THIEF RIVER FALLS CITY COUNCIL AGENDA
Tuesday, November 18, 2025

COUNCIL CHAMBERS
CITY HALL – 405 3RD STREET EAST
5:30 PM

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **PUBLIC HEARING**
   4.1. Modification TIF 1-5 (Rebecca Kurtz) (3-39)
   4.2. CIP Bond - Library (40-54)
   4.3. Abatement Bond - Liquor Store (40-54)

5. **PUBLIC FORUM -** ***Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***

6. **PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
   Retirement Plaque - Brian Jacobson, Thief River Falls Volunteer Fire Department (55)

7. **APPROVE AGENDA -** ***Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***

8. **CONSENT AGENDA -** ***These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
   8.1. Approval of November 4, 2025 Council Proceedings (56-69)
   8.2. Approval of Thief River Falls Bills and Disbursements (70-101)

9. **NEW BUSINESS**
   9.1. Approval of TIF Plan for TIF District No. 1-5 (102-107)
   9.2. Approval of CIP - Abatement of Issuance and Sale of General Obligation Bonds (Library and Liquor Store) (108-113)
   9.3. Approval of the TRF Police Department to accept the proposed Unmanned Arial System (UAS) Drone Policy (114-119)
   9.4. Approval of the TRF Police Department to increase the rates of the Animal Pound and ATV permits. (120)
   9.5. Approval of the TRF Police Department to accept an addendum to the SRT MOU with Pennington County and Marshall County, to allow Red Lake County to Join the NorthStar Special Response Team. (121-123)
   9.6. Public Safety Aid Purchase (124)

9.7. Microsoft Server 2025 License Upgrade Request (125-127)

9.8. Approve 3.2 beer License for Pizza Hut (128)

9.9. Contract with SOK Enterprises Tech Systems for Panic Alarm System Monitoring (129)

9.10. Approve Visit Thief River Falls 2026 Budget as presented on November 4, 2025. (130-133)

9.11. Approve of 2026 City License Renewals (134-135)

9.12. Budget Discussion in Regard to Retiring Officer Position

10. COUNCIL BOARDS AND COMMISSIONS REPORTS - ***Not all boards or commissions will have met prior to the Council meeting. These reports are intended to keep the other council members informed of actions or proposed actions taken by these boards and commissions. Only those with something to report would be on the agenda.***

11. UPCOMING MEETINGS

- City Council 12/2 at 5:30 pm
- Public Utilities Committee 12/8 at 7 am
- Public Safety Committee 12/8 at 4:30 pm
- Administrative Committee 12/9 at 4:30 pm
- Public Works Committee 12/10 at 4:30 pm
- City Council 12/16 at 5:40 pm

12. INFORMATIONAL ITEMS

- Investment Summary (136-137)
- City Offices will be closed 11/27 & 11/28 for the Thanksgiving Holiday. There will be no garbage pickup.

14. ADJOURNMENT

City of Thief River Falls complies with the ADA. Individuals with disabilities requiring special aids should contact the City Administrator, 405 Third Street East, Thief River Falls, MN 56701, 218-681-2943, 48 hours prior to the scheduled meeting.

Adoption Date: June 10, 2003

Modification #1 Public Hearing: November 18, 2025

City of Thief River Falls

Pennington County, Minnesota

MODIFICATION to the Tax Increment Financing (TIF) Plan

Tax Increment Financing District No. 1-5
(an housing district)

Located in Development District No. 1

EHLERS
PUBLIC FINANCE ADVISORS

Prepared by:

Ehlers
3001 Broadway Street, Suite 320
Minneapolis, Minnesota 55413

BUILDING COMMUNITIES. IT'S WHAT WE DO.

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Modification to the Tax Increment Financing Plan for TIF District No. 1-5

FOREWORD

The City of Thief River Falls (the "City"), staff and consultants have prepared the following information to expedite the Modification of TIF District No. 1-5 (the "District"), a housing tax increment financing district, located in Development District No. 1.

STATUTORY AUTHORITY

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the City have certain statutory powers pursuant to *Minnesota Statutes ("M.S."), Sections 469.124 – 469.133*, inclusive, as amended, and *M.S., Sections 469.174 to 469.1794*, inclusive, as amended (the "Tax Increment Financing Act" or "TIF Act"), to assist in financing public costs related to this project.

This section contains the Modification to the Tax Increment Financing Plan (the "Modification") for the District. Other relevant information is contained in the Development District No. 1.

STATEMENT OF OBJECTIVES

The District currently consists of 18 parcel(s) of land and adjacent roads and internal rights-of-way. The District was created to facilitate construction of single family homes in the City. The City has entered into an agreement with Midwest Minnesota Community Development Corporation as the developer and development began in 2003. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program for Development District No. 1.

The activities contemplated in the Development Program and the TIF Plan do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Development District No. 1 and the District.

As modified November 18, 2025

The Modification to the Tax Increment Financing Plan increases the budget to allow for continued collection of tax increment for payment of the obligation and provide the opportunity to use increment for future housing projects.

ESTIMATED PUBLIC COSTS

As modified November 18, 2025

Subsection 2-10 of the Tax Increment Financing Plan for TIF District No 1-5 shall be amended as follows:

The November 18, 2025 Amendment contains the cumulative estimated project costs, including the previously identified costs from the original and previous amendments. The total project cost, including financing costs (interest) listed in the table on the following page does not exceed the total projected tax increments for the District as shown in the Sources of Revenue section.

ESTIMATED PROJECT COSTS

USES	June 10, 2003	November 18, 2024
Land/Building Acquisition	$ -	$ -
Site Improvements/Preparation	80,000	80,000
Utilities	140,000	140,000
Parking Facilities	70,000	70,000
Streets and Sidewalks	260,000	260,000
Other Qualifying Improvements	-	409,595
Administrative Costs (up to 10%)	101,366	170,510
PROJECT COSTS TOTAL	**$ 651,366**	**$ 1,130,105**
Interest	365,959	575,000
PROJECT AND INTEREST COSTS TOTAL	**$ 1,017,325**	**$ 1,705,105**

Estimated costs associated with the District are subject to change among categories without a modification to this TIF Plan. The cost of all activities to be considered for tax increment financing will not exceed, without formal modification, the budget above pursuant to the applicable statutory requirements. The City may expend funds for qualified housing activities outside of the District boundaries.

Subsection 2-9 of the Tax Increment Financing Plan for TIF District No. 1-5 shall be amended as follows:

ESTIMATED SOURCES OF REVENUE

SOURCES	June 10, 2003	November 18, 2025
Tax Increment	$ 1,017,325	$ 1,550,095
Interest	-	155,010
Bond Proceeds	-	-
Grants	-	-
Other	-	-
TOTAL	**$ 1,017,325**	**$ 1,705,105**

The costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The City reserves the right to incur bonds or other indebtedness as a result of the TIF Plan. Any refunding amounts will be deemed a budgeted cost without a formal TIF Plan Modification. This provision does not obligate the City to incur debt. The City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City.

The City may issue bonds (as defined in the TIF Act) secured in whole or in part with tax increments from the District in a maximum principal amount of $1,700,000. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or interfund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Plan as of the date of approval.

Appendix A: Map of Development District No. 1 and the TIF District

Tax Increment Financing Districts Nos. 1-1, 1-2, 1-3, 1-4 and 1-5
Development District No. 1
City of Thief River Falls
Pennington County, Minnesota

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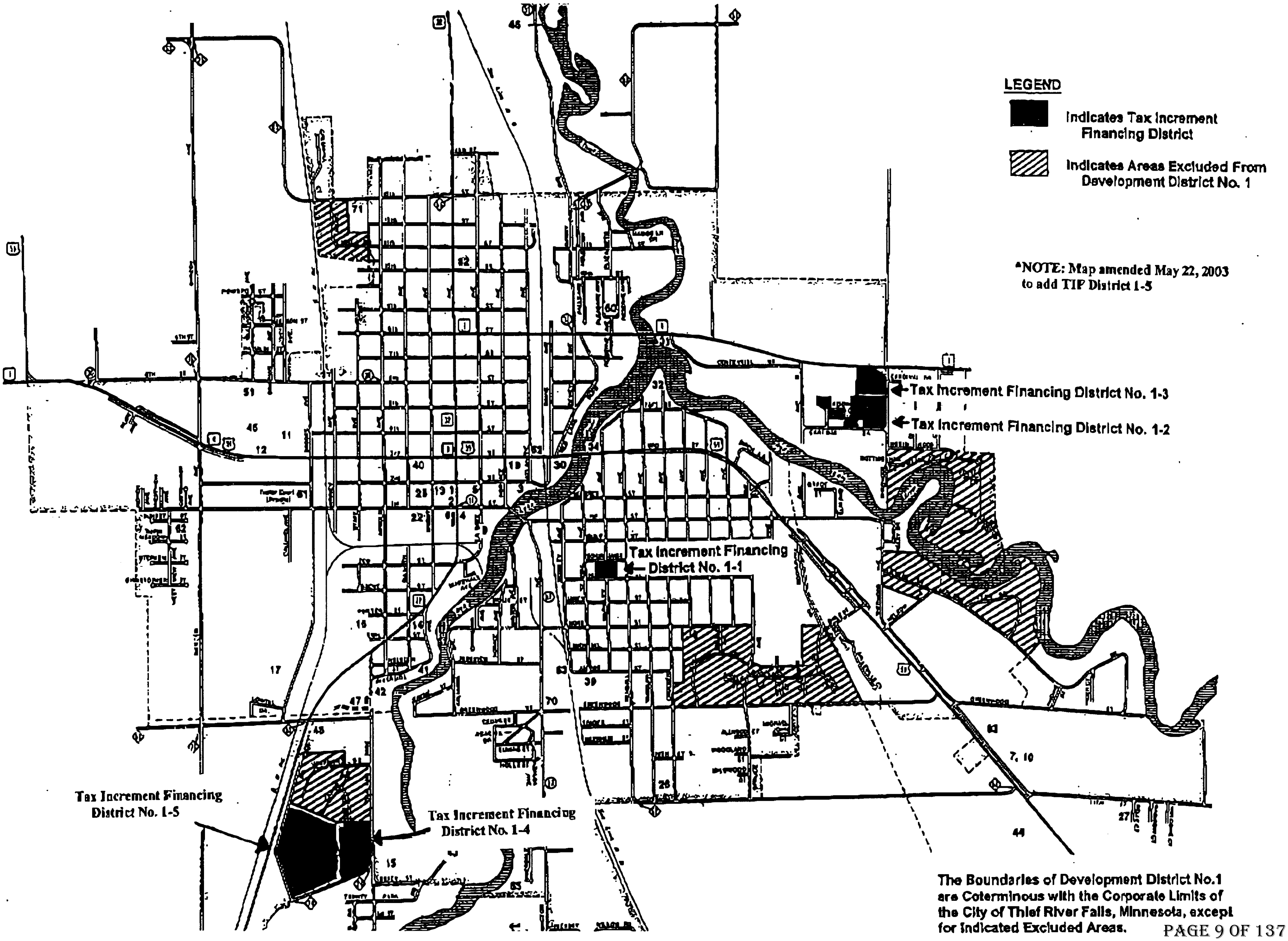

Appendix B: Original June 10, 2003 TIF Plan Modification

As of June 10, 2003
Draft for City Council Review

MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1

and the

TAX INCREMENT FINANCING PLAN

for the establishment of

TAX INCREMENT FINANCING DISTRICT NO. 1-5 (a housing district)

within

DEVELOPMENT DISTRICT NO. 1

CITY OF THIEF RIVER FALLS
COUNTYOF PENNINGTON
STATE OF MINNESOTA

Public Hearing: June 10, 2003
Adopted:

EHLERS & ASSOCIATES INC

Prepared by: EHLERS & ASSOCIATES, INC.
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DRAFT

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(for reference purposes only)

SECTION I - MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1

Foreword

The following text represents a Modification to the Development Program for Development District No. 1. This modification represents a continuation of the goals and objectives set forth in the Development Program for Development District No. 1. Generally, the substantive changes include the establishment of Tax Increment Financing District No. 1-5.

For further information, a review of the Development Program for Development District No. 1 is recommended. It is available from the City Administrator at the City of Thief River Falls. Other relevant information is contained in the Tax Increment Financing Plans for the Tax Increment Financing Districts located within Development District No. 1.

SECTION II - TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-5

Subsection 2-1. Foreword

The City of Thief River Falls (the "City"), staff and consultants have prepared the following information to expedite the establishment of Tax Increment Financing District No. 1-5 ("the District"), a housing tax increment financing district, located in Development District No. 1.

Subsection 2-2. Statutory Authority

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the City has certain statutory powers pursuant to *Minnesota Statutes ("M.S."), Sections 469.124 to 469.134*, inclusive, as amended, and *M.S., Sections 469.174 to 469.1799*, inclusive, as amended (the "Tax Increment Financing Act" or "TIF Act"), to assist in financing public costs related to this project.

This section contains the Tax Increment Financing Plan (the "TIF Plan") for Tax Increment Financing District No. 1-5. Other relevant information is contained in the Modification to the Development Program for Development District No. 1.

Subsection 2-3. Statement of Objectives

The District currently consists of 18 parcels of land and adjacent and internal rights-of-way. The District is being created to facilitate construction of single family homes in the City of Thief River Falls. Contracts for this have not been entered into at the time of preparation of this TIF Plan, but development is likely to occur in the Summer of 2003. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program for Development District No. 1.

The activities contemplated in the Modification to the Development Program and the TIF Plan do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Development District No. 1 and the District.

Subsection 2-4. Development Program Overview

1. Property to be Acquired - Selected property located within the District may be acquired by the City and is further described in this TIF Plan.

2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.

3. Upon approval of a developer's plan relating to the project and completion of the necessary legal requirements, the City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.

4. The City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public streets work within the District.

Subsection 2-5. Description of Property in the District and Property To Be Acquired

The District encompasses all property and adjacent rights-of-way identified by the parcels listed below. See the map in Appendix B for further information on the location of the District.

<u>Parcel Numbers</u>

See Appendix C

Subsection 2-6. Classification of the District

The City, in determining the need to create a tax increment financing district in accordance with *M.S., Sections 469.174 to 469.1799*, as amended, inclusive, finds that the District, to be established, is a housing district pursuant to *M.S., Section 469.174, Subd. 11* as defined below:

> *"Housing district" means a type of tax increment financing district which consists of a project, or a portion of a project, intended for occupancy, in part, by persons or families of low and moderate income, as defined in chapter 462A, Title II of the National Housing Act of 1934, the National Housing Act of 1959, the United States Housing Act of 1937, as amended, Title V of the Housing Act of 1949, as amended, any other similar present or future federal, state, or municipal legislation, or the regulations promulgated under any of those acts. A district does not qualify as a housing district under this subdivision if the fair market value of the improvements which are constructed in the district for commercial uses or for uses other than low and moderate income housing consists of more than 20 percent of the total fair market value of the planned improvements in the development plan or agreement. The fair market value of the improvements may be determined using the cost of construction, capitalized income, or other appropriate method of estimating market value. Housing project means a project, or portion of a project, that meets all the qualifications of a housing district under this subdivision, whether or not actually established as a housing district.*

In meeting the statutory criteria the City relies on the following facts and findings:

- The District consists of 18 parcels.
- The development will consist of 18 units of single family owner occupied housing
- At least 95% of the houses assisted with tax increment must be occupied with persons at 100% of median income for a family of two or less and 115% of median income for families of three or more (rental housing would have stricter income limitations). Median income under this provision is the greater of the statewide median or the county median. For Pennington County, the median income is $51,700 and the statewide median is $65,100 (year 2003). Therefore, the family of three or more could earn up to $74,865 (115% of $65,100) and still qualify to live in the homes. (See Appendix E).
- The market value of non-assisted housing or commercial property will be less than 20% of the total fair market value of the planned improvements.

Pursuant to *M.S.469.176 Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S 273.111* or *273.112* or *Chapter 473H* for taxes payable in any of the five calendar years before the filing of the request for certification of the District.

Subsection 2-7. Duration of the District

Pursuant to *M.S., Section 469.175, Subd. 1, and Section 469.176, Subd. 1*, the duration of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b*, the duration of the District will be 25 years after receipt of the first increment by the City (a total of 26 years of tax increment). The date of receipt by the City of the first tax increment is expected to be 2005. Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2030, or when the TIF Plan is satisfied. If increment is received in 2004, the term of the District will be 2029. The City reserves the right to decertify the District prior to the legally required date.

Subsection 2-8. Original Tax Capacity, Tax Rate and Estimated Captured Net Tax Capacity Value/Increment and Notification of Prior Planned Improvements

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District will be based on the market values placed on the property by the assessor in 2003 for taxes payable 2004.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 2004) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the district;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured and no tax increment will be payable to the City.

The original local tax rate for the District will be the local tax rate for taxes payable 2003, assuming the request for certification is made before June 30, 2003. The ONTC and the Original Local Tax Rate for the District appear in the table on the next page.
Pursuant to *M.S., Section 469.174 Subd. 4 and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within Development District No. 1, upon completion of the project, will annually approximate tax increment revenues as shown in the table below. The City requests 100 percent of the available increase in tax capacity for repayment of its obligations and current expenditures, beginning in the tax year payable 2005. The Project Tax Capacity (PTC) listed is an estimate of values when the project is completed.

Project Estimated Tax Capacity upon Completion (PTC)	**$20,700**	
Original Estimated Net Tax Capacity(ONTC)	**$36**	
Estimated Captured Tax Capacity (CTC)	**$20,664**	
Original Local Tax Rate	**2.00972**	Pay 2003
Estimated Annual Tax Increment (CTC x Local Tax Rate)	**$41,529**	
Percent Retained by the City	**100%**	

Pursuant to *M.S., Section 469.177, Subd. 4*, the City shall, after a due and diligent search, accompany its request for certification to the County Auditor or its notice of the District enlargement pursuant to *M.S., Section 469.175, Subd. 4*, with a listing of all properties within the District or area of enlargement for which building permits have been issued during the eighteen (18) months immediately preceding approval of the TIF Plan by the municipality pursuant to *M.S., Section 469.175, Subd. 3.* The County Auditor shall increase the original net tax capacity of the District by the net tax capacity of improvements for which a building permit was issued.

The City has reviewed the area to be included in the District and found that no building permits have been issued during the 18 months immediately preceding approval of the TIF Plan.

Subsection 2-9. Sources of Revenue/Bonded Indebtedness

Public improvement costs, acquisition, utilities, parking facilities, streets and sidewalks, and site preparation costs and other costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The City reserves the right to use other sources of revenue legally applicable to the City and the TIF Plan, including, but not limited to, special assessments, general property taxes, state aid for road maintenance and construction, proceeds from the sale of land, other contributions from the developer and investment income, to pay for the estimated public costs.

The City reserves the right to incur bonded indebtedness or other indebtedness as a result of the TIF Plan. As presently proposed, the project will be financed by a pay-as-you-go note and an interfund loan. Additional indebtedness may be required to finance other authorized activities. The total principal amount of bonded indebtedness, including a general obligation (GO) TIF bond, or other indebtedness related to the use of tax increment financing will not exceed $800,000 without a modification to the TIF Plan pursuant to applicable statutory requirements.

This provision does not obligate the City to incur debt. The City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City. The City may also finance the activities to be undertaken pursuant to the TIF Plan through loans from funds of the City or to reimburse the developer on a "pay-as-you-go" basis for eligible costs paid for by a developer.

The estimated sources of funds for the District are contained in the table below.

SOURCES OF FUNDS	TOTAL
Tax Increment	$1,017,325
PROJECT REVENUES	**$1,017,325**

Subsection 2-10. Uses of Funds

Currently under consideration for the District is a proposal to facilitate construction of single family homes. The City has determined that it will be necessary to provide assistance to the project for certain costs. The City has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the establishment and development or redevelopment of the District, this TIF Plan authorizes the use of tax increment financing to pay for the cost of certain eligible expenses. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

USES OF FUNDS	TOTAL
Site Improvements/Preparation	$80,000
Public Utilities	$140,000
Parking Facilities	$70,000
Streets and Sidewalks	$260,000
Interest	$365,959
Administrative Costs (up to 10%)	$101,366
PROJECT COSTS TOTAL	**$1,017,325**

Estimated costs associated with the District are subject to change among categories without a modification to this TIF Plan. The cost of all activities to be considered for tax increment financing will not exceed, without formal modification, the budget above pursuant to the applicable statutory requirements. The City may expend funds for qualified housing activities outside of the District boundaries.

Subsection 2-11. State Tax Increment Financing Aid (Local Contribution)

M.S., Section 273.1399 (LGA/HACA penalty) was repealed by the 2001 Legislature and does not apply to the District.

Subsection 2-12. Business Subsidies

Pursuant to *M.S. Sections 116J.993, Subd. 3*, the following forms of financial assistance are not considered a business subsidy:

(1) A business subsidy of less than $25,000;
(2) Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
(3) Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
(4) Redevelopment property polluted by contaminants as defined in *M.S. Section 116J.552, Subd. 3;*
(5) Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50% of the total cost;
(6) Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
(7) Assistance for housing;
(8) Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under *M.S. Section 469.174, Subd. 23*;
(9) Assistance for energy conservation;
(10) Tax reductions resulting from conformity with federal tax law;
(11) Workers' compensation and unemployment compensation;
(12) Benefits derived from regulation;
(13) Indirect benefits derived from assistance to educational institutions;
(14) Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501 (c) (3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;

(15) Assistance for a collaboration between a Minnesota higher education institution and a business;
(16) Assistance for a tax increment financing soils condition district as defined under *M.S. Section 469.174, Subd. 19*;
(17) Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
(18) General changes in tax increment financing law and other general tax law changes of a principally technical nature.
(19) Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
(20) Funds from dock and wharf bonds issued by a seaway port authority;
(21) Business loans and loan guarantees of $75,000 or less; and
(22) Federal loan funds provided through the United States Department of Commerce, Economic Development Administration.

The City is not providing tax increment financing for the purpose of economic development or job growth and therefore the provisions of *M.S., Section 116J.993 to 116J.994*, which states that a local unit of government granting financial assistance to a business for economic development or job growth purposes, including tax increment financing, must establish business subsidy criteria and approve a business subsidy agreement with the business receiving the assistance, do not apply.

Subsection 2-13. County Road Costs

Pursuant to *M.S., Section 469.175, Subd. 1a*, the county board may require the City to pay for all or part of the cost of county road improvements if the proposed development to be assisted by tax increment will, in the judgement of the county, substantially increase the use of county roads requiring construction of road improvements or other road costs and if the road improvements are not scheduled within the next five years under a capital improvement plan or within five years under another county plan.

If the county elects to use increments to improve county roads, it must notify the City within forty-five days of receipt of this TIF Plan. In the opinion of the City and consultants, the proposed development outlined in this TIF Plan will have little or no impact upon county roads, therefore the TIF Plan was not forwarded to the county 45 days prior to the public hearing. **The City is aware that the county could claim that tax increment should be used for county roads, even after the public hearing.**

Subsection 2-14. Estimated Impact on Other Taxing Jurisdictions

The estimated impact on other taxing jurisdictions assumes that the redevelopment contemplated by the TIF Plan would occur without the creation of the District. However, the City has determined that such development or redevelopment would not occur "but for" tax increment financing and that, therefore, the fiscal impact on other taxing jurisdictions is $0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

IMPACT ON TAX BASE

	2002/2003 Total Net Tax Capacity	Estimated Captured Tax Capacity (CTC) Upon Completion	Percent of CTC to Entity Total
Pennington County	4,703,875	20,664	**0.4393%**
City of Thief River Falls	2,295,976	20,664	**0.9000%**
ISD No. 564	4,537,644	20,664	**0.4554%**

IMPACT ON TAX RATES

	Estimated 2002/2003 Extension Rates	Percent of Total	CTC	Potential Taxes
Pennington County	0.919320	45.74%	20,664	**18,997**
City of Thief River Falls	0.680710	33.87%	20,664	**14,066**
ISD No. 564	0.353450	17.59%	20,664	**7,304**
Other (Northwest Regional Development Commission & Red Lake Watershed District)	0.056240	2.80%	20,664	**1,162**
Total	2.009720	100.00%		**41,529**

The estimates listed above display the captured tax capacity when all construction is completed. The tax rate used for calculations is the actual 2002/Pay 2003 rate. The total net capacity for the entities listed above are based on actual Pay 2003 figures. The District will be certified under the actual 2002/Pay 2003 rates.

Subsection 2-15. Supporting Documentation

Pursuant to *M.S. Section 469.175 Subd 1a, clause 7* the TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S. Section 469.175 Subd 3, clause (2)*and the findings are required in the resolution approving the TIF district.. Following is a list of reports and studies on file at the City that support the Authority's findings:

- Tax Increment Financing Plan Application

Subsection 2-16. Definition of Tax Increment Revenues

Pursuant to *M.S., Section 469.174, Subd. 25*, tax increment revenues derived from a tax increment financing district include all of the following potential revenue sources:

1. Taxes paid by the captured net tax capacity, but excluding any excess taxes, as computed under *M.S., Section 469.177*;
2. The proceeds from the sale or lease of property, tangible or intangible, purchased by the Authority with tax increments;
3. Repayments of loans or other advances made by the Authority with tax increments; and
4. Interest or other investment earnings on or from tax increments.

Subsection 2-17. Modifications to the District

In accordance with *M.S., Section 469.175, Subd. 4*, any:

1. Reduction or enlargement of the geographic area of Development District No. 1 or the District;
2. Increase in amount of bonded indebtedness to be incurred, including a determination to capitalize interest on debt if that determination was not a part of the original plan, or to increase or decrease the amount of interest on the debt to be capitalized;
3. Increase in the portion of the captured net tax capacity to be retained by the City;
4. Increase in total estimated tax increment expenditures; or
5. Designation of additional property to be acquired by the City,

shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original TIF Plan.

Pursuant to *M.S. Section 469.175 Subd. 4(b)*, the geographic area of the District may be reduced, but shall not be enlarged after five years following the date of certification of the original net tax capacity by the county auditor. If a housing district is enlarged, the reasons and supporting facts for the determination that the addition to the district meets the criteria of *M.S., Section 469.174, Subd. 11* must be documented. The requirements of this paragraph do not apply if (1) the only modification is elimination of parcel(s) from Development District No. 1 or the District and (2) (A) the current net tax capacity of the parcel(s) eliminated from the District equals or exceeds the net tax capacity of those parcel(s) in the District's original net tax capacity or (B) the City agrees that, notwithstanding *M.S., Section 469.177, Subd. 1*, the original net tax capacity will be reduced by no more than the current net tax capacity of the parcel(s) eliminated from the District.

The City must notify the County Auditor of any modification that reduces or enlarges the geographic area of Development District No. 1 or the District. Modifications to the District in the form of a budget modification or an expansion of the boundaries will be recorded in the TIF Plan.

Subsection 2-18. Administrative Expenses

In accordance with *M.S., Section 469.174, Subd. 14, and M.S., Section 469.176, Subd. 3*, administrative expenses means all expenditures of the City, *other than*:

1. Amounts paid for the purchase of land;
2. Amounts paid to contractors or others providing materials and services, including architectural and engineering services, directly connected with the physical development of the real property in the project;
3. Relocation benefits paid to or services provided for persons residing or businesses located in the project; or
4. Amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to *M.S., Section 469.178*; or
5. Amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in sections 1 to 3.

For districts for which the request for certification were made before August 1, 1979, or after June 30, 1982, administrative expenses also include amounts paid for services provided by bond counsel, fiscal consultants, and planning or economic development consultants. Tax increment may be used to pay any **authorized and documented** administrative expenses for the District up to but not to exceed 10 percent of the total tax increment expenditures authorized by the TIF Plan or the total tax increment expenditures for Development District No. 1, whichever is less.

Pursuant to *M.S., Section 469.176, Subd. 4h*, tax increments may be used to pay for the County's actual administrative expenses incurred in connection with the District. The county may require payment of those expenses by February 15 of the year following the year the expenses were incurred.

Pursuant to *M.S., Section 469. 177, Subd. 11*, the County Treasurer shall deduct an amount (currently .36 percent) of any increment distributed to the City and the County Treasurer shall pay the amount deducted to the State Treasurer for deposit in the state general fund to be appropriated to the State Auditor for the cost of financial reporting of tax increment financing information and the cost of examining and auditing authorities' use of tax increment financing. This amount may be adjusted annually by the Commissioner of Revenue.

Subsection 2-19. Limitation of Increment

Pursuant to *M.S., Section 469.176, Subd. 1a*, no tax increment shall be paid to the City for the District after three (3) years from the date of certification of the Original Net Tax Capacity value of the taxable property in the District by the County Auditor unless within the three (3) year period:

(1) Bonds have been issued in aid of the project containing the District pursuant to *M.S., Section 469.178*, or any other law, except revenue bonds issued pursuant to *M.S., Sections 469.152 to 469.165*, or

(2) The City has acquired property within the District, or

(3) The City has constructed or caused to be constructed public improvements within the District.

The bonds must be issued, or the City must acquire property or construct or cause public improvements to be constructed by approximately June, 2006 and report such actions to the County Auditor.

The tax increment pledged to the payment of bonds and interest thereon may be discharged and the District may be terminated if sufficient funds have been irrevocably deposited in the debt service fund or other escrow account held in trust for all outstanding bonds to provide for the payment of the bonds at maturity or redemption date.

Pursuant to *M.S., Section 469.176, Subd. 6*:

> *if, after four years from the date of certification of the original net tax capacity of the tax increment financing district pursuant to M.S., Section 469.177, no demolition, rehabilitation or renovation of property or other site preparation, including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems, has been commenced on a parcel located within a tax increment financing district by the authority or by the owner of the parcel in accordance with the tax increment financing plan, no additional tax increment may be taken from that parcel and the original net tax capacity of that parcel shall be excluded from the original net tax capacity of the tax increment financing district. If the authority or the owner of the parcel subsequently commences demolition, rehabilitation or renovation or other site preparation on that parcel including qualified improvement of a street adjacent to that parcel, in accordance with the tax increment financing plan, the authority shall certify to the county auditor that the activity has commenced and the county auditor shall certify the net tax capacity thereof as most recently certified by the commissioner of revenue and add it to the original net tax capacity of the tax increment financing district. The county auditor must enforce the provisions of this subdivision. The authority must submit to the county auditor evidence that the required activity has taken place for each parcel in the district. The evidence for a parcel must be submitted by February 1 of the fifth year following*

> *the year in which the parcel was certified as included in the district. For purposes of this subdivision, qualified improvements of a street are limited to (1) construction or opening of a new street, (2) relocation of a street, and (3) substantial reconstruction or rebuilding of an existing street.*

The City or a property owner must improve parcels within the District by approximately June, 2007 and report such actions to the County Auditor.

Subsection 2-20. Use of Tax Increment

The City hereby determines that it will use 100 percent of the captured net tax capacity of taxable property located in the District for the following purposes:

1. To pay the principal of and interest on bonds issued to finance a project;
2. To finance, or otherwise pay the capital and administration costs of Development District No. 1 pursuant to the *M.S., Sections 469.124 to 469.134*;
3. To pay for project costs as identified in the budget set forth in the TIF Plan;
4. To finance, or otherwise pay for other purposes as provided in *M.S., Section 469.176, Subd. 4*;
5. To pay principal and interest on any loans, advances or other payments made to or on behalf of the City or for the benefit of Development District No. 1 by a developer;
6. To finance or otherwise pay premiums and other costs for insurance or other security guaranteeing the payment when due of principal of and interest on bonds pursuant to the TIF Plan or pursuant to *M.S., Chapter 462C. M.S., Sections 469.152 through 469.165*, and/or *M.S., Sections 469.178*; and
7. To accumulate or maintain a reserve securing the payment when due of the principal and interest on the tax increment bonds or bonds issued pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165*, and/or *M.S., Sections 469.178*.

Tax increments may not be used to circumvent any levy limitations applicable to the City nor for other purposes prohibited by *M.S., Section 469.176, Subd. 4*. **Revenues derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in *M.S., Section 469.174, Subd. 11*. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.**

These revenues shall not be used to circumvent any levy limitations applicable to the City nor for other purposes prohibited by *M.S., Section 469.176, Subd. 4.*

Tax increments generated in the District will be paid by Pennington County to the City for the Tax Increment Fund of said District. The City will pay to the developer(s) annually an amount not to exceed an amount as specified in a developer's agreement to reimburse the costs of land acquisition, public improvements, demolition and relocation, site preparation, and administration. Remaining increment funds will be used for City administration (up to 10 percent) and the costs of public improvement activities outside the District.

Subsection 2-21. Excess Tax Increments

Pursuant to *M.S., Section 469.176, Subd. 2*, in any year in which the tax increment exceeds the amount necessary to pay the costs authorized by the TIF Plan, including the amount necessary to cancel any tax levy as provided in *M.S., Section 475.61, Subd. 3*, the City shall use the excess amount to do any of the following:

1. Prepay any outstanding bonds;
2. Discharge the pledge of tax increment therefor;
3. Pay into an escrow account dedicated to the payment of such bonds; or
4. Return the excess to the County Auditor for redistribution to the respective taxing jurisdictions in proportion to their local tax rates.

In addition, the City may, subject to the limitations set forth herein, choose to modify the TIF Plan in order to finance additional public costs in Development District No. 1 or the District.

Subsection 2-22. Requirements for Agreements with the Developer

The City will review any proposal for private development to determine its conformance with the Development Program and with applicable municipal ordinances and codes. To facilitate this effort, the following documents may be requested for review and approval: site plan, construction, mechanical, and electrical system drawings, landscaping plan, grading and storm drainage plan, signage system plan, and any other drawings or narrative deemed necessary by the City to demonstrate the conformance of the development with City plans and ordinances. The City may also use the Agreements to address other issues related to the development.

Pursuant to *M.S., Section 469.176, Subd. 5*, no more than 10 percent, by acreage, of the property to be acquired in the District as set forth in the TIF Plan shall at any time be owned by the City as a result of acquisition with the proceeds of bonds issued pursuant to *M.S., Section 469.178* to which tax increments from property acquired is pledged, unless prior to acquisition in excess of 10 percent of the acreage, the City concluded an agreement for the development of the property acquired and which provides recourse for the City should the development not be completed.

Subsection 2-23. Assessment Agreements

Pursuant to *M.S., Section 469.177, Subd. 8*, the City may enter into a written assessment agreement in recordable form with the developer of property within the District which establishes a minimum market value of the land and completed improvements for the duration of the District. The assessment agreement shall be presented to the County Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land upon which the improvements are to be constructed and, so long as the minimum market value contained in the assessment agreement appears, in the judgment of the assessor, to be a reasonable estimate, the County Assessor shall also certify the minimum market value agreement.

Subsection 2-24. Administration of the District

Administration of the District will be handled by the City Administrator.

Subsection 2-25. Annual Disclosure Requirements

Pursuant to *M.S., Section 469.175, Subd. 5, 6 and 6a* the City must undertake financial reporting for all tax increment financing districts to the Office of the State Auditor, County Board, County Auditor and School Board on or before August 1 of each year. *M.S., Section 469.175, Subd. 5* also provides that an annual statement shall be published in a newspaper of general circulation in the City on or before August 15.

If the City fails to make a disclosure or submit a report containing the information required by *M.S. Section 469.175 Subd. 5 and Subd. 6,* the OSA will direct the County Auditor to withhold the distribution of tax increment from the District.

Subsection 2-26. Reasonable Expectations

As required by the TIF Act, in establishing the District, the determination has been made that the anticipated development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan. In making said determination, reliance has been placed upon written representation made by the developer to such effects and upon City staff awareness of the feasibility of developing the project site. A comparative analysis of estimated market values both with and without establishment of the District and the use of tax increments has been performed as described above. Such analysis is included with the cashflow in Appendix D, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the District and the use of tax increments.

Subsection 2-27. Other Limitations on the Use of Tax Increment

1. General Limitations. All revenue derived from tax increment shall be used in accordance with the TIF Plan. The revenues shall be used to finance, or otherwise pay the capital and administration costs of Development District No. 1 pursuant to the *M.S., Sections 469.124 to 469.134*. Tax increments may not be used to circumvent existing levy limit law. No tax increment may be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the state or federal government. This provision does not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure.

2. Restriction on Pooling; Five Year Limit. Pursuant to *M.S., Section 469.1763,* (1) At least 80% of the tax increment derived from the District must be expended on Public Costs incurred within said district, and up to 20% of said tax increments may be spent on Public Costs incurred outside of the District but within Development District No. 1; provided that in the case of a housing district, a housing project, as defined in *M.S., Section 469.174, Subd. 11* is deemed to be an activity in the District, and (2) public costs within the District shall be limited to reimbursement of public costs paid before or within five years after certification of said district by the County Auditor and interest on all such unreimbursed expenditures.

Subsection 2-28. Summary

The City is establishing the District to provide an impetus for residential development and provide safe and decent life cycle housing in the City. The TIF Plan for the District was prepared by Ehlers & Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105, telephone (651) 697-8500.

APPENDIX A

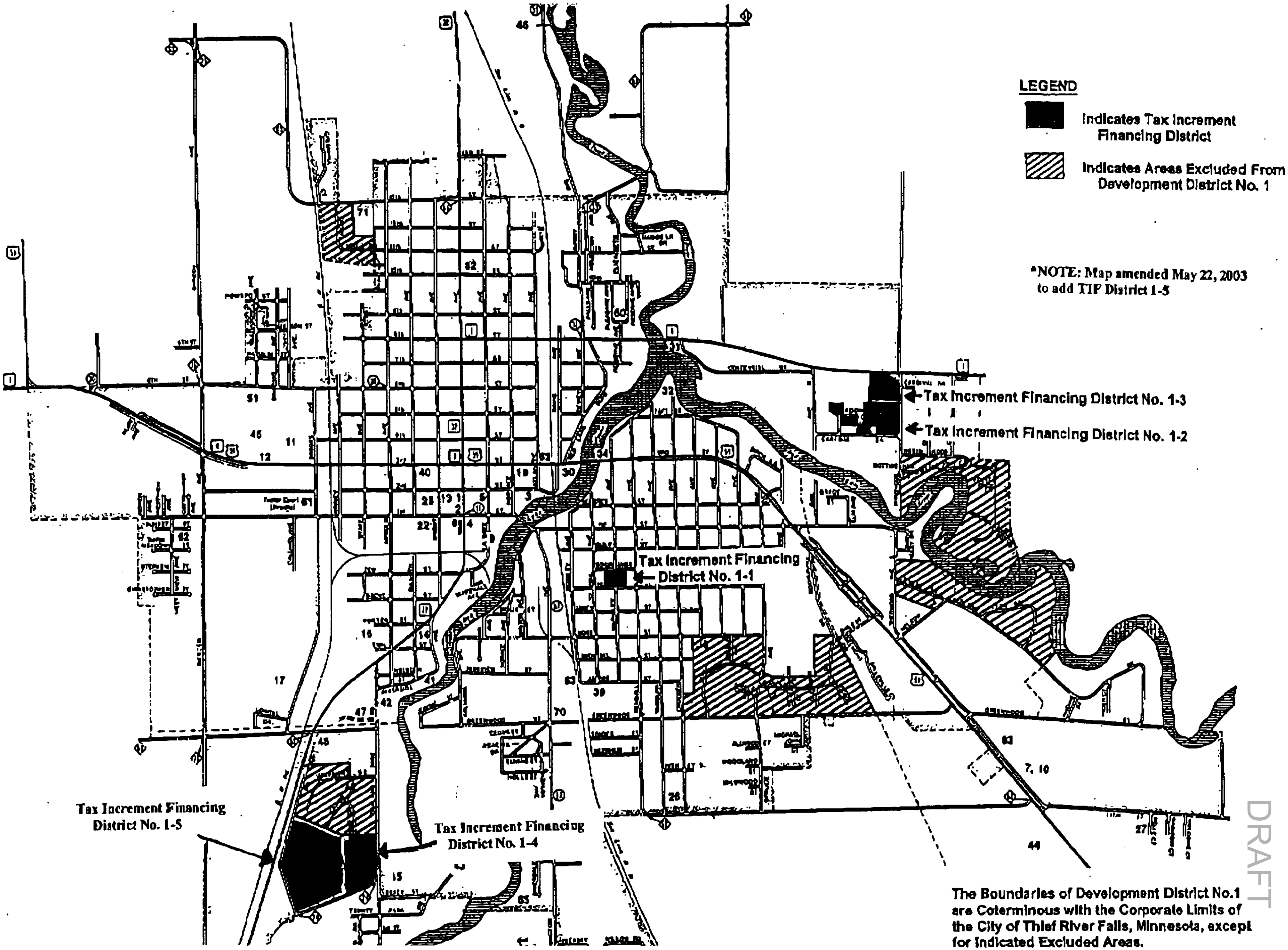
PROJECT DESCRIPTION

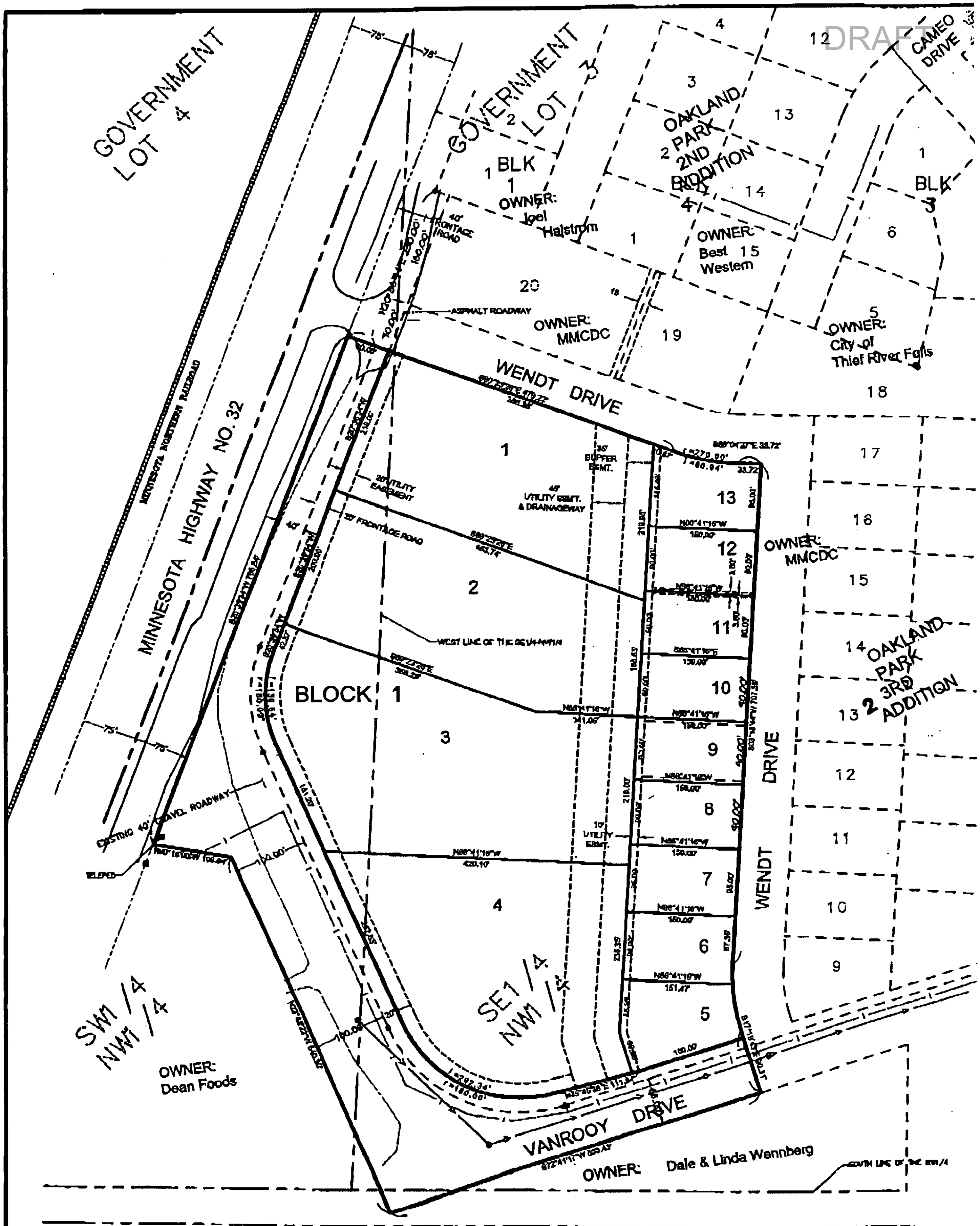
Tax Increment Financing District No. 1-5 is being created to facilitate the construction of 18 single-family, owner occupied homes in the City of Thief River Falls. The construction of the homes will be phase over 4 years, and it is anticipated that 3 homes will be built in 2003, 6 built in 2004, 6 built in 2005 and 3 built in 2006.

APPENDIX B

MAPS OF THE DEVELOPMENT DISTRICT AND THE TIF DISTRICT

Tax Increment Financing Districts Nos. 1-1, 1-2, 1-3, 1-4 and 1-5
Development District No. 1
City of Thief River Falls
Pennington County, Minnesota





DENOTES 1/2 INCH BY 18 INCHES REBAR MONUMENT SET MARKED BY REGISTRATION NO. 15616

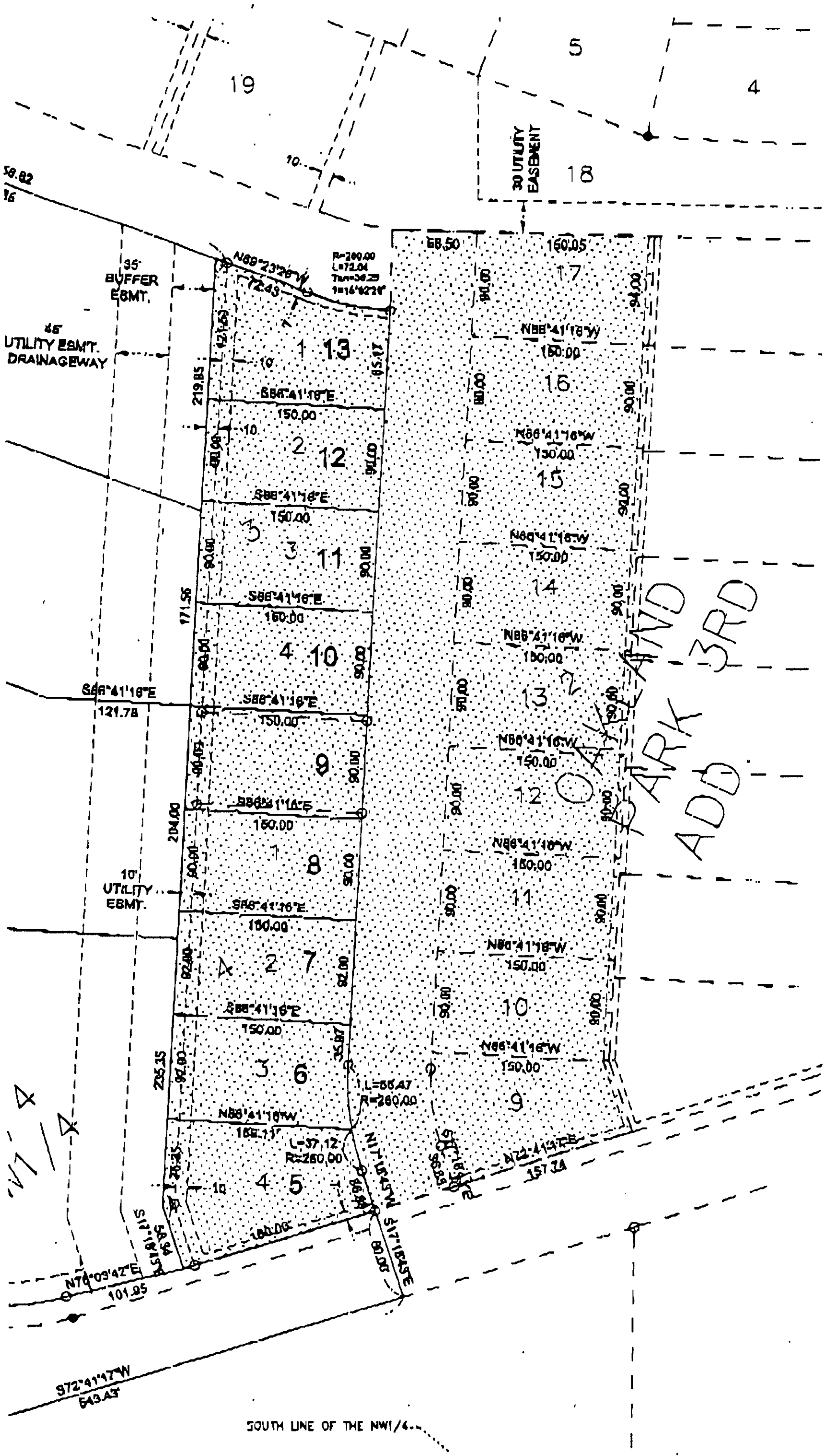
DENOTES 1/2" IRON PIPE MONUMENT FOUND

DENOTES UTILITY EASEMENTS
DENOTES LOT LINES
DENOTES BOUNDARY OF PLAT

BEARING NOTE

THE EAST LINE OF THE NW1/4 IS ASSUMED TO HAVE A BEARING OF NORTH 03 DEGREES 18 MINUTES 44 SECONDS EAST

DISTANCES SHOWN TO FEET (5,10,ETC) ARE EXACT EXTRINSIC VALUES.


35' BUFFER ESMT.
45' UTILITY ESMT. DRAINAGEWAY
30' UTILITY EASEMENT
10' UTILITY ESMT.
OAKLAND PARK 3RD ADD
S88°41'16"E 121.78
N76°03'42"E 101.95
S72°41'47"W 543.43
N72°41'47"E 157.74
SOUTH LINE OF THE NW1/4

APPENDIX C

DESCRIPTION OF PROPERTY TO BE INCLUDED IN THE DISTRICT

DRAFT

Proposed Tax Increment Financing District No. 1-5
City of Thief River Falls

Parcel #	Previous Parcel #	Description	EMV
		Oakland Park Third Addition:	
25.101.023.20		Lot 9, Block 2	$ 200.00
25.101.024.20		Lot 10, Block 2	$ 200.00
25.101.025.20		Lot 11, Block 2	$ 200.00
25.101.026.20		Lot 12, Block 2	$ 200.00
25.101.027.20		Lot 13, Block 2	$ 200.00
25.101.028.20		Lot 14, Block 2	$ 200.00
25.101.029.20		Lot 15, Block 2	$ 200.00
25.101.030.20		Lot 16, Block 2	$ 200.00
25.101.031.20		Lot 17, Block 2	$ 200.00
		Oakland Park Fourth Addition:	
25.102.005.10	25.101.042.40	Lot 5, Block 1	$ 200.00
25.102.006.10	25.101.041.40	Lot 6, Block 1	$ 200.00
25.102.007.10	25.101.040.40	Lot 7, Block 1	$ 200.00
25.102.008.10	25.101.039.40	Lot 8, Block 1	$ 200.00
25.102.009.10	No parcel #	Lot 9, Block 1 "This lot was originally a street"	$ -
25.102.010.10	25.101.038.30	Lot 10, Block 1	$ 200.00
25.102.011.10	25.101.037.30	Lot 11, Block 1	$ 200.00
25.102.012.10	25.101.036.30	Lot 12, Block 1	$ 200.00
25.102.013.10	25.101.035.30	Lot 13, Block 1	$ 200.00

None are currently in a TIF district. No Green Acres on any of these parcels.

The new parcel #'s I assigned to Oakland Park 4th Addition are assuming the plat is recorded this year. As of now there is no Oakland Park 4th Addition.

5-28-2003
Kenneth Olson

APPENDIX D

ESTIMATED CASH FLOW FOR THE DISTRICT

EHLERS & ASSOCIATES INC

Oakland Park Development

CITY OF THIEF RIVER FALLS, MINNESOTA - Housing TIF District

18 units of Single Family Housing

T.I.F. CASH FLOW ASSUMPTIONS		
District	**New Housing Development**	
County District #		
Inflation Rate - Every _ Years	0.0000%	
Pay-As-You-Go Interest Rate:	**6.0000%**	
Note Issued Date (Present Value Date):	01-Feb-04	
Local Tax Rate - Frozen	200.9720%	**Pay 2003 (Estimated)**
Fiscal Disparities Election (A - inside or B outside)	N/A	
Year District was certified	2003	
Assumes First Tax Increment For District	2005	
Assumes First Tax Increment For Dev	August 2005	
Years of Tax Increment	26	
Assumes Last Year of Tax Increment	2030	
Fiscal Disparities Ratio	N/A	
Fiscal Disparities Metro Wide Tax Rate	N/A	
Local Tax Rate - Current	200.9720%	**Pay 2003 (Estimated)**
State Wide Property Tax Rate (Used for total taxes)	54.4470%	**Pay 2003**
Market Value Tax Rate (used for total taxes)	0.00444%	**Pay 2003 (Estimated)**
Commercial Industrial Class Rate	1.5%-2.0%	Pay 2003
First 150,000	1.50%	
Over 150,000	2.00%	
Rental Class Rate	1.25%	Pay 2004
Residental Class Rate	1.0%-1.25%	
Under $500,000	1.00%	
Over $500,000	1.25%	

BASE VALUE INFORMATION - BEFORE DEVELOPMENT

PID	Property Owner	*Land Market Value	Building Market Value	Total Market Value	Class Rate	Base Tax Capacity	Date Payable
25.101.023.20		200		200	1.00%	2	2003
25.101.024.20		200		200	1.00%	2	2003
25.101.025.20		200		200	1.00%	2	2003
25.101.026.20		200		200	1.00%	2	2003
25.101.027.20		200		200	1.00%	2	2003
25.101.028.20		200		200	1.00%	2	2003
25.101.029.20		200		200	1.00%	2	2003
25.101.030.20		200		200	1.00%	2	2003
25.101.031.20		200		200	1.00%	2	2003
25.102.005.10		200		200	1.00%	2	2003
25.102.006.10		200		200	1.00%	2	2003
25.102.007.10		200		200	1.00%	2	2003
25.102.008.10		200		200	1.00%	2	2003
25.102.009.10		200		200	1.00%	2	2003
25.102.010.10		200		200	1.00%	2	2003
25.102.011.10		200		200	1.00%	2	2003
25.102.012.10		200		200	1.00%	2	2003
25.102.013.10		200		200	1.00%	2	2003
Totals				**3,600**		**36**	

*Estimated land market values

PROJECT INFORMATION - POST DEVELOPMENT

Phase	Use	Total Sq. Ft./Units	Sale Price per Unit	250 Sq. Ft./Units	Total Taxes	Market Value	Class Rate	New Tax Capacity	Date Payable
1	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2005
1	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2005
1	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2005
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
2	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2006
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
3	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2007
4	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2008
4	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2008
4	Single Family Hsg	1	**120,000.00**	$2,942.42	2,942	115,000	1.00%	1,150	2008
TOTAL		**18**			**52,964**	**2,070,000**		**20,700**	

Note:

1. **Tax estimates are based upon market value, construction costs and taxes per sq/ft.**
2. **TIF run assumes 100% of the building is constructed by January 2, for payable the following year - Per City of Thief River Falls**

EHLERS
& ASSOCIATES INC

CITY OF THIEF RIVER FALLS, MINNESOTA - Housing TIF District
Oakland Park Development

TAX INCREMENT CASH FLOW														
PERIOD BEGINNING			Base Tax Capacity	Project Tax Capacity	Captured Tax Capacity	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. & Pooling 10.00%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PAYMENT DATE PERIOD ENDING		
Yrs.	Mth.	Yr.									Yrs.	Mth.	Yr.
0.0	02-01	2003	36	36							0.0	08-01	2003
0.0	08-01	2003	36	36	0	0	0	0	0	0	0.0	02-01	2004
0.0	02-01	2004	36	36	0	0	0	0	0	0	0.0	08-01	2004
0.0	08-01	2004	36	36	0	0	0	0	0	0	0.0	02-01	2005
0.0	02-01	2005	36	3,450	3,414	3,431	(12)	(342)	3,076	2,733	0.5	08-01	2005
0.5	08-01	2005	36	3,450	3,414	3,431	(12)	(342)	3,076	5,387	1.0	02-01	2006
1.0	02-01	2006	36	10,350	10,314	10,364	(37)	(1,033)	9,294	13,171	1.5	08-01	2006
1.5	08-01	2006	36	10,350	10,314	10,364	(37)	(1,033)	9,294	20,728	2.0	02-01	2007
2.0	02-01	2007	36	17,250	17,214	17,298	(62)	(1,724)	15,512	32,973	2.5	08-01	2007
2.5	08-01	2007	36	17,250	17,214	17,298	(62)	(1,724)	15,512	44,862	3.0	02-01	2008
3.0	02-01	2008	36	20,700	20,664	20,764	(75)	(2,069)	18,620	58,717	3.5	08-01	2008
3.5	08-01	2008	36	20,700	20,664	20,764	(75)	(2,069)	18,620	72,168	4.0	02-01	2009
4.0	02-01	2009	36	20,700	20,664	20,764	(75)	(2,069)	18,620	85,228	4.5	08-01	2009
4.5	08-01	2009	36	20,700	20,664	20,764	(75)	(2,069)	18,620	97,908	5.0	02-01	2010
5.0	02-01	2010	36	20,700	20,664	20,764	(75)	(2,069)	18,620	110,218	5.5	08-01	2010
5.5	08-01	2010	36	20,700	20,664	20,764	(75)	(2,069)	18,620	122,170	6.0	02-01	2011
6.0	02-01	2011	36	20,700	20,664	20,764	(75)	(2,069)	18,620	133,773	6.5	08-01	2011
6.5	08-01	2011	36	20,700	20,664	20,764	(75)	(2,069)	18,620	145,039	7.0	02-01	2012
7.0	02-01	2012	36	20,700	20,664	20,764	(75)	(2,069)	18,620	155,976	7.5	08-01	2012
7.5	08-01	2012	36	20,700	20,664	20,764	(75)	(2,069)	18,620	166,595	8.0	02-01	2013
8.0	02-01	2013	36	20,700	20,664	20,764	(75)	(2,069)	18,620	176,905	8.5	08-01	2013
8.5	08-01	2013	36	20,700	20,664	20,764	(75)	(2,069)	18,620	186,914	9.0	02-01	2014
9.0	02-01	2014	36	20,700	20,664	20,764	(75)	(2,069)	18,620	196,632	9.5	08-01	2014
9.5	08-01	2014	36	20,700	20,664	20,764	(75)	(2,069)	18,620	206,066	10.0	02-01	2015
10.0	02-01	2015	36	20,700	20,664	20,764	(75)	(2,069)	18,620	215,226	10.5	08-01	2015
10.5	08-01	2015	36	20,700	20,664	20,764	(75)	(2,069)	18,620	224,119	11.0	02-01	2016
11.0	02-01	2016	36	20,700	20,664	20,764	(75)	(2,069)	18,620	232,754	11.5	08-01	2016
11.5	08-01	2016	36	20,700	20,664	20,764	(75)	(2,069)	18,620	241,136	12.0	02-01	2017
12.0	02-01	2017	36	20,700	20,664	20,764	(75)	(2,069)	18,620	249,275	12.5	08-01	2017
12.5	08-01	2017	36	20,700	20,664	20,764	(75)	(2,069)	18,620	257,176	13.0	02-01	2018
13.0	02-01	2018	36	20,700	20,664	20,764	(75)	(2,069)	18,620	264,847	13.5	08-01	2018
13.5	08-01	2018	36	20,700	20,664	20,764	(75)	(2,069)	18,620	272,295	14.0	02-01	2019
14.0	02-01	2019	36	20,700	20,664	20,764	(75)	(2,069)	18,620	279,526	14.5	08-01	2019
14.5	08-01	2019	36	20,700	20,664	20,764	(75)	(2,069)	18,620	286,547	15.0	02-01	2020
15.0	02-01	2020	36	20,700	20,664	20,764	(75)	(2,069)	18,620	293,362	15.5	08-01	2020
15.5	08-01	2020	36	20,700	20,664	20,764	(75)	(2,069)	18,620	299,980	16.0	02-01	2021
16.0	02-01	2021	36	20,700	20,664	20,764	(75)	(2,069)	18,620	306,404	16.5	08-01	2021
16.5	08-01	2021	36	20,700	20,664	20,764	(75)	(2,069)	18,620	312,642	17.0	02-01	2022
17.0	02-01	2022	36	20,700	20,664	20,764	(75)	(2,069)	18,620	318,698	17.5	08-01	2022
17.5	08-01	2022	36	20,700	20,664	20,764	(75)	(2,069)	18,620	324,577	18.0	02-01	2023
18.0	02-01	2023	36	20,700	20,664	20,764	(75)	(2,069)	18,620	330,285	18.5	08-01	2023
18.5	08-01	2023	36	20,700	20,664	20,764	(75)	(2,069)	18,620	335,827	19.0	02-01	2024
19.0	02-01	2024	36	20,700	20,664	20,764	(75)	(2,069)	18,620	341,208	19.5	08-01	2024
19.5	08-01	2024	36	20,700	20,664	20,764	(75)	(2,069)	18,620	346,431	20.0	02-01	2025
20.0	02-01	2025	36	20,700	20,664	20,764	(75)	(2,069)	18,620	351,503	20.5	08-01	2025
20.5	08-01	2025	36	20,700	20,664	20,764	(75)	(2,069)	18,620	356,427	21.0	02-01	2026
21.0	02-01	2026	36	20,700	20,664	20,764	(75)	(2,069)	18,620	361,207	21.5	08-01	2026
21.5	08-01	2026	36	20,700	20,664	20,764	(75)	(2,069)	18,620	365,849	22.0	02-01	2027
22.0	02-01	2027	36	20,700	20,664	20,764	(75)	(2,069)	18,620	370,355	22.5	08-01	2027
22.5	08-01	2027	36	20,700	20,664	20,764	(75)	(2,069)	18,620	374,730	23.0	02-01	2028
23.0	02-01	2028	36	20,700	20,664	20,764	(75)	(2,069)	18,620	378,977	23.5	08-01	2028
23.5	08-01	2028	36	20,700	20,664	20,764	(75)	(2,069)	18,620	383,101	24.0	02-01	2029
24.0	02-01	2029	36	20,700	20,664	20,764	(75)	(2,069)	18,620	387,104	24.5	08-01	2029
24.5	08-01	2029	36	20,700	20,664	20,764	(75)	(2,069)	18,620	390,991	25.0	02-01	2030
25.0	02-01	2030	36	20,700	20,664	20,764	(75)	(2,069)	18,620	394,765	25.5	08-01	2030
25.5	08-01	2030	36	20,700	20,664	20,764	(75)	(2,069)	18,620	398,429	26.0	02-01	2031
				Totals		1,017,325	(3,662)	(101,366)	912,297				
										398,429			

NOTES:

1. State Auditor payment is based upon 1st half, pay 2003 actual and may increase over term of district
2. Assumes 100% of Phase I is completed on January 1, 2004 for first increment collected in 2005 which starts the district, & the 1st full year of increment is 2005 (Per City of Thief River Falls and Developer).
3. Amount of increment will vary depending upon market value, tax rates, class rates, construction schedule and inflation on Market Value.
4. Inflation on tax rates cannot be captured.
5. TIF does not capture state wide property taxes or market value property taxes

APPENDIX E

HOUSING QUALIFICATIONS FOR THE DISTRICT

For single family developments, at least 95 percent of the houses assisted with tax increment must be initially purchased and occupied with persons at 100 percent of median income for a family of two or less and 115 percent of median income for families of three or more. Median income under this provision is the greater of the statewide median income of the county median income. For Pennington County, the median income is $51,700, and the statewide median is $65,100. Therefore, the family of three or more could earn up to $74,865 (115% of $65,100) and still qualify to live in the homes. Please note that these numbers are adjusted annually. The above numbers are for Pay 2003.

There is no restriction on the value of the homes built not upon the income of the subsequent purchasers of the house. Houses not meeting the qualifications may be built, but not assisted with tax increment.

APPENDIX F

BUT/FOR QUALIFICATIONS

Additional information and a But-For Analysis will be completed prior to completion of the Development Agreement.

But-For Analysis	
Current Market Value	$3,600
New Market Value - Estimate	2,070,000
Difference	$2,066,400
Gross Present Value of Tax Increment	444,298
Present Value of Auditor Payment	1,599
Net Present Value of Tax Increment	442,699
Difference	$1,623,701
Value Likely to Occur Without TIF is Less Than:	**$1,623,701**

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Tax Increment Financing District No. 1-5, as required pursuant to *Minnesota Statutes*, Section 469.175, Subdivision 3 are as follows:

1. *Finding that Tax Increment Financing District No. 1-5 is a housing district as defined in M.S., Section 469.174, Subd. 11.*

   Tax Increment Financing District No. 1-5 consists of 18 parcels. The development will consist of single-family owner-occupied housing. At least 95 percent of the houses assisted with tax increment will be initially purchased and occupied with persons at 100% of median income for a family of two to less and 115 percent of median income for families of three or more. Median income under this provision is the greater of the statewide median or the county median. The market value of non-assisted housing or commercial property will be less than 20 percent of the total fair market value of the planned improvements. Appendix E of the TIF plan contains background for the above finding.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 1-5 permitted by the Plan.*

   The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: This finding is supported by the fact that the development proposed in this plan is a housing district that meets the City's objectives for development and redevelopment. The cost of land acquisition, site and public improvements and utilities makes this housing development infeasible without City assistance. Due to the high cost of building affordable new housing in the City and the cost of financing the proposed public improvements, this project is feasible only through assistance, in part, from tax increment financing. The developer was asked for and provided a letter and a proforma as justification that the developer would not have gone forward without tax increment assistance (see attachment in Appendix F of the TIF plan).

   The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the Plan: This finding is justified on the grounds that the cost of land acquisition, site and public improvements and utilities add to the total development cost. Historically, site development costs in this area have made development infeasible without tax increment assistance. Therefore, the City reasonably determines that no other development of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

   A comparative analysis of estimated market values both with and without establishment of the District and the use of tax increments has been performed as described above. If all development which is proposed to be assisted with tax increment were to occur in the District, the total increase in market value would be up to $2,066,400. The present value of tax increments from the District is estimated to be $442,699. It is the Council's finding that no development with a market value of greater than $1,623,701 would occur without tax increment assistance in this district within 25 years. This finding is based upon evidence from general past experience with the high cost of acquisition and public improvements in the general area of the District (see Cashflow in Appendix D of the TIF plan).

3. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 1-5 conforms*

to the general plan for the development or redevelopment of the municipality as a whole.

The Planning Commission reviewed the Plan and found that the Plan conforms to the general development plan of the City.

4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 1-5 will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of Development District No. 1 by private enterprise.*

   Through the implementation of the Plan, the City will provide an impetus for residential development, and provide safe and decent life-cycle housing within the City.

2026 through 2030

Five-year Capital Improvement Plan for the

City of Thief River Falls, Minnesota

October 23, 2025

Public Hearing Review November 18, 2025

Prepared by:

City of Thief River Falls
405 3rd Street East
Thief River Falls, MN 56701

Northland Securities
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Minneapolis, Minnesota 55402

Table of Contents

CITY OF THIEF RIVER FALLS

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

2026 THROUGH 2030

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute that generally exempts City and Town general obligation bonds issued under a capital improvement plan from the referendum requirements usually required for city halls, public works, public safety facilities and libraries. The statute on general obligation capital improvement plan bonds is Minnesota Statutes, Section 475.521 (the "Act").

II. PURPOSE

Under the Act, a capital improvement is a major expenditure of City funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more.

Under the Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than a city hall or town hall, or land for those facilities. A Capital Improvement Plan ("CIP" or "Plan") is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the City considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Thief River Falls, Minnesota (the "City") believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management.

The CIP is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. THE CAPITAL IMPROVEMENT PLANNING PROCESS

The capital improvement planning process is as follows: the City Council authorizes the preparation of the CIP. City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary Plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input and a final project list is established.

The City Council then prepares the Plan based on the available funding sources. If general obligation capital improvement plan bonding is necessary, the City works with its financial consultant to prepare a bond sale and repayment schedule. Over the life of the CIP, once the funding, including proceeds from the bond sales becomes available the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed and new needs arise. Capital improvement planning looks five years into the future.

For a City to use its authority to finance expenditures under the Act, it must meet the Act's requirements. Specifically, the City Council must approve the sale of general obligation capital improvement bonds by a two-thirds majority of its membership. In addition, it must hold a public hearing for public input on its intent to issue general obligation capital improvement bonds and on the CIP. Notice of such hearing must be published in the official newspaper of the City at least ten, but not more than twenty-eight days prior to the date of the public hearing. The City Council approves the CIP and the issuance of bonds following the public hearing.

Although a referendum is not required, a reverse referendum is applicable. If a petition bearing the signatures of at least five percent of the votes cast in the last general election requesting a vote on the issuance of general obligation capital improvement bonds is received by the municipal clerk within thirty days after the public hearing, a referendum vote on the issuance of the bonds must be held.

IV. FIVE-YEAR CAPITAL IMPROVEMENT PLAN

As required by the Act, the City has considered the following eight points in preparing this CIP:

1. Condition of the City's infrastructure, including the projected need for repair or replacement and need for the project.
2. Likely demand for the improvement.
3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of the funds.

7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local government units.

The CIP will allow the City to finance the replacement of the roof on the public library. The project is estimated to cost $105,000. The City has analyzed the eight points listed above both individually and as a whole.

V. PROJECTS TO BE BOND FINANCED

The expenditures to be financed with general obligation bonds under this CIP are limited to those listed below. All other foreseeable capital expenditures within the City government will be undertaken through other means. The following expenditures are proposed to be bond financed:

a) Replacement of the roof on the Public Library. The cost of the new roof is estimated not to exceed $105,000. Project construction is anticipated to begin in October 2026 with an estimated completion date of January 2026. The issuance of the bonds to finance the project is expected to occur during the time period associated with this Capital Improvement Plan (2026 – 2030).

1. Conditions of City Infrastructure, Including the Projected Need for Repair or Replacement and Need for the Project

Project – New Library Roof

The existing public library was constructed in 1966. The roof that is being replaced is approximately 30 years old. The existing roof is leaking in several locations, causing stains on the ceiling, wet insulation and possibly mold. The new roof material will be rubber with a gravel overlay. The anticipated useful life of the new roof is 20 years

2. Likely Demand for the Improvement

Project – New Library Roof

The existing roof is leaking in several locations, causing stains on the ceiling, wet insulation and possibly mold. Replacing the roof will help to extend the useful life of the library.

3. Estimated Cost of the Improvement

Project – New Library Roof

The estimated cost of the new library roof is $105,000. The new bonds are anticipated to be issued during the time period of this capital improvement plan (2026 – 2030).

4. Available Public Resources

<u>Project – New Public Works Building</u>
The City will finance the Bond principal and interest payments through a debt service tax levy.

5. Level of Overlapping Debt in the City

Indirect Debt

Issuer	*2024/2025 Tax Capacity Value*[1]	*2024/2025 Tax Capacity Value in City*[1]	*Percentage Applicable in City*	*Outstanding General Obligation Debt*	*Taxpayers' Share of Debt*
Pennington County	$ 23,431,121	$7,379,491	31.49%	$11,615,000	$ 3,657,564
ISD No. 564, Thief River Falls	21,589,880	7,379,491	34.18	30,965,000	10,583,837
				Total Indirect Debt:	$ 14,241,401

6. Relative Benefits and Costs of Alternative Uses of the Funds

<u>Project – New Library Roof</u>
The primary benefits of this project are that the new roof will protect the books and other resource materials in the library and it will extend the useful life of the library building. There are no significant alternatives for the funds designated for this project.

7. Operating Costs of the Proposed Improvements

<u>Project – New Library Roof</u>
The new roof is anticipated to allow the library to be a more energy efficient building, due to the new insulation that will be installed as part of the project. The cost of heating and cooling the building as compared to the existing building are anticipated to be lower.

8. Alternatives for Providing Services Most Efficiently Through Shared Facilities with Other Municipalities or Local Government Units

[1] Tax Capacity Value is after tax increment deduction and fiscal disparity adjustments.

Project – New Public Works Building

Nearby municipalities include the city of Red Lake Falls (18 miles away) that owns and maintains its own library.

VI. FINANCING THE CAPITAL IMPROVEMENT PLAN

The total amount of requested bond financed expenditures under the CIP is $105,000 which is the principal amount of the proposed general obligation capital improvement plan bond issue.

In the financing of the CIP, two statutory limitations apply. Under Chapter 475, with few exceptions, the City cannot incur debt in excess of 3% of the assessor's Estimated Market Value ("EMV") for the City. In the case of a City with a population of 2,500 or less, the Bonds are not subject to the net debt limits. The City's 2024 population was approximately 9,058. Therefore the proposed Bonds would be subject to the debt limit.

The City's Pay 2025 EMV is $731,577,000. Three percent of the EMV = $21,947,310. As of October 17, 2025, the City has $4,125,000 subject to the legal debt limit resulting in a remaining debt limit of $17,822,310.

Another limitation on bonding under the Act is that without referendum, the total amount that can be used for principal and interest in any one year for CIP debt cannot exceed 0.16% of the EMV for the City. The maximum annual principal and interest for the City is $1,170,523 ($731,577,000 x .0016). The City does not have any other bonds outstanding issued through this statutory authority.

Under this CIP the City will issue up to $105,000 in General Obligation Capital Improvement Plan Bonds in 2026. The City has considered a 7-year bond structure with principal maturities on February 1, 2028 – 2034. The principal and interest payments for the proposed Bonds are estimated to be approximately $18,100 in calendar years 2028 through 2042 (this amount takes into account the 105% debt service coverage requirement required by law).

Annual Review of the Capital Improvement Plan

The City Council, using the process outlined in this CIP, intends to review this CIP annually, taking into account proposed expenditures, making priority decisions and seeking funding for those expenditures it deems necessary for the City. If deemed appropriate, the City Council will prepare an update to this CIP.

City of Thief River Falls, Minnesota

$310,000.00 General Obligation Bonds, Series 2026A

(Preliminary NR, BQ Rates as of 10/16/25)

Total Issue Sources And Uses

Dated 01/06/2026 | Delivered 01/06/2026

	CIP (Libray)	Abatement (Liquor Store)	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$100,000.00	$210,000.00	$310,000.00
Additional required Equity contribution	4,545.14	9,544.79	14,089.93
Total Sources	**$104,545.14**	**$219,544.79**	**$324,089.93**
Uses Of Funds			
Deposit to Project Construction Fund	95,000.00	200,203.97	295,203.97
Deposit to Capitalized Interest (CIF) Fund	4,545.14	9,544.79	14,089.93
Costs of Issuance	4,516.12	9,483.88	14,000.00
Rounding Amount	483.88	312.15	796.03
Total Uses	**$104,545.14**	**$219,544.79**	**$324,089.93**

City of Thief River Falls, Minnesota

$310,000.00 General Obligation Bonds, Series 2026A

(Preliminary NR, BQ Rates as of 10/16/25)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/06/2026	-	-	-	-	-
08/01/2026	-	-	7,502.43	7,502.43	-
02/01/2027	-	-	6,587.50	6,587.50	14,089.93
08/01/2027	-	-	6,587.50	6,587.50	-
02/01/2028	39,000.00	4.250%	6,587.50	45,587.50	52,175.00
08/01/2028	-	-	5,758.75	5,758.75	-
02/01/2029	41,000.00	4.250%	5,758.75	46,758.75	52,517.50
08/01/2029	-	-	4,887.50	4,887.50	-
02/01/2030	43,000.00	4.250%	4,887.50	47,887.50	52,775.00
08/01/2030	-	-	3,973.75	3,973.75	-
02/01/2031	44,000.00	4.250%	3,973.75	47,973.75	51,947.50
08/01/2031	-	-	3,038.75	3,038.75	-
02/01/2032	46,000.00	4.250%	3,038.75	49,038.75	52,077.50
08/01/2032	-	-	2,061.25	2,061.25	-
02/01/2033	47,000.00	4.250%	2,061.25	49,061.25	51,122.50
08/01/2033	-	-	1,062.50	1,062.50	-
02/01/2034	50,000.00	4.250%	1,062.50	51,062.50	52,125.00
Total	**$310,000.00**	**-**	**$68,829.93**	**$378,829.93**	**-**

Yield Statistics

Bond Year Dollars	$1,619.53
Average Life	5.224 Years
Average Coupon	4.2500000%
Net Interest Cost (NIC)	4.2500000%
True Interest Cost (TIC)	4.2492424%
Bond Yield for Arbitrage Purposes	4.2492424%
All Inclusive Cost (AIC)	5.2667595%

IRS Form 8038

Net Interest Cost	4.2500000%
Weighted Average Maturity	5.224 Years

Sources & Uses

Dated 01/06/2026 | Delivered 01/06/2026

Sources Of Funds	
Par Amount of Bonds	$100,000.00
Additional required Equity contribution	4,545.14
Total Sources	**$104,545.14**

Uses Of Funds	
Deposit to Project Construction Fund	95,000.00
Deposit to Capitalized Interest (CIF) Fund	4,545.14
Costs of Issuance	4,516.12
Rounding Amount	483.88
Total Uses	**$104,545.14**

City of Thief River Falls, Minnesota

$100,000.00 General Obligation Bonds, Series 2026A

CIP

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/06/2026	-	-	-	-	-
08/01/2026	-	-	2,420.14	2,420.14	-
02/01/2027	-	-	2,125.00	2,125.00	4,545.14
08/01/2027	-	-	2,125.00	2,125.00	-
02/01/2028	13,000.00	4.250%	2,125.00	15,125.00	17,250.00
08/01/2028	-	-	1,848.75	1,848.75	-
02/01/2029	13,000.00	4.250%	1,848.75	14,848.75	16,697.50
08/01/2029	-	-	1,572.50	1,572.50	-
02/01/2030	14,000.00	4.250%	1,572.50	15,572.50	17,145.00
08/01/2030	-	-	1,275.00	1,275.00	-
02/01/2031	14,000.00	4.250%	1,275.00	15,275.00	16,550.00
08/01/2031	-	-	977.50	977.50	-
02/01/2032	15,000.00	4.250%	977.50	15,977.50	16,955.00
08/01/2032	-	-	658.75	658.75	-
02/01/2033	15,000.00	4.250%	658.75	15,658.75	16,317.50
08/01/2033	-	-	340.00	340.00	-
02/01/2034	16,000.00	4.250%	340.00	16,340.00	16,680.00
Total	**$100,000.00**	**-**	**$22,140.14**	**$122,140.14**	**-**

Yield Statistics

Bond Year Dollars	$520.94
Average Life	5.209 Years
Average Coupon	4.2500002%
Net Interest Cost (NIC)	4.2500002%
True Interest Cost (TIC)	4.2492407%
Bond Yield for Arbitrage Purposes	4.2492424%
All Inclusive Cost (AIC)	5.2694977%

IRS Form 8038

Net Interest Cost	4.2500002%
Weighted Average Maturity	5.209 Years

City of Thief River Falls, Minnesota

$100,000.00 General Obligation Bonds, Series 2026A

CIP

Date	Total P+I	CIF	105% Levy	Levy Year	Collection Year
02/01/2026	-	-	-	-	-
02/01/2027	4,545.14	(4,545.14)	-	-	-
02/01/2028	17,250.00	-	18,112.50	2026	2027
02/01/2029	16,697.50	-	17,532.38	2027	2028
02/01/2030	17,145.00	-	18,002.25	2028	2029
02/01/2031	16,550.00	-	17,377.50	2029	2030
02/01/2032	16,955.00	-	17,802.75	2030	2031
02/01/2033	16,317.50	-	17,133.38	2031	2032
02/01/2034	16,680.00	-	17,514.00	2032	2033
Total	**$122,140.14**	**(4,545.14)**	**$123,474.75**		

City of Thief River Falls, Minnesota

$210,000.00 General Obligation Bonds, Series 2026A

Abatement

Sources & Uses

Dated 01/06/2026 | Delivered 01/06/2026

Sources Of Funds	
Par Amount of Bonds	$210,000.00
Additional required Equity contribution	9,544.79
Total Sources	**$219,544.79**
Uses Of Funds	
Deposit to Project Construction Fund	200,203.97
Deposit to Capitalized Interest (CIF) Fund	9,544.79
Costs of Issuance	9,483.88
Rounding Amount	312.15
Total Uses	**$219,544.79**

City of Thief River Falls, Minnesota

$210,000.00 General Obligation Bonds, Series 2026A

Abatement

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/06/2026	-	-	-	-	-
08/01/2026	-	-	5,082.29	5,082.29	-
02/01/2027	-	-	4,462.50	4,462.50	9,544.79
08/01/2027	-	-	4,462.50	4,462.50	-
02/01/2028	26,000.00	4.250%	4,462.50	30,462.50	34,925.00
08/01/2028	-	-	3,910.00	3,910.00	-
02/01/2029	28,000.00	4.250%	3,910.00	31,910.00	35,820.00
08/01/2029	-	-	3,315.00	3,315.00	-
02/01/2030	29,000.00	4.250%	3,315.00	32,315.00	35,630.00
08/01/2030	-	-	2,698.75	2,698.75	-
02/01/2031	30,000.00	4.250%	2,698.75	32,698.75	35,397.50
08/01/2031	-	-	2,061.25	2,061.25	-
02/01/2032	31,000.00	4.250%	2,061.25	33,061.25	35,122.50
08/01/2032	-	-	1,402.50	1,402.50	-
02/01/2033	32,000.00	4.250%	1,402.50	33,402.50	34,805.00
08/01/2033	-	-	722.50	722.50	-
02/01/2034	34,000.00	4.250%	722.50	34,722.50	35,445.00
Total	**$210,000.00**	**-**	**$46,689.79**	**$256,689.79**	**-**

Yield Statistics

Bond Year Dollars	$1,098.58
Average Life	5.231 Years
Average Coupon	4.2499998%
Net Interest Cost (NIC)	4.2499998%
True Interest Cost (TIC)	4.2492433%
Bond Yield for Arbitrage Purposes	4.2492424%
All Inclusive Cost (AIC)	5.2654606%

IRS Form 8038

Net Interest Cost	4.2499998%
Weighted Average Maturity	5.231 Years

City of Thief River Falls, Minnesota

$210,000.00 General Obligation Bonds, Series 2026A

Abatement

Date	Total P+I	CIF	105% Levy	Abatement Levy	Debt Service Levy	Levy Year	Collection Year
02/01/2026	-	-	-	-	-	-	-
02/01/2027	9,544.79	(9,544.79)	-	-	-	-	-
02/01/2028	34,925.00	-	36,671.25	26,000.00	10,671.25	2026	2027
02/01/2029	35,820.00	-	37,611.00	28,000.00	9,611.00	2027	2028
02/01/2030	35,630.00	-	37,411.50	29,000.00	8,411.50	2028	2029
02/01/2031	35,397.50	-	37,167.38	30,000.00	7,167.38	2029	2030
02/01/2032	35,122.50	-	36,878.63	31,000.00	5,878.63	2030	2031
02/01/2033	34,805.00	-	36,545.25	32,000.00	4,545.25	2031	2032
02/01/2034	35,445.00	-	37,217.25	34,000.00	3,217.25	2032	2033
Total	**$256,689.79**	**(9,544.79)**	**$259,502.25**	**$210,000.00**	**$49,502.25**		

Presentation of Retirement Plaque

Retirement of Brian Jacobson from the Thief River Falls Volunteer Fire Department.

Brian served in the department for 32 years and 3 months. During that time, he served as the Volunteer Fire Chief for 8 years and also served as an instructor in the Thief River Falls Fire Academy for the last 5 classes.

Brian's knowledge and dedication of service to the fire department will be missed.

Thank you Brian, for 32 years of dedicated service to the Thief River Falls Fire Department.

City Council Minutes
Tuesday, November 4, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on November 4, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

ROLL CALL

The following Councilmembers were present: Lorenson, McCraw, Arlt, Aarestad, Pream, Langness and Narverud. Absent: Bolduc. Mayor Lorenson chaired the meeting.

PUBLIC FORUM

- Kermit Genereaux and Bill Fogarty from the Pickleball Association addressed the council to thank them for their consideration in supporting the pickleball court expansion project. Mike asked if they have also talked to the school district since they use the courts for classes. Kermit replied the school has noted their extent of assistance is mowing and bathroom maintenance since the courts are on their property.
- Jim Dagg and Don Sollom -addressed the council again (present at the last meeting) in regards to the preliminary tax levy. Many other business owners and residents were also in attendance. Jim requested the council continue looking at the budget and cut where necessary. Don noted he'd like to see taxes eliminated for maintenance/ remodeling (ex. shingles).
- Don (no last name given) - noted the Council is focused on the wrong things and needs to stop trying to be a big city. He and his wife are considering moving because of the significant cost of living here, including his taxes.
- Ron Kalinowski - noted he's owned ACE Hardware since the early 80's and prior to that it was owned by his father. He noted taxes were an issue back then and they continue to be now.
- Tom Pifer - noted his taxes went up 30% last year and another 20% this year, "it's disgusting."
- Cherri Simonowski - asked the Council what the average income for a person is in Thief River Falls. She also asked what Advanced TR does. She also wanted to know how many more businesses can we bring to town that we can't afford or employ?
- Mayor Lorenson noted he will be at City Hall Nov 7 and 21st in the afternoon for anyone wanting to have further discussion.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

Visit TRF 2026 Budget Proposal

Elizabeth Wilde presented the 2026 budget proposal and thanked the council for their consideration. She noted they had to change publishers which caused an increase in print marketing. After discussion, the council noted they will take it under advisement.

Library 2026 Budget Proposal

Megan Lysford presented the 2026 budget request for the Northwest Regional Library. Lorenson noted the bylaws are extremely outdated and need to be updated which Megan agreed with. After discussion, the council will take it under advisement for review.

APPROVE AGENDA

Councilmember Scott Pream motioned being seconded by Councilmember Jason Aarestad to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 11.229.25: Approval of October 21, 2025 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced RESOLUTION 11.229.25, being seconded by Councilmember Kelly Langness , that:

THEREFORE, BE IT RESOLVED, by the City Council, to approve the October 21, 2025 Council proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.230.25: City of Thief River Falls Bills, Disbursements and Council Per Diem

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced RESOLUTION 11.230.25, being seconded by Councilmember Kelly Langness , that:

THEREFORE BE IT RESOLVED, by the City Council, to authorized payment of bills and disbursements in the total amount of $2,033,429.34 and Council Per Diems in the amount of $1235.00. A print out of the approved payments and disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution passed unanimously.

NEW BUSINESS

RESOLUTION NO. 11.231.25: Purchase a walk-through detection system to serve as a security checkpoint for Ticketed events at the Ralph Engelstad Arena

Following discussion, Councilmember Scott Pream introduced Resolution 11.231.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, OpenGate walk-through detection system provides automatic weapon screening, enabling seamless and efficient threat detection with minimal intervention while screening large crowds quickly. The quote from Prevent Advisors is listed at $43,

540. The City of Thief River Falls received a safety grant of $21,600 that has been allocated toward this purchase and using a portion of the 2018 bond funds in the amount of $21,914.

THEREFORE, BE IT RESOLVED To accept the quote to purchase one set of OpenGate Weapon Detection security system.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.232.25: To approve to call for a Public Hearing on the intention to grant an abatement with respect to certain properties

Following discussion, Councilmember Jason Aarestad introduced Resolution 11.232.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Minnesota Statutes, Sections 469.1812 through 469.1815, as amended, authorize the City to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries, upon satisfaction of certain conditions, including a duly noticed public hearing thereon; and

WHEREAS, the City Council will hold a public hearing on November 18, 2025, on its intention to grant an abatement of taxes on the property with the following parcel identification number: RP25.08000630.

THEREFORE, BE IT RESOLVED That the City Council hereby calls for a public hearing for the purposes set forth hereinabove. The City Administrator is authorized and directed to cause the notice of the public hearing to be published at least 10 but less than 30 days before the hearing in a newspaper of general circulation in the City.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.233.25: Approve the Municipal Advisory Service Agreement between the City of Thief River Falls and Northland Securities.

Following discussion, Councilmember Steve Narverud introduced Resolution 11.233.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, Northland shall provide the City of Thief River Falls with services necessary to analyze, structure, offer for sale and close the Debt. The services will be tailored to meet the needs of this engagement.

THEREFORE, BE IT RESOLVED to authorize the City Administrator to sign the Municipal Advisory Service Agreement between the City of Thief River Falls and Northland Securities in connection with the issuance of General Obligation Bonds, Series 2026A.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.234.25: To authorize a fee for printing and mailing Utility Bills

Following discussion, Councilmember Michele McCraw introduced Resolution 11.234.25, being seconded by Councilmember Megan Arlt, that:

WHEREAS, There are different options to receive your utility bill with email being the most used. The high cost of preparing bills, postage, paper, and envelopes. The fee would offset that cost. In order to have the fee waived the customer would have to switch to an email bill at the Utility Billing Office or call 218-681-4145.

THEREFORE, BE IT RESOLVED To authorize the utility billing office to charge a fee of $2.00 to account holders who want a printed copy of their bill sent to them in the mail. The fee is to start January 2026.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.235.25: To approve Border State Bank authorization

Following discussion, Councilmember Jason Aarestad introduced Resolution 11.235.25, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED To authorize Angela Philipp, City Administrator, and Jenny Davis, Accountant, to be authorized to complete transfers and sign on the behalf of the City of Thief River Falls for all transactions for the account titled City of Thief River Falls and remove all prior names listed.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.236.25: Second Reading for Amendment to the Comprehensive Plan

Following discussion, Councilmember Kelly Langness introduced Resolution 11.236.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, A Public Hearing to amend the Comprehensive Plan was held at a Special Meeting of the Planning Commission at approximately 5:00 pm on Tuesday, October 14, 2025.

This amendment to the Comp. Plan is warranted by the request from Sanford Medical Center to rezone PID# 2502208300 and the northern portion of PID# 2501700120, 324th 10th Street E. and 921 Atlantic Ave. N., respectively, from R-4 Multi-family Residential district to C-2 General Commercial district for the purpose of building a new 4-stall ambulance garage that will be attached to the existing un-used residential building on 10th Street that will be used as office and sleeping quarters. Legal description has been updated from Sanford Medical Center's original rezoning request as it was discovered that the County's GIS map showed a parcel that did not exist – those two parcels had been combined many years ago LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD is all that is required to be rezoned for the project and rezoning the original requested parcels is not an option as most of PID# 2501700120 must remain zoned R-4 Multi-family for the Northern Lights Residence Home.

This is a required procedural process to ensure that the proposed zoning change for this parcel matches with the City's Land Use Plan. The Proposed Land Use Plan adopted in 2019 shows the proposed use of the parcel as High Density Residential. Amending this Land Use Plan in the 2019 Comp Plan from High Density Residential to General Commercial would allow for the rezoning of the parcel from R-4 Multi-family residential to C-2 General Business District. For the property to be rezoned, the proposed zoning classification must match the proposed land use designated in the comprehensive plan. The city's zoning regulations reference certain aspects of the comprehensive plan for compatibility.

The legal description of this parcel is as follows:

LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD.

WHEREAS,

- The City may not rezone the subject property without first amending its comprehensive plan.
- This area directly across Atlantic Ave. from Industrial zoned parcels, is in transition. There are already four parcels rezoned C-2 along this west side of Atlantic Ave. C-2 Commercial and R-4 Multi-family Residential are good transition zones between Industrial and General Residential Districts.
- Legal description has been updated from Sanford Medical Center's original rezoning request as it was discovered that the County's GIS map showed a parcel that did not exist – those two parcels had been combined many years ago. LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD is all that is required from Parcel 2501700120 along with PID# 250220830 – legal description of LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD to be rezoned for the project. Rezoning the original requested parcels is not an option as most of PID# 2501700120 must remain zoned R-4 Multi-family for the Northern Lights Residence Home.

THEREFORE, BE IT RESOLVED approve the second reading to amend the Comprehensive Plan designating LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT

3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD from High Density Residential to General Commercial. This action will be contingent upon the rezoning approval.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.237.25: Approve Amendment to the Comprehensive Plan for Ambulance Garage

Following discussion, Councilmember Kelly Langness introduced Resolution 11.237.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, A Public Hearing to amend the Comprehensive Plan was held at a regular meeting of the Planning Commission at approximately 5:00 pm on Tuesday, October 14, 2025. The vote was 7-1 with Commissioner Lindberg dissenting on the condition that he would like to see the land use of all of the parcels on the westside of Atlantic designated as a transitional zone. This will be kept in mind when the Comp Plan gets updated in 2028.

This amendment to the Comp. Plan is warranted by the request from Sanford Medical Center to rezone PID# 2502208300 and the northern portion of PID# 2501700120, 324th 10th Street E. and 921 Atlantic Ave. N., respectively, from R-4 Multi-family Residential district to C-2 General Commercial district for the purpose of building a new 4-stall ambulance garage that will be attached to the existing un-used residential building on 10th Street that will be used as office and sleeping quarters. Legal description has been updated from Sanford Medical Center's original rezoning request as it was discovered that the County's GIS map showed a parcel that did not exist – those two parcels had been combined many years ago LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD is all that is required to be rezoned for the project and rezoning the original requested parcels is not an option as most of PID# 2501700120 must remain zoned R-4 Multi-family for the Northern Lights Residence Home.

This is a required procedural process to ensure that the proposed zoning change for this parcel matches with the City's Land Use Plan. The Proposed Land Use Plan adopted in 2019 shows the proposed use of the parcel as High Density Residential. Amending this Land Use Plan in the 2019 Comp Plan from High Density Residential to General Commercial would allow for the rezoning of the parcel from R-4 Multi-family residential to C-2 General Business District. For the property to be rezoned, the proposed zoning classification must match the proposed land use designated in the comprehensive plan. The city's zoning regulations reference certain aspects of the comprehensive plan for compatibility.

The legal description of this parcel is as follows:

- *LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO*

THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD

WHEREAS, The City may not rezone the subject property without first amending its comprehensive plan.

- This area directly across Atlantic Ave. from Industrial zoned parcels, is in transition. There are already four parcels rezoned C-2 along this west side of Atlantic Ave. C-2 Commercial and R-4 Multi-family Residential are good transition zones between Industrial and General Residential Districts.
- Legal description has been updated from Sanford Medical Center's original rezoning request as it was discovered that the County's GIS map showed a parcel that did not exist – those two parcels had been combined many years ago. LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD is all that is required from Parcel 2501700120 along with PID# 250220830 – legal description of LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD to be rezoned for the project. Rezoning the original requested parcels is not an option as most of PID# 2501700120 must remain zoned R-4 Multi-family for the Northern Lights Residence Home.

THEREFORE, BE IT RESOLVED approve amending the Comprehensive Plan designating LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOT 1, BLOCK 2, IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. from High Density Residential to General Commercial. This action will be contingent upon the rezoning approval.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 11.238.25: Second Reading to Rezone Sanford Medical Center Property from R-4 to C-2</u>

Following discussion, Councilmember Kelly Langness introduced Resolution 11.238.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, This is a great redevelopment project for a former group home that has been vacant for 5 years. That structure will become the new office and sleeping quarters with a four-stall ambulance garage attached to the south side. Sanford Health owns the two parcels directly to the south and this project will utilize part of PID# 2501700120, therefore prompting a new Certificate of Survey for these to parcels and the recording of such with the County Recorder's Office. The west side of Atlantic Ave. is transitioning to commercial with already four parcels rezoned commercial. And with Industrial to the East, there is minimal impact to the existing neighborhood. Infrastructure is already in place. The legal description is:

LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD.

WHEREAS,

1) Rezoning of this parcel requires a prior amendment to the Comp Plan from High Density Residential to General Commercial.
2) Sanford Medical Center Owns the parcels and has not used the 10th Street E. facility in at least 5 years. This would be a good reuse of an empty building.
3) With a few residential locations in the southernly 2 block direction, it may be wise to add a stipulation that no sirens be used until reaching 8th Street/Hwy. 1.
4) This project will require a property survey and the filing with the County Recorder's Office of a new Certificate of Survey for PID# 2502208300 and PID# 25001700120 as this project requires utilizing property from the Sanford Health Northern Lights Residence PID# 2501700120 which is adjacent to the south to meet the required land requirements for this project.

THEREFORE, BE IT RESOLVED approve the second reading for the rezoning application from Sanford Medical Center to rezone LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOTS 1 AND 2, BLOCK 2, AND THE NORTHERN EIGHT (8) FEET OF LOT 3, BLOCK 2 IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. From R-4 Multi-family Residential district to C-2 General Commercial district. With the stipulation that requires no use of sirens until reaching 8th Street/Hwy. 1.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 11.239.25: Approval to Rezone Sanford Medical Center Property from R-4 to C-2</u>

Following discussion, Councilmember Kelly Langness introduced Resolution 11.239.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, This project is probably a $2 million, or more project cost that would triple in cost if they were to build new office and sleeping quarters. It will utilize a structure that has been vacant for at least 5 years, making it a good redevelopment project. The west side of Atlantic Ave. is transitioning to commercial with already four parcels rezoned commercial. And with Industrial to the East, there is minimal impact to the existing neighborhood. Infrastructure is already in place.

The legal description is:

LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE

OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOT 1, BLOCK 2, IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD.

WHEREAS,

1) Rezoning of this parcel requires a prior amendment to the Comp Plan from High Density Residential to General Commercial.
2) Sanford Medical Center Owns the parcels and has not used the 10th Street E. facility in at least 5 years. This would be a good use of an empty building.
3) With a few residential locations in the southernly 2 block direction, it may be wise to add a stipulation that no sirens be used until reaching 8th Street/Hwy. 1.
4) Sanford Health Northern Lights Residence PID# 2501700120 is adjacent to the south. *LOT 1, BLOCK 2, IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD.*is the portion of this parcel to be combined with PID# 2502208300 to create the new parcel to be zoned C-2.

THEREFORE, BE IT RESOLVED approve the rezoning application from Sanford Medical Center to rezone LOT SIXTY-SIX (66), TOWNSITE OF FAIRFIELD, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. TOGETHER WITH LOT 1, BLOCK 2, IN OAKLAND ADDITION TO THIEF RIVER FALLS, ACCORDING TO THE OFFICIAL PLAT THEREOF ON RECORD. from R-4 Multi-family Residential district to C-2 General Commercial district. With the stipulations that require no use of sirens until reaching 8th Street/Hwy. 1, and a survey of the property to ensure that the new property line is at least 3 feet from the north side of the existing storage garage of the Northern Lights Residence Home.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.240.25: Pete Carlson Land Lease

Following discussion, Councilmember Scott Pream introduced Resolution 11.240.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Pete Carlson has rented 134 acres of farmland from the city for several years adjacent to the City's wastewater treatment ponds.

WHEREAS, The current lease will expire on November 15, 2025. Pete Carlson wishes to continue to lease the property.

THEREFORE, BE IT RESOLVED To approve the renewal of a lease between the City of Thief River Falls and Pete Carlson, for farmland rental, until November 15, 2028 for the tillable acreage located in Government Lots Six (6) and Seven (7) and the East Half of the Southwest Quarter (E½SW¼) of Section Six (6), Township One Hundred Fifty-three (153) North of Range Forty-three (43) West of the Fifth Principal Meridian.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.241.25: Resolution establishing a public hearing with regard to proposed assessments on the 2024 Street & Utilities Improvements Project.

Following discussion, Councilmember Steve Narverud introduced Resolution 11.241.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Pursuant to Resolution No. 10.220.25, the City Administrator and Public Works Director were directed to prepare the proposed assessments of the 2024 Street and Utilities Improvements Project.

WHEREAS, The City of Thief River Falls assesses benefited property owners for these improvements.

THEREFORE, BE IT RESOLVED By the City Council of Thief River Falls, that:

1. A hearing shall be held on the 2nd day of December, 2025 in the Council Chambers of City Hall at 5:30 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment; and
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and the City Administrator shall state in the notice the total cost of the improvement, The City Administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing; and
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property to the City Administrator. No interest shall be charged if the entire assessment is paid by December 31st, 2025. You may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. If you decide not to prepay the assessment before the date given, interest will be applied.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.242.25: City of TRF Park Shelter Rentals

Following discussion, Councilmember Scott Pream introduced Resolution 11.242.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The City of Thief River Falls has not had an increase in shelter rentals since 2019. Comparable community shelter rates range from $40.00 - $100.00.

THEREFORE, BE IT RESOLVED To approve a new park shelter rental rate of $40.00 per shelter.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11.243.25: Calendar Parking Ordinance Amendment - Second Reading

Following discussion, Councilmember Jason Aarestad introduced Resolution 11.243.25, being seconded by Councilmember Kelly Langness , that:

WHEREAS, Sunday parking regulations was added to City policy and needs to amend current City Code Chapter 73 Section 72,08 entitled "Calendar Parking" to include Sundays in Street and Avenue calendar parking.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.11.244.25 : Approval of Calendar Parking Ordinance Amendment

Following discussion, Councilmember Kelly Langness introduced Resolution 11.244.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, Sunday parking regulations was added to City policy and needs to amend current City Code Chapter 73 Section 72.08 entitled "Calendar Parking" to include Sundays in Street and Avenue calendar parking.

ORDINANCE NO. ____, 3rd SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING
CITY CODE SECTION 72.08, ENTITLED "CALENDAR PARKING", AND BY ADOPTING BY REFERENCE PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. The City Code Chapter 72, Section 72.08 1. is hereby amended to read as follows:

CALENDAR PARKING

(A) Streets and Avenues. It is a petty misdemeanor for any person to park or leave standing, between November 15 and March 15 of the following year, any motor vehicle on any street designated as an "avenue" between 6:00 a.m. and 9:00 a.m. on Mondays, Wednesdays, and Fridays including Red Lake Blvd, Cottonwood Ave & Alice Dr, or on any designated street, road, boulevard, circle, court, cul-de-sac, drive, or lane between the hours of 6:00 a.m. and 9:00 a.m. on Tuesdays, Thursdays, Saturdays, and Sundays.

View for the calendar parking map.

(B) Parking Lots. It is a petty misdemeanor for any person to park or leave standing, between November 15 and March 15 of the following year, any motor vehicle in City parking lots identified as the west half of the parking lot east of LaBree Avenue and from Second Street to 150 feet south of Second Street (Municipal Lot No. 1), the west half the parking lot west of LaBree Avenue and north of First Street (Municipal Lot No. 2), the west half of the parking lot located between Second Street and Third Street west of Knight Avenue (Municipal Lot No. 3) and the west half of the parking lot located between LaBree Avenue and Horace Avenue north of Fourth Street (Municipal Lot No. 4) between the hours of midnight and 6:00 a.m. on Mondays, Wednesday, and Fridays, or in City parking lots identified as the east half of the parking lot east of LaBree Avenue and from Second Street to 150 feet south of Second Street (Municipal Lot No. 1), the east half of parking lot west of LaBree Avenue and north of First Street (Municipal Lot No. 2), the east half of parking lot located between Second Street and Third Street west of Knight Avenue (Municipal Lot No. 3) and the east half of the parking lot located between LaBree Avenue and Horace Avenue north of Fourth Street (Municipal Lot No. 4) between the hours of midnight and 6:00 a.m. on Tuesdays, Thursdays, and Saturdays

(C) Central Business District Streets and Avenues. It is a petty misdemeanor for any person to park or leave standing year-round any motor vehicle on any street or avenue in the Central Business District between 2:00 a.m. and 6:00 a.m. on any day between November 15 and March 15 of the following year. This area is bordered by Fourth Street on the north, Knight Avenue on the west, First Street on the south, and the Canadian Pacific Railroad on the east (including LaBree Avenue east to the former hospital emergency entrance). This restriction includes Highway 32 (Main Avenue) from Zeh Street to Fourth Street and Highway 59 (Third Street) from Duluth Avenue to Atlantic Avenue.

(D) Snow Emergency. The Mayor has the ability to declare a snow emergency and start calendar parking city-wide before November 15th or after March 15th of the following year.

Section 2. City Code references to Penalty and Violations are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

Passed by the unanimous vote of the City Council of Thief River Falls, Minnesota, on the 21st day of October, 2025.

____

Mayor

ATTEST:

____

City Administrator

THEREFORE, BE IT RESOLVED Approve the second reading to amend City Code Chapter 72 Section 72,08 entitled "Calendar Parking."

THEREFORE, BE IT RESOLVED approve to amend the City Code Chapter 72 Section 72.08 entited "Calendar Parking."

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

Steve noted leaf pickup has ended and will be back in the spring. Residents can bring leaves to Public Works at any time.

UPCOMING MEETINGS

- Administrative Committee Meeting 11/6 at 4:30 pm (moved for holiday)
- Public Utilities Committee Meeting 11/10 at 7 am
- Public Safety Committee Meeting 11/10 at 4:30 pm
- Public Works Committee Meeting 11/12 at 4:30 pm
- City Council Meeting 11/18 at 5:30 pm

INFORMATIONAL ITEMS

- Calendar Parking begins November 15. See the city website or Facebook page for more details and map.
- Reminder snow removal operations begin when snowfall has reached 2 inches. See the city website for the full snowplowing policy and residential/commercial sidewalk snow removal policy.
- November Holidays — city offices are closed, no garbage pickup.
    - Tuesday 11/11
    - Thursday 11/27
    - Friday 11/28

- Holiday Train 12/16
- Application deadline for the Accounts Payable Clerk position is noon on Friday 11/7. Applications can be found online trfmn.gov or at City Hall Human Resources office.
- Mayoral Update
    - Mike noted public feedback regarding concerns of the HWY 59 project. He noted this is a State project and the city is working with the State but has no authority. Steve noted round-abouts are a cheaper options than streetlights and to consider that when looking at increased taxes.
    - Mike noted the announcement of a professional minor league hockey team coming to Thief River Falls for a 2026-2027 season.
    - Mike noted the budget remains a high priority and noted the publics concerns.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream motioned being seconded by Councilmember Kelly Langness to adjourn at 7 pm. On vote being taken, the Chair declared the motion unanimously carried.

____ Mayor Mike Lorenson

ATTEST: Angela Philipp, City Administrator

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CITY OF THIEF RIVER FALLS
EXPENSE ACCOUNT CODES

FUND	DEPARTMENT	DESCRIPTION
100	**GENERAL FUND**	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	**COMMUNITY DEVELOPMENT REVOLVING LOAN FUND**	
230	**TRF K-9 UNIT FUND**	
260	**MECC**	
270	**TRAIN CANOPY**	
610	**LIQUOR**	
620	**WATER UTILITY**	
630	**REA & HOMCC ARENAS - VENUWORKS**	
640	**MULTI EVENTS CULTURAL CENTER - VENUWORKS**	
650	**TOURIST PARK CAMPGROUNDS - VENUMORKS**	
670	**STORM WATER UTILITY**	
680	**WASTEWATER UTILITY**	
690	**ELECTRIC UTILITY**	
810	**POLICE RELIEF ASSOCIATION**	
820	**GREENWOOD CEMETERY FUND**	
		1/14/2022

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

NOVEMBER 18th, 2025

SUMMARY OF DISBURSEMENTS

10/31/2025	AP PKT #1594 - DIRECT PAYABLES	$32,784.83
11/1/2025	AP PKT #1595 - DIRECTPAYABLES / SCHMITZ BUILDERS	$52,896.00
11/7/2025	AP PKT #1601 - DIRECT PAYABLES	$16,507.08
11/10/2025	AP PKT #1603 - ELECTRIC INVENTORY	$5,105.41
11/10/2025	AP PKT #1605 - DIRECT PAYABLES / PREVENT ADVISORS	$43,540.00
11/13/2025	AP PKT #1606 - DIRECT PAYABLES	$37,560.29
11/13/2025	AP PKT #1600 - #23 PAYROLL	$403.76
11/13/2025	AP PKT #1599 - #23 PAYROLL	$267,622.74
11/18/2025	AP PKT #1602 - COUNCIL MEETING	$123,790.97
GRAND TOTAL OF DISBURSEMENTS		**$580,211.08**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01594 - 10/31/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BAYCOM INC							
BAYCOM INC	EQUIPINV 053010	10/30/2025	100-4670-64530	Public Safety Grant Expenses	TOUGHBOOK -2024 CHEV P...		6,078.00
BAYCOM INC	EQUIPINV 053787	10/30/2025	100-4670-64530	Public Safety Grant Expenses	CAMERA SYSTEM - FOR 202...		6,635.00
						Vendor BAYCOM INC Total:	**12,713.00**
Vendor: BRENDEN A MOORE							
BRENDEN A MOORE	CK#95202	10/30/2025	690-20250	Customer Deposits	REPLACE LOST CHECK #952...		161.74
						Vendor BRENDEN A MOORE Total:	**161.74**
Vendor: CAPITAL ONE							
CAPITAL ONE	1665719146	10/19/2025	100-4312-62990	Misc. Operating Expense	STATEMENT 10/19/25 - CLE...		19.55
CAPITAL ONE	1665719146	10/19/2025	100-4315-62990	Misc. Operating Expense	STATEMENT 10/19/25 - CLE...		19.55
CAPITAL ONE	1665719146	10/19/2025	620-4840-62170	Field Supplies	STATEMENT 10/19/25 - LAB...		16.44
						Vendor CAPITAL ONE Total:	**55.54**
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4192-63020	Computer Maintenance & li...	SEP/OCT 2025 STMT - MAL...		138.93
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62400	Small Tools and Minor Equip	SEP/OCT 2025 STMT - CAN...		899.99
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62880	Personal Protective Equipm...	SEP/OCT 2025 STMT - RETU...		-84.99
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - CAM...		9.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - FRGN...		0.20
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - FRGN...		0.20
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - SECU...		10.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - CAM...		32.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - CAM...		10.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4210-63320	Training Expense	SEP/OCT 2025 STMT - ONLI...		75.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4220-64330	Dues and Subscriptions	SEP/OCT 2025 STMT - MEM...		225.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4312-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - WEA...		137.25
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4315-62010	Office Supplies	SEP/OCT 2025 STMT - OCT /...		13.49
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4315-62990	Misc. Operating Expense	SEP/OCT 2025 STMT -		117.55
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4315-62990	Misc. Operating Expense	SEP/OCT 2025 STMT -		0.50
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	100-4670-62990	Misc. Operating Expense	SEP/OCT 2025 STMT - ALKAL..		205.86
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	620-4840-62010	Office Supplies	SEP/OCT 2025 STMT - OCT /...		31.48
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	620-4890-64400	Travel, Conference, School	SEP/OCT 2025 STMT - REG F...		600.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	680-4840-62010	Office Supplies	SEP/OCT 2025 STMT - OCT /...		9.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4840-62010	Office Supplies	SEP/OCT 2025 STMT - OCT ...		35.98
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4850-62350	Power Plant/Dam Maint	SEP/OCT 2025 STMT - RECE...		129.00
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4890-64400	Travel, Conference, School	SEP/OCT 2025 STMT - LODG...		559.39
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4890-64400	Travel, Conference, School	SEP/OCT 2025 STMT - LODG...		474.08
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4890-64400	Travel, Conference, School	SEP/OCT 2025 STMT - LODG...		559.39

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
ELAN FINANCIAL SERVICES	SEP/OCT 2025	10/17/2025	690-4890-64400	Travel, Conference, School	SEP/OCT 2025 STMT - LODG...	474.08
					Vendor ELAN FINANCIAL SERVICES Total:	**4,662.38**
Vendor: NEIGHBORS FORD						
NEIGHBORS FORD	SO# TR118691	10/06/2025	100-4210-62120	Gas-Oil-Lube	OIL CHANGE	76.22
NEIGHBORS FORD	SO# TR118707	10/07/2025	690-4850-62210	Equipment Maint & Repair	EVAPORATOR - 2012 FORD F..	155.00
NEIGHBORS FORD	SO# TR118738	10/08/2025	100-4210-62120	Gas-Oil-Lube	OIL CHANGE	72.32
NEIGHBORS FORD	SO# TR118738	10/08/2025	100-4210-62210	Equipment Maint & Repair	TIRE ROTATION	20.09
NEIGHBORS FORD	SO# TR118875	10/15/2025	100-4210-62210	Equipment Maint & Repair	BRAKE PADS	341.40
					Vendor NEIGHBORS FORD Total:	**665.03**
Vendor: ROBIN HOOD SHIP						
ROBIN HOOD SHIP	15033	07/31/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - SAMP...	23.61
ROBIN HOOD SHIP	15073	08/05/2025	690-4840-62010	Office Supplies	SHIPPING CHARGES - GLOV...	28.52
ROBIN HOOD SHIP	15089	08/06/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE...	20.21
ROBIN HOOD SHIP	15192	08/20/2025	690-4850-62350	Power Plant/Dam Maint	SHIPPING CHARGES - THER...	26.94
ROBIN HOOD SHIP	15278	09/02/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE...	23.36
ROBIN HOOD SHIP	15370	09/09/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE...	20.59
ROBIN HOOD SHIP	15426	09/15/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE...	19.59
ROBIN HOOD SHIP	15514	09/23/2025	620-4840-62170	Field Supplies	SHIPPING CHARGES - CHLOR..	45.90
					Vendor ROBIN HOOD SHIP Total:	**208.72**
Vendor: T R F CONVENTION &						
T R F CONVENTION &	SEP 2025	10/30/2025	100-4670-63030	Contracts Expense	SEP 2025 LODGING TAX	12,355.16
					Vendor T R F CONVENTION & Total:	**12,355.16**
Vendor: VERIZON WIRELESS #786782900						
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4110-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	336.44
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4150-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	174.30
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4194-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4210-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	704.31
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4510-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	82.86
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4650-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	100-4660-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	610-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	620-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	122.87
VERIZON WIRELESS #78678...	6126610164	10/21/2025	650-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	680-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
VERIZON WIRELESS #78678...	6126610164	10/21/2025	690-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	165.72
VERIZON WIRELESS #78678...	6126610164	10/21/2025	820-4830-63210	Communication Expense	OCT/NOV 2025 - WIRELESS ...	41.43
					Vendor VERIZON WIRELESS #786782900 Total:	**1,876.51**
Vendor: VESTIS						
VESTIS	2630482419	10/28/2025	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 10/28/...	86.75
					Vendor VESTIS Total:	**86.75**
					Grand Total:	**32,784.83**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	28,829.47
610 - LIQUOR DISPENSARY	41.43
620 - WATER UTILITY FUND	1,010.80
650 - TOURIST PARK - OAK VIEW GROUP	41.43
680 - WASTEWATER UTILITY FUND	50.43
690 - ELECTRIC UTILITY FUND	2,769.84
820 - GREENWOOD CEMETERY FUND	41.43
Grand Total:	**32,784.83**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	336.44
100-4150-63210	Communication Expense	174.30
100-4192-63020	Computer Maintenance…	138.93
100-4194-63210	Communication Expense	41.43
100-4210-62120	Gas-Oil-Lube	148.54
100-4210-62210	Equipment Maint & Repa..	361.49
100-4210-62400	Small Tools and Minor E…	899.99
100-4210-62880	Personal Protective Equi…	-84.99
100-4210-62990	Misc. Operating Expense	61.40
100-4210-63210	Communication Expense	704.31
100-4210-63320	Training Expense	75.00
100-4220-64330	Dues and Subscriptions	225.00
100-4312-62990	Misc. Operating Expense	156.80
100-4315-62010	Office Supplies	13.49
100-4315-62990	Misc. Operating Expense	137.60
100-4510-63210	Communication Expense	82.86
100-4650-63210	Communication Expense	41.43
100-4660-63210	Communication Expense	41.43
100-4670-62990	Misc. Operating Expense	205.86
100-4670-63030	Contracts Expense	12,355.16
100-4670-64530	Public Safety Grant Expe…	12,713.00
610-4830-63210	Communication Expense	41.43
620-4830-63210	Communication Expense	122.87
620-4840-62010	Office Supplies	31.48
620-4840-62170	Field Supplies	169.70
620-4890-63030	Contracts Expense	86.75
620-4890-64400	Travel, Conference, Sch…	600.00
650-4830-63210	Communication Expense	41.43
680-4830-63210	Communication Expense	41.43
680-4840-62010	Office Supplies	9.00
690-20250	Customer Deposits	161.74

Account Summary

Account Number	Account Name	Expense Amount
690-4830-63210	Communication Expense	165.72
690-4840-62010	Office Supplies	64.50
690-4850-62210	Equipment Maint & Repa..	155.00
690-4850-62350	Power Plant/Dam Maint	155.94
690-4890-64400	Travel, Conference, Sch...	2,066.94
820-4830-63210	Communication Expense	41.43
	Grand Total:	**32,784.83**

Project Account Summary

Project Account Key		Expense Amount
None		32,784.83
	Grand Total:	**32,784.83**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01599 - PYPKT01772 - 2025 11 13 #23 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BLUE CROSS BLUE SHIELD OF MN							
BLUE CROSS BLUE SHIELD O...	INV0001874	11/13/2025	740-4870-63650	Senior Gold BC/BS Monthly ...	NOVEMBER BILLING		2,448.00
					Vendor BLUE CROSS BLUE SHIELD OF MN Total:		**2,448.00**
Vendor: DELTA DENTAL OF MINNESOTA							
DELTA DENTAL OF MINNES...	INV0001869	11/13/2025	740-24000	Clearing Account	Dental Premium		1,600.78
					Vendor DELTA DENTAL OF MINNESOTA Total:		**1,600.78**
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001872	11/13/2025	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		23,475.42
INTERNAL REVENUE SERVICE	INV0001872	11/13/2025	740-20150	Payroll Taxes Payable	FED W/H		26,806.16
INTERNAL REVENUE SERVICE	INV0001872	11/13/2025	740-20150	Payroll Taxes Payable	MEDICARE		7,952.52
					Vendor INTERNAL REVENUE SERVICE Total:		**58,234.10**
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR...	INV0001865	11/13/2025	740-24000	Clearing Account	LELS Dues		1,095.00
					Vendor LAW ENFORCEMENT LABOR SERVICES Total:		**1,095.00**
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001867	11/13/2025	740-24000	Clearing Account	Garnishment		389.47
					Vendor MN DPT OF REVENUE - GARNISHMENTS Total:		**389.47**
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001871	11/13/2025	740-20160	State Withholding	State W/H Tax		12,860.20
					Vendor MN DPT OF REVENUE - WITHHOLDING Total:		**12,860.20**
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0001866	11/13/2025	740-24000	Clearing Account	PLIFE		672.00
					Vendor NCPERS GROUP LIFE INSURANCE Total:		**672.00**
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4150-61310	Health Insurance	Health Insurance Premium		5,402.61
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4210-61310	Health Insurance	Health Insurance Premium		24,797.97
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4220-61310	Health Insurance	Health Insurance Premium		6,498.47
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4312-61310	Health Insurance	Health Insurance Premium		5,402.61
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4315-61310	Health Insurance	Health Insurance Premium		8,606.40
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4510-61310	Health Insurance	Health Insurance Premium		2,868.80
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4650-61310	Health Insurance	Health Insurance Premium		4,976.73
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	100-4660-61310	Health Insurance	Health Insurance Premium		1,772.94
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	610-4825-61310	Health Insurance	Health Insurance Premium		16,108.58
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	620-4825-61310	Health Insurance	Health Insurance Premium		5,840.12
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	680-4825-61310	Health Insurance	Health Insurance Premium		7,084.66

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	690-4825-61310	Health Insurance	Health Insurance Premium		23,117.81
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Premium		147.60
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Employee ...		15,757.33
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	740-4870-63660	Retiree BC/BS Monthly billi...	Health Insurance Retiree		1,601.84
NORTHWEST SERVICE COO...	INV0001873	11/01/2025	820-4825-61310	Health Insurance	Health Insurance Premium		760.87
					Vendor NORTHWEST SERVICE COOPERATIVE Total:		**130,745.34**
Vendor: P E R A OF MN							
P E R A OF MN	INV0001870	11/13/2025	740-20180	PERA Payable	PERA EE/ER COORD		27,329.53
P E R A OF MN	INV0001870	11/13/2025	740-20180	PERA Payable	PERA EE/ER P&F		25,796.54
					Vendor P E R A OF MN Total:		**53,126.07**
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0001868	11/13/2025	740-24000	Clearing Account	LTD Premium		695.19
					Vendor SUN LIFE FINANCIAL (LTD) Total:		**695.19**
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001862	11/13/2025	740-24000	Clearing Account	Contributions Employee		5,212.84
					Vendor VANTAGEPOINT ICMA Total:		**5,212.84**
Vendor: WEX BANK							
WEX BANK	INV0001864	11/13/2025	740-24000	Clearing Account	HSA		337.50
					Vendor WEX BANK Total:		**337.50**
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001875	11/10/2025	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - ...		134.75
WEX HEALTH INC	INV0001875	11/10/2025	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		13.75
WEX HEALTH INC	INV0001875	11/10/2025	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		16.50
WEX HEALTH INC	INV0001875	11/10/2025	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		41.25
					Vendor WEX HEALTH INC Total:		**206.25**
					Grand Total:		**267,622.74**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	60,461.28
610 - LIQUOR DISPENSARY	16,122.33
620 - WATER UTILITY FUND	5,856.62
680 - WASTEWATER UTILITY FUND	7,084.66
690 - ELECTRIC UTILITY FUND	23,159.06
740 - TRF HEALTH INSURANCE FUND	154,177.92
820 - GREENWOOD CEMETERY FUND	760.87
Grand Total:	**267,622.74**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	5,402.61
100-4210-61310	Health Insurance	24,797.97
100-4220-61310	Health Insurance	6,498.47
100-4312-61310	Health Insurance	5,402.61
100-4315-61310	Health Insurance	8,606.40
100-4510-61310	Health Insurance	2,868.80
100-4650-61310	Health Insurance	4,976.73
100-4660-61310	Health Insurance	1,772.94
100-4670-62990	Misc. Operating Expense	134.75
610-4825-61310	Health Insurance	16,108.58
610-4840-62990	Misc. Operating Expense	13.75
620-4825-61310	Health Insurance	5,840.12
620-4840-62990	Misc. Operating Expense	16.50
680-4825-61310	Health Insurance	7,084.66
690-4825-61310	Health Insurance	23,117.81
690-4840-62990	Misc. Operating Expense	41.25
740-20150	Payroll Taxes Payable	58,234.10
740-20160	State Withholding	12,860.20
740-20180	PERA Payable	53,126.07
740-24000	Clearing Account	10,002.78
740-4870-63620	Employee BC/BS Monthl...	15,904.93
740-4870-63650	Senior Gold BC/BS Mont...	2,448.00
740-4870-63660	Retiree BC/BS Monthly bi..	1,601.84
820-4825-61310	Health Insurance	760.87
	Grand Total:	**267,622.74**

Project Account Summary

Project Account Key	Expense Amount
None	267,622.74
Grand Total:	**267,622.74**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01600 - PYPKT01772 - 2025 11 13 #23 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0001863	11/03/2025	740-24000	Clearing Account	FLEX VISION		403.76
						Vendor VSP INSURANCE CO Total:	**403.76**
						Grand Total:	**403.76**

Fund Summary

Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		403.76
	Grand Total:	**403.76**

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	403.76
	Grand Total:	**403.76**

Project Account Summary

Project Account Key		Expense Amount
None		403.76
	Grand Total:	**403.76**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01602 - 11/18/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	194540	10/15/2025	100-4550-62230	Building Maint & Repair	PAINT / BRUSHES / TAPE - …		50.34
ACE HARDWARE	194991	10/21/2025	630-4840-62990	Misc. Operating Expense	ZAMBONI REPAIR / MAINT…		7.59
ACE HARDWARE	195095	10/22/2025	100-4194-62230	Building Maint & Repair	DRAIN AUGER		19.99
ACE HARDWARE	195399	10/27/2025	100-4210-62990	Misc. Operating Expense	HARDWARE		11.19
ACE HARDWARE	195539	10/28/2025	100-4560-62230	Building Maint & Repair	FLEX SEAL - BASEMENT STO…		109.99
ACE HARDWARE	195688	10/30/2025	100-4220-62230	Building Maint & Repair	CARPET CLEANER		24.57
						Vendor ACE HARDWARE Total:	**223.67**
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN110125	11/03/2025	620-4840-62160	Chemicals	CHEMICALS		12,663.88
						Vendor AQUA PURE INC Total:	**12,663.88**
Vendor: BRIAN J JACOBSON							
BRIAN J JACOBSON	BJ004	11/01/2025	100-4225-64400	Travel, Conference, School	FIREFIGHTER TESTING / TRA…		150.00
						Vendor BRIAN J JACOBSON Total:	**150.00**
Vendor: CANNON TECHNOLOGIES INC							
CANNON TECHNOLOGIES I…	956154690	11/17/2025	690-4890-63020	Computer Maintenance & li…	ANNUAL YUKON HOSTING,…		23,719.00
						Vendor CANNON TECHNOLOGIES INC Total:	**23,719.00**
Vendor: DAVID A BERG							
DAVID A BERG	INVOICE #3	11/11/2025	690-4890-63110	Consulting Fees	PROF SRVCS - ELECTRIC SER…		10,991.83
						Vendor DAVID A BERG Total:	**10,991.83**
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	OCT 2025	11/12/2025	100-4110-64400	Travel, Conference, School	KITCHEN/MEETING SUPPLIES		163.10
						Vendor DWIGHT TANGQUIST Total:	**163.10**
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL INC	02250029	10/09/2025	100-4312-62230	Building Maint & Repair	PIPE - GATE REPAIR		84.15
EVANS SCRAP AND STEEL INC	02250034	10/10/2025	620-4840-62400	Small Tools and Minor Equip	MATERIALS - MOTOR/PUMP..		463.86
EVANS SCRAP AND STEEL INC	02250069	10/16/2025	620-4840-62400	Small Tools and Minor Equip	MATERIALS - MOTOR / PU…		27.06
						Vendor EVANS SCRAP AND STEEL INC Total:	**575.07**
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	MNROS138070	10/08/2025	690-4840-62990	Misc. Operating Expense	MISC HARDWARE - #111		48.77
FASTENAL COMPANY	MNROS138320	10/28/2025	100-4312-62990	Misc. Operating Expense	DRILL BITS		34.60
						Vendor FASTENAL COMPANY Total:	**83.37**
Vendor: FLEET SUPPLY							
FLEET SUPPLY	159844	10/02/2025	100-4312-62990	Misc. Operating Expense	PROPANE TORCH - MANHO…		59.99
FLEET SUPPLY	160514	10/27/2025	620-4840-62990	Misc. Operating Expense	SUPPLIES - SEASONAL WAT…		47.59

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FLEET SUPPLY	39708	10/10/2025	690-4840-62880	Personal Protective Equipm…	PPE - S ZAVORAL		129.18
FLEET SUPPLY	39777	10/13/2025	100-4510-62990	Misc. Operating Expense	GLOVES		11.66
FLEET SUPPLY	39842	10/15/2025	100-4210-62880	Personal Protective Equipm…	HOODED JACKET REPLACED …		98.59
FLEET SUPPLY	39847	10/16/2025	100-4220-62990	Misc. Operating Expense	GRASS SEED - LAWN REPAIR		21.36
						Vendor FLEET SUPPLY Total:	**368.37**
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	5100796	10/31/2025	690-4850-62360	Distribution Maint	OCT 2025 - BILLABLE LOCAT…		125.55
						Vendor GOPHER STATE ONE CALL Total:	**125.55**
Vendor: GRAYMONT (WI) LLC							
GRAYMONT (WI) LLC	14-208072 RI	11/03/2025	620-4840-62160	Chemicals	CHEMICALS		10,543.01
						Vendor GRAYMONT (WI) LLC Total:	**10,543.01**
Vendor: GREG HALL							
GREG HALL	REIMB 10 30 25	10/30/2025	690-4840-62880	Personal Protective Equipm…	REIMBURSE - PPE		80.15
						Vendor GREG HALL Total:	**80.15**
Vendor: GREGORY STEPHEN HUFNAGLE							
GREGORY STEPHEN HUFNA…	206	11/02/2025	100-4240-63030	Contracts Expense	PROF SRVCS - OCT 2025		15,611.04
						Vendor GREGORY STEPHEN HUFNAGLE Total:	**15,611.04**
Vendor: HAWKINS INC							
HAWKINS INC	7215112	10/01/2025	620-4840-62160	Chemicals	CHEMICALS		9,070.72
HAWKINS INC	7242147	10/28/2025	620-4840-62160	Chemicals	CHEMICALS		1,646.40
						Vendor HAWKINS INC Total:	**10,717.12**
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	05357	10/31/2025	100-4160-63040	Legal Fees	OCT 2025 - CONTRACT SERV…		2,700.00
IHLE SPARBY AND HAASE PA	05358	10/31/2025	100-4160-63040	Legal Fees	OCT 2025 -- CRIMINAL SERV…		5,450.00
						Vendor IHLE SPARBY AND HAASE PA Total:	**8,150.00**
Vendor: MINNESOTA STATE FIRE DPT ASC							
MINNESOTA STATE FIRE DPT…	2026	11/12/2025	100-4220-64330	Dues and Subscriptions	2026 MSFDA MEMBERSHIP…		375.00
						Vendor MINNESOTA STATE FIRE DPT ASC Total:	**375.00**
Vendor: MN STATE FIRE CHIEFS ASSOC							
MN STATE FIRE CHIEFS ASS…	10346	11/05/2025	100-4220-64330	Dues and Subscriptions	MEMBERSHIP RENEWAL - R…		110.00
						Vendor MN STATE FIRE CHIEFS ASSOC Total:	**110.00**
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	16571	10/29/2025	100-4192-63020	Computer Maintenance & li…	SERVICE DAY		1,822.50
MORRIS ELECTRONICS INC	16594	10/29/2025	100-4220-62420	Computer Equipment	BATTERY BACKUP		314.70
						Vendor MORRIS ELECTRONICS INC Total:	**2,137.20**
Vendor: MTI DISTRIBUTING INC							
MTI DISTRIBUTING INC	1495285-00	09/19/2025	100-4510-62210	Equipment Maint & Repair	LATCH		66.01
MTI DISTRIBUTING INC	1495795-00	09/23/2025	100-4510-62210	Equipment Maint & Repair	SPINDLE ASSEMBLY - MOW…		578.59
MTI DISTRIBUTING INC	1496045-00	09/25/2025	100-4510-62210	Equipment Maint & Repair	FUEL FILTER - MOWER		99.05

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MTI DISTRIBUTING INC	1498689-00	10/16/2025	100-4510-62210	Equipment Maint & Repair	MOWER BLADES		228.11
					Vendor MTI DISTRIBUTING INC Total:		**971.76**
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R...	745846	10/13/2025	100-4194-62210	Equipment Maint & Repair	HEADLIGHT		10.99
N A P A AUTO PARTS THF R...	745854	10/13/2025	100-4312-62210	Equipment Maint & Repair	FLASHER		16.99
N A P A AUTO PARTS THF R...	745920	10/15/2025	100-4220-62210	Equipment Maint & Repair	DOOR STRUT - E-97		35.99
N A P A AUTO PARTS THF R...	746006	10/21/2025	630-4840-62990	Misc. Operating Expense	CLAMP - ZAMBONI MAINTE...		13.16
N A P A AUTO PARTS THF R...	746036	10/22/2025	630-4840-62990	Misc. Operating Expense	RADIATOR CAP - ZAMBONI...		35.47
N A P A AUTO PARTS THF R...	746076	10/23/2025	100-4315-62210	Equipment Maint & Repair	GASKET		35.98
N A P A AUTO PARTS THF R...	746181	10/29/2025	820-4850-62210	Equipment Maint & Repair	SPARK PLUG		6.98
					Vendor N A P A AUTO PARTS THF RVR FL Total:		**155.56**
Vendor: NORTH CENTRAL INTERNATIONAL LLC							
NORTH CENTRAL INTERNAT...	X205090028 01	10/17/2025	100-4312-62210	Equipment Maint & Repair	RETURN CREDIT - BATTERY ...		-180.00
NORTH CENTRAL INTERNAT...	X20509019 03	10/28/2025	100-4315-62210	Equipment Maint & Repair	PARTS - GARBAGE TRUCK		244.10
NORTH CENTRAL INTERNAT...	X205090191 01	10/23/2025	100-4315-62210	Equipment Maint & Repair	REAR CHASIS SPRING - GAR...		44.60
NORTH CENTRAL INTERNAT...	X205090191 02	10/23/2025	100-4315-62210	Equipment Maint & Repair	REAR CHASSIS SPRING - GA...		35.72
NORTH CENTRAL INTERNAT...	X205090191 04	10/29/2025	100-4315-62210	Equipment Maint & Repair	REAR CHASSIS SPRING		613.47
NORTH CENTRAL INTERNAT...	X205090256 01	10/24/2025	100-4312-62210	Equipment Maint & Repair	BATTERY		307.35
NORTH CENTRAL INTERNAT...	X205090265 01	10/28/2025	100-4312-62210	Equipment Maint & Repair	MUFFLER SUPPORT STRAP -...		227.56
NORTH CENTRAL INTERNAT...	X205090377 01	10/30/2025	100-4315-62210	Equipment Maint & Repair	BRAKE DRUM		22.70
					Vendor NORTH CENTRAL INTERNATIONAL LLC Total:		**1,315.50**
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL ...	15255	10/31/2025	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		560.00
					Vendor NORTH SHORE ANALYTICAL INC Total:		**560.00**
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	OCT 2025	11/07/2025	100-4210-62120	Gas-Oil-Lube	OCT 2025 - FUEL PURCHASES		1,455.09
NORTHDALE OIL INC	OCT 2025	11/07/2025	100-4220-62120	Gas-Oil-Lube	OCT 2025 - FUEL PURCHASES		66.70
NORTHDALE OIL INC	OCT 2025	11/07/2025	100-4312-62120	Gas-Oil-Lube	OCT 2025 - FUEL PURCHASES		405.25
NORTHDALE OIL INC	OCT 2025	11/07/2025	690-4840-62120	Gas-Oil-Lube	OCT 2025 - FUEL PURCHASES		329.91
					Vendor NORTHDALE OIL INC Total:		**2,256.95**
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	OCT 2025	11/03/2025	100-4150-63030	Contracts Expense	OCT 2025 - SERVICE CHARGE		383.87
					Vendor NORTHERN STATE BANK Total:		**383.87**
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYST...	T348156	10/08/2025	100-4510-65400	Machinery & Equipment	DUMP BODY VIBRATOR KIT		926.99
NORTHWEST POWER SYST...	T348581	10/23/2025	100-4312-62210	Equipment Maint & Repair	PARTS TV 140 - #5601		67.45
NORTHWEST POWER SYST...	T348637	10/29/2025	100-4315-62210	Equipment Maint & Repair	SEALED SPRING		194.14
NORTHWEST POWER SYST...	T348643	10/29/2025	100-4315-62210	Equipment Maint & Repair	PARTS - #5607		81.54
NORTHWEST POWER SYST...	T348648	10/29/2025	100-4315-62210	Equipment Maint & Repair	SEALED SPRING CLEVIS KIT		208.00
NORTHWEST POWER SYST...	T348696	10/31/2025	100-4315-62210	Equipment Maint & Repair	TV 140 TRACTOR		109.56
					Vendor NORTHWEST POWER SYSTEMS INC Total:		**1,587.68**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: OXYGEN SERVICE COMPANY INC							
OXYGEN SERVICE COMPANY...	0008886052	11/04/2025	620-4840-62160	Chemicals	CHEMICALS		5,209.25
					Vendor OXYGEN SERVICE COMPANY INC Total:		**5,209.25**
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE ...	NOV 2025	11/12/2025	100-4210-63100	Animal Control	NOV 2025 - ANIMAL CONT...		1,400.00
					Vendor PENNINGTON CO HUMANE SOCIETY Total:		**1,400.00**
Vendor: POMPS TIRE SERVICE INC							
POMPS TIRE SERVICE INC	1550035996	10/21/2025	620-4850-62210	Equipment Maint & Repair	TIRE REPAIR / ROTATE TIRES...		71.69
					Vendor POMPS TIRE SERVICE INC Total:		**71.69**
Vendor: PURDY'S SHOE STORE INC							
PURDY'S SHOE STORE INC	212783	10/31/2025	620-4840-62890	Uniforms/ID Clothing	UNIFORM SHIRTS		216.00
					Vendor PURDY'S SHOE STORE INC Total:		**216.00**
Vendor: QUALITY FARM SUPPLY INC							
QUALITY FARM SUPPLY INC	138094	08/04/2025	680-4850-62220	Lift Station and Pond Maint...	TANK CLEANER		46.00
QUALITY FARM SUPPLY INC	138177	08/12/2025	100-4510-62240	Department Maint & Repair	CHEMICALS		68.20
					Vendor QUALITY FARM SUPPLY INC Total:		**114.20**
Vendor: QUILL LLC							
QUILL LLC	46024174	10/02/2025	100-4670-62010	Office Supplies	SUPPLIES		127.65
QUILL LLC	46378753	10/29/2025	100-4670-62010	Office Supplies	OFFICE SUPPLIES		649.70
					Vendor QUILL LLC Total:		**777.35**
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB ...	D082136	10/17/2025	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		140.03
RMB ENVIRONMENTAL LAB ...	D082290	10/16/2025	620-4840-62170	Field Supplies	LAB ANALYSIS - STATE SAM...		287.38
RMB ENVIRONMENTAL LAB ...	D082534	10/27/2025	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		249.76
RMB ENVIRONMENTAL LAB ...	D082589	10/29/2025	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		249.76
					Vendor RMB ENVIRONMENTAL LAB INC Total:		**926.93**
Vendor: SANFORD HEALTH							
SANFORD HEALTH	867332	10/31/2025	100-4650-62990	Misc. Operating Expense	RANDOM DRUG TESTING -		134.00
SANFORD HEALTH	867332	10/31/2025	620-4840-62990	Misc. Operating Expense	RANDOM DRUG TESTING -		32.00
SANFORD HEALTH	867332	10/31/2025	690-4840-62990	Misc. Operating Expense	RANDOM DRUG TESTING -		32.00
					Vendor SANFORD HEALTH Total:		**198.00**
Vendor: SIRCHIE ACQUISITION COMPANY LLC							
SIRCHIE ACQUISITION COM...	0716680-IN	10/29/2025	100-4210-62010	Office Supplies	EVIDENCE SUPPLIES		170.10
					Vendor SIRCHIE ACQUISITION COMPANY LLC Total:		**170.10**
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4192-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		225.00
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4192-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		81.90
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4220-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		49.90
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4312-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		56.95
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4510-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		104.50
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4560-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		40.39

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	100-4570-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		75.00
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	610-4890-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		56.95
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	620-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		25.84
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	620-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		85.50
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	620-4890-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		49.95
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	680-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		475.00
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		142.50
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		142.50
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4830-63210	Communication Expense	NOV 2025 - MONTHLY CHA...		34.90
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4890-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		42.95
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4890-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		225.00
SJOBERG'S CABLE TV	NOV 2025	11/10/2025	690-4890-63020	Computer Maintenance & li...	NOV 2025 - MONTHLY CHA...		49.95
						Vendor SJOBERG'S CABLE TV Total:	**1,964.68**
Vendor: T R F HARDWARE							
T R F HARDWARE	34026079	10/01/2025	690-4840-62990	Misc. Operating Expense	ELBOW / PVC ADAPTER - T...		17.95
T R F HARDWARE	34026650	10/06/2025	620-4840-62990	Misc. Operating Expense	ANTIFREEZE - SEASON WAT...		89.82
T R F HARDWARE	34026713	10/07/2025	620-4840-62990	Misc. Operating Expense	SCREWDRIVER		14.97
T R F HARDWARE	34026831	10/08/2025	690-4850-62360	Distribution Maint	CAULK / FLEX SEAL - SEWER ...		34.98
T R F HARDWARE	34027841	10/17/2025	820-4840-62990	Misc. Operating Expense	TAPE MEASURE		22.99
T R F HARDWARE	34028221	10/20/2025	630-4850-62230	Building Maint & Repair	MATERIALS - RELOCATE TI...		17.06
T R F HARDWARE	34028284	10/21/2025	100-4210-62990	Misc. Operating Expense	LOCK / KEY		50.51
T R F HARDWARE	34028590	10/23/2025	620-4850-62200	System Expense	CURB BOX WRAP		19.98
T R F HARDWARE	34029332	10/30/2025	100-4220-62210	Equipment Maint & Repair	REPLACE PUMP - ATV 1		99.55
						Vendor T R F HARDWARE Total:	**367.81**
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	OCT 2025 - 138	10/31/2025	620-4840-62010	Office Supplies	CUSTOMER DOOR HANGER...		65.00
THIEF RIVER FALLS TIMES	OCT 2025 - 332	10/31/2025	100-4210-62010	Office Supplies	CALENDAR PARKING NOTIC...		163.50
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4110-63490	Advertising	OCT 2025 - ORD 09.189.25		48.51
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4110-63490	Advertising	OCT 2025 - HRG / CAPITAL ...		42.57
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4110-63490	Advertising	OCT 2025 - ORD #12 / CAN...		698.94
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4150-62010	Office Supplies	OCT 2025 - WINDOW ENVE...		2,177.80
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4150-62010	Office Supplies	OCT 2025 - REGULAR ENVE...		2,160.05
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4150-63590	Printing & Publications	OCT 2025 - ACCTS PAY CLERK		87.75
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4150-63590	Printing & Publications	OCT 2025 - ACCTS PAY CLERK		87.75
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4150-63590	Printing & Publications	OCT 2025 - ACCTS PAY CLERK		78.75
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4315-63020	Computer Maintenance & li...	OCT 2025 - LEAF VAC		108.00
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4315-63590	Printing & Publications	OCT 2025 - LEAF VAC		105.00
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4315-63590	Printing & Publications	OCT 2025 - LEAF VAC		108.00
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4650-63590	Printing & Publications	OCT 2025 - BUSINESS CARDS..		59.00
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4660-63590	Printing & Publications	OCT 2025 - FENCE ORDINA...		80.19
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4660-63590	Printing & Publications	OCT 2025 - FLYNN VARIANCE		41.58
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4660-63590	Printing & Publications	OCT 2025 - REZONE SANFO...		64.35
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4660-63590	Printing & Publications	OCT 2025 - KALSNESS VARI...		42.57

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item) (None)	Amount
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	100-4660-63590	Printing & Publications	OCT 2025 - BUSINESS CARDS..	59.00
THIEF RIVER FALLS TIMES	OCT 2025 - 878	10/31/2025	620-4890-63590	Printing & Publications	OCT 2025 - BUSINESS CARDS..	59.00
					Vendor THIEF RIVER FALLS TIMES Total:	**6,337.31**
Vendor: THIEF RIVER GLASS INC						
THIEF RIVER GLASS INC	0011441	10/30/2025	100-4550-62230	Building Maint & Repair	REPLACED CENTER POST & ...	1,747.37
					Vendor THIEF RIVER GLASS INC Total:	**1,747.37**
Vendor: TITAN MACHINERY - CROOKSTON						
TITAN MACHINERY - CROOK...	PS0985608-1	10/28/2025	100-4315-62210	Equipment Maint & Repair	TUBE - TV140 TRACTOR	50.30
					Vendor TITAN MACHINERY - CROOKSTON Total:	**50.30**
Vendor: UNIVERSAL SCREENPRINT						
UNIVERSAL SCREENPRINT	46836	10/24/2025	100-4220-63590	Printing & Publications	VFF RETIREMENT PLAQUE - ...	30.00
					Vendor UNIVERSAL SCREENPRINT Total:	**30.00**
Vendor: WASTE MASTERS LLC						
WASTE MASTERS LLC	5AX00257	10/31/2025	100-4315-63030	Contracts Expense	OCT 2025 - DOWNTOWN C...	162.50
WASTE MASTERS LLC	5AX08924	10/31/2025	100-4670-62990	Misc. Operating Expense	RECYCLING FEE - DEPOT DO...	28.80
					Vendor WASTE MASTERS LLC Total:	**191.30**
					Grand Total:	**123,790.97**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	45,074.20
610 - LIQUOR DISPENSARY	56.95
620 - WATER UTILITY FUND	40,688.90
630 - ARENAS - OAK VIEW GROUP	73.28
680 - WASTEWATER UTILITY FUND	1,720.55
690 - ELECTRIC UTILITY FUND	36,147.12
820 - GREENWOOD CEMETERY FUND	29.97
Grand Total:	**123,790.97**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63490	Advertising	790.02
100-4110-64400	Travel, Conference, Sch...	163.10
100-4150-62010	Office Supplies	4,337.85
100-4150-63030	Contracts Expense	383.87
100-4150-63590	Printing & Publications	254.25
100-4160-63040	Legal Fees	8,150.00
100-4192-63020	Computer Maintenance...	2,129.40
100-4194-62210	Equipment Maint & Repa..	10.99
100-4194-62230	Building Maint & Repair	19.99
100-4210-62010	Office Supplies	333.60
100-4210-62120	Gas-Oil-Lube	1,455.09
100-4210-62880	Personal Protective Equi...	98.59
100-4210-62990	Misc. Operating Expense	61.70
100-4210-63100	Animal Control	1,400.00
100-4220-62120	Gas-Oil-Lube	66.70
100-4220-62210	Equipment Maint & Repa..	135.54
100-4220-62230	Building Maint & Repair	24.57
100-4220-62420	Computer Equipment	314.70
100-4220-62990	Misc. Operating Expense	21.36
100-4220-63020	Computer Maintenance...	49.90
100-4220-63590	Printing & Publications	30.00
100-4220-64330	Dues and Subscriptions	485.00
100-4225-64400	Travel, Conference, Sch...	150.00
100-4240-63030	Contracts Expense	15,611.04
100-4312-62120	Gas-Oil-Lube	405.25
100-4312-62210	Equipment Maint & Repa..	439.35
100-4312-62230	Building Maint & Repair	84.15
100-4312-62990	Misc. Operating Expense	94.59
100-4312-63020	Computer Maintenance...	56.95
100-4315-62210	Equipment Maint & Repa..	1,640.11
100-4315-63020	Computer Maintenance...	108.00

Account Summary

Account Number	Account Name	Expense Amount
100-4315-63030	Contracts Expense	162.50
100-4315-63590	Printing & Publications	213.00
100-4510-62210	Equipment Maint & Repa..	971.76
100-4510-62240	Department Maint & Re…	68.20
100-4510-62990	Misc. Operating Expense	11.66
100-4510-63210	Communication Expense	104.50
100-4510-65400	Machinery & Equipment	926.99
100-4550-62230	Building Maint & Repair	1,797.71
100-4560-62230	Building Maint & Repair	109.99
100-4560-63210	Communication Expense	40.39
100-4570-63210	Communication Expense	75.00
100-4650-62990	Misc. Operating Expense	134.00
100-4650-63590	Printing & Publications	59.00
100-4660-63590	Printing & Publications	287.69
100-4670-62010	Office Supplies	777.35
100-4670-62990	Misc. Operating Expense	28.80
610-4890-63020	Computer Maintenance…	56.95
620-4830-63210	Communication Expense	111.34
620-4840-62010	Office Supplies	65.00
620-4840-62160	Chemicals	39,133.26
620-4840-62170	Field Supplies	287.38
620-4840-62400	Small Tools and Minor E…	490.92
620-4840-62890	Uniforms/ID Clothing	216.00
620-4840-62990	Misc. Operating Expense	184.38
620-4850-62200	System Expense	19.98
620-4850-62210	Equipment Maint & Repa..	71.69
620-4890-63020	Computer Maintenance…	49.95
620-4890-63590	Printing & Publications	59.00
630-4840-62990	Misc. Operating Expense	56.22
630-4850-62230	Building Maint & Repair	17.06
680-4830-63210	Communication Expense	475.00
680-4840-62170	Field Supplies	1,199.55
680-4850-62220	Lift Station and Pond Ma…	46.00
690-4830-63210	Communication Expense	319.90
690-4840-62120	Gas-Oil-Lube	329.91
690-4840-62880	Personal Protective Equi…	209.33
690-4840-62990	Misc. Operating Expense	98.72
690-4850-62360	Distribution Maint	160.53
690-4890-63020	Computer Maintenance…	24,036.90
690-4890-63110	Consulting Fees	10,991.83
820-4840-62990	Misc. Operating Expense	22.99

Account Summary

Account Number	Account Name	Expense Amount
820-4850-62210	Equipment Maint & Repa..	6.98
	Grand Total:	**123,790.97**

Project Account Summary

Project Account Key		Expense Amount
None		123,790.97
	Grand Total:	**123,790.97**

City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01606 - 11/13/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ENDRESS + HAUSER INC							
ENDRESS + HAUSER INC	6002767762	11/10/2025	620-4850-62220	Plant Equip Maint & Repair	FILTER LEVEL SENSORS		1,521.28
					Vendor ENDRESS + HAUSER INC Total:		**1,521.28**
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGR...	OCT 2025 - ASHLEY	11/03/2025	100-4670-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		199.95
GLOBAL PAYMENTS INTEGR...	OCT 2025 - ASHLEY	11/03/2025	690-4890-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		723.76
GLOBAL PAYMENTS INTEGR...	OCT 2025 - ELEC	11/03/2025	690-4890-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		5.00
GLOBAL PAYMENTS INTEGR...	OCT 2025 - GEN	11/03/2025	100-4670-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		5.00
GLOBAL PAYMENTS INTEGR...	OCT 2025	11/03/2025	690-4890-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		4,395.42
					Vendor GLOBAL PAYMENTS INTEGRATED Total:		**5,329.13**
Vendor: MELISSA M BENOIT							
MELISSA M BENOIT	141 - 146 - 148	11/13/2025	100-4510-62240	Department Maint & Repair	2025 CONTRACT SRVCS - M...		90.00
MELISSA M BENOIT	141 - 146 - 148	11/13/2025	100-4510-63030	Contracts Expense	2025 CONTRACT SRVC - #3 ...		3,811.00
MELISSA M BENOIT	141 - 146 - 148	11/13/2025	100-4510-63030	Contracts Expense	2025 CONTRACT SRVCS - #4...		4,000.00
					Vendor MELISSA M BENOIT Total:		**7,901.00**
Vendor: MN ENERGY RESOURCES #0502295320-00003							
MN ENERGY RESOURCES #0...	5693567748	10/28/2025	100-4220-63890	Utilities Expense	OCT 2025 - GAS METER REA...		65.19
MN ENERGY RESOURCES #0...	5693567748	10/28/2025	100-4550-63890	Utilities Expense	OCT 2025 - GAS METER REA...		110.84
MN ENERGY RESOURCES #0...	5693567748	10/28/2025	100-4560-63890	Utilities Expense	OCT 2025 - GAS METER REA...		113.99
MN ENERGY RESOURCES #0...	5693567748	10/28/2025	100-4560-63890	Utilities Expense	OCT 2025 - GAS METER REA...		74.65
MN ENERGY RESOURCES #0...	5693567748	10/28/2025	680-4830-63890	Utilities Expense	OCT 2025 - GAS METER REA...		22.06
					Vendor MN ENERGY RESOURCES #0502295320-00003 Total:		**386.73**
Vendor: MN ENERGY RESOURCES #0740731585-00002							
MN ENERGY RESOURCES #0...	5694217749	11/04/2025	100-4670-64500	Senior Citizen Programs	OCT 2025 - GAS METER REA...		71.66
					Vendor MN ENERGY RESOURCES #0740731585-00002 Total:		**71.66**
Vendor: NORMAN BETLAND							
NORMAN BETLAND	101	11/03/2025	100-4650-63030	Contracts Expense	GIS CONSULTING SERVICES		687.50
NORMAN BETLAND	102	11/13/2025	100-4650-63030	Contracts Expense	GIS CONSULTING SERVICES		165.00
					Vendor NORMAN BETLAND Total:		**852.50**
Vendor: PENNINGTON CO TREASURER							
PENNINGTON CO TREASUR...	NOV 2025 R E TAXES	11/12/2025	100-4670-64370	Taxes and Licenses	2025 REAL ESTATE TAXES D...		1,039.00
PENNINGTON CO TREASUR...	NOV 2025 R E TAXES	11/12/2025	620-4890-64370	Taxes and Licenses	2025 REAL ESTATE TAXES D...		1,165.00
PENNINGTON CO TREASUR...	NOV 2025 R E TAXES	11/12/2025	680-4890-64370	Taxes and Licenses	2025 REAL ESTATE TAXES D...		1,768.00
					Vendor PENNINGTON CO TREASURER Total:		**3,972.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PITNEY BOWES GLOBAL FINANCIAL							
PITNEY BOWES GLOBAL FIN…	3107484785	11/10/2025	100-4150-62010	Office Supplies	4TH QTR 2025 POSTAGE M…		147.00
					Vendor PITNEY BOWES GLOBAL FINANCIAL Total:		**147.00**
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I…	OCT 2025	10/31/2025	680-4830-63890	Utilities Expense	OCT 2025 - ELECTRIC READI…		166.68
					Vendor RED LAKE ELECTRIC COOP INC Total:		**166.68**
Vendor: T R F ARCHERY CLUB INC							
T R F ARCHERY CLUB INC	2025 SERVICES	11/13/2025	100-4110-62990	Misc. Operating Expense	2025 HOLIDAY / EVENT FLA…		800.00
					Vendor T R F ARCHERY CLUB INC Total:		**800.00**
Vendor: TK ELEVATOR CORP							
TK ELEVATOR CORP	3008979130	11/01/2025	100-4194-63030	Contracts Expense	NOV 2025 - NOV 2026 ELEV…		3,635.25
TK ELEVATOR CORP	3008979132	11/01/2025	620-4890-63030	Contracts Expense	NOV 2025 - NOV 2026 ELEV…		3,601.90
TK ELEVATOR CORP	3008979381	11/01/2025	100-4660-63030	Contracts Expense	NOV 2025 - NOV 2026 ELEV…		2,398.08
TK ELEVATOR CORP	3008979381	11/01/2025	630-4890-63030	Contracts Expense	NOV 2025 - NOV 2026 ELEV…		3,669.51
					Vendor TK ELEVATOR CORP Total:		**13,304.74**
Vendor: TREVIPAY - WALMART							
TREVIPAY - WALMART	1B941E0B	11/07/2025	100-4150-62010	Office Supplies	PVC DESK PROTECTORS (2)		87.66
					Vendor TREVIPAY - WALMART Total:		**87.66**
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639…	6127386338	11/01/2025	100-4210-63210	Communication Expense	OCT 2025 - MONTHLY ACCE…		182.25
VERIZON WIRELESS #48639…	6127386338	11/01/2025	100-4660-63210	Communication Expense	OCT 2025 - MONTHLY ACCE…		20.02
					Vendor VERIZON WIRELESS #486397938 Total:		**202.27**
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #74204…	6127426177	11/01/2025	100-4220-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		18.12
VERIZON WIRELESS #74204…	6127426177	11/01/2025	100-4240-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		9.06
VERIZON WIRELESS #74204…	6127426177	11/01/2025	100-4650-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		18.12
VERIZON WIRELESS #74204…	6127426177	11/01/2025	620-4830-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		27.18
VERIZON WIRELESS #74204…	6127426177	11/01/2025	680-4830-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		1,506.54
VERIZON WIRELESS #74204…	6127426177	11/01/2025	690-4830-63210	Communication Expense	OCT/NOV 2025 - IPAD CHA…		101.56
					Vendor VERIZON WIRELESS #742042583 Total:		**1,680.58**
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	DEC 2025	11/13/2025	810-4820-61500	Annuity Payments	DEC 2025 - POLICE PENSION		1,137.06
					Vendor YVONNE PEDERSON Total:		**1,137.06**
					Grand Total:		**37,560.29**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		17,749.34
620 - WATER UTILITY FUND		6,315.36
630 - ARENAS - OAK VIEW GROUP		3,669.51
680 - WASTEWATER UTILITY FUND		3,463.28
690 - ELECTRIC UTILITY FUND		5,225.74
810 - POLICE RELIEF ASSOCIATION		1,137.06
	Grand Total:	**37,560.29**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-62990	Misc. Operating Expense	800.00
100-4150-62010	Office Supplies	234.66
100-4194-63030	Contracts Expense	3,635.25
100-4210-63210	Communication Expense	182.25
100-4220-63210	Communication Expense	18.12
100-4220-63890	Utilities Expense	65.19
100-4240-63210	Communication Expense	9.06
100-4510-62240	Department Maint & Re...	90.00
100-4510-63030	Contracts Expense	7,811.00
100-4550-63890	Utilities Expense	110.84
100-4560-63890	Utilities Expense	188.64
100-4650-63030	Contracts Expense	852.50
100-4650-63210	Communication Expense	18.12
100-4660-63030	Contracts Expense	2,398.08
100-4660-63210	Communication Expense	20.02
100-4670-63060	Credit Card Fees	204.95
100-4670-64370	Taxes and Licenses	1,039.00
100-4670-64500	Senior Citizen Programs	71.66
620-4830-63210	Communication Expense	27.18
620-4850-62220	Plant Equip Maint & Rep...	1,521.28
620-4890-63030	Contracts Expense	3,601.90
620-4890-64370	Taxes and Licenses	1,165.00
630-4890-63030	Contracts Expense	3,669.51
680-4830-63210	Communication Expense	1,506.54
680-4830-63890	Utilities Expense	188.74
680-4890-64370	Taxes and Licenses	1,768.00
690-4830-63210	Communication Expense	101.56
690-4890-63060	Credit Card Fees	5,124.18
810-4820-61500	Annuity Payments	1,137.06
	Grand Total:	**37,560.29**

Project Account Summary

Project Account Key		Expense Amount
None		37,560.29
	Grand Total:	**37,560.29**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01605 - 11/10/25 DIRECT PAYABLES / PREVENT ADVISORS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PREVENT ADVISORS LLC							
PREVENT ADVISORS LLC	INV-PRV-00142	10/20/2025	100-4670-64530	Public Safety Grant Expenses	CEIA OPENGATE SYSTEM		21,600.00
PREVENT ADVISORS LLC	INV-PRV-00142	10/20/2025	520-4680-65900	Work in Process-Constructi...	CEIA OPENGATE SYSTEM		21,940.00
						Vendor PREVENT ADVISORS LLC Total:	**43,540.00**
						Grand Total:	**43,540.00**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		21,600.00
520 - 2018 ARENA PROJECT		21,940.00
	Grand Total:	**43,540.00**

Account Summary

Account Number	Account Name	Expense Amount
100-4670-64530	Public Safety Grant Expe…	21,600.00
520-4680-65900	Work in Process-Constru…	21,940.00
	Grand Total:	**43,540.00**

Project Account Summary

Project Account Key		Expense Amount
None		43,540.00
	Grand Total:	**43,540.00**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01603 - 11/10/25 ELECTRIC INVENTORY

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S105062607.001-2ND	09/23/2025	100-4194-62230	Building Maint & Repair	ADDL OUTSIDE OUTLET COST		0.01
DAKOTA SUPPLY GROUP	S105062607.002	09/30/2025	690-14100	Inventory - Materials	Mini 5 amp fuse		144.91
DAKOTA SUPPLY GROUP	S105081737.001 - GB	09/29/2025	100-4194-62230	Building Maint & Repair	SUPPLIES - OUTDOOR OUTL...		11.95
DAKOTA SUPPLY GROUP	S105081737.001	10/03/2025	690-14100	Inventory - Materials	Sq D Single Pole 20 amp Bre...		143.95
DAKOTA SUPPLY GROUP	S105086067.001	10/01/2025	630-4840-62990	Misc. Operating Expense	SUPPLIES - POPCORN MACH...		33.59
DAKOTA SUPPLY GROUP	S105092330.001	10/02/2025	690-4850-62360	Distribution Maint	SUPPLIES - REPAIR TEMP SO...		75.81
DAKOTA SUPPLY GROUP	S105096644.001	10/08/2025	690-14100	Inventory - Materials	#6 CU Ground Wire		304.43
DAKOTA SUPPLY GROUP	S105152441.001	11/04/2025	680-4850-62210	Equipment Maint & Repair	SUPPLIES - GENERATOR RE...		34.17
						Vendor DAKOTA SUPPLY GROUP Total:	**748.82**
Vendor: STUART C IRBY CO							
STUART C IRBY CO	S014340695.002	10/23/2025	690-14100	Inventory - Materials	750 MCM Elbow Kit		2,103.30
STUART C IRBY CO	S014341643.001	10/10/2025	690-4840-62880	Personal Protective Equipm...	SLEEVE / GLOVE TESTING C...		291.24
STUART C IRBY CO	S014380036.002	10/16/2025	690-14100	Inventory - Materials	Nico Press - #6		176.34
STUART C IRBY CO	S014388678.001	10/23/2025	690-14100	Inventory - Materials	Disc T-Tap YKA28R-2N 4/0 ...		570.07
STUART C IRBY CO	S014392059.001	10/16/2025	690-14100	Inventory - Materials	200 Amp Bushing Well Insert		675.24
STUART C IRBY CO	S014393423.001	10/16/2025	690-14100	Inventory - Materials	2-30 Amp K Fuses OH		177.42
STUART C IRBY CO	S014393423.001	10/16/2025	690-14100	Inventory - Materials	2-30 Amp K Fuses OH		166.98
						Vendor STUART C IRBY CO Total:	**4,160.59**
Vendor: TRAFFIC CONTROL CORPORATION							
TRAFFIC CONTROL CORPOR...	161273	10/21/2025	690-14100	Inventory - Materials	Red Traffic Signal LED		196.00
TRAFFIC CONTROL CORPOR...	9NB29Y314M3Z6	02/09/2024	690-14100	Inventory - Materials	REVERSAL - TRAFFIC LIGHTS		-204.00
TRAFFIC CONTROL CORPOR...	CREDIT CARD	02/12/2024	690-14100	Inventory - Materials	Red Traffic Signal LED		204.00
						Vendor TRAFFIC CONTROL CORPORATION Total:	**196.00**
						Grand Total:	**5,105.41**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		11.96
630 - ARENAS - OAK VIEW GROUP		33.59
680 - WASTEWATER UTILITY FUND		34.17
690 - ELECTRIC UTILITY FUND		5,025.69
	Grand Total:	**5,105.41**

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62230	Building Maint & Repair	11.96
630-4840-62990	Misc. Operating Expense	33.59
680-4850-62210	Equipment Maint & Repa..	34.17
690-14100	Inventory - Materials	4,658.64
690-4840-62880	Personal Protective Equi…	291.24
690-4850-62360	Distribution Maint	75.81
	Grand Total:	**5,105.41**

Project Account Summary

Project Account Key		Expense Amount
None		5,105.41
	Grand Total:	**5,105.41**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT01601 - 11/07/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	2ND HALF OCT 2025	10/24/2025	100-4192-62020	Computer Supplies	2ND HALF OCT 2025 - HDMI...		43.66
AMAZON CAPITAL SERVICES ..	2ND HALF OCT 2025	10/24/2025	100-4194-62990	Misc. Operating Expense	2ND HALF OCT 2025 - PAPER..		16.56
AMAZON CAPITAL SERVICES ..	2ND HALF OCT 2025	10/24/2025	620-4840-62020	Computer Supplies	2ND HALF OCT 2025 - MICR...		15.99
AMAZON CAPITAL SERVICES ..	2ND HALF OCT 2025	10/24/2025	620-4850-62220	Plant Equip Maint & Repair	2ND HALF OCT 2025 - POW...		234.59
AMAZON CAPITAL SERVICES ..	2ND HALF OCT 2025	10/24/2025	690-4840-62020	Computer Supplies	2ND HALF OCT 2025 - DISPL...		8.54
					Vendor AMAZON CAPITAL SERVICES INC Total:		**319.34**
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	OCT 2025	11/03/2025	610-4890-63060	Credit Card Fees	OCT 2025 - CREDIT CARD FE...		8,022.73
					Vendor BANKCARD ELECTRONIC PYMTS INC Total:		**8,022.73**
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	AUG SEP OCT 2025	11/07/2025	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - AUG 2...		2,495.81
JIM HIRT TRUCKING INC	AUG SEP OCT 2025	11/07/2025	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - SEP 20...		2,681.77
JIM HIRT TRUCKING INC	AUG SEP OCT 2025	11/07/2025	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - OCT 20...		2,618.82
					Vendor JIM HIRT TRUCKING INC Total:		**7,796.40**
Vendor: MN ENERGY RESOURCES #0503307772-00005							
MN ENERGY RESOURCES #0...	5684349375	10/28/2025	690-4830-63890	Utilities Expense	OCT 2025 - GAS METER REA...		229.18
					Vendor MN ENERGY RESOURCES #0503307772-00005 Total:		**229.18**
Vendor: ONLINE INFORMATION SERVICES							
ONLINE INFORMATION SER...	1354304	10/31/2025	100-4315-62010	Office Supplies	OCT 2025 - UTILITY EXCHA...		20.91
ONLINE INFORMATION SER...	1354304	10/31/2025	620-4840-62010	Office Supplies	OCT 2025 - UTILITY EXCHA...		48.81
ONLINE INFORMATION SER...	1354304	10/31/2025	680-4840-62010	Office Supplies	OCT 2025 - UTILITY EXCHA...		13.94
ONLINE INFORMATION SER...	1354304	10/31/2025	690-4840-62010	Office Supplies	OCT 2025 - UTILITY EXCHA...		55.77
					Vendor ONLINE INFORMATION SERVICES Total:		**139.43**
					Grand Total:		**16,507.08**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		81.13
610 - LIQUOR DISPENSARY		15,819.13
620 - WATER UTILITY FUND		299.39
680 - WASTEWATER UTILITY FUND		13.94
690 - ELECTRIC UTILITY FUND		293.49
	Grand Total:	**16,507.08**

Account Summary

Account Number	Account Name	Expense Amount
100-4192-62020	Computer Supplies	43.66
100-4194-62990	Misc. Operating Expense	16.56
100-4315-62010	Office Supplies	20.91
610-4810-62610	Freight In (Liquor)	7,796.40
610-4890-63060	Credit Card Fees	8,022.73
620-4840-62010	Office Supplies	48.81
620-4840-62020	Computer Supplies	15.99
620-4850-62220	Plant Equip Maint & Rep...	234.59
680-4840-62010	Office Supplies	13.94
690-4830-63890	Utilities Expense	229.18
690-4840-62010	Office Supplies	55.77
690-4840-62020	Computer Supplies	8.54
	Grand Total:	**16,507.08**

Project Account Summary

Project Account Key		Expense Amount
None		16,507.08
	Grand Total:	**16,507.08**

Council Approval Register

Packet: APPKT01595 - 11/01/25 DIRECT PAYABLES / SCHMITZ BUILDERS INC

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SCHMITZ BUILDERS INC							
SCHMITZ BUILDERS INC	PAY RQST #7 - TRF LBRY	10/31/2025	100-4671-62200	System Expense	PROF SRVCS - PAY REQUEST...		52,896.00
						Vendor SCHMITZ BUILDERS INC Total:	**52,896.00**
						Grand Total:	**52,896.00**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		52,896.00
	Grand Total:	**52,896.00**

Account Summary

Account Number	Account Name	Expense Amount
100-4671-62200	System Expense	52,896.00
	Grand Total:	**52,896.00**

Project Account Summary

Project Account Key		Expense Amount
None		52,896.00
	Grand Total:	**52,896.00**

City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 11/18/2025

SUBJECT: Approval of TIF Plan for TIF District No. 1-5

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: to approve the resolution adopting a modification to the tax increment financing plan for tax increment financing district No. 1-5 (A Housing District)

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	City Res - Approving Mod. to TIF Plan (1-5)-v2

CITY OF THIEF RIVER FALLS
PENNINGTON COUNTY
STATE OF MINNESOTA

Councilmember _______________ introduced the following resolution and Councilmember ____________________ moved its adoption:

RESOLUTION NO. _____________

RESOLUTION ADOPTING A MODIFICATION TO THE TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1-5 (A HOUSING DISTRICT)

BE IT RESOLVED by the City Council (the "Council") of the City of Thief River Falls, Minnesota (the "City"), as follows:

Section 1. Recitals.

1.01. The Council has heretofore established Development District No. 1 (the "Development District") and adopted a Development Program therefor (the "Development Program").

1.02. The Council has previously adopted a Modification to the Development Program for the Development District (the "Development Program Modification") and established Tax Increment Financing District No. 1-5, a housing district (the "District"), therein and adopted a Tax Increment Financing Plan (the "TIF Plan") therefor (the Development Program Modification and the TIF Plan are referred to collectively herein as the "Program and Plan"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.124 to 469.133 and Sections 469.174 to 469.1794, all inclusive, as amended (the "Act"), all as reflected in the Program and Plan dated June 10, 2003.

1.03. The City desires to modify the existing TIF Plan pursuant to Minnesota Statutes, Section 469.175, subdivision 4, to increase the budget therein to allow for the continued collection of tax increment for payment of certain obligations and provide the opportunity to use increment for future housing projects (the "Modification").

1.04. The City has investigated the facts relating to the Modification and has caused the Modification to be prepared.

1.05. The City has performed all actions required by law to be performed prior to the adoption and approval of the proposed Modification, including, but not limited to notification of Pennington County and Independent School District No. 564 having taxing jurisdiction over the property included in the District, and the holding of a public hearing upon published notice as required by law.

1.06. Certain written reports (the "Reports") relating to the Modification and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the Council and/or made a part of the City files and proceedings on the Modification.

The Reports include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein.

1.07. The City is not modifying the boundaries of Development District No. 1.

Section 2. Findings for the Approval of the Modification.

2.01. Pursuant to the Act, a tax increment financing plan may be modified by an authority only upon the notice and after the discussion, public hearing, and findings required for approval of the original plan. This Council has held a public hearing on the date hereof and hereby makes the findings listed in Exhibit A and sets forth the reasons and supporting facts for each determination therein, as is required by the Act.

Section 3. Public Purpose.

3.01. The adoption of the Modification conforms in all respects to the requirements of the Act and will meet the statutory requirement of resulting in increased employment in the State and resulting in preservation and enhancement of the tax base of the State. For the reasons described in Exhibit A, the City believes these benefits directly derive from the tax increment assistance provided under the TIF plan as modified by the Modification. A private developer will receive only the assistance needed to make this development financially feasible. As such, any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

Section 4. Approval and Adoption of the Modification.

4.01. The Modification, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Administrator.

4.02. The staff of the City, the City's advisors, and legal counsel are authorized and directed to proceed with the implementation of the Modification and to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

4.03. The City Administrator is further authorized and directed to file a copy of the Modification with the Commissioner of the Minnesota Department of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _________________, and upon a vote being taken thereon, the following voted in favor thereof: _________________________________

and the following voted against the same: ____________________

Dated: _________________, 2025

ATTEST:

_____________________________________ _____________________________________

Mayor City Administrator

EXHIBIT A
RESOLUTION NO. _______________

The reasons and facts supporting the findings for the adoption of the Modification (the "Modification") to the Tax Increment Financing Plan (the "TIF Plan") for Tax Increment Financing District No. 1-5, a housing district (the "TIF District"), as required pursuant to Minnesota Statutes, Section 469.175, Subdivision 3 and 4 are as follows:

1. *Finding that Tax Increment Financing District No. 1-5 is a housing district as defined in M.S., Section 469.174, Subd. 11.*

   Tax Increment Financing District No. 1-5 consists of 18 parcels. The development will consist of single- family owner-occupied housing. At least 95 percent of the houses assisted with tax increment will be initially purchased and occupied with persons at 100% of median income for a family of two to less and115 percent of median income for families of three or more. Median income under this provision is the greater of the statewide median or the county median. The market value of non-assisted housing or commercial property will be less than 20 percent of the total fair market value of the planned improvements. Appendix E of the TIF plan contains background for the above finding.

2. *Findings that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future.*

   This finding is supported by the fact that the development proposed in this plan is a housing district that meets the City's objectives for development and redevelopment. The cost of land acquisition, site and public improvements and utilities makes this housing development infeasible without City assistance. Due to the high cost of building affordable new housing in the City and the cost of financing the proposed public improvements, this project is feasible only through assistance, in part, from tax increment financing. The developer was asked for and provided a letter and a proforma as justification that the developer would not have gone forward without tax increment assistance (see attachment in Appendix F of the TIF plan).

3. *Finding that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan.*

   This finding is justified on the grounds that the cost of land acquisition, site and public improvements and utilities add to the total development cost. Historically, site development costs in this area have made development infeasible without tax increment assistance. Therefore, the City reasonably determines that no other development of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

A comparative analysis of estimated market values both with and without establishment of the District and the use of tax increments has been performed as described above. If all development which is proposed to be assisted with tax increment were to occur in the District, the total increase in market value would be up to $2,066,400. The present value of tax increments from the District is estimated to be $442,699. It is the Council's finding that no development with a market value of greater than $1,623,701 would occur without tax increment assistance in this district within 25 years. This finding is based upon evidence from general past experience with the high cost of acquisition and public improvements in the general area of the District (see Cashflow in Appendix D of the TIF Plan).

4. *Finding that the TIF Plan for the TIF District conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

5. *Finding that the TIF Plan for the TIF District will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of Development District No. 1 by private enterprise.*

Through the implementation of the TIF Plan, the City will provide an impetus for residential development, and provide safe and decent life-cycle housing within the City.

City of Thief River Falls

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approval of CIP - Abatement of Issuance and Sale of General Obligation Bonds (Library and Liquor Store)

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: to approve the Resolution approving the 5-year Capital Improvement Plan, Grandting a Tax Abatement, and Authorizing Issuance and Sale of General Obligation Bonds, Series 2026A.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	CIP - Abatement - and Set Sale Resolution (Thief River Falls 2026A)-v2
2.	agenda memo 11.18.25

CERTIFICATION OF MINUTES RELATING TO
CAPITAL IMPROVEMENT PLAN, TAX ABATEMENT, AND GENERAL OBLIGATION BONDS, SERIES 2026A

Issuer: City of Thief River Falls, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on November 18, 2025, at 5:30 p.m. in the City Offices in Thief River Falls, Minnesota.

Members present:

Members absent:

Documents Attached:
Minutes of said meeting (pages):

RESOLUTION NO. ____________

RESOLUTION APPROVING THE 5-YEAR CAPITAL IMPROVEMENT PLAN, GRANTING A TAX ABATEMENT, AND AUTHORIZING ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, SERIES 2026A

I, the undersigned, being the duly qualified and acting recording officer of the public corporation conducting the proceedings and issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said proceedings and bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on November ____, 2025.

____
City Administrator

Councilmember ____________ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____________:

RESOLUTION NO. ____________

RESOLUTION APPROVING THE 5-YEAR CAPITAL IMPROVEMENT PLAN, GRANTING A TAX ABATEMENT, AND AUTHORIZING ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS, SERIES 2026A

BE IT RESOLVED by the City Council (the "Council") of the City of Thief River Falls, Minnesota (the "City"), as follows:

Section 1. Authorization and Recitals.

1.01. The City has published notice of its intent to hold a hearing on the adoption of its Five-Year Capital Improvement Plan (the "Plan") and the issuance of its general obligation capital improvement bonds (the "CIP Bonds") under Minnesota Statutes, Chapter 475, at least ten (10) but not more than twenty-eight (28) days prior to the date hereof, pursuant to and in accordance with Minnesota Statutes, Section 475.521 (the "CIP Act").

1.02. The City, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the "Abatement Act"), is authorized to grant an abatement of the property taxes imposed by the City on a parcel of property, if certain conditions are met, through the adoption of a resolution specifying the terms of the abatement, and the City has published notice of its intent to hold a hearing on the desirability of granting an abatement of property taxes (the "Abatement") on the property with parcel identification number RP25.08000630 (the "Property"), in connection with certain public improvements to the municipal liquor store (the "Abatement Project"), at least ten (10) but less than thirty (30) days prior to the date hereof, pursuant to and in accordance with the Abatement Act.

1.03. Pursuant to the CIP Act and Abatement Act, on the date hereof, this Council conducted public hearings on: (i) adoption of the Plan and the issuance of the CIP Bonds for the purpose of financing a portion of the capital improvements identified in the Plan (the "CIP Project"), and (ii) the Abatement.

1.04. Notices of the public hearings were duly published as required by law in the *[_________]*, the official newspaper of the City, on [_______], 2025, which date is at least ten (10) but no more than twenty-eight (28) days prior to the date hereof.

Section 2. CIP Findings and Approval.

2.01. In preparing the Plan, the Council has considered for the CIP Project and for the overall Plan:

(1) the condition of the City's existing infrastructure, including the projected need for repair or replacement;
(2) the likely demand for the improvement;
(3) the estimated cost of the improvement;
(4) the available public resources;
(5) the level of overlapping debt in the City;
(6) the relative benefits and costs of alternative uses of the funds;

(7) operating costs of the proposed improvements; and
(8) alternatives for providing services more efficiently through shared facilities with other counties or local government units.

2.02. The Council hereby adopts the Plan and authorizes the issuance of CIP Bonds for the purposes described herein in an amount not to exceed $105,000, contingent upon the satisfaction of the conditions described in the CIP Act.

Section 3. Abatement Findings and Approval. On the basis of the information compiled by the City and elicited at the public hearing for the Abatement, it is hereby found, determined and declared:

3.01. The Abatement Project is in the public interest because it will finance or provide public infrastructure.

3.02. The City expects that the benefits of the proposed Abatement are not less than the costs of the proposed Abatement. The public benefits that the City expects to result from the abatement are the provision and construction of public facilities.

3.03. The Property is not located in a tax increment financing district.

3.04. The granting of the proposed Abatement will not cause the aggregate amount of abatements granted by the City under the Abatement Act in any year to exceed the greater of (i) ten percent ($737,919.10) of the City's net tax capacity for the taxes payable year to which the abatement applies ($7,379,491), or (ii) $200,000.

3.05. It is in the best interests of the City to grant the Abatement authorized in this Resolution.

3.06. Under Section 469.1813, Subdivision 9 of the Abatement Act, it is not necessary for the City to obtain the consent of any owner of the Property to grant an abatement.

3.07. The Abatement is hereby granted in respect of property taxes levied by the City on the Property for seven (7) years. The Abatement will reduce all of the taxes for the Property, and the total amount of the Abatement is estimated to be not more than $34,000 annually.

3.08. The City shall retain the Abatement and apply it to payment of all or a portion of the costs of acquiring or constructing the Abatement Project or to the payment of bonds of the City issued to finance costs of acquiring or constructing the Project.

Section 4. Bond Authorization; Purpose. It is hereby determined to be in the best interests of the City to issue its General Obligation Bonds, Series 2026A, in the approximate principal amount of $310,000, as authorized pursuant to Minnesota Statutes, Sections 475.521 and 469.1812-1815 and Chapter 475, for the purpose of financing the CIP Projects, the Abatement Project, and funding costs of issuance of the Bonds.

Section 5. Term Sheet. Northland Securities, Inc., municipal advisor to the City, has presented to this Council a Term Sheet, which is hereby approved and which shall be placed on file by the City Administrator. Each and all of the provisions of the Term Sheet are hereby adopted as the preliminary terms and conditions of the Bonds and of the sale thereof, subject to adjustment.

Section 6. Award and Sale. The City Council shall meet at the times and place shown in the Term Sheet, or such other time and place as may be deemed appropriate, for the purpose of considering proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interest of the City.

Upon vote being taken thereon, the following members voted in favor thereof:

and the following members voted against the same:

whereupon the resolution was declared duly passed and adopted.

150 South Fifth Street
Suite 3300
Minneapolis, MN 55402

(800) 851-2920
(612) 851-5906
Fax (612) 851-5917

DATE: November 12, 2025

TO: Honorable Mike Lorenson, Mayor and Members of the City Council
Ms. Angie Philipp, Administrator
City of Thief River Falls

FROM: George Eilertson, Managing Director
Northland Securities

RE: Review of November 18th City Council meeting

The November 18th City Council meeting will have the following resolution for consideration by the City Council:

"Resolution approving the 5-Year Capital Improvement Plan, Granting a Tax Abatement, and Authorizing Issuance and Sale of General Obligation Bonds, Series 2026A"

A summary of the projects that are related to this agenda item follows.

1. General Obligation Capital Improvement Plan Bonds. This Bond will finance the replacement of the library roof. The bond is structured with a 7-year financing term and is prepayable (callable) on any date.

2. General Obligation Tax Abatement Bonds. This Bond will finance the replacement of the liquor store roof. The bond is structured with a 7-year financing term and is prepayable (callable) on any date.

A public hearing for each type of bond is required prior to the issuance of the bonds. The City will be combining the General Obligation Capital Improvement Plan Bonds and the General Obligation Tax Abatement Bonds into one combined issuance of General Obligation Bonds.

Northland Securities will be sending a term sheet and soliciting financing bids from the local banks. The size of the General Obligation Bonds is $310,000. The timeline for the issuance of the Bonds follows:

- December 30, 2025 – Financing bids due from the banks
- January 6, 2026 – City Council consider a resolution awarding the issuance of the Bonds
- February 4, 2026 – Closing date on the Bonds

Please let me know if you have any questions. Thank you.

City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

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email: @citytrf.net
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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approval of the TRF Police Department to accept the proposed Unmanned Arial System (UAS) Drone Policy

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee recommendations:

MOTION TO: Approval of TRF Police Department adopt the proposed Drone Policy.

BACKGROUND: By state law LE is required to have a drone policy. The Police Department has proposed a drone Policy that closely modeled after Crookston PD's Drone Policy. The Policy has been reviewed and approved by Hasse.

KEY ISSUES: This was discussed at the Public Safety Committee, and it was recommended to be brought to the Council for approval.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Mike Roff, Deputy Chief

ATTACHMENTS:

1.	UAS PD Policy

I. POLICY

The purpose of this policy is to establish guidelines for the Thief River Falls Police Department for the use of an unmanned aerial system (UAS). A UAS may be utilized to enhance the TRFPD's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in a manner consistent with local, state and federal laws and regulations, applicable case law, departmental policies, privacy rights, and Federal Aviation Administration (FAA) regulations.

II. DEFINITIONS

Unmanned Aerial System (UAS): An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled without the possibility of direct human intervention from within or on the UAS, and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means.
Visual Observer (VO): A person who assists the pilot to see and avoid other air traffic or objects aloft or on the ground.
UAS Remote Pilot in Command (RPIC): A person who is directly responsible for and is the final authority of the UAS. The pilot must ensure that the UAS operation complies with all applicable regulations.

Federal Aviation Administration (FAA): Rules prescribed by the Federal Aviation Administration governing all aviation activities in the United States. The use of UAS falls under Chapter 14 § 107.
Program Coordinator: A Thief River Falls Department staff member appointed by Chief of Police to be responsible for the management of the UAS program and to ensure that all applicable policies, local, state, federal, and FAA laws and regulations are followed.

III. PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and VO shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy.

IV. PROGRAM CORRDINATOR

The Chief of Police and/or their designee will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for department operations.

- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).

- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.

- Implementing a system for public notification of UAS deployment.

- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.

- Developing a protocol for fully documenting all missions.

- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.

- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.

- Facilitating law enforcement access to images and data captured by the UAS.

- Recommending program enhancements, particularly regarding safety and information security.

- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police and/or their designee.

- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.

- Developing protocols for reviewing and approving requests for use of the Thief River Falls Police Department UAS by government entities.

- Preparing and submitting the required annual report to the Commissioner of Public Safety.

- Posting the Department policies and procedures regarding the use of UAV on the department website, as applicable.

- Reviewing the program and UAS use for compliance with Minn. Stat. § 626.19.

V. USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations and MN State Statute.

Members shall not use a UAS without a search warrant, except:

- During or in the aftermath of an emergency situation or disaster that involves the risk of death or bodily harm to a person.

- Over a public event where there is a heightened risk to the safety of participants or bystanders.

- To counter the risk of a terrorist attack by a specific individual or organization if the agency determines that credible intelligence indicates a risk.

- To prevent the loss of life or property in natural or man-made disasters and to facilitate operation planning, rescue, and recovery operations.

- To conduct a threat assessment in anticipation of a specific event.

- To collect information from a public area if there is reasonable suspicion of criminal activity.

- To collect information for crash reconstruction purposes after a serious or deadly collision occurring on a public road.

- Over a public area for officer training or public relations purposes.

- For purposes unrelated to law enforcement at the request of a government entity, provided the request is in writing and specifies the reason for the request and a proposed period of use.

VI. DOCUMENTATION REQUIRED

Each use of a UAS should be properly documented by providing the following:

- A unique case or calls for service number.
- A factual basis for the use of a UAS.
- The applicable exception, unless a warrant was obtained.

VII. PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.

- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.

- To harass, intimidate, or discriminate against any individual or group.

- To conduct personal business of any type.

- The UAS shall not be weaponized.

VIII. ADDITIONAL PROHIBITIONS

Unless authorized by a warrant, a UAS shall not be deployed with facial recognition or biometric matching technology.

Unless authorized by a warrant or for purposes of a permitted use outlined in this policy, a UAS shall not be used to collect data on public protests or demonstrations.

IX. RETENTION OF UAS DATA

The Program Coordinator shall ensure that data collected by the UAS is disclosed or deleted as required by Minn. Stat. § 626.19, including the deletion of collected data as soon as possible, and in no event later than seven days after collection, unless the data is part of an active criminal investigation.

X. TRAINING

The Thief River Falls Police Department recognizes frequent training is critical for maintaining the proficiency of UAS pilots. All TRFPD pilots will receive basic certification training as determined by the Program Coordinator prior to assuming duties. TRFPD pilots will conduct a reasonable amount of in-service training, as determined by the Program Coordinator.

City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 11/18/2025

SUBJECT: Approval of the TRF Police Department to increase the rates of the Animal Pound and ATV permits.

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee recommendations:

MOTION TO: Approval of the TRF Police Department to increase the rates of the Animal Pound and ATV permits.

BACKGROUND: The TRF PD is currently charging pound fees at the following rate:

$20.00 for the first day
$7.50 each day after with a maximum of 10 days stay.

It was discussed and recommended that the rates increase to keep up with current inflation and care costs.
It was recommended by the committee to increase the rates to the following

$40.00 the first Day
$20.00 per day after that maxing out at 10 days.

It was also recommended to increase the current ATV permits from $10.00 for 3 years to $50 for 3 years.

The current rates have been in effect since 2015.

KEY ISSUES: This was discussed at the Public Safety Committee, and it was recommended to be brought to the Council for approval.

FINANCIAL CONSIDERATIONS: This would help cover the increased cost of animal care.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Mike Roff, Deputy Chief

ATTACHMENTS:
None

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approval of the TRF Police Department to accept an addendum to the SRT MOU with Pennington County and Marshall County, to allow Red Lake County to Join the NorthStar Special Response Team.

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee recommendations:

MOTION TO: Approval of TRF Police Department signing an addendum to include Red Lake County to the MOU with Pennington and Marshall Counties as members of the NorthStar SRT and Authorize Chief Adam and Mayor Lorenson to sign said memorandum.

BACKGROUND: The Police Department has a signed MOU in place with Pennington County and Marshall County. Red Lake County has expressed interest in becoming members of the NorthStar SRT team. As laid out in the original MOU any addition to the MOU would require an addendum. As before each participating agency is required to contribute $5000 toward training, equipment and costs associated with the team. Thief River Falls will be the fiscal host for that account.

KEY ISSUES: This was discussed at the Public Safety Committee, and it was recommended to be brought to the Council for approval.

FINANCIAL CONSIDERATIONS: This is a budgeted item for the TRF PD and RLC will be contributing to the $5000 to the SRT budget.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Mike Roff, Deputy Chief

ATTACHMENTS:

1.	RLC MOU Addendum

Emergency Response Mutual Aid Agreement
November 1, 2025 Addendum

WHEREAS, The City of Thief River Falls, the County of Pennington, and the County of Marshall entered into a mutual emergency response mutual aid agreement ("Agreement") pursuant to Minnesota Statute §471.59 on January 1, 2025, and

WHEREAS, the name of the special response team is NorthStar SRT, and

WHEREAS, Other law enforcement agencies from adjoining jurisdictions may become members of NorthStar SRT by unanimous agreement by all participating jurisdictions, and

WHEREAS, Red Lake County has expressed a desire to join NorthStar SRT, and

WHEREAS, All participating agencies of NorthStar SRT have agreed to allow Red Lake County to join NorthStar SRT.

NOW, WHEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. The Emergency Response Mutual Aid Agreement dated January 1, 2025 is hereby amended to include Red Lake County as a member of NorthStar SRT.

2. Red Lake County has reviewed the Agreement dated January 1, 2025 and is familiar with the terms and obligations of the Agreement.

3. By signing below, Red Lake County agrees to be bound by and comply with the terms of the Agreement.

4. By signing below, the participating agencies of NorthStar SRT agree to allow Red Lake County to join the NorthStar SRT.

5. The Agreement, except as modified and amended herein, is hereby reaffirmed.

City of Thief River Falls, Minnesota	Pennington County, Minnesota
______________________________	______________________________
Marissa Adam, Chief of Police County	Seth Vettleson, Sheriff Pennington
Date:_________________________	Date:_______________________

Marshall County, Minnesota

____
Jason Boman, Sheriff Marshall County

Date:________________________

Red Lake County, Minnesota

____
Mitch Bernstein, Sheriff Red Lake County

Date:___________________________

City of Thief River Falls

____
Mike Lorenson, Mayor of Thief River Falls, Minnesota

Date:________________________________

City of Thief River Falls

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Public Safety Aid Purchase

RECOMMENDATION: It is respectfully requested that the Concil consider the following recommendation:

MOTION TO: Approve spending approximately $3700 from the Public Safety Aid Grant money for the purchase of firefighter turnout gear (coat & pants).

BACKGROUND: It was agreed upon that $10,800 of the Public Safety Aid Grant funding would be allocated towards the purchase of firefighter turnout gear. To date $3743 of that allocation has been spent leaving a balance of $7057.

KEY ISSUES: To meet current NFPA standards for turnout gear, the fire department cycles turnout gear every ten years. In order to stay current, the fire department must purchase approximately three sets of turnout gear per year.

FINANCIAL CONSIDERATIONS: Public Safety Aid Grant

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier, Fire Chief

ATTACHMENTS:
None

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Microsoft Server 2025 License Upgrade Request

RECOMMENDATION: It is respectfully requested that the Council consider the following:

MOTION TO: Approve the acquisition of four Microsoft Server 2025 Licenses.

BACKGROUND: The primary justification for this acquisition is the imminent end of life for Microsoft Server 2016, scheduled for January 2027. Failure to upgrade would result in significant security vulnerabilities and operational inefficiencies, thereby necessitating the transition to Microsoft Server 2025.

KEY POINTS:

- The City currently has eight servers running on Microsoft Server 2016.
- Each Microsoft Server 2025 license will allow the upgrade of two servers.
- Microsoft Server 2016 will be retired in January 2027. If the upgrade is not performed, it will create significant security vulnerabilities and operational inefficiencies.
- Purchasing the licenses this year will help reduce the budget for 2026.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: $1266.48 per license $5,065.92 total to be purchased from Morris Electronics. Money will be used from the 2025 IT Budgets and Contracts.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, IT Coordinator

ATTACHMENTS:

1.	TRF Server Licenses Nov 2025 (004)

9 HIGHWAY 28 EAST MORRIS MN 56267

To: Joanne Olson
City of Thief River Falls
E-Mail: jolson@trfmn.gov
Phone: 218-681-2943
Cell:

Date
11/12/2025

QUOTE

From: Shawn Larsen
Phone: 320-208-1528
Cell: 320-287-0922
Fax: 320-589-3595
E-mail: shawn.larsen@morriselectronics.net

Qty	Part #	Description	per unit $	extended $
4	14392415	HPE Microsoft Windows Server 2025 - 16 Cores - Standard - ROK AMS SW	$ 1,266.48	$ 5,065.92
			Sub Total	**$ 5,065.92**
			Sales Tax	**EXEMPT**
			Total	**$ 5,065.92**

All prices and descriptions are subject to change without notice.

MORRIS ELECTRONICS INC.

9 HIGHWAY 28 EAST MORRIS MN 56267

To: Joanne Olson
City of Thief River Falls
E-Mail: jolson@trfmn.gov
Phone: 218-681-2943
Cell:

Date
11/12/2025

QUOTE

From: Shawn Larsen
Phone: 320-208-1528
Cell: 320-287-0922
Fax: 320-589-3595
E-mail: shawn.larsen@morriselectronics.net

Qty	Part #	Description	per unit $	extended $
30	479647	Microsoft Windows Server CAL - English - License/Software Assurance Pack - Open License Value Agreement - New License - 3 Year Acquired Year 1 - User CAL - 3 Year Agreement Paid Up Front	$ 96.43	$ 2,892.90
			Sub Total	**$ 2,892.90**
			Sales Tax	**EXEMPT**
			Total	**$ 2,892.90**

All prices and descriptions are subject to change without notice.

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approve Liquor License for Pizza Hut

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: to approve the liquor application submitted by Pizza Hut's new owner, Comes Investments, Inc (Joseph Comes).

BACKGROUND: Joseph Comes has purchased the Thief River Falls Pizza Hut, taking ownership 12/9/2025 and has submitted a 3.2 beer license application. The license will begin January 1, 2026 and will renew each year. The application includes Sunday sales. The current Pizza Hut does not serve alcohol.

KEY ISSUES: Certificate of insurance and workers comp documents will be submitted once the business sale has closed. Docs will be received before license period begins.

FINANCIAL CONSIDERATIONS: License costs is $250 for the year and has been paid.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Jennifer Myers, Deputy City CLerk

ATTACHMENTS:
None

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Contract with SOK Enterprises Tech Systems for Panic Alarm System Monitoring

RECOMMENDATION: It is respectfully requested that the Council consider the following recommendation:

MOTION TO: Approve the purchase of additional panic alarm buttons, the testing and network schematics of the system, and contract with SOK Enterprises Technology Systems to monitor our panic alarm system.

BACKGROUND: The City currently contracts with Electronics Plus for our equipment needs and monitoring of our panic alarm system at a cost of $300 per year. SOK Enterprises Technology Systems has quoted a price of $260 per year for the service and will provide testing and system schematics. SOK Enterprises Technology Systems is currently upgrading our Fire Alarm System and will monitor that, so this will provide for some synergy and improved customer service.

KEY ISSUES:
- There are several offices that currently do not have panic buttons.
- The current system was installed in 2016; there is a question of whether the current system uses a phone line, or our network system for connection to the monitoring center.
- It has been several years since any testing of the system has been done to ensure it still operates efficiently.

FINANCIAL CONSIDERATIONS: The cost of this work will come from the capital improvement budget.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/ Community Development Director

ATTACHMENTS:
None

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approve Visit Thief River Falls 2026 Budget as presented on November 4, 2025.

RECOMMENDATION: It is respectfully requested the council consider the following:

MOTION TO: to approve Visit Thief River Falls 2026 Budget as presented to Council on November 4, 2025.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	2026 VisitTRF Proposed Budget_10-8-25

2026 Visit Thief River Falls Proposed Budget

Line Item	2025 Revised Budget	2026 Proposed Budget
INCOME		
3901-Gross Lodging Tax	$135,000.00	$135,000.00
3903-Less 5% to City of Thief River Falls (Admin. Fee)	-$7,250.00	-$6,750.00
3904-MOT Partnerships (Explore MN2026 Recovery Marketing Grant - Image Portfolio)	$10,000.00	$3,500.00
4108-Interest Income	$0.00	$0.00
TOTAL INCOME	**$137,750.00**	**$131,750.00**
ADMINISTRATIVE EXPENSE		
5112-License/Fees	$25.00	$25.00
State of Minnesota Charitable Org. Registration		
5105-Labor	$39,612.00	$55,702.40
Executive Director's Salary		
5220-Professional Fees	$8,000.00	$9,000.00
Acounting & Legal Expenses		
5325-Insurance	$3,000.00	$3,000.00
Directors/Officers, Business Owners & Workman's Comp.		
6220-Dues and Subscriptions	$500.00	$250.00
Canva - $120		
6530-Miscellaneous	$200.00	$200.00
Retirement Gifts, Condolences Cards/Flowers		
6540-Office Expenses	$5,000.00	$5,000.00
Stamps.com Postage, Paper, File Folders,		
Water Cooler, Coffee, Copy Clicks, Checks, Storage Totes,		
Office Displays, Connecting Point Anti-Virus, Security & Data Backup		
6560-Payroll Expenses	$3,110.00	$4,518.23
Payroll Taxes		
6565-Employee Benefits	$0.00	$0.00
Simple IRA		
6670-Meeting Expense	$2,500.00	$2,500.00
CVB Meeting Lunches - (Average $255/month)		
6690-Rent	$8,100.00	$8,400.00

2026 Visit Thief River Falls Proposed Budget

Carnegie Office Rent (2020-$582.98. 2021-$600, 2022-$618, 2023-$637, 2024-$656)		
Paid to City of Thief River Falls		
6800-Office Equipment	$200.00	$200.00
Booth Backdrop, Table Cover ,		
Desk, Chair, File Cabinets, Tables, Computer, Storage Shelves		
6885-Communications	$2,500.00	$2,500.00
AT&T Cell Phone (reduced bill to around $125 per month) $1,500 yearly estimate		
Sjoberg's Internet $732.00 yearly estimate		
TOTAL ADMIN. EXPENSES	**$72,747.00**	**$91,295.63**
MARKETING EXPENSE		
7137-Print Marketing	$3,000.00	$5,500.00
2025-2026 Minnesota Vikings Team Yearbook Ad		
7136-Co-op Marketing	$3,000.00	$3,000.00
Pine to Prairie Birding Trail - $1,000		
MACVB - $450		
Advance Thief River - $300		
Hospitality MN - $345		
Chamber of Commerce - $193		
BikeTRF - $100		
Jefferson Hwy Association - $35		
7141-Promotional Marketing Materials	$3,500.00	$3,500.00
Welcome Thief River Falls Bags		
Various Promotional Marketing Materials		
7172-Social Media Marketing	$2,000.00	$0.00
7120-Website	$20,000.00	$1,500.00
Website Hosting & Content Manager Expense		
7123-Ad Development & Design	$500.00	$0.00
7135-Fam Tours/Travel Writers	$700.00	$0.00
7169-Radio Marketing	$0.00	$0.00
7170-Digital Marketing	$13,000.00	$15,000.00
MailChimp - $500		
Other Various Digital Marketing - $8,800.00		
Shrpa Creator Visits - $ 4,500		

2026 Visit Thief River Falls Proposed Budget

Explore Minnesota - $1,200		
7205-Event Marketing Sponsorship	$7,000.00	$7,000.00
Thunder on Hooves Bull Ride - $1,000		
Pennington County Fair - $1,000		
RiverFest - $1,000		
Nordic Fest - $1,000		
BikeTRF - $500		
New Events - $2,000		
7400-Thief River Falls Visitors Guide	$8,500.00	$9,000.00
Visitor Guide Publishing (Think Tourism USA) - $2,600		
Local VG Distribution (Prowler Tennis Team) - $250		
VG Storage (ODC) - $300		
VG Shipping (TICs & Ind. Requests) - $1,500		
Mall of America VG Distribution Program - $550		
MSP VG Distribution Program - $525		
Pioneer Radio State Fair Distribution Program - $250		
Visitor Guide Reprint (Quad Printing) - $5,800		
7406-Marketing Analysis / Training / Travel	$0.00	$0.00
7407-New Media Development	$8,000.00	$8,000.00
Purchased Photos & Videos for Marketing Usage		
TOTAL MARKETING EXPENSES	**$69,200.00**	**$52,500.00**
TOTAL EXPENSES	**$141,947.00**	**$143,795.63**
TOTAL INCOME	**$137,750.00**	**$131,750.00**
NET INCOME	**-$4,197.00**	**-$12,045.63**

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Request for Council Action

DATE: 11/18/2025

SUBJECT: Approve of 2026 City License Renewals

RECOMMENDATION: It is respectfully requested the Council consider:

MOTION TO: Approval of 2026 City License Renewals effective January 1, 2026 - December 31, 2026.

BACKGROUND: Annually, City License Renewal forms are distributed to current license/permit holders to be completed. Submission of City Application, State Renewal Forms, Background Check forms, Certificate of Insurance, MN Revenue form and appropriate feeds according to City Code are due to be considered for renewal.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: License fees are set by City Council and listed in City Code.

LEGAL CONSIDERATION: Contingent on all applications, background checks, fees and insurance being met.

DEPARTMENT/RESPONSIBLE PERSON: Jennifer Myers, Deputy City Clerk

ATTACHMENTS:

1.	2026 City License List

City of Thief River Falls

2026 Licenses

Tobacco $150

- JKC Corp (Station 59)
- Erl's Food Market, Inc
- Farmer's Union Oil Company
- Farmer's Union Oil Company – Hwy 59
- Hugo's #7 (Valley Markets Inc)
- Circle K/Holiday Stations
- King Tobacco Thief River Inc (King Tobacco Thief River Falls (TRF))
- TH Specialty Store Inc (King Tobacco Thief River 2 Pennington
- Northdale Oil – Pennington Main
- Northdale Oil – Pennington Square
- Wal-Mart Supercenter #3761
- Falls Liquor

Pawn Broker's $40

Northern Gun & Pawn

Junk Dealer's $45

Phillip's Iron & Metal, Inc.

Taxi $30 (for 1st vehicle) / $25 each add'l

Northland Taxi

Off-Sale 3.2 Beer $100

- JCK Corp (Station 59)
- Erl's Market, Inc (Erl's Market)
- Circle K/Holiday Stations
- Wal-Mart Supercenter #3761

Club On-Sale Liquor $500

- FOE Aarie 2368 (Eagles)
- VFW 2793 (VFW Post)

On-Sale 3.2 Beer $250

Line on 59
Pizza Hut

On-Sale Liquor $2,800

- La Fiesta, Inc (El Loro Mexican Grill
- American Legion Post 117, Inc
- SouthTown Lanes & Pizza Pub (South Town Lanes, Inc)
- Joseph Holtan (The Schoon Bar & Grill)
- ShowTime Enterprises LLC (The Piggy BBQ)
- The Hive Bar & Grill Inc. (The Hive Bar & Grill)
- Grzadzy's Inc. (Black Cat Sports Bar & Grill)
- Heidi Ortiz (Las Ranitas)
- 16 Penny Inc (Rusty Nail)
- Global Spectrum L.P. (Ralph Englestad Area)
- Mogan Hospitality Group Inc (Moe's Burgers and Brews)
- The Line on 59

Sunday On-Sale Liquor $200

- Grzadzy's Inc (Black Cat Sports Bar and Grill
- 16 Penny Inc (Rusty Nail)
- Heidi Ortiz (Las Ranitas)
- American Leion Post 117, Inc
- South Town Lanes & Pizza Pub (South Town Lanes, Inc)
- Joseph Holtan (The Schooner Bar & Grill)
- La Fiesta Inc (El Loro Mexican Grill)
- The Hive Bar & Grill
- FOE Aarie 2368 (Eagles)
- VFW 2793 (VFW Post)
- ShowTime Enterprises LLC (The Piggy BBQ)
- Mogan Hospitality Group Inc (Moe's Burgers and Brews)
- Global Spectrum L.P. (Ralph Engelstad Arena)

Small Brewer Off Sale $300
Small Brewer Off Sale $300
Taproom On Sale $400

Rivers and Rails Brewing Co LLC

10/31/2025

CITY OF THIEF RIVER FALLS
INVESTMENT SUMMARY

BANK/BROKER	TYPE AND DESCRIPTION OF SECURITY	PAR	MATURITY DATE	YIELD OR INTEREST RATE	CALL DATE	CURRENT MARKET VALUE
RBC						
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	$200,000	11-Feb-26	1.00%	**11-Aug-21**	$198,406.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	$246,000	30-Mar-26	2.85%	**01-Jul-22**	$248,970.00
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	$249,000	31-Mar-26	0.95%	**30-Jun-21**	$246,096.66
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	$245,000	16-Jun-26	0.85%	**16-Jul-21**	$240,646.35
Univest Ntl Bk Tr Souderton	Certificate of Deposit - Brokered	$183,000	17-May-27	4.50%	**16-May-23**	$185,276.52
Morgan Stanley Bk N A	Certificate of Deposit - Brokered	$245,000	08-Oct-27	3.65%	**08-Apr-26**	$244,840.75
CFG Cmnty Bk Lutherville MD	Certificate of Deposit - Brokered	$163,000	15-Aug-28	4.00%	**15-Sep-25**	$162,985.33
Truist Bk CD	Certificate of Deposit - Brokered	$163,000	29-Aug-28	4.00%	**28-Feb-26**	$163,014.67
Northwest Bk Boise Idaho	Certificate of Deposit - Brokered	$248,000	28-Mar-29	4.65%	**28-Apr-24**	$248,193.44
Bankwest Inc Pierre SD	Certificate of Deposit - Brokered	$248,000	12-Apr-29	4.65%	**12-May-24**	$254,591.84
Jonesboro St Bk Jonesboro LA	Certificate of Deposit - Brokered	$244,000	03-Oct-29	4.00%	**03-Nov-24**	$243,863.36
Federal Home Loan Bank	Certificate of Deposit - Brokered	$460,000	12-Feb-29	4.55%	**12-Aug-25**	$461,794.00
Medallion Bk Utah	Certificate of Deposit - Brokered	$183,000	17-Jun-30	4.00%	**16-Jul-25**	$184,969.08
Federal Home Loan Bank	Certificate of Deposit - Brokered	$525,000	30-Sep-31	1.50%	**30-Sep-31**	$493,652.25
Defiance Ohio City Sch Dist	Bond - Brokered	$550,000	01-Dec-28	0.00%	**01-Dec-28**	$484,693.00
Thief River Falls Minn Indpt	Bond - Brokered	$190,000	01-Feb-27	1.01%	**01-Feb-27**	$183,393.70
		RBC INVESTMENTS				$4,245,386.95
Border State Bank	Certificate of Deposit	$100,000	16-Dec-24	2.09%	**16-Dec-23**	$100,000.00
		BORDER STATE BANK INVESTMENTS				$100,000.00

4M Term Series, IL	Certificate of Deposit - Brokered	$500,000	14-Nov-25	4.330%	$500,000.00
Farmers Ins Group Federal CU, C	Certificate of Deposit - Brokered	$2,000,000	12-Jan-26	4.304%	$2,000,000.00
ServisFirst Bank, FL	Certificate of Deposit - Brokered	$240,000	26-Mar-26	4.133%	$240,000.00
USF Federal Credit Union, FL	Certificate of Deposit - Brokered	$240,000	26-Mar-26	4.130%	$240,000.00
Solera National Bank, CO	Certificate of Deposit - Brokered	$240,300	09-Apr-26	3.935%	$240,300.00
NorthEast Community Bank, NY	Certificate of Deposit - Brokered	$240,200	09-Apr-26	3.969%	$240,200.00
Cornerstone Bank, NE	Certificate of Deposit - Brokered	$240,300	01-May-26	4.024%	$240,300.00
Consumer Credit Union, IL	Certificate of Deposit - Brokered	$240,400	01-May-26	3.976%	$240,400.00
State Bank of Texas, TX	Certificate of Deposit - Brokered	$240,300	01-May-26	3.993%	$240,300.00
Oakwood Bank, WI	Certificate of Deposit - Brokered	$240,000	01-May-26	4.118%	$240,000.00
NexBank, TX	Certificate of Deposit - Brokered	$239,900	13-Jul-26	4.143%	$239,900.00
First National Bank, ME	Certificate of Deposit - Brokered	$235,900	21-Sep-26	4.009%	$235,900.00
GBank, NV	Certificate of Deposit - Brokered	$235,400	25-Sep-26	4.061%	$235,400.00
American Commercial Bank & Tru	Certificate of Deposit - Brokered	$231,700	25-Mar-27	3.893%	$231,700.00
Bank Hapoalim B.M., NY	Certificate of Deposit - Brokered	$231,600	25-Mar-27	3.900%	$231,600.00
KS StateBank, KS	Certificate of Deposit - Brokered	$221,500	27-Mar-28	4.258%	$221,500.00
Truxton Trust Company, TN	Certificate of Deposit - Brokered	$223,000	03-Apr-28	4.016%	$223,000.00
		4M INVESTMENTS			$6,040,500.00
		TOTAL CD INVESTMENTS			$10,385,886.95

MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund		4.150%	$3,669,112.21
RBC	US Govt Money Market Fund			$225.90
League of Minnesota Cities	4M Money Market Fund		4.067%	$6,560,713.00
League of Minnesota Cities	4M Plus Fund		4.093%	$29,990.92
League of Minnesota Cities	4M LTD Account			$8,439,606.50
		TOTAL MONEY MARKET SAVINGS		$18,699,648.53
		GRAND TOTAL	**10/31/2025**	$29,085,535.48