City Council

Monday, November 4, 2024
6:30 PM
Elk River City Hall

Regular Meeting
&
Work Session
Agenda

- Regular meeting in Council Chambers
- Work Session meeting in Upper Town Conference Room immediately following regular meeting

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1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSENT AGENDA

   Considered to be routine and noncontroversial and will be approved by one motion. There will be no separate discussion of these items unless there is a request to remove the item from the consent agenda to the regular agenda.

   4.1 October 21, 2024, Minutes

   4.2 Check Register

   4.3 Appoint Assistant City Weed Inspector

   4.4 Premises Permit Resolution 24-64 - Elk River Youth Hockey Association

   4.5 Purchase Medical Equipment

   4.6 On-Sale Intoxicating Liquor License: MFS Foods Inc., DBA Tipsy on Main

   4.7 State Fuel Consortium

   4.8 2025 Tahoe Truck Replacement for Fire Department

5. OPEN FORUM

   An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

7. PUBLIC HEARINGS

   An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

8. GENERAL BUSINESS

   Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

8.1 Discuss Work Session Items

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

10. MOTION TO ADJOURN REGULAR MEETING

11. WORK SESSION – UPPER TOWN CONFERENCE ROOM

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

11.1 FT Center Leased Space Rental Rate

11.2 2025 Budget

11.3 2025-2029 Capital Improvement Plan

12. MOTION TO ADJOURN

Meeting of the City Council
Held at the Elk River City Hall
Monday, October 21, 2024

Members Present:	Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa
Members Absent:	None
Staff Present:	City Administrator Cal Portner, Human Resources Manager Lauren Wipper, Public Works Director/Chief Engineer Justin Femrite, Liquor Operations Manager Joe Audette, Northbound Liquor Store Manager Megan Knopik, and Records Specialist Katie Porath

1. CALL MEETING TO ORDER
Pursuant to due call and notice thereof, the meeting was called to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

3. CONSIDER AGENDA
Moved by Councilmember Westgaard and seconded by Councilmember Wagner to approve the agenda. Motion Carried 5-0.

4. CONSENT AGENDA
Moved by Councilmember Grupa and seconded by Councilmember Beyer to approve the following consent items as outlined in their respective staff reports. Motion Carried 5-0.

4.1 October 7, 2024, Minutes

4.2 Check Register

4.3 Pay Estimates

4.4 Hire Paid On-Call Firefighters

4.5 Hire Police Chief: David Kuhnly

4.6 Hire Street Maintenance Operator: Jerrod Lobdell

4.7 Update Job Descriptions

4.8 Update Finance Policy

4.9 FT Center MOU with ISD 728

4.10 Resolution 24-61 Acknowledging Contributions and Utilizing Items for Liquor Marketing Promotions

4.11 Severance Agreement and Waiver of Claims: Sevcik

4.12 Severance Agreement and Waiver of Claims: Fischer

4.13 Resolution 24-62: Platted Exemption Meadowsweet Hills

4.14 Resolution 24-63: Final Plat Bradford Park Second Addition

5. OPEN FORUM

No one appeared for Open Forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

Mayor Dietz presented the October Volunteer of the Month award to Diane Peters. He highlighted the following:

- Has worked at Elk River Lions events, including pancake breakfasts, Sherburne County Fair food booth, and Zimmerman Wild West Days' beer tent.
- Chair of the Guardian Angels Style show and has served on the Gala committee for over a decade.
- Started Guardian Angels golf tournament and acts as chair for the fudge sale.
- Member of Friends of Guardian Angels Care Center.
- Chair of Word of Peace Lutheran Church gala and also serves on the building committee team.
- Team member of Word of Peace Lutheran Church yearly Community Corn Feed.

Page 3 of 5

- Serves on her church's stewardship committee and has acted as chair of the rose sale.

7. PUBLIC HEARINGS
There were no public hearings.

8. GENERAL BUSINESS
There was no general business.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adjourn the meeting of City Council. Motion Carried 5-0.

The regular meeting adjourned at 6:03 p.m. Mayor Dietz called the work session to order at 6:06 p.m.

10. WORK SESSION – UPPER TOWN CONFERENCE ROOM

10.1 MNDOT Highway 10 Access Discussion

Tod Sherman, MnDOT Planning Director, was present to answer questions. He discussed plans for including Reduced Conflict Intersections including "J-turns."

The Council discussed their desire to find a safe access point for the Plants and Things Recreation Complex, commercial and industrial truck traffic, and future housing developments along the Highway 10 corridor.

Councilmember Westgaard commented that it is nearly impossible for trucks to access Highway 10 going eastbound and the reduction of signals along Highway 10 has removed any breaks in traffic where vehicles could have previously merged or turned.

Mr. Sherman stated that MnDOT's goal for Highway 10 is to increase mobility.

Councilmember Wagner expressed her concern that removing signals from Highway 10 would divert traffic away from small businesses in downtown Elk River. She added that many inexperienced teen drivers are in that area due to the athletic fields. Councilmember Beyer added that there are plans to expand the athletic fields area, which would further increase traffic.

The Council asked if MnDOT would consider an acceleration lane heading westbound near the proposed Specht Family Farm development area for resident traffic to get up to speed on Highway 10.

Councilmember Westgaard added that it is hard to see the final effects of traffic patterns on Highway 10 until Highway 169 is completed.

The Council agreed that they would have to wait until the Traffic Impact Study was completed to have further discussion. They invited Mr. Sherman to return and discuss additional solutions once the study had been received. The study may take six months.

Steve, representing Capstone Homes, asked Mr. Sherman about the potential for funding if signals were needed. Mr. Sherman stated there may be some federal dollars depending on the impact on safety.

10.2 Northbound Liquor Store Clerk Position

The Council asked about the current mix of part-time and full-time employees at Northbound Liquor. Ms. Knopik stated that there are three full-time employees and nine part-time employees. She added that it is a challenge to schedule part-time employees and would like to have one additional full-time employee. Adding a full-time employee would reduce the number of hours needed to be filled by part-time employees.

Mr. Audette stated that the request was for Northbound Liquor. Westbound Liquor said they did not need additional staff.

The Council asked Mr. Audette to research the financial impact of adding a full-time employee and give the information to Mr. Portner.

10.3 Council Chambers Security Measures

Mr. Portner asked the Council for direction on council chamber security measures.

Councilmember Wagner stated she was concerned with her location in the council chambers being so far from an exit. She also stated she feels more comfortable when there is an officer present. She stated she didn't really want to sit behind bulletproof plexiglass.

Mayor Dietz asked Mr. Portner if he could check with other cities on their security measures. He asked if any other cities have police officers at their meetings.

11. CLOSED MEETING - LELS 271

Pursuant to due call and notice thereof, the closed meeting was called to order at 7:10 PM.

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, Matt Westgaard, Mike Beyer, and Jennifer Wagner

Staff Present: Human Resources Manager Lauren Wipper, City Administrator Cal Portner, and Records Specialist Katie Porath

11.1 Statement to be read by the Mayor:

> "The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Police Sergeants Union, LELS 271."

The mayor read the statement.

11.2 Motion Calling Closed Meeting

11.3 Hold Closed Meeting

The mayor stated the City Council will be holding a closed meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b) to discuss the city's labor negotiation strategy related to the city's negotiations with the Police Sergeants Union, LELS 271.

The Closed Meeting adjourned at 7:31 PM.

12. MOTION TO ADJOURN

Moved by Councilmember Westgaard and seconded by Councilmember Beyer to adjourn the meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 7:31 p.m.

Minutes prepared by Katie Porath.

13. INFORMATION

13.1 September Financial Report

13.2 Investment Report - 3rd Quarter

John J. Dietz, Mayor

Tina Allard, City Clerk

Request for Action

To
City Council

Item Number
4.2

Meeting Date
November 4, 2024

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the check register for the period ending November 4, 2024.

Background/Discussion
The details for the period ending November 4, 2024, are attached to this request for action.

Total for All Funds	$ 1,560,045.37

Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments
1. 4.2 at1 Check Register
2. 4.2 at2 Check Register - Taxes

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity

Report Criteria:
- Detail report.
- Invoices with totals above $0.00 included.
- Paid and unpaid invoices included.
- Bank.Bank number = {IS NULL}
- Invoice.Created by = {<>} "jdengerud"

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
ALL STATE COMMUNICATIONS				
INSTALL CABLE	GEN	PUBLIC SAFE	548.00	
INSTALL CABLE - FT CENTER	MULT	MULTIPURPO	8,555.00	
Total ALL STATE COMMUNICATIONS:			9,103.00	
ALL TRAFFIC SOLUTIONS, IN				
TRAFFIC STE & STAT TRAK	GEN	PATROL	6,602.50	
Total ALL TRAFFIC SOLUTIONS, IN:			6,602.50	
ARTISAN BEER COMPANY				
BEER	LIQU	NORTHBOUN	281.55	
BEER	LIQU	WESTBOUND	60.00	
BEER	LIQU	NORTHBOUN	60.00	
BEER	LIQU	WESTBOUND	150.75	
BEER CREDIT	LIQU	NORTHBOUN	63.52-	
Total ARTISAN BEER COMPANY:			488.78	
ASPEN MILLS				
UNIFORMS-ASWEGAN	GEN	PATROL	480.87	
UNIFORMS-HELDT	GEN	PATROL	30.27	
UNIFORMS-SANDBERG	GEN	PATROL	134.61	
UNIFORMS-FIRKUS	GEN	INVESTIGATI	207.36	
UNIFORMS-MORRIS	GEN	POLICE SUPP	331.90	
UNIFORMS-REGAN	GEN	POLICE SUPP	214.68	
UNIFORMS-PATULLO	GEN	INVESTIGATI	259.88	
UNIFORMS-BROWN	GEN	FIRE OPERATI	523.12	
UNIFORMS-WOLCENSKI	GEN	FIRE OPERATI	456.77	
UNIFORMS CREDIT-SMITH	GEN	PATROL	37.25-	
Total ASPEN MILLS:			2,602.21	
BARRINGTON OAKS VET HOSP				
VETERINARY SVCS	GEN	PATROL	175.50	
VETERINARY SVCS	GEN	PATROL	1,956.31	
VETERINARY SVCS	GEN	PATROL	110.00	
Total BARRINGTON OAKS VET HOSP:			2,241.81	
BECKER POLICE DEPT				
TRAFFIC ENFORCEMENT JUN/	GEN	PATROL	774.23	
Total BECKER POLICE DEPT:			774.23	
BERRY COFFEE COMPANY				
SUPPLIES	GEN	BUILDING MAI	76.00	
SUPPLIES	GEN	PUBLIC SAFE	274.90	
SUPPLIES	GEN	CULTURE & R	131.81	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total BERRY COFFEE COMPANY:			482.71	
BIG LAKE POLICE DEPT				
ENFORCEMENT GRANT TZD - J	GEN	PATROL	943.77	
TRAFFIC ENFORCEMENT JUN/	GEN	PATROL	816.81	
Total BIG LAKE POLICE DEPT:			1,760.58	
CASH				
PETTY CASH - CONCESSIONS			700.00	
Total CASH:			700.00	
CHEERS2YOU				
POP/MISC	LIQU	NORTHBOUN	183.90	
Total CHEERS2YOU:			183.90	
CITY OF MONTICELLO				
ANIMAL CONTROL CHARGES-S	GEN	POLICE SUPP	970.00	
Total CITY OF MONTICELLO:			970.00	
COLLINS BROTHERS TOWING				
TRANSPORT SHED-FARMERS	GEN	FARMERS MA	125.00	
Total COLLINS BROTHERS TOWING:			125.00	
COMPUTER INTEGRATION TECH				
COMPUTERS, SUPPORT, ACCI			6,130.05	
Total COMPUTER INTEGRATION TECH:			6,130.05	
ELK RIVER AREA CHAMBER OF				
MEMBERSHIP DUES & VOL CO	LIQU	NORTHBOUN	267.50	
MEMBERSHIP DUES & VOL CO	LIQU	WESTBOUND	267.50	
Total ELK RIVER AREA CHAMBER OF:			535.00	
FACTORY MOTOR PARTS CO				
PARTS CREDIT	GEN	EQUIPMENT S	140.98-	
PARTS	GEN	FIRE OPERATI	134.72	
PARTS	GEN	STREET MAIN	119.45	
Total FACTORY MOTOR PARTS CO:			113.19	
FLEETPRIDE				
PARTS	GEN	EQUIPMENT S	270.07	
PARTS	GEN	EQUIPMENT S	12.12	
SUPPLIES	GEN	EQUIPMENT S	126.71	
Total FLEETPRIDE:			408.90	
FLUID INTERIORS				
DESK CHAIR	GEN	PUBLIC WOR	676.63	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total FLUID INTERIORS:			676.63	
GLOBAL RESERVE LLC				
THC PRODUCTS	LIQU	NORTHBOUN	347.00	
THC PRODUCTS	LIQU	WESTBOUND	694.00	
Total GLOBAL RESERVE LLC:			1,041.00	
HAWKINS, INC.				
CHLORINE & SULFUR DIOXIDE	WAS	WASTEWATE	30.00	
Total HAWKINS, INC.:			30.00	
HEARTLAND TIRE, INC.				
TIRES	GEN	PATROL	1,168.00	
TIRES	GEN	PATROL	2,556.48	
TIRES #401	GEN	FIRE OPERATI	732.00	
Total HEARTLAND TIRE, INC.:			4,456.48	
KENNEDY & GRAVEN CHARTERE				
LEGAL SVCS-HERITAGE MICRO	MICR		451.25	
Total KENNEDY & GRAVEN CHARTERE:			451.25	
LANO EQUIPMENT INC				
PARTS	GEN	STREET MAIN	162.22	
Total LANO EQUIPMENT INC:			162.22	
LEAGUE OF MN CITIES INS T				
WORKMAN COMP CLAIMS	INSU	GENERAL	1,173.66	
WORKMAN COMP CLAIM - INV	INSU	GENERAL	2,059.58	
Total LEAGUE OF MN CITIES INS T:			3,233.24	
MARCI WOOD				
REIMB MILEAGE AND PARKING	GEN	POLICE SUPP	90.68	
REIMB PHONE JUL/SEP 24 WO	GEN	POLICE ADMI	90.00	
Total MARCI WOOD:			180.68	
MEDICINE LAKE TOURS				
TRANS SVCS 11/7/24 OZARK C	GEN	CULTURE & R	2,225.00	
Total MEDICINE LAKE TOURS:			2,225.00	
MINNESOTA UI				
3RD QTR UNEMPLOYMENT #07	GEN	FIRE ADMINIS	76.28	
3RD QTR UNEMPLOYMENT #07	MULT	MULTIPURPO	7,316.00	
3RD QTR UNEMPLOYMENT #07	WAS	WASTEWATE	7,722.00	
3RD QTR UNEMPLOYMENT #07	LIQU	NORTHBOUN	20.26	
Total MINNESOTA UI:			15,134.54	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
OMANN BROS INC				
AC FINES MIX	GEN	STREET MAIN	135.90	
Total OMANN BROS INC:			135.90	
PHILLIPS WINE & SPIRITS C				
LIQUOR	LIQU	NORTHBOUN	2,762.25	
FREIGHT	LIQU	NORTHBOUN	29.24	
WINE	LIQU	NORTHBOUN	1,054.85	
FREIGHT	LIQU	NORTHBOUN	25.80	
POP/MISC	LIQU	NORTHBOUN	658.00	
FREIGHT	LIQU	NORTHBOUN	12.54	
LIQUOR	LIQU	WESTBOUND	758.06	
FREIGHT	LIQU	WESTBOUND	17.20	
WINE	LIQU	WESTBOUND	1,032.40	
FREIGHT	LIQU	WESTBOUND	18.92	
WINE	LIQU	WESTBOUND	141.25	
FREIGHT	LIQU	WESTBOUND	8.60	
LIQUOR	LIQU	NORTHBOUN	1,449.36	
FREIGHT	LIQU	NORTHBOUN	29.24	
WINE	LIQU	NORTHBOUN	3,528.30	
FREIGHT	LIQU	NORTHBOUN	79.12	
POP/MISC	LIQU	NORTHBOUN	190.20	
FREIGHT	LIQU	NORTHBOUN	3.94	
WINE	LIQU	NORTHBOUN	99.20	
FREIGHT	LIQU	NORTHBOUN	3.44	
LIQUOR	LIQU	WESTBOUND	2,155.65	
FREIGHT	LIQU	WESTBOUND	43.00	
WINE	LIQU	WESTBOUND	3,757.40	
FREIGHT	LIQU	WESTBOUND	102.34	
POP/MISC	LIQU	WESTBOUND	160.00	
FREIGHT	LIQU	WESTBOUND	2.00	
Total PHILLIPS WINE & SPIRITS C:			18,122.30	
ROYAL OAKS REALTY INC				
REFUND ESCROW P 18-03			225.00	
REFUND ESCROW P 18-07			24,715.00	
REFUND ESCROW P 18-07			612.50	
Total ROYAL OAKS REALTY INC:			25,552.50	
SHERBURNE CO SHERIFF'S OF				
ENFORCEMENT GRANT TZD - J	GEN	PATROL	8,330.92	
TRAFFIC ENFORCEMENT JUN/	GEN	PATROL	5,188.83	
Total SHERBURNE CO SHERIFF'S OF:			13,519.75	
SPIKE'S				
SUPPLIES	GEN	PARKS DEPA	186.90	
Total SPIKE'S:			186.90	
STEP SAVER INC				
BULK SALT	GEN	PUBLIC SAFE	186.00	
BULK SALT	LIBR	LIBRARY	150.00	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total STEP SAVER INC:			336.00	
STREICHER'S				
UNIFORMS-BOOS	GEN	PATROL	79.99	
UNIFORMS-BALABON	GEN	INVESTIGATI	334.00	
Total STREICHER'S:			413.99	
SUSAN D COLLINS				
INSTRUCTOR FEE 10/24/24	GEN	CULTURE & R	160.00	
Total SUSAN D COLLINS:			160.00	
SYSCO MINNESOTA INC				
POP/MISC	MULT	CONCESSION	2,465.47	
SUPPLIES-PLATES & LIDS	MULT	CONCESSION	308.09	
SUPPLIES	MULT	CONCESSION	72.15	
CONCESSIONS FOOD	MULT	CONCESSION	598.03	
Total SYSCO MINNESOTA INC:			3,443.74	
TIFFANY ROSSMEISL				
REIMB MILEAGE & PARKING 10/	GEN	POLICE SUPP	113.80	
Total TIFFANY ROSSMEISL:			113.80	
T-MOBILE				
CELL PHONE CHGS	MULT	MULTIPURPO	79.24	
CELL PHONE CHG	GEN	COMMUNICAT	34.63	
CELL PHONE CHGS	GEN	BUILDING MAI	108.94	
CELL PHONE CHGS	GEN	PARKS DEPA	59.40	
CELL PHONE CHG	GEN	CODE ENFOR	24.77	
CELL PHONE CHGS	GEN	PARKS & REC	49.54	
CELL PHONE CHG	GEN	CULTURE & R	24.77	
CELL PHONE CHGS	GEN	STREET MAIN	74.31	
CELL PHONE CHG	GEN	EQUIPMENT S	24.77	
CELL PHONE CHGS	WAS	WASTEWATE	74.31	
DATA CARDS	GEN	POLICE ADMI	114.80	
DATA CARD	GEN	PARKS & REC	28.70	
DATA CARD	WAS	WASTEWATE	28.70	
DATA CARD	LIQU	WESTBOUND	28.70	
IPADS	GEN	BUILDING SA	57.81	
IPADS	GEN	CITY COUNCI	67.24	
IPAD	GEN	PUBLIC WOR	19.27	
IPAD	GEN	CODE ENFOR	19.27	
HOTSPOTS	GEN	PARKS & REC	76.67	
Total T-MOBILE:			995.84	
TRUE BRANDS				
POP/MISC	LIQU	WESTBOUND	417.51	
Total TRUE BRANDS:			417.51	
WINE MERCHANTS				
FREIGHT	LIQU	NORTHBOUN	.43	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
WINE	LIQU	NORTHBOUN	564.00	
FREIGHT	LIQU	NORTHBOUN	10.32	
Total WINE MERCHANTS:			574.75	
ZIEGLER INC				
PARTS	GEN	STREET MAIN	272.63	
Total ZIEGLER INC:			272.63	
AA SECURITY LOCKSMITHS INC				
REKEY SQUAD CAR + 4 KEYS	GEN	PATROL	660.00	
Total AA SECURITY LOCKSMITHS INC:			660.00	
ADVANCE AUTO PARTS				
BRAKE PADS & ROTORS 612	GEN	PATROL	129.99	
Total ADVANCE AUTO PARTS:			129.99	
AID ELECTRIC CORPORATION				
ELECTRICAL SVCS-ADD RECE			219.41	
ADD OUTLETS - BAR AREA	MULT	MULTIPURPO	1,818.85	
Total AID ELECTRIC CORPORATION:			2,038.26	
AMAZON CAPITAL SERVICES				
SUPPLIES	GEN	EMERGENCY	55.91	
PLANNER	GEN	RECREATION	25.95	
BATTERIES	GEN	PATROL	13.78	
STATICIDE	GEN	COMMUNICAT	40.87	
SUPPLIES	GEN	BUILDING MAI	69.90	
OFFICE SUPPLIES	GEN	FIRE ADMINIS	51.14	
TOTE BAGS	GEN	ELECTIONS	57.57	
SUPPLIES	GEN	CULTURE & R	41.48	
PHONE CASE & SCREEN PROT	GEN	POLICE ADMI	55.10	
INVERTER	GEN	PATROL	239.96	
KEYBOARD AND MOUSE	GEN	PLANNING	116.95	
KEYBOARD AND MOUSE	GEN	PLANNING	129.98	
CHAINSAW SAFETY BOOTS-PA	GEN	PARKS DEPA	239.00	
WHILE YOU WERE OUT NOTE P	GEN	CULTURE & R	16.40	
SLUSHY SYRUP-VARIETY	MULT	CONCESSION	79.92	
GRAPE SLUSHY SYRUP	MULT	CONCESSION	22.45	
WORK BOOTS - C. NEUMANN	GEN	FIRE ADMINIS	189.95	
BADGE HOLDERS	GEN	PATROL	39.99	
CATALOG ENVELOPES	GEN	ELECTIONS	23.99	
KEYBOARD AND MOUSE CREDI	GEN	PLANNING	116.95-	
RACK	GEN	PARKS & REC	375.13	
Total AMAZON CAPITAL SERVICES:			1,768.47	
AUTOMATIC SYSTEMS CO.				
POLYMER REPAIRS	WAS	WASTEWATE	1,225.00	
Total AUTOMATIC SYSTEMS CO.:			1,225.00	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
B. CAUSE, INC				
ENTERTAINMENT 11/8/24	GEN	CULTURE & R	225.00	
Total B. CAUSE, INC:			225.00	
BELLBOY CORPORATION				
LIQUOR	LIQU	NORTHBOUN	106.04	
THC PRODUCTS	LIQU	NORTHBOUN	840.00	
FREIGHT	LIQU	NORTHBOUN	13.20	
Total BELLBOY CORPORATION:			959.24	
BERNICK'S				
POP/MISC	LIQU	NORTHBOUN	63.60	
THC PRODUCTS	LIQU	NORTHBOUN	81.00	
BEER	LIQU	NORTHBOUN	1,513.80	
THC PRODUCTS CREDIT	LIQU	NORTHBOUN	40.56-	
BEER CREDIT	LIQU	NORTHBOUN	58.20-	
POP/MISC	LIQU	WESTBOUND	173.24	
THC PRODUCTS	LIQU	WESTBOUND	132.00	
BEER	LIQU	WESTBOUND	1,900.80	
POP/MISC	LIQU	NORTHBOUN	67.20	
BEER	LIQU	NORTHBOUN	1,603.55	
POP/MISC	LIQU	WESTBOUND	105.56	
THC PRODUCTS	LIQU	WESTBOUND	51.00	
BEER	LIQU	WESTBOUND	968.55	
BEER CREDIT	LIQU	WESTBOUND	12.84-	
SUPPLIES	MULT	CONCESSION	231.32	
POP/MISC	MULT	CONCESSION	676.85	
Total BERNICK'S:			7,456.87	
BLACKHAWK PEST CONTROL, LLC				
PEST CONTROL-FTCENTER	MULT	MULTIPURPO	125.00	
PEST CONTROL-CITY HALL	GEN	BUILDING MAI	125.00	
PEST CONTROL-PBL SAFETY	GEN	PUBLIC SAFE	130.00	
PEST CONTROL-LIBRARY	LIBR	LIBRARY	82.50	
PEST CONTROL-FS 1	GEN	FIRE ADMINIS	52.50	
Total BLACKHAWK PEST CONTROL, LLC:			515.00	
BOLTON & MENK, INC				
2024 DOWNTOWN AREA PLAN	DEVE	ECONOMIC D	13,560.33	
Total BOLTON & MENK, INC:			13,560.33	
BOURGET IMPORTS LLC				
WINE	LIQU	NORTHBOUN	384.00	
FREIGHT	LIQU	NORTHBOUN	13.50	
Total BOURGET IMPORTS LLC:			397.50	
BREAKTHRU BEVERAGE MINNESOTA				
LIQUOR	LIQU	WESTBOUND	1,220.80	
LIQUOR	LIQU	WESTBOUND	54.00	
WINE	LIQU	NORTHBOUN	112.00	
LIQUOR	LIQU	NORTHBOUN	7,633.88	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
BEER	LIQU	WESTBOUND	142.50	
LIQUOR	LIQU	WESTBOUND	1,187.22	
WINE	LIQU	WESTBOUND	416.00	
POP/MISC	LIQU	NORTHBOUN	197.97	
WINE	LIQU	NORTHBOUN	480.00	
LIQUOR	LIQU	NORTHBOUN	4,082.77	
Total BREAKTHRU BEVERAGE MINNESOTA:			15,527.14	
C & L DISTRIBUTING CO				
BEER CREDIT	LIQU	WESTBOUND	89.40-	
LIQUOR CREDIT	LIQU	WESTBOUND	79.33-	
POP/MISC	LIQU	WESTBOUND	14.75	
BEER CREDIT	LIQU	NORTHBOUN	47.90-	
BEER CREDIT	LIQU	NORTHBOUN	24.65-	
BEER	LIQU	WESTBOUND	12,714.90	
POP/MISC	LIQU	WESTBOUND	22.50	
POP/MISC	LIQU	NORTHBOUN	15.00	
LIQUOR	LIQU	NORTHBOUN	98.00	
BEER	LIQU	NORTHBOUN	5,983.20	
POP/MISC	LIQU	NORTHBOUN	44.00	
BEER	LIQU	NORTHBOUN	8,094.75	
LIQUOR	LIQU	NORTHBOUN	275.00	
LIQUOR	LIQU	WESTBOUND	285.00	
BEER	LIQU	WESTBOUND	8,225.20	
BEER	LIQU	NORTHBOUN	4,198.85	
THC PRODUCTS CREDIT	LIQU	NORTHBOUN	40.83-	
LIQUOR CREDIT	LIQU	NORTHBOUN	26.25-	
BEER	LIQU	NORTHBOUN	9,614.75	
BEER CREDIT	LIQU	NORTHBOUN	19.79-	
BEER CREDIT	LIQU	WESTBOUND	19.60-	
BEER CREDIT	LIQU	NORTHBOUN	19.60-	
Total C & L DISTRIBUTING CO:			49,218.55	
CAMPBELL KNUTSON P.A.				
LEGAL SVCS-IU 24-01 BYE IUP			72.00	
SEP LEGAL SVCS	GEN	LEGAL	12,229.03	
Total CAMPBELL KNUTSON P.A.:			12,301.03	
CHARTER COMMUNICATIONS				
PHONE LINE CHGS-WW	WAS	WASTEWATE	135.26	
Total CHARTER COMMUNICATIONS:			135.26	
CINTAS CORPORATION LOC 470				
UNIFORMS RENTAL/CLEANING	WAS	WASTEWATE	156.37	
MATS, TOWELS, SCRAPERS, M	LIQU	NORTHBOUN	51.50	
MATS, TOWELS, SCRAPERS, M	LIQU	WESTBOUND	46.18	
UNIFORMS RENTAL/CLEANING	WAS	WASTEWATE	145.34	
MATS, TOWELS, SCRAPERS, M	LIQU	NORTHBOUN	51.50	
Total CINTAS CORPORATION LOC 470:			450.89	
COMMERCIAL FURNITURE SERV				
TABLES	GEN	CULTURE & R	2,000.32	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total COMMERCIAL FURNITURE SERV:			2,000.32	
CONNECTWISE LLC				
SIEM SUBSCRIPTION-OCT	GEN	INFORMATIO	3,897.56	
SIEM APPLIANCE MAINT-OCT	GEN	INFORMATIO	59.18	
Total CONNECTWISE LLC:			3,956.74	
CORNERSTONE AUTO				
4 WHEEL ALIGNMENT #370	GEN	BUILDING MAI	139.95	
Total CORNERSTONE AUTO:			139.95	
DACOTAH PAPER CO				
TOILET TISSUE, TOWELS, LINE	LIBR	LIBRARY	565.82	
FRONT & REAR BLADES, BRUS	LIQU	NORTHBOUN	217.82	
SUPPLIES	GEN	BUILDING MAI	380.55	
Total DACOTAH PAPER CO:			1,164.19	
DAHLHEIMER BEVERAGE, LLC				
BEER	LIQU	NORTHBOUN	120.00	
BEER CREDIT	LIQU	NORTHBOUN	70.20-	
BEER-FTCENTER	MULT	CONCESSION	1,320.85	
BEER	LIQU	NORTHBOUN	327.65	
BEER	LIQU	NORTHBOUN	14,303.80	
BEER CREDIT	LIQU	WESTBOUND	440.00-	
BEER	LIQU	WESTBOUND	118.50	
BEER	LIQU	WESTBOUND	5,986.00	
THC PRODUCTS	LIQU	NORTHBOUN	166.00	
BEER	LIQU	NORTHBOUN	727.85	
LIQUOR	LIQU	NORTHBOUN	470.00	
BEER	LIQU	NORTHBOUN	11,340.13	
BEER CREDIT	LIQU	WESTBOUND	238.00-	
BEER CREDIT	LIQU	NORTHBOUN	102.00-	
BEER	LIQU	WESTBOUND	55.20	
LIQUOR	LIQU	WESTBOUND	540.00	
BEER	LIQU	WESTBOUND	2,782.81	
THC PRODUCTS	LIQU	NORTHBOUN	335.00	
BEER	LIQU	NORTHBOUN	4,860.17	
THC PRODUCTS	LIQU	WESTBOUND	83.50	
LIQUOR	LIQU	WESTBOUND	270.00	
BEER	LIQU	WESTBOUND	8,413.05	
Total DAHLHEIMER BEVERAGE, LLC:			51,370.31	
DANGEROUS MAN BREWING CO LLC				
BEER	LIQU	NORTHBOUN	175.00	
BEER	LIQU	WESTBOUND	178.00	
BEER	LIQU	NORTHBOUN	237.00	
Total DANGEROUS MAN BREWING CO LLC:			590.00	
E C M PUBLISHERS INC				
NOTICE OF PH, PARCEL ZONE	GEN	PLANNING	129.00	
NOTICE OF PH, PARCEL R1C Z	GEN	PLANNING	129.00	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
NOTICE OF PH, ZC I3 TO C3	GEN	PLANNING	111.80	
EMPLOYMENT ADV-PW LABOR	GEN	STREET MAIN	60.40	
AUCTION OF SALVAGE ADV	GEN	PLANNING	60.20	
Total E C M PUBLISHERS INC:			490.40	
ELK RIVER FLAG FOOTBALL				
REFUND FIELD DEPOSIT	GEN		300.00	
Total ELK RIVER FLAG FOOTBALL:			300.00	
ELK RIVER MUNICIPAL UTILITIES				
WATER/ELECTRIC/SWR/STM W	MULT	MULTIPURPO	29,964.89	
WATER/ELECTRIC/SWR/STM W	GEN	STREET MAIN	4,059.16	
WATER/ELECTRIC	GEN	PARKS DEPA	5,374.36	
ELECTRIC	WAS	LIFT STATION	974.40	
ELECTRIC	GEN	EMERGENCY	322.20	
ELECTRIC	GEN	PUBLIC SAFE	64.42	
ELECTRIC	GEN	PARKS DEPA	33.96	
WATER/ELECTRIC	LIQU	NORTHBOUN	2,563.91	
WATER/ELECTRIC	GEN	PARKS DEPA	347.72	
ELECTRIC	WAS	LIFT STATION	647.64	
ELECTRIC	GEN	EMERGENCY	171.47	
ELECTRIC	GEN	FIRE ADMINIS	1,293.75	
Total ELK RIVER MUNICIPAL UTILITIES:			45,817.88	
EXCEPTIONAL OUTDOORS LLC				
MOWING 18159 IRONTON ST, E	CAPI	ADMINISTRAT	250.00	
Total EXCEPTIONAL OUTDOORS LLC:			250.00	
FASTENAL COMPANY				
SUPPLIES	GEN	STREET MAIN	105.19	
SUPPLIES	GEN	PARKS DEPA	105.20	
Total FASTENAL COMPANY:			210.39	
FES, INC.				
LION FIRE HELMETS	GEN	FIRE OPERATI	3,400.00	
Total FES, INC.:			3,400.00	
FIRST HOSPITAL LABORATORIES				
DRUG SCREENING	GEN	HUMAN RESO	122.32	
Total FIRST HOSPITAL LABORATORIES:			122.32	
GOODIN COMPANY				
SUPPLIES	GEN	STREET MAIN	101.22	
Total GOODIN COMPANY:			101.22	
GRAINGER				
PARTS	GEN	FIRE OPERATI	18.02	
PARTS	GEN	FIRE OPERATI	26.21	
LATCH CLOSURES	GEN	CULTURE & R	13.82	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
PARTS	GEN	STREET MAIN	16.17	
Total GRAINGER:			74.22	
GRANITE CITY JOBBING CO				
POP/MISC	LIQU	WESTBOUND	1,072.91	
SUPPLIES	LIQU	WESTBOUND	91.50	
FREIGHT	LIQU	WESTBOUND	5.00	
POP/MISC	LIQU	WESTBOUND	833.38	
SUPPLIES	LIQU	WESTBOUND	29.92	
FREIGHT	LIQU	WESTBOUND	5.00	
POP/MISC	LIQU	WESTBOUND	478.19	
THC PRODUCTS	LIQU	WESTBOUND	50.00	
SUPPLIES	LIQU	WESTBOUND	23.36	
FREIGHT	LIQU	WESTBOUND	5.00	
Total GRANITE CITY JOBBING CO:			2,594.26	
HIRSHFIELD'S				
ATHLETIC FIELD STRIPING	GEN	PARKS DEPA	81.94	
Total HIRSHFIELD'S:			81.94	
HUMERATECH				
BOILER REPAIRS	GEN	PUBLIC SAFE	6,955.37	
ACTIVATED SNOWMELT SYSTE	GEN	FIRE ADMINIS	365.00	
Total HUMERATECH:			7,320.37	
IPP - STORES, LLC				
K-9 SUPPLIES	GEN	PATROL	109.99	
Total IPP - STORES, LLC:			109.99	
JEFF GARCIA				
REIMB FUEL & LODGING - J GA	GEN	PATROL	20.00	
REIMB FUEL & LODGING - J GA	GEN	PATROL	128.15	
Total JEFF GARCIA:			148.15	
JOHNSON BROS LIQUOR				
LIQUOR CREDIT	LIQU	NORTHBOUN	20.43-	
LIQUOR CREDIT	LIQU	NORTHBOUN	11.90-	
LIQUOR CREDIT	LIQU	NORTHBOUN	67.50-	
FREIGHT CREDIT	LIQU	NORTHBOUN	1.72-	
LIQUOR	LIQU	NORTHBOUN	5,289.00	
FREIGHT	LIQU	NORTHBOUN	86.00	
LIQUOR	LIQU	WESTBOUND	810.00	
FREIGHT	LIQU	WESTBOUND	5.16	
LIQUOR	LIQU	NORTHBOUN	6,419.66	
FREIGHT	LIQU	NORTHBOUN	118.68	
WINE	LIQU	NORTHBOUN	4,955.38	
FREIGHT	LIQU	NORTHBOUN	112.66	
POP/MISC	LIQU	NORTHBOUN	88.95	
FREIGHT	LIQU	NORTHBOUN	3.44	
FREIGHT	LIQU	WESTBOUND	.29	
LIQUOR	LIQU	NORTHBOUN	2,855.79	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
FREIGHT	LIQU	NORTHBOUN	18.92	
LIQUOR	LIQU	WESTBOUND	1,276.50	
FREIGHT	LIQU	WESTBOUND	17.20	
WINE	LIQU	WESTBOUND	240.00	
FREIGHT	LIQU	WESTBOUND	5.16	
WINE	LIQU	WESTBOUND	1,948.00	
FREIGHT	LIQU	WESTBOUND	61.92	
LIQUOR	LIQU	WESTBOUND	760.50	
FREIGHT	LIQU	WESTBOUND	8.60	
LIQUOR	LIQU	NORTHBOUN	2,565.75	
FREIGHT	LIQU	NORTHBOUN	34.40	
WINE	LIQU	NORTHBOUN	3,899.45	
FREIGHT	LIQU	NORTHBOUN	73.96	
LIQUOR	LIQU	NORTHBOUN	1,859.50	
FREIGHT	LIQU	NORTHBOUN	15.48	
LIQUOR	LIQU	WESTBOUND	432.00	
FREIGHT	LIQU	WESTBOUND	5.16	
LIQUOR	LIQU	WESTBOUND	240.00	
FREIGHT	LIQU	WESTBOUND	3.44	
WINE	LIQU	WESTBOUND	371.59	
FREIGHT	LIQU	WESTBOUND	13.76	
LIQUOR	LIQU	WESTBOUND	3,540.78	
FREIGHT	LIQU	WESTBOUND	39.99	
Total JOHNSON BROS LIQUOR:			38,075.52	
JON A POJAR				
BEVERAGE SALES - SEP	MULT	CONCESSION	197.00	
Total JON A POJAR:			197.00	
KNOX ASSOCIATES INC				
PARTS	GEN	PATROL	200.00	
BOARD ASSM #601	GEN	PATROL	522.00	
Total KNOX ASSOCIATES INC:			722.00	
LEANN JONES				
REIMBURSE TRAVEL EXPENSE	GEN	POLICE ADMI	469.23	
Total LEANN JONES:			469.23	
M T I DISTRIBUTING INC				
PARTS	GEN	PARKS DEPA	447.62	
Total M T I DISTRIBUTING INC:			447.62	
MARCO HOLDINGS LLC				
CISCO MERAKI LICENSE & SWI	GEN	INFORMATIO	743.05	
MICROSOFT SUBSCRIPTION	GEN	INFORMATIO	4,601.00	
Total MARCO HOLDINGS LLC:			5,344.05	
MARY JACOBSON				
REIMB SAFETY SHOES & GLOV	GEN	BUILDING MAI	90.99	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total MARY JACOBSON:			90.99	
MAVERICK BEVERAGE CO MN LLC				
LIQUOR	LIQU	NORTHBOUN	687.00	
WINE	LIQU	NORTHBOUN	481.28	
Total MAVERICK BEVERAGE CO MN LLC:			1,168.28	
MERRICK INC				
PLASTIC PICKUP	LAND	LANDFILL	216.00	
Total MERRICK INC:			216.00	
MODERN CONSTRUCTION OF MN INC				
MICRO LOAN	MICR		51,499.00	
Total MODERN CONSTRUCTION OF MN INC:			51,499.00	
MUNICIPAL EMERGENCY SERVICES				
PRO NIGHTHAWK	GEN	FIRE OPERATI	572.55	
SUPPLIES	GEN	FIRE OPERATI	1,133.68	
Total MUNICIPAL EMERGENCY SERVICES:			1,706.23	
MUNICIPAL EQUIPMENT EXPORTERS				
GREASE PADDLE	WAS	LIFT STATION	131.63	
Total MUNICIPAL EQUIPMENT EXPORTERS:			131.63	
NORTHLAND MECHANICAL CONTRACTORS, INC				
NEUTRALIZER ROCK	GEN	STREET MAIN	165.00	
Total NORTHLAND MECHANICAL CONTRACTORS, INC:			165.00	
OCCUPATIONAL HEALTH CENTER				
EMPL PHYSICAL/AUDIOGRAM	GEN	FIRE OPERATI	997.00	
Total OCCUPATIONAL HEALTH CENTER:			997.00	
ORONO LAKE IMPROVEMENT DISTRICT				
2024 INTERCEPT SURVEY	STOR	STORM WATE	457.62	
Total ORONO LAKE IMPROVEMENT DISTRICT:			457.62	
OXYGEN SERVICE CO, INC				
PROPANE	GEN	EQUIPMENT S	213.35	
Total OXYGEN SERVICE CO, INC:			213.35	
PAUL MELIN				
SWITCH & FIREWALL SUPPORT	GEN	INFORMATIO	250.00	
Total PAUL MELIN:			250.00	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
PAUSTIS WINE COMPANY				
WINE	LIQU	NORTHBOUN	478.00	
FREIGHT	LIQU	NORTHBOUN	10.00	
WINE	LIQU	WESTBOUND	636.75	
FREIGHT	LIQU	WESTBOUND	15.00	
Total PAUSTIS WINE COMPANY:			1,139.75	
PLUNKETT'S PEST CONTROL				
PEST CONTROL	LIQU	WESTBOUND	108.04	
Total PLUNKETT'S PEST CONTROL:			108.04	
PRECISE MRM LLC				
5MB FLAT DATA PLAN	GEN	SNOW REMO	456.00	
Total PRECISE MRM LLC:			456.00	
PRECISE REFRIGERATION, HTG & AC				
BOILER REPAIRS	GEN	PUBLIC SAFE	761.85	
Total PRECISE REFRIGERATION, HTG & AC:			761.85	
PRO GRAPHICS ENT INC				
PRINTED TABLE COVERS	GEN	FARMERS MA	675.00	
Total PRO GRAPHICS ENT INC:			675.00	
PVS TECHNOLOGIES INC				
FERRIC CHLORIDE SOLUTION	WAS	WASTEWATE	9,947.93	
Total PVS TECHNOLOGIES INC:			9,947.93	
QUALITY FLOW SYSTEMS INC				
INSTALLATION OF VAUGHAN	WAS	LIFT STATION	8,505.00	
Total QUALITY FLOW SYSTEMS INC:			8,505.00	
RED BULL DISTRIBUTION COM				
RED BULL	LIQU	NORTHBOUN	109.40	
POP/MISC	LIQU	WESTBOUND	195.86	
Total RED BULL DISTRIBUTION COM:			305.26	
SHAMROCK GROUP INC				
ICE	LIQU	NORTHBOUN	185.92	
FREIGHT	LIQU	NORTHBOUN	4.00	
ICE	LIQU	NORTHBOUN	137.95	
FREIGHT	LIQU	NORTHBOUN	4.00	
Total SHAMROCK GROUP INC:			331.87	
SIR LINES-A-LOT, LLC				
DODGE AVE STRIPING MODIFI	PAVE	GENERAL IMP	8,944.90	
Total SIR LINES-A-LOT, LLC:			8,944.90	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
SOUTHERN GLAZER'S WINE & SPIRITS OF MN				
WINE CREDIT	LIQU	WESTBOUND	44.99-	
LIQUOR	LIQU	NORTHBOUN	5,493.27	
FREIGHT	LIQU	NORTHBOUN	50.71	
WINE	LIQU	NORTHBOUN	1,424.40	
FREIGHT	LIQU	NORTHBOUN	20.00	
FREIGHT	LIQU	NORTHBOUN	1.25	
LIQUOR	LIQU	WESTBOUND	6,329.40	
FREIGHT	LIQU	WESTBOUND	90.88	
WINE	LIQU	WESTBOUND	1,055.64	
FREIGHT	LIQU	WESTBOUND	20.48	
FREIGHT	LIQU	WESTBOUND	3.84	
LIQUOR	LIQU	NORTHBOUN	9,868.59	
FREIGHT	LIQU	NORTHBOUN	104.89	
WINE	LIQU	NORTHBOUN	3,129.12	
FREIGHT	LIQU	NORTHBOUN	59.17	
LIQUOR	LIQU	WESTBOUND	3,299.92	
FREIGHT	LIQU	WESTBOUND	30.83	
WINE	LIQU	WESTBOUND	1,438.32	
FREIGHT	LIQU	WESTBOUND	19.20	
Total SOUTHERN GLAZER'S WINE & SPIRITS OF MN:			32,394.92	
SPEEDCUTTERS OUTDOOR MAIN				
MOWING & FERTILIZER-NB	LIQU	NORTHBOUN	573.36	
MOWING & FERTILIZER-WB	LIQU	WESTBOUND	562.45	
Total SPEEDCUTTERS OUTDOOR MAIN:			1,135.81	
STEVEN M WICKELGREN				
MONTHLY RETAINER FEE	GEN	POLICE ADMI	180.00	
Total STEVEN M WICKELGREN:			180.00	
SUMMER LAKES BEVERAGE LLC				
POP/MISC	LIQU	WESTBOUND	115.50	
Total SUMMER LAKES BEVERAGE LLC:			115.50	
SUPERIOR CAPITAL HOLDINGS				
SUPPLIES	GEN	PATROL	814.00	
PAGERS	GEN	FIRE OPERATI	5,867.00	
Total SUPERIOR CAPITAL HOLDINGS:			6,681.00	
SUSAN MONTAGUE				
INSTRUCTOR FEE-SEP 24	GEN	CULTURE & R	90.00	
Total SUSAN MONTAGUE:			90.00	
TD & I CABLE MAINTENANCE LLC				
EAST FIBER LOOP PROJECT-CI	FEDE		458,868.70	
EAST FIBER LOOP PROJECT-E	FEDE		349,609.55	
EAST FIBER LOOP PROJECT-W	WAS	LIFT STATION	6,996.00	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
Total TD & I CABLE MAINTENANCE LLC:			815,474.25	
TEAM LABORATORY CHEMICAL				
CHERRY BLOCK	WAS	LIFT STATION	379.00	
ICE MELT	WAS	WASTEWATE	99.00	
Total TEAM LABORATORY CHEMICAL:			478.00	
THE DELTA APARTMENTS II L				
REFUND ESCROW CU 21-03			104,210.50	
REFUND ESCROW CU 21-03			837.50	
Total THE DELTA APARTMENTS II L:			105,048.00	
TIFCO INDUSTRIES INC				
BINDER CHAIN, GLOVES, NITRI	WAS	WASTEWATE	478.33	
Total TIFCO INDUSTRIES INC:			478.33	
TIM DEBIASO				
REIMB BOILER LICENSE FEE	GEN	BUILDING MAI	20.00	
Total TIM DEBIASO:			20.00	
TRANSPORT GRAPHICS				
BADGE RETROFIT	GEN	PATROL	445.06	
Total TRANSPORT GRAPHICS:			445.06	
TWIN CITY GARAGE DOOR-GARAGE DOOR STORE				
DOOR REPAIRS	GEN	STREET MAIN	170.00	
DOOR REPAIRS	GEN	STREET MAIN	1,185.00	
Total TWIN CITY GARAGE DOOR-GARAGE DOOR STORE:			1,355.00	
VIKING COCA-COLA CO				
POP/MISC	LIQU	WESTBOUND	456.40	
POP/MISC	LIQU	NORTHBOUN	695.85	
Total VIKING COCA-COLA CO:			1,152.25	
VINOCOPIA				
LIQUOR	LIQU	NORTHBOUN	360.75	
WINE	LIQU	NORTHBOUN	920.00	
POP/MISC	LIQU	NORTHBOUN	240.00	
FREIGHT	LIQU	NORTHBOUN	30.00	
Total VINOCOPIA:			1,550.75	
WASTE MANAGEMENT				
OCT GARBAGE TIP FEES 10/1-1	GAR	GARBAGE	24,128.49	
Total WASTE MANAGEMENT:			24,128.49	

Description	FUND	DEPARTMENT	Net Invoice Amount	Bank Number
WEBB & GERRITSEN MN LLC				
POP/MISC	MULT	CONCESSION	334.18	
Total WEBB & GERRITSEN MN LLC:			334.18	
WELLINGTON SECURITY SYSTEMS				
ALARM REPAIRS	LIQU	NORTHBOUN	220.00	
Total WELLINGTON SECURITY SYSTEMS:			220.00	
WINEBOW				
WINE	LIQU	NORTHBOUN	1,890.00	
FREIGHT	LIQU	NORTHBOUN	14.00	
Total WINEBOW:			1,904.00	
WRUCK SEWER & PORTABLE RE				
PORTABLE RENTALS - SEP	GEN	PARKS DEPA	2,898.64	
PORTABLE RENTALS-LIONS PA	GEN	PARKS DEPA	10.00	
PORTABLE RENTALS-THUMBS	GEN	PARKS DEPA	795.00	
PORTABLE RENTALS-TOURN-W	GEN	PARKS DEPA	340.00	
Total WRUCK SEWER & PORTABLE RE:			4,043.64	
WSB & ASSOCIATES INC				
2024 WCA SERVICES	GEN	PUBLIC SAFE	2,281.50	
Total WSB & ASSOCIATES INC:			2,281.50	
Total :			1,484,706.49	
Grand Totals:			1,484,706.49	

Report Criteria:

- Detail report.
- Invoices with totals above $0.00 included.
- Paid and unpaid invoices included.
- Bank.Bank number = {IS NULL}
- Invoice.Created by = {<>} "jdengerud"

Report Criteria:
- Report type: Invoice detail
- Vendor.Vendor type = "Online"
- Check.Type = {<>} "Adjustment"
- Bank.Bank number = 1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
1021202420									
10/24	10/21/2024	102120242	26275	MN DEPT OF REVENUE	2025 FUEL LI	101-4-3120-4437	.00	25.00	25.00
10/24	10/21/2024	102120242	26275	MN DEPT OF REVENUE	SEP 24	101-4-3120-4212	.00	275.88	275.88
Total 1021202420:							.00		300.88
1021202421									
10/24	10/21/2024	102120242	26300	MN DEPT. OF REVENUE	SEP 24	603-4-9152-4404	.00	75,038.00	75,038.00
Total 1021202421:							.00		75,038.00
Grand Totals:							.00		75,338.88

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101-2020	.00	553.04-	553.04-
101-2080	284.83	.00	284.83
101-3-0000-3417	4.93	.00	4.93
101-4-3120-4212	238.28	.00	238.28
101-4-3120-4437	25.00	.00	25.00
221-2020	.00	4,395.13-	4,395.13-
221-2080	4,395.13	.00	4,395.13
602-2020	.00	37.60-	37.60-
602-4-9050-4212	37.60	.00	37.60
603-2020	.00	70,353.11-	70,353.11-
603-2080	70,139.17	.00	70,139.17
603-4-9112-4219	13.60	.00	13.60
603-4-9112-4404	16.30	.00	16.30
603-4-9152-4219	34.72	.00	34.72

GL Account	Debit	Credit	Proof
603-4-9152-4404	149.32	.00	149.32
Grand Totals:	75,338.88	75,338.88-	.00

Dated: ______________________________

Mayor: ______________________________

City Council: ______________________________

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City Recorder: ______________________________

Report Criteria:
- Report type: Invoice detail
- Vendor.Vendor type = "Online"
- Check.Type = {<>} "Adjustment"
- Bank.Bank number = 1

Request for Action

To
City Council

Item Number
4.3

Meeting Date
November 4, 2024

Prepared By
Tina Allard, City Clerk

Item Description
Appoint Assistant City Weed Inspector

Reviewed by
Justin Femrite
Cal Portner

Action Requested
Appoint, by motion, the Public Works Director or their designee as the assistant city weed inspector.

Background/Discussion
Per state law, MN Statute Chapter 18, the mayor is designated as the city's official weed inspector and the city may appoint assistant weed inspectors. Due to a recent retirement and job description changes in public works, it is recommended to designate the public works director or their designee as assistant weed inspector.

Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments
None

Request for Action

City of Elk River

To
City Council

Item Number
4.4

Meeting Date
November 4, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Premises Permit Resolution 24-64 - Elk River Youth Hockey Association

Reviewed by
Cal Portner
Tina Allard

Action Requested
Adopt, by motion, Resolution 24-64 approving a premises permit for the Elk River Youth Hockey Association.

Background/Discussion
The Elk River Youth Hockey Association (ERYHA) had a premises permit at the Tipsy Chicken location at 13479 Business Center Drive NW. Tipsy Chicken has closed that location and opened a new location at 729 Main Street NW under the new business name MFS Foods, Inc., DBA Tipsy On Main.

ERYHA has submitted a new request for a premises permit to conduct gambling at the new Tipsy On Main location at 729 Main Street NW.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
1. Resolution 24- ERYHA Premises Permit Tipsy Chicken

City of Elk River
City Council

Resolution 24-64

A Resolution of the City Council of the City of Elk River Approving Premises Permit

WHEREAS, the City Council of the City of Elk River allows gambling licenses to be issued within the city.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows**:** the request by Elk River Youth Hockey Association for a premises permit at Tipsy Chicken, 729 Main Street NW, is hereby approved.

Passed and adopted this 4th day of November 2024.

____
John J. Dietz, Mayor

ATTEST:

____
Tina Allard, City Clerk

POWERED BY NATURE

Request for Action

To
City Council

Item Number
4.5

Meeting Date
November 4, 2024

Prepared By
Darren McKernan, Police Captain

Item Description
Purchase Medical Equipment

Reviewed by
Darren McKernan
Cal Portner
Tina Allard

Action Requested
Approve, by motion the purchase of medical equipment from the allocated Public Safety Aid funds.

Background/Discussion
The current medical bags are outdated and in poor condition and in need of replacement. Medical bags are assigned to each vehicle in the police fleet.

Financial Impact
All department squads will be outfitted with this medical bag for $10,080. The cost of medical supplies to outfit the medical bag is $3,000 for a total cost of $13,080.

Mission/Policy/Goal
Elk River Mission Statement

Attachments
None

Request for Action

To
City Council

Item Number
4.6

Meeting Date
November 4, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
On-Sale Intoxicating Liquor License: MFS Foods Inc., DBA Tipsy on Main

Reviewed by
Cal Portner
Tina Allard

Action Requested
Approve, by motion, an On-Sale Intoxicating Liquor License to MFS Foods Inc. DBA Tipsy On Main. License valid through June 30, 2025.

Background/Discussion
MFS Foods Inc. DBA Tipsy On Main requests an On-Sale Intoxicating Liquor License for their new location at 709 Main Street NW.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
4.7

Meeting Date
November 4, 2024

Prepared By
Justin Femrite, Public Works Director/Chief Engineer

Item Description
State Fuel Consortium

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Enter, by motion, into the State Fuel Consortium for bulk fuel purchasing and pricing.

Background/Discussion
Annually, the city has participated in the State of Minnesota Fuel Consortium to gain bulk fuel at state contract pricing. While the pricing has yet to be set for the upcoming contract cycle (Feb.1, 2025, through Jan. 31, 2026), we are asked to commit our quantity order by Nov. 10, 2024. This buying opportunity has historically yielded savings by purchasing fuel outright through the open market and staff is again recommending entering this program.

Upon approval of this item, we will review our historical usage and make the appropriate estimations for our anticipated 2025 fuel needs to complete our order and contractual obligations.

Financial Impact
Budget savings will be understood as fuel costs are set by the State.

Mission/Policy/Goal
Responsible for every dollar.

Attachments
1. Fuel Consortium Program

Fuel Consortium Program - Overview

Attachment A

The current Contract with Beaudry Oil is set to expire January 31, 2025. Due to market conditions and the solicitation process, the procurement team is exploring pricing options for a new solicitation or agreement term and program that will begin February 1, 2025. In order to achieve this, participants must submit their quantities for the Fixed Price Fuel Program no later than November 10, 2024.

Fixed Price Fuel Program – Agencies participating in the Fixed Price Fuel Program are required to take 100% of its monthly quantity committed and the Contractor is required to provide 100% of the monthly quantities contracted. The program will be for 12 months, from February 1, 2025 through January 31, 2026.

- If the original purchaser is unable to take all of the monthly committed gallons, the Contractor will be responsible for contacting other location participating the Fixed Price Fuel Contract to determine if they are able to take additional gallons.

- If the Contractor is able to ship the unused gallons from the original participating purchaser to another participating agency, there will be no cost to the original participating agency. If the Spot Price is less than the Fixed Price, participants are not required to take more than the monthly amount they committed to.

- If the Contractor is unable to ship the unused gallons from the original participating purchaser to another participating agency, they may sell the unused gallons on the open market and either debit or credit the difference in price back to the original participating purchaser based on the open market sell price.
- If the Contractor is unable to provide all of the monthly committed gallons to a participating member by the due date and time, the participating member may purchase the product on the open market and charge the Contractor for any actual additional costs incurred.

Spot Price Program – In addition to the Fixed Price Program, we will include a Spot Price Program for Participants to handle extra fuel needs over and above the committed quantities in the Fixed Price Program. Only Participants in the Fixed Price Program may use the Spot Prices offered by the Contractor.
If the Contractor is unable to provide the order quantity to a State agency or CPV member by the required due date and time, the State agency or CPV member may purchase the product on the open market and charge the Contractor for any actual additional costs incurred.

The signature below and/or submission of the Order Form (Attachment B) certify that your Entity agrees to all terms, conditions, and prices of any Contract agreement entered into on its behalf by the State of Minnesota, which includes, by is not limited to, taking 100% of the monthly fuel quantities submitted for the Fixed Price Program on the Fuel Order Form (Attachment B). There is no requirement to take any product(s) using the Spot Price Program.

Agency Name: City of Elk River

Address: 13065 Orono Parkway, Elk RIver MN 55330

Contact Person: Justin Femrite Title: Public Works Director

Phone No.: 763-635-1000 Fax: ________ Email: JFemrite@ElkRiverMN.gov

Authorized Signature: ____________________

Request for Action

To
City Council

Item Number
4.8

Meeting Date
November 4, 2024

Prepared By
Mark Dickinson, Fire Chief

Item Description
2025 Tahoe Truck Replacement for Fire Department

Reviewed by
Mark Dickinson
Cal Portner
Tina Allard

Action Requested
Approve, by motion, order of a 2025 Tahoe truck.

Background/Discussion
Upon approval, this vehicle will be ordered now and is expected to be delivered in 2025. This would be purchased through the state contract pricing and is part of the fleet replacement program to replace the current 2015 Tahoe.

The estimated cost per state contract is $53,426.36. The remaining funds for the vehicle in the fleet replacement program will be used to add emergency lighting and decals. This vehicle is on the CIP for replacement in 2025 to be paid out of the Equipment Replacement Fund with a total of $65,000 allotted for this purchase.

Financial Impact
$65,000

Mission/Policy/Goal
Elk River Mission to meet changing needs

Attachments
None

Request for Action

To
City Council

Item Number
8.1

Meeting Date
November 4, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Discuss Work Session Items

Reviewed by
Cal Portner
Tina Allard

Action Requested
Review work session items listed below and identify future work session topics.

Background/Discussion
Work sessions will be added to the end of regular meetings on the first and third Mondays as needed. At the first Council meeting of each month, staff will present a list of future work session topics for Council review.

Proposed work session topics are as follows:

- Fire Station 1 Facility Funding
- Public Safety Grant Expenditure update
- Review of zoning north of 197th Ave and gravel mining area following Highway 169 construction
- Multipurpose Facility Advisory Commission chapters and bylaws discussion
- Flock Safety Camera

Financial Impact
N/A

Mission/Policy/Goal
Responsibly grow, meet changing needs (agile), and ethical, efficient, and responsible.

Attachments
None

Request for Action

To
City Council

Item Number
9.1

Meeting Date
November 4, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Council Liaison Updates

Reviewed by
Cal Portner
Tina Allard

Action Requested
Councilmembers to provide liaison updates.

Background/Discussion
The Mayor and Councilmembers serve as liaisons to multiple committees and commissions. The first meeting of the month provides an opportunity for the Council to provide updates on the work of those committees and commissions.

- **Energy City Commission** – CM Grupa
- **Multipurpose Facility Commission** – CM Wagner
- **Housing and Redevelopment Authority -** CM Wagner
- **Heritage Preservation Commission** – CM Grupa
- **Parks and Recreation Commission** – CM Beyer
- **Planning Commission** – CM Westgaard
- **Utilities Commission** – CM Westgaard
- **Region 7W** – Mayor Dietz

Other Committees, Commissions, etc.

Financial Impact
None

Mission/Policy/Goal
Elk River Mission

Attachments
None

Request for Action

To
City Council

Item Number
11.1

Meeting Date
November 4, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant City Administrator

Item Description
FT Center Leased Space Rental Rate

Reviewed by
Cal Portner
Tina Allard

Action Requested
Discuss the FT Center Leased Space as the 2022-24 contract will expire in December.

Background/Discussion
The City Council has a standing agreement with Elk River Youth Hockey Association for use of various leased spaces in the facility.

The City Council was provided this information on September 16, 2024, and the MFAC was invited to participate in future discussions as directed.

Financial Impact
The various facility rates have a direct impact on the FT Center budget.

Mission/Policy/Goal
Responsible for every dollar - good stewards.

Attachments
1. 2022-31 ERYH Lease
2. FT Center Lease Space Rates

LEASE AGREEMENT

This **LEASE AGREEMENT** ("Lease") is made and effective as of OCT. 17, 2022, by and between the **CITY OF ELK RIVER**, a Minnesota municipal corporation (hereinafter referred to as the "Landlord") and **ELK RIVER YOUTH HOCKEY ASSOCIATION** (hereinafter referred to as the "Tenant").

The Landlord and Tenant hereby agree as follows:

ARTICLE 1 – LEASED PREMISES

Subject to the terms, covenants and conditions of this Lease, Landlord does hereby lease and let unto Tenant, and Tenant does hereby lease and take from Landlord, in the building ("Building") owned by Landlord located at 1000 School Street, Elk River, MN 55330, that space identified on **Exhibit A** attached hereto and incorporated herein, (hereinafter referred to as the "Leased Premises"). Tenant agrees to take and does take the Leased Premises in its "as is" condition. The Building and the Property are known as and hereinafter jointly referred to as the "Community Center".

ARTICLE 2 – TERM OF LEASE

A. The term of this Lease shall be for 24 months (hereafter referred to as the "Initial Term") upon the rentals and subject to the conditions set forth in this Lease, including **Exhibit A** attached hereto.

B. Landlord shall have the right to terminate this Lease for any reason upon 30 days' written notice to Tenant. The notice to terminate shall state the date upon which the Lease is terminated and the Leased Premises must be vacated. Tenant shall vacate the Leased Premises on or before that date. Failure by Tenant to vacate the Leased Premises on or before the termination date shall entitle Landlord to enter the Leased Premises, remove all property of Tenant and cause the Leased Premises to be put into the condition and state of repair required by this Lease. Tenant, on demand, shall pay the Landlord's costs thereof.

ARTICLE 3 - USE

A. The Leased Premises shall be used by the Tenant solely for the purposes set forth on **Exhibit A** hereto and for no other purpose without the prior written consent of the Landlord.

B. The Leased Premises shall not be used in violation of any applicable federal, state, or local law, ordinance, rule, or regulation, and Tenant shall comply with the same at its sole cost and expense.

C. Notwithstanding anything to the contrary herein, Tenant shall have the reasonable non-exclusive right to use the Common Areas (as hereinafter defined) of the Property and the Building with the Landlord, its employees, agents and invitees, as may from time to time exist, including but not limited to the parking facilities, sidewalks, driveways, access ways, common hallways, walkways, landscaped areas and public restrooms ("Common Areas") and the Landlord shall have the full control, management and direction of the Common Areas. The Landlord reserves the right at any time and from time to time to reduce, increase, enclose or otherwise change the size, location, layout and nature of the Common Areas.

D. Tenant covenants and agrees that Tenant shall not handle, use, store or dispose of any flammables, explosives, hazardous or toxic wastes or materials (as may be defined by Federal or State Law), on or about the Leased Premises or the Property, without Landlord's prior written consent (which consent may be withheld or denied for any or no reason).

E. Tenant shall not perform any act or carry on any practice that may damage the Leased Premises or any other part of the Property.

F. Tenant shall keep the Leased Premises safe, clean and in as good condition and repair as they were in at the time Tenant took possession of same, reasonable wear and tear excepted.

G. Tenant agrees that it and its guests, employees, contractors, invitees and all others connected with the Tenant's operations at the Leased Premises shall abide by all reasonable rules and regulations from time to time established by the Landlord by written notice to the Tenant with respect to the Community Center and/or the Common Area portions thereof.

H. Tenant shall keep all trash, refuse, and the like in covered metal or plastic cans, which cans shall be kept within the Leased Premises at all times, unless an exterior storage area is specifically designated for Tenant's use by Landlord in which event the Tenant shall deposit all trash, refuse and the like in the exterior storage area.

I. Tenant shall ensure that the Leased Premises are secure at all times.

J. If Tenant shall fail to keep and preserve the Leased Premises in the state of condition required by the provisions of this Lease, Landlord may at its option put or cause the same to be put into the condition and state of repair agreed upon, and in such case the Tenant, on demand, shall pay the cost thereof.

ARTICLE 4 – RENT

Tenant agrees to pay to Landlord as rent (hereinafter called "Rent") for the Leased Premises the amounts shown on **Exhibit A** attached hereto.

ARTICLE 5 - NON-LIABILITY OF LANDLORD

Except in the event of gross negligence or willful misconduct of Landlord, its agents, employees or contractors, Landlord shall not be liable for any loss or damage for failure to furnish heat, air conditioning, electricity, water, sprinkler system, sewer or gas service. Landlord shall not be liable for personal injury, death or any damage from any cause about the Leased Premises or the Community Center except if caused by Landlord's gross negligence or willful misconduct.

ARTICLE 6 - INSPECTION

The Landlord, its employees or agents shall have the right without any diminution of rent or other charges payable hereunder by Tenant to enter the Leased Premises at all reasonable times for the purpose of inspection, cleaning, repairing, testing, altering or improving the same or said Community Center, but nothing contained in this Article shall be construed so as to impose any obligation on the Landlord to make any repairs, alterations or improvements. Access by Landlord to the Leased Premises shall be preceded by 24 hours written or verbal notice by Landlord to Tenant, except in the event of an emergency.

ARTICLE 7 –ALTERATIONS

Tenant will not make any alterations, repairs, additions or improvements in or to the Leased Premises or add, disturb or in any way change any locks, plumbing or wiring therein without the prior written consent of the Landlord.

ARTICLE 8 - ASSIGNMENT AND SUBLETTING

Tenant agrees that Tenant does not have the right to assign, sublet, license or encumber this Lease, the Leased Premises, or any part thereof, whether by voluntary act, operation of law, or otherwise, without the specific prior written consent of Landlord in each instance.

ARTICLE 9 - LOSS BY CASUALTY

If the Community Center is damaged or destroyed by fire or other casualty, Landlord or Tenant shall have the right to terminate this Lease, provided it gives written notice thereof to the other party within ninety (90) days after such damage or destruction.

ARTICLE 10 - WAIVER OF SUBROGATION

Landlord and Tenant hereby release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage or supplementary contract casualties, even if such fire or other casualty shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible; provided however, that this release shall be applicable and in force and effect only with respect to loss or damage occurring during such times as the releasing party's policies shall contain a clause or endorsement to the effect that any such release would not adversely affect or impair said policies or prejudice the right of the releasing party to recover thereunder. Landlord and Tenant agree that they will request their insurance carriers to include in their policies such a clause or endorsement. If extra cost shall be charged therefor, each party shall advise the other of the amount of the extra cost, and the other party, at its election, may pay the same, but shall not be obligated to do so.

ARTICLE 11 - SURRENDER

On the last day of the Term of this Lease or on the sooner termination thereof in accordance with the terms hereof, Tenant shall peaceably surrender the Leased Premises in good condition and repair.

ARTICLE 12 - HOLDING OVER

Tenant will, at the expiration of this Lease, whether by lapse of time or termination, give up immediate possession to Landlord. If Tenant fails to give up possession the Landlord may pursue all remedies available to it for recovering possession of Leased Premises.

ARTICLE 13 - INDEMNITY, INSURANCE AND SECURITY

A. Tenant will keep in force at its own expense for so long as this Lease remains in effect public liability insurance with respect to the Leased Premises in which Landlord shall be named as an additional insured, in companies and in form acceptable to Landlord with a minimum combined limit of liability of ~~Three~~ one Million Dollars (~~$3,000,000~~) $1,000,000. RE TD 10-11-22 Said insurance shall also provide for contractual liability coverage by endorsement. Tenant will further deposit with Landlord the policy or policies of such insurance or certificates thereof, or other acceptable evidence that such insurance is in effect, which evidence shall provide that Landlord shall be notified in writing thirty (30) days prior to cancellation, material change, or failure to renew the insurance. Tenant further covenants and agrees to indemnify and hold Landlord and Landlord's manager of the Community Center harmless for any claim, loss or damage, suffered by Landlord, Landlord's manager or Landlord's other tenants caused by any act or omission by Tenant or Tenant's members; or Tenant's failure to comply with any and all governmental laws, rules, ordinances or regulations applicable to the use of the Leased Premises and its occupancy. RE

B. Tenant shall be responsible for the security and safeguarding of the Leased Premises and all property kept, stored or maintained in the Leased Premises. Tenant shall maintain in force throughout the Term, insurance upon all contents of the Leased Premises, including that owned by others and Tenant's equipment and any alterations, additions, fixtures, or improvements in the Leased Premises acknowledged by Landlord to be the Tenant's.

C. Landlord shall carry and cause to be in full force and effect a fire and extended coverage insurance policy on the Community Center, but not any contents owned, leased or otherwise in possession of Tenant.

ARTICLE 14 - NOTICES

All notices from Tenant to Landlord required or permitted by any provisions of this Lease shall be directed to Landlord postage prepaid, certified or registered mail, at 13065 Orono Parkway, Elk River, MN 55330.

All notices from Landlord to Tenant required or permitted by any provision of this Lease shall be directed to Tenant, postage prepaid, certified or registered mail, at the Leased Premises and at:

____

____

____

ARTICLE 15 - APPLICABLE LAW

This Lease shall be construed under the laws of the State of Minnesota.

IN WITNESS WHEREOF, this Lease has been duly executed by the parties hereto as of the day and year indicated above.

LANDLORD:

CITY OF ELK RIVER

By: ______________________________
John J. Dietz, Its Mayor

And: ______________________________
Tina Allard, City Clerk

TENANT:

ELK RIVER YOUTH HOCKEY ASSOCIATION

By: ______________________________
Name: RYAN EASON
Its: PRESIDENT

EXHIBIT A

Leased Areas and Rent:

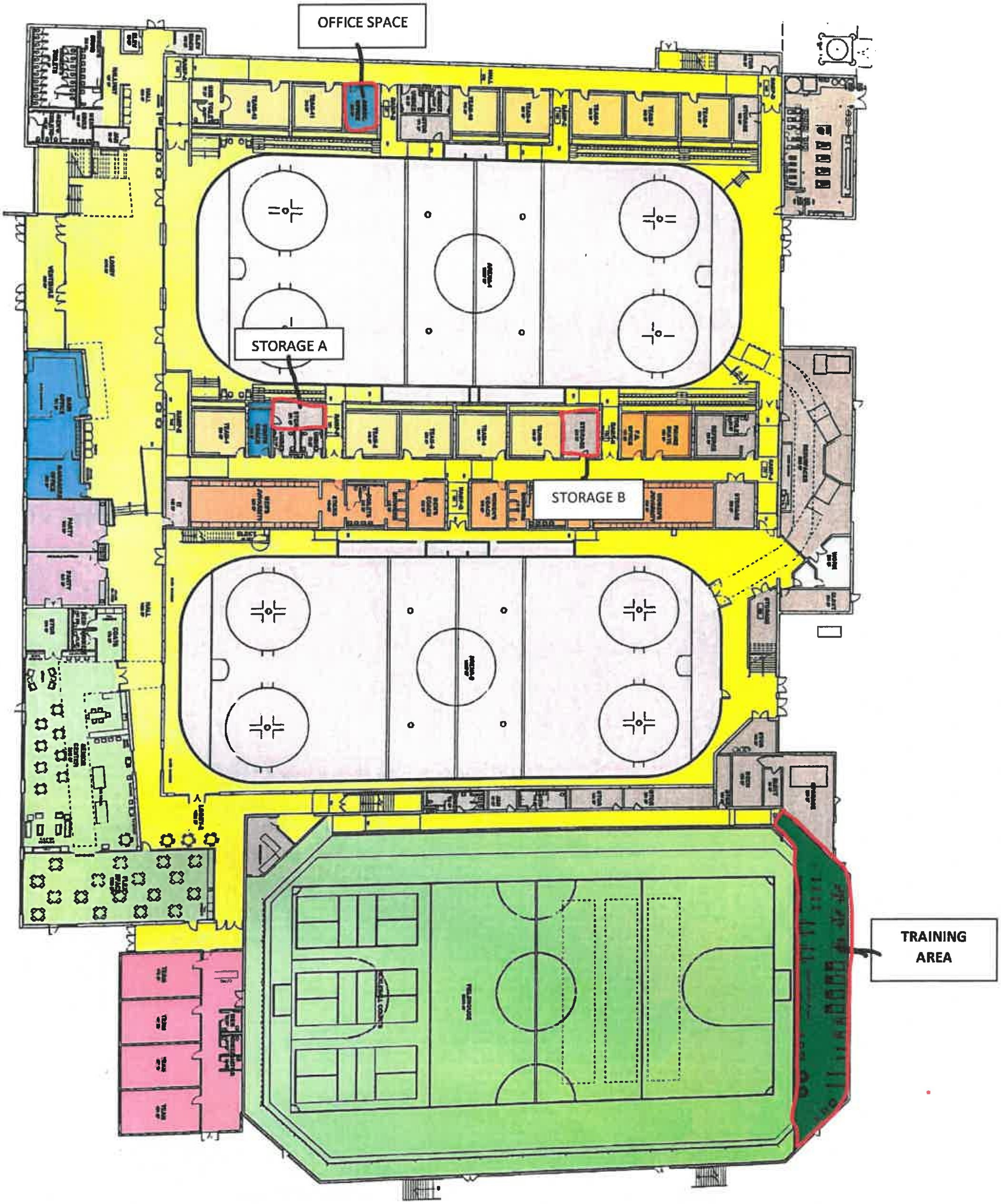
1. **OFFICE:**
   a. ERYHA will have exclusive use of the office area located in the West Locker Room (Room #126, 209 SQ/FT).

2. **STORAGE (A):**
   a. ERYHA will have exclusive use of the Storage Room in the East Locker Room Hallway, adjacent to the Coaches Room. (Room # 148, 271 SQ/FT).

3. **STORAGE (B):**
   a. ERYHA will have exclusive use of the Storage Room in the East Locker Room Hallway, across from Girl's HS Locker room. (Room # NA, 238 SQ/FT).

4. **TRAINING AREA:**
   a. ERYHA will have exclusive use of the Training Area in Rear of Fieldhouse. (1800 SQ/FT) 90'x20'.

	SQ/FT	SQ/FT Rate	Annual	Monthly
OFFICE	209	$ 8.00	$1,672.00	$139.33
STORAGE (A)	271	$ 8.00	$2,168.00	$180.67
STORAGE (B)	238	$ 8.00	$1,904.00	$158.67
TRAINING AREA	1800	$ 8.00	$14,400.00	$1,200.00
TOTAL	**2518**	**$ 8.00**	**$20,144.00**	**$1,678.67**


OFFICE SPACE
STORAGE A
STORAGE B
TRAINING
AREA

FT Center
2025 Rates
Lease Space

Ex: ERYHA

Based on Current Rates

ROOM	SQFT	Monthly
Office	209	$139.33
Storage (A)	271	$180.67
Storage (B)	238	$158.67
Training Area	1800	$1,200
Total	2518	$1,678.67

1 SQFT = $0.667/Month ($8/year)

City of Elk River

Ex: iBackcheck

Based on Current Rates

3038 SQFT = $4,294/Month

1 SQFT = $1.41/Month ($16.92/year)

Ex: Metro Self Storage

Based on Current Rates

250 SQFT = $389/Month
w/ 1st two months 75% off promotion

1 SQFT = $1.36/Month ($16.32/year)

Ex: Self Storage MN

Based on Current Rates

250 SQFT = $195/Month

1 SQFT = $.78/Month ($9.36/year)

Request for Action

To
City Council

Item Number
11.2

Meeting Date
November 4, 2024

Prepared By
Lori Stich, Finance Manager

Item Description
2025 Budget

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Continue 2025 budget discussion

Background/Discussion
On September 16, the Council approved a maximum levy of $17,232,183, with a preliminary General Fund budget of $22,474,100. Since then, additional adjustments of $324,350 have been made to bring the proposed levy to $16,907,833 with an estimated tax rate of 39.05%, compared to 37.895% in 2024. The Council should be mindful that legislative changes to the Market Value Homestead Exclusion has removed a lot of market value from our net tax capacity shifting the tax burden to higher-valued homes, which is the intent of *ad valorem* taxes.

The levy adjustments consist of General Fund revenue increases of $124,000 and expenditure reductions of $200,350. Revenue adjustments for police aid and ERMU transfers bring the totals in line with historical actual amounts. Expenditure reductions are due to adjustments to personal services and professional services/consulting costs. These adjustments reduce the General Fund budget to $22,273,750, or a 3.3% increase over 2024. The General Fund budget consists of the same level of services as 2024 and the budget increase is mainly impacted by inflationary increases.

Financial Impact
N/A

Mission/Policy/Goal
Responsible for every dollar - good stewards

Attachments
1. 2025 Budget

CITY OF ELK RIVER
2025 PRELIMINARY BUDGET
GENERAL FUND

	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	9/30/2024 ACTUAL	2025 PRELIMINARY	% of Budget	Increase/ (Decrease)	% Change
General Fund Revenues:									
Property taxes	12,297,572	13,017,377	13,785,282	14,917,700	7,672,465	$15,689,700	70.4%	$772,000	5.2%
Other taxes	233,745	173,039	156,365	225,000	68,695	225,000	1.0%	$0	0.0%
Licenses & Permits	1,015,529	939,133	976,260	1,008,200	594,981	974,200	4.4%	($34,000)	-3.4%
Intergovernmental Revenues	581,927	657,106	706,917	659,000	819,087	778,000	3.5%	$119,000	18.1%
Charges for Services	1,035,953	1,129,410	1,210,808	1,148,200	1,070,122	1,243,850	5.6%	$95,650	8.3%
Fines	127,266	127,954	169,910	150,000	116,933	155,000	0.7%	$5,000	3.3%
Other Revenues	297,915	335,594	445,610	330,000	186,698	361,000	1.6%	$31,000	9.4%
Other Financing Source - Lease	-	225,719	-	-	-	-	0.0%	$0	0.0%
Transfers In	2,281,960	2,599,306	3,202,249	3,132,500	2,556,715	2,847,000	12.8%	($285,500)	-9.1%
Total General Fund Revenues	**17,871,867**	**19,204,638**	**20,653,401**	**21,570,600**	**13,085,696**	**22,273,750**	**100.0%**	**$703,150**	**3.3%**
General Fund Expenditures									
General Government:									
Mayor & Council	161,522	180,733	196,879	213,550	175,615	233,000	1.0%	19,450	9.1%
Communications	334,651	368,036	436,535	485,300	331,662	515,350	2.3%	30,050	6.2%
Administrative Services	597,464	609,868	691,952	721,850	542,602	727,050	3.3%	5,200	0.7%
Human Resources	344,469	367,643	398,243	426,550	309,105	456,150	2.0%	29,600	6.9%
Elections	6,300	41,864	6,280	75,500	45,519	6,800	0.0%	(68,700)	-91.0%
Finance	620,548	696,918	733,973	800,750	614,348	865,650	3.9%	64,900	8.1%
Information Technology	454,648	652,096	617,017	731,500	485,222	753,800	3.4%	22,300	3.0%
Legal	244,402	270,650	288,808	275,000	234,356	300,000	1.3%	25,000	9.1%
Community Dev/Planning	578,245	479,845	460,952	485,100	364,569	504,750	2.3%	19,650	4.1%
Facilities Maintenance	812,257	925,910	1,054,680	1,085,250	775,084	1,165,550	5.2%	80,300	7.4%
Energy City	23,922	24,475	56,284	49,050	20,489	38,900	0.2%	(10,150)	-20.7%
Total General Government	**4,178,428**	**4,618,038**	**4,941,603**	**5,349,400**	**3,898,571**	**5,567,000**	**25.0%**	**217,600**	**4.1%**
Public Safety:									
Police	6,338,212	6,909,469	7,190,412	7,578,400	5,308,610	8,063,550	36.2%	485,150	6.4%
Fire	1,514,752	1,733,540	1,979,598	1,998,000	1,229,167	2,101,750	9.4%	103,750	5.2%
Building Safety	489,072	610,684	572,772	625,500	447,644	663,800	3.0%	38,300	6.1%
Code Enforcement	86,316	76,049	116,261	126,000	90,580	132,900	0.6%	6,900	5.5%
Environmental	57,578	111,919	128,842	101,700	87,347	53,900	0.2%	(47,800)	-47.0%
Total Public Safety	**8,485,930**	**9,441,661**	**9,987,885**	**10,429,600**	**7,163,348**	**11,015,900**	**49.5%**	**586,300**	**5.6%**
Public Works:									
Street Maintenance	1,472,080	1,391,531	1,532,241	1,742,150	1,102,975	1,778,350	8.0%	36,200	2.1%
Snow Removal	336,707	366,282	338,473	411,150	212,865	380,650	1.7%	(30,500)	-7.4%
Equipment Services	253,000	353,287	363,728	397,300	287,838	421,900	1.9%	24,600	6.2%
Engineering	396,165	426,794	464,372	489,150	309,443	382,100	1.7%	(107,050)	-21.9%
Total Public Works	**2,457,952**	**2,537,894**	**2,698,814**	**3,039,750**	**1,913,121**	**2,963,000**	**13.3%**	**(76,750)**	**-2.5%**
Culture & Recreation:									
Park Maintenance	1,310,852	1,572,359	1,558,303	1,743,700	1,176,283	1,727,300	7.8%	(16,400)	-0.9%
Recreation	648,970	761,741	773,426	812,150	580,457	784,500	3.5%	(27,650)	-3.4%
Sr. Citizen Programs	119,465	136,016	178,074	196,000	151,374	216,050	1.0%	20,050	10.2%
Total Culture & Recreation	**2,079,287**	**2,470,116**	**2,509,803**	**2,751,850**	**1,908,114**	**2,727,850**	**12.2%**	**(24,000)**	**-0.9%**
Transfers Out	**171,591**	**-**	-		-	-	0.0%	-	0.00%
Total General Fund Expenditures	**$17,373,188**	**$19,067,709**	**$20,138,105**	**$21,570,600**	**$14,883,154**	**$22,273,750**	**100.0%**	**$703,150**	**3.3%**

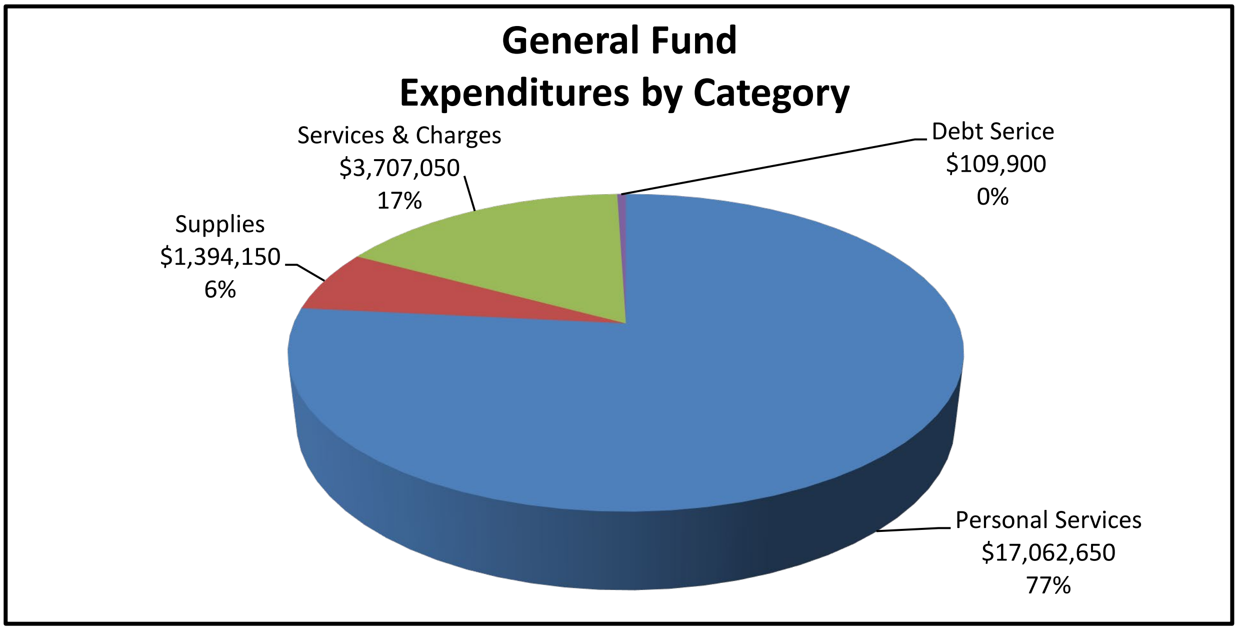
CITY OF ELK RIVER
2025 BUDGET
GENERAL FUND REVENUES

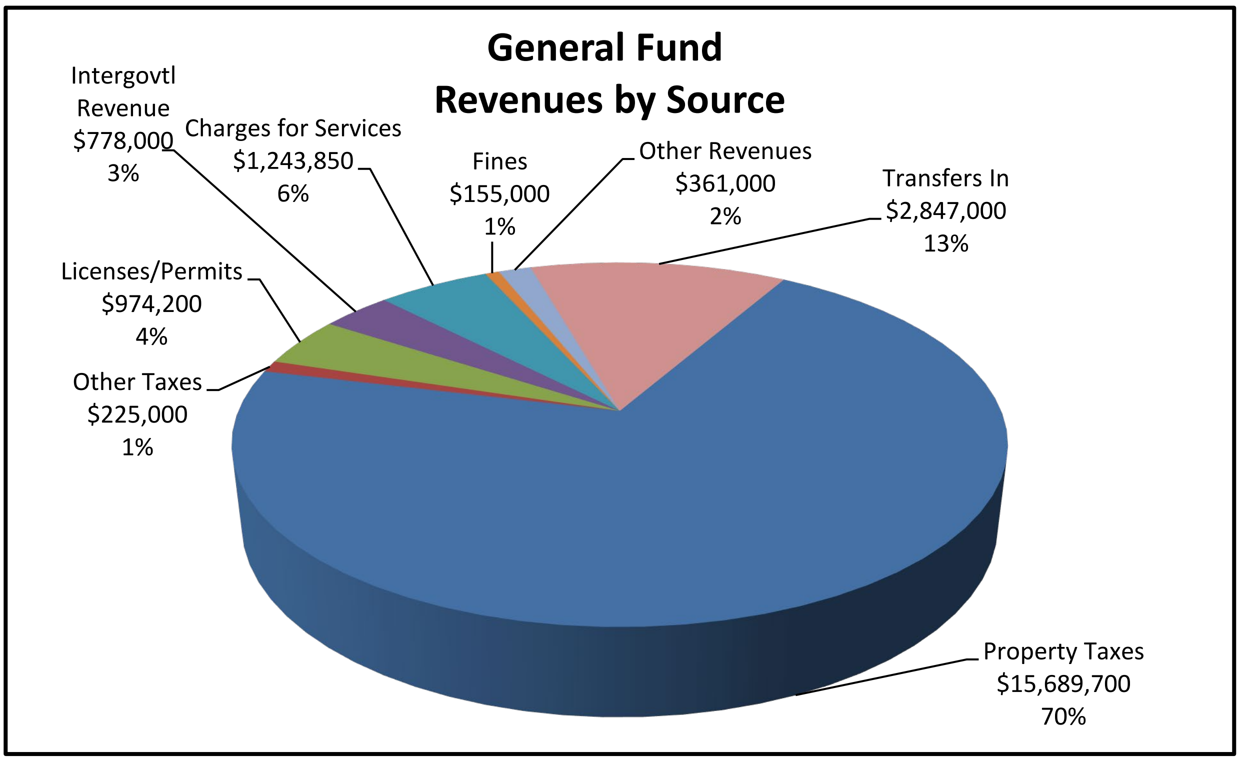
REVENUES:	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	9/30/24 ACTUAL	2025 PRELIMINARY	INCREASE/ DECREASE	% CHANGE
Taxes								
Property Taxes	12,297,572	13,017,377	13,785,282	14,917,700	7,672,465	15,689,700	772,000	5.2%
Gravel Tax	233,745	173,039	156,365	225,000	68,695	225,000	-	0.0%
Total Taxes	**12,531,317**	**13,190,416**	**13,941,647**	**15,142,700**	**7,741,160**	**15,914,700**	**772,000**	**14.2%**
Licenses & Permits								
Liquor License	73,595	81,990	77,630	82,000	77,805	82,000	-	0.0%
THC License	-	1,600	5,200	4,000	400	5,000	1,000	25.0%
Cigarette License	4,656	2,825	3,000	4,000	450	4,000	-	0.0%
Rental License	62,603	56,725	62,260	65,000	36,260	65,000	-	0.0%
Mining License	25,849	26,108	26,843	26,000	26,888	26,000	-	0.0%
Garbage Hauler License	2,460	1,545	1,940	2,500	2,505	2,500	-	0.0%
Other Business License/Permit	15,955	17,685	15,815	16,000	15,613	16,000	-	0.0%
NPDES Permit	24,675	16,305	13,475	23,000	10,325	23,000	-	0.0%
Building Permit	588,999	512,999	521,105	600,000	319,644	550,000	(50,000)	-8.3%
Plumbing/Heating Permit	191,019	189,965	214,743	160,000	90,843	175,000	15,000	9.4%
Permit Surcharge	753	629	657	700	5,506	700	-	0.0%
Animal License	800	660	810	-	250	-	-	#DIV/0!
Other Non-Business Lic/Permit	24,165	30,097	32,782	25,000	8,492	25,000	-	0.0%
Total Licenses & Permits	**1,015,529**	**939,133**	**976,260**	**1,008,200**	**594,981**	**974,200**	**(34,000)**	**-3.4%**
Intergovernmental Revenue								
Federal Grant	-	10,678	1,872	-	-	-	-	0.0%
MV Credit	5,756	5,894	5,786	6,000	-	6,000	-	0.0%
Fire State Aid	218,909	255,658	279,775	230,000	329,633	275,000	45,000	19.6%
Police State Aid	276,543	320,526	339,387	340,000	445,511	414,000	74,000	21.8%
Police Training Reimb	38,002	33,489	31,316	35,000	-	35,000	-	0.0%
State Crime Prevention Grant	42,717	30,861	48,781	48,000	31,546	48,000	-	0.0%
Other Grants	-	-	-	-	12,396	-	-	#DIV/0!
Total Intergovernment Revenue	**581,927**	**657,106**	**706,917**	**659,000**	**819,086**	**778,000**	**119,000**	**18.1%**
Charges for Services								
Planning & Zoning Fees	33,725	27,084	22,572	25,000	23,680	25,000	-	0.0%
Plan Check Fee	281,502	235,691	216,110	250,000	136,168	230,000	(20,000)	-8.0%
Special Assessment Search	1,250	330	365	500	150	500	-	0.0%
Copies	1,491	1,053	1,032	1,500	1,032	1,500	-	0.0%
Other General Govt Services	-	13	330	-	-	-	-	#DIV/0!
Lockout Fees	3,780	3,365	2,700	3,500	1,468	3,500	-	0.0%
Police Services	67,177	46,470	46,027	45,000	18,867	46,000	1,000	2.2%
School Liaison	155,077	180,030	184,055	183,000	184,463	185,000	2,000	1.1%
Animal Impound Fee	300	625	400	500	400	500	-	0.0%
Fire Contracts	289,662	380,317	430,774	400,000	470,798	465,750	65,750	16.4%
Fire Services	2,475	6,194	6,600	3,000	1,009	3,000	-	0.0%
Street Services	27,426	21,433	23,182	35,000	25,798	35,000	-	0.0%
Engineering Services Reimb	16,505	14,741	22,542	20,000	5,065	20,000	-	0.0%
Recreation Fees	32,505	45,160	53,082	50,000	42,889	52,500	2,500	5.0%
Sr Center Activities	36,264	40,515	43,817	43,000	30,910	47,500	4,500	10.5%
Farmer's Market	21,839	50,381	48,492	12,000	43,436	15,000	3,000	25.0%
Elk RiverFest	20,622	20,845	27,250	20,000	22,528	20,000	-	0.0%
Park Use Fee	25,238	39,033	64,433	40,000	47,701	76,900	36,900	92.3%
Sewer Inspection Fee	17,840	15,060	16,250	15,000	13,000	15,000	-	0.0%
Contractor License Check	1,275	1,070	795	1,200	760	1,200	-	0.0%
Total Charges for Services	**1,035,953**	**1,129,410**	**1,210,808**	**1,148,200**	**1,070,122**	**1,243,850**	**95,650**	**8.3%**
Fines								
Court Fines	125,266	125,054	165,910	150,000	113,833	155,000	5,000	3.3%
Parking Fines	-	-	-	-	-	-	-	#DIV/0!
Ordinance Violations	2,000	2,900	4,000	-	3,100	-	-	#DIV/0!
Total Fines	**127,266**	**127,954**	**169,910**	**150,000**	**116,933**	**155,000**	**5,000**	**3.3%**

REVENUES:	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	9/30/24 ACTUAL	2025 PRELIMINARY	INCREASE/ DECREASE	% CHANGE
Other Revenue								
Interest Income	119,745	153,523	202,983	150,000	156,851	175,000	25,000	16.7%
Refunds & Reimbursements	145,251	144,641	188,548	145,000	(10,211)	150,000	5,000	3.4%
Contributions - Concert Sponsorships	19,000	24,811	42,260	25,000	25,750	26,000	1,000	4.0%
Miscellaneous Revenue	13,919	12,619	11,819	10,000	14,308	10,000	-	0.0%
Total Other Revenue	**297,915**	**335,594**	**445,610**	**330,000**	**186,698**	**361,000**	**31,000**	**9.4%**
Other Financing Sources								
Other Financing Source - Lease	-	225,719	-	-	-	-	-	0.0%
Transfers In								
Transfers	460	1,656	300,749	-	225	-	-	-
Transfer-Capital Outlay Reserv	-	50,000	78,500	89,000	97,500	95,000	6,000	6.7%
Transfer-Development	10,600	10,650		-	-	-	-	0.0%
Transfer-ARPA	-			-	-	-	-	0.0%
Transfer-WWTP	160,000	165,000	170,000	175,000	175,000	180,000	5,000	2.9%
Transfer-Liquor	500,000	750,000	1,000,000	1,000,000	1,000,000	850,000	(150,000)	-15.0%
Transfer-Garbage	52,000	54,000	56,500	250,000	58,000	60,000	(190,000)	-76.0%
Transfer-Utilities	1,355,000	1,355,000	1,380,000	1,400,000	1,007,490	1,450,000	50,000	3.6%
Transfer-Stormwater	121,000	135,000	135,000	135,000	135,000	125,000	(10,000)	-7.4%
Transfer-EDA	41,000	43,000	45,000	46,000	46,000	48,000	2,000	4.3%
Transfer-HRA	41,900	35,000	36,500	37,500	37,500	39,000	1,500	4.0%
Total Transfers In	**2,281,960**	**2,599,306**	**3,202,249**	**3,132,500**	**2,556,715**	**2,847,000**	**(285,500)**	**-9.1%**
Total General Fund Revenues	**17,871,867**	**19,204,638**	**20,653,401**	**21,570,600**	**13,085,695**	**22,273,750**	**703,150**	**3.3%**

CITY OF ELK RIVER
2025 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT

EXPENDITURES:	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2025 PRELIMINARY	INCREASE/ (DECREASE)	% CHANGE
Personal Services							
Full Time Salaries	$9,130,334	$9,818,161	$10,315,488	$11,156,600	$11,540,150	$383,550	3.4%
Overtime	276,223	288,869	282,114	263,500	263,500	$0	0.0%
Part Time Salaries	657,853	587,143	587,971	723,650	712,500	($11,150)	-1.5%
PERA	1,123,073	1,165,831	1,246,038	1,336,550	1,394,700	58,150	4.4%
FICA	366,023	393,388	402,197	461,250	472,650	$11,400	2.5%
Other Retirement Contributions	248,909	285,658	309,775	260,000	305,000	$45,000	17.3%
Medicare	142,267	150,083	158,966	174,850	181,500	$6,650	3.8%
Insurance	1,197,940	1,360,230	1,491,007	1,639,750	1,722,400	$82,650	5.0%
Workers Compensation	267,271	350,141	439,336	432,050	470,250	$38,200	8.8%
Unemployment Benefits	-	13,991	1,175	-	-	$0	0.0%
Total Personal Services	**13,409,893**	**14,413,495**	**15,234,067**	**16,448,200**	**17,062,650**	**614,450**	3.7%
Supplies							
Office Supplies	39,405	31,639	21,108	37,500	35,250	(2,250)	-6.0%
Fuels/Lubes	154,724	215,352	250,078	288,850	273,500	(15,350)	-5.3%
Uniform Allowance	109,572	81,922	81,967	104,250	109,400	5,150	4.9%
Operating Supplies	667,777	792,513	887,802	821,900	768,200	(53,700)	-6.5%
Equipment Parts	145,394	161,157	189,628	190,800	176,800	(14,000)	-7.3%
Street Signs	49,615	22,109	11,205	39,000	31,000	(8,000)	-20.5%
Total Supplies	**1,166,487**	**1,304,692**	**1,441,788**	**1,482,300**	**1,394,150**	**(88,150)**	-5.9%
Services & Charges							
Audit Fees	20,605	17,442	19,838	22,500	23,000	500	2.2%
Engineering Fees	1,472	17,348	4,220	5,000	-	(5,000)	-100.0%
Legal Fees	244,402	270,650	288,808	275,000	300,000	25,000	9.1%
Professional Services	99,592	125,155	197,651	168,600	178,750	10,150	6.0%
Telephone	72,558	75,677	77,233	79,950	82,500	2,550	3.2%
Postage	10,053	10,948	12,788	13,450	13,100	(350)	-2.6%
Travel, Conferences/Schools	113,688	124,308	147,637	196,750	217,550	20,800	10.6%
Car Allowance	9,600	9,600	9,600	9,600	9,600	-	0.0%
Advertising/Marketing	12,416	5,766	9,819	7,500	8,000	500	6.7%
Publishing	8,826	14,668	15,875	19,150	19,200	50	0.3%
Property/liability Insurance	183,379	210,633	222,189	238,350	269,450	31,100	13.0%
Utilities	407,785	521,719	535,974	526,400	562,800	36,400	6.9%
Building Maintenance	155,182	194,437	183,421	196,450	193,350	(3,100)	-1.6%
Equipment/Software Maint.	522,253	558,821	575,749	660,100	688,600	28,500	4.3%
Contractual Services	214,024	268,337	358,717	387,950	373,800	(14,150)	-3.6%
Building Rent	657	1,710	1,841	5,000	5,000	-	0.0%
Equipment Rental	35,337	36,445	18,200	40,000	25,500	(14,500)	-36.3%
Dues & Subscriptions	50,652	52,625	54,389	65,100	81,050	15,950	24.5%
Taxes & Licenses	348	1,001	802	850	850	-	0.0%
Credit Card Fees	19,654	24,972	40,056	27,750	41,250	13,500	48.6%
Miscellaneous	33,016	39,238	44,251	15,100	16,250	1,150	7.6%
Fleet Replacement Charge	372,000	404,000	436,500	471,000	509,000	38,000	8.1%
IT Equipment Charge	-	-	92,600	92,600	88,450	(4,150)	-4.5%
Total Services & Charges	**2,587,499**	**2,985,500**	**3,348,158**	**3,524,150**	**3,707,050**	**182,900**	5.2%
Capital Outlay	**37,718**	**257,243**	**3,830**	**-**	**-**	**-**	**-**
Debt Service (Leases)	**-**	**106,845**	**110,258**	**115,950**	**109,900**	**(6,050)**	**-5.2%**
Transfers Out	**171,591**	**-**	**-**	**-**	**-**	**-**	**-**
Total General Fund Expenditures	**$17,373,188**	**$19,067,775**	**$20,024,013**	**21,570,600**	**22,273,750**	**$703,150**	**3.3%**
					^	^	


General Fund
Expenditures by Category
Services & Charges
$3,707,050
17%
Debt Serice
$109,900
0%
Supplies
$1,394,150
6%
Personal Services
$17,062,650
77%


General Fund
Revenues by Source
Intergovtl
Revenue
$778,000
3%
Charges for Services
$1,243,850
6%
Fines
$155,000
1%
Other Revenues
$361,000
2%
Transfers In
$2,847,000
13%
Licenses/Permits
$974,200
4%
Other Taxes
$225,000
1%
Property Taxes
$15,689,700
70%

2025 PRELIMINARY TAX LEVY

Tax Levy	Levied Pay 2022	Levied Pay 2023	Levied Pay 2024	Preliminary Pay 2025	Proposed Pay 2025
General Fund	$13,109,300	$13,893,000	$14,917,700	$16,014,050	$15,689,700
Library	75,950	75,000	79,000	79,000	79,000
General Property Tax Levy	**13,185,250**	**$13,968,000**	**$14,996,700**	**$16,093,050**	**$15,768,700**
Special Levies:					
Debt Service -					
2010A PS Building	602,650	-		-	-
2020A - PS Building Expansion		606,346	608,709	604,771	604,771
2020B Refunding - PW Building		-	-	-	-
2021A - Fire Station 3/Equip.		389,135	392,023	394,123	394,123
Economic Development Tax Abatement	97,800	131,475	139,900	140,239	140,239
Government Building Reserve	-	-		-	-
Lake Orono Dredging	-	-		-	-
Total Levy	**$13,885,700**	**$15,094,956**	**$16,137,332**	**$17,232,183**	**$16,907,833**
General Fund Change from Previous Year	$794,300	$783,700	$1,024,700	$1,096,350	$772,000
Percentage Change from Previous Year	6.4%	6.0%	7.4%	7.9%	5.6%
Total Dollar Change from Previous Year	**$781,880**	**$1,209,256**	**$1,042,376**	**$1,094,851**	**$770,501**
% Change	**6.0%**	**8.7%**	**6.9%**	**6.8%**	**4.8%**

NTC Value	**$31,581,676**	**$38,101,440**	**$42,584,195**	**$43,298,194**	**$43,298,194**
Tax Rate	**43.967%**	**39.618%**	**37.895%**	**39.799%**	**39.050%**
% Increase in NTC	**7.4%**	**20.6%**	**11.8%**	**1.7%**	**1.7%**

CITY OF ELK RIVER
ESTIMATED TAX IMPACT

Residential (Homestead): With Valuation Change Impact

Estimated Property Value		Value Change	Market Value Exclusion		Tax Capacity Value		Estimated City Tax Tax Capacity Rate		Dollar change	Percent change
							37.817%	39.050%		
2024	2025		2024	2025	2024	2025	2024	2025		
$298,800	$296,500	-0.8%	$10,348	$10,555	$2,885	$2,859	$1,091	$1,117	$26	2.4%
$341,500	$344,200	0.8%	$6,505	$15,572	$3,350	$3,286	$1,267	$1,283	$16	1.3%
$386,200	$388,900	0.7%	$2,482	$11,549	$3,837	$3,774	$1,451	$1,474	$23	1.6%
$470,400	$469,500	-0.2%	$0	$4,295	$4,704	$4,652	$1,779	$1,817	$38	2.1%
$571,100	$571,100	0.0%	$0	$0	$5,711	$5,711	$2,160	$2,230	$70	3.2%
$604,000	$606,300	0.4%	$0	$0	$6,040	$6,063	$2,284	$2,368	$84	3.7%
$340,300	$340,300	0.0%	$6,613	$15,923	$3,337	$3,244	$1,262	$1,267	$5	0.4%

* As property value increases, the market value exclusion is phased out at $517,200 & over. (This is an increase from $413,800 & over in 2024.)

Commercial/Industrial:

Estimated Property Value		Value Change	Tax Capacity Value		Estimated City Tax Tax Capacity Rate		Dollar change	Percent change
					37.817%	39.050%		
2024	2025		2024	2025	2024	2025		
$2,130,900	$2,130,000	0.0%	$41,868	$41,850	$15,833	$16,342	$509	3.2%
$3,532,200	$3,531,900	0.0%	$69,894	$69,888	$26,432	$27,291	$859	3.2%
$5,084,100	$5,054,400	-0.6%	$100,932	$100,338	$38,169	$39,182	$1,013	2.7%
$1,570,600	$1,555,900	-0.9%	$30,662	$30,368	$11,595	$11,859	$264	2.3%
$2,500,000	$2,500,000	0.0%	$49,250	$49,250	$18,625	$19,232	$607	3.3%

Request for Action

To
City Council

Item Number
11.3

Meeting Date
November 4, 2024

Prepared By
Lori Stich, Finance Manager

Item Description
2025-2029 Capital Improvement Plan

Reviewed by
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Review the 2025 - 2029 Capital Improvement Plan

Background/Discussion
City staff have identified specific capital projects, estimated project costs, and funding sources to be completed in the next five years. Projects listed for 2025 will be reviewed along with cash flow estimates of the associated project fund. Projects are reviewed annually and updated with the CIP.

Capital Reserve Fund
The purchase and replacement of IT hardware/software have been funded by excess General Fund fund balance.
The current balance designated for replacing IT technology is about $471,000. In addition, the fund receives interest income and cable franchise fees for miscellaneous capital outlay items. The undesignated balance of the fund is about $931,000.

Development Fund
Used for costs associated with new development projects. The comprehensive update of the zoning ordinance is the only project included for 2025.

Equipment Replacement Fund
Established to provide funding for the planned replacement of vehicles and mobile equipment, the majority of funding is provided through annual General Fund department charges and Local Government Aid (LGA). LGA comes from the state general fund collected through sales and income taxes and can be subject to state unallotment most often when the state experiences fiscal challenges.

Department charges are based on the amortization of their respective equipment and are updated annually. The Fleet Committee evaluates the replacement of vehicles and equipment based on the criteria of age, miles/hours, maintenance costs, and usage type. The 2025-2029 vehicle/equipment purchase requests were reviewed and recommended by the Fleet Committee.

Government Building Fund
Used for municipal building replacement, maintenance, landscaping, and remodeling. The facilities maintenance superintendent and department directors identify needed building improvements and update them annually.

The landfill expansion fee and interest earnings are the primary funding sources. The landfill expansion fee is scheduled to expire in 2030 but is expected to end as early as 2027-2028 based on landfill capacity. The fund has covered debt service payments for the Public Works Facility since 2012 and will also cover the 2025 debt service. Projects included for 2025 include the remodeling of the administration offices at Fire Station #2 and adding key fobs to 6 doors at Fire Station #3.

Two library items are also included for 2025. Library staff has been working with facilities maintenance staff to plan for carpet and shelving replacement. There will be cost savings if the two projects are done at the same time because the expense of mobilization and storage of materials will only be required once. Replacing the flooring and shelving at the same time will also limit the time the library would need to be closed.

Park Dedication Fund
Cash balance has decreased from last year to a current balance of about $1,025,000 as of 9/30/2024. Projects planned for 2025 include consultant fees for park development on the Jackson Street water tower property, paving the parking lot at Hillside Park, and trail development.

Park Improvement Fund
Funds the replacement and maintenance of park amenities with an annual $250,000 transfer from the Liquor Fund. The projects prioritized by the Parks & Recreation Commission for 2025 include replacing basketball courts at Kliever Lake Fields and Deerfield/Ridgewood, updating the Parks and Recreation Master Plan, and miscellaneous equipment replacement at several parks.

Pavement Management Fund/MSA
A franchise fee on gas and electric utilities is the primary revenue source for long-term funding for the Pavement Management Program. Municipal State Aid (MSA) is also utilized to fund portions of eligible street improvement projects. The maintenance portion (25%) of MSA offsets the cost of the seal coating and smaller overlay preventative maintenance projects. MnDOT's transportation funding allotment for 2025 will be about $1,771,000.

Public Safety Aid
In 2023, the city received a one-time payment of $1,145,601 for certain public safety expenses. Some eligible uses include: community engagement, training programs, first responder wellness, and equipment. Projects planned for 2025 include a wellness patio/furniture at the Public Safety Building and possibly the Flock Safety system. Police Department staff will provide more information about Flock Systems at the November 18th Regular Council Meeting.

Trunk Utility Fund
Consists of special assessment revenue from sewer and water improvement projects. The funds will be used o trunk sewer improvement projects instead of issuing bonds for future system expansion/improvements.

Funding to Be Determined (TBD)
Capital items or projects pending review that do not have an identified funding source.

Other Funds
Projects listed for 2025 that are associated with budgeted funds such as Liquor, Sewer, and Stormwater Funds have been reviewed during budget work sessions or have already been approved by the Council.

Financial Impact
N/A

Mission/Policy/Goal
Responsibly grow

Attachments
1. 2025-2029 CIP

2025 through 2029

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Capital Reserve - IT

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
2025 Technology Upgrades	*TC-25*	1	92,400					**92,400**
2026 Technology Upgrades	*TC-26*	1		70,000				**70,000**
2027 Technology Upgrades	*TC-27*	1			57,000			**57,000**
2028 Technology Upgrades	*TC-28*	1				48,000		**48,000**
2028 Technology Upgrades	*TC-29*	1					48,000	**48,000**
Capital Reserve - IT Total			**92,400**	**70,000**	**57,000**	**48,000**	**48,000**	**315,400**

Capital Reserve - Undesignated

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Police K9	*PD-05*			20,000				**20,000**
Capital Reserve - Undesignated Total			**0**	**20,000**	**0**	**0**	**0**	**20,000**

City Development Fund

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Comprehensive Update of Zoning Ordinance	*Plan-25*	1	150,000					**150,000**
City Development Fund Total			**150,000**	**0**	**0**	**0**	**0**	**150,000**

Equipment Replacement Fund

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Building Safety - Vehicles	*BZ-01*	1				55,000	50,000	**105,000**
Facilities Maintenance - Vehicles	*BM-01*	1	35,000		150,000	80,000		**265,000**
Fire - Trucks	*FD-02*	1			100,000		110,000	**210,000**
Fire - Vehicles	*FD-01*	1	65,000	60,000			75,000	**200,000**
Parks - Mobile Equipment	*PK-02*	1	17,000	267,000	60,000	49,000		**393,000**
Parks - Pickup Trucks	*PK-01*	1	223,000	157,000			55,000	**435,000**
Police - CSO Vehicles	*PD-03*	1	130,000	60,000				**190,000**
Police - Patrol Squads	*PD-01*	1		290,000	145,000	72,500	290,000	**797,500**
Police - Unmarked Squads	*PD-02*	1	192,500	200,000	147,500	132,500		**672,500**
Streets - Dump Trucks	*ST-02*	1	315,000				325,000	**640,000**
Streets - Mobile Equipment	*ST-03*	1	124,000	185,000	285,000	490,000	389,000	**1,473,000**
Streets - Pickup Trucks	*ST-01*	1	90,000		125,000			**215,000**
Equipment Replacement Fund Total			**1,191,500**	**1,219,000**	**1,012,500**	**879,000**	**1,294,000**	**5,596,000**

ERMU

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
2025 Technology Upgrades	*TC-25*	1	15,600					**15,600**
2026 Technology Upgrades	*TC-26*	1		5,000				**5,000**
2027 Technology Upgrades	*TC-27*	1			3,000			**3,000**
2028 Technology Upgrades	*TC-28*	1				12,000		**12,000**
2028 Technology Upgrades	*TC-29*	1					12,000	**12,000**
ERMU Total			**15,600**	**5,000**	**3,000**	**12,000**	**12,000**	**47,600**

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Government Buildings								
Fire Station #2	*FS-02*	1	130,000					**130,000**
Fire Station #3	*FS-03*	1	22,000					**22,000**
Library	*LB-03*	1	440,000		120,000			**560,000**
Government Buildings Total			**592,000**	**0**	**120,000**	**0**	**0**	**712,000**
Liquor Fund								
Liquor Stores	*LS-01*	1	400,000					**400,000**
Liquor Fund Total			**400,000**	**0**	**0**	**0**	**0**	**400,000**
Municipal State Aid								
County Projects - Cost Share	*II-20*	1	1,720,000					**1,720,000**
Hwy 169 Frontage/Backage Road Improvements	*II-01*	1	750,000					**750,000**
Pavement Management - Streets	*PM-01*	1		4,000,000				**4,000,000**
Municipal State Aid Total			**2,470,000**	**4,000,000**	**0**	**0**	**0**	**6,470,000**
Park Dedication								
County Projects - Cost Share	*II-20*	1	275,000					**275,000**
Highway 10 Mississippi River Trail	*PDF 25-2*	1	200,000					**200,000**
Hillside Park Parking Lot	*PDF 25-1*	1	250,000					**250,000**
Jackson Street Water Tower Park	*PDF 25-3*		25,000					**25,000**
Oak Knoll Athletic Complex	*PDF 28-1*	1				450,000		**450,000**
Plants and Things Recreation Complex	*PIF 28-2*	1	35,000	35,000	35,000	35,000	35,000	**175,000**
Park Dedication Total			**785,000**	**35,000**	**35,000**	**485,000**	**35,000**	**1,375,000**
Park Improvement								
Basketball Court - Kliever Lake Fields	*PIF 24-2*	1	50,000					**50,000**
Basketball Courts - Deerfield/Ridgewood	*PIF 25-1*	1	30,000		50,000			**80,000**
City Parks Capital	*PIF-25-29*		325,000	605,000	444,000	1,265,000	926,800	**3,565,800**
Lions Park Shelters	*PIF 26-2*	1		300,000				**300,000**
Nature Play - Woodland Trails	*PIF 25-2*	1				75,000		**75,000**
Park Improvement - Miscellaneous	*PIF 23-27*	1	16,250	16,250	10,000			**42,500**
Parks & Recreation Master Plan	*PIF 25-3*	1	100,000					**100,000**
Playground/Basketball Court - Riverplace	*PIF 26-1*	1		185,000				**185,000**
Playgrounds - Country Crossing/Trott Brook	*PIF 24-1*	1			125,000			**125,000**
Playgrounds - Fresno/Mississippi Oaks	*PIF 27-1*	1			190,000			**190,000**
Rivers Edge Park Fountain	*PIF 27-2*	1			75,000			**75,000**
Park Improvement Total			**521,250**	**1,106,250**	**894,000**	**1,340,000**	**926,800**	**4,788,300**

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Pavement Management								
County Projects - Cost Share	*II-20*	1	750,000					**750,000**
Hwy 169 Frontage/Backage Road Improvements	*II-01*	1	750,000					**750,000**
Pavement Management - Parking Lots/Trails	*PM-02*	1	350,000	200,000	350,000			**900,000**
Pavement Management - Streets	*PM-01*	1	3,600,000	300,000	3,000,000	300,000		**7,200,000**
Pavement Management Total			**5,450,000**	**500,000**	**3,350,000**	**300,000**	**0**	**9,600,000**
Public Safety Aid								
Flock Safety	*PD-07*		47,600					**47,600**
Patio/Furniture	*PD-06*		43,500					**43,500**
Public Safety Aid Total			**91,100**	**0**	**0**	**0**	**0**	**91,100**
Sewer Fund								
CR 44 Sewer Replacement	*WW-33*	1	250,000					**250,000**
Grit Classifier Replacement	*WW-30*	1	150,000					**150,000**
Head of Plant Splitter Structure	*WW-31*	1		1,500,000				**1,500,000**
UV Building Modification	*WW-32*	1			1,800,000			**1,800,000**
Wastewater - Equipment	*WW-12*	1	200,000					**200,000**
Wastewater - Lift Station Improvements	*WW-13*	1	55,000	55,000	55,000	55,000		**220,000**
Wastewater - Urban Services Expansion	*WW-23*	1				11,850,000		**11,850,000**
Wastewater - Vehicle	*WW-06*	1	65,000		325,000			**390,000**
Sewer Fund Total			**720,000**	**1,555,000**	**2,180,000**	**11,905,000**	**0**	**16,360,000**
State Aid								
Infrastructure Improvements-Misc.	*II-40*	1	150,000					**150,000**
State Aid Total			**150,000**	**0**	**0**	**0**	**0**	**150,000**
Storm Water								
Pavement Management - Streets	*PM-01*	1	100,000					**100,000**
Stormwater Projects	*STW-1*	1	250,000	200,000	300,000	300,000	300,000	**1,350,000**
Storm Water Total			**350,000**	**200,000**	**300,000**	**300,000**	**300,000**	**1,450,000**
Trunk Utility Fund								
Wastewater - Urban Services Expansion	*WW-23*	1				16,850,000		**16,850,000**
Trunk Utility Fund Total			**0**	**0**	**0**	**16,850,000**	**0**	**16,850,000**

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Yet To Be Determined								
Fire - Burn Building	*FD-07*	1		1,000,000				**1,000,000**
Fire - Engines/Ladders	*FD-03*	1	1,200,000			600,000		**1,800,000**
Fire Equipment	*FD-25*	1	109,000					**109,000**
Knox Box Key Secure System Update	*FD-26*	1		55,000				**55,000**
Yet To Be Determined Total			**1,309,000**	**1,055,000**	**0**	**600,000**	**0**	**2,964,000**
GRAND TOTAL			**14,287,850**	**9,765,250**	**7,951,500**	**32,719,000**	**2,615,800**	**67,339,400**

Capital Improvement Plan
Elk River, Minnesota
Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Capital Reserve - IT								
2025 Technology Upgrades	*TC-25*	1	92,400					**92,400**
2026 Technology Upgrades	*TC-26*	1		70,000				**70,000**
2027 Technology Upgrades	*TC-27*	1			57,000			**57,000**
2028 Technology Upgrades	*TC-28*	1				48,000		**48,000**
2028 Technology Upgrades	*TC-29*	1					48,000	**48,000**
Capital Reserve - IT Total			**92,400**	**70,000**	**57,000**	**48,000**	**48,000**	**315,400**
GRAND TOTAL			**92,400**	**70,000**	**57,000**	**48,000**	**48,000**	**315,400**

Technology/Software Improvements

Expenditures	2025	2026	2027	2028	2029
Enterprise backup system	42,000	25,000			
Security camera system replacement			30,000		
Microsoft server upgrade	30,000				
Email archiver, Spam, ATP	36,000				
DSX Upgrades		50,000			
Simplivity server node - increase storage capacity				60,000	60,000
Meraki Switch Upgrades			30,000		
Total Expenditures	**108,000**	**75,000**	**60,000**	**60,000**	**60,000**
Funding Sources					
Capital Reserve Fund	(50,400)	70,000	57,000	48,000	48,000
Government Building Reserve	144,000				
ERMU (cost share)	14,400	5,000	3,000	12,000	12,000
Total	**108,000**	**75,000**	**60,000**	**60,000**	**60,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	TC-25
Project Name	2025 Technology Upgrades

Department	Technology/Communications	Type	Technology
Category	Technology	Priority	n/a
Status	Active		

Description

Technology upgrades include: $42,000 - Enterprise backup hardware/software $30,000 - Microsoft server upgrade $36,000 - Email archiver, spam, ATP

Justification

Annual replacement and upgrade of technology hardware and software.

Expenditures	2025	2026	2027	2028	2029	Total
Software/Hardware	108,000	0	0	0	0	**108,000**
Total	**108,000**	**0**	**0**	**0**	**0**	**108,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Capital Reserve - IT	92,400	0	0	0	0	**92,400**
ERMU	15,600	0	0	0	0	**15,600**
Total	**108,000**	**0**	**0**	**0**	**0**	**108,000**

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
City Development Fund								
Comprehensive Update of Zoning Ordinance	*Plan-25*	1	150,000					**150,000**
City Development Fund Total			**150,000**	**0**	**0**	**0**	**0**	**150,000**
GRAND TOTAL			**150,000**	**0**	**0**	**0**	**0**	**150,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	Plan-25
Project Name	Comprehensive Update of Zoning Ordinance

Department	Planning	Type	Study
Category	City-Wide Development	Priority	n/a
Status	Active	Useful Life	None

Description

Hire a consultant to assist city staff with a comprehensive re-write of the city's zoning ordinance.

Justification

The city has not undertaken this task for 20+ years and the regular updates to the ordinance have created inconsistencies and references to sections that no longer exist. Staff have also discussed an update to our residential and commercial zones, which will impact nearly the entire ordinance.

Expenditures	2025	2026	2027	2028	2029	Total
Study	150,000	0	0	0	0	**150,000**
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

Funding Sources	2025	2026	2027	2028	2029	Total
City Development Fund	150,000	0	0	0	0	**150,000**
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

2025 through 2029

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Equipment Replacement Fund								
Building Safety - Vehicles	*BZ-01*	1				55,000	50,000	**105,000**
Facilities Maintenance - Vehicles	*BM-01*	1	35,000		150,000	80,000		**265,000**
Fire - Trucks	*FD-02*	1			100,000		110,000	**210,000**
Fire - Vehicles	*FD-01*	1	65,000	60,000			75,000	**200,000**
Parks - Mobile Equipment	*PK-02*	1	17,000	267,000	60,000	49,000		**393,000**
Parks - Pickup Trucks	*PK-01*	1	223,000	157,000			55,000	**435,000**
Police - CSO Vehicles	*PD-03*	1	130,000	60,000				**190,000**
Police - Patrol Squads	*PD-01*	1		290,000	145,000	72,500	290,000	**797,500**
Police - Unmarked Squads	*PD-02*	1	192,500	200,000	147,500	132,500		**672,500**
Streets - Dump Trucks	*ST-02*	1	315,000				325,000	**640,000**
Streets - Mobile Equipment	*ST-03*	1	124,000	185,000	285,000	490,000	389,000	**1,473,000**
Streets - Pickup Trucks	*ST-01*	1	90,000		125,000			**215,000**
Equipment Replacement Fund Total			**1,191,500**	**1,219,000**	**1,012,500**	**879,000**	**1,294,000**	**5,596,000**
GRAND TOTAL			**1,191,500**	**1,219,000**	**1,012,500**	**879,000**	**1,294,000**	**5,596,000**

City of Elk River
Equipment Replacement Fund

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Beginning Cash Balance	**$2,050,517**	**$2,065,017**	**$2,118,517**	**$2,440,017**	**$2,967,017**
Revenues:					
Revenues from charges	509,000	550,000	594,000	642,000	693,000
Local Government Aid	606,000	621,000	637,000	653,000	669,000
PILOT - ERMU	-	-	-	-	-
Interest earnings	41,000	51,500	53,000	61,000	74,000
Transfer (ARPA)	-	-	-	-	-
Other revenues (sale of assets/misc)	50,000	50,000	50,000	50,000	50,000
Total Revenues	**1,206,000**	**1,272,500**	**1,334,000**	**1,406,000**	**1,486,000**
Expenditures:					
Capital Equipment -					
Police	322,500	550,000	292,500	205,000	290,000
Fire	65,000	60,000	100,000	-	185,000
Parks	240,000	424,000	60,000	49,000	55,000
Streets	529,000	185,000	410,000	490,000	714,000
Facilities Maintenance	35,000	-	150,000	80,000	-
Building Safety	-	-	-	55,000	50,000
Total Expenditures	**1,191,500**	**1,219,000**	**1,012,500**	**879,000**	**1,294,000**
Revenues over/(under) Expenditures	**14,500**	**53,500**	**321,500**	**527,000**	**192,000**
Ending Cash Balance	**$2,065,017**	**$2,118,517**	**$2,440,017**	**$2,967,017**	**$3,159,017**

2025 Equipment Purchases			
No.	**Unit #**	**Old Description**	**Est. Cost**
1	374	2004 JD Gator	$35,000
2	401	2015 Chevrolet Tahoe (Chief #4)	$65,000
3	714	2012 Bombardier Ski-Doo Skandic	$17,000
4	731	2009 Chev Silverado 2500HD	$65,000
5	745	2012 GMC Sierra Pickup 3500	$90,000
6	752	2008 Ford F250 Pickup	$68,000
7	603	2016 Ford Taurus Interceptor Sedan - Unmarked	$42,500
8	605	2016 Ford Taurus Interceptor Sedan - Unmarked	$42,500
9	611	2014 Ford Interceptor Utility - CSO	$65,000
10	612	2014 Ford Interceptor Utility - CSO	$65,000
11	616	2015 Ford Interceptor Utility - Unmarked	$42,500
12	624	2014 Ford Interceptor Utility - Unmarked	$65,000
13	87	2008 Crafco Pavement Cutter (Router)	$14,000
14	91	2015 CAT Skid Steer	$110,000
15	242	2010 Ford F550	$90,000
16	243	2011 International Dump Truck 7600 SFA 6x4	$315,000
		Equipment Replacement Fund Total	**$1,191,500**

Department / Unit #	Year	Description (Mfr/Model)	2025-2029 Equipment Replacement				
			2025	2026	2027	2028	2029
BLDG MAINT			**$35,000**	**$0**	**$150,000**	**$80,000**	**$0**
370	2012	Ford F350 Utility Pickup			$150,000		
374	2004	JD Gator	$35,000				
375	2009	Ford E150 Van				$80,000	
FABS			**$0**	**$0**	**$0**	**$55,000**	**$50,000**
507	2017	Chevrolet Traverse					$50,000
511	2015	GMC Sierra 1500				$55,000	
FIRE			**$65,000**	**$60,000**	**$100,000**	**$0**	**$185,000**
401	2015	Chevrolet Tahoe (Chief #4)	$65,000				
402	2018	Chevrolet Tahoe (Chief #1)					$75,000
405	2012	Ford F350 Grass #4					$110,000
406	2004	Polaris 4-Wheeler		$60,000			
412	2006	Ford F350 Grass #2			$100,000		
PARKS			**$240,000**	**$424,000**	**$60,000**	**$49,000**	**$55,000**
701	1988	Snow Scoot - Yellow (Hillside)				$12,000	
702	1988	Snow Scoot - Red (Hillside)				$12,000	
714	2012	Bombardier Ski-Doo Skandic	$17,000				
715	2014	Ski-Doo Skandic 600 SWT		$17,000			
718	2003	Suzuki 4x4 ATV		$35,000			
719	2003	Suzuki 4x4 ATV		$15,000			
721	2020	Toro Z Master Zero Turn Mower			$23,000		
725	2018	Toro Groundsmaster 4010 Wide Area		$110,000			
726	2014	John Deere 1565 Front-Mnt Mower				$25,000	
731	2009	Chev Silverado 2500HD	$65,000				
735	2018	John Deere 835i UTV			$37,000		
738	2012	John Deere Tractor 4720		$90,000			
741	2012	Chevrolet Silverado 2500HD					$55,000
743	2011	GMC 2500 HD		$67,000			
745	2012	GMC Sierra Pickup 3500	$90,000				
746	2011	Ford F550		$90,000			
752	2008	Ford F250 Pickup	$68,000				
POLICE			**$322,500**	**$550,000**	**$292,500**	**$205,000**	**$290,000**
601	2023	Ford Police Interceptor Utility			$72,500		
602	2020	Ford Interceptor Hybrid					$72,500
603	2016	Ford Taurus Interceptor Sedan - Unmarked	$42,500				
604	2021	Ford Interceptor Utility		$72,500			
605	2016	Ford Taurus Interceptor Sedan - Unmarked	$42,500			$60,000	
606	2020	Ford Interceptor Hybrid		$72,500			
607	2015	Ford Interceptor Utility - Unmarked		$72,500			
608	2020	Ford Interceptor Hybrid					$72,500
610	2023	Chevrolet Tahoe - Unmarked			$75,000		
611	2014	Ford Police Interceptor Utility - CSO	$65,000				
612	2014	Ford Police Interceptor Utility - CSO	$65,000				
613	2021	Ford Police Interceptor Utility		$72,500			
614	2017	Ford Police Interceptor Utility - CSO		$60,000			
615	2019	Ford Interceptor Hybrid					$72,500
616	2015	Ford Interceptor Utility - Unmarked	$42,500				
617	2021	Ford Interceptor Hybrid					$72,500
618	2018	Ford Interceptor Utility - Unmarked		$72,500			
619	2014	Ford Police Interceptor Utility - Unmarked			$72,500		
623	2017	Ford Interceptor Utility			$72,500		
624	2014	Ford Police Interceptor Utility - Unmarked	$65,000			$72,500	
626	2020	Ford Interceptor Hybrid		$72,500			
627	2015	Chevrolet Equinox - Unmarked		$55,000			
628	2023	Ford Interceptor Utility - Marked				$72,500	
STREETS			**$529,000**	**$185,000**	**$410,000**	**$490,000**	**$714,000**
79	2000	Vermeer Brush Chipper		$90,000			
80	2012	JD Tractor			$160,000		
82	2010	Bobcat Skid Loader S300				$80,000	
87	2008	Crafco Pavement Cutter (Router	$14,000				
88	2011	Falcon Asphalt Patcher (Patch Trailer)		$95,000			
89	2001	Komatsu Forklift			$125,000		
90	2011	Schwarze Patch Trailer (Velocity Trailer)					$100,000
91	2015	CAT Skid Steer	$110,000				
93	2010	Ingersol Rand Air Compressor					$25,000
94	2010	Crafco Pavement Cutter (Router					$14,000
96	2012	CAT Mini Excavator				$150,000	
123	2010	Ford Pickup F250			$55,000		
242	2010	Ford F550	$90,000				
243	2011	International Dump Truck 7600 SFA 6x4	$315,000				
245	2014	Ford F450			$70,000		
246	2015	Mack Dump Truck GU713					$325,000
309	2012	Elgin Pelican Sweeper				$260,000	
312	2012	Cat Loader 924H					$250,000
		Equipment Replacement Fund Total	**$1,191,500**	**$1,219,000**	**$1,012,500**	**$879,000**	**$1,294,000**

2025 through 2029

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Government Buildings								
Fire Station #2	*FS-02*	1	130,000					**130,000**
Fire Station #3	*FS-03*	1	22,000					**22,000**
Library	*LB-03*	1	440,000		120,000			**560,000**
	Government Buildings Total		**592,000**	**0**	**120,000**	**0**	**0**	**712,000**
	GRAND TOTAL		**592,000**	**0**	**120,000**	**0**	**0**	**712,000**

City of Elk River
Government Building

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Cash Balance - Beginning	**$6,453,649**	**$8,188,749**	**$10,619,768**	**$12,982,762**	**$13,307,331**
Revenues:					
Landfill expansion fee	2,150,000	2,175,000	2,200,000	-	
Property tax	-	-	-	-	
MPF lease revenue (iBackcheck)	48,100	51,300	17,500	-	
Interest earnings	129,000	204,719	265,494	324,569	332,683
Total Revenues	2,327,100	2,431,019	2,482,994	324,569	332,683
Expenditures:					
Public Safety Building:					
Roof replacement	-	-	-	-	-
Trott Brook Barn - Roof/windows	-	-	-	-	-
Fire Station #2 - Admin offices remodel	130,000	-	-	-	-
Fire Station #3 - door fobs	22,000	-	-	-	-
Library - flooring/shelving	440,000	-	-	-	-
Library - roof replacement	-	-	120,000	-	-
Total Expenditures	592,000	-	120,000	-	-
Transfers Out					
Debt Service:					
2020B	390,320	389,695	393,195	392,595	388,195
	390,320	389,695	393,195	392,595	388,195
Revenues over/(under) Expenditures	1,735,100	2,431,019	2,362,994	324,569	332,683
Cash Balance - Ending	**$8,188,749**	**$10,619,768**	**$12,982,762**	**$13,307,331**	**$13,640,014**

Capital Improvement Plan

Elk River, Minnesota

Project #	FS-02
Project Name	Fire Station #2

Department	Fire Stations	Type	Building
Category	Buildings	Priority	n/a
Status	Active	Useful Life	20 years

Description

Remodel of administration offices

Justification

The remodel of the administration offices at Fire Station 2 was specified in the remodel project at station 2, but was not completed due to lack of funds available.

Expenditures	2025	2026	2027	2028	2029	Total
Design/Construction	130,000	0	0	0	0	**130,000**
Total	**130,000**	**0**	**0**	**0**	**0**	**130,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Government Buildings	130,000	0	0	0	0	**130,000**
Total	**130,000**	**0**	**0**	**0**	**0**	**130,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	FS-03
Project Name	Fire Station #3

Department	Fire Stations	Type	Building
Category	Buildings	Priority	n/a
Status	Active	Useful Life	50 years
Enterprise Fund	no	Other Funding Commitment	no

Description

Door fobs

Justification

There are 6 doors at station 3 that need fobs added to improve access and functuionality. Four of these were designed for fobs as part of the building project and conduit/hardware is in place for the fobs to be installed.

Expenditures	2025	2026	2027	2028	2029	Total
Buildings	22,000	0	0	0	0	**22,000**
Total	**22,000**	**0**	**0**	**0**	**0**	**22,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Government Buildings	22,000	0	0	0	0	**22,000**
Total	**22,000**	**0**	**0**	**0**	**0**	**22,000**

Budget Impact

* Increase fire response time on the east side of the city.

Capital Improvement Plan

Elk River, Minnesota

Project #	LB-03
Project Name	Library

Contact	Facilities Maintenance Supt.	Department	Library
Type	Improvement	Category	Building Maintenance
Priority	n/a	Status	Active
Useful Life	None		

Description

Improvements to the library.

2025 - Flooring ($190,000 high-end) & shelving ($250,000)

2027 - Roof replacement

Justification

Beautification and maintenance of the library building and grounds.

Expenditures	2025	2026	2027	2028	2029	Total
Buildings	440,000	0	120,000	0	0	**560,000**
Total	**440,000**	**0**	**120,000**	**0**	**0**	**560,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Government Buildings	440,000	0	120,000	0	0	**560,000**
Total	**440,000**	**0**	**120,000**	**0**	**0**	**560,000**

2025 through 2029

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Liquor Fund								
Liquor Stores	*LS-01*	1	400,000					**400,000**
	Liquor Fund Total		**400,000**	**0**	**0**	**0**	**0**	**400,000**
	GRAND TOTAL		**400,000**	**0**	**0**	**0**	**0**	**400,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	LS-01
Project Name	Liquor Stores

Contact	Liquor Operations Manager	Department	Liquor Fund
Type	Improvement	Category	Buildings
Priority	n/a	Status	Active
Useful Life	20 years	Enterprise Fund	yes
Other Funding Commitment	no		

Description

2025 - Consultant (CMR)

Justification

Planning and design for new store

Expenditures	2025	2026	2027	2028	2029	Total
Design	400,000	0	0	0	0	**400,000**
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Liquor Fund	400,000	0	0	0	0	**400,000**
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Park Dedication								
County Projects - Cost Share	*II-20*	1	275,000					**275,000**
Highway 10 Mississippi River Trail	*PDF 25-2*	1	200,000					**200,000**
Hillside Park Parking Lot	*PDF 25-1*	1	250,000					**250,000**
Jackson Street Water Tower Park	*PDF 25-3*		25,000					**25,000**
Oak Knoll Athletic Complex	*PDF 28-1*	1				450,000		**450,000**
Plants and Things Recreation Complex	*PIF 28-2*	1	35,000	35,000	35,000	35,000	35,000	**175,000**
Park Dedication Total			**785,000**	**35,000**	**35,000**	**485,000**	**35,000**	**1,375,000**
Park Improvement								
Basketball Court - Kliever Lake Fields	*PIF 24-2*	1	50,000					**50,000**
Basketball Courts - Deerfield/Ridgewood	*PIF 25-1*	1	30,000		50,000			**80,000**
City Parks Capital	*PIF-25-29*		325,000	605,000	444,000	1,265,000	926,800	**3,565,800**
Lions Park Shelters	*PIF 26-2*	1		300,000				**300,000**
Nature Play - Woodland Trails	*PIF 25-2*	1				75,000		**75,000**
Park Improvement - Miscellaneous	*PIF 23-27*	1	16,250	16,250	10,000			**42,500**
Parks & Recreation Master Plan	*PIF 25-3*	1	100,000					**100,000**
Playground/Basketball Court - Riverplace	*PIF 26-1*	1		185,000				**185,000**
Playgrounds - Country Crossing/Trott Brook	*PIF 24-1*	1			125,000			**125,000**
Playgrounds - Fresno/Mississippi Oaks	*PIF 27-1*	1			190,000			**190,000**
Rivers Edge Park Fountain	*PIF 27-2*	1			75,000			**75,000**
Park Improvement Total			**521,250**	**1,106,250**	**894,000**	**1,340,000**	**926,800**	**4,788,300**
GRAND TOTAL			**1,306,250**	**1,141,250**	**929,000**	**1,825,000**	**961,800**	**6,163,300**

City of Elk River
Park Improvement Fund

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Cash Balance - Beginning	**$390,121**	**$133,071**	**($720,679)**	**($1,363,679)**	**($2,452,679)**
Revenues:					
Interest Income	6,000	2,500	1,000	1,000	1,000
Lacrosse - Oak Knoll Lights	4,450	-	-	-	-
Sponsorships	38,750	35,000	35,000	35,000	35,000
Transfer In-Liquor Fund	250,000	250,000	250,000	250,000	250,000
Total Revenues	299,200	287,500	286,000	286,000	286,000
Expenditures:					
Parks and Recreation master plan	100,000	-	-	-	-
WHHCA Friends of the Mississippi partnership	6,250	6,250	-	-	-
Plants & Things Recreational Complex	35,000	35,000	35,000	35,000	35000
Country Crossing playground	-	-	125,000	-	-
Deerfield basketball court	-	-	50,000	-	-
Ridgewood basketball court	30,000	-	-	-	-
Riverplace - playground/basketball court	-	185,000	-	-	-
Kliever Lake Fields - basketball court	50,000	-	-	-	-
Woodland Trails nature play area	-	-	-	75,000	-
Misc. projects	10,000	10,000	10,000	-	-
Lions Park Shelters replacements (3)	-	300,000	-	-	-
Fresno Park Playground	-	-	100,000	-	-
Mississippi Oaks Playground	-	-	90,000	-	-
Parks equip. replacement (playground, sport court, shelter, etc.)	325,000	605,000	444,000	1,265,000	926,800
Rivers Edge Park fountain	-	-	75,000	-	-
Total Expenditures	556,250	1,141,250	929,000	1,375,000	961,800
Revenues over/(under) Expenditures	(257,050)	(853,750)	(643,000)	(1,089,000)	(675,800)
Cash Balance - Ending	**$133,071**	**($720,679)**	**($1,363,679)**	**($2,452,679)**	**($3,128,479)**

City of Elk River
Park Dedication Fund

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Cash Balance - Beginning	**$1,017,386**	**$464,166**	**$650,946**	**$841,226**	**$584,506**
Revenues:					
Park dedication	150,000	150,000	150,000	150,000	150,000
Sale of property - Pinewood CD	28,780	28,780	28,780	28,780	28,780
Interest	18,000	8,000	11,500	14,500	10,000
Total Revenues	196,780	186,780	190,280	193,280	188,780
Expenditures:					
Playground - Lions Park	-	-	-	-	-
AED's (2)	-	-	-	-	-
County Projects - Cost share	275,000	-	-	-	-
Hillside Parking Lot	250,000	-	-	-	-
Highway 10 Trail	200,000	-	-	-	-
Oak Knoll Athletic Complex	-	-	-	450,000	-
Trail Development	-	-	-	-	-
Jackson Street Water Tower Park	25,000	-	-	-	-
Total Expenditures	750,000	-	-	450,000	-
Revenues over/(under) Expenditures	(553,220)	186,780	190,280	(256,720)	188,780
Cash Balance - Ending	**$464,166**	**$650,946**	**$841,226**	**$584,506**	**$773,286**

Capital Improvement Plan

Elk River, Minnesota

Project #	PDF 25-1
Project Name	Hillside Park Parking Lot

Department	Park Dedication	Type	Infrastructure
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	15 years

Description

Construct a paved parking lot at Hillside Park including curb and gutter.

Justification

A paved parking lot at Hillside Park is recommended in the Hillside Park Master Plan approved by city council November 2016.

Expenditures	2025	2026	2027	2028	2029	Total
Parking Lot	250,000	0	0	0	0	**250,000**
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Dedication	250,000	0	0	0	0	**250,000**
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PDF 25-2
Project Name	Highway 10 Mississippi River Trail

Department	Park Dedication	Type	Improvement
Category	Trail Improvements	Priority	n/a
Status	Active	Useful Life	20 years

Description

Highway 10 Mississippi River Trail

Justification

The trail is recommended in the Trails Master Plan

Expenditures	2025	2026	2027	2028	2029	Total
Trails	200,000	0	0	0	0	**200,000**
Total	**200,000**	**0**	**0**	**0**	**0**	**200,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Dedication	200,000	0	0	0	0	**200,000**
Total	**200,000**	**0**	**0**	**0**	**0**	**200,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF 23-27
Project Name	Park Improvement - Miscellaneous

Department	Park Improvement	Type	Improvement
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	None

Description

WHHCA - Friends of the Mississippi partnership - $6,250 Miscellaneous park projects - $10,000

Justification

Various park improvement expenditurees

Expenditures	2025	2026	2027	2028	2029	Total
Other	16,250	16,250	10,000	0	0	**42,500**
Total	**16,250**	**16,250**	**10,000**	**0**	**0**	**42,500**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Improvement	16,250	16,250	10,000	0	0	**42,500**
Total	**16,250**	**16,250**	**10,000**	**0**	**0**	**42,500**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF 28-2
Project Name	Plants and Things Recreation Complex

Department	Park Improvement	Type	Improvement
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	15 years

Description

Make improvements to the Plants and Things Recreation Complex.

Justification

The improvements made to the Plants and Things Recreation Complex are based on the recommendations in the Athletic Facilities Master Plan.

Expenditures	2025	2026	2027	2028	2029	Total
Improvements	35,000	35,000	35,000	35,000	35,000	**175,000**
Total	**35,000**	**35,000**	**35,000**	**35,000**	**35,000**	**175,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Dedication	35,000	35,000	35,000	35,000	35,000	**175,000**
Total	**35,000**	**35,000**	**35,000**	**35,000**	**35,000**	**175,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF 24-2
Project Name	Basketball Court - Kliever Lake Fields

Department	Park Improvement	Type	Improvement
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	15 years

Description

Replace basketball court at Kliever Lake Fields

Justification

Annual maintenance/repairs of our park system.

Expenditures	2025	2026	2027	2028	2029	Total
Improvements	50,000	0	0	0	0	**50,000**
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Improvement	50,000	0	0	0	0	**50,000**
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF 25-1
Project Name	Basketball Courts - Deerfield/Ridgewood

Department	Park Improvement	Type	Improvement
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	15 years

Description

Replace basketball courts at Deerfield ($50,000) and Ridgewood ($30,000) parks

Justification

Annual maintenance/repairs of our park system.

Expenditures	2025	2026	2027	2028	2029	Total
Improvements	30,000	0	50,000	0	0	**80,000**
Total	**30,000**	**0**	**50,000**	**0**	**0**	**80,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Improvement	30,000	0	50,000	0	0	**80,000**
Total	**30,000**	**0**	**50,000**	**0**	**0**	**80,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF-25-29
Project Name	City Parks Capital

Contact	Park & Rec. Director	Department	Park Improvement
Type	Equipment	Category	Park Improvements
Status	Active		

Description

Playground, sport court, shelter, fencing, lighting, irrigation repairs/replacements

Justification

Replace aging capital equipment at city parks

Expenditures	2025	2026	2027	2028	2029	Total
Improvements	325,000	605,000	444,000	1,265,000	926,800	**3,565,800**
Total	**325,000**	**605,000**	**444,000**	**1,265,000**	**926,800**	**3,565,800**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Improvement	325,000	605,000	444,000	1,265,000	926,800	**3,565,800**
Total	**325,000**	**605,000**	**444,000**	**1,265,000**	**926,800**	**3,565,800**

Capital Improvement Plan

Elk River, Minnesota

Project #	PIF 25-3
Project Name	Parks & Recreation Master Plan

Department	Park Improvement	Type	Study
Category	Park Improvements	Priority	n/a
Status	Active	Useful Life	None

Description

A Parks and Recreation Master Plan will provide direction for the city council, the parks and recreation commission and city staff to guide them in the big picture decision making that will impact the parks and recreation system. The key components are the community engagement and a statistically-valid community survey. It should also include relevant influencing trends, program analysis, level of service analysis, financial analysis, action plan and initiatives, task execution and priority actions.

Justification

The Comprehensive Plan adopted October 2021 recommends the city update the Parks and Recreation Master Plan. The Parks Master Plan was adopted in 2015 and many projects identified in the plan such as the improvements to Orono Park are completed. The city should update the plan to identify new parks and recreation needs in the community as it grows.

Expenditures	2025	2026	2027	2028	2029	Total
Study	100,000	0	0	0	0	**100,000**
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Improvement	100,000	0	0	0	0	**100,000**
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PDF 25-3
Project Name	Jackson Street Water Tower Park

Contact	Planning Manager	Department	Planning
Type	Improvement	Category	Park Improvements
Status	Active		

Description

Hire a consultant to assist the city with preparation of plans for improvements to the Jackson Street Water Tower property.

Justification

The Jackson Street Water Tower has played a pivotal role in the history and development of the City of Elk River. The city has already gone to great lengths to repair and restore the structure to an original condition. The Heritage Preservation Commission would like to further develop the site to educate residents on the history of the tower and the city as a whole. The vision includes landscape improvements (vegetation, sitting areas, short walk, etc.) and interpretive signage. The initial project would develop the site plans and provide the city with plans and specifications for development and grant applications.

Expenditures	2025	2026	2027	2028	2029	Total
Design	25,000	0	0	0	0	**25,000**
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Park Dedication	25,000	0	0	0	0	**25,000**
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

2025 through 2029
Capital Improvement Plan
Elk River, Minnesota
Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Municipal State Aid								
County Projects - Cost Share	*II-20*	1	1,720,000					**1,720,000**
Hwy 169 Frontage/Backage Road Improvements	*II-01*	1	750,000					**750,000**
Pavement Management - Streets	*PM-01*	1		4,000,000				**4,000,000**
Municipal State Aid Total			**2,470,000**	**4,000,000**	**0**	**0**	**0**	**6,470,000**
Pavement Management								
County Projects - Cost Share	*II-20*	1	750,000					**750,000**
Hwy 169 Frontage/Backage Road Improvements	*II-01*	1	750,000					**750,000**
Pavement Management - Parking Lots/Trails	*PM-02*	1	350,000	200,000	350,000			**900,000**
Pavement Management - Streets	*PM-01*	1	3,600,000	300,000	3,000,000	300,000		**7,200,000**
Pavement Management Total			**5,450,000**	**500,000**	**3,350,000**	**300,000**	**0**	**9,600,000**
Trunk Utility Fund								
Wastewater - Urban Services Expansion	*WW-23*	1				16,850,000		**16,850,000**
Trunk Utility Fund Total			**0**	**0**	**0**	**16,850,000**	**0**	**16,850,000**
GRAND TOTAL			**7,920,000**	**4,500,000**	**3,350,000**	**17,150,000**	**0**	**32,920,000**

City of Elk River
Pavement Management Fund

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Cash Balance - Beginning	**$3,392,949**	**$77,949**	**$1,645,449**	**$415,449**	**$2,231,949**
Revenues:					
Charges for Services -					
Franchise Fee	1,597,000	1,613,000	1,629,000	1,645,000	1,661,000
Other Revenue -					
Interest	89,000	1,500	33,000	8,500	44,500
MSA - Street Maintenance	449,000	453,000	458,000	463,000	468,000
Total Revenues	2,135,000	2,067,500	2,120,000	2,116,500	2,173,500
Expenditures:					
Street Projects	3,400,000	100,000	2,800,000	100,000	100,000
Hwy 169 Project	750,000	-	-	-	-
County Projects - cost share	750,000	-	-	-	-
Sealcoat/Overlay program	200,000	200,000	200,000	200,000	200,000
Parking Lots	350,000	-	350,000	-	-
Trails		200,000			
Total Expenditures	5,450,000	500,000	3,350,000	300,000	300,000
Revenues less Expenditures	(3,315,000)	1,567,500	(1,230,000)	1,816,500	1,873,500
Cash Balance - Ending	**$77,949**	**$1,645,449**	**$415,449**	**$2,231,949**	**$4,105,449**

Municipal State Aid - Construction Balance

	2025	2026	2027	2028	2029
Beginning balance	**$ 3,851,750**	**$ 3,152,750**	**$ 958,750**	**$ 2,800,750**	**$ 4,679,750**
New Allotment (average)	1,771,000	1,806,000	1,842,000	1,879,000	1,917,000
Allocations:					
County Projects - Local cost share	(1,720,000)	-	-	-	-
Trail Development	-	-	-	-	-
Hwy 169 Frontage/Backage Roads	(750,000)	-	-	-	-
Pavement Management - Streets	-	(4,000,000)	-	-	-
Total Allocations	(2,470,000)	(4,000,000)	-	-	-
Ending Balance	**$3,152,750**	**$958,750**	**$2,800,750**	**$4,679,750**	**$6,596,750**

City of Elk River
Trunk Utility Fund

	2025 Estimate	2026 Estimate	2027 Estimate	2028 Estimate	2029 Estimate
Cash Balance - Beginning	**$781,286**	**$907,086**	**$1,077,086**	**$1,249,086**	**($15,426,914)**
Revenues:					
Special Assessments	90,800	150,000	150,000	150,000	150,000
Interest	35,000	20,000	22,000	24,000	10,000
Total Revenues	125,800	170,000	172,000	174,000	160,000
Expenditures:					
NE & NW urban services expansion	-	-	-	16,850,000	-
Total Expenditures	-	-	-	16,850,000	-
Revenues over/(under) Expenditures	125,800	170,000	172,000	(16,676,000)	160,000
Cash Balance - Ending	**$907,086**	**$1,077,086**	**$1,249,086**	**($15,426,914)**	**($15,266,914)**

Capital Improvement Plan

Elk River, Minnesota

Project #	II-01
Project Name	Hwy 169 Frontage/Backage Road Improvements

Department	Infrastructure Improvements	Type	Infrastructure
Category	Street Construction	Priority	n/a
Status	Active	Useful Life	25 years

Description

Design and implement improvements to the frontage and backage road system east and west of the Hwy 169 Redefine project

Justification

Improvements to the local road connections to Hwy 169 to assure the successful completion of connecting commercial uses on the east side of Hwy 169 from Main Street to Dodge Avenue.

Expenditures	2025	2026	2027	2028	2029	Total
Construction	1,500,000	0	0	0	0	**1,500,000**
Total	**1,500,000**	**0**	**0**	**0**	**0**	**1,500,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Municipal State Aid	750,000	0	0	0	0	**750,000**
Pavement Management	750,000	0	0	0	0	**750,000**
Total	**1,500,000**	**0**	**0**	**0**	**0**	**1,500,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	II-20
Project Name	County Projects - Cost Share

Department	Infrastructure Improvements	Type	Infrastructure
Category	Street Construction	Priority	n/a
Status	Active	Useful Life	25 years

Description

City share of county projects include: 1) CR 33 Realignment and future trail preparation ($2,200,000 less $480,000 county turnback) 2) CR 44 Reconstruction ($750,000) and Trail ($250,000)

Justification

City participation in projects initiated by Sherburne County.

Expenditures	2025	2026	2027	2028	2029	Total
Improvements	2,745,000	0	0	0	0	**2,745,000**
Total	**2,745,000**	**0**	**0**	**0**	**0**	**2,745,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Municipal State Aid	1,720,000	0	0	0	0	**1,720,000**
Pavement Management	750,000	0	0	0	0	**750,000**
Park Dedication	275,000	0	0	0	0	**275,000**
Total	**2,745,000**	**0**	**0**	**0**	**0**	**2,745,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PM-01
Project Name	Pavement Management - Streets

Department	Infrastructure Improvements	Type	Improvement
Category	Street Construction	Priority	n/a
Status	Active	Useful Life	25 years
Enterprise Fund	no	Other Funding Commitment	no

Description

Preventative maintenance on our streets includes sealcoating, crackfilling and small overlay projects. Street improvement projects to replace, overlay or rehabilitate aged and deteriorated streets, storm drainage, and adjacent walks will be completed every other year.

2026 - Main Street reconstruction

Justification

Individual street pavement conditions will dictate what pavement management technique will be utilized to extend the life of that specific street segment. These techniques may range from preventative maintenance to a full reconstruction of the surface and aggregate base. As they are implemented, the prescribed techniques will continually be gauged to assure their performance is proper in extending the life of our pavements.

Expenditures	2025	2026	2027	2028	2029	Total
Construction	3,500,000	4,000,000	3,000,000	0	0	**10,500,000**
Maintenance	200,000	200,000	0	200,000	0	**600,000**
Design	0	100,000	0	100,000	0	**200,000**
Total	**3,700,000**	**4,300,000**	**3,000,000**	**300,000**	**0**	**11,300,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Pavement Management	3,600,000	300,000	3,000,000	300,000	0	**7,200,000**
Municipal State Aid	0	4,000,000	0	0	0	**4,000,000**
Storm Water	100,000	0	0	0	0	**100,000**
Total	**3,700,000**	**4,300,000**	**3,000,000**	**300,000**	**0**	**11,300,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	PM-02
Project Name	Pavement Management - Parking Lots/Trails

Department	Infrastructure Improvements	Type	Maintenance
Category	Street Maintenance	Priority	n/a
Status	Active	Useful Life	15 years
Enterprise Fund	no	Other Funding Commitment	no

Description

Overlay and sealcoat public parking lots and trails as needed

Justification

Projects will be prioritized based on condition and available funding after all street maintenance project needs are met.

Expenditures	2025	2026	2027	2028	2029	Total
Parking Lot	350,000	0	350,000	0	0	**700,000**
Trails	0	200,000	0	0	0	**200,000**
Total	**350,000**	**200,000**	**350,000**	**0**	**0**	**900,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Pavement Management	350,000	200,000	350,000	0	0	**900,000**
Total	**350,000**	**200,000**	**350,000**	**0**	**0**	**900,000**

2025 through 2029

Capital Improvement Plan

Elk River, Minnesota

Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Public Safety Aid								
Flock Safety	*PD-07*		47,600					**47,600**
Patio/Furniture	*PD-06*		43,500					**43,500**
	Public Safety Aid Total		**91,100**	**0**	**0**	**0**	**0**	**91,100**
	GRAND TOTAL		**91,100**	**0**	**0**	**0**	**0**	**91,100**

Capital Improvement Plan

Elk River, Minnesota

Project #	PD-06
Project Name	Patio/Furniture

Contact	Police Captain	Department	Police
Type	Improvement	Category	Buildings
Status	Active		

Description

Public Safety Wellness Patio & Furniture

Justification

Outdoor patio for employee use

Expenditures		2025	2026	2027	2028	2029	Total
Improvements		43,500	0	0	0	0	**43,500**
	Total	**43,500**	**0**	**0**	**0**	**0**	**43,500**

Funding Sources		2025	2026	2027	2028	2029	Total
Public Safety Aid		43,500	0	0	0	0	**43,500**
	Total	**43,500**	**0**	**0**	**0**	**0**	**43,500**

Capital Improvement Plan

Elk River, Minnesota

Project #	PD-07
Project Name	Flock Safety

Contact	Police Captain	Department	Police
Type	Technology	Category	Technology
Status	Active		

Description

Flock Safety equipment/software licensing

Justification

The Flock Safety system will aid in investigations.

Expenditures		2025	2026	2027	2028	2029	Total
Software/Hardware		47,600	0	0	0	0	**47,600**
	Total	**47,600**	**0**	**0**	**0**	**0**	**47,600**

Funding Sources		2025	2026	2027	2028	2029	Total
Public Safety Aid		47,600	0	0	0	0	**47,600**
	Total	**47,600**	**0**	**0**	**0**	**0**	**47,600**

2025 through 2029
Capital Improvement Plan
Elk River, Minnesota
Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Yet To Be Determined								
Fire - Burn Building	*FD-07*	1		1,000,000				**1,000,000**
Fire - Engines/Ladders	*FD-03*	1	1,200,000			600,000		**1,800,000**
Fire Equipment	*FD-25*	1	109,000					**109,000**
Knox Box Key Secure System Update	*FD-26*	1		55,000				**55,000**
Yet To Be Determined Total			**1,309,000**	**1,055,000**	**0**	**600,000**	**0**	**2,964,000**
GRAND TOTAL			**1,309,000**	**1,055,000**	**0**	**600,000**	**0**	**2,964,000**

2025 thru 2029

Capital Improvement Plan

Elk River, Minnesota

Project #	FD-03
Project Name	Fire - Engines/Ladders

Department	Fire	Type	Vehicle
Category	Vehicles	Priority	n/a
Status	Active	Useful Life	20 years
Enterprise Fund	no	Other Funding Commitment	no

Description

2025 - #416 - 2005 Pierce Engine 2

2028 - #418 - 2008 Ford Sterling Tender 2

Justification

Based on annual condition assessment. The fire engines/ladders are the primary front-line response units.

Expenditures	2025	2026	2027	2028	2029	Total
Vehicles	1,200,000	0	0	600,000	0	**1,800,000**
Total	**1,200,000**	**0**	**0**	**600,000**	**0**	**1,800,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Yet To Be Determined	1,200,000	0	0	600,000	0	**1,800,000**
Total	**1,200,000**	**0**	**0**	**600,000**	**0**	**1,800,000**

Capital Improvement Plan

Elk River, Minnesota

Project #	FD-25
Project Name	Fire Equipment

Department	Fire	Type	Equipment
Category	Equipment	Priority	n/a
Status	Active	Useful Life	10 years

Description

Extrication tools (Jaws of Life) - update two sets on front line apparatus. The purchase would include a spreader, cutter, and ram device along with necessary batteries, chargers, and modification to apparatus to propertly secure them. ($64,000) Moveable wall maze system for training area in station 3. ($45,000)

Justification

We have two sets of extrication tools that are 10+ years old on front line fire engines. In 2021 the department evaluated battery operated tools and purchased one set for the rescue truck. These tools have been highly successful and proved their value in allowing quick deployment and reduced maintenance. Maze system was not included in station 3 construction due to lack of funds.

Expenditures	2025	2026	2027	2028	2029	Total
Equipment	109,000	0	0	0	0	**109,000**
Total	**109,000**	**0**	**0**	**0**	**0**	**109,000**

Funding Sources	2025	2026	2027	2028	2029	Total
Yet To Be Determined	109,000	0	0	0	0	**109,000**
Total	**109,000**	**0**	**0**	**0**	**0**	**109,000**