

Finance & Facilities Committee

Monday, April 14, 2025 6:00 PM

District Office Conf Rm B, 512 Industrial Blvd., Waconia, MN 55387

1. **Budget Updates: SY25 Revised and SY26 Preliminary**

Presenter: Pam Carman, Director of Finance and Operations



FY25 and FY26 Budget Update

Finance Committee
April 14, 2025

Agenda

- **FY25 Final Revised Budget,**
- **FY26 Preliminary Budget, and**
- **Revised General Fund Forecast FY25 through FY28**





FY25 Final Revised Budget

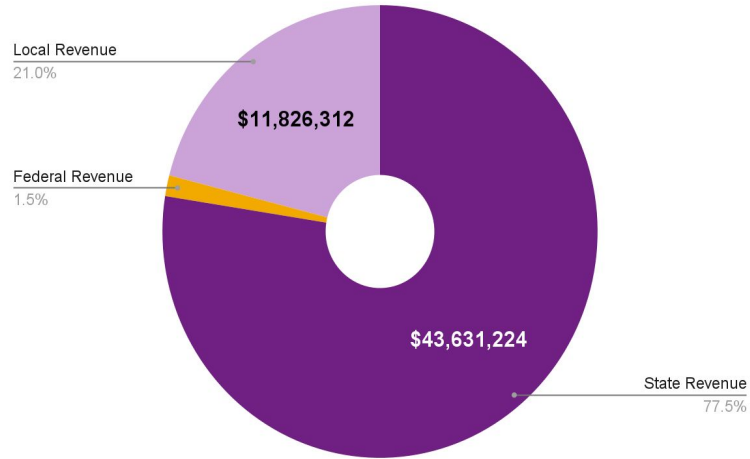
Final FY25 Revised General Fund Revenue Budget

Final FY25 Revised General Fund Budget

Description	Actual	Original Budget	Preliminary Revised Budget	Final Revised Budget
	2023-24	2024-25	2024-25	2024-25
General Fund Restricted Revenues (A)	\$ 3,669,526	\$ 4,491,997	\$ 4,512,643	\$ 4,512,643
General Fund Unrestricted Revenues (B)	\$ 53,071,197	\$ 51,940,609	\$ 51,782,941	\$ 51,782,941
Total General Fund Revenues (C)	\$ 56,740,723	\$ 56,432,606	\$ 56,295,584	\$ 56,295,584

General Fund Revenue Sources

- **State Revenue Examples:** General Education Aid, Special Education Aid, Literacy Incentive Aid, Gifted & Talented, etc.
- **Federal Revenue Examples:** Title Grants
- **Local Revenue Examples:** Property Tax Levies, Student Fees, Donations & Non-Federal Grants

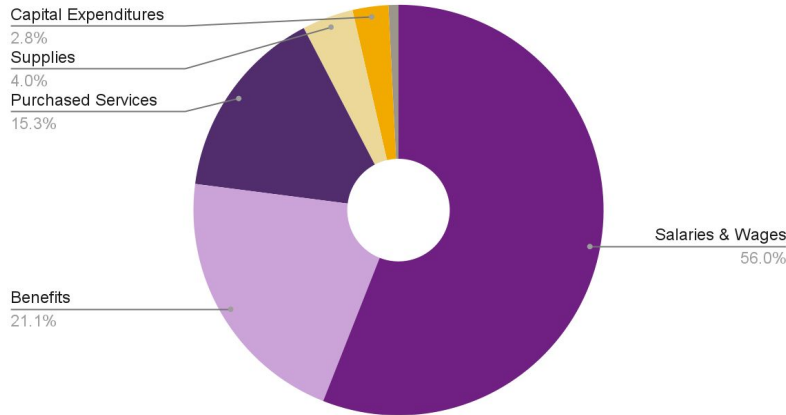


Final FY25 Revised General Fund Expenditure Budget

Final FY25 Revised General Fund Budget

Description	Actual	Original Budget	Preliminary Revised Budget	Final Revised Budget
	2023-24	2024-25	2024-25	2024-25
General Fund Restricted Expenditures (D)	\$ 3,446,004	\$ 3,333,858	\$ 3,333,643	\$ 4,491,516
General Fund Unrestricted Expenditures (E)	\$ 45,314,667	\$ 50,742,415	\$ 48,831,944	\$ 48,252,409
Total General Fund Expenditures (F)	\$ 48,760,671	\$ 54,076,273	\$ 52,165,587	\$ 52,743,925

Points scored



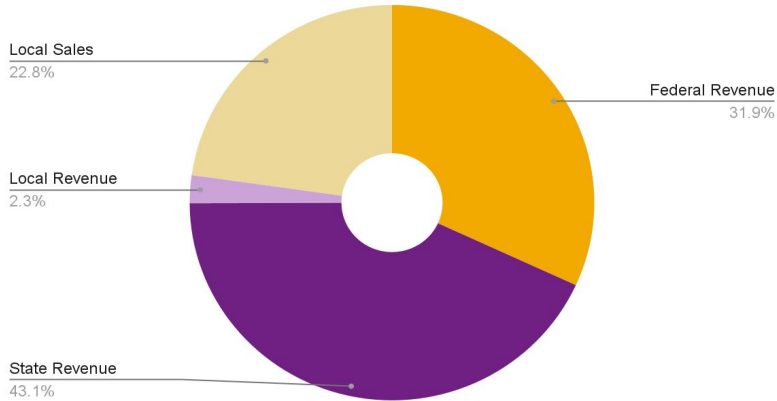
- **Salaries:** personnel costs – largest portion of expenditures
- **Benefits:** employer-provided contributions for health insurance, retirement plans, payroll taxes, and other employee-related costs
- **Purchased Services:** utilities, transportation services, consulting services, facility maintenance contracts, etc
- **Supplies:** paper, pencils, textbooks, workbooks, art materials, science lab equipment, custodial supplies, etc
- **Capital Expenditures:** construction and renovation of buildings, large-scale technology purchases, furniture, and playground equipment
- **Other Expenditures:** debt service payments, dues and memberships, licensing fees, and unexpected miscellaneous expenses

Final FY25 Revised Budget - Fund 02 Food Service

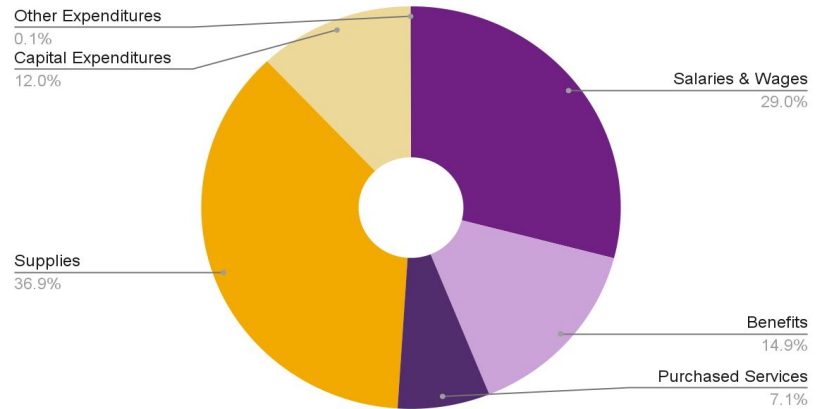
Final FY25 Revised Budget - Fund 02

Description	Actual Audited Results	Original Budget	Preliminary Revised Budget	Final Revised Budget
	2023-24	2024-25	2024-25	2024-25
Fund 02 - Nutrition Services Revenue	\$ 3,388,847	\$ 3,475,575	\$ 3,475,575	\$ 3,475,575
Fund 02 - Nutrition Services Expense	\$ 3,472,583	\$ 3,602,627	\$ 3,573,837	\$ 3,554,876
Fund 02 - Nutrition Services Revenue minus Expense	\$ (83,736)	\$ (127,052)	\$ (98,262)	\$ (79,301)

FY25 Final Revised Revenue - Fund 02



FY25 Final Revised Expense - Fund 02



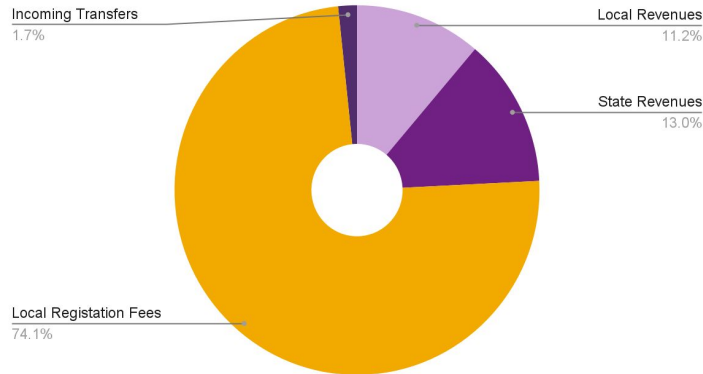
Final FY25 Revised Budget – Fund 04 Community Education

Waconia Public Schools

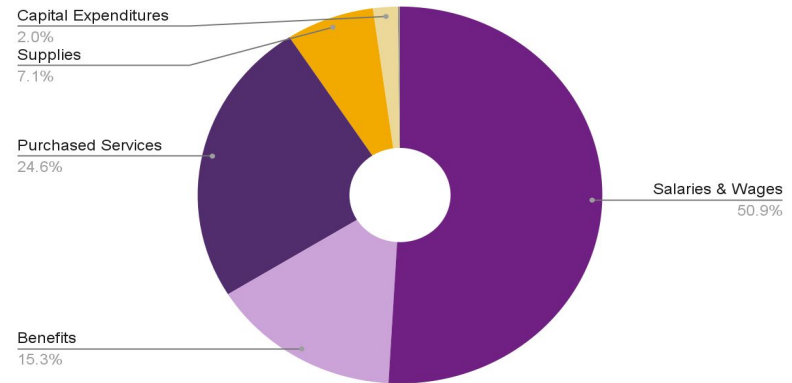
Final FY25 Revised Budget - Fund 04

Description	Actual	Original Budget	Revised Budget	Final Revised Budget
	2023-24	2024-25	2024-25	2024-25
Fund 04 - Community Education Revenue	\$ 4,221,222	\$ 4,015,267	\$ 4,041,572	\$ 4,041,572
Fund 04 - Community Education Expense	\$ 3,902,578	\$ 3,779,483	\$ 3,846,546	\$ 3,846,546
Fund 04 - Community Education Revenue minus Expense	\$ 318,644	\$ 235,784	\$ 195,026	\$ 195,026

FY25 Final Revised Revenue - Fund 04



FY25 Final Revised Expense - Fund 04





Preliminary FY26 Original Budget

Preliminary FY26 Original General Fund Budget Assumptions

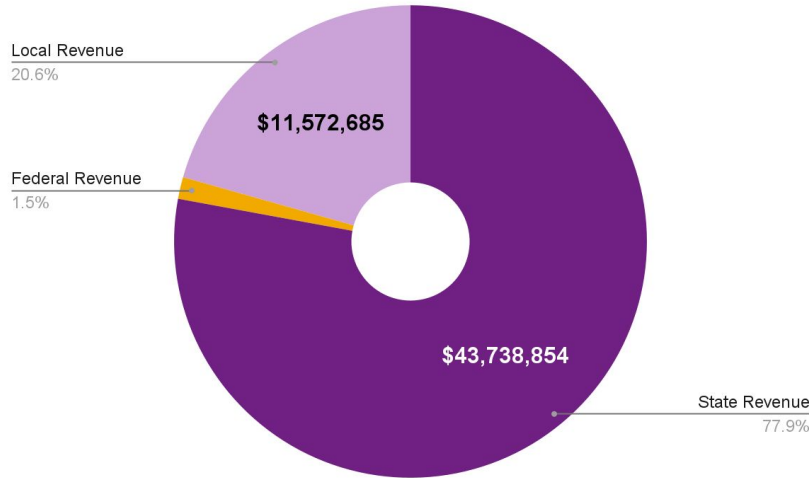
- Change the General Education Formula Allowance for 2025-26 from a 2.00% increase to a 2.74% increase per MDE
- Revise Kindergarten enrollment from 245 to 210
- Transportation rate increase of 9.00% from 2024-25 to 2025-26
- Hire 1.00 FTE Literacy Lead using Literacy Incentive Aid
- Reduce 1.00 FTE at Laketown due to declining enrollment
- Reduce 1.00 FTE at Waconia Middle School due to declining enrollment
- Use Restricted Learning & Development to purchase Instructional Technology
 - FY25 - \$85,000 and FY26 - \$85,000
- Move Staffing to Medical Assistance to hire the following:
 - 0.60 FTE Board Certified Behavior Analyst
 - 1.00 FTE ECSE Birth to 5 Program
- Use Medical Assistance to purchase a 0.40 FTE Occupational Therapist



Preliminary FY26 Original General Fund Revenue Budget

Waconia Public Schools Final FY25 Revised and Preliminary FY26 General Fund Budget

Description	Actual	Original Budget	Preliminary Revised Budget	Final Revised Budget	Initial Forecast Budget	Preliminary Budget
	2023-24	2024-25	2024-25	2024-25	2025-26	2025-26
General Fund Restricted Revenues (A)	\$ 3,669,526	\$ 4,491,997	\$ 4,512,643	\$ 4,512,643	\$ 4,382,536	\$ 4,343,491
General Fund Unrestricted Revenues (B)	\$ 53,071,197	\$ 51,940,609	\$ 51,782,941	\$ 51,782,941	\$ 51,910,417	\$ 51,806,096
Total General Fund Revenues (C)	\$ 56,740,723	\$ 56,432,606	\$ 56,295,584	\$ 56,295,584	\$ 56,292,953	\$ 56,149,587



- **State Revenue Examples:** General Education Aid, Special Education Aid, Literacy Incentive Aid, Gifted & Talented, etc.
- **Federal Revenue Examples:** Title Grants
- **Local Revenue Examples:** Property Tax Levies, Student Fees, Donations & Non-Federal Grants

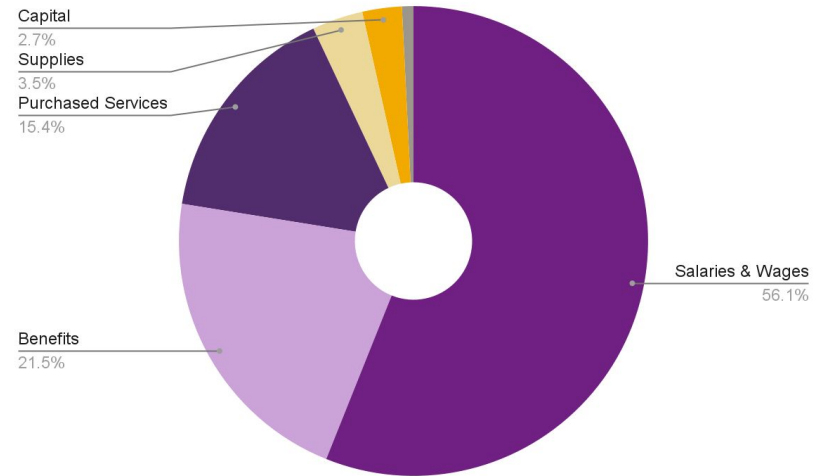
Preliminary FY26 Original General Fund Expenditure Budget

Waconia Public Schools

Final FY25 Revised and Preliminary FY26 General Fund Budget

Description	Actual	Original Budget	Preliminary Revised Budget	Final Revised Budget	Initial Forecast Budget	Preliminary Budget
	2023-24	2024-25	2024-25	2024-25	2025-26	2025-26
General Fund Restricted Expenditures (D)	\$ 3,446,004	\$ 3,333,858	\$ 3,333,643	\$ 4,491,516	\$ 3,393,612	\$ 4,528,490
General Fund Unrestricted Expenditures (E)	\$ 45,314,667	\$ 50,742,415	\$ 48,831,944	\$ 48,252,409	\$ 50,952,230	\$ 50,372,009
Total General Fund Expenditures (F)	\$ 48,760,671	\$ 54,076,273	\$ 52,165,587	\$ 52,743,925	\$ 54,345,842	\$ 54,900,499

- **Salaries:** personnel costs - largest portion of expenditures
- **Benefits:** employer-provided contributions for health insurance, retirement plans, payroll taxes, and other employee-related costs
- **Purchased Services:** utilities, transportation services, consulting services, facility maintenance contracts, etc
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- **Capital Expenditures:** construction and renovation of buildings, large-scale technology purchases, furniture, and playground equipment
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Fund 02 – FY26 Preliminary Food Service Budget Assumptions

- Participation Rates for Lunch and Breakfast are maintained but adjustments were made related to the enrollment decline
- Staffing and Benefits align with current settled contracts.
- 5.00% increase in food cost
- 3.00% increase in milk cost
- 2.00% increase in other supplies and materials
- New equipment purchases for Southview, Waconia Middle School, and the Waconia High School

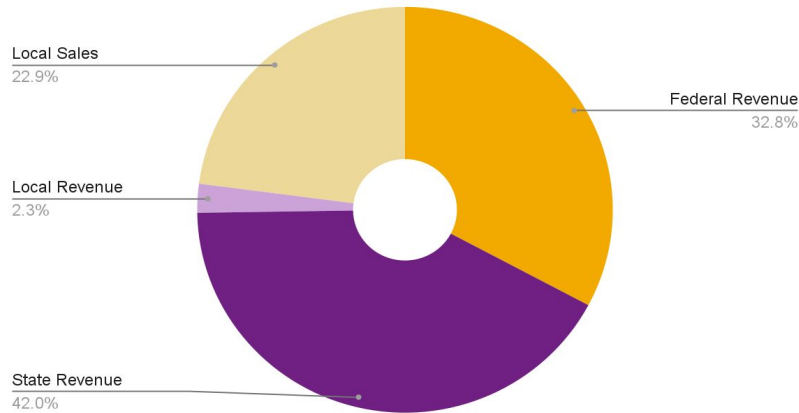


Preliminary FY26 Original Budget – Fund 02 Food Service

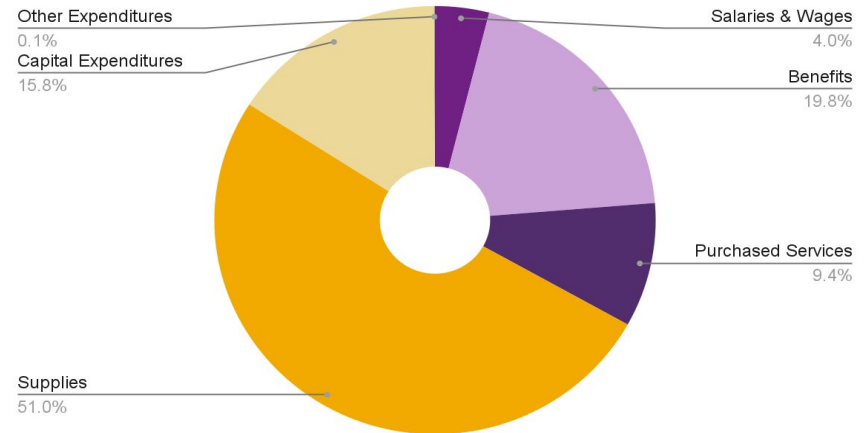
Waconia Public Schools Final FY25 Revised & FY26 Preliminary Budgets - Fund 02

Description	Actual Audited Results	Original Budget	Preliminary Revised Budget	Final Revised Budget	Preliminary Budget
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Fund 02 - Nutrition Services Revenue	\$ 3,388,847	\$ 3,475,575	\$ 3,475,575	\$ 3,475,575	\$ 3,449,636
Fund 02 - Nutrition Services Expense	\$ 3,472,583	\$ 3,602,627	\$ 3,573,837	\$ 3,554,876	\$ 3,828,301
Fund 02 - Nutrition Services Revenue minus Expense	\$ (83,736)	\$ (127,052)	\$ (98,262)	\$ (79,301)	\$ (378,665)

FY26 Preliminary Revenue Budget



FY26 Preliminary Expense - Fund 02



Fund 04 – FY26 Preliminary Community Education Budget Assumptions

- Assumed a 1.00 FTE increase for a Recreation Services Coordinator
- Assumed an increase in Recreational Services Revenue associated with increased programming
- Fund Balance board approved purchase in 2024-2025 of a Kromer ([Kromer proposal](#)). A Kromer is a ride-on field painter that can be a multipurpose piece of equipment that can also be used to groom ball fields and sweep the turf.



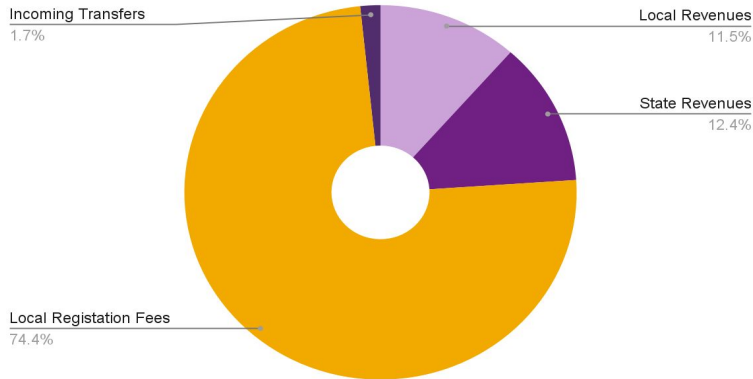
Preliminary FY26 Original Budget – Community Education

Waconia Public Schools

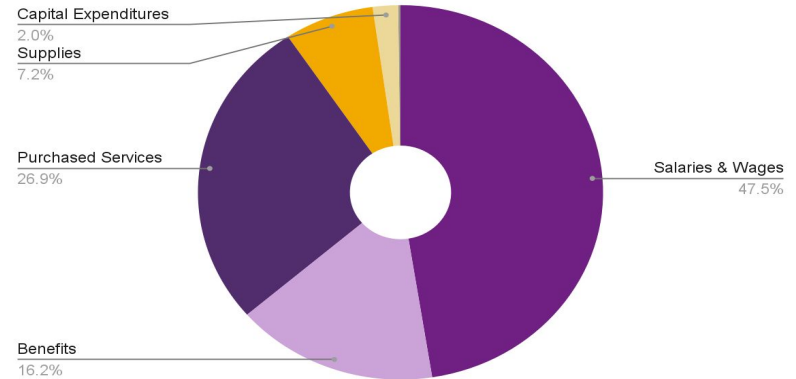
Final FY25 Revised and FY26 Preliminary Budget - Fund 04

Description	Actual 2023-24	Original Budget 2024-25	Revised Budget 2024-25	Final Revised Budget 2024-25	Preliminary Budget 2025-26
Fund 04 - Community Education Revenue	\$ 4,221,222	\$ 4,015,267	\$ 4,041,572	\$ 4,041,572	\$ 4,171,711
Fund 04 - Community Education Expense	\$ 3,902,578	\$ 3,779,483	\$ 3,846,546	\$ 3,846,546	\$ 3,889,861
Fund 04 - Community Education Revenue minus Expense	\$ 318,644	\$ 235,784	\$ 195,026	\$ 195,026	\$ 281,850

FY26 Preliminary Revenue - Fund 04



FY26 Preliminary Expense - Fund 04





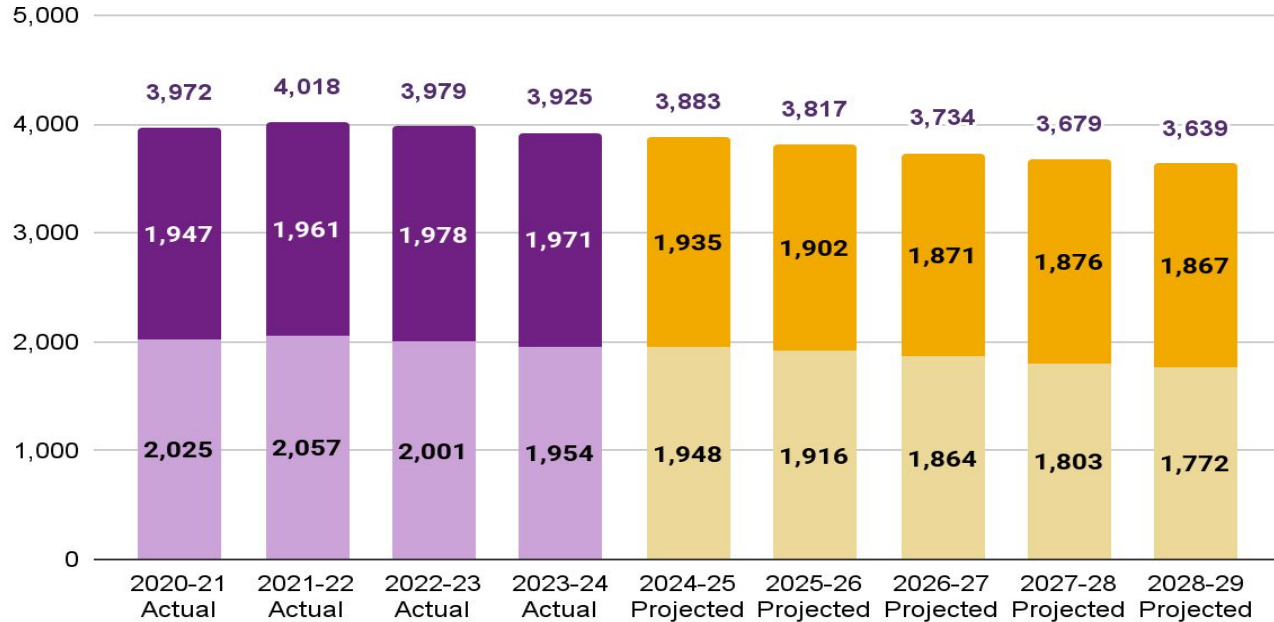
Revised General Fund Forecast

Projected FY25 through FY28

General Fund Financial Projection Assumptions

EOY ADM Enrollment

2020-21 to 2023-24 Actual and 2024-25 through 2028-29 Projection



- Actual EC-Grade 6
- Actual Grades 7-12
- Projected EC-Grade 6
- Projected Grades 7-12

**Note: Adjusted enrollment from FY26 through FY29 to reflect lower Kindergarten enrollment projections*



Waconia Public Schools
FY24 through FY28 General Fund Revised Projection Summary

Description	Actual	Original Budget	Preliminary Revised Budget	Final Revised Budget	Initial Forecast Budget	Preliminary Budget	Projected	Projected
	2023-24	2024-25	2024-25	2024-25	2025-26	2025-26	2026-27	2027-28
General Fund Restricted Revenues (A)	\$ 3,669,526	\$ 4,491,997	\$ 4,512,643	\$ 4,512,643	\$ 4,382,536	\$ 4,343,491	\$ 4,268,228	\$ 4,274,909
General Fund Unrestricted Revenues (B)	\$ 53,071,197	\$ 51,940,609	\$ 51,782,941	\$ 51,782,941	\$ 51,910,417	\$ 51,806,096	\$ 50,908,410	\$ 50,988,103
Total General Fund Revenues (C)	\$ 56,740,723	\$ 56,432,606	\$ 56,295,584	\$ 56,295,584	\$ 56,292,953	\$ 56,149,587	\$ 55,176,638	\$ 55,263,012
General Fund Restricted Expenditures (D)	\$ 3,446,004	\$ 3,333,858	\$ 3,333,643	\$ 4,491,516	\$ 3,393,612	\$ 4,528,490	\$ 4,699,108	\$ 4,905,103
General Fund Unrestricted Expenditures (E)	\$ 45,314,667	\$ 50,742,415	\$ 48,831,944	\$ 48,252,409	\$ 50,952,230	\$ 50,372,009	\$ 52,269,847	\$ 54,561,210
Total General Fund Expenditures (F)	\$ 48,760,671	\$ 54,076,273	\$ 52,165,587	\$ 52,743,925	\$ 54,345,842	\$ 54,900,499	\$ 56,968,955	\$ 59,466,313
General Fund Total Revenue Over (Under) Expenditures	\$ 7,980,052	\$ 2,356,333	\$ 4,129,997	\$ 3,551,659	\$ 1,947,111	\$ 1,249,088	\$ (1,792,317)	\$ (4,203,301)
Total Fund Balance (G)	\$ 4,555,777	\$ 6,912,110	\$ 8,685,774	\$ 8,107,436	\$ 10,632,885	\$ 9,356,524	\$ 7,564,207	\$ 3,360,906
Total Fund Balance % (G/F)	9.34%	12.78%	16.65%	15.37%	19.57%	17.04%	13.28%	5.65%
Total Non-Spendable, Restricted, and Assigned Fund Balance (H)	\$ 4,250,824	\$ 5,408,963	\$ 5,429,824	\$ 5,082,709	\$ 6,418,748	\$ 5,759,931	\$ 5,329,051	\$ 4,698,857
Total Unassigned Fund Balance (I) *	\$ 304,953	\$ 1,503,147	\$ 3,255,950	\$ 3,024,727	\$ 4,214,137	\$ 3,596,593	\$ 2,235,156	\$ (1,337,951)
Total Unassigned Fund Balance % (I/F)	0.63%	2.78%	6.24%	5.73%	7.75%	6.55%	3.92%	-2.25%
Unassigned Target Fund Balance %	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Minimum Unassigned Fund Balance	\$ 2,438,034	\$ 2,703,814	\$ 2,608,279	\$ 2,637,196	\$ 2,717,292	\$ 2,745,025	\$ 2,848,448	\$ 2,973,316
Fund Balance Over (Under) Target	\$ (2,133,081)	\$ (1,200,667)	\$ 647,671	\$ 387,531	\$ 1,496,845	\$ 851,568	\$ (613,292)	\$ (4,311,267)

*Note: Restricted Funds that are NOT allowed to have negative balances will result in an adjustment to the Unassigned Fund Balance.

Budget Timeline

- **April 14, 2025:**
 - Present FY25 Final Revised and FY26 Preliminary Budgets to Finance Committee
- **April 28, 2025:**
 - Present FY25 Final Revised and FY26 Preliminary Budgets to School Board as part of the Finance Report
- **May 12, 2025:**
 - School Board approve FY25 Final Revised Budget
- **June 23, 2025:**
 - School Board approve FY26 Original Budget





Questions?

2. Bank Reconciliations

Transfers

	Transfers To	Transfers From
Security Bank	2,200,000.00	
	2,100,000.00	
	15,764.00	
Bond Disbursement		
OPEB EQUITY		
OPEB		
2018 COPS		
Hometown Bank		
AAC Proceeds		
2019 Lease (Tennis Court)		
2024 BONDS		15,764.00
OPEB Equity		
OPEB		
PM-A Operating		2,200,000.00
		2,100,000.00
Refunding Bonds		
2017 COPS-US Bank	189,481.25	
PMA		
KleinBank General to Activities		
Old National		
Mid Country		
LTFM Bond		
Facility Bond to Debt Service		
Total Transfers	4,505,245.25	4,315,764.00

Transfers

	Transfers To	Transfers From
Security Bank	2,300,000.00	
	1,600,000.00	
	500,000.00	
Bond Disbursement		
OPEB EQUITY		
OPEB		
2018 COPS		
Hometown Bank		
AAC Proceeds		
2019 Lease (Tennis Court)		
2024 BONDS		15,764.00
OPEB Equity		
OPEB		
PM-A Operating	15,764.00	2,300,000.00
		1,600,000.00
Refunding Bonds		
2017 COPS-US Bank		189,481.25
PMA		
KleinBank General to Activities		
Old National		
Mid Country		500,000.00
LTFM Bond		
Facility Bond to Debt Service		
Total Transfers	4,415,764.00	4,605,245.25

3. **Fence Discussion**

Presenter: Pam
Carman, Director of
Finance and
Operations



MEMORANDUM

TO: Finance Committee, ISD 110 School Board

FROM: Pam Carman, Director of Finance & Operations
Tim Bisek, Director of Buildings & Grounds

DATE: April 14, 2025

SUBJECT: District Fencing Standards & Project Planning:
Southview Elementary and Waconia High School

Purpose

This memo outlines a proposed approach to assessing and improving fencing across ISD 110 facilities. While the initial request began with Southview Elementary's interest in a privacy fence to address safety concerns, it has prompted a broader reflection on the condition, consistency, and equity of fencing across the district. In response, we are initiating a districtwide review and developing a 10-year fencing plan to be included in our Long-Term Facilities Maintenance (LTFM) strategy.

Our goal is to ensure our campuses remain safe, welcoming, and well-maintained environments for students, staff, and community members.

DISTRICT FENCING STANDARDS

Fencing plays a vital role in campus safety and outdoor environment quality. To support consistent decision-making and future project planning, we are proposing the following standards for district fencing:

- **Height:** Minimum 6 ft. for playgrounds and areas adjacent to public spaces
- **Material:** Commercial-grade black chain link with privacy slats where appropriate, or galvanized chain-link for athletic grounds
- **Purpose:** Enhance student safety and privacy, define boundaries, and limit unauthorized access
- **Durability:** Low-maintenance, fire-resistant, and long-lasting materials

We are currently conducting a districtwide fencing assessment to inventory existing conditions and identify gaps based on safety, visibility, functionality, and aesthetics. This will help us prioritize needs and align fencing improvements with our LTFM funding and equity goals.

SOUTHVIEW ELEMENTARY PROJECT:

Background: Southview Elementary initiated this conversation when staff and families raised concerns about playground privacy and safety due to the surrounding streets and nearby public facilities.

Scope Includes:

- City permitting
- Removal and disposal of current fence
- New fencing with cantilever and walk-through gates on the South, North, and East sides

Timeline: TBD

Estimated Cost: \$72,293 (quote and map from The Shed & Fence Company attached)

Funding Plan:

- **SV PTO Commitment:** \$35,000
- **Pending Requests:**
 - Waconia Lions Club: \$25,000
 - Waconia Fire Department Relief Fund: \$15,000

We will not proceed with installation until firm funding commitments are secured. In alignment with ISD 110's Purchasing Policy (Form 724), two quotes will be obtained and be presented to the Board before moving forward.

WACONIA HIGH SCHOOL PROJECT

As part of the broader assessment, we are also evaluating a fencing project at Waconia High School, specifically around the industrial technology area. This project would improve campus security, define outdoor learning spaces, and enhance the visual appeal of this section of the grounds.

Preliminary Quotes (The Shed & Fence Company):

- **Before October Installation (Option A):** \$26,010
- **Winter Installation (Option B - after ground freeze):** \$22,888

As part of this project, we will assess whether any tree relocation will be necessary along the proposed fence line. While our intent is to preserve existing trees in place, relocation may be considered if absolutely necessary.

FUTURE DISTRICTWIDE FENCING NEEDS

As part of our district wide assessment, we are also identifying additional fencing needs at other sites. Bayview Elementary's playground fence is in poor condition and will require collaboration with the City, as it includes community nameplates. Laketown Elementary has a few areas near wooded edges that need to be secured. The District Office is addressing minor repairs. At the Waconia Learning Center, the west athletic complex would benefit from fencing to restrict unauthorized vehicle and snowmobile access. We are also evaluating fencing around the old football field and various ball fields across the district.

NEXT STEPS

This districtwide initiative will:

- Inform the development of a 10-year fencing plan
- Support strategic use of LTFM dollars
- Promote equity in campus safety and outdoor environments
- Ensure future projects reflect district values of safety, functionality, and aesthetic appeal

While the Southview Elementary fence may move forward first due to generous community donors, we are committed to presenting a complete picture of our facilities and grounds. The long-term vision is to ensure every site receives appropriate, well-planned fencing improvements as part of a cohesive, districtwide strategy.

INSPECTION



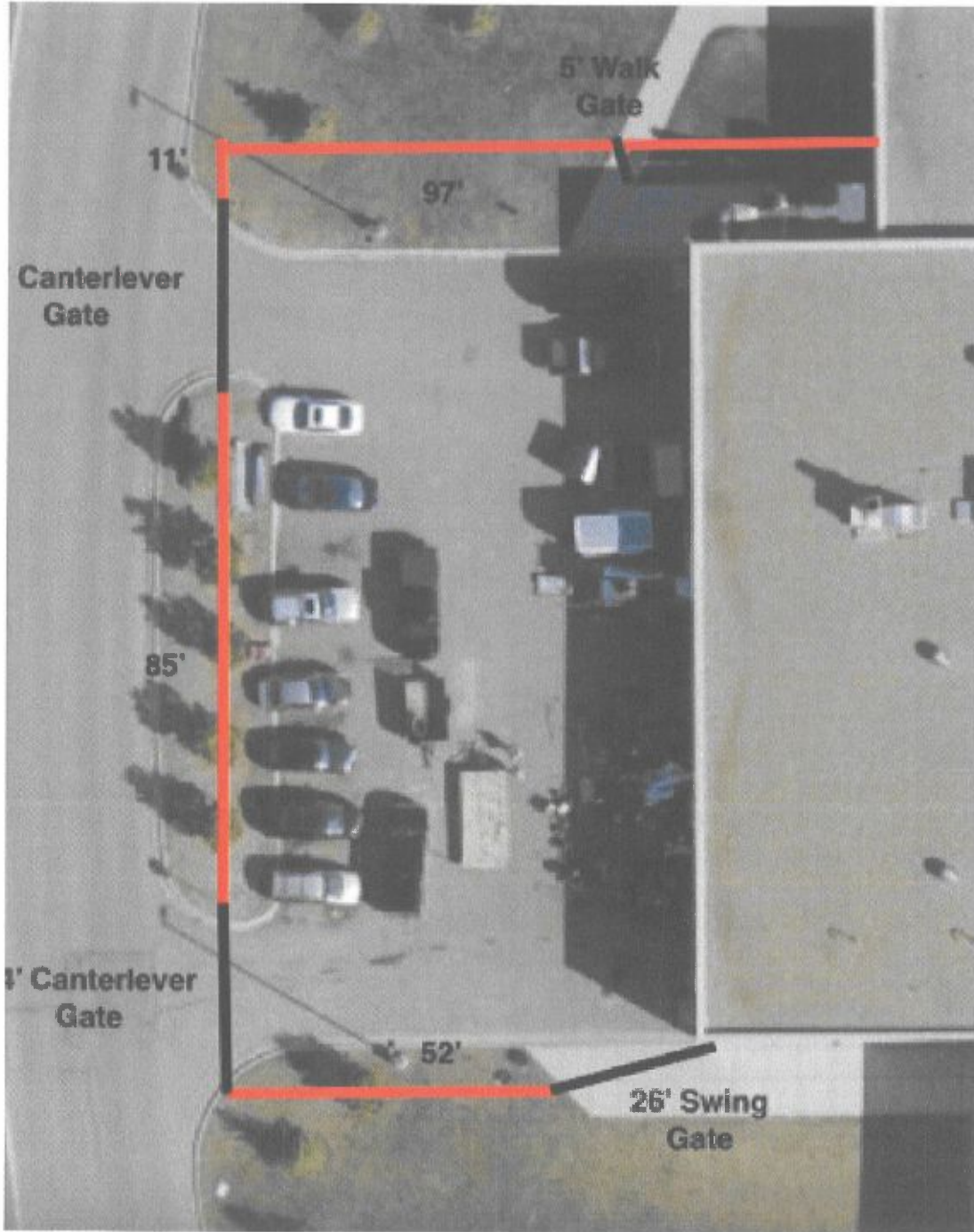
SCOPE OF WORK

Description	Qty
Admin	
PERMIT - Waconia Permitting	1
Fencing	
Chain Link - 6' Black - Commercial - IndustrialLink - With Privacy Slats Includes Entire Perimeter	1,581
Commercial Double Swing Gate - 6' H x 20' W - (1) 15' Leaf, (1) 5' Walk-Through Leaf Northwest Corner	1
Commercial Chain Link Fence Swing Gate - Commercial Chain Link Fence Swing Gate West - 12' Opening	1
Commercial Chain Link Fence Cantilever Gate - Commercial Chain Link Fence Cantilever Gate North - 22' Opening	1
Commercial Chain Link Fence Walk Gate - Commercial Chain Link Fence Walk Gate 3.5" Opening - North Line & South Line	2
Additional Labor	
DONATE/NO EXTRA CHARGES: Tearout, Haulaway & Disposal of Existing Fence	

Estimate subtotal	\$72,293.20
Total	\$72,293.20

**** TEAR OUT HAUL-AWAY AND DISPOSAL - INCLUDED ****

INSPECTION



SCOPE OF WORK

Description	Qty
Admin	
PERMIT - Waconia City Fee	1
Section Total	\$100.00

Description	Qty
Fencing	
Chain Link - 6' Black - Commercial - Total Linear footage of project is 345'	345
5' Black Chain Link Fence Gate - 5' Wide x 6' Tall	1
Commercial Chain Link Fence Swing Gate - 26' Opening	1
24' Canterlever Gate	2
Section Total	\$25,910.00

Description	Qty
Additional Labor	

Estimate subtotal	\$26,010.00
Total	\$26,010.00

- To Apply For Financing Options, Please go to: <https://shedandfenceco.com/resources/financing/>
 - Pricing is firm based on footages up to +/- 10'

HIGH SCHOOL OPTION B

SCOPE OF WORK

Description	Qty
Admin	
PERMIT - Waconia City Fee	1
Section Total	\$100.00

Description	Qty
Fencing	
Chain Link - 6' Black - Commercial - Total Linear footage of project is 345'	345
5' Black Chain Link Fence Gate - 5' Wide x 6' Tall	1
Commercial Chain Link Fence Swing Gate - 26' Opening	1
24' Canterlever Gate	2
Section Total	\$25,910.00

Description	Qty
Additional Labor	

Estimate subtotal	\$26,010.00
WINTER DISCOUNT 1/2/26-3/15/26	(\$3,121.20)
Adjusted subtotal	\$22,888.80
Total	\$22,888.80

- To Apply For Financing Options, Please go to: <https://shedandfenceco.com/resources/financing/>
- Pricing is firm based on footages up to +/- 10'