



CITY COUNCIL AGENDA ITEM

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**Subject:** St. Bonifacius Fire Department Budget Reconciliation Request

**Prepared By:** Jasper Kruggel, City Administrator

**Meeting Date:** June 2, 2025

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**Issue:** Per the agreement with the City of St. Bonifacius for fire protection services, whenever there is an operating budget surplus of >10% of the operating costs, the entities participating in the contract have the option to allocate that surplus to the contract reserve fund or to reduce their operating payment.

**Overview:** The 2024 fire budget reconciliation reflects excess receipts in the amount of \$40,861. This amount has been transferred into the Fire Contract Reserve Fund. The current balance in the Fire Contract Reserve Fund is \$60,828, which is over the 10% threshold indicated in the fire protection contract.

Attached you will find a memo from the City of St. Bonifacius related to this request.

**Recommended City Council Action:** Staff is recommending directing the City of St. Bonifacius to keep the excess amount in the contract reserve fund.

**Mission Statement:**

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

## CITY OF ST. BONIFACIUS

Office of the Administrator/Clerk/Treasurer  
8535 Kennedy Memorial Drive  
St. Bonifacius, MN 55375  
(952) 446-1061

### 2024 YEAR END FIRE DEPARTMENT CONTRACT RECONCILIATION

BUDGET: \$456,755  
EXPENSES: \$419,264  
RECEIPTS: \$460,125

St. Bonifacius	24.1% of contract	110,078
Minnetrista	68.7% of contract	313,791
Watertown Township	5.1% of contract	23,294
Laketown Township	2.1% of contract	9,592
Expense Reimbursements from Grants		<u>3,370</u>
<b>TOTAL RECEIPTS</b>		<b>\$460,125</b>

2024 Reconciliation reflects excess receipts in the amount of \$40,861. \$40,861 has been transferred into the Fire Contract Reserve Fund. The new balance is \$60,828. The amount over 10% of the 2024 operating budget of \$265,095 is \$34,319.

At this time, the contracting public bodies will decide whether to reduce their annual operating payment to offset the contract reserve fund balance in excess of 10% or contribute to keep it over the 10% contract reserve fund level.

**Please respond with your Boards/Council action by 6/12/2025.**

Supporting financial documents can be requested at [assistantclerk@st-bonifacius.mn.us](mailto:assistantclerk@st-bonifacius.mn.us).



Brenda Fisk  
Adm/Clk/Trs  
4/14/2025

cc. Fire Chief