Cintas	4232569330	Sales Tax	06/03/2025	6.87-
Cintas	4232569402	City Hall Cleaning 6/3/25	06/03/2025	85.59

Name	Invoice	Description	Invoice Date	Total Cost
Cintas	4232569402	City Hall Cleaning 6/3/25	06/03/2025	25.53
Cintas	4232569402	City Hall Cleaning 6/3/25	06/03/2025	22.98
Cintas	4232569402	Sales Tax	06/03/2025	6.43-
Total Cintas (208):				262.86
Comcast (222)				
Comcast	60525	Jun Internet	05/27/2025	21.13
Comcast	60525	Jun Internet	05/27/2025	6.70
Comcast	60525	Jun Internet	05/27/2025	6.03
Comcast	60525	Sales Tax	05/27/2025	.38-
Total Comcast (222):				33.48
Coverall North America, Inc. (237)				
Coverall North America,	1000208009	Jun CH Cleaning	06/01/2025	163.91
Coverall North America,	1000208009	Jun CH Cleaning	06/01/2025	48.90
Coverall North America,	1000208009	Jun CH Cleaning	06/01/2025	44.01
Coverall North America,	1000208009	Sales Tax	06/01/2025	12.32-
Total Coverall North America, Inc. (237):				244.50
Davids Hydro Vac Inc (812)				
Davids Hydro Vac Inc.	DL25006595	Hydro Excavation/Jetting of Storm Sewer On South Dri	05/29/2025	2,850.00
Total Davids Hydro Vac Inc (812):				2,850.00
Dearborn National Life Insurance Co (251)				
Dearborn National Life I	60125	June Life/Disability	05/08/2025	53.50
Dearborn National Life I	60125	June Life/Disability	05/08/2025	65.01
Dearborn National Life I	60125	June Life/Disability	05/08/2025	50.33
Dearborn National Life I	60125	June Life/Disability	05/08/2025	46.44
Dearborn National Life I	60125	June Life/Disability	05/08/2025	215.19
Dearborn National Life I	60125	June Life/Disability	05/08/2025	297.16
Dearborn National Life I	60125	June Life/Disability	05/08/2025	4.64
Total Dearborn National Life Insurance Co (251):				732.27
Element Materials Technology (272)				
Element Materials Techn	ESP0219874	Welder Qualifications - William Jochum (2nd Test)	05/27/2025	1,000.00
Total Element Materials Technology (272):				1,000.00
Gopher State One Call Inc (306)				
Gopher State One Call I	5050291	May Circle Pines Locates	05/31/2025	48.26
Gopher State One Call I	5050291	May Blaine & LL Locates	05/31/2025	145.80
Gopher State One Call I	5050291	May Circle Pines Locates	05/31/2025	22.28
Gopher State One Call I	5050291	May Circle Pines Locates	05/31/2025	3.71
Total Gopher State One Call Inc (306):				220.05
HD Supply (612)				
HD Supply formerly Ho	866308695	Bathroom Tissue & Multi-Fold Paper Towels	05/23/2025	37.93
HD Supply formerly Ho	866308695	Bathroom Tissue & Multi-Fold Paper Towels	05/23/2025	11.31

Name	Invoice	Description	Invoice Date	Total Cost
HD Supply formerly Ho	866308695	Bathroom Tissue & Multi-Fold Paper Towels	05/23/2025	10.18
HD Supply formerly Ho	866308695	Sales Tax	05/23/2025	2.85-
Total HD Supply (612):				56.57
Home Depot Credit Services (333)				
Home Depot Credit Serv	60525	Rain Gauge, Vacuum Hose, Mortar Tun, Sponges, Tro	05/21/2025	71.73
Home Depot Credit Serv	60525	Rain Gauge, Vacuum Hose, Mortar Tun, Sponges, Tro	05/21/2025	19.34
Home Depot Credit Serv	60525	Rain Gauge, Vacuum Hose, Mortar Tun, Sponges, Tro	05/21/2025	19.34
Home Depot Credit Serv	60525	Floor Stripper/Emulsifier	05/21/2025	5.44
Home Depot Credit Serv	60525	Floor Stripper/Emulsifier	05/21/2025	.63
Home Depot Credit Serv	60525	Floor Stripper/Emulsifier	05/21/2025	.63
Home Depot Credit Serv	60525	Sales Tax	05/21/2025	5.78-
Total Home Depot Credit Services (333):				111.33
I.U.O.E Local 49 (347)				
I.U.O.E Local 49	60525	July Health Insurance	06/01/2025	5,241.60
I.U.O.E Local 49	60525	July Health Insurance	06/01/2025	1,146.60
I.U.O.E Local 49	60525	July Health Insurance	06/01/2025	819.00
I.U.O.E Local 49	60525	July Health Insurance	06/01/2025	81.90
Total I.U.O.E Local 49 (347):				7,289.10
Image Printing & Graphics, Inc (353)				
Image Printing & Graphi	170112	Name Badge - AE	05/12/2025	11.68
Image Printing & Graphi	170112	Name Badge - AE	05/12/2025	3.60
Image Printing & Graphi	170112	Name Badge - AE	05/12/2025	3.60
Image Printing & Graphi	170112	Sales Tax	05/12/2025	.88-
Image Printing & Graphi	170257	Name Badge Correction - AE	05/27/2025	6.81
Image Printing & Graphi	170257	Name Badge Correction - AE	05/27/2025	2.10
Image Printing & Graphi	170257	Name Badge Correction - AE	05/27/2025	2.10
Image Printing & Graphi	170257	Sales Tax	05/27/2025	.51-
Image Printing & Graphi	170424	Jun Utility Newsletter	06/02/2025	261.78
Image Printing & Graphi	170424	Jun Utility Newsletter	06/02/2025	88.46
Image Printing & Graphi	170424	Jun Utility Newsletter	06/02/2025	83.81
Image Printing & Graphi	170424	Jun Utility Newsletter	06/02/2025	51.22
Image Printing & Graphi	170424	Sales Tax	06/02/2025	19.67-
Total Image Printing & Graphics, Inc (353):				494.10
Innovative Office Solutions, LLC (355)				
Innovative Office Solutio	IN4849909	Coin batteries, scissors	05/29/2025	10.14
Innovative Office Solutio	IN4849909	Coin batteries, scissors	05/29/2025	3.13
Innovative Office Solutio	IN4849909	Coin batteries, scissors	05/29/2025	3.12
Innovative Office Solutio	IN4849909	Sales Tax	05/29/2025	.76-
Innovative Office Solutio	IN4850794	Wrist Rest	06/02/2025	7.28
Innovative Office Solutio	IN4850794	Wrist Rest	06/02/2025	2.24
Innovative Office Solutio	IN4850794	Wrist Rest	06/02/2025	2.24
Innovative Office Solutio	IN4850794	Sales Tax	06/02/2025	.55-
Innovative Office Solutio	IN4853389	Copy Paper (6 Cases)	06/04/2025	55.20
Innovative Office Solutio	IN4853389	Copy Paper (6 Cases)	06/04/2025	17.02
Innovative Office Solutio	IN4853389	Copy Paper (6 Cases)	06/04/2025	17.01
Innovative Office Solutio	IN4853389	Sales Tax	06/04/2025	4.15-

Name	Invoice	Description	Invoice Date	Total Cost
Total Innovative Office Solutions, LLC (355):				111.92
MAMA (416)				
MAMA	2310	5/22 Lunch meeting	05/19/2025	10.85
MAMA	2310	5/22 Lunch meeting	05/19/2025	3.50
MAMA	2310	5/22 Lunch meeting	05/19/2025	3.15
Total MAMA (416):				17.50
MC Tool & Safety Sales (422)				
MC Tool & Safety Sales	22608	Rainsuits	06/03/2025	79.84
MC Tool & Safety Sales	22608	Rainsuits	06/03/2025	17.19
MC Tool & Safety Sales	22608	Rainsuits	06/03/2025	12.28
MC Tool & Safety Sales	22608	Rainsuits	06/03/2025	1.23
Total MC Tool & Safety Sales (422):				110.54
Menards - Blaine (429)				
Menards - Blaine	85826	Hex Nuts	05/30/2025	1.30
Menards - Blaine	85826	Hex Nuts	05/30/2025	.36
Menards - Blaine	85826	Hex Nuts	05/30/2025	.36
Menards - Blaine	85826	Elbow Vent Pipe	05/30/2025	4.95
Menards - Blaine	85826	Elbow Vent Pipe	05/30/2025	1.35
Menards - Blaine	85826	Elbow Vent Pipe	05/30/2025	1.26
Menards - Blaine	85826	Sales Tax	05/30/2025	.47-
Total Menards - Blaine (429):				9.11
Metro-INET (685)				
Metro-INET	2745	Jun IT Support & Phones	06/01/2025	1,792.42
Metro-INET	2745	Jun IT Support & Phones	06/01/2025	578.20
Metro-INET	2745	Jun IT Support & Phones	06/01/2025	520.38
Total Metro-INET (685):				2,891.00
Metropolitan Council (434)				
Metropolitan Council	1188501	Jul Sewer Contract	06/05/2025	30,246.82
Total Metropolitan Council (434):				30,246.82
Minnesota Occupational Health (448)				
Minnesota Occupational	492986	Seasonal Preemployment Exam & Testing	05/31/2025	201.00
Total Minnesota Occupational Health (448):				201.00
Misc Non-Utility Refunds 2025 (999907)				
Rob Franzewa	060325	Reimbursement for WH Repair After Gas Meter Replac	06/03/2025	365.43
Total Misc Non-Utility Refunds 2025 (999907):				365.43
MN Dept of Health (459)				
MN Dept of Health	060525	2nd Qtr 2025 State Water Fee	05/23/2025	4,273.00

Name	Invoice	Description	Invoice Date	Total Cost
Total MN Dept of Health (459):				4,273.00
MN Dept of Transportation (464)				
MN Dept of Transportati	P00019771	Plant Inspections of Concrete/Bituminous Material for 2	05/28/2025	405.68
Total MN Dept of Transportation (464):				405.68
MN Healthcare Consortium-Your Regional (727)				
MN Healthcare Consorti	60125	June Health Insurance	05/19/2025	842.16
MN Healthcare Consorti	60125	June Health Insurance	05/19/2025	794.37
MN Healthcare Consorti	60125	June Health Insurance	05/19/2025	3,369.75
Total MN Healthcare Consortium-Your Regional (727):				5,006.28
Sensit Technologies, LLC (577)				
Sensit Technologies, LL	SPI-1009787	Calibration Gases for Gas Trac Monitors	05/21/2025	624.38
Total Sensit Technologies, LLC (577):				624.38
Stuart C Irby Co (732)				
Stuart C Irby Co	S014270631.	Reinforcing Sleeve for Kerotest Valve Project	05/21/2025	732.80
Total Stuart C Irby Co (732):				732.80
Toll Gas & Welding Supply (619)				
Toll Gas & Welding Sup	40212641	AGA Spec Cylinder Rental	05/31/2025	8.39
Toll Gas & Welding Sup	40212641	AGA Spec Cylinder Rental	05/31/2025	2.46
Toll Gas & Welding Sup	40212641	AGA Spec Cylinder Rental	05/31/2025	2.46
Total Toll Gas & Welding Supply (619):				13.31
Toshiba American Business Solutions (621)				
Toshiba American Busin	6577835	June Monthly BW Allowance & Quarterly Colored Copi	06/02/2025	85.95
Toshiba American Busin	6577835	June Monthly BW Allowance & Quarterly Colored Copi	06/02/2025	25.64
Toshiba American Busin	6577835	June Monthly BW Allowance & Quarterly Colored Copi	06/02/2025	23.08
Toshiba American Busin	6577835	June Monthly BW Allowance & Quarterly Colored Copi	06/02/2025	6.46-
Total Toshiba American Business Solutions (621):				128.21
US Bank Credit Card (646)				
US Bank Credit Card	60525	Adobe Monthly Subscription	05/26/2025	9.73
US Bank Credit Card	60525	Adobe Monthly Subscription	05/26/2025	3.00
US Bank Credit Card	60525	Adobe Monthly Subscription	05/26/2025	2.99
US Bank Credit Card	60525	Meter Lockout Warning Tags	05/26/2025	548.20
US Bank Credit Card	60525	Postage to Send Gas Leak Detector to Heath for Repai	05/26/2025	24.05
US Bank Credit Card	60525	Lunch for AE & BR During Gas School Training	05/26/2025	31.05
US Bank Credit Card	60525	Tek Screws	05/26/2025	4.86
US Bank Credit Card	60525	Tek Screws	05/26/2025	1.32
US Bank Credit Card	60525	Tek Screws	05/26/2025	1.32
US Bank Credit Card	60525	Hotel Rooms & Dinner for AE & BR During Gas School	05/26/2025	290.24
US Bank Credit Card	60525	Sales Tax	05/26/2025	1.10-

Name	Invoice	Description	Invoice Date	Total Cost
Total US Bank Credit Card (646):				915.66
Valley Paving Inc (813)				
Valley Paving Inc	PAY VOUCH	2025 Street Rehab Project - Pay Voucher 1	05/20/2025	40,564.37
Total Valley Paving Inc (813):				40,564.37
Verizon Wireless (652)				
Verizon Wireless	6114313669	May Phones, Data & Paging App	05/23/2025	288.67
Verizon Wireless	6114313669	May Phones, Data & Paging App	05/23/2025	60.39
Verizon Wireless	6114313669	May Phones, Data & Paging App	05/23/2025	46.39
Verizon Wireless	6114313669	Sales Tax	05/23/2025	21.69-
Total Verizon Wireless (652):				373.76
WH Security (667)				
WH Security	60525	Jun Monitoring	05/29/2025	20.25
WH Security	60525	Sales Tax	05/29/2025	1.52-
Total WH Security (667):				18.73
WSB & Associates, Inc (658)				
WSB & Associates, Inc	R-013404-00	MS4 Services-Apr 25 Billings	05/29/2025	814.00
WSB & Associates, Inc	R-025186-00	2025 Pavement Rehabilitation Project-Apr 25 Billings	05/29/2025	23,885.35
WSB & Associates, Inc	R-026428-00	EV Charger Coordination and Implementation	05/29/2025	2,744.00
WSB & Associates, Inc	R-026608-00	GIS Updates	05/29/2025	51.80
WSB & Associates, Inc	R-026608-00	GIS Updates	05/29/2025	11.10
WSB & Associates, Inc	R-026608-00	GIS Updates	05/29/2025	11.10
WSB & Associates, Inc	R-026608-00	Lead Service Line-MDH Site Plan & Review	05/29/2025	795.25
WSB & Associates, Inc	R-026608-00	EV Charger Coordination & Discussions	05/29/2025	125.50
WSB & Associates, Inc	R-027020-00	2024 Pond Maintenance Project - Apr 25 Billing	05/29/2025	195.00
WSB & Associates, Inc	R-027820-00	(City Exp) Baldwin and Carl Eck Park Master Planning	05/29/2025	4,531.00
Total WSB & Associates, Inc (658):				33,164.10
Xpress Bill Pay (672)				
Xpress Bill Pay	INV-XPR024	May Processing Fees for Utility Payments	06/05/2025	1,380.17
Xpress Bill Pay	INV-XPR024	May Processing Fees for Utility Payments	06/05/2025	220.03
Xpress Bill Pay	INV-XPR024	May Processing Fees for Utility Payments	06/05/2025	300.04
Xpress Bill Pay	INV-XPR024	May Processing Fees for Utility Payments	06/05/2025	100.01
Total Xpress Bill Pay (672):				2,000.25
Grand Totals:				140,668.82

Name	Invoice	Description	Invoice Date	Total Cost
Amazon Capital Services (122)				
Amazon Capital Service	1J44-DWFC-	Anti-Fog Eyeglass Wipes	06/09/2025	11.95
Amazon Capital Service	1J44-DWFC-	Anti-Fog Eyeglass Wipes	06/09/2025	3.24
Amazon Capital Service	1J44-DWFC-	Anti-Fog Eyeglass Wipes	06/09/2025	3.24
Amazon Capital Service	1J44-DWFC-	Sales Tax	06/09/2025	.90-
Amazon Capital Service	1PVQ-MH31-	Adjustable Flame Lighters	06/16/2025	129.62
Amazon Capital Service	1PVQ-MH31-	Sales Tax	06/16/2025	9.74-
Total Amazon Capital Services (122):				137.41
Anoka County (137)				
Anoka County Treasury	B250609F	June Broadband	06/10/2025	46.50
Anoka County Treasury	B250609F	June Broadband	06/10/2025	15.00
Anoka County Treasury	B250609F	June Broadband	06/10/2025	13.50
Total Anoka County (137):				75.00
Ascom Hasler Mailing Sys (140)				
Ascom Hasler Mailing S	61025	Refill Postage 6/10/25	06/10/2025	2,000.00
Total Ascom Hasler Mailing Sys (140):				2,000.00
Blink (820)				
SemaConnect LLC	INV9411042	(City Exp) 2-Blink Charging Stations, Warranty & Signs	06/04/2025	13,823.00
Total Blink (820):				13,823.00
BP Canada Energy Mktg Corp (171)				
BP Canada Energy Mktg	21418732/21	May Natural Gas	06/13/2025	22,291.40
Total BP Canada Energy Mktg Corp (171):				22,291.40
Centennial Utilities (194)				
Centennial Utilities	061225	May Utilities	06/12/2025	43.61
Centennial Utilities	061225	May Utilities	06/12/2025	5.22
Centennial Utilities	061225	May Utilities	06/12/2025	5.22
Centennial Utilities	061225	May Utilities	06/12/2025	196.47
Centennial Utilities	061225	May Utilities	06/12/2025	20.54
Centennial Utilities	061225	May Utilities	06/12/2025	1,468.99
Centennial Utilities	061225	May Utilities	06/12/2025	265.63
Centennial Utilities	061225	Sales Tax	06/12/2025	13.50-
Total Centennial Utilities (194):				1,992.18
Cintas (208)				
Cintas	4234036210	Shop Cleaning 6/17/25	06/19/2025	91.36
Cintas	4234036210	Shop Cleaning 6/17/25	06/19/2025	25.35
Cintas	4234036210	Shop Cleaning 6/17/25	06/19/2025	25.35
Cintas	4234036210	Sales Tax	06/19/2025	6.87-
Cintas	4234036305	City Hall Cleaning 6/17/25	06/17/2025	85.59
Cintas	4234036305	City Hall Cleaning 6/17/25	06/17/2025	25.53
Cintas	4234036305	City Hall Cleaning 6/17/25	06/17/2025	22.98
Cintas	4234036305	Sales Tax	06/17/2025	6.43-

Name	Invoice	Description	Invoice Date	Total Cost
Total Cintas (208):				262.86
Connexus Energy (229)				
Connexus Energy	61925	May Electric	06/13/2025	89.79
Connexus Energy	61925	May Electric	06/13/2025	43.55
Connexus Energy	61925	May Electric	06/13/2025	96.39
Connexus Energy	61925	May Electric	06/13/2025	768.22
Connexus Energy	61925	May Electric	06/13/2025	75.22
Connexus Energy	61925	May Electric	06/13/2025	38.11
Connexus Energy	61925	May Electric	06/13/2025	339.34
Connexus Energy	61925	May Electric	06/13/2025	39.23
Connexus Energy	61925	May Electric	06/13/2025	39.23
Connexus Energy	61925	May Electric	06/13/2025	454.52
Connexus Energy	61925	May Electric	06/13/2025	15.96
Connexus Energy	61925	Sales Tax	06/13/2025	83.23-
Total Connexus Energy (229):				1,916.33
Dell Marketing LP (254)				
Dell Marketing L.P.	1081796315	Pro 16 Laptop (Service Tag #2KQVZ84) & Docking Sta	06/03/2025	439.64
Dell Marketing L.P.	1081796315	Pro 16 Laptop (Service Tag #2KQVZ84) & Docking Sta	06/03/2025	135.54
Dell Marketing L.P.	1081796315	Pro 16 Laptop (Service Tag #2KQVZ84) & Docking Sta	06/03/2025	135.54
Dell Marketing L.P.	1081796315	Sales Tax	06/03/2025	33.04-
Total Dell Marketing LP (254):				677.68
Element Materials Technology (272)				
Element Materials Techn	ESP0220344	Welder Qualifications - William Jochum (3rd Test)	06/05/2025	1,000.00
Total Element Materials Technology (272):				1,000.00
Finance & Commerce (285)				
BridgeTower OpCo, LLC	745746214	Ad for bids on Pond Maintenance Project	12/10/2024	238.14
BridgeTower OpCo, LLC	745751943	Ad for bids on 2025 Street Rehabilitation Project	01/07/2025	264.60
Total Finance & Commerce (285):				502.74
Frattallone's Hardware & Garden (291)				
Frattallones	77041	Fastners & Slotted Screwdriver	06/12/2025	11.77
Frattallones	77041	Sales Tax	06/12/2025	.88-
Total Frattallone's Hardware & Garden (291):				10.89
Grainger, Inc. (308)				
Grainger, Inc.	9529215916	Pipe Thread Sealant	06/04/2025	135.52
Grainger, Inc.	9529215916	Sales Tax	06/04/2025	10.18-
Total Grainger, Inc. (308):				125.34
Hawkins, Inc (322)				
Hawkins, Inc	7099044	Chlorine Cylinder Rental	06/15/2025	10.00

Name	Invoice	Description	Invoice Date	Total Cost
Total Hawkins, Inc (322):				10.00
HD Supply (612)				
HD Supply formerly Ho	867659997	Multi-Fold Towels	06/03/2025	50.23
HD Supply formerly Ho	867659997	Multi-Fold Towels	06/03/2025	13.59
HD Supply formerly Ho	867659997	Multi-Fold Towels	06/03/2025	13.59
HD Supply formerly Ho	867659997	Sales Tax	06/03/2025	3.77-
Total HD Supply (612):				73.64
In Control, Inc. (354)				
In Control, Inc.	S-INV02734	WIN911 Update Voice/Mobile Gateways - Remove 2 U	05/30/2025	96.50
In Control, Inc.	S-INV02734	WIN911 Update Voice/Mobile Gateways - Remove 2 U	05/30/2025	96.50
Total In Control, Inc. (354):				193.00
Inspec Inc. (768)				
Inspec Inc.	5768	Consulting for Public Works & Fire Department Roofs	06/10/2025	3,610.00
Total Inspec Inc. (768):				3,610.00
Instrumental Research, Inc. (357)				
Instrumental Research, I	6347	Water Testing-May	06/09/2025	75.00
Total Instrumental Research, Inc. (357):				75.00
LB Carlson LLP (792)				
LB Carlson LLP	249492	2024 May Final Audit Billing	06/10/2025	2,269.81
LB Carlson LLP	249492	2024 May Final Audit Billing	06/10/2025	873.00
LB Carlson LLP	249492	2024 May Final Audit Billing	06/10/2025	785.70
LB Carlson LLP	249492	2024 May Final Audit Billing	06/10/2025	436.50
Total LB Carlson LLP (792):				4,365.01
Menards - Blaine (429)				
Menards - Blaine	85655	Galvanized Elbows & Polycarbonate Sheet	05/27/2025	73.09
Menards - Blaine	85655	Galvanized Elbows & Polycarbonate Sheet	05/27/2025	19.88
Menards - Blaine	85655	Galvanized Elbows & Polycarbonate Sheet	05/27/2025	18.55
Menards - Blaine	85655	Sales Tax	05/27/2025	5.49-
Menards - Blaine	85968	Galvanized Elbows Returned	06/02/2025	6.38-
Menards - Blaine	85968	Galvanized Elbows Returned	06/02/2025	1.73-
Menards - Blaine	85968	Galvanized Elbows Returned	06/02/2025	1.61-
Menards - Blaine	85968	Sales Tax	06/02/2025	.48
Total Menards - Blaine (429):				96.79
Minnesota Community Energy (445)				
Minnesota Community E	1232	May Natural Gas	06/10/2025	21,533.22
Total Minnesota Community Energy (445):				21,533.22
Misc Utility Refunds 2025 (999906)				
Greg Belting	61025	CR Bal Refund Acct #51130.02	06/10/2025	152.97

Name	Invoice	Description	Invoice Date	Total Cost
Total Misc Utility Refunds 2025 (999906):				152.97
MN Dept of Revenue (463)				
MN Dept of Revenue	061925	May Sales Tax	06/18/2025	118.20
MN Dept of Revenue	061925	May Sales Tax	06/18/2025	13,107.97
Total MN Dept of Revenue (463):				13,226.17
O'Reilly Auto Parts (516)				
O'Reilly Auto Parts	3472-397485	Oil Filter	06/13/2025	5.05
O'Reilly Auto Parts	3472-397485	Oil Filter	06/13/2025	1.67
O'Reilly Auto Parts	3472-397485	Oil Filter	06/13/2025	1.59
O'Reilly Auto Parts	3472-397485	Sales Tax	06/13/2025	.38-
Total O'Reilly Auto Parts (516):				7.93
Sensit Technologies, LLC (577)				
Sensit Technologies, LL	SPI-1010380	Sensors & Calibration Gas for Gas Trac Monitors	06/11/2025	1,055.36
Total Sensit Technologies, LLC (577):				1,055.36
Valley Paving Inc (813)				
Valley Paving Inc	PAY VOUCH	2025 Street Rehab Project - Pay Voucher 2	06/06/2025	248,305.00
Total Valley Paving Inc (813):				248,305.00
WSB & Associates, Inc (658)				
WSB & Associates, Inc	R-013404-00	MS4 Services-May 25 Billings	06/16/2025	878.50
WSB & Associates, Inc	R-025186-00	2025 Pavement Rehabilitation Project-May 25 Billings	06/16/2025	55,447.50
WSB & Associates, Inc	R-027820-00	(City Exp) Baldwin and Carl Eck Park Master Planning	06/16/2025	671.50
Total WSB & Associates, Inc (658):				56,997.50
Xcel Energy (671)				
Xcel Energy	930321175	May IH Lift Station Power & Pumping #51-6447264-0	06/19/2025	65.65
Total Xcel Energy (671):				65.65
Grand Totals:				394,582.07



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Circle Pines, MN 55014
(763) 784-6751

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Memo

Agenda Item 5.a.3.

To: Utility Commission
From: Kate Manson
Date: June 18, 2025
Re: May Utility Funds Financials

Operating income has remained flat compared to the previous month, mostly due to the shift in seasons with less natural gas sales and more water sold. Gross profits are up 8% from last year due to colder weather and higher gas sales, as well as rate increases for sewer and stormwater. The overall financial performance remains aligned with budgetary projections.

The water fund is breaking even. Sales during the non-irrigating months are typically consistent, and this year is no exception, with 41.5 million gallons sold, comparable to prior years' range of 37.2 to 42.6 million gallons. Large interest payments in August and December will result most likely in using more reserves as planned.

Adjusting for the Metropolitan Council's \$30,000 pre-bill disposal expense, the sewer fund's net loss of \$30,268 transforms into a loss of approximately \$300. This performance aligns with expectations, as the budget included a 7% increase in rates and a reduction in reserves. Same as water, large interest payments are still coming later this year.

Stormwater underwent an 11% rate increase effective January 1, and like the water and sewer funds, is expected to utilize reserves.

May's natural gas sales were moderate at 231,000 MMBtu, compared to a historical range of 203,000-265,000 MMBtu over the last five years. As the season continues to warm, the operating income of \$437,181 will continue to decrease, but the Utility should end the year with savings of about \$150,000 to contribute to future capital spending.

Bond interest payments coming in August will begin to spend down reserves as planned for 2025 for utility funds other than natural gas. Operating income should continue to be supported by natural gas throughout the year.

KM

Enclosures:

(1) May Financial Summary

May Financial Summary

Percent of Sales

	WATER				SEWER				STORMWATER				GAS				ALL FUNDS				
	2025 YTD		2024 YTD		2025 YTD		2024 YTD		2025 YTD		2024 YTD		2025 YTD		2024 YTD		2025 YTD		2024 YTD		
<u>UTILITY SALES</u>																					
Residential	199,163	73.3%	197,834	76.8%	332,285	82.4%	319,187	81.7%	93,507	83.9%	84,170	83.6%	1,355,728	62.2%	1,138,584	62.9%	1,980,683	66.8%	1,739,775	68.0%	
Commercial	6,074	2.2%	5,634	2.2%	63,720	15.8%	63,952	16.4%	17,438	15.7%	16,061	16.0%	598,221	27.4%	505,816	28.0%	685,453	23.1%	591,463	23.1%	
Interruptible	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	147,389	6.8%	97,847	5.4%	147,389	5.0%	97,847	3.8%	
Penalties	960	0.4%	974	0.4%	1,796	0.4%	1,718	0.4%	461	0.4%	437	0.4%	10,477	0.5%	8,563	0.5%	13,694	0.5%	11,692	0.5%	
Other / Grant	64,941	23.9%	52,750	20.5%	5,688	1.4%	5,600	1.4%	11	0.0%	-	0.0%	1,067	0.0%	1,710	0.1%	71,708	2.4%	60,060	2.3%	
Franchise Fees	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	66,809	3.1%	56,252	3.1%	66,809	2.3%	56,252	2.2%	
Investment Earnings	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	
Bad Debt Recovery	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	
Gain/Loss on Asset Disposal	661	0.2%	571	0.2%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	661	0.0%	571	0.0%	
TOTAL UTILITY SALES	271,799	100.0%	257,763	100.0%	403,490	100.0%	390,457	100.0%	111,417	100.0%	100,668	100.0%	2,179,691	100.0%	1,808,772	100.0%	2,966,396	100.0%	2,557,660	100.0%	
<u>COST OF SALES</u>																					
Gas Purchase	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	989,189	45.4%	717,946	39.7%	989,189	33.3%	717,946	28.1%	
Water & Sewer Pumping	5,086	1.9%	4,621	1.8%	683	0.2%	563	0.1%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	5,769	0.2%	5,184	0.2%	
MCES Sewer Contract	-	0.0%	-	0.0%	184,390	45.7%	191,847	49.1%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	184,390	6.2%	191,847	7.5%	
Franchise Fees	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	66,766	3.1%	56,243	3.1%	66,766	2.3%	56,243	2.2%	
TOTAL COST OF SALES	5,086	1.9%	4,621	1.8%	185,073	45.9%	192,410	49.3%	-	0.0%	-	0.0%	1,055,954	48.4%	774,189	42.8%	1,246,114	42.0%	971,219	38.0%	
GROSS PROFIT	266,713	98.1%	253,142	98.2%	218,416	54.1%	198,047	50.7%	111,417	100.0%	100,668	100.0%	1,123,736	51.6%	1,034,584	57.2%	1,720,282	58.0%	1,586,441	62.0%	
<u>OPERATING EXPENSES</u>																					
OPERATIONS																					
Personal Services	48,130	17.7%	50,368	19.5%	35,417	8.8%	36,533	9.4%	3,196	2.9%	3,454	3.4%	213,934	9.8%	219,148	12.1%	300,676	10.1%	309,503	12.1%	
Supplies	1,722	0.6%	1,727	0.7%	1,593	0.4%	2,218	0.6%	23	0.0%	16	0.0%	6,337	0.3%	7,882	0.4%	9,675	0.3%	11,843	0.5%	
Contracted Services	3,282	1.2%	2,229	0.9%	9,489	2.4%	1,644	0.4%	4,497	4.0%	4,306	4.3%	21,256	1.0%	15,941	0.9%	38,524	1.3%	24,120	0.9%	
Bldg/Equip Rental/Repair	9,007	3.3%	9,106	3.5%	15,423	3.8%	6,356	1.6%	13,100	11.8%	11,358	11.3%	9,793	0.4%	5,241	0.3%	47,323	1.6%	32,061	1.3%	
TOTAL OPERATIONS	62,140	22.9%	63,431	24.6%	61,921	15.3%	46,750	12.0%	20,816	18.7%	19,134	19.0%	251,320	11.5%	248,212	13.7%	396,198	13.4%	377,527	14.8%	
FILTRATION EXPENSES	33,220	12.2%	37,001	14.4%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	33,220	1.1%	37,001	1.4%	
IESF	-	0.0%	-	0.0%	-	0.0%	-	0.0%	152	0.1%	323	0.3%	-	0.0%	-	0.0%	152	0.0%	323	0.0%	
ADMINISTRATION																					
Personal Services	48,345	17.8%	46,004	17.8%	45,402	11.3%	43,108	11.0%	-	0.0%	-	0.0%	197,167	9.0%	189,852	10.5%	290,915	9.8%	278,964	10.9%	
Supplies	393	0.1%	1,286	0.5%	363	0.1%	1,237	0.3%	-	0.0%	-	0.0%	1,392	0.1%	4,864	0.3%	2,147	0.1%	7,387	0.3%	
Contracted Services	12,883	4.7%	19,010	7.4%	12,286	3.0%	17,429	4.5%	2,563	2.3%	-	0.0%	53,173	2.4%	74,819	4.1%	80,906	2.7%	111,258	4.3%	
Bldg/Equip Rental/Repair	8,881	3.3%	8,442	3.3%	9,169	2.3%	7,632	2.0%	2,163	1.9%	-	0.0%	50,777	2.3%	39,556	2.2%	70,990	2.4%	55,630	2.2%	
Interest on Bonds	7,895	2.9%	8,648	3.4%	9,120	2.3%	9,987	2.6%	6,094	5.5%	6,606	6.6%	-	0.0%	-	0.0%	23,109	0.8%	25,241	1.0%	
Contingency	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	
TOTAL ADMINISTRATION	78,397	28.8%	83,390	32.4%	76,341	18.9%	79,393	20.3%	10,821	9.7%	6,606	6.6%	302,509	13.9%	309,091	17.1%	468,067	15.8%	478,480	18.7%	
DEPRECIATION EXPENSE	90,919	33.5%	88,429	34.3%	110,423	27.4%	108,213	27.7%	80,625	72.4%	77,843	77.3%	132,726	6.1%	127,324	7.0%	414,693	14.0%	401,809	15.7%	
TOTAL OPERATING EXPENSES	264,676	97.4%	272,251	105.6%	248,685	61.6%	234,356	60.02%	112,414	100.9%	103,906	103.2%	686,556	31.5%	684,627	37.9%	1,312,330	44.2%	1,295,140	50.6%	
TRANSFER IN	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	
OPERATING INCOME (LOSS)	2,036	0.7%	(19,108)	-7.4%	(30,268)	-7.5%	(36,309)	-9.3%	(997)	-0.9%	(3,238)	-3.2%	437,181	20.1%	349,956	19.3%	407,952	13.8%	291,301	11.4%	

CITY OF CIRCLE PINES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025
WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
601-36-6210-000 INTEREST-INVESTMENTS	.00	.00	28,029.00	28,029.00	.00
601-36-6235-000 MISCELLANEOUS	.00	93.10	.00	(93.10)	.00
TOTAL MISCELLANEOUS	.00	93.10	28,029.00	27,935.90	.33
<u>SALES REVENUE</u>					
601-37-7110-000 RESIDENTIAL WATER SALES	50,444.76	185,847.39	465,351.00	279,503.61	39.94
601-37-7111-000 RESIDENTIAL WATER SALES - IRRI	905.37	1,159.51	24,949.00	23,789.49	4.65
601-37-7112-000 RESIDENTIAL WATER SALES - MULT	3,093.56	12,155.75	33,210.00	21,054.25	36.60
601-37-7120-000 COMMERCIAL WATER SALES	1,606.03	5,604.43	19,882.00	14,277.57	28.19
601-37-7121-000 COMMERCIAL WATER SALES-IRRIGAT	469.69	469.69	.00	(469.69)	.00
601-37-7170-000 MISC WATER SALES	.00	300.00	300.00	.00	100.00
601-37-7250-000 WATER TOWER LEASE	.00	64,548.39	70,231.00	5,682.61	91.91
601-37-7560-000 PENALTIES	202.52	959.95	4,075.00	3,115.05	23.56
TOTAL SALES REVENUE	56,721.93	271,045.11	617,998.00	346,952.89	43.86
<u>OTHER FINANCING SOURCES</u>					
601-39-9200-000 GAIN/LOSS OF ASSET DISPOSAL	.00	660.52	.00	(660.52)	.00
601-39-9205-000 TRANSFER FROM WATER FILTRATION	.00	.00	98,337.00	98,337.00	.00
TOTAL OTHER FINANCING SOURCES	.00	660.52	98,337.00	97,676.48	.67
TOTAL FUND REVENUE	56,721.93	271,798.73	744,364.00	472,565.27	36.51

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

WATER UTILITY FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<u>POWER & PUMPING</u>						
601-49-9410-000	WATER-POWER & PUMPING	986.32	5,086.18	19,300.00	14,213.82	26.35
	OTHER	986.32	5,086.18	19,300.00	14,213.82	26.35
	TOTAL POWER & PUMPING	986.32	5,086.18	19,300.00	14,213.82	26.35
<u>WATER OPERATIONS</u>						
601-49-9430-101	WATER-SALARIES-FT	6,981.05	34,792.37	89,084.00	54,291.63	39.06
601-49-9430-102	WATER SALARIES-OT	500.31	2,547.38	5,784.00	3,236.62	44.04
601-49-9430-103	WATER SALARIES-PT	43.20	43.20	1,287.00	1,243.80	3.36
601-49-9430-120	WATER-PAYROLL TAXES	1,116.05	5,061.47	14,646.00	9,584.53	34.56
601-49-9430-130	WATER-INSURANCE	1,220.15	5,628.54	16,855.00	11,226.46	33.39
601-49-9430-142	WATER-UNEMPLOYMENT	.00	57.00	.00	(57.00)	.00
	PERSONNEL	9,860.76	48,129.96	127,656.00	79,526.04	37.70
601-49-9430-212	WATER-MOTOR FUEL & LUBS	149.38	655.44	3,780.00	3,124.56	17.34
601-49-9430-214	WATER-TOOLS	.00	135.04	408.00	272.96	33.10
601-49-9430-215	WATER-SHOP SUPPLIES	78.48	605.96	1,100.00	494.04	55.09
601-49-9430-218	WATER-UNIFORMS	280.61	325.55	588.00	262.45	55.37
	SUPPLIES	508.47	1,721.99	5,876.00	4,154.01	29.31
601-49-9430-306	WATER-MEDICAL TESTING/PHYSICAL	.00	.00	50.00	50.00	.00
601-49-9430-307	WATER-CONSULTING (FILTRATION)	.00	628.69	630.00	1.31	99.79
601-49-9430-314	WATER-CONTRACT SERVICES	163.20	596.29	1,286.00	689.71	46.37
601-49-9430-321	WATER-TELEPHONE	60.39	262.55	718.00	455.45	36.57
601-49-9430-331	WATER-TRAVEL	23.00	972.50	1,400.00	427.50	69.46
601-49-9430-380	WATER-UTILITIES	111.53	821.51	1,726.00	904.49	47.60
	CONTRACTED SERVICES	358.12	3,281.54	5,810.00	2,528.46	56.48
601-49-9430-401	WATER-BUILDING MAINTENANCE	64.41	5,962.44	1,200.00	(4,762.44)	496.87
601-49-9430-402	WATER-MAIN WELL & SERV REPAIR	.00	.00	14,200.00	14,200.00	.00
601-49-9430-404	WATER-REP & MTC EQUIPMENT	2.89	870.47	4,149.00	3,278.53	20.98
601-49-9430-495	WATER-MISCELLANEOUS	20.66	2,174.03	2,180.00	5.97	99.73
	MAINTENANCE	87.96	9,006.94	21,729.00	12,722.06	41.45
	TOTAL WATER OPERATIONS	10,815.31	62,140.43	161,071.00	98,930.57	38.58
<u>WATER FILTRATION</u>						

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

WATER UTILITY FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
601-49-9435-216	WATER-FILTRATION CHEMICALS	2,484.34	2,644.34	10,000.00	7,355.66	26.44
601-49-9435-219	WATER-FILTRATION SUPPLIES	.00	153.28	200.00	46.72	76.64
	SUPPLIES	2,484.34	2,797.62	10,200.00	7,402.38	27.43
601-49-9435-321	WATER-FILTRATION TELEPHONE	68.78	343.81	821.00	477.19	41.88
601-49-9435-380	WATER-FILTRATION UTILITIES	775.75	3,930.05	8,400.00	4,469.95	46.79
	CONTRACTED SERVICES	844.53	4,273.86	9,221.00	4,947.14	46.35
601-49-9435-402	WATER-FILTRATION REPAIR & MTC	.00	1,494.96	5,850.00	4,355.04	25.55
601-49-9435-404	WATER-FILTRATION EQUIP MAINT	.00	.00	5,000.00	5,000.00	.00
601-49-9435-420	WATER-FILTRATION DEPRECIATION	4,805.75	24,028.75	57,669.00	33,640.25	41.67
601-49-9435-433	WATER FILTRATION-DUES & FEES	.00	625.00	600.00	(25.00)	104.17
	MAINTENANCE	4,805.75	26,148.71	69,119.00	42,970.29	37.83
	TOTAL WATER FILTRATION	8,134.62	33,220.19	88,540.00	55,319.81	37.52
WATER ADMINISTRATION						
601-49-9440-101	WATER-SALARIES-FT	6,658.88	35,888.70	86,390.00	50,501.30	41.54
601-49-9440-102	WATER-SALARIES-OT	.00	.00	100.00	100.00	.00
601-49-9440-103	WATER-SALARIES-PT	.00	585.00	2,340.00	1,755.00	25.00
601-49-9440-120	WATER-PAYROLL TAXES	988.19	4,799.77	13,357.00	8,557.23	35.93
601-49-9440-130	WATER-INSURNACE	895.66	7,071.76	12,767.00	5,695.24	55.39
	PERSONNEL	8,542.73	48,345.23	114,954.00	66,608.77	42.06
601-49-9440-201	WATER-OFFICE SUPPLIES	17.22	106.24	374.00	267.76	28.41
601-49-9440-218	WATER-UNIFORMS	20.50	192.60	175.00	(17.60)	110.06
601-49-9440-219	WATER-MISC SUPPLIES	28.39	93.73	160.00	66.27	58.58
	SUPPLIES	66.11	392.57	709.00	316.43	55.37

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

WATER UTILITY FUND

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
601-49-9440-301 WATER-AUDITING	510.00	3,900.00	4,715.00	815.00	82.71
601-49-9440-303 WATER-ENGINEERING	.00	767.00	8,000.00	7,233.00	9.59
601-49-9440-304 WATER-LEGAL	.00	.00	500.00	500.00	.00
601-49-9440-307 WATER-CONSULTING	3.36	16.93	1,589.00	1,572.07	1.07
601-49-9440-314 WATER-CONTRACT SERVICES	99.96	556.89	1,742.00	1,185.11	31.97
601-49-9440-321 WATER-TELEPHONE	21.70	295.99	985.00	689.01	30.05
601-49-9440-322 WATER-POSTAGE	.00	.00	3,694.00	3,694.00	.00
601-49-9440-331 WATER-TRAVEL	15.50	240.23	1,331.00	1,090.77	18.05
601-49-9440-350 WATER-PRINTING & PUBLISHING	113.97	1,532.40	2,366.00	833.60	64.77
601-49-9440-360 WATER-INSURANCE	1,075.00	5,375.00	12,904.00	7,529.00	41.65
601-49-9440-380 WATER-UTILITIES	38.23	198.88	555.00	356.12	35.83
CONTRACTED SERVICES	1,877.72	12,883.32	38,381.00	25,497.68	33.57
601-49-9440-401 WATER-BUILDING MAINT	1.11	45.72	329.00	283.28	13.90
601-49-9440-404 WATER-REP & MTC EQUIPMENT	.00	.00	145.00	145.00	.00
601-49-9440-405 WATER-MAINTENANCE CONTRACTS	665.74	6,281.13	20,021.00	13,739.87	31.37
601-49-9440-420 WATER-DEPRECIATION	18,183.83	90,919.15	218,206.00	127,286.85	41.67
601-49-9440-432 WATER-UNCOLLECTABLE ACCOUNTS	.00	.00	500.00	500.00	.00
601-49-9440-433 WATER-DUES & SUBSCRIPTIONS	.00	368.70	1,099.00	730.30	33.55
601-49-9440-440 WATER-BANK CHARGES	488.47	2,185.16	4,510.00	2,324.84	48.45
601-49-9440-492 WATER - WATER EFFICIENCY GRANT	.00	.00	1,000.00	1,000.00	.00
601-49-9440-495 WATER-MISCELLANEOUS	.00	.00	500.00	500.00	.00
MAINTENANCE	19,339.15	99,799.86	246,310.00	146,510.14	40.52
601-49-9440-611 WATER-BOND INTEREST	.00	7,386.67	74,689.00	67,302.33	9.89
601-49-9440-620 WATER-BOND SERVICE FEES	.00	508.00	410.00	(98.00)	123.90
OTHER	.00	7,894.67	75,099.00	67,204.33	10.51
TOTAL WATER ADMINISTRATION	29,825.71	169,315.65	475,453.00	306,137.35	35.61
TOTAL WATER UTILITY FUND	49,761.96	269,762.45	744,364.00	474,601.55	36.24
NET REVENUE OVER EXPENDITURES	6,959.97	2,036.28	.00	(2,036.28)	

CITY OF CIRCLE PINES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025
SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
602-36-6220-000 EQUIPMENT RENTAL FROM SEWER	.00	5,600.00	5,600.00	.00	100.00
602-36-6235-000 MISCELLANEOUS	.00	88.20	.00	(88.20)	.00
TOTAL MISCELLANEOUS	.00	5,688.20	5,600.00	(88.20)	101.58
<u>SALES REVENUE</u>					
602-37-7210-000 RESIDENTIAL SEWER SALES	66,422.53	332,285.23	797,196.00	464,910.77	41.68
602-37-7220-000 COMMERCIAL SEWER SALES	14,924.84	63,719.93	168,558.00	104,838.07	37.80
602-37-7560-000 PENALTIES	361.24	1,796.27	7,243.00	5,446.73	24.80
TOTAL SALES REVENUE	81,708.61	397,801.43	972,997.00	575,195.57	40.88
<u>OTHER FINANCING SOURCES</u>					
602-39-9205-000 TRANSFER IN	.00	.00	34,993.00	34,993.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	34,993.00	34,993.00	.00
TOTAL FUND REVENUE	81,708.61	403,489.63	1,013,590.00	610,100.37	39.81

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

SEWER FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<u>POWER & PUMPING</u>						
602-49-9410-000	SEWER-POWER & PUMPING	164.42	682.79	1,750.00	1,067.21	39.02
	OTHER	164.42	682.79	1,750.00	1,067.21	39.02
	TOTAL POWER & PUMPING	164.42	682.79	1,750.00	1,067.21	39.02
<u>SEWER OPERATIONS</u>						
602-49-9460-101	SEWER-SALARIES-FT	5,058.59	25,247.09	63,631.00	38,383.91	39.68
602-49-9460-102	SEWER-SALARIES-OT	420.34	2,351.95	5,546.00	3,194.05	42.41
602-49-9460-120	SEWER-PAYROLL TAXES	815.34	3,750.46	10,606.00	6,855.54	35.36
602-49-9460-130	SEWER-INSURANCE	871.53	4,022.31	12,043.00	8,020.69	33.40
602-49-9460-142	SEWER-UNEMPLOYMENT	.00	44.78	.00	(44.78)	.00
	PERSONNEL	7,165.80	35,416.59	91,826.00	56,409.41	38.57
602-49-9460-212	SEWER-MOTOR FUEL & LUBS	286.76	771.80	4,820.00	4,048.20	16.01
602-49-9460-214	SEWER-TOOLS	.00	96.58	1,058.00	961.42	9.13
602-49-9460-215	SEWER-SHOP SUPPLIES	73.30	490.75	1,080.00	589.25	45.44
602-49-9460-218	SEWER-UNIFORMS	201.85	233.95	420.00	186.05	55.70
	SUPPLIES	561.91	1,593.08	7,378.00	5,784.92	21.59
602-49-9460-307	SEWER-CONSULTING	.00	628.69	630.00	1.31	99.79
602-49-9460-314	SEWER-CONTRACT SERVICES	50.70	8,254.33	7,566.00	(688.33)	109.10
602-49-9460-321	SEWER-TELEPHONE	46.39	205.71	551.00	345.29	37.33
602-49-9460-331	SEWER-TRAVEL	.00	400.00	1,700.00	1,300.00	23.53
	CONTRACTED SERVICES	97.09	9,488.73	10,447.00	958.27	90.83
602-49-9460-401	SEWER-BUILDING MAINTENANCE	60.11	195.24	1,120.00	924.76	17.43
602-49-9460-402	SEWER-MAIN & LIFT STAT REPAIR	4,266.79	14,106.59	13,200.00	(906.59)	106.87
602-49-9460-404	SEWER-MTC & REP EQUIPMENT	280.26	1,114.25	5,091.00	3,976.75	21.89
602-49-9460-495	SEWER-MISCELLANEOUS	3.44	6.66	130.00	123.34	5.12
	MAINTENANCE	4,610.60	15,422.74	19,541.00	4,118.26	78.93
	TOTAL SEWER OPERATIONS	12,435.40	61,921.14	129,192.00	67,270.86	47.93
<u>SEWAGE TREATMENT-MWCC</u>						

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

SEWER FUND

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
602-49-9480-314 SEWAGE TREATMENT-MWCC CONTRACT	30,246.82	184,390.37	373,777.00	189,386.63	49.33
CONTRACTED SERVICES	30,246.82	184,390.37	373,777.00	189,386.63	49.33
TOTAL SEWAGE TREATMENT-MWCC	30,246.82	184,390.37	373,777.00	189,386.63	49.33
SEWER ADMINISTRATION					
602-49-9490-101 SEWER-SALARIES-FT	6,243.28	33,683.70	81,006.00	47,322.30	41.58
602-49-9490-102 SEWER-SALARIES-OT	.00	.00	100.00	100.00	.00
602-49-9490-103 SEWER-SALARIES-PT	.00	552.50	2,210.00	1,657.50	25.00
602-49-9490-120 SEWER-PAYROLL TAXES	926.39	4,499.62	12,526.00	8,026.38	35.92
602-49-9490-130 SEWER-INSURANCE	844.70	6,666.39	11,982.00	5,315.61	55.64
PERSONNEL	8,014.37	45,402.21	107,824.00	62,421.79	42.11
602-49-9490-201 SEWER-OFFICE SUPPLIES	17.22	104.88	367.00	262.12	28.58
602-49-9490-218 SEWER-UNIFORMS	18.45	173.34	158.00	(15.34)	109.71
602-49-9490-219 SEWER-MISC SUPPLIES	25.55	84.34	144.00	59.66	58.57
SUPPLIES	61.22	362.56	669.00	306.44	54.19
602-49-9490-301 SEWER-AUDITING	459.00	3,510.00	4,243.00	733.00	82.72
602-49-9490-303 SEWER-ENGINEERING	.00	754.50	500.00	(254.50)	150.90
602-49-9490-304 SEWER-LEGAL	.00	.00	500.00	500.00	.00
602-49-9490-307 SEWER-CONSULTING	3.02	15.23	1,682.00	1,666.77	.91
602-49-9490-314 SEWER-CONTRACT SERVICES	89.97	507.38	1,568.00	1,060.62	32.36
602-49-9490-321 SEWER-TELEPHONE	19.53	266.39	909.00	642.61	29.31
602-49-9490-322 SEWER-POSTAGE	.00	.00	3,499.00	3,499.00	.00
602-49-9490-331 SEWER-TRAVEL	13.65	213.21	1,250.00	1,036.79	17.06
602-49-9490-350 SEWER-PRINTING & PUBLISHING	108.09	1,445.87	2,052.00	606.13	70.46
602-49-9490-360 SEWER-INSURANCE	1,075.00	5,375.00	12,904.00	7,529.00	41.65
602-49-9490-380 SEWER-UTILITIES	38.23	198.88	555.00	356.12	35.83
CONTRACTED SERVICES	1,806.49	12,286.46	29,662.00	17,375.54	41.42
602-49-9490-401 SEWER-BUILDING MAINT	1.11	45.72	329.00	283.28	13.90
602-49-9490-404 SEWER-REP & MTC EQUIPMENT	.00	.00	134.00	134.00	.00
602-49-9490-405 SEWER-MTC CONTRACTS	599.17	5,791.20	10,052.00	4,260.80	57.61
602-49-9490-420 SEWER-DEPRECIATION	22,084.58	110,422.90	265,015.00	154,592.10	41.67
602-49-9490-432 SEWER-UNCOLLECTABLE ACCOUNTS	.00	.01	500.00	499.99	.00
602-49-9490-433 SEWER-DUES & SUBSCRIPTIONS	.00	352.20	715.00	362.80	49.26
602-49-9490-440 SEWER-BANK CHARGES	666.09	2,979.76	6,150.00	3,170.24	48.45
MAINTENANCE	23,350.95	119,591.79	282,895.00	163,303.21	42.27

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

SEWER FUND

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
602-49-9490-611 SEWER-BOND INTEREST	.00	8,550.43	87,333.00	78,782.57	9.79
602-49-9490-620 SEWER-BOND SERVICE FEES	.00	570.00	489.00	(81.00)	116.56
OTHER	.00	9,120.43	87,822.00	78,701.57	10.39
TOTAL SEWER ADMINISTRATION	33,233.03	186,763.45	508,872.00	322,108.55	36.70
TOTAL SEWER FUND	76,079.67	433,757.75	1,013,591.00	579,833.25	42.79
NET REVENUE OVER EXPENDITURES	5,628.94	(30,268.12)	(1.00)	30,267.12	

CITY OF CIRCLE PINES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025
STORMWATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
603-36-6210-000 INTEREST-INVESTMENTS	.00	.00	3,538.00	3,538.00	.00
603-36-6235-000 MISCELLANEOUS	.00	11.25	.00	(11.25)	.00
TOTAL SOURCE 36	.00	11.25	3,538.00	3,526.75	.32
 <u>SALES REVENUE</u>					
603-37-7110-000 RESIDENTIAL STORMWATER SALES	18,700.00	93,506.96	224,400.00	130,893.04	41.67
603-37-7120-000 COMMERCIAL STORMWATER SALES	3,487.56	17,437.80	41,850.00	24,412.20	41.67
603-37-7560-000 PENALTIES	95.12	460.77	1,997.00	1,536.23	23.07
TOTAL SALES REVENUE	22,282.68	111,405.53	268,247.00	156,841.47	41.53
 <u>OTHER FINANCING SOURCES</u>					
603-39-9205-000 TRANSFER FROM PIR	.00	.00	37,919.00	37,919.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	37,919.00	37,919.00	.00
 TOTAL FUND REVENUE	 22,282.68	 111,416.78	 309,704.00	 198,287.22	 35.98

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

STORMWATER FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
STORMWATER OPS						
603-49-9530-101	STORMWATER-SALARIES FT	494.64	2,464.40	6,363.00	3,898.60	38.73
603-49-9530-120	STORMWATER-PAYROLL TAXES	73.50	330.74	977.00	646.26	33.85
603-49-9530-130	STORMWATER-INSURANCE	87.15	401.07	1,201.00	799.93	33.39
PERSONNEL		655.29	3,196.21	8,541.00	5,344.79	37.42
603-49-9530-218	STORMWATER-UNIFORMS	19.61	22.82	42.00	19.18	54.33
SUPPLIES		19.61	22.82	42.00	19.18	54.33
603-49-9530-301	STORMWATER-AUDITING	.00	.00	2,357.00	2,357.00	.00
603-49-9530-303	STORMWATER-ENGINEERING	.00	4,173.00	10,500.00	6,327.00	39.74
603-49-9530-307	STORMWATER-CONSULTING	.00	.00	416.00	416.00	.00
603-49-9530-314	STORMWATER-CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.00
603-49-9530-322	STORMWATER-POSTAGE	.00	.00	2,138.00	2,138.00	.00
603-49-9530-331	STORMWATER-TRAVEL	.00	.00	500.00	500.00	.00
603-49-9530-350	STORMWATER-PRINTING & PUB	51.22	260.03	1,254.00	993.97	20.74
603-49-9530-380	STORMWATER-UTILITIES	15.97	63.98	200.00	136.02	31.99
CONTRACTED SERVICES		67.19	4,497.01	18,365.00	13,867.99	24.49
603-49-9530-402	STORMWATER-POND REPAIR & MTC	.00	.00	7,000.00	7,000.00	.00
603-49-9530-403	STORMWATER-CATCH BASIN REPAIR	.00	7,500.00	10,000.00	2,500.00	75.00
603-49-9530-415	STORMWATER-EQUIPMENT RENTAL	.00	5,600.00	5,600.00	.00	100.00
603-49-9530-420	STORMWATER-DEPRECIATION	16,125.00	80,625.00	193,500.00	112,875.00	41.67
603-49-9530-432	STORMWATER-UNCOLLECTABLE ACTS	.00	.01	.00	(.01)	.00
603-49-9530-433	STORMWATER-DUES & MEMBERSHIPS	.00	.00	1,680.00	1,680.00	.00
603-49-9530-495	STORMWATER-MISCELLANEOUS	.00	.00	500.00	500.00	.00
MAINTENANCE		16,125.00	93,725.01	218,280.00	124,554.99	42.94
603-49-9530-611	STORMWATER-BOND INTEREST	.00	5,800.00	58,820.00	53,020.00	9.86
603-49-9530-620	STORMWATER-BOND SERVICE FEES	.00	294.00	255.00	(39.00)	115.29
OTHER		.00	6,094.00	59,075.00	52,981.00	10.32
TOTAL STORMWATER OPS		16,867.09	107,535.05	304,303.00	196,767.95	35.34

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CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

STORMWATER FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
603-49-9531-303	STORMWATER-IESF ENGINEERING	.00	.00	500.00	500.00	.00
603-49-9531-314	STORMWATER-IESF CONTRACT SERV	.00	.00	500.00	500.00	.00
603-49-9531-380	STORMWATER-IESF UTILITIES	38.11	152.44	1,350.00	1,197.56	11.29
	CONTRACTED SERVICES	38.11	152.44	2,350.00	2,197.56	6.49
603-49-9531-402	STORMWATER-IESF REPAIR & MTC	.00	.00	1,000.00	1,000.00	.00
	MAINTENANCE	.00	.00	1,000.00	1,000.00	.00
	TOTAL IESF	38.11	152.44	3,350.00	3,197.56	4.55
	STORMWATER ADMIN					
603-49-9540-301	STORMWATER-AUDITING	255.00	1,950.00	.00	(1,950.00)	.00
603-49-9540-350	STORMWATER-PRINT & PUBLISH	.00	613.26	.00	(613.26)	.00
	CONTRACTED SERVICES	255.00	2,563.26	.00	(2,563.26)	.00
603-49-9540-433	STORMWATER-DUES & MEMBERSHIPS	.00	1,170.00	.00	(1,170.00)	.00
603-49-9540-440	STORMWATER-BANK CHARGES	222.03	993.24	2,050.00	1,056.76	48.45
	MAINTENANCE	222.03	2,163.24	2,050.00	(113.24)	105.52
	TOTAL STORMWATER ADMIN	477.03	4,726.50	2,050.00	(2,676.50)	230.56
	TOTAL STORMWATER FUND	17,382.23	112,413.99	309,703.00	197,289.01	36.30
	NET REVENUE OVER EXPENDITURES	4,900.45	(997.21)	1.00	998.21	

CITY OF CIRCLE PINES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025
GAS UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
609-36-6210-000 INTEREST-INVESTMENTS	.00	.00	976.00	976.00	.00
609-36-6235-000 MISCELLANEOUS REVENUE	.00	332.62	.00	(332.62)	.00
TOTAL MISCELLANEOUS	.00	332.62	976.00	643.38	34.08
<u>SALES REVENUE</u>					
609-37-7510-000 RESIDENTIAL GAS SALES-CP	63,445.98	841,607.20	1,474,340.00	632,732.80	57.08
609-37-7515-000 RESIDENTIAL GAS SALES-LL	35,055.61	450,605.36	797,720.00	347,114.64	56.49
609-37-7517-000 RESIDENTIAL GAS SALES-BL	6,454.89	63,515.64	110,575.00	47,059.36	57.44
609-37-7530-000 COMMERCIAL GAS SALES-CP	10,024.44	135,911.74	240,520.00	104,608.26	56.51
609-37-7535-000 COMMERCIAL GAS SALES-LL	25,042.69	412,742.34	707,790.00	295,047.66	58.31
609-37-7537-000 COMMERCIAL GAS SALES-BL	2,510.71	49,566.72	60,650.00	11,083.28	81.73
609-37-7545-000 INTERRUPTIBLE GAS SALES-LL	10,269.39	147,389.45	336,940.00	189,550.55	43.74
609-37-7560-000 PENALTIES-CP	718.46	5,547.35	8,574.00	3,026.65	64.70
609-37-7565-000 PENALTIES-LL	629.00	4,466.06	9,212.00	4,745.94	48.48
609-37-7567-000 PENALTIES-BL	55.27	463.10	86.00	(377.10)	538.49
609-37-7570-000 MISC GAS SALES	105.00	734.00	5,500.00	4,766.00	13.35
609-37-7580-000 FRANCHISE FEES-CP	2,204.32	29,326.69	51,446.00	22,119.31	57.00
609-37-7585-000 FRANCHISE FEES-LL	2,609.43	37,482.65	66,959.00	29,476.35	55.98
TOTAL SALES REVENUE	159,125.19	2,179,358.30	3,870,312.00	1,690,953.70	56.31
TOTAL FUND REVENUE	159,125.19	2,179,690.92	3,871,288.00	1,691,597.08	56.30

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

GAS UTILITY FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
<u>GAS SOURCE OF SUPPLY</u>						
609-49-9600-000	GAS-SOURCE OF SUPPLY	43,824.62	989,188.65	1,852,300.00	863,111.35	53.40
609-49-9600-050	FRANCHISE FEE	4,813.75	66,765.81	118,405.00	51,639.19	56.39
	OTHER	48,638.37	1,055,954.46	1,970,705.00	914,750.54	53.58
	TOTAL GAS SOURCE OF SUPPLY	48,638.37	1,055,954.46	1,970,705.00	914,750.54	53.58
<u>GAS OPERATIONS</u>						
609-49-9610-101	GAS-SALARIES FT	31,654.21	157,631.93	420,741.00	263,109.07	37.47
609-49-9610-102	GAS-SALARIES OT	1,502.55	7,943.41	21,070.00	13,126.59	37.70
609-49-9610-103	GAS-SALARIES PT	.00	.00	10,296.00	10,296.00	.00
609-49-9610-120	GAS-PAYROLL TAXES	4,931.70	22,361.14	68,524.00	46,162.86	32.63
609-49-9610-130	GAS-INSURANCE	5,577.77	25,736.63	77,087.00	51,350.37	33.39
609-49-9610-142	GAS-UNEMPLOYMENT	.00	260.55	.00	(260.55)	.00
	PERSONNEL	43,666.23	213,933.66	597,718.00	383,784.34	35.79
609-49-9610-212	GAS-MOTOR FUEL LUBS	419.68	1,902.91	11,935.00	10,032.09	15.94
609-49-9610-214	GAS-TOOLS	.00	556.44	8,982.00	8,425.56	6.20
609-49-9610-215	GAS-SUPPLIES SHOP	285.54	1,875.79	4,220.00	2,344.21	44.45
609-49-9610-218	GAS-UNIFORMS	1,296.38	1,505.01	2,730.00	1,224.99	55.13
609-49-9610-219	GAS-SUPPLIES MISC	.00	496.66	2,500.00	2,003.34	19.87
	SUPPLIES	2,001.60	6,336.81	30,367.00	24,030.19	20.87
609-49-9610-306	GAS-MEDICAL TESTING & PHYS	78.00	485.00	1,414.00	929.00	34.30
609-49-9610-307	GAS-CONSULTING	131.03	9,516.69	18,580.00	9,063.31	51.22
609-49-9610-314	GAS-CONTRACT SERVICES	182.72	932.68	1,886.00	953.32	49.45
609-49-9610-321	GAS-TELEPHONE	287.90	1,225.58	3,179.00	1,953.42	38.55
609-49-9610-331	GAS-TRAVEL	12.09	912.09	5,025.00	4,112.91	18.15
609-49-9610-380	GAS-UTILITIES	1,161.81	8,184.38	16,331.00	8,146.62	50.12
	CONTRACTED SERVICES	1,853.55	21,256.42	46,415.00	25,158.58	45.80
609-49-9610-401	GAS-BUILDING MAINTENANCE	230.58	762.82	4,080.00	3,317.18	18.70
609-49-9610-402	GAS-GAS MAIN REPAIR	2,000.00	2,000.00	8,000.00	6,000.00	25.00
609-49-9610-403	GAS-REPAIR CUST SERVICES	.00	.00	6,000.00	6,000.00	.00
609-49-9610-404	GAS-REPAIR MTC EQUIPMENT	690.51	4,203.75	10,932.00	6,728.25	38.45
609-49-9610-405	GAS-CATHODIC PROTECTION REP	.00	.00	3,000.00	3,000.00	.00
609-49-9610-406	GAS-REPAIR MTC METERS-REGS	.00	2,543.65	18,300.00	15,756.35	13.90
609-49-9610-433	GAS-DUES SUBSCRIPTIONS	.00	.00	300.00	300.00	.00
609-49-9610-495	GAS-MISCELLANEOUS	121.70	282.83	2,240.00	1,957.17	12.63
	MAINTENANCE	3,042.79	9,793.05	52,852.00	43,058.95	18.53

CITY OF CIRCLE PINES
EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
FOR THE 5 MONTHS ENDING MAY 31, 2025

GAS UTILITY FUND

		PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
TOTAL GAS OPERATIONS		50,564.17	251,319.94	727,352.00	476,032.06	34.55
GAS ADMINISTRATION						
609-49-9620-101	GAS-SALARIES FT	27,323.56	146,635.19	354,381.00	207,745.81	41.38
609-49-9620-102	GAS-SALARIES OT	.00	.00	765.00	765.00	.00
609-49-9620-103	GAS-SALARIES PT	345.60	2,458.10	8,450.00	5,991.90	29.09
609-49-9620-120	GAS-PAYROLL TAXES	4,082.48	19,729.14	54,777.00	35,047.86	36.02
609-49-9620-130	GAS-INSURANCE	3,584.94	28,344.76	52,202.00	23,857.24	54.30
PERSONNEL		35,336.58	197,167.19	470,575.00	273,407.81	41.90
609-49-9620-201	GAS-OFFICE SUPPLIES	185.62	480.96	1,208.00	727.04	39.81
609-49-9620-218	GAS-UNIFORMS	63.55	597.06	542.00	(55.06)	110.16
609-49-9620-219	GAS-MISC SUPPLIES	95.19	314.19	496.00	181.81	63.34
SUPPLIES		344.36	1,392.21	2,246.00	853.79	61.99
609-49-9620-301	GAS-AUDITING	1,326.00	10,140.00	12,258.00	2,118.00	82.72
609-49-9620-303	GAS-ENGINEERING	.00	.00	250.00	250.00	.00
609-49-9620-304	GAS-LEGAL	.00	.00	4,100.00	4,100.00	.00
609-49-9620-307	GAS-CONSULTING	10.42	6,644.01	27,776.00	21,131.99	23.92
609-49-9620-314	GAS-CONTRACT SERVICE	335.09	1,674.67	5,401.00	3,726.33	31.01
609-49-9620-321	GAS-TELEPHONE	67.63	920.72	3,157.00	2,236.28	29.16
609-49-9620-322	GAS-POSTAGE	2,000.00	8,453.65	10,109.00	1,655.35	83.62
609-49-9620-331	GAS-TRAVEL	78.35	1,047.72	5,389.00	4,341.28	19.44
609-49-9620-350	GAS-PUBLISH PRINT	339.27	4,556.99	11,453.00	6,896.01	39.79
609-49-9620-360	GAS-INSURANCE	3,584.00	17,920.00	43,012.00	25,092.00	41.66
609-49-9620-380	GAS-UTILITIES	349.47	1,815.57	4,665.00	2,849.43	38.92
CONTRACTED SERVICES		8,090.23	53,173.33	127,570.00	74,396.67	41.68
609-49-9620-401	GAS-BUILDING MAINT	9.59	381.68	2,632.00	2,250.32	14.50
609-49-9620-404	GAS-REPAIR MTC EQUIPMENT	.00	.00	788.00	788.00	.00
609-49-9620-405	GAS-MAINTENANCE CONTRACTS	2,064.68	18,631.78	39,606.00	20,974.22	47.04
609-49-9620-420	GAS-DEPRECIATION	26,545.25	132,726.25	318,543.00	185,816.75	41.67
609-49-9620-431	GAS-CASH SHORT (OVER)	(.01)	(.01)	.00	.01	.00
609-49-9620-432	GAS-UNCOLLECTABLE ACCOUNTS	13.31	1,220.68	3,950.00	2,729.32	30.90
609-49-9620-433	GAS-DUES SUBSCRIPTION	.00	5,985.69	7,219.00	1,233.31	82.92
609-49-9620-435	GAS-BOOK PAMPHLETS	.00	.00	400.00	400.00	.00
609-49-9620-440	GAS-BANK CHARGES	3,064.03	13,706.85	27,880.00	14,173.15	49.16
609-49-9620-495	GAS-MISCELLANEOUS	.00	10,850.00	16,200.00	5,350.00	66.98
MAINTENANCE		31,696.85	183,502.92	417,218.00	233,715.08	43.98

CITY OF CIRCLE PINES
 EXPENSES COMPARED TO BUDGET BY EXPENSE CODES
 FOR THE 5 MONTHS ENDING MAY 31, 2025

GAS UTILITY FUND

	PERIOD ACTUAL		BUDGET	UNEXPENDED	PCNT
609-49-9620-650 GAS-AMORT UTILITY RIGHTS	.00	.00	4,300.00	4,300.00	.00
609-49-9620-900 GAS-CONTINGENCY	.00	.00	151,323.00	151,323.00	.00
OTHER	.00	.00	155,623.00	155,623.00	.00
TOTAL GAS ADMINISTRATION	75,468.02	435,235.65	1,173,232.00	737,996.35	37.10
TOTAL GAS UTILITY FUND	174,670.56	1,742,510.05	3,871,289.00	2,128,778.95	45.01
NET REVENUE OVER EXPENDITURES	(15,545.37)	437,180.87	(1.00)	(437,181.87)	



2025 Street Rehabilitation Project

Pay Voucher 2

Client: City of Circle Pines 200 Civic Heights Circle Circle Pines, MN 55014-1788	Contractor: Valley Paving Inc 8800 13th Ave E Shakopee, MN 55379
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WSB Project No.: 025186-000
Client Project No.:
State Project No.: SAP 244-106-002 SAP 244-112-001
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$2,146,146.00	Original	\$2,146,146.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$2,146,146.00	Total	\$2,146,146.00

Work Certified To Date	
Base Bid Items	\$304,073.02
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$304,073.02

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$261,373.68	\$304,073.02	\$15,203.65	\$40,564.37	\$248,305.00	\$288,869.37
Percent Retained: 5%			Percent Complete: 14.17%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By Valley Paving Inc

Approved By WSB

Signature

Emily Brown

Signature

6/6/2025

June 6, 2025

Date

Date

Approved By City of Circle Pines

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	04/30/25	\$42,699.34	\$2,134.97	\$40,564.37
2	06/04/25	\$261,373.68	\$13,068.68	\$248,305.00

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
LOCAL	\$62,487.00	\$3,124.35	\$2,147.00	\$57,215.65	\$59,362.65
SAP 244-106-002	\$73,568.87	\$3,678.45	\$38,158.52	\$31,731.90	\$69,890.42
SAP 244-112-001	\$168,017.15	\$8,400.85	\$258.85	\$159,357.45	\$159,616.30

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	State Aid	\$31,731.90	\$356,524.82	\$356,524.82	\$69,890.42
2	State Aid	\$159,357.45	\$340,477.01	\$340,477.01	\$159,616.30
3	Local	\$57,215.65	\$1,449,144.17	\$1,449,144.17	\$59,362.65

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$73,553.73	1	0	\$0.00	0.5	\$36,776.87
2	2101.502	CLEARING	EACH	\$550.00	2	1	\$550.00	1	\$550.00
3	2101.502	GRUBBING	EACH	\$150.00	2	2	\$300.00	2	\$300.00
4	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$750.00	5	0	\$0.00	0	\$0.00
5	2104.502	SALVAGE SIGN	EACH	\$47.00	78	0	\$0.00	0	\$0.00
6	2104.503	SALVAGE CHAIN LINK FENCE	L F	\$45.00	20	0	\$0.00	0	\$0.00
7	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$6.00	236	36	\$216.00	79	\$474.00
8	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$0.01	9311	1513	\$15.13	2960	\$29.60
9	2104.503	REMOVE CURB & GUTTER	L F	\$9.30	8050	2682	\$24,942.60	2682	\$24,942.60
10	2104.503	REMOVE SANITARY SERVICE PIPE	L F	\$34.00	50	0	\$0.00	0	\$0.00
11	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$22.00	63	0	\$0.00	0	\$0.00
12	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$25.00	210	89	\$2,225.00	89	\$2,225.00
13	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$8.00	205	610	\$4,880.00	610	\$4,880.00
14	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$5.00	5067	596	\$2,980.00	596	\$2,980.00
15	2104.518	REMOVE CONCRETE WALK	S F	\$2.25	1372	1062	\$2,389.50	1062	\$2,389.50
16	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	\$78.00	12	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
17	2104.618	SALVAGE BRICK PAVERS	S F	\$1.50	2090	3098	\$4,647.00	3098	\$4,647.00
18	2106.507	EXCAVATION - COMMON (P)	C Y	\$45.00	66	0	\$0.00	0	\$0.00
19	2112.604	SUBGRADE PREPARATION	S Y	\$1.00	4069	0	\$0.00	0	\$0.00
20	2123.610	SKID LOADER	HOUR	\$80.00	30	0	\$0.00	0	\$0.00
21	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$1.00	110	8	\$8.00	8	\$8.00
22	2130.523	WATER	MGAL	\$50.00	120	0	\$0.00	0	\$0.00
23	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$1.00	66	0	\$0.00	0	\$0.00
24	2215.504	FULL DEPTH RECLAMATION	S Y	\$5.70	21494	0	\$0.00	0	\$0.00
25	2231.604	BITUMINOUS PATCH SPECIAL	S Y	\$27.00	869	596	\$16,092.00	596	\$16,092.00
26	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$1.55	37421	0	\$0.00	0	\$0.00
27	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$0.01	5026	25	\$0.25	25	\$0.25
28	2360.504	TYPE SP 9.5 WEAR CRS MIX(2,C) 3.0" THICK	S Y	\$34.00	205	0	\$0.00	0	\$0.00
29	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,B)	TON	\$85.25	4354	0	\$0.00	0	\$0.00
30	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$97.00	1996	0	\$0.00	0	\$0.00
31	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$94.20	2777	0	\$0.00	0	\$0.00
32	2502.503	4" PE PIPE DRAIN	L F	\$40.00	250	0	\$0.00	0	\$0.00
33	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	\$78.00	749	0	\$0.00	0	\$0.00
34	2503.503	21" RC PIPE SEWER DES 3006 CL III	L F	\$103.00	63	0	\$0.00	0	\$0.00
35	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	\$6,100.00	1	0	\$0.00	0	\$0.00
36	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$960.00	7	0	\$0.00	0	\$0.00
37	2503.602	CONNECT TO EXISTING SANITARY SEWER SER	EACH	\$1,700.00	1	0	\$0.00	0	\$0.00
38	2503.602	8"X4" PVC WYE	EACH	\$1,300.00	1	0	\$0.00	0	\$0.00
39	2503.602	8"X8" PVC WYE	EACH	\$1,600.00	1	0	\$0.00	0	\$0.00
40	2503.602	TELEWISE SANITARY SEWER SERVICE	EACH	\$425.00	2	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
41	2503.603	TELEWISE SANITARY SEWER	L F	\$13.00	184	0	\$0.00	0	\$0.00
42	2503.603	4" PVC SANITARY SERVICE PIPE	L F	\$79.00	50	0	\$0.00	0	\$0.00
43	2503.603	8" PVC PIPE SEWER SDR 26	LF	\$112.00	234	0	\$0.00	0	\$0.00
44	2504.602	8" GATE VALVE & BOX	EACH	\$8,750.00	1	0	\$0.00	0	\$0.00
45	2504.602	ADJUST GATE VALVE & BOX	EACH	\$425.00	37	0	\$0.00	0	\$0.00
46	2504.602	CONNECT TO EXISTING WATERMAIN	EA	\$2,000.00	2	0	\$0.00	0	\$0.00
47	2504.603	8" WATERMAIN DUCTILE IRON CL 52	L F	\$115.00	50	0	\$0.00	0	\$0.00
48	2504.608	DUCTILE IRON FITTINGS	LB	\$18.00	112	0	\$0.00	0	\$0.00
49	2506.502	CASTING ASSEMBLY	EACH	\$865.00	10	2	\$1,730.00	2	\$1,730.00
50	2506.502	ADJUST FRAME & RING CASTING	EACH	\$865.00	42	2	\$1,730.00	2	\$1,730.00
51	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$815.00	35	0	\$0.00	0	\$0.00
52	2506.503	CONST DRAINAGE STRUCTURE DES 84-4020	L F	\$2,350.00	6	0	\$0.00	0	\$0.00
53	2506.602	CASTING ASSEMBLY (SANITARY)	EACH	\$1,250.00	1	0	\$0.00	0	\$0.00
54	2506.602	CHIMNEY SEAL	EACH	\$265.00	42	0	\$0.00	0	\$0.00
55	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	\$2,700.00	4	0	\$0.00	0	\$0.00
56	2506.603	CONSTRUCT 48" DIA SANITARY MANHOLE	L F	\$1,215.00	12	10	\$12,150.00	10	\$12,150.00
57	2521.518	4" CONCRETE WALK	S F	\$10.00	105	719	\$7,190.00	719	\$7,190.00
58	2521.518	4" CONCRETE WALK SPECIAL	S F	\$10.00	158	672	\$6,720.00	672	\$6,720.00
59	2521.518	6" CONCRETE WALK	S F	\$10.00	234	974	\$9,740.00	974	\$9,740.00
60	2521.518	6" CONCRETE WALK SPECIAL	S F	\$11.00	2513	0	\$0.00	0	\$0.00
61	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	\$28.00	593	226	\$6,328.00	226	\$6,328.00
62	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$38.00	3767	1292	\$49,096.00	1292	\$49,096.00
63	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$79.00	210	89	\$7,031.00	89	\$7,031.00
64	2531.603	CONCRETE CURB & GUTTER DES SURMOUNTABLE	L F	\$28.00	3690	2356	\$65,968.00	2356	\$65,968.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
65	2531.603	7" CONCRETE VALLEY GUTTER	L F	\$104.00	135	0	\$0.00	0	\$0.00
66	2531.618	TRUNCATED DOMES	S F	\$52.00	468	366	\$19,032.00	366	\$19,032.00
67	2540.602	INSTALL MAIL BOX SUPPORT	EACH	\$104.00	12	0	\$0.00	0	\$0.00
68	2540.602	TEMPORARY MAIL BOX	EACH	\$52.00	12	0	\$0.00	0	\$0.00
69	2540.618	INSTALL BRICK PAVERS	S F	\$17.00	780	197.6	\$3,359.20	197.6	\$3,359.20
70	2557.602	REPAIR DOG FENCE	EACH	\$260.00	8	0	\$0.00	0	\$0.00
71	2557.603	INSTALL CHAIN LINK FENCE	L F	\$113.00	20	0	\$0.00	0	\$0.00
72	2563.601	TRAFFIC CONTROL	LS	\$11,300.00	1	0	\$0.00	0.5	\$5,650.00
73	2564.518	SIGN PANELS TYPE C	S F	\$49.00	423	0	\$0.00	0	\$0.00
74	2564.602	SIGN PANELS TYPE SPECIAL	EACH	\$338.00	42	0	\$0.00	0	\$0.00
75	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$600.00	1	0	\$0.00	0	\$0.00
76	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$125.00	97	19	\$2,375.00	19	\$2,375.00
77	2573.503	SILT FENCE, TYPE MS	L F	\$3.00	200	0	\$0.00	0	\$0.00
78	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.00	500	1400	\$4,200.00	1400	\$4,200.00
79	2574.507	COMMON TOPSOIL BORROW	C Y	\$46.00	1284	21	\$966.00	21	\$966.00
80	2574.508	FERTILIZER TYPE 3	LB	\$1.00	244	0	\$0.00	0	\$0.00
81	2575.504	SODDING TYPE LAWN	S Y	\$13.00	3247	181	\$2,353.00	181	\$2,353.00
82	2575.505	SEEDING	ACRE	\$550.00	0.9	0	\$0.00	0	\$0.00
83	2575.508	HYDRAULIC MULCH MATRIX	LB	\$1.15	2600	0	\$0.00	0	\$0.00
84	2575.523	WATER	MGAL	\$55.00	140	0	\$0.00	0	\$0.00
85	2575.608	SEED RESIDENTIAL TURFGRASS	LB	\$4.00	202	0	\$0.00	0	\$0.00
86	2582.503	4" SOLID LINE PAINT	L F	\$0.75	3032	0	\$0.00	0	\$0.00
87	2582.503	4" SOLID LINE MULTI COMP	L F	\$1.10	191	0	\$0.00	0	\$0.00
88	2582.503	12" SOLID LINE MULTI COMP	L F	\$6.25	23	0	\$0.00	0	\$0.00
89	2582.503	4" DBLE SOLID LINE MULTI COMP	L F	\$2.20	469	0	\$0.00	0	\$0.00
90	2582.518	PAVT MSSG MULTI COMP	S F	\$11.50	82	0	\$0.00	0	\$0.00



Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
91	2582.518	CROSSWALK MULTI COMP	S F	\$6.25	432	0	\$0.00	0	\$0.00
92	2582.618	PAVEMENT MARKING SPECIAL	S F	\$24.00	1488	0	\$0.00	0	\$0.00
93	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	\$8,000.00	1	0	\$0.00	0	\$0.00
94	2502.601	IRRIGATION SYSTEM PROVISION	LS	\$8,000.00	1	0.27	\$2,160.00	0.27	\$2,160.00
Bid Totals:							\$261,373.68		\$304,073.02

Project Category Totals		
Category	Amount This Voucher	Amount To Date
BASE BID	\$259,213.68	\$301,913.02
PROVISIONAL ITEMS	\$2,160.00	\$2,160.00

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining



200 Civic Heights Circle
Circle Pines, MN 55014

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

Agenda Item 5.c.

Memo

To: Utilities Commission
From: Patrick Antonen
Date: June 20, 2025
Re: 2025 Stormwater Pond Payment Request #2

Enclosed in the packet is the payment request #2 for the stormwater pond maintenance project. This project revolved around maintenance of the ponds near Tamarack Trail and North Village Parkway. The payment request is for \$8,120.55 which equates to 97.82% of the project . Overall, the project went very well and the engineers are happy with the work. This should be the final pay voucher as they are preparing the close out documents right now.

Staff recommends approving this pay request.

Enclosures:

(1) Pay Request #2

Client: City of Circle Pines 200 Civic Heights Circle Circle Pines, MN 55014-1788	Contractor: Valdes Lawn Care and Snow Removal, LLC. 9591 60th Street North Lake Elmo, MN 55042
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WSB Project No.: 027020-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$108,797.57	Original	\$108,797.57
Contract Changes	\$3,735.00	Additional	N/A
Revised Contract	\$112,532.57	Total	\$108,797.57

Work Certified To Date	
Base Bid Items	\$106,344.39
Contract Changes	\$3,735.00
Material On Hand	\$0.00
Total	\$110,079.39

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$2,754.29	\$110,079.39	\$0.00	\$101,958.84	\$8,120.55	\$110,079.39
Percent Retained: 0%			Percent Complete: 97.82%		

FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Valdes Lawn Care and Snow Removal, LLC.

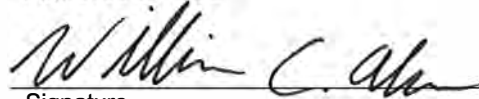


Signature

6/16/2025

Date

Approved By WSB



Signature

June 12, 2025

Date

Approved By City of Circle Pines

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	02/19/2025	\$107,325.10	\$5,366.26	\$101,958.84
2	06/12/2025	\$2,754.29	(\$5,366.26)	\$8,120.55

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$110,079.39	\$0.00	\$101,958.84	\$8,120.55	\$110,079.39

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$8,120.55	\$112,532.57	\$108,797.57	\$110,079.39

Contract Item Status

Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$1,450.00	1	0	\$0.00	1	\$1,450.00
2	2051.501	MAINTENANCE AND RESTORATION OF HAUL ROADS (SPECIAL 1)	LS	\$1,854.14	1	0.2	\$370.83	1	\$1,854.14
3	2051.501	MAINTENANCE AND RESTORATION OF HAUL ROADS (SPECIAL 2)	LS	\$4,017.31	1	0.2	\$803.46	1	\$4,017.31
4	2101.505	CLEARING	ACRE	\$5,500.00	0.35	0	\$0.00	0.35	\$1,925.00
5	2101.505	GRUBBING	ACRE	\$4,500.00	0.35	0	\$0.00	0.35	\$1,575.00
6	2104.502	REMOVE SAFETY GRATE	EACH	\$1,405.00	1	0	\$0.00	1	\$1,405.00
7	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$95.00	16	0	\$0.00	16	\$1,520.00
8	2106.601	DEWATERING	LS	\$12,450.00	1	0	\$0.00	1	\$12,450.00
9	2106.607	EXCAVATION - CHANNEL AND POND (LV)	C Y	\$13.00	1000	0	\$0.00	1127	\$14,651.00
10	2106.607	EXCAVATION - CHANNEL AND POND (LV) (SPECIAL 1)	C Y	\$13.00	1000	0	\$0.00	966	\$12,558.00
11	2106.609	EXCAVATION - CHANNEL AND POND (LV) (SPECIAL 2)	TON	\$62.00	30	0	\$0.00	42	\$2,604.00
12	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$8.25	97	0	\$0.00	97	\$800.25
13	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED	C Y	\$65.00	115	0	\$0.00	68	\$4,420.00
14	2501.502	15" RC PIPE APRON	EACH	\$1,950.00	2	0	\$0.00	2	\$3,900.00
15	2501.602	CLEAN INLET STRUCTURE	EACH	\$975.00	6	0	\$0.00	3	\$2,925.00
16	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	\$145.00	16	0	\$0.00	8	\$1,160.00
17	2511.507	RANDOM RIPRAP CLASS III (FIELDSTONE)	CY	\$122.00	23	5	\$610.00	33	\$4,026.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
18	2511.507	GRANULAR FILTER	C Y	\$95.00	8	0	\$0.00	19.5	\$1,852.50
19	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$100.00	1	0	\$0.00	0	\$0.00
20	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.25	750	0	\$0.00	380	\$1,235.00
21	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$11,932.50	2	0	\$0.00	2	\$23,865.00
22	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$2.15	1600	0	\$0.00	2250	\$4,837.50
23	2575.505	SEEDING	ACRE	\$425.00	0.45	0	\$0.00	0.62	\$263.50
24	2575.502	SEED MIXTURE OATS	LB	\$0.92	44	0	\$0.00	50	\$46.00
25	2575.502	SEED MIXTURE RESIDENTIAL TURFGRASS	LB	\$3.33	9	0	\$0.00	11	\$36.63
26	2575.502	SEED MIXTURE WET DITCH	LB	\$80.63	9	0	\$0.00	12	\$967.56
Bid Totals:							\$1,784.29		\$106,344.39

Project Category Totals		
Category	Amount This Voucher	Amount To Date
BASE	\$1,784.29	\$106,344.39

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	27	2104.502	REMOVE PIPE APRON	EACH	\$275.00	1	0	\$0.00	1	\$275.00
CO	1	28	2501.502	21" RC PIPE APRON	EACH	\$2,490.00	1	0	\$0.00	1	\$2,490.00
CO	2	29	2571.602	PLANT TREE	EACH	\$121.25	8	8	\$970.00	8	\$970.00
Contract Change Totals:									\$970.00		\$3,735.00

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Adding line items.	\$0.00	\$2,765.00
2	CO	Adding a line item.	\$970.00	\$970.00

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining