



# City of Victoria

## CITY OF VICTORIA 2022



Last updated 04/18/22



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# INTRODUCTION

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# City Manager's Budget Message

January 1, 2022

Honorable Mayor and Council Members,

This document reflects the City of Victoria's adopted 2022 budget. The budget is structurally balanced and has been prepared after analyzing and evaluating detailed requests from departments. Additionally, it reflects the City Council's direction to maintain current services, honor commitments to increase funding for the adopted financial plans and fund priorities identified in the Council's adopted 2021-2023 Strategic Plan. The intent of this budget document is to demonstrate the City's financial condition and the planning necessary to properly manage the City's financial resources for the upcoming year.

The 2022 budget includes a tax levy that is 4.99 percent (4.99%) greater than 2021. The adopted 2022 budget includes a \$6.64 million total City levy.

Tax Levies by Fund	Levy	% Change
General Fund	\$5,387,000	3.9%
Debt	\$1,234,182	9.6%
Total Levy	\$6,621,182	4.99%
Dollar Change from Prior Year	\$314,639	

The overall tax rate is decreasing from 32.28 percent (32.28%) to 30.34 percent (30.34%). The City's estimated market value increased from \$1.8 billion to \$1.9 billion, a 7.7 percent (7.7%) increase.

## Financial Environment & Condition

Legislative action has had limited impact on the City's budget in 2022. The state legislature revised the Local Government Aid (LGA) formula in 2019; however, Victoria did not benefit and will continue to not receive any LGA. There are no levy limits in place for 2022. If levy limits were to have been in place, Victoria would have been exempt as a result of its voluntary participation in the state's Performance Measurement Program. The City first joined the program in 2019.

The financial environment and condition of many communities during 2020 and 2021 due to the novel COVID-19 health pandemic can be described as uncertain, even volatile. The economic impacts of the COVID-19 pandemic worldwide and its trickle-down effects on countries, regions, states, and communities continue to be felt. The impact of the pandemic has created a great deal of uncertainty for local businesses and the city as a whole. Fortunately, the City experienced relatively stable revenue growth during this time of uncertainty. Many local businesses in Victoria continue to thrive and several new businesses were established in the community this past year.

In March 2020, the City declared a peacetime local emergency in response to the COVID-19 health pandemic. In July 2020, the State of Minnesota received \$841 million of federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funds for distribution on a per capita basis to Minnesota cities, counties and townships for COVID-19 related expenses. The City of Victoria received \$747,300 in CARES Act funds for COVID-19 related expenditures occurring between March 1 and Nov. 15, 2020. The City was required by the state to return any unused distribution funds to our home county (i.e. Carver County) for reuse on eligible pandemic costs. The City returned \$3,000 to Carver County in November 2020.

In March 2021, the federal American Rescue Plan Act (ARPA) was signed into law by President Biden to help with the recovery from the economic and health effects of the pandemic. Under ARPA, the City of Victoria will receive \$1.1 million to be spent on eligible expenditures through 2024. The City received its first half distribution of \$557,000 in 2021 and anticipates a second half distribution of \$540,000 in summer 2022. ARPA funds are important to help cities with recovery, ensuring continued investment in critical infrastructure such as water, sewer, and broadband. Staff are exploring eligible uses for these funds and intend to present options to Council for consideration in 2022.

In addition to the pandemic, ongoing supply chain issues, labor shortages and inflation pressures will be challenges into the foreseeable future. To that end, we have taken a cautious approach to the development of the 2022 budget and have worked to keep changes to a minimum, ensuring that the budget aligns with current services, and the Council's adopted strategic and financial plans. The budget has been developed using conservative but realistic revenue, housing and growth figures based on the large number of developments and developable acreage that is currently working its way through Community Development.



## Impact on Taxpayers

The median home value in Victoria increased 11.3%. This is very different from 2020-2021, where we experienced one of the smallest residential property value increases since the Great Recession of 0.5%. In 2021, City taxes for the median valued home of \$441,300 were \$1,424. For 2022, City taxes for the median valued home of \$491,000 are \$1,489. The amount the median valued homeowner pays for City property taxes increased by \$5.42 per month in 2022.

New construction value is remaining steady with a slight increase of 0.32 percent (0.32%). However, commercial/industrial market value change in 2022 is a less than desirable 11.1 percent (11.1%). That being said, declining commercial market values has been a trend statewide for a number of years and have been slower to recover than residential values after the Great Recession.

While property tax revenue provides a significant share of the City's revenue, the other major revenue source comes from charges for services, or fees. Fees are reviewed annually and are established or revised based on Council policy. The budget document includes a section that lists every City fee.

## Long-Term Approach to Financial Management

One of the strengths of our budgeting process is that Council considers budget data not only for the upcoming year but also considers future year projections. Council understands that decisions made today will have a financial impact not just on next year's budget, but also on future budgets.

Five-year plans are prepared for each fund and are intended to provide information on the fund's present financial condition, including the impact of prior actions, decisions, and projections for the fund's long-term performance. The plans are a source of information for the Council to identify where the need or desire for policy change or direction may exist.

The plans assume the City will issue debt within the allowed debt limits. It also projects the City's tax rate to be between 29 percent (29%) and 33 percent (33%) through 2030. This is significantly lower than when it was 42.6 percent (42.6%) in 2005.

The City will meet policy goals for fund balances and debt limitations each year based on the projections. I have highlighted several key issues by fund in the following paragraphs. Detailed information on each City fund can be found in this budget document.

## General Fund

The five-year plan for the General Fund reflects tax levy increases necessary to deliver the current level of services, fund capital replacement plans, and implement Council's adopted strategic plan, assuming "normal" budget pressures. The 2022 budget reflects the decisions and direction of Council during the 2022 budget process (June - December 2021). A few highlights follow:

- There were two employees added to the Full-Time Equivalent (FTE) complement in the General Fund for 2022:
  - IT Manager: by bringing IT services in-house, this new position will provide a higher level of support for staff, will provide an opportunity to better manage the City's IT systems, network and infrastructure more proactively, minimize downtime, and allow for better control of quality of work activity.
  - City Planner: this new position is necessary to help handle the growth that we are currently experiencing and projected to experience over the next several years. The costs of this position will in part be offset through the increased development fees generated by the growth.
- The 2022 budget includes some market adjustments for recruitment and retention of well-qualified staff and to maintain compliance with the City's adopted compensation policy of compensating employees in the "middle of the market".
- The 2022 budget includes the purchase of a replacement fire engine and the build-out of the mezzanine at the fire station to accommodate staff growth as well as funding to add a new precinct and related equipment for elections due to the growth in population in the city. Victoria's population increased 43% from the 2010 to the 2020 Census.

## Recreation Center Fund

The Recreation Center Fund includes revenues of \$930,000, 5.7% lower than 2021 due to the ongoing COVID-19 health pandemic. The fund also projects lower expenditures again in 2022 of \$691,000 and a planned transfer for debt service of \$340,000. The 2022 year-end fund balance is projected to be \$1.05 million.

The Recreation Center Fund contemplates \$90,000 planned in capital outlay for 2022. There is \$60,000 budgeted for strength training equipment replacement and \$30,000 budgeted for security cameras.

With the reduction in revenues in this Fund, staff have also reduced expenditures to maintain a healthy fund balance and to keep on track with long-term funding needs of the facility. To that end, there continues to be sufficient fund balance for cash flow and to achieve future planned maintenance (as identified in the 2012 Recreation Facilities Assessment).



### **Water Fund**

The 2022 budget includes a new full-time equivalent (FTE) for a Utilities Superintendent. The position is not supported with General Fund revenues. Rather, it is funded entirely through Water and Sewer Funds. Areas of focus for this position include overseeing water conservation efforts, assisting in the design and development of the City's water reservoir project, streamlining and automating water/sewer operations, and assisting in the transition to monthly utility billing, which is planned for quarter two of 2022.

The 2022 Water Fund budget also includes operating revenues of \$1.44 million, non-operating revenues of \$1.38 million (including \$800,000 in bonding for Well #5 which will bring water into our south growth area) and expenses of \$835,000. Staff project a year-end fund balance of \$2.5 million in this fund.

The City completed a water and sewer rate study in 2020. Implementation of the new rate structure was delayed in both 2020 and 2021 due to the health pandemic. The new rate structure, however, went into effect as part of the adopted 2022 budget. Under the new rate structure, the City will consolidate water tier rates from ten tiers (\$2.81 to 5.06 per 1,000 gallons) in the summer to a year-round five-tiers (\$2.65 to \$5.50 per 1,000 gallons). Most utility customers with average or lower volume usage will see minimal change or a reduction in their utility bills. However, customers with higher volume usage will see an increase. The new rate structure promotes water conservation and allows the City to meet current and future obligations while minimizing future debt issuance.

Capital outlay for 2022 includes \$112,000 for reimbursements to developers for trunk water main oversizing, and \$1.2 million for the construction of Well #5.

### **Sewer Fund**

The 2022 Sewer Fund budget includes operating revenues of \$1.1 million, non-operating revenues of \$1 million (including \$500,000 in bonding for trunk sewer replacement on County Road 18) and expenses of \$1.3 million which includes absorbing a large portion of the Met Council increase which was 18% higher than 2021. Staff project a year-end fund balance of \$2 million.

The City's water and sewer rate study, completed in 2020, has been implemented as part of the 2022 budget. The new sewer rate decreases the base charge \$1.44 per quarter and changes the rate structure from one tier (\$2.55 per 1,000 gallons) to five tiers (\$2.50 to 3.66 per 1,000 gallons). Even with the increase in new households, it is anticipated that nearly all residents will see a reduction on their utility bills. The rate change does keep revenues flat in the Sewer Fund, but allows the City to meet current and future obligations while minimizing future debt issuance.

Capital outlay for 2022 includes \$885,000 on the following projects: County Road 18 trunk sewer replacement (\$500,000), trunk sewer oversizing (\$215,000), replacement of sewer utility truck (\$140,000) and replacement pumps for Lift Station #8 (\$30,000).

### **Stormwater Fund**

The 2022 Stormwater Fund budget includes operating revenues of \$468,500, non-operating revenues of \$2,000, and expenses of \$463,000. Staff project a year-end fund balance of \$689,000 in this fund.

A stormwater rate study was conducted in 2021. Rate changes are being recommended with implementation planned for 2023. While a new rate structure won't be in effect for 2022, the 2022 budget does reflect a \$2.00 per quarter increase to cover future storm water pond testing, dredging, and disposal costs.

No capital outlay is planned for 2022.

### **2022-2026 Capital Improvement Plan (CIP)**

Annually, the Council adopts a five-year capital improvement plan (CIP) that identifies proposed capital projects, the amounts expected to be expended on the projects each year, and the proposed funding sources. All the projects through 2026 are included in the long-term financial plan and have sufficient funding sources (from budget line items, cash reserves, fees, transfers, or bond issuance).

#### Information Technology (IT) Fund

The Information Technology (IT) Fund was created in 2021 to better track, monitor and plan for technology related capital expenditures. The 2022 budget includes a planned transfer from the General Fund of \$65,000. Planned capital purchases for IT include a new security camera system as well as switch and computer replacements.

#### Capital Equipment Fund



The Capital Equipment Fund includes a replacement of a 2011 truck used in public works for parks maintenance. The 2022 Capital Equipment Fund includes \$48,000 to replace this Public Works vehicle.

#### Fire Truck & Equipment Fund

The 2022 Fire Truck & Equipment Fund includes \$900,000 in capital expenditures. The large capital outlay for the year is primarily a result of the replacement of Fire Engine #12 for \$800,000. The fire engine was prepaid in cash in 2021 with delivery expected in quarter three of 2022. Other planned capital purchases in 2022 include an unmanned aerial vehicle (\$45,000), pager replacements (\$10,000) and radio encryption (\$45,000) as a result of Carver County Sheriff's Office transitioning to encrypted communications. Fund balance will dip to \$85,000 and will steadily increase over time with fund balance rebounding to \$300,000+ by 2025. No major capital purchases are anticipated for the Fire Truck & Equipment Fund until 2026 or beyond when the department plans to add its first ladder truck. This purchase, however, will be driven by development as additional multi-story units are constructed and commercial and industrial buildings begin to go up in our south growth area.

#### Park Fund

The 2022 Park Fund includes \$630,000 in capital expenditures. Projects/Exenditures are not planned until funding is available as this fund is comprised of revenues from Park Dedication Fees paid by developers and an annual transfer of \$100,000 from the General Fund. Since we don't know when we will receive park dedication, and how much that would be, we do not budget for any new Park Dedication revenues until we know we will be receiving those fees and how much. The Parks and Recreation Committee and staff recommend to Council a list of projects and related priorities annually; however, projects may be delayed or shifted based on revenue available in the Fund.

In 2021, the Park Fund had \$983,000 in fund balance available for capital projects. To that end, two capital projects are planned for 2022 using fund balance: Tennis court replacement at Lions Park (\$80,000), and development of new outdoor pickleball courts (\$500,000).

Once a city-owned vacant parcel on Smithtown Road is sold, Council has directed that 50% of revenue from the sale of that lot be transferred to the Park Fund. At the time of publishing of this document, the City received a purchase agreement for the parcel for \$209,000 from a private party with a closing date set for the end of February. It is anticipated a sale prior to 2024 would allow the City to accelerate Bayfront Plaza improvements, which are currently scheduled for 2024.

#### Trail Gap Fund

There are no trail gap projects planned for 2022. However, the 2022 Trail Gap Fund does include \$75,000 to conduct a feasibility study for a trail along County Road 43/County Road 11 to Watermark. Construction of the trail is not planned until 2024.

#### **Conclusion**

I believe the 2022 budget reflects the City Council's commitment to strong financial management practices and is balanced and sound over the short and long term. It reflects the City's practice to continuously review how services are provided to ensure the most innovative, cost-effective and efficient delivery of programs and services for our community. Further, I believe the 2022 budget provides for a high level of value and service to the community while being cautiously optimistic about how the ongoing pandemic will impact the City's revenues.

The Council and staff began work on the budget in June 2021 and Council adopted the 2022 budget at the Dec. 13, 2021 Council Meeting. I would like to commend City staff for their diligent work related to this budget and thank the Department Directors who manage their limited resources on a day-to-day basis with the City's residents and businesses in mind. I continue to be proud of the work of all City staff who demonstrate a commitment to making the most of each taxpayer's dollars. I also would like to thank Council for your strategic leadership and support during the budget process and your deliberate and thoughtful approach to the budget discussions. You established the policy framework to effectively guide the budget process. As a result, the 2022 budget truly demonstrates Council's uncompromising commitment to ensuring the strength and integrity of the City's finances and the long-term economic and financial vitality of the community.

Respectfully submitted,



Dana Hardie, City Manager

# City Overview



The City of Victoria was founded in the 1850s and incorporated in 1915. It is an outer-ring suburb of the Minneapolis-St. Paul metropolitan region. Located in the seven-county metropolitan area of the Twin Cities, Victoria is in Carver County with a 2020 Census population of 10,546. The city has experienced tremendous growth in the last decade, with a 43% increase in population from the 2010 to the 2020 Census. Future projections place the city at a population of 12,600 by 2030, 15,400 in 2040, and as the largest city in Carver County when fully built out. The city's population increased by a total of 27 percent (27%) from 2010 to 2017 - a larger percentage increase than its peer communities, Carver County as a whole, and the Twin Cities metropolitan area.

The City of Victoria occupies 10.8 square miles and will continue to grow in a high-quality manner while also preserving or enhancing existing, older portions of the community. It is important to community leaders to preserve the sense of community and the special places that make Victoria a community of distinction in the Twin Cities Metropolitan Area. The City has entered into an orderly annexation agreement with Laketown Township which will allow the city to extend its corporate limits by annexation. Victoria's ultimate growth boundary is 32 square miles.

## Demographics

Because of its proximity to the Minneapolis-St. Paul metropolitan area, Victoria benefits from the employment opportunities offered in the regional economy and the relatively low unemployment rate of 0.8 percent (0.8%) (US Census ACS 5-year). Additionally, the continued western expansion of the metro area and the appeal of the schools, neighborhoods, and amenities in Victoria have contributed to the community's recent growth.

The median value home in Victoria in 2022 is \$491,000, an 11.3% increase from 2021. Victoria residents typically earn more than the average state or national citizen. For 2019, median household income was estimated at \$152,137 (US Census ACS 5-Year). It is estimated that only three percent (3%) of Victoria residents live below the federal poverty level; nationally this number is 14 percent (14%) (US Census ACS 5 Year).



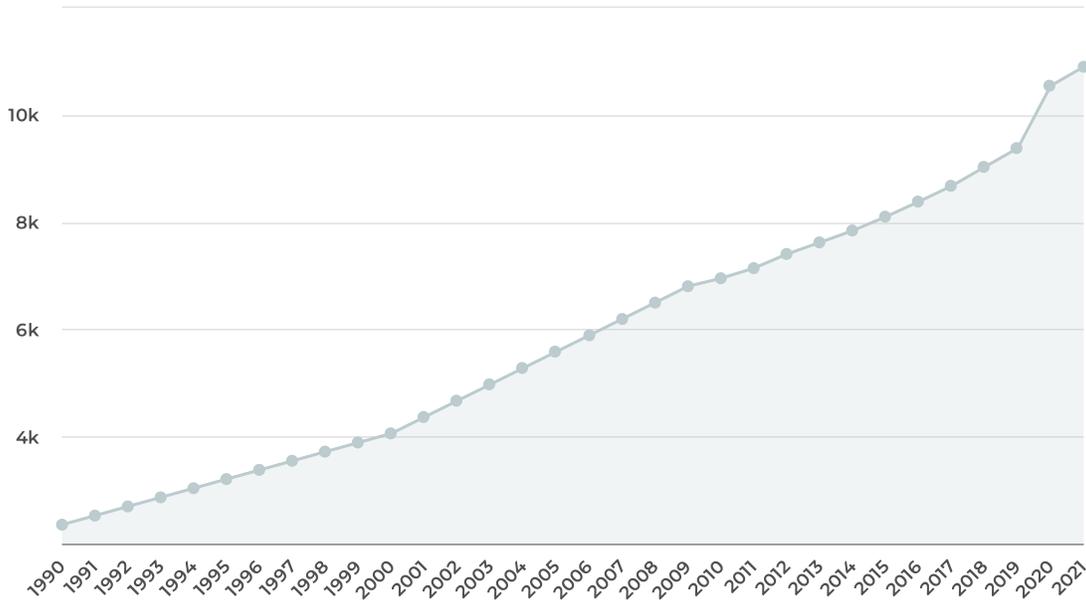
# Population Overview



TOTAL POPULATION

**10,900**

▲ **3.4%**  
vs. 2020



\* Data Source: Client entered data for year 2021

Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.



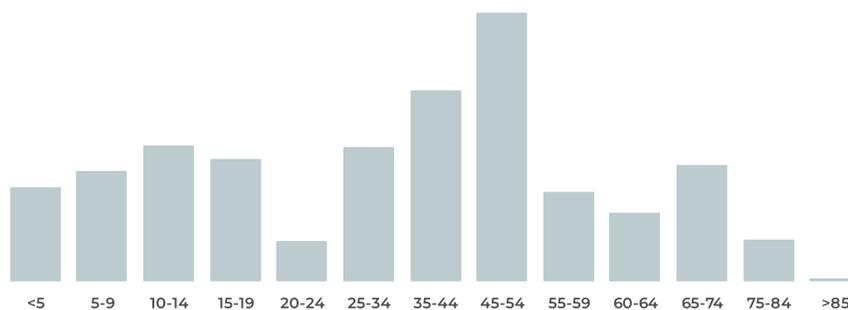
DAYTIME POPULATION

**6,137**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

## POPULATION BY AGE GROUP

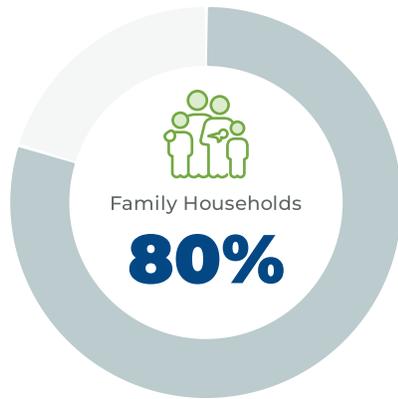


\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

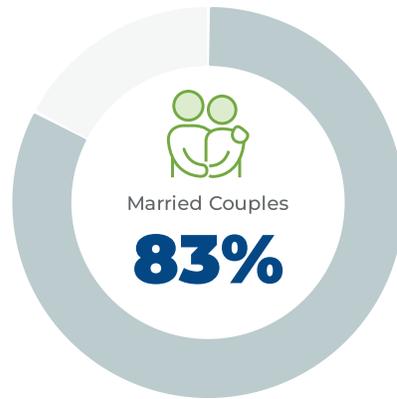
# Household Analysis

## TOTAL HOUSEHOLDS

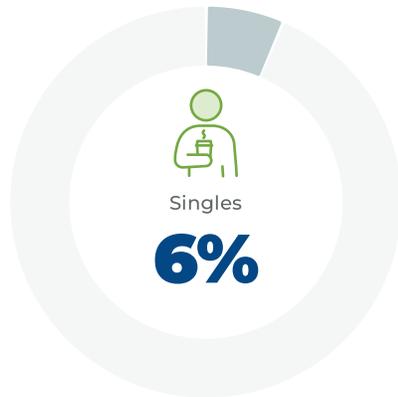
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▲ **58%**  
higher than state average



▲ **63%**  
higher than state average



▲ **43%**  
higher than state average

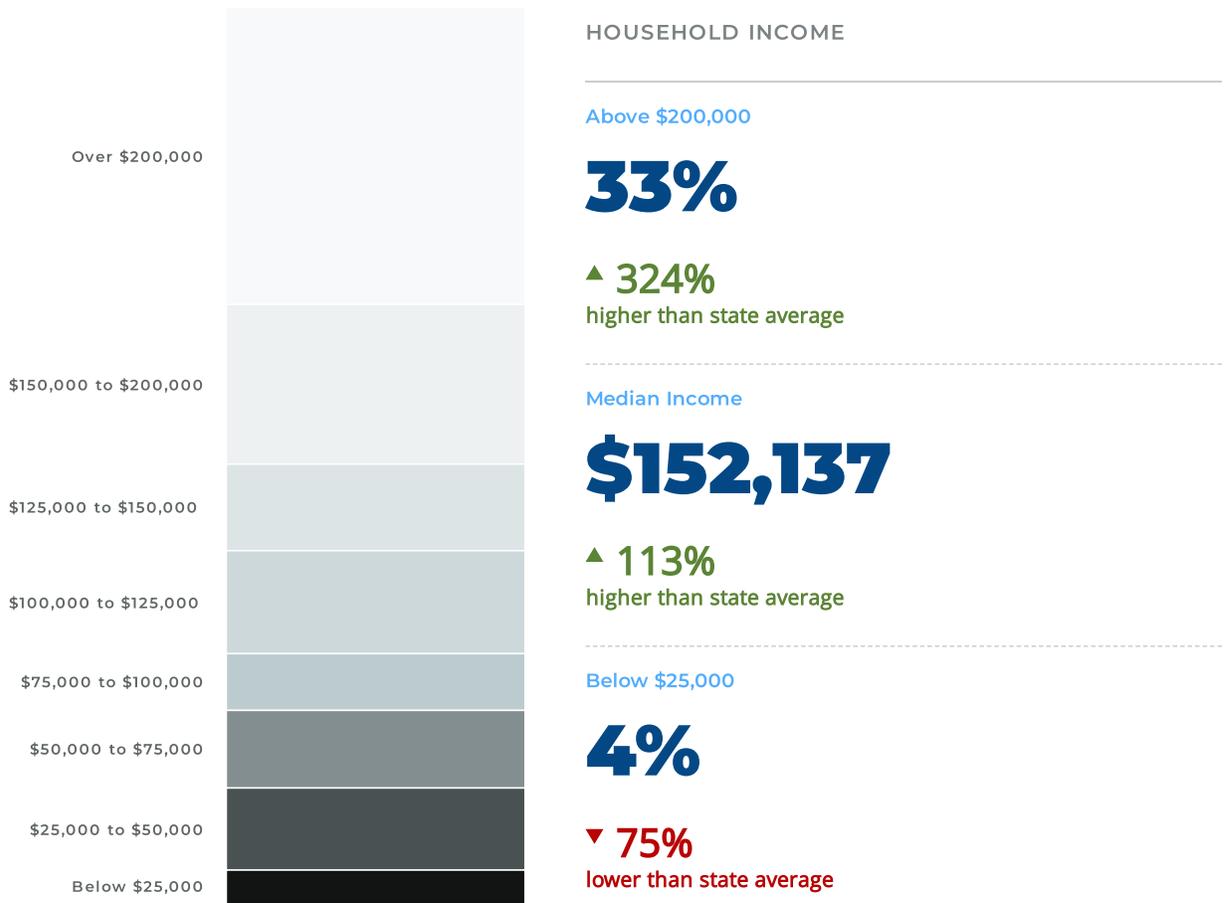


▼ **81%**  
lower than state average

\* Data Source: Victoria, MN 2019

# Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



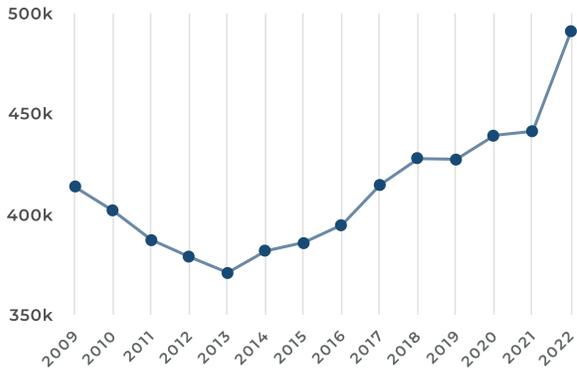
\* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

# Housing Overview



2022 MEDIAN HOME VALUE

**\$491,000**



\* Data Source: Victoria, MN 2022

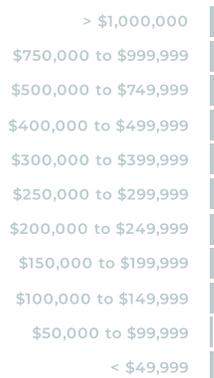
## HOME OWNERS VS RENTERS

Victoria State Avg.



\* Data Source: 2019 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

## HOME VALUE DISTRIBUTION



\* Data Source: 2019 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



## Economic Base & Development

In the early 2000's, the City acquired 13.5 acres of undeveloped land from the Three Rivers Park District for expansion of its central business district. In 2019, the City Council adopted a shared vision for this property ('**Downtown West**') which will provide opportunity for a mixed-use development of commercial/retail and high-density residential. A pre-development agreement is currently in place with one developer to begin development of the east portion of the property in 2022.



The latest available taxable sales data shows that total taxable sales in Victoria averaged \$27.6 million from 2013-2017 (Minnesota Department of Revenue Tax Research Division). That average is anticipated to continue to increase with continued development and redevelopment of the city's commercial growth areas. **Downtown Victoria** is comprised of restaurant, entertainment, retail, office, residential and other commercial uses. The city has seen a growing interest in downtown redevelopment projects:

- Victoria Flats market rate condos — 2017
- Victoria Burrow entertainment center (food, arcade, axe throwing, mini-golf) — 2017
- Winchester & Rye restaurant and whisky bar with top floor office space — 2019
- The Lion's Den restaurant and event space — 2020
- Bethesda Cornerstone Village apartments and villas - 2020
- Nurse Tim - 2021
- Nautical Bowls (restaurant) - 2022

Additionally in 2020, the City converted its old public works site, located on the eastern fringe of the City's downtown area, into public parking. While serving as the desired location for park and trail users, the parking lot can also serve as overflow parking for downtown patrons and event parking for the many events that take place throughout the year in downtown Victoria. One such event was the City's annual farmers market which draws in hundreds of visitors to downtown weekly July through October. Another event is the City's Classic Car Show. This community-wide event is held every other Wednesday from June through September downtown and draw hundreds of visitors to downtown as well.

Downtown West is within walking distance to all of these venues. It could also be noted that these interests mirror development trends that are shifting towards urban centers that are located within walking distance to jobs and entertainment use.

In 2019/2020, a **Small Area Plan** study was conducted to guide future development of the City's only potential large commercial and office area. The study area is approximately

 uploaded\_image

300 acres and is located in the City's south growth area, specifically in the southeast corner of the Laketown Township. This area, located at County Roads 10 and 11 south of the TCWR railroad tracks, is guided by the City's 2040 Comprehensive Plan as commercial and flex-employment land uses. These potentially include office/business park or related uses, retail (goods and services) and some development of medium or high-density residential uses. The primary barrier to development currently is the lack of water and sewer utilities to this area. However, utility extension began concurrent with private development and the City anticipates water and sewer utilities to be to the railroad tracks and ready to serve the study area by 2022.



# Organization of Services & Departments

Victoria operates under the Council-Manager form of government. Residents elect, on a non-partisan basis, a mayor and four city council members with equal voting authority. The mayor is elected to serve a four-year term. Council members serve four-year staggered terms, with two council members elected every two years. In 2022, two council member seats will be up for election.

The mayor and council members are responsible for making policy and legislative decisions that govern the City while relying on the city manager and staff to handle the administrative and day-to-day operations. As the chief administrative officer, the city manager is the sole employee of the city council and is responsible for carrying out the policies and ordinances of the council and hiring employees and professional staff.

## 2022 City Council

Mayor	Debra McMillan	December 31, 2024
Council Member	Judy Black	December 31, 2022
Council Member	Alvin Hebert	December 31, 2022
Council Member	Derek Gunderson	December 31, 2024
Council Member	Chad Roberts	December 31, 2024

## Management Team

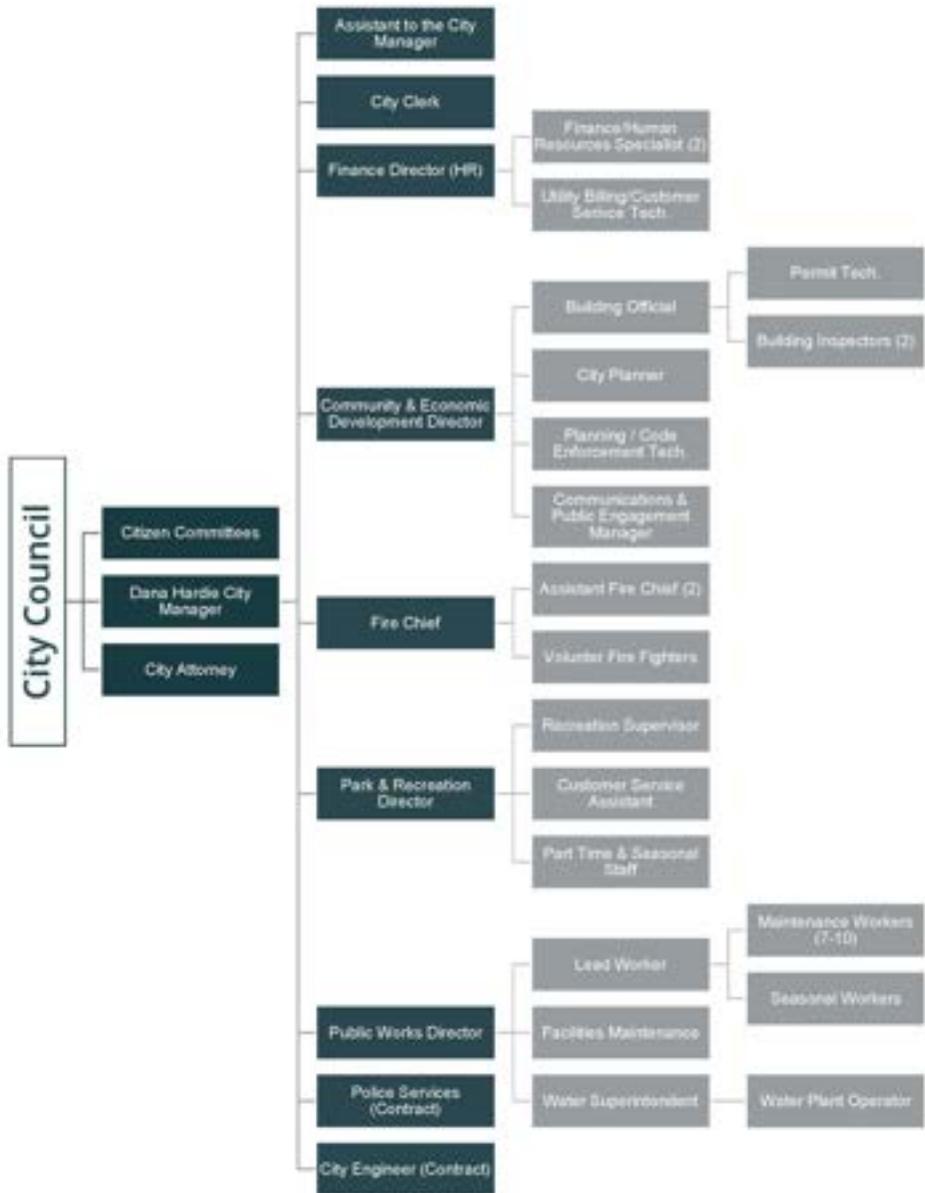
The demands and complexities of local government require lines of accountability. The organizational structure is delegated by the city manager. The City strives to reduce the layers of reporting (“flattening the organization”) with no more than two layers between front line service providers and the management team. Members of the management team follow:

City Manager	Dana Hardie
Assistant to the City Manager	Alyssa Swanson
City Clerk	Cindy Patnode
Communications & Public Engagement Manager	Kendra Grahl
Community & Economic Development Director	Marty Doll
Finance/HR Director	Trisha Pollock
Fire Chief	Andrew Heger
Parks & Recreation Director	Ann Mahnke
Public Works Director	Dave Shoger

The City’s current organizational structure is the result of a gradual evolution over the life of the city and will continue to evolve as the needs of the community change. The current organizational chart follows:

# ORGANIZATIONAL CHART

*Citizens of Victoria, Minnesota*



# Financial Management

The City of Victoria is committed to a long-term approach to financial management and the development of the annual budget. This approach is an integral tool in developing a budget that is based on sound financial policies and Council priorities. Council and staff understand that decisions made today will have a financial impact not just on the next year's budget, but also the future.

The City has a long-term financial plan (attached) that guides staff and the Council in making informed financial decisions. The plan incorporates Council goals such as: General Fund balance and tax rates; projections for household and market value growth; and estimates for tax levies and capital purchases and projects to ensure long-term financial sustainability.

The City projects a stable tax rate over the long term, ranging between 29 and 33 percent (30-33%). The City also projects conservative growth with 144 new homes added each year and a 2.5 percent (2.5%) growth in the market value of existing homes. Operating expenditures are projected to grow at three percent (3.0%) and include additional staff and equipment, and factors in debt service for street and utility projects. However, staff will monitor whether adjustments need to be made to these assumptions given the 7% inflation that has occurred from 2020 to 2021, the fastest pace since 1982.

The five-year financial plans are prepared for each one of the City's funds and provides the ability to deliver a consistent level of high-quality services at a reasonable cost, identifies future pressures, and builds a nimble and strong structure to meet unanticipated challenges when they arise.

## Comprehensive Annual Financial Report

The City of Victoria operates on a calendar fiscal year and reports its year-end financial position in a Comprehensive Annual Financial Report. Copies of the 2021 Comprehensive Annual Financial Report will be available to the public upon completion of the City's independent audit which is anticipated to be June 2022. The 2021 Comprehensive Annual Financial Report will be audited upon completion by the independent auditing firm of Malloy, Montague, Karnowski, Radosevich & Co., P.A. (MMKR) to ensure accuracy and compliance with federal and state laws.

**The City was awarded a Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report for the fiscal year ended December 31, 2019 by the Government Finance Officers Association (GFOA).** [1] The Certificate of Achievement is a national award recognizing conformance with the highest standards for preparation of state and local government financial reports. The City applies for the award annually. At the time of publishing of this document, award announcements for year-ending Dec. 31, 2020 had not yet been announced.

## Internal Controls

The City of Victoria has established internal controls that are based around GFOA best practices and designed to provide reasonable, but not absolute, assurance regarding:

- the safeguarding of assets against loss from unauthorized use or disposition; and
- the reliability of financial records for preparing financial statements and maintaining accountability for assets.

The concept of reasonable assurance recognizes the cost of a control should not exceed the benefits likely to be derived, and the evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework. As a part of the annual audit, the City's independent financial auditors review internal controls. City finance staff also perform an annual review of financial operational procedures and make revisions to those procedures as needed.

Annually, the Finance Department performs a comprehensive review of the City's financial policies and procedures and believes the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions. Revised 2021 financial policies were adopted at the City Council's Jan. 11, 2021 meeting, and revised 2022 financial policies were adopted by Council at the Jan. 24, 2022 Regular City Council Meeting.

# Financial Policies

The overall goal of the City's financial policies is to establish and maintain effective management of the City's financial resources. Formal policy statements and major objectives provide the foundation for achieving this goal. Annually, the City reviews its financial policies and makes any necessary changes.

This section of the budget document outlines the policies used in guiding the preparation and management of the City's overall budget and generally relate to planning, directing, monitoring, organizing, and controlling the City's financial resources and an efficient and effective manner that is consistent with laws, regulations, standards and governmental accounting best practices.

The City has adopted a number of financial policies that speak to guide short- and long-term financial stability by ensuring adequate funding is available to deliver services and fund desired programs and ensuring that policy decisions are not controlled by financial challenges or emergencies. These financial policies create a framework that can be referenced during financial planning, budget preparation, and other financial management challenges.

The City's financial policies that provide a framework for sound financial management follow (attached):

- Revenue Stabilization Fund
- Capital Improvement
- Compensation Philosophy
- City Investment
- Fund Balance
- Debt Management
- Capital Assets
- Special Assessments for Public Improvements
- Public Purpose Expenditure
- Purchasing Ethics
- Use of Credit Cards
- Cash Control
- Procedure for Paying City Claims
- Comprehensive Purchasing Policy & Guidelines
- Federal Award Policy
- Budget Control and Budget Adjustments

The City Council adopts a comprehensive policy manual annually. This manual includes additional financial operations/internal controls policies and is posted on the [City's website](#).



# Fund Structure

The accounting system maintains a standard fund structure. That system provides for a complete, self-balancing account group for each fund of the City. Governmental Funds are used to account for services primarily financed by tax revenues, special assessments, or issued debt.

## Governmental Funds

The Governmental Funds used by the City of Victoria include:

- General
- Special Revenue
- Debt Service
- Capital Projects

Only two of the City’s Governmental Funds are formally budgeted and receive City Council approval: General Fund and Victoria Recreation Center (VRC) which is a Special Revenue Fund. The Finance Department prepares annual projections for all other governmental funds.

### General Funds

Expenditures from the General Fund account for the majority of services provided by the City of Victoria in the areas of public safety, parks, public works, information technology, recreation, planning, engineering, and general government.

### Special Revenue Funds

Special Revenue Funds account for services and expenditures where revenue is restricted for a designated purpose. The City has five Special Revenue Funds:

Special Revenue Fund	Description
Victoria Recreation Center	Accounts for the revenues and expenditures associated with the Victoria Recreation Center.
PEG Fees	Accounts for the resources associated with public, educational and governmental (PEG) programming fees collected from the Mediacom Cable Franchise Agreement.
American Rescue Plan Act	Accounts for the funds received by the U.S. Department of Treasury from the American Rescue Plan Act.
Economic Development Authority (EDA)	Administers the resources associated with the EDA's revolving loan program.
Gifts to the Parks	Accounts for the resources associated with matching grant opportunities, trail constructions, and other park projects.

### Debt Service Funds

Debt Service Funds account for the payment of general long-term debt principal, interest and related costs. The City establishes annual financial plans for each individual Debt Service Fund, of which there are currently eighteen. However, all the Debt Service Funds are consolidated into one major fund and reporting a single column in the City’s Comprehensive Annual Financial Report.

### Capital Projects Funds

Capital Projects Funds account for the acquisition and construction of major capital facilities and equipment (except those financed by Enterprise Funds). This includes expenditures relating to capital projects and large capital purchases. Project budgets or annual financial plans are established for each fund. The City’s twelve Capital Projects Funds follow:



Capital Projects Funds	Description
Public Works Capital Equipment	Receives appropriations from the General Fund and accounts for capital equipment purchases for vehicles and equipment used in Public Works.
Fire Truck and Equipment	Receives appropriations from the General Fund and accounts for capital equipment purchases for vehicles and equipment used by the Fire Department.
Capital Facilities	Receives appropriations from the General Fund and accounts for the accumulation of resources for the construction and acquisition of City Facilities and land.
Information Technology (IT)	Receives appropriations from the General Fund and accounts for capital equipment purchases for computer and technology equipment.
Shared Parking	Receives revenues from Commercial properties that do not meet the minimum requirements for parking requirements identified in the City's ordinance.
Long-Term Street Maintenance	Receives appropriations from the General Fund and accounts for expenditures associated with long-term maintenance of city streets.
Utility Franchise Fees	Receives revenues from electric and gas utility franchise fees. The expenditures are used to underground electrical power lines within the City and to pay debt service for Council-approved capital purchases.
Parks	Receives revenues from park dedication fees collected when a developer is not able to contribute land. This fund is also supported by transfers from the General Fund when approved by Council.
Trail Gaps	Receives appropriations from the General Fund for trail gap connections.
Tree Replacement	Receives revenues from developers when they are required to pay a fee for trees they are unable to replace. The expenditures are for prevention/management of Emerald Ash Borer, and replacement of trees in parks and city boulevards.
Charitable Gambling	Receives revenues from contributions from permitted lawful gambling within the city and for expenditures of lawful purpose in accordance with M.S. 349.12, subd. 25.
Senior Affordable Housing Program	Receives revenues from the sale of land trust lots and will be used for senior affordable housing.

### Tax Increment Financing (TIF) Capital Projects Funds

The City also has Tax Increment Financing (TIF) Capital Projects Funds. Each TIF District has an approved budget covering the life of the District. Financial plans for each TIF District are included in this budget book. The City's five TIF Capital Projects Funds follow:

TIF Capital Projects Funds	Description
TIF District 1-3	Receives revenues from tax increment generated from properties within TIF District #3. This District is no longer active as it decertified in December 2020.
TIF District 1-4	Receives revenues from tax increment generated from properties within TIF District #4 that is pledged for a "pay-as-you-go" note and scheduled to decertify in December 2036.
TIF District 1-5	Receives revenues from tax increment generated from properties within TIF District #5 which is scheduled to decertify in December 2043.
TIF District 1-6	Receives revenues from tax increment generated from the Victoria Flats development which pledged for a "pay-as-you-go" note and municipal improvements and scheduled to decertify in December 2044.
TIF District 1-7	Receives revenues from tax increment generated from the Bethesda housing development which pledged for a "pay-as-you-go" note and scheduled to decertify in February 2047.





## Proprietary Funds

Proprietary Funds are set up to account for a government’s business — type of activity (e.g. the activities are supported primarily by fees or charges). The City’s Proprietary Funds are set up as Enterprise Funds.

### Enterprise Funds

Enterprise Funds account for the City’s business-type activities. These activities provide services where most of the costs are recovered through user fees and charges. The City has three Enterprise Funds:

Enterprise Funds	Description
Water Utility	Receives revenues from charges to all property owners to provide water, and fund operations, maintenance, and capital improvements.
Sewer Utility	Receives revenues from charges to all property owners to provide sanitary sewer utilities, and fund operations, maintenance, and capital improvements.
Storm Water Management	Receives its revenues from charges to all property owners to fund stormwater management projects, operations and maintenance, and capital improvements.



# Budget Process

As part of the City of Victoria's strong financial management practices, the budget process is an ongoing process that fits into an overall framework of government budgeting best practices which are to:

- Establish broad goals to guide government decision-making
- Develop approaches to achieve goals
- Produce a balanced budget consistent with approaches to achieve goals
- Evaluate performance and make adjustments

The City's budget process is built on a strong foundation of financial policies, trend analysis and goal setting. The annual budget process begins with a review of the City's financial management plan which provides the framework for financial decision-making.



# Budget Timeline

The annual budget process officially kicks off in June each year and concludes in December. In June, July, August, and November 2021, the City Council reviewed projects for the 2022 budget. This included a presentation of current services, financial challenges, revenues/fees and charges, and a multi-year summary of demands and pressures on the City's property tax levy. Revenue estimates are conservative, realistic, and based on historical and current trends. Fees are reviewed, compared to market cities, and adjusted for adequacy. The Council's policy is to maintain a General Fund unassigned fund balance equal to 30 percent (30%) of next year's expenditures (not including transfers). The General Fund budget must be balanced to meet this funding percentage.

In September 2021, the Council adopted a maximum tax levy ceiling and preliminary budget in accordance with state law. State law requires cities to adopt and certify a maximum tax levy annually by September 30. The maximum tax levy reflects the maximum tax levy increase that the City Council can consider for the next budget year and is the amount Carver County uses the maximum tax levy amount to prepare the individual, parcel-specific Truth in Taxation (TNT) notices. Historically, the Council has used the maximum tax levy as a means for preserving flexibility in decision-making until later in the year when considering final budget adoption.

In November 2021, the City Council met to discuss budget pressures and options and to review Capital Funds and Enterprise Funds. These discussions provided direction to City staff to prepare the final 2022 budget for adoption. The City Council approved a maximum tax levy for 2022 of 5.48%. The adopted 2022 budget, however, reflects a tax levy of 4.99%, lower than the maximum tax levy.

All City Council meetings and workshops (including budget meetings and workshops) are open to the public. Residents and businesses are invited and encouraged to attend and to comment on the budget at any of these meetings.

These actions provide a foundation for budget development. The City's Finance Director, under the direction of the City Manager, lead the budget development process conducting activities such as reviewing financial plans and policies, meeting with departments to understand budget pressures and needs, and identifying opportunities for making adjustments.

Once the budget is adopted by the City Council, the final step in the process is to prepare the annual budget book. With completion of the budget book, the City has aligned department budget appropriations with the Council's priorities.



Dec 13, 2021

Adoption of 2022 Tax Levies and Budgets



# Budgetary Controls

A budgetary system of accounts is maintained for all budgeted funds. Control is maintained through implementation of a procurement policy and the monthly review of actual expenditures compared to budgeted amounts. Training is conducted bi-annually for all authorized purchasers in the City. Budgetary activity is monitored to ensure that total expenditures are within budgetary allocations.

The budgetary level of control is at the fund, function (e.g. public safety, general government), and department levels. The table below does not list all funds but illustrates the relationship between functional departments and funds.

Department directors are authorized to make transfers of appropriations within their respective departments. Transfers of appropriations between departments require approval of the City Manager. Transfers of appropriations between functions (e.g. public safety, general government), require City Council approval if the amount is over \$20,000.

## **Budget Amendments**

A budget amendment process is in place for unplanned expenditures and revenues. However, the budget is not amended for transfers of appropriations. When a budget amendment is necessary, the amendment is presented to the City Council for approval, at the direction of the City Manager. Since the City of Victoria operates under the Council-Manager form of government, a four-fifths vote of all members of the City Council is required to reduce amounts in the budget or authorize transfers from unencumbered balances.

## Funds and Functional Department Relationships

Functional Department	Special Revenue Fund					Capital Projects Funds								Enterprise Funds			
	General Fund	Recreational Fund	PEG Fees	EDA	ARPA	Gifts to Parks	Public Works Capital	Fire Truck & Equip	Capital Facilities	Long-Term Street Maint.	Utility Franchise Fees	Parks Trails Trees	Charitable Gambling	Senior Affordable Housing	Water	Sewer	Storm Water
Admin & Council	X			X	X						X		X	X			
Facilities	X							X									
Finance	X																
Fire	X							X	X								
Building Inspections	X																
Planning & Zoning	X																
Public Works	X						X	X							X	X	X
Parks & Recreation	X	X				X	X					X					
Human Resources	X																
Cable Franchise	X		X														
Engineering	X						X		X						X	X	X
Legal	X																

## Fee Schedule

A fee is a charge imposed on an individual or business for a service that the individual or business chooses to receive. Examples of City fees include building permits, recreation classes, and liquor licenses. As part of the annual budget process, the City's municipal fees are reviewed to ensure that fees are set in accordance with applicable federal and state laws and City policy.

The attached 2022 fee schedule was adopted by City Council on Dec. 13, 2021.



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# BUDGET OVERVIEW

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# Budget Summary

The City of Victoria's 2022 budget is focused on continuing to provide excellent municipal services and amenities as efficiently as possible and for a reasonable investment. The City provides a range of services to the community including police and fire protection, street and park maintenance, snow and ice removal, recreation programs, administrative and planning services, elections, and water, sewer, and stormwater management services. The City also owns and operates the Victoria Recreation Center (VRC).

The City operates on a modified accrual basis with all funds, recognizing revenues when they become available and records expenditures when incurred.

## Employee Compensation & Benefits

In 2019, the City of Victoria contracted with David Drown Associates (DDA) to conduct a market compensation and job classification system study and assist in preparing its triennial state-mandated pay equity report (most recently due January 31, 2020). As part of this process, the City Council adopted a compensation philosophy to help guide recruitment and retention efforts as well as long-term financial accountability. Under the adopted compensation philosophy, employee wages fall in the middle of the "market." The "market" is comprised of benchmark or peer cities ("market cities"). In 2019, the City Council also adopted 18 market cities.

Existing employees received a two percent (2.0%) cost of living adjustment (COLA) in 2022. This is slightly less than COLA adjustments in the City's market cities. The City recognizes higher rates of inflation may present a future budget pressure and staff will monitor this going into 2023. Inflation increased 7% from 2020 to 2021, the highest rate of inflation since 1982.

Health insurance premiums increased 3.57 percent (3.57%) in 2022. The 2021 budget has \$40,000 in assigned fund balance available to offset large health insurance premiums increases due to employee changes in coverage throughout the year. The City offers an opt-out option for employees who have coverage through a spouse which results in a cost savings for the City.

Contribution rates to the Public Employees Retirement Association (PERA) for 2022 remain at 7.5 percent (7.5%) for the employer and 6.5 percent (6.5%) for most employees. The Fire Chief belongs to the Police and Fire Plan and PERA contribution for 2022 remains at 11.8 percent (11.8%) for employees and 17.7 percent (17.7%) for the employer portion. The budget also estimates Social Security and Medicare taxes at 6.2 percent (6.2%) and 1.45 percent (1.45%) respectively for 2022 and beyond. Additionally, the 2022 budget reflects an increase in PERA contribution for volunteer firefighters from \$3,500 to \$4,500. This adjustment leaves the plan funded at 130% (ideal for weathering the ups and downs of the market) and brings the City into alignment with market cities and the adopted compensation philosophy policy.

## General Fund

The City's General Fund is the primary operating fund and used to account for all financial resources except for those required to be accounted for in another fund. The General Fund accounts for the revenues and expenditures needed to provide basic city services such as police and fire, street and park maintenance, recreation programming, planning and zoning, legal, and administration as well as elections.

Overall budgeted revenues are up \$306,000, a 4.8 percent (4.8%) increase. This is largely due to the increase in the General Fund portion of the tax levy. Budgeted revenue for building permits is up \$76,400, or 14.4 percent (14.4%), as the City projects 144 new home permits in 2022 - an increase of 24 new home permits from 2021.

Budgeted expenditures and transfers are 3.5 percent (3.5%) higher than the 2021 budget. The 2022 budget includes \$5.5 million in expenditures and \$1 million in transfers. Primary factors for this increase include:

- \$426,000 decrease in transfers to fund prior commitments and the City's long-term plan as the City was able to eliminate \$250,000 in the Trail Fund with the Bavaria Trail project delayed indefinitely and \$270,000 in the Public Works Equipment Fund due to a delay in the construction of a new Cold Storage Building.
- Increasing cost of doing business (increases in wages, insurance, contracts, fuel)
- Providing same services to a greater number of residents and businesses in Victoria
- Implementing strategic plan priorities adopted by the City Council

## Victoria Recreation Center Fund



The revenues and expenditures for the Victoria Recreation Center (VRC) are accounted for in a Special Revenue Fund. The VRC provides recreation opportunities for the City's residents and is operated in partnership with Eastern Carver County Schools District 112 (ISD 112). ISD 112 uses the two ice arenas for school functions and pays an annual operations and lease payment to the City for this use and reimburses the City for operating expenditures.

The following table shows revenues by sources from 2020 to 2022:

Year	Charges for Service	ISD Grounds Lease and Operations	Other Revenues	Total Revenues
2020 Budget	\$227,600	\$747,349	\$19,007	\$993,956
2021 Budget	\$213,600	\$757,297	\$15,000	\$985,897
2022 Budget	\$157,520	\$767,423	\$5,000	\$929,943
2022% of Total	17%	82.6%	0.4%	100%

### Enterprise (Utility) Funds

The City provides water, sewer, and stormwater management services to residents and businesses. These utilities are run like businesses – service charges are set to cover current operating expenses and debt service, but also provide for future projects.

The following table summarizes the 2022 budget for the City's three utility funds:

	Water Fund	Sewer Fund	Storm Water Fund
Charges for Services	\$2,017,963	\$1,656,406	\$470,496
Bonds Issued	\$800,000	\$500,000	\$0
Operating Expenses	\$835,075	\$1,277,853	\$463,321
Debt Service	\$819,738	\$22,872	\$0
Capital Outlay	\$1,312,000	\$885,000	\$0
Net Income (Loss)	\$-148,850	\$-29,320	\$7,175

The City of Victoria's budget is a multi-year fiscal planning document that shows anticipated revenues and expenditures for a specific timeframe (in this case 2022) that is needed to deliver programs and services to the community. The budget document includes:

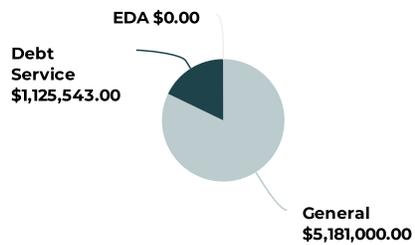
- an explanation of the programs, services, activities and projects to be provided by the City during the upcoming year and projections for future years;
- the resultant expenditure requirements; and
- the resources available for meeting the expenditure requirements.

## 2022 Tax Levy

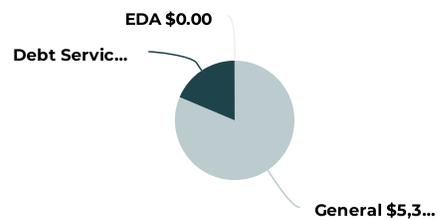
State statutes authorize cities to levy taxes to fund operations and debt payments. Property taxes are the main source of revenue for Victoria and are the primary funds in the City's General Fund. The City's property tax levy reflects the amount needed to fund the City's operations and to deliver programs and services to its residents.

In 2022, Victoria's property tax levy increased 4.99 percent (4.99%). This amount is not the amount a homeowner's property taxes increased. The average homeowner's property valued at \$491,000 in 2022 (an 11.3% increase in value from 2021) will see an increase in the city portion of total property taxes paid of \$65 (from \$1,424 in 2021 to \$1,489 in 2022).

**2021 Adopted Tax Levy**  
**\$6.3M**



**2022 Adopted Tax Levy**  
**\$6.6M**

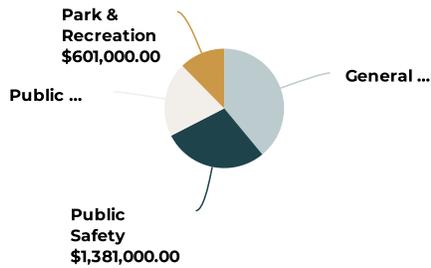


# 2022 Expenditures

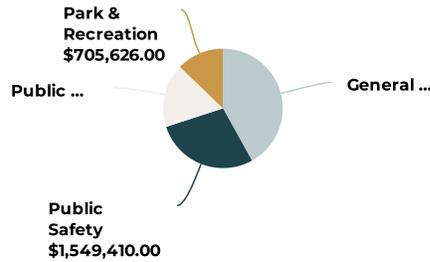
The City's total expenditures in 2022 are approximately \$5.5 million, which is 13.2% higher than 2021's expenditures of \$4.8 million. Primary reasons for this increase include:

- City Council's desire to deliver the same service levels to a growing number of new residents and businesses
- Increasing costs of doing business (e.g. wages, health insurance, contracted services)
- Addition of Two FTE's; City Planner and IT Manager
- Replacement of Building Inspection Vehicle
- Additional Election expense due to redistricting and legislative changes
- Implementation of prior commitments and financial plans
- Implementation of the City Council's adopted strategic plan priorities

**2021 Budgeted Expenditures \$4.8M**



**2022 Budgeted Expenditures \$5.5M**



## 2022 Revenues

While property taxes account for nearly all the City's revenue (82%), the City also charges fees for certain services that benefit an individual/applicant. For example, plan review for a permit for a new deck is considered a charge for services. Charges for services account for 6 percent (6%) of the City's total revenue. Licenses and Permits account for 14.4 percent (14.4%) of total General Fund Revenues, of which 71 percent (71%) is from new home permits.

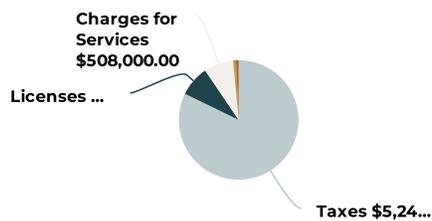


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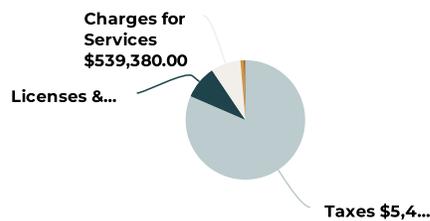
As a growing city, new home permits have been steady over the past several years. It's always a challenge to predict how many housing permits will be issued in any given year as new homes are market-driven. In 2021, the City issued 140 new home permits, down from 165 in 2020. This was 20 more than what was budgeted in 2021. In 2019, 173 new home permits were issued, and in 2018, the City issued 172.

Revenues from new home permits that exceed budgeted projections are transferred to the City's Revenue Stabilization Fund. This fund is available to cover unexpected expenditures for building related activities.

**2021 Revenue Sources**  
\$6.4M



**2022 Revenue Sources**  
\$6.6M



# Tax Effects

In 2022, the City's property tax levy will increase 4.99 percent (4.99%) from \$6.4 million to \$6.6 million. Nearly all the City's revenues - 82 percent (82%) - are from the property tax levy. Only a small portion of the City's budget - 16 percent (16%) - is funded through fees or charges for services.

## Local Tax Rates

Cities do not directly set a tax rate. Instead, the tax rate is a function of a city's levy and the total tax base. The only factor that cities directly control is the City Council setting the city tax levy.

To determine the local tax rate, the county first determines the total tax capacity that will be used for spreading the levies. The total tax capacity is calculated by first aggregating the tax capacities of all parcels within the city. Several adjustments to this total must be made because not all tax capacity is available for general tax purposes. The result of this calculation produces taxable tax capacity. Taxable tax capacity is used to determine the local tax rates.

In 2022, the City of Victoria's tax rate decreased to 30.3 percent (30.3%) from 32.28 percent (32.28%) in 2021. The City's estimated market value increased from \$1.8 billion to \$1.9 billion, a 7.7 percent (7.7%) increase.

With a US Census population at 10,546, the City of Victoria's population increased 43% over the last decade. Victoria is expected to continue growing, and is projected to be the largest city in Carver County once fully built out. As Victoria continues to grow, a higher percentage of overall levy increases will likely be needed in order to provide the same levels of service to a growing number of residents and businesses. How this affects property owners will depend on the individual valuation of each property.

### Sample Property Tax Calculation

<b>Median Home Market Value</b>	<b>\$491,000</b>			
\$491,000	X	1%	=	\$4,910
Taxable Market Value X		Residential Tax Class Rate	=	Tax Capacity
\$4,910	X	30.34%	=	<b>\$1,489</b>
Tax Capacity	X	City of Victoria Tax Rate	=	City of Victoria

### Property Owner's Tax Dollar



City Tax Portion

City	\$0.25 per tax dollar
County	\$0.28 per tax dollar
Schools (3 Districts)	\$0.42 per tax dollar
Other (Met-Council, Mosquito Control, Watershed District)	\$0.05 per tax dollar
<b>Total</b>	<b>\$1.00 tax dollar</b>

## Levy and Tax Capacity History

Tax Levy History	2017	2018	2019	2020	2021	2022
<b>General Fund</b>	\$3,252,000	\$3,715,000	\$4,080,000	\$4,800,000	\$5,181,000	\$5,387,000
Percent Change	2.23%	14.2%	9.83%	7.77%	7.9%	3.9%
<b>Special Revenue Fund</b>						
Victoria Recreation Center	\$0	\$0	\$0	\$0	\$0	\$0
Percent Change	-100.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>Debt Service Funds</b>						
2008A EDA Refunding Bonds	\$80,000	\$79,000	\$-	\$-	\$-	\$-
2004 GO Improvement Bonds	\$96,000	\$94,500	\$90,000	\$-	\$	\$-
2006 GO Improvement Bonds	\$105,000	\$98,000	\$99,000	\$99,000	\$99,000	\$99,000
2007A GO Improvement Bonds	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
2008B GO Improvement Bonds	\$123,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
2009A GO Taxable Improvement Bonds	\$191,000	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000
2010B GO Improvement Bonds	\$74,000	\$73,000	\$73,000	\$73,000	\$73,000	\$73,000
2013A GO Improvement Bonds	\$63,000	\$63,000	\$65,000	\$65,000	\$65,000	\$65,000
2014A EDA Limited Tax Lease Rev Bonds	\$188,000	\$188,000	\$188,000	\$188,000	\$-	\$-
2016A GO Improvement Bonds	\$43,000	\$75,000	\$108,000	\$116,000	\$116,000	\$116,000
2016A GO Parking Improvement Bonds	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
2017A GO Improvement Bonds	\$-	\$-	\$50,000	\$45,000	\$45,000	\$45,000
2018A GO Improvement Bonds	\$-	\$-	\$-	\$48,000	\$48,000	\$48,000
2020A GO CIP Refunding Bonds	\$-	\$-	\$-	\$-	\$79,468	\$191,677
2020A GO Tax Abatement Bond	\$-	\$-	\$-	\$-	\$138,075	\$134,505
<b>Total Debt Service Funds</b>	\$1,115,000	\$1,132,500	\$1,135,000	\$1,096,000	\$1,125,543	\$1,234,182
Percent Change	7.6%	1.6%	0.2%	-3.5%	2.6%	9.6%
<b>TOTAL ALL FUNDS</b>	<b>\$4,367,000</b>	<b>\$4,847,500</b>	<b>\$5,215,000</b>	<b>\$5,896,000</b>	<b>\$6,306,543</b>	<b>\$6,621,182</b>
<b>Tax Capacity History</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Net Tax Capacity</b>	\$12,648,047	\$14,119,015	\$15,341,747	\$17,506,435	\$18,583,883	\$20,692,363
Percent Change	-0.6%	11.6%	8.7%	14.1%	6.1%	11.3%
<b>Tax Capacity Rate</b>	32.84%	32.75%	32.41%	32.04%	32.28%	30.34%
Percent Change	-0.10%	-0.09%	-0.34%	-0.37%	0.24%	-1.94%

# Strategic Plan

The City Council governs by presenting strategic leadership and articulating a collective community vision, rather than focusing on internal operations. In preparing the budget, a strong emphasis was placed on the Council's adopted strategic plan. As a result, budget information is presented at the broadest policy level by concentrating on achieving desired results instead of emphasizing detailed line items and number of employees.

As in previous years, the budget reflects the hard work and dedication of many people. The attention to detail and demonstrated interest in quality services ensures that the budget exists as a realistic target for 2022, striving to fulfill the Council's policy directives.

In March 2021, the City of engaged Scott Nelson of Scott Nelson Coaching, Inc. to facilitate a strategic planning session. The all-day planning session was inclusive and participatory with department heads and all members of the City Council participating. Participants discussed the current issues and future trends, as well as aspirations, organizational goals, priorities, and objectives to establish a clear, strategic direction for the community for the next three years.

Given the many priorities facing the City and community, the primary objective of the strategic planning session was to establish a clear, consensus-based direction for the City for the next three years and then actively pursue implementation of strategies to achieve that direction and to integrate those goals into the City's long-term financial plan. From that session, the 2021-2023 Strategic Plan was adopted in April 2021 with eight focus areas: infrastructure and transportation; economic vitality; housing and community character; service excellence; engagement and communication; public safety; recreation and culture; and environmental sustainability.

Since the adoption of the plan, City staff have provided quarterly updates on the City's mission as well as goals and objectives for specific departments and programs. This progress is updated online for the public through the [Strategic Planning Dashboard](#).



## Short-Term Factors

The 2022 budget follows City Council's direction to maintain current services and commitments to increase funding for the adopted financial plans as well as fund priorities identified in the Council's adopted 2021-2023 Strategic Plan.

The COVID-19 health pandemic has impacted many sectors of the economy and while the City was not immune from its impact, a stable fund balance and strong cash position along with Council's sound budgeting practices and unwavering commitment to the long-term financial plan has allowed the City to weather the pandemic with minimal long-term impact to the community anticipated.

Development activities remained high throughout 2021 with 140 new housing permits. The median residential home value increased 11.3% for 2022, a significant increase from the half-percent bump in 2021. Commercial/industrial property values decreased 11.1 percent (11.1%), a trend communities across Minnesota are experiencing. Economic vitality remained strong with several new businesses opening in 2021: Healthy Hub, Chapter One Book Store, and Nurse Tim. The City hosted its second annual farmers market (held weekly June-September) in partnership with Enki Brewing and the Southwest Chamber of Commerce and the Victoria Business Association's Classic Car Shows were in full swing every other Wednesday evening from June through September. These events drew hundreds of visitors to Victoria's downtown each week during the summer months.



Staff anticipate continued financial pressure into 2022 with the ongoing COVID-19 health pandemic but have adjusted the 2022 budget accordingly and do not anticipate needing to tap fund balance to deliver essential city services. Expenditures were tightened to focus on current service levels rather than service enhancements. Additionally, the strategic plan adopted in April 2021, reflects a three-year plan rather than a two-year plan to allow for adequate funding of the Council's priorities over a slightly longer period of time.

Short-factors reflect the City's typical budget pressures which are discussed and considered annually as part of the budget process and include:

- Personnel costs (e.g. wages, health insurance, workers' compensation) including the addition of three Full-Time Equivalent (FTE) employees.
- Increase in the cost of doing business (e.g. fuel, contracts for services)
- Planned capital projects
- Unfunded mandates and/or legislative changes, if any
- Changes in service levels, if any

## Personnel Changes

The City maintains a staffing plan to aid long-term financial planning. The 2022 budget reflects an increase of three Full-Time Equivalent (FTE) employees: an IT Manager (funded through General Fund), City Planner (funded through General Fund and partially offset by revenues from new growth) and a Utilities Superintendent (funded through Water and Sewer Funds). Additional staffing in public works, community development and fire are planned for 2023 as a result of continued growth in the city. As part of the City's culture of continuous improvement and commitment to service excellence, staff will continue to explore (and implement as appropriate) cost savings and operational efficiencies throughout the year. Additionally, the City will continue to evaluate staff levels annually and as vacancies occur.

Full-Time Equivalent City Government Employees by Function Last Nine Fiscal Years

Function	2014	2015	2016	2017	2018	2019	2020	2021	2022
General government	8.60	9.20	9.60	10.80	11.80	12.30	12.30	13.30	17.20
Public works	7.90	7.80	7.50	6.70	7.55	7.40	6.75	6.75	7.35
Culture and recreation	5.40	5.50	6.00	4.88	4.88	5.88	5.88	5.88	3.90
Water	1.60	2.30	2.35	2.20	2.25	2.30	2.25	2.25	2.66
Sewer	0.40	0.60	0.65	0.90	0.95	1.00	.95	0.95	2.26
Storm Water Management		0.60	0.65	0.70	0.75	0.80	0.55	0.55	.88
Total	<u>23.90</u>	<u>26.00</u>	<u>26.75</u>	<u>26.18</u>	<u>28.18</u>	<u>29.68</u>	<u>28.68</u>	<u>29.68</u>	<u>32.75</u>

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# FUND SUMMARIES

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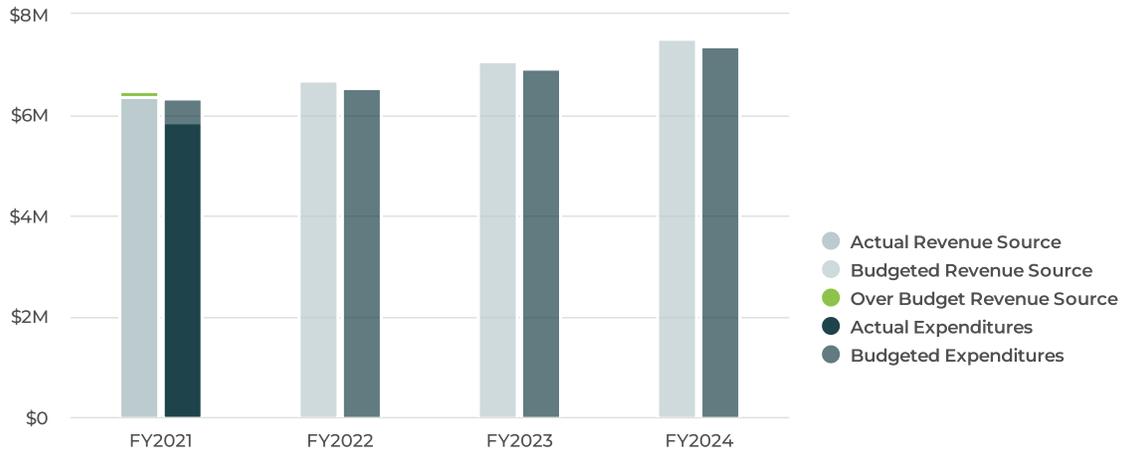


# General Fund

One of the City's five Governmental Fund types, the General Fund serves as the chief operating fund of the City. The General Fund is used to account for all financial resources not accounted for in some other fund. The Fund uses the modified accrual basis of accounting for budgeting and financial reporting purposes. This means expenditures are recorded when the liability is incurred, and revenues are recorded when they become measurable and available. The adopted General Fund budget is a balanced-budget – current revenues and other sources equal expenditures and other uses.

## Summary

The City of Victoria is projecting \$6.7 million of revenue in FY2022, which represents a 4.8% increase over the prior year. Budgeted expenditures are projected to increase by 3.5% or \$218,000 to \$6.5 million in FY2022.

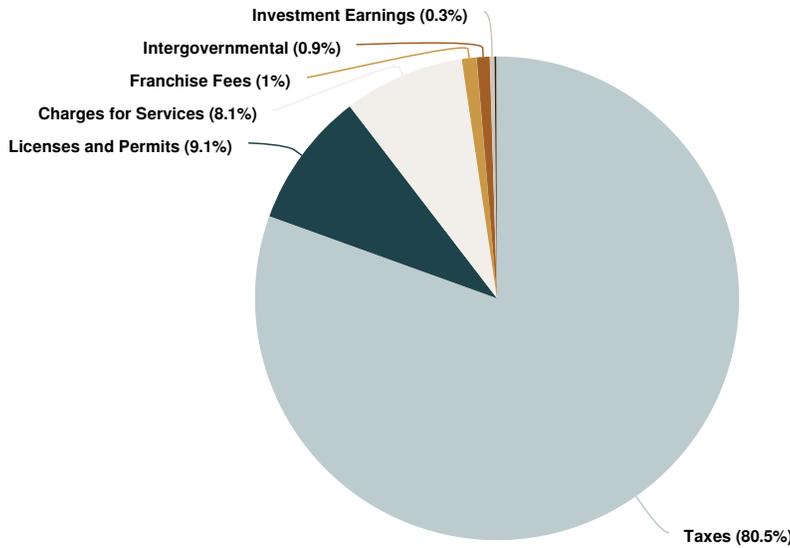


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

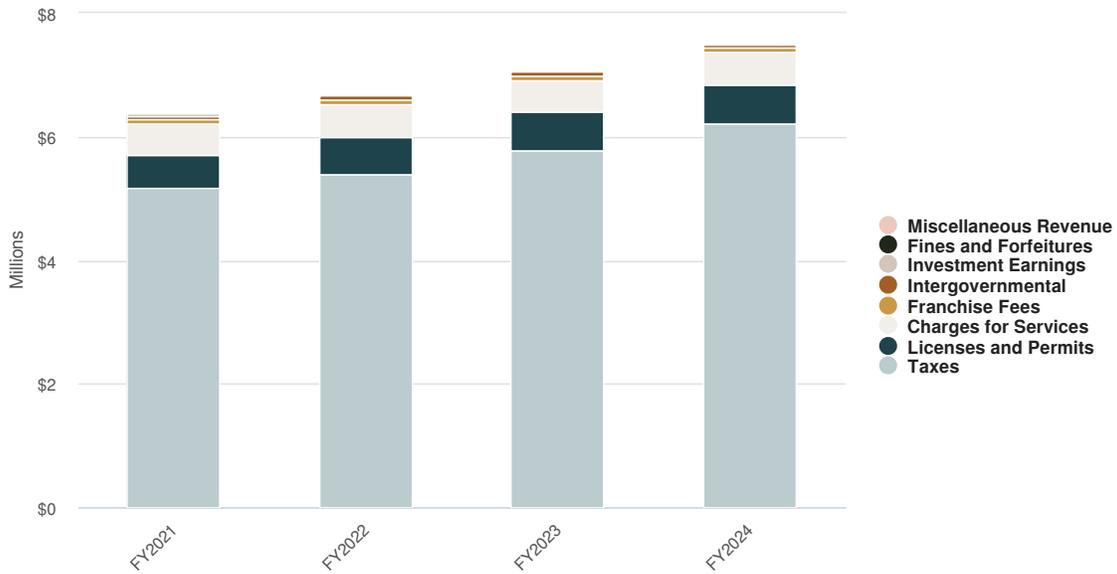
# Revenues by Source

Overall revenues are projected to increase by 4.8 percent (4.8%). The General Fund's largest revenue source is property taxes. The General Fund portion of the property tax levy is \$5.4 million, up \$206,000 or 3.9 percent (3.9%) from 2021. Revenues are reviewed annually and are based on a 3-year trend analysis. Licenses and permits are projected based on an estimated number of new homes driven by available lots and the trends in the housing market, this revenue is the most unpredictable. Franchise Fee revenue is increased annually based on the number of new homes added and the investment earnings have been reduced due to lower interest rates.

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source							
Taxes	\$5,148,913.65	\$5,170,295.00	\$0.00	\$5,387,500.00	\$5,387,500.00	\$5,766,525.00	\$6,200,000.00
Franchise Fees	\$77,113.24	\$76,491.00		\$66,000.00	\$66,000.00	\$69,300.00	\$71,379.01
Licenses and Permits	\$620,772.22	\$531,600.00	\$0.00	\$608,000.00	\$608,000.00	\$638,400.04	\$640,422.39
Intergovernmental	\$121,210.22	\$45,272.00	\$0.00	\$58,531.00	\$58,531.00	\$58,531.00	\$58,531.00
Charges for Services	\$483,109.10	\$508,811.00		\$539,380.45	\$539,380.45	\$519,380.88	\$530,808.17
Fines and Forfeitures	\$7,968.31	\$10,000.00		\$10,000.00	\$10,000.00	\$10,000.00	\$10,300.00
Investment Earnings	-\$5,934.54	\$40,000.00		\$20,000.00	\$20,000.00	\$20,000.00	\$20,600.00
Miscellaneous Revenue	\$30,877.65	\$2,100.00		\$1,500.00	\$1,500.00	\$1,500.00	\$1,545.00
<b>Total Revenue Source:</b>	<b>\$6,484,029.85</b>	<b>\$6,384,569.00</b>	<b>\$0.00</b>	<b>\$6,690,911.45</b>	<b>\$6,690,911.45</b>	<b>\$7,083,636.93</b>	<b>\$7,533,585.57</b>

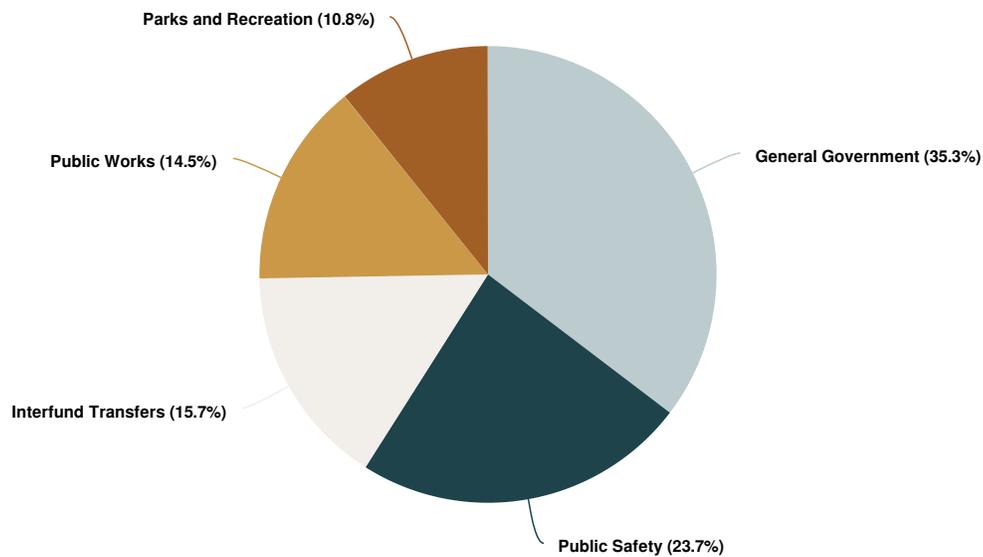
## Expenditures by Function

General Government expenditures are expected to increase by 22 percent (22%) - largely driven by the addition of two new FTE in the General Fund. Significant items include:

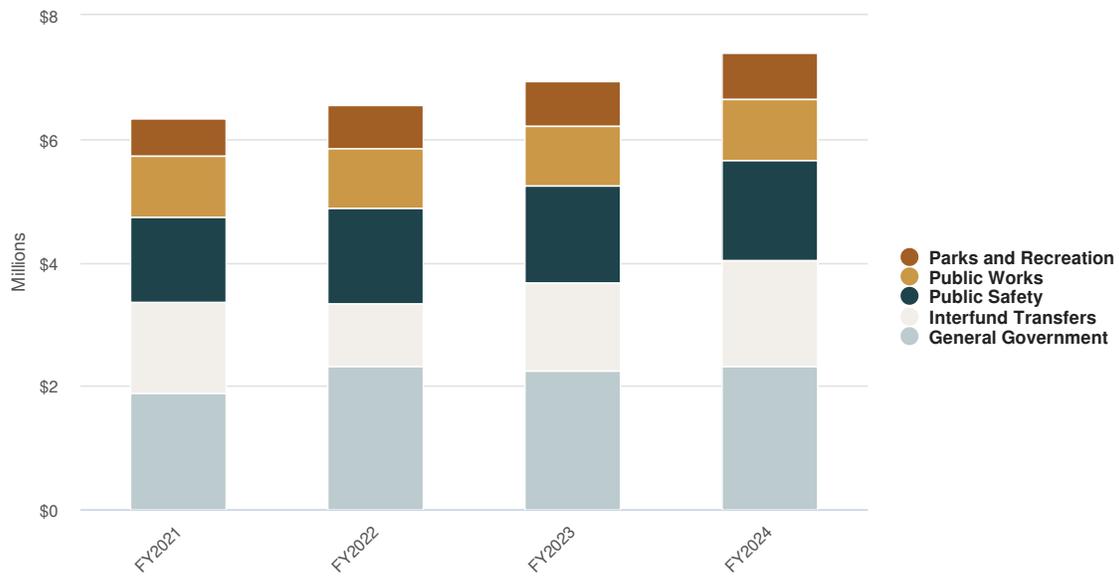
- Wages (2% Cost of living adjustment [COLA]), including two new FTE
- Benefits (3.5% increase)
- Contractual services increases
- Inflation

The budget also includes a decrease in transfers of \$426,000. The City Council directed funds available at 2020 Year-End to the Long-Term Street Maintenance Fund, which allowed for a significant decrease to the amount needed to transfer in 2022. A detailed list of transfers can be found in the department section of this budget book under Interfund Transfers.

### Budgeted Expenditures by Function



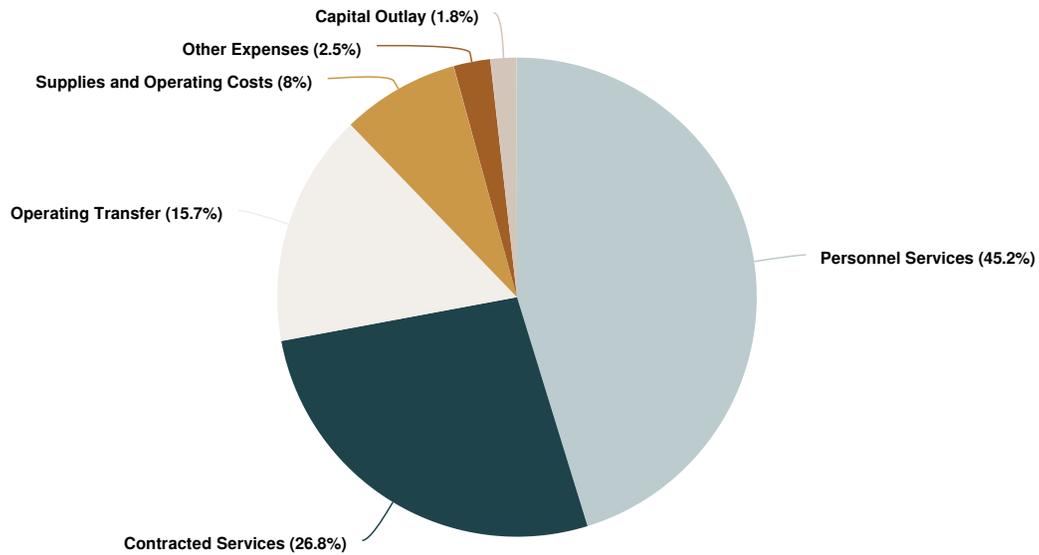
## Budgeted and Historical Expenditures by Function



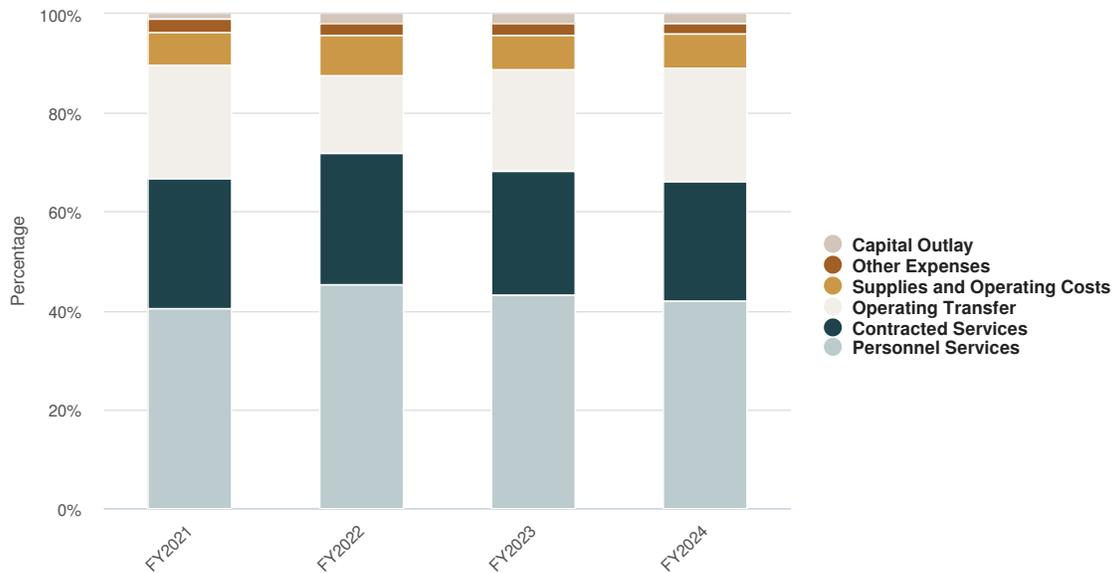
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expenditures						
General Government	\$1,642,909.98	\$1,894,372.00	\$0.00	\$2,314,382.68	\$2,246,044.40	\$2,330,175.95
Public Safety	\$1,403,481.99	\$1,381,806.00	\$0.00	\$1,549,410.44	\$1,574,270.99	\$1,622,000.59
Public Works	\$833,828.72	\$997,242.00	\$0.00	\$949,601.00	\$964,837.51	\$994,089.97
Parks and Recreation	\$605,762.90	\$601,207.00	\$0.00	\$705,626.00	\$716,947.89	\$738,684.70
Community and Economic Development	\$4,578.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interfund Transfers	\$1,375,000.00	\$1,455,000.00		\$1,029,000.00	\$1,425,000.00	\$1,705,000.00
<b>Total Expenditures:</b>	<b>\$5,865,561.84</b>	<b>\$6,329,627.00</b>	<b>\$0.00</b>	<b>\$6,548,020.12</b>	<b>\$6,927,100.79</b>	<b>\$7,389,951.21</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Personnel Services	\$2,453,545.43	\$2,555,109.00	\$0.00	\$2,962,748.44	\$2,994,029.52	\$3,101,553.72
Supplies and Operating Costs	\$349,315.93	\$421,425.00	\$0.00	\$521,059.00	\$489,339.70	\$504,424.22
Contracted Services	\$1,540,242.13	\$1,672,305.00	\$0.00	\$1,756,456.68	\$1,735,502.89	\$1,787,157.50



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Other Expenses	\$147,458.35	\$160,788.00	\$0.00	\$162,156.00	\$164,757.82	\$169,753.04
Capital Outlay	\$0.00	\$65,000.00	\$0.00	\$116,600.00	\$118,470.87	\$122,062.73
Operating Transfer	\$1,375,000.00	\$1,455,000.00	\$0.00	\$1,029,000.00	\$1,425,000.00	\$1,705,000.00
<b>Total Expense Objects:</b>	<b>\$5,865,561.84</b>	<b>\$6,329,627.00</b>	<b>\$0.00</b>	<b>\$6,548,020.12</b>	<b>\$6,927,100.79</b>	<b>\$7,389,951.21</b>

## Fund Balance

To reflect strong financial management practices, the City of Victoria does create a savings plan. These savings represent “cash on hand” and is referred to as the City’s “fund balance.” The City has four (4) different types of fund balances:

- Unassigned
- Assigned
- Non-Spendable
- Committed

Each fund has a different purpose and the City Council has adopted policies guiding the use and level of savings for each type of fund balance. For example, the **Unassigned Fund Balance** must maintain a balance of 30 percent (30%) of the City’s following year’s projected operating expenditures. This means as the City’s budget increases, its savings must also increase. The City is anticipating a 2022 year-end unassigned fund balance of \$1.68 million, which meets the 30 percent unassigned fund balance policy.

The primary purpose of this fund balance is to ensure the City can cash flow operations throughout the year as the City receives most of its revenue (82%) from property taxes that are paid to the City by Carver County two times a year. The City receives its first payment in June.

The City’s **Non-Spendable Fund Balance** includes items such as prepaid insurance. The **Committed Fund Balance** includes the Revenue Stabilization Fund which reflects a portion of building permit revenue that exceeds the projected budget amount. **Assigned Fund Balance** is reserved for a future, specific use as authorized by Council. Because the City is required by law to have a balanced budget, any unspent funds or funds not otherwise appropriated to the other types of fund balances, Council will take action to assign those unspent funds into Assigned Fund Balance. This is generally done after the City’s audit to officially close out the previous year’s books.

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Unassigned	\$1,682,427	\$1,784,729	0%
Assigned	\$274,100	\$274,100	0%
Committed	\$848,473	\$848,473	0%
Nonspendable	\$589,225	\$589,225	0%
<b>Total Fund Balance:</b>	<b>\$3,394,225</b>	<b>\$3,496,527</b>	<b>0%</b>



## Victoria Recreation Center

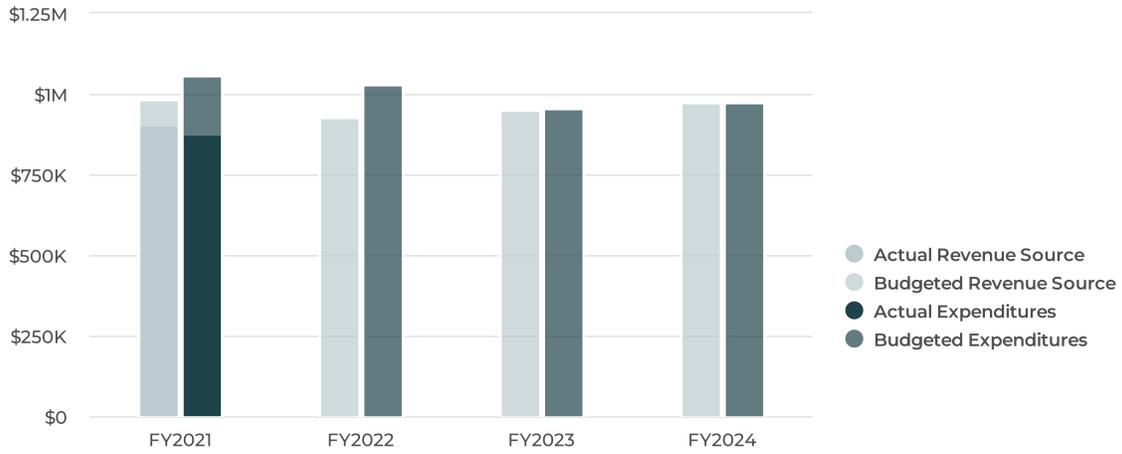
### Services Provided

The revenues and expenditures for the Victoria Recreation Center (VRC) are accounted for in a Special Revenue Fund. The VRC provides recreation opportunities for the City's residents and is operated in partnership with Eastern Carver County Schools (District 112). ISD 112 uses the two ice arenas for school functions and pays an annual operation and lease payment for this use. Additionally, ISD 112 reimburses the City for operating expenditures.



### Summary

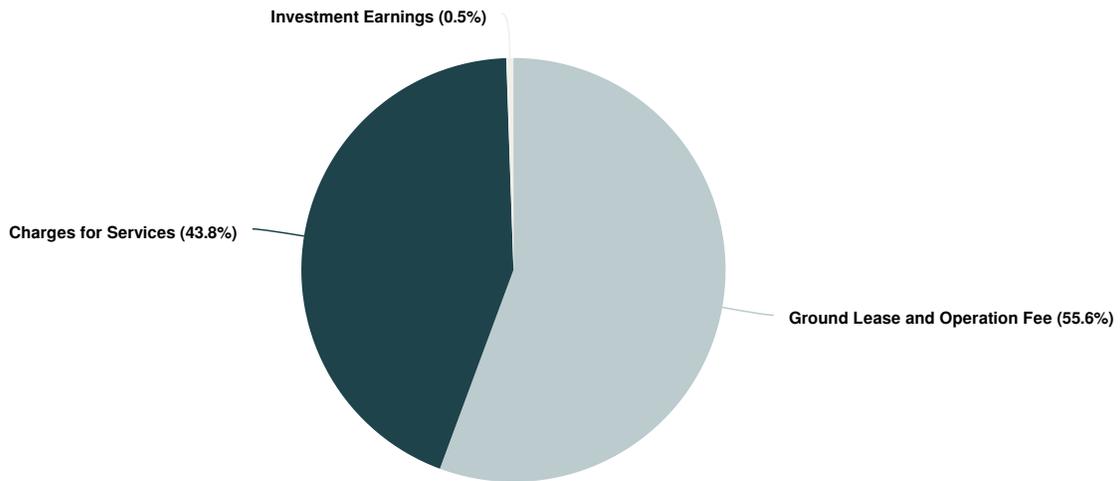
The City of Victoria is projecting \$930,000 of revenue in FY2022, which represents a 5.7% decrease over the prior year. Budgeted expenditures are projected to decrease by 2.6% or \$270,300 to \$1.03 million in FY2022. These decreases are due to the COVID-19 pandemic, resulting in lower memberships. It is anticipated that membership revenues and program participation will bounce back as the pandemic slows down in future years.



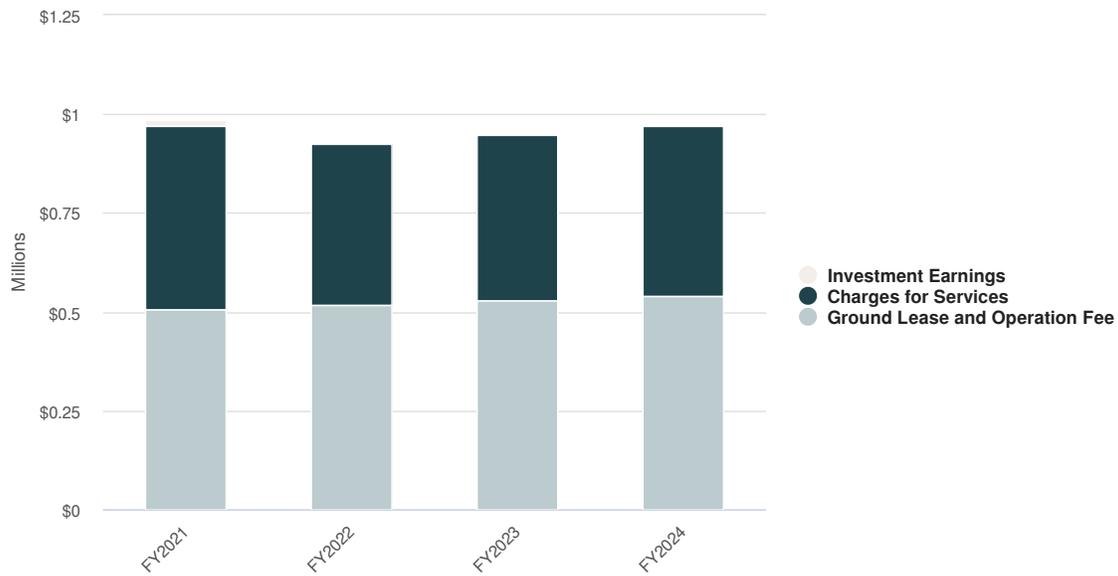
## Revenues by Source

Lease revenue from the Schools of Eastern Carver County is the largest source of revenue for this fund and includes a 2% annual increase over the duration of the lease. Charges for services are based on a 3-year trend analysis, however the budget does reflect adjustments to Memberships and Facility Rentals to recognize the effects of the Covid-19 pandemic on those services which are projected to begin to rebound in 2022.

### Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Revenue Source</b>						
<b>Charges for Services</b>						
PARK FACILITY FEES	\$501.58	\$5,500.00	\$2,000.00	\$2,060.00	\$2,121.80	-100%
CONCESSION SALES	\$0.93	\$1,100.00	\$500.00	\$515.00	\$530.45	-100%
PARK & REC. ACTIVITY FEES	\$2,374.00	\$12,000.00	\$5,000.00	\$5,150.00	\$5,304.50	-100%
MEMBERSHIPS	\$109,406.28	\$150,000.00	\$110,000.00	\$113,300.00	\$116,699.00	-100%
DAILY PASSES	\$26,614.58	\$11,000.00	\$20,000.00	\$20,600.00	\$21,218.00	-100%
GYM RENTALS	\$8,104.48	\$34,000.00	\$20,000.00	\$20,600.00	\$21,218.00	-100%
DAYCARE RECEIPTS	\$104.30	\$0.00	\$0.00	\$0.00	\$0.00	N/A
REIMBURSEMENTS & REFUNDS	\$253,679.70	\$250,000.00	\$250,000.00	\$257,500.00	\$265,225.00	-100%
<b>Total Charges for Services:</b>	<b>\$400,785.85</b>	<b>\$463,600.00</b>	<b>\$407,500.00</b>	<b>\$419,725.00</b>	<b>\$432,316.75</b>	<b>-100%</b>
<b>Investment Earnings</b>						
INTEREST ON INVESTMENTS	\$7,372.70	\$15,000.00	\$5,000.00	\$5,150.00	\$5,304.50	-100%
<b>Total Investment Earnings:</b>	<b>\$7,372.70</b>	<b>\$15,000.00</b>	<b>\$5,000.00</b>	<b>\$5,150.00</b>	<b>\$5,304.50</b>	<b>-100%</b>
<b>Miscellaneous Revenue</b>						
UNREALIZED FAIR VALUE GAIN/(LOSS)	-\$7,730.56	\$0.00	\$0.00	\$0.00	\$0.00	N/A
<b>Total Miscellaneous Revenue:</b>	<b>-\$7,730.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>N/A</b>
<b>Ground Lease and Operation Fee</b>						
GROUND LEASE AND OPERATION FEE	\$507,297.00	\$507,297.00	\$517,442.94	\$527,792.76	\$538,349.39	-100%
<b>Total Ground Lease and Operation Fee:</b>	<b>\$507,297.00</b>	<b>\$507,297.00</b>	<b>\$517,442.94</b>	<b>\$527,792.76</b>	<b>\$538,349.39</b>	<b>-100%</b>

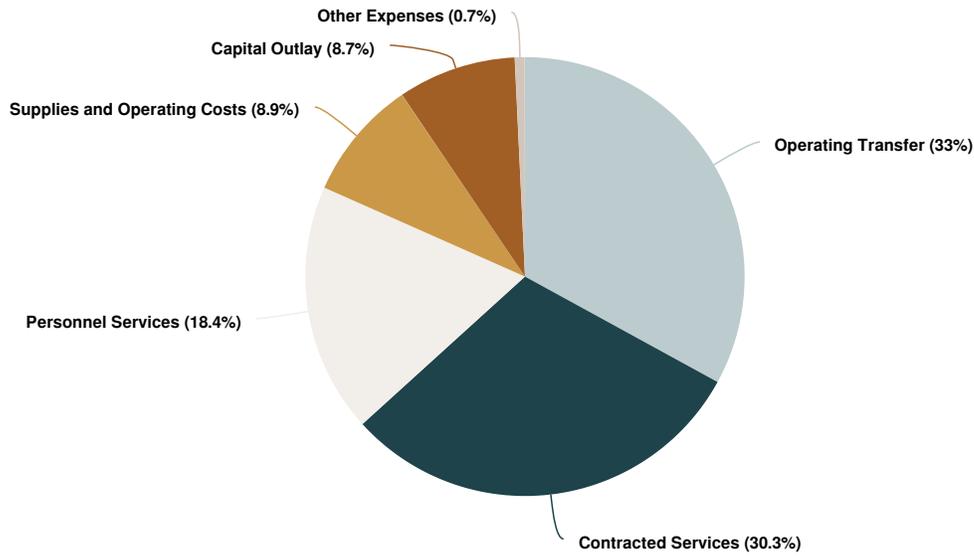


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
Total Revenue Source:	\$907,724.99	\$985,897.00	\$929,942.94	\$952,667.76	\$975,970.64	-100%

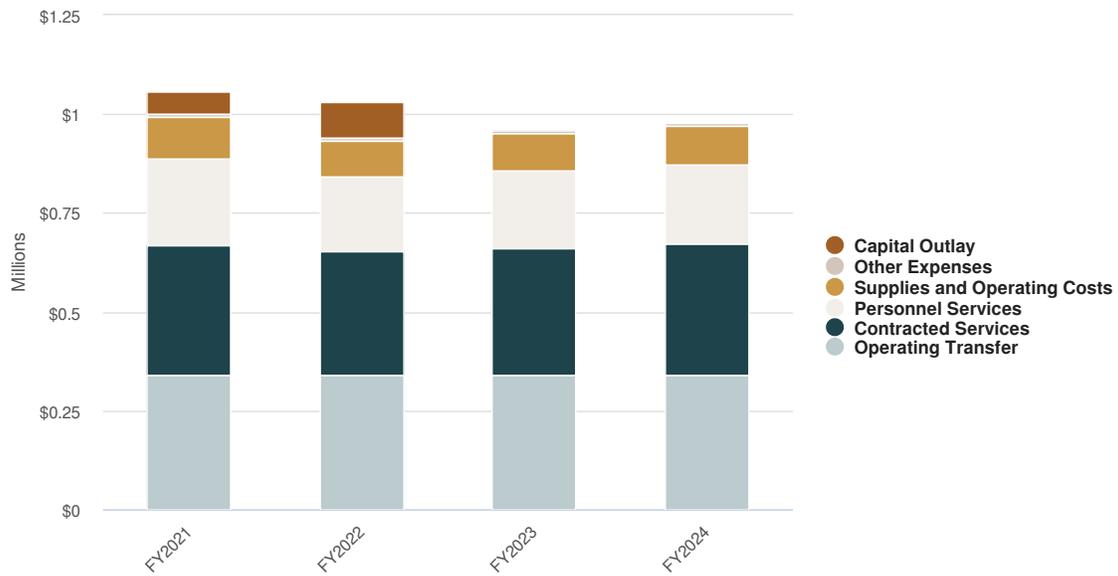
## Expenditures by Expense Type

There is planned capital outlay for 2022 to upgrade locker rooms and add security cameras, which were delayed in 2020 and again in 2021 due to the COVID-19 health pandemic and resulting reduction in revenues.

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

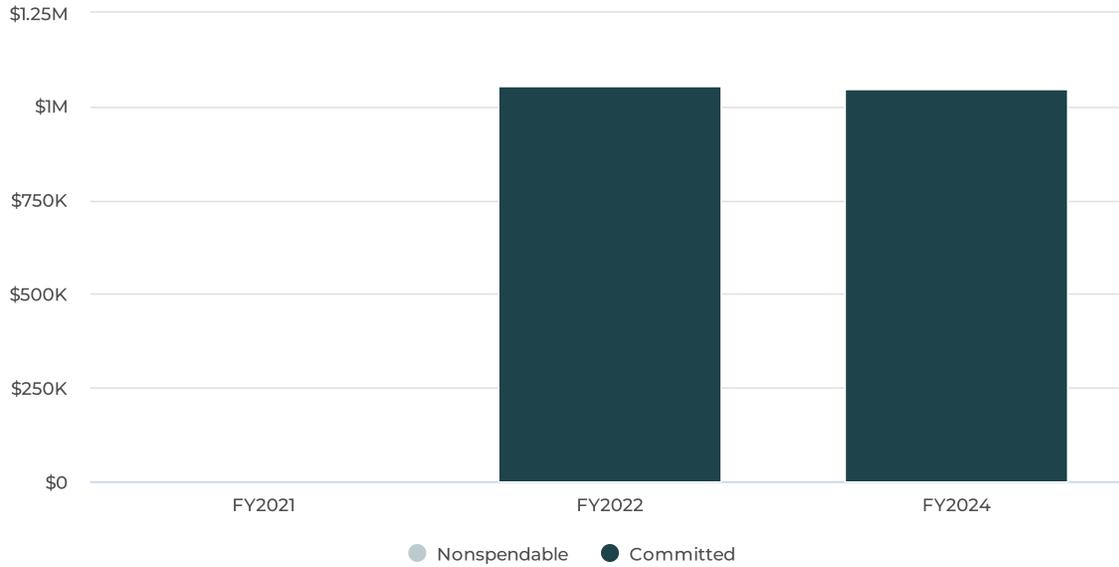


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Personnel Services	\$179,592.81	\$217,457.00	\$0.00	\$189,401.00	\$195,083.03	\$200,935.52
Supplies and Operating Costs	\$62,392.73	\$106,900.00	\$0.00	\$91,694.00	\$94,444.82	\$97,278.16
Contracted Services	\$287,169.86	\$329,250.00	\$0.00	\$312,432.00	\$321,804.96	\$331,459.11
Other Expenses	\$6,764.34	\$7,500.00	\$0.00	\$7,580.00	\$7,807.40	\$8,041.62
Capital Outlay	\$3,195.21	\$57,300.00	\$0.00	\$90,000.00	\$0.00	\$0.00
Operating Transfer	\$340,000.00	\$340,000.00	\$0.00	\$340,000.00	\$340,000.00	\$340,000.00
<b>Total Expense Objects:</b>	<b>\$879,114.95</b>	<b>\$1,058,407.00</b>	<b>\$0.00</b>	<b>\$1,031,107.00</b>	<b>\$959,140.21</b>	<b>\$977,714.42</b>

# Fund Balance

Fund balance is committed for future maintenance needs of the Victoria Recreation Center building.

## Fund Balance Projections



	FY2021	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>	
Committed	\$0	\$1,054,469	\$1,046,253	0%
Nonspendable	\$1,116	\$0	\$0	0%
<b>Total Fund Balance:</b>	<b>\$1,116</b>	<b>\$1,054,469</b>	<b>\$1,046,253</b>	<b>0%</b>



## Economic Development Authority

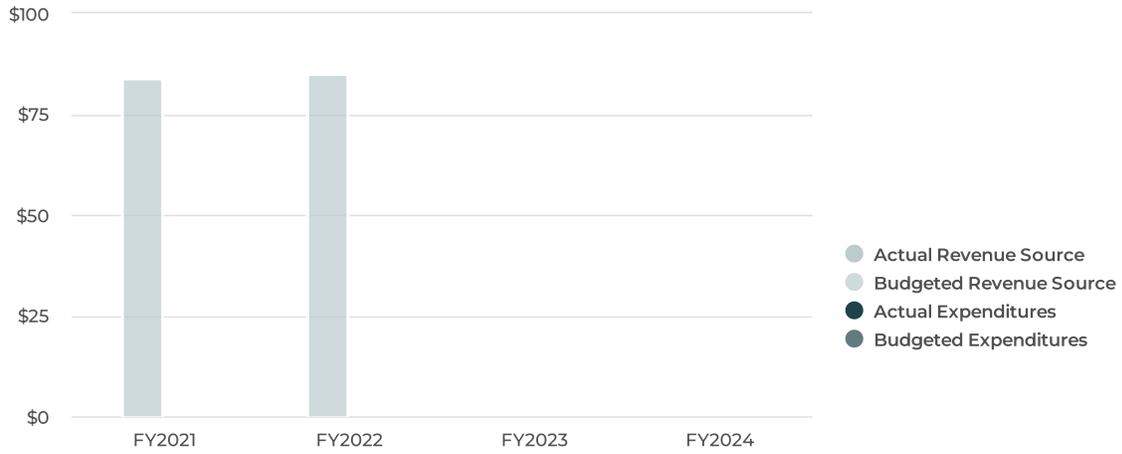
### Services Provided

The Economic Development Authority (EDA) Fund accounts for the resources associated with the EDA and its revolving loan program. In 2015, the City commissioned a study for downtown planning and development services. The remaining work was completed in 2016. A master plan was created for the 13.5-acre parcel owned by the City for a "Downtown West" development project. The Downtown West master plan was most recently revised in 2019. At the time of publication of this document, the City had a preliminary development agreement in place with a private developer for the southeastern portion of the parcel with a 149-unit market rate apartment building. Development of the parcel is anticipated in 2022.



### Summary

The City of Victoria is not projecting any revenue other than interest in FY2022, there are also not any budgeted expenditures.



FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Committed	\$5,589	\$5,758	0%
<b>Total Fund Balance:</b>	<b>\$5,589</b>	<b>\$5,758</b>	<b>0%</b>



## PEG Fees

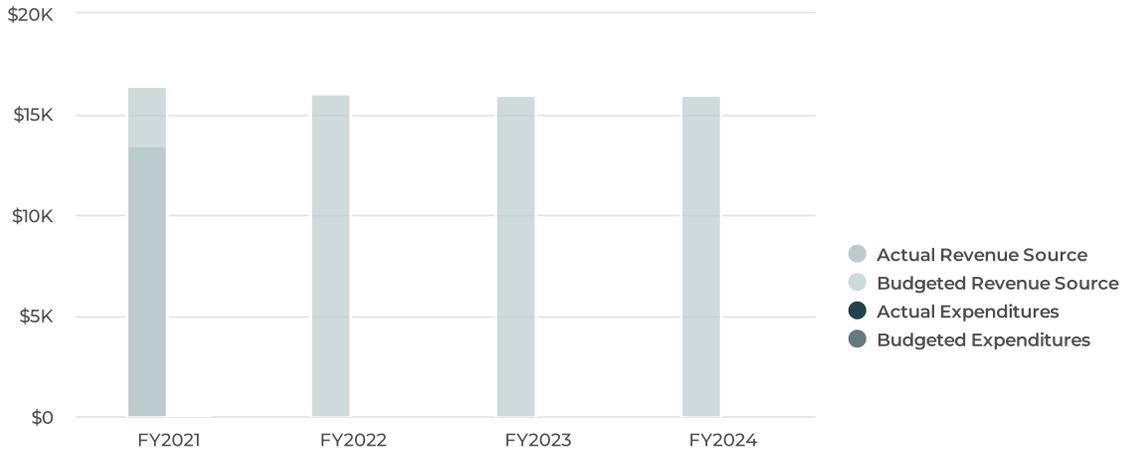
### Services Provided

The PEG Fees Fund accounts for the resources associated with public, educational and governmental (PEG) programming fees collected from cable television subscribers under the City's cable franchise agreement with Mediacom. Under the agreement (and by law), the City may only use PEG fees for capital equipment that directly relates to the production of public-, education- and government-related programming. The City anticipates a slight decrease in revenue in 2022 as a result of less subscribers to cable TV.



### Summary

The City of Victoria is projecting \$16k of revenue in FY2022, which represents a slight decrease over the prior year. Budgeted expenditures are not projected to increase in FY2022.

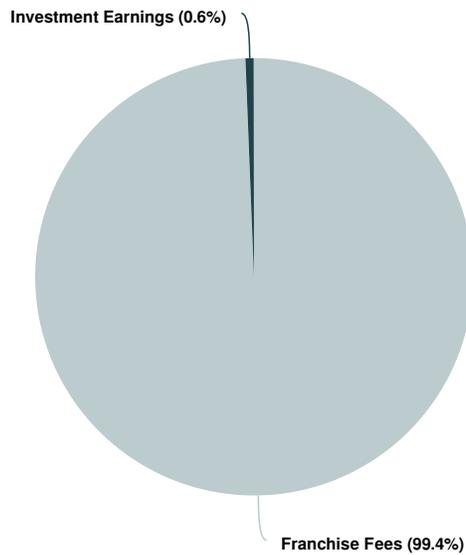


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

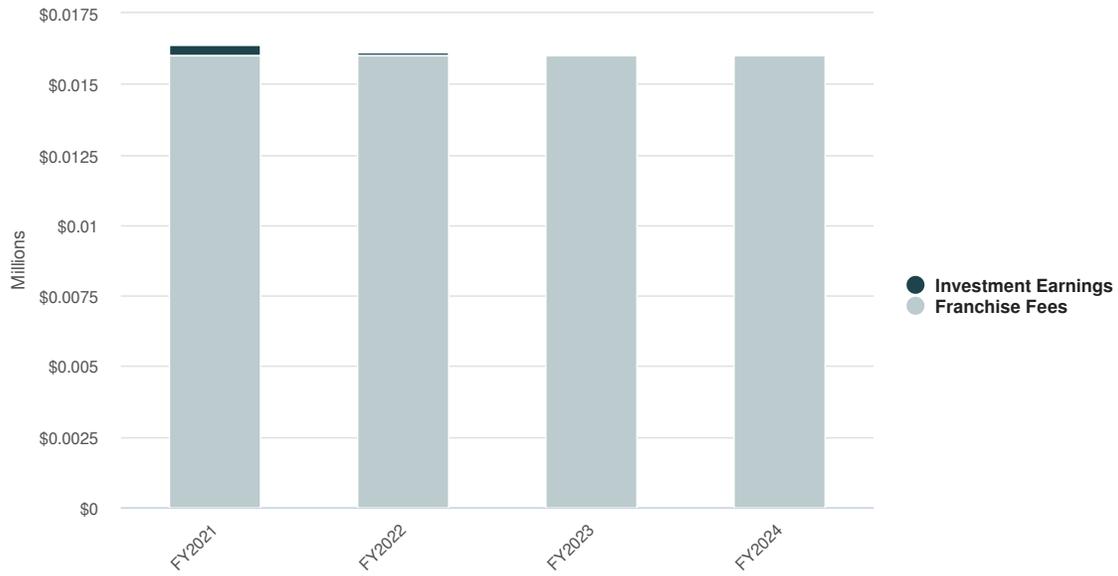
## Revenues by Source

Revenues for this fund have remained steady and are based on the amount of subscribers to cable television services. The availability of other options for online television subscriptions has impacted the revenues in the fund, which hasn't been growing with other revenue sources with City growth.

### Projected 2022 Revenues by Source



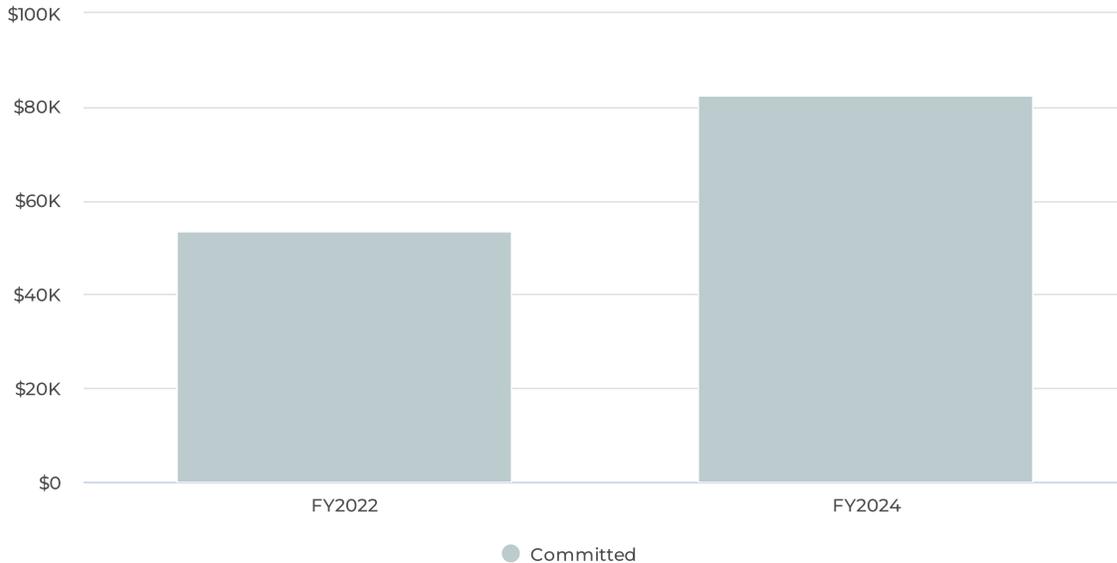
### Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Franchise Fees	\$13,454.42	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00
Investment Earnings	\$174.63	\$415.00	\$100.00	\$0.00	\$0.00
Miscellaneous Revenue	-\$142.37	\$0.00			
<b>Total Revenue Source:</b>	<b>\$13,486.68</b>	<b>\$16,415.00</b>	<b>\$16,100.00</b>	<b>\$16,000.00</b>	<b>\$16,000.00</b>

### Fund Balance

#### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Committed	\$53,648	\$82,472	0%
<b>Total Fund Balance:</b>	<b>\$53,648</b>	<b>\$82,472</b>	<b>0%</b>



# Gifts To The Parks

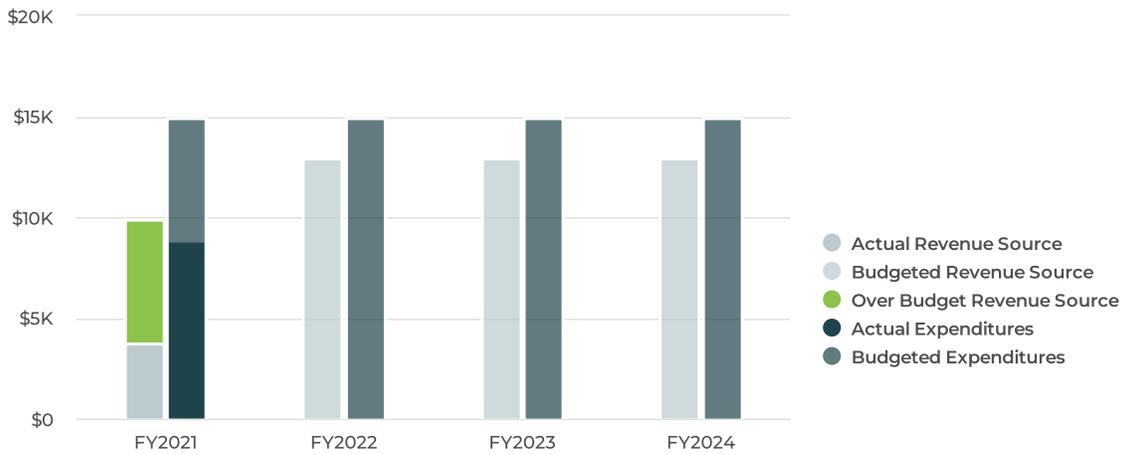
## Services Provided

The Gifts to the Parks Fund accounts for donations received for parks, including the Concert-in-the-Parks series. In 2016, the City began to transfer \$10,000 to the fund each year to cover concert expenditures. In 2021, there was not a transfer to the fund due to the Covid-19 pandemic.



## Summary

The City of Victoria is projecting \$13K of revenue in FY2022, which is 12K over the prior year due to the transfer from General Fund not being budgeted for 2021. Budgeted expenditures are projected to be \$15K in FY2022.

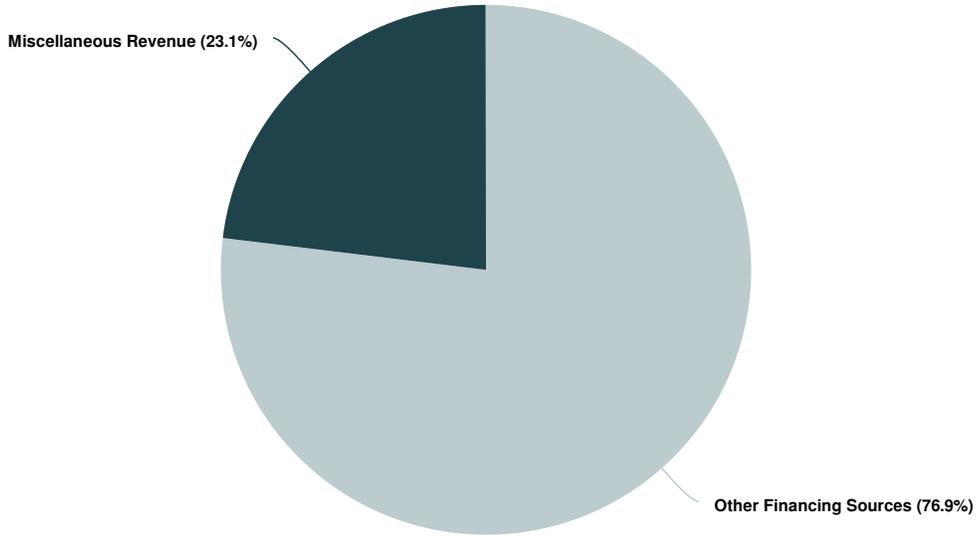


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

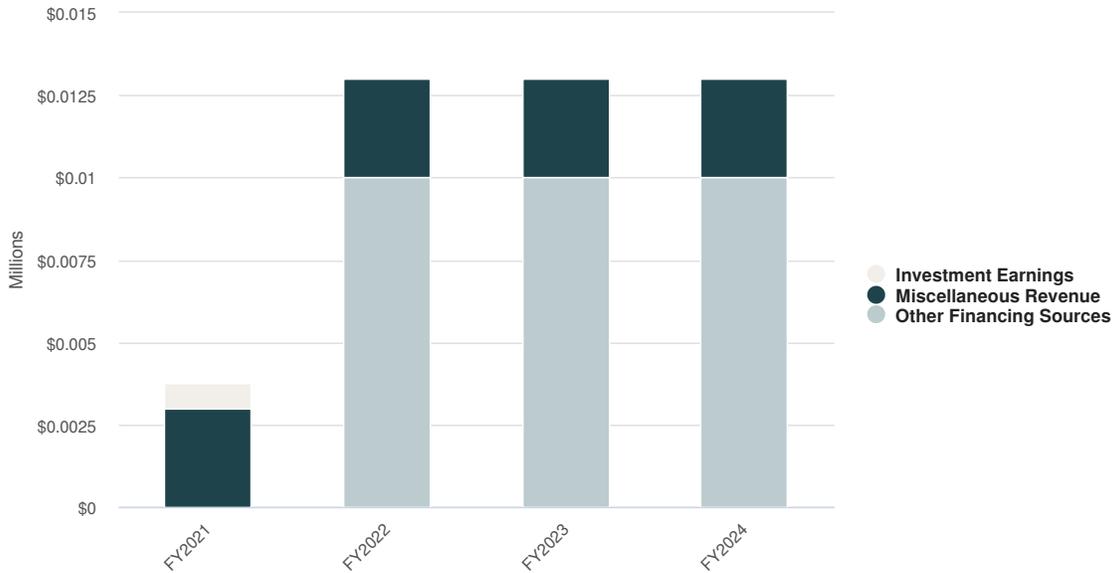
## Revenues by Source

The revenues for this fund are based on a \$10,000 transfer from the General Fund and donations received from private businesses and residents. The budgeted transfer is determined each year by fund balance and the donations are budgeted based on a 3-year trend analysis.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)



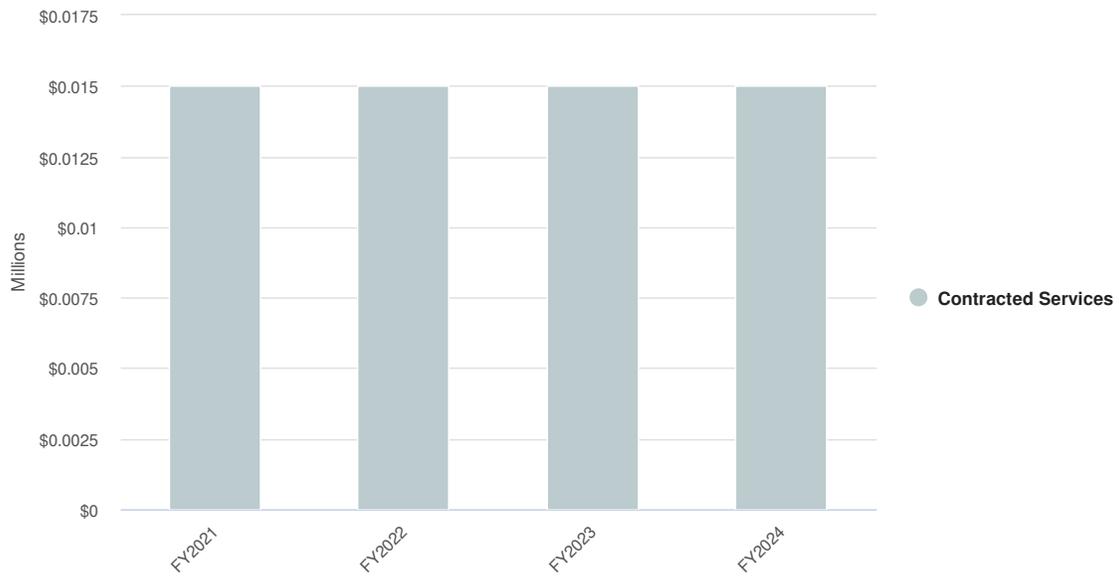
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Revenue Source</b>						
<b>Investment Earnings</b>						
INTEREST ON INVESTMENTS	\$355.53	\$747.00		\$0.00	\$0.00	-100%
<b>Total Investment Earnings:</b>	<b>\$355.53</b>	<b>\$747.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Miscellaneous Revenue</b>						
UNREALIZED FAIR VALUE GAIN/(LOSS)	-\$345.78	\$0.00				N/A
DONATIONS & CONTRIBUTIONS	\$9,925.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	-100%
<b>Total Miscellaneous Revenue:</b>	<b>\$9,579.22</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>-100%</b>
<b>Other Financing Sources</b>						
INTERFUND TRANSFERS	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	-100%
<b>Total Other Financing Sources:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>-100%</b>
<b>Total Revenue Source:</b>	<b>\$9,934.75</b>	<b>\$3,747.00</b>	<b>\$13,000.00</b>	<b>\$13,000.00</b>	<b>\$13,000.00</b>	<b>-100%</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$8,897.20	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
<b>Total Expense Objects:</b>	<b>\$8,897.20</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>

### Fund Balance

#### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Committed	\$53,143	\$50,720	0%
<b>Total Fund Balance:</b>	<b>\$53,143</b>	<b>\$50,720</b>	<b>0%</b>



## Public Works Capital Equipment Fund

### Services Provided

The Public Works Capital Equipment Fund accounts for capital equipment expenditures exceeding \$5,000. This fund was set up to accumulate funds for the purchase and replacement of Public Works vehicles and equipment. All the items planned for purchase are included in the City's Capital Improvement Plan (CIP). This fund receives annual appropriations from the General Fund.

### Budget Highlights & Future Trends

The 2022 budget includes a planned replacement of a 11-year old pickup truck used for park maintenance.

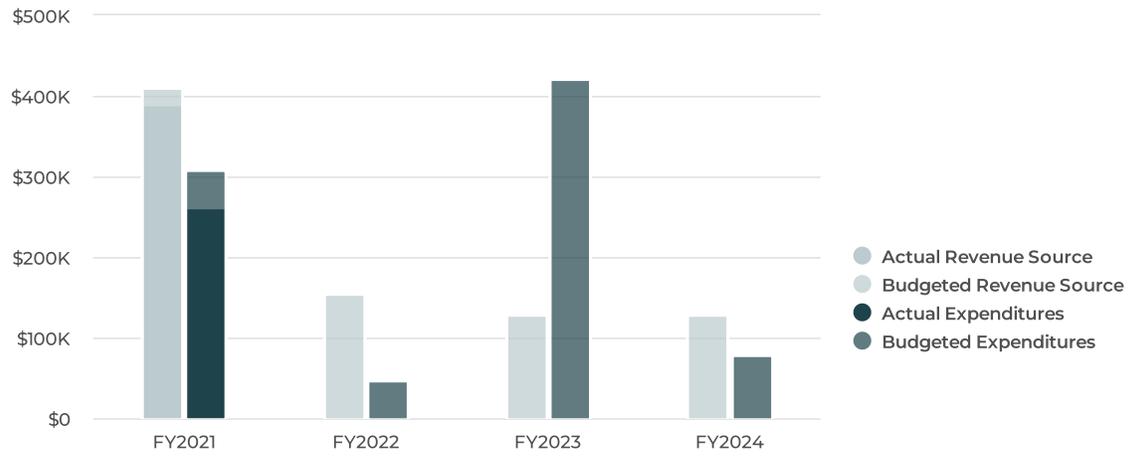
Looking out a few years, the City anticipates replacing several pickup trucks and mowers between 2023 and 2026 that are utilized by the streets and parks divisions. It has been the City's practice to consider replacing Public Works trucks around 11 years and the mowers around 8 to 10 years. The planned replacement of a 15-year old dump truck used for snow removal is also planned for 2023 for \$255,000. A new pickup is projected in 2023 due to new development and growth in the City to help with maintaining parks and streets, and the addition of Public Works staff.

The long-term outlook for this fund is stable. Annual appropriations from the General Fund are enough to cover planned purchases and replacements.



## Summary

The City of Victoria is projecting \$156k of revenue in FY2022, which represents a 60% decrease over the prior year. The transfer into this fund was reduced due to a Cold Storage Building that was postponed. Budgeted expenditures are projected to decrease by \$262k to \$48k FY2022.

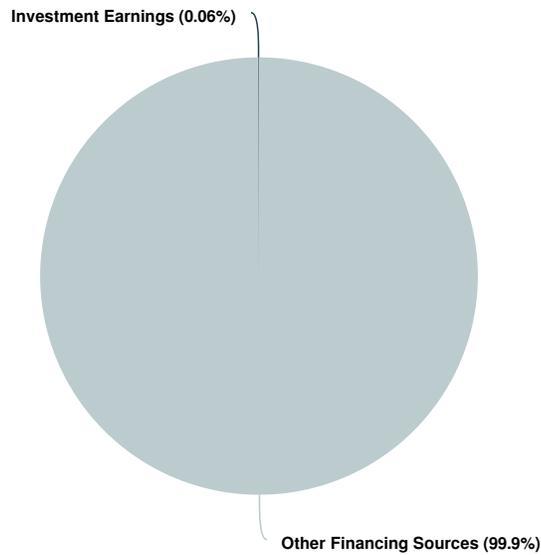


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

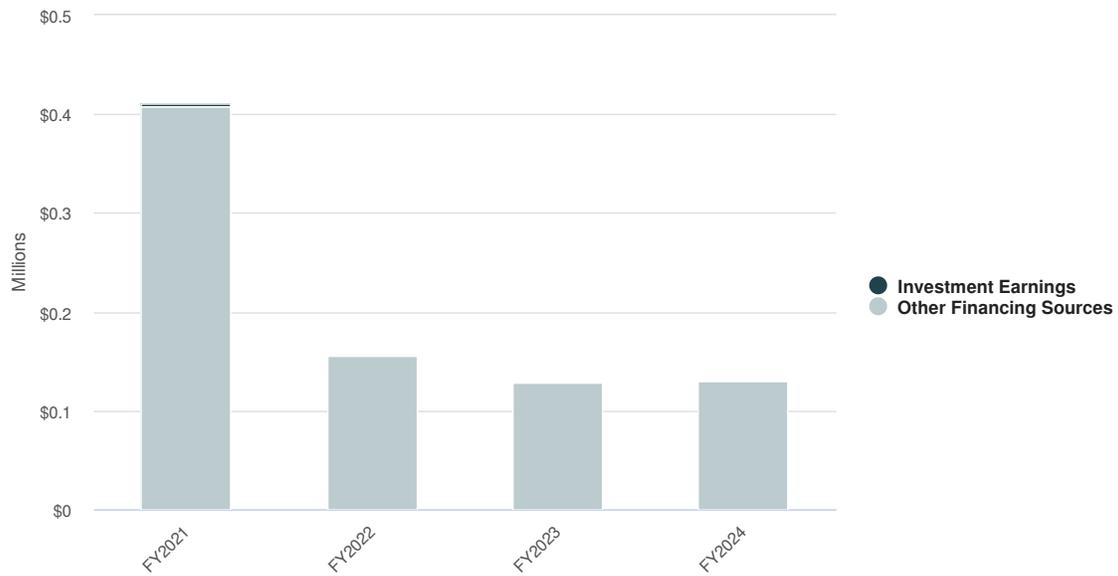
## Revenues by Source

Revenues for this fund are transferred from the General Fund and is built into the City's Long-Term Financial Plan.

### Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

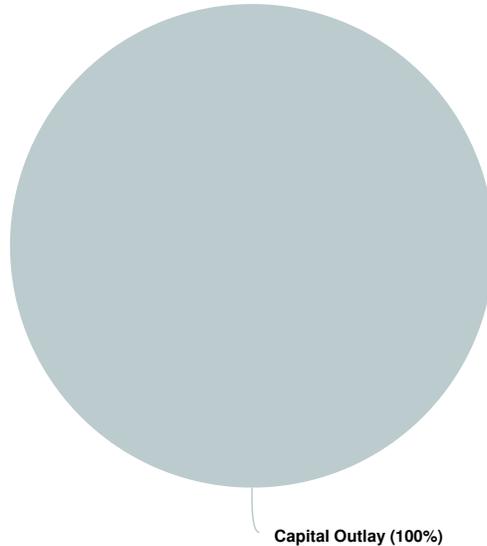


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$2,843.45	\$4,091.00	\$100.00	\$0.00	\$0.00
Miscellaneous Revenue	-\$2,154.88	\$0.00			
Other Financing Sources	\$390,000.00	\$407,500.00	\$155,500.00	\$129,000.00	\$130,000.00
<b>Total Revenue Source:</b>	<b>\$390,688.57</b>	<b>\$411,591.00</b>	<b>\$155,600.00</b>	<b>\$129,000.00</b>	<b>\$130,000.00</b>

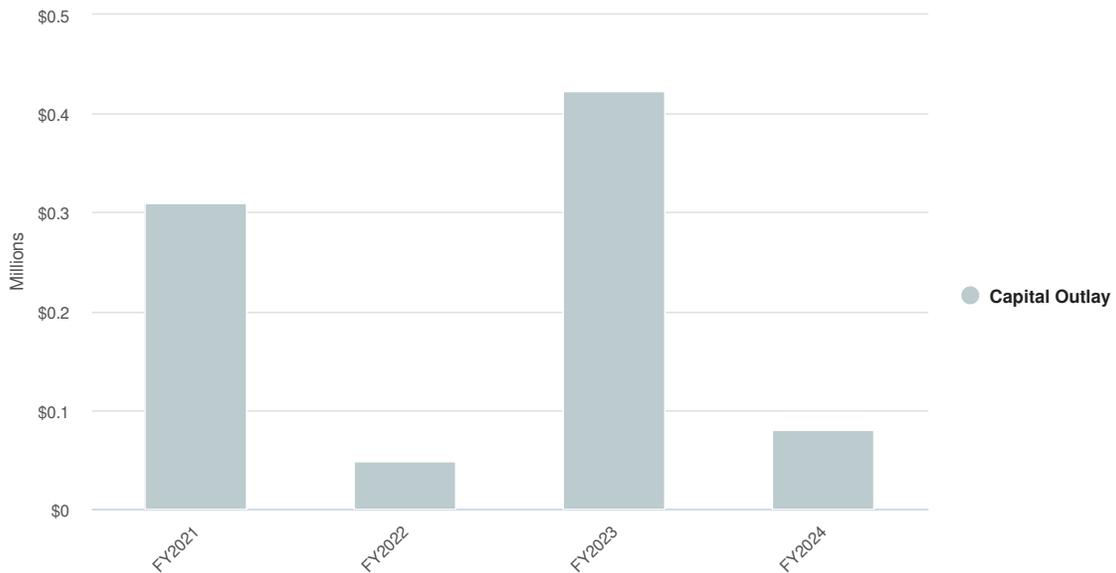
# Expenditures by Expense Type

The expenditures in the fund are included in the City's Capital Improvement Plan.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



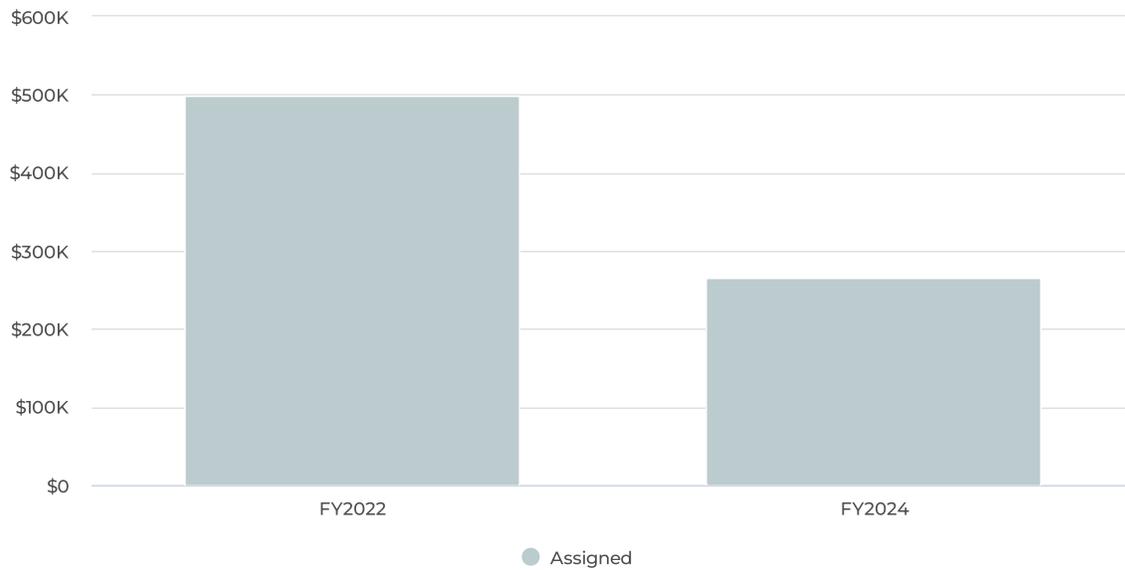
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Capital Outlay	\$163,774.04	\$310,000.00	\$48,000.00	\$423,000.00	\$80,000.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Operating Transfer	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expense Objects:</b>	<b>\$263,774.04</b>	<b>\$310,000.00</b>	<b>\$48,000.00</b>	<b>\$423,000.00</b>	<b>\$80,000.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$498,312	\$264,964	0%
<b>Total Fund Balance:</b>	<b>\$498,312</b>	<b>\$264,964</b>	<b>0%</b>



## Fire Truck & Equipment Fund

### Services Provided

The Fire Truck and Equipment Fund accounts for the Fire Department's capital equipment purchases. Revenues include grant proceeds, donations, and appropriations from the General Fund.

### Budget Highlights & Future Trends

A planned replacement for Fire Engine #12 is scheduled for 2022 for \$800,000. The City pre-paid for the Engine in 2021 to receive interest earnings; delivery is scheduled for fall 2022. The 2022 budget includes the purchase of an unmanned aerial vehicle (\$45,000) to assist the Department with searches for missing persons, significant incidents where an aerial view would assist in the protection of life and property, and fire suppression. It also includes pager replacements (\$10,000) for paid-on-call firefighters and radio encryption (\$45,000) as a result of the Carver County Sheriff's Office transitioning to encrypted communications.

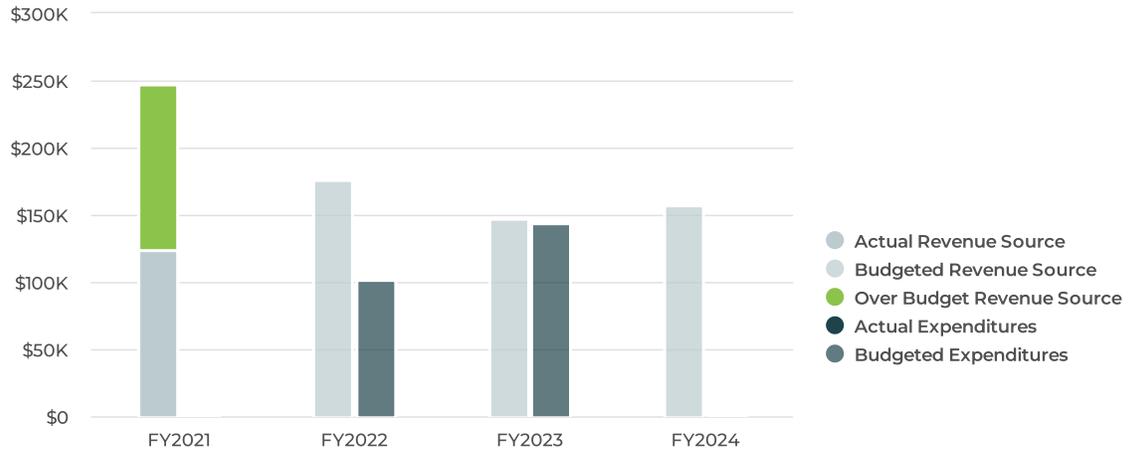
Key future expenditures include the addition of a third command vehicle (\$70,000 in 2023) to help maintain response time goals, the replacement of a 2015 command vehicle (\$75,000 in 2025), and the addition of a new warning siren in 2023 (\$45,000) as a result of new growth. The City also anticipates needing its first ladder truck as the community adds more multi-family and commercial development. While the timing of the purchase of the ladder truck will be driven by development, the City is currently projecting the purchase in 2026 for \$1.7 million.

The long-term outlook for this fund is stable and annual appropriations from the General Fund are enough to cover planned purchases and replacements.



## Summary

The City of Victoria is projecting \$176k of revenue in FY2022. Budgeted expenditures are projected to be \$900k in FY2022, \$800k of which is in pre-paid expenses for a new fire truck paid for in 2021 and delivered in 2022.

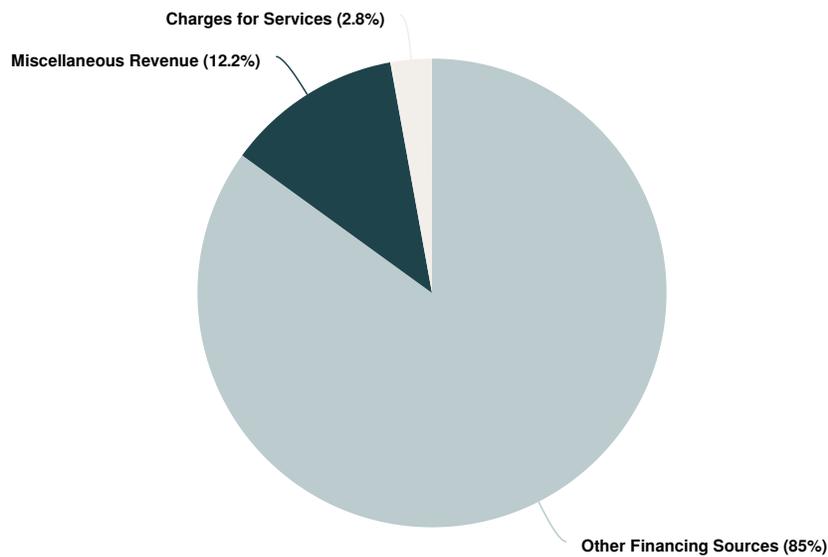


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

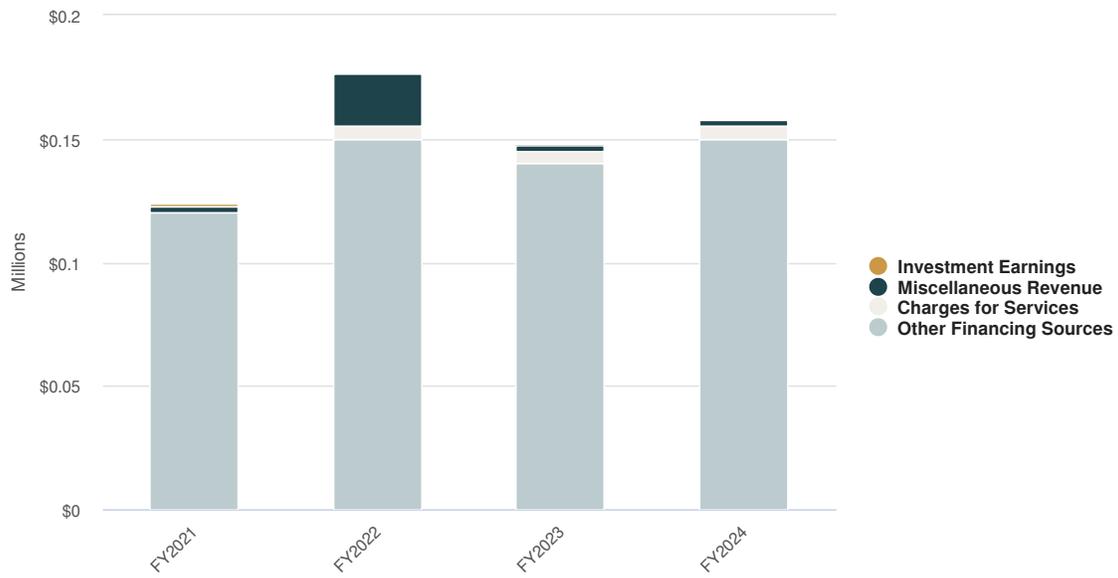
## Revenues by Source

The primary revenue source for this fund is a transfer from the General Fund and is included in the City's Long-Term Financial Plan. Warning Siren Fees are also budgeted in this fund which are based on a projected number of lots through new developments each year.

### Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

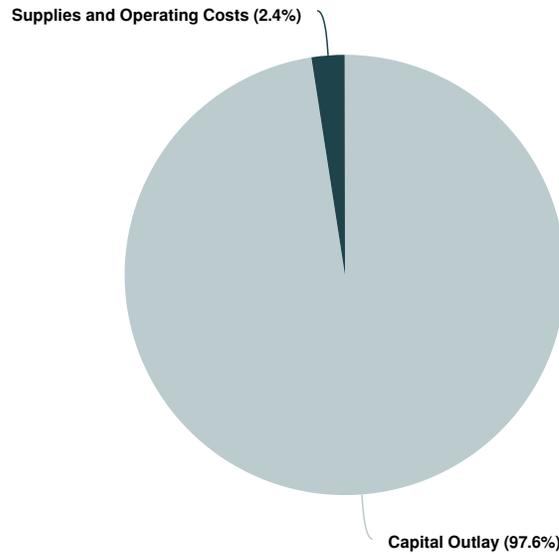


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Charges for Services	\$12,350.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
Investment Earnings	\$2,230.25	\$1,431.00		\$0.00	\$0.00
Miscellaneous Revenue	\$6,375.61	\$2,500.00	\$21,500.00	\$2,500.00	\$2,500.00
Other Financing Sources	\$227,198.98	\$120,000.00	\$150,000.00	\$140,000.00	\$150,000.00
<b>Total Revenue Source:</b>	<b>\$248,154.84</b>	<b>\$123,931.00</b>	<b>\$176,500.00</b>	<b>\$147,500.00</b>	<b>\$157,500.00</b>

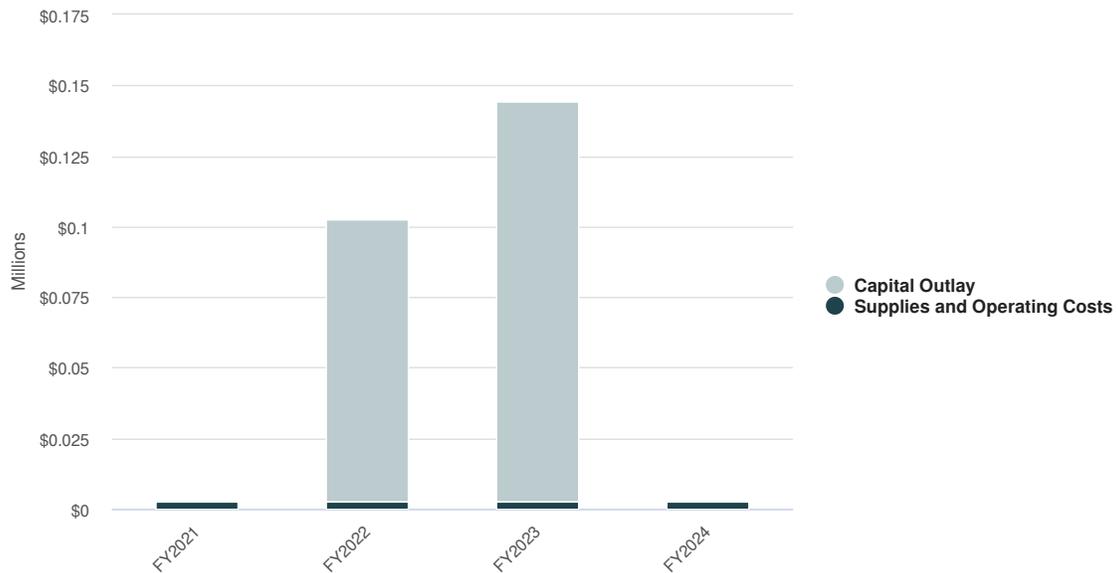
# Expenditures by Expense Type

Expenditures in this fund are included in the City's approved Capital Improvement Plan.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Supplies and Operating Costs	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00

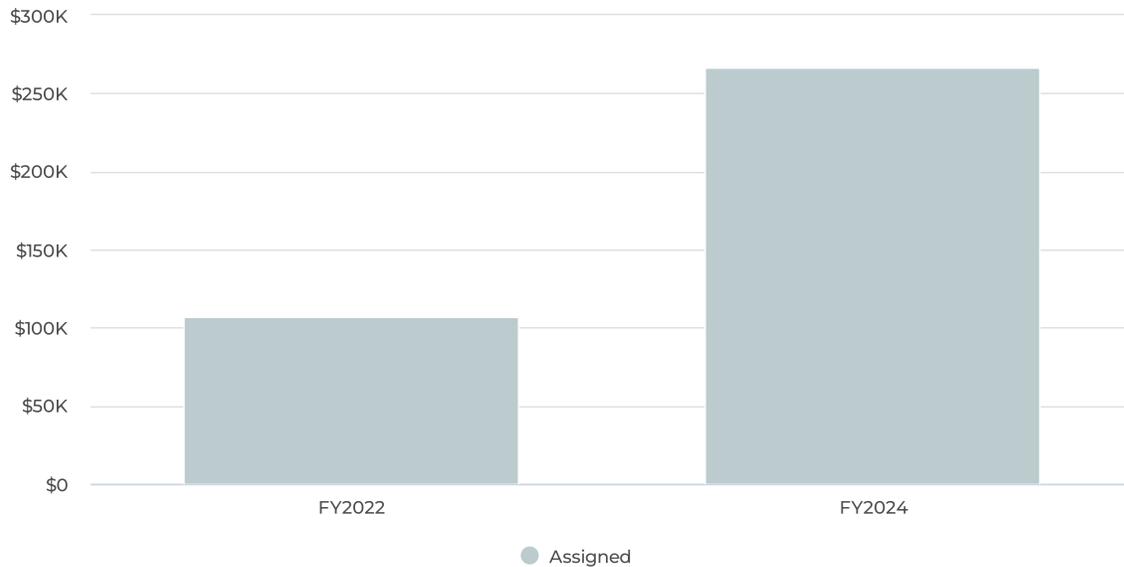


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Capital Outlay	\$0.00	\$0.00	\$100,000.00	\$142,000.00	\$0.00
<b>Total Expense Objects:</b>	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>\$102,500.00</b>	<b>\$144,500.00</b>	<b>\$2,500.00</b>

## Fund Balance

The fund balance in 2021 was decreased due to the pre-payment of the new fire engine that will be delivered in 2022 for \$800,000.

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$107,088	\$266,176	0%
<b>Total Fund Balance:</b>	<b>\$107,088</b>	<b>\$266,176</b>	<b>0%</b>



## Capital Facilities Fund

### Services Provided

The Capital Facilities Fund accounts for the accumulation of resources for the construction and acquisition of City facilities and land.

### Budget Highlights & Future Trends

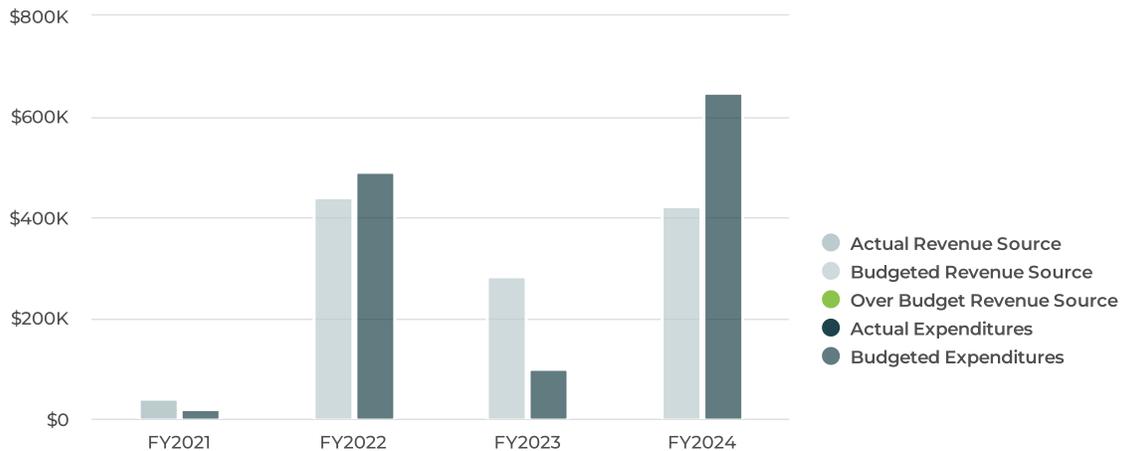
The 2020 budget included a facilities space needs assessment for City Hall/Library, Fire Station/Water Treatment Plant, Public Works, the Victoria Recreation Center, and the City's old Public Works Facility which is currently serving the City's cold storage needs. The space needs assessment identified current facility conditions and deficiencies from which a maintenance schedule and long-term budget plan was developed. The study also projected future facility needs for the next 20 years based on shared space potential, workspace and workflow, storage, staff and public meeting rooms, and operations/service delivery methods. The short- and long-term space needs recommendations were reviewed and adopted by City Council in November 2021.

The 2022 budget includes \$370,000 for a planned buildout of the mezzanine at the Fire Station as identified in the adopted space needs assessment to accommodate staff growth, a renovation for the Carver County Deputy office (\$21,500), and \$100,000 for a land payment for the new Fire Station. A small addition in the office area, breakroom and locker room areas at the Public Works Facility is also planned for 2024 (\$550,000) as staff have outgrown the current space.

The long-term outlook for this fund is stable and annual appropriations from the General Fund are enough to cover planned purchases and replacements.

## Summary

The City of Victoria is projecting \$440k of revenue in FY2022, which is a transfer from the General Fund. Budgeted expenditures are projected to be \$491K FY2022 which includes planned build out of the mezzanine at the Fire Station (\$370K) as identified in the adopted Space Needs Study to accommodate staff growth.

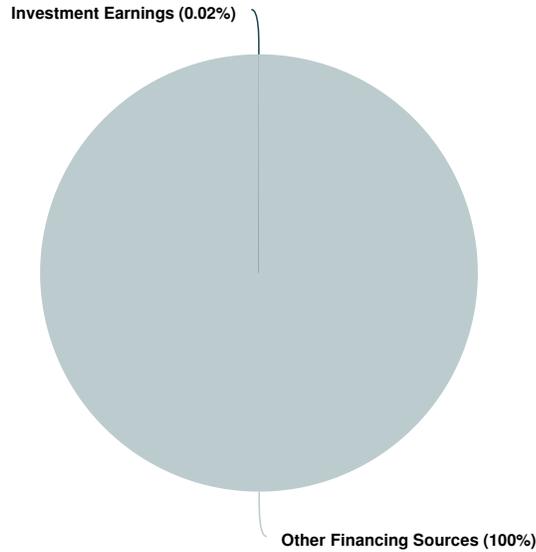


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

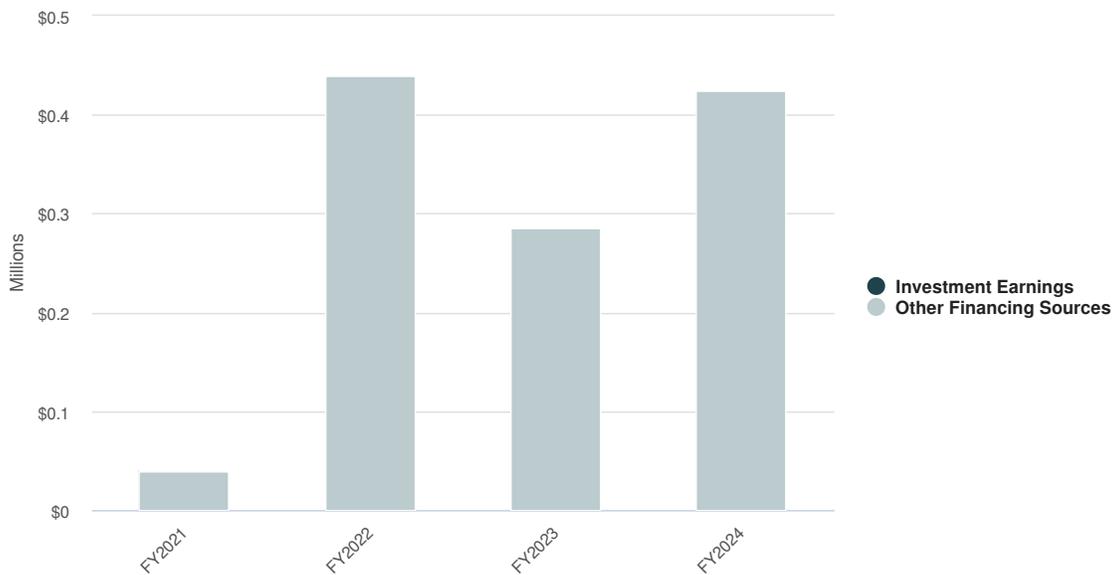
# Revenues by Source

Revenues for this fund are a transfer from the General Fund and are included in the City's Long-Term Financial Plan.

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$416.36	\$32.00	\$100.00	\$0.00	\$0.00
Miscellaneous Revenue	-\$276.03	\$0.00			
Other Financing Sources	\$40,000.00	\$40,000.00	\$440,000.00	\$285,000.00	\$425,000.00

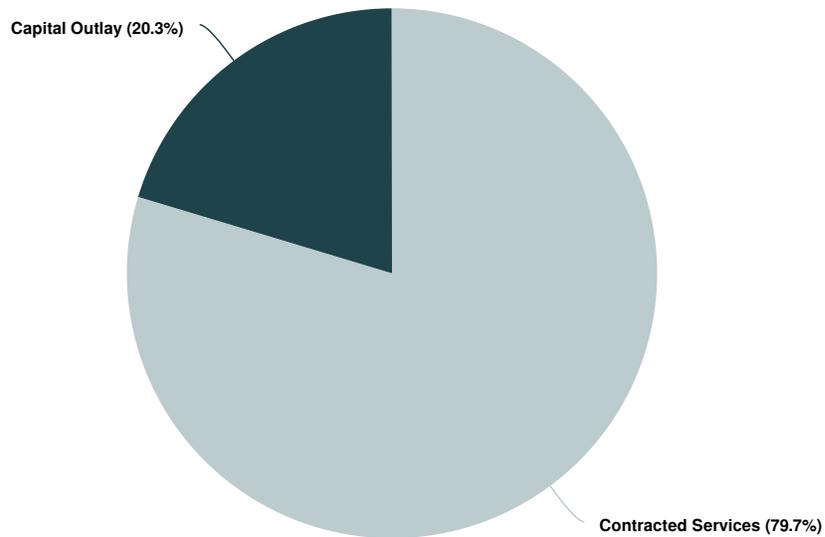


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Revenue Source:	\$40,140.33	\$40,032.00	\$440,100.00	\$285,000.00	\$425,000.00

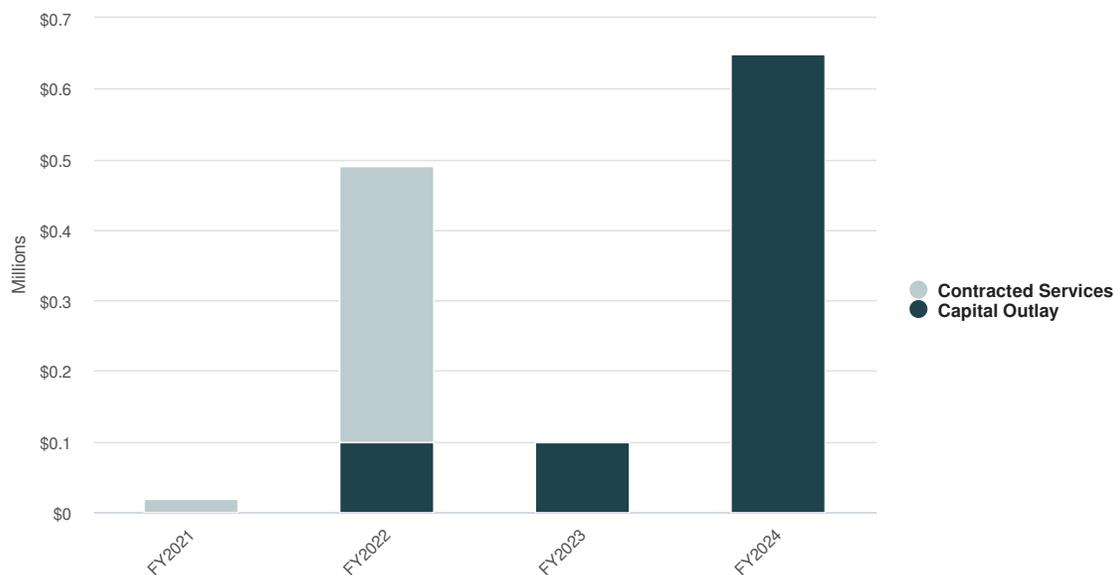
## Expenditures by Expense Type

Expenditures from this fund are included in the City's approved Capital Improvement Plan.

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type

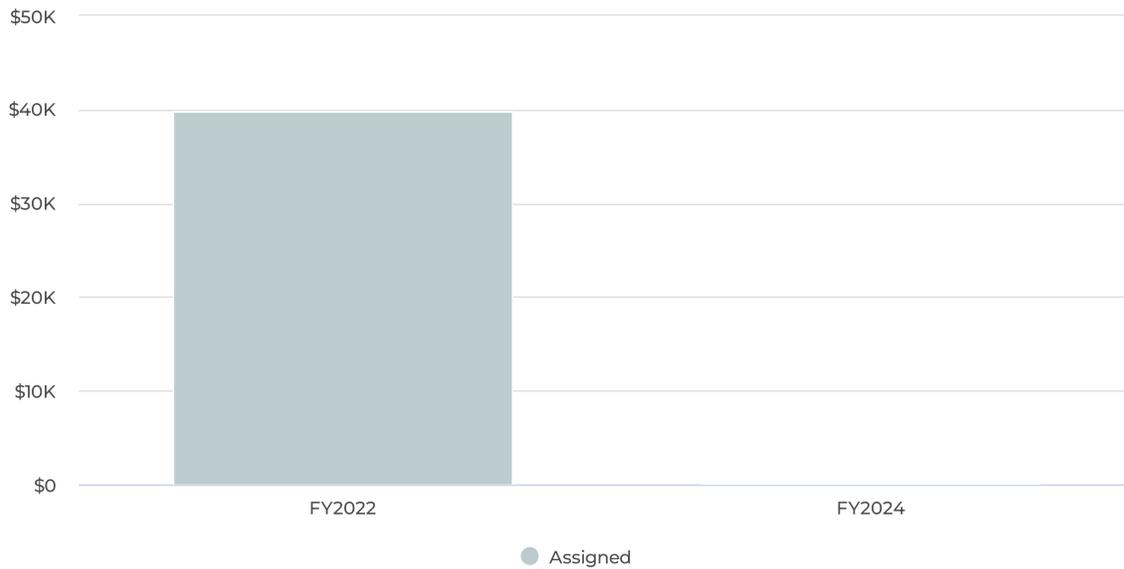


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$266.56	\$20,000.00	\$391,500.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$650,000.00
<b>Total Expense Objects:</b>	<b>\$266.56</b>	<b>\$20,000.00</b>	<b>\$491,500.00</b>	<b>\$100,000.00</b>	<b>\$650,000.00</b>

## Fund Balance

The fund is supported by transfers from the General Fund. The current fund balance will be spent down by 2024 for the projects that are currently in the planned CIP, but will increase again in subsequent years.

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$39,817	\$82	0%
<b>Total Fund Balance:</b>	<b>\$39,817</b>	<b>\$82</b>	<b>0%</b>



## Information Technology Fund

### Services Provided

The Information Technology (IT) Fund accounts for the accumulation of resources for the purchases of computer and technology equipment. Revenues come from a transfer from the General Fund.

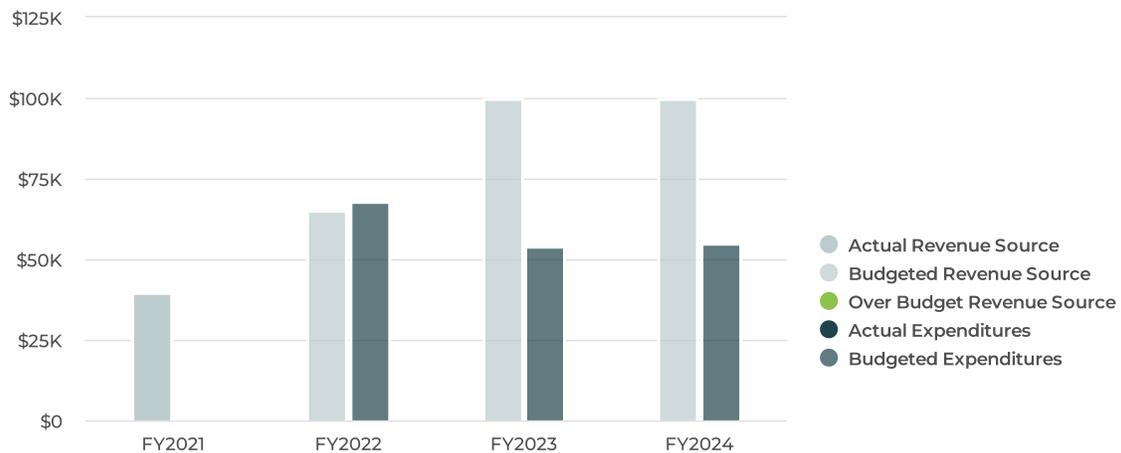
### Budget Highlights & Future Trends

The Information Technology (IT) Fund was created in 2021 to allow the City to plan for future upgrades and replacements of quickly changing computer and technology equipment. Prior to the creation of the Fund, technology was budgeted in each department. The creation of this fund allows the City to conduct, plan for, and track technology-related capital purchases more holistically. While there were no IT equipment purchases planned for 2021, the 2022 budget does project \$68,000 in capital purchases for a security camera system at City facilities and computer and network switch replacements.

The long-term outlook for this fund is stable and annual appropriations from the General Fund are enough to cover planned purchases and replacements.

## Summary

The City of Victoria is projecting \$65,000 of revenue in FY2022 and \$68,000 of expenditures in FY 2022.

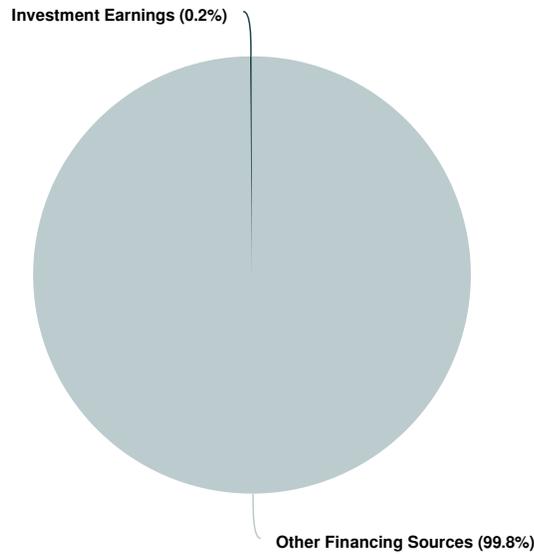


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

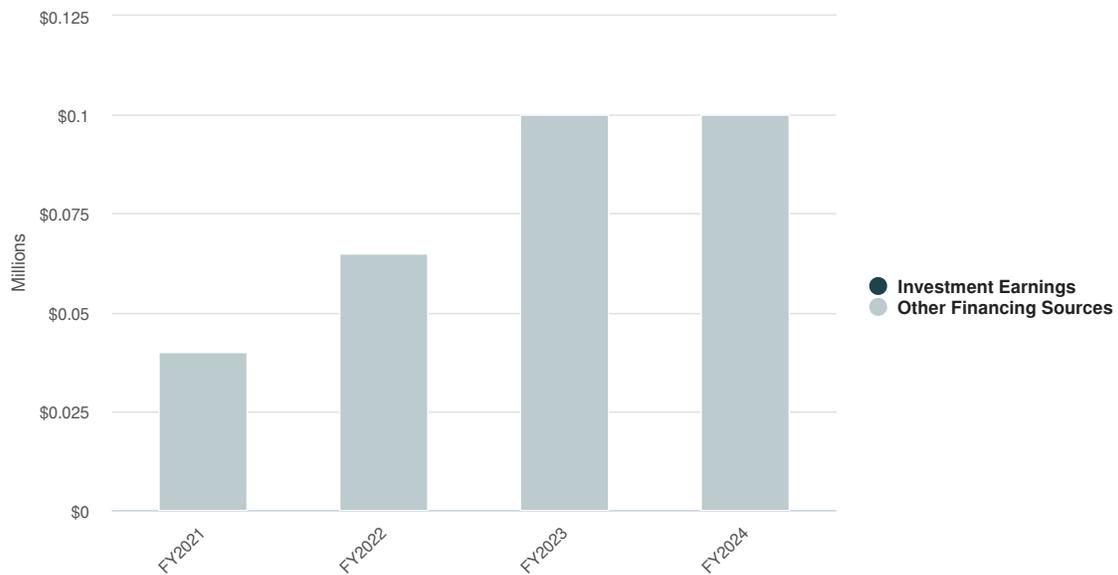
# Revenues by Source

Revenues for this fund are transferred from the General Fund and are included in the City's Long-Term Financial Plan.

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$117.78	\$0.00	\$100.00	\$0.00	\$0.00
Miscellaneous Revenue	-\$19.46	\$0.00			
Other Financing Sources	\$40,000.00	\$40,000.00	\$65,000.00	\$100,000.00	\$100,000.00

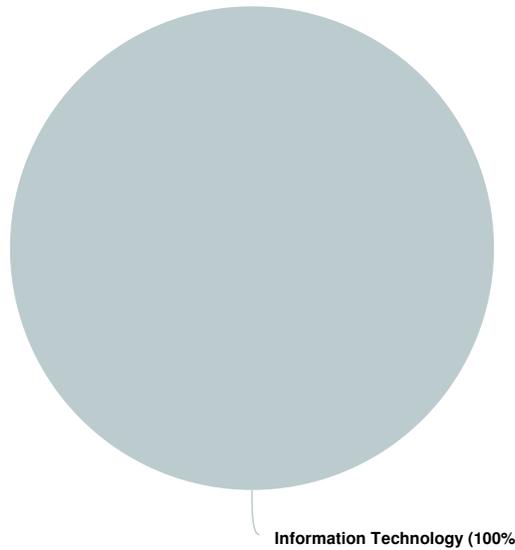


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Revenue Source:	\$40,098.32	\$40,000.00	\$65,100.00	\$100,000.00	\$100,000.00

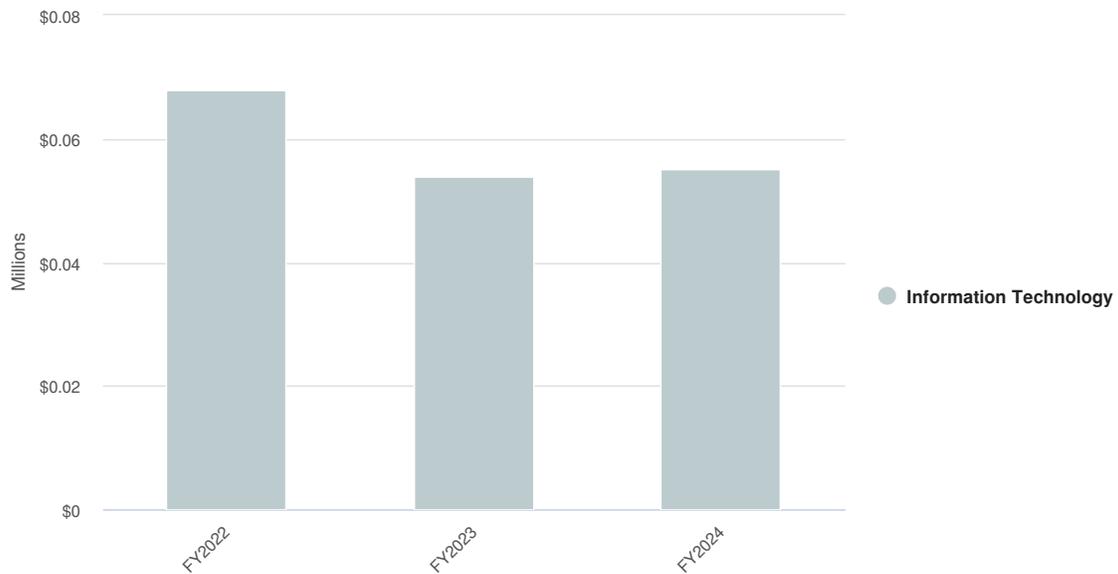
## Expenditures by Fund

Expenditures from this fund are included in the City's approved Capital Improvement Plan.

### 2022 Expenditures by Fund



### Budgeted and Historical 2022 Expenditures by Fund



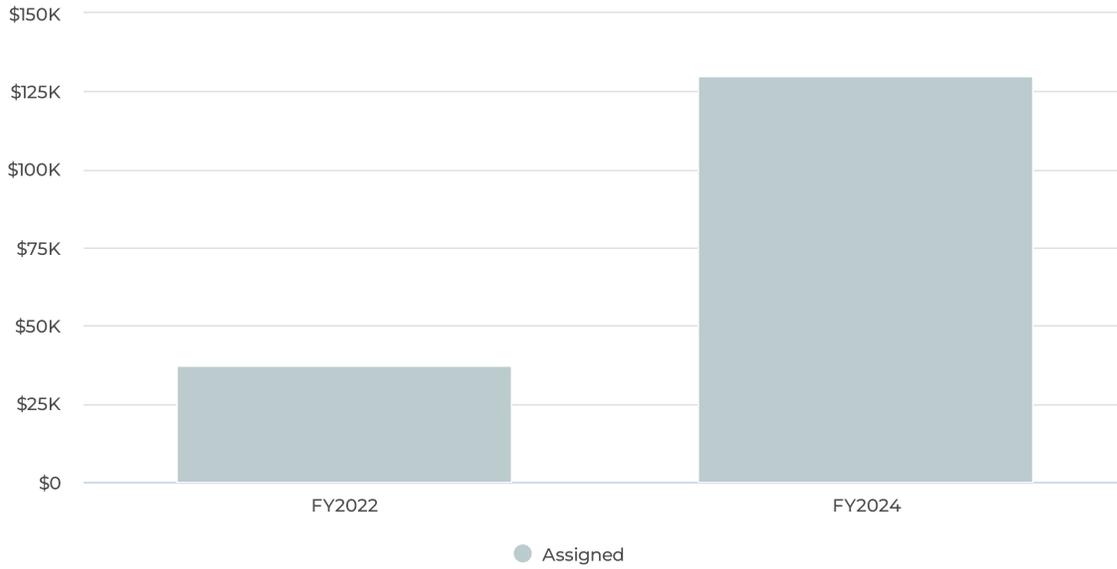
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Information Technology	\$0.00	\$0.00	\$68,000.00	\$68,000.00	\$54,000.00	\$55,000.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Information Technology:	\$0.00	\$0.00	\$68,000.00	\$68,000.00	\$54,000.00	\$55,000.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$37,179	\$129,993	0%
<b>Total Fund Balance:</b>	<b>\$37,179</b>	<b>\$129,993</b>	<b>0%</b>



## Shared Parking Fund

### Services Provided

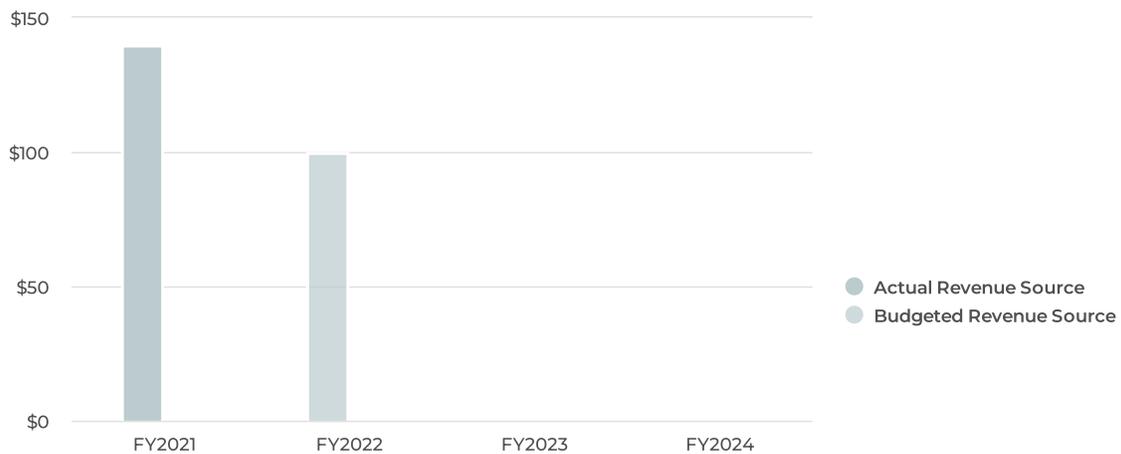
The Shared Parking Fund was created in 2020 after the adoption of the City's shared parking ordinance. Commercial properties with offsetting uses in the City's commercial business district may enter into collaborative agreements to share parking and reduce the parking requirements identified in the City's ordinance. Properties that choose this flexibility but don't quite meet the minimum requirements have the ability to pay a fee. The Shared Parking Fund is used to maintain and expand public parking and related wayfinding signage in the commercial business district. This fund is entirely supported by fees.

### Budget Highlights & Future Trends

The City cannot predict when a property owner is not able to meet parking minimums and subsequently pay the Shared Parking fees. To that end, the City does not project future revenues into this fund. There are no planned expenditures for the Shared Parking Fund for 2022

## Summary

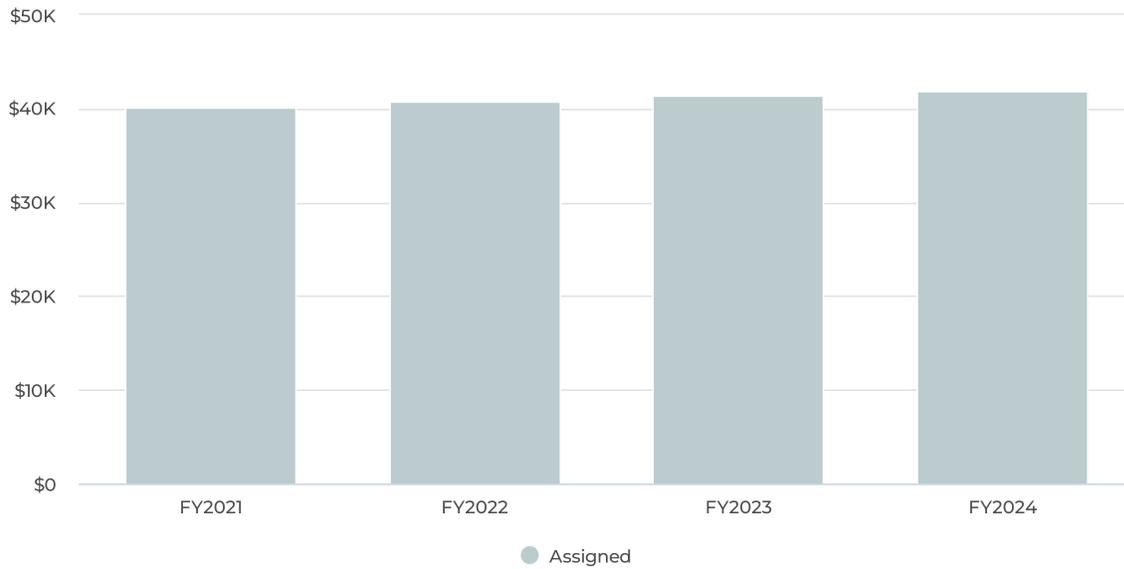
The City of Victoria is projecting \$100 of revenue in FY2022, which represents interest income on the fund balance. There are no budgeted expenditures for 2022.



FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Fund Balance

## Fund Balance Projections



	FY2021	FY2022	FY2023	FY2024	% Change
<b>Fund Balance</b>	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$40,121	\$40,723	\$41,334	\$41,954	1.5%
<b>Total Fund Balance:</b>	<b>\$40,121</b>	<b>\$40,723</b>	<b>\$41,334</b>	<b>\$41,954</b>	<b>1.5%</b>



## Long-Term Street Maintenance Fund

### Services Provided

The Long-Term Street Maintenance Fund accounts for resources accumulated for the long-term maintenance of city streets. The City typically cannot issue bonds for projects paid for out of this fund (e.g., street overlays). Revenues include appropriations from the General Fund, municipal state aid, and interest earnings.

### Budget Highlights & Future Trends

The City Engineer has prepared a street overlay schedule with cost estimates of \$7.9 million over the next ten years. Intersection improvements, safe pedestrian crossings and City street improvement feasibility studies are also funded through the Long-Term Street Maintenance Fund.

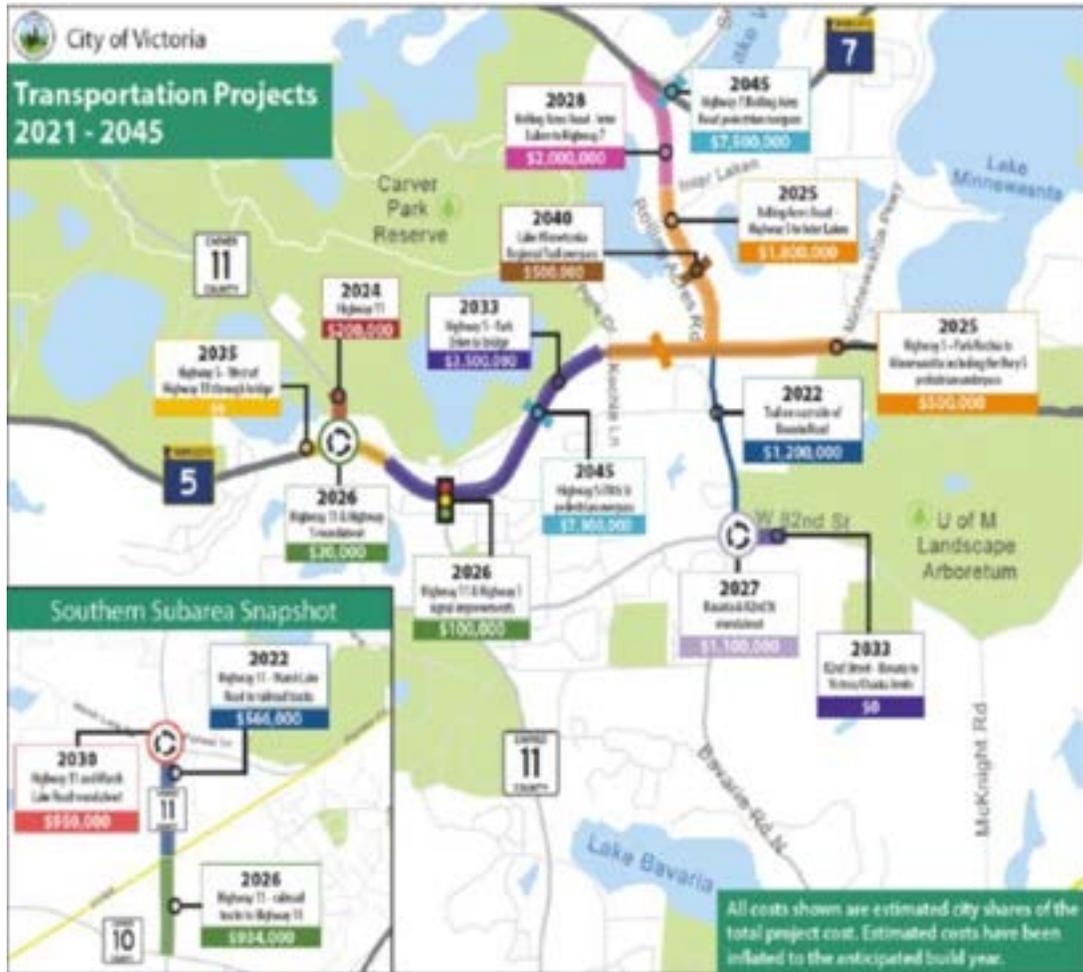
The Arboretum Area Transportation Plan (AATP) Study (an 18-month study conducted in partnership with stakeholders along the Highway 5 corridor including MnDOT, Carver County, and the Cities of Chanhassen and Victoria), identified \$26 million for Victoria's share for street improvements along the Highway 5 corridor and feeder roads through 2045. A portion of these projects will also be funded through the Long-Term Street Maintenance Fund. To that end, the long-term financial plan and Capital Improvement Plan (CIP) were updated in 2021 to include the additional \$26 million identified in the Study. The first projects identified in AATP are projected for 2026 with a signal improvement at the intersection of Highway 5 and County Road 11 South (\$100,000) and a roundabout at Highway 5 and County Road 11 North (\$30,000).

The 2022 budget includes \$931,000 for the following street projects:

- Pedestrian crossing on County Road 11 at Deer Run (\$258,000)
- ADA sidewalk improvements downtown (\$120,000)
- Street overlay projects (\$344,700)
- Seal Coating and Crack Sealing (208,000)

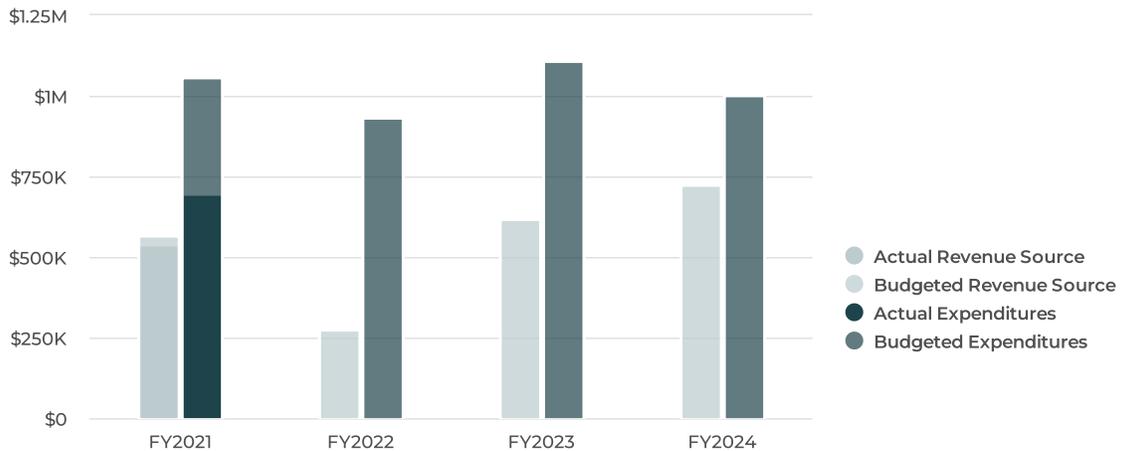
The City will pursue bonding, grants and federal and state funding on projects where possible.

The outlook for this fund is stable, provided the City continues to increase annual appropriations from the General Fund in an amount enough to cover planned projects.



## Summary

The City of Victoria is projecting \$278k of revenue in FY2022, which represents a 51% decrease over the prior year, due to a 2020 year-end transfer of \$271k. Budgeted expenditures are projected to be \$934k in FY2022.

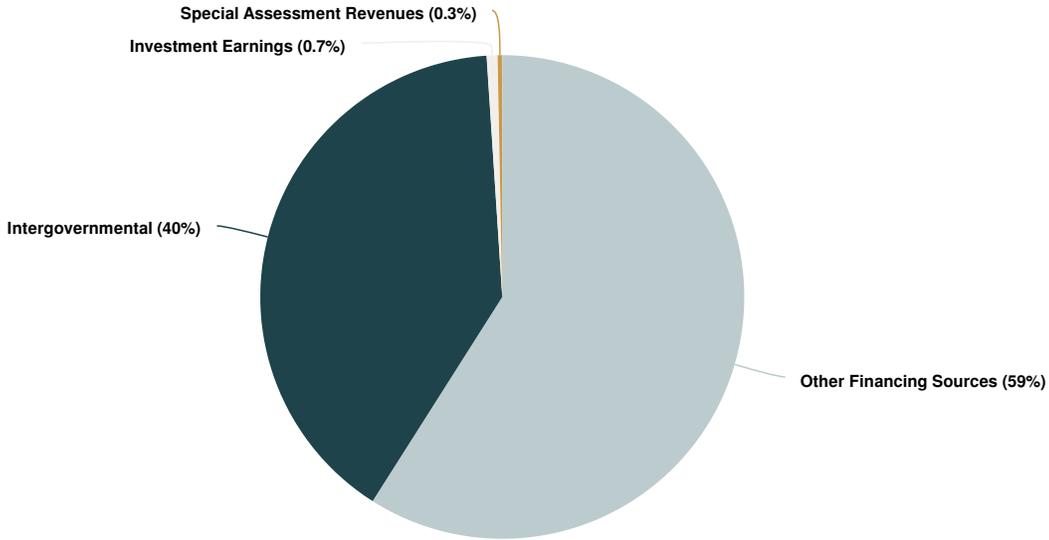


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

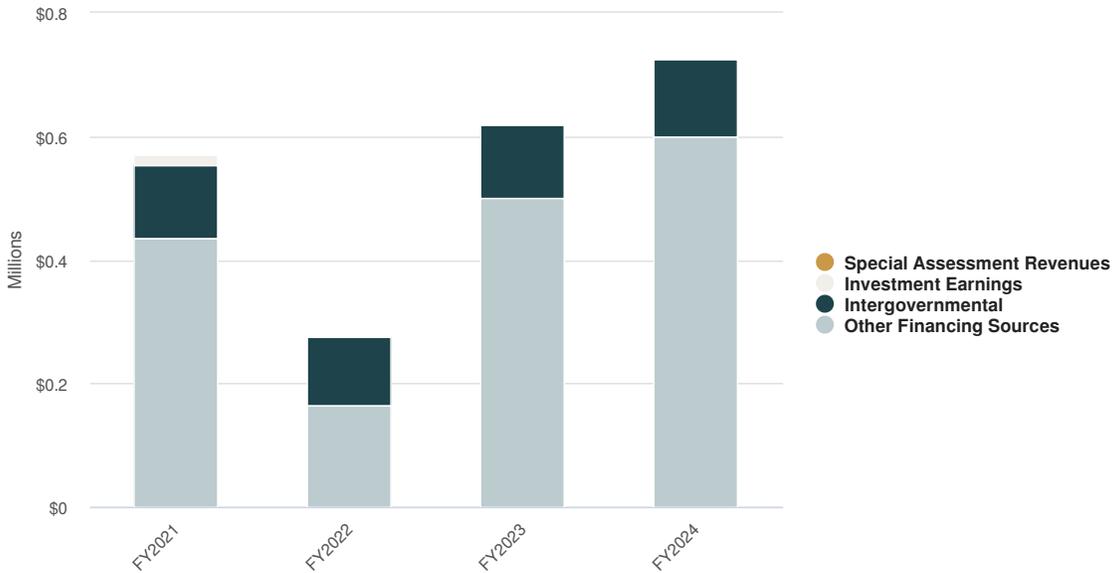
## Revenues by Source

The primary revenues for this fund are transferred from the General Fund and are included in the City's Long-Term Financial Plan. The City receives State Aid for Streets which is received by the State of Minnesota and is budgeted by the State. This City receives a report annually which reports its allowed distribution.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					

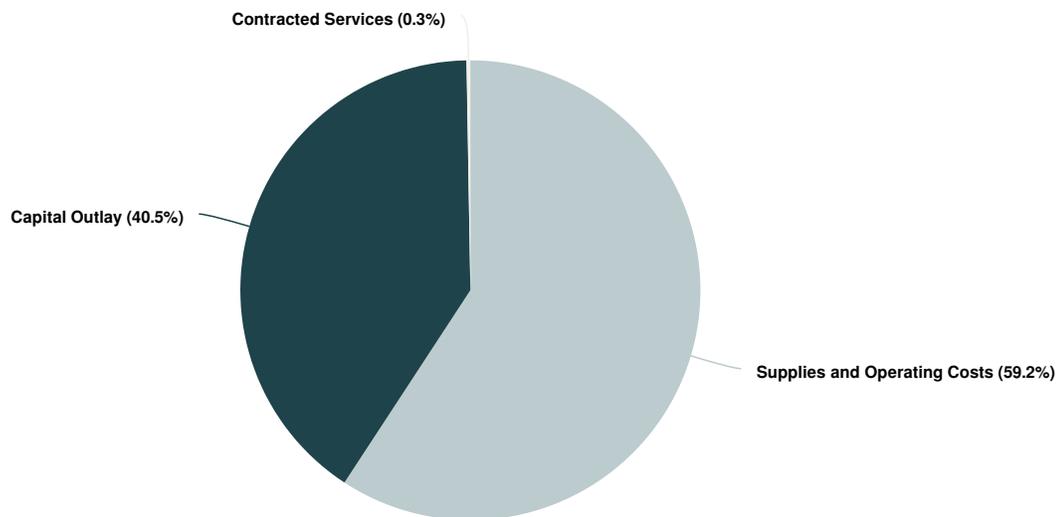


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Intergovernmental	\$104,816.00	\$117,717.00	\$111,105.00	\$117,772.00	\$124,837.00
Investment Earnings	\$13,810.70	\$17,667.00	\$2,000.00	\$2,000.00	\$2,000.00
Miscellaneous Revenue	-\$11,209.86	\$0.00			
Other Financing Sources	\$435,000.00	\$435,000.00	\$164,000.00	\$500,000.00	\$600,000.00
Special Assessment Revenues	\$0.00	\$851.00	\$851.00	\$851.00	\$851.00
<b>Total Revenue Source:</b>	<b>\$542,416.84</b>	<b>\$571,235.00</b>	<b>\$277,956.00</b>	<b>\$620,623.00</b>	<b>\$727,688.00</b>

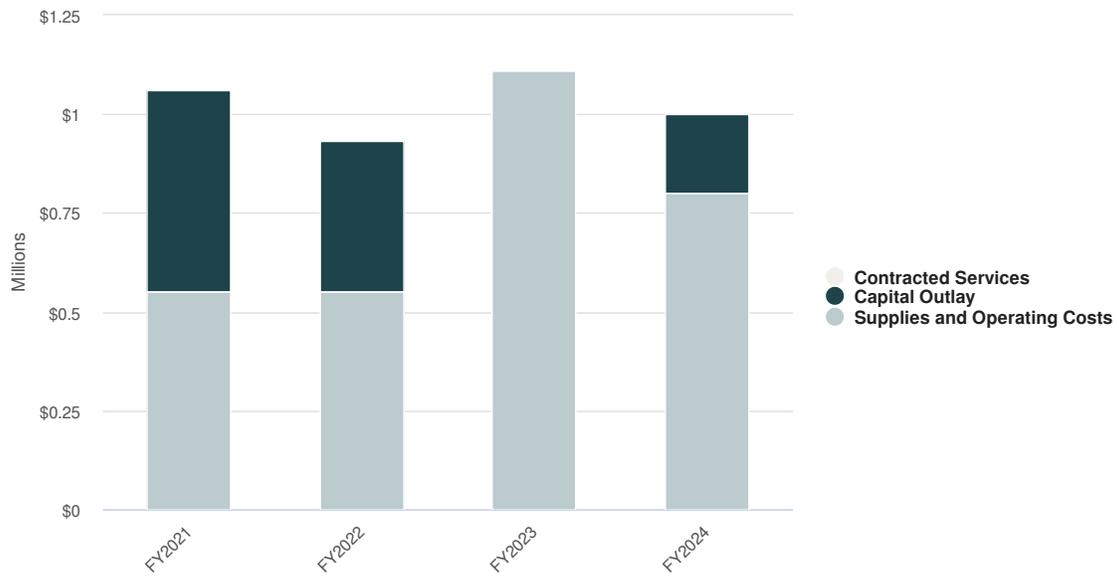
## Expenditures by Expense Type

The expenditures are budgeted for and included in the City's Capital Improvement Plan.

### Budgeted Expenditures by Expense Type



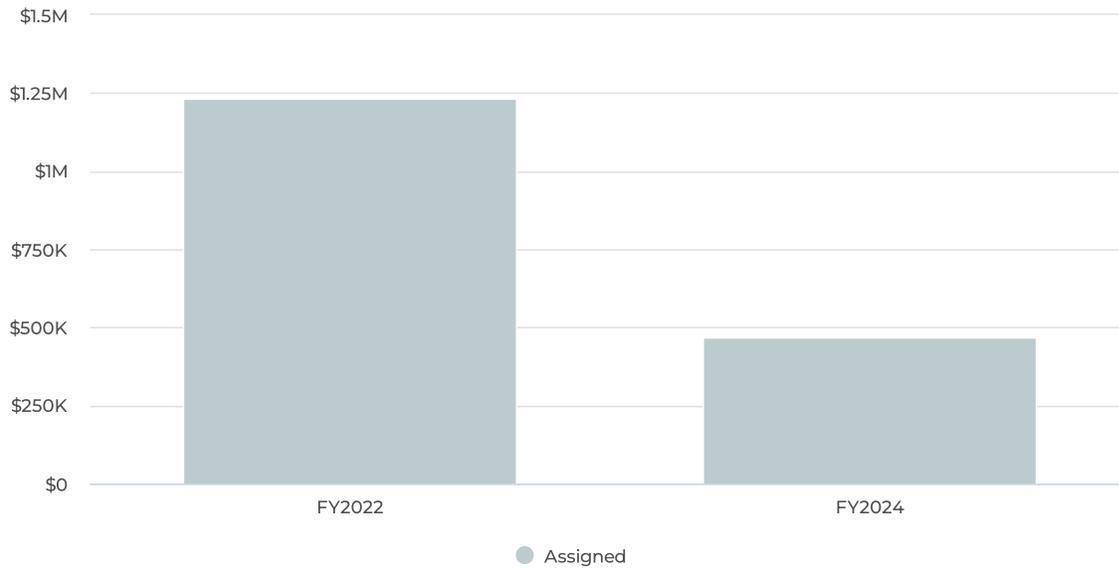
## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Supplies and Operating Costs	\$349,863.27	\$553,004.00	\$553,082.00	\$1,109,505.00	\$799,932.00
Contracted Services	\$260,326.40	\$0.00	\$2,500.00	\$0.00	\$0.00
Capital Outlay	\$87,552.14	\$507,015.00	\$378,400.00	\$0.00	\$202,500.00
<b>Total Expense Objects:</b>	<b>\$697,741.81</b>	<b>\$1,060,019.00</b>	<b>\$933,982.00</b>	<b>\$1,109,505.00</b>	<b>\$1,002,432.00</b>

# Fund Balance

## Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$1,232,710	\$469,084	0%
<b>Total Fund Balance:</b>	<b>\$1,232,710</b>	<b>\$469,084</b>	<b>0%</b>

### Services Provided

The Utility Franchise Fees Fund (formerly named Utility Undergrounding Fund) accounts for the collection of gas and electric utility franchise fees and expenditures associated with the undergrounding of electrical power lines within the city. The franchise fee revenue was also used to fund the majority of the land purchase for Wassermann Lake Preserve in 2020.

The City issued \$1.73 million in General Obligation (GO) tax abatement bonds in 2016 for a utility undergrounding project along CR 11 which was completed in 2017 for \$665,000. Two additional undergrounding projects were also completed using bond proceeds as the original project was completed under budget. In 2017, the City completed undergrounding as part of its Rose Street Parking project for \$289,000, and in 2018, the City completed undergrounding for Stieger Lake Lane improvements from downtown west to Highway 5 for \$151,000.

The bonds will be repaid from franchise fees on Xcel and Minnesota Valley Electric Co-op (MVEC) electric customers and CenterPoint Energy natural gas customers. The debt service fund for the bonds is Fund 529 (2016C GO Tax Abatement Franchise Bonds). The debt service fund for the bond payment for the construction of Wassermann Lake Preserve is Fund 536 (2020A GO Tax Abatement Bonds)



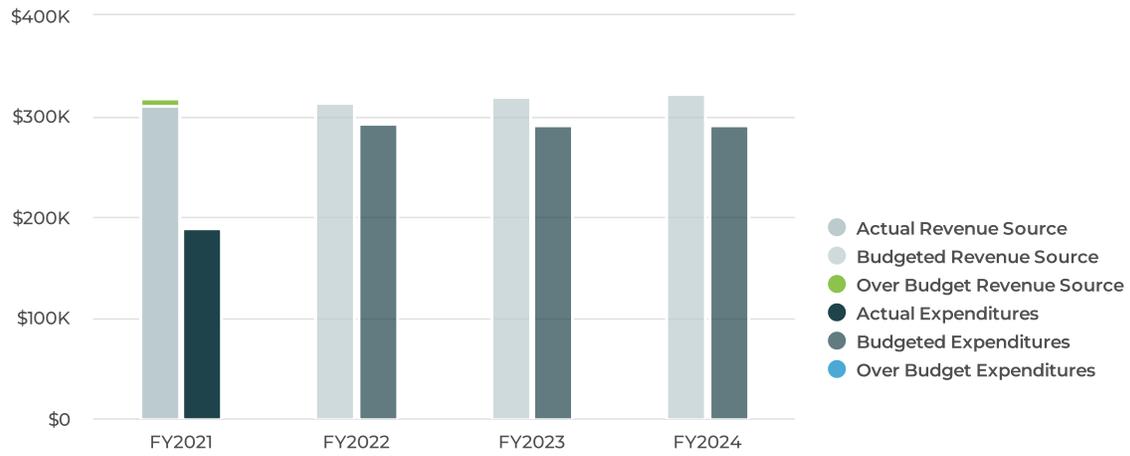
## Utility Franchise Fees

### Wassermann Lake Preserve



### Summary

The City of Victoria is projecting \$314.49K of revenue in FY2022, which represents a 1% increase over the prior year. Budgeted expenditures are projected to increase by 54.8% or \$103.74K to \$292.9K in FY2022 which includes the first principal bond payment on the 2020A GO Tax Abatement Bonds.

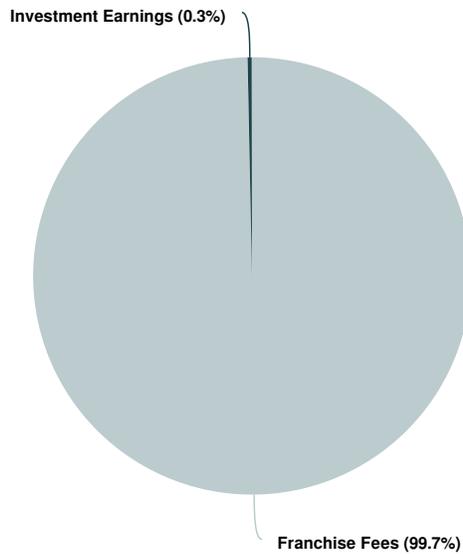


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

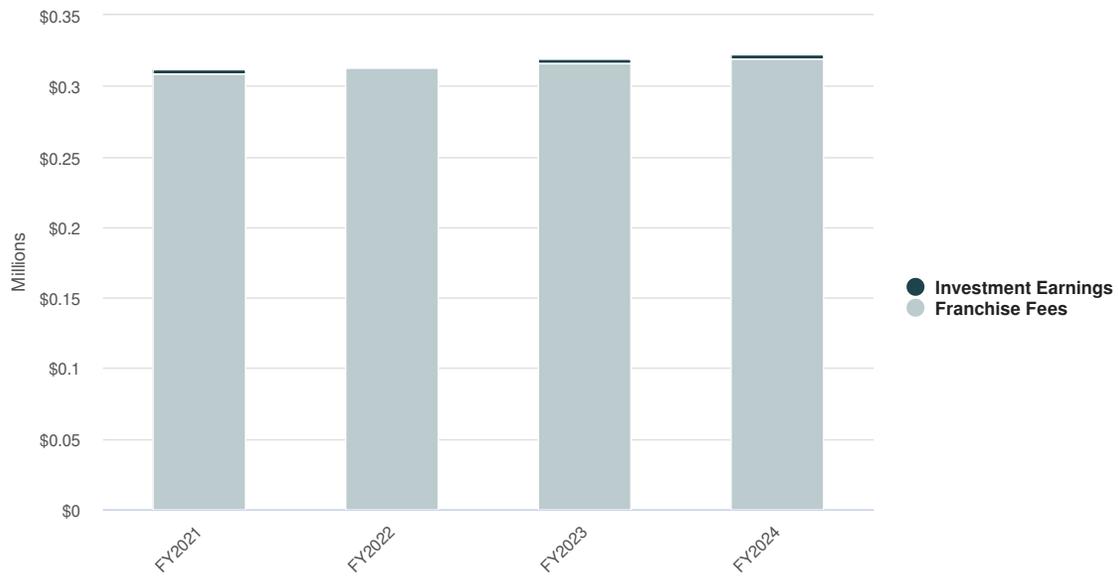
## Revenues by Source

Revenues for this fund are received from Utility Franchise Fees charged to residents and businesses on their Electric and Natural Gas bills. The City budgets for these revenues based on the number of new homes projected to be built in the City annually.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source

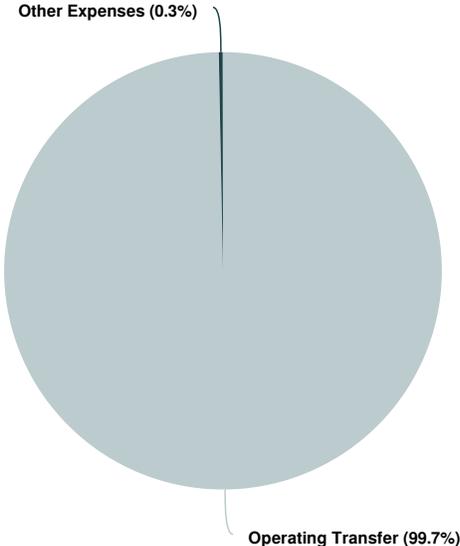


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Franchise Fees	\$318,586.93	\$308,417.00	\$313,494.00	\$316,629.00	\$319,796.00
Investment Earnings	\$3,601.69	\$3,000.00	\$1,000.00	\$3,000.00	\$3,000.00
Miscellaneous Revenue	-\$4,214.85	\$0.00			
<b>Total Revenue Source:</b>	<b>\$317,973.77</b>	<b>\$311,417.00</b>	<b>\$314,494.00</b>	<b>\$319,629.00</b>	<b>\$322,796.00</b>

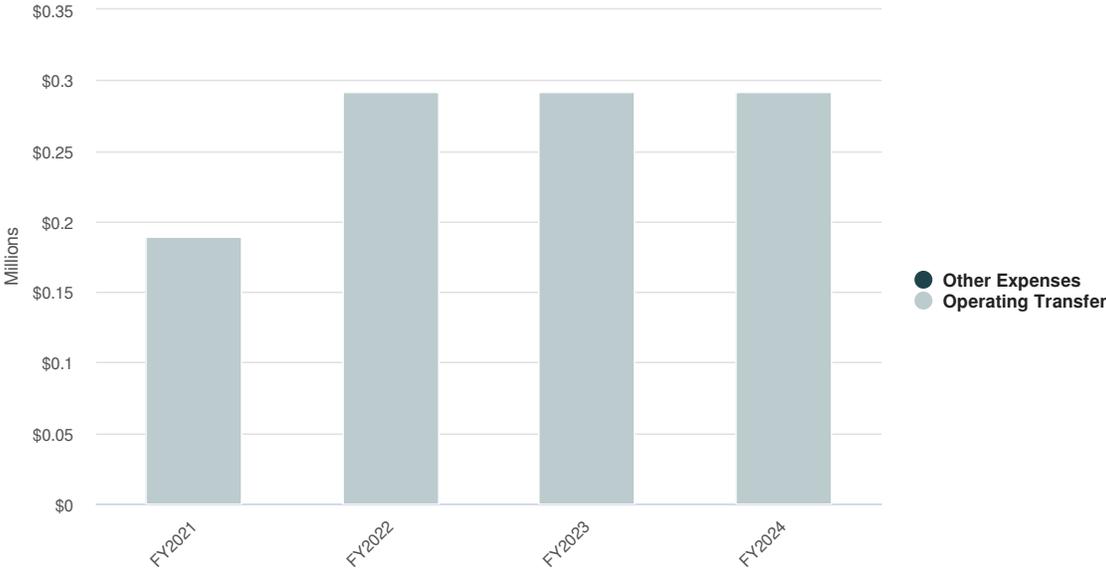
# Expenditures by Expense Type

The expenditures from this fund are primarily for debt service for the undergrounding of power lines and Wassermann Park Reserve. The fund balance may be used to fund other unbudgeted undergrounding projects.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



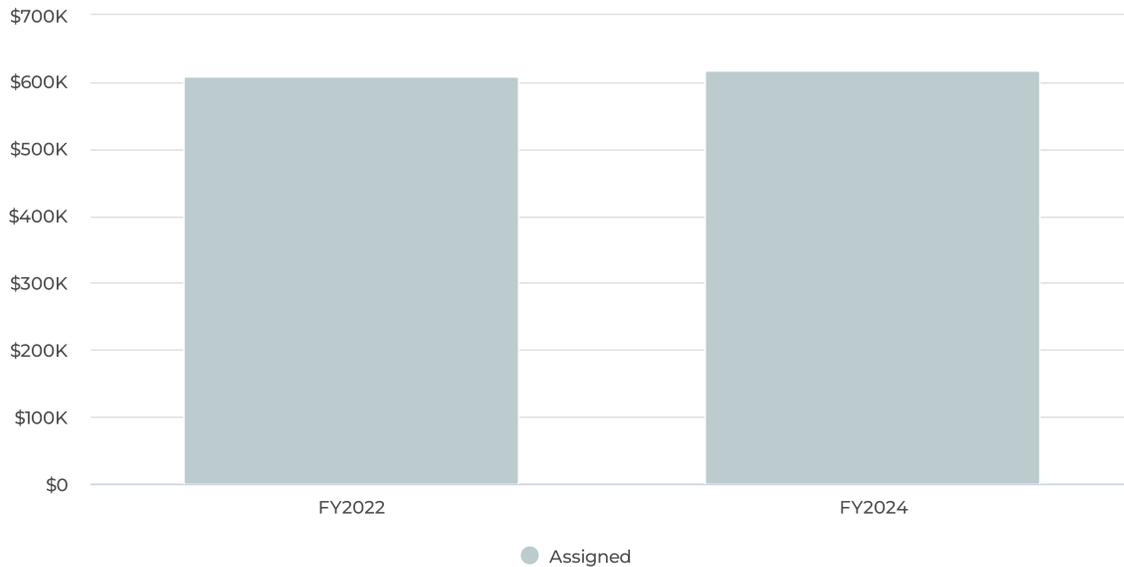
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Contracted Services	\$240.00	\$0.00			
Other Expenses	\$922.00	\$0.00	\$900.00		
Operating Transfer	\$190,000.00	\$189,165.00	\$292,000.00	\$292,000.00	\$292,000.00
<b>Total Expense Objects:</b>	<b>\$191,162.00</b>	<b>\$189,165.00</b>	<b>\$292,900.00</b>	<b>\$292,000.00</b>	<b>\$292,000.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$609,067	\$617,479	0%
<b>Total Fund Balance:</b>	<b>\$609,067</b>	<b>\$617,479</b>	<b>0%</b>



## Park Fund

### Services Provided

The Park Fund (formerly Park Improvement Fund) accounts for the cash contributions made from developers that shall be used to purchase park land and/or funding of park facilities, in accordance with Minnesota Statutes. Funds transferred from the General Fund may be used for park capital improvements.

### Budget Highlights & Future Trends

The City of Victoria is known as the City of Lakes and Parks. City parks in Victoria, cover more than 350 acres. There is a total of 26 parks and 19 playgrounds within the city's current municipal boundaries.

In 2020, the City purchased land from the Minnehaha Creek Watershed District for \$850,000 for a new regional park on Wassermann Lake - Wassermann Lake Preserve. The City used unspent bond proceeds in the amount of \$649,000 from the Franchise Fee Fund — 499 to fund the majority of the park purchase with the balance paid from the fund balance in the Park Fund — 806.

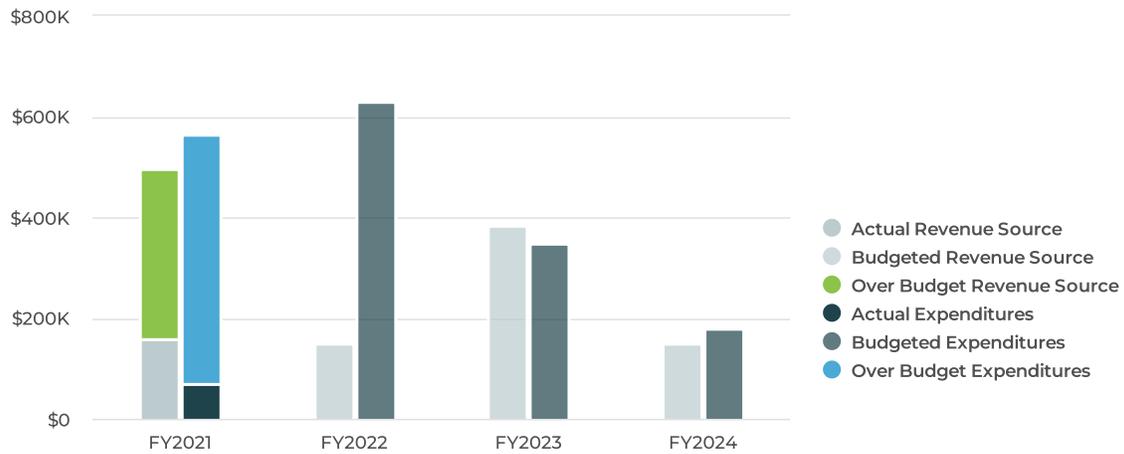
The 2022 budget includes funding for replacing the tennis courts at Lions Park (\$80,000), a project that was delayed in 2021 due to the COVID-19 pandemic and related labor shortages and unfavorable cost estimates. It also includes \$50,000 to conduct trail renovations in the Allegheny neighborhood; and \$500,000 to construct the City's first outdoor pickleball courts, a priority identified by the Parks and Recreation Committee and supported by the City Council based on interest in the community.

Parks projects are not supported by bonding and are paid for in cash with available fund balance in the Park Fund. New parks are generally funded by developer fees in accordance with Minnesota Statutes. Existing park improvements are supported by property tax dollars with funds transferred from the General Fund. The outlook for this fund is stable, provided the City continue with annual appropriations from the General Fund in an amount enough to cover the planned projects.



## Summary

The City of Victoria is projecting \$150K of revenue in FY2022, which includes a \$100K transfer from the General Fund. Budgeted expenditures are \$630K in FY2022 to complete the tennis court project at Lion's Park and the new pickleball courts.

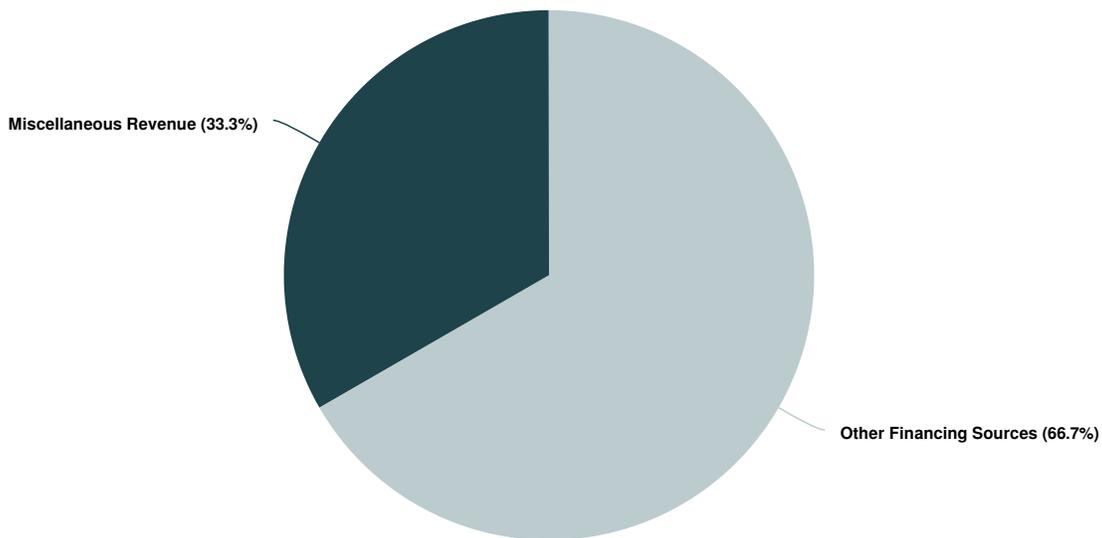


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

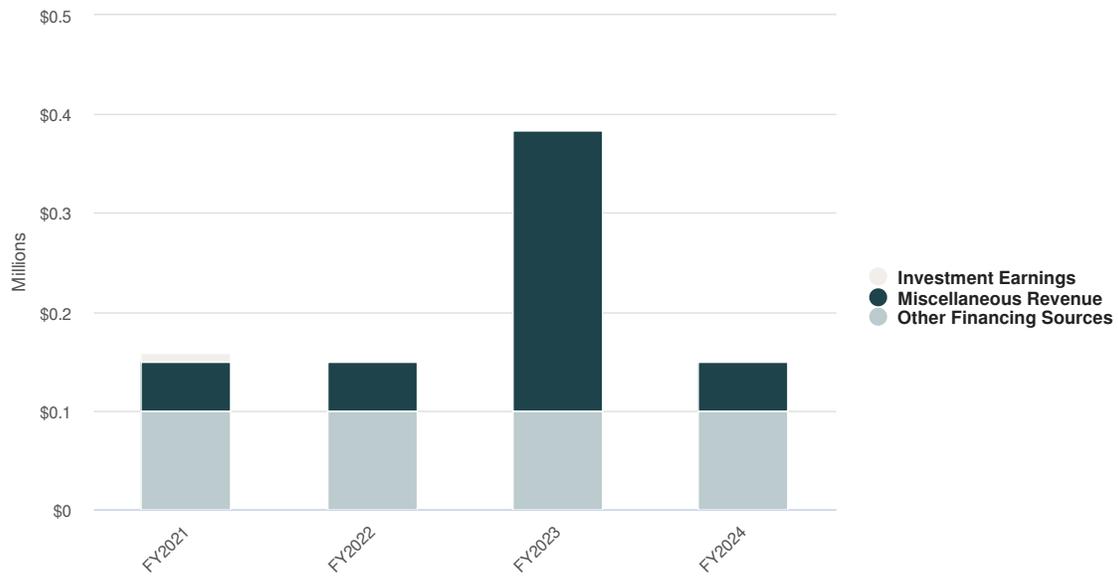
## Revenues by Source

There is an annual budgeted transfer from the General Fund for \$100k (Other Financing Source) to this fund. The Miscellaneous Revenue is a payment received by the Victoria Lions Club annually to pay for the Lions Pavillion Shelter, which was financed by the City through this fund. The City does not budget for Park Improvement Fees since it is not possible to know when a developer may need to pay cash in lieu of a donation of park land.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source

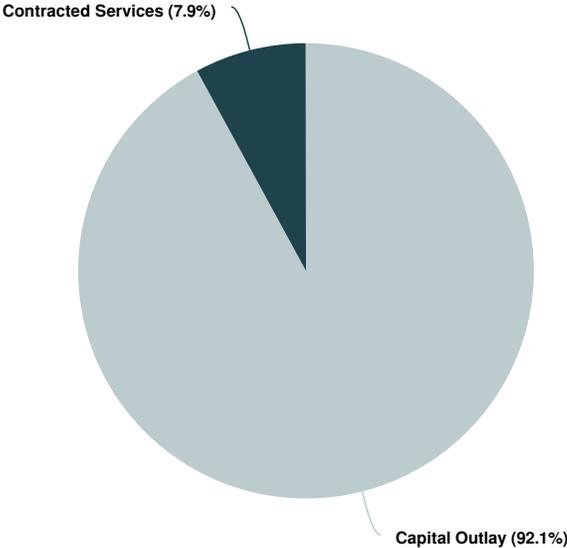


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$8,537.08	\$8,588.00		\$0.00	\$0.00
Miscellaneous Revenue	\$389,309.07	\$50,000.00	\$50,000.00	\$284,100.00	\$50,000.00
Other Financing Sources	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
<b>Total Revenue Source:</b>	<b>\$497,846.15</b>	<b>\$158,588.00</b>	<b>\$150,000.00</b>	<b>\$384,100.00</b>	<b>\$150,000.00</b>

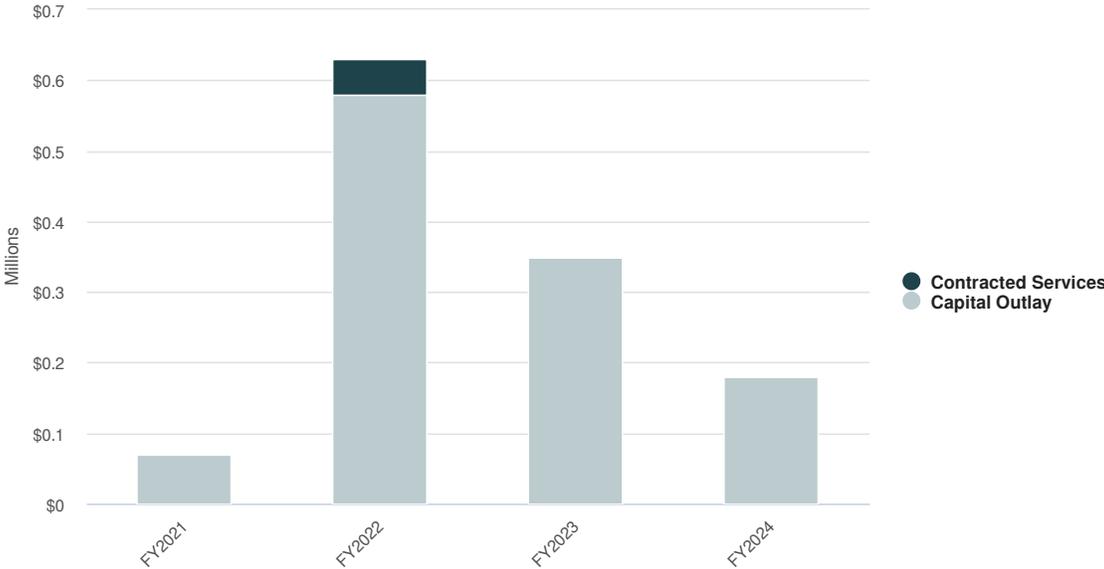
# Expenditures by Expense Type

Expenditures are included in the City's approved Capital Improvement Plan, but may be adjusted using funds that may become available with Park Improvement Fees.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



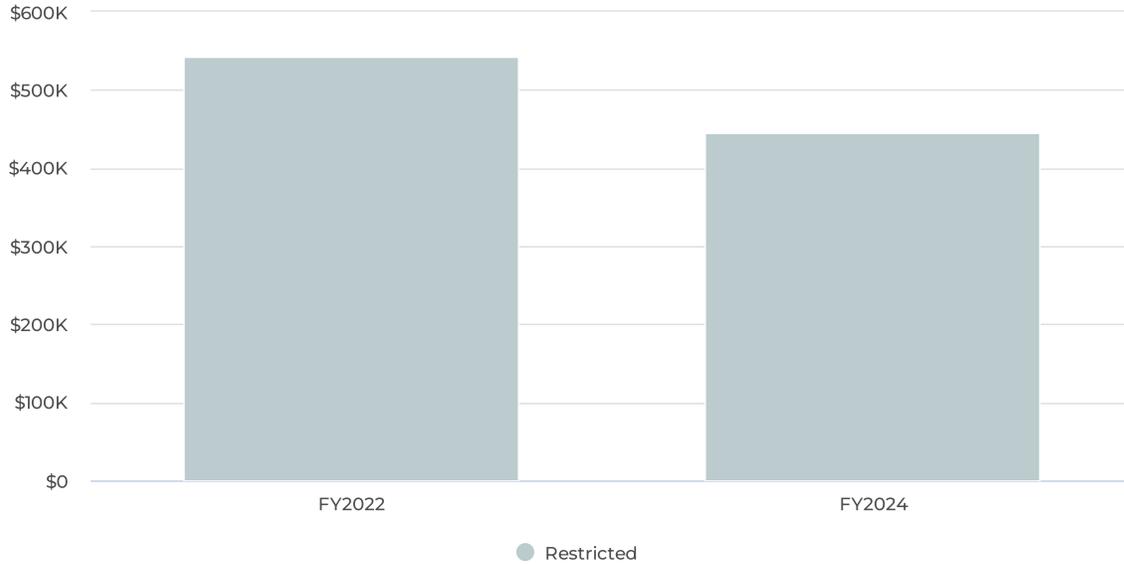
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Contracted Services	\$862.24	\$0.00	\$50,000.00		
Capital Outlay	\$565,942.38	\$70,000.00	\$580,000.00	\$350,000.00	\$180,000.00
<b>Total Expense Objects:</b>	<b>\$566,804.62</b>	<b>\$70,000.00</b>	<b>\$630,000.00</b>	<b>\$350,000.00</b>	<b>\$180,000.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$541,978	\$446,118	0%
<b>Total Fund Balance:</b>	<b>\$541,978</b>	<b>\$446,118</b>	<b>0%</b>



## Trail Gap Fund

### Service Provided

The Trail Gap Fund (formerly the Parks and Trail Fund) accounts for funds accumulated by a transfer from the General Fund for trail gap projects.

### Budget Highlights & Future Trends

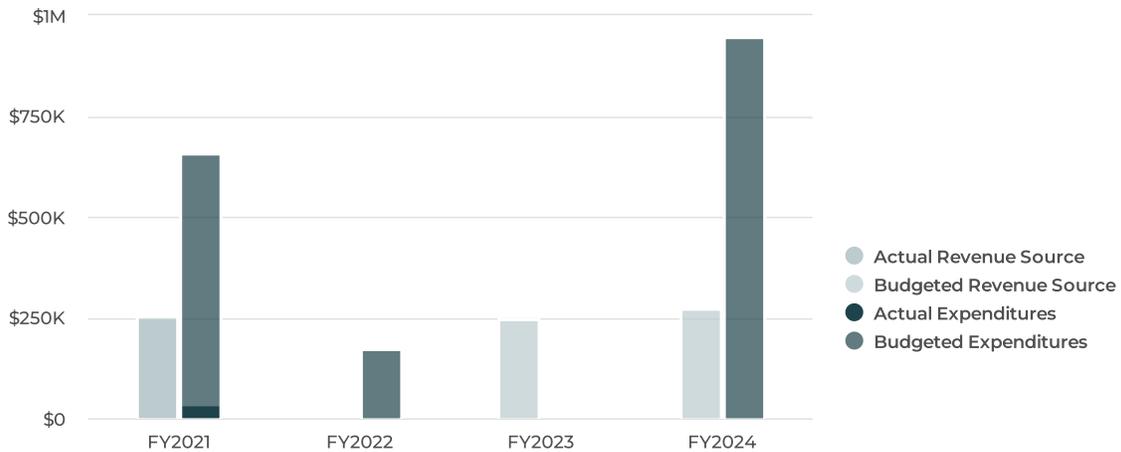
The City of Victoria currently has 32 miles of trails. In 2019, the Park & Recreation Committee identified trail gaps within the City's trail system and made recommendations to City Council on priorities for trail gap connection projects. In 2020, the City Council approved the Committee's recommendations; these priorities are reflected in the City's multi-year capital finance plan.

The City had planned a \$1.1 million trail connection project on Bavaria Road from Highway 5 south to the Minnesota River Bluffs Trail and to the Lake Minnetonka Regional Trail in 2021. The City was unable to acquire the necessary easements and has indefinitely delayed this project.

The 2022 budget includes \$75,000 to conduct a feasibility study and preliminary design for a trail connection along Country Road 11/18/43 to Watermark. Like the parks projects, trail connections are not supported by bonding and are paid for in cash with available fund balance in the Trail Gap Fund. The outlook for this fund is stable, provided the City continues with annual appropriations from the General Fund in an amount enough to cover planned projects.

## Summary

The City of Victoria is not projecting revenues in FY2022, the transfer from the General Fund was eliminated due to the Bavaria Trail Gap delay. Budgeted expenditures are \$175,000 in FY2022 to complete the feasibility study for a trail connection along County Roads 11/18/43 to Watermark and the completion of the GreenCrest sidewalk project carried over from 2021.



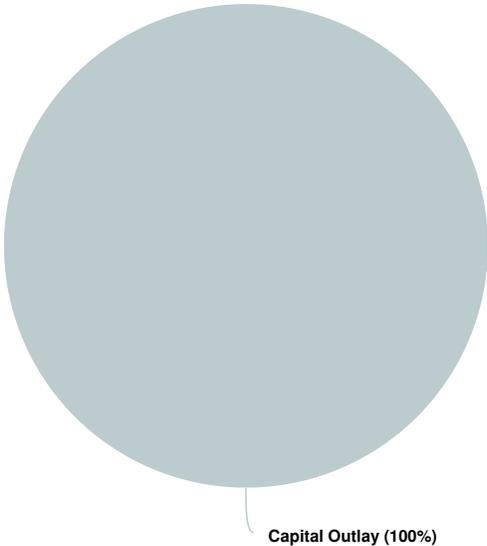
FY2023 and FY2024 amounts are projected and have not been approved by the City Council



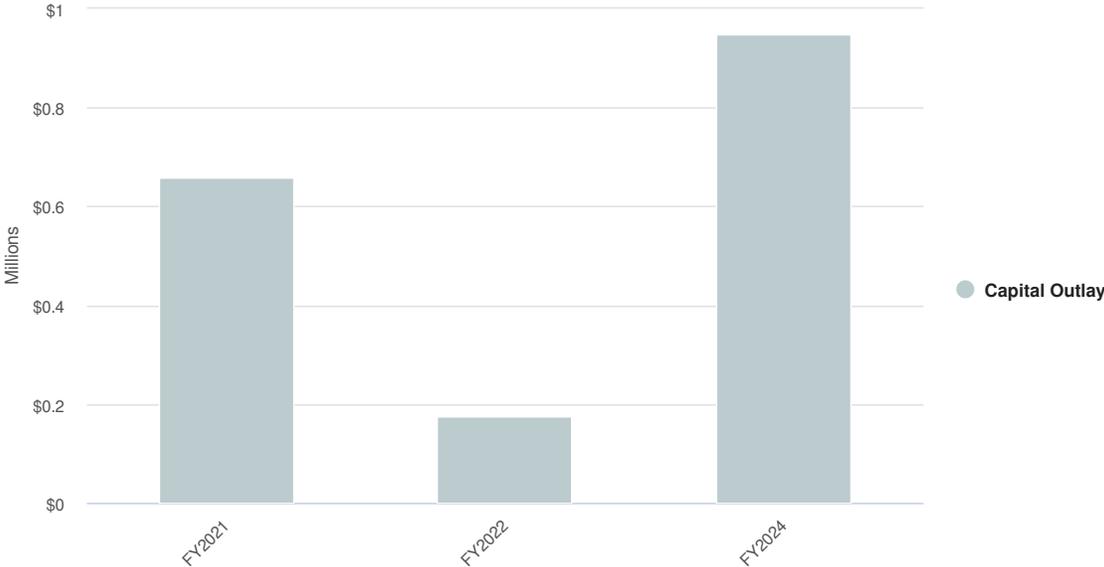
# Expenditures by Expense Type

Expenditures from this fund are included in the approved Capital Improvement Plan.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



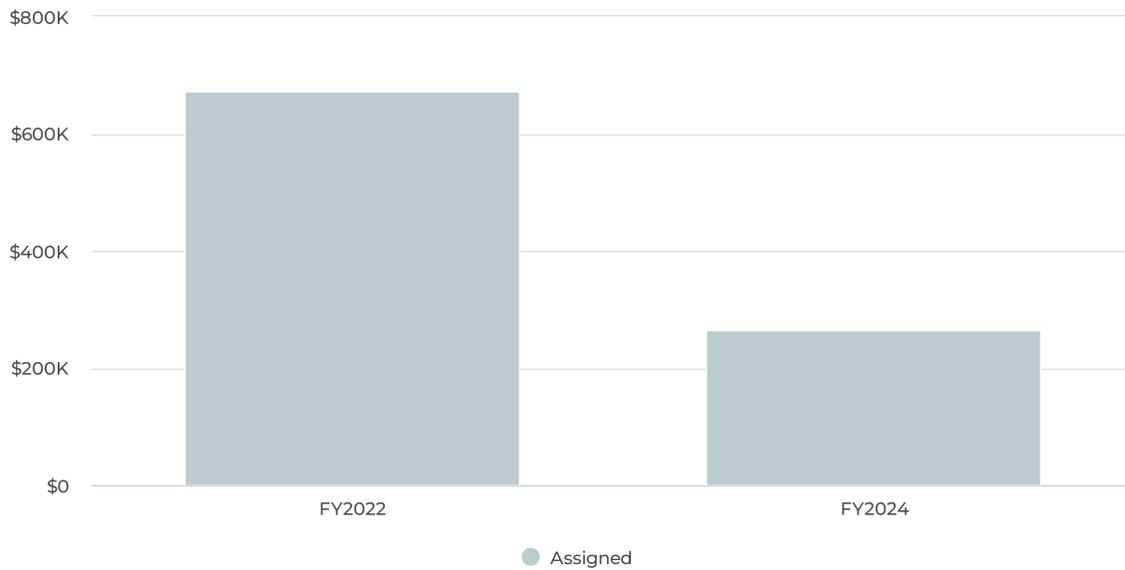
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$38,600.00	\$0.00	\$0.00	\$0.00	\$0.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Capital Outlay	\$0.00	\$660,000.00	\$175,000.00	\$0.00	\$950,000.00
<b>Total Expense Objects:</b>	<b>\$38,600.00</b>	<b>\$660,000.00</b>	<b>\$175,000.00</b>	<b>\$0.00</b>	<b>\$950,000.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$673,640	\$264,680	0%
<b>Total Fund Balance:</b>	<b>\$673,640</b>	<b>\$264,680</b>	<b>0%</b>



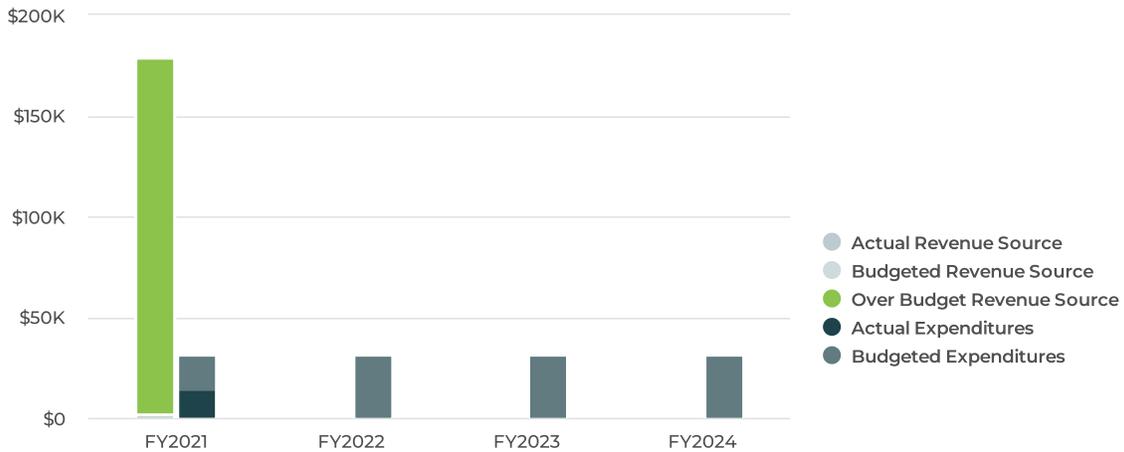
# Tree Replacement Fund

## Services Provided

The Tree Replacement Fund accounts for the cash contributions received from developers when a significant number of trees are removed when development occurs. In 2019, the City Council approved a ten-year plan for management of emerald ash borer (EAB) in the City's parks, land, and rights-of-way. Beginning in 2020, the City began to use the funds for preventative treatment on the City's ash trees and tree replacement due to EAB.

## Summary

The City does not budget revenues for this fund since the City doesn't know when a developer may contribute cash in lieu of tree replacement. Budgeted expenditures are \$32,000 in FY2022 which allow for year two implementation of the City's ten-year EAB plan.

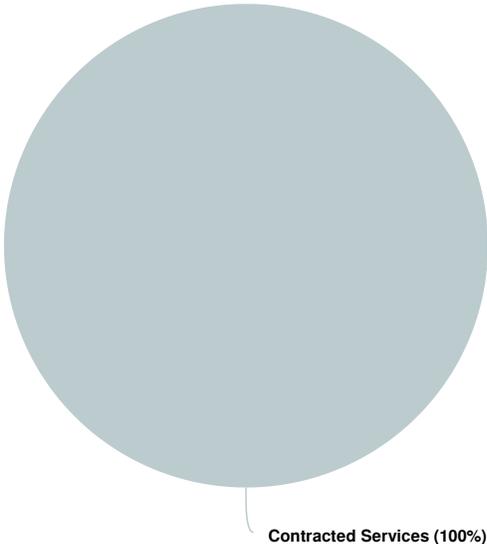


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

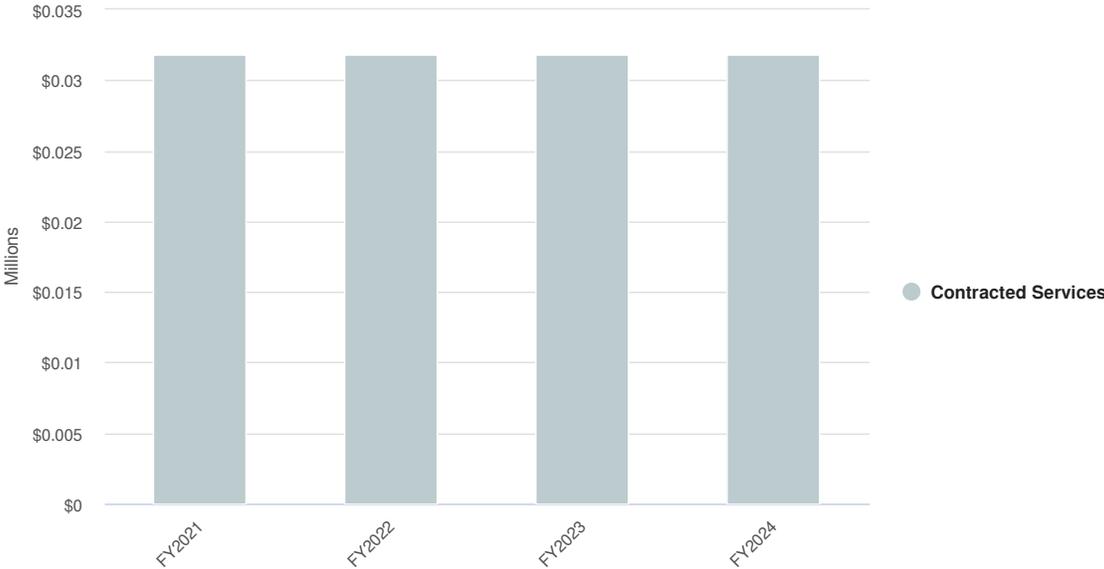
# Expenditures by Expense Type

The expenditures from this fund are for a 10-year Emerald Ash Borer prevention plan and will be budgeted according to available fund balance each year.

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



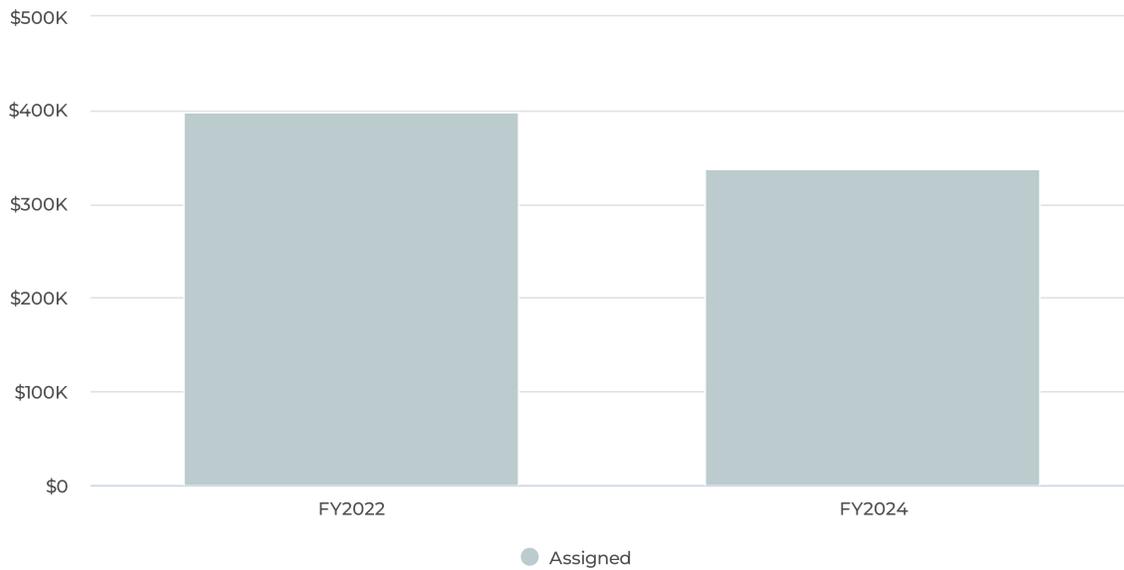
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Contracted Services	\$14,835.91	\$31,800.00	\$31,800.00	\$31,800.00	\$31,800.00
<b>Total Expense Objects:</b>	<b>\$14,835.91</b>	<b>\$31,800.00</b>	<b>\$31,800.00</b>	<b>\$31,800.00</b>	<b>\$31,800.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Assigned	\$397,982	\$338,213	0%
<b>Total Fund Balance:</b>	<b>\$397,982</b>	<b>\$338,213</b>	<b>0%</b>



## Charitable Gambling Donation

### Services Provided

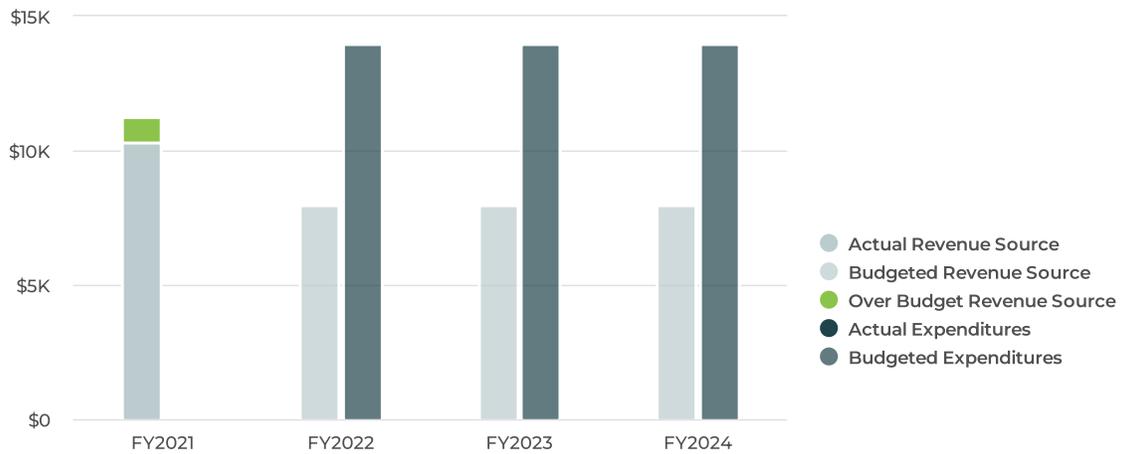
The Charitable Gambling Donation Fund accounts for the contributions from permitted lawful gambling within the city and for expenditures of lawful purpose in accordance with Minnesota Statute §349.12, Subd. 25.

### Budget Highlights & Future Trends

The Victoria Lions Club is currently the only organization with a license in the city for charitable gambling. The COVID-19 pandemic has impacted charitable gambling not only in Victoria but throughout the state. Since the onset of the pandemic, charitable gambling has decreased primarily as a result of state-mandated temporary closure of restaurants and bars in 2020, and generally fewer people eating in restaurants and bars which is where the charitable gambling venues are located. A renovation to the basketball courts at Lions Park (\$14,000) is planned for 2022.

## Summary

The City of Victoria is projecting \$8K in revenue in FY2022. There is \$14K budgeted expenditures for FY2022.

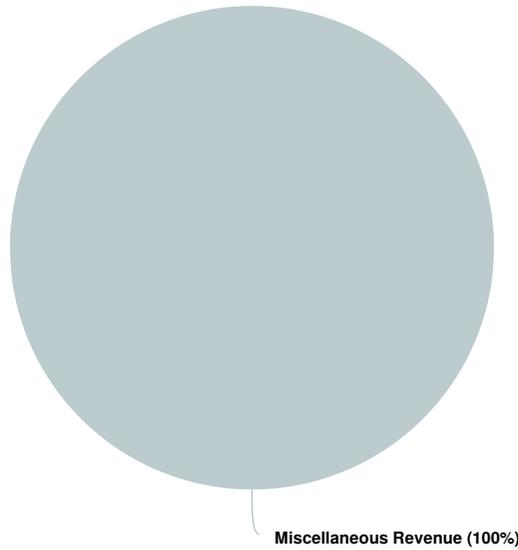


FY2023 and FY2024 amounts are projected and have not been approved by the City Council.

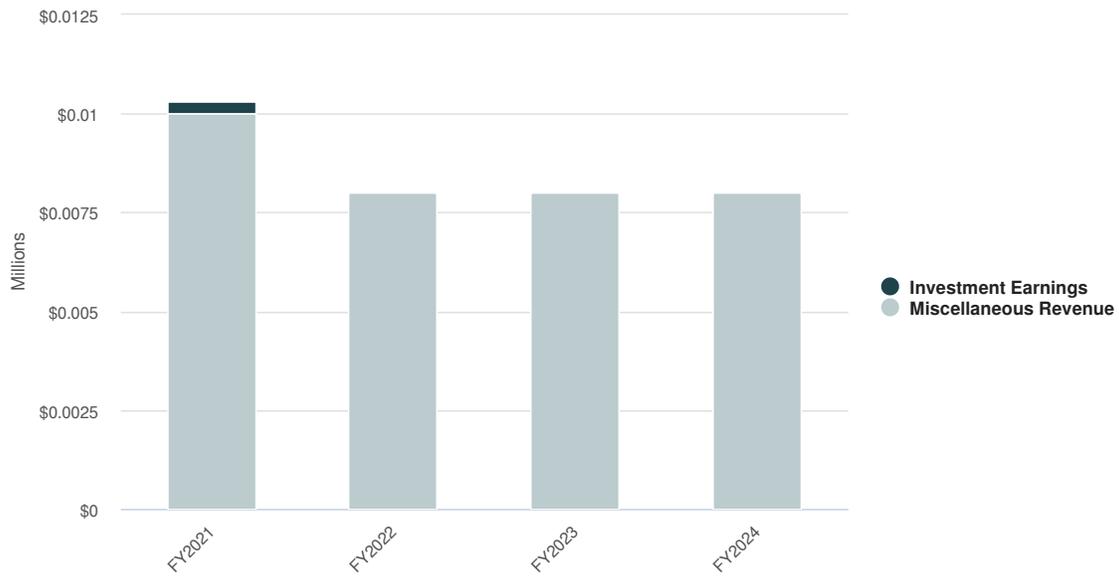
## Revenues by Source

The Revenues from this fund come from Charitable Gambling proceeds received by the Victoria Lions. The City uses a 3-year trend analysis to project revenues.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source



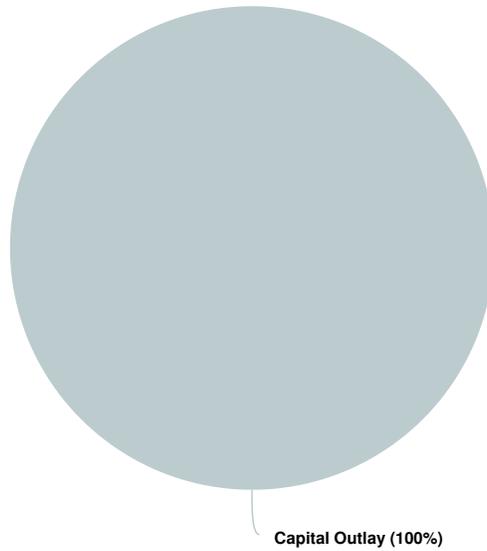
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$682.14	\$318.00		\$0.00	\$0.00
Miscellaneous Revenue	\$10,573.62	\$10,000.00	\$8,000.00	\$8,000.00	\$8,000.00

Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Revenue Source:	\$11,255.76	\$10,318.00	\$8,000.00	\$8,000.00	\$8,000.00

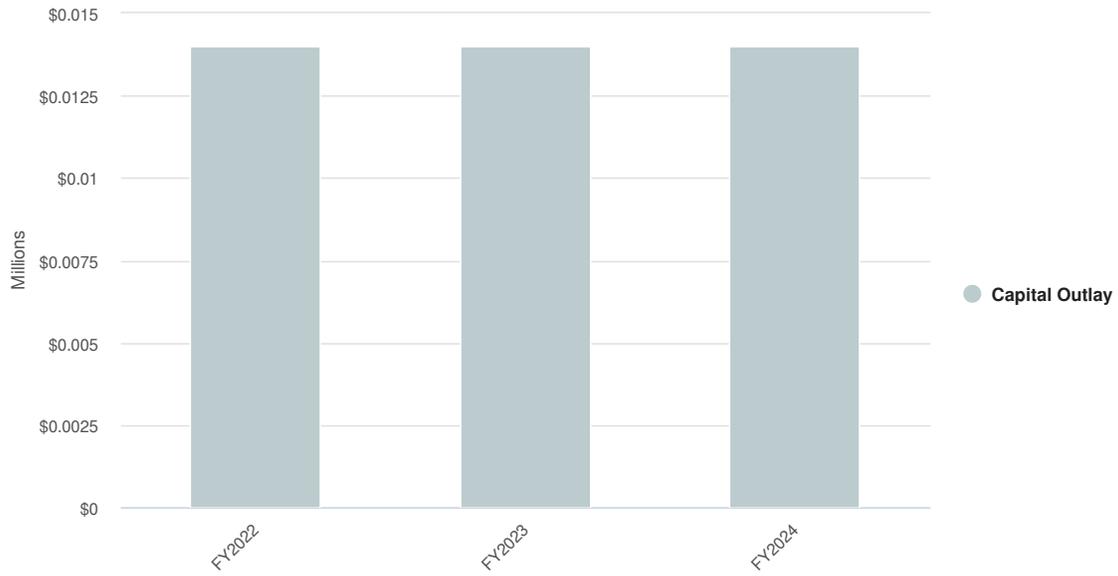
## Expenditures by Expense Type

Expenditures from this fund can only be spent on purchases according to Minnesota Statute §349.12, Subd. 25. Projects are approved annually based on fund balance.

### Budgeted Expenditures by Expense Type



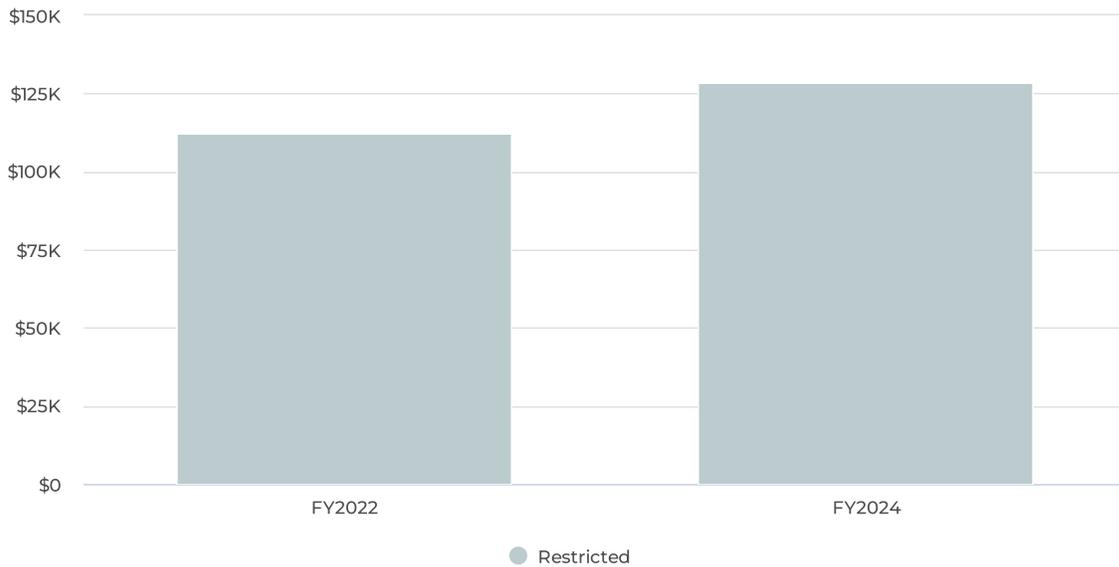
### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Capital Outlay	\$0.00	\$0.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
<b>Total Expense Objects:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>

### Fund Balance

#### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$112,305	\$128,305	0%
<b>Total Fund Balance:</b>	<b>\$112,305</b>	<b>\$128,305</b>	<b>0%</b>



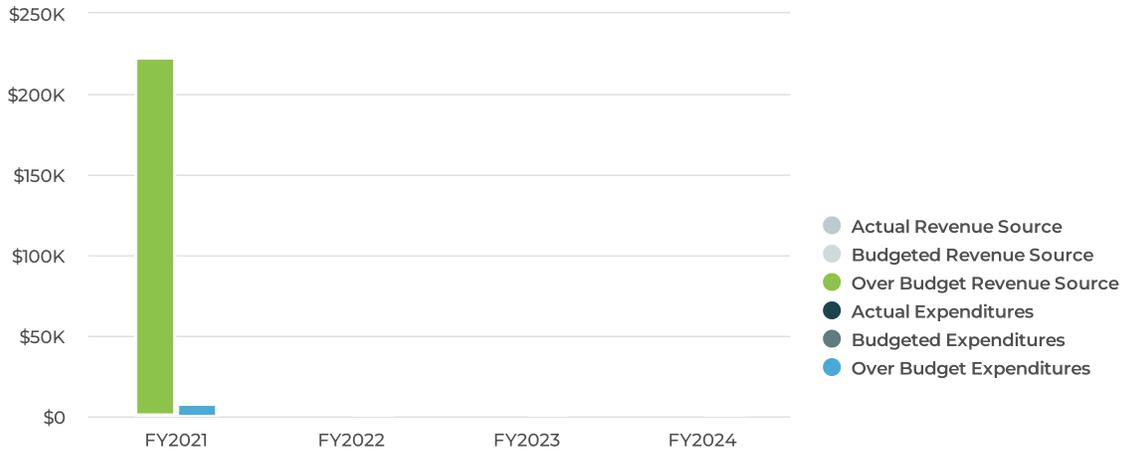
# Senior Affordable Housing Program

## Services Provided

The Senior Affordable Housing Fund accounts for the funds received from the sale of land trust and other City-owned vacant parcels and will be used for senior affordable housing. The City sold two of its four parcels in 2021, revenues received from the sale are included in this fund.

## Summary

The City of Victoria is not projecting any revenue or expenditures for FY2022, since the sale of property is the only source of revenue for this fund. The sale of additional property could result in a revenue increase for this fund.

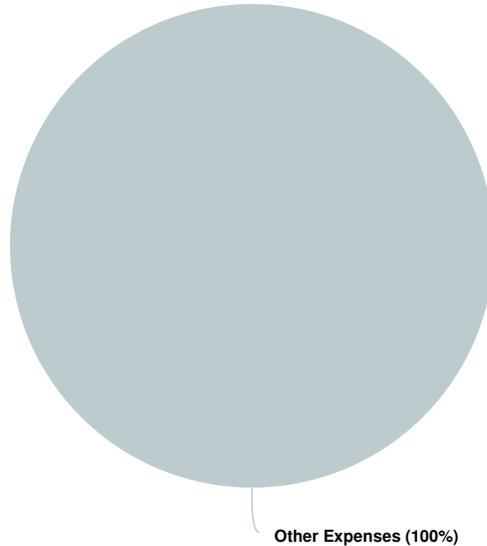


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

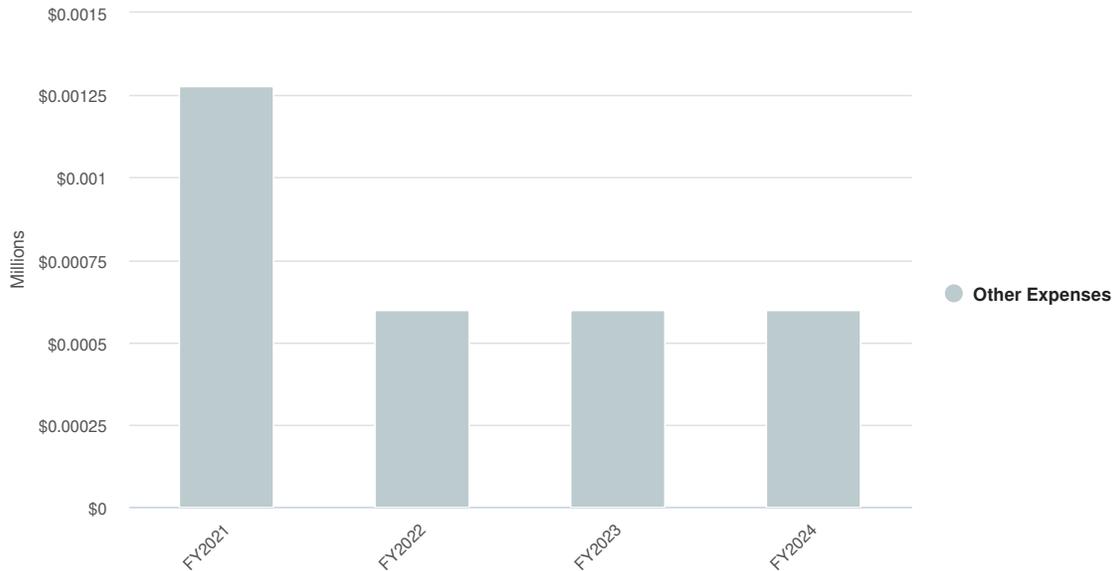
# Expenditures by Expense Type

Expenditures in this fund are related to property taxes and administrative expenses for the City owned property that is for sale

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$7,523.64	\$0.00			



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Other Expenses	\$546.00	\$1,276.00	\$600.00	\$600.00	\$600.00
<b>Total Expense Objects:</b>	<b>\$8,069.64</b>	<b>\$1,276.00</b>	<b>\$600.00</b>	<b>\$600.00</b>	<b>\$600.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Committed	\$397,670	\$404,458	0%
<b>Total Fund Balance:</b>	<b>\$397,670</b>	<b>\$404,458</b>	<b>0%</b>



## Tax Increment District I-3

### Services Provided

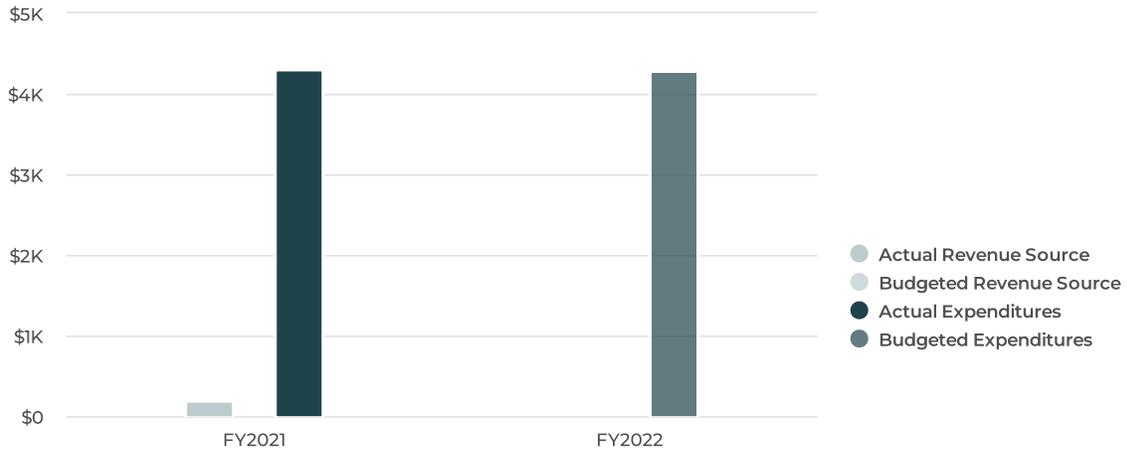
The Tax Increment Financing (TIF) District #1-3 Fund accounts for tax increment revenues received from those properties retained within TIF Redevelopment District #1-3 that are pledged for debt service.

### Budget Highlights & Future Trends

The last bond payment was made in 2020, and the District was decertified in December 2020. Fund balance includes TIF pooling funds that can be used on qualifying redevelopment projects.

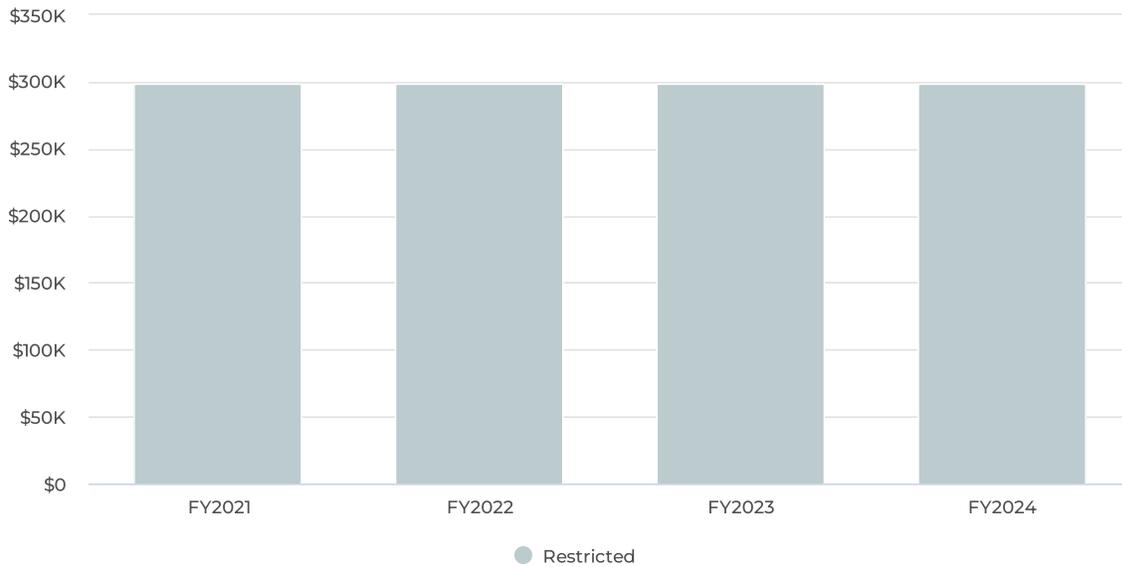
## Summary

There are not any projected revenues for FY2022. The budgeted expenditures for \$4,300 are for admininstartion costs associated with reporting the TIF district in FY2022.



# Fund Balance

## Fund Balance Projections



	FY2021	FY2022	FY2023	FY2024	% Change
<b>Fund Balance</b>	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$298,179	\$298,179	\$298,179	\$298,179	0%
<b>Total Fund Balance:</b>	<b>\$298,179</b>	<b>\$298,179</b>	<b>\$298,179</b>	<b>\$298,179</b>	<b>0%</b>



## Tax Increment District 1-4

### Services Provided

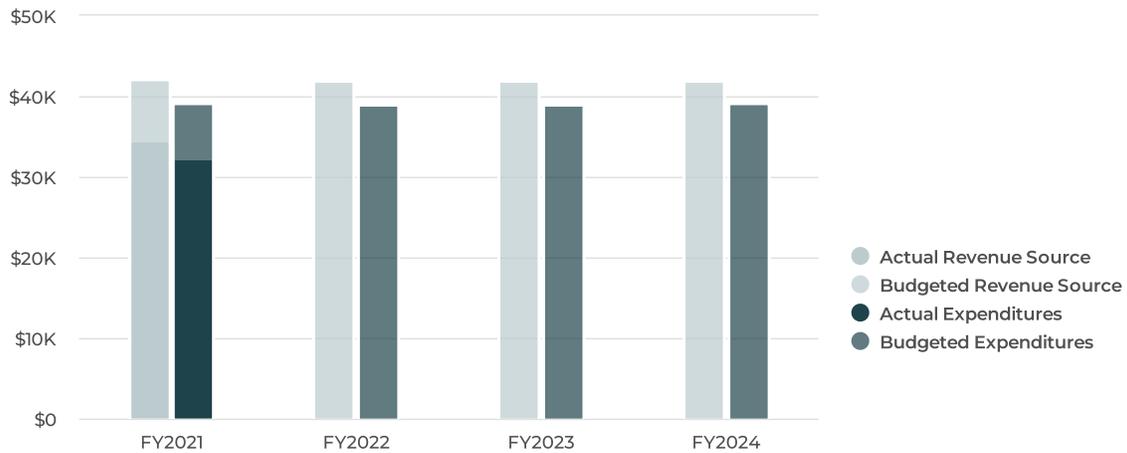
The Tax Increment Financing (TIF) District #1-4 *Fund* accounts for tax increment revenues received from those properties retained with TIF Redevelopment District #1-4 that are pledged for pay-as-you-go notes. This TIF district is scheduled to decertify in December 2036.

### Budget Highlights & Future Trends

The City entered into an agreement with a developer, Victoria City Center, LLC whereby 90 percent (90%) of tax increment received is paid to the developer, provided the other provisions in the development agreement are met. The City can use the remaining ten percent (10%) of tax increment to cover costs for administration of the district.

## Summary

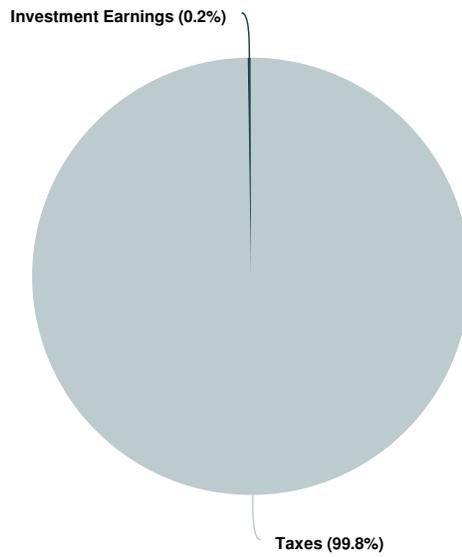
The City of Victoria is projecting \$42.3K of revenue in FY2022. Budgeted expenditures are projected to be \$39K in FY2022.



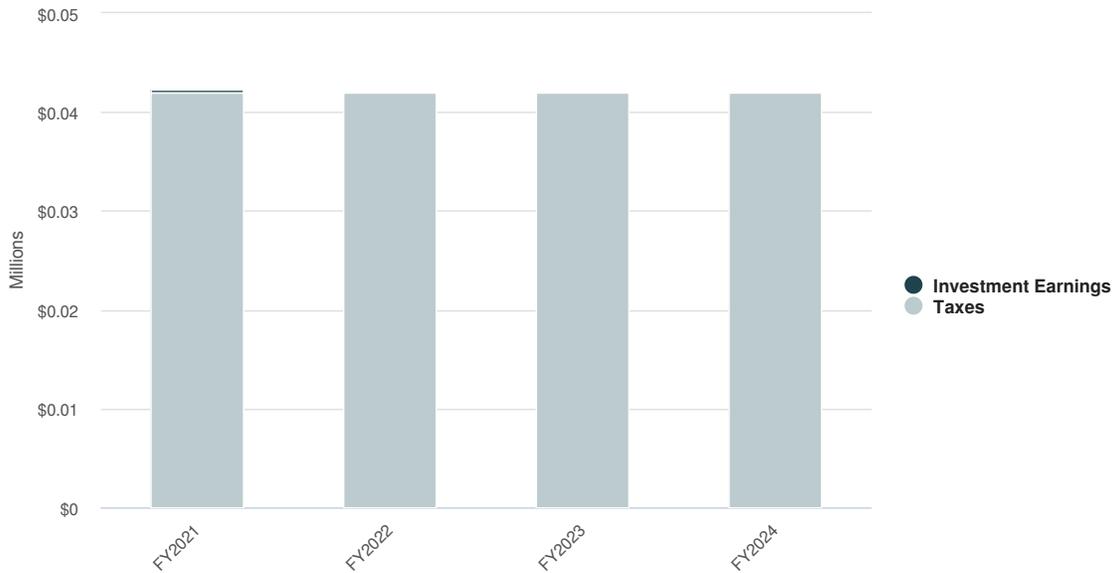
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



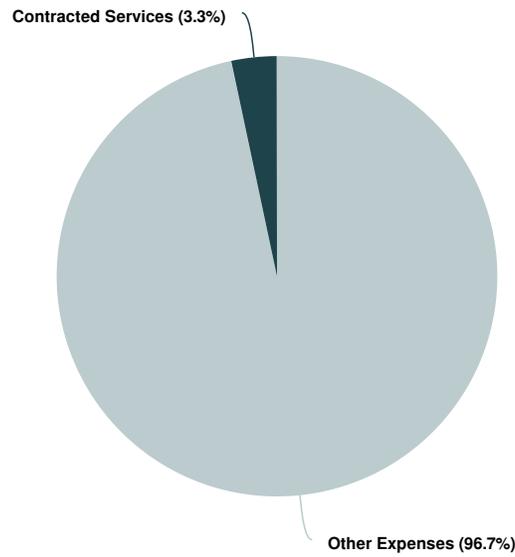
## Budgeted and Historical 2022 Revenues by Source



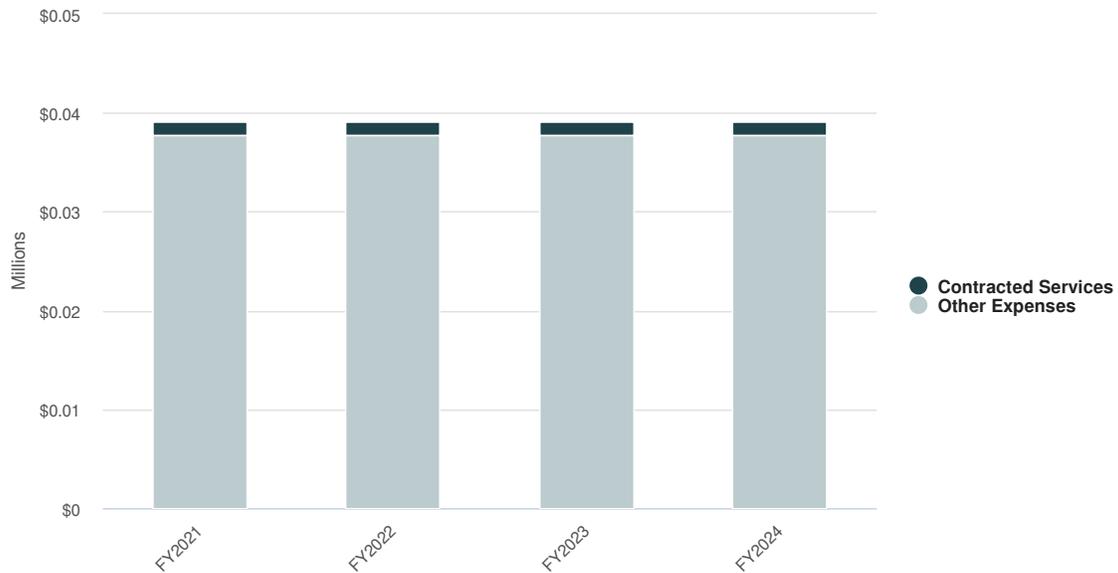
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$34,624.94	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
Investment Earnings	\$420.93	\$302.00	\$100.00	\$0.00	\$0.00
Miscellaneous Revenue	-\$391.47	\$0.00			
<b>Total Revenue Source:</b>	<b>\$34,654.40</b>	<b>\$42,302.00</b>	<b>\$42,100.00</b>	<b>\$42,000.00</b>	<b>\$42,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

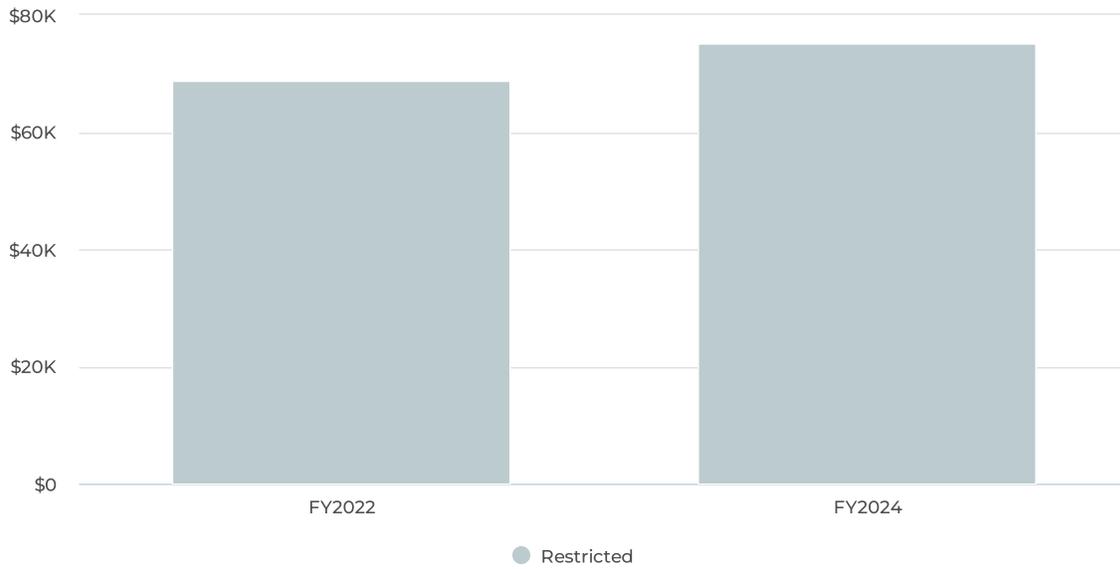


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$1,321.21	\$1,389.00	\$1,300.00	\$1,339.00	\$1,379.00
Other Expenses	\$31,162.00	\$37,800.00	\$37,800.00	\$37,800.00	\$37,800.00
<b>Total Expense Objects:</b>	<b>\$32,483.21</b>	<b>\$39,189.00</b>	<b>\$39,100.00</b>	<b>\$39,139.00</b>	<b>\$39,179.00</b>



# Fund Balance

## Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$68,727	\$75,082	0%
<b>Total Fund Balance:</b>	<b>\$68,727</b>	<b>\$75,082</b>	<b>0%</b>



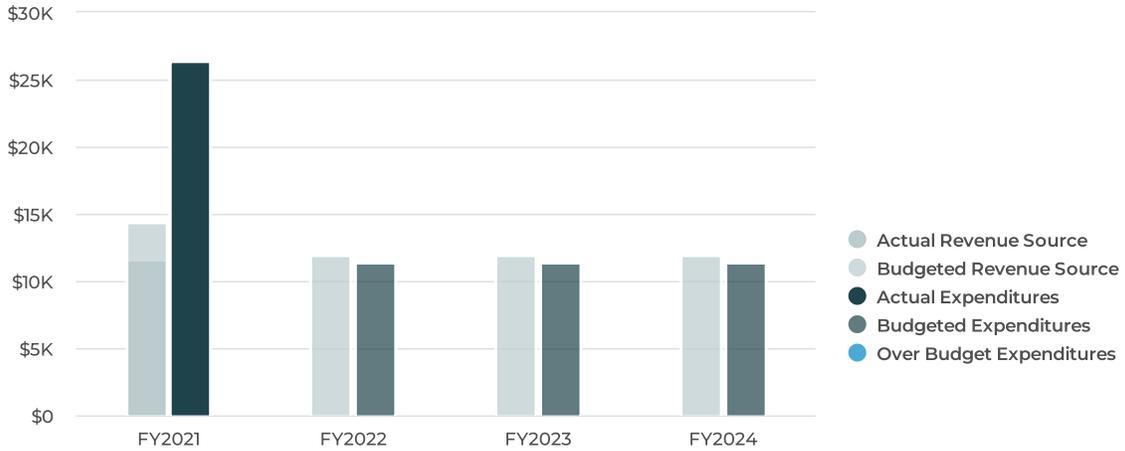
# Tax Increment District 1-5

## Services Provided

The city created Tax Increment Financing (TIF) District #1-5 in 2016 to redevelop the parking lot and area near the old City Hall on Rose Street. The city issued bonds for the project that will be repaid from tax increment and a property tax levy. This fund took a loan from the Capital Facilities Fund in 2015 for \$335,000.

## Summary

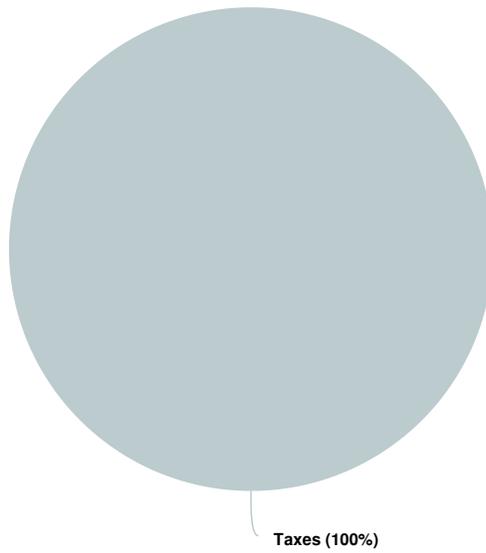
The City of Victoria is projecting \$12K of revenue in FY2022. Budgeted transfer to the Debt Service fund is expected to decrease from \$25K in 2020 to \$10K in FY2021.



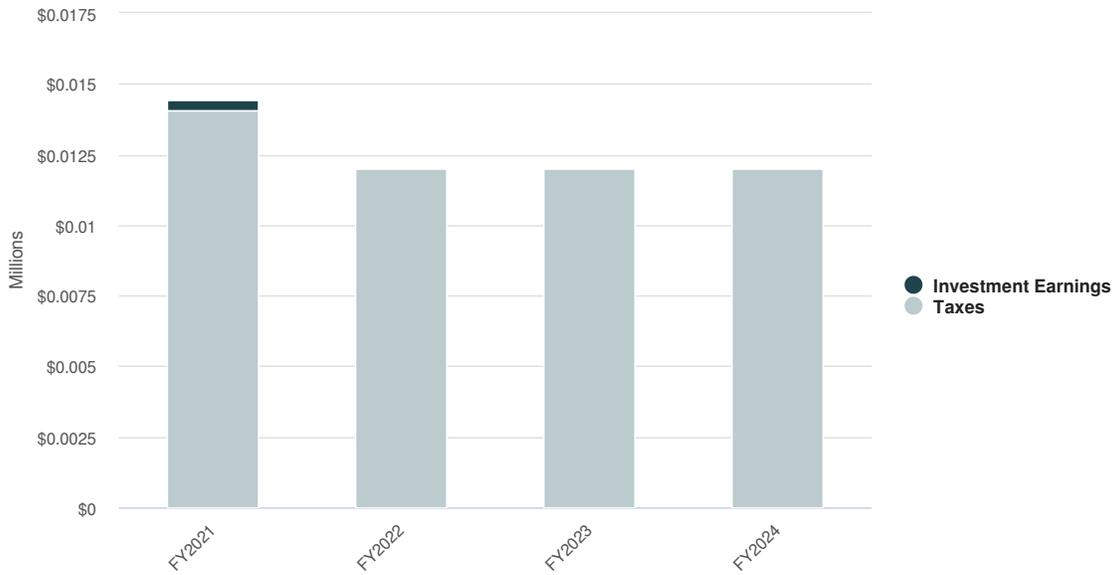
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



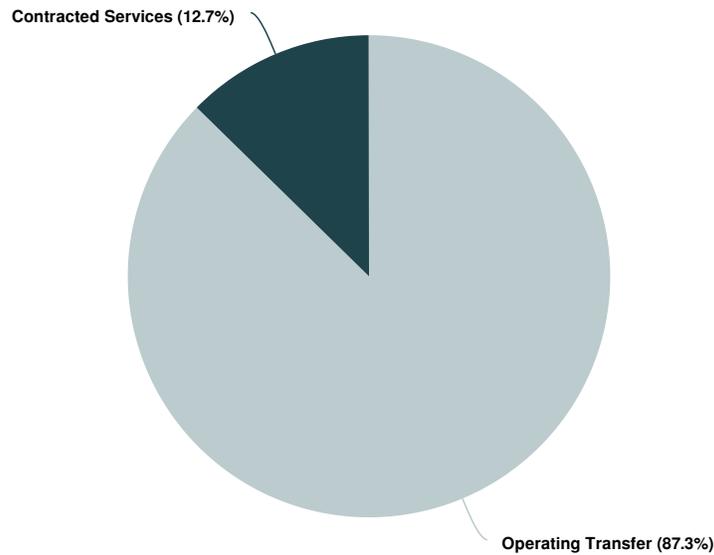
## Budgeted and Historical 2022 Revenues by Source



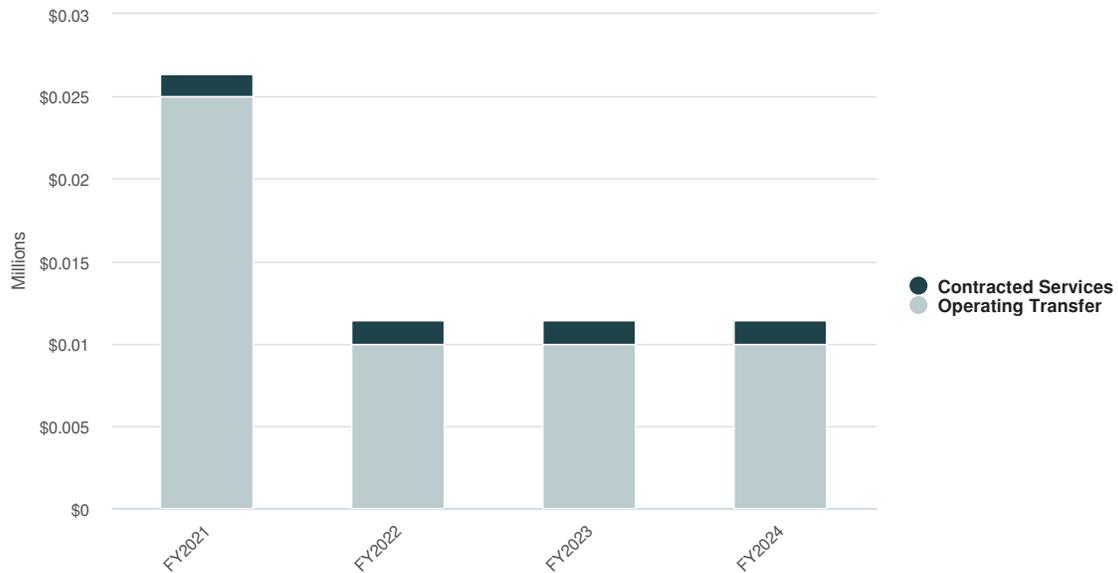
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$11,646.00	\$14,050.00	\$12,000.00	\$12,000.00	\$12,000.00
Investment Earnings	\$0.00	\$378.00		\$0.00	\$0.00
<b>Total Revenue Source:</b>	<b>\$11,646.00</b>	<b>\$14,428.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

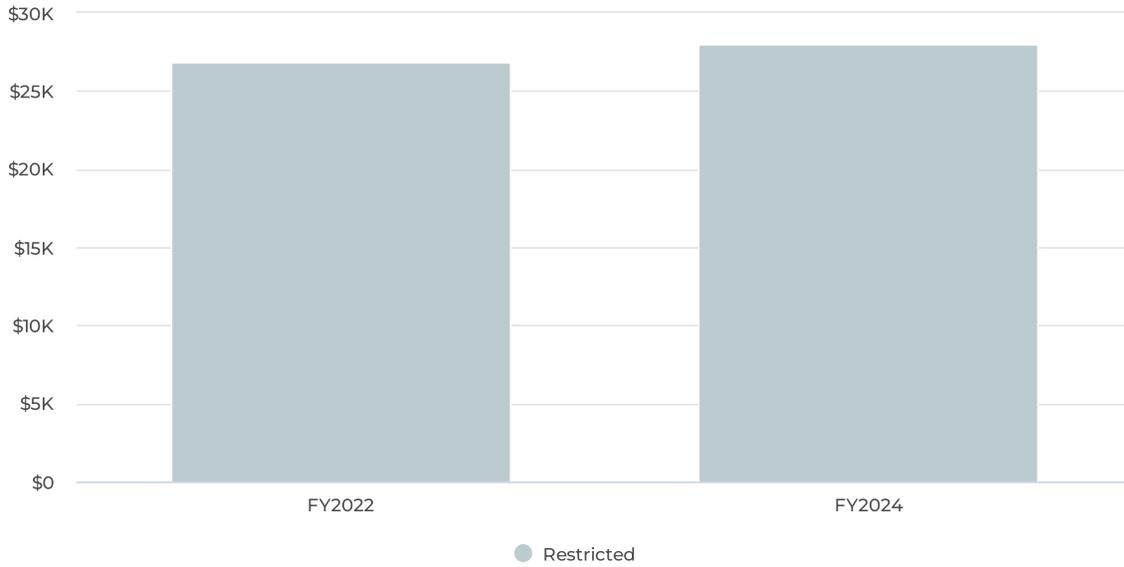


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$1,471.21	\$1,400.00	\$1,450.00	\$1,450.00	\$1,400.00
Operating Transfer	\$25,000.00	\$25,000.00	\$10,000.00	\$10,000.00	\$10,000.00
<b>Total Expense Objects:</b>	<b>\$26,471.21</b>	<b>\$26,400.00</b>	<b>\$11,450.00</b>	<b>\$11,450.00</b>	<b>\$11,400.00</b>



# Fund Balance

## Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$26,841	\$28,041	0%
<b>Total Fund Balance:</b>	<b>\$26,841</b>	<b>\$28,041</b>	<b>0%</b>



## Tax Increment District 1-6

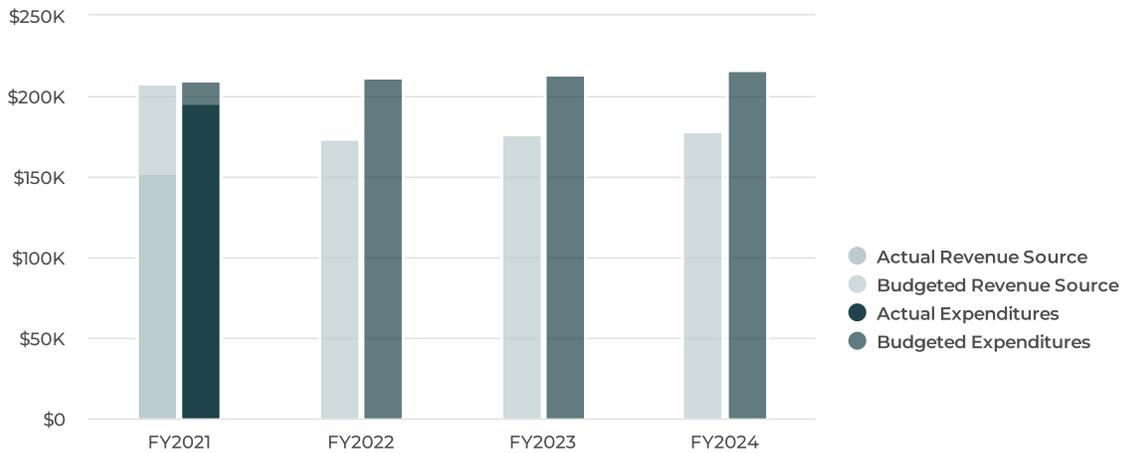
### Services Provided

The City created Tax Increment Financing (TIF) District #1-6 in 2016 to redevelop the parking lot and another site near the City Hall on Stieger Lake Lane. The City issued bonds to reconstruct Stieger Lake Lane from Quamoelit east to Highway 5 that will be repaid from tax increment and a property tax levy.

The City entered into an agreement with a developer (for Victoria Flats) whereby 75 percent (75%) of tax increment received is paid to the developer, provided the other provisions in the development agreement are met. The City can use the remaining 25 percent (25%) of tax increment for the improvements to Stieger Lake Lane and to cover costs for administration of the District. This fund has an interfund loan from the General Fund for \$545,000.

## Summary

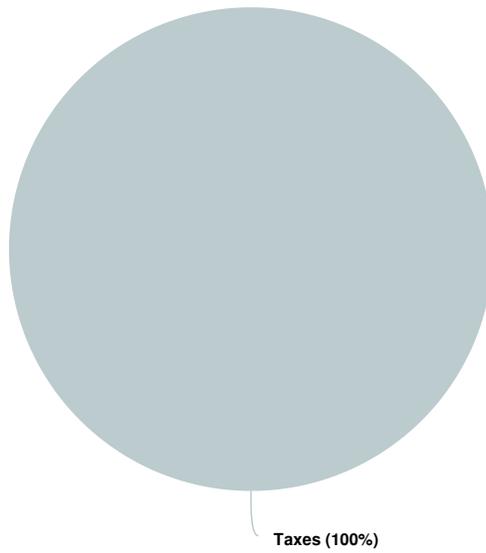
The City of Victoria is projecting \$173K of revenue in FY2022. Budgeted expenditures are projected to be \$212K in FY2022.



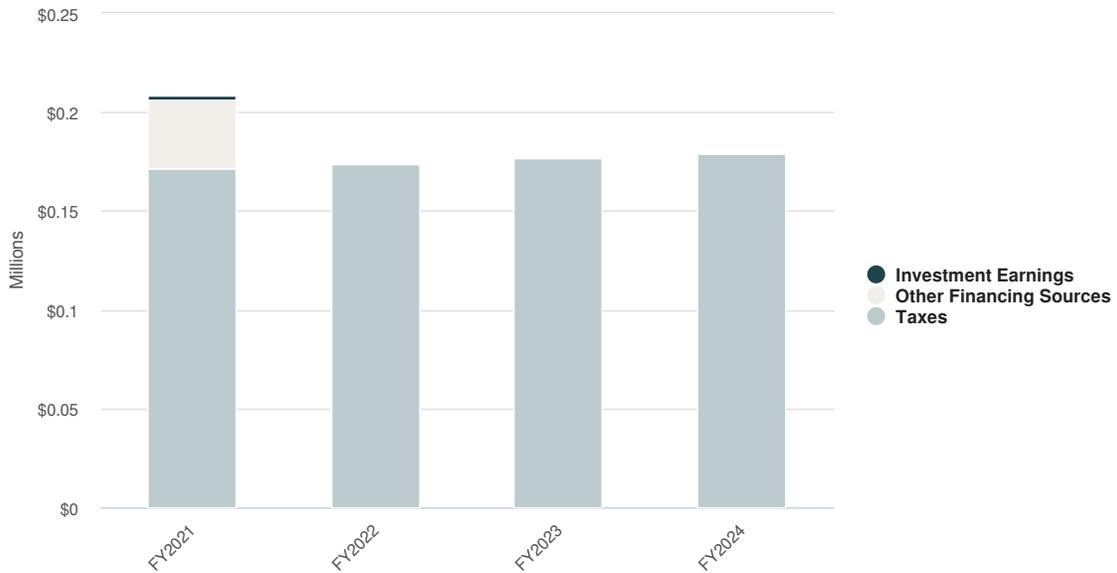
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



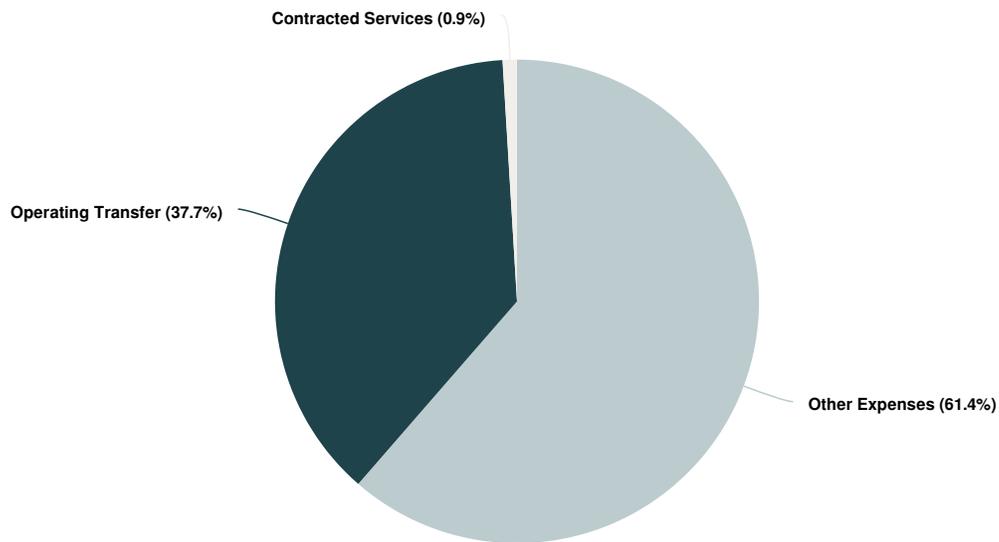
## Budgeted and Historical 2022 Revenues by Source



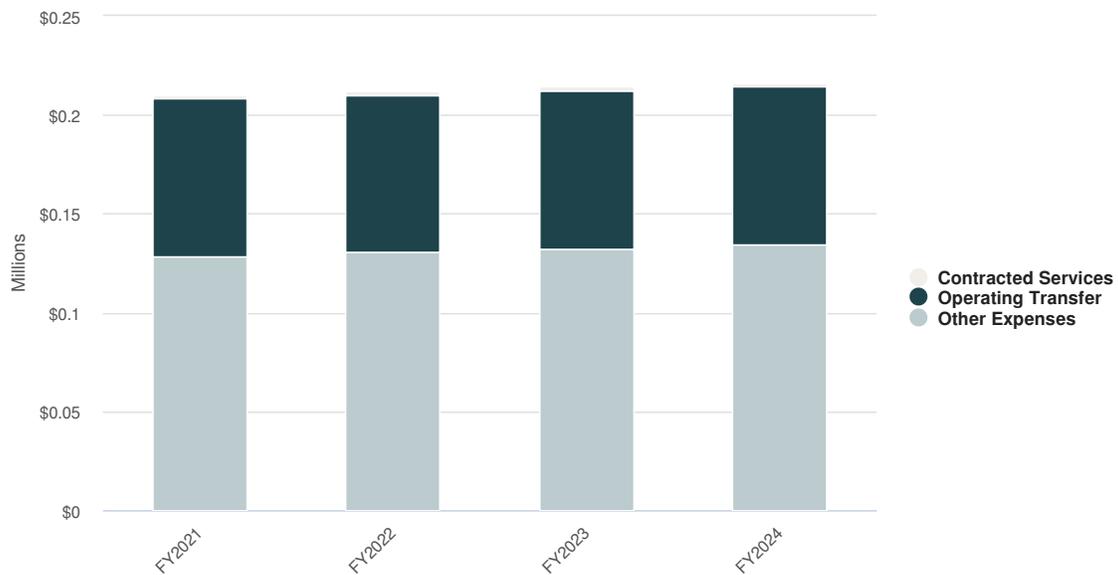
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$152,601.23	\$171,121.00	\$173,743.00	\$176,406.00	\$179,107.00
Investment Earnings	\$0.00	\$2,167.00		\$0.00	\$0.00
Other Financing Sources	\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00
<b>Total Revenue Source:</b>	<b>\$152,601.23</b>	<b>\$208,288.00</b>	<b>\$173,743.00</b>	<b>\$176,406.00</b>	<b>\$179,107.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



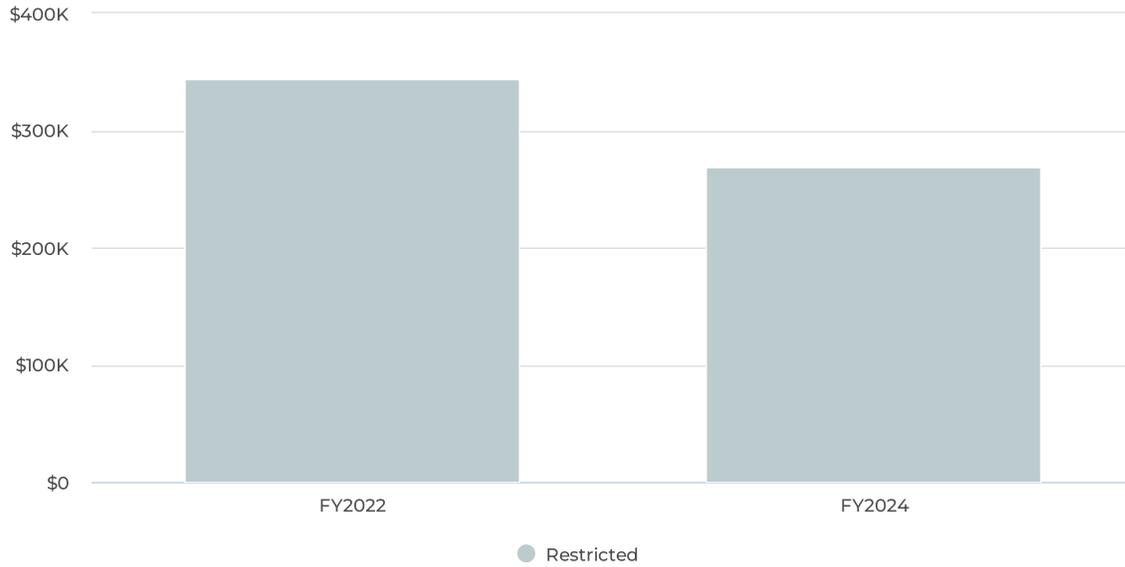
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$2,151.21	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Other Expenses	\$114,450.00	\$128,341.00	\$130,307.00	\$132,305.00	\$134,330.00
Operating Transfer	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$196,601.21	\$210,341.00	\$212,307.00	\$214,305.00	\$216,330.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$344,000	\$268,878	0%
<b>Total Fund Balance:</b>	<b>\$344,000</b>	<b>\$268,878</b>	<b>0%</b>

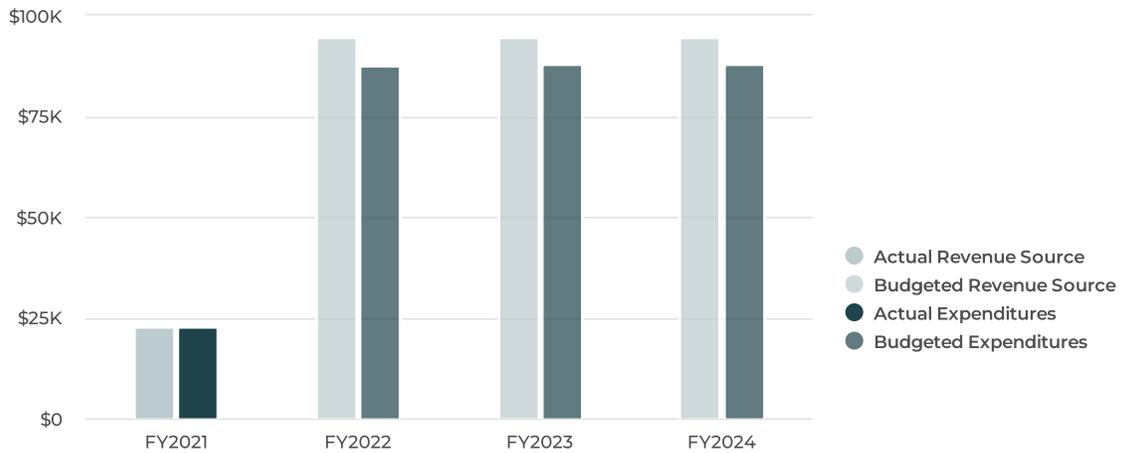


## Tax Increment District 1-7

Tax Increment District 1-7 is a housing district that was created to redevelop a site located at 1501 82nd Street into an independent adult living community. The City entered into an agreement with a developer (Bethesda Communities) whereby 90 percent (90%) of the tax increment received is paid to the developer, provided the provisions in the development agreement are met. The City can use the remaining 10 percent (10%) of tax increment for the administration costs of the District. The District will decertify in 2046.

### Summary

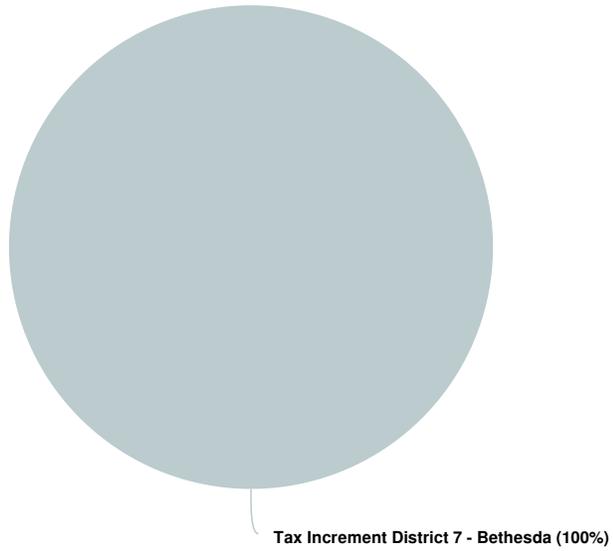
The City of Victoria is projecting \$94K of revenue in FY2022. Budgeted expenditures are projected be \$88K in FY2022.



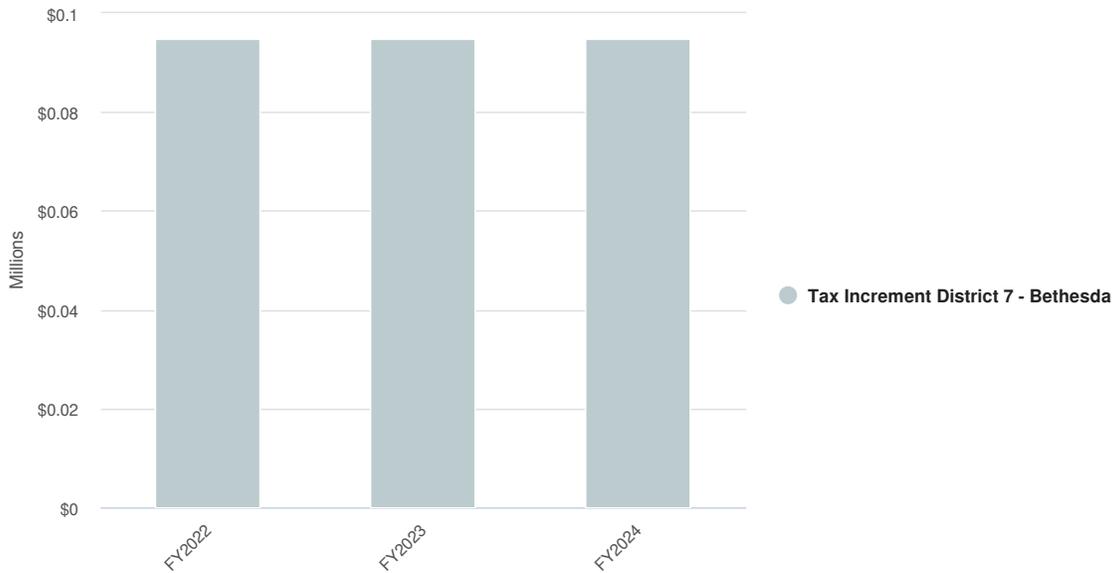
The 2023 and 2024 projected amounts have not been approved by City Council.

# Revenue by Fund

## 2022 Revenue by Fund



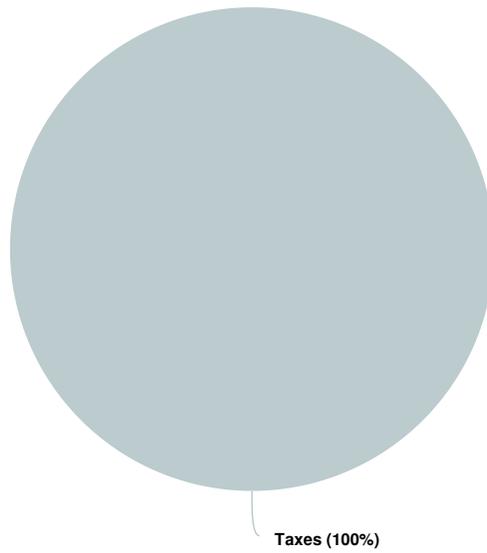
## Budgeted and Historical 2022 Revenue by Fund



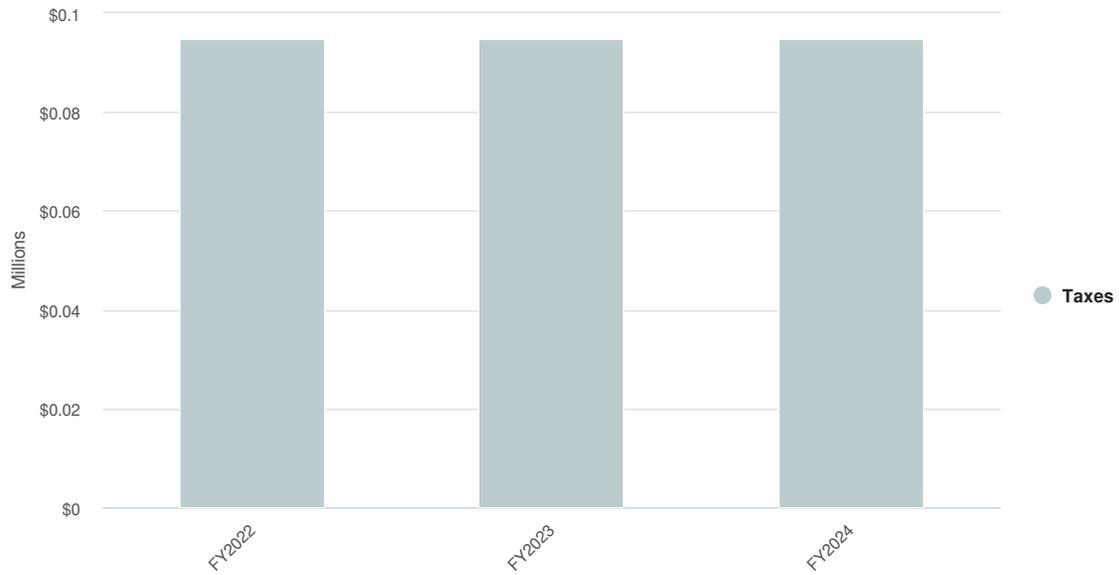
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Tax Increment District 7 - Bethesda	\$22,859.67	\$94,908.00	\$94,908.00	\$95,000.00	\$95,000.00
<b>Total Tax Increment District 7 - Bethesda:</b>	<b>\$22,859.67</b>	<b>\$94,908.00</b>	<b>\$94,908.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>

# Revenues by Source

## Projected 2022 Revenues by Source



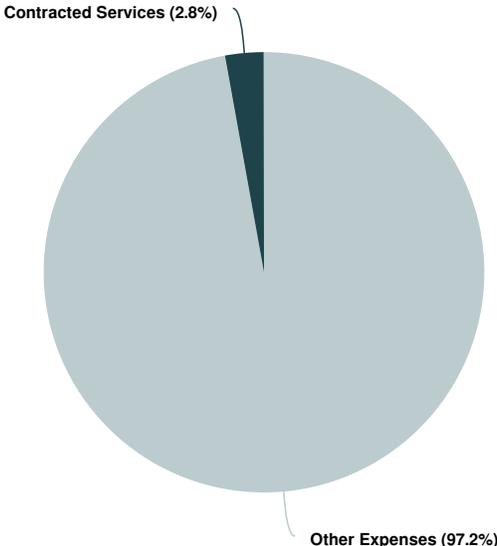
## Budgeted and Historical 2022 Revenues by Source



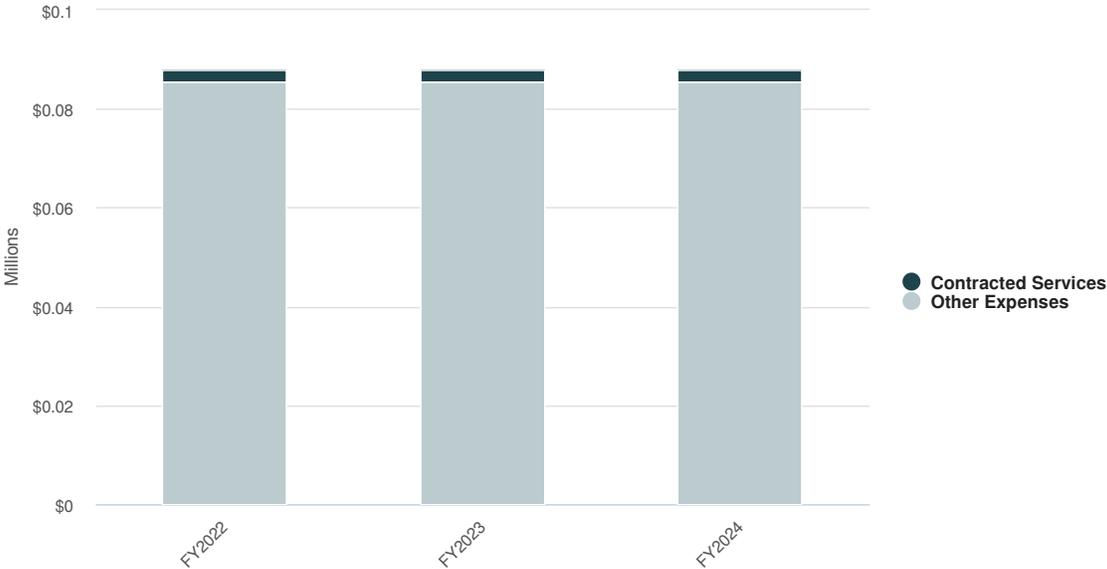
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$22,859.67	\$94,908.00	\$94,908.00	\$95,000.00	\$95,000.00
<b>Total Revenue Source:</b>	<b>\$22,859.67</b>	<b>\$94,908.00</b>	<b>\$94,908.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

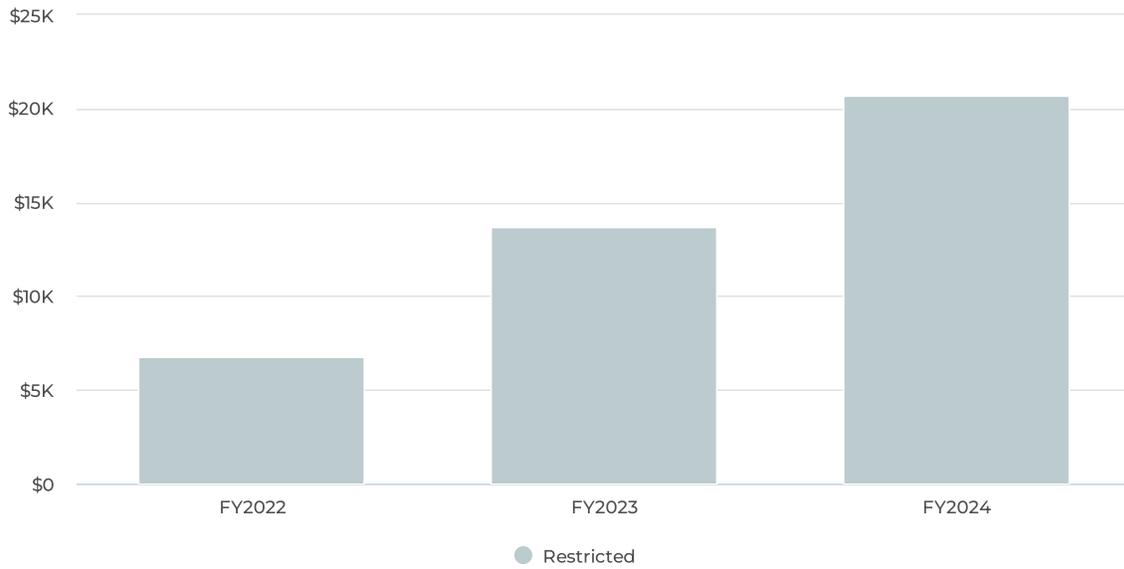


Name	FY2021 Actual	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$2,521.21	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Other Expenses	\$20,574.00	\$85,417.00	\$85,417.00	\$85,500.00	\$85,500.00
<b>Total Expense Objects:</b>	<b>\$23,095.21</b>	<b>\$87,917.00</b>	<b>\$87,917.00</b>	<b>\$88,000.00</b>	<b>\$88,000.00</b>



# Fund Balance

## Fund Balance Projections



	FY2022	FY2024
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>
Restricted	\$6,735	\$20,693
<b>Total Fund Balance:</b>	<b>\$6,735</b>	<b>\$20,693</b>



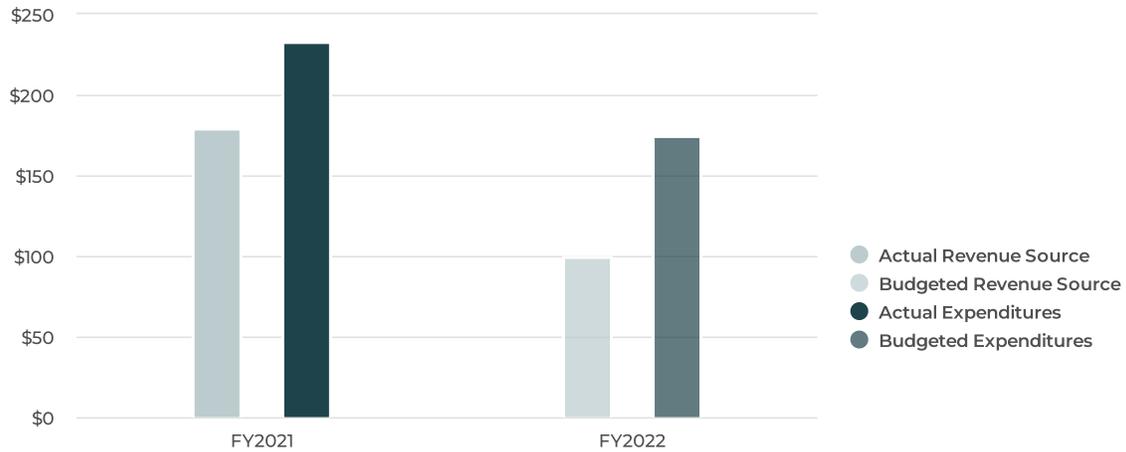
## 2003 GO TIF Bonds/2012A Crossover Refunding Bonds

### Services Provided

The City issued \$2.72 million in General Obligation (GO) Tax Increment, Series 2003 in 2003 to finance downtown street improvements in connection with TIF District 1-3. The City advance refunded these bonds in 2012, with the crossover occurring in 2013. The final bond payment was made in January 2020 and the district was decertified in 2020. The fund balance can be used for qualifying redevelopment projects.

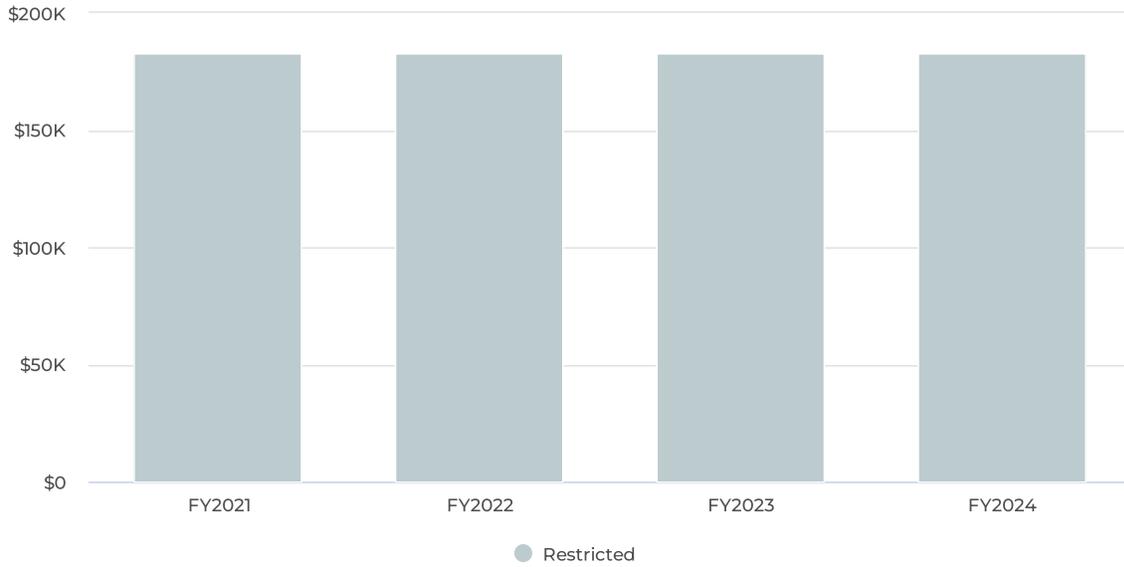
## Summary

The City of Victoria is projecting no revenue for FY2022. The final bond payment was made in 2020 and the fund will be closed.



# Fund Balance

## Fund Balance Projections



	FY2021	FY2022	FY2023	FY2024	% Change
<b>Fund Balance</b>	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$182,557	\$182,557	\$182,557	\$182,557	0%
<b>Total Fund Balance:</b>	<b>\$182,557</b>	<b>\$182,557</b>	<b>\$182,557</b>	<b>\$182,557</b>	<b>0%</b>



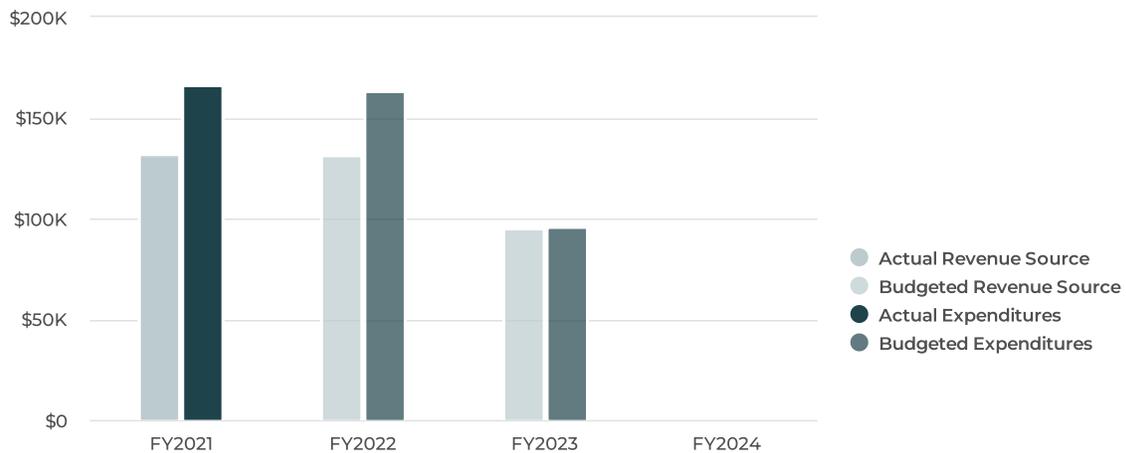
## 2007 GO Street/Utility & 2012A Crossover Refunding

### SERVICES PROVIDED

The city issued \$1.9 million in General Obligation (GO) Improvement Bonds, Series 2007A in 2007 to finance street and utility reconstruction in the Woodstone and Smithtown Road neighborhoods. The city advance refunded these bonds in 2012, with the crossover occurring in 2015. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for January 2023; but the bonds may be called after January 1, 2020. The true interest cost (TIC) of the refunded bonds over the life of the bonds is 1.61 percent (1.61%).

## Summary

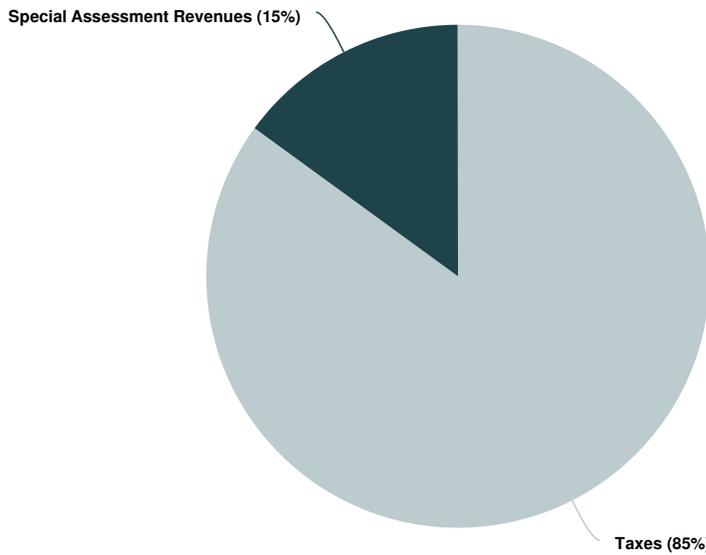
The City of Victoria is projecting \$132K of revenue in FY2022. Budgeted expenditures are projected to be \$164K in FY2022.



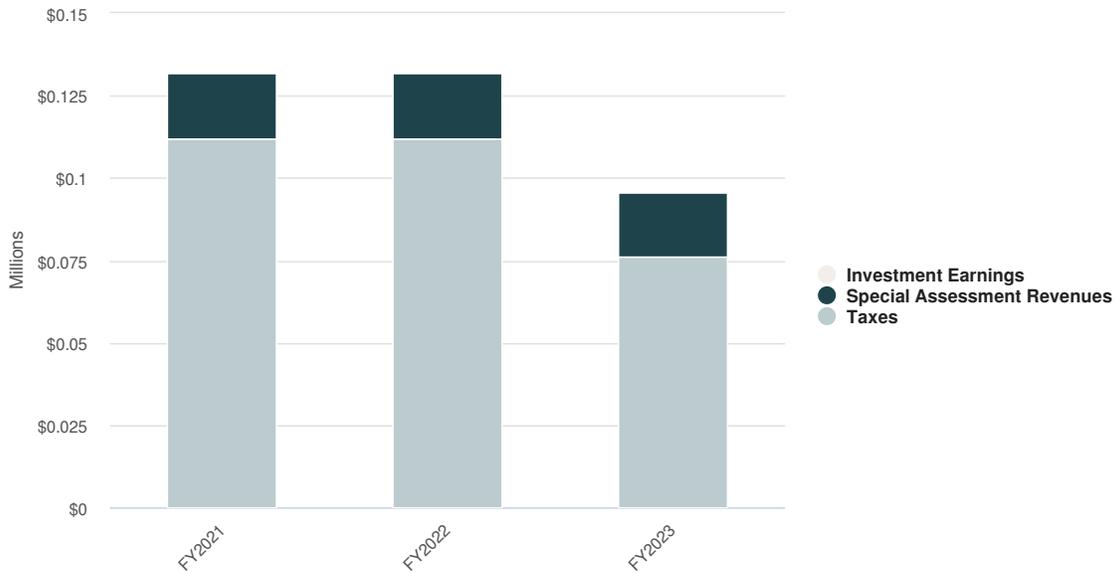
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

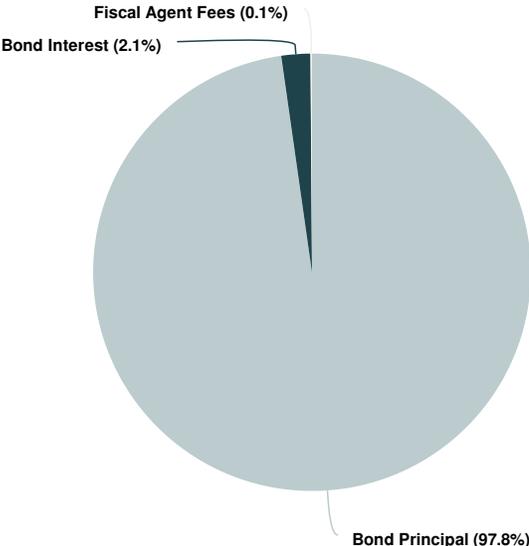


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$111,169.66	\$112,000.00	\$112,000.00	\$76,000.00	\$0.00
Investment Earnings	-\$238.94	\$695.00		\$0.00	\$0.00
Miscellaneous Revenue	\$339.84	\$0.00			
Special Assessment Revenues	\$20,264.13	\$19,739.00	\$19,739.00	\$19,739.00	\$0.00
<b>Total Revenue Source:</b>	<b>\$131,534.69</b>	<b>\$132,434.00</b>	<b>\$131,739.00</b>	<b>\$95,739.00</b>	<b>\$0.00</b>

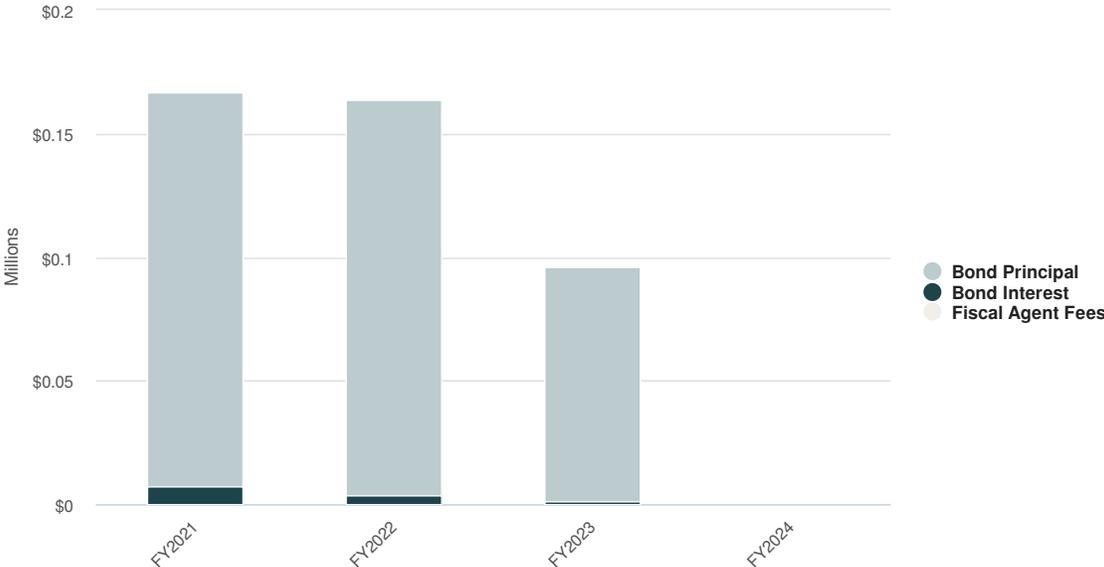


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



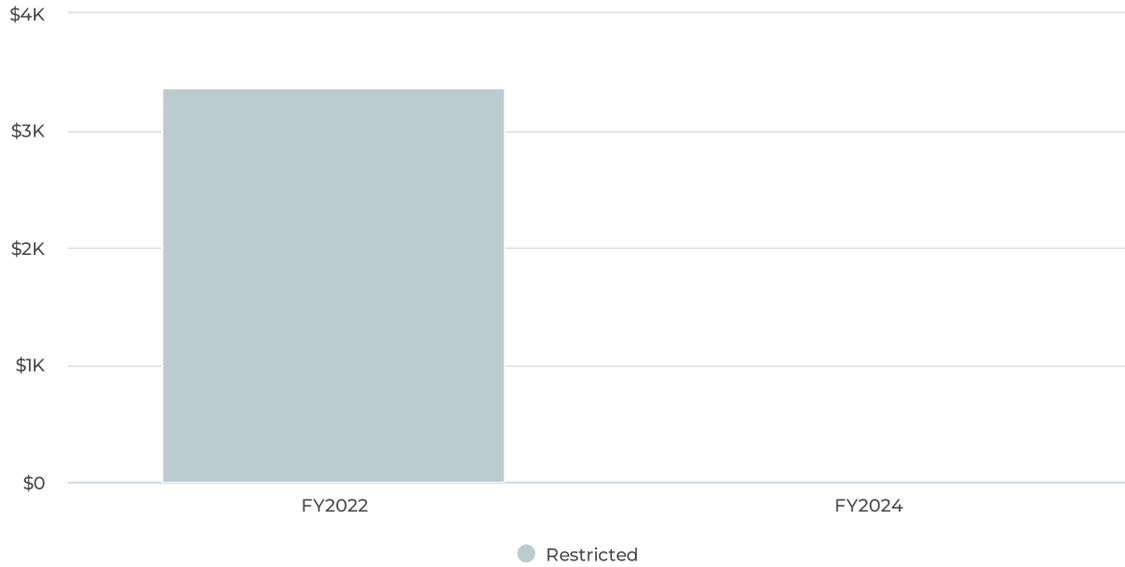
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$160,000.00	\$160,000.00	\$160,000.00	\$95,000.00	\$0.00
Bond Interest	\$6,700.00	\$6,700.00	\$3,500.00	\$950.00	\$0.00
Fiscal Agent Fees	\$233.33	\$261.00	\$175.00	\$250.00	\$250.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$166,933.33	\$166,961.00	\$163,675.00	\$96,200.00	\$250.00

## Fund Balance

### Fund Balance Projections



	FY2022	% Change
<b>Fund Balance</b>	<b>Projected</b>	
Restricted	\$3,366	-100%
<b>Total Fund Balance:</b>	<b>\$3,366</b>	<b>-100%</b>



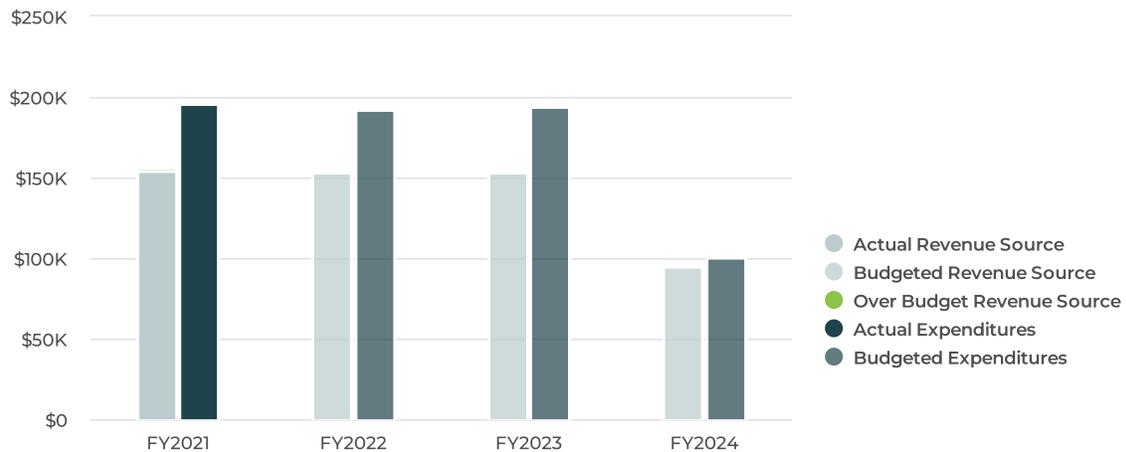
## 2008 GO Street/Utility & 2012A Crossover Refunding

### Services Provided

The City issued \$2.16 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2008B in 2008 to finance street and utility reconstruction in the Baycliffe, 80<sup>th</sup> Street, and Victoria Circle neighborhoods. Bonds were advance refunded in 2012, with the crossover occurring in 2016. The bonds will be repaid from a property tax levy and special assessments. The final bond payment is scheduled for January 2024 but may be called after January 1, 2020. The true interest cost (TIC) of the refunded bonds over the life of the bonds is 1.73 percent (1.73%).

## Summary

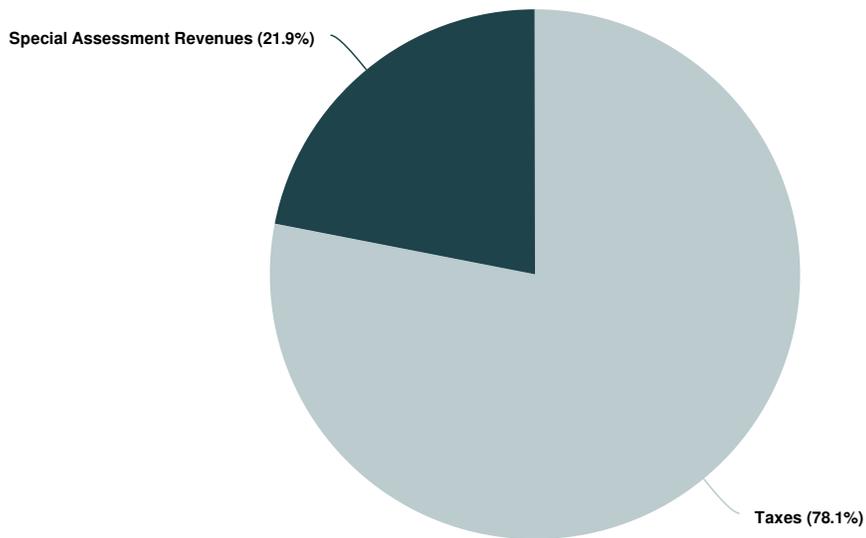
The City of Victoria is projecting \$153.71K of revenue in FY2022, which represents a 0.4% decrease over the prior year. Budgeted expenditures are projected to decrease by 1.9% or \$3.79K to \$192.83K in FY2022.



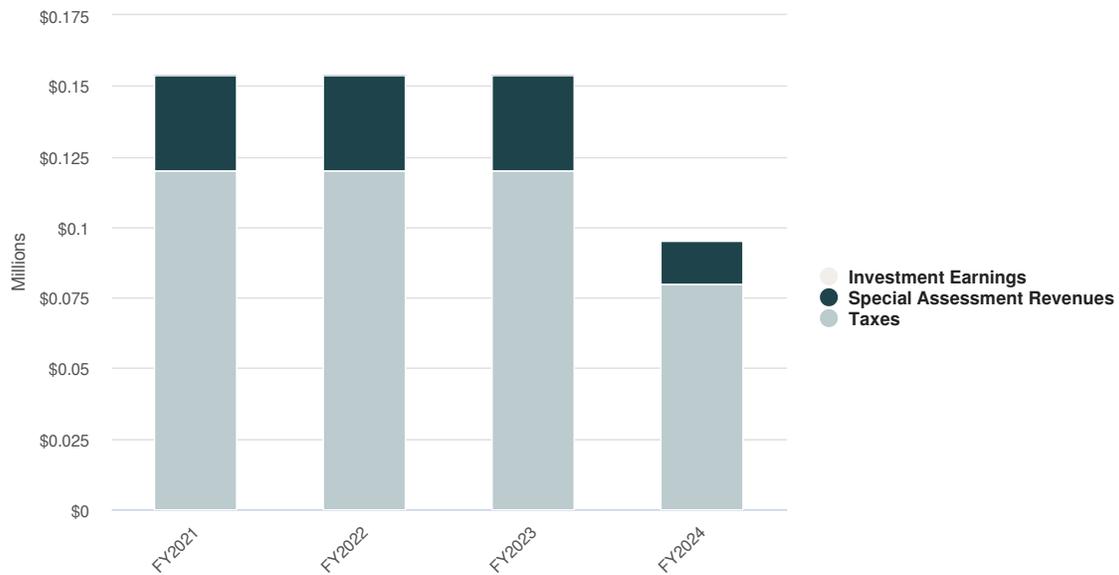
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

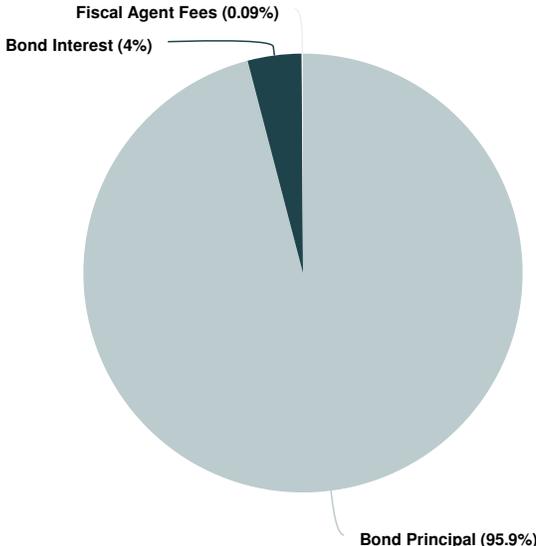


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$119,110.71	\$120,000.00	\$120,000.00	\$120,000.00	\$80,000.00
Investment Earnings	\$56.11	\$672.00		\$263.00	\$62.00
Miscellaneous Revenue	-\$248.91	\$0.00			
Special Assessment Revenues	\$37,257.69	\$33,712.00	\$33,712.00	\$33,712.00	\$15,286.00
<b>Total Revenue Source:</b>	<b>\$156,175.60</b>	<b>\$154,384.00</b>	<b>\$153,712.00</b>	<b>\$153,975.00</b>	<b>\$95,348.00</b>

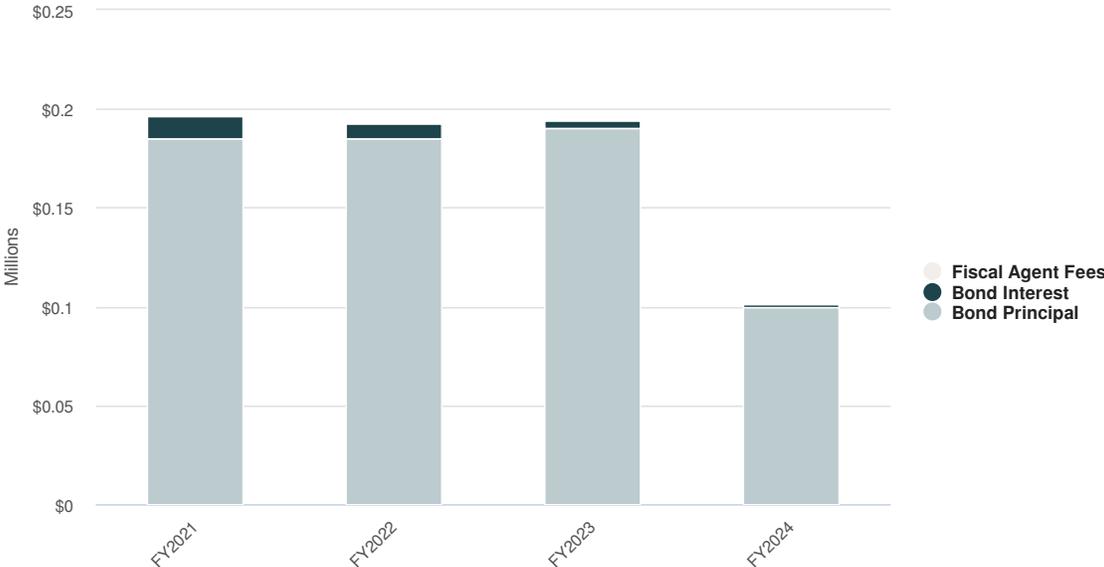


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



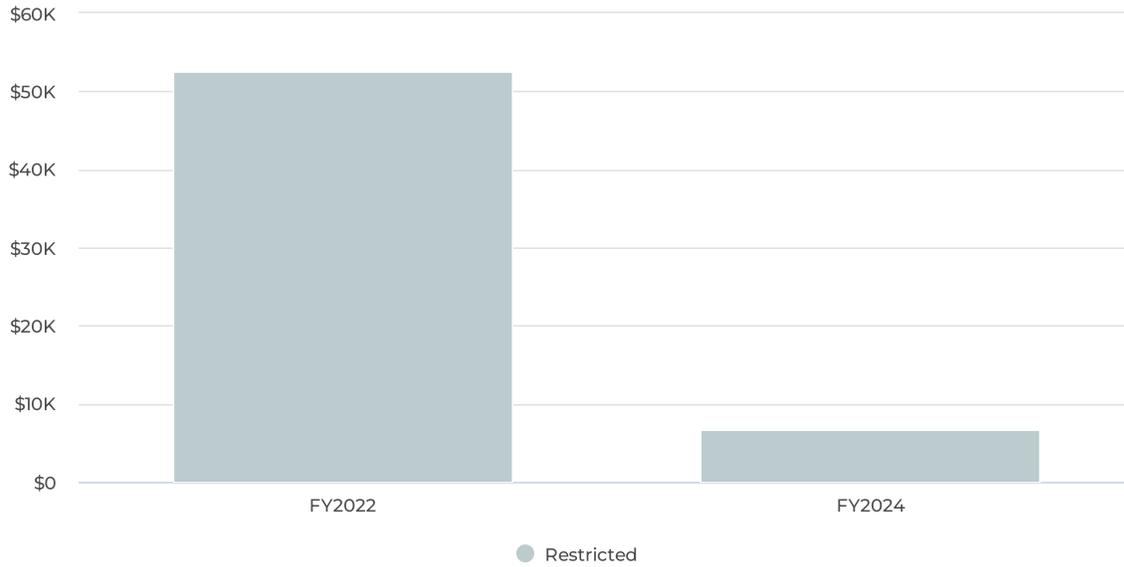
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$185,000.00	\$185,000.00	\$185,000.00	\$190,000.00	\$100,000.00
Bond Interest	\$11,350.00	\$11,350.00	\$7,650.00	\$3,900.00	\$1,000.00
Fiscal Agent Fees	\$233.33	\$261.00	\$175.00	\$175.00	\$179.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$196,583.33	\$196,611.00	\$192,825.00	\$194,075.00	\$101,179.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$52,542	\$6,611	0%
<b>Total Fund Balance:</b>	<b>\$52,542</b>	<b>\$6,611</b>	<b>0%</b>



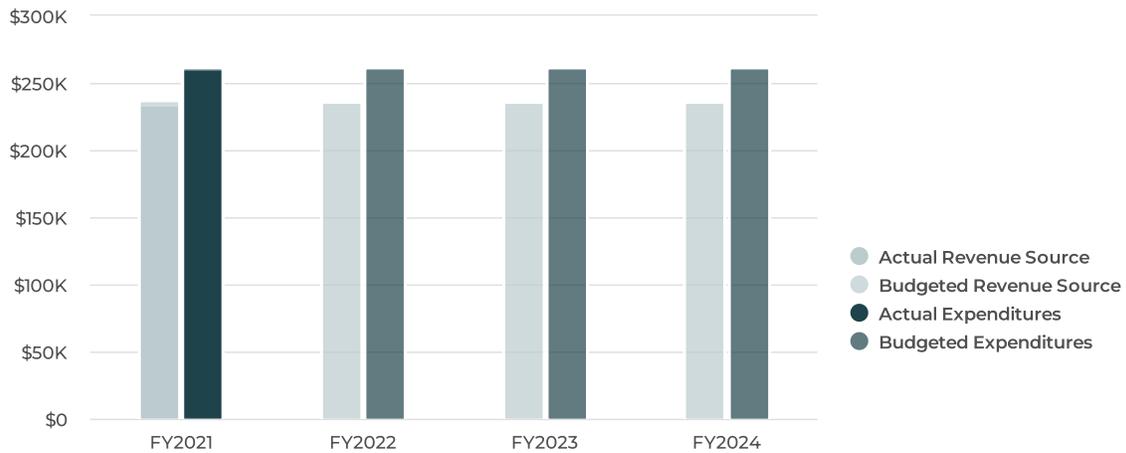
## 2009 GO Street/Utility & 2016B GO Improvement

### Services Provided

The City issued \$3.44 million in General Obligation (GO) Taxable Permanent Improvement Revolving Fund Bonds, Series 2009A in 2009 to finance street and utility reconstruction in the downtown and the Hartwood and Lions Park neighborhoods. The City refunded these bonds in 2016, with a refund date on February 1, 2017. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2025; however, the bonds may be called after February 1, 2024. The true interest cost (TIC) of the refunded bonds over the life of the bonds is 1.36 percent (1.36%).

## Summary

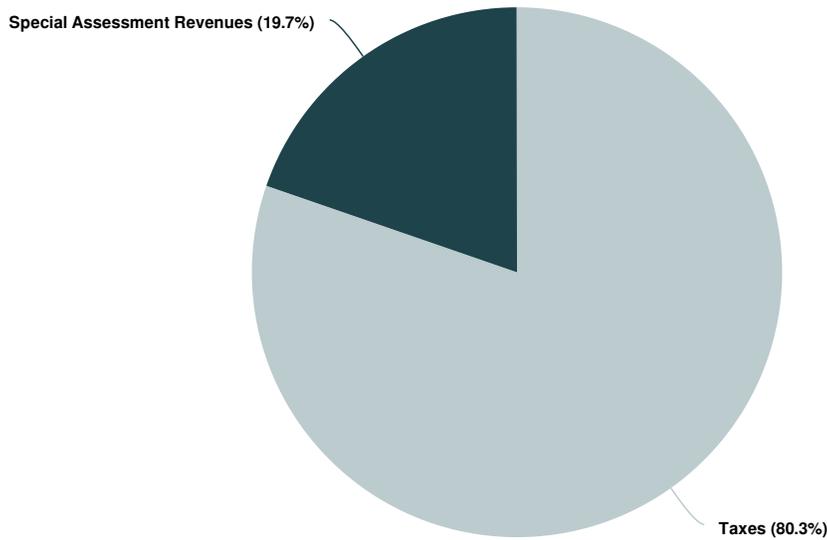
The City of Victoria is projecting \$236.62K of revenue in FY2022, which represents a 0.6% decrease over the prior year. Budgeted expenditures are projected to decrease by 0.2% or \$600 to \$261.7K in FY2022.



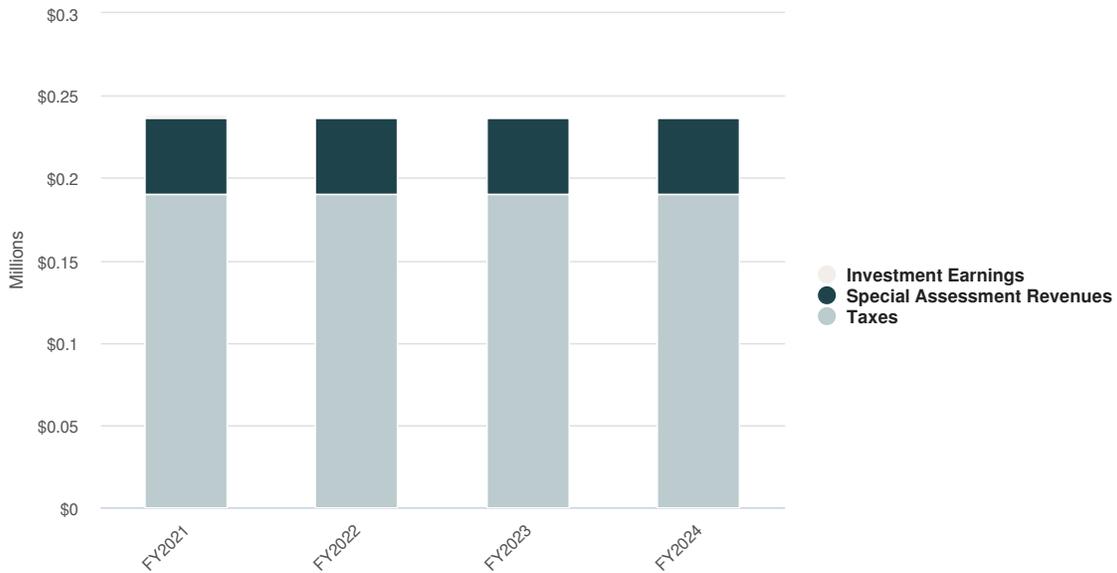
The 2023 and 2024 budgeted are projected and have not been approved by City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

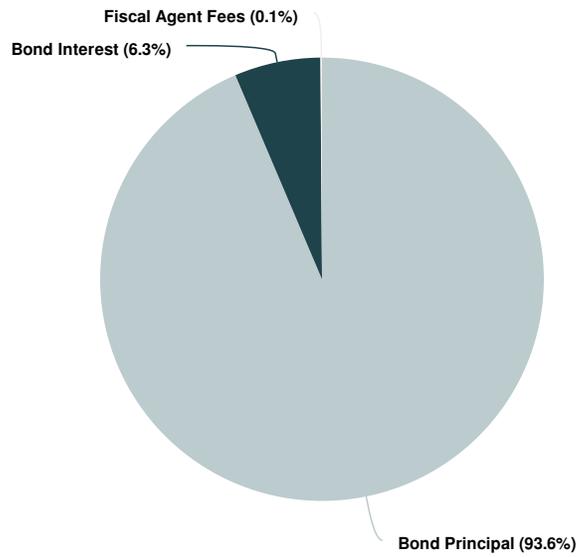


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$188,592.60	\$190,000.00	\$190,000.00	\$190,000.00	\$190,000.00
Investment Earnings	\$11.71	\$1,488.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$175.58	\$0.00			
Special Assessment Revenues	\$45,993.17	\$46,620.00	\$46,620.00	\$46,620.00	\$46,620.00
<b>Total Revenue Source:</b>	<b>\$234,421.90</b>	<b>\$238,108.00</b>	<b>\$236,620.00</b>	<b>\$236,620.00</b>	<b>\$236,620.00</b>

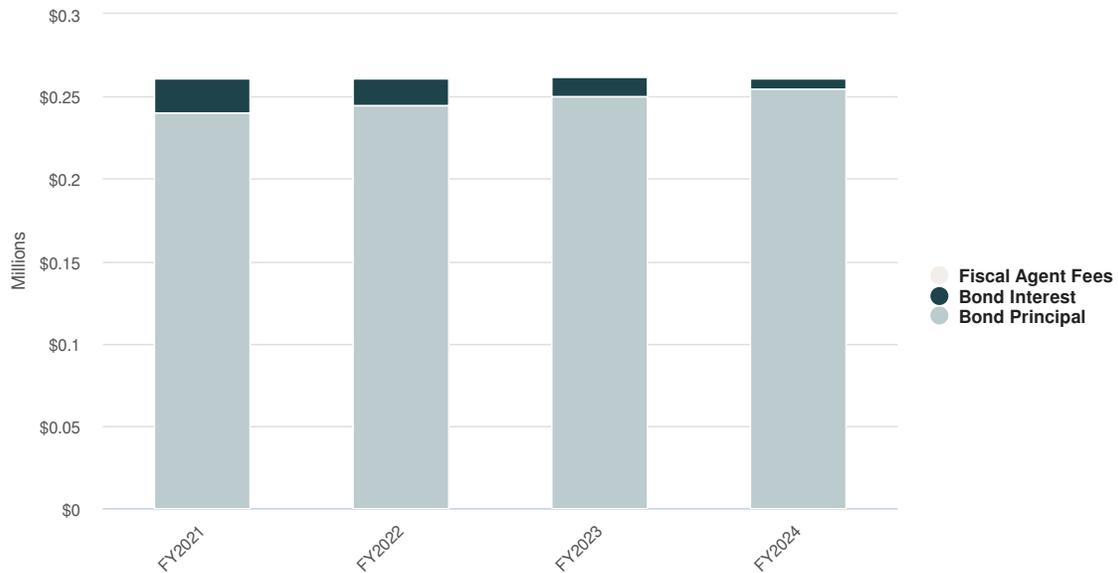


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



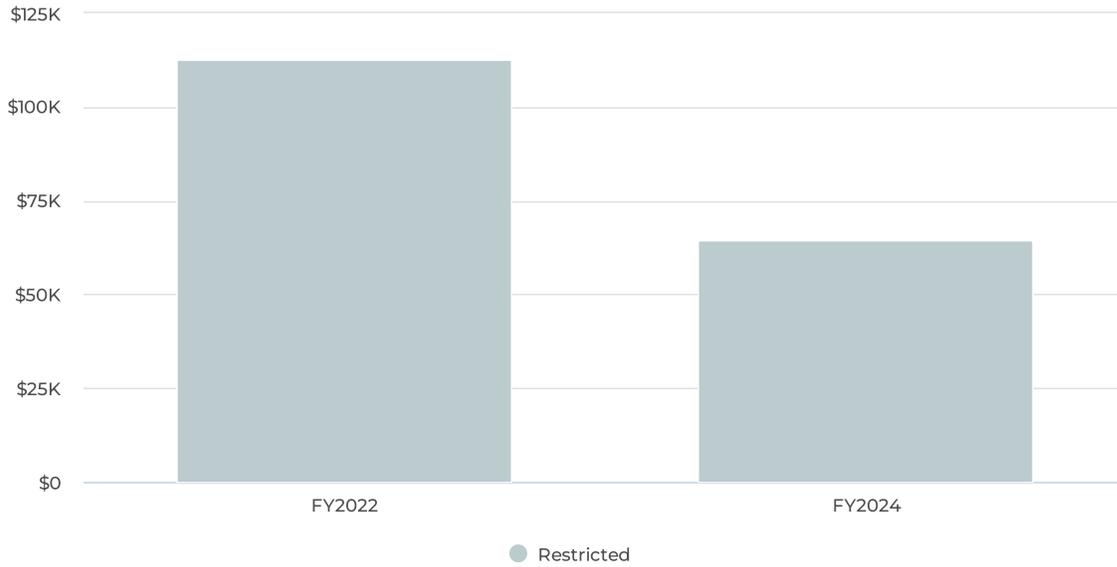
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$240,000.00	\$240,000.00	\$245,000.00	\$250,000.00	\$255,000.00
Bond Interest	\$21,300.00	\$21,300.00	\$16,450.00	\$11,500.00	\$6,450.00
Fiscal Agent Fees	\$335.00	\$1,000.00	\$250.00	\$250.00	\$250.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$261,635.00	\$262,300.00	\$261,700.00	\$261,750.00	\$261,700.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$112,523	\$64,324	0%
<b>Total Fund Balance:</b>	<b>\$112,523</b>	<b>\$64,324</b>	<b>0%</b>



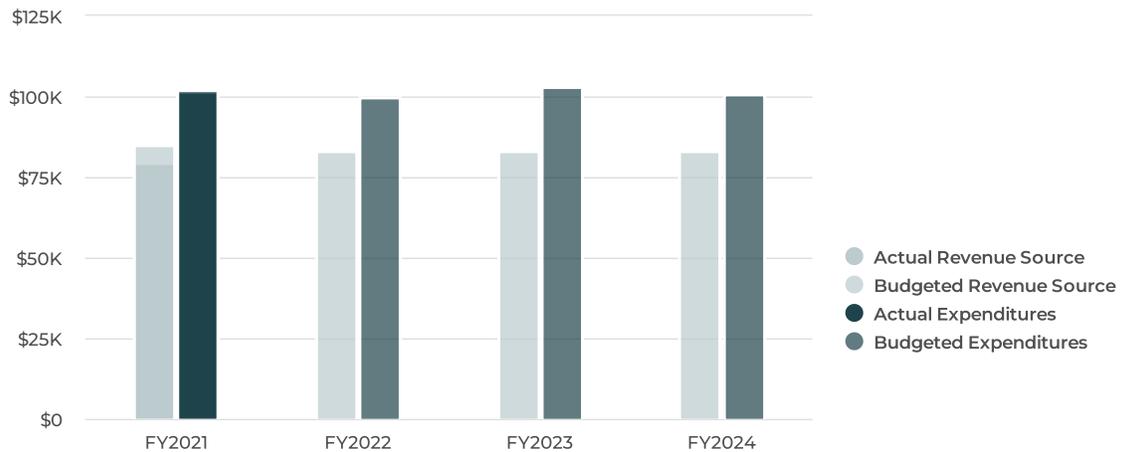
## 2010 GO Street/Utility Improvement & 2016B GO Bonds

### Services Provided

The City issued \$1.42 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2010B in 2010 to finance street and utility reconstruction in the Lake Auburn neighborhood. The City advance refunded these bonds in 2016, with the crossover occurring in 2020. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2027; however, the bonds may be called after February 1, 2024. The true interest cost (TIC) of the bonds over the life of the bonds is 1.57 percent (1.57%).

### Summary

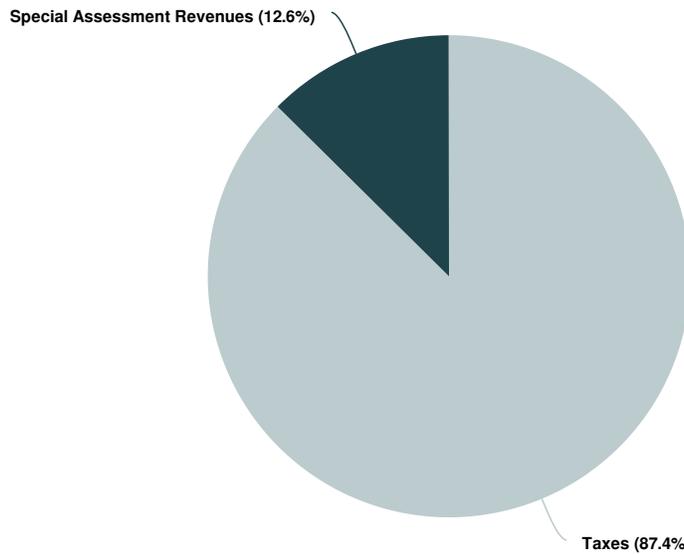
The City of Victoria is projecting \$83K of revenue in FY2022. Budgeted expenditures are projected to be \$100K in FY2022.



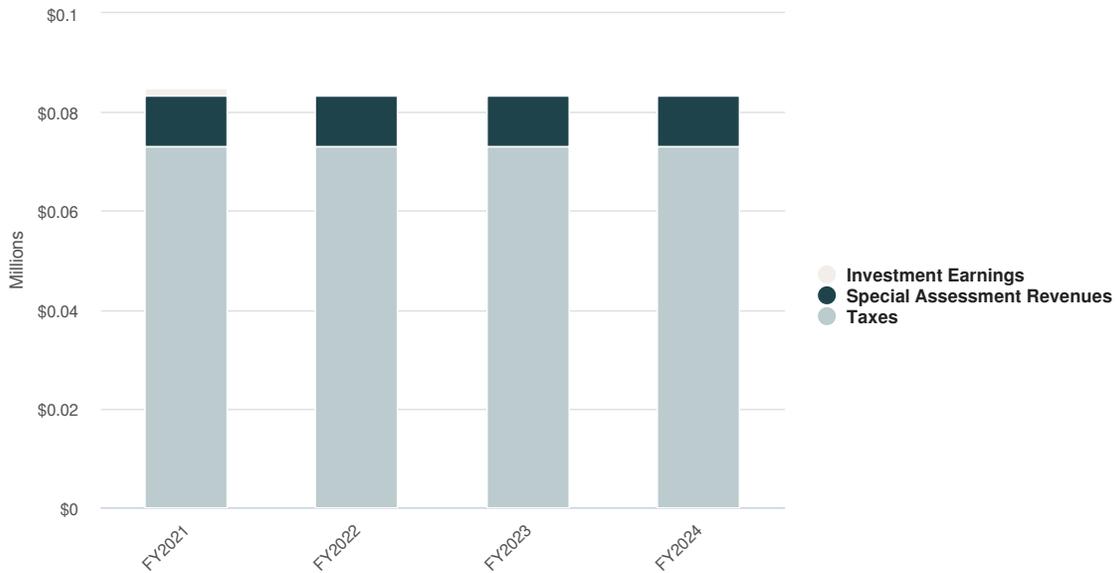
FY2023 and FY2024 amounts are projected and have not been approved by the City Council<sup>44</sup>

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

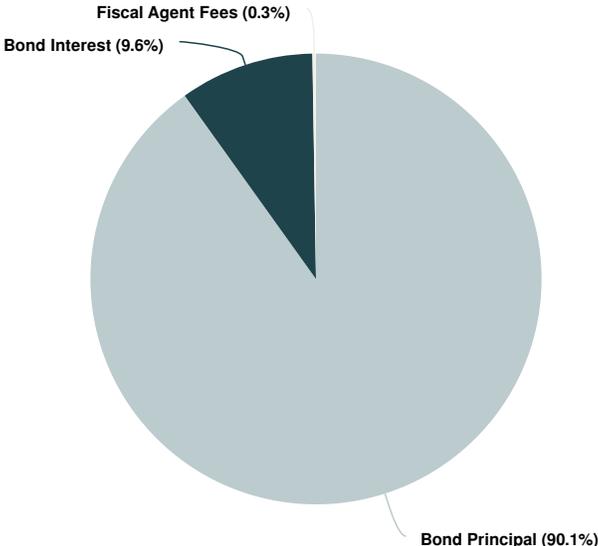


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$72,459.08	\$73,000.00	\$73,000.00	\$73,000.00	\$73,000.00
Investment Earnings	\$553.94	\$1,527.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$646.24	\$0.00			
Special Assessment Revenues	\$7,329.87	\$10,505.00	\$10,505.00	\$10,505.00	\$10,505.00
<b>Total Revenue Source:</b>	<b>\$79,696.65</b>	<b>\$85,032.00</b>	<b>\$83,505.00</b>	<b>\$83,505.00</b>	<b>\$83,505.00</b>

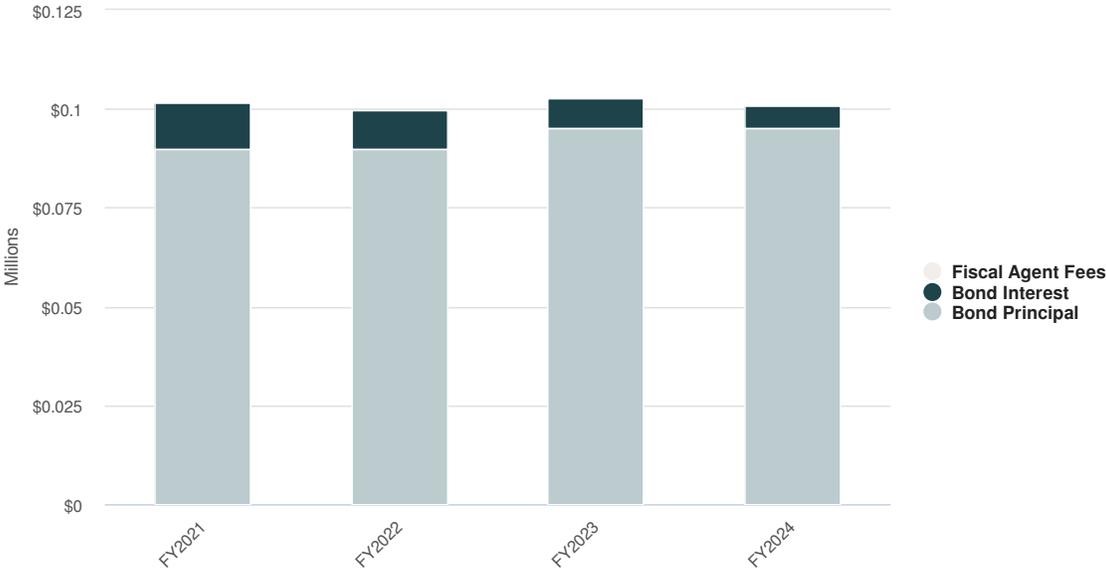


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



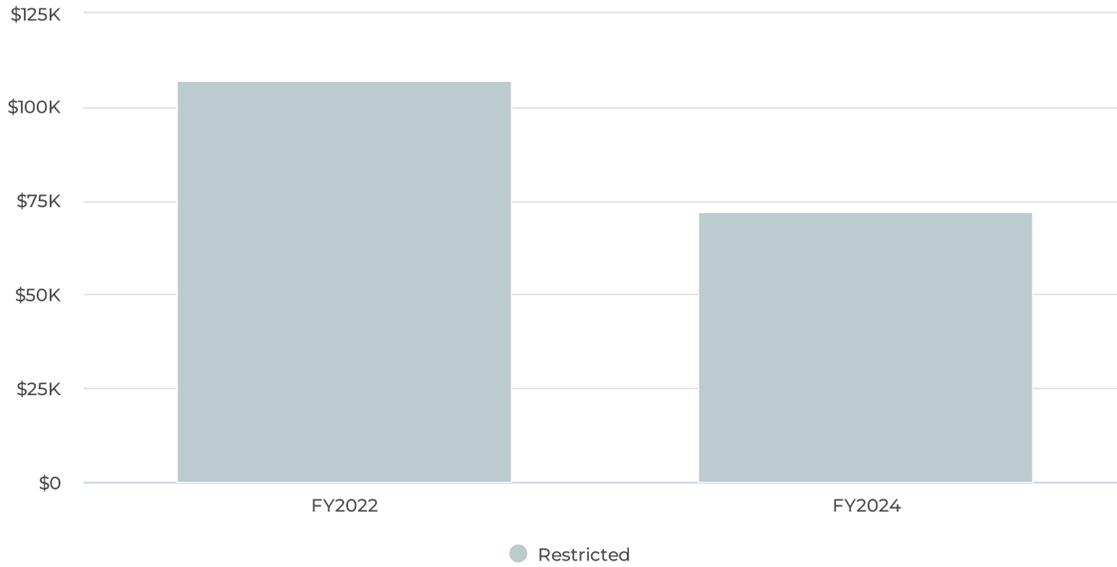
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$90,000.00	\$90,000.00	\$90,000.00	\$95,000.00	\$95,000.00
Bond Interest	\$11,425.00	\$11,425.00	\$9,625.00	\$7,775.00	\$5,875.00
Fiscal Agent Fees	\$510.00	\$700.00	\$250.00	\$250.00	\$250.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$101,935.00	\$102,125.00	\$99,875.00	\$103,025.00	\$101,125.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$107,104	\$71,922	0%
<b>Total Fund Balance:</b>	<b>\$107,104</b>	<b>\$71,922</b>	<b>0%</b>



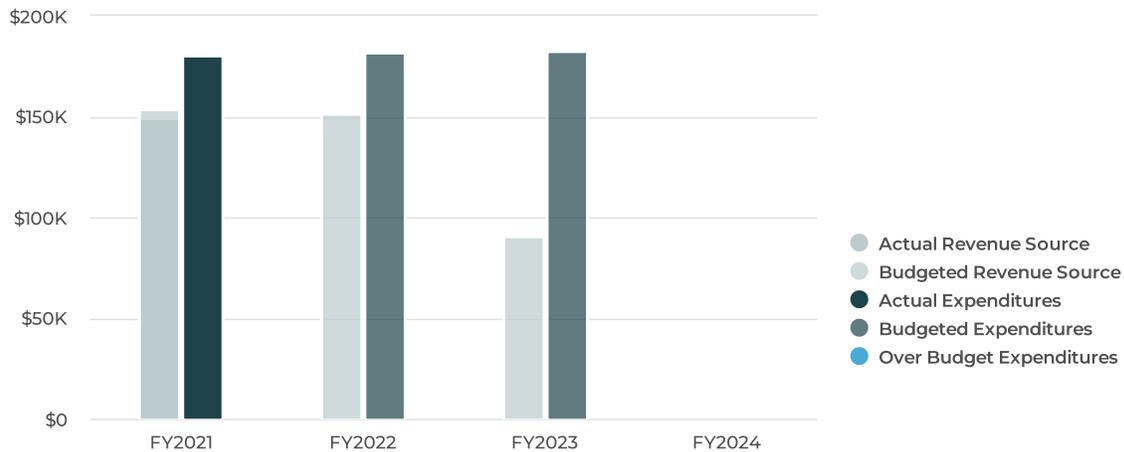
## 2011B Refund-2006 Street Improvement Bond

### Services Provided

The City issued \$3.01 million in General Obligation (GO) Improvement Bonds, Series 2006B in 2006 to finance street and utility reconstruction in the Lilac Circle, Hyacinth, Wintergreen, Kirke Lachen, Bayview, and 77<sup>th</sup> Street neighborhoods. The City advance refunded these bonds in 2011, with the crossover occurring in 2014, which allows the City to issue a new bond and place the proceeds in escrow to redeem a previously issued higher interest bond. The proceeds were kept in escrow until the call date of the original bonds. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2023; however, the bonds may be called after February 1, 2020. The true interest cost (TIC) of the refunded bonds over the life of the bonds is 2.18 percent (2.18%).

## Summary

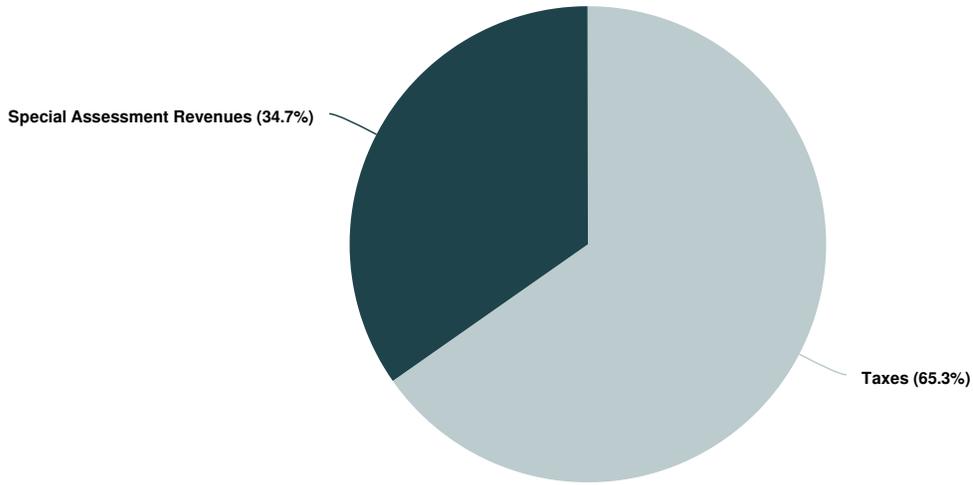
The City of Victoria is projecting \$151.7K of revenue in FY2022, which represents a 1.6% decrease over the prior year. Budgeted expenditures are projected to increase by 0.6% or \$1.11K to \$181.99K in FY2022.



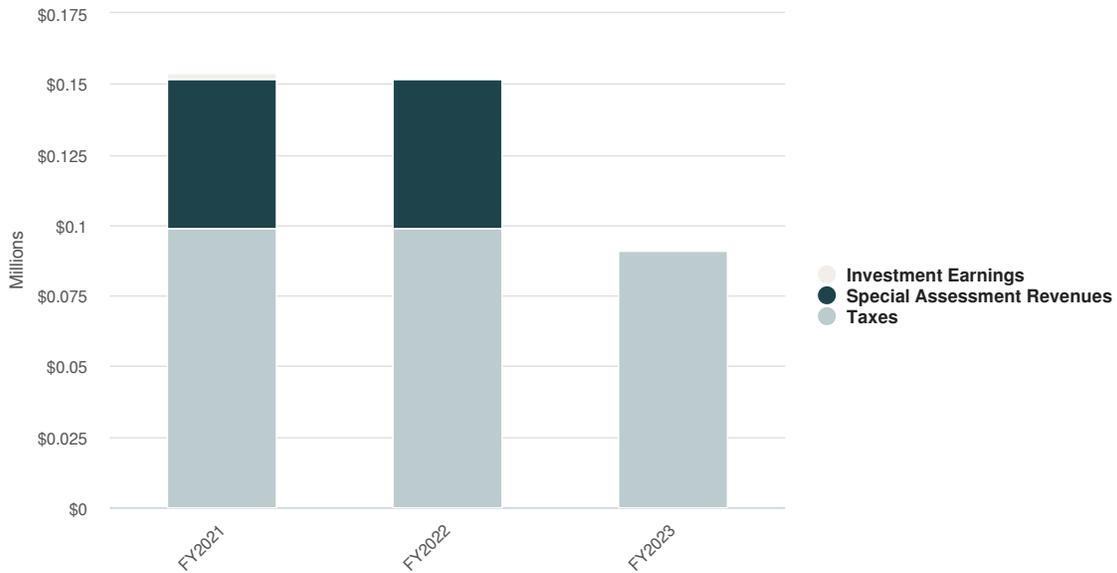
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



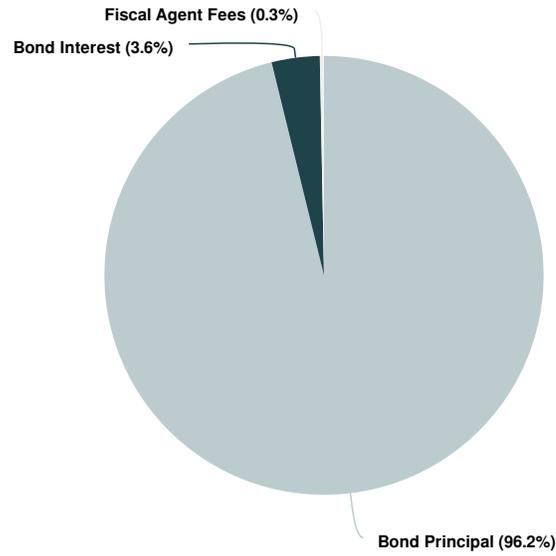
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$97,955.52	\$99,000.00	\$99,000.00	\$91,000.00	\$0.00
Investment Earnings	\$351.89	\$2,404.00		\$0.00	\$0.00
Miscellaneous Revenue	\$394.72	\$0.00			
Other Financing Sources	\$1,134.86	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessment Revenues	\$49,907.50	\$52,695.00	\$52,695.00	\$0.00	\$0.00



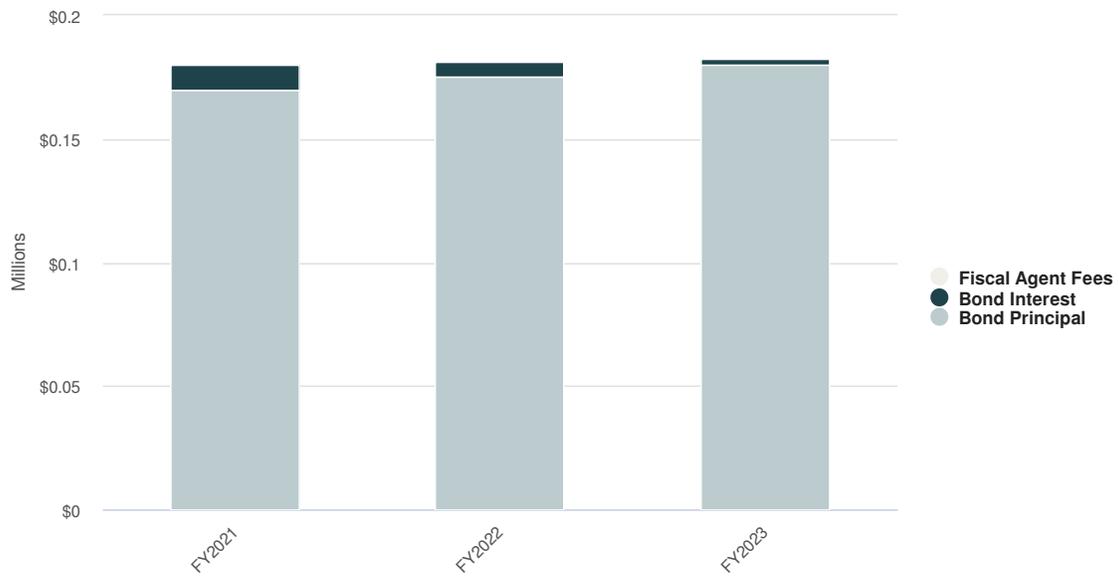
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Revenue Source:	\$149,744.49	\$154,099.00	\$151,695.00	\$91,000.00	\$0.00

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



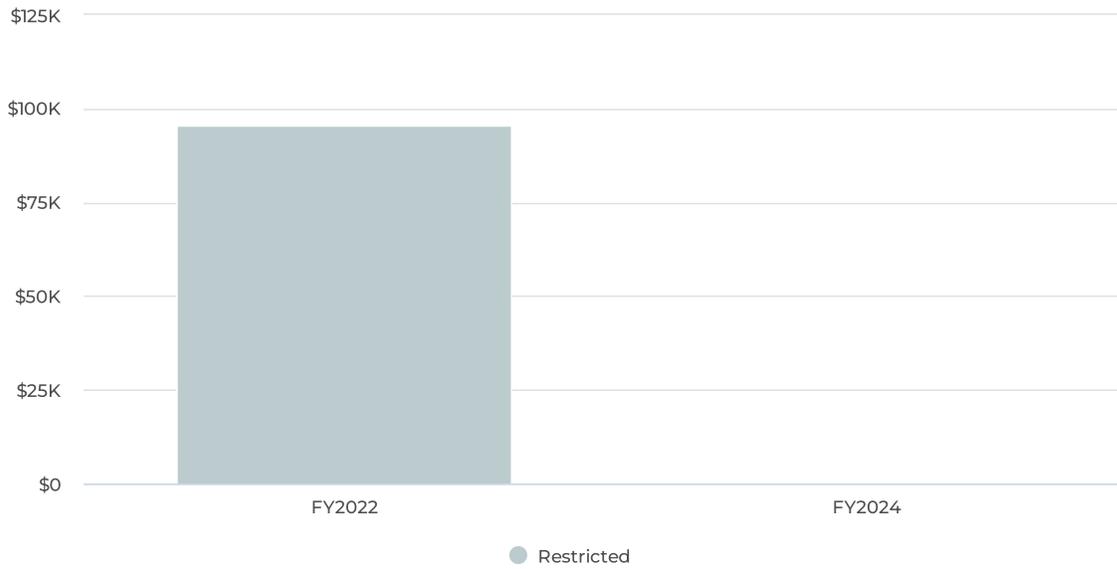
### Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Expense Objects</b>						
<b>Bond Principal</b>						
<b>Debt Service</b>						
BOND PRINCIPAL	\$170,000.00	\$170,000.00	\$175,000.00	\$180,000.00	\$0.00	-100%
<b>Total Debt Service:</b>	<b>\$170,000.00</b>	<b>\$170,000.00</b>	<b>\$175,000.00</b>	<b>\$180,000.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Total Bond Principal:</b>	<b>\$170,000.00</b>	<b>\$170,000.00</b>	<b>\$175,000.00</b>	<b>\$180,000.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Bond Interest</b>						
<b>Debt Service</b>						
BOND INTEREST	\$10,350.00	\$10,350.00	\$6,466.00	\$2,205.00	\$0.00	-100%
<b>Total Debt Service:</b>	<b>\$10,350.00</b>	<b>\$10,350.00</b>	<b>\$6,466.00</b>	<b>\$2,205.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Total Bond Interest:</b>	<b>\$10,350.00</b>	<b>\$10,350.00</b>	<b>\$6,466.00</b>	<b>\$2,205.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Fiscal Agent Fees</b>						
<b>Debt Service</b>						
FISCAL AGENT FEES	\$700.00	\$535.00	\$525.00	\$535.00	\$0.00	-100%
<b>Total Debt Service:</b>	<b>\$700.00</b>	<b>\$535.00</b>	<b>\$525.00</b>	<b>\$535.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Total Fiscal Agent Fees:</b>	<b>\$700.00</b>	<b>\$535.00</b>	<b>\$525.00</b>	<b>\$535.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Total Expense Objects:</b>	<b>\$181,050.00</b>	<b>\$180,885.00</b>	<b>\$181,991.00</b>	<b>\$182,740.00</b>	<b>\$0.00</b>	<b>-100%</b>

# Fund Balance

## Fund Balance Projections



	FY2022	% Change
<b>Fund Balance</b>	<b>Projected</b>	
Restricted	\$95,662	-100%
<b>Total Fund Balance:</b>	<b>\$95,662</b>	<b>-100%</b>



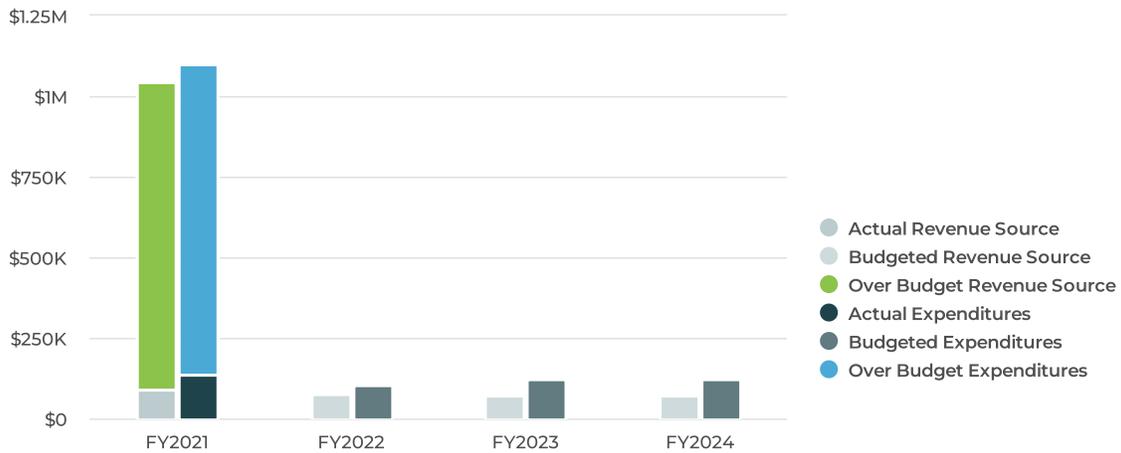
## 2013 GO Street/Utility Improvement Bonds

### Services Provided

The City issued \$1.66 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2013A in 2013 to finance street and utility reconstruction in the Aster Trail neighborhood. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2030. The bonds were refunded in 2021, the true interest cost (TIC) of the remaining bond life is 1.42 percent (1.42%) compared to the original bond (TIC) of 2.87 percent (2.87%) resulting in a savings of \$85,712.

### Summary

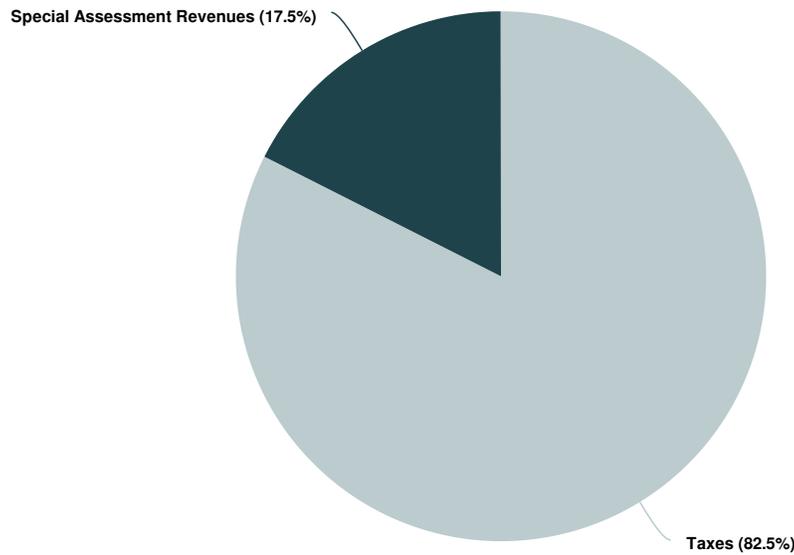
The City of Victoria is projecting \$79K of revenue in FY2022. Budgeted expenditures are projected to be \$106K in FY2022.



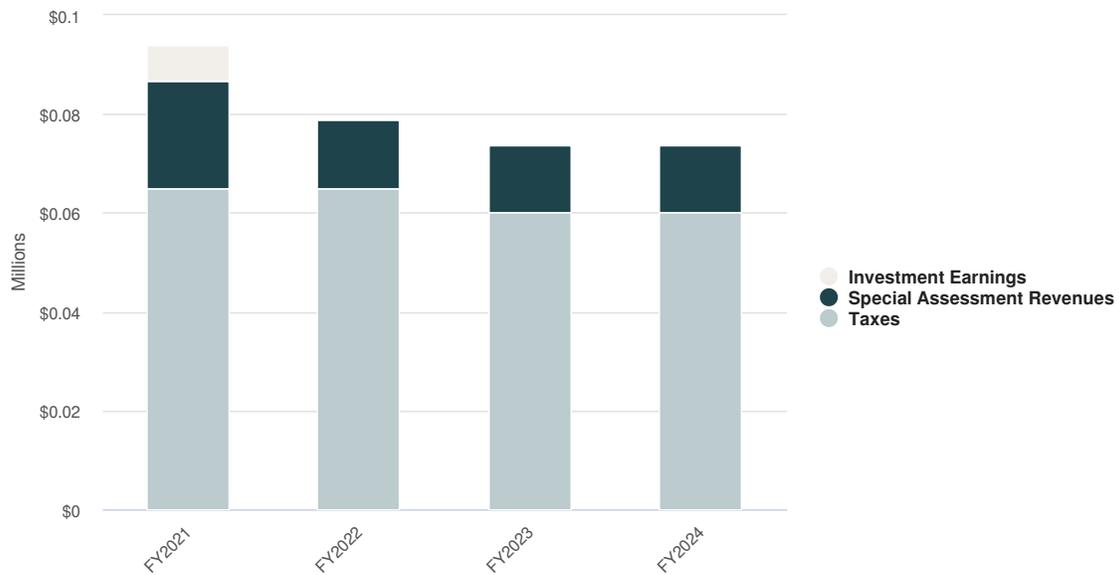
The 2023 and 2024 budgeted amounts are projected and have not been approved by City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



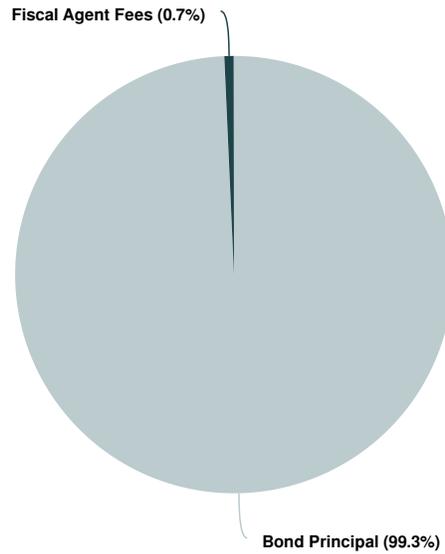
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$64,525.36	\$65,000.00	\$65,000.00	\$60,000.00	\$60,000.00
Investment Earnings	\$2,903.70	\$7,217.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$3,000.62	\$0.00			
Other Financing Sources	\$962,911.69	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessment Revenues	\$17,635.48	\$21,697.00	\$13,824.00	\$13,824.00	\$13,824.00



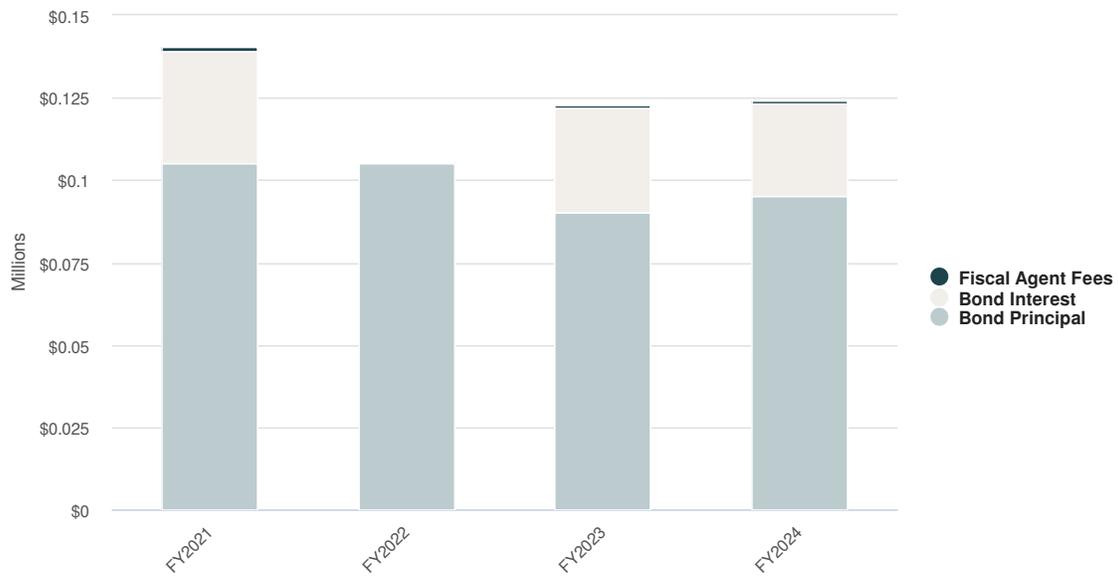
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Revenue Source:	\$1,044,975.61	\$93,914.00	\$78,824.00	\$73,824.00	\$73,824.00

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



### Budgeted and Historical Expenditures by Expense Type



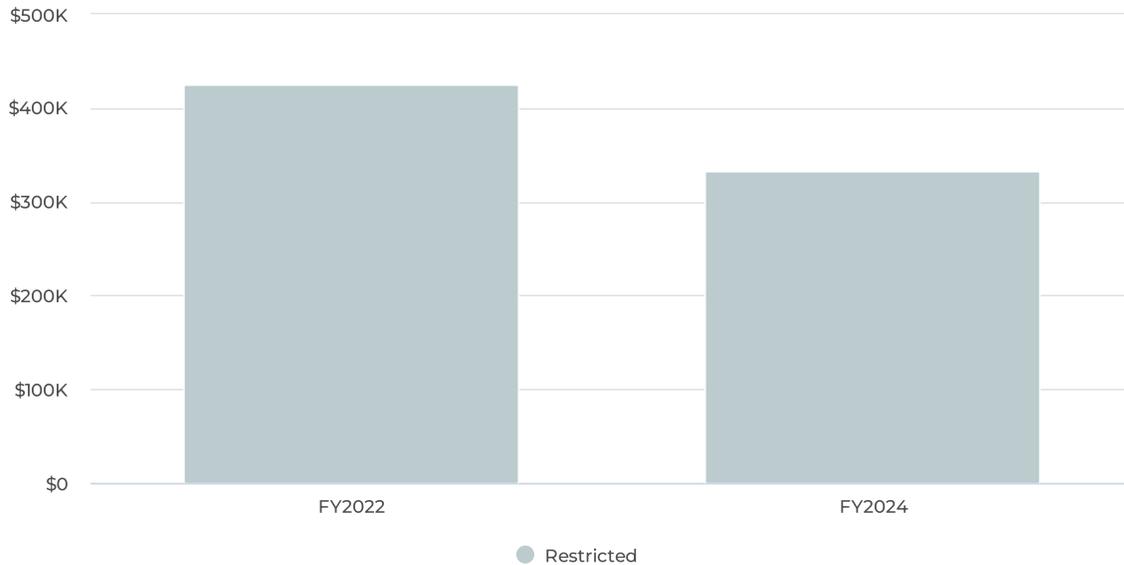
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
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Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$20.00	\$0.00			
Bond Principal	\$1,050,000.00	\$105,000.00	\$105,000.00	\$90,000.00	\$95,000.00
Bond Interest	\$34,350.00	\$34,350.00		\$31,800.00	\$28,100.00
Fiscal Agent Fees	\$925.00	\$1,000.00	\$750.00	\$1,000.00	\$1,000.00
Bond Discount Off-Set	\$6,738.97				
Bond Issuance Costs	\$11,000.40				
<b>Total Expense Objects:</b>	<b>\$1,103,034.37</b>	<b>\$140,350.00</b>	<b>\$105,750.00</b>	<b>\$122,800.00</b>	<b>\$124,100.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$424,428	\$333,217	0%
<b>Total Fund Balance:</b>	<b>\$424,428</b>	<b>\$333,217</b>	<b>0%</b>



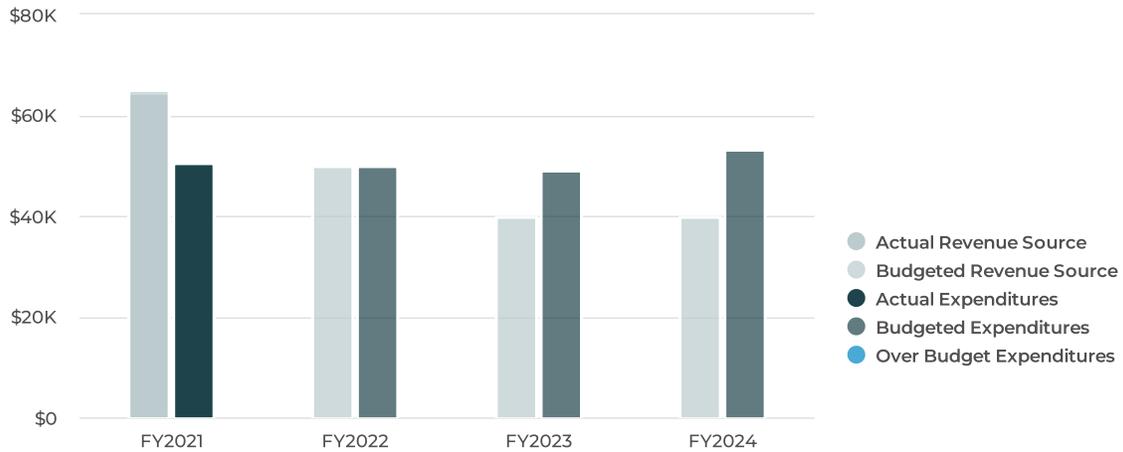
## 2016A GO Tax Increment Bonds

### Services Provided

The city issued \$660,000 in General Obligation (GO) Tax Increment Bonds, Series 2016A in 2016 to finance improvements to the Rose Street parking lot and parking improvements on Rose Street and Victoria Drive. The bonds will be repaid from tax increment financing revenues (TIF 1-5) generated from the Main Street Building. The final bond payment is scheduled for February 2032; however, the bonds may be called on or after February 1, 2024. The true interest cost (TIC) of the bonds over the life of the bonds is 1.81 percent (1.81%)

## Summary

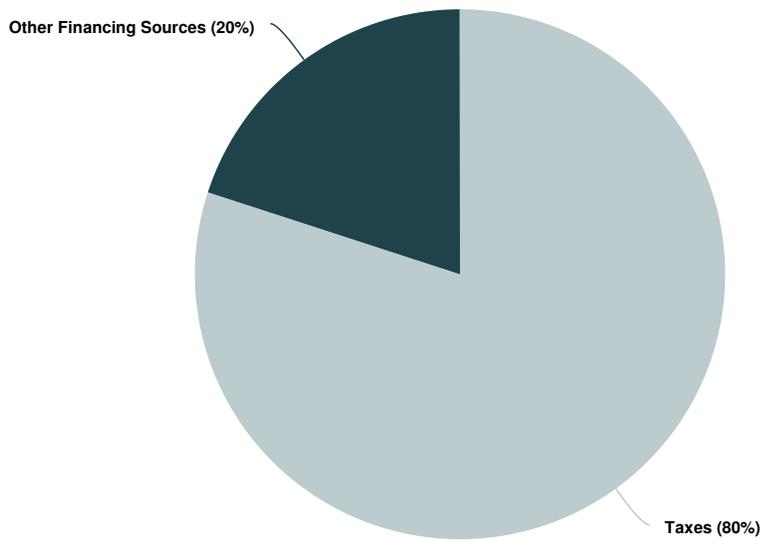
The City of Victoria is projecting \$50K of revenue in FY2022, which represents a 23.1% decrease over the prior year. Budgeted expenditures are projected to decrease by 1.6% or \$800 to \$49.95K in FY2022.



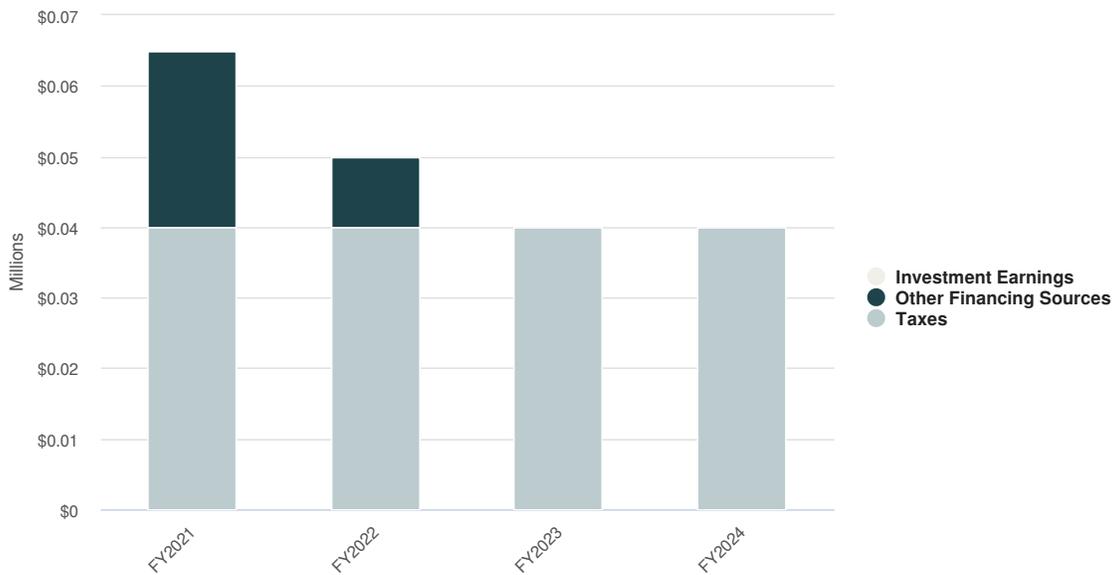
The 2023 and 2024 budgeted amounts are projected and have not been approved by City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

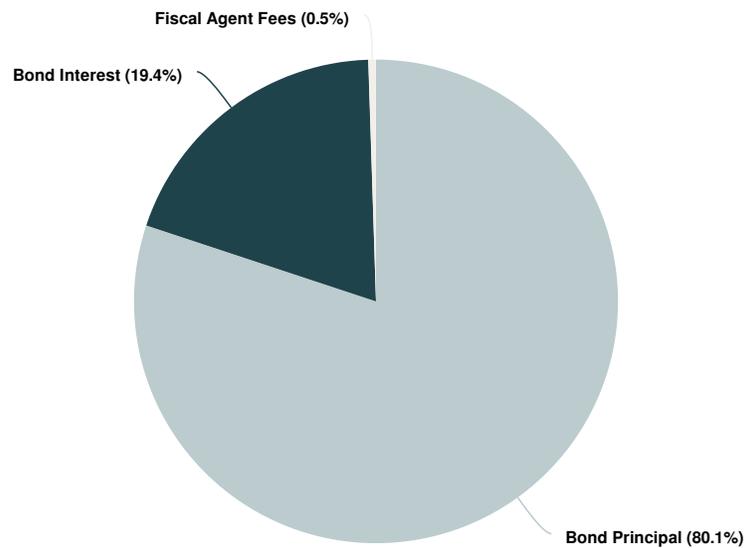


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$39,703.27	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
Investment Earnings	-\$100.51	\$43.00			
Miscellaneous Revenue	\$100.17	\$0.00			
Other Financing Sources	\$25,000.00	\$25,000.00	\$10,000.00		
<b>Total Revenue Source:</b>	<b>\$64,702.93</b>	<b>\$65,043.00</b>	<b>\$50,000.00</b>	<b>\$40,000.00</b>	<b>\$40,000.00</b>

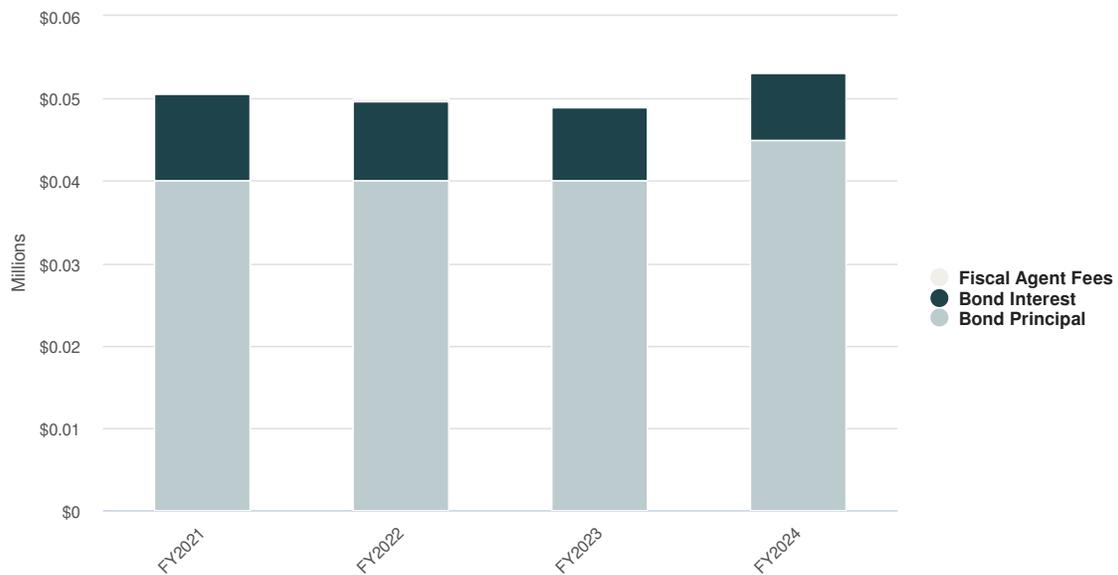


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



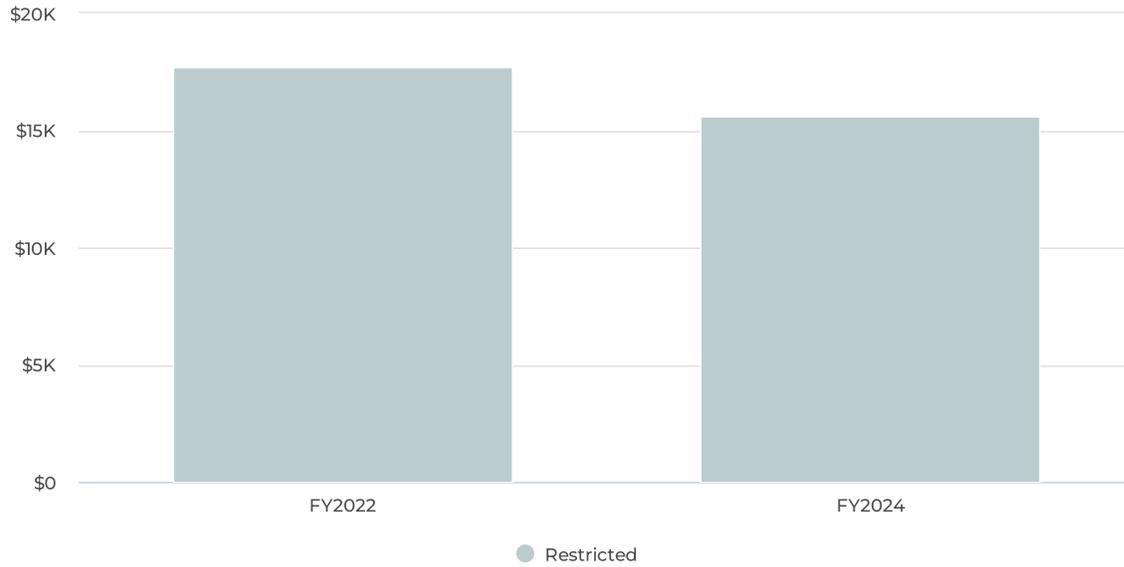
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$45,000.00
Bond Interest	\$10,500.00	\$10,500.00	\$9,700.00	\$8,900.00	\$8,050.00
Fiscal Agent Fees	\$335.00	\$247.00	\$247.00	\$247.00	\$247.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$50,835.00	\$50,747.00	\$49,947.00	\$49,147.00	\$53,297.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$17,701	\$15,621	0%
<b>Total Fund Balance:</b>	<b>\$17,701</b>	<b>\$15,621</b>	<b>0%</b>



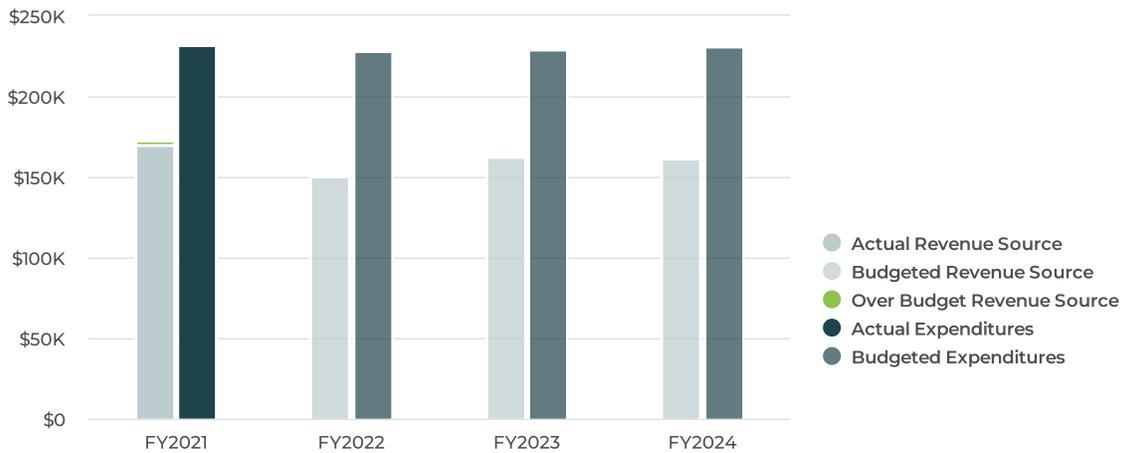
## 2016A GO Street/Utility Improvement Bonds

### Services Provided

The City issued \$2.95 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2016A in 2016 to finance street reclamation and drain tile improvements in the Deer Run neighborhood and a street and utility reconstruction of 78<sup>th</sup> Street and Kochia Lane. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2032; however, the bonds may be called after February 1, 2024. The true interest cost (TIC) of the bonds over the life of the bonds is 1.81 percent (1.81%).

## Summary

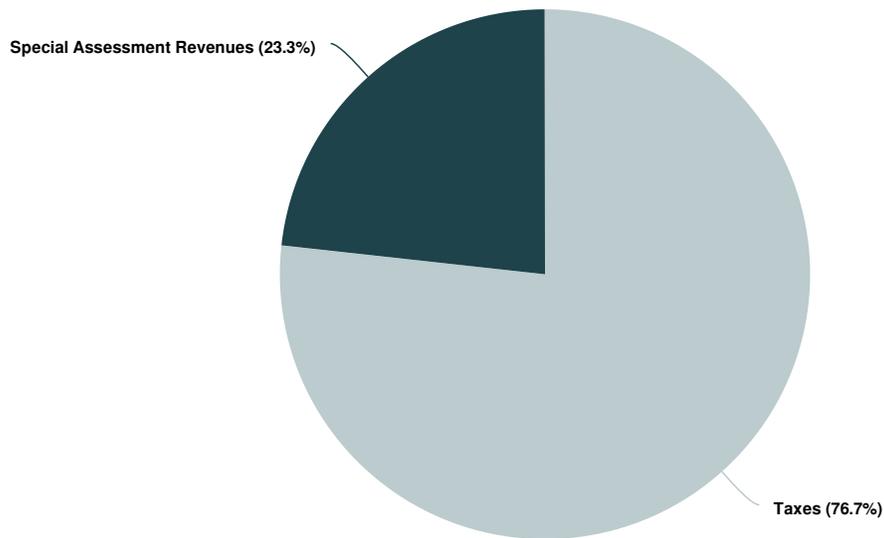
The City of Victoria is projecting \$151.14K of revenue in FY2022, which represents a 11.3% decrease over the prior year. Budgeted expenditures are projected to decrease by 1.7% or \$3.85K to \$228.7K in FY2022.



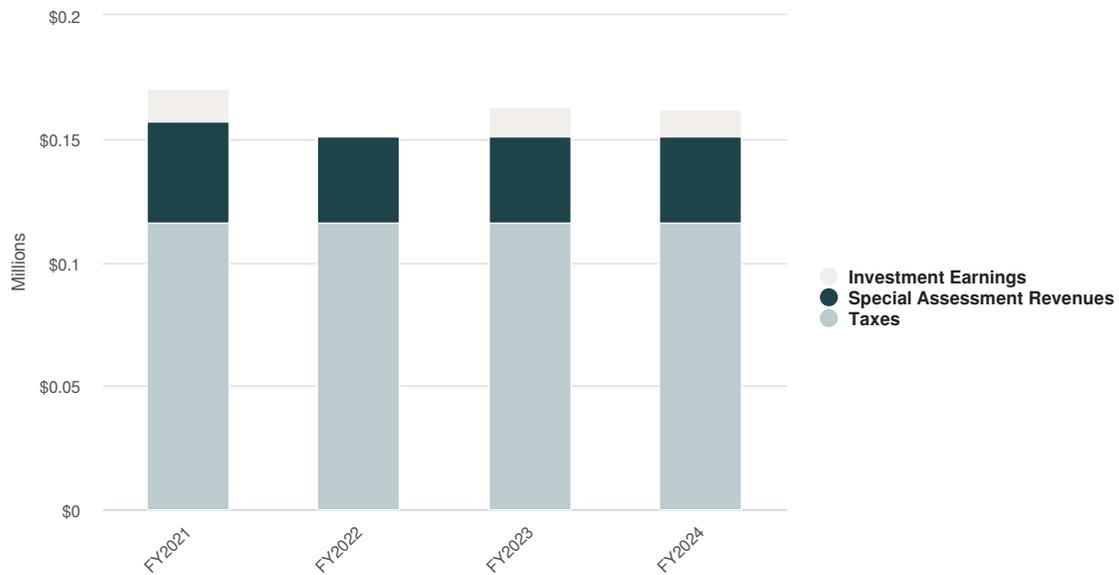
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

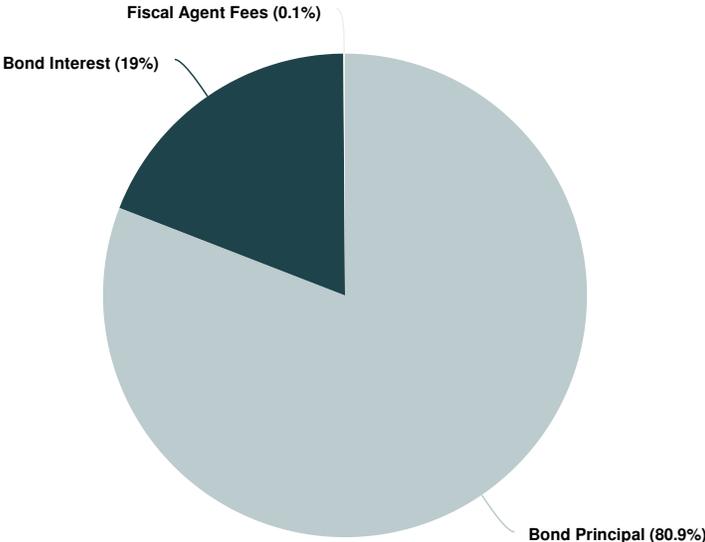


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$115,271.15	\$116,000.00	\$116,000.00	\$116,000.00	\$116,000.00
Investment Earnings	\$5,221.37	\$13,509.00		\$11,750.00	\$10,744.00
Miscellaneous Revenue	-\$5,340.12	\$0.00			
Special Assessment Revenues	\$58,030.52	\$40,963.00	\$35,144.00	\$35,143.00	\$35,143.00
<b>Total Revenue Source:</b>	<b>\$173,182.92</b>	<b>\$170,472.00</b>	<b>\$151,144.00</b>	<b>\$162,893.00</b>	<b>\$161,887.00</b>

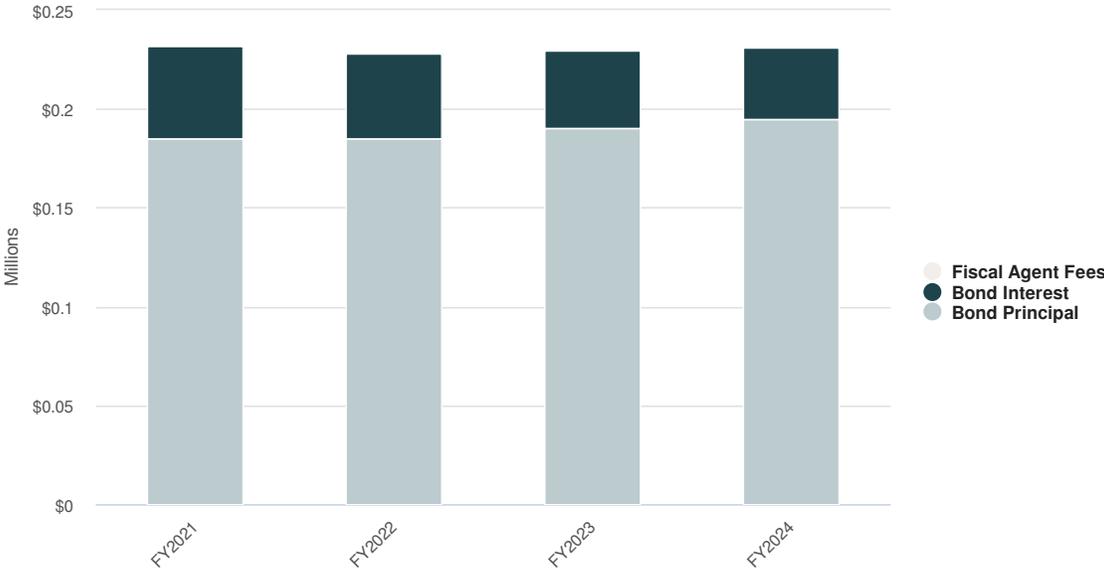


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



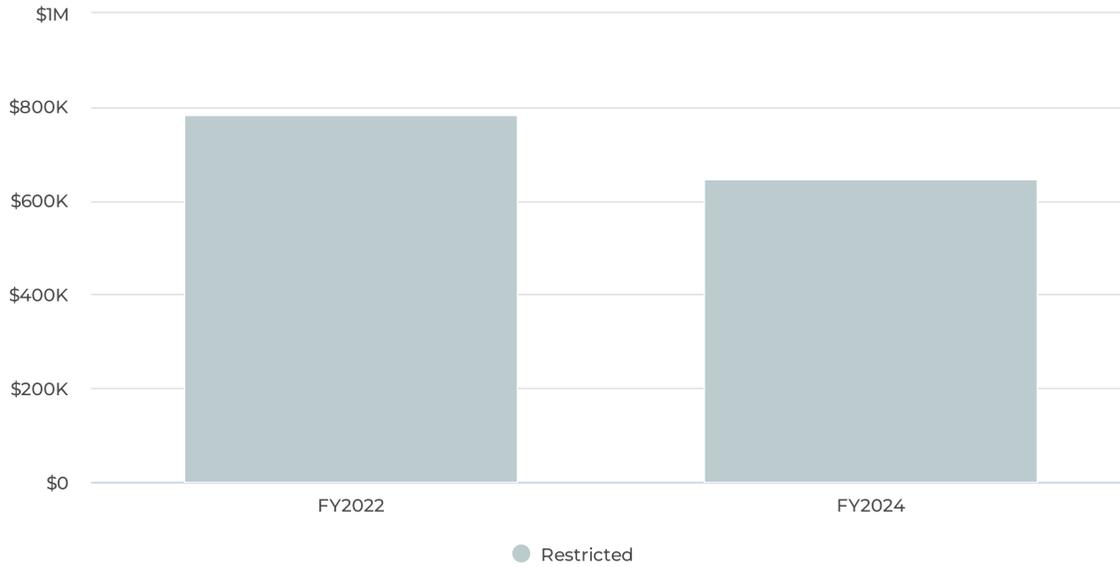
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$185,000.00	\$185,000.00	\$185,000.00	\$190,000.00	\$195,000.00
Bond Interest	\$47,150.00	\$47,150.00	\$43,450.00	\$39,700.00	\$35,850.00
Fiscal Agent Fees	\$335.00	\$398.00	\$250.00	\$263.00	\$276.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$232,485.00	\$232,548.00	\$228,700.00	\$229,963.00	\$231,126.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$783,348	\$647,041	0%
<b>Total Fund Balance:</b>	<b>\$783,348</b>	<b>\$647,041</b>	<b>0%</b>



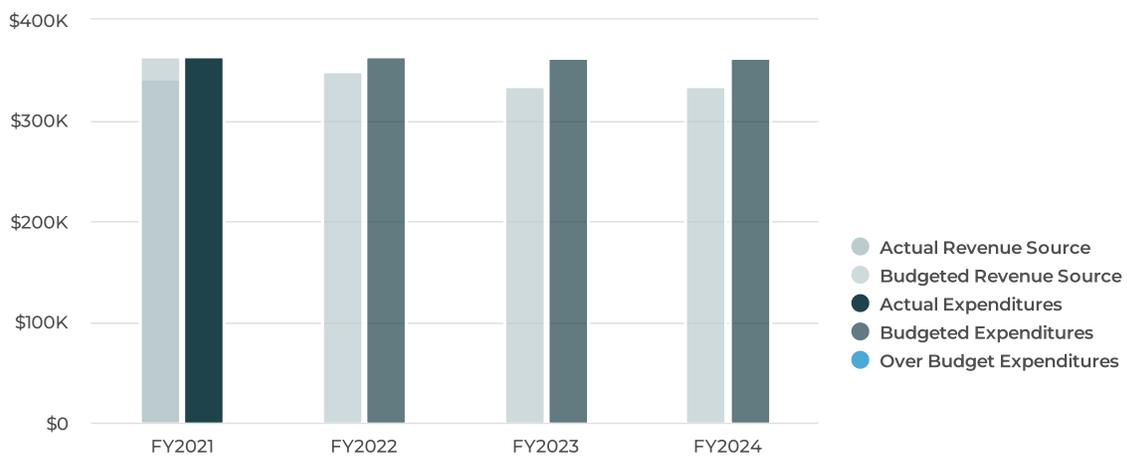
## 2016B Refunding Bonds

### Services Provided

The City issued \$6.57 million in Gross Revenue Recreation Facility Bonds, Series 2002 in 2002 to finance construction of the Victoria Recreation Center (VRC). The City advance refunded these bonds in 2006, with the crossover occurring in 2010 and refunded the bonds again in 2016 to achieve greater savings through lower interest rates. The net present value benefit from the 2016 current refunding is \$1.48 million. The bonds will be repaid with VRC revenues, including lease revenue the City receives from Independent School District 112 for shared used of the VRC. The final bond payment is scheduled for February 2032, with a first available call date of February 1, 2024. The true interest cost (TIC) of the refunded bonds over the life of the bonds is 1.82 percent (1.82%).

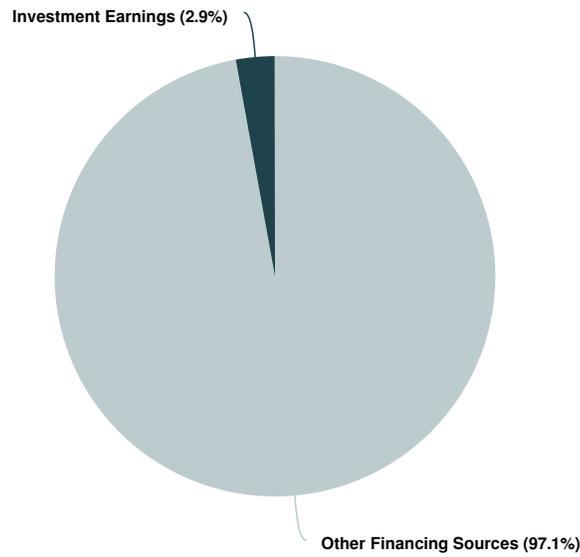
### Summary

The City of Victoria is projecting \$350K of revenue in FY2022. Budgeted expenditures are projected to be \$364K in FY2022.

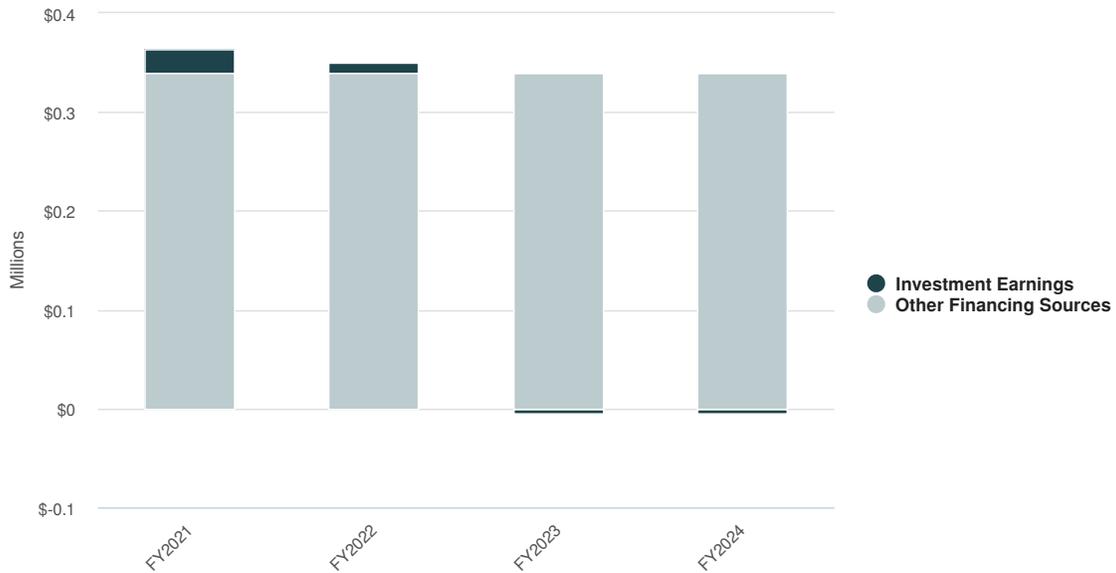


# Revenues by Source

## Projected 2022 Revenues by Source



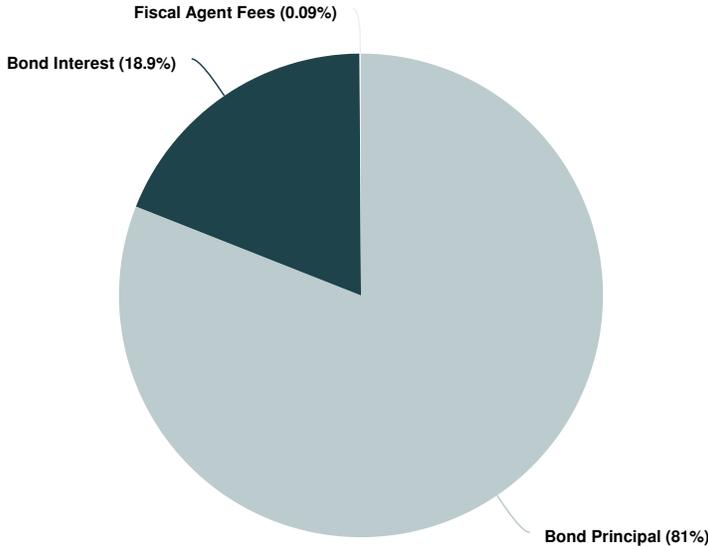
## Budgeted and Historical 2022 Revenues by Source



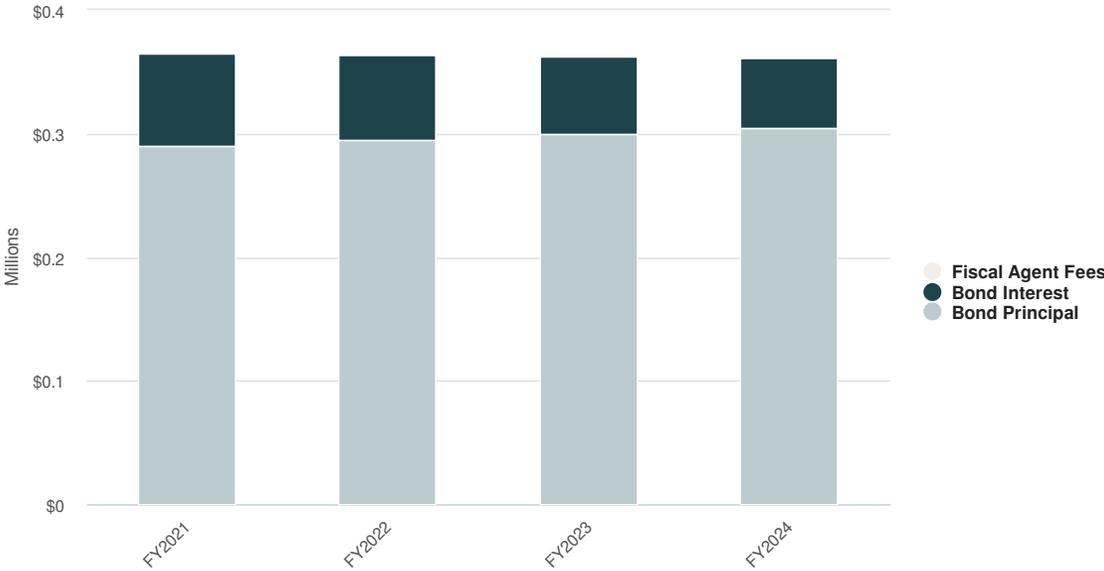
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$24,123.00	\$24,123.00	\$10,000.00	-\$5,000.00	-\$5,000.00
Miscellaneous Revenue	-\$22,347.10	\$0.00			
Other Financing Sources	\$340,000.00	\$340,000.00	\$340,000.00	\$340,000.00	\$340,000.00
<b>Total Revenue Source:</b>	<b>\$341,775.90</b>	<b>\$364,123.00</b>	<b>\$350,000.00</b>	<b>\$335,000.00</b>	<b>\$335,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



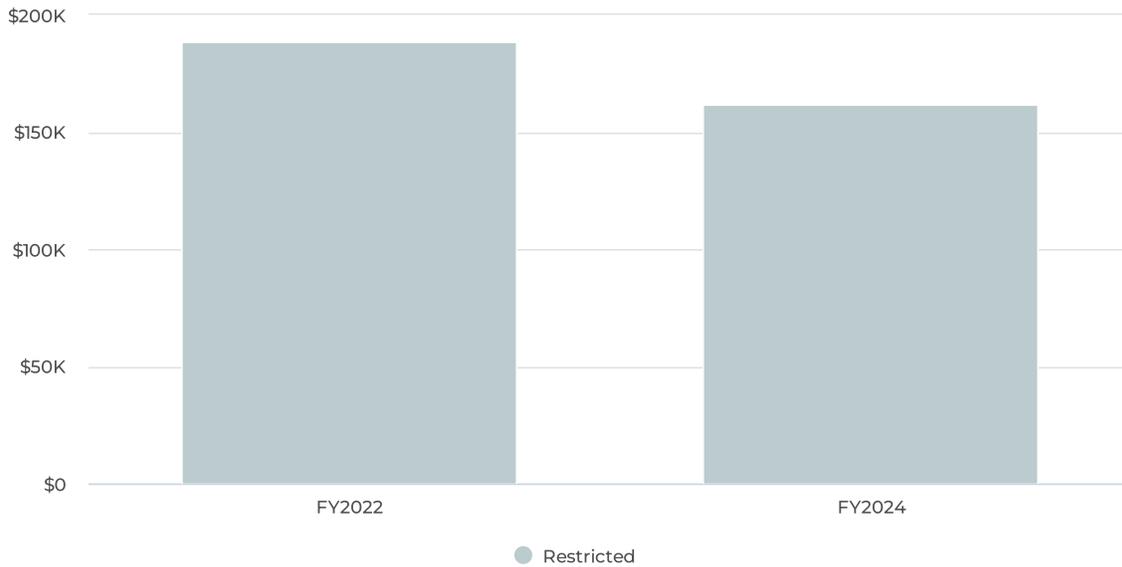
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
Expense Objects						
Bond Principal						



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Debt Service</b>						
BOND PRINCIPAL	\$290,000.00	\$290,000.00	\$295,000.00	\$300,000.00	\$305,000.00	-100%
<b>Total Debt Service:</b>	<b>\$290,000.00</b>	<b>\$290,000.00</b>	<b>\$295,000.00</b>	<b>\$300,000.00</b>	<b>\$305,000.00</b>	<b>-100%</b>
<b>Total Bond Principal:</b>	<b>\$290,000.00</b>	<b>\$290,000.00</b>	<b>\$295,000.00</b>	<b>\$300,000.00</b>	<b>\$305,000.00</b>	<b>-100%</b>
<b>Bond Interest</b>						
<b>Debt Service</b>						
BOND INTEREST	\$74,755.00	\$74,755.00	\$68,905.00	\$62,955.00	\$56,905.00	-100%
<b>Total Debt Service:</b>	<b>\$74,755.00</b>	<b>\$74,755.00</b>	<b>\$68,905.00</b>	<b>\$62,955.00</b>	<b>\$56,905.00</b>	<b>-100%</b>
<b>Total Bond Interest:</b>	<b>\$74,755.00</b>	<b>\$74,755.00</b>	<b>\$68,905.00</b>	<b>\$62,955.00</b>	<b>\$56,905.00</b>	<b>-100%</b>
<b>Fiscal Agent Fees</b>						
<b>Debt Service</b>						
FISCAL AGENT FEES	\$335.00	\$320.00	\$320.00	\$320.00	\$320.00	-100%
<b>Total Debt Service:</b>	<b>\$335.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>-100%</b>
<b>Total Fiscal Agent Fees:</b>	<b>\$335.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>\$320.00</b>	<b>-100%</b>
<b>Total Expense Objects:</b>	<b>\$365,090.00</b>	<b>\$365,075.00</b>	<b>\$364,225.00</b>	<b>\$363,275.00</b>	<b>\$362,225.00</b>	<b>-100%</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$188,812	\$161,502	0%
<b>Total Fund Balance:</b>	<b>\$188,812</b>	<b>\$161,502</b>	<b>0%</b>



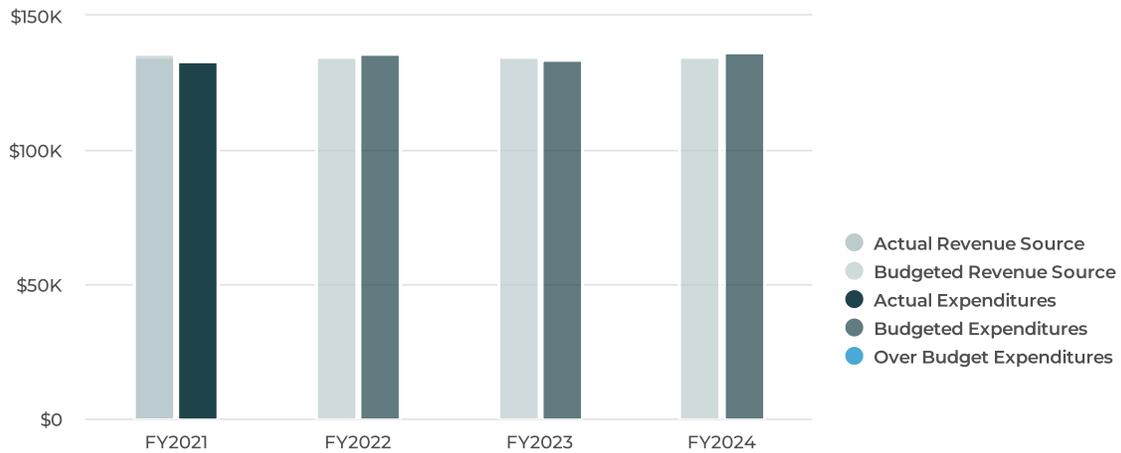
## 2016C GO Tax Abatement Franchise Bonds

### Services Provided

The City issued \$1.73 million in General Obligation (GO) Tax Abatement Bonds, Series 2016C in 2016 to finance undergrounding of Xcel Energy's new distribution lines in the city. The bonds will be repaid from a franchise fee on electric and natural gas customers of Xcel Energy, MVEC, and CenterPoint within city limits. The final bond payment is scheduled for February 2032; however, the bonds may be called on or after February 1, 2024. The true interest cost (TIC) of the bonds over the life of the bonds is 1.82 percent (1.82%).

## Summary

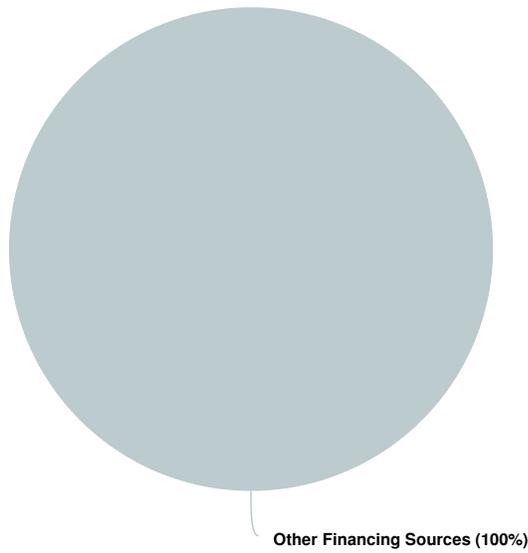
The City of Victoria is projecting \$135K of revenue in FY2022. Budgeted expenditures are projected to be \$136K in FY2022.



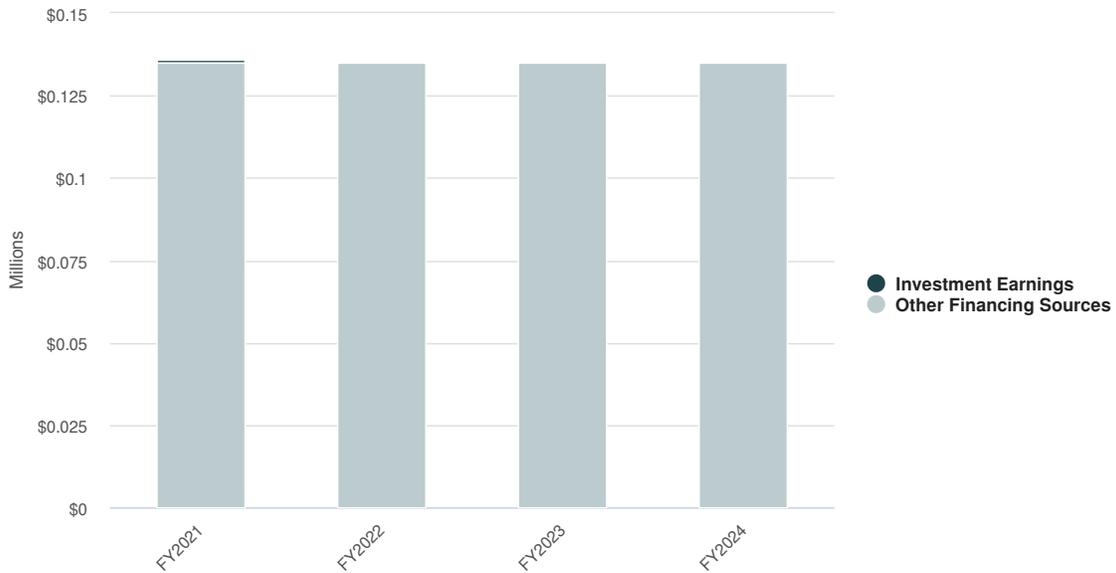
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



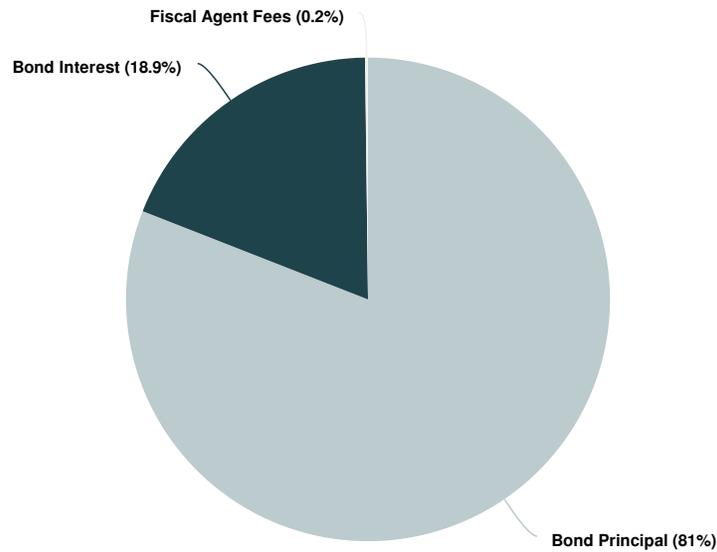
## Budgeted and Historical 2022 Revenues by Source



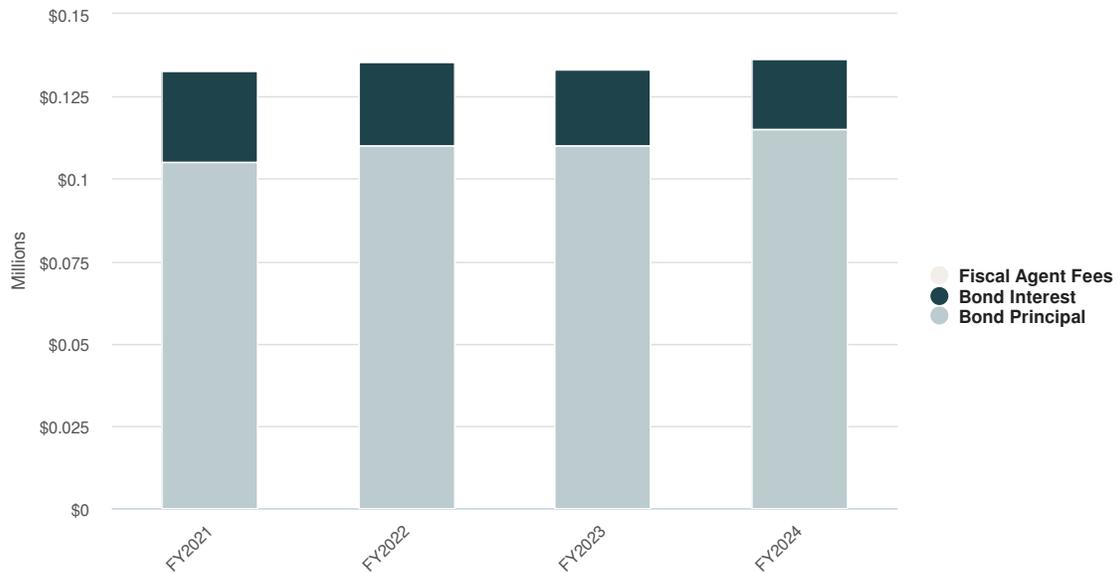
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$648.27	\$1,170.00			
Miscellaneous Revenue	-\$512.61	\$0.00			
Other Financing Sources	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00
<b>Total Revenue Source:</b>	<b>\$135,135.66</b>	<b>\$136,170.00</b>	<b>\$135,000.00</b>	<b>\$135,000.00</b>	<b>\$135,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



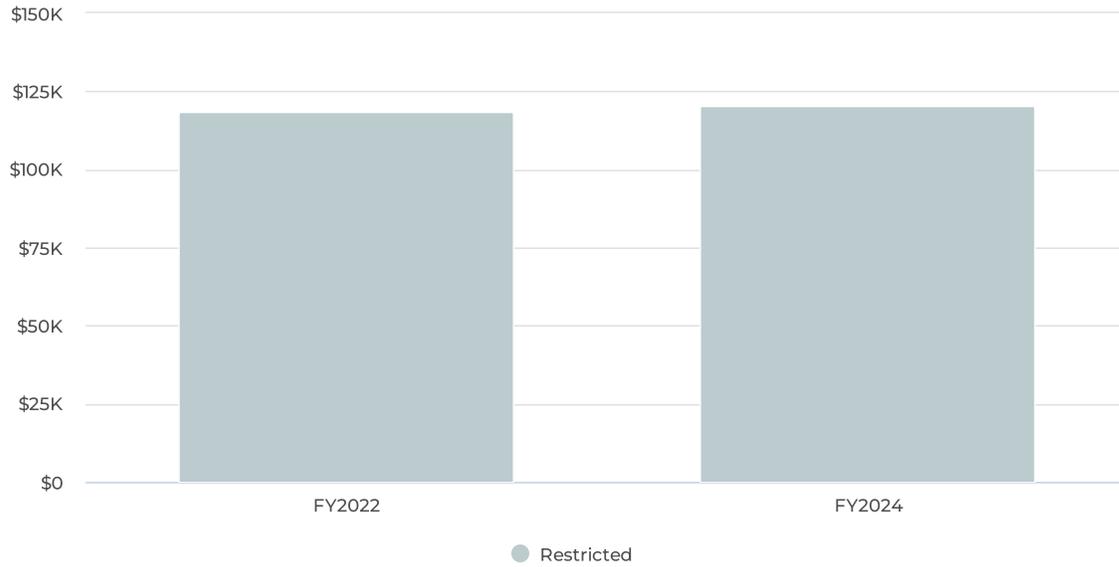
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$105,000.00	\$105,000.00	\$110,000.00	\$110,000.00	\$115,000.00
Bond Interest	\$27,785.00	\$27,785.00	\$25,635.00	\$23,435.00	\$21,185.00
Fiscal Agent Fees	\$335.00	\$300.00	\$250.00	\$300.00	\$300.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$133,120.00	\$133,085.00	\$135,885.00	\$133,735.00	\$136,485.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$118,320	\$120,491	0%
<b>Total Fund Balance:</b>	<b>\$118,320</b>	<b>\$120,491</b>	<b>0%</b>



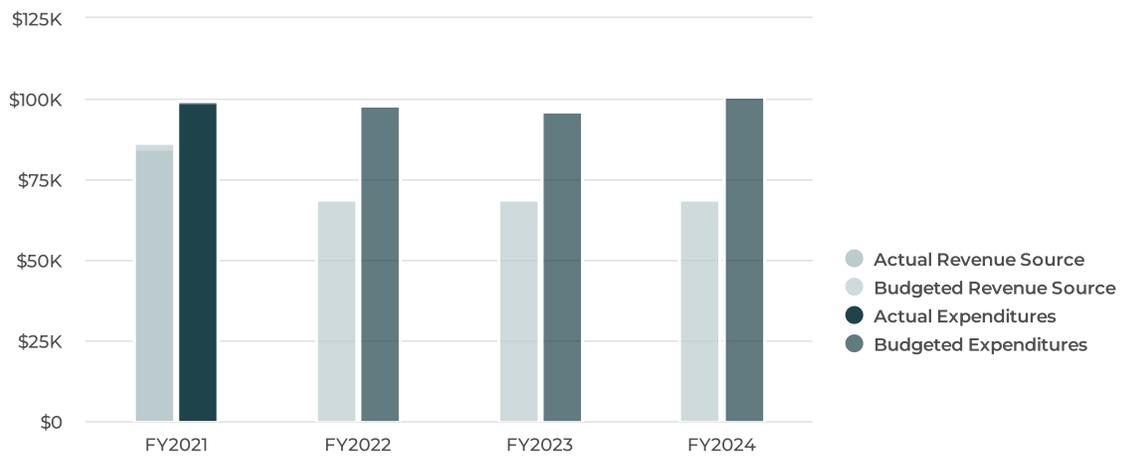
## 2017A GO Street/Utility Improvement Bonds

### Services Provided

The city issued \$1.21 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2017A in 2017 to finance street reclaim and drain tile improvements to portions or the entirety of Cliffwood Cir, Virginia Dr, Thornberry Curve, Sunny Shadows, Fribourg Ct, Interlaken, St. Mortiz, Yverdon Ct, Narcissus Ct, Field Creek Cir, Mcknight Cir and Mcknight Ct. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2033; however, the bonds may be called after February 1, 2025. The true interest cost (TIC) of the bonds over the life of the bonds is 2.36 percent (2.36%).

## Summary

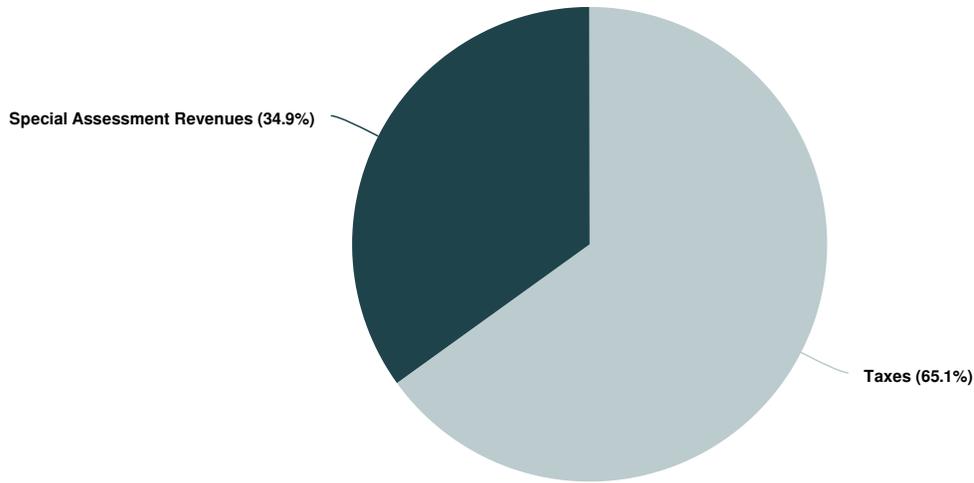
The City of Victoria is projecting \$69.17K of revenue in FY2022, which represents a 20.3% decrease over the prior year. Budgeted expenditures are projected to decrease by 1.5% or \$1.54K to \$97.92K in FY2022.



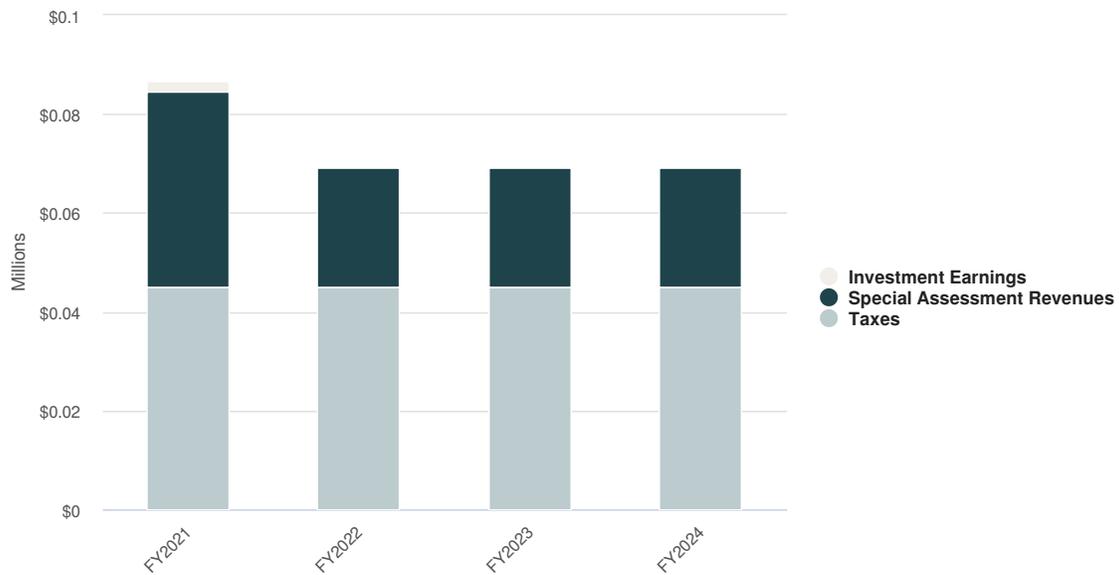
The 2023 and 2024 budgeted amounts are projected and have not been approved by City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source



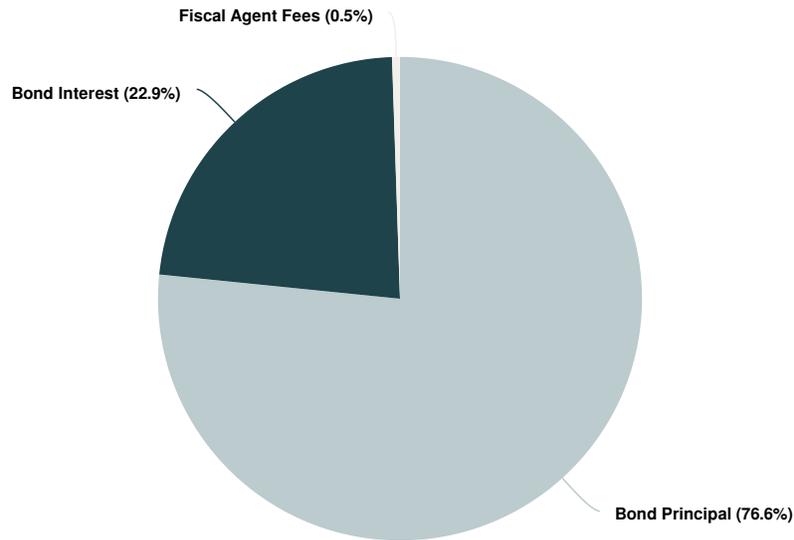
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Revenue Source</b>						
<b>Taxes</b>						
CURRENT TAXES	\$44,635.67	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	-100%
DELINQUENT TAXES	\$182.17	\$0.00				N/A



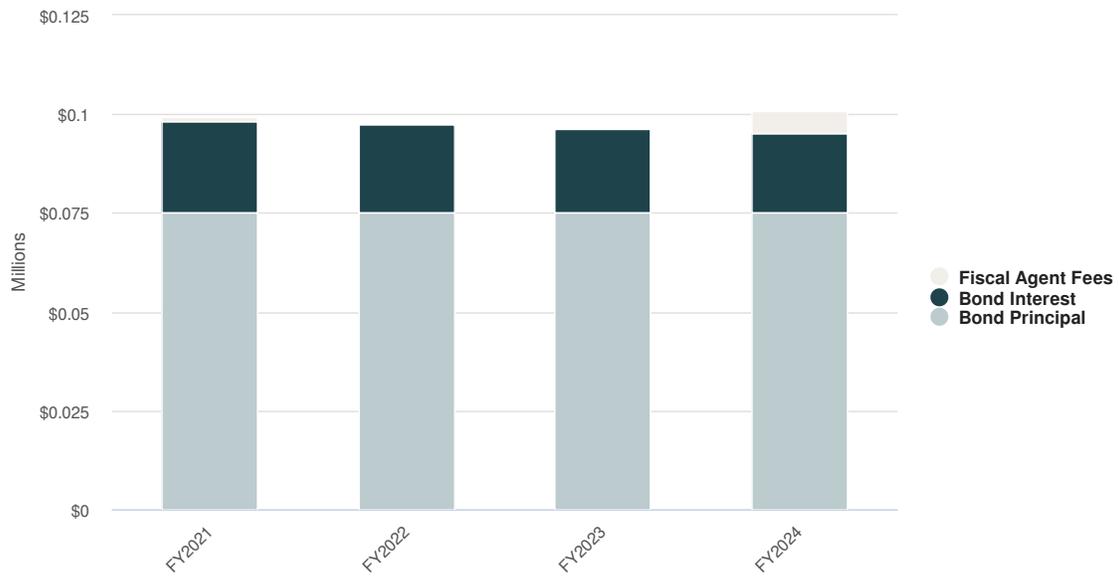
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Total Taxes:</b>	<b>\$44,817.84</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>-100%</b>
<b>Investment Earnings</b>						
INTEREST ON INVESTMENTS	\$1,247.45	\$2,295.00		\$0.00	\$0.00	-100%
<b>Total Investment Earnings:</b>	<b>\$1,247.45</b>	<b>\$2,295.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>-100%</b>
<b>Miscellaneous Revenue</b>						
UNREALIZED FAIR VALUE GAIN/(LOSS)	-\$1,260.83	\$0.00				N/A
<b>Total Miscellaneous Revenue:</b>	<b>-\$1,260.83</b>	<b>\$0.00</b>				<b>N/A</b>
<b>Special Assessment Revenues</b>						
SPEC. ASMT: PRINCIPAL	\$39,915.89	\$39,503.00	\$24,170.00	\$24,170.00	\$24,170.00	-100%
PENALTY AND INTEREST	\$62.59	\$0.00				N/A
<b>Total Special Assessment Revenues:</b>	<b>\$39,978.48</b>	<b>\$39,503.00</b>	<b>\$24,170.00</b>	<b>\$24,170.00</b>	<b>\$24,170.00</b>	<b>-100%</b>
<b>Total Revenue Source:</b>	<b>\$84,782.94</b>	<b>\$86,798.00</b>	<b>\$69,170.00</b>	<b>\$69,170.00</b>	<b>\$69,170.00</b>	<b>-100%</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



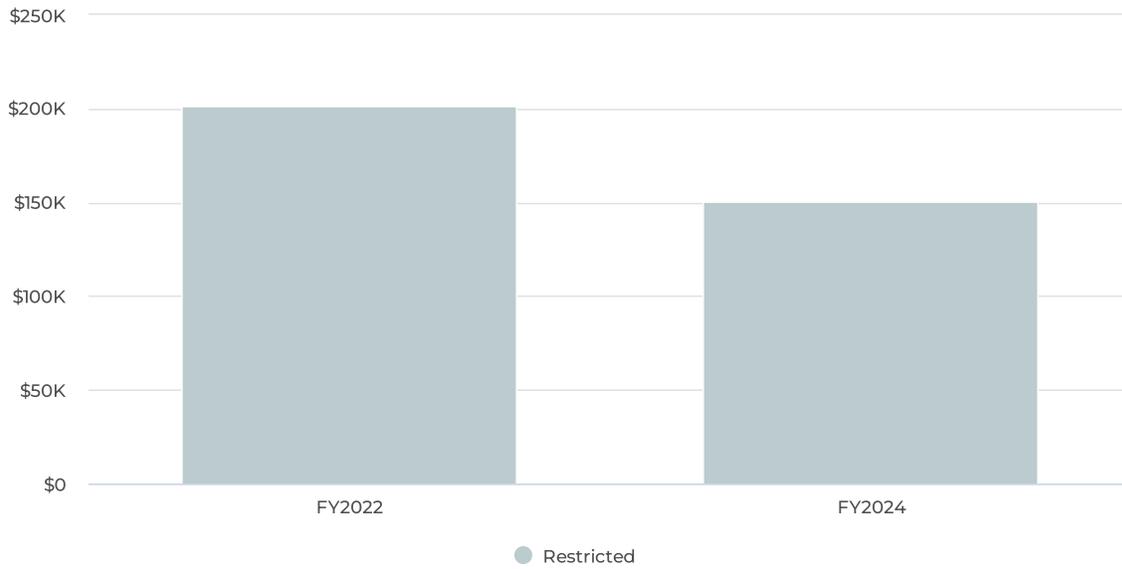
## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Bond Interest	\$23,360.00	\$23,360.00	\$22,423.00	\$21,373.00	\$20,210.00
Fiscal Agent Fees	\$670.00	\$1,099.00	\$500.00	\$52.00	\$5,551.00
<b>Total Expense Objects:</b>	<b>\$99,030.00</b>	<b>\$99,459.00</b>	<b>\$97,923.00</b>	<b>\$96,425.00</b>	<b>\$100,761.00</b>

# Fund Balance

## Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$201,073	\$150,518	0%
<b>Total Fund Balance:</b>	<b>\$201,073</b>	<b>\$150,518</b>	<b>0%</b>



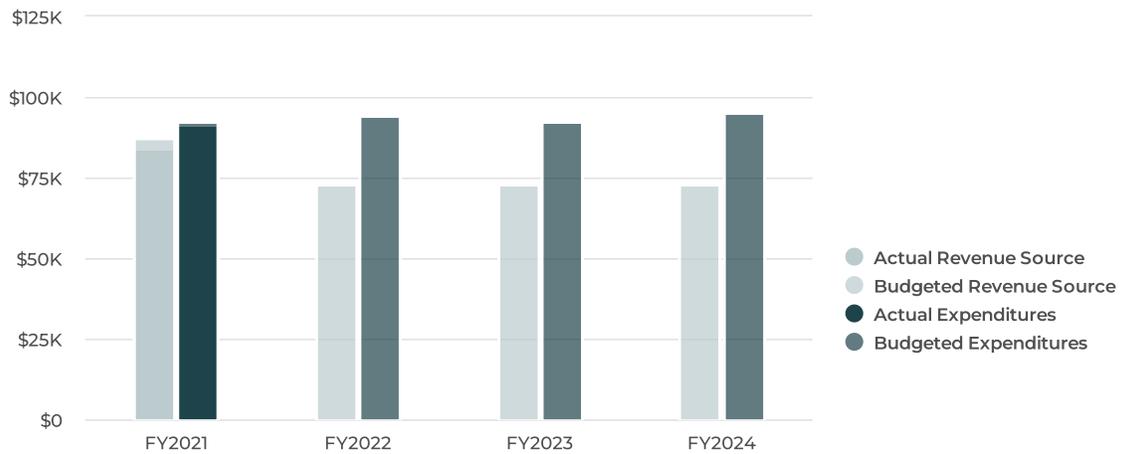
## 2018A GO Street Improvement Bonds Debt Service Fund

### Services Provided

The city issued \$1.11 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2018A in 2018 to finance street reclaim and drain tile improvements for the Kelzer Pond, Rhoys St, Narcissus St, and Marigold Cir neighborhoods. The bonds will be repaid from a property tax levy and special assessments on benefiting properties. The final bond payment is scheduled for February 2034; however, the bonds may be called after February 1, 2026. The true interest cost (TIC) of the bonds over the life of the bonds is 2.91 percent (2.91%).

## Summary

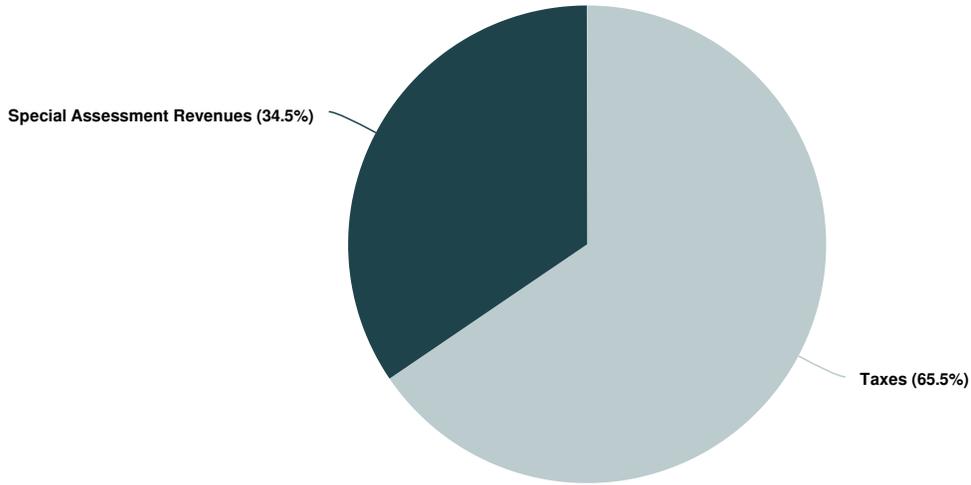
The City of Victoria is projecting \$73.3K of revenue in FY2022, which represents a 16.1% decrease over the prior year. Budgeted expenditures are projected to increase by 2.3% or \$2.1K to \$94.5K in FY2022.



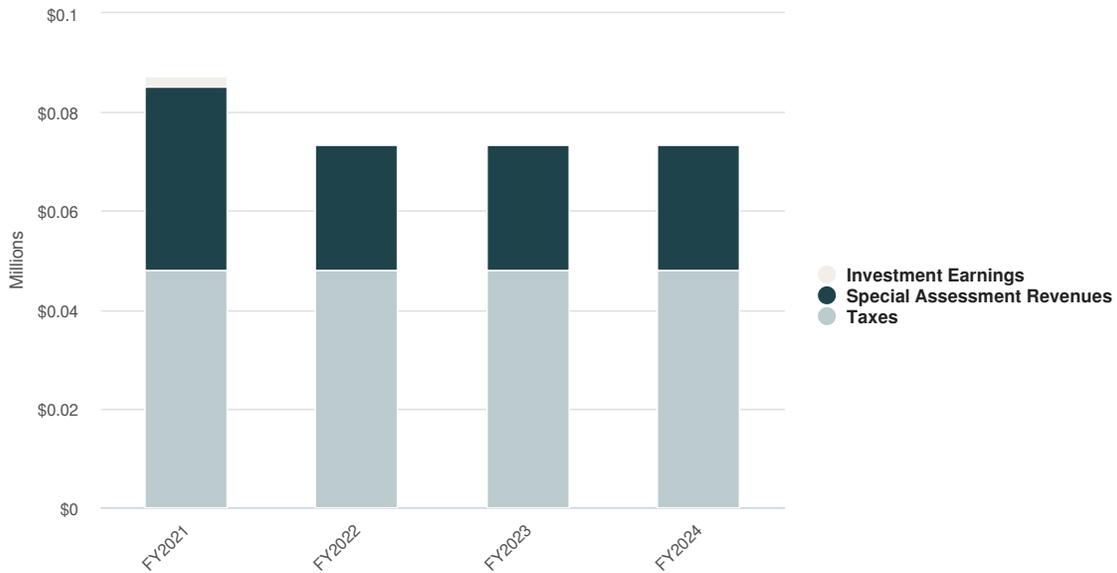
The 2023 and 2024 budgeted amounts are projected and have not been approved by City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

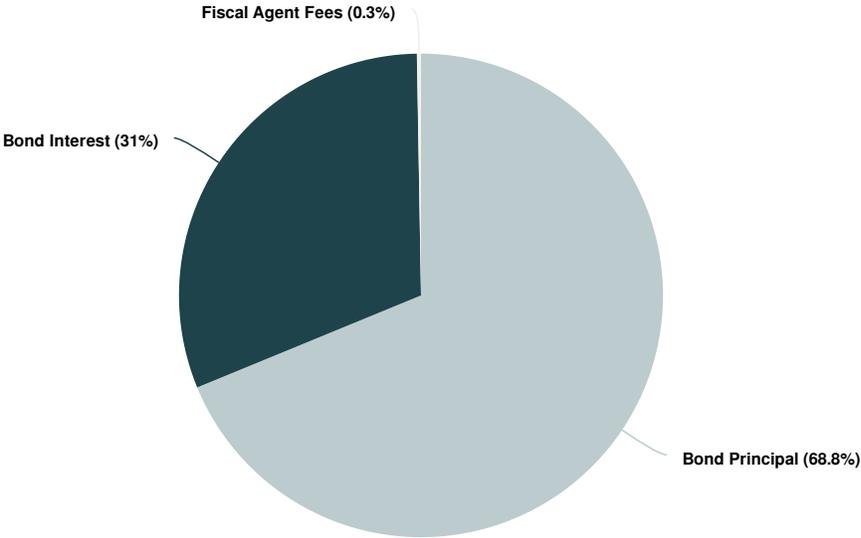


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$47,772.82	\$48,000.00	\$48,000.00	\$48,000.00	\$48,000.00
Investment Earnings	\$1,123.16	\$2,070.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$1,103.62	\$0.00			
Special Assessment Revenues	\$36,578.04	\$37,290.00	\$25,302.00	\$25,302.00	\$25,302.00
<b>Total Revenue Source:</b>	<b>\$84,370.40</b>	<b>\$87,360.00</b>	<b>\$73,302.00</b>	<b>\$73,302.00</b>	<b>\$73,302.00</b>

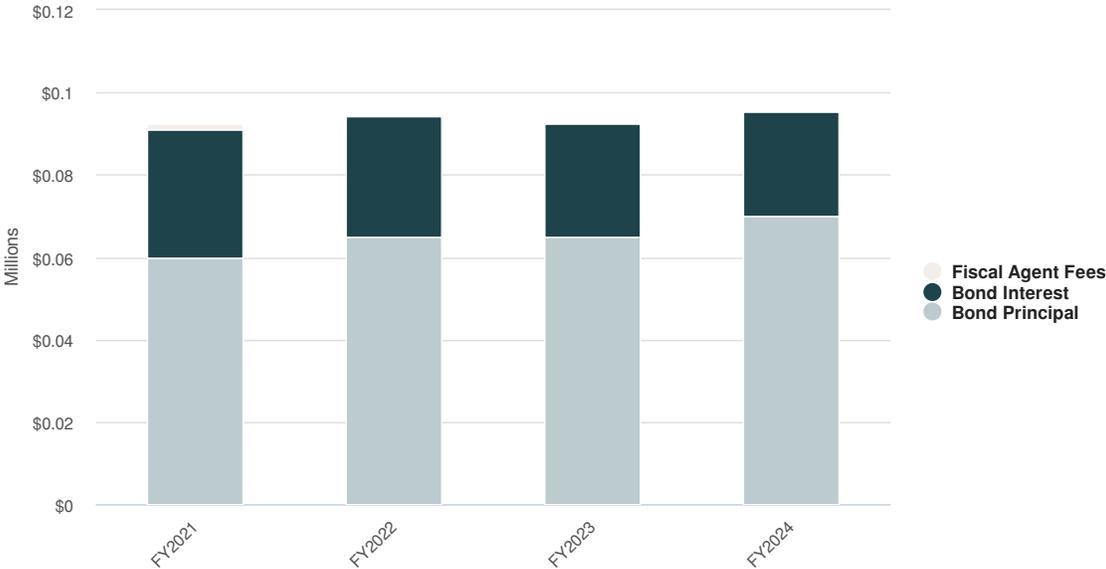


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



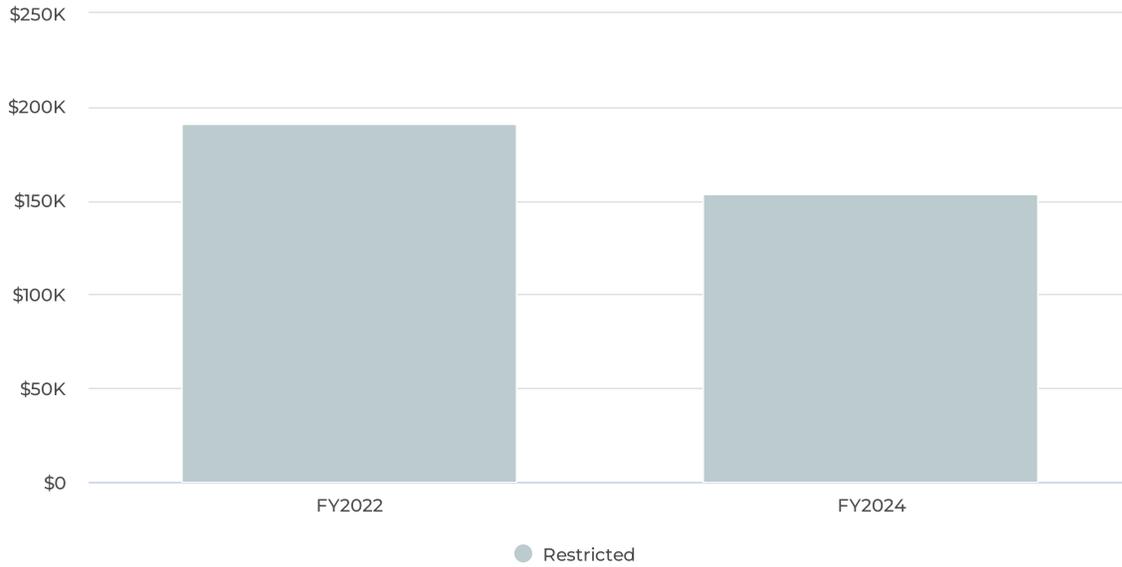
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$60,000.00	\$60,000.00	\$65,000.00	\$65,000.00	\$70,000.00
Bond Interest	\$31,125.00	\$31,125.00	\$29,250.00	\$27,300.00	\$25,275.00
Fiscal Agent Fees	\$335.00	\$1,276.00	\$250.00	\$263.00	\$276.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$91,460.00	\$92,401.00	\$94,500.00	\$92,563.00	\$95,551.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$191,135	\$153,275	0%
<b>Total Fund Balance:</b>	<b>\$191,135</b>	<b>\$153,275</b>	<b>0%</b>



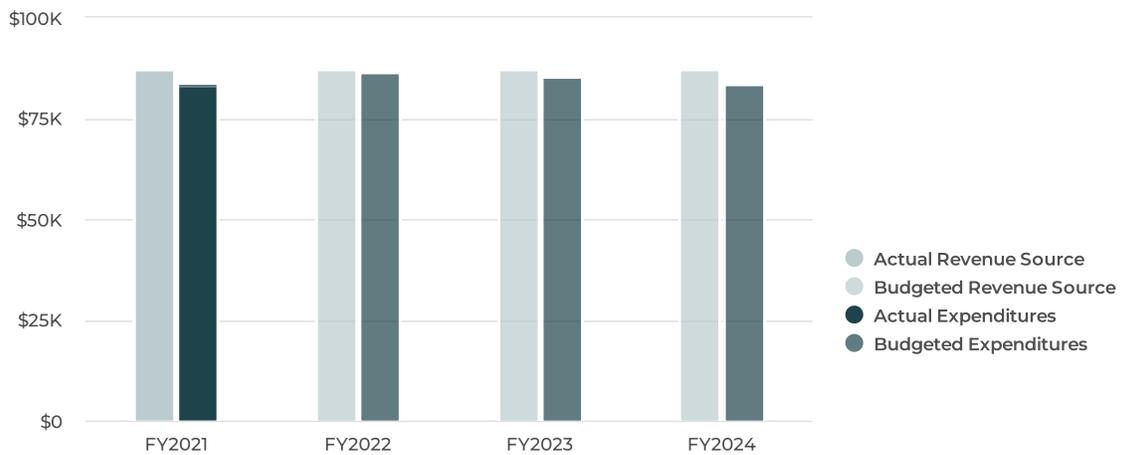
## 2018A GO TIF Street/Utility Improvement Bonds

### SERVICES PROVIDED

The city issued \$1.01 million in General Obligation (GO) Permanent Improvement Revolving Fund Bonds, Series 2018A in 2018 to finance the reconstruction of a portion of Stieger Lake Lane East. The bonds will be repaid from tax increment revenue from Tax Increment Financing District No. 1-6 and special assessments on benefiting properties. An inter-fund loan will be used to bridge the funding gap that will occur because the bonds will be repaid over 15 years versus tax increment revenue that will be paid over 26 years. The final bond payment is scheduled for February 2034; however, the bonds may be called after February 1, 2026. The true interest cost (TIC) of the bonds over the life of the bonds is 2.91 percent (2.91%).

### Summary

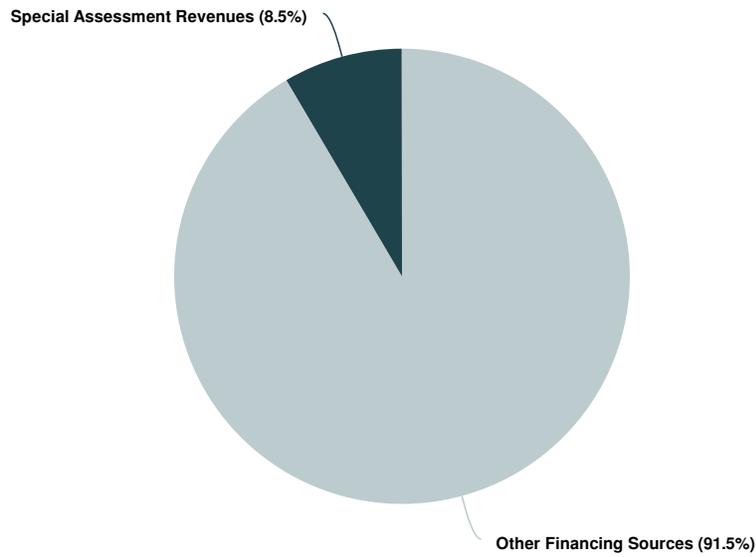
The City of Victoria is projecting \$87.4K of revenue in FY2022, which represents a 0% decrease over the prior year. Budgeted expenditures are projected to increase by 3.3% or \$2.78K to \$86.7K in FY2022.



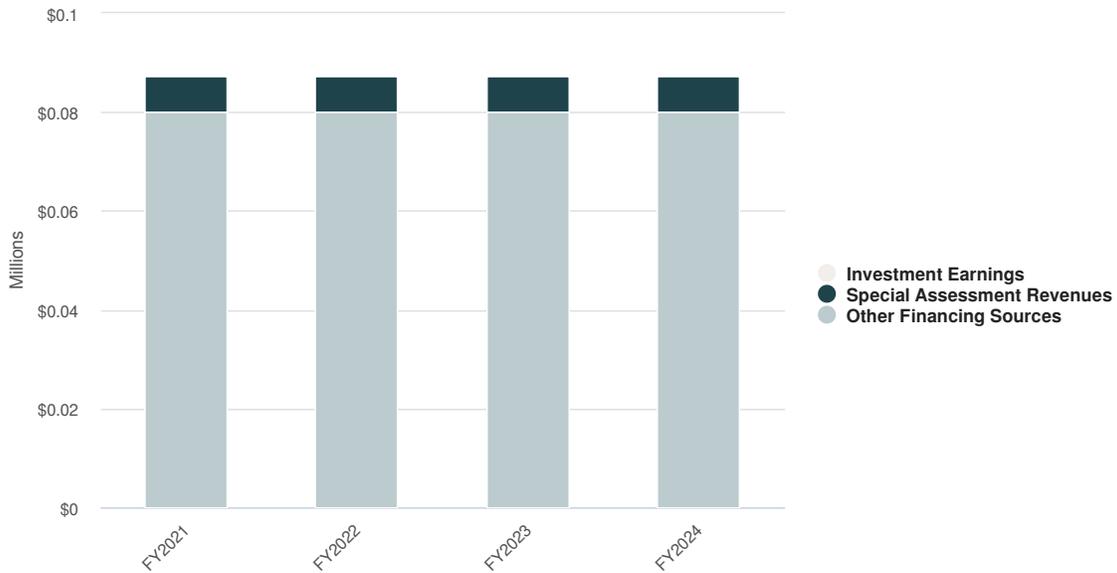
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

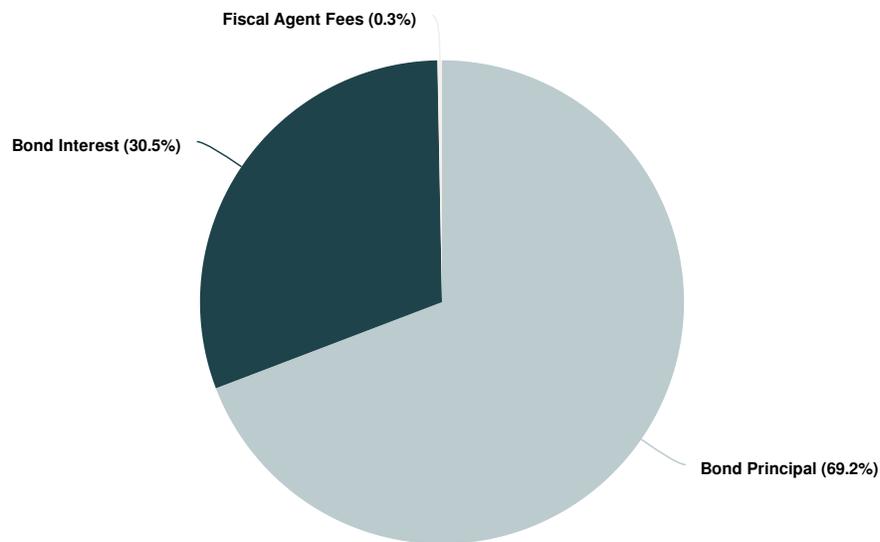


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Revenue Source</b>						
<b>Investment Earnings</b>						
INTEREST ON INVESTMENTS	-\$51.99	\$35.00		\$0.00	\$0.00	-100%
<b>Total Investment Earnings:</b>	<b>-\$51.99</b>	<b>\$35.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>-100%</b>

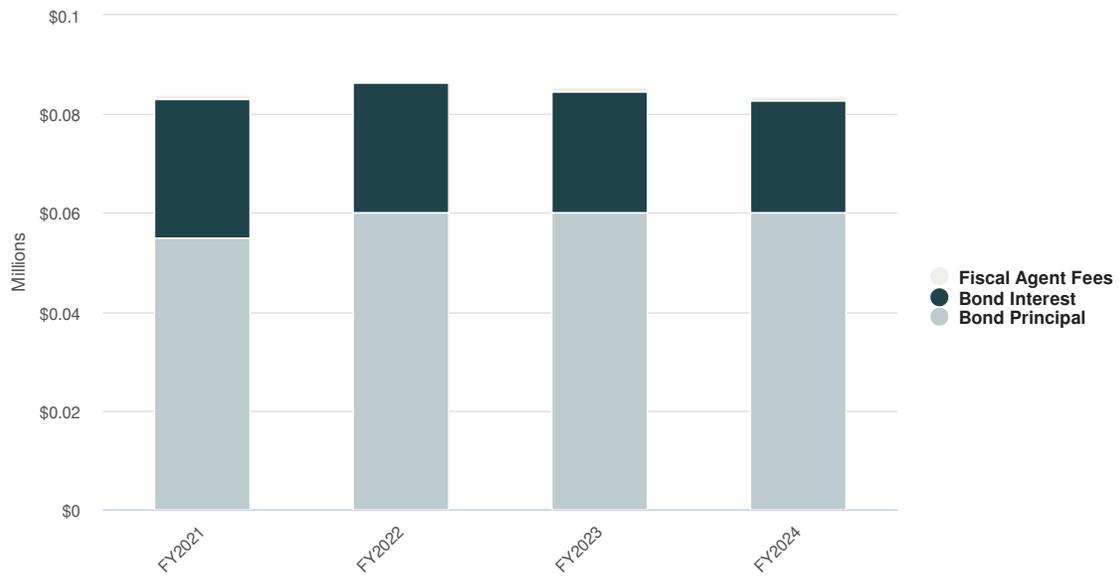
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Miscellaneous Revenue</b>						
UNREALIZED FAIR VALUE GAIN/(LOSS)	\$22.44	\$0.00				N/A
<b>Total Miscellaneous Revenue:</b>	<b>\$22.44</b>	<b>\$0.00</b>				<b>N/A</b>
<b>Other Financing Sources</b>						
INTERFUND TRANSFERS	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	\$80,000.00	-100%
<b>Total Other Financing Sources:</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>-100%</b>
<b>Special Assessment Revenues</b>						
SPEC. ASMT: PRINCIPAL	\$7,414.15	\$7,400.00	\$7,400.00	\$7,400.00	\$7,400.00	-100%
<b>Total Special Assessment Revenues:</b>	<b>\$7,414.15</b>	<b>\$7,400.00</b>	<b>\$7,400.00</b>	<b>\$7,400.00</b>	<b>\$7,400.00</b>	<b>-100%</b>
<b>Total Revenue Source:</b>	<b>\$87,384.60</b>	<b>\$87,435.00</b>	<b>\$87,400.00</b>	<b>\$87,400.00</b>	<b>\$87,400.00</b>	<b>-100%</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



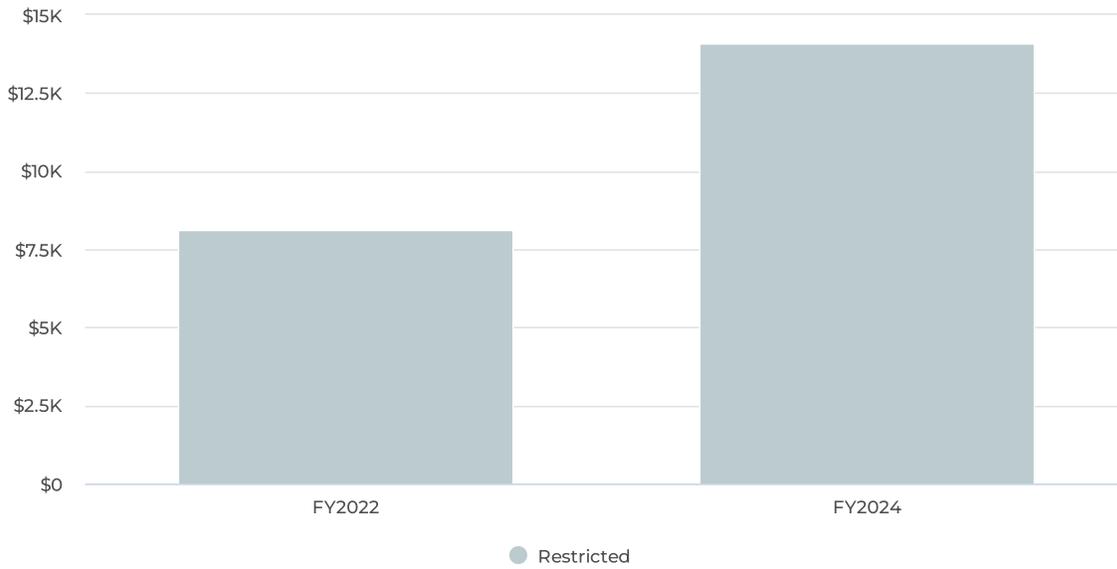
## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$55,000.00	\$55,000.00	\$60,000.00	\$60,000.00	\$60,000.00
Bond Interest	\$28,175.00	\$28,175.00	\$26,450.00	\$24,650.00	\$22,850.00
Fiscal Agent Fees	\$335.00	\$750.00	\$250.00	\$750.00	\$750.00
<b>Total Expense Objects:</b>	<b>\$83,510.00</b>	<b>\$83,925.00</b>	<b>\$86,700.00</b>	<b>\$85,400.00</b>	<b>\$83,600.00</b>

# Fund Balance

## Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$8,113	\$14,096	0%
<b>Total Fund Balance:</b>	<b>\$8,113</b>	<b>\$14,096</b>	<b>0%</b>



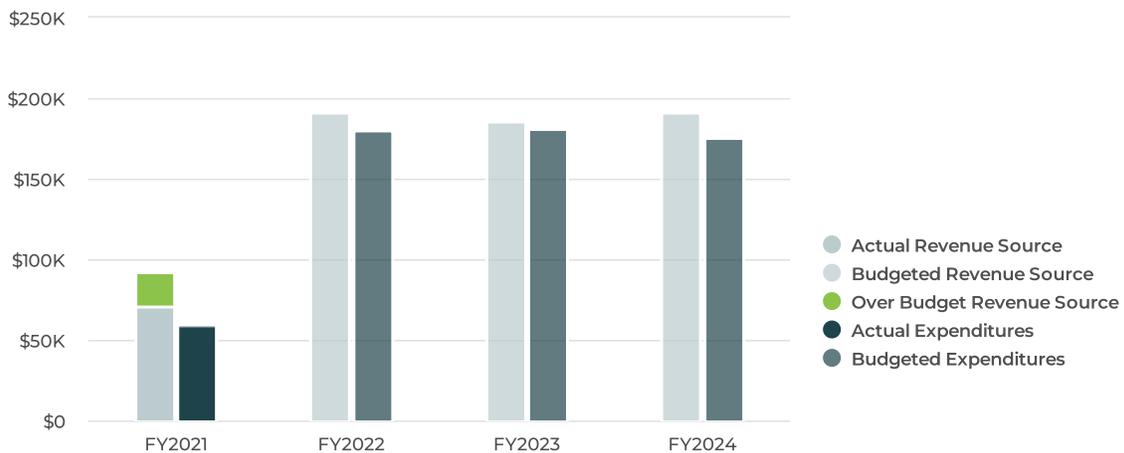
## 2020A Refunding City Hall 2014 EDA Bonds

### Services Provided

The City issued \$2.1 million in CIP Refunding Bonds to pay the EDA's outstanding Lease Revenue and Limited Tax Bonds, Series 2014A called for redemption on August 28, 2020. The redemption of the EDA's 2014A Bonds finance the purchase of City Hall from the EDA. The bond will be repaid with a property tax levy and the bonds will be repaid over 15 years. The final bond payment is scheduled for February 2036; however, the bonds may be called after February 1, 2029. The true interest cost (TIC) of the bonds over the life of the bonds is 1.21 percent (1.21%).

## Summary

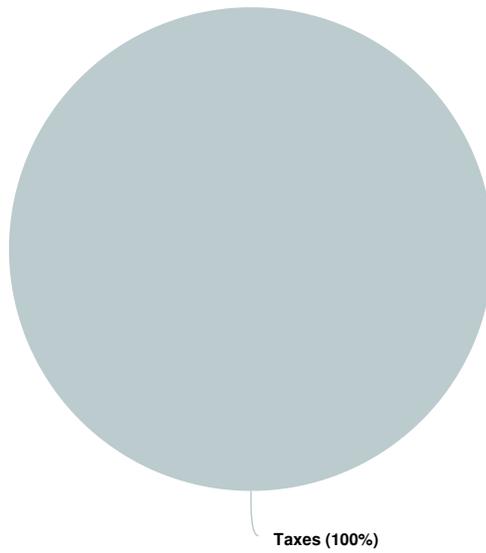
The City of Victoria is projecting \$192K of revenue in FY2022. Budgeted expenditures are projected to be \$181K in FY2022.



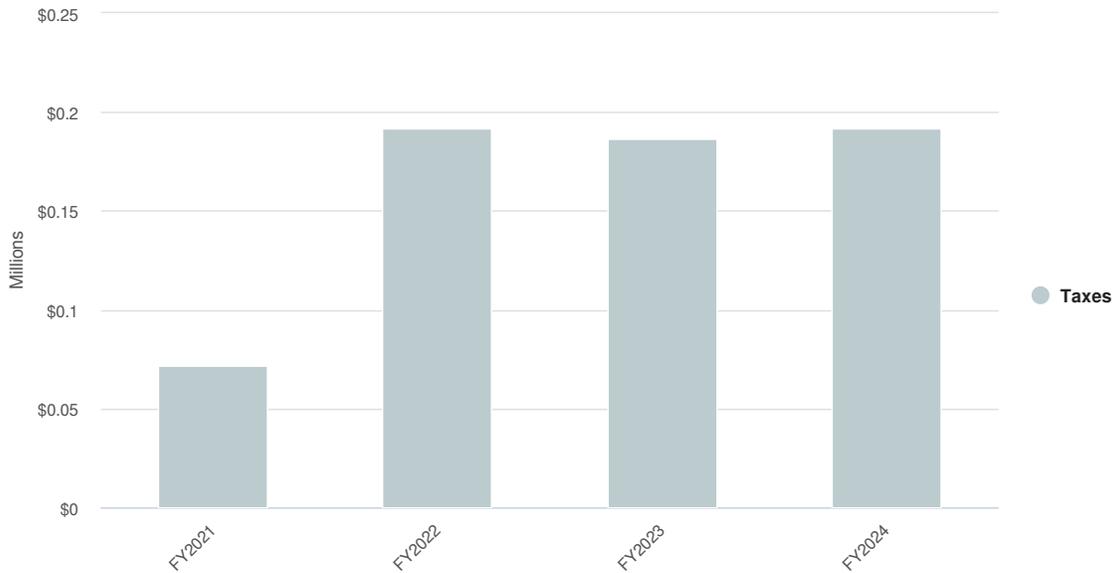
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



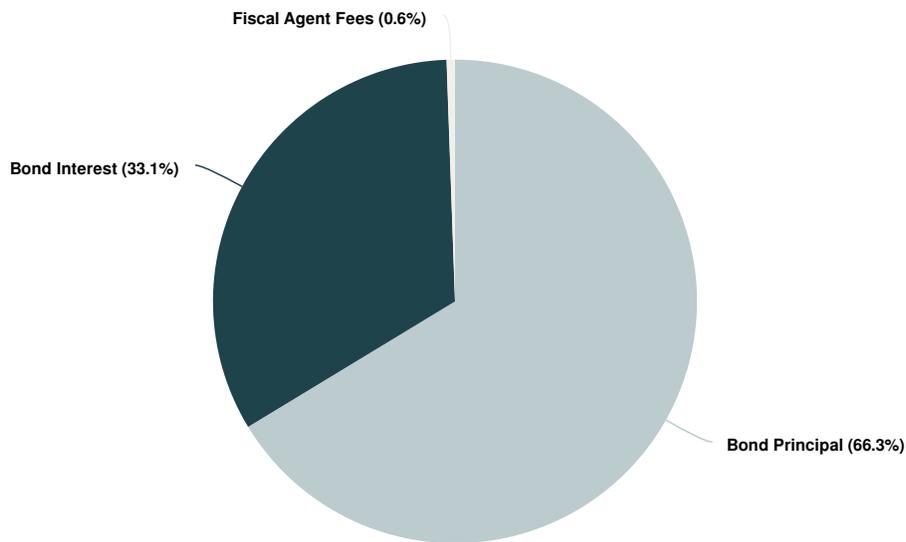
## Budgeted and Historical 2022 Revenues by Source



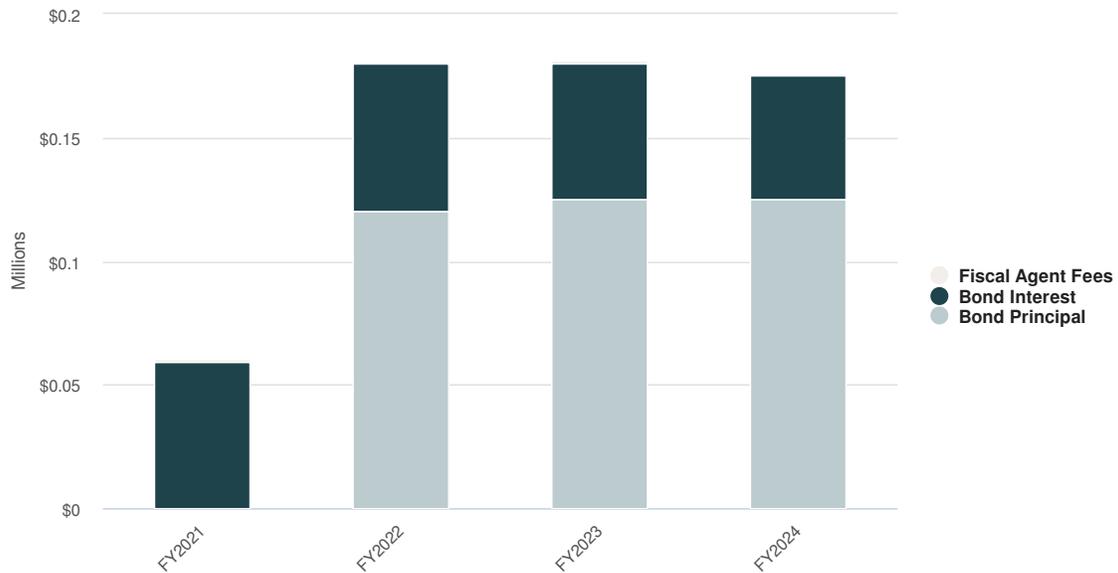
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$90,507.72	\$71,468.00	\$191,677.00	\$186,427.00	\$191,678.00
Investment Earnings	\$6,672.61	\$0.00			
Miscellaneous Revenue	-\$4,866.19	\$0.00			
<b>Total Revenue Source:</b>	<b>\$92,314.14</b>	<b>\$71,468.00</b>	<b>\$191,677.00</b>	<b>\$186,427.00</b>	<b>\$191,678.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



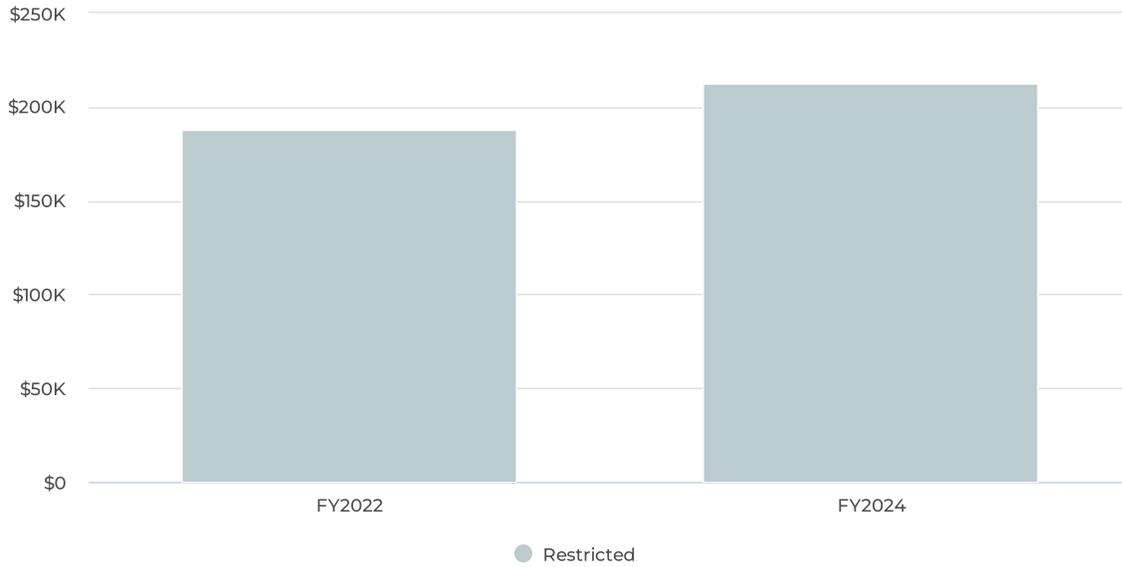
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$0.00	\$0.00	\$120,000.00	\$125,000.00	\$125,000.00
Bond Interest	\$59,405.69	\$59,406.00	\$59,950.00	\$55,050.00	\$50,050.00
Fiscal Agent Fees	\$167.50	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$59,573.19	\$60,406.00	\$180,950.00	\$181,050.00	\$176,050.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$187,821	\$212,654	0%
<b>Total Fund Balance:</b>	<b>\$187,821</b>	<b>\$212,654</b>	<b>0%</b>



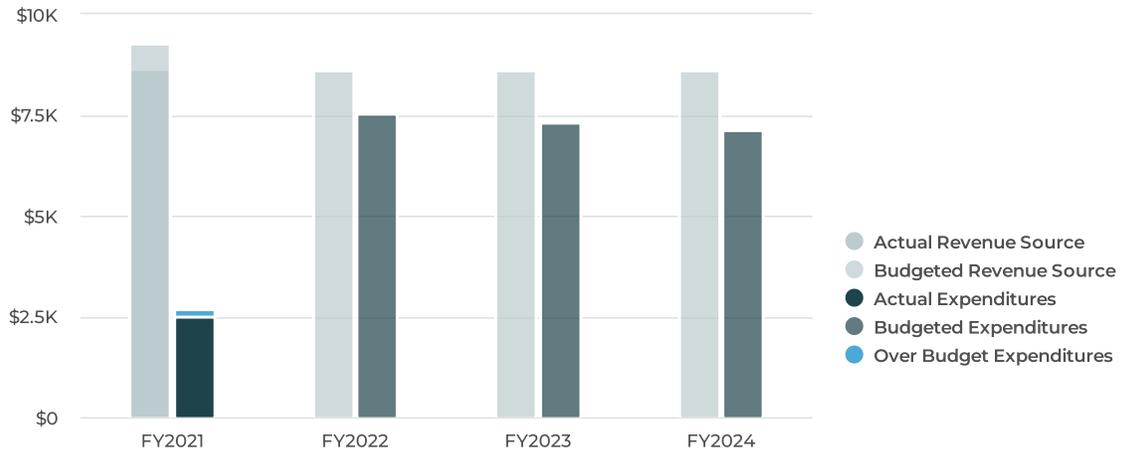
## 2020A Series Improvement Bonds Debt Service

### Services Provided

The City issued \$95K in Improvement Bonds for the financing of a Fire Suppression System at the Deer Run Golf Course. The bond will be repaid with a 15 year special assessment on the benefiting property and the bonds will be repaid over 15 years. The final bond payment is scheduled for February 2036; however, the bonds may be called after February 1, 2029. The true interest cost (TIC) of the bonds over the life of the bonds is 1.21 percent (1.21%).

### Summary

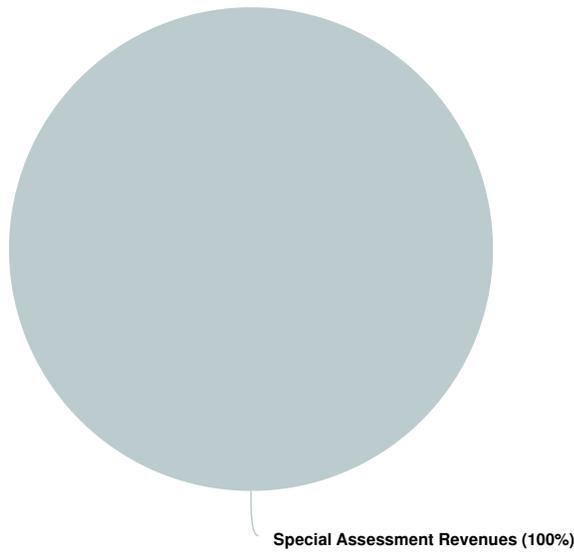
The City of Victoria is projecting \$8.6K of revenue in FY2022, Budgeted expenditures are \$7.5K in FY2022.



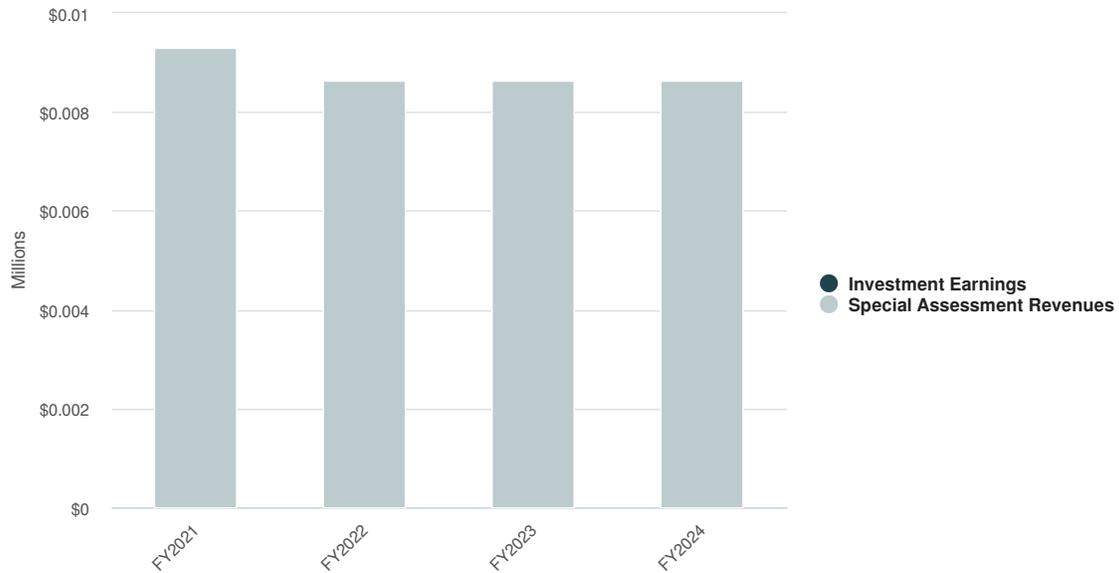
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



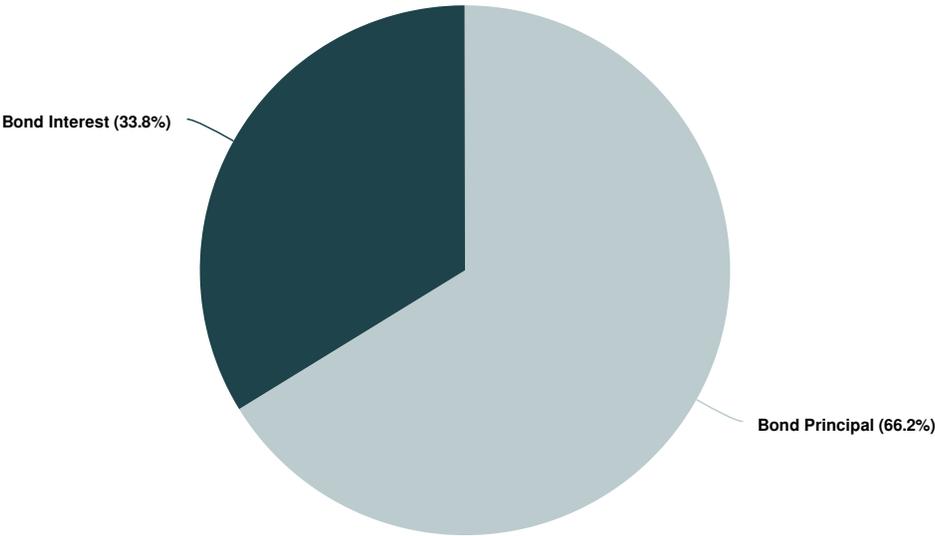
## Budgeted and Historical 2022 Revenues by Source



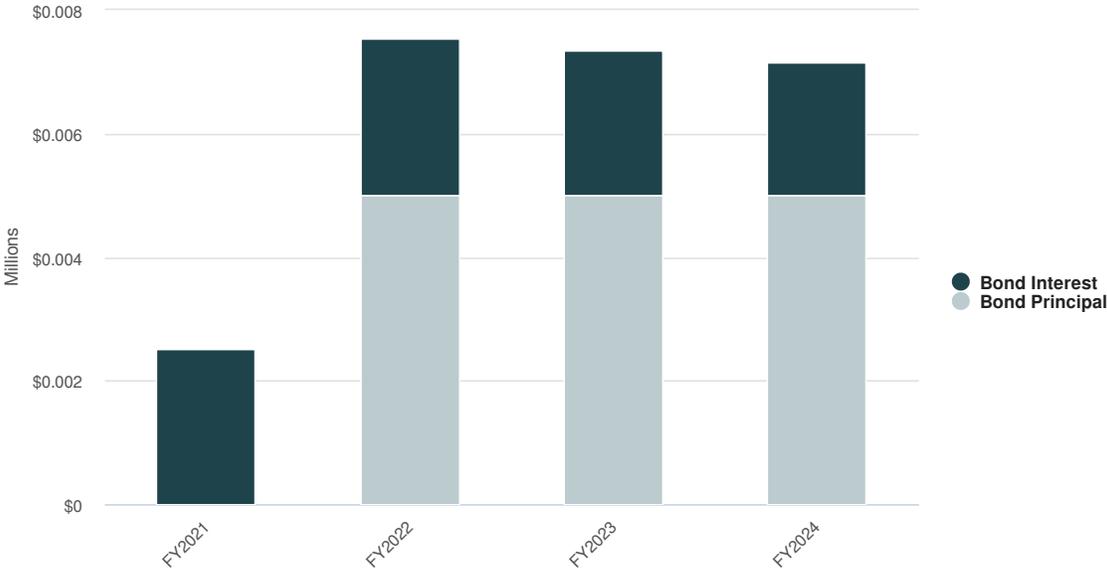
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$159.22	\$13.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$133.42	\$0.00			
Special Assessment Revenues	\$8,630.99	\$9,297.00	\$8,631.00	\$8,631.00	\$8,631.00
<b>Total Revenue Source:</b>	<b>\$8,656.79</b>	<b>\$9,310.00</b>	<b>\$8,631.00</b>	<b>\$8,631.00</b>	<b>\$8,631.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



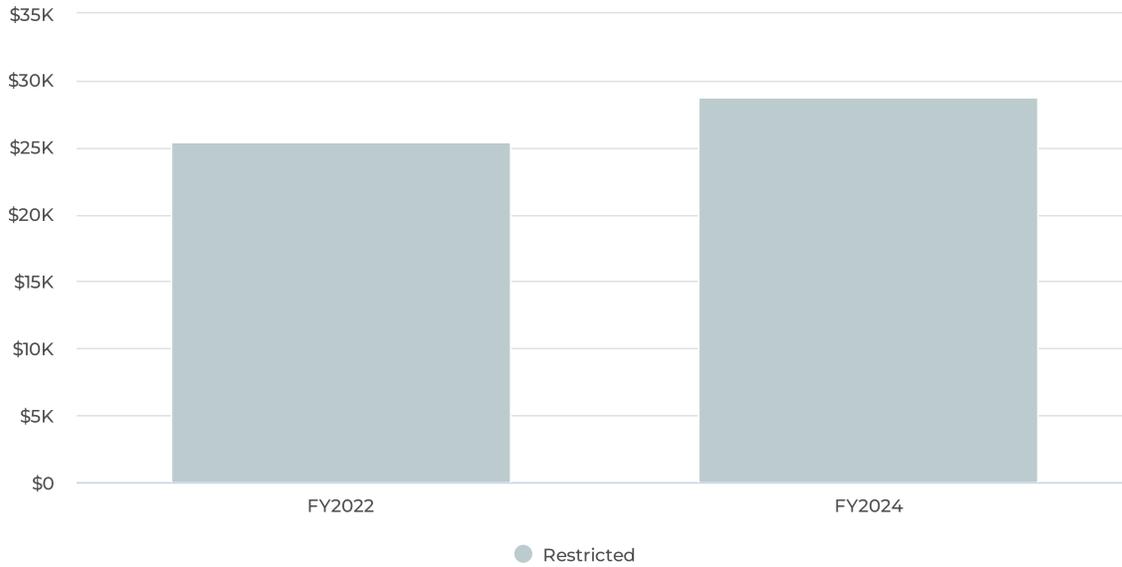
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services	\$20.00				
Bond Principal	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
Bond Interest	\$2,524.86	\$2,525.00	\$2,550.00	\$2,350.00	\$2,150.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Fiscal Agent Fees	\$167.50	\$0.00			
<b>Total Expense Objects:</b>	<b>\$2,712.36</b>	<b>\$2,525.00</b>	<b>\$7,550.00</b>	<b>\$7,350.00</b>	<b>\$7,150.00</b>

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$25,423	\$28,709	0%
<b>Total Fund Balance:</b>	<b>\$25,423</b>	<b>\$28,709</b>	<b>0%</b>



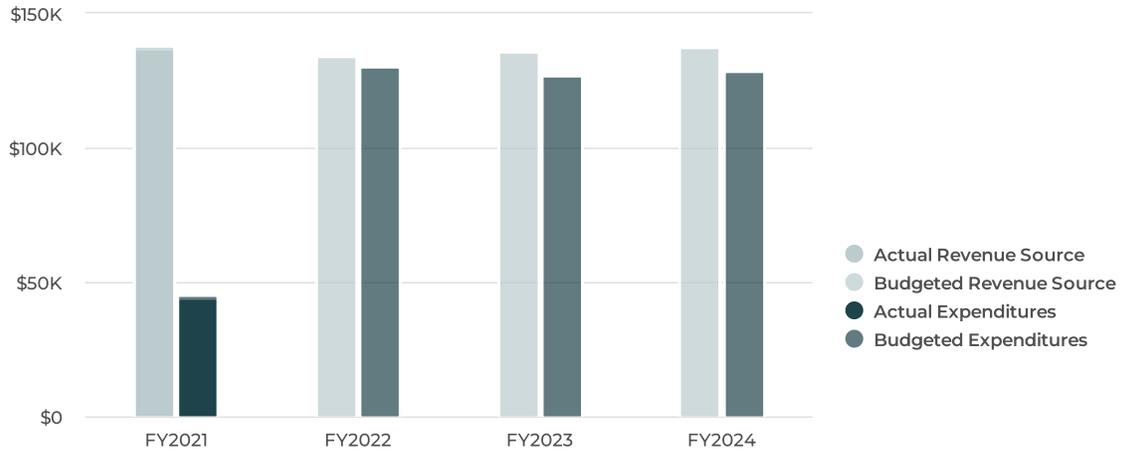
## 2020A GO Tax Abatement Bond-Marsh Lake Rd

### Services Provided

The City issued \$1.6 million in Tax Abatement Bonds to pay for the construction of Marsh Lake Road. The bond will be repaid with a property tax levy and the bonds will be repaid over 15 years. The final bond payment is scheduled for February 2036; however, the bonds may be called after February 1, 2029. The true interest cost (TIC) of the bonds over the life of the bonds is 1.21 percent (1.21%).

### Summary

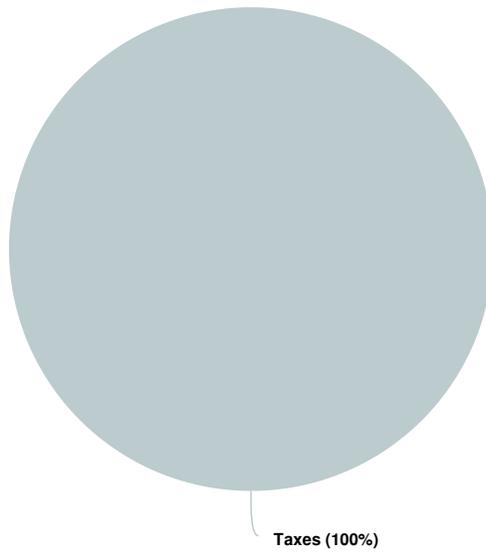
The City of Victoria is projecting \$134.5K of revenue in FY2022. Budgeted expenditures are \$130.8K in FY2022.



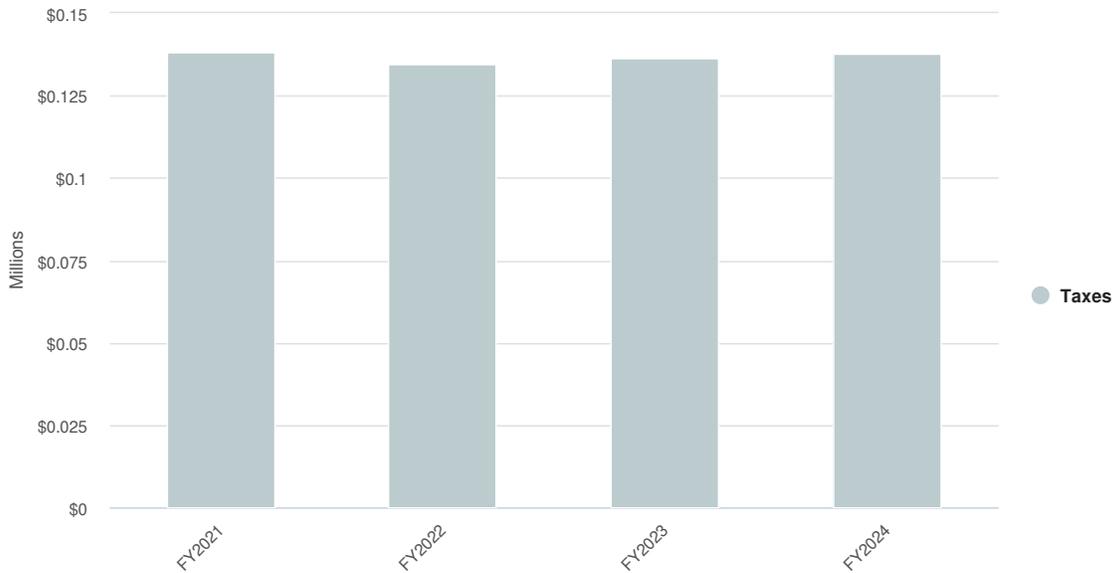
FY2023 and FY2024 amounts are projected and have not been approved by the City Council.

# Revenues by Source

## Projected 2022 Revenues by Source



## Budgeted and Historical 2022 Revenues by Source

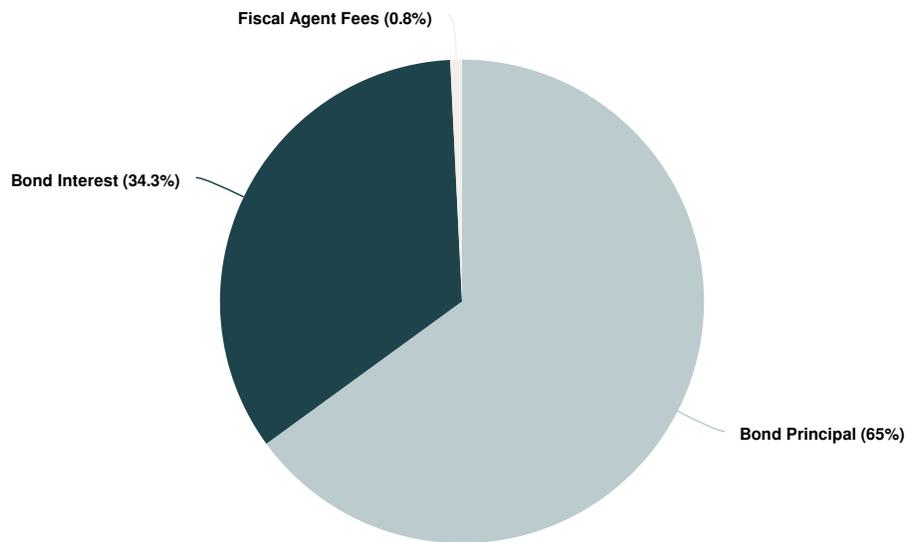


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Taxes	\$136,958.01	\$138,075.00	\$134,505.00	\$136,185.00	\$137,655.00
Investment Earnings	\$80.76	\$0.00		\$0.00	\$0.00
Miscellaneous Revenue	-\$15.07	\$0.00			
<b>Total Revenue Source:</b>	<b>\$137,023.70</b>	<b>\$138,075.00</b>	<b>\$134,505.00</b>	<b>\$136,185.00</b>	<b>\$137,655.00</b>

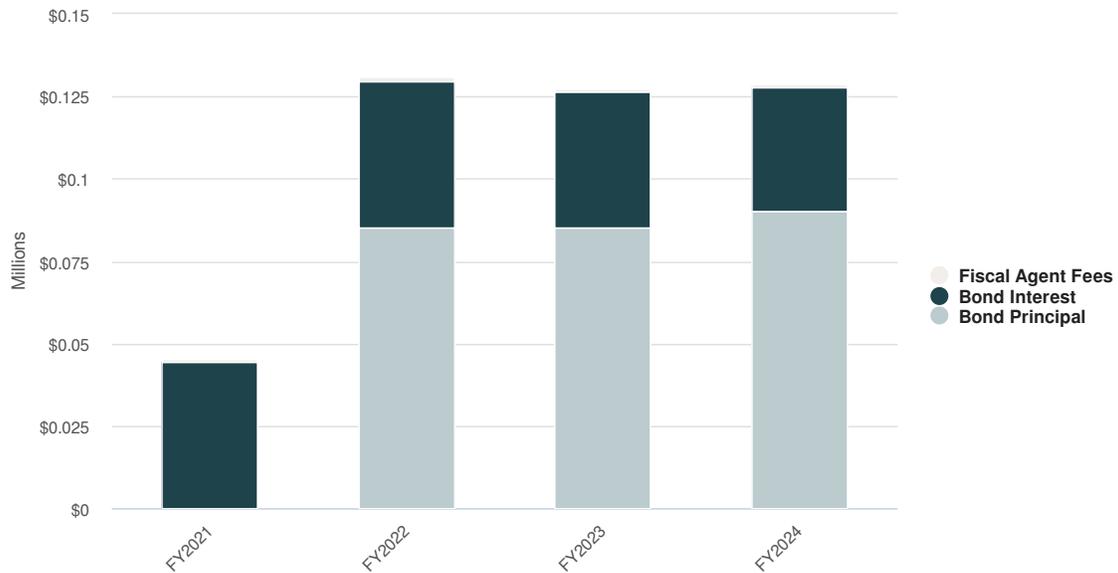


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



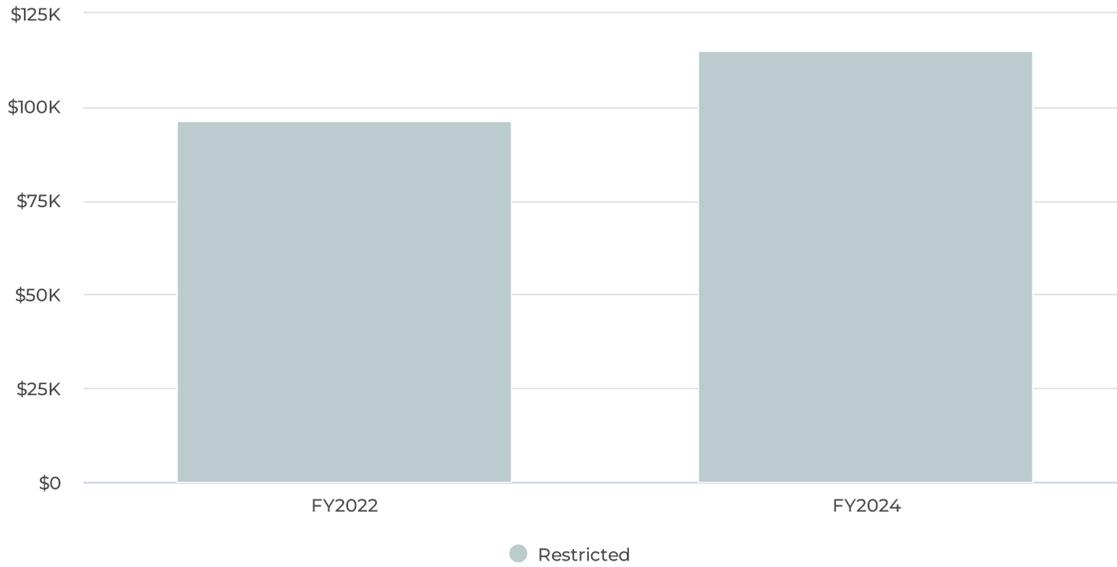
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Bond Principal	\$0.00	\$0.00	\$85,000.00	\$85,000.00	\$90,000.00
Bond Interest	\$44,304.17	\$44,304.00	\$44,800.00	\$41,400.00	\$37,900.00
Fiscal Agent Fees	\$167.50	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Expense Objects:	\$44,471.67	\$45,304.00	\$130,800.00	\$127,400.00	\$128,900.00

## Fund Balance

### Fund Balance Projections



	FY2022	FY2024	% Change
<b>Fund Balance</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$96,268	\$114,859	0%
<b>Total Fund Balance:</b>	<b>\$96,268</b>	<b>\$114,859</b>	<b>0%</b>



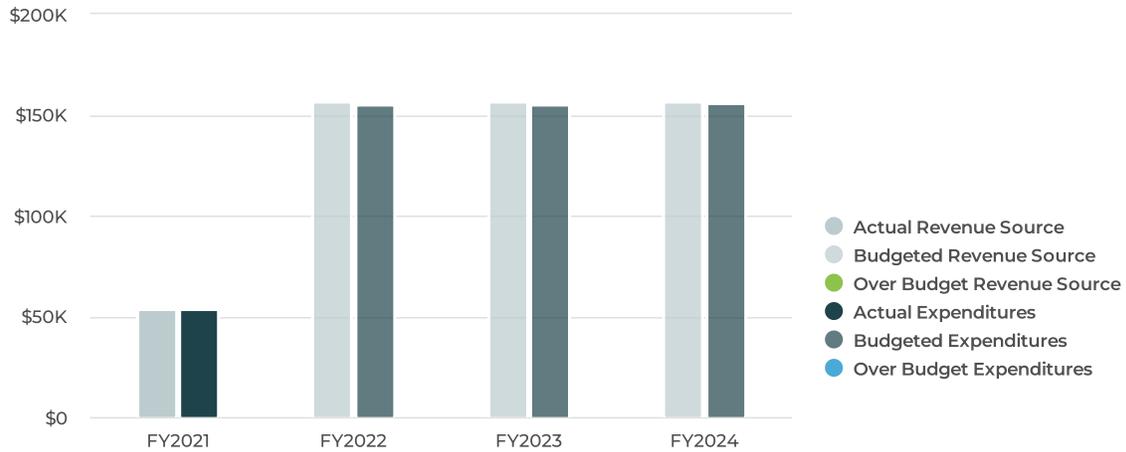
## 2020A GO Tax Abatement Debt Serv-Wassermann Reserve Park

### Services Provided

The City issued \$1.9 million in Tax Abatement Bonds to pay for the construction of Wassermann Reserve Park. The bond will be repaid with utility franchise fee revenues on gas and electric utilities operating in the city (Xcel Energy, Minnesota Valley Electric, and CenterPoint Energy). The bonds will be repaid over 15 years with the final bond payment scheduled for February 2036. The bonds, however, may be called after February 1, 2029. The true interest cost (TIC) of the bonds over the life of the bonds is 1.21 percent (1.21%).

### Summary

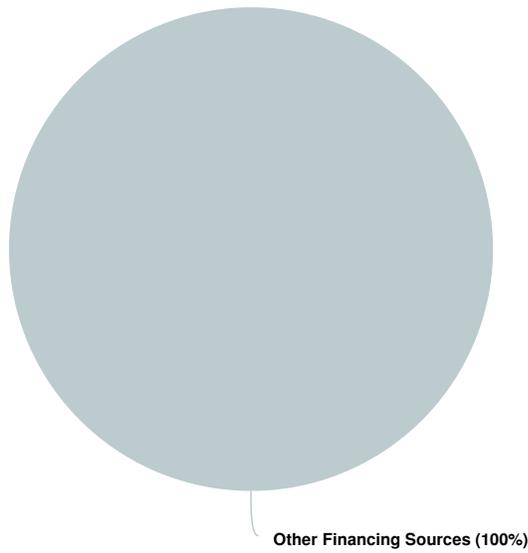
The City of Victoria is projecting \$157K of revenue in FY2022. Budgeted expenditures are \$155.3K in FY2022.



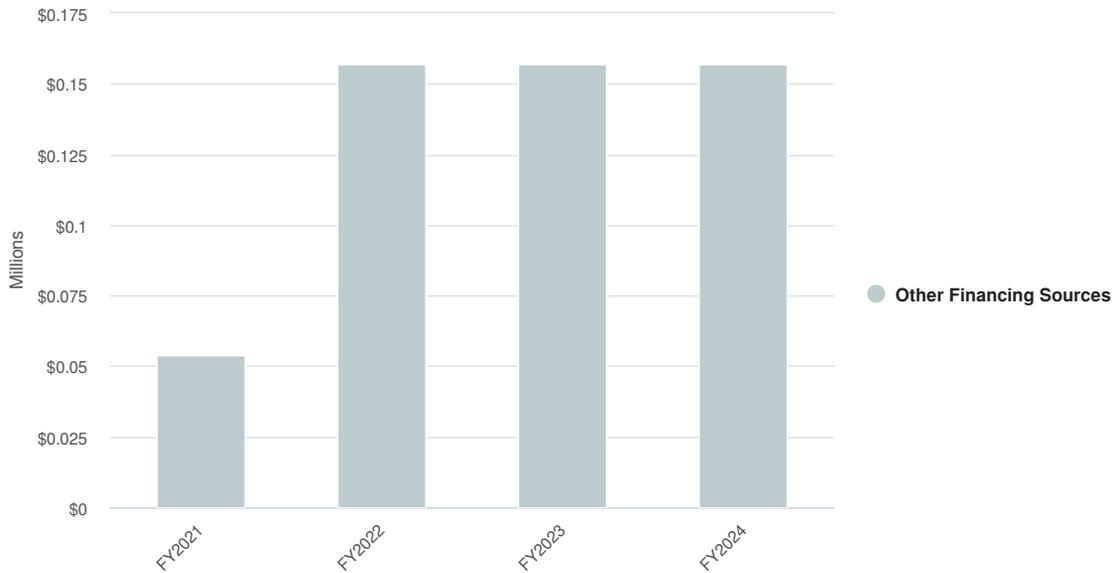
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Revenues by Source

## Projected 2022 Revenues by Source



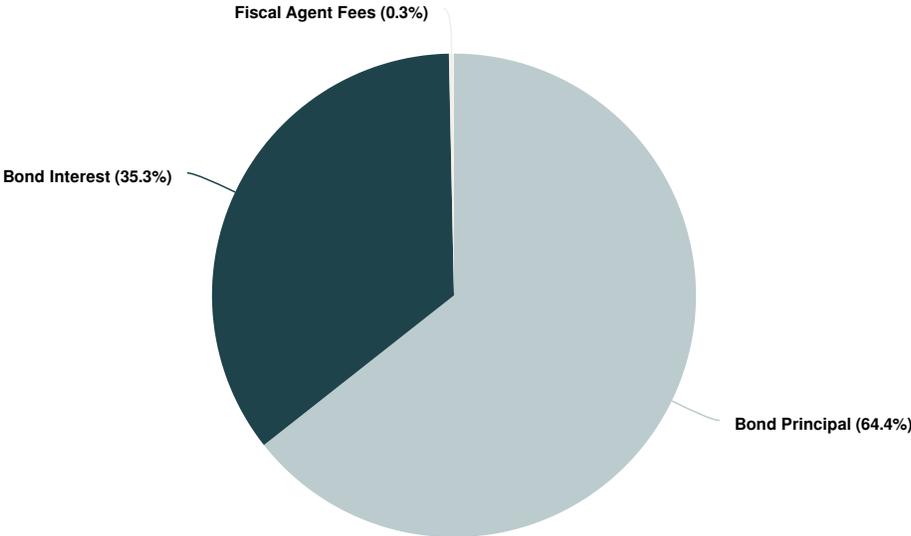
## Budgeted and Historical 2022 Revenues by Source



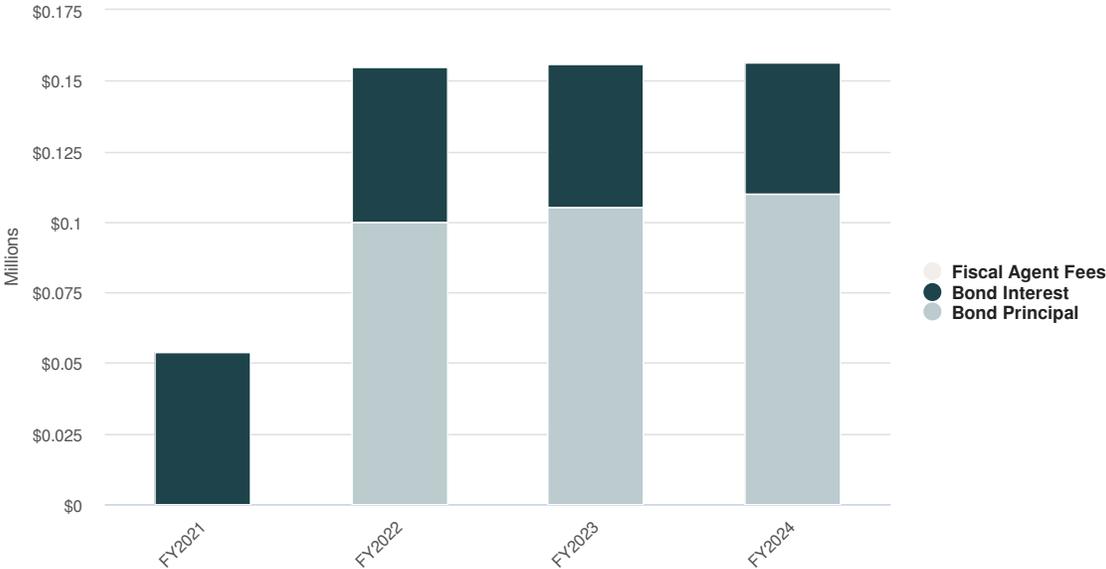
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source					
Investment Earnings	\$141.35	\$0.00			
Miscellaneous Revenue	\$3.58	\$0.00			
Other Financing Sources	\$55,000.00	\$54,165.00	\$157,000.00	\$157,000.00	\$157,000.00
<b>Total Revenue Source:</b>	<b>\$55,144.93</b>	<b>\$54,165.00</b>	<b>\$157,000.00</b>	<b>\$157,000.00</b>	<b>\$157,000.00</b>

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



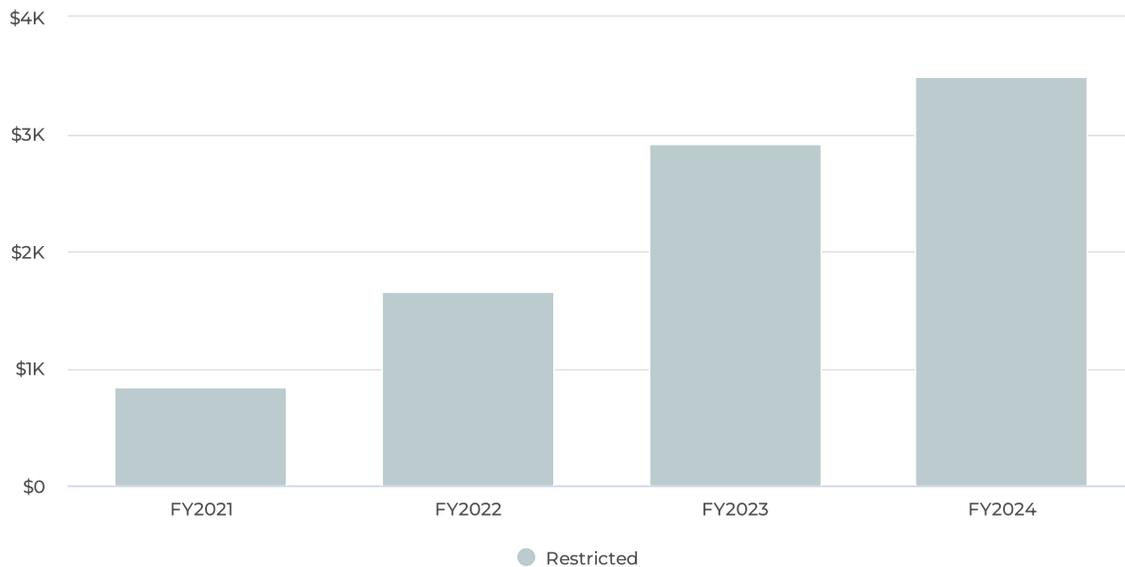
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
Expense Objects						
Bond Principal						



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Debt Service</b>						
BOND PRINCIPAL	\$0.00	\$0.00	\$100,000.00	\$105,000.00	\$110,000.00	N/A
<b>Total Debt Service:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$105,000.00</b>	<b>\$110,000.00</b>	<b>N/A</b>
<b>Total Bond Principal:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$105,000.00</b>	<b>\$110,000.00</b>	<b>N/A</b>
<b>Bond Interest</b>						
<b>Debt Service</b>						
BOND INTEREST	\$54,165.42	\$54,165.00	\$54,850.00	\$50,750.00	\$46,450.00	N/A
<b>Total Debt Service:</b>	<b>\$54,165.42</b>	<b>\$54,165.00</b>	<b>\$54,850.00</b>	<b>\$50,750.00</b>	<b>\$46,450.00</b>	<b>N/A</b>
<b>Total Bond Interest:</b>	<b>\$54,165.42</b>	<b>\$54,165.00</b>	<b>\$54,850.00</b>	<b>\$50,750.00</b>	<b>\$46,450.00</b>	<b>N/A</b>
<b>Fiscal Agent Fees</b>						
<b>Debt Service</b>						
FISCAL AGENT FEES	\$167.51	\$0.00	\$500.00			N/A
<b>Total Debt Service:</b>	<b>\$167.51</b>	<b>\$0.00</b>	<b>\$500.00</b>			<b>N/A</b>
<b>Total Fiscal Agent Fees:</b>	<b>\$167.51</b>	<b>\$0.00</b>	<b>\$500.00</b>			<b>N/A</b>
<b>Total Expense Objects:</b>	<b>\$54,332.93</b>	<b>\$54,165.00</b>	<b>\$155,350.00</b>	<b>\$155,750.00</b>	<b>\$156,450.00</b>	<b>N/A</b>

## Fund Balance

### Fund Balance Projections



	FY2021	FY2022	FY2023	FY2024	% Change
<b>Fund Balance</b>	<b>Actual</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	
Restricted	\$843	\$1,650	\$2,917	\$3,496	19.8%
<b>Total Fund Balance:</b>	<b>\$843</b>	<b>\$1,650</b>	<b>\$2,917</b>	<b>\$3,496</b>	<b>19.8%</b>



## Water Fund

### Services Provided

The Water Fund is a self-sustaining utility fund. The City's water utility provides a safe, reliable, efficient, and cost-effective water operating system to meet the needs of residents and businesses now and into the future. Services include water pumping, water treatment, water storage, water distribution, repairs and maintenance, hydrant flushing, water locates, and responding to emergency water main breaks.

Billings to customers are based on actual water usage that is metered for each property. A portion of the fee collected supports system infrastructure replacement; however, significant capital improvements generally warrant borrowing for a share of the capital costs. Bonding helps the City maintain a stable rate structure by avoiding spikes for large capital expenditures.

Water data is collected quarterly and customers are billed for water use on a quarterly basis as well. The City is planning the transition to monthly billing by mid-year 2022. The transition will support water conservation efforts with earlier leak detection and will alert the Utility Department sooner for needed repairs and maintenance of equipment. In addition, it allows the residents to more easily budget their utility expenses on a monthly basis instead of quarterly. Unpaid bills are the responsibility of the property owner and are certified to the property taxes in November each year.

Minnesota Statutes require public water suppliers serving more than 1,000 customers to adopt a water rate structure that encourages water conservation. The City's rate structure used for water billing includes a tiered system with five tiers. High water usage is generally attributed to irrigation systems (i.e. lawn sprinkling) or leaks.

### Future Trends

As a growing city, infrastructure needs will have financial planning impacts. The use of bonding as a financing tool ultimately may have rate impacts. Rate stability will be closely monitored as infrastructure needs are evaluated. Additionally, the City recognizes the importance of maintaining a strong long-term cash balance within the fund.

An annual review of rates is completed to ensure financial stability of the utility. In 2020, the City contracted with Northland Securities to conduct a comprehensive water utility rate study. The City has included new rates in its 2022 Fee Schedule and is being implemented beginning January 1, 2022.

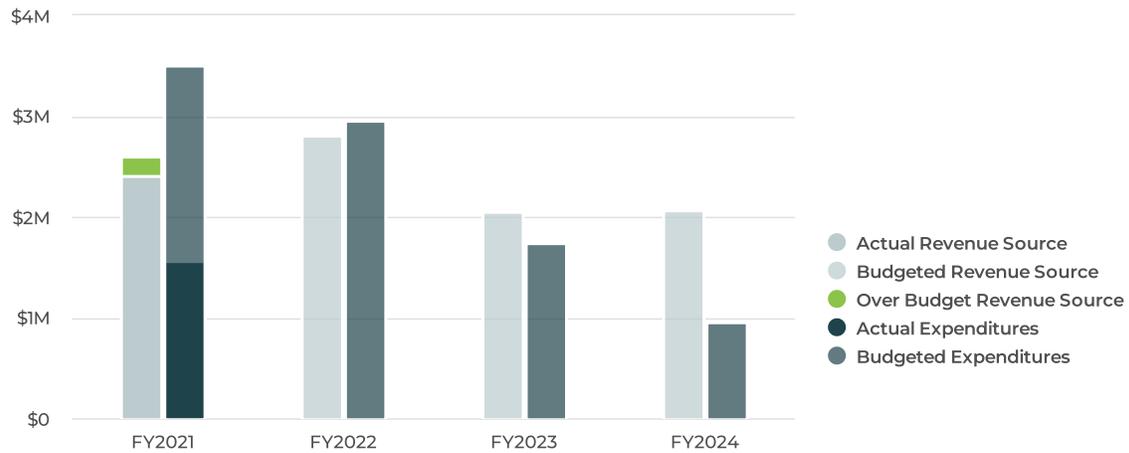
## 2022 Water Utility Rates

- The quarterly water base rate charge is \$32.00.
- The City collects and remits a quarterly fee of \$2.43 per connection to the Minnesota Department of Health.
- Tiered rates per thousand gallons charges:

Gallons used between	Fee
0 and 15,000	\$2.65
15,001 and 30,000	\$3.18
30,001 and 50,000	\$3.82
50,001 and 75,000	\$4.58
Over 75,001	\$5.50

## Summary

The City of Victoria is projecting \$2.81M of revenue in FY2022, which includes \$800k in bonding revenue for Capital Projects. Budgeted expenditures are projected to be \$2.96M in FY2022 due to Capital Projects including the Well #5 project (\$1.2M) which was carried over from 2021.



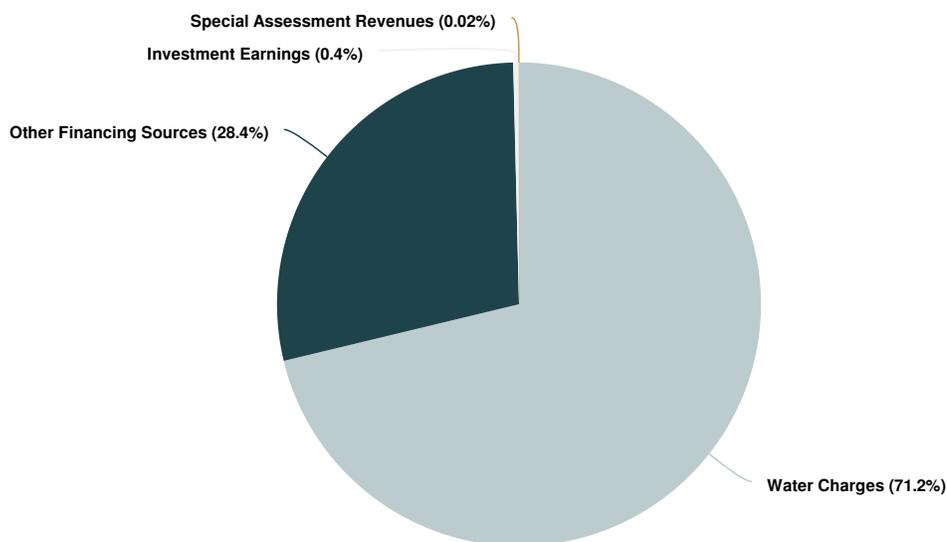
The 2023 and 2024 budgeted amounts are projected and have not been approved by the City Council.

## Revenues by Source

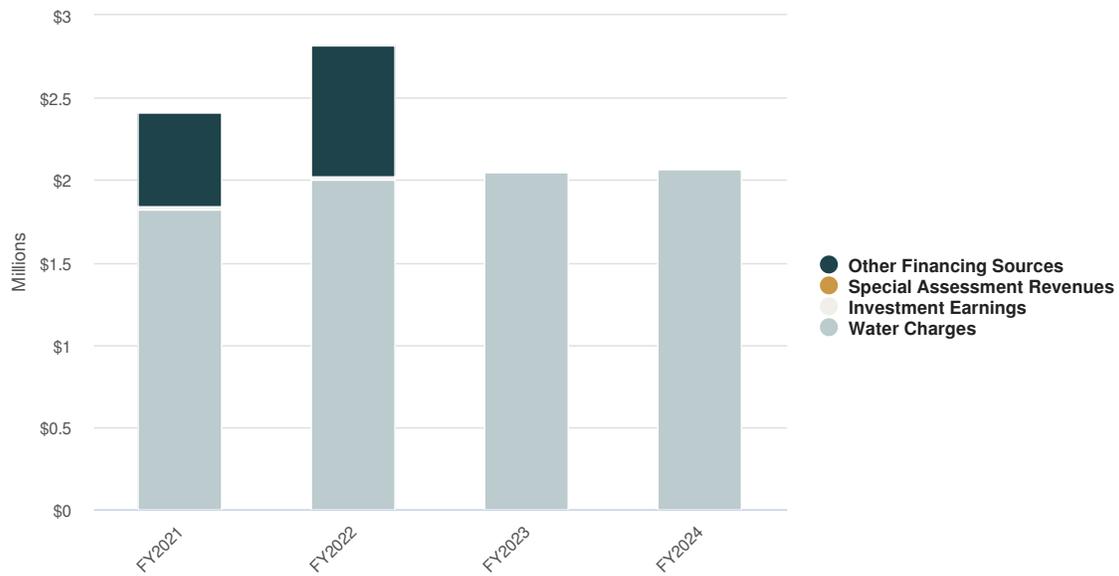
The City classifies water revenues as either operating or non-operating. Operating Revenues are projected to increase due to the addition of new homes. Connection fees are projected to increase in 2022, due to an increase in the number of budgeted new homes from 120 new homes in 2021 to 144 new homes in 2022.

Estimated revenues are based on a typical weather year. Dry summer conditions generally result in higher revenue and wet summers generally result in lower revenue. Increased revenue in dry summers is partially offset by the increased costs of additional chemicals and electricity costs for pumping and increased maintenance from heavier use on the City's equipment.

### Projected 2022 Revenues by Source



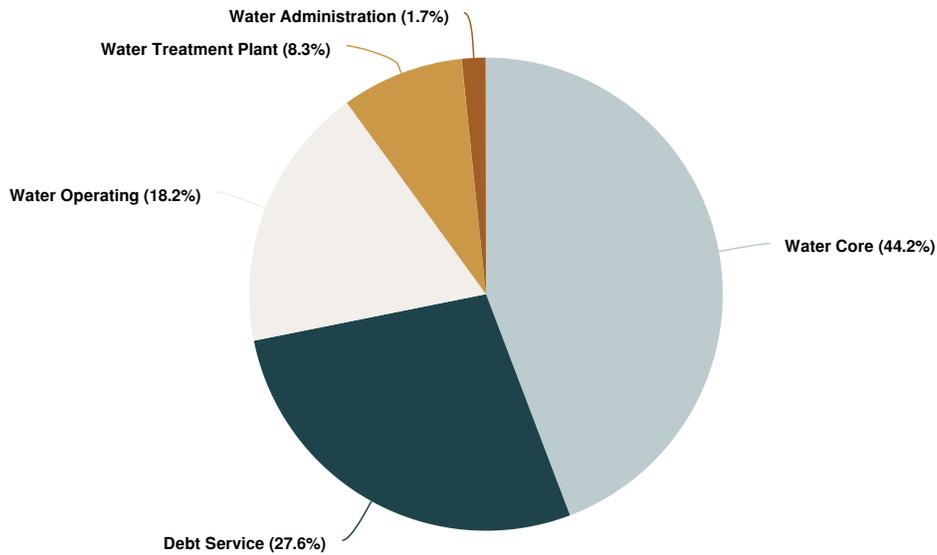
### Budgeted and Historical 2022 Revenues by Source



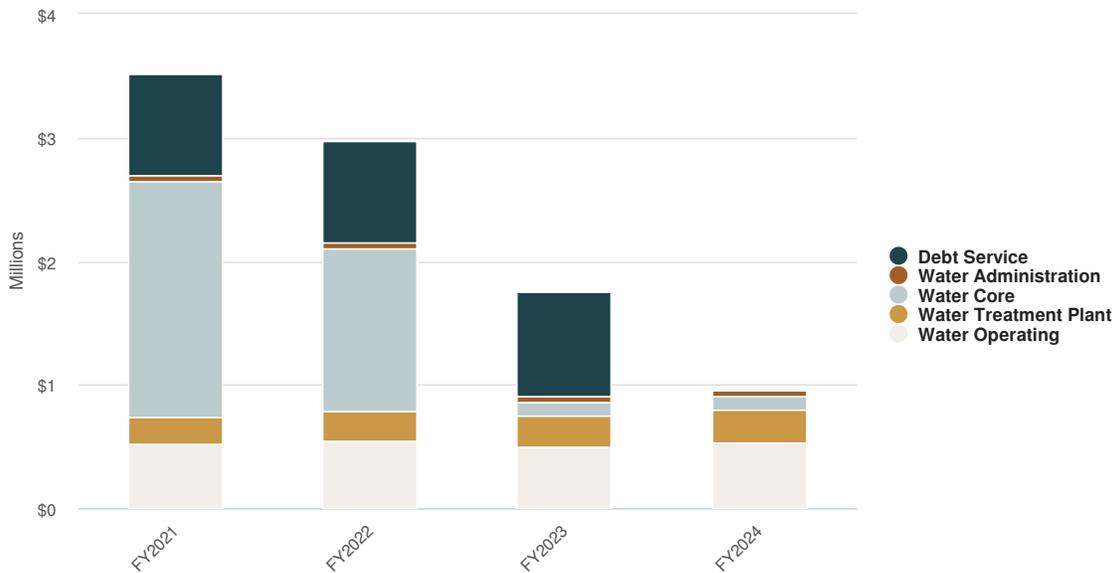
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source						
Intergovernmental	\$5,433.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Investment Earnings	\$21,615.18	\$20,000.00		\$10,000.00	\$10,000.00	\$10,200.00
Miscellaneous Revenue	-\$15,628.67	\$0.00		\$0.00	\$0.00	\$0.00
Water Charges	\$2,596,055.69	\$1,818,408.00		\$2,007,463.00	\$2,047,612.26	\$2,068,088.65
Other Financing Sources	\$0.00	\$570,000.00	\$0.00	\$800,000.00	\$0.00	\$0.00
Special Assessment Revenues	\$380.47	\$500.00		\$500.00	\$500.00	\$500.00
<b>Total Revenue Source:</b>	<b>\$2,607,856.34</b>	<b>\$2,408,908.00</b>	<b>\$0.00</b>	<b>\$2,817,963.00</b>	<b>\$2,058,112.26</b>	<b>\$2,078,788.65</b>

# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expenditures							
Debt Service	\$83,437.50	\$819,138.00	\$0.00	\$819,738.00	\$819,738.00	\$844,330.14	\$0.00
Water Operating	\$427,855.52	\$522,593.00	\$0.00	\$538,574.00	\$538,574.00	\$490,235.12	\$529,269.89



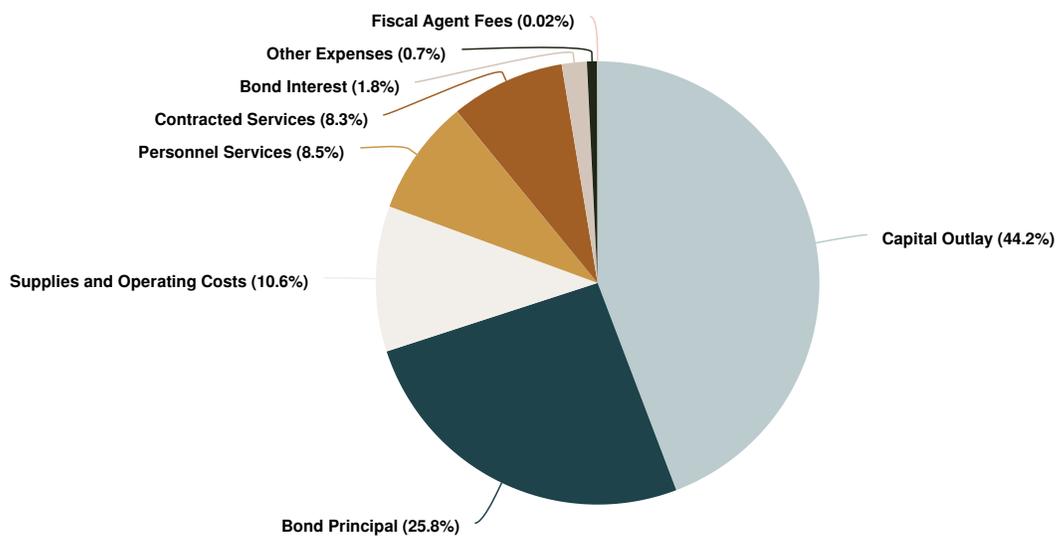
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Water Treatment Plant	\$288,980.58	\$216,730.00	\$0.00	\$247,489.00	\$247,489.00	\$254,913.67	\$262,561.08
Water Administration	\$51,775.95	\$44,096.00	\$0.00	\$49,012.00	\$49,012.00	\$50,482.36	\$51,996.83
Water Core	\$718,082.37	\$1,912,000.00	\$0.00	\$1,312,000.00	\$1,312,000.00	\$112,000.00	\$112,000.00
<b>Total Expenditures:</b>	<b>\$1,570,131.92</b>	<b>\$3,514,557.00</b>	<b>\$0.00</b>	<b>\$2,966,813.00</b>	<b>\$2,966,813.00</b>	<b>\$1,751,961.29</b>	<b>\$955,827.80</b>

## Expenditures by Expense Type

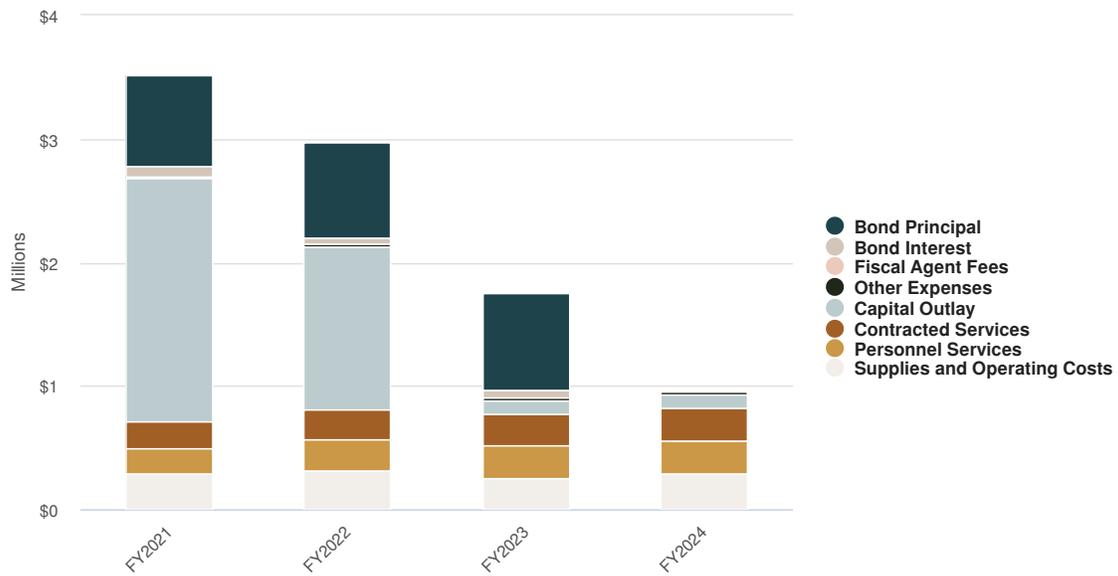
Expenditures are used for operation and maintenance, debt service, capital improvements, and infrastructure construction and replacement. The Wages & Benefits expenses are increasing due to the addition of a full-time Utility Superintendent and a full-time Customer Service/Utility Billing Technician shared with the Sewer Fund. The transition to monthly utility billing increases the expenses of the water fund for mailing and printing of invoices.

A five-year capital improvement plan (CIP) is used to project capital improvements and infrastructure needs. Capital Outlay for 2022 includes reimbursement to developers for oversizing water mains (\$112k), and the construction of a pumphouse and Well #5 (\$1.2M).

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

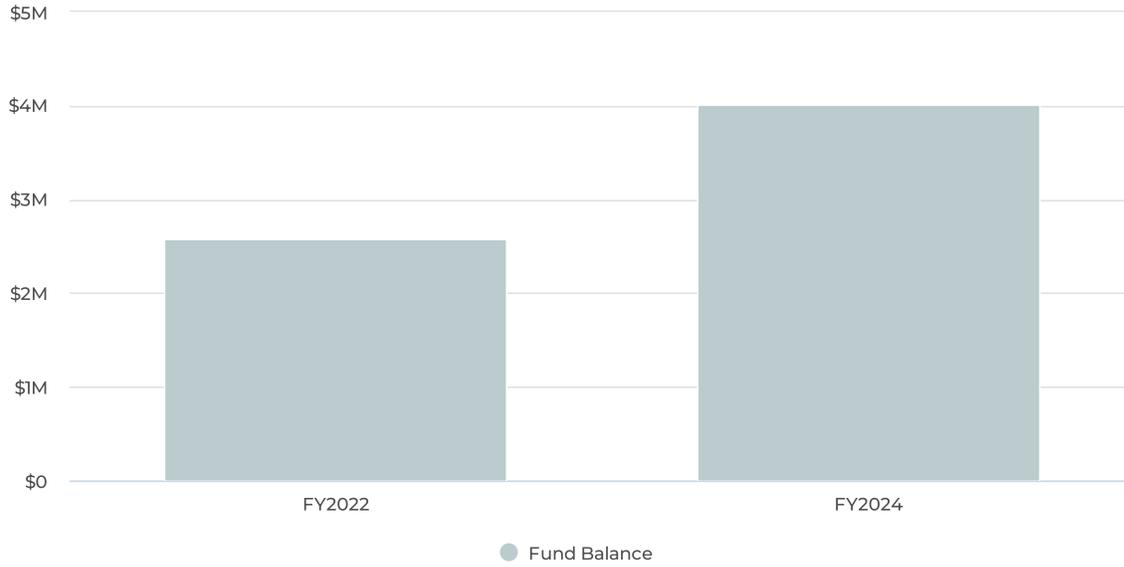


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Personnel Services	\$203,803.14	\$201,219.00	\$0.00	\$251,539.00	\$259,085.17	\$266,857.73
Supplies and Operating Costs	\$265,930.82	\$291,600.00	\$0.00	\$314,303.00	\$259,235.99	\$291,340.78
Contracted Services	\$371,410.63	\$222,100.00	\$0.00	\$247,095.00	\$254,507.85	\$262,143.09
Other Expenses	\$24,672.65	\$13,500.00	\$0.00	\$22,138.00	\$22,802.14	\$23,486.20
Capital Outlay	\$620,502.18	\$1,967,000.00	\$0.00	\$1,312,000.00	\$112,000.00	\$112,000.00
Bond Principal	\$0.00	\$735,000.00		\$765,000.00	\$787,950.00	\$0.00
Bond Interest	\$83,437.50	\$83,438.00		\$54,038.00	\$55,659.14	\$0.00
Fiscal Agent Fees	\$375.00	\$700.00	\$0.00	\$700.00	\$721.00	\$0.00
<b>Total Expense Objects:</b>	<b>\$1,570,131.92</b>	<b>\$3,514,557.00</b>	<b>\$0.00</b>	<b>\$2,966,813.00</b>	<b>\$1,751,961.29</b>	<b>\$955,827.80</b>

# Fund Balance

The City strives to maintain working capital cash balances at a minimum fund balance to make any bond payments plus an amount needed to fund future capital projects as identified in the City's CIP. Bonding for large projects and judicious use of net assets within funds can be used to moderate fluctuations in capital projects and infrastructure maintenance expenses.

## Fund Balance Projections





## Sewer Fund

### Services Provided

The Sewer Fund is a self-sustaining utility fund. The sewer utility provides an efficient, well-maintained, and cost-effective sewer collection system to meet the needs of the growing community. Services include operating and maintaining the sanitary sewer collection system, sewer jetting, inspecting lift stations, inflow and infiltration improvements, and emergency sewer repairs. Waste is transferred to the Metropolitan Council interceptor for treatment.

### Future Trends

Billings to customers for sewer is included in customers' water bill for each property. An annual comprehensive review of rates is completed to ensure the financial stability of the utility. A portion of the fee collected supports system infrastructure replacement; however, significant capital improvements generally warrant borrowing for a share of the capital costs. Bonding helps the City maintain a stable rate structure by avoiding spikes for large capital expenditures.

Along with water usage, customers are charged quarterly and billed quarterly for sewer. The City is planning the transition to monthly billing by mid-year 2022. Unpaid bills are the responsibility of the property owner and are certified to the property taxes in November each year.

As a growing city, infrastructure needs will have financial planning impacts. The use of bonding as a financing tool and ultimately may have rate impacts. In 2020, the City contracted with Northland Securities to conduct a comprehensive sewer utility rate study. The City has included the new rates in its 2022 Fee Schedule and is being implemented beginning January 1, 2022. Rate stability will be closely monitored as infrastructure needs are evaluated. Additionally, the City recognizes the importance of maintaining a strong long-term cash balance within the fund.

## 2022 Sewer Utility Rates

The quarterly sewer base rate is \$35.00.

The Commercial, Multi-Family, Institutional Consumption Rate per 1,000 gallons of water is:

Gallons used between	Fee
0 and 15,000	\$2.50
15,001 and 30,000	\$2.75
30,001 and 50,000	\$3.03
50,001 and 75,000	\$3.33
Over 75,001	\$3.66

The Residential consumption rate is based on the average of water consumption used for the Oct 1-Mar 31 billings and is tiered:

Gallons used between	Fee
0 and 15,000	\$2.50
15,001 and 30,000	\$2.75
30,001 and 50,000	\$3.03
50,001 and 75,000	\$3.33
Over 75,001	\$3.66

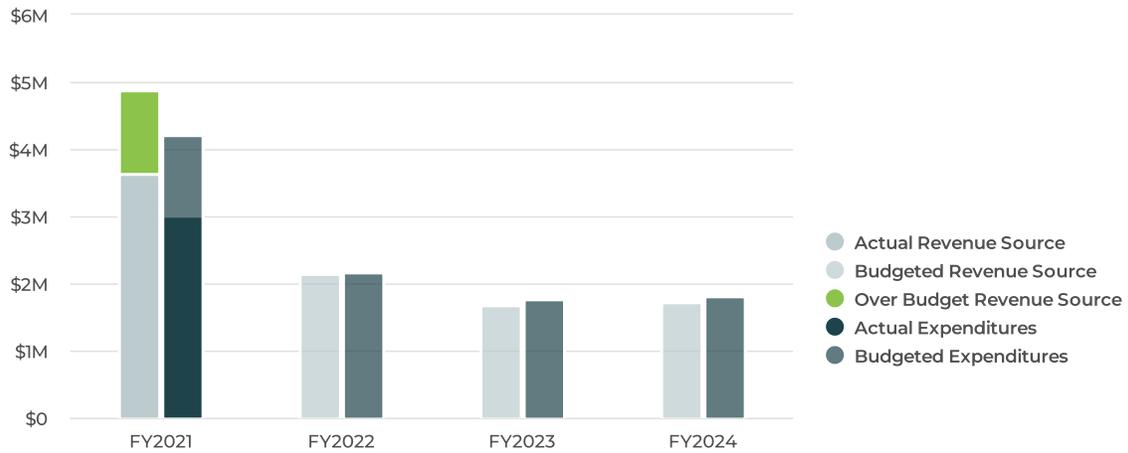
The consumption rate per 1,000 gallons if no average has been established (new residents) is tiered up to 30,000 gallons (see chart above).

The consumption rate per 1,000 gallons for non-metered properties is \$37.50 per quarter.

## Summary



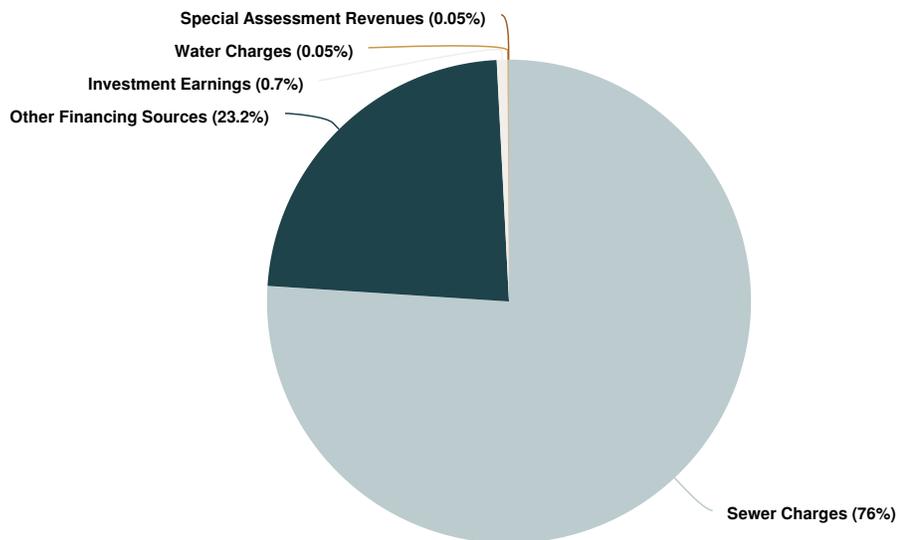
The City of Victoria is projecting \$2.15M of revenue in FY2022, which includes \$500k in bonding for Capital Projects. Budgeted expenditures are projected to be \$2.18M which includes Capital Projects totaling \$885k.



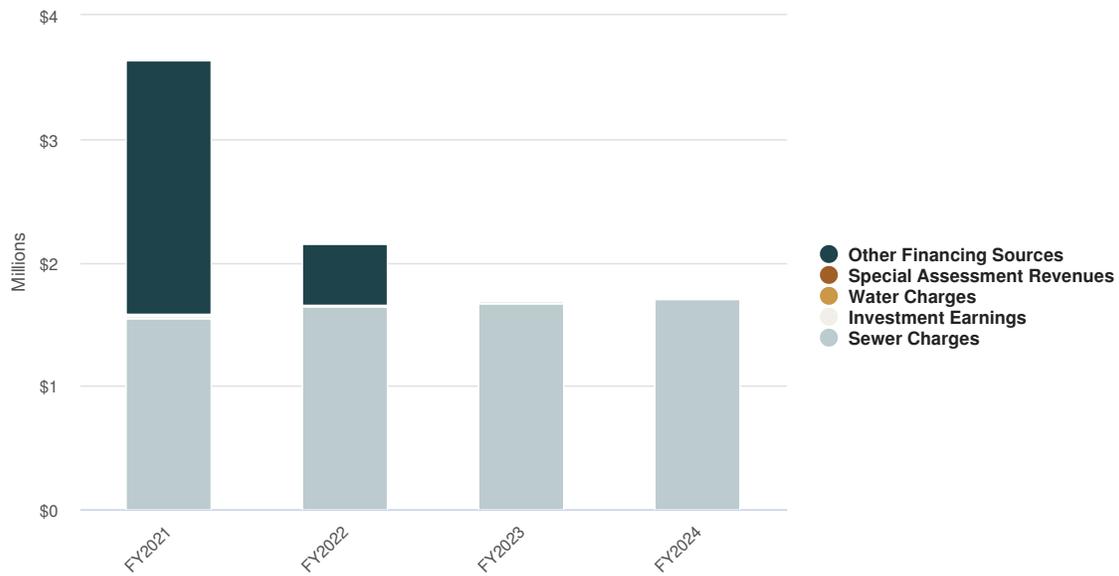
## Revenues by Source

Like the Water Fund, the city classifies sewer revenues as either operating or non-operating. Operating Revenues are projected to remain steady due to the new 2022 sewer rates. Connection Fees are projected to increase due to the increase in number of homes budgeted to 144 homes.

### Projected 2022 Revenues by Source



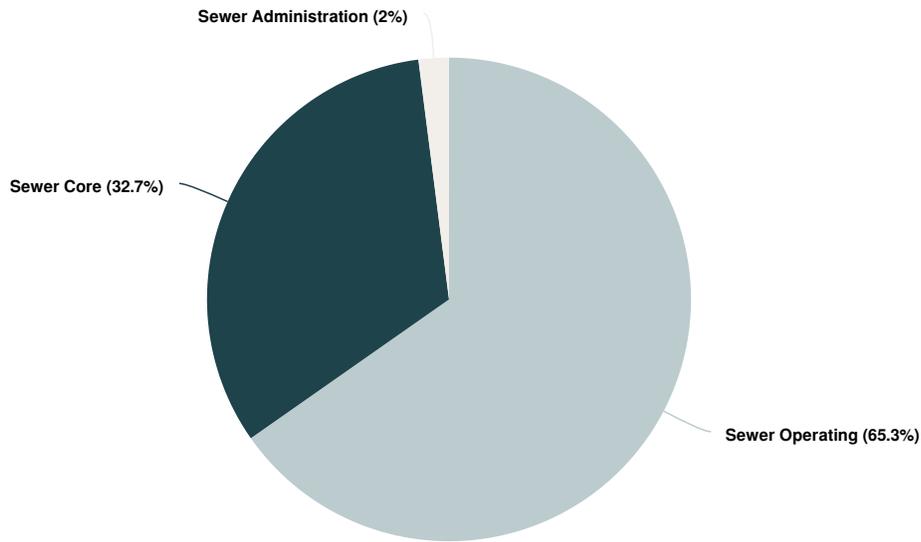
## Budgeted and Historical 2022 Revenues by Source



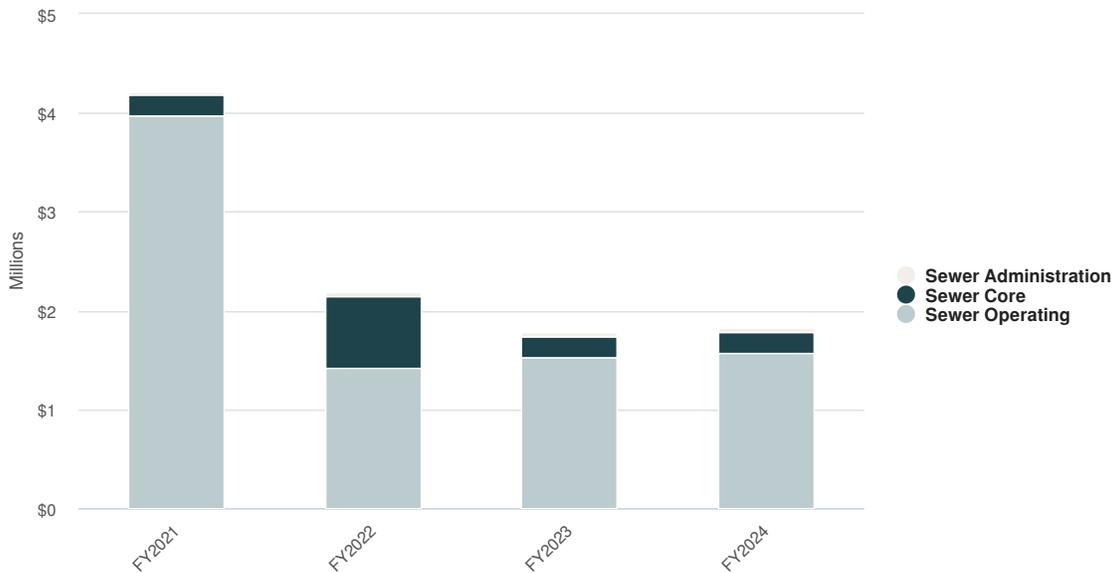
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source						
Charges for Services	\$6,670.00	\$0.00		\$0.00	\$0.00	\$0.00
Investment Earnings	\$18,353.84	\$25,000.00		\$15,000.00	\$15,300.00	\$15,606.00
Miscellaneous Revenue	-\$18,180.27	\$0.00		\$0.00	\$0.00	\$0.00
Water Charges	\$0.00	\$1,125.00		\$1,125.00	\$1,147.50	\$1,170.45
Sewer Charges	\$1,934,508.65	\$1,551,991.00		\$1,639,281.00	\$1,672,066.62	\$1,705,507.95
Other Financing Sources	\$2,948,203.76	\$2,063,300.00	\$0.00	\$500,000.00	\$0.00	\$0.00
Special Assessment Revenues	\$349.58	\$1,000.00		\$1,000.00	\$1,020.00	\$1,040.40
<b>Total Revenue Source:</b>	<b>\$4,889,905.56</b>	<b>\$3,642,416.00</b>	<b>\$0.00</b>	<b>\$2,156,406.00</b>	<b>\$1,689,534.12</b>	<b>\$1,723,324.80</b>

# Expenditures by Function

## Budgeted Expenditures by Function



## Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expenditures						
Debt Service	\$56,495.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Operating	\$957,223.11	\$3,975,010.00	\$0.00	\$1,426,664.00	\$1,519,363.92	\$1,564,944.84
Sewer Administration	\$17,559.31	\$29,089.00	\$0.00	\$44,062.00	\$45,383.86	\$46,745.38



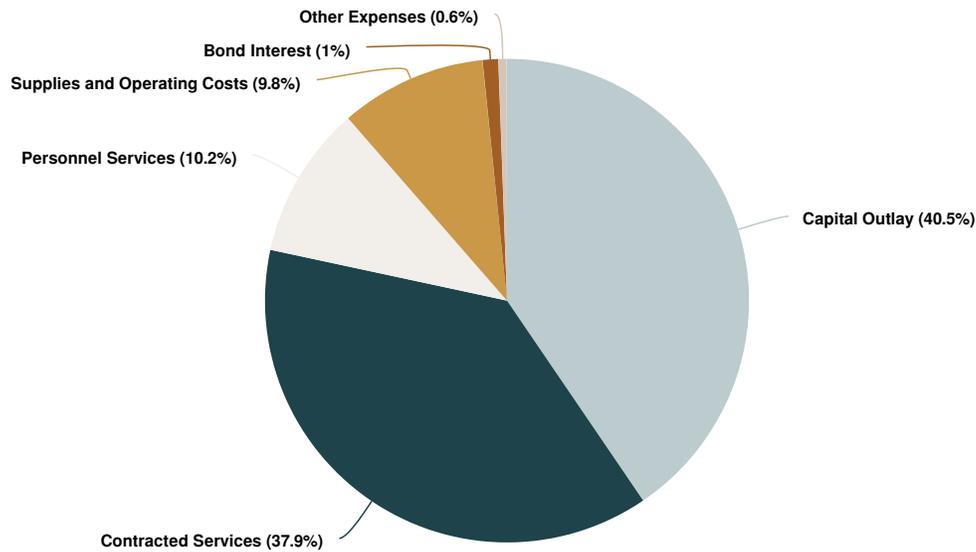
Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Sewer Core	\$2,000,376.51	\$215,000.00	\$0.00	\$715,000.00	\$215,000.00	\$221,450.00
<b>Total Expenditures:</b>	<b>\$3,031,654.50</b>	<b>\$4,219,099.00</b>	<b>\$0.00</b>	<b>\$2,185,726.00</b>	<b>\$1,779,747.78</b>	<b>\$1,833,140.21</b>

## Expenditures by Expense Type

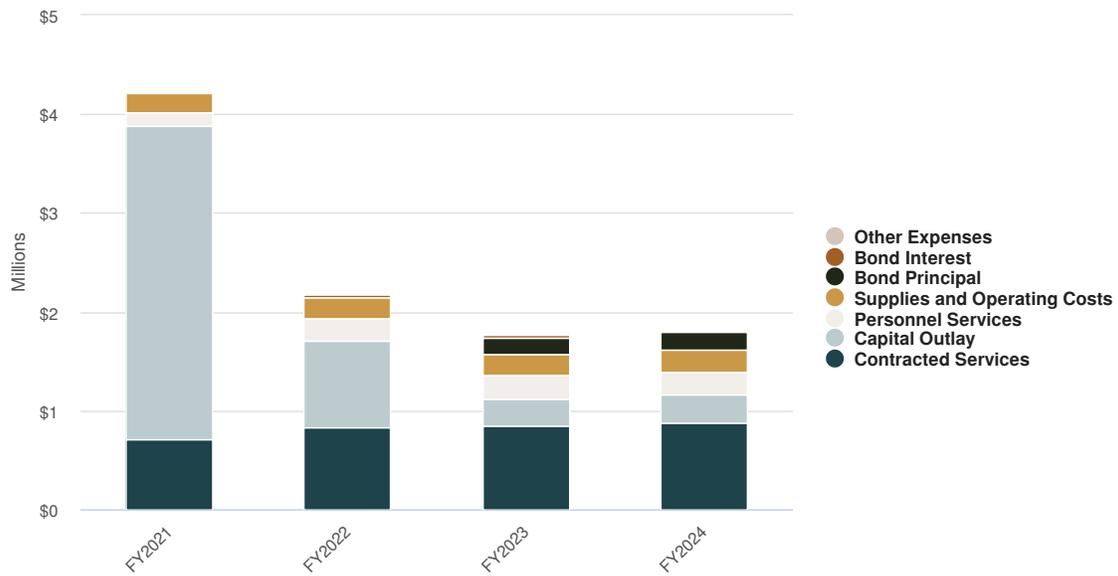
Expenses for Wages & Benefits are increasing due to a new full-time Utility Superintendent and full-time Customer Service/Utility Billing Technician, which are shared with the Water Fund. Expense are projected to increase with the transition to monthly billing for mailing and printing invoices. Capital Outlay for 2022 includes reimbursements to developers for oversizing sewer mains (\$215k), CR 18 Truck Sewer Replacement (\$500k), Oversizing reimbursements to developers (\$215k), E-1 Grinder Pumps for LS #8 (\$30k), and Replacement of Sewer Truck #118 (\$140k).

One of the largest operating expenditures is to Metropolitan Council Environmental Services (MCES) Fees for wastewater treatment, which increased 18 percent (18%) or \$114,214 from 2021.

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

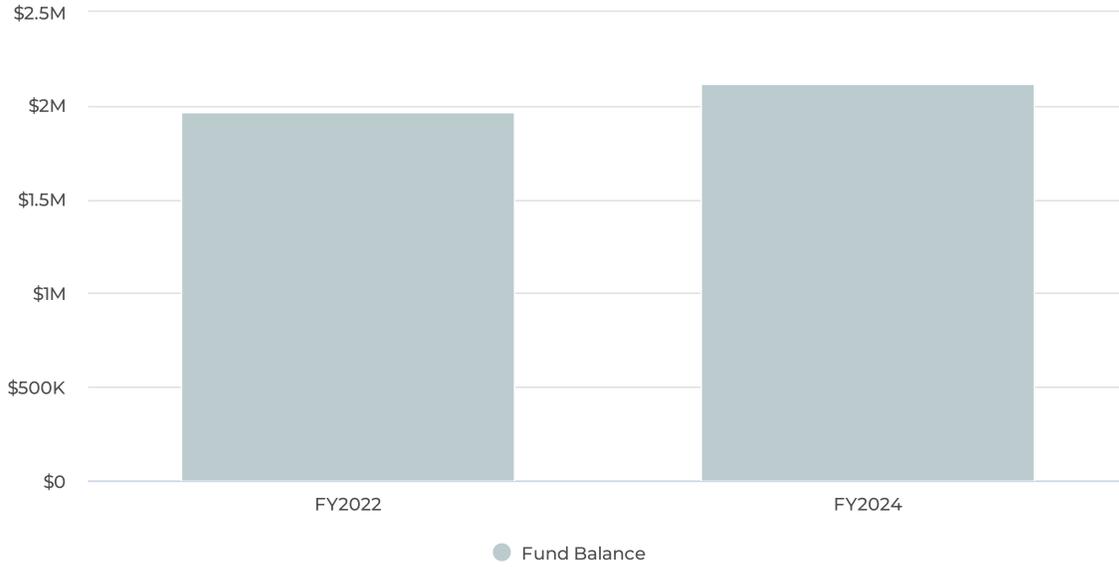


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Personnel Services	\$121,875.81	\$128,629.00	\$0.00	\$223,187.00	\$229,882.61	\$236,779.09
Supplies and Operating Costs	\$109,853.99	\$193,700.00	\$0.00	\$213,983.00	\$220,402.49	\$227,014.56
Contracted Services	\$1,026,570.97	\$708,870.00	\$0.00	\$828,284.00	\$853,132.52	\$878,726.50
Other Expenses	\$7,117.41	\$7,900.00	\$0.00	\$12,400.00	\$12,772.00	\$13,155.16
Capital Outlay	\$1,709,740.75	\$3,180,000.00	\$0.00	\$885,000.00	\$270,000.00	\$278,100.00
Bond Principal				\$0.00	\$170,000.00	\$175,100.00
Bond Interest	\$0.00	\$0.00		\$22,872.00	\$23,558.16	\$24,264.90
Bond Discount Off-Set	\$21,660.97					
Bond Issuance Costs	\$34,834.60					
<b>Total Expense Objects:</b>	<b>\$3,031,654.50</b>	<b>\$4,219,099.00</b>	<b>\$0.00</b>	<b>\$2,185,726.00</b>	<b>\$1,779,747.78</b>	<b>\$1,833,140.21</b>

# Fund Balance

The City strives to maintain working capital cash balances at a minimum fund balance to make any bond payments plus an amount needed to fund future capital projects as identified in the city's CIP. Bonding for large projects and judicious use of net assets within funds can be used to moderate fluctuations in capital projects and infrastructure maintenance expenses.

## Fund Balance Projections





## Stormwater Management Fund

### Services Provided

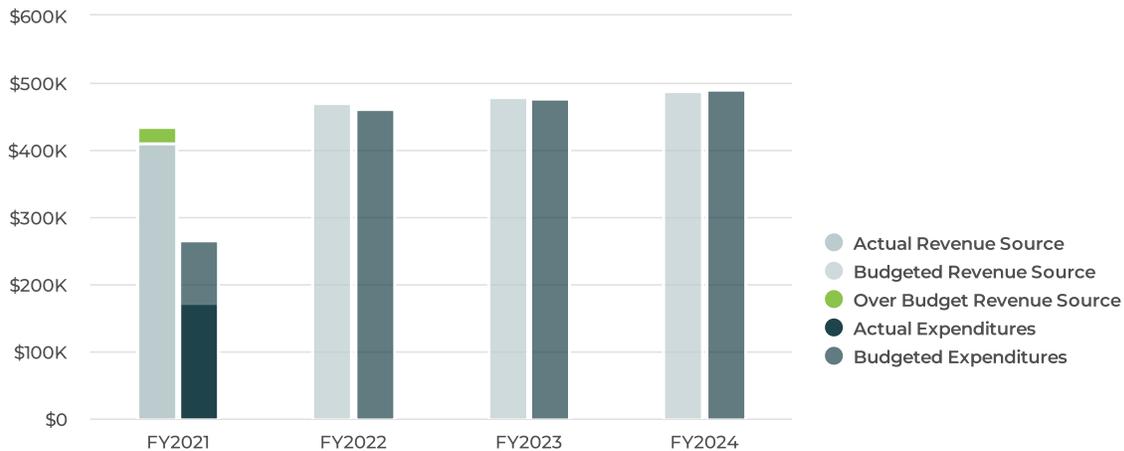
The Stormwater Management Fund is a self-sustaining utility fund. The City's stormwater management utility exists to improve and protect Victoria's surface water resources and provide flood protection through the installation and maintenance of stormwater infrastructure, the preservation and enhancement of natural features, and through education and outreach. The City partners with organizations to achieve these goals.

Stormwater charges provide funding for storm drainage maintenance, street sweeping, pond clean-out, water quality work, and other stormwater-related functions. Expenditures from this fund are used for operation and maintenance, debt service, capital improvements, and infrastructure construction and replacement relating specifically to the City's stormwater system.

The City's five-year capital improvement plan (CIP) helps assists the City plan for long-term needs and prioritize capital improvements. However, the Storm Water Management Fund may also be subject to funding pressure from other areas such as outside mandates or other improvements that may require funding from stormwater funds (e.g. standards imposed on water quality by federal or state agencies)

## Summary

The City of Victoria is projecting \$470.4K of revenue in FY2022, which represents a 14.6% increase over the prior year. Budgeted expenditures are projected to increase by 74.1% or \$197k to \$463.3K in FY2022. The increase in expenditures is to complete storm water pond cleaning projects in 2022.



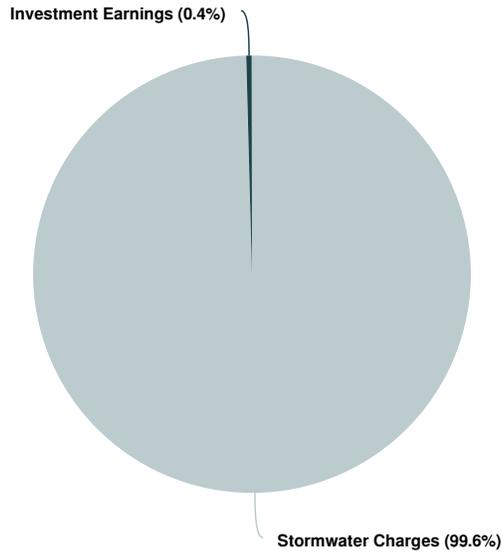
## 2022 Stormwater Utility Rates

The Stormwater base rate is \$31.00 per quarter.

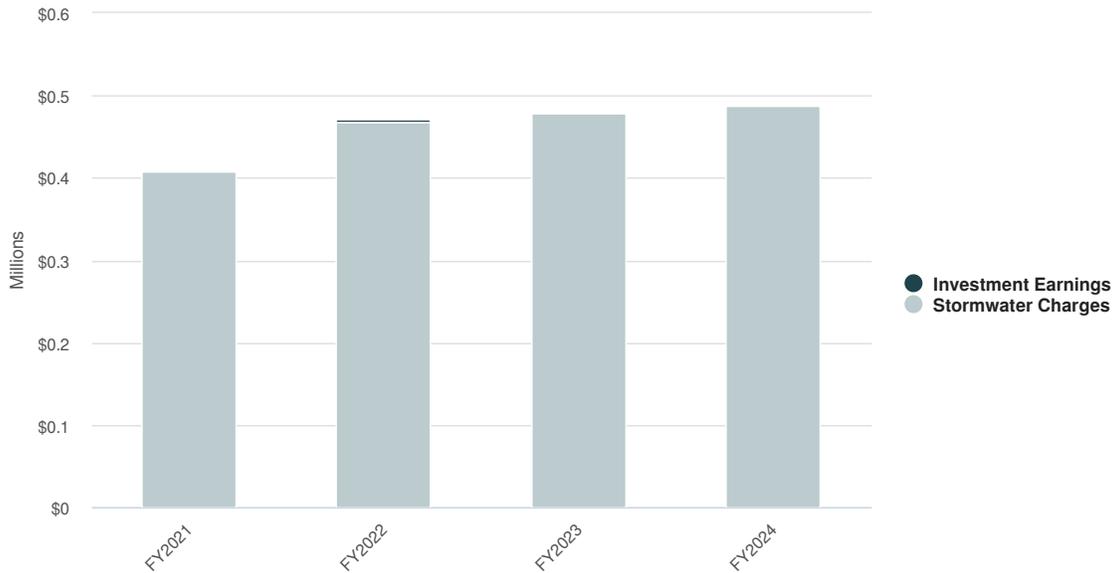
## Revenues by Source

Stormwater operating revenues are projected to increase in 2022 due to \$2.00 per quarter increase in rates. An annual review of storm water rates is conducted to ensure financial stability of the utility. In 2021, the City conducted a comprehensive storm water rate study and it was determined that a rate increase based off of that study would be recommended for 2023.

### Projected 2022 Revenues by Source



### Budgeted and Historical 2022 Revenues by Source



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Revenue Source						
Investment Earnings	\$4,981.87	\$3,000.00		\$2,000.00	\$2,040.00	\$2,080.80
Miscellaneous Revenue	-\$4,457.59	\$0.00		\$0.00	\$0.00	\$0.00

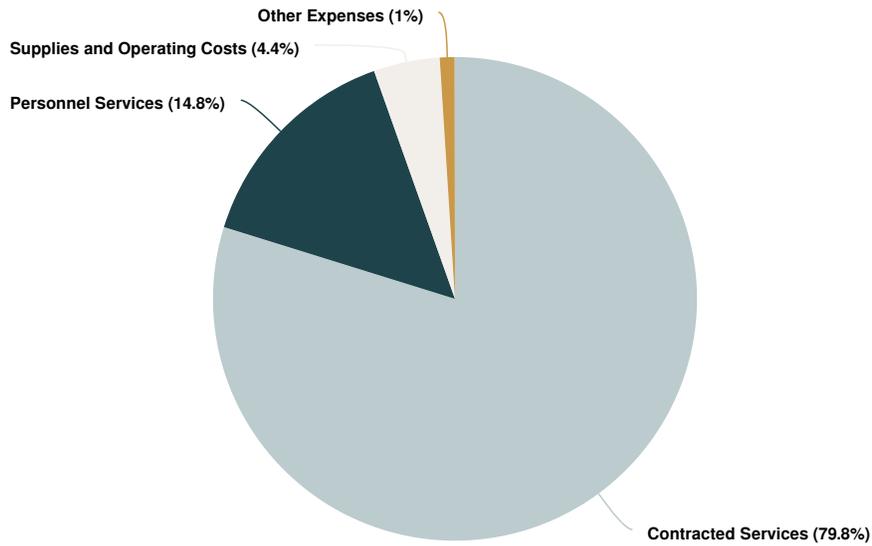


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Stormwater Charges	\$434,949.49	\$407,492.00		\$468,496.00	\$477,865.92	\$487,423.24
Special Assessment Revenues	\$69.74	\$0.00		\$0.00	\$0.00	\$0.00
<b>Total Revenue Source:</b>	<b>\$435,543.51</b>	<b>\$410,492.00</b>	<b>\$0.00</b>	<b>\$470,496.00</b>	<b>\$479,905.92</b>	<b>\$489,504.04</b>

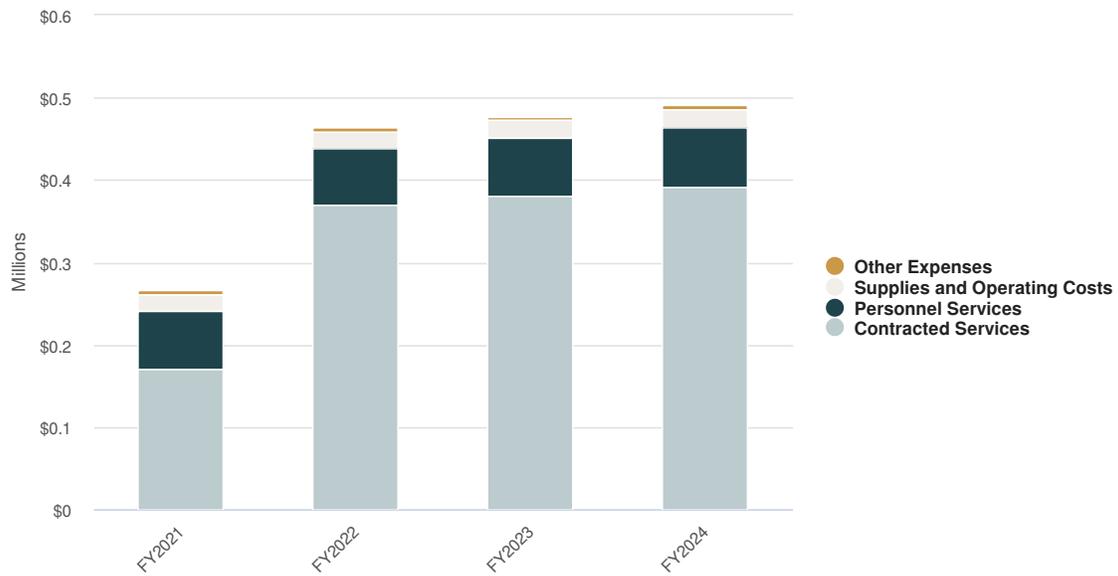
## Expenditures by Expense Type

There is no capital outlay planned for 2022. The increase in expenditures is for contractual services to complete storm water pond cleaning projects.

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

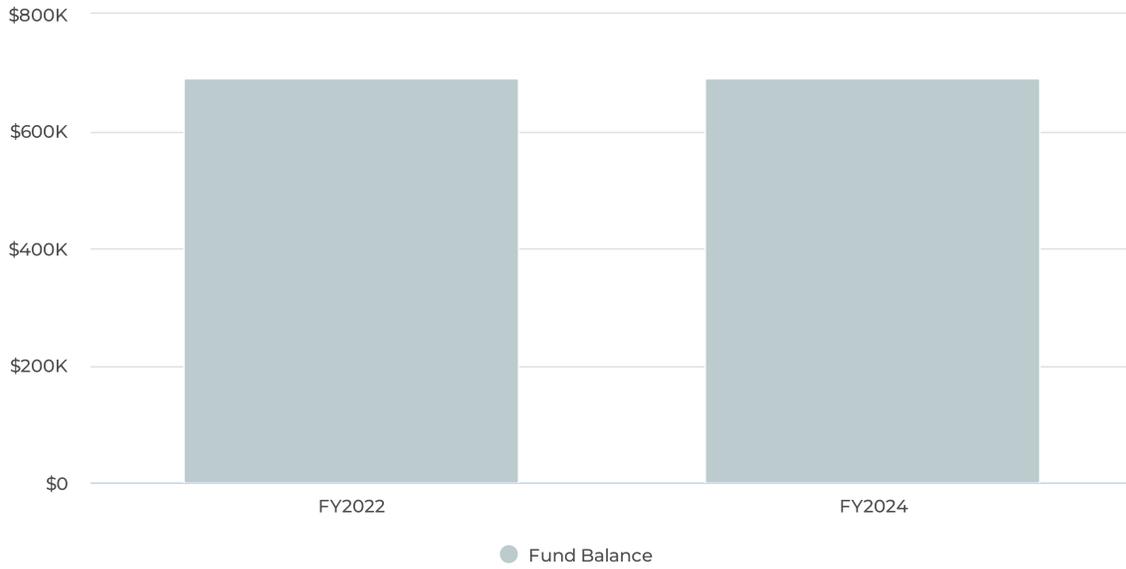


Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Personnel Services	\$64,260.12	\$70,970.00		\$68,521.00	\$70,576.63	\$72,693.93
Supplies and Operating Costs	\$9,152.28	\$19,900.00		\$20,400.00	\$21,012.00	\$21,642.36
Contracted Services	\$96,579.50	\$170,650.00		\$369,700.00	\$380,791.00	\$392,214.73
Other Expenses	\$2,680.00	\$4,550.00		\$4,700.00	\$4,841.00	\$4,986.23
<b>Total Expense Objects:</b>	<b>\$172,671.90</b>	<b>\$266,070.00</b>	<b>\$0.00</b>	<b>\$463,321.00</b>	<b>\$477,220.63</b>	<b>\$491,537.25</b>

# Fund Balance

The City strives to maintain working capital cash balances at a minimum to make necessary debt payment plus an amount needed to fund future capital projects as identified in the City's CIP. Bonding for large projects and judicious use of net assets within funds can be used to moderate fluctuations in capital projects and infrastructure maintenance expenses.

## Fund Balance Projections



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# DEPARTMENTS

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# City Council

## Reports To

Residents, businesses, property owners, and voters of the City of Victoria

## Description/Services Provided

The Mayor and City Council comprise the legislative body of the City of Victoria. The City operates under the Statutory Plan B or Manager-Council form of government which consists of a four-member City Council and the Mayor, who is a voting member. Council Members are at-large and serve staggered four-year terms with two Council Members elected every four years. The Mayor also serves a four-year term. The Council also appoints members of the community to its citizens advisory boards: Planning Commission, Park & Recreation Committee, and Senior Advisory Committees.

## Services Provided

The City Council establishes public policy, enacts legislation, annually adopts a balanced budget, and provides direction to the City Manager.

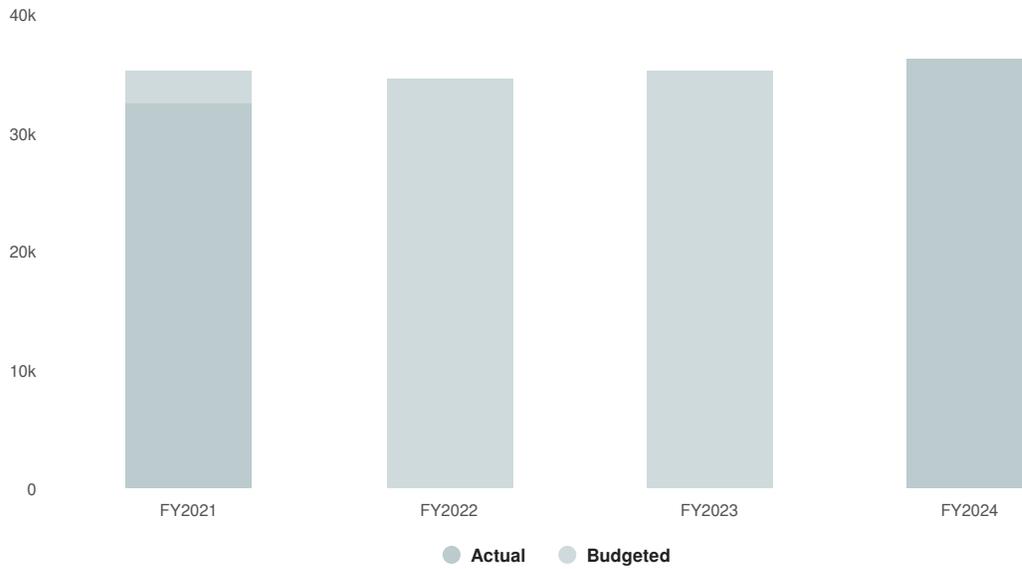


## Expenditures Summary

The 2022 budget includes professional development training for council members for the elected leaders Institute hosted by the League of Minnesota Cities and funding for two council members to attend the National League of Cities Conference.

**\$34,652** **-\$523**  
(-1.49% vs. prior year)

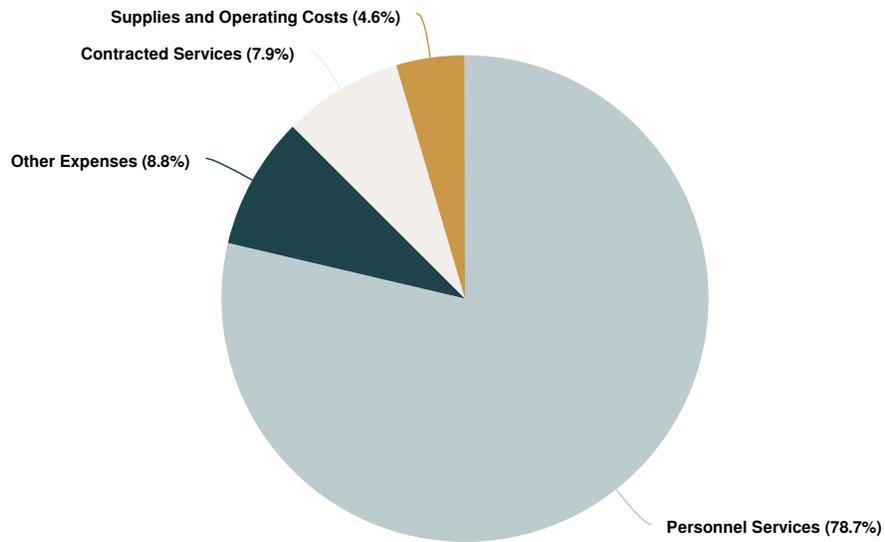
## City Council Proposed and Historical Budget vs. Actual



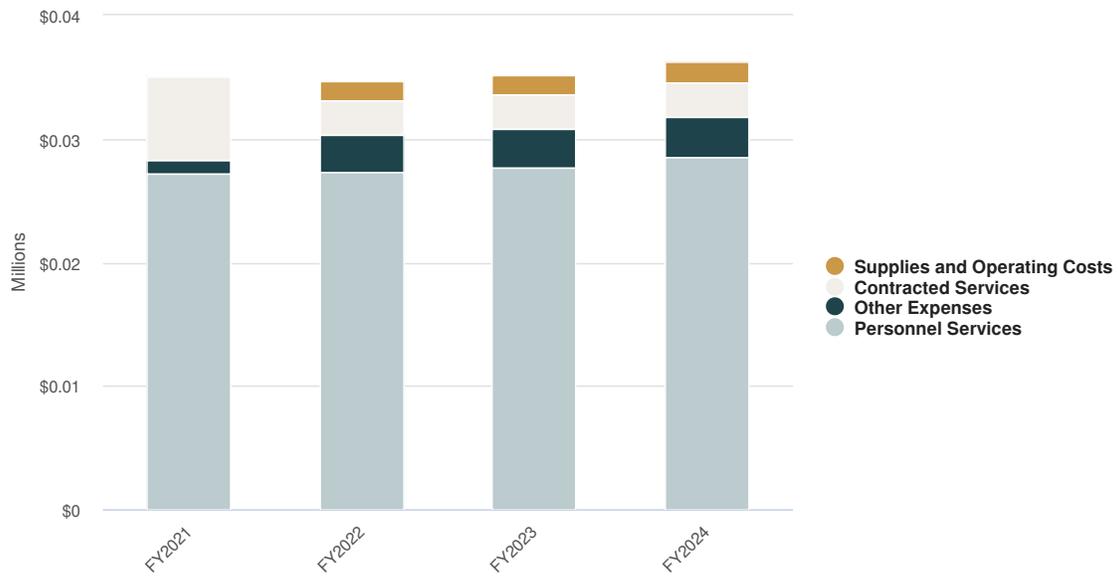
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
<b>Expense Objects</b>								
<b>Personnel Services</b>								
<b>General Government</b>								
FULL TIME EMPL SALARIES REG.	101-41110-40101	\$24,506.67	\$25,200.00		\$25,200.00	\$25,604.34	\$26,380.62	
PERA CONTRIBUTIONS	101-41110-40121	\$480.00	\$240.00		\$480.00	\$487.70	\$502.49	
FICA/MEDICARE CONTRIBUTION	101-41110-40122	\$1,279.56	\$1,630.00		\$1,500.00	\$1,524.07	\$1,570.28	
WC INSURANCE	101-41110-40151	\$76.56	\$80.00		\$82.00	\$83.32	\$85.84	
<b>Total General Government:</b>		<b>\$26,342.79</b>	<b>\$27,150.00</b>		<b>\$27,262.00</b>	<b>\$27,699.42</b>	<b>\$28,539.23</b>	
<b>Total Personnel Services:</b>		<b>\$26,342.79</b>	<b>\$27,150.00</b>		<b>\$27,262.00</b>	<b>\$27,699.42</b>	<b>\$28,539.23</b>	
<b>Supplies and Operating Costs</b>								
<b>General Government</b>								
OFFICE OR SHOP SUPPLIES	101-41110-40200	\$124.54	\$150.00		\$1,580.00	\$1,605.35	\$1,654.02	
<b>Total General Government:</b>		<b>\$124.54</b>	<b>\$150.00</b>		<b>\$1,580.00</b>	<b>\$1,605.35</b>	<b>\$1,654.02</b>	
<b>Total Supplies and Operating Costs:</b>		<b>\$124.54</b>	<b>\$150.00</b>		<b>\$1,580.00</b>	<b>\$1,605.35</b>	<b>\$1,654.02</b>	
<b>Contracted Services</b>								
<b>General Government</b>								

Name	Account ID	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
CONTRACTUAL SERVICES	101-41110-40310	\$3,750.00	\$6,000.00		\$0.00	\$0.00	\$0.00	
MEALS, MILEAGE, LODGING, TRAVE	101-41110-40331	\$1,151.54	\$750.00		\$2,751.00	\$2,795.14	\$2,879.88	
<b>Total General Government:</b>		<b>\$4,901.54</b>	<b>\$6,750.00</b>		<b>\$2,751.00</b>	<b>\$2,795.14</b>	<b>\$2,879.88</b>	
<b>Total Contracted Services:</b>		<b>\$4,901.54</b>	<b>\$6,750.00</b>		<b>\$2,751.00</b>	<b>\$2,795.14</b>	<b>\$2,879.88</b>	
<b>Other Expenses</b>								
<b>General Government</b>								
DUES & SUBSCRIPTIONS	101-41110-40433	\$304.50	\$250.00		\$1,859.00	\$1,888.83	\$1,946.09	
CONFERENCES & TRAINING	101-41110-40437	\$732.00	\$875.00		\$1,200.00	\$1,219.25	\$1,256.22	
<b>Total General Government:</b>		<b>\$1,036.50</b>	<b>\$1,125.00</b>		<b>\$3,059.00</b>	<b>\$3,108.08</b>	<b>\$3,202.31</b>	
<b>Total Other Expenses:</b>		<b>\$1,036.50</b>	<b>\$1,125.00</b>		<b>\$3,059.00</b>	<b>\$3,108.08</b>	<b>\$3,202.31</b>	
<b>Total Expense Objects:</b>		<b>\$32,405.37</b>	<b>\$35,175.00</b>	<b>\$0.00</b>	<b>\$34,652.00</b>	<b>\$35,208.00</b>	<b>\$36,275.45</b>	

# Administration

**Reports To**  
City Manager

## Descriptions/Services Provided

The Administration Department is responsible for overseeing and coordinating the day-to-day operations of the City of Victoria. The City Manager, who is appointed by the City Council, serves as the Chief Administrative Officer of the City directing City affairs in a manner consistent with the goals, policies and directives of the City Council. The City Manager is responsible for staffing, directing and executing all City operations, projects, and programs. Additionally, the City Manager is responsible for enforcing the City Code and resolutions adopted by the City Council.

The Administration Department includes the Office of the City Clerk and Information Technology (IT) functions of the organization. The Department oversees records retention, administration of elections, information technology and special projects.

## Staff

Four FTE: City Manager, City Clerk, Assistant to the City Manager, IT Manager

## Administration Goals, Objectives, and Metrics

Goal-Service Excellence			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Residents ratings of the overall quality of life in Victoria as excellent or good (Survey Data)[1]	93%	93%	95%
Residents ratings of the value of services for taxes paid as excellent or good (Survey Data1)	46%	46%	60%
All election ballots are counted accurately	100%	N/A	100%
Backup City's network daily	Yes	Yes	Yes
Conduct cybersecurity awareness training for staff at least annually	N/A	Yes	Yes
Goal-Environmental Sustainability			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
City promotes water conservation during summer months	Yes	Yes	Yes
Residents rating of the overall quality of the natural environment as excellent or good (Survey Data1)	94%	94%	95%
City participates in Minnesota's Green Steps Program	Yes	Yes	Yes

[1] The City of Victoria's National Citizen Survey was conducted in 2018 by the National Research Center Inc. in collaboration with ICMA. The results of that survey are reflected in the 2020 and 2021 actuals. The survey will again be conducted in 2022 with updated results for 2022.

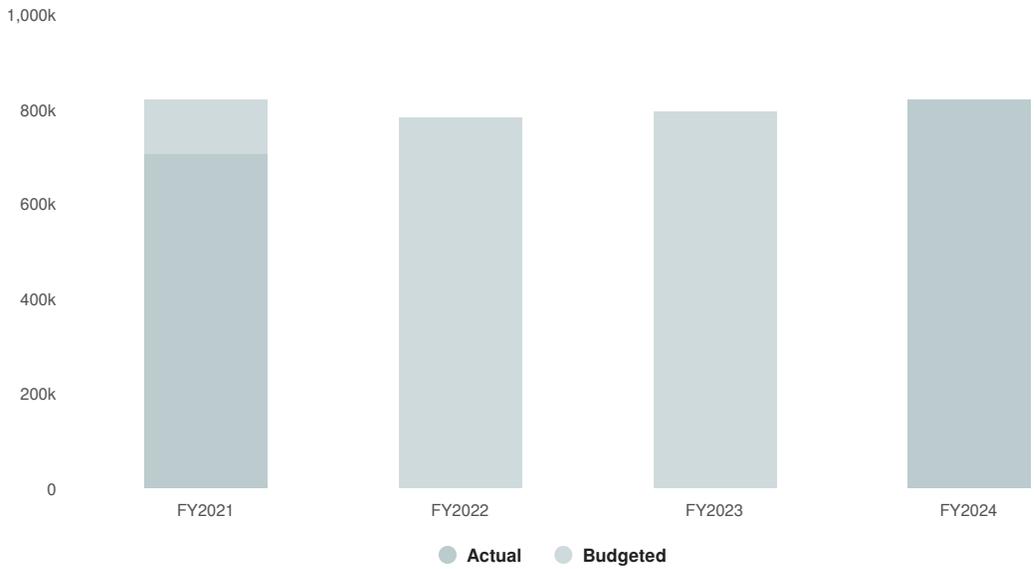
## Expenditures Summary

Overall the 2022 expenditures decreased by 4.5%. The Human Resources expenditures were moved to the Finance Department and a new Communications Department was created for better tracking and transparency.

**\$784,341**    **-\$37,496**  
(-4.56% vs. prior year)



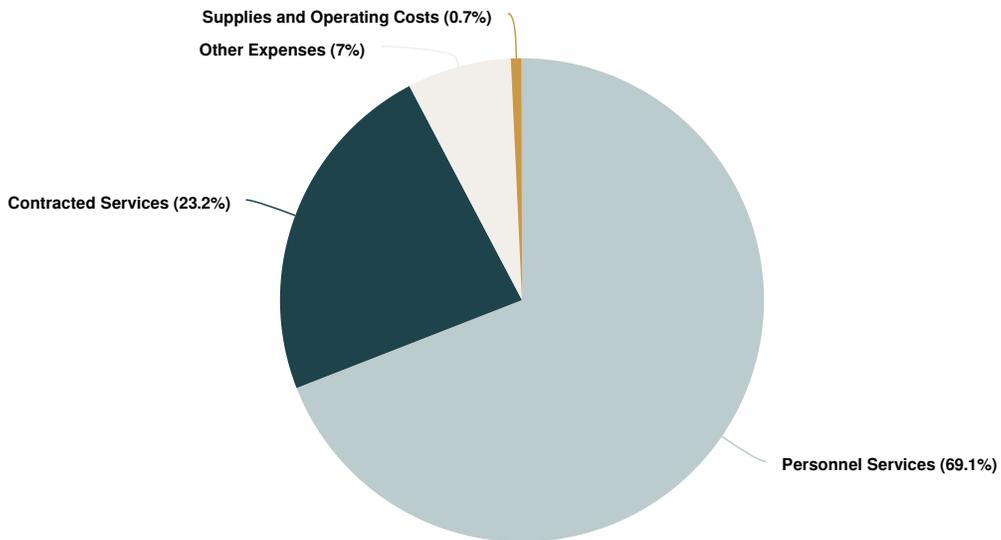
### Administration Proposed and Historical Budget vs. Actual



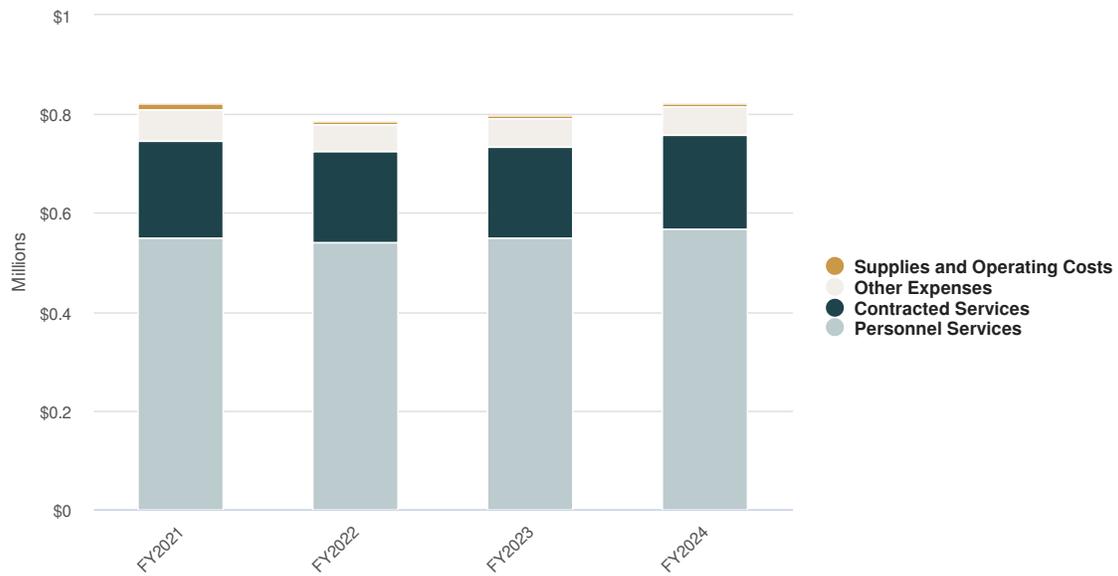
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
<b>Expense Objects</b>							
<b>Personnel Services</b>							
<b>General Government</b>							
FULL TIME EMPL SALARIES REG.	\$364,251.39	\$419,365.00		\$409,231.00	\$415,797.18	\$428,403.54	
FTE OVERTIME	\$0.00	\$500.00		\$0.00	\$0.00	\$0.00	
PART TIME EMPLOYEES	\$3,600.00	\$0.00		\$0.00	\$0.00	\$0.00	
COMPTIME PAY OUT	\$553.28	\$0.00		\$0.00	\$0.00	\$0.00	
PERA CONTRIBUTIONS	\$26,983.15	\$31,047.00		\$30,333.00	\$30,819.70	\$31,754.11	
FICA\MEDICARE CONTRIBUTION	\$27,946.42	\$32,595.00		\$31,353.00	\$31,856.06	\$32,821.89	
EMPLOYER PAID INSURANCE	\$51,415.09	\$63,706.00		\$69,287.00	\$70,398.72	\$72,533.11	
WC INSURANCE	\$1,239.31	\$1,332.00		\$1,480.00	\$1,503.75	\$1,549.34	
<b>Total General Government:</b>	<b>\$475,988.64</b>	<b>\$548,545.00</b>		<b>\$541,684.00</b>	<b>\$550,375.41</b>	<b>\$567,061.99</b>	
<b>Total Personnel Services:</b>	<b>\$475,988.64</b>	<b>\$548,545.00</b>		<b>\$541,684.00</b>	<b>\$550,375.41</b>	<b>\$567,061.99</b>	
<b>Supplies and Operating Costs</b>							
<b>General Government</b>							
OFFICE OR SHOP SUPPLIES	\$2,748.44	\$4,500.00		\$4,000.00	\$4,064.18	\$4,187.40	
GENERAL OPERATING	\$904.90	\$1,200.00		\$1,200.00	\$1,219.25	\$1,256.22	
CLEANING SUPPLIES	\$16.99	\$0.00		\$0.00	\$0.00	\$0.00	
REPAIR & MAINT EQUIPMENT	\$0.00	\$500.00		\$0.00	\$0.00	\$0.00	
TOOLS & MINOR EQUIPMENT	\$7,116.52	\$5,000.00		\$500.00	\$508.02	\$523.43	
TOOLS & MINOR EQUIPMENT	\$549.98						



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
SAFETY EQUIP. AND TRAINING	\$0.00	\$150.00		\$150.00	\$152.41	\$157.03	
<b>Total General Government:</b>	<b>\$11,336.83</b>	<b>\$11,350.00</b>		<b>\$5,850.00</b>	<b>\$5,943.86</b>	<b>\$6,124.07</b>	
<b>Total Supplies and Operating Costs:</b>	<b>\$11,336.83</b>	<b>\$11,350.00</b>		<b>\$5,850.00</b>	<b>\$5,943.86</b>	<b>\$6,124.07</b>	
<b>Contracted Services</b>							
<b>General Government</b>							
PERSONNEL TESTING & RECRUITMEN	\$0.00	\$133.00		\$100.00	\$101.60	\$104.69	
CONTRACTUAL SERVICES	\$49,660.82	\$88,017.00		\$71,290.00	\$72,433.86	\$74,629.95	
RECORDING FEES	\$350.00	\$400.00		\$400.00	\$406.42	\$418.74	
COMMUNICATIONS	\$10,239.27	\$7,500.00		\$11,760.00	\$11,948.69	\$12,310.96	
POSTAGE	\$4,836.68	\$5,500.00		\$3,500.00	\$3,556.16	\$3,663.98	
MEALS, MILEAGE, LODGING, TRAVE	\$5,650.62	\$5,600.00		\$11,914.00	\$12,105.16	\$12,472.17	
ADVERTISING	\$2,542.58	\$11,000.00		\$0.00	\$0.00	\$0.00	
PRINTING & PUBLISHING	\$5,893.37	\$11,400.00		\$3,400.00	\$3,454.55	\$3,559.29	
INSURANCE	\$66,848.71	\$60,464.00		\$71,431.00	\$72,577.12	\$74,777.55	
INSURANCE AGENT FEE	\$8,500.00	\$8,500.00		\$8,500.00	\$8,636.38	\$8,898.23	
<b>Total General Government:</b>	<b>\$154,522.05</b>	<b>\$198,514.00</b>		<b>\$182,295.00</b>	<b>\$185,219.95</b>	<b>\$190,835.55</b>	
<b>Total Contracted Services:</b>	<b>\$154,522.05</b>	<b>\$198,514.00</b>		<b>\$182,295.00</b>	<b>\$185,219.95</b>	<b>\$190,835.55</b>	
<b>Other Expenses</b>							
<b>General Government</b>							
MACHINE RENTAL	\$4,962.09	\$4,950.00		\$4,350.00	\$4,419.80	\$4,553.80	
MISCELLANEOUS	\$6,043.90	\$6,750.00		\$0.00	\$0.00	\$0.00	
DUES & SUBSCRIPTIONS	\$47,337.30	\$49,078.00		\$40,262.00	\$40,908.01	\$42,148.28	
BANK CHARGES	\$81.11	\$200.00		\$100.00	\$101.60	\$104.69	
CONFERENCES & TRAINING	\$1,673.46	\$2,450.00		\$4,800.00	\$4,877.02	\$5,024.88	
TUITION REIMBURSEMENT	\$1,903.50	\$0.00		\$5,000.00	\$5,080.23	\$5,234.25	
LATE FEES	\$250.00	\$0.00		\$0.00	\$0.00	\$0.00	
<b>Total General Government:</b>	<b>\$62,251.36</b>	<b>\$63,428.00</b>		<b>\$54,512.00</b>	<b>\$55,386.65</b>	<b>\$57,065.90</b>	
<b>Total Other Expenses:</b>	<b>\$62,251.36</b>	<b>\$63,428.00</b>		<b>\$54,512.00</b>	<b>\$55,386.65</b>	<b>\$57,065.90</b>	
<b>Total Expense Objects:</b>	<b>\$704,098.88</b>	<b>\$821,837.00</b>	<b>\$0.00</b>	<b>\$784,341.00</b>	<b>\$796,925.88</b>	<b>\$821,087.51</b>	

# Communications

## Reports To

Community and Economic Development Director

## Description/Services Provided

The Communications Department works in five primary areas.

- Media Relations
- Publications
- Website
- Social Media
- Community Engagement

The Communications Department distributes timely information about news and events to the community through social media, website, local newspapers and other media. The Department also manages the City website and coordinates city involvement in various community-wide events such as the farmers' market, fall festival, classic car shows, winter lighting, citizens academy, and the prestigious Community Builder award ceremony.

The Department publishes a quarterly newsletter, Victoria Spirit, bi-monthly Council Briefs that summarize action taken at Council Meetings and numerous social media posts throughout the year.

## Staff

One FTE: Communications & Public Engagement Manager

## Communications Goals, Objectives and Metrics

Goal-Community Engagement & Communication			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Report quarterly financials to Council and post on the City's website	Yes	Yes	Yes
Publish annual budget document on the City's website	Yes	Yes	Yes
Maintain City's Strategic Planning Dashboard to track progress toward achieving goals in the adopted Strategic Plan	Yes	Yes	Yes
Increase the number of homes and businesses receiving the City's quarterly Newsletter, Victoria Spirit, as a source of news and events within the City	3,443	3,620	4,285
Increase the number of page views on the City's website annually	173,026	220,054	231,057
Increase the number of followers on the City's social media website annually-Facebook (FB), Instagram (IN) and Twitter (TW)	FB 2,493 IN 820 TW 989	FB 2,781 IN 1,052 TW 1,077	FB 2,920 IN 1,105 TW 1,108
Residents rating of sense of community in Victoria (Survey Data <sup>1</sup> )	64%	64%	70%
Residents rating of feeling welcome in the community as excellent or good (Survey Data) <sup>1</sup>	62%	62%	95%

[1] The City of Victoria's National Citizen Survey was conducted in 2018 by the National Research Center Inc. in collaboration with ICMA. The results of that survey are reflected in the 2020 and 2021 actuals. The survey will again be conducted in 2022 with updated results for 2022.

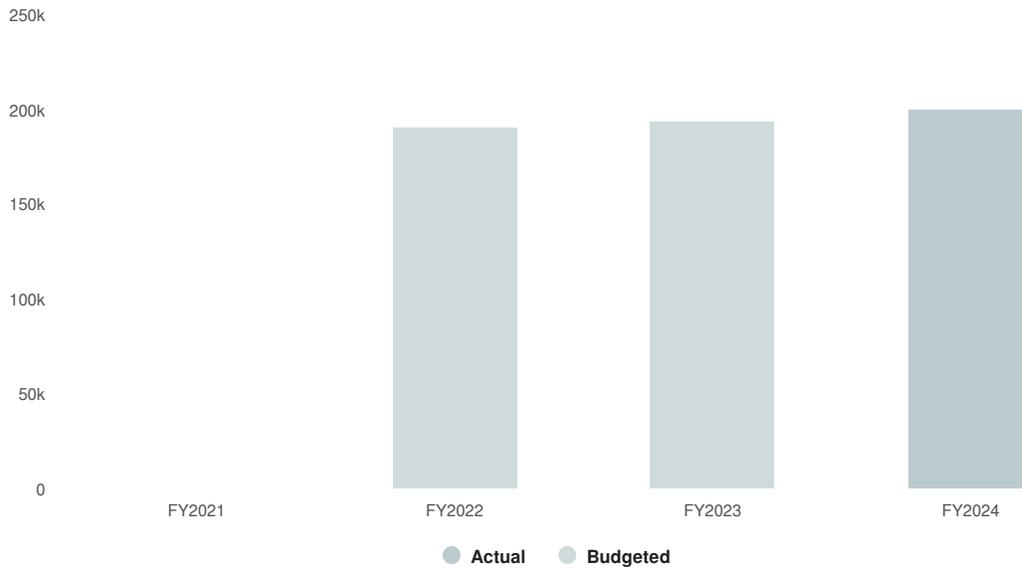
## Expenditures Summary

2022 is the first year for budgeting in the Communications Department. Previously the Communications expenditures were included in the Administration Department.



**\$190,592** **\$190,592**  
(% vs. prior year)

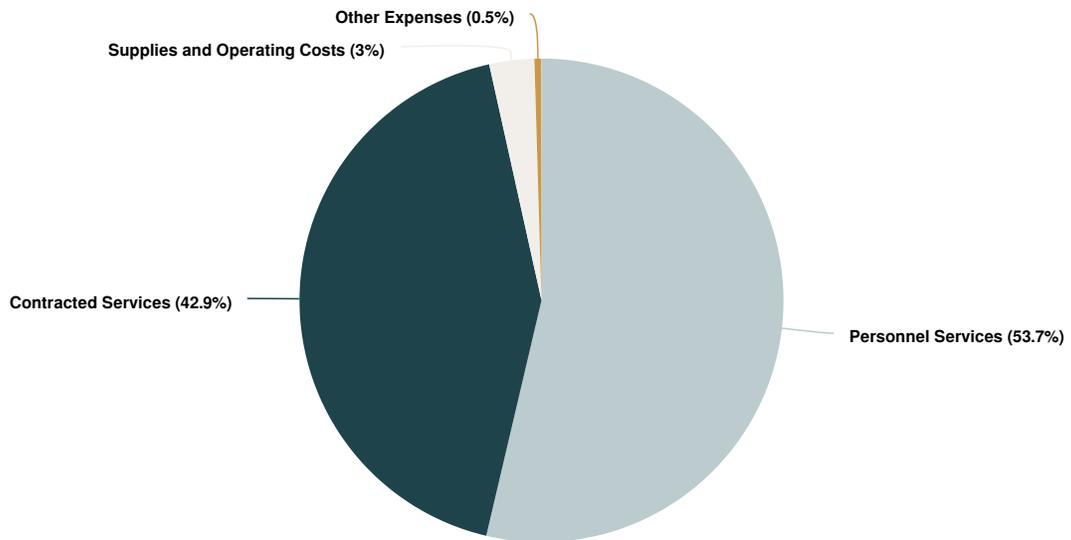
### Communications Proposed and Historical Budget vs. Actual



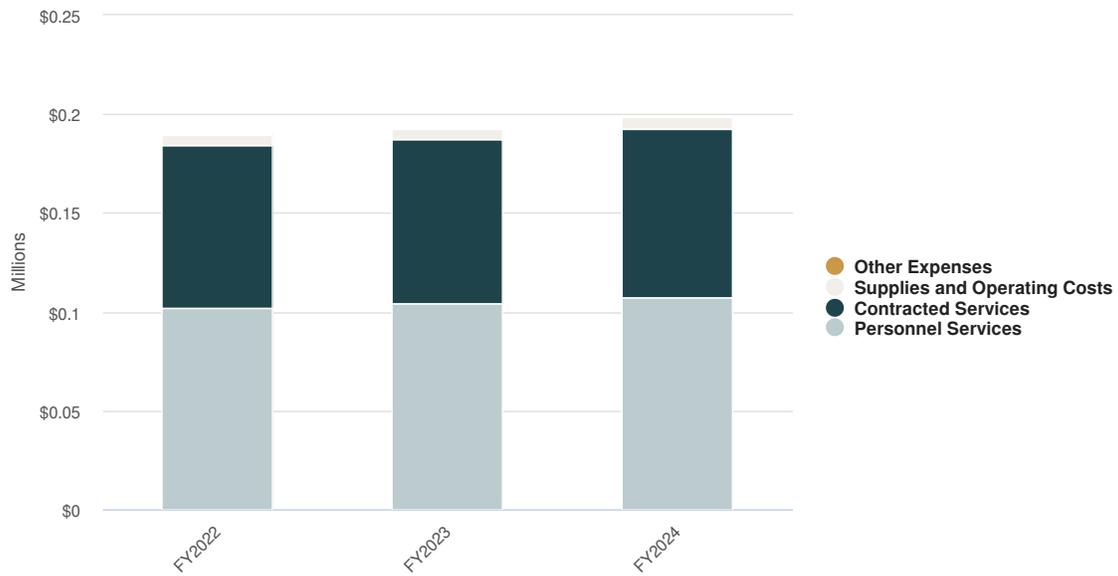
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)	Notes
Expense Objects								
Personnel Services	\$0.00	\$0.00		\$102,292.00	\$103,933.29	\$107,084.40	N/A	
Supplies and Operating Costs	\$0.00	\$0.00		\$5,700.00	\$5,791.46	\$5,967.05	N/A	
Contracted Services	\$0.00	\$0.00		\$81,700.00	\$83,010.89	\$85,527.66	N/A	
Other Expenses	\$0.00	\$0.00		\$900.00	\$914.44	\$942.17	N/A	
<b>Total Expense Objects:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$190,592.00</b>	<b>\$193,650.08</b>	<b>\$199,521.27</b>	<b>N/A</b>	

# Finance/Human Resources

## Reports To

Finance Director

## Description/Services Provided

During 2021 the City transferred the Human Resources expenditures from the Administration department into the Finance Department to create the Finance/Human Resources Department. The Finance division is responsible for maintaining the City's overall financial stability through sound financial planning and management. The Human Resources division is responsible for administering employee benefits, coordinating the City's recruitment and retention programs, and maintaining employee related policies and handbook.

The Finance/Human Resources Department provides payroll services, manages City investments, coordinates the annual audit and preparation of the annual financial statements, prepares the annual budget and Capital Improvement Plan (CIP), manages the utility billing process, processes accounts payable and accounts receivables, coordinates risk management, oversees the City's property and liability insurance, manages special assessments, employee benefit management, recruiting, retention, employee engagement and wellness.

## Staff

Four FTE: Finance/HR Director, two Finance/HR Specialists, Customer Service/Utility Billing Technician

## Finance/Human Resources Goals, Objectives and Metrics

Goal-Economic Vitality and Financial Resiliency			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Maintain highest available bond rating ('AAA') from Standard & Poors	'AAA'	'AAA'	'AAA'
Maintain a tax rate between 29 percent and 33 percent	32.10%	32.28%	33.0%
Maintain a Net Tax Supported Debt less than 1.5% of the Estimated Market Value per the City's Financial Policy	0.51%	0.45%	0.37%
Maintain a 10-Year Capital Improvement Plan	Yes	Yes	Yes
Adopt an annual budget that is fiscally balanced	Yes	Yes	Yes
Maintain a workers' compensation experience modification factors of less than industry average 1.0 which reduces insurance premiums	0.90	0.85	< 1.0

## Expenditures Summary

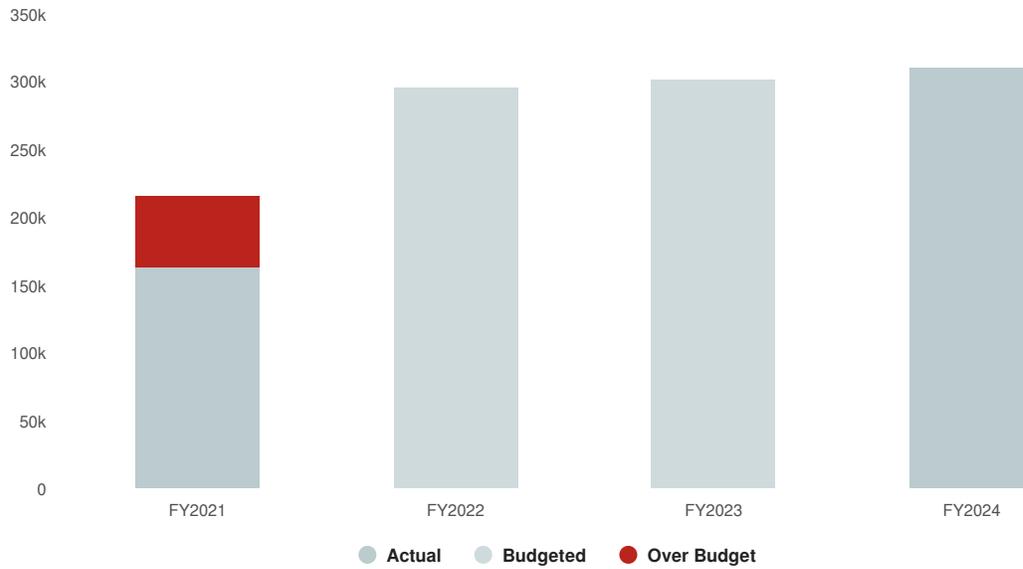
The overall 2022 budget increased by 82% due to the Human Resources Department moving from Administration into Finance. With that transition, the City added a full-time Finance/HR Specialist. While most of the increase is due to the personnel changes, the contractual services also had a slight increase.

The City also reclassified its Administration Assistant position to a Customer Service/Utility Billing Technician position which is paid through the Enterprise Water, Sewer and Storm Water funds.

**\$296,312** **\$133,660**  
(82.18% vs. prior year)



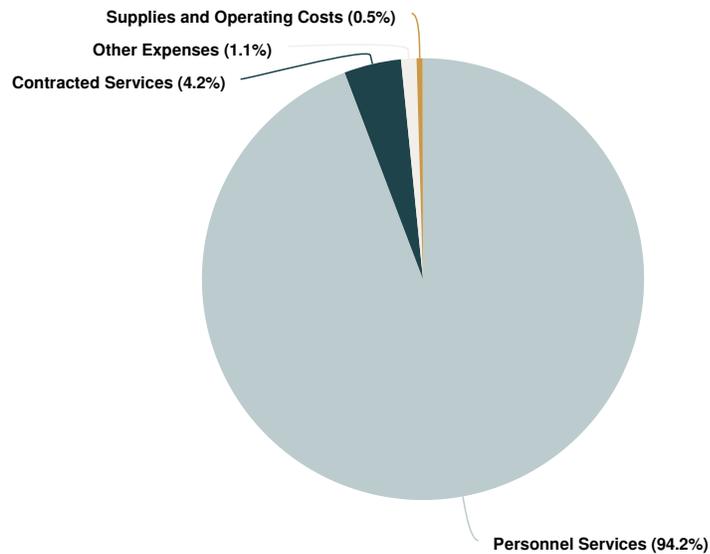
## Finance/Human Resources Proposed and Historical Budget vs. Actual



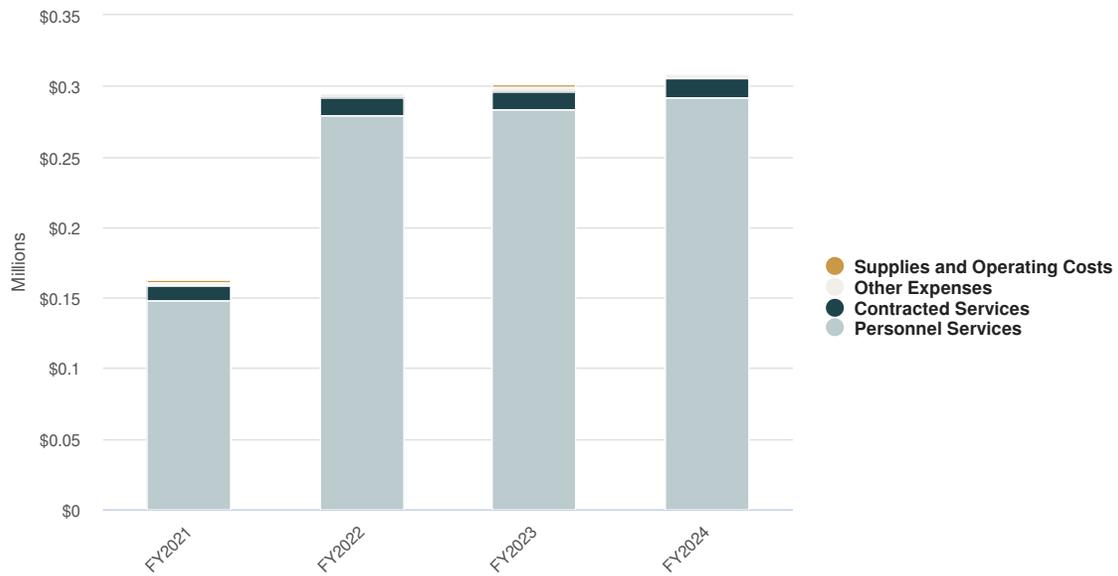
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)	Notes
Expense Objects								
Personnel Services	\$206,533.01	\$147,655.00		\$279,227.00	\$283,707.24	\$292,308.83	-100%	
Supplies and Operating Costs	\$509.16	\$1,400.00		\$1,400.00	\$1,422.46	\$1,465.59	-100%	
Contracted Services	\$5,993.75	\$10,927.00		\$12,420.00	\$12,619.28	\$13,001.88	-100%	
Other Expenses	\$2,478.96	\$2,670.00		\$3,265.00	\$3,317.39	\$3,417.97	-100%	
<b>Total Expense Objects:</b>	<b>\$215,514.88</b>	<b>\$162,652.00</b>	<b>\$0.00</b>	<b>\$296,312.00</b>	<b>\$301,066.38</b>	<b>\$310,194.27</b>	<b>-100%</b>	

# Elections

**Reports To**  
City Manager

**Description/Services Provided**

The Elections Division is a part of the Administration Department and is responsible for conducting all local, state, and federal elections.

The City Clerk is the election administrator for the City of Victoria and is responsible for providing election services. Services include voter registration, election judge recruitment and training, election precinct management, and administration of all federal, state, and municipal elections in compliance with federal and state laws, redistricting.

## Elections Division Goals, Objectives & Metrics

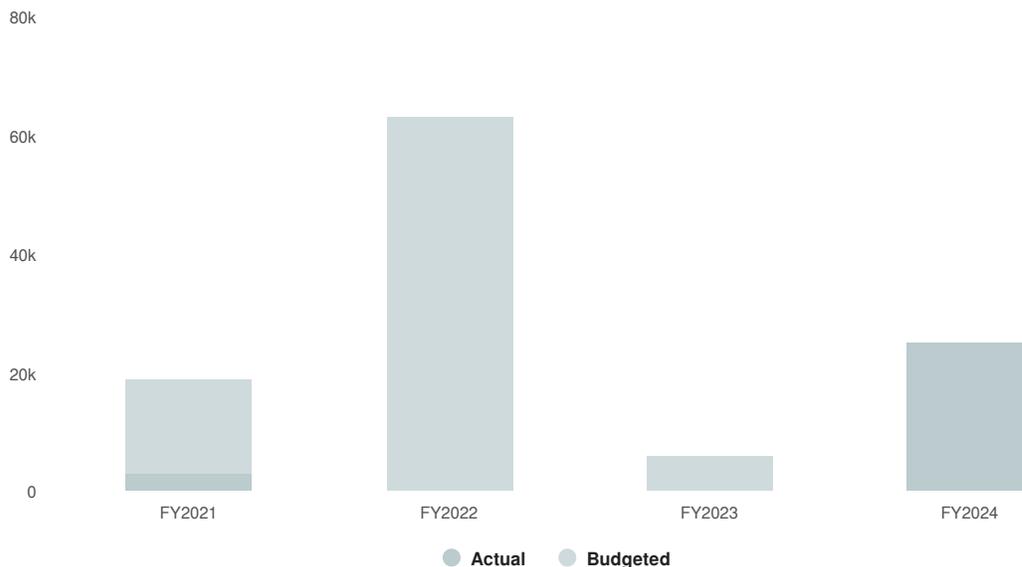
Goal-Service Excellence			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
All election ballots are counted accurately	100%	N/A	100%

## Expenditures Summary

Primary and General Elections are conducted in even years, so the budget is increased in those years. Typically, the only expense in odd years is for election equipment maintenance. However, in 2021 the City budgeted for a possible special election with a seat becoming open due to Council Member McMillan being elected as Mayor. Her open seat was filled by the Council appointment of Alvin Hebert and a special election was not needed. There will be two open Council seats to fill at the 2022 November election as the terms for Council Members Judy Black and Alvin Hebert expire on Dec. 31st. With the recent census results and legislative changes, the City has budgeted an additional \$40,000 for possible redistricting and election equipment storage requirements.

**\$63,270** **\$44,370**  
(234.76% vs. prior year)

### Elections Proposed and Historical Budget vs. Actual

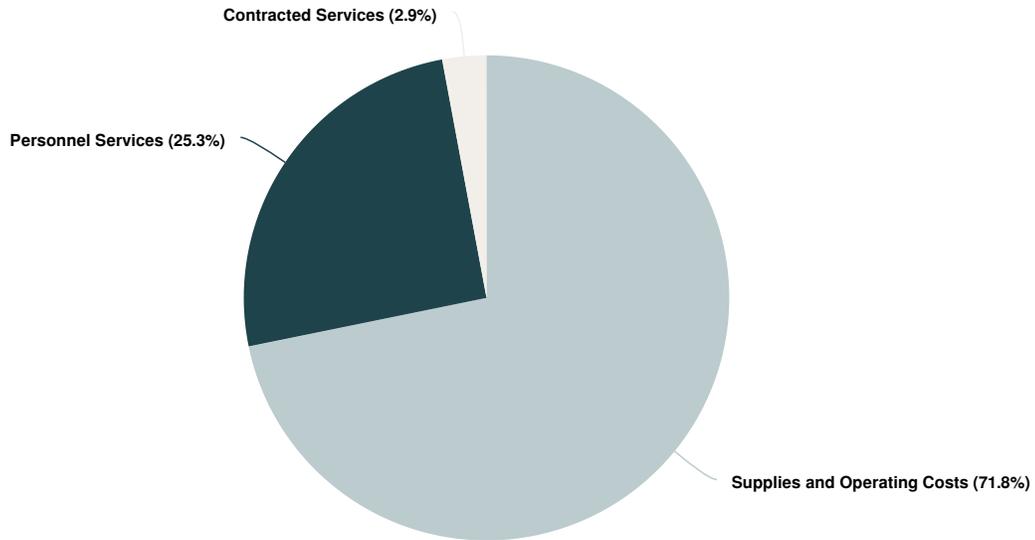


FY2023 and FY2024 amounts are projected and have not been approved by the City Council

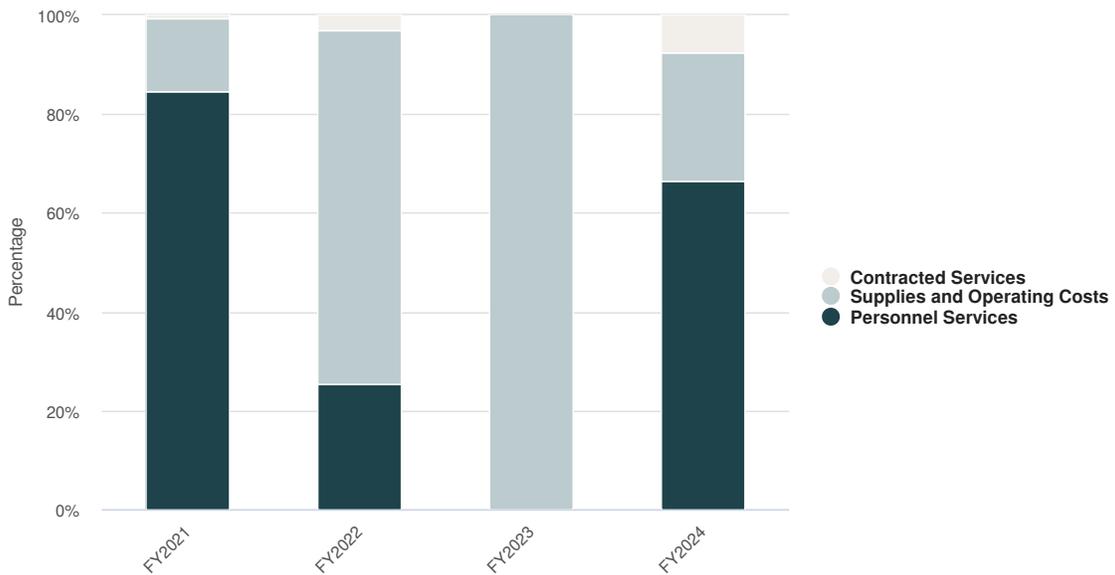


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
Expense Objects							

Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	Notes
<b>Personnel Services</b>							
<b>General Government</b>							
PART TIME EMPLOYEES	\$0.00	\$16,000.00		\$16,000.00	\$0.00	\$16,749.60	
<b>Total General Government:</b>	<b>\$0.00</b>	<b>\$16,000.00</b>		<b>\$16,000.00</b>	<b>\$0.00</b>	<b>\$16,749.60</b>	
<b>Total Personnel Services:</b>	<b>\$0.00</b>	<b>\$16,000.00</b>		<b>\$16,000.00</b>	<b>\$0.00</b>	<b>\$16,749.60</b>	
<b>Supplies and Operating Costs</b>							
<b>General Government</b>							
GENERAL OPERATING	\$0.00	\$0.00		\$1,500.00	\$1,524.07	\$1,570.28	
REPAIR & MAINT EQUIPMENT	\$2,732.50	\$2,800.00		\$2,800.00	\$2,844.93	\$2,931.18	
TOOLS & MINOR EQUIPMENT	\$406.72	\$0.00		\$41,120.00	\$1,700.00	\$2,000.00	
<b>Total General Government:</b>	<b>\$3,139.22</b>	<b>\$2,800.00</b>		<b>\$45,420.00</b>	<b>\$6,068.99</b>	<b>\$6,501.46</b>	
<b>Total Supplies and Operating Costs:</b>	<b>\$3,139.22</b>	<b>\$2,800.00</b>		<b>\$45,420.00</b>	<b>\$6,068.99</b>	<b>\$6,501.46</b>	
<b>Contracted Services</b>							
<b>General Government</b>							
MEALS, MILEAGE, LODGING, TRAVE	\$0.00	\$100.00		\$1,500.00	\$0.00	\$1,570.28	
PRINTING & PUBLISHING	\$0.00	\$0.00		\$350.00	\$0.00	\$366.40	
<b>Total General Government:</b>	<b>\$0.00</b>	<b>\$100.00</b>		<b>\$1,850.00</b>	<b>\$0.00</b>	<b>\$1,936.67</b>	
<b>Total Contracted Services:</b>	<b>\$0.00</b>	<b>\$100.00</b>		<b>\$1,850.00</b>	<b>\$0.00</b>	<b>\$1,936.67</b>	
<b>Total Expense Objects:</b>	<b>\$3,139.22</b>	<b>\$18,900.00</b>	<b>\$0.00</b>	<b>\$63,270.00</b>	<b>\$6,068.99</b>	<b>\$25,187.73</b>	

# Professional Services

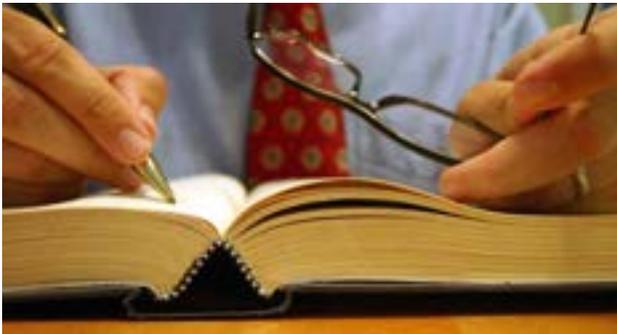
**Reports To**  
City Manager

## Description/Services Provided

The City contracts with certain professional service providers due to the City's limited size and staffing, legal requirements, and needed expertise.

Professional Services includes:

- Carver County: assessing, GIS, police services and prosecution services
- City Attorney/Civil legal services (reports to City Council)
- City Engineering services
- Financial Advisor services
- Independent Auditing services (reports to City Council)
- Codification services

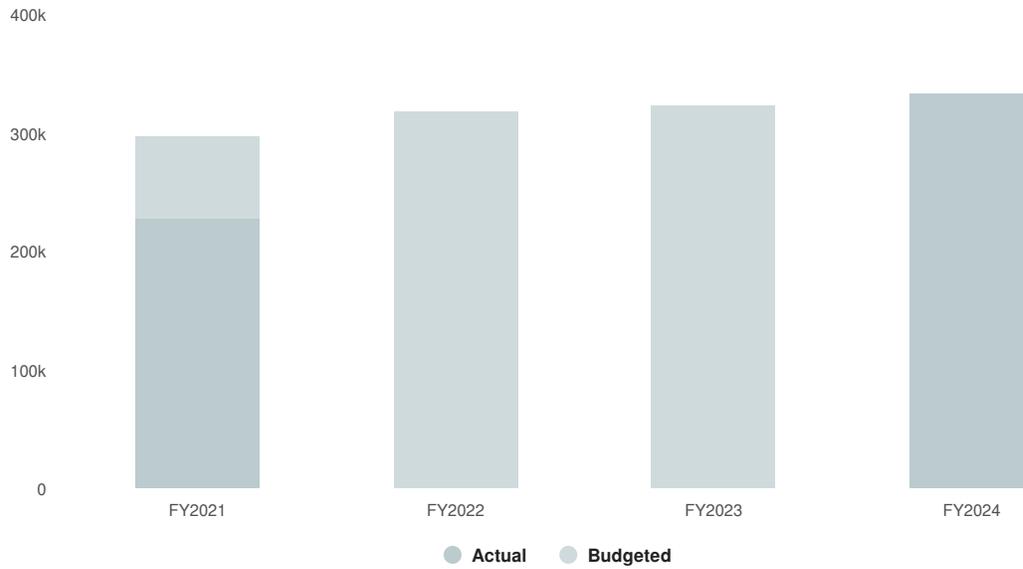


## Expenditures Summary

The 2022 Professional Services budget has an increased budget of 7.3% due to increased costs in professional services and contracts.

**\$318,733**    **\$21,662**  
(7.29% vs. prior year)

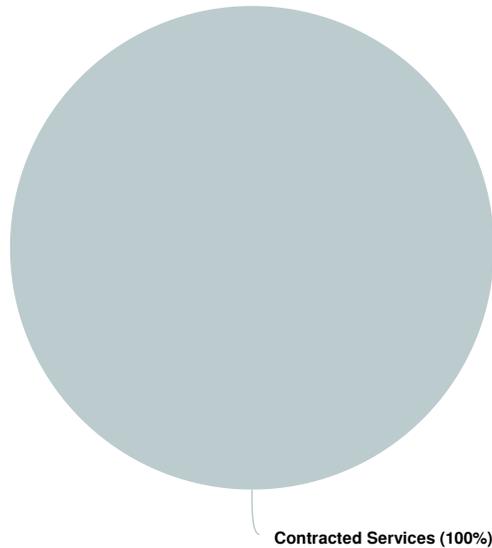
### Professional Services Proposed and Historical Budget vs. Actual



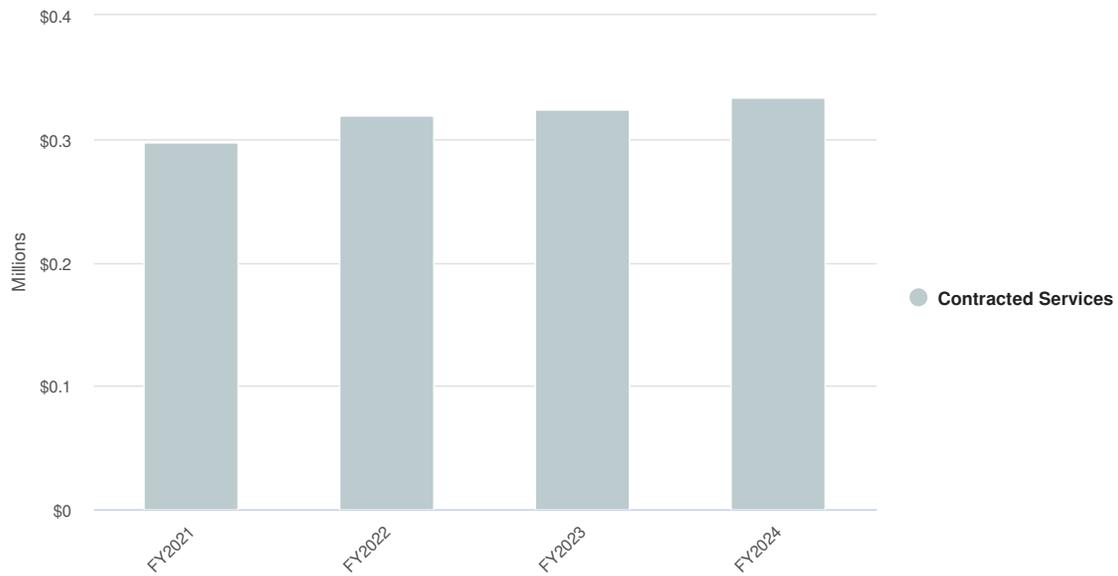
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Expense Objects</b>							
<b>Contracted Services</b>							
ACCOUNTING/AUDIT SERVICES	\$29,800.00	\$30,875.00		\$30,800.00	\$31,294.19	\$32,242.99	-100%
ENGINEERING FEES	\$87,725.96	\$130,000.00		\$130,000.00	\$132,085.87	\$136,090.52	-100%
LEGAL FEES	\$20,823.81	\$45,000.00		\$45,000.00	\$45,722.03	\$47,108.26	-100%
HUMAN RESOURCE ADMINISTRATION	\$4,176.45	\$9,650.00		\$27,713.00	\$28,157.66	\$29,011.36	-100%
CONTRACTUAL SERVICES	\$17,013.31	\$18,164.00		\$18,670.00	\$18,969.56	\$19,544.69	-100%
COUNTY ASSESSOR	\$67,568.75	\$63,382.00		\$66,550.00	\$67,617.81	\$69,667.88	-100%
<b>Total Contracted Services:</b>	<b>\$227,108.28</b>	<b>\$297,071.00</b>		<b>\$318,733.00</b>	<b>\$323,847.12</b>	<b>\$333,665.70</b>	<b>-100%</b>
<b>Total Expense Objects:</b>	<b>\$227,108.28</b>	<b>\$297,071.00</b>		<b>\$318,733.00</b>	<b>\$323,847.12</b>	<b>\$333,665.70</b>	<b>-100%</b>

# Information Technology

## Description/Services Provided

The Information Technology (IT) Division was created in 2021 under the Administration Department to better monitor, track and plan for IT equipment and services. The City has budgeted for a full-time IT Manager in 2022. With 2022 being a transition year from IT managed services to IT staffed services, the City anticipates a decrease in IT contractual services in future years. The addition of the IT Manager allows the City to ensure the most efficient and cost-effective delivery of IT-related services. The Assistant to the City Manager has been serving as the liaison to the City's IT service provider maintaining the IT budget and coordinating IT-related services and will continue to supervise the IT Department.

Included in this department:

- Contracted IT managed services for break-fix (i.e. help desk), back-up and recovery services, network environment health and security monitoring
- Laserfiche maintenance and workflow project implementation
- Budgeting software maintenance
- Minor computer equipment
- Carver County shared GIS position and GIS/ESRI license agreements

## IT Division Goals, Objectives, & Metrics

Goal-Service Excellence			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Backup City's network daily	Yes	Yes	Yes
Conduct cybersecurity awareness training for staff at least annually	N/A	Yes	Yes

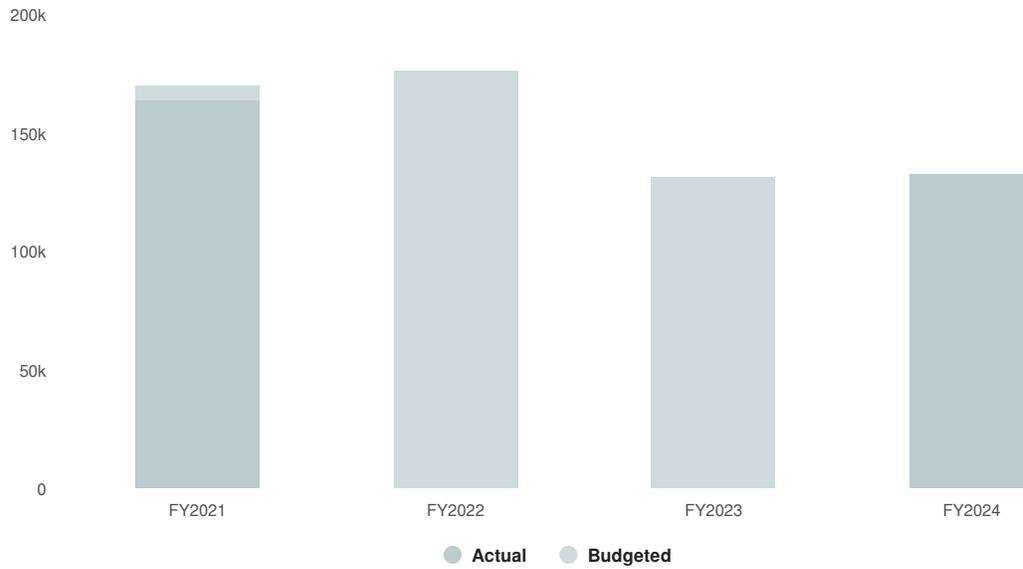


## Expenditures Summary

The 2022 Budget is projected to have a 3.7% increase due to an increase in contractual services.

**\$176,094** **\$6,244**  
(3.68% vs. prior year)

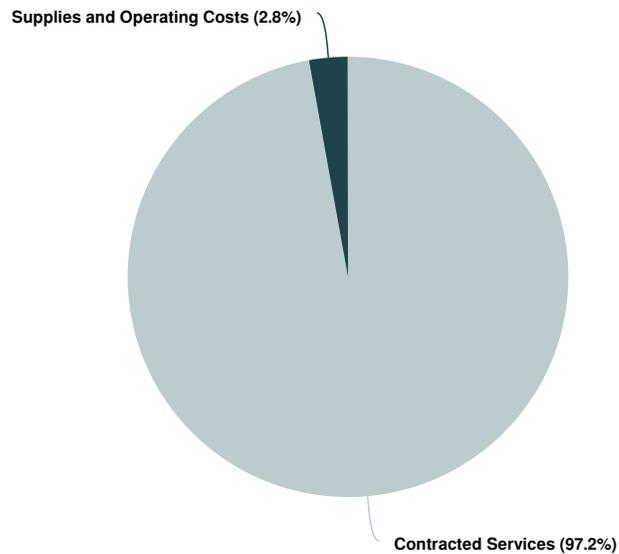
## Information Technology Proposed and Historical Budget vs. Actual



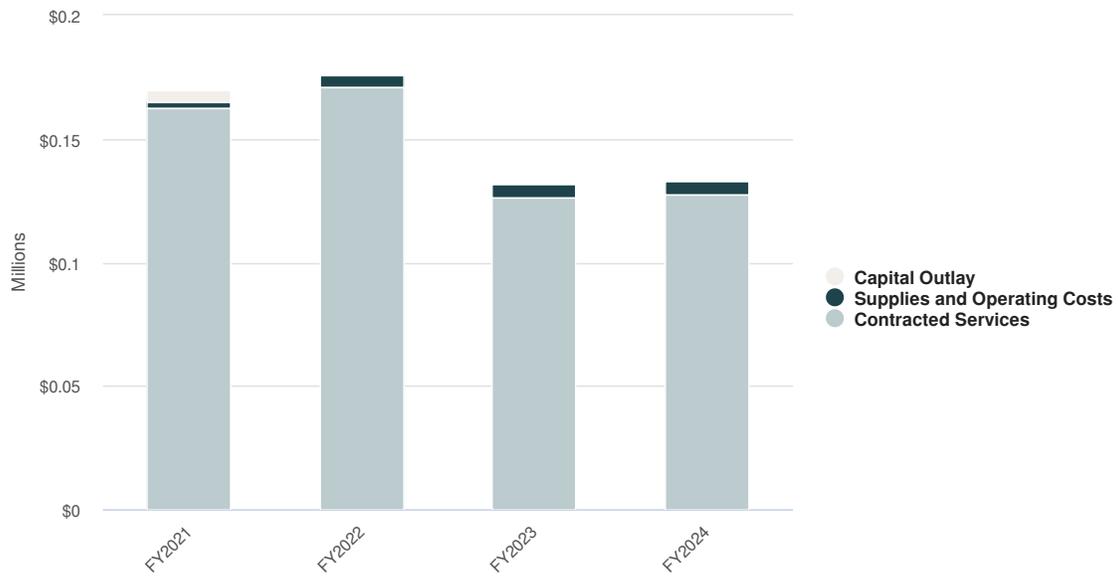
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Expense Objects</b>						
<b>Supplies and Operating Costs</b>						
<b>General Government</b>						
TOOLS & MINOR EQUIPMENT	\$4,613.51	\$2,500.00		\$5,000.00	\$5,080.23	\$5,234.25
<b>Total General Government:</b>	<b>\$4,613.51</b>	<b>\$2,500.00</b>		<b>\$5,000.00</b>	<b>\$5,080.23</b>	<b>\$5,234.25</b>
<b>Total Supplies and Operating Costs:</b>	<b>\$4,613.51</b>	<b>\$2,500.00</b>		<b>\$5,000.00</b>	<b>\$5,080.23</b>	<b>\$5,234.25</b>
<b>Contracted Services</b>						
<b>General Government</b>						
CONTRACTUAL SERVICES	\$118,819.58	\$133,050.00		\$140,650.00	\$95,650.00	\$95,650.00
CONTRACTUAL SERVICES	\$4,037.66				\$0.00	\$0.00
GIS	\$36,070.87	\$29,300.00		\$30,444.00	\$30,932.48	\$31,870.31
<b>Total General Government:</b>	<b>\$158,928.11</b>	<b>\$162,350.00</b>		<b>\$171,094.00</b>	<b>\$126,582.48</b>	<b>\$127,520.31</b>
<b>Total Contracted Services:</b>	<b>\$158,928.11</b>	<b>\$162,350.00</b>		<b>\$171,094.00</b>	<b>\$126,582.48</b>	<b>\$127,520.31</b>
<b>Capital Outlay</b>						
<b>General Government</b>						
CAPITAL OUTLAY	\$0.00	\$5,000.00		\$0.00	\$0.00	\$0.00
<b>Total General Government:</b>	<b>\$0.00</b>	<b>\$5,000.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Capital Outlay:</b>	<b>\$0.00</b>	<b>\$5,000.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Total Expense Objects:</b>	<b>\$163,541.62</b>	<b>\$169,850.00</b>	<b>\$0.00</b>	<b>\$176,094.00</b>	<b>\$131,662.70</b>	<b>\$132,754.56</b>

# Community Development

## Reports To

Community & Economic Development Director

## Description/Services Provided

The Community Development Department is responsible for ensuring that all development meets applicable codes so that the City of Victoria remains safe, healthy, and attractive to current and future residents and businesses.

The Community & Economic Development Director processes all development applications and serves as the staff liaison for the Planning Commission. The Director supervises the Building Inspections Department, the Planning Department, and the Communications Department and provides oversight and direction to the GIS Analyst (position shared with four cities and contracted through Carver County).

The Community Development Department maintains the City's demographic and statistical information on population, households, land inventory, and building activity. The Director prepares and manages the administration of the City's Comprehensive Plan and Zoning Ordinances.

## Staff

Three FTE: Community & Economic Development Director, City Planner, and Planning & Code Enforcement Technician



## Community Development Goals, Objectives and Measures

Goal- Build Housing & Community Character			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Increase the number of buildable lots through development - final plats annually	116	223	200
Process new building permits annually to help expand the City's tax base	165	140	144

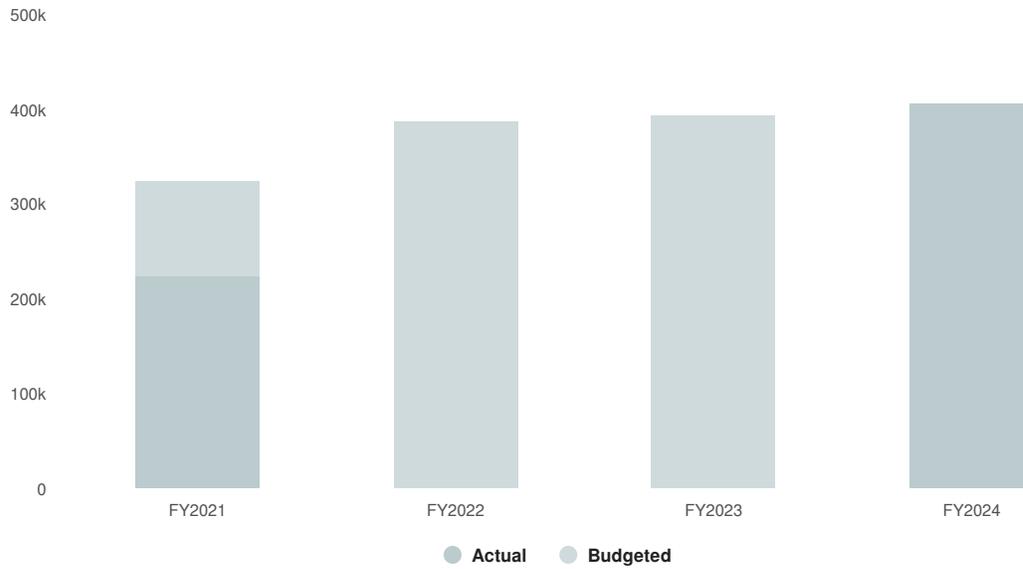
## Expenditures Summary

The overall 2022 expenditures have increased 19%. The increase in expenditures is to adding a full-time City Planner to the department to keep up with the City's rapid growth in the south area.

**\$386,781** **\$62,724**  
(19.36% vs. prior year)



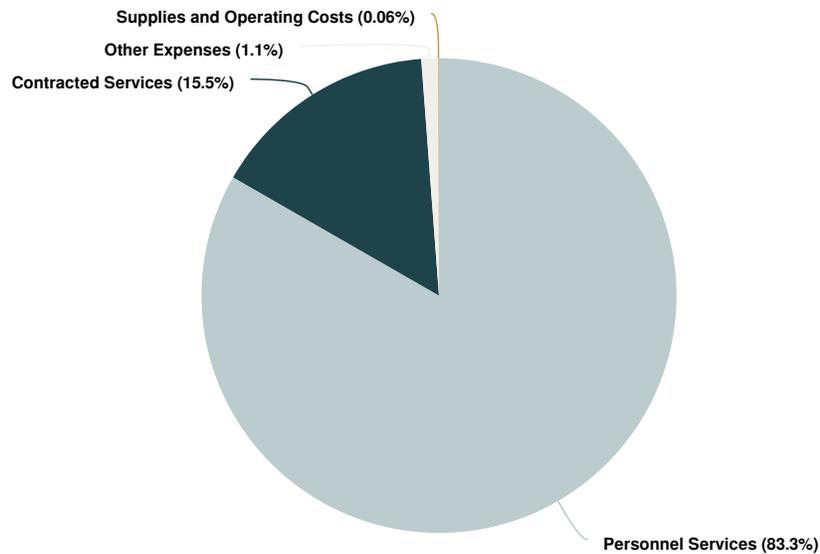
## Community Development Proposed and Historical Budget vs. Actual



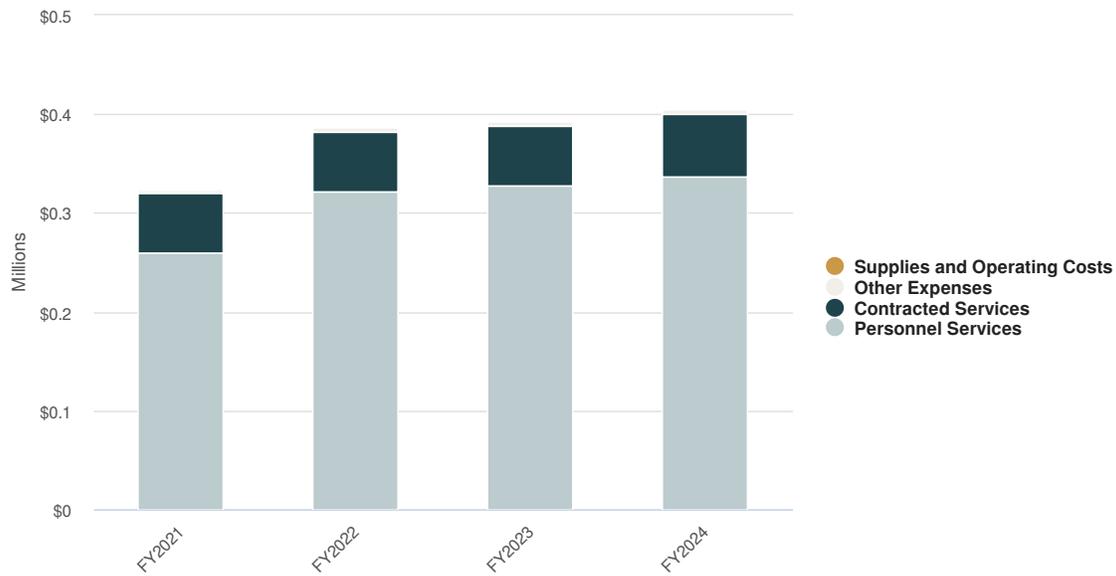
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Expense Objects</b>						
<b>Personnel Services</b>						
<b>General Government</b>						
FULL TIME EMPL SALARIES REG.	\$146,869.13	\$172,936.00		\$246,629.00	\$250,586.20	\$258,183.61
UNEMPLOYMENT BENEFITS	\$0.00	\$47,152.00		\$0.00	\$0.00	\$0.00
PERA CONTRIBUTIONS	\$11,015.19	\$12,970.00		\$18,497.00	\$18,793.79	\$19,363.59
FICA/MEDICARE CONTRIBUTION	\$10,887.51	\$13,230.00		\$18,867.00	\$19,169.72	\$19,750.92
EMPLOYER PAID INSURANCE	\$11,734.72	\$13,381.00		\$37,101.00	\$37,696.29	\$38,839.19
WC INSURANCE	\$685.54	\$888.00		\$1,110.00	\$1,127.81	\$1,162.00
<b>Total General Government:</b>	<b>\$181,192.09</b>	<b>\$260,557.00</b>		<b>\$322,204.00</b>	<b>\$327,373.82</b>	<b>\$337,299.31</b>
<b>Total Personnel Services:</b>	<b>\$181,192.09</b>	<b>\$260,557.00</b>		<b>\$322,204.00</b>	<b>\$327,373.82</b>	<b>\$337,299.31</b>
<b>Supplies and Operating Costs</b>						
<b>General Government</b>						
OFFICE OR SHOP SUPPLIES	\$6.97	\$400.00		\$250.00	\$254.01	\$261.71
<b>Total General Government:</b>	<b>\$6.97</b>	<b>\$400.00</b>		<b>\$250.00</b>	<b>\$254.01</b>	<b>\$261.71</b>
<b>Total Supplies and Operating Costs:</b>	<b>\$6.97</b>	<b>\$400.00</b>		<b>\$250.00</b>	<b>\$254.01</b>	<b>\$261.71</b>
<b>Contracted Services</b>						
<b>General Government</b>						
CONTRACTUAL SERVICES	\$35,978.45	\$50,000.00		\$50,000.00	\$50,802.26	\$52,342.51
COMMUNICATIONS	\$1,077.34	\$1,080.00		\$996.00	\$1,011.98	\$1,042.66

Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
MEALS, MILEAGE, LODGING, TRAVE	\$2,473.32	\$3,320.00		\$8,485.68	\$8,621.83	\$8,883.24
PRINTING & PUBLISHING	\$297.28	\$5,000.00		\$500.00	\$508.02	\$523.43
<b>Total General Government:</b>	<b>\$39,826.39</b>	<b>\$59,400.00</b>		<b>\$59,981.68</b>	<b>\$60,944.10</b>	<b>\$62,791.83</b>
<b>Total Contracted Services:</b>	<b>\$39,826.39</b>	<b>\$59,400.00</b>		<b>\$59,981.68</b>	<b>\$60,944.10</b>	<b>\$62,791.83</b>
<b>Other Expenses</b>						
<b>General Government</b>						
DUES & SUBSCRIPTIONS	\$1,058.00	\$2,000.00		\$1,945.00	\$1,976.21	\$2,036.12
CONFERENCES & TRAINING	\$832.16	\$1,700.00		\$2,400.00	\$2,438.51	\$2,512.44
<b>Total General Government:</b>	<b>\$1,890.16</b>	<b>\$3,700.00</b>		<b>\$4,345.00</b>	<b>\$4,414.72</b>	<b>\$4,548.56</b>
<b>Total Other Expenses:</b>	<b>\$1,890.16</b>	<b>\$3,700.00</b>		<b>\$4,345.00</b>	<b>\$4,414.72</b>	<b>\$4,548.56</b>
<b>Total Expense Objects:</b>	<b>\$222,915.61</b>	<b>\$324,057.00</b>	<b>\$0.00</b>	<b>\$386,780.68</b>	<b>\$392,986.64</b>	<b>\$404,901.42</b>

# Facilities

## Reports To

Assistant to the City Manager

## Description/Services Provided

The Facilities Department accounts for the operation of City facilities and maintenance to ensure City facilities are safe, accessible, and functional for the daily work of employees, visitors, and for serving as precincts in local, state, and federal elections. Expenditures include planned and preventative maintenance, repair, and replacement of City facilities and associated equipment and utilities.

In late 2020, the City reclassified a Public Works Maintenance position and dedicated that position to facilities maintenance. Previously, the City did not have any designated individual(s) dedicated to this work. The creation of this new position and attention dedicated to City facilities is necessary to carry out the City Council's desire to maintain the City's investments and maximize the useful life of all City facilities and associated equipment. Examples include; exterior and interior preventative maintenance, snow removal on City facility ingress/egress areas, painting, building security management, HVAC management, minor space modifications/renovations, janitorial services coordination, etc.

The Public Works Director coordinates the day-to-day and long-term maintenance of all city facilities. The position was initially in the Public Works Department, but in 2022 will transition to Administration and report to the Assistant to the City Manager.

A space needs assessment was conducted in 2020 and adopted by the Council in November 2021. The study identified short-, mid-, and long-term space and facilities needs and helped the City develop a plan to maximize operational efficiency and space in existing City facilities. The study also helped to develop a maintenance schedule for all City-staffed facilities to maximize the City's investment.

## Goals, Objectives & Metrics

As a new division in 2022, there are currently no adopted goals, objectives or metrics for this division. In 2021, facilities was part of the the Public Works Department and will transition in 2022. The City will identify goals, objectives and metrics for this new division at the All-Day Work Shop which is scheduled for spring 2022.



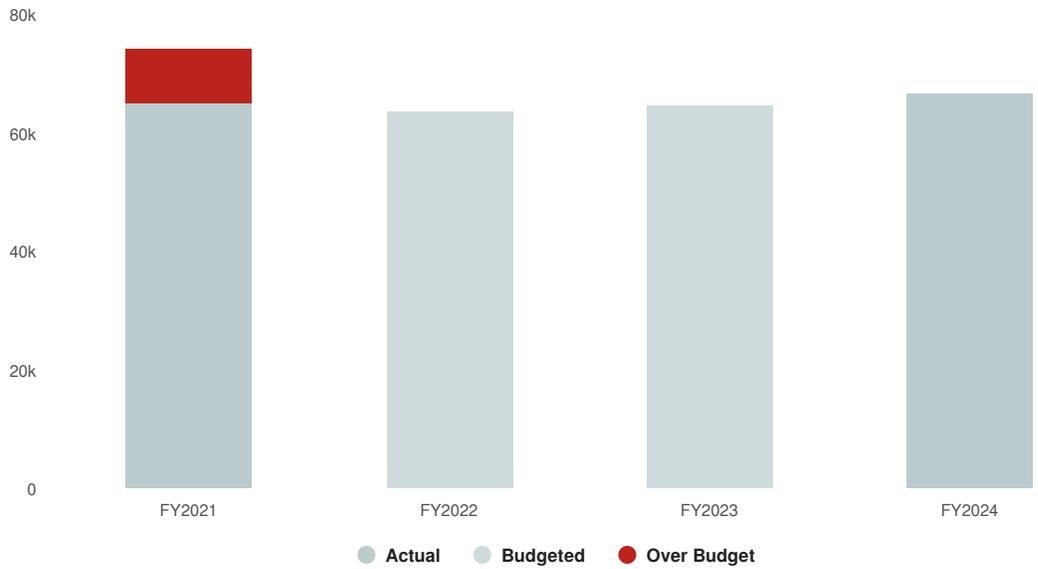
## Expenditures Summary

Expenditures for this department are expected to be steady in 2022.

**\$63,608** **-\$1,222**  
(-1.88% vs. prior year)



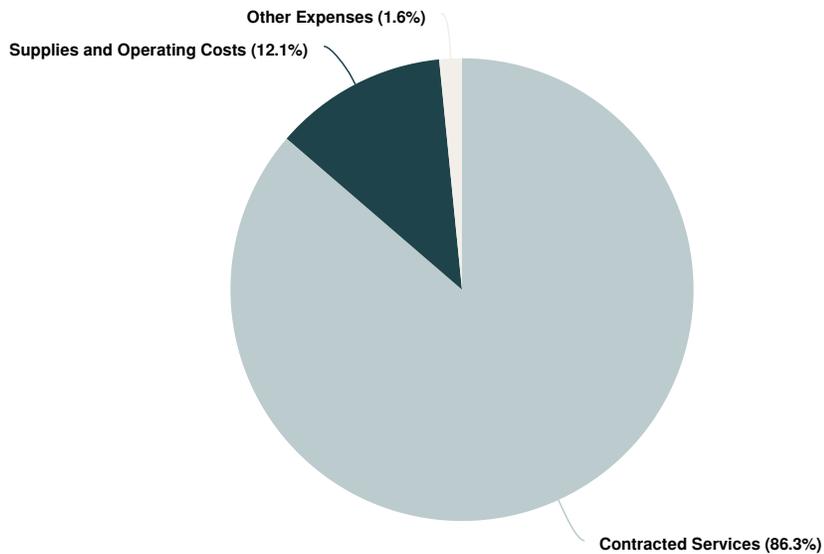
### Facilities Proposed and Historical Budget vs. Actual



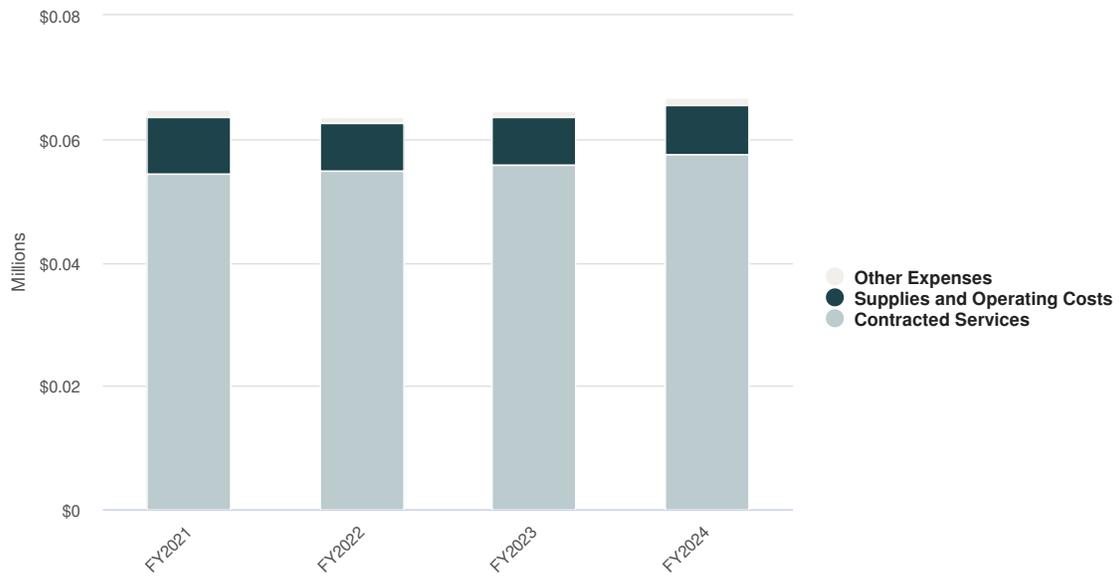
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
Expense Objects							
Supplies and Operating Costs	\$8,104.03	\$9,200.00		\$7,700.00	\$7,823.55	\$8,060.75	-100%
Contracted Services	\$65,512.81	\$54,430.00		\$54,908.00	\$55,789.01	\$57,480.45	-100%
Other Expenses	\$569.28	\$1,200.00		\$1,000.00	\$1,016.05	\$1,046.85	-100%
<b>Total Expense Objects:</b>	<b>\$74,186.12</b>	<b>\$64,830.00</b>	<b>\$0.00</b>	<b>\$63,608.00</b>	<b>\$64,628.60</b>	<b>\$66,588.05</b>	<b>-100%</b>

# Contracted Police Services

**Reports To**  
City Manager

## Description/Services Provided

The City of Victoria does not have its own Police Department. Police services are provided through a contract with the Carver County Sheriff's Office. The Department's budget reflects the City's commitment to enhancing the security, safety, and quality of life for the residents, businesses, and visitors of Victoria.

There was no change in service levels or staffing from 2021 to 2022. The contract funds two vehicles dedicated to the City of Victoria, and four (4) deputies with staggered schedules. The staggered schedules allow for 24x7 coverage in the city with one deputy on duty in the city at all times. As Victoria continues to grow, additional resources may need to be added to ensure timely response to emergencies and calls for service. Staff will continue to work with the Sheriff's Office to monitor and track responses and calls for service data.

## Contracted Police Services Goals, Objectives & Metrics

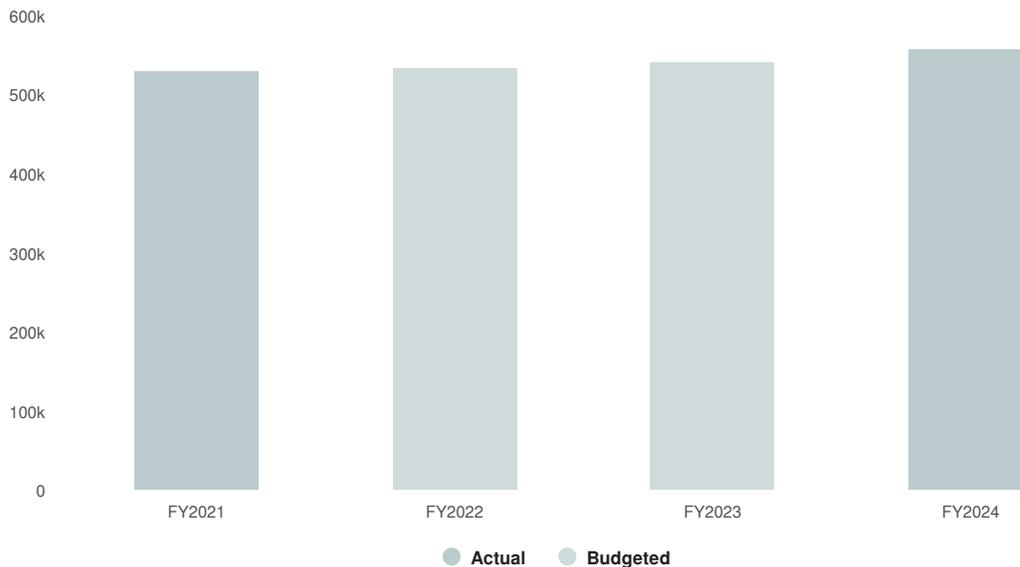
Goals - Public Safety			
OBJECTIVE	2020 Actual	2021 Actual	2022 Target
Residents rating of overall feeling of safety as excellent or good	97%	97%	95%

[1] The City of Victoria's National Citizen Survey was conducted in 2018 by the National Research Center Inc. in collaboration with ICMA. The results of that survey are reflected in the 2020 and 2021 actuals. The survey will again be conducted in 2022 with updated results for 2022.

## Expenditures Summary

**\$533,110** **\$3,110**  
(0.59% vs. prior year)

### Police Services Proposed and Historical Budget vs. Actual

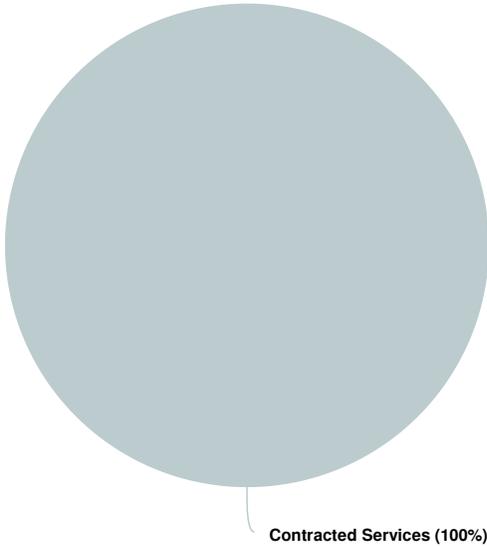


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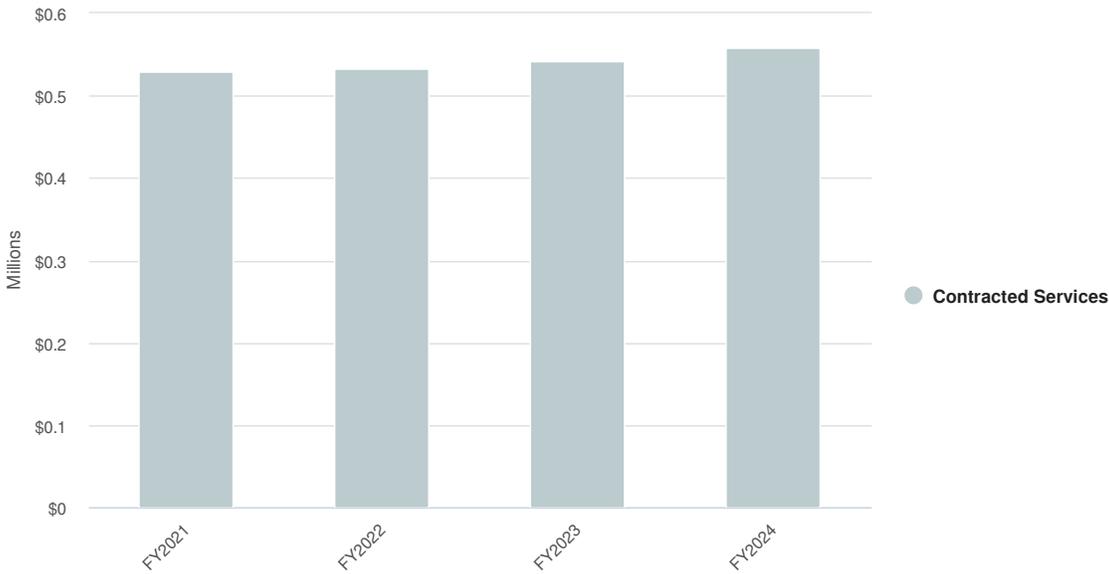


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Contracted Services						



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Public Safety</b>						
POLICE/SHERIFF FEES	\$529,424.05	\$530,000.00		\$533,110.00	\$541,663.84	\$558,086.30
<b>Total Public Safety:</b>	<b>\$529,424.05</b>	<b>\$530,000.00</b>		<b>\$533,110.00</b>	<b>\$541,663.84</b>	<b>\$558,086.30</b>
<b>Total Contracted Services:</b>	<b>\$529,424.05</b>	<b>\$530,000.00</b>		<b>\$533,110.00</b>	<b>\$541,663.84</b>	<b>\$558,086.30</b>
<b>Total Expense Objects:</b>	<b>\$529,424.05</b>	<b>\$530,000.00</b>		<b>\$533,110.00</b>	<b>\$541,663.84</b>	<b>\$558,086.30</b>

# Fire Protection

## Reports To

Fire Chief

## Description/Services Provided

The City operates a paid-on-call Fire Department. The Department consists of one full-time Fire Chief and 34 paid-on-call firefighters.

The Fire Department relies on paid-on-call firefighters to manage operations and deliver an emergency response. The Department manages ongoing readiness to ensure effective and safe operations while complying with national, state, and local regulations and standards. Fire Department personnel also respond to and manage all types of emergencies and incidents, including; fires, medical emergencies, vehicle accidents, technical rescues, hazardous materials cleanup, and automated alarms. The Department also coordinates and provides fire and safety education programs.

A separate fund has been set up to account for the Fire Department's capital equipment purchases: Fire Truck and Equipment Fund.



## Fire Department Goals, Objectives and Measures

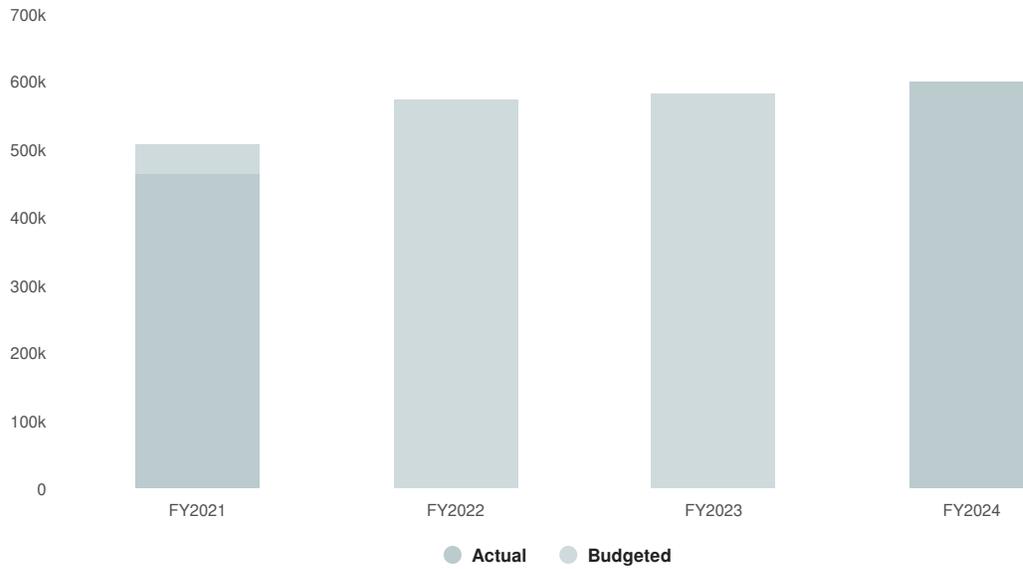
Goal-Community Well-Being and Public Safety			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Maintain a minimum insurance industry (ISO) rating for the fire department of 4	4	4	4
Maintain average response time for fire (dispatch to apparatus on scene for fire) of 9 minutes or less	7	8.4	< 9

## Expenditures Summary

The overall 2022 expenditures are increasing 13%. The increase is largely due to an increase in personnel services with the expansion of the duty crew and fire training costs. The expansion of the duty crew will decrease emergency call times and enhance the safety of the community.

**\$573,775**    **\$66,319**  
 (13.07% vs. prior year)

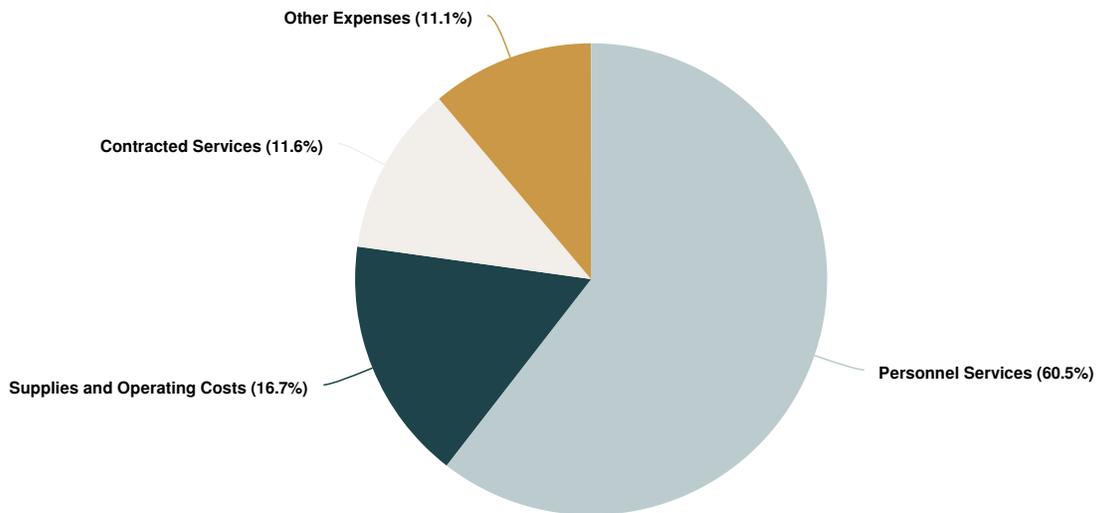
### Fire Protection Proposed and Historical Budget vs. Actual



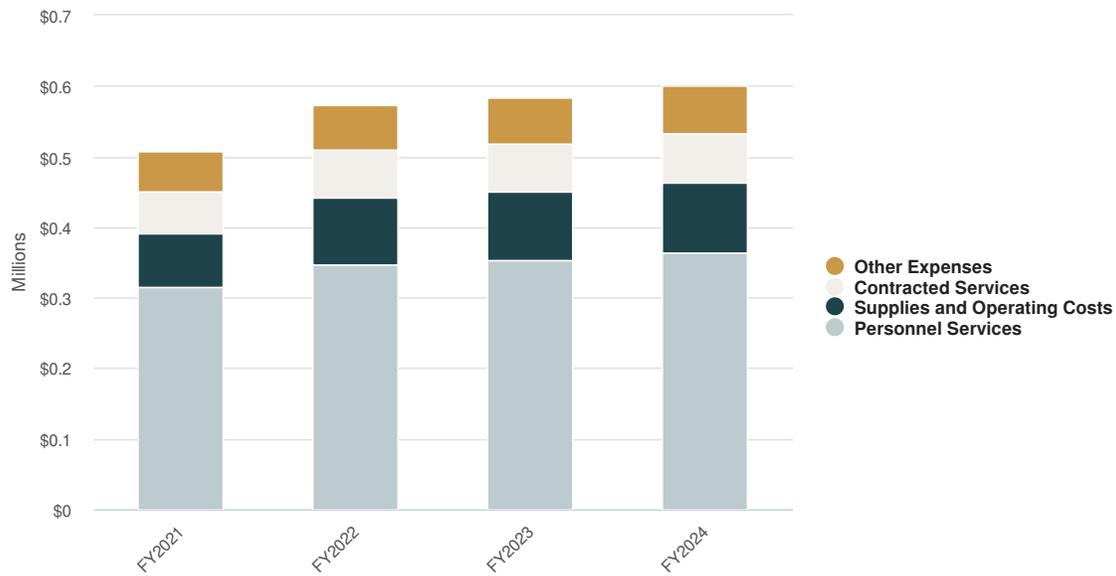
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Expense Objects</b>						
<b>Personnel Services</b>						
<b>Public Safety</b>						
FULL TIME EMPL SALARIES REG.	\$105,433.92	\$106,176.00		\$110,846.00	\$112,624.54	\$116,039.15
FULL TIME EMPL SALARIES REG.	\$1,084.12	\$0.00		\$0.00	\$0.00	\$0.00
PART TIME EMPLOYEES	\$127,068.54	\$149,308.00		\$172,251.44	\$175,015.24	\$180,321.45
PERA CONTRIBUTIONS	\$18,570.10	\$18,793.00		\$19,623.00	\$19,937.85	\$20,542.34
PERA CONTRIBUTIONS	\$191.89	\$0.00		\$0.00	\$0.00	\$0.00
FICA\MEDICARE CONTRIBUTION	\$11,333.68	\$11,279.00		\$14,803.00	\$15,040.52	\$15,496.52
FICA\MEDICARE CONTRIBUTION	\$15.71	\$0.00		\$0.00	\$0.00	\$0.00
EMPLOYER PAID INSURANCE	\$8,351.68	\$8,297.00		\$8,055.00	\$8,184.24	\$8,432.38
FICA\MEDICARE CONTRIBUTION	\$70.38	\$0.00		\$0.00	\$0.00	\$0.00
WC INSURANCE	\$18,705.41	\$21,255.00		\$21,500.00	\$21,844.97	\$22,507.28
<b>Total Public Safety:</b>	<b>\$290,825.43</b>	<b>\$315,108.00</b>		<b>\$347,078.44</b>	<b>\$352,647.37</b>	<b>\$363,339.12</b>
<b>Total Personnel Services:</b>	<b>\$290,825.43</b>	<b>\$315,108.00</b>		<b>\$347,078.44</b>	<b>\$352,647.37</b>	<b>\$363,339.12</b>
<b>Supplies and Operating Costs</b>						
<b>Public Safety</b>						
OFFICE OR SHOP SUPPLIES	\$294.01	\$1,000.00		\$1,000.00	\$1,016.05	\$1,046.85
GENERAL OPERATING	\$5,536.75	\$6,000.00		\$5,500.00	\$5,588.25	\$5,757.68
CLEANING SUPPLIES	\$852.09	\$1,000.00		\$1,000.00	\$1,016.05	\$1,046.85
MOTORFUEL & LUBRICANTS	\$5,511.25	\$4,200.00		\$4,200.00	\$4,267.39	\$4,396.77
CLOTHING	\$2,638.68	\$3,500.00		\$3,600.00	\$3,657.76	\$3,768.66

Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
CLOTHING	\$1,000.00					
REPAIR & MAINT VEHICLES	\$16,047.08	\$17,000.00		\$17,000.00	\$17,272.77	\$17,796.45
REPAIR & MAINT EQUIPMENT	\$5,418.95	\$9,000.00		\$6,000.00	\$6,096.27	\$6,281.10
REPAIR & MAINT BUILDING	\$10,873.08	\$8,000.00		\$8,000.00	\$8,128.36	\$8,374.80
TOOLS & MINOR EQUIPMENT	\$17,949.61	\$20,000.00		\$28,200.00	\$28,652.47	\$29,521.17
TOOLS & MINOR EQUIPMENT	\$5,600.00	\$0.00		\$0.00	\$0.00	\$0.00
SAFETY EQUIP. AND TRAINING	\$6,071.73	\$6,600.00		\$21,450.00	\$21,794.17	\$22,454.94
<b>Total Public Safety:</b>	<b>\$77,793.23</b>	<b>\$76,300.00</b>		<b>\$95,950.00</b>	<b>\$97,489.53</b>	<b>\$100,445.27</b>
<b>Total Supplies and Operating Costs:</b>	<b>\$77,793.23</b>	<b>\$76,300.00</b>		<b>\$95,950.00</b>	<b>\$97,489.53</b>	<b>\$100,445.27</b>
<b>Contracted Services</b>						
<b>Public Safety</b>						
MEDICAL FEES	\$4,379.00	\$6,000.00		\$13,125.00	\$13,335.59	\$13,739.91
PERSONNEL TESTING & RECRUITMEN	\$4,551.25	\$3,800.00		\$3,125.00	\$3,175.14	\$3,271.41
CONTRACTUAL SERVICES	\$14,744.40	\$20,183.00		\$24,277.00	\$24,666.53	\$25,414.38
COMMUNICATIONS	\$6,380.89	\$9,000.00		\$7,150.00	\$7,264.72	\$7,484.98
POSTAGE	\$28.01	\$300.00		\$300.00	\$304.81	\$314.06
MEALS, MILEAGE, LODGING, TRAVE	\$609.03	\$5,000.00		\$5,000.00	\$5,080.23	\$5,234.25
PRINTING & PUBLISHING	\$113.50	\$800.00		\$500.00	\$508.02	\$523.43
ELECTRICITY	\$7,733.12	\$7,500.00		\$7,600.00	\$7,721.94	\$7,956.06
WATER/SEWER CHARGES	\$910.46	\$900.00		\$1,200.00	\$1,219.25	\$1,256.22
NATURAL GAS	\$2,113.73	\$3,000.00		\$3,000.00	\$3,048.14	\$3,140.55
GARBAGE/SANITATION SERVICE	\$1,302.47	\$1,200.00		\$1,200.00	\$1,219.25	\$1,256.22
PEST CONTROL	\$334.40	\$350.00		\$350.00	\$355.62	\$366.40
<b>Total Public Safety:</b>	<b>\$43,200.26</b>	<b>\$58,033.00</b>		<b>\$66,827.00</b>	<b>\$67,899.25</b>	<b>\$69,957.86</b>
<b>Total Contracted Services:</b>	<b>\$43,200.26</b>	<b>\$58,033.00</b>		<b>\$66,827.00</b>	<b>\$67,899.25</b>	<b>\$69,957.86</b>
<b>Other Expenses</b>						
<b>Public Safety</b>						
FIRE RELIEF	\$15,000.00	\$15,000.00		\$15,000.00	\$15,240.68	\$15,702.75
MACHINE RENTAL	\$3,157.72					
DUES & SUBSCRIPTIONS	\$5,066.63	\$5,550.00		\$9,835.00	\$9,992.80	\$10,295.77
CONFERENCES & TRAINING	\$27,580.79	\$35,465.00		\$37,085.00	\$37,680.04	\$38,822.44
WAFTA	\$2,000.00	\$2,000.00		\$2,000.00	\$2,032.09	\$2,093.70
<b>Total Public Safety:</b>	<b>\$52,805.14</b>	<b>\$58,015.00</b>		<b>\$63,920.00</b>	<b>\$64,945.61</b>	<b>\$66,914.66</b>
<b>Total Other Expenses:</b>	<b>\$52,805.14</b>	<b>\$58,015.00</b>		<b>\$63,920.00</b>	<b>\$64,945.61</b>	<b>\$66,914.66</b>
<b>Total Expense Objects:</b>	<b>\$464,624.06</b>	<b>\$507,456.00</b>	<b>\$0.00</b>	<b>\$573,775.44</b>	<b>\$582,981.76</b>	<b>\$600,656.92</b>

# Building Inspections

## Reports To

Community & Economic Development Director

## Description/Services Provided

Building Inspections is a division of the Community Development Department. The primary task of the Building Inspections Division is to ensure new construction within the city meets minimum standards as regulated by the International Building Code and International Residential Code, the International Mechanical Code, the International Fuel Gas Code, and the Minnesota Plumbing Code. These codes promote safe building practices and limit future risk to the public.

The Department is responsible for building plan review, permit issuance, and inspections of buildings, plumbing, mechanical systems, fire sprinklers, and alarm systems.

## Staff

Four FTE: Building Official, 2 Building Inspectors, Permit Technician

## Building Inspections Division Goals, Objectives & Metrics

Goal-Service Excellence			
OBJECTIVES	2020 Actual	2021 Actual	2022 Target
Maintain 2-week turnaround for building permit review	Yes	Yes	Yes

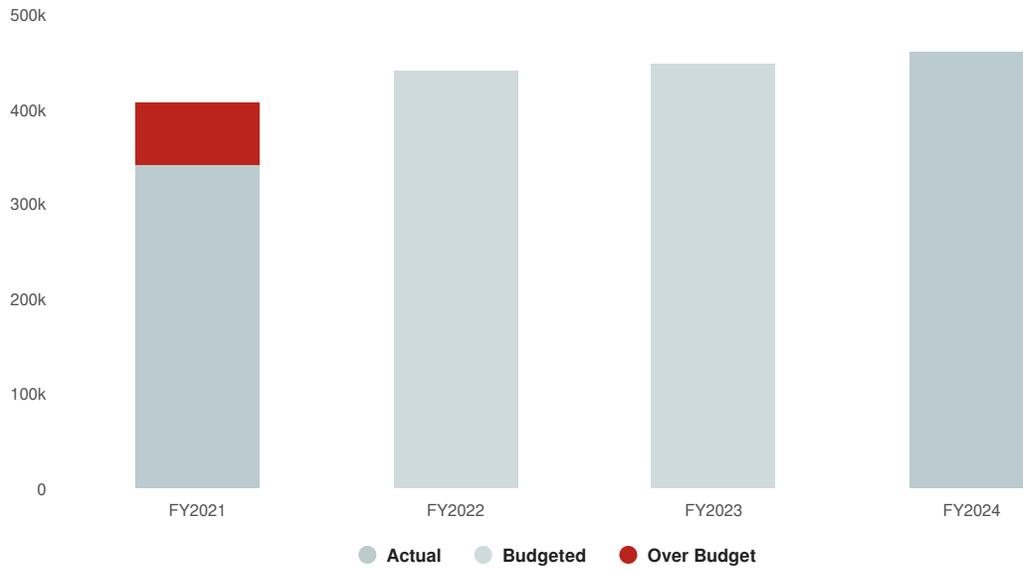


## Expenditures Summary

The overall 2022 expenditures have increased 29%. This is largely due to personnel services and capital outlay. The Building Permit Technician was previously shared with Administration and is now dedicated to the Building Department full-time. The 2011 Ford Escape used to conduct building inspections is budgeted for replacement in 2022 for an estimated \$30,000.

**\$440,775**    **\$99,925**  
 (29.32% vs. prior year)

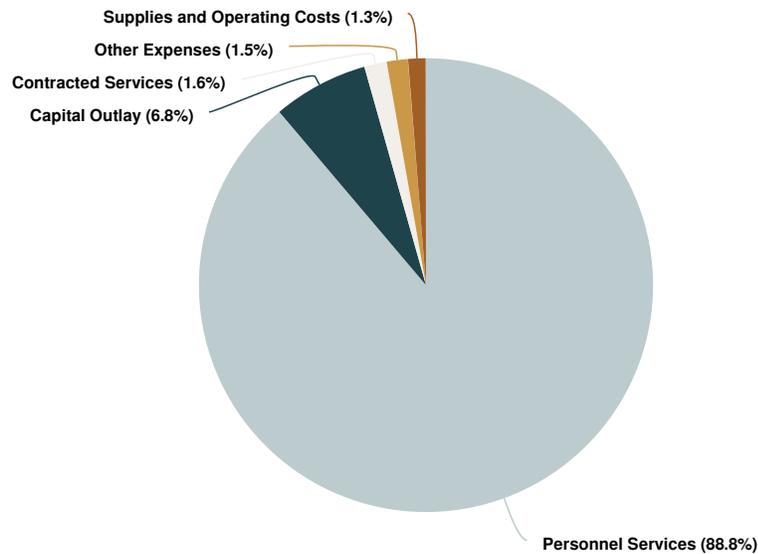
### Building Inspections Proposed and Historical Budget vs. Actual



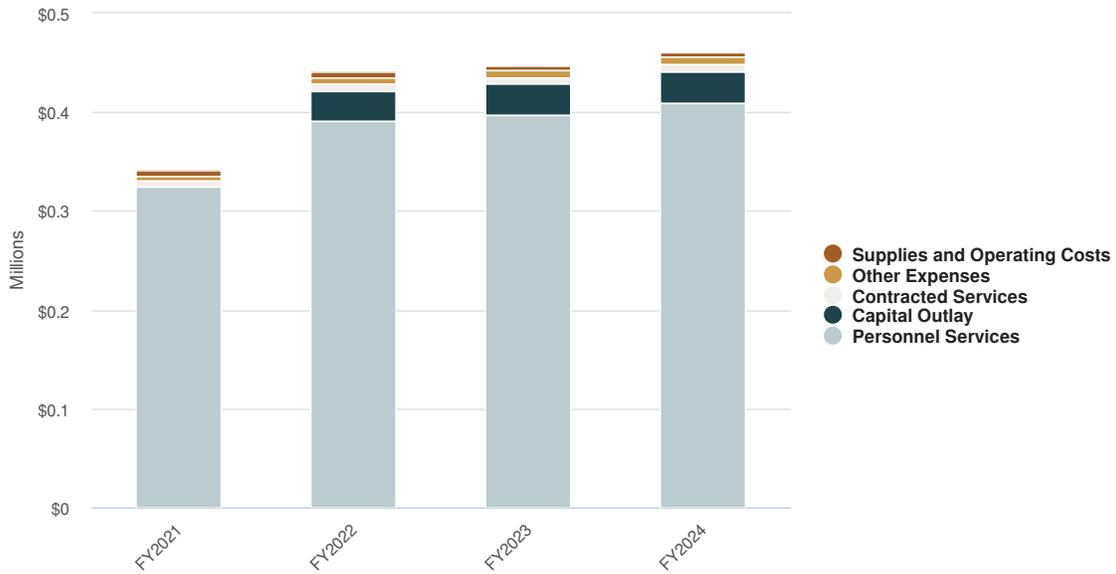
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Expense Objects</b>						
<b>Personnel Services</b>						
<b>Public Safety</b>						
FULL TIME EMPL SALARIES REG.	\$291,596.07	\$239,578.00		\$298,332.00	\$303,118.79	\$312,308.91
COMPTIME PAY OUT	-\$81.22	\$0.00		\$0.00	\$0.00	\$0.00
PERA CONTRIBUTIONS	\$21,863.62	\$17,968.00		\$22,376.00	\$22,735.03	\$23,424.32
FICA/MEDICARE CONTRIBUTION	\$21,613.14	\$18,511.00		\$23,191.00	\$23,563.10	\$24,277.50
EMPLOYER PAID INSURANCE	\$50,425.71	\$47,373.00		\$46,348.00	\$47,091.66	\$48,519.41
WC INSURANCE	\$1,130.67	\$1,295.00		\$1,273.00	\$1,293.43	\$1,332.64
<b>Total Public Safety:</b>	<b>\$386,547.99</b>	<b>\$324,725.00</b>		<b>\$391,520.00</b>	<b>\$397,802.00</b>	<b>\$409,862.78</b>
<b>Total Personnel Services:</b>	<b>\$386,547.99</b>	<b>\$324,725.00</b>		<b>\$391,520.00</b>	<b>\$397,802.00</b>	<b>\$409,862.78</b>
<b>Supplies and Operating Costs</b>						
<b>Public Safety</b>						
OFFICE OR SHOP SUPPLIES	\$1,743.26	\$500.00		\$500.00	\$508.02	\$523.43
GENERAL OPERATING	\$70.00	\$50.00		\$0.00	\$0.00	\$0.00
MOTORFUEL & LUBRICANTS	\$1,667.99	\$2,000.00		\$2,000.00	\$2,032.09	\$2,093.70
CLOTHING	\$857.70	\$1,200.00		\$1,230.00	\$1,249.74	\$1,287.63
REPAIR & MAINT EQUIPMENT	\$500.23	\$1,200.00		\$750.00	\$762.03	\$785.14
TOOLS & MINOR EQUIPMENT	\$0.00	\$500.00		\$500.00	\$508.02	\$523.43
SAFETY EQUIP. AND TRAINING	\$239.99	\$600.00		\$600.00	\$609.63	\$628.11
<b>Total Public Safety:</b>	<b>\$5,079.17</b>	<b>\$6,050.00</b>		<b>\$5,580.00</b>	<b>\$5,669.53</b>	<b>\$5,841.42</b>



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Total Supplies and Operating Costs:</b>	<b>\$5,079.17</b>	<b>\$6,050.00</b>		<b>\$5,580.00</b>	<b>\$5,669.53</b>	<b>\$5,841.42</b>
<b>Contracted Services</b>						
<b>Public Safety</b>						
LEGAL FEES	\$1,549.00	\$0.00		\$0.00	\$0.00	\$0.00
INFORMATION SYSTEM SERVICES	\$1,840.34	\$0.00		\$0.00	\$0.00	\$0.00
CONTRACTUAL SERVICES	\$6,351.74	\$2,975.00		\$3,875.00	\$3,937.18	\$4,056.54
COMMUNICATIONS	\$1,582.62	\$1,800.00		\$1,900.00	\$1,930.49	\$1,989.02
MEALS, MILEAGE, LODGING, TRAVE	\$185.36	\$1,200.00		\$1,250.00	\$1,270.06	\$1,308.56
<b>Total Public Safety:</b>	<b>\$11,509.06</b>	<b>\$5,975.00</b>		<b>\$7,025.00</b>	<b>\$7,137.72</b>	<b>\$7,354.12</b>
<b>Total Contracted Services:</b>	<b>\$11,509.06</b>	<b>\$5,975.00</b>		<b>\$7,025.00</b>	<b>\$7,137.72</b>	<b>\$7,354.12</b>
<b>Other Expenses</b>						
<b>Public Safety</b>						
DUES & SUBSCRIPTIONS	\$240.00	\$100.00		\$350.00	\$355.62	\$366.40
BANK CHARGES	\$3,101.82	\$1,500.00		\$2,800.00	\$2,844.93	\$2,931.18
CONFERENCES & TRAINING	\$835.00	\$2,500.00		\$3,500.00	\$3,556.16	\$3,663.98
<b>Total Public Safety:</b>	<b>\$4,176.82</b>	<b>\$4,100.00</b>		<b>\$6,650.00</b>	<b>\$6,756.70</b>	<b>\$6,961.55</b>
<b>Total Other Expenses:</b>	<b>\$4,176.82</b>	<b>\$4,100.00</b>		<b>\$6,650.00</b>	<b>\$6,756.70</b>	<b>\$6,961.55</b>
<b>Capital Outlay</b>						
<b>Public Safety</b>						
CAPITAL OUTLAY	\$0.00	\$0.00		\$30,000.00	\$30,481.36	\$31,405.51
<b>Total Public Safety:</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$30,000.00</b>	<b>\$30,481.36</b>	<b>\$31,405.51</b>
<b>Total Capital Outlay:</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$30,000.00</b>	<b>\$30,481.36</b>	<b>\$31,405.51</b>
<b>Total Expense Objects:</b>	<b>\$407,313.04</b>	<b>\$340,850.00</b>	<b>\$0.00</b>	<b>\$440,775.00</b>	<b>\$447,847.31</b>	<b>\$461,425.38</b>

# Civil Defense

## Description/Services Provided

The Civil Defense Department is not a staffed department, and is a department by "fund name" only to account for the expenditures associated with the City's outdoor emergency warning sirens ('civil defense sirens'). The City's Fire Chief manages the Civil Defense budget and oversees the management of the sirens.

Victoria has five civil defense sirens located throughout the city. The sirens are used to provide emergency warnings to approaching danger, such as a tornado. Additional sirens will be needed as the city grows. Funding for new sirens is planned in the Fire Department Vehicles & Equipment Capital Fund.

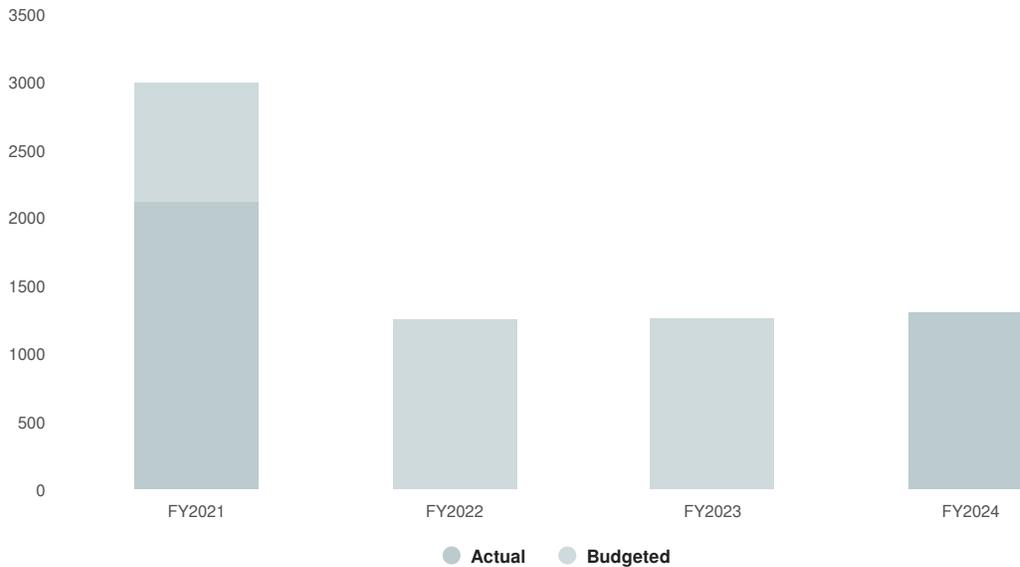
While the City has the ability to sound the sirens, Victoria generally coordinates the operation of the sirens within the city with Carver County Emergency Management. Carver County is planning to update its warning sirens in 2022 and 2023 and to maintain compatibility with the Carver County Emergency Management system, the City has planned to upgrade its warning sirens in 2023.

## Expenditures Summary

No capital outlay is planned for 2022. The decrease in the budget is due to an expenditure in 2021 to repair an outdoor warning siren damaged by vandals.

**\$1,250** **-\$1,750**  
(-58.33% vs. prior year)

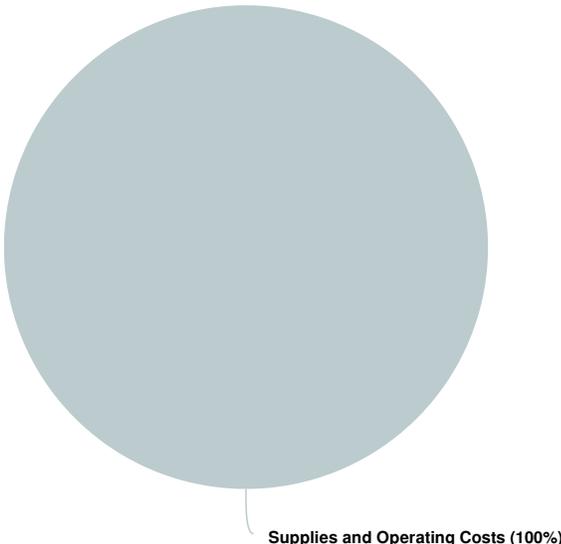
### Civil Defense Proposed and Historical Budget vs. Actual



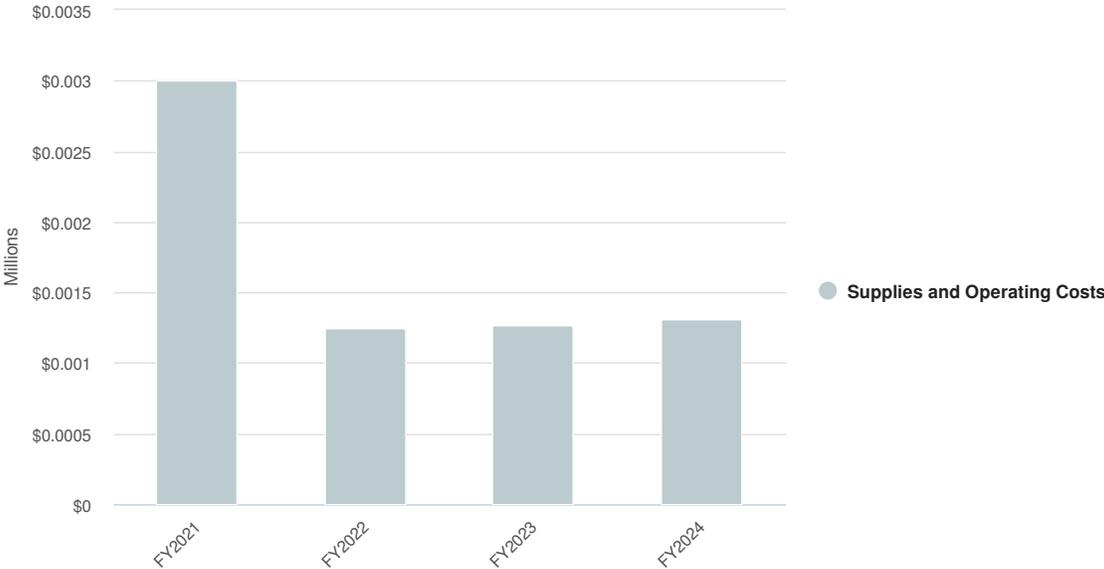
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects						
Supplies and Operating Costs						
Public Safety						



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
REPAIR & MAINT EQUIPMENT	\$2,120.84	\$3,000.00		\$1,250.00	\$1,270.06	\$1,308.56
<b>Total Public Safety:</b>	<b>\$2,120.84</b>	<b>\$3,000.00</b>		<b>\$1,250.00</b>	<b>\$1,270.06</b>	<b>\$1,308.56</b>
<b>Total Supplies and Operating Costs:</b>	<b>\$2,120.84</b>	<b>\$3,000.00</b>		<b>\$1,250.00</b>	<b>\$1,270.06</b>	<b>\$1,308.56</b>
<b>Total Expense Objects:</b>	<b>\$2,120.84</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$1,250.00</b>	<b>\$1,270.06</b>	<b>\$1,308.56</b>

# Animal Control

## Description/Services Provided

This Animal Control Department is not a staffed department. Rather, it is a department by "fund name" only to account for the expenditures associated with animal control services performed within the city.

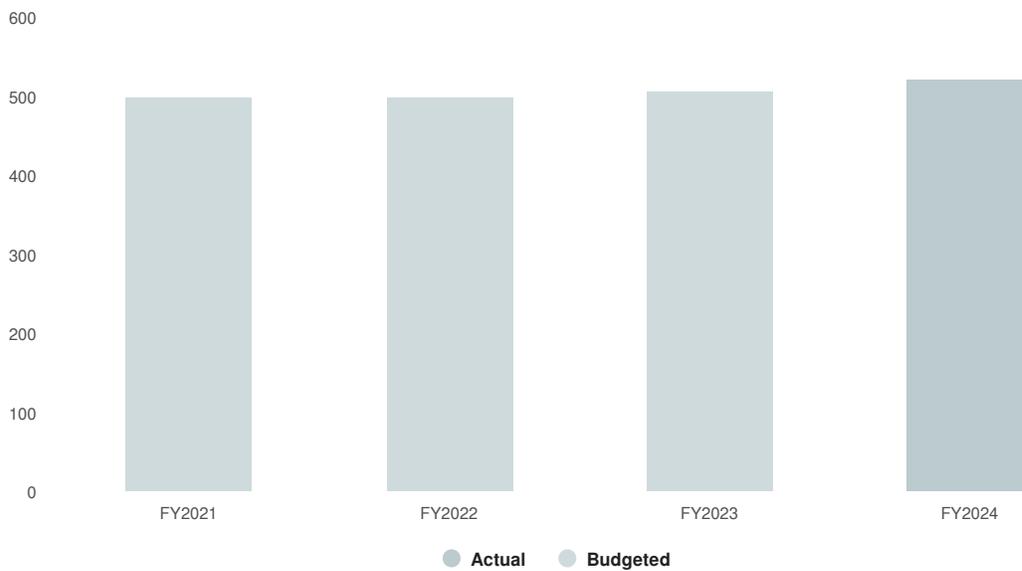
The City's contract with the Carver County Sheriff provides for animal control services. Most of these services are provided by Community Service Officers (CSOs). CSOs respond to calls for lost animals, take bite complaints, and remove dead animals from city streets.

## Expenditures Summary

Expenditures for this department include dog impound fees. Owners that retrieve impounded animals are required to pay all impound fees and a fine.

**\$500** **\$0**  
(0.00% vs. prior year)

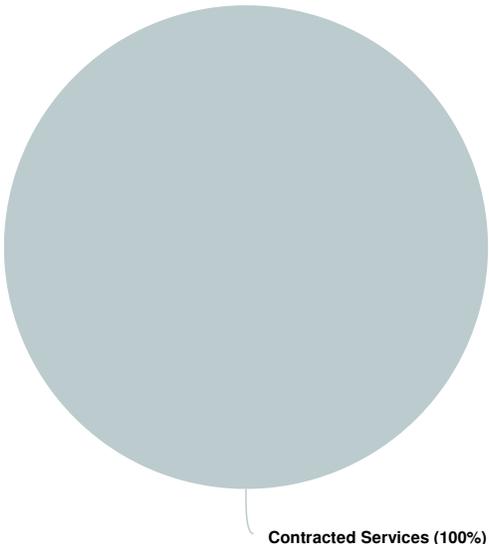
### Animal Control Proposed and Historical Budget vs. Actual



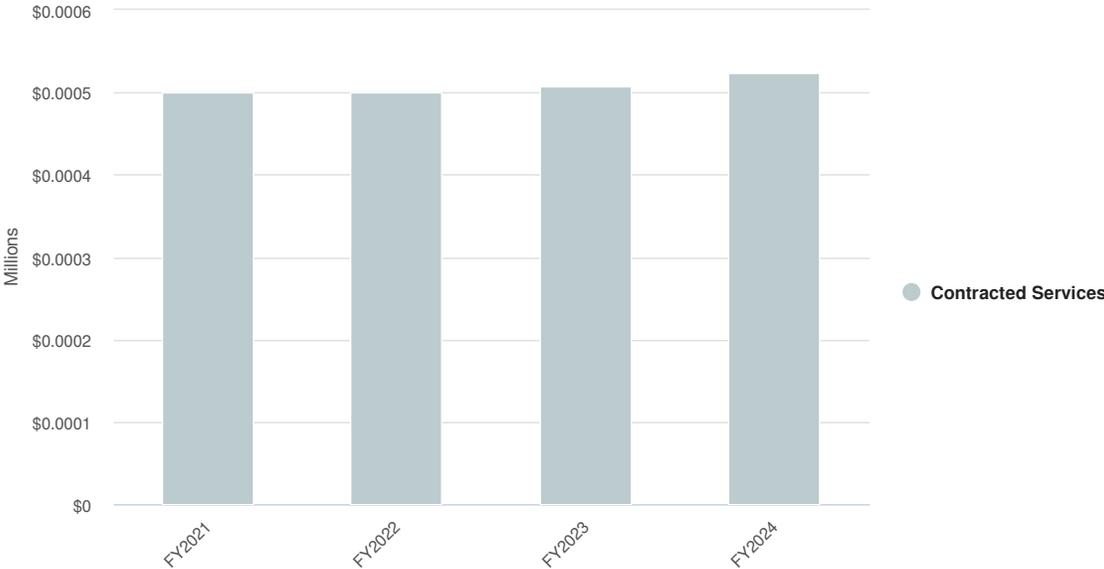
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Expense Objects					
Contracted Services					
Public Safety					
CONTRACTUAL SERVICES	\$0.00	\$500.00	\$500.00	\$508.02	\$523.43



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
Total Public Safety:	\$0.00	\$500.00	\$500.00	\$508.02	\$523.43
Total Contracted Services:	\$0.00	\$500.00	\$500.00	\$508.02	\$523.43
Total Expense Objects:	\$0.00	\$500.00	\$500.00	\$508.02	\$523.43

# Public Works

## Reports To

Public Works Director

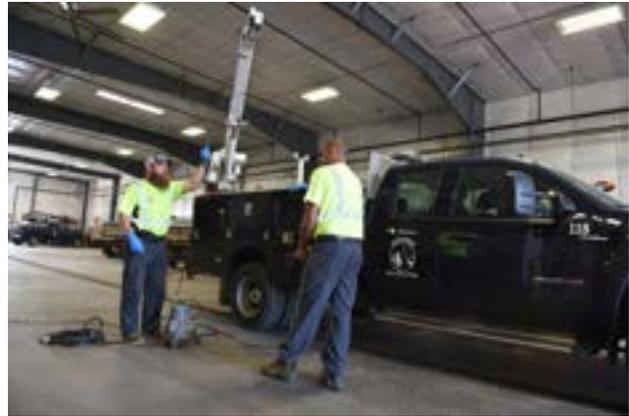
## Description/Services Provided

The Public Works Department strives to maintain and improve the quality of life in Victoria by planning for future needs, promoting environmental quality, building and maintaining municipal infrastructure, and protecting health and safety.

The Department provides many services including: street, sidewalk, and trail maintenance, snow and ice removal, boulevard tree trimming, ditch mowing, boulevard maintenance, street sign maintenance, streetlight and signal maintenance, pavement marking, and composting.

## Staff

Eight FTE: Public Works Director, Lead Public Works Worker, 6 Public Works staff  
Seasonal employees assist with parks and streets maintenance as needed.



## Public Works Goals, Objectives, and Measures

Goal- Providing High-Quality Infrastructure and Transportation			
OBJECTIVE	2020 Actual	2021 Actual	2022 Target
Residents rating of ease of walking in the city as excellent or good (Survey Data1)	78%	78%	85%
Residents rating of public parking in the city as excellent or good (Survey Data1)	30%	30%	65%
Residents rating of paths and walking trails in the city as excellent or good (Survey Data1)	84%	84%	85%
Residents rating of overall ease of travel as excellent or good (Survey Data1)	78%	78%	85%
Residents rating of quality of snowplowing of city streets as excellent or good (Survey Data1)	77%	77%	85%

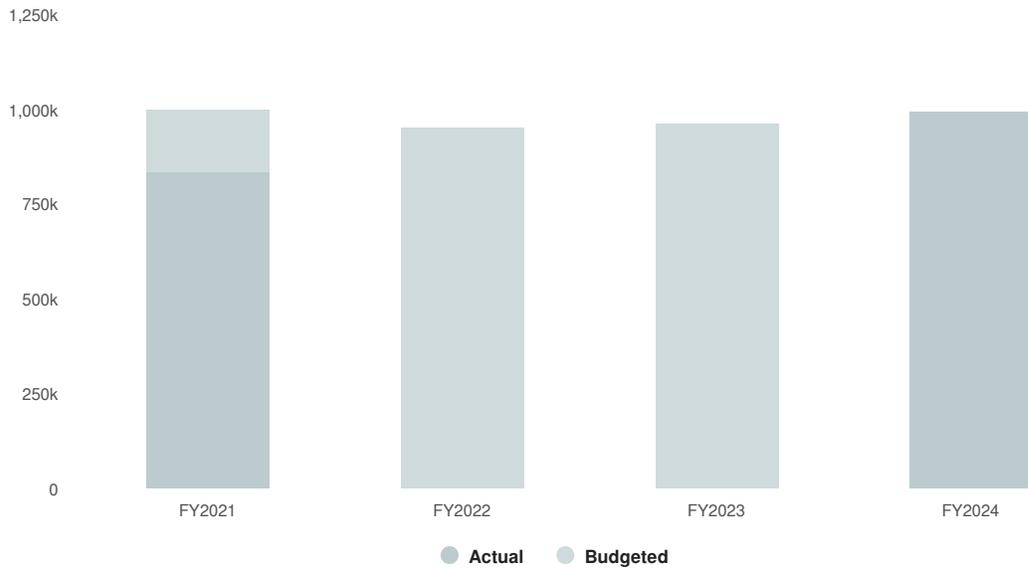
[1] The City of Victoria's National Citizen Survey was conducted in 2018 by the National Research Center Inc. in collaboration with ICMA. The results of that survey are reflected in the 2020 and 2021 actuals. The survey will again be conducted in 2022 with updated results for 2022.

## Expenditures Summary

There were no significant changes in the Public Works Department budget for 2022. Capital Outlay Equipment is budgeted in the Public Works Capital Fund. There are two bobcat trade-in's included in the Captial Outlay line item budget.

**\$949,601** **-\$47,641**  
 (-4.78% vs. prior year)

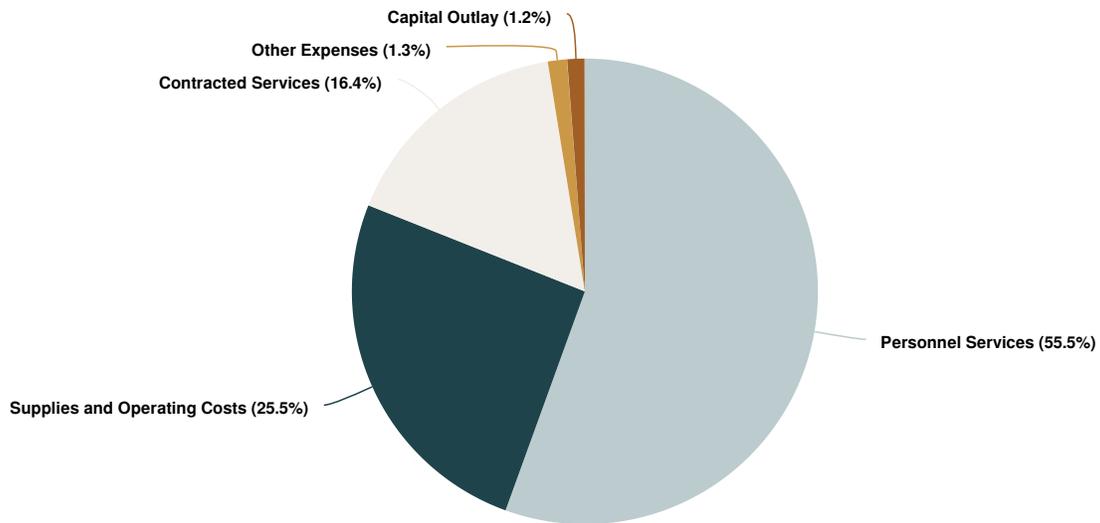
**Public Works Proposed and Historical Budget vs. Actual**



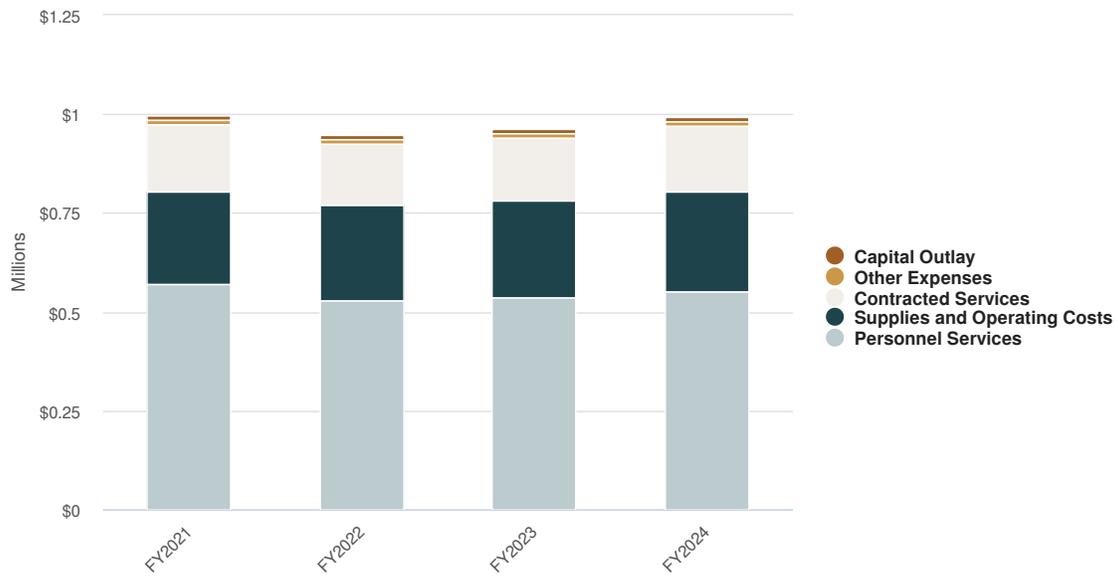
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

**Expenditures by Expense Type**

**Budgeted Expenditures by Expense Type**



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
Expense Objects							
Personnel Services	\$480,976.64	\$572,087.00	\$0.00	\$527,259.00	\$535,718.96	\$551,961.18	-100%
Supplies and Operating Costs	\$187,488.73	\$234,150.00	\$0.00	\$242,350.00	\$246,238.55	\$253,704.14	-100%
Contracted Services	\$157,320.93	\$167,505.00	\$0.00	\$155,812.00	\$158,312.03	\$163,111.82	-100%
Other Expenses	\$8,042.42	\$13,500.00	\$0.00	\$12,580.00	\$12,781.85	\$13,169.38	-100%
Capital Outlay	\$0.00	\$10,000.00	\$0.00	\$11,600.00	\$11,786.12	\$12,143.46	-100%
<b>Total Expense Objects:</b>	<b>\$833,828.72</b>	<b>\$997,242.00</b>	<b>\$0.00</b>	<b>\$949,601.00</b>	<b>\$964,837.51</b>	<b>\$994,089.97</b>	<b>-100%</b>

# Parks and Recreation

## Reports To

Park and Recreation Director

## Description/Services Provided

The Park Department's primary purpose is to enhance the quality of life in Victoria and promote a strong sense of community through a comprehensive park and recreation program. This includes park planning and development, maintenance of the trail system, and provision of park and recreation programming, facilities, and related amenities.

With 26 city parks, Victoria has over 350 acres of parkland, 32 miles of trails, and 19 playgrounds. The City's newest park, *Wassermann Lake Preserve*, is a 33.5-acre regional park whose Six Mile Creek serves as the headwaters for the popular Minnehaha Falls in Minneapolis. The Preserve was the result of 5+ years of planning and construction in partnership with the Minnehaha Creek Watershed District. *Wassermann Lake Preserve* opened in spring 2021.

The City also operates a recreation center ('Victoria Recreation Center'). Revenues and expenditures for the Victoria Recreation Center are accounted for in a separate fund, the Victoria Recreation Center Fund.

The Public Works Department maintains the City's park and trail systems. Services include mowing, shelter and trail maintenance, ball field preparation, fertilization and weed control, and tree care and replacement.

The Recreation Department strives to provide high-quality amenities and programs that meet the needs and desires of the community.

## Staff

Two FTE: Parks and Recreation Director and Recreation Supervisor

Seasonal employees and contracted instructors are supervised by the Recreation Supervisor.

Left: Aerial view of *Wassermann Lake Preserve*, Fall 2020

Right: *Wassermann Lake Preserve* concept drawing



## Park and Recreation Goals, Objectives and Measures

Parks and Recreation			
Goal - High-Quality Recreation and Culture Environment			
OBJECTIVE	2020 Actual	2021 Actual	2022 Target
Residents rating of the overall quality of parks and recreation opportunities in the city as excellent or good (Survey Data) <sup>1</sup>	73%	73%	85%
Residents rating of opportunities to attend cultural/arts/music activities as excellent or good (Survey Data) <sup>1</sup>	52%	52%	60%
Residents rating of the Victoria Recreation Center as excellent or good (Survey Data) <sup>1</sup>	76%	76%	85%
Residents rating of the City's recreation programs and classes as excellent or good (Survey Data) <sup>1</sup>	74%	74%	85%

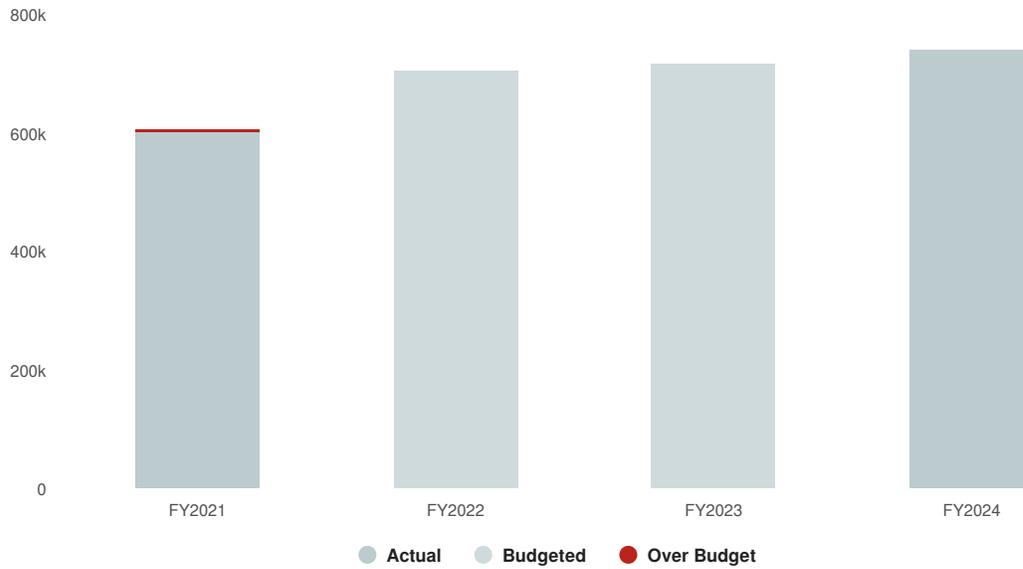
[1] The City of Victoria's National Citizen Survey was conducted in 2018 by the National Research Center Inc. in collaboration with ICMA. The results of that survey are reflected in the 2020 and 2021 actuals. The survey will again be conducted in 2022 with updated results for 2022.

### Expenditures Summary

Overall the parks maintenance budget has increased by 17% in 2022. In 2021, Wassermann Park Reserve was completed, which resulted in additional labor and maintenance needs. Additionally, the playground project costs and trail maintenance costs have increased with the addition of new parks and the aging of existing parks.

**\$705,626**    **\$104,419**  
(17.37% vs. prior year)

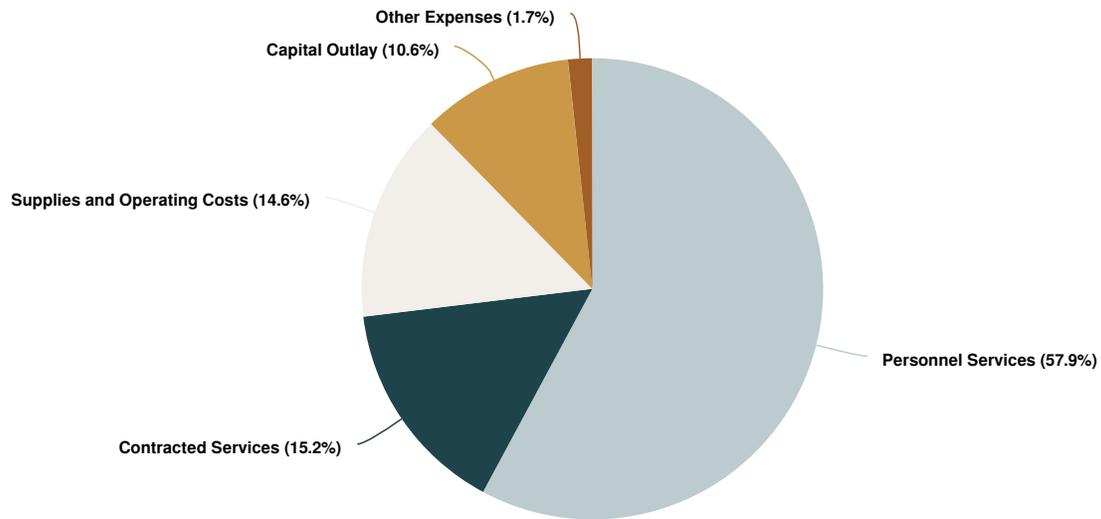
### Parks and Recreation Proposed and Historical Budget vs. Actual



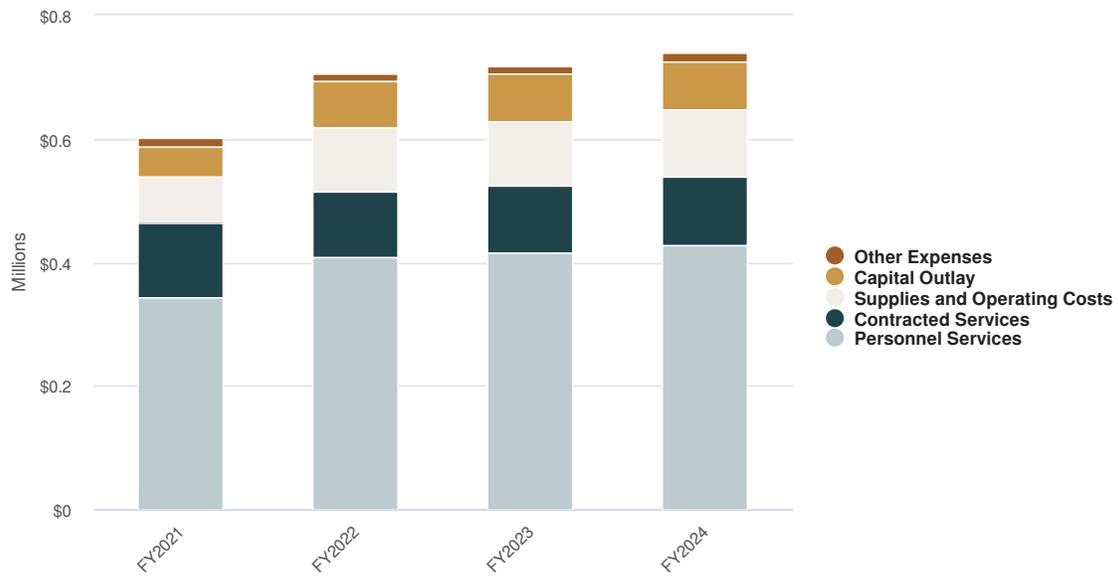
FY2023 and FY2024 amounts are projected and have not been approved by the City Council

### Expenditures by Expense Type

#### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Expense Objects</b>						
<b>Personnel Services</b>						
<b>Parks and Recreation</b>						
TEMP EMPLOYEES SALARIES REG.	\$9,540.04	\$15,000.00		\$15,000.00	\$15,240.68	\$15,702.75
PERA CONTRIBUTIONS	\$192.42	\$0.00		\$0.00	\$0.00	\$0.00
FICA/MEDICARE CONTRIBUTION	\$729.84	\$1,148.00		\$1,150.00	\$1,168.45	\$1,203.88
FULL TIME EMPL SALARIES REG.	\$152,433.53	\$140,986.00		\$146,115.00	\$148,459.44	\$152,960.51
FTE OVERTIME	\$599.12	\$0.00		\$0.00	\$0.00	\$0.00
TEMP EMPLOYEES SALARIES REG.	\$7,221.50	\$7,000.00		\$6,500.00	\$6,604.29	\$6,804.53
PERA CONTRIBUTIONS	\$10,694.46	\$10,574.00		\$11,154.00	\$11,332.97	\$11,676.57
FICA/MEDICARE CONTRIBUTION	\$12,227.39	\$11,061.00		\$11,653.00	\$11,839.97	\$12,198.95
EMPLOYER PAID INSURANCE	\$14,972.13	\$14,589.00		\$14,800.00	\$15,037.47	\$15,493.38
WC INSURANCE	\$513.65	\$666.00		\$541.00	\$549.68	\$566.35
FULL TIME EMPL SALARIES REG.	\$123,876.42	\$80,000.00		\$120,000.00	\$121,925.42	\$125,622.02
FTE OVERTIME	\$716.02	\$0.00		\$0.00	\$0.00	\$0.00
TEMP EMPLOYEES SALARIES REG.	\$14,725.50	\$20,500.00		\$12,480.00	\$12,680.24	\$13,064.69
PERA CONTRIBUTIONS	\$9,331.17	\$6,000.00		\$9,000.00	\$9,144.41	\$9,421.65
FICA/MEDICARE CONTRIBUTION	\$10,411.83	\$6,120.00		\$9,936.00	\$10,095.42	\$10,401.50
EMPLOYER PAID INSURANCE	\$19,475.21	\$10,000.00		\$30,000.00	\$30,481.36	\$31,405.51
WC INSURANCE	\$17,478.61	\$19,638.00		\$19,893.00	\$20,212.19	\$20,824.99
<b>Total Parks and Recreation:</b>	<b>\$405,138.84</b>	<b>\$343,282.00</b>	<b>\$0.00</b>	<b>\$408,222.00</b>	<b>\$414,771.99</b>	<b>\$427,347.27</b>
<b>Total Personnel Services:</b>	<b>\$405,138.84</b>	<b>\$343,282.00</b>	<b>\$0.00</b>	<b>\$408,222.00</b>	<b>\$414,771.99</b>	<b>\$427,347.27</b>



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Supplies and Operating Costs</b>						
<b>Parks and Recreation</b>						
OFFICE OR SHOP SUPPLIES	\$374.47	\$300.00		\$300.00	\$304.81	\$314.06
GENERAL OPERATING	\$2,532.66	\$3,500.00		\$3,500.00	\$3,556.16	\$3,663.98
CLOTHING	\$3,265.34	\$3,000.00		\$3,000.00	\$3,048.14	\$3,140.55
TOOLS & MINOR EQUIPMENT	\$16.99	\$500.00		\$500.00	\$508.02	\$523.43
OFFICE OR SHOP SUPPLIES	\$312.46	\$300.00		\$300.00	\$304.81	\$314.06
GENERAL OPERATING	\$51.52	\$300.00		\$300.00	\$304.81	\$314.06
CONCESSION SUPPLIES	\$315.00	\$325.00		\$325.00	\$330.21	\$340.23
REPAIR & MAINT EQUIPMENT	\$17.97	\$200.00		\$204.00	\$207.27	\$213.56
SIGNS & SIGNALS	\$813.58	\$1,000.00		\$1,000.00	\$1,016.05	\$1,046.85
TOOLS & MINOR EQUIPMENT	\$0.00	\$250.00		\$200.00	\$203.21	\$209.37
SAFETY EQUIP. AND TRAINING	\$0.00	\$250.00		\$200.00	\$203.21	\$209.37
OFFICE OR SHOP SUPPLIES	\$100.00					
GENERAL OPERATING	\$0.00	\$200.00		\$200.00	\$203.21	\$209.37
CLEANING SUPPLIES	\$3,427.51	\$3,000.00		\$3,000.00	\$3,048.14	\$3,140.55
REPAIR & MAINT EQUIPMENT	\$5,104.89	\$13,000.00		\$13,000.00	\$13,208.59	\$13,609.05
REPAIR & MAINT BUILDING	\$3,538.76	\$5,000.00		\$25,000.00	\$25,401.13	\$26,171.25
GROUND MAINT/LANDSCAPING	\$14,556.85	\$24,000.00		\$28,000.00	\$28,449.26	\$29,311.80
TRAIL MAINTENANCE/MATERIALS	\$13,786.00	\$15,000.00		\$20,000.00	\$20,320.90	\$20,937.00
TOOLS & MINOR EQUIPMENT	\$785.70	\$4,000.00		\$4,000.00	\$4,064.18	\$4,187.40
<b>Total Parks and Recreation:</b>	<b>\$48,999.70</b>	<b>\$74,125.00</b>	<b>\$0.00</b>	<b>\$103,029.00</b>	<b>\$104,682.12</b>	<b>\$107,855.93</b>
<b>Total Supplies and Operating Costs:</b>	<b>\$48,999.70</b>	<b>\$74,125.00</b>	<b>\$0.00</b>	<b>\$103,029.00</b>	<b>\$104,682.12</b>	<b>\$107,855.93</b>
<b>Contracted Services</b>						
<b>Parks and Recreation</b>						
CONTRACTUAL SERVICES	\$35,013.66	\$35,000.00		\$26,700.00	\$27,128.41	\$27,950.90
POSTAGE	\$1,220.27	\$650.00		\$625.00	\$635.03	\$654.28
MEALS, MILEAGE, LODGING, TRAVE	\$0.00	\$300.00		\$300.00	\$304.81	\$314.06
PRINTING & PUBLISHING	\$3,084.30	\$3,000.00		\$3,000.00	\$3,048.14	\$3,140.55
PERSONNEL TESTING & RECRUITMEN	\$300.00	\$100.00		\$100.00	\$101.60	\$104.69
COMMUNICATIONS	\$2,392.82	\$2,500.00		\$2,370.00	\$2,408.03	\$2,481.03
POSTAGE	\$1,128.95	\$2,000.00		\$1,825.00	\$1,854.28	\$1,910.50
MEALS, MILEAGE, LODGING, TRAVE	\$67.20	\$1,000.00		\$1,000.00	\$1,016.05	\$1,046.85
PRINTING & PUBLISHING	\$2,571.23	\$3,500.00		\$3,000.00	\$3,048.14	\$3,140.55
ELECTRICITY	\$11,775.15	\$10,000.00		\$10,000.00	\$10,160.45	\$10,468.50
WATER/SEWER CHARGES	\$31,551.06	\$13,000.00		\$14,000.00	\$14,224.63	\$14,655.90
NATURAL GAS	\$1,518.48	\$2,000.00		\$2,500.00	\$2,540.11	\$2,617.13
GARBAGE/SANITATION SERVICE	\$1,219.08	\$2,700.00		\$2,500.00	\$2,540.11	\$2,617.13
CONTRACTUAL SERVICES	\$45,574.45	\$45,000.00		\$39,530.00	\$40,164.27	\$41,381.99
<b>Total Parks and Recreation:</b>	<b>\$137,416.65</b>	<b>\$120,750.00</b>	<b>\$0.00</b>	<b>\$107,450.00</b>	<b>\$109,174.05</b>	<b>\$112,484.05</b>



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted
<b>Total Contracted Services:</b>	<b>\$137,416.65</b>	<b>\$120,750.00</b>	<b>\$0.00</b>	<b>\$107,450.00</b>	<b>\$109,174.05</b>	<b>\$112,484.05</b>
<b>Other Expenses</b>						
<b>Parks and Recreation</b>						
EQUIPMENT RENTAL	\$4,819.82	\$4,000.00		\$4,000.00	\$4,064.18	\$4,187.40
MACHINE RENTAL	\$2,958.43	\$3,200.00		\$2,700.00	\$2,743.32	\$2,826.50
DUES & SUBSCRIPTIONS	\$300.00	\$700.00		\$675.00	\$685.83	\$706.62
BANK CHARGES	\$5,114.51	\$2,500.00		\$2,500.00	\$2,540.11	\$2,617.13
CONFERENCES & TRAINING	\$370.00	\$1,000.00		\$550.00	\$558.82	\$575.77
MACHINE RENTAL	\$164.95	\$150.00		\$150.00	\$152.41	\$157.03
CONFERENCES & TRAINING	\$480.00	\$1,500.00		\$1,350.00	\$1,371.66	\$1,413.25
<b>Total Parks and Recreation:</b>	<b>\$14,207.71</b>	<b>\$13,050.00</b>	<b>\$0.00</b>	<b>\$11,925.00</b>	<b>\$12,116.34</b>	<b>\$12,483.69</b>
<b>Total Other Expenses:</b>	<b>\$14,207.71</b>	<b>\$13,050.00</b>	<b>\$0.00</b>	<b>\$11,925.00</b>	<b>\$12,116.34</b>	<b>\$12,483.69</b>
<b>Capital Outlay</b>						
<b>Parks and Recreation</b>						
CAPITAL OUTLAY	\$0.00	\$50,000.00		\$75,000.00	\$76,203.39	\$78,513.76
<b>Total Parks and Recreation:</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>	<b>\$76,203.39</b>	<b>\$78,513.76</b>
<b>Total Capital Outlay:</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>	<b>\$76,203.39</b>	<b>\$78,513.76</b>
<b>Total Expense Objects:</b>	<b>\$605,762.90</b>	<b>\$601,207.00</b>	<b>\$0.00</b>	<b>\$705,626.00</b>	<b>\$716,947.89</b>	<b>\$738,684.70</b>

# Interfund Transfers

Annually, the City transfers funds from the General Fund to other City funds for planned commitments (e.g. capital), and to maintain current service levels.

## Expenditures Summary

The City plans to increase the transfer to the Fire Capital Equipment Funds each year to meet future capital needs. In 2022, the transfer increased \$10,000 to \$130,000 for the Fire Capital Equipment Fund. The Public Works Capital Equipment Fund decreased \$270,000 to \$120,000 and includes the replacement of one pick-up used in the parks maintenance department. The City also plans to transfer the average amount needed for seal coating projects (seal coating costs less Municipal State Aid for street maintenance) to the Long-Term Street Maintenance Fund to meet projected future needs.

In 2019, the Parks and Recreation Committee identified trail gap priorities. Council supported the Committee's recommendation and the Trail Fund reflects these priorities. There is a planned increase of \$50,000 annually to the Trails Fund. In 2021, because the City was not able to reach an agreement with a private property owner for easements, the Council decided to indefinitely delay the Bavaria Trail connection project which was estimated at \$1.2 million. As a result, the planned transfer for 2022 was eliminated as the fund balance was enough to support current projects.

Additional annual planned transfers from the General Fund include:

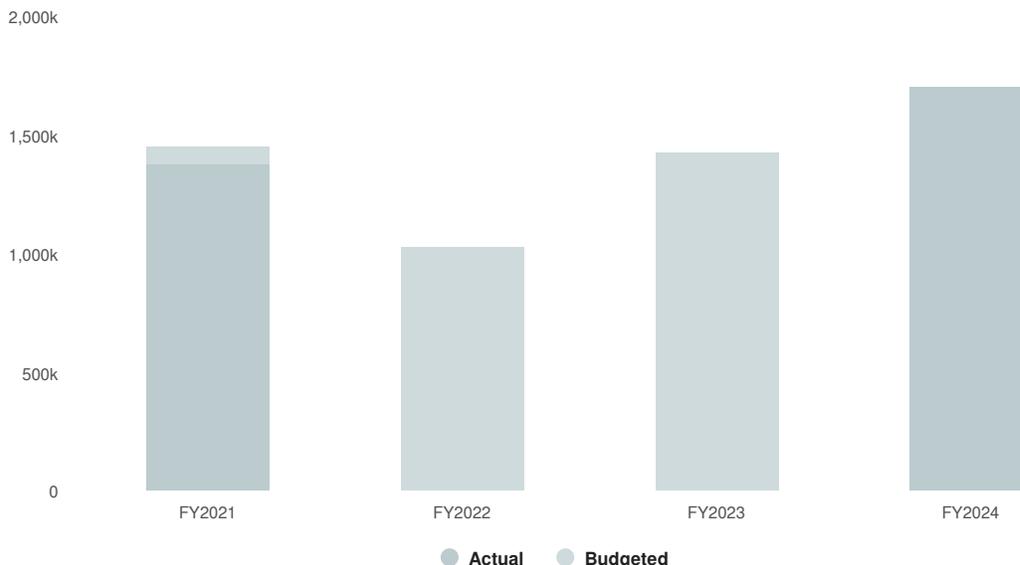
- \$100,000 to the Park Fund
- \$65,000 to the Information Technology (IT) Fund to better plan for IT equipment replacement
- \$10,000 to the Concerts in the Park Fund to offer a variety of community-wide concerts each summer

The 2022 transfers from the General Fund also include a one-time \$440,000 transfer to the Facilities Fund to complete the Fire Station mezzanine buildout (\$370K). This project was identified in the adopted 2021 Facilities Space Needs Assessment. The balance of the transfer is to increase fund balance for future year planned projects.

Historically a transfer of \$80,000 has been included in the budget for unfunded projects and insurance contingency. This funding has been eliminated for the 2022 budget as directed by Council in the November 2021 budget workshop.

**\$1,029,000** **-\$426,000**  
(-29.28% vs. prior year)

### Interfund Transfers Proposed and Historical Budget vs. Actual

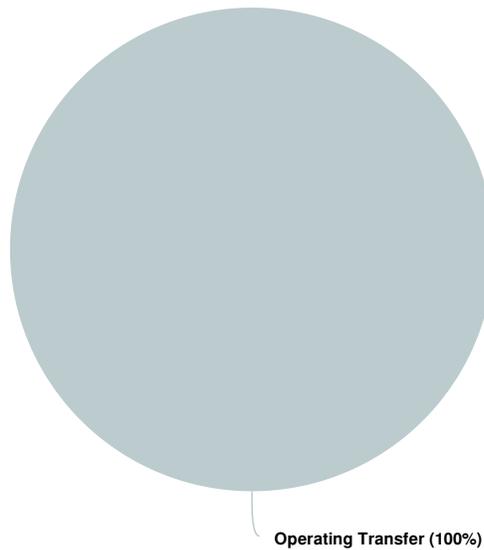


## General Fund Budgeted Transfers

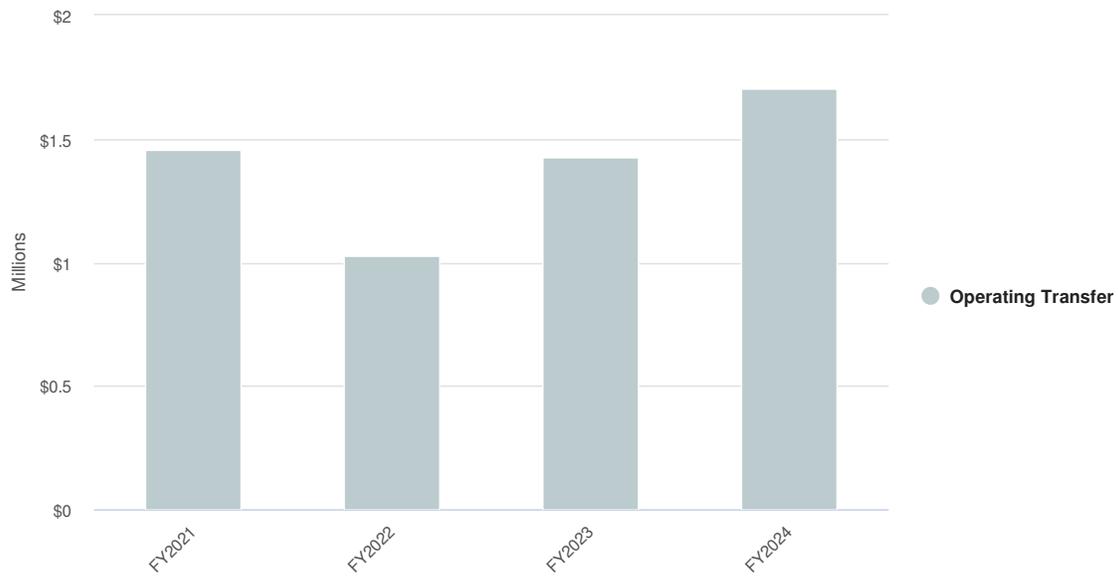
Fund Transferred To	2021 Budget	2022 Budget	Change in Budget
Fire Capital Equipment	\$120,000	\$130,000	\$10,000
Capital Facilities Fund	\$40,000	\$440,000	\$400,000
Public Works Fund	\$390,000	\$120,000	(\$270,000)
) IT Capital Fund	\$40,000	\$65,000	\$25,000
Trails Fund	\$250,000	\$0	(\$250,000)
Long-Term Street Maintenance	\$435,000	\$164,000	(\$271,000)
Concerts in the Park	\$0	\$10,000	\$10,000
Contingency for Unfunded/Insurance	\$80,000	\$0	(\$80,000)
Park Fund	\$100,000	\$100,000	\$0
<b>Total</b>	<b>\$1,455,000</b>	<b>\$1,029,000</b>	<b>(\$426,000)</b>

## Expenditures by Expense Type

### Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2021 Budgeted	FY2022 Budgeted	FY2022 Budgeted	FY2023 Budgeted	FY2024 Budgeted	FY2020 Budgeted vs. FY2021 Budgeted (% Change)
<b>Expense Objects</b>							
<b>Operating Transfer</b>							
<b>Interfund Transfers</b>							
OPERATING TRANSFER	\$430,000.00	\$470,000.00		\$605,000.00	\$650,000.00	\$815,000.00	-100%
TRANSFER OUT TO 102 PW CEF	\$390,000.00	\$390,000.00		\$120,000.00	\$125,000.00	\$130,000.00	-100%
TRANSFER OUT TO 808 LTSM	\$435,000.00	\$435,000.00		\$164,000.00	\$500,000.00	\$600,000.00	-100%
TRANSFER OUT TO 811 GIFTS 2 PK	\$0.00	\$0.00		\$10,000.00	\$10,000.00	\$10,000.00	-100%
TRANSFER OUT TO 809FIRE	\$120,000.00	\$120,000.00		\$130,000.00	\$140,000.00	\$150,000.00	-100%
OPERATING TRANSFER	\$0.00	\$40,000.00		\$0.00	\$0.00	\$0.00	-100%
<b>Total Interfund Transfers:</b>	<b>\$1,375,000.00</b>	<b>\$1,455,000.00</b>		<b>\$1,029,000.00</b>	<b>\$1,425,000.00</b>	<b>\$1,705,000.00</b>	<b>-100%</b>
<b>Total Operating Transfer:</b>	<b>\$1,375,000.00</b>	<b>\$1,455,000.00</b>		<b>\$1,029,000.00</b>	<b>\$1,425,000.00</b>	<b>\$1,705,000.00</b>	<b>-100%</b>
<b>Total Expense Objects:</b>	<b>\$1,375,000.00</b>	<b>\$1,455,000.00</b>		<b>\$1,029,000.00</b>	<b>\$1,425,000.00</b>	<b>\$1,705,000.00</b>	<b>-100%</b>

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# CAPITAL IMPROVEMENTS

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# Capital Improvement Plan

The City Council approved the 2022-2026 Capital Improvement Plan (CIP) on December 13, 2021.

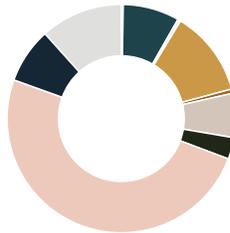
- CIP Adoption does not mean automatic approval
- Projects costing \$20,000 or more go to Council for approval
- Projects for 2022 are included in line item budgets
- Projects for 2022-2026 are adopted conceptually
- There is a funding plan for all projects

# Capital Improvements: One-year Plan

Total Capital Requested  
**\$11,271,149**

28 Capital Improvement Projects

Total Funding Requested by Department



● Building Inspections (0%)	\$30,000.00
● Fire Protection (8%)	\$900,000.00
● Public Works (0%)	\$48,000.00
● Government Buildings (12%)	\$1,370,000.00
● Information Technology (1%)	\$68,000.00
● Park & Recreation (6%)	\$705,000.00
● Pub Wks: Streets/Roads (3%)	\$344,749.00
● Street Construction (50%)	\$5,608,400.00
● Sewer Operating (8%)	\$885,000.00
● Water Operating (12%)	\$1,312,000.00
<b>TOTAL</b>	<b>\$11,271,149.00</b>

## Building Inspections Requests

### Itemized Requests for 2022

Replace 2011 Ford Escape \$30,000

The 2011 Ford Escape has reached its maximum useful life and has begun having maintenance issues. The new vehicle will be more fuel efficient and will include added safety features including a back-up camera. The replacement cycle of...

**Total: \$30,000**

## Fire Protection Requests

### Itemized Requests for 2022

**Replace Truck #11 Engine 12** **\$800,000**

Replace Truck #11, Engine 12 a 1992 Toyne fire engine. This would be the scheduled replacement of this truck at the age of 30 years, ten years after the refurbishment. NFPA currently recommends a 20 year life cycle on fire engines....

**Unmanned Aerial Vehicle** **\$45,000**

Purchase of an Unmanned Aerial Vehicle. To provide firefighters situational awareness while on incident scenes and aid in search and rescue operations. This device allows for the live stream and documentation of aerial views of incident...

**Pagers** **\$10,000**

Replace the current inventory of Motorola VHF pagers with Unication digital pagers. The purpose of pagers is to provide firefighters with timely notification of emergencies. The Carver County Sheriffs Office Communications Center provided...

**Radio Encryption** **\$45,000**

Reprogram the existing radio inventory to allow for the ability to send and receive encrypted messaging. Ensure effective emergency communication across all public safety disciplines. This project would ensure our organization can...

**Total: \$900,000**

## Public Works Requests

### Itemized Requests for 2022

**PW Pick-up Truck #120 11 Year Replacement** **\$48,000**

Current vehicle: Truck #120 - 2011 Chevy Pickup Truck, 4x4, with snow removal equipment. This truck is used for Public Works and snow plowing. Price includes: \$29,000 chassis, \$7,500 plow, \$2,000 lights, and \$1,000 for tool...

**Total: \$48,000**

## Government Buildings Requests

### Itemized Requests for 2022

**Fire Station Renovation** **\$370,000**

Fire Station Renovation (2) 10' x 12' (120sf) offices (7) 7' x 6' (42sf) workstations Collaboration Area Fitness Area The current facility is not adequate long-term for the City and modifications and...

**Land Purchase for New Fire Station** **\$1,000,000**

Victoria currently has one fire station that is 40 years old and will not adequately meet the needs of the Department in the long term as indicated in the City's space needs study that was adopted by Council in November 2021. Due to the...

**Total: \$1,370,000**



## Information Technology Requests

### Itemized Requests for 2022

<b>Computer/Monitor Replacement</b>	<b>\$15,000</b>
-------------------------------------	-----------------

Annual computer and monitor replacements.

<b>Switch Additions</b>	<b>\$9,000</b>
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Security camera switch.

<b>Security System Replacement</b>	<b>\$39,000</b>
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Replacement of current security system.

<b>Security Camera System Software</b>	<b>\$5,000</b>
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Security camera system software.

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**Total: \$68,000**

## Park & Recreation Requests

### Itemized Requests for 2022

<b>Neighborhood Trail Renovations</b>	<b>\$50,000</b>
---------------------------------------	-----------------

Repair and replace existing trails. Pave existing gravel trails. Gravel or pave existing dirt trails. Provide maintenance and upkeep on existing trails throughout the City and also provide for small neighborhood trail...

<b>Tennis Court Replacement - Lions Park</b>	<b>\$80,000</b>
--	-----------------

Lions Park Tennis Courts (2 Courts) are 42 years old and have reached it's useful life. The courts have significant cracks (up to 4" wide) deep birdbaths and are not repairable. The city has a total of 12 tennis courts,...

<b>Outdoor Pickleball Courts</b>	<b>\$500,000</b>
----------------------------------	------------------

Construct outdoor pickleball courts with lights, shade, tables, etc. Pickleball is one of the fastest growing year-round sports in the U.S. Construct six to eight outdoor pickleball courts for recreational play, leagues, tournaments,...

<b>CR43-CR11 to Watermark</b>	<b>\$75,000</b>
-------------------------------	-----------------

Trail and boardwalk from CR 11 to existing trail on eastern edge of Watermark. Approximately 2225' of trail including 600' of boardwalk to cross wetlands and 750' of retaining wall. Complete trail gap from CR11 to Watermark on...

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**Total: \$705,000**

## Pub Wks: Streets/Roads Requests

### Itemized Requests for 2022

<b>Street Overlay Projects</b>	<b>\$344,749</b>
--------------------------------	------------------

Overlay streets every 20 years. Overlaying streets when they are 20 years old prolongs the life of the street and delays reconstruction.

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**Total: \$344,749**



## Street Construction Requests

### Itemized Requests for 2022

**CSAH 11 Ped Crossing Improvements** **\$258,400**

The CSAH 11 Pedestrian Crossing Improvement Project (ADA) includes two key crossing locations along CSAH 11 (Victoria Dr) corridor. CSAH 11 and 82nd St Intersection: An enhanced pedestrian crossing with overhead flashing pedestrian...

**Upgrade Sidewalks to be ADA-compliant** **\$120,000**

Upgrade downtown sidewalks for ADA-compliance.

**2022 Street Reconstruction Projects** **\$720,000**

There are three streets planned for reconstruction in 2022: 1. Sunflower Street 2. Rose Avenue 2. Commercial Street Street and utility reconstruction projects typically span multiple years. A feasibility study is...

**Timber Terrace Street Extension** **\$510,000**

Timber Terrace is a collector street identified in the City's 2040 Comprehensive Plan that has been planned to be built and extended as development occurs. This project will extend existing Timber Terrace south to Marsh Lake Road to provide an...

**Stieger Lake Lane West Improvements** **\$4,000,000**

A street improvement project is planned for 2022 for Stieger Lake Lane West from Rose Street to County Rd 11 North. This project helps prepare for increased traffic as a result of anticipated development of the City-owned...

**Total: \$5,608,400**

## Sewer Operating Requests

### Itemized Requests for 2022

**E-1 Grinder Pumps for Lift Station #8** **\$30,000**

Lift Station #18 serves two homes on Smithtown Road. The City would like to replace the lift station with E-1 grinder pumps and release ownership to the residents. The lift station was built in 1989, making it 28 years old. The 2017 annual...

**CR 18 Trunk Sewer Replacement** **\$500,000**

Replace and add pylons to the trunk sewer line along CR 18 through Holy Family High School. This trunk sewer line (about 400') serves the Recreation Center, Holy Family High School and approximately 300 residents in the Woodlands, Victoria...

**Pickup Truck #118 - 11 Year Replacement** **\$140,000**

Replace Truck #118, a 2011 Chevy K3500 with a crane for pulling lift station pumps. Staff would like to replace this vehicle with a larger chassis pickup, such as a Ford F450. The unit will need a new crane and tool box. This is a specialty...

**Trunk Sewermain Oversizing - Future Developments** **\$215,000**

The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only...

**Total: \$885,000**



# Water Operating Requests

## Itemized Requests for 2022

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<b>Trunk Watermain Oversizing - Future Developments</b>	<b>\$112,000</b>
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The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only...

<b>Construction of Pumphouse and Well No 5</b>	<b>\$1,200,000</b>
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Construction of Pumphouse and Well No 5

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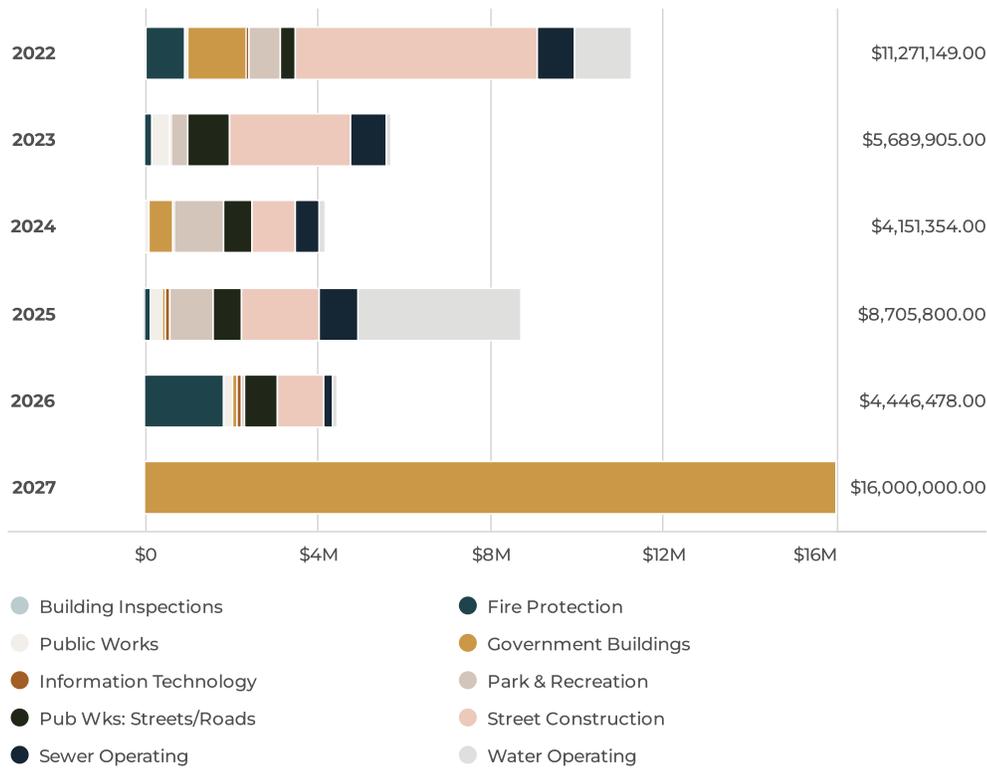
**Total: \$1,312,000**

# Capital Improvements: Multi-year Plan

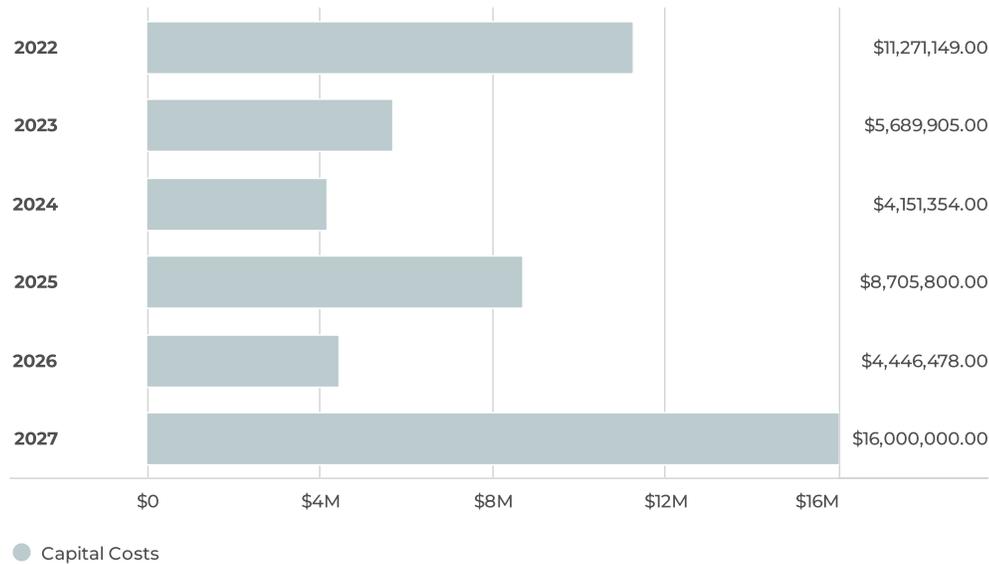
Total Capital Requested  
**\$50,264,686**

84 Capital Improvement Projects

Total Funding Requested by Department



## Capital Costs Breakdown



## Cost Savings & Revenues

There's no data for building chart

## Building Inspections Requests

### Itemized Requests for 2022-2042

<b>Replace 2011 Ford Escape</b>	<b>\$30,000</b>
---------------------------------	-----------------

The 2011 Ford Escape has reached its maximum useful life and has begun having maintenance issues. The new vehicle will be more fuel efficient and will include added safety features including a back-up camera. The replacement cycle of...

**Total: \$30,000**

# Fire Protection Requests

## Itemized Requests for 2022-2042

### Replace Extrication Tools

\$40,000

Extrication tools are used for removing victims from vehicle accidents and other rescue situations. At fifteen years of service the Department's current extrication tools will be at the end of their life cycle. Since the...

### Replace Truck #11 Engine 12

\$800,000

Replace Truck #11, Engine 12 a 1992 Toyne fire engine. This would be the scheduled replacement of this truck at the age of 30 years, ten years after the refurbishment. NFPA currently recommends a 20 year life cycle on fire engines....

### Unmanned Aerial Vehicle

\$45,000

Purchase of an Unmanned Aerial Vehicle. To provide firefighters situational awareness while on incident scenes and aid in search and rescue operations. This device allows for the live stream and documentation of aerial views of incident...

### Pagers

\$10,000

Replace the current inventory of Motorola VHF pagers with Unication digital pagers. The purpose of pagers is to provide firefighters with timely notification of emergencies. The Carver County Sheriffs Office Communications Center provided...

### Radio Encryption

\$45,000

Reprogram the existing radio inventory to allow for the ability to send and receive encrypted messaging. Ensure effective emergency communication across all public safety disciplines. This project would ensure our organization can...

### Add 3rd Command Vehicle

\$70,000

Add 3rd Command Vehicle to provide rapid response to emergency situations by command staff. A third command vehicle would allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times. This is...

### Warning Siren

\$45,000

Install new outdoor weather warning siren in the appropriate growth area. To provide the community with timely outdoor warning of severe weather events. The purpose of these warning sirens is to provide advanced notification for people...

### SCBA Washer

\$27,000

Purchase of an automatic SCBA washing device. Properly decontaminate SCBA equipment. This device would automate the cleaning process of self contained breathing apparatus after use. In addition to removing debris as a result of...

### Replace Command Vehicle #19

\$75,000

Replace Command Vehicle #2, vehicle ID #19. To provide rapid response to emergency situations by command staff. Command vehicles allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times....

### Relocate Warning Siren

\$15,000

The Highway 7 warning siren is located on state property and is operating under a right of way permit. To provide the community with timely outdoor warning of severe weather events. Relocating this siren to a city owned piece of...

### ATV Replacement

\$25,000

Replace the 2008 Polaris Ranger ATV. To provide off road fire suppression and search and rescue capabilities. The ATV serves several purposes for the department. It's primary use is to assist in the extinguishment of grass fires....

### Lease Purchase Ladder Truck

\$1,700,000

Lease Purchase Ladder Truck provide for enhanced firefighting and rescue capabilities, especially amongst commercial and multifamily buildings. The addition of a ladder truck will be needed for firefighting purposes as the city...



**Replace Command Vehicle #20**

**\$80,000**

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Replace Command Vehicle #1, vehicle ID #20. To provide rapid response to emergency situations by command staff. Command vehicles allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times....

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**Total: \$2,977,000**



# Public Works Requests

## Itemized Requests for 2022-2042

<b>Add Trucks to Fleet</b>	<b>\$96,000</b>
Vehicle addition to coincide with hiring of additional staff. Will purchase 3/4 ton pickup with plow to add to the fleet. This pickup will be needed for snow plowing and the daily use of a pickup for PW maintenance. Annual cost for...	
<b>PW Pick-up Truck #120 11 Year Replacement</b>	<b>\$48,000</b>
Current vehicle: Truck #120 - 2011 Chevy Pickup Truck, 4x4, with snow removal equipment. This truck is used for Public Works and snow plowing. Price includes: \$29,000 chassis, \$7,500 plow, \$2,000 lights, and \$1,000 for tool...	
<b>Toro GM Mower - 10 year replacement</b>	<b>\$100,000</b>
Replace the 2012 Toro Groundsmaster 5900 mower with a similar mower. Make and model will be evaluated at the time of replacement. The groundmaster has a 16' cutting width and is used for large parks and open space areas. It is...	
<b>Dump Truck #116 - 15 year replacement</b>	<b>\$255,000</b>
Replace the 2007 10-ton Single Axel Dump Truck. The truck has 2,837 hours on it. The truck is at 88.1% on the City's Feet Replacement Program. 2,000 hours is equivalent to 100,000 miles when a truck has idling hours. Idiling hours are low...	
<b>Asphalt Roller/Compactor</b>	<b>\$20,000</b>
Adding a roller/compactor will provide staff the ability to quickly, effectively and properly finish street patching projects. The City will save money by having staff complete these projects instead of hiring a contractor or renting the...	
<b>PW Pick-up Truck #121 11 Year Replace (2024)</b>	<b>\$48,000</b>
Current vehicle: Truck #121 - 2013 Chevy Pickup Truck 4x4, with snow removal equipment. This truck is used for PW and snow plowing. Price includes: \$29,000 chassis, \$7,500 plow, \$2,000 lights, and \$1,000 for tool boxes. Current mileage is...	
<b>Add Dump Truck to Fleet</b>	<b>\$255,000</b>
The addition of a dump truck is development driven. The large dump trucks are used year round for snow plowing and spreading salt, hauling debris, blacktop, gravel, and snow. They are used for shouldering roads, cleaning storm pond inlets and...	
<b>Sand Pro</b>	<b>\$32,000</b>
Toro Sand Pro or similar machine for expert grooming of play surfaces. Better maintain baseball/softball infield and warning track surfaces. Continued improvement of parks and play areas will drive more usage of ball fields. Also...	
<b>PW Pickup Truck #123 11 Year Replace (2026)</b>	<b>\$63,000</b>
Current Vehicle: Truck #123 - 2015 Chevy Pickup Truck, 4x4, with snow removal equipment. Replace with: similar Price includes: \$25,000 chassis, \$6,500 plow, #3,500 sander boxes, \$2,000 lights, and \$1,000 for...	
<b>PW Pickup Truck #124 11 Year Replace (2026)</b>	<b>\$63,000</b>
Current vehicle: Truck #124 - 2015 Chevy Pickup Truck, 4x4, with snow removal equipment Replace with: similar Price includes: \$25,000 chassis, \$6,500 plow, \$3,500 sander boxes, \$2,000 lights, and \$1,000 for radio Maintenance costs would...	
<b>Replace 2017 Toro Workman</b>	<b>\$30,000</b>
Replace 2017 Toro Workman with similar mower.	
<b>Replace 2017 John Deere Terrain Mower</b>	<b>\$43,000</b>
Replace 2017 Toro Groundsmaster with similar mower.	
<b>Replace 2015 Bobcat Utility Vehicle</b>	<b>\$15,000</b>
Replace 2015 Bobcat Utility Vehicle.	



## Government Buildings Requests

### Itemized Requests for 2022-2042

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**Public Works Renovation** **\$550,000**

There is inadequate meeting space at the facility. Prior to the pandemic, all meetings occurred in the break room, which is undersized. There is a lack of technology in the facility. There are two shared computers for 10 public works employees to...

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**New Fire Station** **\$16,150,000**

Design and construction of a new fire station that will be flexibly designed to allow the city to transition to a different staffing model that will accommodate the long term need for the City at a steady or incremental pace. The year 2025 and...

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**Fire Station Renovation** **\$370,000**

Fire Station Renovation (2) 10' x 12' (120sf) offices (7) 7' x 6' (42sf) workstations Collaboration Area Fitness Area The current facility is not adequate long-term for the City and modifications and...

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**Fire Station HVAC Replacement** **\$13,000**

Replace furnace and air conditioner that supply the bathrooms, training room, and offices in the fire station. Replace the aging HVAC system in the training/office area. The current system in the building is showing its age and should be...

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**Land Purchase for New Fire Station** **\$1,000,000**

Victoria currently has one fire station that is 40 years old and will not adequately meet the needs of the Department in the long term as indicated in the City's space needs study that was adopted by Council in November 2021. Due to the...

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**Total: \$18,083,000**

# Information Technology Requests

## Itemized Requests for 2022-2042

<b>Computer/Monitor Replacement</b>	<b>\$55,000</b>
Annual computer and monitor replacements.	
<b>Switch Additions</b>	<b>\$45,000</b>
Security camera switch.	
<b>Security System Replacement</b>	<b>\$39,000</b>
Replacement of current security system.	
<b>Security Camera System Software</b>	<b>\$25,000</b>
Security camera system software.	
<b>Fiber Connections</b>	<b>\$45,000</b>
Fiber connections for three locations that have dark fiber: Lions Park, Water Tower, and Well.	
<b>Security Camera Addition - Parks</b>	<b>\$18,000</b>
Security cameras for parks annually \$6,000.	
<b>Security Camera Additions Facilities</b>	<b>\$45,000</b>
Add security cameras to facilities.	
<b>Wifi Wap Replacement</b>	<b>\$2,000</b>
Wifi wap replacement.	
<b>Firewall Replacement</b>	<b>\$8,000</b>
Firewall replacement every 5 years.	
<b>Server Replacement</b>	<b>\$15,000</b>
Server replacement every 5 years.	
<b>Switch Replacement</b>	<b>\$49,000</b>
Switch replacement every 6 years.	
<b>AV Replacement</b>	<b>\$3,500</b>
The City of Victoria is interested in contracting to design, produce, and install a new broadcasting system, which will replace the existing system that is used for the presentation, recording, and broadcasting of public meetings (City Council,...	
<b>Total: \$349,500</b>	

# Park & Recreation Requests

## Itemized Requests for 2022-2042

<b>Neighborhood Trail Renovations</b>	<b>\$50,000</b>
Repair and replace existing trails. Pave existing gravel trails. Gravel or pave existing dirt trails. Provide maintenance and upkeep on existing trails throughout the City and also provide for small neighborhood trail...	
<b>Tennis Court Replacement - Lions Park</b>	<b>\$80,000</b>
Lions Park Tennis Courts (2 Courts) are 42 years old and have reached it's useful life. The courts have significant cracks (up to 4" wide) deep birdbaths and are not repairable. The city has a total of 12 tennis courts,...	
<b>Bayfront Park - Plaza Improvements</b>	<b>\$180,000</b>
Remove the existing sitting area and regrade for ADA compliance. Install permeable pavers and boulders to provide more seating area for the bandstand and general park users. The Parks and Recreation Committee ranked Bayfront Park Plaza...	
<b>Outdoor Pickleball Courts</b>	<b>\$500,000</b>
Construct outdoor pickleball courts with lights, shade, tables, etc. Pickleball is one of the fastest growing year-round sports in the U.S. Construct six to eight outdoor pickleball courts for recreational play, leagues, tournaments,...	
<b>Lions Shelter #2 Renovation</b>	<b>\$125,000</b>
Install new restroom structures - particians, sinks, toilets and drinking fountains. Fix and repair roof and shelter structure. Replace picnic tables and benches. Renovate Lions Park Shelter #2 - the shelter is approximately 31 years plus old and...	
<b>South Area Park Rolling Hills</b>	<b>\$400,000</b>
Construct a park in the south area of the City (for annexed property area).	
<b>Lakeside Estates Park Phase II</b>	<b>\$350,000</b>
Construct a parking lot, ballfield and trails that are adjacent to the Lakeside Estates Park. The land for this park was dedicated through the development process. Construct phase II of Lakeside Estates Park which includes parking lot, ballfield...	
<b>Kirche Lachen to Lakebridge Trail</b>	<b>\$75,000</b>
Purchase property from four residents - approximately 6.7 acres of land. Clear trees/brush and install class 5/rock for 300'. Complete a trail gap along the old LRT from Kirke Lachen Park to the existing gravel path in...	
<b>HWY 5 Underpass Trail</b>	<b>\$575,000</b>
The project plans for an underpass at Hwy 5 in Madelyn Creek Park. The underpass will connect to a trail on the north side of Hwy 5 in the Parkview neighborhood. Provide a safe pedestrian crossing under Hwy 5 (approxamately...	
<b>CR43-CR11 to Watermark</b>	<b>\$950,000</b>
Trail and boardwalk from CR 11 to existing trail on eastern edge of Watermark. Approximately 2225' of trail including 600' of boardwalk to cross wetlands and 750' of retaining wall. Complete trail gap from CR11 to Watermark on...	
<b>Total: \$3,285,000</b>	



# Pub Wks: Streets/Roads Requests

## Itemized Requests for 2022-2042

Street Overlay Projects	\$3,381,786
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Overlay streets every 20 years. Overlaying streets when they are 20 years old prolongs the life of the street and delays reconstruction.

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**Total: \$3,381,786**



# Street Construction Requests

## Itemized Requests for 2022-2042

<b>Hwy 11 North past 13.5 Acres</b>	<b>\$200,000</b>
Specific Scope/Cost not developed.	
<b>Hwy 11 South/TH 5 Signal Imp</b>	<b>\$100,000</b>
Included in AATP.	
<b>Hwy 11 North/TH 5 Roundabout</b>	<b>\$30,000</b>
Included in AATP	
<b>CSAH 11 Ped Crossing Improvements</b>	<b>\$258,400</b>
The CSAH 11 Pedestrian Crossing Improvement Project (ADA) includes two key crossing locations along CSAH 11 (Victoria Dr) corridor. CSAH 11 and 82nd St Intersection: An enhanced pedestrian crossing with overhead flashing pedestrian...	
<b>Upgrade Sidewalks to be ADA-compliant</b>	<b>\$120,000</b>
Upgrade downtown sidewalks for ADA-compliance.	
<b>2022 Street Reconstruction Projects</b>	<b>\$720,000</b>
There are three streets planned for reconstruction in 2022: 1. Sunflower Street 2. Rose Avenue 2. Commercial Street Street and utility reconstruction projects typically span multiple years. A feasibility study is...	
<b>Hwy 11 and Marsh Lake Road Roundabout</b>	<b>\$950,000</b>
To ensure safe and efficient flow of traffic, Carver County and the City of Victoria plan to construct a roundabout at the intersection of County Road 11 and Marsh Lake Road. With new development in this area and the reconstruction of Marsh...	
<b>Hwy 11/Marsh Lake Road to Railroad Tracks</b>	<b>\$566,000</b>
The City of Victoria has experienced significant growth over the last decade with the population increasing 43% from 2010 to 2020. Much of this growth has been south of the City's downtown area with traffic volumes increasing on County Road...	
<b>Hwy 11 South of Railroad Tracks to County Road 10</b>	<b>\$934,000</b>
The City of Victoria has experienced significant growth over the last decade with the population increasing 43% from 2010 to 2020. Much of this growth has been south of the City's downtown area with traffic volumes increasing on County Road...	
<b>Rolling Acres Road - Hwy 5 to Interlaken</b>	<b>\$1,800,000</b>
Carver County, and the Cities of Victoria and Chanhassen along with MnDOT conducted a corridor study of Highway 5 from Hwy 41 in Chanhassen east to County Road 11 North in Victoria - Arboretum Area Transportation Plan Study (AATPS). The study...	
<b>2024 Street Reconstruction Projects</b>	<b>\$791,000</b>
There are four streets planned for reconstruction in 2024: 1. 80th Street (west of Bavaria) 2. Maple Drive 3. Krey Ave 4. Rolling Bluff Street and utility reconstruction projects typically span multiple years. A...	
<b>Timber Terrace Street Extension</b>	<b>\$510,000</b>
Timber Terrace is a collector street identified in the City's 2040 Comprehensive Plan that has been planned to be built and extended as development occurs. This project will extend existing Timber Terrace south to Marsh Lake Road to provide an...	
<b>Stieger Lake Lane East Improvements</b>	<b>\$1,300,000</b>
The Stieger Lake Lane East Improvement Projects includes improvements to Stieger Lake from Enki Brewing east to Hwy 5. The project will be funded with bonds. The bond payments are included in the City's long-term...	



**Stieger Lake Lane West Improvements**

**\$4,000,000**

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A street improvement project is planned for 2022 for Stieger Lake Lane West from Rose Street to County Rd 11 North. This project helps prepare for increased traffic as a result of anticipated development of the City-owned...

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**Total: \$12,279,400**



# Sewer Operating Requests

## Itemized Requests for 2022-2042

### E-1 Grinder Pumps for Lift Station #8

\$30,000

Lift Station #18 serves two homes on Smithtown Road. The City would like to replace the lift station with E-1 grinder pumps and release ownership to the residents. The lift station was built in 1989, making it 28 years old. The 2017 annual...

### Lift Station #18 Upgrades

\$700,000

Install a third pump, controls and drives to LS #18 for added capacity. Driven by south of Marsh Lake Road expansion. Lift Station #18 was oversized with two force mains and the ability to add a third pump. This conversion is scheduled with the...

### Permanent Generator LS #18

\$55,000

Purchase a permanent 100-150 KW generator for LS #18. A 2006 generator study has a permanent generator slated for the year 2020. With the new LS #20 going in on the southernmost side of Victoria, the City will need to make LS #18 available...

### Sewer/SW Camera/Televising Equipment

\$120,000

Purchase televising equipment for sanitary sewer and storm water use. The unit will be trailer mounted. The televising equipment provides the City with information/video needed to maintain storm lines. The City is currently paying \$25,000...

### CR 18 Trunk Sewer Replacement

\$500,000

Replace and add pylons to the trunk sewer line along CR 18 through Holy Family High School. This trunk sewer line (about 400') serves the Recreation Center, Holy Family High School and approximately 300 residents in the Woodlands, Victoria...

### Pickup Truck #118 - 11 Year Replacement

\$140,000

Replace Truck #118, a 2011 Chevy K3500 with a crane for pulling lift station pumps. Staff would like to replace this vehicle with a larger chassis pickup, such as a Ford F450. The unit will need a new crane and tool box. This is a specialty...

### Permanent Generator LS #15

\$55,000

Purchase a permanent 100-150 KW generator for LS #15. With future buildouts to the West of Victoria, we are adding this to the CIP as a placeholder. The lift station is a large lift station with the ultimate flow at 2,400 gallons per minute.

### Off Road Easement Reel

\$76,000

Off Road Easement Vehicle. After research and demo, it had been determined that this purchase should be upgraded to \$76,000 for the self-propelled model. The less expensive model requires a kid steer to operate and will cause too...

### County Road 11 Sewer Upgrade

\$235,000

The City has grown 43% from 2010 to 2020 and growth is expected to continue. In 2020/2021, three large parcels along County Road 11 sold to developers (Gestach, Vogel and Welter properties). Additionally, over the past several years the City...

### Lift Station 11 - 7555 Victoria Dr

\$415,000

Lift station 11 is located on city property on County Road 11 North and serves 6 homes. The homes are part of the County 201 septic system program that the City inherited from Laketown Township. The homes have septic tanks that release grey...

### Trunk Sewermain Oversizing - Future Developments

\$1,075,000

The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only...

**Total: \$3,401,000**



# Water Operating Requests

## Itemized Requests for 2022-2042

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<b>Water Tower Painting</b>	<b>\$650,000</b>
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The City of Victoria stores water using an underground water reservoir or a water tower. The stored water is then piped by gravity for use as drinking water throughout the city. The City currently has one water tower located near the...

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<b>Water Storage Facility</b>	<b>\$3,000,000</b>
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As the city continues to grow, it must be able to supply water to a growing number of residents. A new water reservoir tank needs to be constructed to store water which will then be piped by gravity for use as drinking water. This...

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<b>Trunk Watermain Oversizing - Future Developments</b>	<b>\$560,000</b>
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The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only...

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<b>Construction of Pumphouse and Well No 5</b>	<b>\$1,200,000</b>
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Construction of Pumphouse and Well No 5

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**Total: \$5,410,000**

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# DEBT

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## Debt Service Overview

The City of Victoria has a Debt Service Fund to account for the payment of long-term debt principal and interest and related fees for all City funds.

The City maintains individual debt services funds for each bond issue and has established financial plans for all General Obligation (GO) bond funds and certificate of indebtedness funds which is shown in total as GO Debt Funds. The funding for tax-supported debt comes from the debt service portion of the Ad Valorem Tax rate. The Fund may also receive transfers from other City funds in amounts sufficient to cover their respective debt service payments.

Debt service is projected to increase by \$108,639 (9.6%) in 2022.

### Legal Debt Limit

State law prohibits cities from incurring debt in excess of three percent (3%) of the market value of taxable property in the city (the limit is two percent in cities of the first class unless a charter provides a higher rate, but laws caps that authority at 3.67 percent (3.67%). The exception from this overall three percent (3%) limit is almost all debt obligations for which some other source of revenue is pledged as security. Bonds such as improvement assessment, tax increment, utility revenue, pure revenue, judgment, capital improvement under an approved capital improvement plan (CIP), and similar bonds may be issued without regard to the statutory debt limit.

There may, however, be other requirements for these bonds. For example, capital improvement bonds must be approved by an affirmative vote of three-fifths of a five-member governing body. The result, with only a few exceptions, is that only obligation subject to the debt limit are general obligation bonds payable solely from ad valorem property taxes. The legal debt limit has nothing to do with the practical debt limit of a city, which is the debt burden beyond which the creditworthiness of the City is put into question (M.S. 475.53).

### Anticipated Borrowing in 2022

The City of Victoria expects to issue debt in 2022. The following chart depicts the project, anticipated funds needed to borrow (bonding), whether fund balance will be used to offset the project cost and the total estimated project cost. It's important to note the dollar amounts that follow reflect anticipated costs for budgeting purposes. Projections are typically based on historical bid data from past projects in the city or market cities on projects of similar size and scope. As each project progresses and design and specifications finalized, actual costs may differ from what is projected:

	Projected Amount to Borrow	Projected Amount to Pay Cash	Estimated Total Project Cost
CR 18 Trunk Sewer Replacement	\$500K	\$0	\$500K
Timber Terrace Extension-Streets	\$510K	\$0	\$510K
2022 Street Reconstruction Projects	\$720K	\$0	\$720K
Well #5 and Pump house Construction	\$800k	\$400k	\$1.2M
Stieger Lake Ln West Improvements-13.5 Acres	\$1.2M (phase 1)	\$0	\$4.0M

### Bond Rating

In August 2018, the City of Victoria achieved the highest rating possible - a 'AAA' bond rating - from Standard & Poor's Rating Services on its existing General Obligation (GO) debt. This was raised from 'AA+'. The City's 'AAA' bond rating was reassigned in 2021 for the 2021A bond issuance.

The City's 'AAA' bond rating reflects Standard & Poor's assessment of the following:

- Very strong economy, with access to a broad and diverse metropolitan statistical area
- Very strong management with strong financial policies and practices under their financial management assessment methodology



- Strong budgetary performance, with operating surpluses and in the General Fund and at the total Government Fund level in fiscal year 2020
- Very strong budgetary flexibility, with an available fund balance in fiscal year 2020 of 37 percent (37%) of operating expenditures
- Very strong liquidity, with total government available cash at 1.9x total governmental fund expenditures and 7.8x governmental debt service, and access to external liquidity that is considered strong
- Adequate debt and contingent liability position, with debt service carrying charges at 24.3 percent (24.3%) of expenditures and net direct debt that is 223.9 percent (223.9%) of total governmental fund revenue, but rapid amortization, with 74.8 percent (74.8%) of debt scheduled to be retired in ten years
- Strong institutional framework

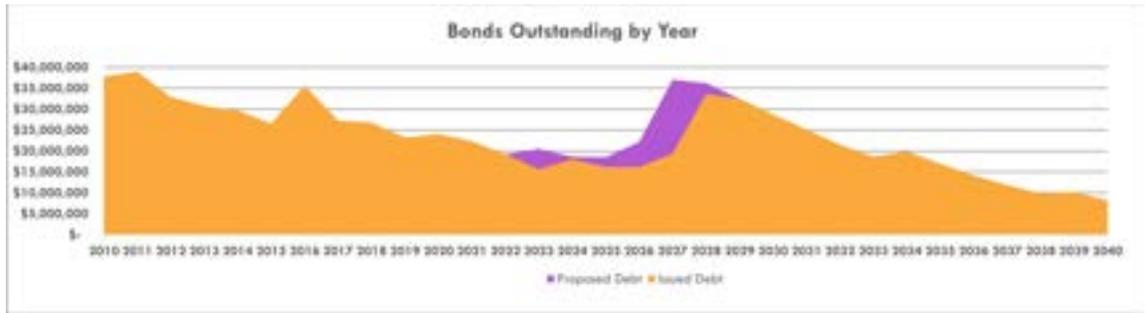
Only 27 cities in Minnesota in 2020 received a 'AAA' bond rating from Standard & Poor's. Nationwide 426 cities have been awarded 'AAA' status out of the 19,429 cities rated by the agency. This means the City of Victoria is in the top one percent (1%) of cities in the nation in terms of bond rating. The City's 'AAA' allows the City to receive the best possible interest rates when borrowing money for projects.

# 2021 Debt Schedule



Bond			Bonds Outstanding 1/1/2021			Bonds Outstanding 12/31/2021	
Type	Bond Issue(s)	Use	Source of Payment	Bonds Issued in 2021	Principal paid in 2021	Interest paid in 2021	Source of Payment
			City				City
<i>GO Tax Abatement bonds</i>							
		Refunding Victoria Recreation Center Bonds & Powerline					
	GO 2016C GO Tax Abatement Bonds	Undergrounding	\$ 5,300,000	\$ -	\$ 395,000	\$ 102,540	\$ 4,905,000
		Wassermann Park Reserve & Marsh Lake Road					
	GO 2020A GO Tax Abatement Bonds	Improvements	\$ 3,580,000	\$ -		\$ 98,469	\$ 3,580,000
<i>GO Special Assessment Bonds</i>							
	2011B GO Imp Bonds	2006 Street and Utility Improvements	\$ 525,000	\$ -	\$ 170,000	\$ 10,350	\$ 355,000
	2012A GO Imp Bonds	2007 Street and Utility Improvements	\$ 415,000	\$ -	\$ 160,000	\$ 6,700	\$ 255,000
	2012A GO Imp Bonds	2008 Street and Utility Improvements	\$ 660,000	\$ -	\$ 185,000	\$ 11,350	\$ 475,000
	2013A GO Imp Refunding Bonds	Refunding 2013 Street and Utility Improvements		\$ 840,000			\$ 840,000
	2013 GO Imp Bonds	2013 Street and Utility Improvements	\$ 1,155,000	\$ -	\$ 1,050,000	\$ 34,350	\$ 105,000
	2016A GO Imp Bonds	2016 Street and Utility Improvements	\$ 2,450,000	\$ -	\$ 185,000	\$ 47,150	\$ 2,265,000
	2016B GO Imp Bonds	2009 Street and Utility Improvements	\$ 1,250,000	\$ -	\$ 240,000	\$ 21,300	\$ 1,010,000
	2016B GO Imp Bonds	2010 Street and Utility Improvements	\$ 665,000	\$ -	\$ 90,000	\$ 11,425	\$ 575,000
	2017A GO Imp Bonds	2017 Street and Utility Improvements	\$ 1,070,000	\$ -	\$ 75,000	\$ 23,360	\$ 995,000
	2018A GO Imp Bonds	2018 Street and Utility Improvements	\$ 1,060,000		\$ 60,000	\$ 31,125	\$ 1,000,000
	2020A GO Imp Bonds	Deer Run Golf Course Fire Suppression	\$ 95,000			\$ 2,525	\$ 95,000
<i>GO Tax Increment Financing Bonds</i>							
	2016A TIF Bonds	Rose Street Parking Redevelopment	\$ 545,000	\$ -	\$ 40,000	\$ 10,500	\$ 505,000
	2018A GO TIF Bonds	Stieger Lake Lake East Improvements	\$ 960,000		\$ 55,000	\$ 28,175	\$ 905,000
<i>GO Revenue Bonds</i>							
	2021A Sewer Revenue Bonds	South Area Sewer Extension		\$ 2,700,000	\$ -	\$ -	\$ 2,700,000
<i>Refunding Bonds</i>							
	2010A Water Rev Refunding Bonds	Water Treatment Plant Facility	\$ 2,290,000	\$ -	\$ 735,000	\$ 83,438	\$ 1,555,000
	2020A-2014A Refunding Bonds	City Hall Facilities	\$ 2,100,000	\$ -	\$ -	\$ 59,406	\$ 2,100,000
	<b>TOTAL</b>		<b>\$ 24,120,000</b>	<b>\$ 3,540,000</b>	<b>\$ 3,440,000</b>	<b>\$ 582,163</b>	<b>\$ 24,220,000</b>





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# APPENDIX

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# BUILDING INSPECTIONS REQUESTS

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# Replace 2011 Ford Escape

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Building Inspections
Type	Capital Equipment
Project Number	21-42400-001

## Description

The 2011 Ford Escape has reached its maximum useful life and has begun having maintenance issues. The new vehicle will be more fuel efficient and will include added safety features including a back-up camera. The replacement cycle of this vehicle is typically 11 years.

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

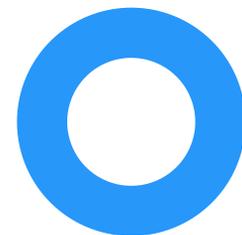
FY2022 Budget  
**\$30,000**

Total Budget *(all years)*  
**\$30K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL**      **\$30,000.00**

### Capital Cost Breakdown

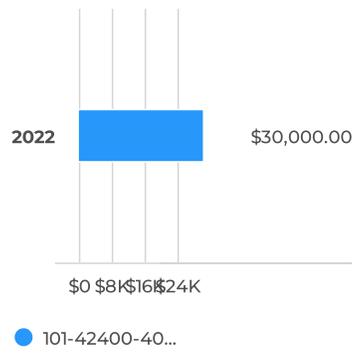
Capital Cost	FY2022
30000	\$30,000
<b>Total</b>	<b>\$30,000</b>

## Funding Sources

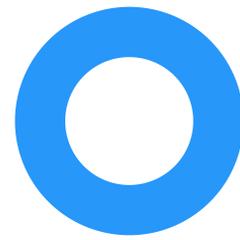
FY2022 Budget  
**\$30,000**

Total Budget *(all years)*  
**\$30K**

Funding Sources by Year



Funding Sources for All Years



● 101-42400-40500 (100%)  
**TOTAL \$30,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
101-42400-40500	\$30,000
<b>Total</b>	<b>\$30,000</b>

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# FIRE PROTECTION REQUESTS

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# Replace Extrication Tools

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Fire Protection
Type	Capital Equipment
Project Number	21-42200-001

## Description

Extrication tools are used for removing victims from vehicle accidents and other rescue situations. At fifteen years of service the Department's current extrication tools will be at the end of their life cycle. Since the Fire Department purchased the extrication tools, in the strength of metals used in vehicle construction has increased and more powerful tools that are capable of cutting this metal are needed. Technology over the past fifteen years has also greatly advanced in the tools power supplies. For example, instead of a gas powered motor, most extrication tools today are powered through a battery making them more portable and safer to use in places our current gas powered tools can not.

## Details

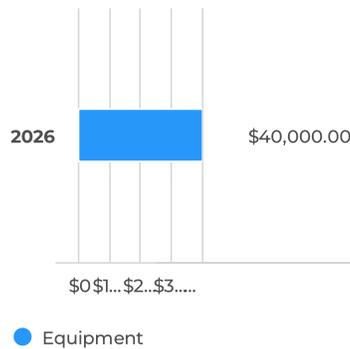
New Purchase or Replacement	Replacement
Useful Life	15

## Capital Cost

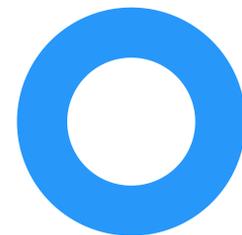
Total Budget *(all years)*

**\$40K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$40,000.00  
**TOTAL \$40,000.00**

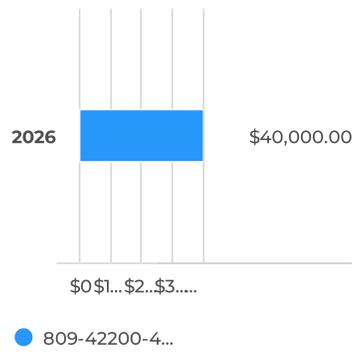
### Capital Cost Breakdown

Capital Cost	FY2026
Equipment	\$40,000
<b>Total</b>	<b>\$40,000</b>

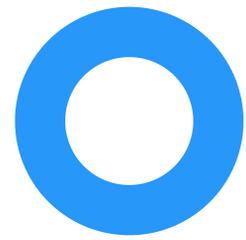
## Funding Sources

Total Budget *(all years)*  
**\$40K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$40,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
809-42200-40500	\$40,000
<b>Total</b>	<b>\$40,000</b>

# Replace Truck #11 Engine 12

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	22-42200-002

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## Description

Replace Truck #11, Engine 12 a 1992 Toyne fire engine.

This would be the scheduled replacement of this truck at the age of 30 years, ten years after the refurbishment. NFPA currently recommends a 20 year life cycle on fire engines. This replacement would also allow Truck #118 to be rotated to a secondary role to further extend its useful life. The replacement of this truck will also provide our staff with a variety of new safety features, such as airbags and rollover protection, that were not available when this truck was originally built. The new truck will also incorporate new firefighting technologies, such as foam systems and additional pumping capacity, that our current truck does not have.

Estimated annual maintenance costs are expected to be approximately \$1,000.00.

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## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	20

## Capital Cost

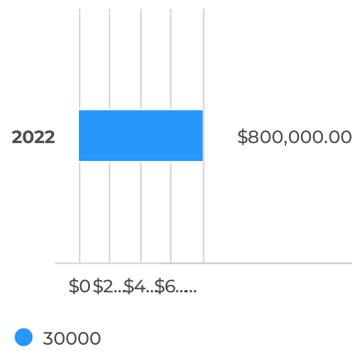
FY2022 Budget

**\$800,000**

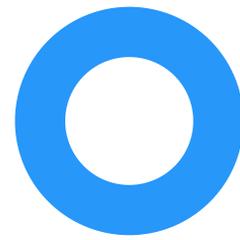
Total Budget *(all years)*

**\$800K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$800,000.00  
**TOTAL \$800,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
30000	\$800,000
<b>Total</b>	<b>\$800,000</b>

## Funding Sources

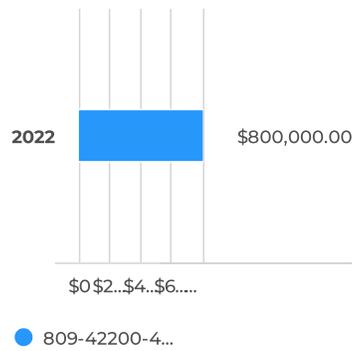
FY2022 Budget

**\$800,000**

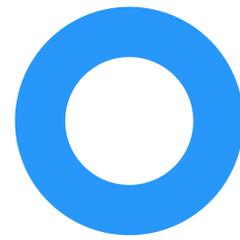
Total Budget *(all years)*

**\$800K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$800,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
809-42200-40500	\$800,000
<b>Total</b>	<b>\$800,000</b>

# Unmanned Aerial Vehicle

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	22-42200-003

## Description

Purchase of an Unmanned Aerial Vehicle. To provide firefighters situational awareness while on incident scenes and aid in search and rescue operations.

This device allows for the live stream and documentation of aerial views of incident scenes. The system would provide thermal imaging via an aerial view to allow for enhanced decision making. The system could also be deployed in search and rescue incidents to allow for rapid searches of large areas. In addition, the device can be deployed in the event of a natural disaster for damage assessments and other needs within the city.

## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	20

## Capital Cost

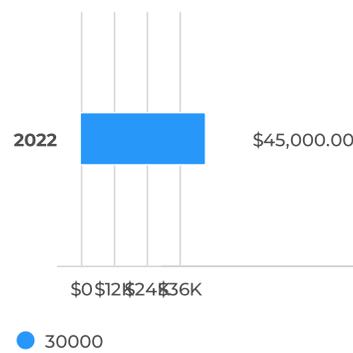
FY2022 Budget

**\$45,000**

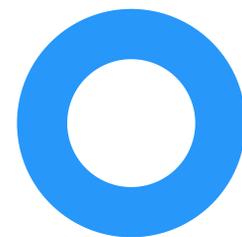
Total Budget *(all years)*

**\$45K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$45,000.00

**TOTAL \$45,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
30000	\$45,000
<b>Total</b>	<b>\$45,000</b>

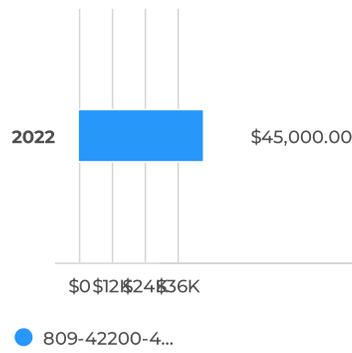


## Funding Sources

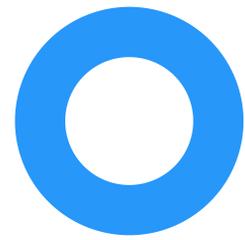
FY2022 Budget  
**\$45,000**

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
809-42200-40500	\$45,000
<b>Total</b>	<b>\$45,000</b>

# Pagers

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	22-42200-004

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## Description

Replace the current inventory of Motorola VHF pagers with Unication digital pagers. The purpose of pagers is to provide firefighters with timely notification of emergencies.

The Carver County Sheriffs Office Communications Center provided notification in September 2020 that the current VHF simulcast system will be retired at the end of 2022. As a result, all county fire departments will need to be transitioned from the current VHF pagers to a new 800 MHz digital pager. These pagers operate on the same system as the radios, allowing the county to eliminate select pieces of communication equipment.

Ongoing maintenance of the pagers includes battery replacements. These costs are already included in the fire department operating budget and not expected to significantly increase.

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## Details

New Purchase or Replacement	New
Useful Life	10

## Capital Cost

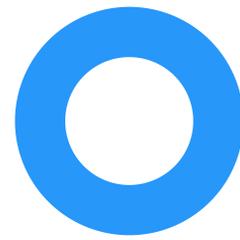
FY2022 Budget  
**\$10,000**

Total Budget *(all years)*  
**\$10K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$10,000.00  
**TOTAL \$10,000.00**

### Capital Cost Breakdown

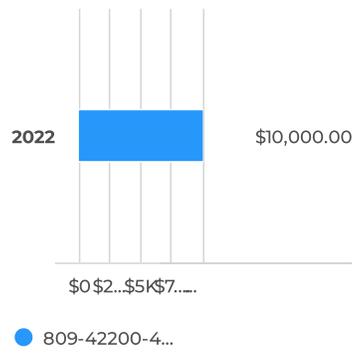
Capital Cost	FY2022
Equipment	\$10,000
<b>Total</b>	<b>\$10,000</b>

## Funding Sources

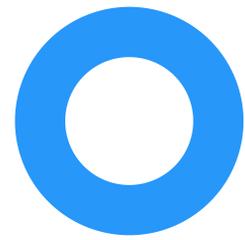
FY2022 Budget  
**\$10,000**

Total Budget *(all years)*  
**\$10K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$10,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
809-42200-40500	\$10,000
<b>Total</b>	<b>\$10,000</b>

# Radio Encryption

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	22-42200-005

## Description

Reprogram the existing radio inventory to allow for the ability to send and receive encrypted messaging. Ensure effective emergency communication across all public safety disciplines.

This project would ensure our organization can effectively communicate with neighboring jurisdictions on larger incidents. It will also ensure that sensitive communications have the ability to be securely transmitted, thus protecting the messaging.

## Details

New Purchase or Replacement	New
Useful Life	10

## Capital Cost

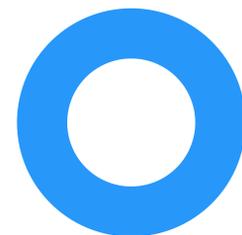
FY2022 Budget  
**\$45,000**

Total Budget *(all years)*  
**\$45K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$45,000.00  
**TOTAL \$45,000.00**

### Capital Cost Breakdown

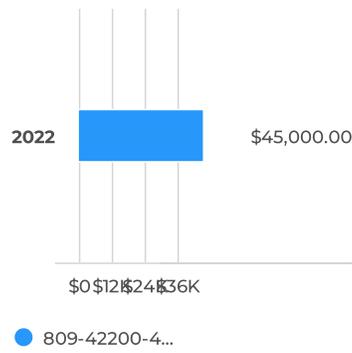
Capital Cost	FY2022
Equipment	\$45,000
<b>Total</b>	<b>\$45,000</b>

## Funding Sources

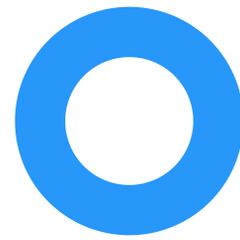
FY2022 Budget  
**\$45,000**

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
809-42200-40500	\$45,000
<b>Total</b>	<b>\$45,000</b>

# Add 3rd Command Vehicle

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	23-42200-001

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## Description

Add 3rd Command Vehicle to provide rapid response to emergency situations by command staff.

A third command vehicle would allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times. This is also important in medical situations to provide basic life support functions as early as possible. The third vehicle would also allow some additional flexibility in scheduling a duty officer program. This would allow one or two people to respond to minor incidents instead of calling out the entire department.

Estimated annual maintenance and fuel costs are expected to be \$1,000.00. This would need to be added to the annual operating budget.

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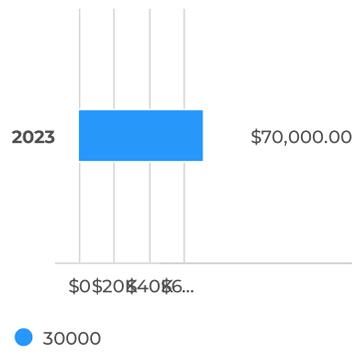
## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	20

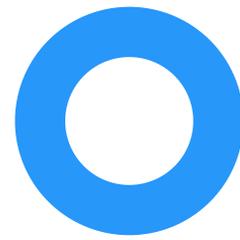
## Capital Cost

Total Budget *(all years)*  
**\$70K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$70,000.00  
**TOTAL \$70,000.00**

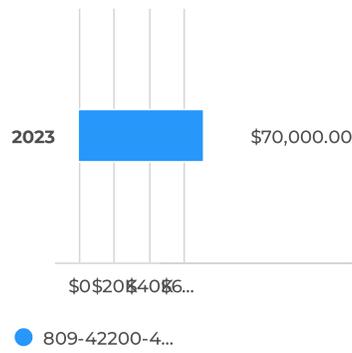
### Capital Cost Breakdown

Capital Cost	FY2023
30000	\$70,000
<b>Total</b>	<b>\$70,000</b>

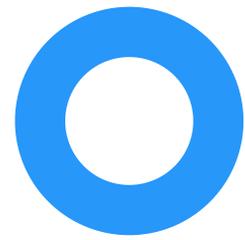
## Funding Sources

Total Budget *(all years)*  
**\$70K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$70,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
809-42200-40500	\$70,000
<b>Total</b>	<b>\$70,000</b>

# Warning Siren

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	21-42200-002

## Description

Install new outdoor weather warning siren in the appropriate growth area. To provide the community with timely outdoor warning of severe weather events.

The purpose of these warning sirens is to provide advanced notification for people outside of their homes in the event of a significant weather event. There are funds set aside in an assigned fund balance for this purchase. The funds come from a \$50 per lot warning siren fee assessed to new homes.

This siren would be added to our current maintenance contract at a cost of \$250 annually.

## Details

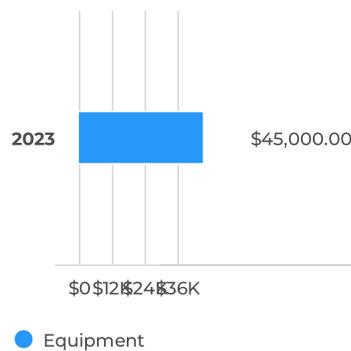
New Purchase or Replacement	New
Useful Life	25

## Capital Cost

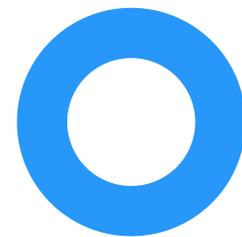
Total Budget *(all years)*

**\$45K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$45,000.00  
**TOTAL \$45,000.00**

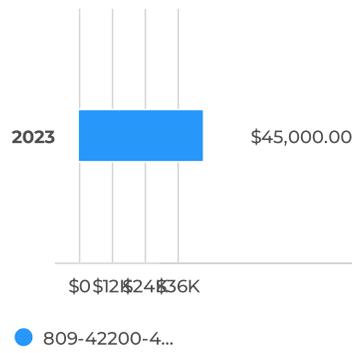
### Capital Cost Breakdown

Capital Cost	FY2023
Equipment	\$45,000
<b>Total</b>	<b>\$45,000</b>

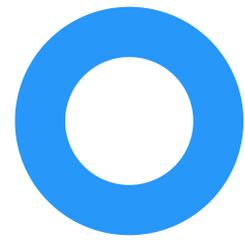
## Funding Sources

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
809-42200-40500	\$45,000
<b>Total</b>	<b>\$45,000</b>

# SCBA Washer

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	23-42200-003

## Description

Purchase of an automatic SCBA washing device. Properly decontaminate SCBA equipment.

This device would automate the cleaning process of self contained breathing apparatus after use. In addition to removing debris as a result of fires this would also properly clean the regulators which connect to a facepiece. These pieces, if not cleaned, could allow the transmission of viruses. This process of cleaning SCBA's is currently completed manually, takes extensive time, and is not as effective as automatic means. The addition of this machine would provide for improved health and safety of our staff.

## Details

New Purchase or Replacement	New
Useful Life	15

## Capital Cost

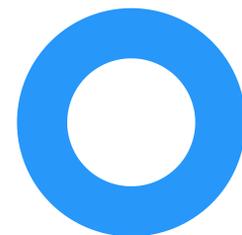
Total Budget *(all years)*

**\$27K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL** **\$27,000.00**

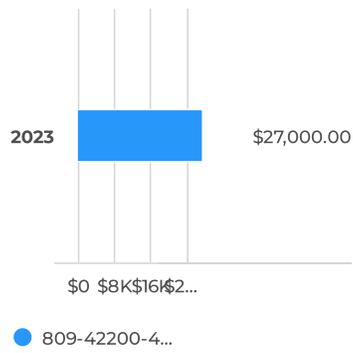
### Capital Cost Breakdown

Capital Cost	FY2023
Equipment	\$27,000
<b>Total</b>	<b>\$27,000</b>

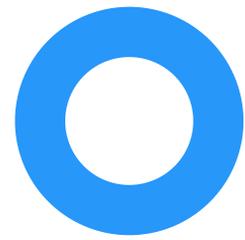
## Funding Sources

Total Budget *(all years)*  
**\$27K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$27,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
809-42200-40500	\$27,000
<b>Total</b>	<b>\$27,000</b>

# Replace Command Vehicle #19

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	25-42200-001

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## Description

Replace Command Vehicle #2, vehicle ID #19. To provide rapid response to emergency situations by command staff.

Command vehicles allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times. This is also important in medical situations to provide basic life support functions as early as possible. Incident stabilization and assessment can begin immediately upon arrival of the first responder.

Estimated annual maintenance and fuel costs are expected to be \$1,000. This is already included in the annual operating budget.

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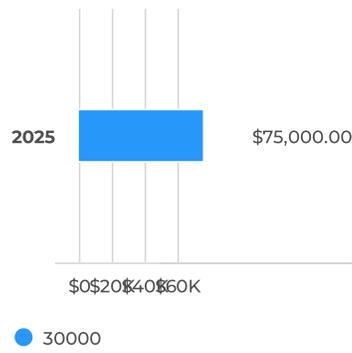
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	20

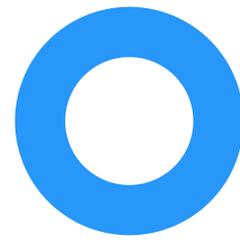
## Capital Cost

Total Budget *(all years)*  
**\$75K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$75,000.00  
**TOTAL \$75,000.00**

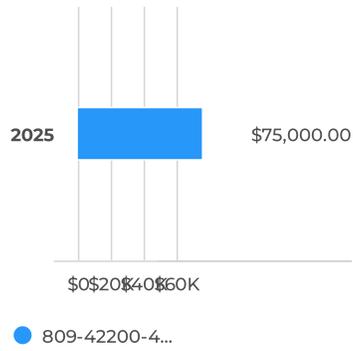
### Capital Cost Breakdown

Capital Cost	FY2025
30000	\$75,000
<b>Total</b>	<b>\$75,000</b>

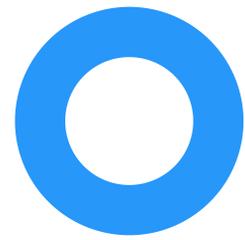
## Funding Sources

Total Budget *(all years)*  
**\$75K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$75,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
809-42200-40500	\$75,000
<b>Total</b>	<b>\$75,000</b>

# Relocate Warning Siren

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	25-42200-003

## Description

The Highway 7 warning siren is located on state property and is operating under a right of way permit. To provide the community with timely outdoor warning of severe weather events.

Relocating this siren to a city owned piece of property will ensure this siren remains in an effective area in the event the state elected to sell the current parcel the siren is located on.

With the transition to a solar system, batteries will need to be replaced every five years at an estimated cost of \$620.

## Details

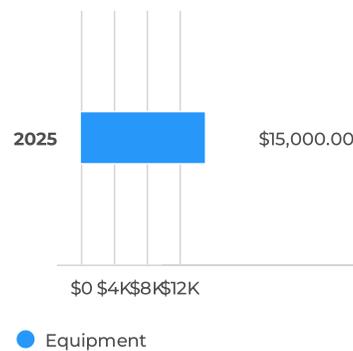
New Purchase or Replacement	None
Useful Life	30

## Capital Cost

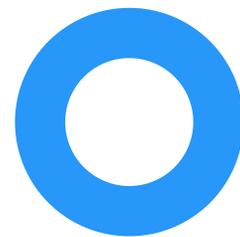
Total Budget *(all years)*

**\$15K**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2025
Equipment	\$15,000
<b>Total</b>	<b>\$15,000</b>



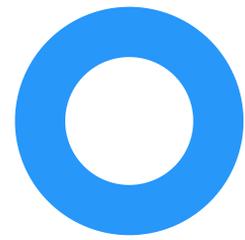
## Funding Sources

Total Budget *(all years)*  
**\$15K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$15,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
809-42200-40500	\$15,000
<b>Total</b>	<b>\$15,000</b>

# ATV Replacement

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	26-422000-002

## Description

Replace the 2008 Polaris Ranger ATV. To provide off road fire suppression and search and rescue capabilities.

The ATV serves several purposes for the department. It's primary use is to assist in the extinguishment of grass fires. This vehicle is able to travel off road and access fires which may be in remote areas. In addition, the ATV can be used to transport personnel and patients from incident scenes. This is a key piece of equipment for responses within the Three Rivers Park District. The ATV is also used in searches for people as it is able to travel throughout the city via the trail system.

## Details

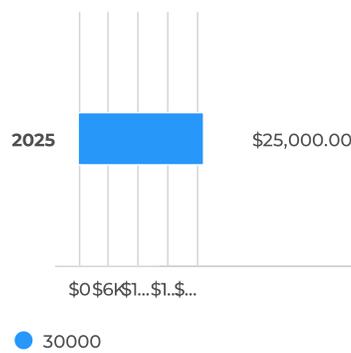
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	20

## Capital Cost

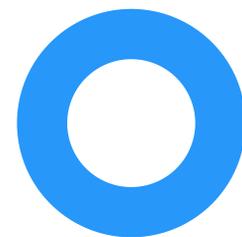
Total Budget (all years)

**\$25K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$25,000.00

**TOTAL \$25,000.00**

### Capital Cost Breakdown

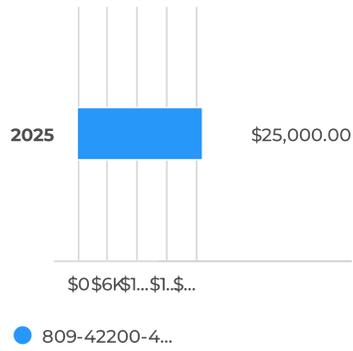
Capital Cost	FY2025
30000	\$25,000
<b>Total</b>	<b>\$25,000</b>



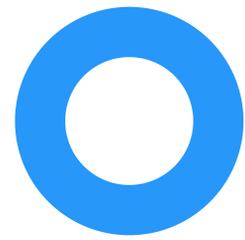
## Funding Sources

Total Budget *(all years)*  
**\$25K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$25,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
809-42200-40500	\$25,000
<b>Total</b>	<b>\$25,000</b>

# Lease Purchase Ladder Truck

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	26-422000-003

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## Description

Lease Purchase Ladder Truck provide for enhanced firefighting and rescue capabilities, especially amongst commercial and multifamily buildings.

The addition of a ladder truck will be needed for firefighting purposes as the city continues to grow, specifically with the potential development of the city owned 13.5 acres. This would allow for adequate access to larger buildings under fire conditions. It would also allow for rescue capabilities from these buildings. Addition of this piece of apparatus could add nearly four points to the department's ISO ranking, potentially reducing insurance premiums. This project timeline may be adjusted with the proposed development of the 13.5 acres. This will also provide for a more rapid response as we currently rely on neighboring cities to provide an aerial ladder.

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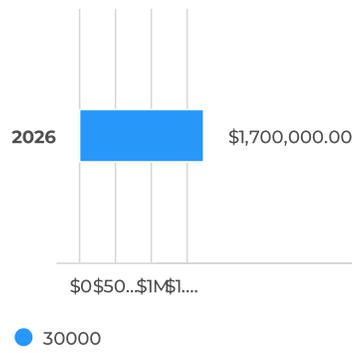
## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	20

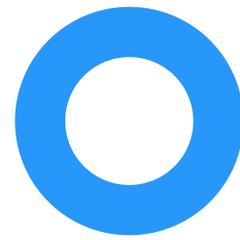
## Capital Cost

Total Budget *(all years)*  
**\$1.7M**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$1,700,000  
**TOTAL \$1,700,000.00**

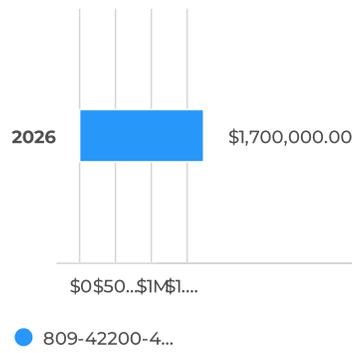
### Capital Cost Breakdown

Capital Cost	FY2026
30000	\$1,700,000
<b>Total</b>	<b>\$1,700,000</b>

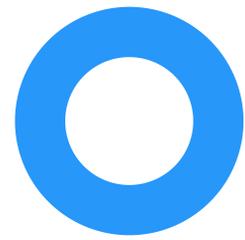
## Funding Sources

Total Budget *(all years)*  
**\$1.7M**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$1,700,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
809-42200-40500	\$1,700,000
<b>Total</b>	<b>\$1,700,000</b>

# Replace Command Vehicle #20

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Fire Protection
Type	Capital Equipment
Project Number	29-42200-001

## Description

Replace Command Vehicle #1, vehicle ID #20. To provide rapid response to emergency situations by command staff.

Command vehicles allow all fire chiefs to respond directly to incident scenes, thus helping to reduce overall response times. This is also important in medical situations to provide basic life support functions as early as possible. Incident stabilization and assessment can begin immediately upon arrival of the first responder.

## Details

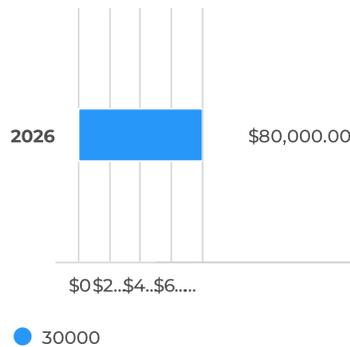
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	20

## Capital Cost

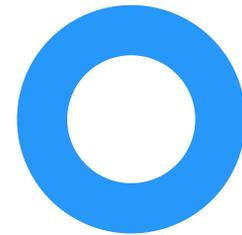
Total Budget *(all years)*

**\$80K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$80,000.00  
**TOTAL \$80,000.00**

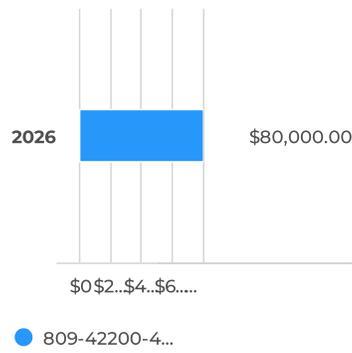
### Capital Cost Breakdown

Capital Cost	FY2026
30000	\$80,000
<b>Total</b>	<b>\$80,000</b>

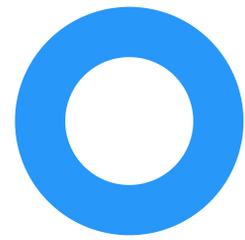
## Funding Sources

Total Budget *(all years)*  
**\$80K**

Funding Sources by Year



Funding Sources for All Years



● 809-42200-40500 (100%)  
**TOTAL \$80,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
809-42200-40500	\$80,000
<b>Total</b>	<b>\$80,000</b>

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# PUBLIC WORKS REQUESTS

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# Add Trucks to Fleet

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	17-43100-005

## Description

Vehicle addition to coincide with hiring of additional staff. Will purchase 3/4 ton pickup with plow to add to the fleet. This pickup will be needed for snow plowing and the daily use of a pickup for PW maintenance.

Annual cost for fuel, repairs, and maintenance is #3,500.

## Details

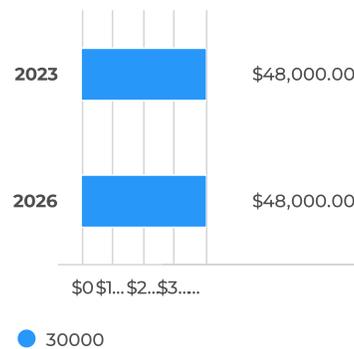
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

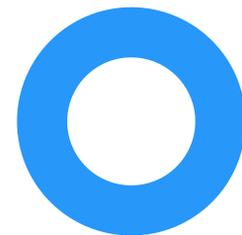
Total Budget *(all years)*

**\$96K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL \$96,000.00**

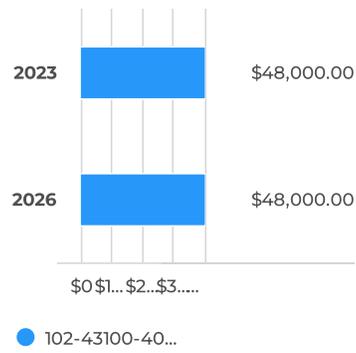
Capital Cost Breakdown		
Capital Cost	FY2023	FY2026
30000	\$48,000	\$48,000
<b>Total</b>	<b>\$48,000</b>	<b>\$48,000</b>



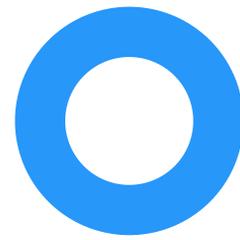
## Funding Sources

Total Budget *(all years)*  
**\$96K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$96,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023	FY2026
102-43100-40500	\$48,000	\$48,000
<b>Total</b>	<b>\$48,000</b>	<b>\$48,000</b>

# PW Pick-up Truck #120 11 Year Replacement

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	21-43100-002

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## Description

Current vehicle: Truck #120 - 2011 Chevy Pickup Truck, 4x4, with snow removal equipment. This truck is used for Public Works and snow plowing. Price includes: \$29,000 chassis, \$7,500 plow, \$2,000 lights, and \$1,000 for tool boxes.

Current mileage is 59,967 and maintenance costs are \$1,034. This gives the vehicle a 70.7% used life rating. The pickup is on track for replacement in 2022.

Maintenance costs would be reduced with a new vehicle. A new truck would also be more fuel-efficient and have added safety features including a back-up camera.

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## Details

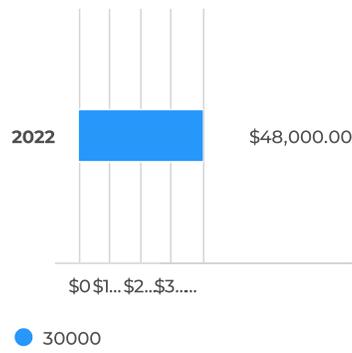
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

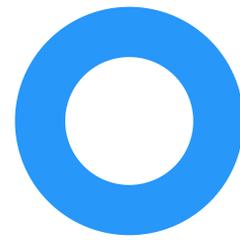
FY2022 Budget  
**\$48,000**

Total Budget *(all years)*  
**\$48K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$48,000.00  
**TOTAL \$48,000.00**

### Capital Cost Breakdown

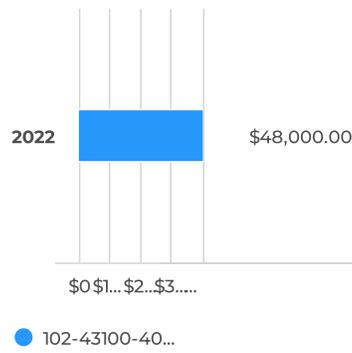
Capital Cost	FY2022
30000	\$48,000
<b>Total</b>	<b>\$48,000</b>

## Funding Sources

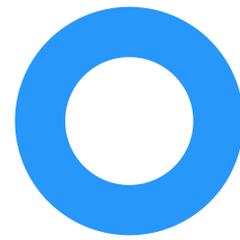
FY2022 Budget  
**\$48,000**

Total Budget *(all years)*  
**\$48K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$48,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
102-43100-40500	\$48,000
<b>Total</b>	<b>\$48,000</b>

# Toro GM Mower - 10 year replacement

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	22-43100-001

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## Description

Replace the 2012 Toro Groundsmaster 5900 mower with a similar mower. Make and model will be evaluated at the time of replacement.

The groundmaster has a 16' cutting width and is used for large parks and open space areas. It is used daily from April through September. It reduces mowing hours because of its size. There will be significant wear because of the type of mowing performed.

\$3,000 per year for maintenance and fuel costs.

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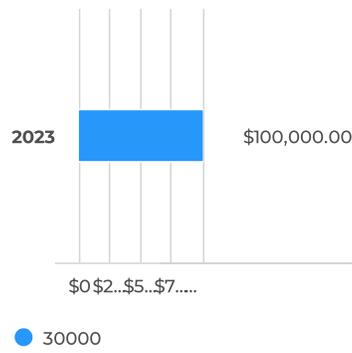
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

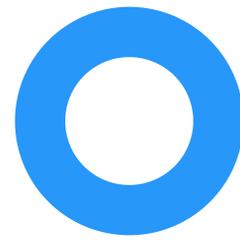
## Capital Cost

Total Budget *(all years)*  
**\$100K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$100,000.00  
**TOTAL \$100,000.00**

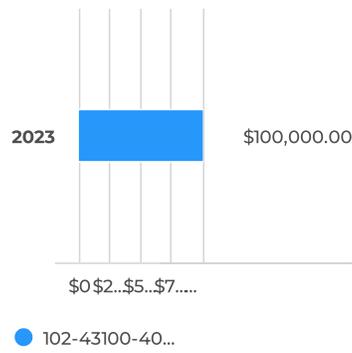
### Capital Cost Breakdown

Capital Cost	FY2023
30000	\$100,000
<b>Total</b>	<b>\$100,000</b>

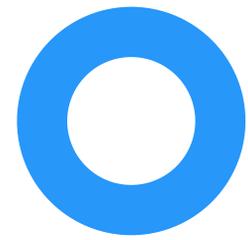
## Funding Sources

Total Budget *(all years)*  
**\$100K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$100,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
102-43100-40500	\$100,000
<b>Total</b>	<b>\$100,000</b>

# Dump Truck #116 - 15 year replacement

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	22-43100-002

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## Description

Replace the 2007 10-ton Single Axle Dump Truck. The truck has 2,837 hours on it. The truck is at 88.1% on the City's Fleet Replacement Program. 2,000 hours is equivalent to 100,000 miles when a truck has idling hours. Idling hours are low speed miles such as snow plowing and watering trees. Large dump trucks are used year round for snow plowing, hauling debris, black top, gravel, snow, shouldering roads, cleaning storm water pond inlets and outlets, and towing larger trailers.

This truck will have better fuel efficiency. We anticipate a trade-in value of \$35,000 to \$40,000. There will be some salt savings with the addition of brine tanks. The current truck does not have technology to calibrate the sander, so savings from salt reduction will not be as great.

Maintenance costs will decrease with a new vehicle. A new truck would be more fuel-efficient. The salt savings will be approximately \$1,300 annually.

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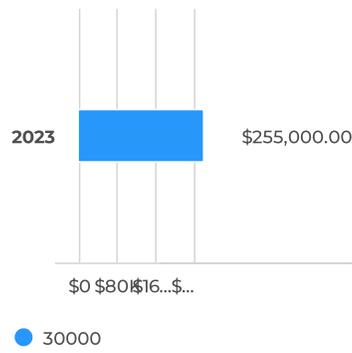
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	15

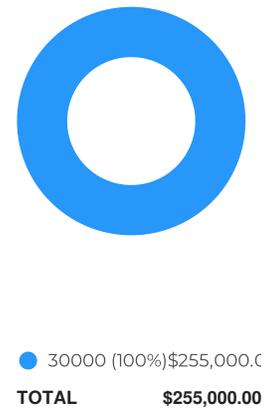
## Capital Cost

Total Budget *(all years)*  
**\$255K**

Capital Cost by Year



Capital Cost for All Years



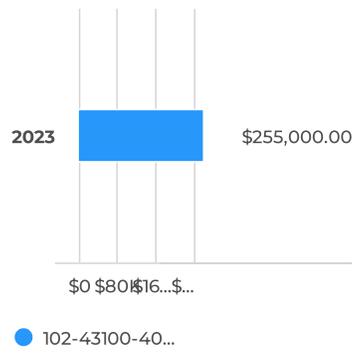
### Capital Cost Breakdown

Capital Cost	FY2023
30000	\$255,000
<b>Total</b>	<b>\$255,000</b>

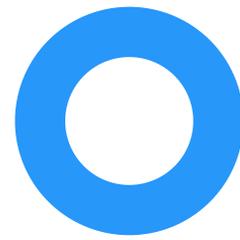
## Funding Sources

Total Budget *(all years)*  
**\$255K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$255,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
102-43100-40500	\$255,000
<b>Total</b>	<b>\$255,000</b>

# Asphalt Roller/Compactor

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	23-43100-001

## Description

Adding a roller/compactor will provide staff the ability to quickly, effectively and properly finish street patching projects. The City will save money by having staff complete these projects instead of hiring a contractor or renting the equipment.

Rental availability and inefficiency of picking up and dropping off equipment are barriers to staff for street repair projects.

## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	20

## Capital Cost

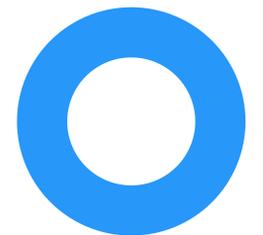
Total Budget *(all years)*

**\$20K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$20,000.00  
**TOTAL \$20,000.00**

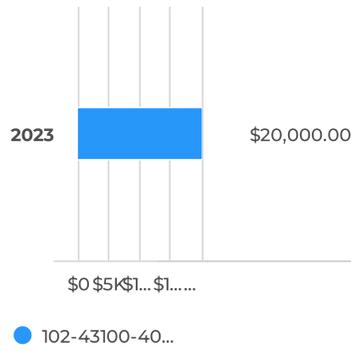
### Capital Cost Breakdown

Capital Cost	FY2023
30000	\$20,000
<b>Total</b>	<b>\$20,000</b>

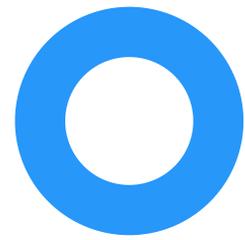
## Funding Sources

Total Budget *(all years)*  
**\$20K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$20,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
102-43100-40500	\$20,000
<b>Total</b>	<b>\$20,000</b>

# PW Pick-up Truck #121 11 Year Replace (2024)

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	23-43100-002

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## Description

Current vehicle: Truck #121 - 2013 Chevy Pickup Truck 4x4, with snow removal equipment. This truck is used for PW and snow plowing. Price includes: \$29,000 chassis, \$7,500 plow, \$2,000 lights, and \$1,000 for tool boxes.

Current mileage is 59,967 and maintenance costs are \$1,034. This gives the vehicle a 70.7% used life rating. The pickup is on track for replacement in 2023.

Maintenance costs would be reduced with a new vehicle. A new truck would also be more fuel-efficient.

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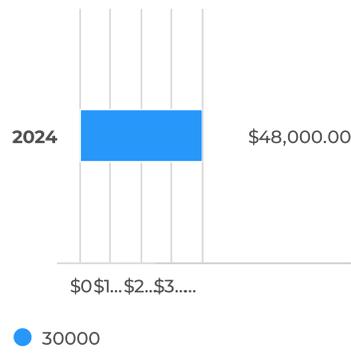
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	Used Vehicle
Useful Life	10

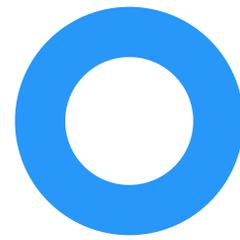
## Capital Cost

Total Budget *(all years)*  
**\$48K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$48,000.00  
**TOTAL \$48,000.00**

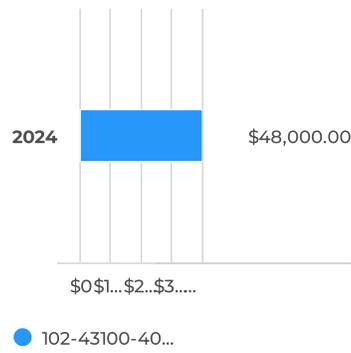
### Capital Cost Breakdown

Capital Cost	FY2024
30000	\$48,000
<b>Total</b>	<b>\$48,000</b>

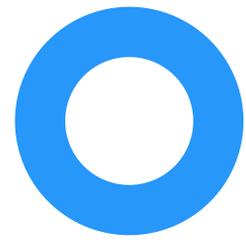
## Funding Sources

Total Budget *(all years)*  
**\$48K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$48,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
102-43100-40500	\$48,000
<b>Total</b>	<b>\$48,000</b>

# Add Dump Truck to Fleet

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	24.43100-001

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## Description

The addition of a dump truck is development driven. The large dump trucks are used year round for snow plowing and spreading salt, hauling debris, blacktop, gravel, and snow. They are used for shouldering roads, cleaning storm pond inlets and outlets, towing large trailers and hauling aglime for ball fields. The truck will be equipped with a belly blade, a rear mounted wing blade, a front mounted snow plow, salt spreader, and brine tanks. The truck will also have emergency lights mounted for safety.

With the continued and expected additional development, there will be increased lane miles in our service plow routes. We need to be prepared to add the equipment necessary to provide the community with the level of service they are accustomed to having. This vehicle will be similar to three of the four 10 ton dump trucks that are currently in the fleet.

The addition of a new vehicle will increase the life of the large truck fleet and will be equipped with new, efficient technologies for both fuel savings, applying salt more efficiently than the older vehicles.

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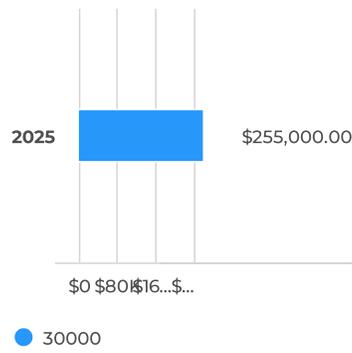
## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	15

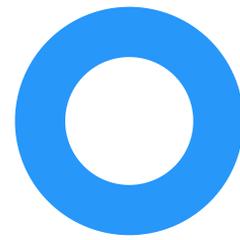
## Capital Cost

Total Budget *(all years)*  
**\$255K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%)\$255,000.00  
**TOTAL \$255,000.00**

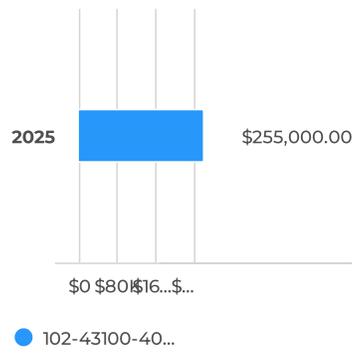
### Capital Cost Breakdown

Capital Cost	FY2025
30000	\$255,000
<b>Total</b>	<b>\$255,000</b>

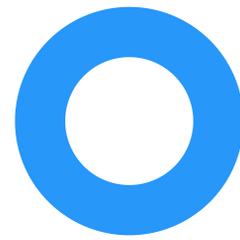
## Funding Sources

Total Budget *(all years)*  
**\$255K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$255,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
102-43100-40500	\$255,000
<b>Total</b>	<b>\$255,000</b>

# Sand Pro

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	24-43100-002

## Description

Toro Sand Pro or similar machine for expert grooming of play surfaces.

Better maintain baseball/softball infield and warning track surfaces. Continued improvement of parks and play areas will drive more usage of ball fields. Also will provide a safe play surface with cleaner edges.

## Details

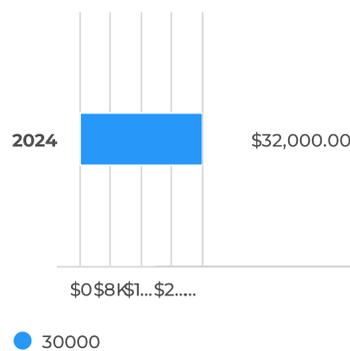
New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

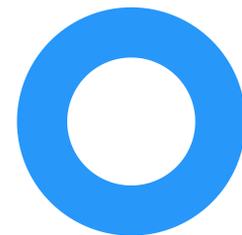
Total Budget *(all years)*

**\$32K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$32,000.00

**TOTAL \$32,000.00**

### Capital Cost Breakdown

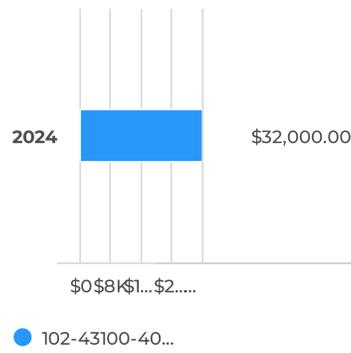
Capital Cost	FY2024
30000	\$32,000
<b>Total</b>	<b>\$32,000</b>



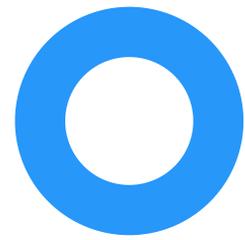
## Funding Sources

Total Budget *(all years)*  
**\$32K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$32,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
102-43100-40500	\$32,000
<b>Total</b>	<b>\$32,000</b>

# PW Pickup Truck #123 11 Year Replace (2026)

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	25-43100-001

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## Description

Current Vehicle: Truck #123 - 2015 Chevy Pickup Truck, 4x4, with snow removal equipment.

Replace with: similar

Price includes: \$25,000 chassis, \$6,500 plow, #3,500 sander boxes, \$2,000 lights, and \$1,000 for radio

Maintenance cost would be reduced with a new vehicle. A new truck would also be more fuel-efficient.

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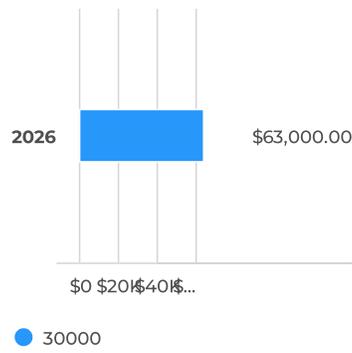
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	Used Vehicle
Useful Life	10

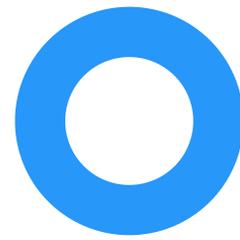
## Capital Cost

Total Budget *(all years)*  
**\$63K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$63,000.00  
**TOTAL \$63,000.00**

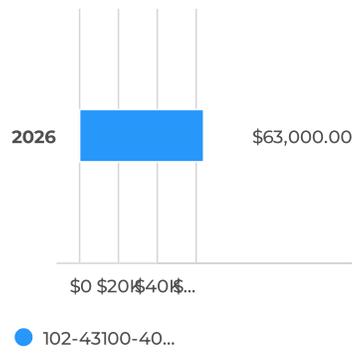
### Capital Cost Breakdown

Capital Cost	FY2026
30000	\$63,000
<b>Total</b>	<b>\$63,000</b>

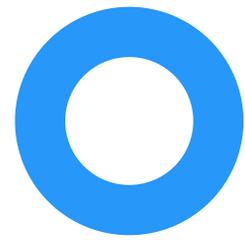
## Funding Sources

Total Budget *(all years)*  
**\$63K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$63,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
102-43100-40500	\$63,000
<b>Total</b>	<b>\$63,000</b>

# PW Pickup Truck #124 11 Year Replace (2026)

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	25-43100-002

## Description

Current vehicle: Truck #124 - 2015 Chevy Pickup Truck, 4x4, with snow removal equipment

Replace with: similar

Price includes: \$25,000 chassis, \$6,500 plow, \$3,500 sander boxes, \$2,000 lights, and \$1,000 for radio

Maintenance costs would be reduced with a new vehicle. A new truck would also be more fuel-efficient.

## Details

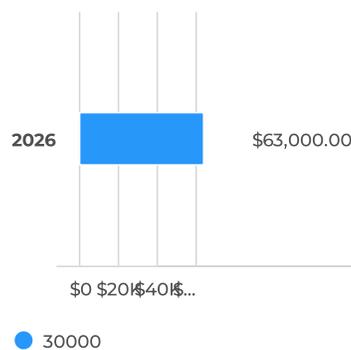
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

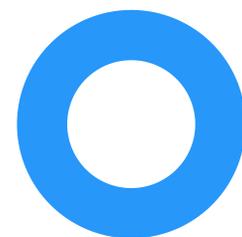
Total Budget *(all years)*

**\$63K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$63,000.00

**TOTAL \$63,000.00**

### Capital Cost Breakdown

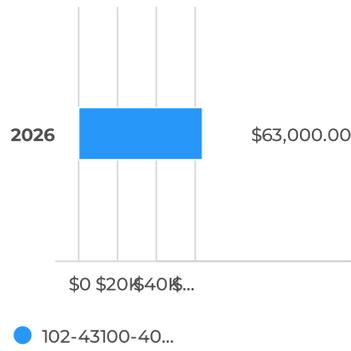
Capital Cost	FY2026
30000	\$63,000
<b>Total</b>	<b>\$63,000</b>



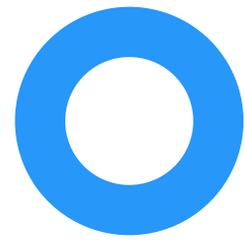
## Funding Sources

Total Budget *(all years)*  
**\$63K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$63,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
102-43100-40500	\$63,000
<b>Total</b>	<b>\$63,000</b>

# Replace 2017 Toro Workman

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	25-43100-003

## Description

Replace 2017 Toro Workman with similar mower.

## Details

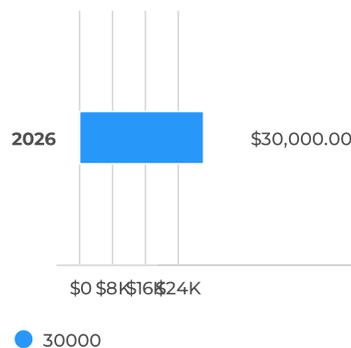
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

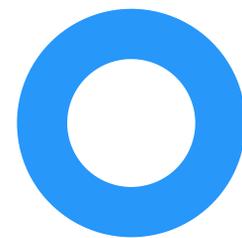
Total Budget *(all years)*

**\$30K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL**      **\$30,000.00**

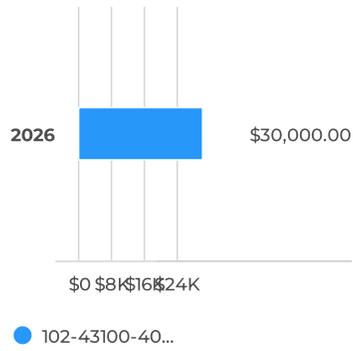
### Capital Cost Breakdown

Capital Cost	FY2026
30000	\$30,000
<b>Total</b>	<b>\$30,000</b>

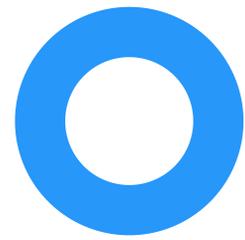
## Funding Sources

Total Budget *(all years)*  
**\$30K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$30,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
102-43100-40500	\$30,000
<b>Total</b>	<b>\$30,000</b>

# Replace 2017 John Deere Terrain Mower

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Public Works
Type	Capital Equipment
Project Number	25-43100-005

## Description

Replace 2017 Toro Groundskeeper with similar mower.

## Details

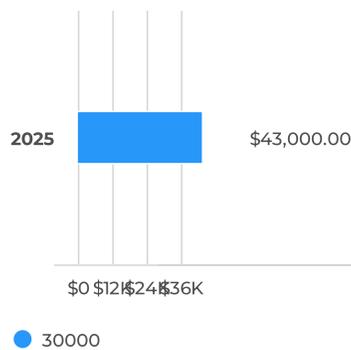
New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

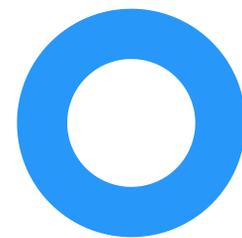
Total Budget *(all years)*

**\$43K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL \$43,000.00**

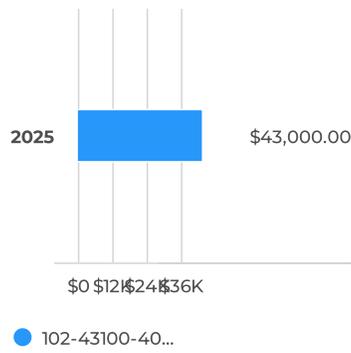
### Capital Cost Breakdown

Capital Cost	FY2025
30000	\$43,000
<b>Total</b>	<b>\$43,000</b>

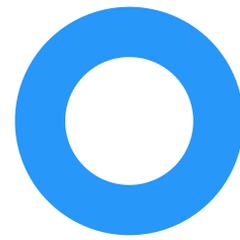
## Funding Sources

Total Budget *(all years)*  
**\$43K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$43,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
102-43100-40500	\$43,000
<b>Total</b>	<b>\$43,000</b>

# Replace 2015 Bobcat Utility Vehicle

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Public Works  
 Type: Capital Equipment  
 Project Number: 26-431000-001

## Description

Replace 2015 Bobcat Utility Vehicle.

## Details

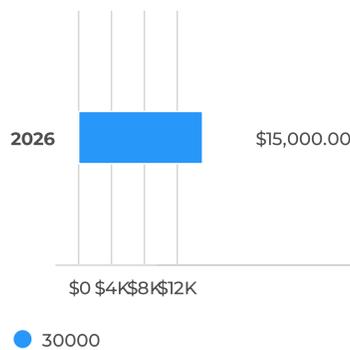
New Purchase or Replacement: Replacement  
 New or Used Vehicle: New Vehicle  
 Useful Life: 10

## Capital Cost

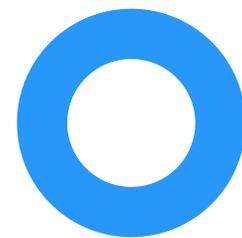
Total Budget (all years)

**\$15K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$15,000.00  
**TOTAL \$15,000.00**

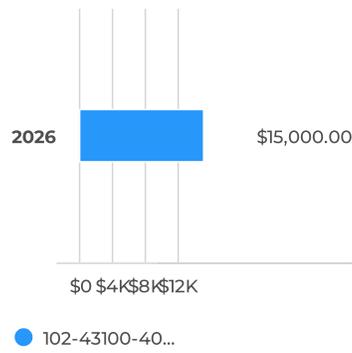
### Capital Cost Breakdown

Capital Cost	FY2026
30000	\$15,000
<b>Total</b>	<b>\$15,000</b>

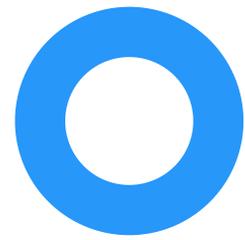
## Funding Sources

Total Budget *(all years)*  
**\$15K**

Funding Sources by Year



Funding Sources for All Years



● 102-43100-40500 (100%)  
**TOTAL \$15,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
102-43100-40500	\$15,000
<b>Total</b>	<b>\$15,000</b>

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# GOVERNMENT BUILDINGS REQUESTS

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# Public Works Renovation

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Government Buildings
Type	Capital Improvement
Project Number	24-43100-010

## Description

There is inadequate meeting space at the facility. Prior to the pandemic, all meetings occurred in the break room, which is undersized. There is a lack of technology in the facility. There are two shared computers for 10 public works employees to use, and no technology for group presentations. There is no room for growth or office expansion in the current facility to accommodate new or added positions. The office space is inadequate, long and narrow, making it difficult to fit work stations and the space is currently shared by 10 public works employees. Support spaces, including locker rooms, are not adequate for current staff and will need to expand to accommodate growth of the department. There is no room for seasonal staff storage.

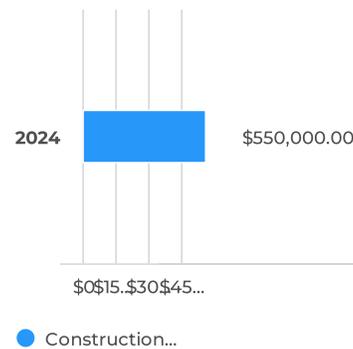
## Details

Type of Project: Other

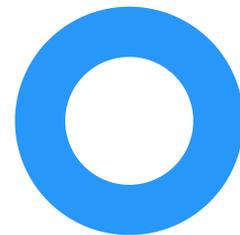
## Capital Cost

Total Budget (all years)  
**\$550K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$550,000.00**

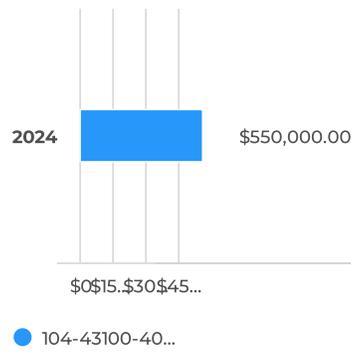
Capital Cost Breakdown	
Capital Cost	FY2024
Construction/Maintenance	\$550,000
<b>Total</b>	<b>\$550,000</b>



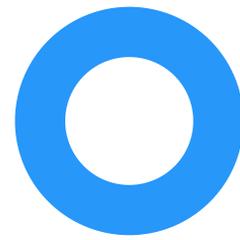
## Funding Sources

Total Budget *(all years)*  
**\$550K**

Funding Sources by Year



Funding Sources for All Years



● 104-43100-40525 (100%)  
**TOTAL \$550,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
104-43100-40525	\$550,000
<b>Total</b>	<b>\$550,000</b>

# New Fire Station

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Government Buildings
Type	Capital Improvement
Project Number	28-42200-002

## Description

Design and construction of a new fire station that will be flexibly designed to allow the city to transition to a different staffing model that will accommodate the long term need for the City at a steady or incremental pace. The year 2025 and 2026 totaling \$150k is for design and will be paid through the capital facilities fund versus bonding. The land purchase for the Fire Station is planned for 2022 with use of an inter-fund loan. The construction for the Fire Station is planned to be bonded for and begin in 2027. The bond payment is included in the City's Long-Term Financial Plan.

## Details

Type of Project: New Construction

## Capital Cost

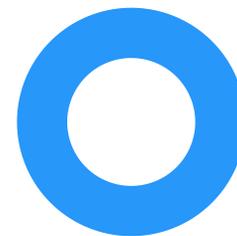
Total Budget (all years)

**\$16.15M**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$16,150,000.00**

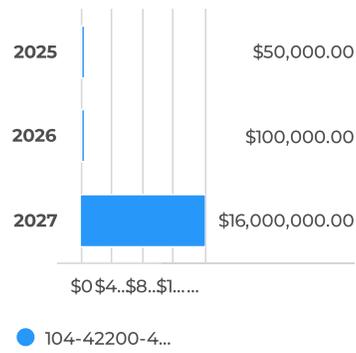
### Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027
Construction/Maintenance	\$50,000	\$100,000	\$16,000,000
<b>Total</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$16,000,000</b>

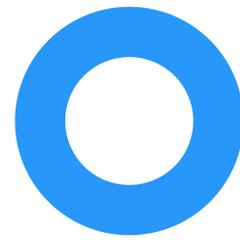
## Funding Sources

Total Budget *(all years)*  
**\$16.15M**

Funding Sources by Year



Funding Sources for All Years



● 104-42200-40525 (100%)  
**TOTAL \$16,150,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025	FY2026	FY2027
104-42200-40525	\$50,000	\$100,000	\$16,000,000
<b>Total</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$16,000,000</b>

# Fire Station Renovation

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Government Buildings
Type	Capital Improvement
Project Number	22-42200-007

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## Description

Fire Station Renovation

(2) 10' x 12' (120sf) offices

(7) 7' x 6' (42sf) workstations

Collaboration Area

Fitness Area

The current facility is not adequate long-term for the City and modifications and expansion of the facility will be difficult. The current site is not large enough for needed expansion and the existing building will be difficult to modify to meet the department's needs as it transitions towards a different staffing model.

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## Details

Type of Project	Other
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## Capital Cost

FY2022 Budget

**\$370,000**

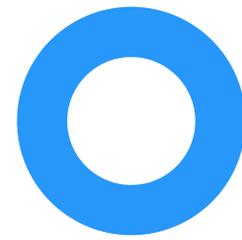
Total Budget *(all years)*

**\$370K**

Capital Cost by Year



Capital Cost for All Years



● Repairs/Improvements  
**TOTAL \$370,000.00**

### Capital Cost Breakdown

<b>Capital Cost</b>	<b>FY2022</b>
Repairs/Improvements	\$370,000
<b>Total</b>	<b>\$370,000</b>

## Funding Sources

FY2022 Budget

**\$370,000**

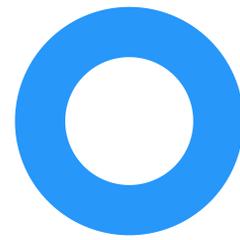
Total Budget *(all years)*

**\$370K**

Funding Sources by Year



Funding Sources for All Years



● 104-42200-40525 (100%)  
**TOTAL \$370,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
104-42200-40525	\$370,000
<b>Total</b>	<b>\$370,000</b>

# Fire Station HVAC Replacement

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Government Buildings
Type	Capital Improvement
Project Number	24-42200-001

## Description

Replace furnace and air conditioner that supply the bathrooms, training room, and offices in the fire station. Replace the aging HVAC system in the training/office area.

The current system in the building is showing its age and should be replaced to prevent failure.

## Details

Type of Project Replacement

## Capital Cost

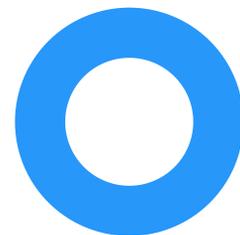
Total Budget (all years)

**\$13K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$13,000.00**

### Capital Cost Breakdown

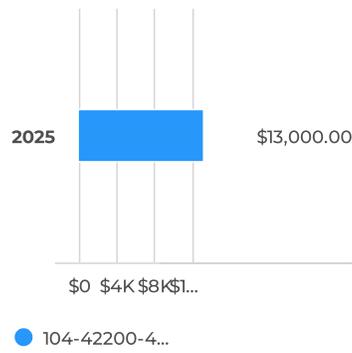
Capital Cost	FY2025
Construction/Maintenance	\$13,000
<b>Total</b>	<b>\$13,000</b>



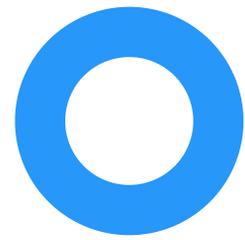
## Funding Sources

Total Budget *(all years)*  
**\$13K**

Funding Sources by Year



Funding Sources for All Years



● 104-42200-40525 (100%)  
**TOTAL \$13,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
104-42200-40525	\$13,000
<b>Total</b>	<b>\$13,000</b>

# Land Purchase for New Fire Station

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Government Buildings
Type	Capital Improvement
Project Number	22-42200-006

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## Description

Victoria currently has one fire station that is 40 years old and will not adequately meet the needs of the Department in the long term as indicated in the City's space needs study that was adopted by Council in November 2021. Due to the constraints of the land the fire station currently sits on and the fact that the building is connected to the City's Water Treatment Plant and underground water reservoir tank, expansion of the station is limited. Ideally, the City would purchase land and construct a new fire station that will meet the needs of the Department today and for the next 30-40+ years. The adopted study projects the construction of a new fire station in 2025/2026. The City plans to purchase land in 2022 for future Fire Station using an interfund loan.

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## Details

Type of Project      Other improvement

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## Location



## Benefit to Community

The City of Victoria has grown 43% from 2010 to 2020. Growth is expected to continue long-term and when fully built, Victoria will be the largest city in Carver County. The City's Fire Department operates using a hybrid model and employs one full-time fire fighter and 34 paid-on-call firefighters. As the city grows, new land developments not only bring more people, but new roads. As road connectivity changes, and the city's boundaries expand to the south and west, it's important to evaluate the location of public safety services in our community. While location is key, it's also important that the Fire Station can adequately meet operational needs from training, to storage, to firefighter wellness/safety, etc. A new fire station will allow the Fire Department to respond timely to calls for service and will allow the department to operate efficiently and safely.

## Capital Cost

FY2022 Budget

**\$1,000,000**

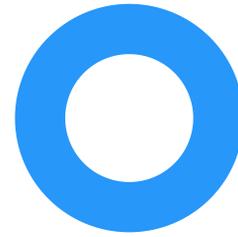
Total Budget *(all years)*

**\$1M**

Capital Cost by Year



Capital Cost for All Years



● Land/Right-of-way (100%)  
**TOTAL \$1,000,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Land/Right-of-way	\$1,000,000
<b>Total</b>	<b>\$1,000,000</b>

## Funding Sources

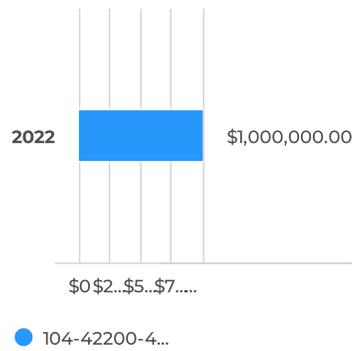
FY2022 Budget

**\$1,000,000**

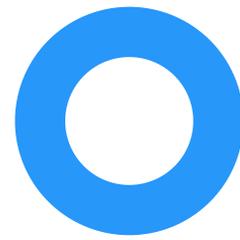
Total Budget *(all years)*

**\$1M**

Funding Sources by Year



Funding Sources for All Years



● 104-42200-40510 (100%)

**TOTAL \$1,000,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
104-42200-40510	\$1,000,000
<b>Total</b>	<b>\$1,000,000</b>

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# INFORMATION TECHNOLOGY REQUESTS

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# Computer/Monitor Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 21-41540-001

## Description

Annual computer and monitor replacements.

## Details

New Purchase or Replacement: Replacement

## Capital Cost

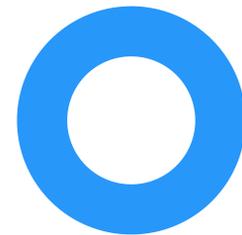
FY2022 Budget  
**\$15,000**

Total Budget (all years)  
**\$55K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$55,000.00  
**TOTAL \$55,000.00**

## Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Equipment	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Total</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

## Funding Sources

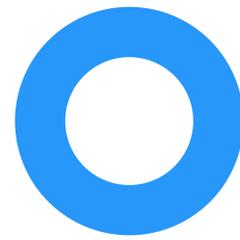
FY2022 Budget  
**\$15,000**

Total Budget *(all years)*  
**\$55K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$55,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
106-41540-40500	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Total</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

# Switch Additions

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 22-41540-001

## Description

Security camera switch.

## Details

New Purchase or Replacement: New

## Capital Cost

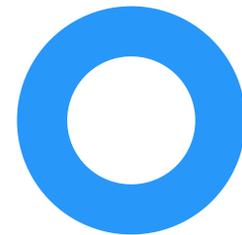
FY2022 Budget  
**\$9,000**

Total Budget (all years)  
**\$45K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$45,000.00  
**TOTAL \$45,000.00**

## Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Equipment	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
<b>Total</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>



## Funding Sources

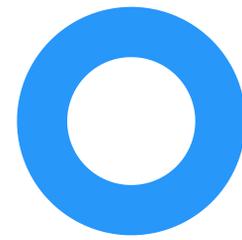
FY2022 Budget  
**\$9,000**

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
106-41540-40500	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
<b>Total</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$9,000</b>

# Security System Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 22-41540-002

## Description

Replacement of current security system.

## Details

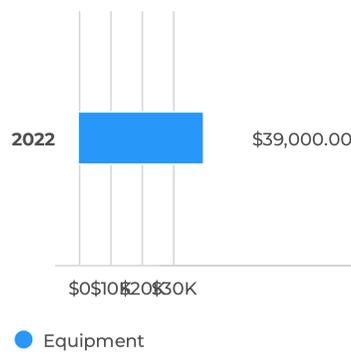
New Purchase or Replacement: Replacement

## Capital Cost

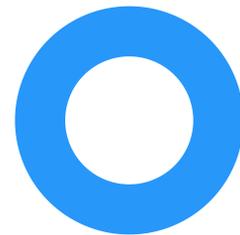
FY2022 Budget  
**\$39,000**

Total Budget (all years)  
**\$39K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$39,000.00  
**TOTAL \$39,000.00**

## Capital Cost Breakdown

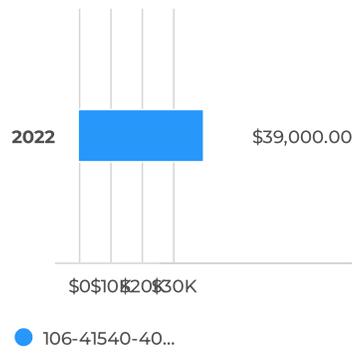
Capital Cost	FY2022
Equipment	\$39,000
<b>Total</b>	<b>\$39,000</b>

## Funding Sources

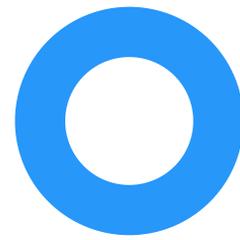
FY2022 Budget  
**\$39,000**

Total Budget *(all years)*  
**\$39K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$39,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
106-41540-40500	\$39,000
<b>Total</b>	<b>\$39,000</b>

# Security Camera System Software

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 22-41540-004

## Description

Security camera system software.

## Details

New Purchase or Replacement: None

## Capital Cost

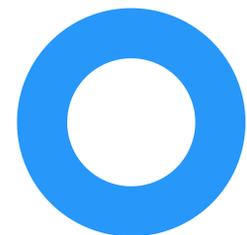
FY2022 Budget  
**\$5,000**

Total Budget (all years)  
**\$25K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$25,000.00  
**TOTAL \$25,000.00**

## Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Equipment	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>

## Funding Sources

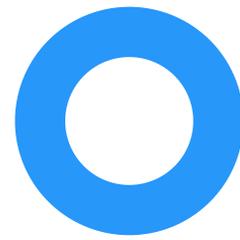
FY2022 Budget  
**\$5,000**

Total Budget *(all years)*  
**\$25K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$25,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
106-41540-40500	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>

# Fiber Connections

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 22-41540-006

## Description

Fiber connections for three locations that have dark fiber: Lions Park, Water Tower, and Well.

## Details

New Purchase or Replacement: New

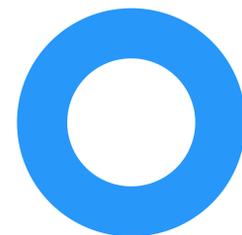
## Capital Cost

Total Budget *(all years)*  
**\$45K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$45,000.00  
**TOTAL \$45,000.00**

### Capital Cost Breakdown

Capital Cost	FY2023	FY2024	FY2025
Equipment	\$15,000	\$15,000	\$15,000
<b>Total</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

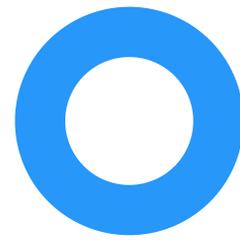
## Funding Sources

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025
106-41540-40500	\$15,000	\$15,000	\$15,000
<b>Total</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>

# Security Camera Addition - Parks

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 23-41540-001

## Description

Security cameras for parks annually \$6,000.

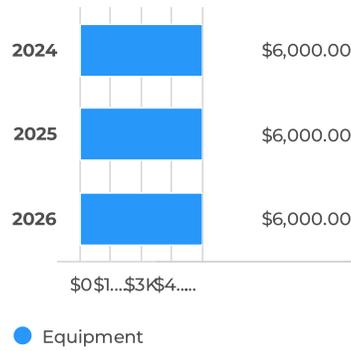
## Details

New Purchase or Replacement: New

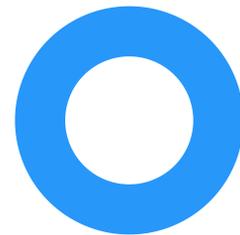
## Capital Cost

Total Budget *(all years)*  
**\$18K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL** **\$18,000.00**

Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	FY2026
Equipment	\$6,000	\$6,000	\$6,000
<b>Total</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>

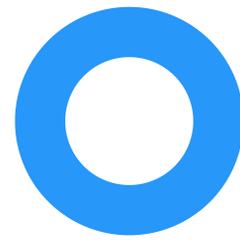
## Funding Sources

Total Budget *(all years)*  
**\$18K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$18,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026
106-41540-40500	\$6,000	\$6,000	\$6,000
<b>Total</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>

# Security Camera Additions Facilities

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 23-41540-002

## Description

Add security cameras to facilities.

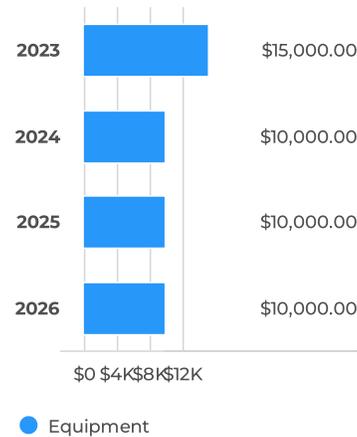
## Details

New Purchase or Replacement: New

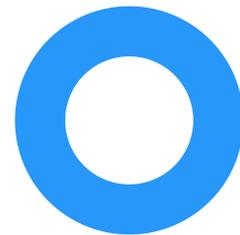
## Capital Cost

Total Budget (all years)  
**\$45K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL** **\$45,000.00**

Capital Cost Breakdown				
Capital Cost	FY2023	FY2024	FY2025	FY2026
Equipment	\$15,000	\$10,000	\$10,000	\$10,000
<b>Total</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

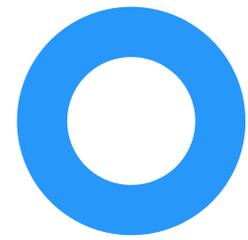
## Funding Sources

Total Budget *(all years)*  
**\$45K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$45,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023	FY2024	FY2025	FY2026
106-41540-40500	\$15,000	\$10,000	\$10,000	\$10,000
<b>Total</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>

# Wifi Wap Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 25-41540-001

## Description

Wifi wap replacement.

## Details

New Purchase or Replacement: Replacement

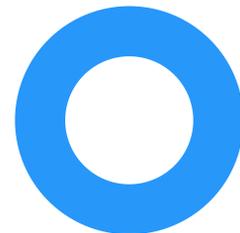
## Capital Cost

Total Budget *(all years)*  
**\$2K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$2,000  
**TOTAL \$2,000.00**

### Capital Cost Breakdown

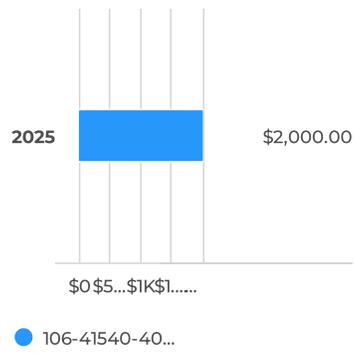
Capital Cost	FY2025
Equipment	\$2,000
<b>Total</b>	<b>\$2,000</b>



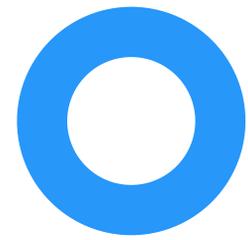
## Funding Sources

Total Budget *(all years)*  
**\$2K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$2,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
106-41540-40500	\$2,000
<b>Total</b>	<b>\$2,000</b>

# Firewall Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 25-41540-002

## Description

Firewall replacement every 5 years.

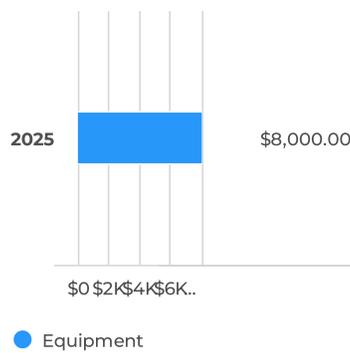
## Details

New Purchase or Replacement: Replacement

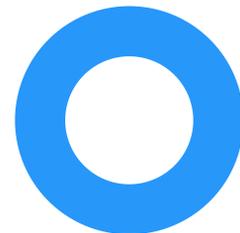
## Capital Cost

Total Budget *(all years)*  
**\$8K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$8,000  
**TOTAL \$8,000.00**

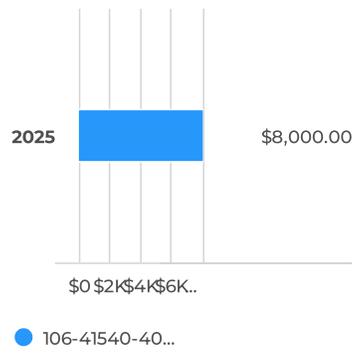
### Capital Cost Breakdown

Capital Cost	FY2025
Equipment	\$8,000
<b>Total</b>	<b>\$8,000</b>

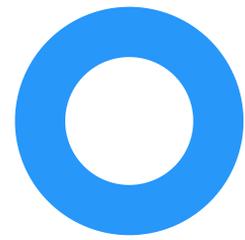
## Funding Sources

Total Budget *(all years)*  
**\$8K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$8,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
106-41540-40500	\$8,000
<b>Total</b>	<b>\$8,000</b>

# Server Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 25-41540-003

## Description

Server replacement every 5 years.

## Details

New Purchase or Replacement: Replacement

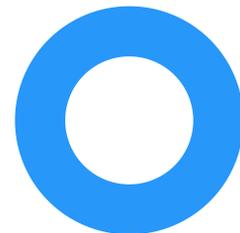
## Capital Cost

Total Budget *(all years)*  
**\$15K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL** **\$15,000.00**

### Capital Cost Breakdown

Capital Cost	FY2025
Equipment	\$15,000
<b>Total</b>	<b>\$15,000</b>

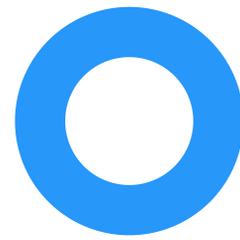
## Funding Sources

Total Budget *(all years)*  
**\$15K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$15,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
106-41540-40500	\$15,000
<b>Total</b>	<b>\$15,000</b>

# Switch Replacement

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Information Technology  
 Type: Capital Equipment  
 Project Number: 2-41540-001

## Description

Switch replacement every 6 years.

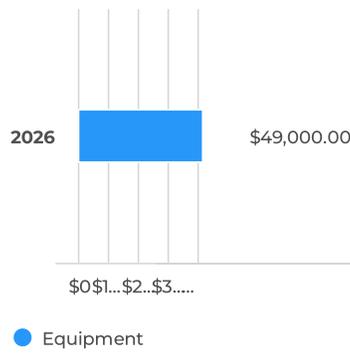
## Details

New Purchase or Replacement: Replacement

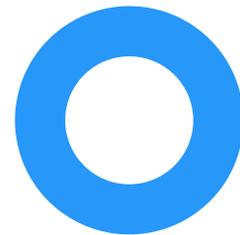
## Capital Cost

Total Budget *(all years)*  
**\$49K**

Capital Cost by Year



Capital Cost for All Years



● Equipment (100%) \$49,000.00  
**TOTAL \$49,000.00**

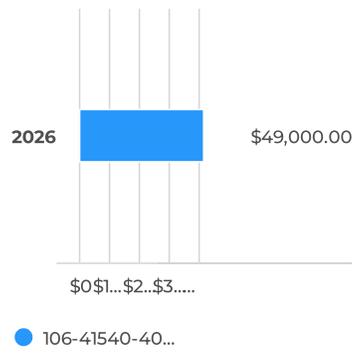
### Capital Cost Breakdown

Capital Cost	FY2026
Equipment	\$49,000
<b>Total</b>	<b>\$49,000</b>

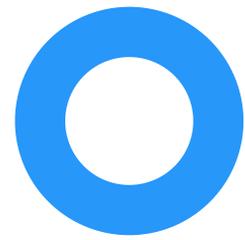
## Funding Sources

Total Budget *(all years)*  
**\$49K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$49,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
106-41540-40500	\$49,000
<b>Total</b>	<b>\$49,000</b>

# AV Replacement

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Information Technology
Type	Capital Equipment
Project Number	26-41540-002

## Description

The City of Victoria is interested in contracting to design, produce, and install a new broadcasting system, which will replace the existing system that is used for the presentation, recording, and broadcasting of public meetings (City Council, Planning Commission, and other meetings).

**PURPOSE:** The scope of the project is to establish a plan to upgrade and replace the City's AV equipment that is used to facilitate public meetings - in person and virtual - and display digital images, such as PowerPoint presentations and viewing of maps.

The City of Victoria is seeking to improve and upgrade the overall audio and visual components in the City Council Chambers. Much of the sound and projection equipment used in the Council Chambers is aging and in need of upgrades or replacement. The City is also seeking to improve functional control of the audio and projection systems.

## Details

New Purchase or Replacement Replacement

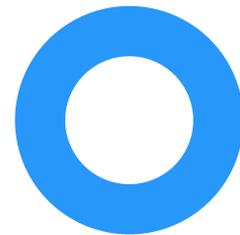
## Capital Cost

Total Budget *(all years)*  
**\$3.5K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL** **\$3,500.00**

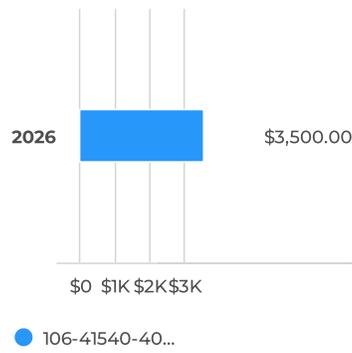
Capital Cost Breakdown	
Capital Cost	FY2026
Equipment	\$3,500
<b>Total</b>	<b>\$3,500</b>



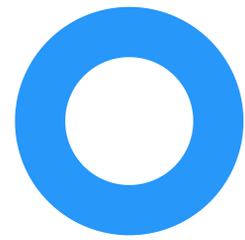
## Funding Sources

Total Budget *(all years)*  
**\$3.5K**

Funding Sources by Year



Funding Sources for All Years



● 106-41540-40500 (100%)  
**TOTAL \$3,500.00**

### Funding Sources Breakdown

Funding Sources	FY2026
106-41540-40500	\$3,500
<b>Total</b>	<b>\$3,500</b>

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# PARK & RECREATION REQUESTS

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# Neighborhood Trail Renovations

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	12-45200-004

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## Description

Repair and replace existing trails.

Pave existing gravel trails.

Gravel or pave existing dirt trails.

Provide maintenance and upkeep on existing trails throughout the City and also provide for small neighborhood trail segments.

The City has over 30 miles of existing trails and proposed neighborhood trails that need to be constructed. This project provides for both old and new trails.

Trail maintenance costs including sealcoating and cracksealing at the 5-10 year range.

The 2022 trail renovation planned is in the Allegheny neighborhood.

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## Details

Type of Project	Refurbishment
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## Capital Cost

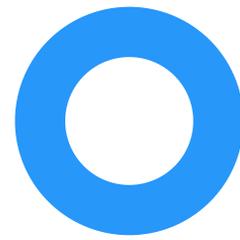
FY2022 Budget  
**\$50,000**

Total Budget *(all years)*  
**\$50K**

Capital Cost by Year



Capital Cost for All Years



● Other (100%) \$50,000.00  
**TOTAL \$50,000.00**

### Capital Cost Breakdown

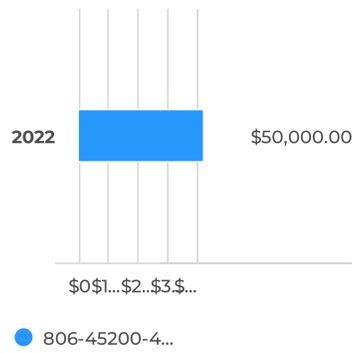
Capital Cost	FY2022
Other	\$50,000
<b>Total</b>	<b>\$50,000</b>

## Funding Sources

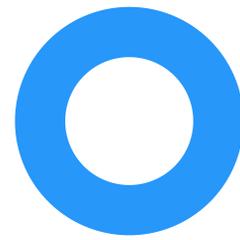
FY2022 Budget  
**\$50,000**

Total Budget *(all years)*  
**\$50K**

Funding Sources by Year



Funding Sources for All Years



● 806-45200-40500 (100%)  
**TOTAL \$50,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
806-45200-40500	\$50,000
<b>Total</b>	<b>\$50,000</b>

# Tennis Court Replacement - Lions Park

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	20-45200-002

## Description

Lions Park Tennis Courts (2 Courts) are 42 years old and have reached it's useful life. The courts have significant cracks (up to 4" wide) deep birdbaths and are not repairable.

The city has a total of 12 tennis courts, eight of which are shared with Holy Family High School, leaving four City owned courts. This park has two courts that are used often by residents.

Generally, courts need resurfacing every eight years at a cost of approximately \$10,000.

## Details

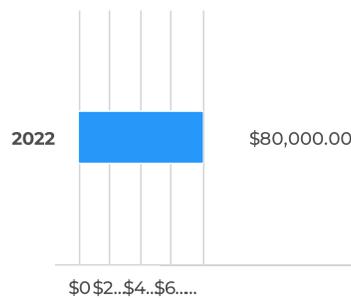
Type of Project: Refurbishment

## Capital Cost

FY2022 Budget  
**\$80,000**

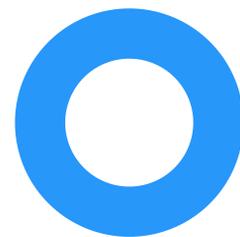
Total Budget *(all years)*  
**\$80K**

Capital Cost by Year



● Construction...

Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$80,000.00**

## Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$80,000
<b>Total</b>	<b>\$80,000</b>

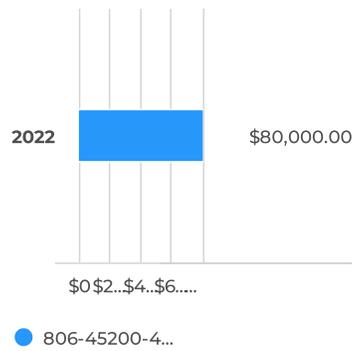


## Funding Sources

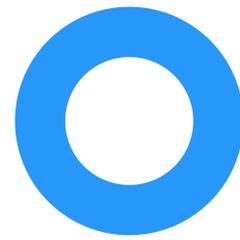
FY2022 Budget  
**\$80,000**

Total Budget *(all years)*  
**\$80K**

Funding Sources by Year



Funding Sources for All Years



● 806-45200-40500 (100%)  
**TOTAL \$80,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
806-45200-40500	\$80,000
<b>Total</b>	<b>\$80,000</b>

# Bayfront Park - Plaza Improvements

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	22-45200-004

## Description

Remove the existing sitting area and regrade for ADA compliance. Install permeable pavers and boulders to provide more seating area for the bandstand and general park users.

The Parks and Recreation Committee ranked Bayfront Park Plaza improvements as the number 4 priority based on input from residents.

Fundraising will need to be the main source of funding for park expansion.

## Details

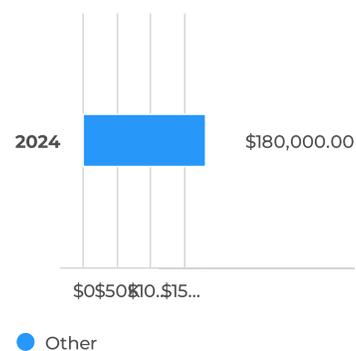
Type of Project: Other improvement

## Capital Cost

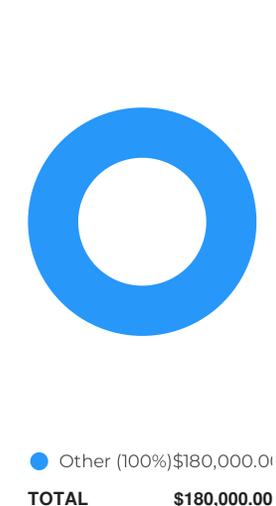
Total Budget (all years)

**\$180K**

Capital Cost by Year



Capital Cost for All Years

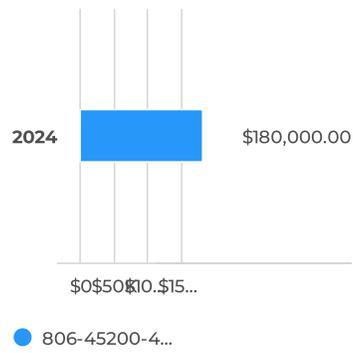


Capital Cost Breakdown	
Capital Cost	FY2024
Other	\$180,000
<b>Total</b>	<b>\$180,000</b>

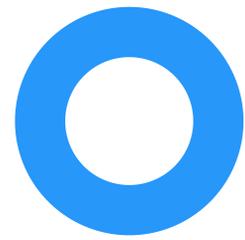
## Funding Sources

Total Budget *(all years)*  
**\$180K**

Funding Sources by Year



Funding Sources for All Years



● 806-45200-40500 (100%)  
**TOTAL \$180,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
806-45200-40500	\$180,000
<b>Total</b>	<b>\$180,000</b>

# Outdoor Pickleball Courts

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	22-45200-005

## Description

Construct outdoor pickleball courts with lights, shade, tables, etc. Pickleball is one of the fastest growing year-round sports in the U.S. Construct six to eight outdoor pickleball courts for recreational play, leagues, tournaments, etc.

The Parks and Recreation Committee ranked the Lakeside Estates Park Phase II as the number 1 priority based on input from residents.

## Details

Type of Project New Construction

## Capital Cost

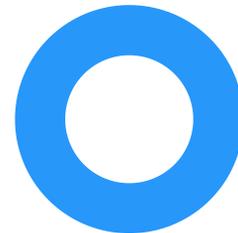
FY2022 Budget  
**\$500,000**

Total Budget *(all years)*  
**\$500K**

Capital Cost by Year



Capital Cost for All Years



## Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$500,000
<b>Total</b>	<b>\$500,000</b>

## Funding Sources

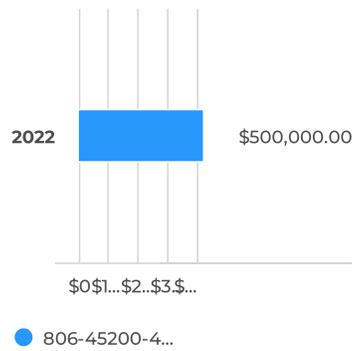
FY2022 Budget

**\$500,000**

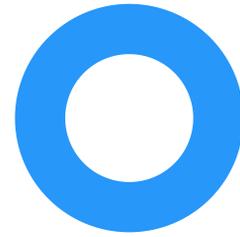
Total Budget *(all years)*

**\$500K**

Funding Sources by Year



Funding Sources for All Years



● 806-45200-40500 (100%)  
**TOTAL \$500,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
806-45200-40500	\$500,000
<b>Total</b>	<b>\$500,000</b>

# Lions Shelter #2 Renovation

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	25-45200-001

## Description

Install new restroom structures - partitions, sinks, toilets and drinking fountains. Fix and repair roof and shelter structure. Replace picnic tables and benches. Renovate Lions Park Shelter #2 - the shelter is approximately 31 years plus old and has had minimal improvements or updates done.

The Parks and Recreation Committee ranked the Lions Shelter #2 Rehabilitation a number 5 priority based on input from residents.

## Details

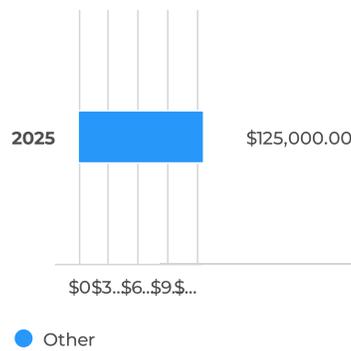
Type of Project: Refurbishment

## Capital Cost

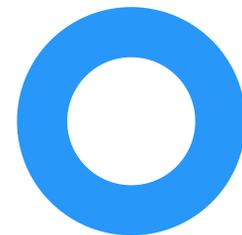
Total Budget (all years)

**\$125K**

Capital Cost by Year



Capital Cost for All Years



● Other (100%) \$125,000.00  
**TOTAL \$125,000.00**

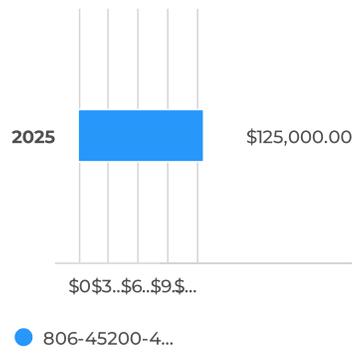
### Capital Cost Breakdown

Capital Cost	FY2025
Other	\$125,000
<b>Total</b>	<b>\$125,000</b>

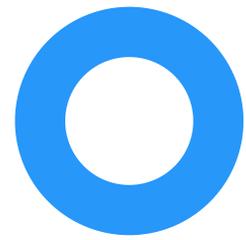
## Funding Sources

Total Budget *(all years)*  
**\$125K**

Funding Sources by Year



Funding Sources for All Years



**TOTAL**      **\$125,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
806-45200-40500	\$125,000
<b>Total</b>	<b>\$125,000</b>

# South Area Park Rolling Hills

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Park & Recreation  
 Type: Capital Improvement  
 Project Number: 26-45200-001

## Description

Construct a park in the south area of the City (for annexed property area).

## Details

Type of Project: New Construction

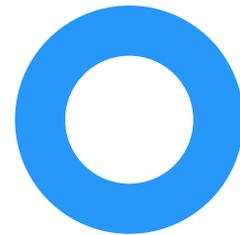
## Capital Cost

Total Budget (all years)  
**\$400K**

Capital Cost by Year



Capital Cost for All Years



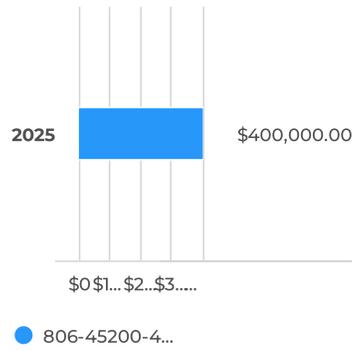
● Construction/Maintenar  
**TOTAL \$400,000.00**

Capital Cost Breakdown	
Capital Cost	FY2025
Construction/Maintenance	\$400,000
<b>Total</b>	<b>\$400,000</b>

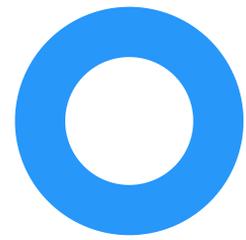
## Funding Sources

Total Budget *(all years)*  
**\$400K**

Funding Sources by Year



Funding Sources for All Years



● 806-45200-40500 (100%)  
**TOTAL \$400,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
806-45200-40500	\$400,000
<b>Total</b>	<b>\$400,000</b>

# Lakeside Estates Park Phase II

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	PARK-15

## Description

Construct a parking lot, ballfield and trails that are adjacent to the Lakeside Estates Park. The land for this park was dedicated through the development process. Construct phase II of Lakeside Estates Park which includes parking lot, ballfield and trails. Phase II construction connects to the existing Lakeside Estates Park.

The Parks and Recreation Committee ranked Lakeside Estates Park Phase II as the number 2 priority based on input from residents.

Cost to maintain annually is \$9,000 (\$1,500 per acre). Costs include mowing, weed whipping, fertilizing and garbage removal.

## Details

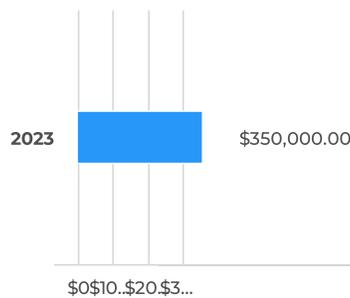
Type of Project: New Construction

## Capital Cost

Total Budget (all years)

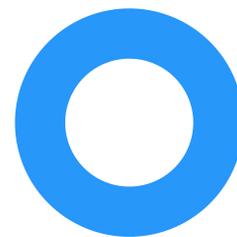
**\$350K**

Capital Cost by Year



● Construction...

Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$350,000.00**

### Capital Cost Breakdown

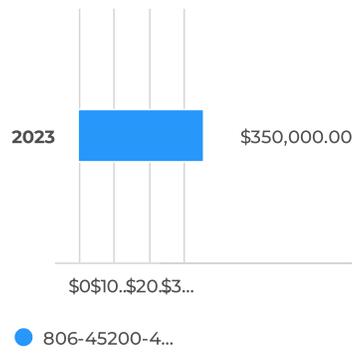
Capital Cost	FY2023
Construction/Maintenance	\$350,000
<b>Total</b>	<b>\$350,000</b>



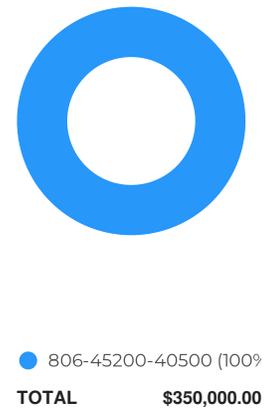
## Funding Sources

Total Budget *(all years)*  
**\$350K**

Funding Sources by Year



Funding Sources for All Years



### Funding Sources Breakdown

Funding Sources	FY2023
806-45200-40500	\$350,000
<b>Total</b>	<b>\$350,000</b>

# Kirche Lachen to Lakebridge Trail

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	26-45200-002

## Description

Purchase property from four residents - approximately 6.7 acres of land. Clear trees/brush and install class 5/rock for 300'. Complete a trail gap along the old LRT from Kirke Lachen Park to the existing gravel path in Watermark.

The Parks and Recreation Committee/City Council ranked this trail as 2b within the trail gap priority list. This gap allows the Lakebridge and Watermark neighborhoods safe access to downtown.

Budgeted Annual Transfer from General Fund.

## Details

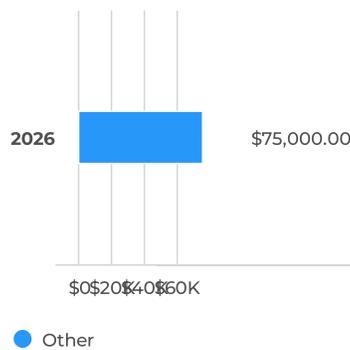
Type of Project: None

## Capital Cost

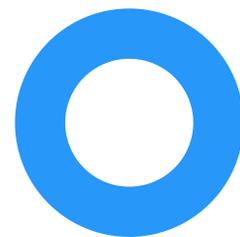
Total Budget (all years)

**\$75K**

Capital Cost by Year



Capital Cost for All Years



● Other (100%) \$75,000.00

**TOTAL \$75,000.00**

### Capital Cost Breakdown

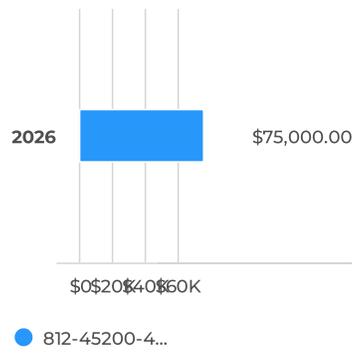
Capital Cost	FY2026
Other	\$75,000
<b>Total</b>	<b>\$75,000</b>



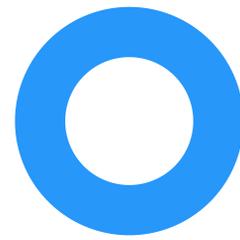
## Funding Sources

Total Budget *(all years)*  
**\$75K**

Funding Sources by Year



Funding Sources for All Years



● 812-45200-40500 (100%)  
**TOTAL \$75,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
812-45200-40500	\$75,000
<b>Total</b>	<b>\$75,000</b>

# HWY 5 Underpass Trail

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	23-45200-001

## Description

The project plans for an underpass at Hwy 5 in Madelyn Creek Park. The underpass will connect to a trail on the north side of Hwy 5 in the Parkview neighborhood. Provide a safe pedestrian crossing under Hwy 5 (approximately \$500,000).

Budgeted Annual Transfer from General Fund.

## Details

Type of Project New Construction

## Capital Cost

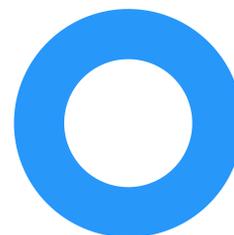
Total Budget *(all years)*

**\$575K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL \$575,000.00**

### Capital Cost Breakdown

Capital Cost	FY2024	FY2025
Construction/Maintenance	\$75,000	\$500,000
<b>Total</b>	<b>\$75,000</b>	<b>\$500,000</b>

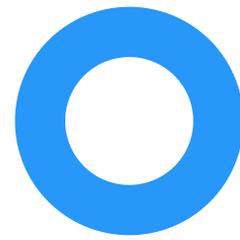
## Funding Sources

Total Budget *(all years)*  
**\$575K**

Funding Sources by Year



Funding Sources for All Years



● 812-45200-40500 (100%)  
**TOTAL \$575,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024	FY2025
812-45200-40500	\$75,000	\$500,000
<b>Total</b>	<b>\$75,000</b>	<b>\$500,000</b>

# CR43-CR11 to Watermark

---

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Park & Recreation
Type	Capital Improvement
Project Number	22-45200-003

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## Description

Trail and boardwalk from CR 11 to existing trail on eastern edge of Watermark. Approximately 2225' of trail including 600' of boardwalk to cross wetlands and 750' of retaining wall.

Complete trail gap from CR11 to Watermark on north side of CR43. This trail will connect neighborhoods (Watermark, Ambergate, Rhapsody) to intersection of CR 43/18/11.

This trail gap was ranked 2a by the Parks and Recreation Committee/City Council in the Trail Gap Priority.

Budgeted Annual Transfer from General Fund.

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## Details

Type of Project	New Construction
-----------------	------------------

## Capital Cost

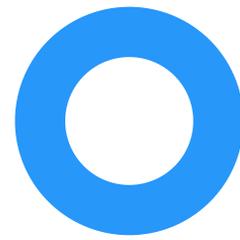
FY2022 Budget  
**\$75,000**

Total Budget *(all years)*  
**\$950K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$950,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022	FY2024
Construction/Maintenance	\$75,000	\$875,000
<b>Total</b>	<b>\$75,000</b>	<b>\$875,000</b>

## Funding Sources

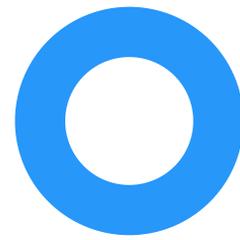
FY2022 Budget  
**\$75,000**

Total Budget *(all years)*  
**\$950K**

Funding Sources by Year



Funding Sources for All Years



● 812-45200-40500 (100%)  
**TOTAL \$950,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2024
812-45200-40500	\$75,000	\$875,000
<b>Total</b>	<b>\$75,000</b>	<b>\$875,000</b>

---

# **PUB WKS: STREETS/ROADS REQUESTS**

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# Street Overlay Projects

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Pub Wks: Streets/Roads  
 Type: Capital Improvement  
 Project Number: ST-OVERLAYS

## Description

Overlay streets every 20 years.

Overlapping streets when they are 20 years old prolongs the life of the street and delays reconstruction.

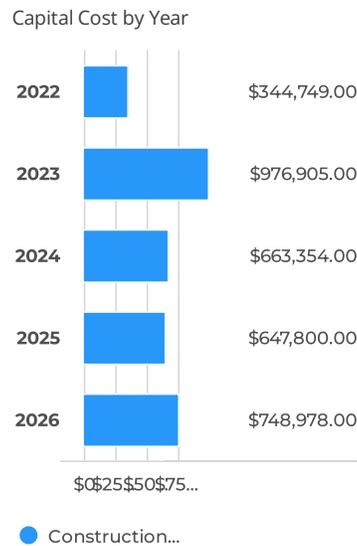
## Details

Type of Project: Resurface Current Road

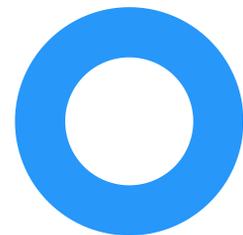
## Capital Cost

FY2022 Budget  
**\$344,749**

Total Budget (all years)  
**\$3.382M**



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$3,381,786.00**

### Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Construction/Maintenance	\$344,749	\$976,905	\$663,354	\$647,800	\$748,978
<b>Total</b>	<b>\$344,749</b>	<b>\$976,905</b>	<b>\$663,354</b>	<b>\$647,800</b>	<b>\$748,978</b>



## Funding Sources

FY2022 Budget

**\$344,749**

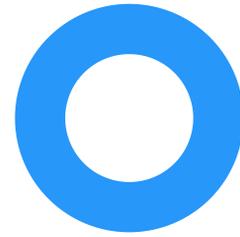
Total Budget *(all years)*

**\$3.382M**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40224 (100%)  
**TOTAL \$3,381,786.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
808-43100-40224	\$344,749	\$976,905	\$663,354	\$647,800	\$748,978
<b>Total</b>	<b>\$344,749</b>	<b>\$976,905</b>	<b>\$663,354</b>	<b>\$647,800</b>	<b>\$748,978</b>

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# STREET CONSTRUCTION REQUESTS

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# Hwy 11 North past 13.5 Acres

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Street Construction  
 Type: Capital Improvement  
 Project Number: 24-43100-003

## Description

Specific Scope/Cost not developed.

## Details

Type of Project: None

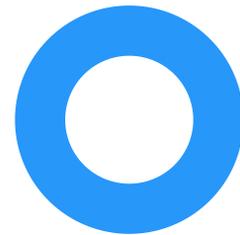
## Capital Cost

Total Budget *(all years)*  
**\$200K**

Capital Cost by Year



Capital Cost for All Years



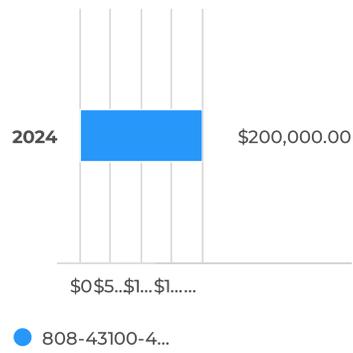
● Construction/Maintenar  
**TOTAL \$200,000.00**

Capital Cost Breakdown	
Capital Cost	FY2024
Construction/Maintenance	\$200,000
<b>Total</b>	<b>\$200,000</b>

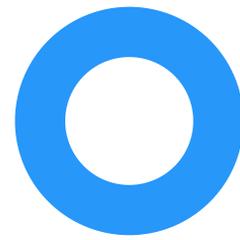
## Funding Sources

Total Budget *(all years)*  
**\$200K**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40525 (100%)  
**TOTAL \$200,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
808-43100-40525	\$200,000
<b>Total</b>	<b>\$200,000</b>

# Hwy 11 South/TH 5 Signal Imp

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Street Construction  
 Type: Capital Improvement  
 Project Number: 26-43100-003

## Description

Included in AATP.

## Details

Type of Project: None

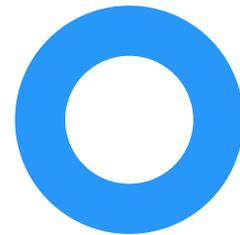
## Capital Cost

Total Budget *(all years)*  
**\$100K**

Capital Cost by Year



Capital Cost for All Years



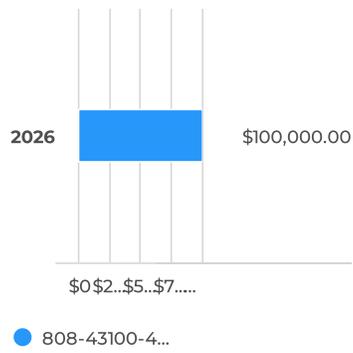
● Construction/Maintenance  
**TOTAL \$100,000.00**

Capital Cost Breakdown	
Capital Cost	FY2026
Construction/Maintenance	\$100,000
<b>Total</b>	<b>\$100,000</b>

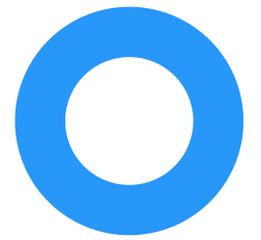
## Funding Sources

Total Budget *(all years)*  
**\$100K**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40525 (100%)  
**TOTAL \$100,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
808-43100-40525	\$100,000
<b>Total</b>	<b>\$100,000</b>

# Hwy 11 North/TH 5 Roundabout

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Street Construction  
 Type: Capital Improvement  
 Project Number: 26-43100-004

## Description

Included in AATP

## Details

Type of Project: None

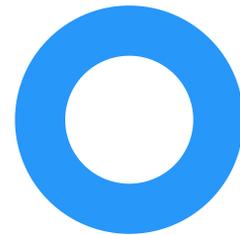
## Capital Cost

Total Budget *(all years)*  
**\$30K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$30,000.00**

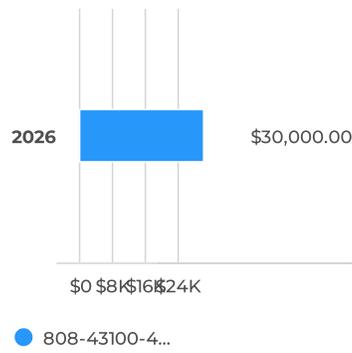
Capital Cost Breakdown	
Capital Cost	FY2026
Construction/Maintenance	\$30,000
<b>Total</b>	<b>\$30,000</b>



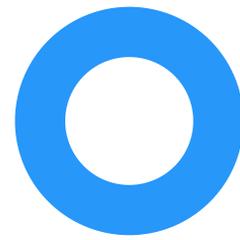
## Funding Sources

Total Budget *(all years)*  
**\$30K**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40525 (100%)  
**TOTAL \$30,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
808-43100-40525	\$30,000
<b>Total</b>	<b>\$30,000</b>

# CSAH 11 Ped Crossing Improvements

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Street Construction
Type	Capital Improvement
Project Number	CR11CRSSWLKS

---

## Description

The CSAH 11 Pedestrian Crossing Improvement Project (ADA) includes two key crossing locations along CSAH 11 (Victoria Dr) corridor.

CSAH 11 and 82nd St Intersection: An enhanced pedestrian crossing with overhead flashing pedestrian activated beacon will be installed along the larger more visible crosswalk markings and upgraded curb ramps. Parking areas will also be restricted near the intersection to provide clear sight lines between pedestrians at or near the crosswalk and the county highway traffic.

CSAH 11 and Deer Run Drive Intersection: An enhanced pedestrian crossing with overhead flashing pedestrian activated beacon and advanced warning beacons with larger more visible crosswalk markings and updated cur ramps. A new median island will provide for pedestrian refuge and shorter exposed crossing distances.

Cost for this project is a 50% share with the County.

These crossing locations will better connect the neighborhoods on the west side of CSAH 11 to the existing continuous pedestrian and bicycle system on the east side of the county highway.

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## Details

Type of Project	None
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## Capital Cost

FY2022 Budget

**\$258,400**

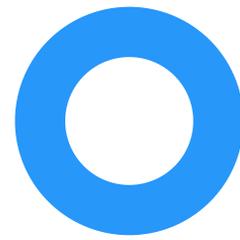
Total Budget *(all years)*

**\$258.4K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$258,400.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$258,400
<b>Total</b>	<b>\$258,400</b>

## Funding Sources

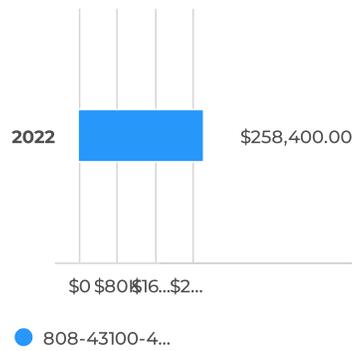
FY2022 Budget

**\$258,400**

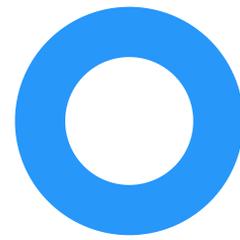
Total Budget *(all years)*

**\$258.4K**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40525 (100%)  
**TOTAL \$258,400.00**

### Funding Sources Breakdown

Funding Sources	FY2022
808-43100-40525	\$258,400
<b>Total</b>	<b>\$258,400</b>

# Upgrade Sidewalks to be ADA-compliant

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Street Construction  
 Type: Capital Improvement  
 Project Number: SIDEWALKSADA

## Description

Upgrade downtown sidewalks for ADA-compliance.

## Details

Type of Project: None

## Capital Cost

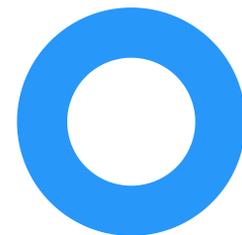
FY2022 Budget  
**\$120,000**

Total Budget *(all years)*  
**\$120K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenance  
**TOTAL \$120,000.00**

Capital Cost Breakdown	
Capital Cost	FY2022
Construction/Maintenance	\$120,000
<b>Total</b>	<b>\$120,000</b>



## Funding Sources

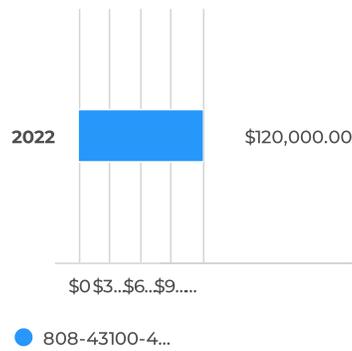
FY2022 Budget

**\$120,000**

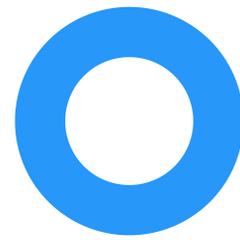
Total Budget *(all years)*

**\$120K**

Funding Sources by Year



Funding Sources for All Years



● 808-43100-40525 (100%)  
**TOTAL \$120,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
808-43100-40525	\$120,000
<b>Total</b>	<b>\$120,000</b>

# 2022 Street Reconstruction Projects

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## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	22-43100-007

---

## Description

There are three streets planned for reconstruction in 2022:

1. Sunflower Street
2. Rose Avenue
2. Commercial Street

Street and utility reconstruction projects typically span multiple years. A feasibility study is typically done in the year or two years before actual construction is substantially completed. Final work is typically completed in the year after.

---

## Details

Type of Project	Street Reconstruction
-----------------	-----------------------

## Location



## Benefit to Community

Routine maintenance (e.g. pothole repair, mill and overlays) helps ensure the longevity of streets. Typically, streets in Victoria will need to be reconstructed after 20 years to ensure safe and smooth travel. The City funds 50% of the cost of street reconstruction on local streets with the balance assessed to benefiting properties per the City's Special Assessment policy.

## Capital Cost

FY2022 Budget

**\$720,000**

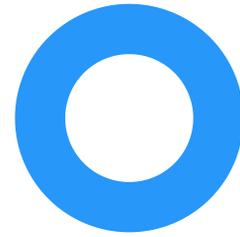
Total Budget *(all years)*

**\$720K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$720,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$720,000
<b>Total</b>	<b>\$720,000</b>

## Funding Sources

FY2022 Budget

**\$720,000**

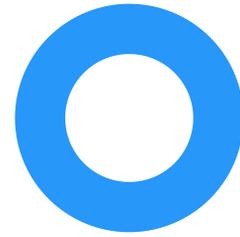
Total Budget *(all years)*

**\$720K**

Funding Sources by Year



Funding Sources for All Years



● Street Improvement Bo

**TOTAL \$720,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
Street Improvement Bonds	\$720,000
<b>Total</b>	<b>\$720,000</b>

# Hwy 11 and Marsh Lake Road Roundabout

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	23-43100-003

---

## Description

To ensure safe and efficient flow of traffic, Carver County and the City of Victoria plan to construct a roundabout at the intersection of County Road 11 and Marsh Lake Road. With new development in this area and the reconstruction of Marsh Lake Road in 2020, traffic volumes on both Marsh Lake Road and County Road 11 have increased substantially. Additionally, this intersection has seen a number of accidents. In 2020/2021 three large parcels south of Marsh Lake Road along County Road 11 sold to developers resulting in projections of more than 500 new houses over the next couple of years. The City of Victoria will cost share for the construction of the Roundabout with Carver County and the developers of the three parcels that sold along County Road 11 (Welter, Vogel and Welter properties). The City will consider using bond, state aid funds or a combination of both to fund the City share of the project. Funding sources will be determined after preliminary design is completed (targeting 2022) as state aid funds may only be used if the design meets state aid design standards.

---

## Details

Type of Project      None

## Location



## Benefit to Community

The construction of a roundabout will improve the flow and safety at the intersection of County Road 11 and Marsh Lake Road.

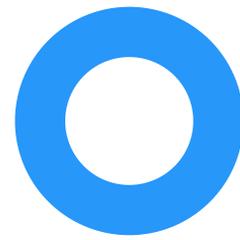
## Capital Cost

Total Budget *(all years)*  
**\$950K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$950,000.00**

### Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$950,000
<b>Total</b>	<b>\$950,000</b>

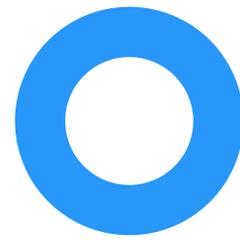
## Funding Sources

Total Budget *(all years)*  
**\$950K**

Funding Sources by Year



Funding Sources for All Years



● MSA Construction Func  
**TOTAL \$950,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
MSA Construction Funds	\$950,000
<b>Total</b>	<b>\$950,000</b>

# Hwy 11/Marsh Lake Road to Railroad Tracks

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	23-43100-004

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## Description

The City of Victoria has experienced significant growth over the last decade with the population increasing 43% from 2010 to 2020. Much of this growth has been south of the City's downtown area with traffic volumes increasing on County Road 11. In 2020/2021, three large parcels south of Marsh Lake Road sold to developers and as such, the City anticipates more than 500 new housing units over the next several years from these three parcels. Improvements to County Road 11 are needed to accommodate additional growth and related traffic volumes. To that end, the developer will share the cost for completing this project with the City. The City may use State Aid funds to help fund the City's share of the project. This will be determined after preliminary design as the design must meet certain standards identified by the State to use State Aid funding.

---

## Details

Type of Project      Street Reconstruction

## Location



## Benefit to Community

Improvements to County 11 are needed to serve the residents in the south area future development area.

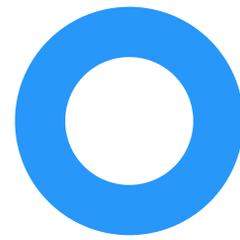
## Capital Cost

Total Budget *(all years)*  
**\$566K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$566,000.00**

### Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$566,000
<b>Total</b>	<b>\$566,000</b>

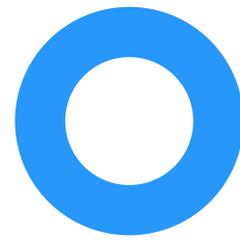
## Funding Sources

Total Budget *(all years)*  
**\$566K**

Funding Sources by Year



Funding Sources for All Years



● MSA Construction Func  
**TOTAL \$566,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
MSA Construction Funds	\$566,000
<b>Total</b>	<b>\$566,000</b>

# Hwy 11 South of Railroad Tracks to County Road 10

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	26-43100-002

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## Description

The City of Victoria has experienced significant growth over the last decade with the population increasing 43% from 2010 to 2020. Much of this growth has been south of the City's downtown area with traffic volumes increasing on County Road 11. In 2020/2021, three large parcels south of Marsh Lake Road sold to developers and as such, the City anticipates more than 500 new housing units over the next several years from these three parcels. Improvements to County Road 11 are needed to accommodate additional growth and related traffic volumes. To that end, the developer will share the cost for completing this project with the City. The City may use State Aid funds to help fund the City's share of the project. This will be determined after preliminary design as the design must meet certain standards identified by the State to use State Aid funding.

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## Details

Type of Project      New Road

## Location



## Benefit to Community

Improvements to County 11 are needed to serve the residents in the south area future development area.

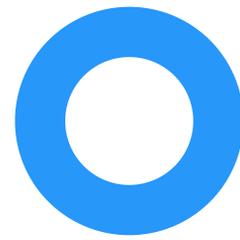
## Capital Cost

Total Budget *(all years)*  
**\$934K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$934,000.00**

### Capital Cost Breakdown

Capital Cost	FY2026
Construction/Maintenance	\$934,000
<b>Total</b>	<b>\$934,000</b>

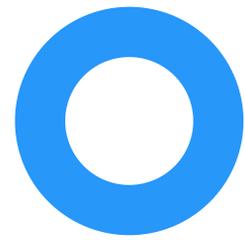
## Funding Sources

Total Budget *(all years)*  
**\$934K**

Funding Sources by Year



Funding Sources for All Years



● MSA Construction Func  
**TOTAL \$934,000.00**

### Funding Sources Breakdown

Funding Sources	FY2026
MSA Construction Funds	\$934,000
<b>Total</b>	<b>\$934,000</b>

# Rolling Acres Road - Hwy 5 to Interlaken

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	25-43100-001

---

## Description

Carver County, and the Cities of Victoria and Chanhassen along with MnDOT conducted a corridor study of Highway 5 from Hwy 41 in Chanhassen east to County Road 11 North in Victoria - Arboretum Area Transportation Plan Study (AATPS). The study kicked off in 2018 and was completed and adopted by all stakeholders in 2020 and looked at traffic management, safety and community input. The plan also identified a phasing plan and cost estimates for each phase. Consistent with the AATPS, improvements to Rolling Acres Road are needed with construction planned in 2025. It will be a joint construction project between the City of Victoria and Carver County with the City's cost share determined by the County's cost share policy. The City will use bonds, state funds or a combination of both to fund its share. An exact funding strategy will be determined prior construction in 2025.

---

## Details

Type of Project	Street Reconstruction
-----------------	-----------------------

## Location



## Benefit to Community

As Victoria and cities west continue to grow, Rolling Acres Road has seen and is projected to see additional increases in traffic volumes. Improvements are necessary with the area's growth and to allow for safe and efficient flow of traffic for commuters as well as residents who live along or in neighborhoods off of the roadway..

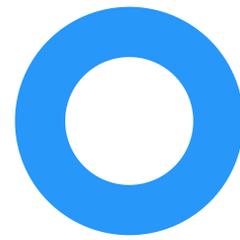
## Capital Cost

Total Budget *(all years)*  
**\$1.8M**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$1,800,000.00**

### Capital Cost Breakdown

Capital Cost	FY2025
Construction/Maintenance	\$1,800,000
<b>Total</b>	<b>\$1,800,000</b>

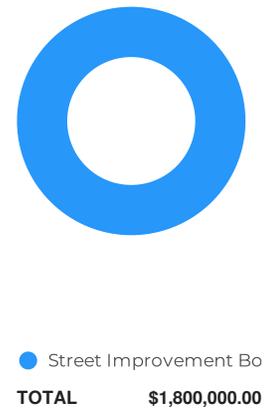
## Funding Sources

Total Budget *(all years)*  
**\$1.8M**

Funding Sources by Year



Funding Sources for All Years



### Funding Sources Breakdown

Funding Sources	FY2025
Street Improvement Bonds	\$1,800,000
<b>Total</b>	<b>\$1,800,000</b>

# 2024 Street Reconstruction Projects

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	24-43100-001

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## Description

There are four streets planned for reconstruction in 2024:

1. 80th Street (west of Bavaria)
2. Maple Drive
3. Krey Ave
4. Rolling Bluff

Street and utility reconstruction projects typically span multiple years. A feasibility study is typically done in the year or two before actual construction is substantially completed. Final work is typically completed the year after.

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## Details

Type of Project	Street Reconstruction
-----------------	-----------------------

## Location



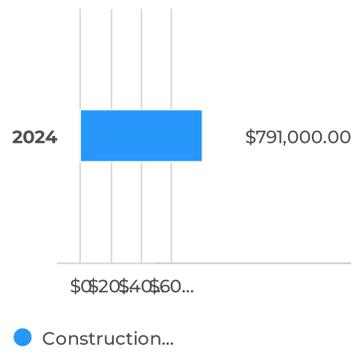
## Benefit to Community

Street reconstruction is a necessary project with aging infrastructure to ensure safe roads. The City pays for half of the construction costs with the balance assessed to the benefiting properties per the City's Special Assessment Policy.

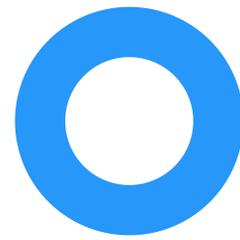
## Capital Cost

Total Budget *(all years)*  
**\$791K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$791,000.00**

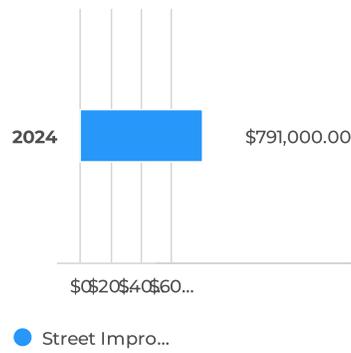
### Capital Cost Breakdown

Capital Cost	FY2024
Construction/Maintenance	\$791,000
<b>Total</b>	<b>\$791,000</b>

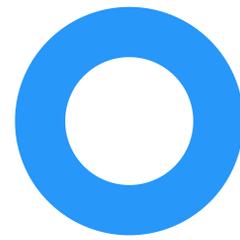
## Funding Sources

Total Budget *(all years)*  
**\$791K**

Funding Sources by Year



Funding Sources for All Years



● Street Improvement Bo  
**TOTAL \$791,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
Street Improvement Bonds	\$791,000
<b>Total</b>	<b>\$791,000</b>

# Timber Terrace Street Extension

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	22-43100-005

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## Description

Timber Terrace is a collector street identified in the City's 2040 Comprehensive Plan that has been planned to be built and extended as development occurs. This project will extend existing Timber Terrace south to Marsh Lake Road to provide an additional access point in and out of surrounding neighborhoods and improve traffic flow for the growing number of houses being built in the surrounding area.

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## Details

Type of Project	New Road
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### Benefit to Community

The road is to serve the South Area Community.

## Capital Cost

FY2022 Budget

**\$510,000**

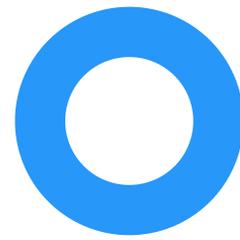
Total Budget *(all years)*

**\$510K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$510,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$510,000
<b>Total</b>	<b>\$510,000</b>

## Funding Sources

FY2022 Budget

**\$510,000**

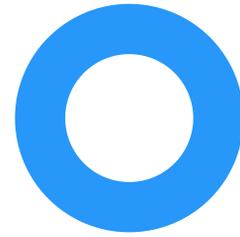
Total Budget *(all years)*

**\$510K**

Funding Sources by Year



Funding Sources for All Years



● Street Improvement Bo

**TOTAL \$510,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
Street Improvement Bonds	\$510,000
<b>Total</b>	<b>\$510,000</b>

# Stieger Lake Lane East Improvements

---

## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	23-43100-005

---

## Description

The Stieger Lake Lane East Improvement Projects includes improvements to Stieger Lake from Enki Brewing east to Hwy 5. The project will be funded with bonds. The bond payments are included in the City's long-term financial plan.

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## Details

Type of Project	Street Reconstruction
-----------------	-----------------------

## Location



## Benefit to Community

The Stieger Lake Lane East Improvement Project will provide better access to the commercial area off Stieger Lake Lane east of City Hall. Improvements will expand parking in the downtown area as well. In 2021, the Enki Business Center welcomed a new business, Nurse Tim, a company providing resources for nurse educators and high quality faculty development solutions that are accessible to nursing program. Nurse Tim employs 30+ staff at the Enki Business Center with plans for additional staff in the near future. The Company employs over 140 people nationwide.

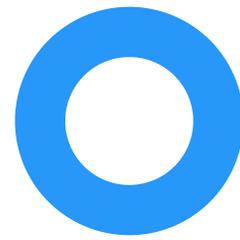
## Capital Cost

Total Budget *(all years)*  
**\$1.3M**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$1,300,000.00**

### Capital Cost Breakdown

Capital Cost	FY2023
Construction/Maintenance	\$1,300,000
<b>Total</b>	<b>\$1,300,000</b>

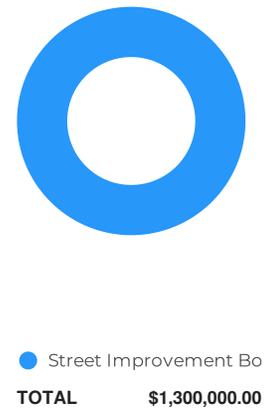
## Funding Sources

Total Budget *(all years)*  
**\$1.3M**

Funding Sources by Year



Funding Sources for All Years



### Funding Sources Breakdown

Funding Sources	FY2023
Street Improvement Bonds	\$1,300,000
<b>Total</b>	<b>\$1,300,000</b>

# Stieger Lake Lane West Improvements

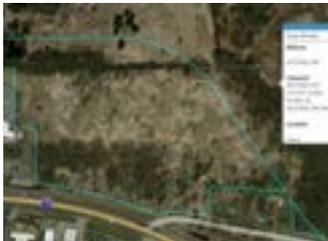
## Overview

Submitted By	Trisha Pollock
Request Owner	Trisha Pollock
Department	Street Construction
Type	Capital Improvement
Project Number	22-43100-006

## Description

A street improvement project is planned for 2022 for Stieger Lake Lane West from Rose Street to County Rd 11 North. This project helps prepare for increased traffic as a result of anticipated development of the City-owned 13.5 acre parcel ('Downtown West'). Concept design shows the realignment and extension of Stieger Lake Lane through the Downtown West development and connecting at County Road 11 just north of the Highway 5 intersection. In October 2021, the City entered into a Preliminary Development Agreement on the southeast portion of the site for multi-unit residential development planned for that area. The extension of Stieger Lake Lane through the parcel and ultimate connection to County Road 11 is anticipated to occur as the site develops. The initial project for 2022 realigns the roadway to Downtown West. The overall vision for Downtown West includes a mix of high- and medium-density residential housing and commercial development and a large central green which is visioned to be the city's first Veterans Park. The street project will be funded with bonds and the bond payment for this project has been included in the City's long-term financial plan.

## Images



Downtown West Site

City-owned 13.5 acres

## Details

Type of Project      Street Reconstruction

## Location



## Benefit to Community

The Stieger Lake Lane West Street Improvement Project creates a necessary and safe access to the development of the City-owned 13.5 acre parcel, referred to as Downtown West. The development vision of Downtown West includes mix of medium- and high-density housing and commercial development. The street realignment and eventual extension through the parcel to County Road 11 creates

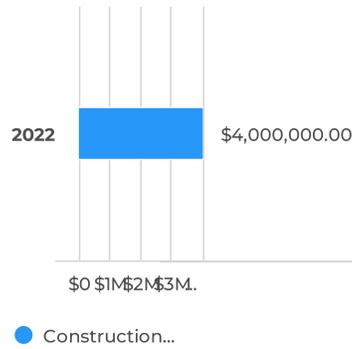
safe and efficient movement of people connecting pedestrians, bike and vehicle traffic to housing, parks, trails, commercial/retail, entertainment and jobs.

### Capital Cost

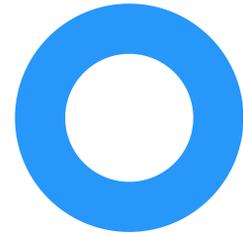
FY2022 Budget  
**\$4,000,000**

Total Budget *(all years)*  
**\$4M**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$4,000,000.00**

Capital Cost Breakdown	
Capital Cost	FY2022
Construction/Maintenance	\$4,000,000
<b>Total</b>	<b>\$4,000,000</b>

## Funding Sources

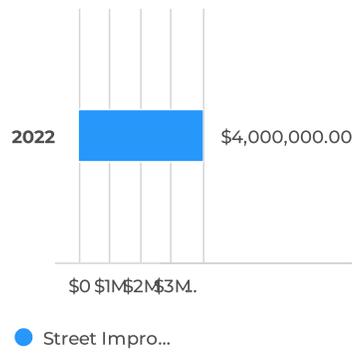
FY2022 Budget

**\$4,000,000**

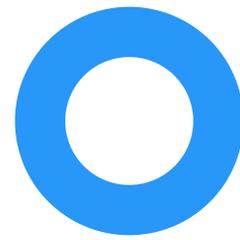
Total Budget *(all years)*

**\$4M**

Funding Sources by Year



Funding Sources for All Years



● Street Improvement Bo  
**TOTAL \$4,000,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
Street Improvement Bonds	\$4,000,000
<b>Total</b>	<b>\$4,000,000</b>

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# SEWER OPERATING REQUESTS

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# E-1 Grinder Pumps for Lift Station #8

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	16-49450-004

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## Description

Lift Station #18 serves two homes on Smithtown Road. The City would like to replace the lift station with E-1 grinder pumps and release ownership to the residents. The lift station was built in 1989, making it 28 years old. The 2017 annual maintenance report from an outside contracted company suggested replacement of the control panel because it is outdated and replacement parts are becoming difficult to locate.

Both homes would have E-1 grinder pumps installed and they would then discharge into the City's gravity sewer line. By installing it would eliminate the maintenance and electrical use of the lift stations, currently estimated at \$6,000 annually per year for service, labor, and electric. The cost to update and rehabilitate the lift station is approximately \$150,000 for a new panel and controls.

Sewer maintenance and electricity costs for these lift stations would be eliminated.

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## Details

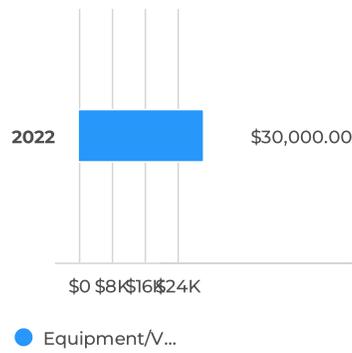
Type of Project	None
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## Capital Cost

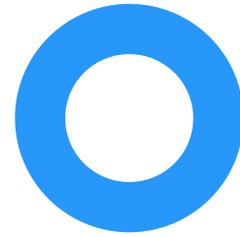
FY2022 Budget  
**\$30,000**

Total Budget *(all years)*  
**\$30K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furr  
**TOTAL \$30,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Equipment/Vehicle/Furnishings	\$30,000
<b>Total</b>	<b>\$30,000</b>

## Funding Sources

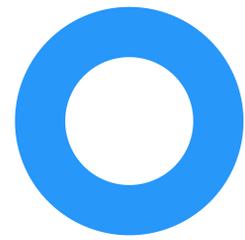
FY2022 Budget  
**\$30,000**

Total Budget *(all years)*  
**\$30K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$30,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
602-49450-40500	\$30,000
<b>Total</b>	<b>\$30,000</b>

# Lift Station #18 Upgrades

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	20-49450-002

## Description

Install a third pump, controls and drives to LS #18 for added capacity. Driven by south of Marsh Lake Road expansion.

Lift Station #18 was oversized with two force mains and the ability to add a third pump. This conversion is scheduled with the completion of the lift station #20 on the southernmost part of Victoria. The sewage from LS #20 will be going to LS #18. The flow from LS #20 is estimated at 1300 gallons per minute.

## Details

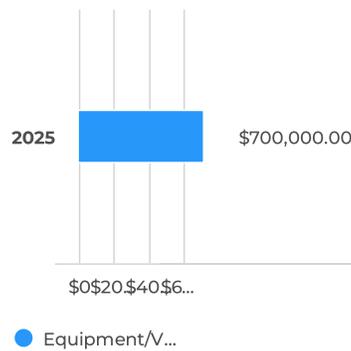
Type of Project: None

## Capital Cost

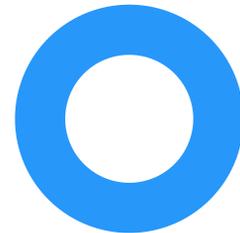
Total Budget (all years)

**\$700K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furr

**TOTAL \$700,000.00**

### Capital Cost Breakdown

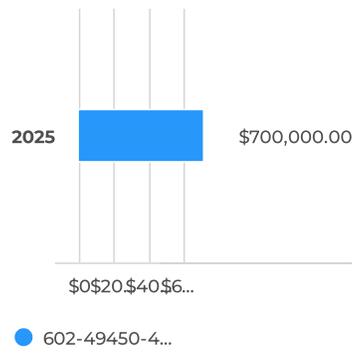
Capital Cost	FY2025
Equipment/Vehicle/Furnishings	\$700,000
<b>Total</b>	<b>\$700,000</b>



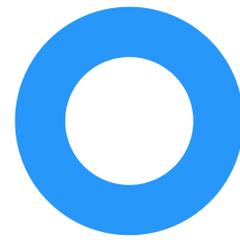
## Funding Sources

Total Budget *(all years)*  
**\$700K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40525 (100%)  
**TOTAL \$700,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
602-49450-40525	\$700,000
<b>Total</b>	<b>\$700,000</b>

# Permanent Generator LS #18

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	21-49450-001

## Description

Purchase a permanent 100-150 KW generator for LS #18

A 2006 generator study has a permanent generator slated for the year 2020. With the new LS #20 going in on the southernmost side of Victoria, the City will need to make LS #18 available for maximum flow. The lift station is designed for 2,100 gallons per minute. The updates to LS #18 will need to be upgraded upon completion of LS #20. The year 2021 should be sufficient for this work to be completed.

## Details

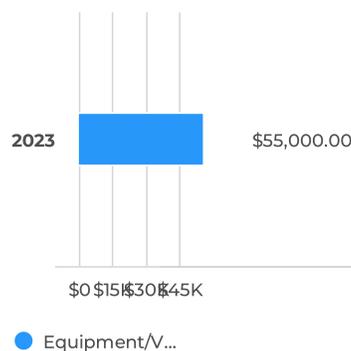
Type of Project: None

## Capital Cost

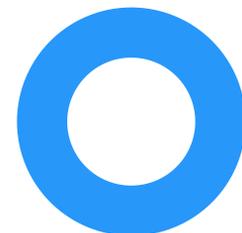
Total Budget (all years)

**\$55K**

Capital Cost by Year



Capital Cost for All Years



**TOTAL \$55,000.00**

### Capital Cost Breakdown

Capital Cost	FY2023
Equipment/Vehicle/Furnishings	\$55,000
<b>Total</b>	<b>\$55,000</b>

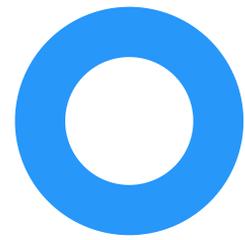
## Funding Sources

Total Budget *(all years)*  
**\$55K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$55,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
602-49450-40500	\$55,000
<b>Total</b>	<b>\$55,000</b>

# Sewer/SW Camera/Televising Equipment

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## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	21-49450-003

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## Description

Purchase televising equipment for sanitary sewer and storm water use. The unit will be trailer mounted. The televising equipment provides the City with information/video needed to maintain storm lines.

The City is currently paying \$25,000 annually to contractors to televise 1/5 of the City's sanitary lines. The televising is a League of MN Cities insurance policy requirement. Additional costs for Engineering and Public Works is approximately \$4,600 annually. These additional costs are for televising street projects and locating sewer lines. The City will utilize a 3-year contracted service agreement for 2018-2020 at a cost of approximately \$75,000. During this time, staff will analyze future staffing levels and equipment costs to complete this annual task.

If the City purchases the equipment it is expected that it will require 160 hours of PW labor to complete 1/5 of the City. The total cost for this labor is estimated at \$5,760 annually.

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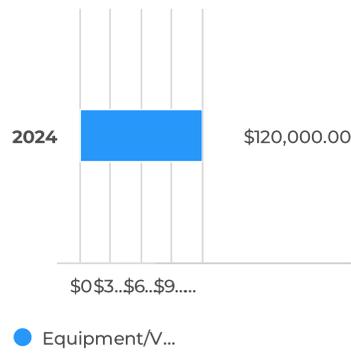
## Details

Type of Project	None
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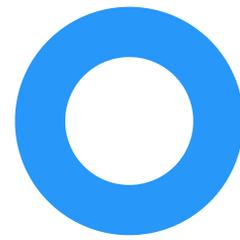
## Capital Cost

Total Budget *(all years)*  
**\$120K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furr  
**TOTAL \$120,000.00**

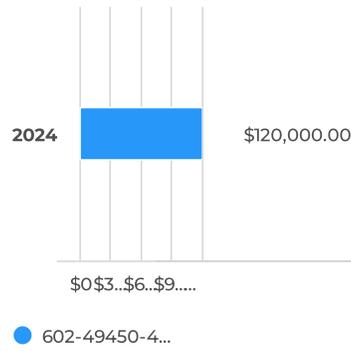
### Capital Cost Breakdown

Capital Cost	FY2024
Equipment/Vehicle/Furnishings	\$120,000
<b>Total</b>	<b>\$120,000</b>

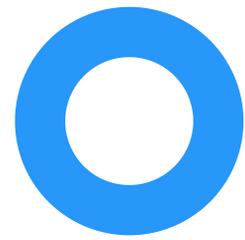
## Funding Sources

Total Budget *(all years)*  
**\$120K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$120,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
602-49450-40500	\$120,000
<b>Total</b>	<b>\$120,000</b>

# CR 18 Trunk Sewer Replacement

---

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	22-49450-001

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## Description

Replace and add pylons to the trunk sewer line along CR 18 through Holy Family High School. This trunk sewer line (about 400') serves the Recreation Center, Holy Family High School and approximately 300 residents in the Woodlands, Victora Greens, and Arbor Woods neighborhoods. The sewer line has a sag in it and it requires jetting four times per year to ensure it does not plug up. There will be a need to have engineering and soil borings done prior to the project to determine the most efficient repair. The results could lower the cost of the repair.

This trunk sewer line was constructed in 2000 through a wet, swampy area to connect sanitary sewer to homes and the Rec Center south of County Road 18 to gravity flow north. During construction there was approximately 10' of rock brought in to support the sewer line. The rock flow is no pushing out from underneath the sewer line and it will continue to sink, potentially causing a hole or crack in the line. Line maintenance must be performed four times annually to make sure that a sewer back up does not occur because it could affect 300 homes, the Rec Center, and Holy Family High School. This is a large sewer line with significant flow that will need to be repaired in the future.

Eliminates possible damage to property and maintenance costs.

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## Details

Type of Project	None
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## Capital Cost

FY2022 Budget

**\$500,000**

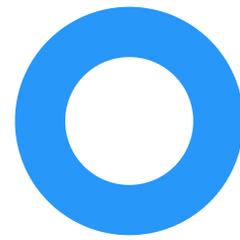
Total Budget *(all years)*

**\$500K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar

**TOTAL \$500,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$500,000
<b>Total</b>	<b>\$500,000</b>

## Funding Sources

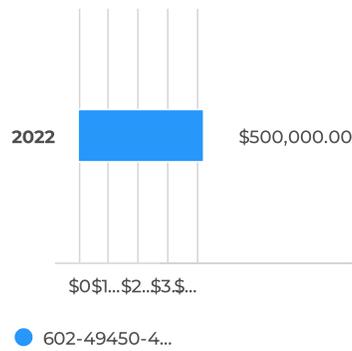
FY2022 Budget

**\$500,000**

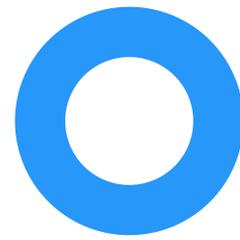
Total Budget *(all years)*

**\$500K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40525 (100%)  
**TOTAL \$500,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
602-49450-40525	\$500,000
<b>Total</b>	<b>\$500,000</b>

# Pickup Truck #118 - 11 Year Replacement

---

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Equipment
Project Number	21-49450-027

---

## Description

Replace Truck #118, a 2011 Chevy K3500 with a crane for pulling lift station pumps. Staff would like to replace this vehicle with a larger chassis pickup, such as a Ford F450. The unit will need a new crane and tool box. This is a specialty truck. The current truck is very slow merging into traffic due to its weight. Replacing this vehicle after 11 years increases savings to the City in fuel mileage and maintenance costs of the vehicle. A new vehicle will also include better safety features, including back-up camera.

The Sewer Truck has a tool box and a crane specifically for lift stations and sewer problems. The crane must pass an annual inspection. The tool box on the chassis holds many parts and tools for sewer and water repair. The crane gives the operator the ability to pull plugged pumps at a lift station if needed. Replacement will be evaluated in 2021 under the City's Fleet Replacement Program. Larger Pumps at New South Lift Station require larger pick-up.

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## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10

## Capital Cost

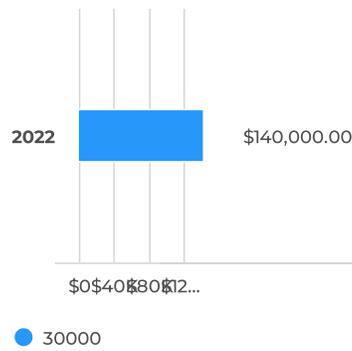
FY2022 Budget

**\$140,000**

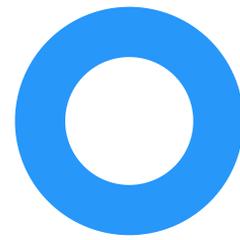
Total Budget *(all years)*

**\$140K**

Capital Cost by Year



Capital Cost for All Years



● 30000 (100%) \$140,000.00  
**TOTAL \$140,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022
30000	\$140,000
<b>Total</b>	<b>\$140,000</b>

## Funding Sources

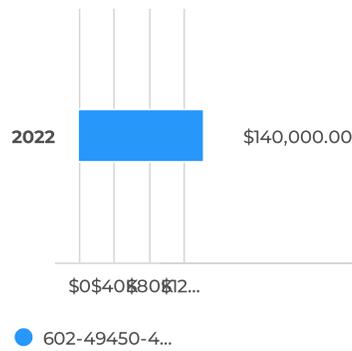
FY2022 Budget

**\$140,000**

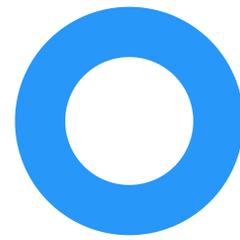
Total Budget *(all years)*

**\$140K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$140,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
602-49450-40500	\$140,000
<b>Total</b>	<b>\$140,000</b>

# Permanent Generator LS #15

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	23-49450-002

## Description

Purchase a permanent 100-150 KW generator for LS #15

With future buildouts to the West of Victoria, we are adding this to the CIP as a placeholder. The lift station is a large lift station with the ultimate flow at 2,400 gallons per minute.

## Details

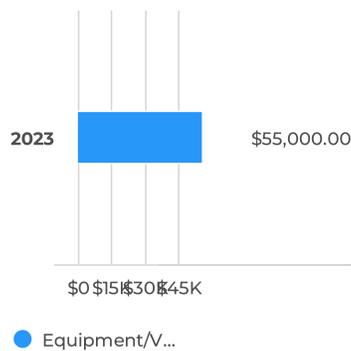
Type of Project: None

## Capital Cost

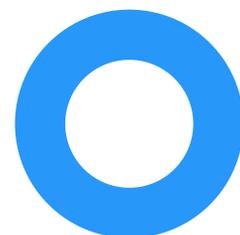
Total Budget (all years)

**\$55K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furnishings  
**TOTAL \$55,000.00**

### Capital Cost Breakdown

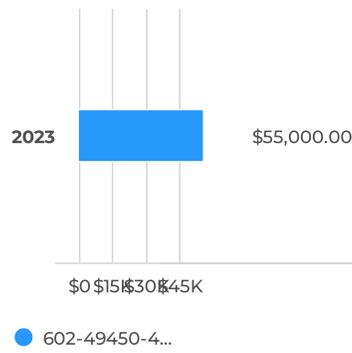
Capital Cost	FY2023
Equipment/Vehicle/Furnishings	\$55,000
<b>Total</b>	<b>\$55,000</b>



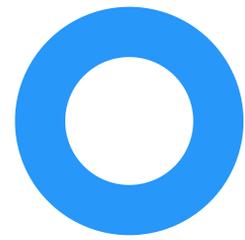
## Funding Sources

Total Budget *(all years)*  
**\$55K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$55,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
602-49450-40500	\$55,000
<b>Total</b>	<b>\$55,000</b>

# Off Road Easement Reel

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	23-49450-003

## Description

Off Road Easement Vehicle.

After research and demo, it had been determined that this purchase should be upgraded to \$76,000 for the self-propelled model. The less expensive model requires a kid steer to operate and will cause too much damage to our off-raod easement areas located in resident yards.

## Details

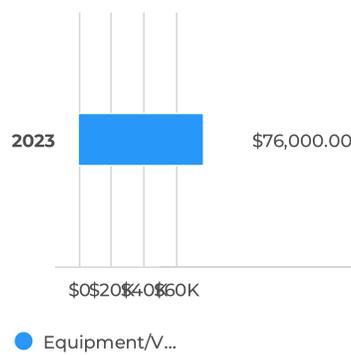
Type of Project: None

## Capital Cost

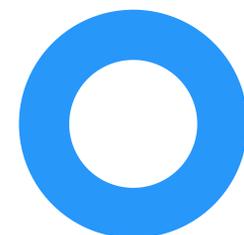
Total Budget (all years)

**\$76K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furr  
**TOTAL \$76,000.00**

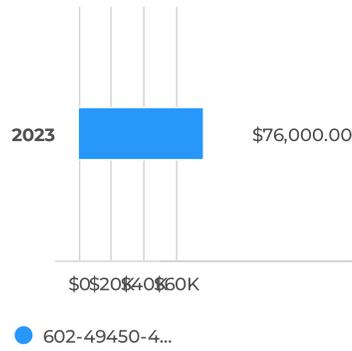
### Capital Cost Breakdown

Capital Cost	FY2023
Equipment/Vehicle/Furnishings	\$76,000
<b>Total</b>	<b>\$76,000</b>

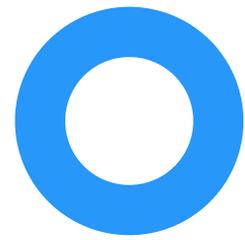
## Funding Sources

Total Budget *(all years)*  
**\$76K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40500 (100%)  
**TOTAL \$76,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
602-49450-40500	\$76,000
<b>Total</b>	<b>\$76,000</b>

# County Road 11 Sewer Upgrade

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	CSAH 11 SWR

## Description

The City has grown 43% from 2010 to 2020 and growth is expected to continue. In 2020/2021, three large parcels along County Road 11 sold to developers (Gestach, Vogel and Welter properties). Additionally, over the past several years the City has experienced growth just north of Marsh Lake Road. To be able to provide sewer services to a growing population, the City has planned improvements to the sewer pipes along County Road 11. This project is planned for 2024.

## Details

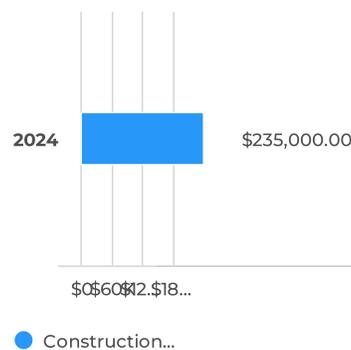
Type of Project: None

## Capital Cost

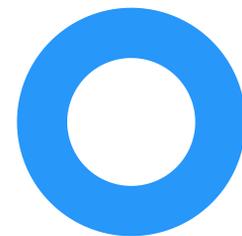
Total Budget *(all years)*

**\$235K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$235,000.00**

### Capital Cost Breakdown

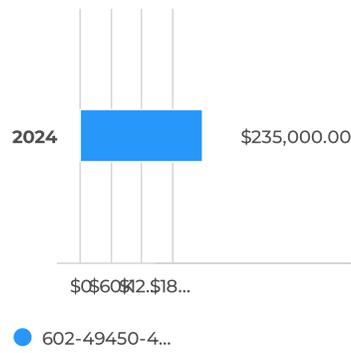
Capital Cost	FY2024
Construction/Maintenance	\$235,000
<b>Total</b>	<b>\$235,000</b>



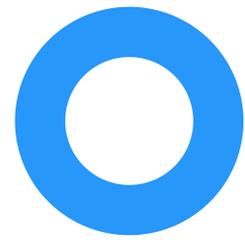
## Funding Sources

Total Budget *(all years)*  
**\$235K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40525 (100%)  
**TOTAL \$235,000.00**

### Funding Sources Breakdown

Funding Sources	FY2024
602-49450-40525	\$235,000
<b>Total</b>	<b>\$235,000</b>

# Lift Station 11 - 7555 Victoria Dr

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	LS#11

## Description

Lift station 11 is located on city property on County Road 11 North and serves 6 homes. The homes are part of the County 201 septic system program that the City inherited from Laketown Township. The homes have septic tanks that release grey water to the City sewer system. The septic tanks are pumped out every three years. The septic tanks and lines introduce inflow and infiltration (I&I).

Lift Station 11 was constructed in 1982 and has limited capacity. This is a small lift station that pumps sanitary sewage from the six homes to the City's sanitary sewer system. The septic tanks will be eliminated as part of the City's I&I reduction program. Staff will evaluate replacement options and smaller systems. COINCIDES WITH 13.5 ACRES.

## Details

Type of Project: None

## Capital Cost

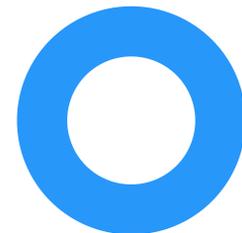
Total Budget (all years)

**\$415K**

Capital Cost by Year



Capital Cost for All Years



● Equipment/Vehicle/Furr  
**TOTAL \$415,000.00**

### Capital Cost Breakdown

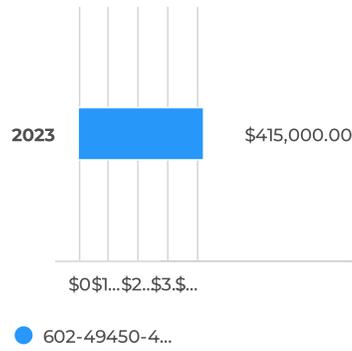
Capital Cost	FY2023
Equipment/Vehicle/Furnishings	\$415,000
<b>Total</b>	<b>\$415,000</b>



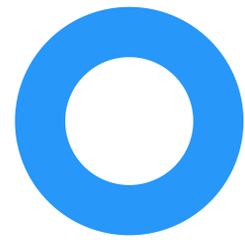
## Funding Sources

Total Budget *(all years)*  
**\$415K**

Funding Sources by Year



Funding Sources for All Years



● 602-49450-40525 (100%)  
**TOTAL \$415,000.00**

### Funding Sources Breakdown

Funding Sources	FY2023
602-49450-40525	\$415,000
<b>Total</b>	<b>\$415,000</b>

# Trunk Sewermain Oversizing - Future Developments

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Sewer Operating
Type	Capital Improvement
Project Number	TSMFuture

## Description

The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only responsible for paying for water and sewer infrastructure to serve their development, but the City must make sure that the size of the pipes will be able to serve all the developments connecting into those pipes. As such, the City may require a developer to increase the size of their water and sewer main pipes at the time of construction and will reimburse developer for oversizing to allow for future contiguous development.

## Details

Type of Project: None

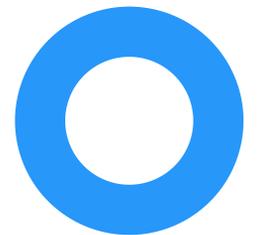
## Capital Cost

FY2022 Budget  
**\$215,000**

Total Budget (all years)  
**\$1.075M**



Capital Cost for All Years



Other (100%) \$1,075,000.  
**TOTAL \$1,075,000.00**

### Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Other	\$215,000	\$215,000	\$215,000	\$215,000	\$215,000
<b>Total</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>



## Funding Sources

FY2022 Budget

**\$215,000**

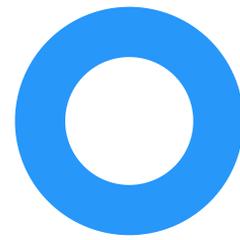
Total Budget *(all years)*

**\$1.075M**

Funding Sources by Year



Funding Sources for All Years



● 602-49495-40535 (100%)  
**TOTAL \$1,075,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
602-49495-40535	\$215,000	\$215,000	\$215,000	\$215,000	\$215,000
<b>Total</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>	<b>\$215,000</b>

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# WATER OPERATING REQUESTS

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# Water Tower Painting

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Water Operating
Type	Capital Improvement
Project Number	21-49400-002

## Description

The City of Victoria stores water using an underground water reservoir or a water tower. The stored water is then piped by gravity for use as drinking water throughout the city. The City currently has one water tower located near the Victoria Recreation Center. The City plans to budget for exterior painting of the water tower every 20 years. The water tower was due to be painted in 2021. To prepare for this project, an inspection of the exterior and interior of the water tower was conducted to determine the timing and cost of the project. It was determined that exterior painting could be delayed until 2025.

## Images



Drinking Water Overview

## Details

Type of Project	Improvement
-----------------	-------------

## Location



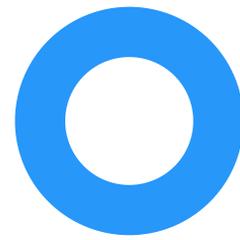
## Capital Cost

Total Budget *(all years)*  
**\$650K**

Capital Cost by Year



Capital Cost for All Years



● Construction/Maintenar  
**TOTAL \$650,000.00**

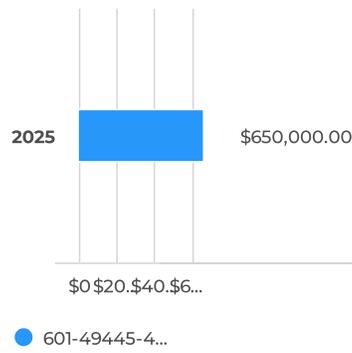
### Capital Cost Breakdown

Capital Cost	FY2025
Construction/Maintenance	\$650,000
<b>Total</b>	<b>\$650,000</b>

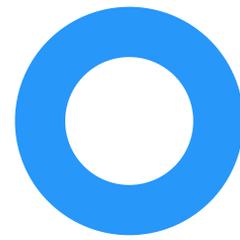
## Funding Sources

Total Budget *(all years)*  
**\$650K**

Funding Sources by Year



Funding Sources for All Years



● 601-49445-40500 (100%)  
**TOTAL \$650,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
601-49445-40500	\$650,000
<b>Total</b>	<b>\$650,000</b>

# Water Storage Facility

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Water Operating
Type	Capital Improvement
Project Number	25-49400-001

## Description

As the city continues to grow, it must be able to supply water to a growing number of residents. A new water reservoir tank needs to be constructed to store water which will then be piped by gravity for use as drinking water. This new reservoir tank will serve the City's south growth area.

## Details

Type of Project New Construction

## Capital Cost

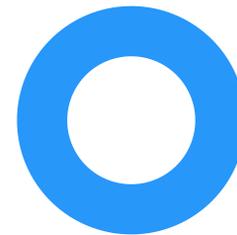
Total Budget *(all years)*

**\$3M**

Capital Cost by Year



Capital Cost for All Years

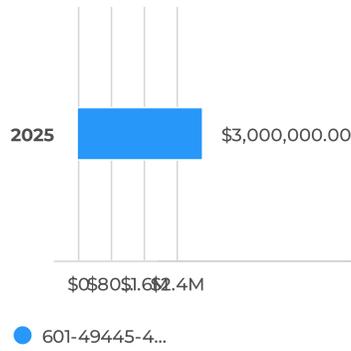


Capital Cost Breakdown	
Capital Cost	FY2025
Construction/Maintenance	\$3,000,000
<b>Total</b>	<b>\$3,000,000</b>

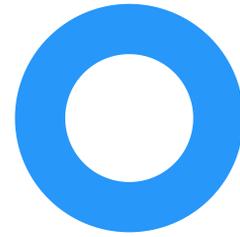
## Funding Sources

Total Budget *(all years)*  
**\$3M**

Funding Sources by Year



Funding Sources for All Years



● 601-49445-40525 (100%)  
**TOTAL \$3,000,000.00**

### Funding Sources Breakdown

Funding Sources	FY2025
601-49445-40525	\$3,000,000
<b>Total</b>	<b>\$3,000,000</b>

# Trunk Watermain Oversizing - Future Developments

## Overview

Submitted By	Laura Foy, Utility Billing Technician
Request Owner	Laura Foy, Utility Billing Technician
Department	Water Operating
Type	Capital Improvement
Project Number	TWMFuture

## Description

The City uses a comprehensive plan that is revised every ten years to plan for future growth and related infrastructure needs. The City plans years in advance for providing city water and sewer services as the city grows. Developers are only responsible for paying for water and sewer infrastructure to serve their development, but the City must make sure that the size of the pipes will be able to serve all the developments connecting into those pipes. As such, the City may require a developer to increase the size of their water and sewer main pipes at the time of construction and will reimburse developer for oversizing to allow for future contiguous development.

## Details

Type of Project: None

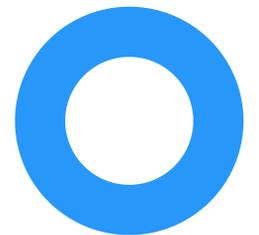
## Capital Cost

FY2022 Budget  
**\$112,000**

Total Budget *(all years)*  
**\$560K**



## Capital Cost for All Years



**TOTAL** **\$560,000.00**

## Capital Cost Breakdown

Capital Cost	FY2022	FY2023	FY2024	FY2025	FY2026
Other	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
<b>Total</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>

## Funding Sources

FY2022 Budget

**\$112,000**

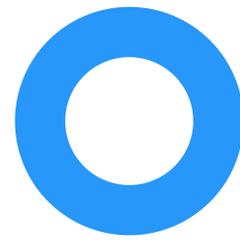
Total Budget *(all years)*

**\$560K**

Funding Sources by Year



Funding Sources for All Years



● 601-49445-40535 (100%)  
**TOTAL \$560,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022	FY2023	FY2024	FY2025	FY2026
601-49445-40535	\$112,000	\$112,000	\$112,000	\$112,000	\$112,000
<b>Total</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>

# Construction of Pumphouse and Well No 5

## Overview

Submitted By: Laura Foy, Utility Billing Technician  
 Request Owner: Laura Foy, Utility Billing Technician  
 Department: Water Operating  
 Type: Capital Improvement  
 Project Number: Well-No-5

## Description

Construction of Pumphouse and Well No 5

## Details

Type of Project: None

## Capital Cost

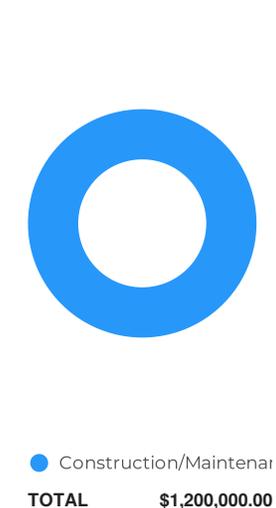
FY2022 Budget  
**\$1,200,000**

Total Budget *(all years)*  
**\$1.2M**

Capital Cost by Year



Capital Cost for All Years



### Capital Cost Breakdown

Capital Cost	FY2022
Construction/Maintenance	\$1,200,000
<b>Total</b>	<b>\$1,200,000</b>

## Funding Sources

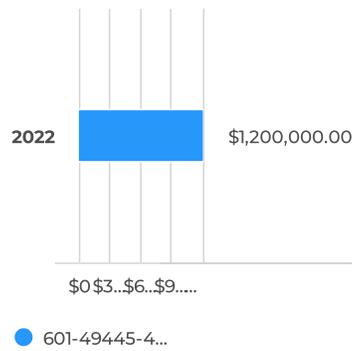
FY2022 Budget

**\$1,200,000**

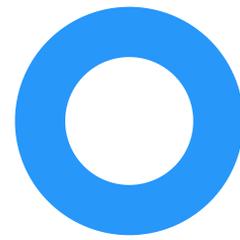
Total Budget *(all years)*

**\$1.2M**

Funding Sources by Year



Funding Sources for All Years



● 601-49445-40525 (100%)

**TOTAL \$1,200,000.00**

### Funding Sources Breakdown

Funding Sources	FY2022
601-49445-40525	\$1,200,000
<b>Total</b>	<b>\$1,200,000</b>

## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter that contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves, and equities of a fund or governmental unit at a specified date.

**Balanced Budget:** A situation in financial planning or the budgeting process where total expected revenues are equal to total planned spending.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value, or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes but must be rescinded by the community's legislative body to be removed from the community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.



**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes, and functions over a specified period of time. (See Performance Budget, Program Budget)

**Capital Assets:** All real and tangible property used in the operation of a government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water, and sewer lines; easements; buildings and building improvements; vehicles, machinery, and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real property, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union regarding wages, hours, and working conditions.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Coronavirus Aid, Relief, and Economic Security (CARES) Act:** Implemented by Congress on March 25, 2020 and signed into law on March 27, 2020 to provide fast and direct economic assistance for American workers, families, small businesses, and industries due to the Coronavirus (COVID-19) pandemic.

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs



through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represents funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefits) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

**Fixed Assets:** Long-lived, assets such as buildings, equipment, and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs, or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Full-Time Equivalent (FTE):** The unit of measurement equal to one employee working a full-time job over a specified time period.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions, or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**Fund Balance:** Is when liabilities are subtracted from assets. A positive fund balance means there are more assets than liabilities and a negative fund balance means the opposite.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board (GASB) that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, roads, sewers, etc. It also requires the presentation of a narrative statement of the government's financial performance, trends, and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board (GASB) major pronouncement that each public entity accounts for and report other post-employment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.



**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.

**Government Finance Officers Association (GFOA):** A professional association of state and local finance officers in the US and Canada whose members are dedicated to the sound management of government financial resources.

**Governmental Fund:** Is the main source of revenue for any particular government. The General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds.

**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Modified Accrual Basis:** Under the modified accrual basis of accounting, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.



**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Proprietary Funds:** The funds that account for government operations financed and operated in a manner similar to a private business.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** A revolving fund allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds, or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market or full and fair cash value.

