

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, February 1, 2022

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. 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.***
- 5. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 6. 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.***
- 7. 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.***
 - 7.1. Approval of January 18, 2022 Council Proceedings (page 3-10)
 - 7.2. City of Thief River Falls Bills and Disbursements (page 11-23)
 - 7.3. Correction - Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License (page 24-25)
 - 7.4. Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair (page 26-28)
- 8. NEW BUSINESS**
 - 8.1. Approval of the City of Thief River Falls 5-Year Financial Management Plan From

Northland Securities (page 29-143)

- 8.2. Call for Second Reading of Ordinance No. 114, 3rd Series of the City of Thief River Falls, Minnesota, to Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies. (page 144-146)
- 8.3. Approval of Ordinance No. 114, 3rd Series of the City of Thief River Falls, Minnesota, to Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies. (page 147)
- 8.4. Approve the Purchase of CivicOptimize for the City of Thief River Falls (page 148-165)
- 8.5. Approve City of Thief River Falls Fuel Supply and Oil Bids (page 166-167)
- 9. 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.***
- 10. UPCOMING MEETINGS**
 - 10.1. Utilities Committee - February 7th at 7:00 a.m.
 - 10.2. Public Safety/Liquor Committee - February 7th at 4:30 p.m.
 - 10.3. Administrative Services Committee - February 8th at 4:30 p.m. Room 201 City Hall
 - 10.4. Public Works Committee - February 9th at 4:30 p.m.
 - 10.5. City Council Meeting - February 15th at 5:30 p.m.
- 11. INFORMATIONAL ITEMS**
- 12. 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.



City of Thief River Falls

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

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Request for Council Action

DATE: 2/1/2022

SUBJECT: 7.1 Approval of January 18, 2022 Council Proceedings

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

MOTION TO: By the City Council, to approve January 18, 2022 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	01 18 22 City Council Minutes
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COUNCIL PROCEEDINGS

Tuesday, January 18, 2022

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on January 18, 2022. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

The following Councilmembers were present: Holmer, Howe, McCraw, Narverud, Aarestad and Lorenson. Absent were Prudhomme and Bolduc. Mayor Holmer chaired the meeting.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Curt Howe, to approve the agenda with the addition of 8.6.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 01.15.22: Approval of January 4, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 1-15-22, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve January 4, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.16.22: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 1-16-22, being seconded by Councilmember Steve Narverud that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$921,894.02. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.17.22: Approve Open Position of Billing Clerk Filling

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 1-17-22, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Michelle Paulson, has submitted her resignation effective December 31, 2021. To continue efficient operations of the Billing Office, the position needs to be filled.

WHEREAS, This is a budgeted position.

THEREFORE, BE IT RESOLVED Approval of Billing Clerk Position Job Description and Opening Position for Filling.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.18.22: Adopting 2022 Mileage and Meal Reimbursements

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 1-18-22, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Attached is the 2022 Government Services Administration meals reimbursement schedule for reimbursement for travel outside of Pennington County. Meals would be reimbursed at \$18.00 for Breakfast, \$20.00 for lunch and \$36.00 for dinner. No reimbursement on alcohol or tips. The City of Thief River Falls has in the past followed the federal reimbursement rate for mileage and in 2022 is .585 cents per mile.

THEREFORE, BE IT RESOLVED To adopt the Northern Minnesota (Duluth) meal reimbursement schedule and the 2022 federal mileage rate as on file in the City Administrator's Office.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.19.22: Approval of Temporary Intoxicating Liquor License to Chamber of Commerce During Riverfest

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 1-19-22, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The Thief River Falls Chamber of Commerce has applied for a temporary liquor license for Music Festival Riverfest to be held at Hartz Park.

WHEREAS, The license fee is \$35 per day.

THEREFORE, BE IT RESOLVED To Approve a Temporary Intoxicating Liquor License Effective August 5 – August 6, 2022 for Music Festival Riverfest.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.20.22: To Approve a Beer in the Park Permit Effective July 23, 2022 for a Wedding at Oakland Park (East and West) from 12:00 p.m. to 6:00 p.m.

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced

Resolution No. 1-20-22, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Dylan Bergerson has applied for a Beer in the Park Permit for a wedding at Oakland Park (East and West).

WHEREAS, The park has been reserved with the Parks and Recreation Department. No financial transactions may occur at this event for charging, directly or indirectly, for the sale of 3.2 malt liquor (i.e. admission, cover charge). The permit allows for the consumption of 3.2 malt liquor only. No strong beer, wine, or intoxicating liquor is allowed.

THEREFORE, BE IT RESOLVED To Approve a Beer in the Park Permit Effective July 23, 2022 for a Wedding at Oakland Park (East and West) from 12:00 p.m. to 6:00 p.m.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 01.21.22: Approval of Environmental Scanning Option 4 for our Strategic Plan from gCarveau & Associates

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 1-21-22, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, A RFP for Strategic Planning Services was prepared and approved in July of 2021. Proposals were accepted through September 3, 2021. A workgroup was created to review the proposals and discussed through the Committees. The workgroup then narrowed the selection to three proposals. The three proposals were then part of an additional interview with the workgroup. After discussion at the Administrative Services committee, the recommendation was made to go forward with gCariveau and Associates. The Strategic Plan will be completed in 2022.

The cost of the base plan is \$23,750 and will be spread over 2021-2023. The City will have options to choose from to complete the environmental scanning services, which will be an additional amount to the base.

WHEREAS, Environmental Scanning Option #4 - additional cost \$12,255 for the 1st half of Departments analyzed.

THEREFORE, BE IT RESOLVED Approval of Environmental Scanning Option 4.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.22.22: Call for Public Hearing on February 15, 2022 at 5:30 PM to discuss a Citizen's Participation Plan as part of the DEED Small Cities Development Program.

A Public Works Committee recommendation was presented. Following discussion, Councilmember Steve Narverud introduced Resolution No. 1-22-22, being seconded by

Councilmember Mike Lorenson, that:

WHEREAS, Minnesota Department of Employment and Economic Development (DEED) through their Small Cities program has grant funds available for housing rehabilitation for low to moderate income residents. The city entered into an agreement with the NW MN Multi-County HRA to prepare a preliminary and final grant application for this program as the City of Thief River Falls continues to have needs for improvements to existing housing.

WHEREAS, The proposed grant would be for renovations to multi-family rental units. The criteria for this grant would allow any location within the city limits. The proposed grant application would be for \$600,000 and fund approximately 40 units. The building owner would be responsible for 30% of the project cost and 20% in a low interest loan. The remaining 50% would be a grant. The eligible SCDP funds (loan and grant) for each unit would be \$12,500. The preliminary application was approved by DEED and final application is recommended.

WHEREAS, The costs associated with the application are \$5,000. The NW Minnesota Multi-County HRA has agreed to pay for 50% of the application fee. The total cost to the city for these services is \$2,500.

WHEREAS, A public hearing is required

THEREFORE, BE IT RESOLVED Call for Public Hearing on February 15, 2022 at 5:30 PM to discuss a Citizen's Participation Plan as part of the DEED Small Cities Development Program.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.23.22: 2022 Street & Utilities Improvements Feasibility Report

Following discussion, Councilmember Steve Narverud introduced Resolution No. 1-23-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, The items outlined in the feasibility report listed below are potential improvements based on items from the City's Capital Improvement Program, items requested by developers, homeowners, and other departments.

The 2022 Street and Utilities improvement plan for the city of Thief River Falls includes resurfacing of base and pavement on portions of State, Arnold, Duluth, and Knight Avenues located between 3rd Street and 9th Street. It would also include portions of resurfacing of pavement on streets located between the Avenues of resurfaced base and pavement.

WHEREAS, The City Council needs to call for a public hearing on any or all the items included in the feasibility report to proceed with the project. The public hearing is scheduled for February 15th at 5:30 P.M. in the City Council Chambers. All affected

residents will be mailed a notice of hearing, giving them an opportunity to attend and voice their opinion for or against the project. A hearing notice will also be published in the Times.

WHEREAS, Outlined in the feasibility report and financial summary.

WHEREAS, Minnesota Statute Chapter 429 requirements apply

THEREFORE, BE IT RESOLVED Approve Feasibility Report for the proposed 2022 Street & Utilities Improvements and call for a public hearing.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.24.22: West Water Tower Reconditioning

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 1-24-22, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The City of Thief River Falls has had the West Water Tower Reconditioning Project in the Capital Improvement Budget for a number of years. The interior epoxy coating has deteriorated to the point of needing replacement. The exterior is at the end of its expected 25 year span. The tower was last reconditioned in 1995.

WHEREAS, Water Tower coating projects are the most successful if completed in July/August in our climate for the ultimate quality during warm and long days. The project will protect the structure and ensure another 25 years of service.

WHEREAS, The proposal is for \$101,898.00 for the Engineering portion, and will be bonded for along with the painting and labor once the project is bid and the total is known. Bonding payments are built into the Water Utility rates per Northland Securities.

THEREFORE, BE IT RESOLVED Approve the proposal of KLM Engineering to provide Design, Construction Management and Warranty Inspection for the West 500,000 gallon Water Tower Reconditioning.

On vote being taken, the resolution was unanimously passed.

Call for First Reading of Ordinance No. 114 to Consider Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

Councilmember Jason Aarestad motion, being seconded by Councilmember Steve Narverud to call for First Reading of Ordinance No. 114 to Consider Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

The motion carried.

City Attorney Sparby read the proposed ordinance. No action was taken at this time and

this ordinance will again be presented at the next Council Meeting.

WHEREAS, Appendix K of the 2015 MN State Fire Code was adopted to the City Code in 2018 which prohibits open flames and fuel storage on balconies (see attached ordinance). The 2020 MN State Fire Code changed the designation of Appendix K to Appendix O. The Fire Department recommended adoption of Appendix O as a safety measure and the Public Safety/Liquor committee reviewed the ordinance and recommends its adoption to the City Council.

WHEREAS, The City Attorney drafted the proposed ordinance.

THEREFORE, BE IT RESOLVED Call for First Reading of Ordinance No. 114 to Consider Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies

RESOLUTION NO. 01.25.22: Approval to send Letter Regarding Red River Basin

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 1-25-22 , being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED Approve to send Letter Regarding Red River Basin to the U.S. Army Corps of Engineers.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

Mayor Brian Holmer and Water Superintendent Wayne Johnson gave highlights of Red River Basin Report.

UPCOMING MEETINGS

- Committee of Whole - January 26th at 5:30 p.m.
- City Council Meeting - February 1st at 5:30 p.m.
- Public Utilities Committee - February 7th at 7:00 a.m.
- Public Safety/Liquor Committee - February 7th at 4:30 p.m.
- Administrative Services Committee - February 8th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - February 9th at 4:30 p.m.

INFORMATIONAL ITEMS

- Investment Summary 12/2021
- Mayor Holmer reminded to keep sidewalks cleaned.
- Councilmember Steve Narverud mentioned there was no garbage pick up Monday due to Holiday.

ADJOURNMENT

There being no further discussion, Councilmember Curt Howe, being seconded by Councilmember Jason Aarestad to adjourn at 6:00 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: _____
Angela Philipp, City Administrator



City of Thief River Falls

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Request for Council Action

DATE: 2/1/2022

SUBJECT: 7.2 City of Thief River Falls Bills and Disbursements

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

MOTION TO: By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,260,319.71. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

1.	Expense Account Codes
2.	Summary of Disbursements
3.	Packet 215 01 18 22 Direct Payables
4.	Packet 222 01 25 22 Direct Payables

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

1/14/2022



Equal Opportunity Employer

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

FEBRUARY 1st, 2022

SUMMARY OF DISBURSEMENTS

1/18/2022	AP PKT #215 - DIRECT PAYABLES	\$1,047,524.88
1/25/2022	AP PKT #222 - DIRECT PAYABLES	\$212,794.83
GRAND TOTAL OF DISBURSEMENTS		\$1,260,319.71



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00215 - 01/18/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC PY	DEC 2021	12/31/2021	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20		8,811.87
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							8,811.87
Vendor: CORE-MARK MIDCONTINENT INC							
CORE-MARK MIDCONTINEN	8562999	01/05/2022	610-4810-62590	Misc. Mdse for Resale	TOBACCO PURCHASE		2,493.46
Vendor CORE-MARK MIDCONTINENT INC Total:							2,493.46
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	101186913.001	12/01/2021	680-4850-62220	Lift Station and Pond Maint	SURGE PROTECTION DEVICE		2,491.29
DAKOTA SUPPLY GROUP	101251796.003	11/29/2021	690-14100	Inventory - Materials	BREAKER PLUG - PIONEER V		86.65
DAKOTA SUPPLY GROUP	101251796.005	12/21/2021	690-4840-62990	Misc. Operating Expense	PANEL DOOR - PIONER VILL		15.54
DAKOTA SUPPLY GROUP	101368956.001	12/07/2021	690-4840-62400	Small Tools and Minor Equi	LOCKOUT / TAGOUT KIT		340.19
DAKOTA SUPPLY GROUP	101433557.001	12/07/2021	690-4840-62990	Misc. Operating Expense	TAPE - MARKING WHEEL		240.00
DAKOTA SUPPLY GROUP	101445007.001	12/09/2021	680-4850-62220	Lift Station and Pond Maint	SURGE PROTECTORS - LIFT S		844.69
DAKOTA SUPPLY GROUP	101452839.001	12/16/2021	680-4850-62220	Lift Station and Pond Maint	WIRE - LIFT STATIONS		1,689.38
DAKOTA SUPPLY GROUP	101454375.001	12/06/2021	690-14100	Inventory - Materials	PHOTO EYE CONTROL		37.88
DAKOTA SUPPLY GROUP	101470065.001	12/13/2021	690-14100	Inventory - Materials	CONDUIT		173.91
DAKOTA SUPPLY GROUP	101470189.001	12/13/2021	680-4850-62220	Lift Station and Pond Maint	WIRE - LIFT STATIONS		150.44
DAKOTA SUPPLY GROUP	101471053.001	12/10/2021	680-4850-62220	Lift Station and Pond Maint	RETURN CREDIT		-443.23
DAKOTA SUPPLY GROUP	101481948.001	12/15/2021	690-14100	Inventory - Materials	TRIPLEX WIRE		1,070.08
Vendor DAKOTA SUPPLY GROUP Total:							6,696.82
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGR	DEC 2021 ASHLEY	12/31/2021	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20		11.42
GLOBAL PAYMENTS INTEGR	DEC 2021 ASHLEY	12/31/2021	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20		516.35
GLOBAL PAYMENTS INTEGR	DEC 2021	12/31/2021	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20		3,007.06
Vendor GLOBAL PAYMENTS INTEGRATED Total:							3,534.83
Vendor: LINDE GAS & EQUIPMENT INC							
LINDE GAS & EQUIPMENT I	68140008	12/31/2021	690-4840-62990	Misc. Operating Expense	OXYGEN - WELDER		94.12
Vendor LINDE GAS & EQUIPMENT INC Total:							94.12
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROU	3985407723	12/30/2021	100-4220-63890	Utilities Expense	GAS METER READING - DEC		385.07
MINNESOTA ENERGY GROU	3985407723	12/30/2021	100-4550-63890	Utilities Expense	GAS METER READING - DEC		761.15
MINNESOTA ENERGY GROU	3985407723	12/30/2021	100-4560-63890	Utilities Expense	GAS METER READING - DEC		659.41
MINNESOTA ENERGY GROU	3985407723	12/30/2021	100-4570-63890	Utilities Expense	GAS METER READING - DEC		817.26
MINNESOTA ENERGY GROU	3985407723	12/30/2021	680-4830-63890	Utilities Expense	GAS METER READING - DEC		27.79
MINNESOTA ENERGY GROU	3985407723	12/30/2021	680-4830-63890	Utilities Expense	GAS METER READING - OCT		17.53
Vendor MINNESOTA ENERGY GROUP-00003 Total:							2,668.21

Council Approval Register

Packet: APPKT00215 - 01/18/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA ENERGY GROUP-00007							
MINNESOTA ENERGY GROU	DEC 2021	01/10/2022	100-4194-63890	Utilities Expense	GAS METER READING - DEC		97.18
Vendor MINNESOTA ENERGY GROUP-00007 Total:							97.18
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T	128249	01/07/2022	620-4850-62210	Equipment Maint & Repair	PLOW BOLTS / HEX NUTS -		51.00
NELSON EQUIPMENT OF T	128269	01/10/2022	100-4312-62240	Department Maint & Repair	HITCH PIN		36.45
Vendor NELSON EQUIPMENT OF T R F INC Total:							87.45
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO	DEC 2021	12/31/2021	690-4810-68400	Purchased Power	DE & ENERGY - DEC 2021		1,019,736.64
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,019,736.64
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6328872	12/30/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,404.00
Vendor PHILLIPS WINE & SPIRITS Total:							1,404.00
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I	DEC 2021	12/31/2021	680-4830-63890	Utilities Expense	ELECTRIC METER READING -		84.76
Vendor RED LAKE ELECTRIC COOP INC Total:							84.76
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF M	5080188	12/31/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		287.90
Vendor SOUTHERN GLAZERS OF MN Total:							287.90
Vendor: T D S METROCOM - MN							
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4150-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4194-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4210-63210	Communication Expense	SECURITY/PHONE LINES - JA		65.00
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4220-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4510-63210	Communication Expense	SECURITY/PHONE LINES - JA		46.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4670-64500	Senior Citizen Programs	SECURITY/PHONE LINES - JA		46.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	100-4670-64500	Senior Citizen Programs	SECURITY/PHONE LINES - JA		43.50
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	610-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	610-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	610-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		42.87
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	620-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		65.00
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	620-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		65.00
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	630-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		47.37
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	630-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		45.32
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	680-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		770.50
T D S METROCOM - MN	JAN/FEB 2022	01/13/2022	690-4830-63210	Communication Expense	SECURITY/PHONE LINES - JA		65.00
Vendor T D S METROCOM - MN Total:							1,517.65
Vendor: TRACTOR SUPPLY CREDIT PLAN							
TRACTOR SUPPLY CREDIT PL	DEC 2021	12/30/2021	230-4840-63150	Canine Unit Expense	DOG WASH		9.99
Vendor TRACTOR SUPPLY CREDIT PLAN Total:							9.99
Grand Total:							1,047,524.88

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,098.79
230 - TRF AREA K-9 FUND	9.99
610 - LIQUOR DISPENSARY	13,125.84
620 - WATER UTILITY FUND	181.00
630 - ARENAS - VENUWORKS	92.69
680 - WASTEWATER UTILITY FUND	5,633.15
690 - ELECTRIC UTILITY FUND	1,025,383.42
Grand Total:	1,047,524.88

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63210	Communication Expense	42.87
100-4194-63210	Communication Expense	42.87
100-4194-63890	Utilities Expense	97.18
100-4210-63210	Communication Expense	65.00
100-4220-63210	Communication Expense	42.87
100-4220-63890	Utilities Expense	385.07
100-4312-62240	Department Maint & Re	36.45
100-4510-63210	Communication Expense	46.87
100-4550-63890	Utilities Expense	761.15
100-4560-63890	Utilities Expense	659.41
100-4570-63890	Utilities Expense	817.26
100-4670-63060	Credit Card Fees	11.42
100-4670-64500	Senior Citizen Programs	90.37
230-4840-63150	Canine Unit Expense	9.99
610-4810-62510	Liquor for Resale	287.90
610-4810-62530	Wine for Resale	1,404.00
610-4810-62590	Misc. Mdse for Resale	2,493.46
610-4830-63210	Communication Expense	128.61
610-4890-63060	Credit Card Fees	8,811.87
620-4830-63210	Communication Expense	130.00
620-4850-62210	Equipment Maint & Rep	51.00
630-4830-63210	Communication Expense	92.69
680-4830-63210	Communication Expense	770.50
680-4830-63890	Utilities Expense	130.08
680-4850-62220	Lift Station and Pond Ma	4,732.57
690-14100	Inventory - Materials	1,368.52
690-4810-68400	Purchased Power	1,019,736.64
690-4830-63210	Communication Expense	65.00
690-4840-62400	Small Tools and Minor E	340.19
690-4840-62990	Misc. Operating Expense	349.66
690-4890-63060	Credit Card Fees	3,523.41

Account Summary

Account Number	Account Name	Expense Amount
690-4890-63060	Credit Card Fees	
	Grand Total:	1,047,524.88

Project Account Summary

Project Account Key	Expense Amount
None	1,047,524.88
Grand Total:	1,047,524.88



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00222 - 01/25/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES	13X6GVW7FCVT	01/14/2022	100-4110-62020	Computer Supplies	STYLUS PENS - IPADS		30.98
AMAZON CAPITAL SERVICES	16LG1KLQVHX	01/15/2022	100-4210-62010	Office Supplies	INK & CARTRIDGES / CD &		491.90
AMAZON CAPITAL SERVICES	16LG1KLQVHX	01/15/2022	100-4210-62990	Misc. Operating Expense	SANITIZER / NITRILE GLOVE		201.21
AMAZON CAPITAL SERVICES	19D9C9VLGGFC	01/14/2022	100-4110-62020	Computer Supplies	STYLUS PENS - IPADS		23.97
AMAZON CAPITAL SERVICES	1M7HVV73T6W9	01/15/2022	680-4840-62400	Small Tools and Minor Equi	3 TON FLOOR JACK		315.04
AMAZON CAPITAL SERVICES	1NXWVJ3DWLM	01/06/2022	690-4840-62990	Misc. Operating Expense	LETTER TRAY ORGANIZER - L		29.99
Vendor AMAZON CAPITAL SERVICES INC Total:							1,093.09
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPL	0104490100	12/28/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		135.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							135.00
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0093004300	12/28/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		8,414.49
Vendor BELLBOY CORP - LIQUOR Total:							8,414.49
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	342376760	12/28/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,014.10
BREAKTHRU BEVERAGE	342376761	12/28/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		500.61
BREAKTHRU BEVERAGE	342376762	12/28/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,138.45
Vendor BREAKTHRU BEVERAGE Total:							5,653.16
Vendor: CAPITAL ONE							
CAPITAL ONE	1639875638	01/19/2022	100-4194-62990	Misc. Operating Expense	PAPERTOWELS		30.04
CAPITAL ONE	1639875638	01/19/2022	100-4550-62990	Misc. Operating Expense	PAPERTOWELS / MISC SUPP		4.53
CAPITAL ONE	1639875638	01/19/2022	100-4560-62990	Misc. Operating Expense	PAPERTOWELS / MISC SUPP		4.53
Vendor CAPITAL ONE Total:							39.10
Vendor: DAVIDSON CONSTRUCTION INC							
DAVIDSON CONSTRUCTION	28470	12/31/2021	100-4312-63030	Contracts Expense	MOTOR GRADER RENTAL FE		6,490.00
Vendor DAVIDSON CONSTRUCTION INC Total:							6,490.00
Vendor: IHEARTMEDIA							
IHEARTMEDIA	3918199854	12/31/2021	610-4880-63490	Advertising	RADIO ADVERTISING - DEC		868.00
Vendor IHEARTMEDIA Total:							868.00
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	152146	11/30/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		383.28
JIM HIRT TRUCKING INC	152148	11/29/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		239.82
JIM HIRT TRUCKING INC	152161	11/30/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		85.38
JIM HIRT TRUCKING INC	152165	11/30/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		113.54

Council Approval Register

Packet: APPKT00222 - 01/25/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
JIM HIRT TRUCKING INC	152243	12/07/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		327.90
JIM HIRT TRUCKING INC	152252	12/06/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		1,087.50
JIM HIRT TRUCKING INC	152317	12/14/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		214.60
JIM HIRT TRUCKING INC	152321	12/14/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		85.38
JIM HIRT TRUCKING INC	152347	12/14/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		47.43
JIM HIRT TRUCKING INC	152376	12/15/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		685.22
JIM HIRT TRUCKING INC	152413	12/20/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		833.55
JIM HIRT TRUCKING INC	152464	12/27/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		290.06
JIM HIRT TRUCKING INC	152466	12/27/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		242.98
JIM HIRT TRUCKING INC	152479	12/28/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		85.38
JIM HIRT TRUCKING INC	152486	12/27/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		139.05
JIM HIRT TRUCKING INC	152515	12/28/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 20		139.18
Vendor JIM HIRT TRUCKING INC Total:							5,000.25
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU	1959282	12/22/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,700.00
JOHNSON BROTHERS LIQU	1960625	12/27/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		3,534.99
JOHNSON BROTHERS LIQU	1960626	12/27/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		48.00
JOHNSON BROTHERS LIQU	1973501	01/13/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,646.22
JOHNSON BROTHERS LIQU	1973502	01/13/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		3,680.97
Vendor JOHNSON BROTHERS LIQUOR Total:							11,610.18
Vendor: KINETIC LEASING INC							
KINETIC LEASING INC	262817	01/10/2022	100-4312-65400	Machinery & Equipment	2022 LEASE PAYMENT - 202		14,746.00
KINETIC LEASING INC	262817	01/10/2022	100-4315-65400	Machinery & Equipment	2022 LEASE PAYMENT - 202		14,746.00
Vendor KINETIC LEASING INC Total:							29,492.00
Vendor: LEIGHTON BROADCASTING							
LEIGHTON BROADCASTING	189461-1	12/31/2021	610-4880-63490	Advertising	RADIO ADVERTISING - DEC		2,130.00
LEIGHTON BROADCASTING	189469-1	12/31/2021	610-4880-63490	Advertising	RADIO ADVERTISING - DEC		1,608.00
Vendor LEIGHTON BROADCASTING Total:							3,738.00
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU	DEC 2021	01/17/2022	100-4312-63890	Utilities Expense	GAS METER READING - DEC		964.29
MINNESOTA ENERGY GROU	DEC 2021	01/17/2022	100-4315-63890	Utilities Expense	GAS METER READING - DEC		966.97
MINNESOTA ENERGY GROU	DEC 2021	01/17/2022	100-4510-63890	Utilities Expense	GAS METER READING - DEC		81.10
Vendor MINNESOTA ENERGY GROUP-00002 Total:							2,012.36
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDU	ALR0129436X	01/17/2022	100-4194-64370	Taxes and Licenses	2022 ELEVATOR OPERATORS		100.00
Vendor MN DPT OF LABOR & INDUSTRY Total:							100.00
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDU	4TH QTR 2021	12/31/2021	100-4240-64390	Building Permit Surcharge	4TH QTR 2021 BUILDING PE		656.16
Vendor MN DPT OF LABOR & INDUSTRY Total:							656.16
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL	DEC 2021 GEN	01/21/2022	100-20220	Sales Tax Payable	SALES TAX - DEC 2021		12.00

Council Approval Register

Packet: APPKT00222 - 01/25/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MN DPT OF REVENUE - SAL	DEC 2021 LQR	01/21/2022	610-20220	Sales Tax Payable	SALES TAX - DEC 2021		49,739.00
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-20220	Sales Tax Payable	SALES TAX - DEC 2021		9,829.43
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-4210-62120	Gas-Oil-Lube	USE TAX - DEC 2021		-2.93
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-4210-62210	Equipment Maint & Repair	USE TAX - DEC 2021		-44.50
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-4315-62210	Equipment Maint & Repair	USE TAX - DEC 2021		51.24
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-4315-62400	Small Tools and Minor Equi	USE TAX - DEC 2021		887.22
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	100-4510-62240	Department Maint & Repair	USE TAX - DEC 2021		-65.18
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	610-4840-62010	Office Supplies	USE TAX - DEC 2021		6.35
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	610-4840-62140	Off Sale Supplies	USE TAX - DEC 2021		75.19
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	610-4850-62210	Equipment Maint & Repair	USE TAX - DEC 2021		1.71
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	620-20220	Sales Tax Payable	SALES TAX - DEC 2021		2,830.41
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	620-4840-62010	Office Supplies	USE TAX - DEC 2021		-17.62
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-14100	Inventory - Materials	USE TAX - DEC 2021		872.62
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-20220	Sales Tax Payable	SALES TAX - DEC 2021		57,214.52
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4840-62010	Office Supplies	USE TAX - DEC 2021		3.58
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4840-62880	Personal Protective Equipm	USE TAX - DEC 2021		98.34
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4840-62990	Misc. Operating Expense	USE TAX - DEC 2021		17.57
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4850-62210	Equipment Maint & Repair	USE TAX - DEC 2021		120.03
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4850-62350	Power Plant/Dam Maint	USE TAX - DEC 2021		36.58
MN DPT OF REVENUE - SAL	DEC 2021	01/21/2022	690-4890-63030	Contracts Expense	USE TAX - DEC 2021		3.44
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							121,669.00
Vendor: PAYMENT SERVICE NETWORK INC							
PAYMENT SERVICE NETWO	250911	01/03/2022	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20		49.95
Vendor PAYMENT SERVICE NETWORK INC Total:							49.95
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF M	2161806	12/27/2021	610-4810-62530	Wine for Resale	LIQUOR PURCHASE		4,171.03
SOUTHERN GLAZERS OF M	2161806	12/27/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		2,764.00
SOUTHERN GLAZERS OF M	2161807	12/27/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,906.30
Vendor SOUTHERN GLAZERS OF MN Total:							11,841.33
Vendor: SUNNY HILL DISTRIBUTORS INC							
SUNNY HILL DISTRIBUTORS	1408356	01/20/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		219.76
SUNNY HILL DISTRIBUTORS	1408356	01/20/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		9.00
Vendor SUNNY HILL DISTRIBUTORS INC Total:							228.76
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	DEC 2021	12/31/2021	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS - 144		115.20
THIEF RIVER FALLS TIMES	DEC 2021	12/31/2021	610-4880-63490	Advertising	MARKETING		125.00
Vendor THIEF RIVER FALLS TIMES Total:							240.20
Vendor: TRF RADIO							
TRF RADIO	29782-1	12/31/2021	610-4880-63490	Advertising	RADIO ADVERTISING - DEC		550.00
Vendor TRF RADIO Total:							550.00

Council Approval Register

Packet: APPKT00222 - 01/25/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639	9896287263	01/01/2022	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGE		185.09
Vendor VERIZON WIRELESS #486397938 Total:							185.09
Vendor: VINOCOPIA INC							
VINOCOPIA INC	294803	12/28/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		976.00
VINOCOPIA INC	294806	12/28/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		112.71
VINOCOPIA INC	294806	12/28/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,520.00
VINOCOPIA INC	294806	12/28/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		120.00
Vendor VINOCOPIA INC Total:							2,728.71
Grand Total:							212,794.83

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	50,390.05
610 - LIQUOR DISPENSARY	100,830.33
620 - WATER UTILITY FUND	2,812.79
680 - WASTEWATER UTILITY FUND	315.04
690 - ELECTRIC UTILITY FUND	58,446.62
Grand Total:	212,794.83

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	9,841.43
100-4110-62020	Computer Supplies	54.95
100-4194-62990	Misc. Operating Expense	30.04
100-4194-64370	Taxes and Licenses	100.00
100-4210-62010	Office Supplies	491.90
100-4210-62120	Gas-Oil-Lube	-2.93
100-4210-62210	Equipment Maint & Rep	-44.50
100-4210-62290	Misc. Operating Expense	201.21
100-4210-63210	Communication Expense	185.09
100-4240-64390	Building Permit Surcharge	656.16
100-4312-63030	Contracts Expense	6,490.00
100-4312-63890	Utilities Expense	964.29
100-4312-65400	Machinery & Equipment	14,746.00
100-4315-62210	Equipment Maint & Rep	51.24
100-4315-62400	Small Tools and Minor E	887.22
100-4315-63890	Utilities Expense	966.97
100-4315-65400	Machinery & Equipment	14,746.00
100-4510-62240	Department Maint & Re	-65.18
100-4510-63890	Utilities Expense	81.10
100-4550-62990	Misc. Operating Expense	4.53
100-4560-62990	Misc. Operating Expense	4.53
610-20220	Sales Tax Payable	49,739.00
610-4810-62510	Liquor for Resale	22,137.93
610-4810-62530	Wine for Resale	17,661.09
610-4810-62540	Soft Drinks/Mix for Resal	803.61
610-4810-62590	Misc. Mdse for Resale	115.20
610-4810-62610	Freight In (Liquor)	5,009.25
610-4840-62010	Office Supplies	6.35
610-4840-62140	Off Sale Supplies	75.19
610-4850-62210	Equipment Maint & Rep	1.71
610-4880-63490	Advertising	5,281.00
620-20220	Sales Tax Payable	2,830.41
620-4840-62010	Office Supplies	-17.62

Account Summary

Account Number	Account Name	Expense Amount
680-4840-62400	Small Tools and Minor E	315.04
690-14100	Inventory - Materials	872.62
690-20220	Sales Tax Payable	57,214.52
690-4840-62010	Office Supplies	3.58
690-4840-62880	Personal Protective Equi	98.34
690-4840-62990	Misc. Operating Expense	47.56
690-4850-62210	Equipment Maint & Rep	120.03
690-4850-62350	Power Plant/Dam Maint	36.58
690-4890-63030	Contracts Expense	3.44
690-4890-63060	Credit Card Fees	49.95
Grand Total:		212,794.83

Project Account Summary

Project Account Key	Expense Amount
None	212,794.83
Grand Total:	212,794.83



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: 2/1/2022

SUBJECT: 7.3 Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

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

MOTION TO: By the City Council, to grant the Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, corrected dates of July 13 – 17, 2022 from noon to midnight at the Fairgrounds during the Pennington County Fair.

BACKGROUND: Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License was previously approved on December 7, 2021. The dates applied for July 15-19 should be effective July 13 – 17, 2022.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	Temp Liquor License for Pennington County Fair
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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>PENNINGTON COUNTY FAIR ASSOC, INC.</u>		Date organized <u>6-1-62</u>	Tax exempt number <u>41-0879455</u>
Address <u>PO BOX 637</u>		City <u>THIEF RIVER FALLS</u>	State <u>Minnesota</u>
Name of person making application <u>RAY SAFRANSKI - TREASURER</u>		Business phone <u>218-681-4287</u>	Home phone <u></u>
Date(s) of event <u>JULY 15TH + THROUGH JULY 19TH</u>		Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit	
Organization officer's name <u>CURT HOWE</u>	City <u>THIEF RIVER FALLS</u>	State <u>Minnesota</u>	Zip Code <u>56701</u>
Organization officer's name <u>RAY SAFRANSKI</u>	City <u>THIEF RIVER FALLS</u>	State <u>Minnesota</u>	Zip Code <u>56701</u>
Organization officer's name <u>MIRANDA CARLSON</u>	City <u>GOODRIDGE</u>	State <u>Minnesota</u>	Zip Code <u>56725</u>
Organization officer's name <u>FLOYD ERIKSON</u>	City <u>THIEF RIVER FALLS</u>	State <u>Minnesota</u>	Zip Code <u>56701</u>

Location where permit will be used. If an outdoor area, describe.

PENNINGTON COUNTY FAIR GROUNDS

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

NORTH RISK PARTNERS - WEST BOND MUTUAL INSURANCE COMPANY
\$ 1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



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: 2/1/2022

SUBJECT: 7.4 Parade Application to Pennington County Fair Association during the Pennington County Fair

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

MOTION TO: Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair on July 13, 2022 from 7 - 9:00 p.m.

BACKGROUND: The Pennington County Fair Association has applied for a Parade Application Permit. The route would remain the same as in prior years unless construction causes a route change. If this was to occur, the Pennington County Fair Association would work with the City and Law Enforcement to find a suitable alternative.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	2022 Pennington County Fair Parade Application
----	--



CITY OF THIEF RIVER FALLS

PARADE APPLICATION

City Code Section 92.090 – 92.095

- ***Application must be returned to the City Administrator 30 days prior to the date of the proposed parade.
- ***Applicant must provide a Certificate of Insurance naming the City as an additional insured.
- ***Payment of \$20.00 must be paid prior to parade.
- ***If a State Highway is crossed during the parade, a permit application must be completed and sent to the Minnesota Department of Transportation for their approval prior to the parade.

SPONSORING ORGANIZATION: Pennington County Fair Association, Inc.

CONTACT PERSON: Ray Safranski

ADDRESS: PO Box 637, Thief River Falls, MN 56701

PHONE: 218-681-4287

DATE OF PARADE: Wednesday July 13 2022

HOURS: 7:00 pm to 9:00 pm

DETAILED ROUTE: Same Route as Prior Years unless construction causes

us to move the route. If that happens we will work with the City and Law enforcement
to find a suitable alternative.

In accordance with City Code, candy and other items shall not be distributed from floats, vehicles, or other objects taking part in the parade. Candy and other items may be distributed by individuals walking along the parade route, near the street curb and away from that part of the street over which the parade is traveling.

Applicant understands that all information contained on this application is public data according to Chapter 13 of the Minnesota State Statute. Failure to provide the requested information may result in the application being denied.

FOR OFFICIAL USE ONLY

DATE APPLICATION RECEIVED

APPROVED BY CHIEF OF POLICE

NO

DATE



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

Receipt Number: R00044961
Cashier Name: AH
Terminal Number: 1
Receipt Date: 1/18/2022 11:09:46 AM

Pennington County Fair Association

Trans Code: MISC - MISCELLANEOUS RECEIPT		Name: Pennington County Fair Association		\$20.00
Product: Admin Parade Permit		Units: 0.00	Amount: 20.00	
Pennington County Fair Association 20.00				
45 20.00				
100-4670-53226 -20.00				
Total Balance Due:				\$20.00
Payment Method: Check Bord		Payor: Pennington County Fair Ass		Reference: 2154
		Amount: \$20.00		
Total Payment Received:				\$20.00
Change:				\$0.00



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: 2/1/2022

SUBJECT: 8.1 Approval of the City of Thief River Falls 5-Year Financial Management Plan From Northland Securities

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

MOTION TO: By the City Council, to accept the Administrative Services Committee recommendation to approve the City of Thief River Falls 5-year Financial Management plan for use as planning tool for user tax levies and charges and rates for the utility and general funds.

BACKGROUND: Northland Securities, Inc. was contracted by the city to provide expertise in developing a financial management tool for estimating the impact of specific projects and policy decisions on the city finances, especially future utility and tax rates. The city's Committee of Whole meeting on January 26, 2022 received a summary of the plan and staff has the ability to go forward to revise the plan based upon changed circumstances.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	DRAFT TRF 2021 Financial Management Plan 6DEC21
----	---



City of Thief River Falls, Minnesota Long-Term Financial Management Plan For the Governmental Funds and Enterprise Funds

Draft as of December 6, 2021



Northland Securities, Inc.
150 South Fifth Street, Suite 3300
Minneapolis, MN 55402
(800) 851-2920
Member FINRA and SIPC
Registered with SEC and MSRB

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December 6, 2021

Angela Philipp
City Administrator
City of Thief River Falls
405 3rd St. E.
Thief River Falls, MN 56701

RE: 2020 Financial Management Plan

Dear Angela:

Northland Securities is pleased to present the City of Thief River Falls with this Long-Term Financial Management Plan (the "Plan"). Northland has completed a study of the City's historical and planned revenues and expenses for the Governmental Funds and the Enterprise Funds. Financial plans for each of the various funds have been prepared and are included in the Plan.

We appreciate the opportunity to work with the City on its financial management planning.

Sincerely,

NORTHLAND SECURITIES, INC.

A handwritten signature in black ink, appearing to read "Tammy Omdal", written in a cursive style.

Tammy Omdal
Managing Director

150 South Fifth Street, Suite 3300, Minneapolis, MN 55402
Main: (612) 851-5900 / Direct: (612) 851-4964 / Email: tomdal@northlandsecurities.com
Member FINRA and SIPC | Registered with SEC and MSRB

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INTRODUCTION AND SUMMARY

The Long-Term Financial Management Plan for the Governmental Funds and Enterprise Funds (the “Plan”) is intended to serve as a guide for on-going financial management for the City of Thief River Falls (the “City”).

The Plan contains proposed strategies and key factors and objectives to monitor with respect to the financial performance of the City’s Governmental Funds and Utility Enterprise Funds (together, the “Funds”).

General information on projected property tax levy and fees and charges needed to fund planned city services, capital improvements, and debt service are included.

The objectives of the study for the Plan were as follows:

- **Revenue Sufficiency** - Develop and populate a forecasting model to determine the level of revenue needed to satisfy general government and enterprise operations and services, capital improvements, and debt service while maintaining adequate reserves for future services and capital needs of the City.
- **Levy and Rate Calculations** - Model projected future City tax levies and tax rates, and proposed City rates for the municipal operated utility enterprise funds (the “Utilities”).

The Plan includes planned future capital improvements for years 2022-2030 (the “CIP”). Estimates were made by the City for capital improvement project costs and the timing of projects.

While the specific timing of future improvements is uncertain, awareness of the projects and the funding required for each project are important when considering tax levy, rates for fees and charges, and level of reserves.

Future development and redevelopment in the City and changes in taxpayers and utility customers is one of the many variables for the Plan and the projections within. The City should continue to monitor actual development that occurs against the anticipated rate of development assumed in the Plan and adjust assumptions as needed. Future development will impact the projected revenues included in the Plan. Information on projected housing units and commercial-industrial square footage is included in the Plan.

Revenue Sufficiency

The Study evaluated the sufficiency of revenues to meet current and projected financial requirements for the Funds over the next ten years. The Plan determines the tax levy and other rates necessary in each year of the projection period to provide revenue sufficiency.

Standard & Poor’s Rating Service (S&P) assigned its ‘AA-’ long-term rating to the City’s outstanding general obligation debt (August 4, 2020). The City issued general obligation debt in 2020. The rating agency recognized the City’s credit strength and strong financial operations resulting in strong reserves and budget flexibility. The City’s bond rating is mentioned here because the maintenance and continued relative growth of reserves through revenue sufficiency is an important credit factor for the City’s credit rating going forward.

The City should continue to actively manage its funds to achieve its policy goals and to maintain sufficient balances within the Funds to meet City needs, including the need for reserves.

Fund Balance Policy for General Fund

The City has an adopted policy “to strive to maintain a minimum unassigned general fund balance of 35% of the annual

budget”. The fund balance policy helps to ensure the City has sufficient cash on hand between distribution of property taxes which occurs twice a year.

Enterprise Funds Cash Position and Net Position

For purposes of the Plan, the revenue objectives for the Enterprise Funds focused on providing revenue sufficient to achieve an ending cash balance that will cover the following purposes:

- Three-months of operating expense
- Following year debt service payments
- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The tables and charts that follow in the Introduction and Summary section provide a summary of key financial information for the City Funds.

For the Utilities and the Liquor Enterprise Fund, the funding of depreciation, or setting aside of funds to replace depreciated infrastructure, is an important element for establishment of revenue sufficiency.

The Study focused on the City’s asset management practices to maintain and expand infrastructure at future estimated costs, as provided in the CIP.

Rather than focus on “funding depreciation” we find that it is better to gain a strong understanding of the expected future costs and, maybe more importantly, their timing and the plan for replacement of infrastructure and facilities. Utilizing a planned schedule for capital improvements and the incorporation of that plan into the Study achieves this goal. Capital improvement plans combined with financial man-

agement targets are critical elements that allows for the setting of rates that meet City goals.

Financial management targets begin with criteria for evaluating overall financial condition. For instance, do projections show sufficient revenues to cover planned operating and capital improvement expenses? The Utilities must do better than break even, but by how much?

The Plan helps to answer these questions by allocating projected year-end cash balance for the Utilities to defined purposes.

The Plan provides a second criterion to evaluate revenue sufficiency for the Utilities in addition to the cash objectives. The second criteria is an objective for ending unrestricted net position as a percent of expense. The Plan sets a target (a floor) to maintain an unrestricted net position for the Utilities no lower than 50% of the subsequent year’s estimated expenses.

Since the majority of revenue in the Utilities comes from user charges, maintaining an unrestricted net position that is equal to at least 50% of expenses will help to ensure that sufficient resources are available to fund basic functions between receipts of user charges.

Levy and Rate Calculations

The Study focused on projecting annual tax levy and the resulting tax rates for the City and reviewing the rates for the fees and charges of the Utilities.

The City budget process focuses on the City tax levy necessary to fund city services. The City tax rate is a factor of the annual tax levy certified by the City spread over the net tax capacity (valuation) of the City. The Assessor is responsible for certification of taxable market value and calculation of tax capacity for property within the City.

City Tax Rate

Future tax levy increases will be necessary to fund planned expenditures and to maintain adequate cash balances across the Funds.

A summary of projected annual City tax levy and tax rates are shown in Figure 1. The tax levy and tax rates are estimated based on assumptions in the Plan and actual amounts will vary from the projections shown in Figure 1.

Figure 1.

Tax Year	Tax Levy in Millions \$	% Change in Tax Levy	Tax Rate	% Change in Tax Rate
2020	2.59	0.0%	0.4909	0.0%
2021	2.80	8.0%	0.5285	7.7%
2022	2.88	3.1%	0.5176	-2.1%
2023	3.04	5.5%	0.5160	-0.3%
2024	3.33	9.6%	0.5527	7.1%
2025	3.52	5.5%	0.5520	-0.1%
2026	3.95	12.2%	0.6054	9.7%
2027	4.17	5.7%	0.6064	0.2%
2028	4.15	-0.4%	0.5905	-2.6%
2029	4.37	5.1%	0.5555	-5.9%
2030	4.49	3.0%	0.5561	0.1%

*Tax rate reductions in future years reflect impact of decertification of TIF Districts, among other changes.

To calculate tax rates, certain assumptions were made with respect to growth in taxable market value of property in the City. The key assumptions used for the Study that impact

future tax levy and tax rates include the following:

- General fund tax levy is assumed to increase at amounts needed to support planned spending in the General Fund. Details on the specific items are included in the Finance Plan section for the General Fund.
- General fund non-tax revenue is estimated to increase by 1.0% with the exception for Local Government Aid, which is assumed to remain constant at 2021 level. There are no major changes assumed for other non-tax revenue, including for Municipal State Aid funds, or other intergovernmental revenues.
- Non-personnel costs for materials and supplies, and other operating costs, including professional services, are estimated to increase by 2.0% annually.
- Personnel costs are estimated to increase by 3.0% annually:
- Taxable market value of property in the City is projected to increase by an annual average of 3.9%, inclusive of projected growth in valuation from new development.
- Residential (single-family) growth is assumed at 10 new housing units annually between 2022-2029. For purposes of estimating the market value of property, the average home price is \$200,000.
- Multi-family (apartment) growth is assumed at 90 new housing units added every other year between 2022-2030. The average price per unit is estimated at \$175,000 with 1.0% valuation adjustment annually.
- Commercial-industrial valuation growth is not assumed for purposes of the Plan.
- Tax Increment Financing (TIF) District are estimated to be decertified as follows: TIF 1-3 in 2026; TIF 1-13 in

2028; and TIF 1-4 in 2029. The City's total net tax capacity will increase by approximately \$500,000 over the next decade as a result of TIF decertification.

- Bond issuance is assumed to finance street improvements in order to manage the total City tax levy and cash balances in the capital projects funds and the enterprise funds.
- Debt service is planned to be paid from tax levy, special assessments, and revenue from the utility funds, depending on the purpose of the issuance.

The tables and graphics that follow provide historical and projected tax levy and tax rates along with tax capacity (valuation). A breakdown of the debt service tax levy by bond series is provided in an Appendix.

Utility Rates

The City uses a two-part rate structure for charging fees for water, wastewater (sanitary) sewer, and electricity services, comprised of both fixed and variable charges. The City charges a fixed rate per residential equivalent unit for storm water services.

A two-part rate structure for utility services is recommended by generally accepted practices and is a practice followed by most cities within Minnesota. This structure recovers a portion of system costs in a fixed charge, recognizing that the utility services have certain fixed costs that are incurred year-round. These fixed costs are incurred regardless of the level of water usage or kilowatt hours of electricity, for example.

The City contracted with Dave Berg Consulting, LLC to complete a study of the rates for the Electric Fund, "Electric Cost of Service and Rate Study", final report dated November 4, 2021. The report states that the recommended rate

adjustments have been made based on overall revenue and cash reserve needs of the utility and the results of a cost-of-service analysis. Annual rate increases effective each year 2022-2025 have been recommended. The proposed increases are 1.5% each year. These increases have been recommended primarily to enhance the electric utility's financial security through increasing of available cash reserves.

The Plan reflects the recommendations from the Dave Berg study for the Electric Fund. The Plan does not include any changes to the structure the City is using for billing utility services. The Plan does anticipate that the City will adopt average annual rate increases of approximately 1.5-2.5%. With adoption of the planned rate increases, the revenues within the Utilities are projected to be sufficient to meet all current and future obligations of the Funds.

Study Approach

The following steps were taken as part of the Study:

- The City provided information on customer activity, including data on historical customer billings and significant industrial users billing data.
- The City provided historical financial data along with current budget plans and capital improvement plans.
- The City provided the assumptions for future housing units and commercial-industrial buildings projected to be constructed and connected to the Utilities.
- Information provided by the City was organized, analyzed, and used to support the development of the Plan.
- The 2019 and 2020 financial data in the Plan is reconciled with the audited financial statements.
- City staff offered input and feedback on the assumptions, different options for levy and rates, and desired outcomes for the Plan.

Organization of Plan

The Plan is organized into seven sections:

1. Introduction and Summary provides information on the Study approach, revenue sufficiency, and tax levy and rate calculations.
2. Background provides historical and statistical context for the City including the municipal utilities and liquor enterprise operated by the City.
3. CIP and Debt provides information on the City's plans for capital improvements. This includes estimates on project costs, timing, and sources of funds. The time horizon for the capital plan is years 2022-2030. Information on outstanding debt obligation of the City and debt service is included in this section.
4. Finance Plans provides the finance plans (pro forma) for all City Funds. The finance plans include historical, current, and projected revenues and expenses and estimated ending cash balances, along with other balance sheet estimates. Finance plans consider capital improvement plans, both existing and planned debt issuance, and projected property tax revenue and proposed rates for charges for services and sales for the Utilities, among other sources and uses of funds.
5. Appendices provides additional data.

Introduction and Summary

Table 1

CITY OF Thief River Falls

PROPERTY TAX LEVY, TAX CAPACITY, AND TAX RATE

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
TAX LEVY											
General Fund	1,722,498	1,975,689	1,975,689	1,964,598	2,188,206	2,333,299	2,481,574	2,633,074	2,787,868	2,946,024	3,107,610
Debt Service Funds	866,278	820,169	905,723	1,076,434	1,145,023	1,182,443	1,463,863	1,536,972	1,366,349	1,419,732	1,387,056
Total Levy	2,588,776	2,795,858	2,881,412	3,041,032	3,333,230	3,515,743	3,945,437	4,170,046	4,154,217	4,365,756	4,494,666
Annual % Change		8.00%	3.06%	5.54%	9.61%	5.48%	12.22%	5.69%	-0.38%	5.09%	2.95%
Fiscal Disparities Distribution	-	-	-	-	-	-	-	-	-	-	-
Tax Levy	2,588,776	2,795,858	2,881,412	3,041,032	3,333,230	3,515,743	3,945,437	4,170,046	4,154,217	4,365,756	4,494,666
Annual % Change	0.0%	8.0%	3.1%	5.5%	9.6%	5.5%	12.2%	5.7%	-0.4%	5.1%	3.0%
TAX CAPACITY											
Tax Capacity before New Construction	5,527,083	5,996,336	6,296,153	6,434,982	6,783,377	6,938,380	7,299,767	7,466,032	7,840,954	8,019,016	8,408,037
Tax Capacity from New Construction	-	-	12,653	215,387	18,957	218,254	19,873	221,177	20,826	224,158	21,818
Total Tax Capacity	5,527,083	5,996,336	6,308,806	6,650,369	6,802,333	7,156,634	7,319,640	7,687,210	7,861,780	8,243,174	8,429,855
Less TIF Captured Tax Capacity	253,902	706,559	741,887	756,725	771,859	787,296	803,042	810,404	826,612	384,144	347,718
Net Tax Capacity (NTC)	5,273,181	5,289,777	5,566,919	5,893,644	6,030,474	6,369,338	6,516,597	6,876,806	7,035,169	7,859,030	8,082,137
Annual % Change		0.31%	5.24%	5.87%	2.32%	5.62%	2.31%	5.53%	2.30%	11.71%	2.84%
TAX CAPACITY TAX RATE											
	49.093%	52.854%	51.760%	51.598%	55.273%	55.198%	60.544%	60.639%	59.049%	55.551%	55.612%
Annual % Change	0.0%	7.7%	-2.1%	-0.3%	7.1%	-0.1%	9.7%	0.2%	-2.6%	-5.9%	0.1%

Table 1a
Projected City Taxes Payable by Property

City of Thief River Falls

City Property Taxes Payable by Example Properties

		2022	2023	2024	2025	2026	2027	2028	2029	2030
Valuation	Residential	\$150,000	\$156,000	\$160,680	\$165,500	\$168,810	\$172,187	\$175,630	\$179,143	\$182,726
	Residential	\$200,000	\$208,000	\$214,240	\$220,667	\$225,081	\$229,582	\$234,174	\$238,857	\$243,634
	Residential	\$250,000	\$260,000	\$267,800	\$275,834	\$281,351	\$286,978	\$292,717	\$298,572	\$304,543
	Residential	\$300,000	\$312,000	\$321,360	\$331,001	\$337,621	\$344,373	\$351,261	\$358,286	\$365,452
	Commercial	\$1,000,000	\$1,040,000	\$1,071,200	\$1,103,336	\$1,125,403	\$1,147,911	\$1,170,869	\$1,194,286	\$1,218,172
Tax Capacity Taxes	Residential \$150,000	\$654	\$685	\$762	\$790	\$889	\$912	\$911	\$878	\$901
	Residential \$200,000	\$936	\$978	\$1,085	\$1,122	\$1,260	\$1,292	\$1,287	\$1,239	\$1,270
	Residential \$250,000	\$1,218	\$1,270	\$1,408	\$1,454	\$1,631	\$1,671	\$1,664	\$1,601	\$1,639
	Residential \$300,000	\$1,500	\$1,563	\$1,730	\$1,786	\$2,003	\$2,050	\$2,041	\$1,963	\$2,008
	Commercial \$1,000,000	\$10,352	\$10,732	\$11,842	\$12,180	\$13,627	\$13,922	\$13,828	\$13,269	\$13,549
Annual % Change in Total Taxes	Residential \$150,000	-2.1%	4.9%	11.2%	3.7%	12.5%	2.7%	-0.2%	-3.6%	2.6%
	Residential \$200,000	-2.1%	4.5%	11.0%	3.4%	12.3%	2.5%	-0.3%	-3.7%	2.4%
	Residential \$250,000	-2.1%	4.3%	10.8%	3.3%	12.2%	2.4%	-0.4%	-3.8%	2.4%
	Residential \$300,000	-2.1%	4.2%	10.7%	3.2%	12.1%	2.4%	-0.5%	-3.8%	2.3%
	Commercial \$1,000,000	-2.1%	3.7%	10.3%	2.9%	11.9%	2.2%	-0.7%	-4.0%	2.1%
Annual \$ Change in Total Taxes	Residential \$150,000	(14)	32	77	28	98	24	(2)	(33)	23
	Residential \$200,000	(20)	42	107	37	138	32	(4)	(48)	30
	Residential \$250,000	(26)	52	137	46	177	40	(7)	(63)	38
	Residential \$300,000	(32)	63	168	56	217	48	(9)	(78)	46
	Commercial \$1,000,000	(219)	381	1,109	339	1,447	294	(94)	(559)	280

Introduction and Summary

Projected future growth from development and decertification of tax increment financing districts are projected to result in an increase in the City's net tax capacity (valuation) over time resulting in additional tax base which the City's tax levy will be spread. The City's tax rate is calculated based on the City's total tax levy divided by the City's net tax capacity.

Chart 1
Tax Levy and Tax Rate
City tax levy is projected to increase to fund estimated future operation costs and debt service on planned capital improvements

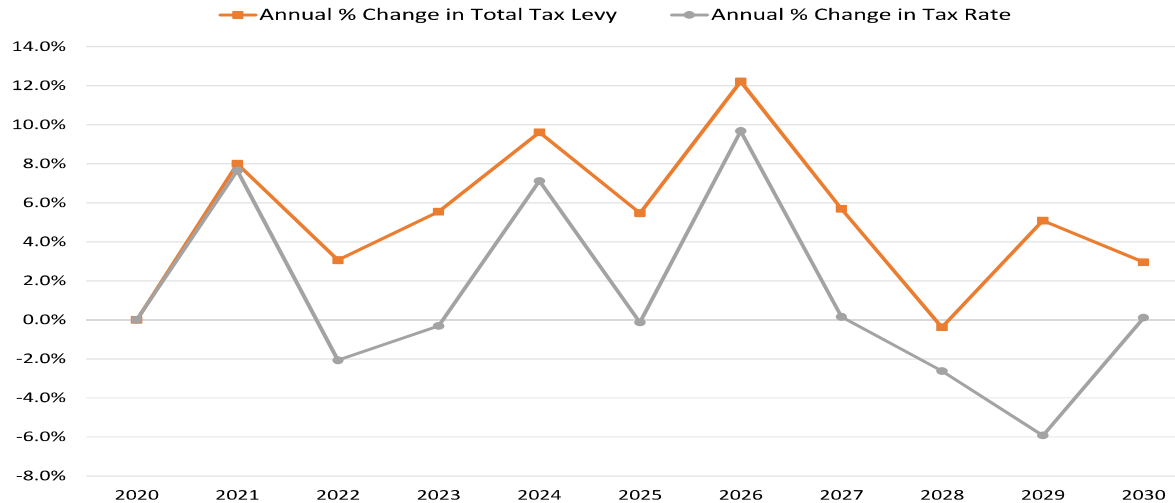
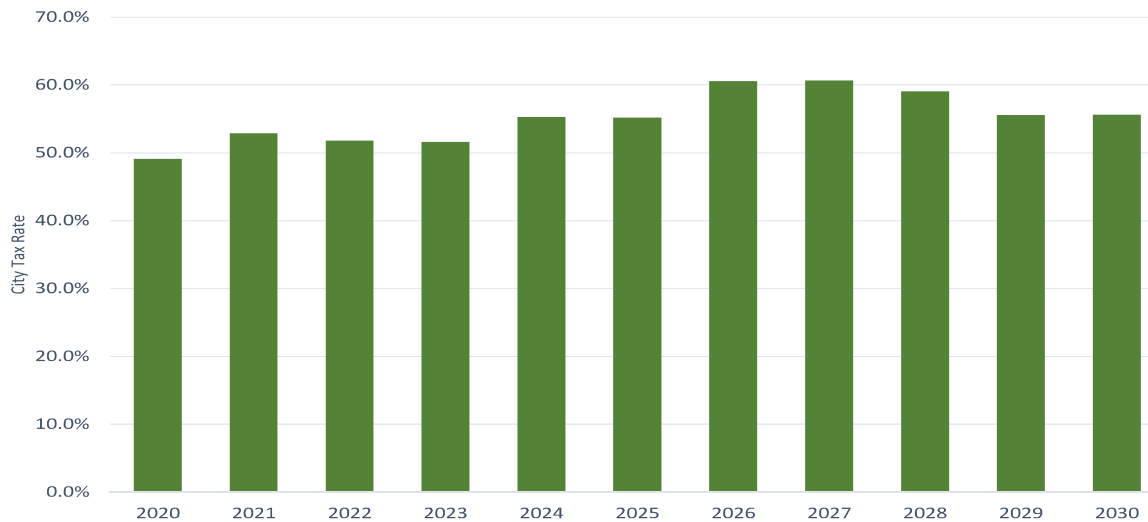


Chart 2
City tax rate is a factor of tax levy and taxable market value (tax capacity) and is projected to increase based on projected levy increases to fund operations and debt service



Introduction and Summary

The estimated City property taxes for the example residential and commercial-industrial properties reflect the impact of projected changes in City tax levy and estimated taxable market value as included in the Plan.

Chart 3
Residential Property
City Property Taxes for Different Valued Property

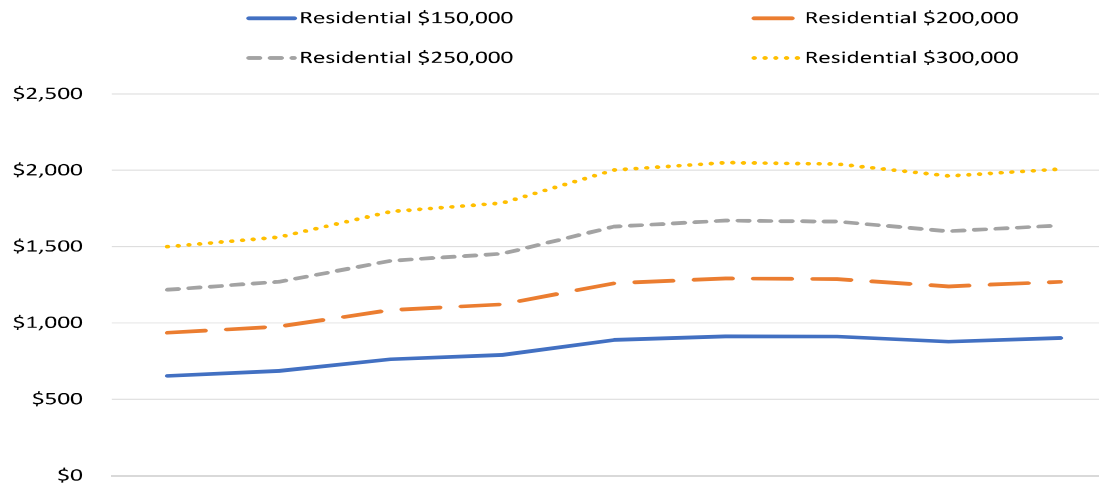
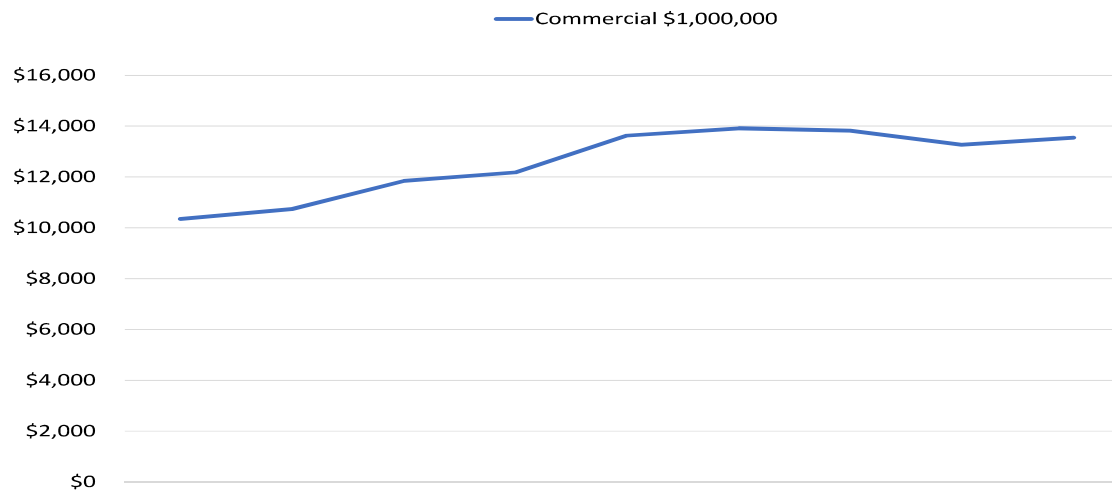


Chart 4
Commercial-Industrial Property
City Property Taxes for Different Valued Property



Introduction and Summary

The ending fund balance for the General Fund is projected to remain at levels consistent with City policy.

Cash balances are projected to be at levels sufficient to meet cash objectives for the various City funds.

Chart 5
General fund
Ending Fund Balance is projected to be at level that meets City Policy

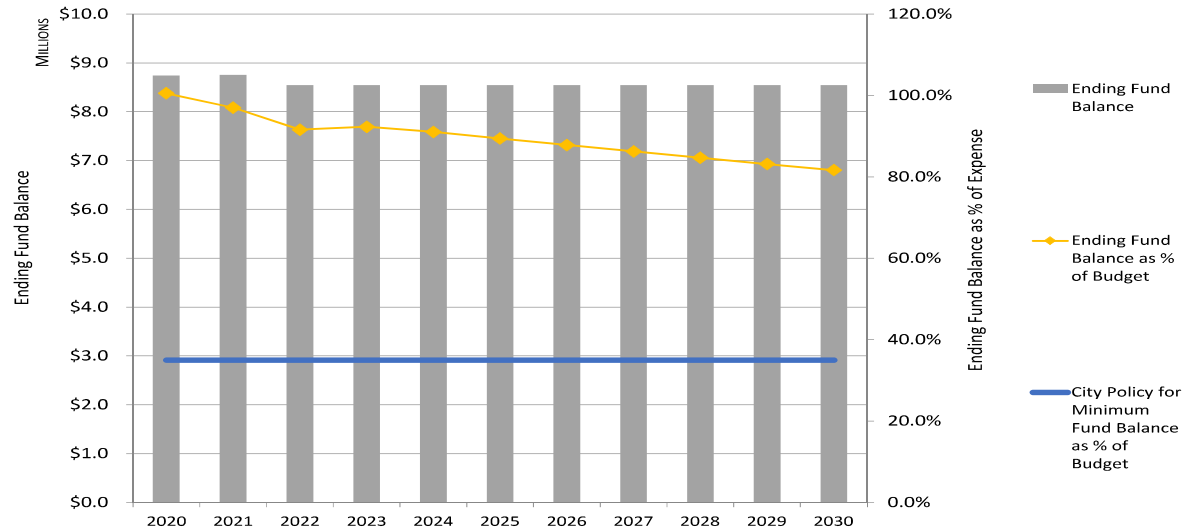


Chart 6
Ending Cash Balances are projected to be at levels to meet City objectives for reserves and planned capital improvements

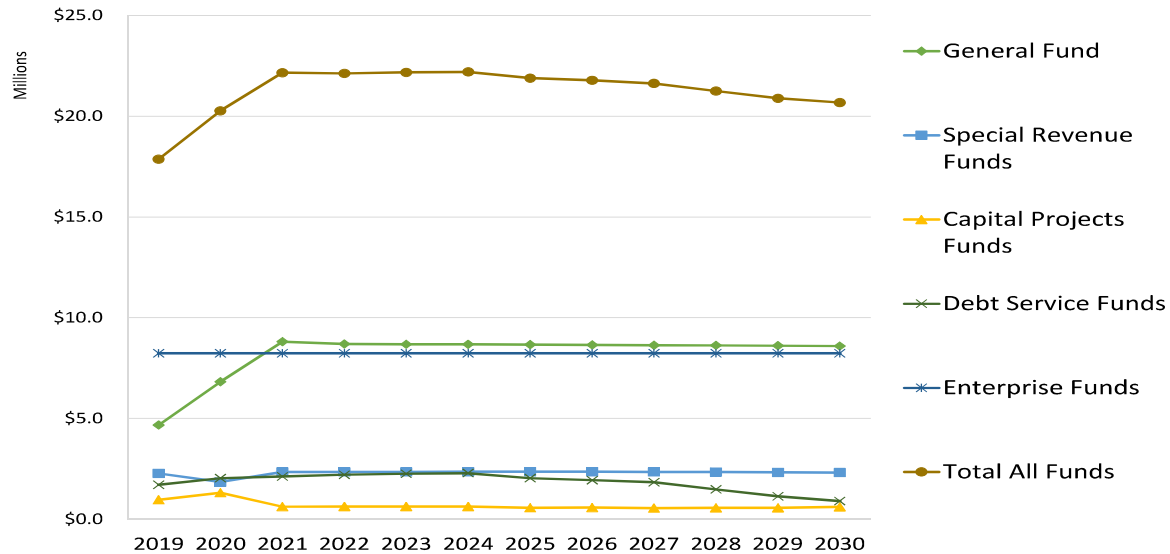
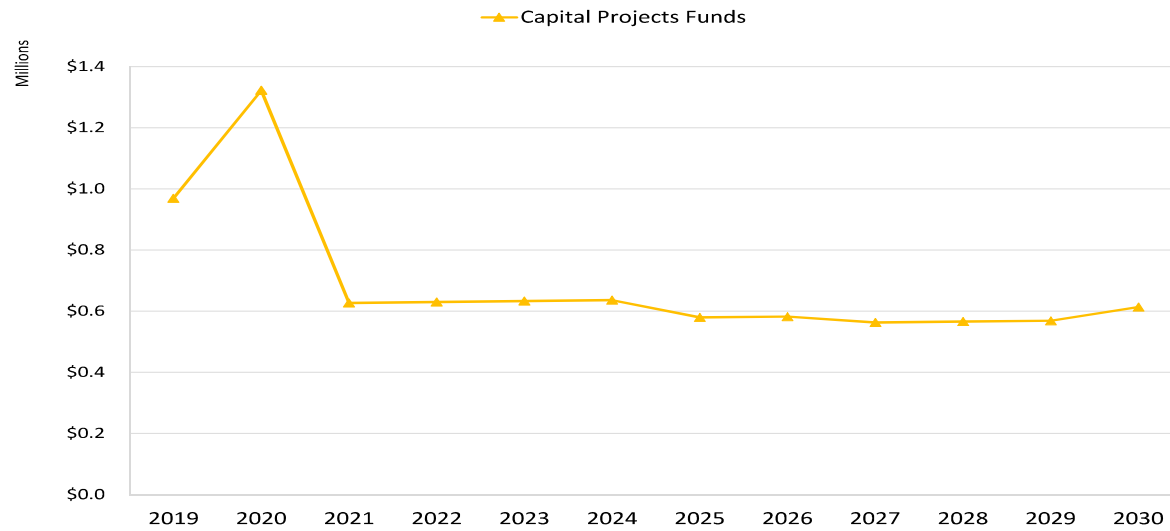


Chart 7
Ending Cash Balances Capital Projects Funds



Introduction and Summary

The change in cash balance for the Capital Projects Funds reflects the timing of spending for capital projects.

Introduction and Summary

The cash balances in the Water Fund and the Sanitary Sewer Fund are projected to increase with collection of revenue from charges for services and sales. This revenue will pay for operations, debt service, capital acquisition in the current year and provide funds for future system improvements not yet programmed in the CIP.

Chart 8
Water Fund
Projected Ending Cash

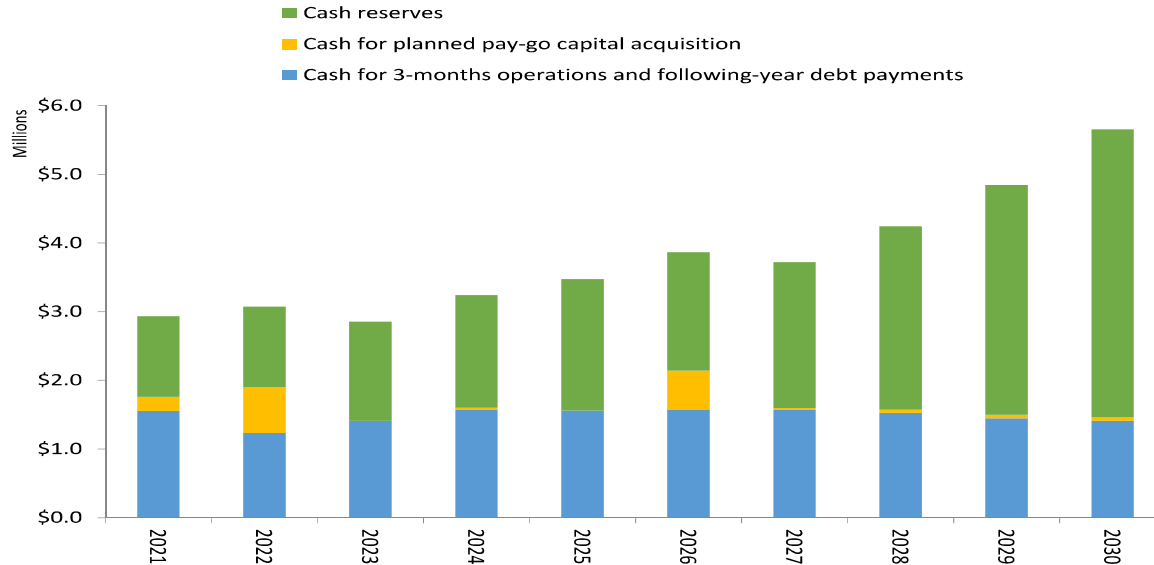


Chart 9
Sewer Fund
Projected Ending Cash



Introduction and Summary

The cash balance in the Stormwater Fund is projected to increase with collection of revenue from charges for sales and will pay for operations, debt service, capital acquisition in current year and to provide funds for future system improvements not yet programmed in the CIP.

Chart 10
Stormwater Fund
Projected Ending Cash

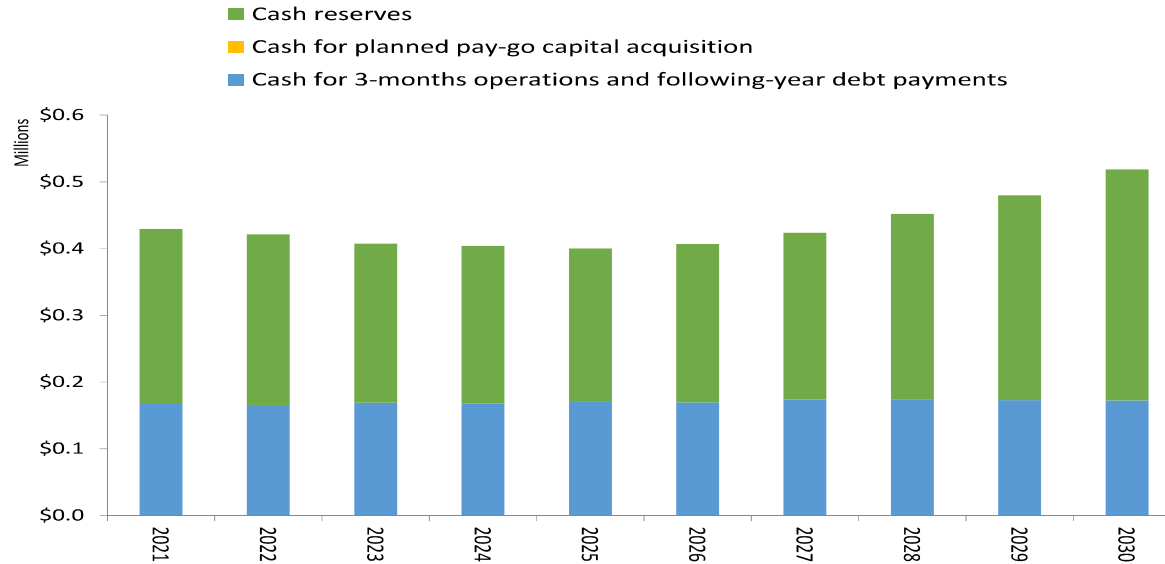


Chart 11
Electric Enterprise Fund
Projected Ending Cash

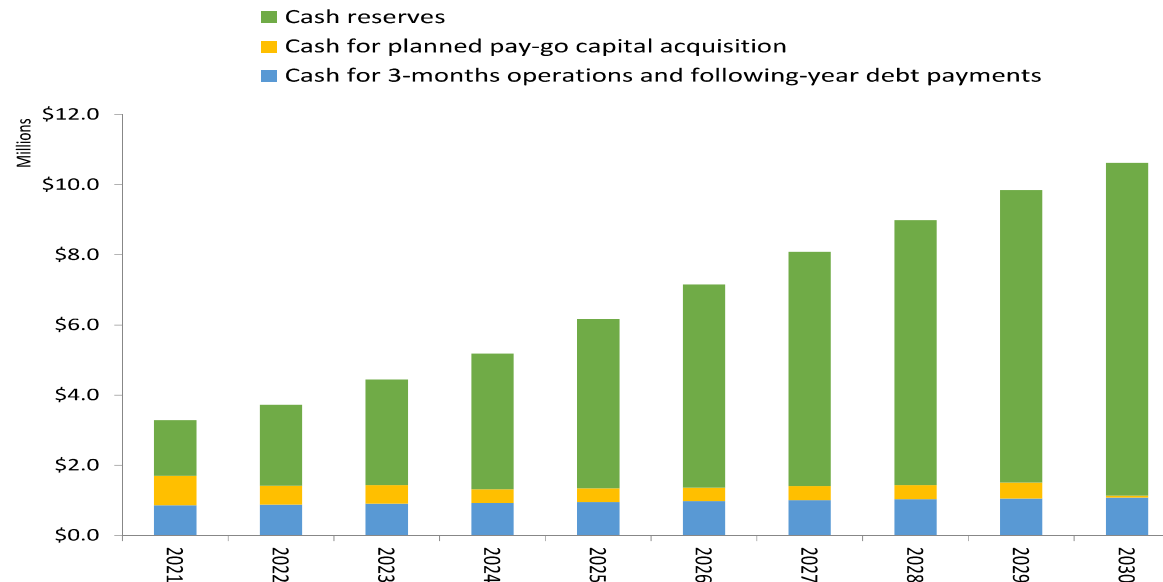
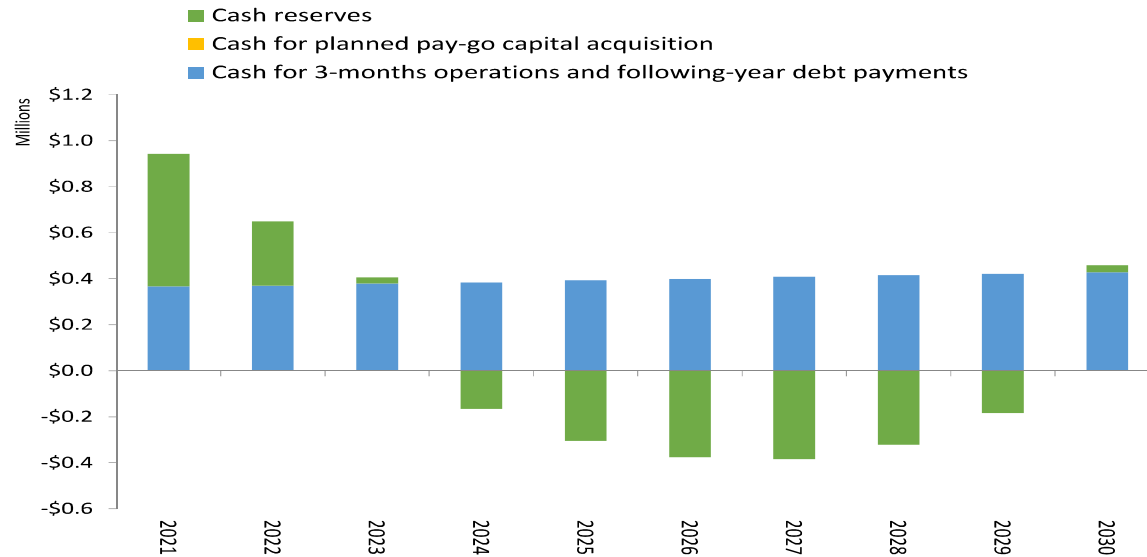


Chart 12
Liquor Enterprise Fund
Projected Ending Cash



Introduction and Summary

The Plan assumes that over time the revenue from goods sold will exceed the cost of goods sold and other expenses for the Liquor Enterprise Fund.

In the mid-term it is projected that ending cash, while positive in total, will not be sufficient to cover three-months operating expense.

No capital improvements are included in the Plan for the Liquor Store. The City's CIP includes a planned \$2.5 million for future liquor store improvements or new building financed through issuance of general obligation bonds. For the Liquor Store to support the debt service on the bonds, the Fund would need to reduce its operational support to the City's General Fund that is included in the Plan.

Introduction and Summary

The General Fund levy comprises the largest share of the City's total tax levy. Tax levy is projected to increase to pay for planned operations, debt, and capital improvements that are not planned to be supported by other sources of revenue.

Chart 13
Total City Tax Levy All City Funds is projected to average a 6.8% average annual increase between 2022-2030 based on assumptions in the Plan

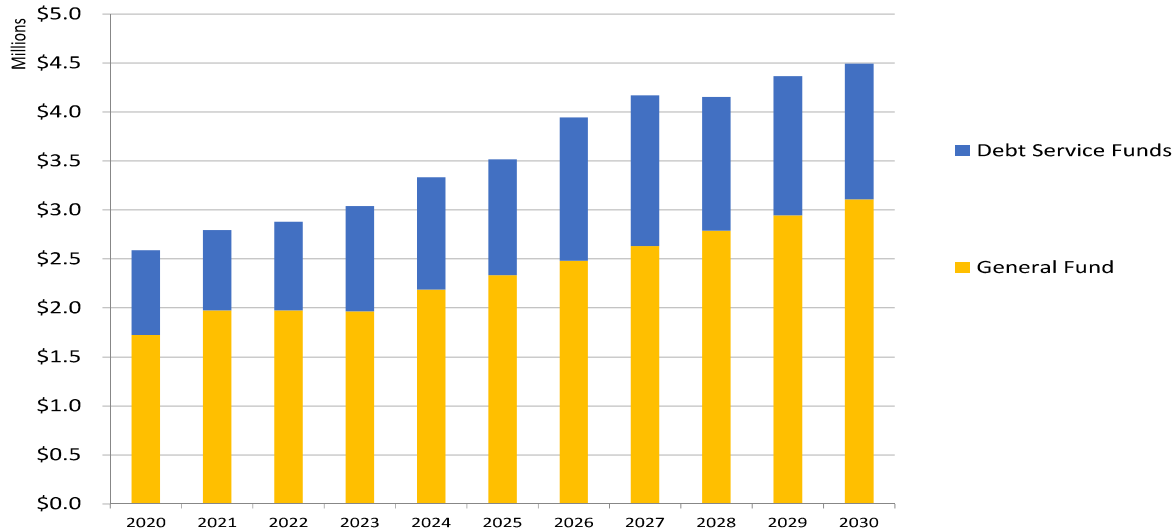
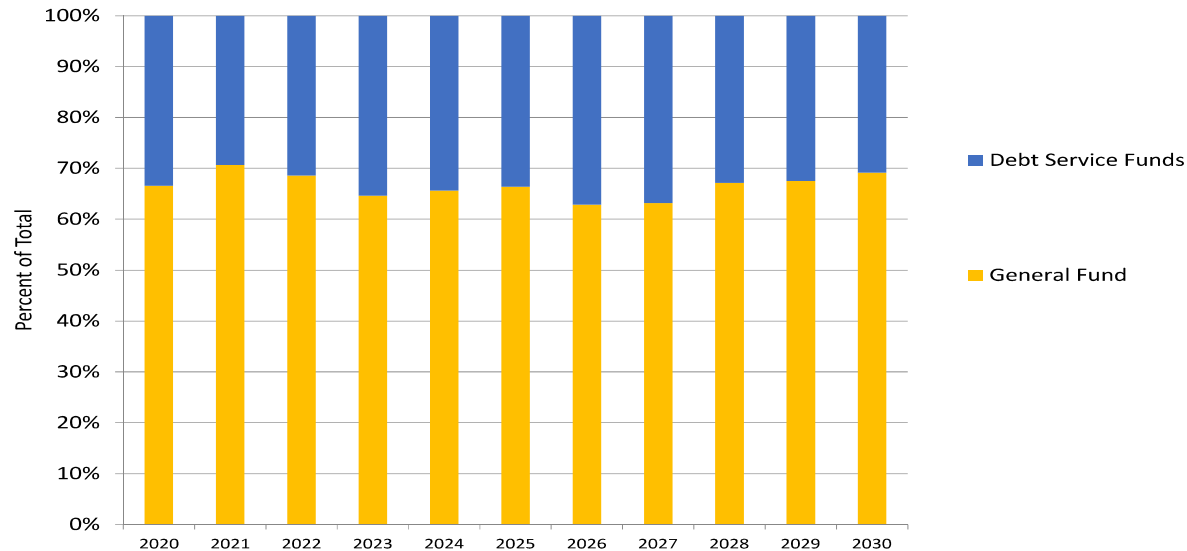


Chart 14
Tax Levy by Purpose as Percent of Total



BACKGROUND

The information included in this section comes from the City's 2019 Annual Audited Financial Report and the City's 2040 Comprehensive Plan, among other sources.

The City, the County Seat of Pennington County, is located in Northwest Minnesota. The City lies approximately 70 miles south of the Canadian border and 55 miles northeast of Grand Forks, North Dakota. Access is provided via U.S. Highway 59 as well as State Roads 1 and 32. Air service is provided at the Thief River Falls Regional Airport, which can accommodate DC-9 class jet aircraft.

Governmental Services

The City provides a full range of municipal government services: police and fire protection; the construction and maintenance of highways, streets and other infrastructure; airport services; cultural and recreational activities; and general administrative services.

Public Utilities and Enterprise Operations

The 2040 Comprehensive Plan reports that the municipal utilities are all in good condition and have the capacity for future growth.

Thief River Falls Water and Wastewater Department oversees the water and sewer utilities of the City. The Electric Department oversees the electric utilities. The Public Works Department oversees engineering, community facilities, sanitation, planning, zoning and streets.

Water for the community is provided by the Red Lake River. The City has two water towers; the east water tower has a storage capacity of 250,000 gallons and the west water tower has a storage capacity of 500,000 gallons and a water

storage reservoir at the airport. The water treatment plant has the capacity to treat 3,000,000 gallons per day. The average demand is 1,250,000 gallons per day. Within the City are 3,400 service connections, 58 miles of water mains and about 600 fire hydrants. The water treatment plant is located at 305 Pennington Avenue South.

Wastewater treatment is provided by a stabilization pond system to the east of 125th Avenue NE. The City operates on 14 sewer lifts for sanitary sewage collection for wastewater and moves it to the stabilization ponds located to the west of the City. The wastewater treatments ponds are the largest pond system in Minnesota covering 350 acres. The capacity of the plant is 2,990,000 gallons per day with an average demand of 1,300,000 gallons per day.

Electric service is provided by the City. While the electricity is purchased from power grids, the City has a power plant located at 226 LaBree Avenue South. Areas outside of the City limits are provided with electric service by the Red Lake Electric Cooperative.

The City operates a municipal liquor store, "Falls Liquor", which has been in operation since December of 1947..

Background

Chart 15
Construction of new property is projected to provide an increase in taxable market value

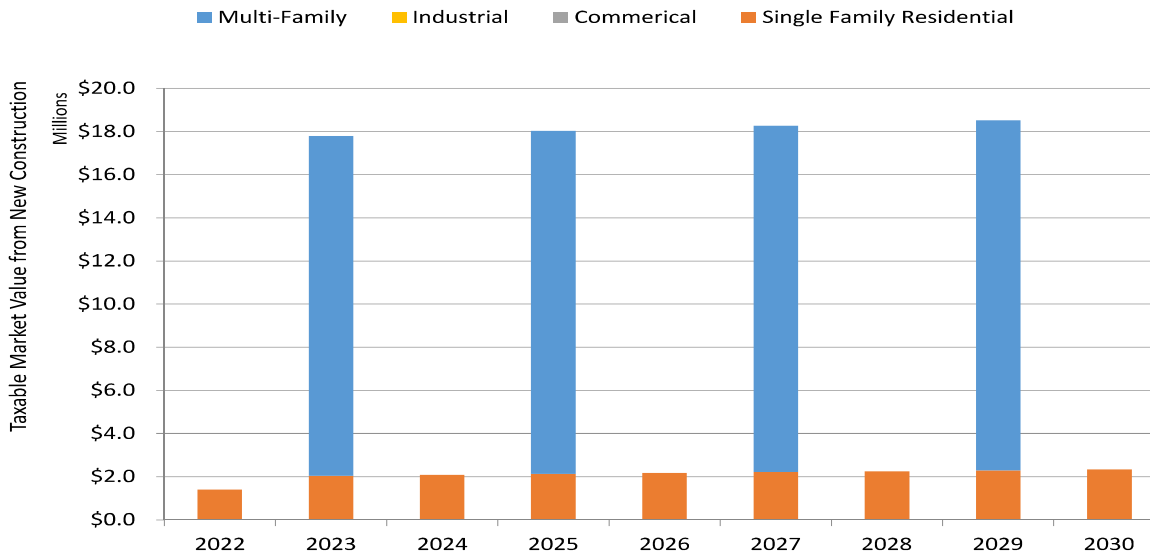
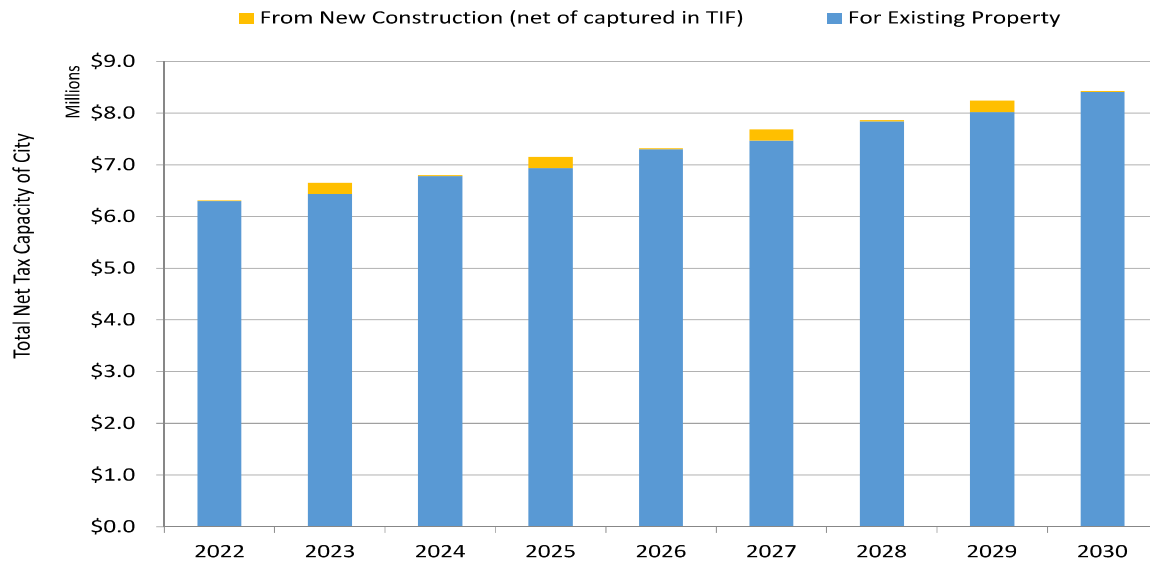


Chart 16
Total net tax capacity is projected to increase from both market conditions and new construction



The City anticipates future construction of property that will provide increased tax capacity to the City to offset, in part, the projected increase in tax levy.

The total net tax capacity reflects anticipated decertification of the following Tax Increment Financing (TIF) Districts: TIF 1-3 in 2026; TIF 1-13 in 2028; and TIF 1-4 in 2029.

CAPITAL IMPROVEMENT PLAN (CIP) AND DEBT

The City annually reviews its plans for capital acquisition and improvements and updates its multi-year plan. The capital outlay information included in the Plan provides a high-level summary of the total costs by general category and year, and the proposed funding sources.

The Plan provides information on current debt service on the outstanding debt obligations of the City and estimated future debt service for planned future debt issuance.

General Fund

The City budgets for certain capital outlay directly in the General Fund. The 2021 Budget includes \$23,000 for capital outlay and future years \$25,000 annually.

Street and Utilities Capital Project Funds

The City establishes a new capital projects fund by year to account for annual street and utilities improvements. Project spending includes annual planned reclamation and resurfacing and other project specific improvements. Between 2021-2030 the City plans to spend approximately \$1.8 million on an average annual basis, ranging from an approximate low of \$0.3 million in 2027 to a high of \$4.4 million in 2025.

The source of funds for the planned project spending is projected to come from a combination of current revenues and bond proceeds from the issuance of general obligation improvement bonds to finance the planned reclamation and resurfacing of streets.

Utility Funds

There is capital acquisition projected for the enterprise funds. Projects are included for water and wastewater as part of street improvement projects and for distribution purposes. Capital acquisition is also planned for electric services.

Annual spending information is included in the Finance Plans section that follow. The capital projects included in the Plan comes from the detailed CIP information prepared by the City.

Bond Issuance

The Plan anticipates the issuance of bonds to finance future street improvements. The tables and graphics that follow provide a summary of existing and future estimated debt service payments and funding sources, along with a summary of debt outstanding by year.

The annual debt service for future bonds is included in the finance plans for the Debt Service Funds and the Enterprise Funds.

The Plan includes the following future issuance of general obligation bonds to finance street improvements, and water improvements in 2024:

- Year 2022, \$2,265,000
- Year 2023, \$1,505,000
- Year 2024, \$3,255,000 (includes \$1,750,000 for water improvements)
- Year 2025, \$2,925,000
- Year 2026, \$2,235,000
- Year 2027, \$1,440,000
- Year 2028, \$2,810,000

- Year 2029, \$1,370,000
- Year 2030, \$1,370,000

The final size (amount of bonds to be issued), structure, and interest rates for each planned bond issue will depend on project specifics and market conditions at time of each issuance.

The Plan anticipates issuance of general obligation (G.O.) debt. Authority for issuance of debt comes from different authorities granted under Minnesota Statutes (MS). For example, to issue “G.O. Improvement Bonds” (under MS 429) a minimum of 20% of the project costs need to be assessed to benefiting properties. Bonds described in the Plan as “G.O. Bonds” include bonds supported solely by ad valorem taxes at time of issuance. Other revenues, including assessments (that may be less than 20% of the project costs) can be used to reduce or cancel the ad valorem taxes for “G.O. Bonds”. Examples of “G.O. Bonds” include bonds issued for municipal facilities (under MS, 475.521) and Tax Abatement Bonds (under MS, 469.1812). Bonds issued supported by net revenues of the utility funds are described as “G.O. Revenue Bonds”.

The bonding amounts shown in the Plan are preliminary and for planning purposes only. The par amount of the bonds may include capital acquisition and construction costs, issuance costs, and funds for capitalized interest. The debt service for the new bonds are based on 15 year terms and an estimated 3.0% interest rate for the bonds.

Bond Rating

The City’s existing general obligation bonds are rated as ‘AA-’ by S&P Global. The positive credit strengths supporting the City’s rating include strong management, with good financial policies, and very strong budgetary flexibility and liquidity.

The rating agency rates the City’s debt and contingent liability position as weak. The rating of the City’s economy, at time of the most recent rating review, August 4, 2020, was found to be weak based on per capita effective buying income compared to national level.

The City has not issued general obligation bonds, with a rating, since the last rating report was completed in 2020. While the rating agency does review the City’s financial performance and other information annually, a rating report is not produced outside of a rating review process.

Table 2

City of Thief River Falls

Capital Improvement Plan**Totals Capital Outlay by Category/Fund and Source of Funds**

	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total 2022-2030
CAPITAL OUTLAY BY FUND										
2022 Street and Utilities Capital Projects Fund	2,265,000	-	-	-	-	-	-	-	-	2,265,000
2023 Street and Utilities Capital Projects Fund	-	1,505,000	-	-	-	-	-	-	-	1,505,000
2024 Street and Utilities Capital Projects Fund	-	-	2,841,000	-	-	-	-	-	-	2,841,000
2025 Street and Utilities Capital Projects Fund	-	-	-	2,985,000	-	-	-	-	-	2,985,000
2026 Street and Utilities Capital Projects Fund	-	-	-	-	3,235,000	-	-	-	-	3,235,000
2027 Street and Utilities Capital Projects Fund	-	-	-	-	-	1,668,000	-	-	-	1,668,000
2028 Street and Utilities Capital Projects Fund	-	-	-	-	-	-	2,810,000	-	-	2,810,000
2029 Street and Utilities Capital Projects Fund	-	-	-	-	-	-	-	1,370,000	-	1,370,000
2030 Street and Utilities Capital Projects Fund	-	-	-	-	-	-	-	-	1,370,000	1,370,000
Water Enterprise Fund	205,000	670,000	1,750,000	30,000	-	570,000	30,000	50,000	50,000	3,355,000
Wastewater Enterprise Fund	50,000	-	-	30,000	-	-	30,000	50,000	50,000	210,000
Electric Enterprise Fund	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000	4,313,500
General Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	225,000
Grand Total	3,378,500	2,730,000	5,146,000	3,460,000	3,650,000	2,653,000	3,295,000	1,895,000	1,945,000	28,152,500
SOURCE OF FUNDS FOR CAPITAL OUTLAY										
Bond proceeds	2,265,000	1,505,000	3,255,000	2,925,000	2,235,000	1,440,000	2,810,000	1,370,000	1,370,000	19,175,000
Special assessments	-	-	-	-	-	-	-	-	-	-
Municipal state aid (construction)	-	-	445,000	-	200,000	206,000	-	-	-	851,000
Transfer in for capital	-	-	-	-	-	-	-	-	-	-
Cash from Funds	1,113,500	1,225,000	1,446,000	535,000	1,215,000	1,007,000	485,000	525,000	575,000	8,126,500
Grand Total	3,378,500	2,730,000	5,146,000	3,460,000	3,650,000	2,653,000	3,295,000	1,895,000	1,945,000	28,152,500

Notes:

1. Special assessments as shown here under source of funds for capital outlay includes special assessment revenue that is not pledged to repayment of bonds; special assessments shown here are estimated assessments to be collected in this year to pay for capital project costs in the year shown. Other special assessment revenue is projected as follows to be pledged to bonds issued:

	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Special Assessments to be pledged to bonds issued:	400,000	260,000	497,918	377,817	1,270,922	261,621	628,000	228,000		3,924,277

2. Capital outlay includes estimated cost of issuance for bonds to be issued.

Table 3

City of Thief River Falls

Summary of Existing Debt

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Principal												
G.O. Bonds	200,000	230,000	260,000	270,000	275,000	280,000	290,000	300,000	310,000	150,000	25,000	-
G.O. Improvement Bonds	575,000	710,000	765,000	795,000	800,000	770,000	705,000	715,000	670,000	610,000	485,000	365,000
G.O. Revenue Bonds	855,000	1,215,000	1,185,000	885,000	1,070,000	895,000	915,000	950,000	940,000	910,000	835,000	800,000
Revenue Bonds	145,000	150,000	155,000	160,000	160,000	165,000	170,000	175,000	185,000	190,000	195,000	200,000
Total Existing Debt	1,775,000	2,305,000	2,365,000	2,110,000	2,305,000	2,110,000	2,080,000	2,140,000	2,105,000	1,860,000	1,540,000	1,365,000
Annual Interest												
G.O. Bonds	54,229	51,814	47,815	41,290	34,565	27,715	20,690	13,415	5,908	1,175	125	-
G.O. Improvement Bonds	178,330	176,210	162,021	143,944	124,928	105,743	87,160	68,958	51,130	34,959	20,871	9,541
G.O. Revenue Bonds	349,583	387,415	371,624	342,436	320,370	297,174	275,561	253,161	230,395	210,033	192,198	174,720
Revenue Bonds	128,950	124,525	119,950	115,225	110,425	105,550	100,525	95,350	89,719	83,625	77,369	70,200
Total Existing Debt	711,092	739,964	701,410	642,895	590,288	536,181	483,936	430,884	377,151	329,791	290,563	254,461
Annual Debt Service												
G.O. Bonds	254,229	281,814	307,815	311,290	309,565	307,715	310,690	313,415	315,908	151,175	25,125	-
G.O. Improvement Bonds	753,330	886,210	927,021	938,944	924,928	875,743	792,160	783,958	721,130	644,959	505,871	374,541
G.O. Revenue Bonds	1,204,583	1,602,415	1,556,624	1,227,436	1,390,370	1,192,174	1,190,561	1,203,161	1,170,395	1,120,033	1,027,198	974,720
Revenue Bonds	273,950	274,525	274,950	275,225	270,425	270,550	270,525	270,350	274,719	273,625	272,369	270,200
Total Existing Debt	2,486,092	3,044,964	3,066,410	2,752,895	2,895,288	2,646,181	2,563,936	2,570,884	2,482,151	2,189,791	1,830,563	1,619,461
Bonds Outstanding at Year End												
G.O. Bonds	2,390,000	2,160,000	1,900,000	1,630,000	1,355,000	1,075,000	785,000	485,000	175,000	25,000	-	-
G.O. Improvement Bonds	7,620,000	6,910,000	6,145,000	5,350,000	4,550,000	3,780,000	3,075,000	2,360,000	1,690,000	1,080,000	595,000	230,000
G.O. Revenue Bonds	17,430,000	16,215,000	15,030,000	14,145,000	13,075,000	12,180,000	11,265,000	10,315,000	9,375,000	8,465,000	7,630,000	6,830,000
Revenue Bonds	3,560,000	3,410,000	3,255,000	3,095,000	2,935,000	2,770,000	2,600,000	2,425,000	2,240,000	2,050,000	1,855,000	1,655,000
Total Existing Debt	31,000,000	28,695,000	26,330,000	24,220,000	21,915,000	19,805,000	17,725,000	15,585,000	13,480,000	11,620,000	10,080,000	8,715,000

Table 4

City of Thief River Falls

Summary of Planned New Debt

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Principal										
G.O. Bonds	-	120,000	205,000	295,000	460,000	470,000	560,000	580,000	670,000	770,000
G.O. Improvement Bonds	-	-	-	-	-	120,000	125,000	280,000	285,000	295,000
G.O. Revenue Bonds	-	-	-	155,000	160,000	160,000	165,000	170,000	175,000	185,000
Revenue Bonds	-	-	-	-	-	-	-	-	-	-
Total Planned New Debt	-	120,000	205,000	450,000	620,000	750,000	850,000	1,030,000	1,130,000	1,250,000
Annual Interest										
G.O. Bonds	-	98,905	130,068	169,068	267,375	213,600	262,380	225,900	268,323	289,323
G.O. Improvement Bonds	-	-	-	-	-	97,595	63,450	182,403	135,600	127,050
G.O. Revenue Bonds	-	-	-	76,417	47,850	43,050	38,250	33,300	28,200	22,950
Revenue Bonds	-	-	-	-	-	-	-	-	-	-
Total Planned New Debt	-	98,905	130,068	245,485	315,225	354,245	364,080	441,603	432,123	439,323
Annual Debt Service										
G.O. Bonds	-	218,905	335,068	464,068	727,375	683,600	822,380	805,900	938,323	1,059,323
G.O. Improvement Bonds	-	-	-	-	-	217,595	188,450	462,403	420,600	422,050
G.O. Revenue Bonds	-	-	-	231,417	207,850	203,050	203,250	203,300	203,200	207,950
Revenue Bonds	-	-	-	-	-	-	-	-	-	-
Total Planned New Debt	-	218,905	335,068	695,485	935,225	1,104,245	1,214,080	1,471,603	1,562,123	1,689,323
Bonds Outstanding at Year End										
G.O. Bonds	2,265,000	3,650,000	4,950,000	7,580,000	7,120,000	8,090,000	7,530,000	8,320,000	9,020,000	8,250,000
G.O. Improvement Bonds	-	-	-	-	2,235,000	2,115,000	4,800,000	4,520,000	4,235,000	3,940,000
G.O. Revenue Bonds	-	-	1,750,000	1,595,000	1,435,000	1,275,000	1,110,000	940,000	765,000	580,000
Revenue Bonds	-	-	-	-	-	-	-	-	-	-
Total Planned New Debt	2,265,000	3,650,000	6,700,000	9,175,000	10,790,000	11,480,000	13,440,000	13,780,000	14,020,000	12,770,000

Table 5

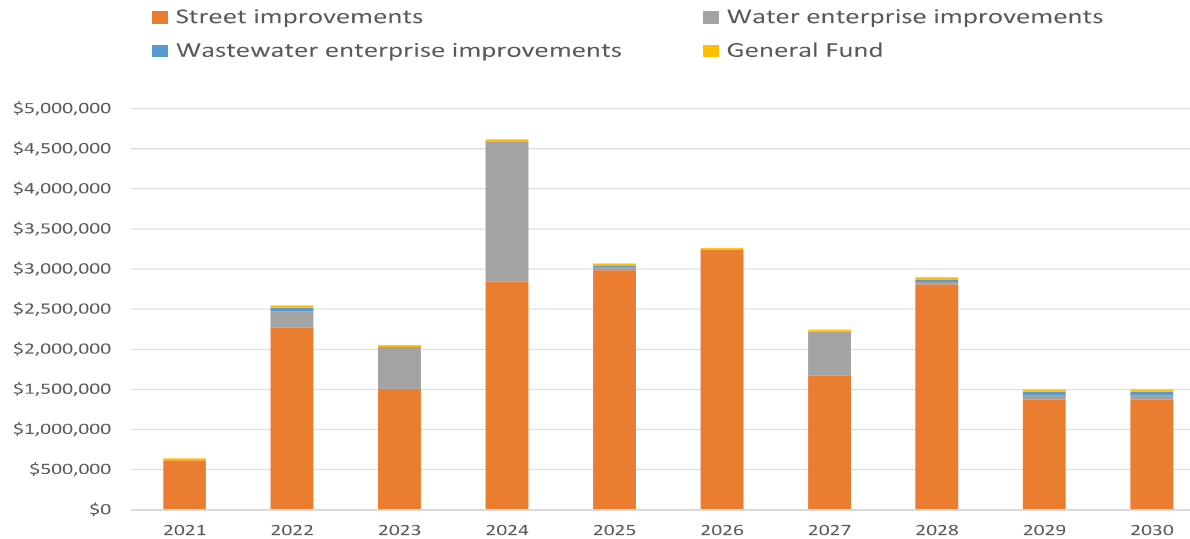
City of Thief River Falls

Summary of Existing and Planned New Debt

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Principal												
G.O. Bonds	200,000	230,000	260,000	390,000	480,000	575,000	750,000	770,000	870,000	730,000	695,000	770,000
G.O. Improvement Bonds	575,000	710,000	765,000	795,000	800,000	770,000	705,000	835,000	795,000	890,000	770,000	660,000
G.O. Revenue Bonds	855,000	1,215,000	1,185,000	885,000	1,070,000	1,050,000	1,075,000	1,110,000	1,105,000	1,080,000	1,010,000	985,000
Revenue Bonds	145,000	150,000	155,000	160,000	160,000	165,000	170,000	175,000	185,000	190,000	195,000	200,000
Total Existing Debt	1,775,000	2,305,000	2,365,000	2,230,000	2,510,000	2,560,000	2,700,000	2,890,000	2,955,000	2,890,000	2,670,000	2,615,000
Annual Interest												
G.O. Bonds	54,229	51,814	47,815	140,195	164,633	196,783	288,065	227,015	268,288	227,075	268,448	289,323
G.O. Improvement Bonds	178,330	176,210	162,021	143,944	124,928	105,743	87,160	166,553	114,580	217,362	156,471	136,591
G.O. Revenue Bonds	349,583	387,415	371,624	342,436	320,370	373,590	323,411	296,211	268,645	243,333	220,398	197,670
Revenue Bonds	128,950	124,525	119,950	115,225	110,425	105,550	100,525	95,350	89,719	83,625	77,369	70,200
Total Existing Debt	711,092	739,964	701,410	741,800	720,356	781,666	799,161	785,129	741,231	771,395	722,686	693,785
Annual Debt Service												
G.O. Bonds	254,229	281,814	307,815	530,195	644,633	771,783	1,038,065	997,015	1,138,288	957,075	963,448	1,059,323
G.O. Improvement Bonds	753,330	886,210	927,021	938,944	924,928	875,743	792,160	1,001,553	909,580	1,107,362	926,471	796,591
G.O. Revenue Bonds	1,204,583	1,602,415	1,556,624	1,227,436	1,390,370	1,423,590	1,398,411	1,406,211	1,373,645	1,323,333	1,230,398	1,182,670
Revenue Bonds	273,950	274,525	274,950	275,225	270,425	270,550	270,525	270,350	274,719	273,625	272,369	270,200
Total Existing Debt	2,486,092	3,044,964	3,066,410	2,971,800	3,230,356	3,341,666	3,499,161	3,675,129	3,696,231	3,661,395	3,392,686	3,308,785
Bonds Outstanding at Year End												
G.O. Bonds	2,390,000	2,160,000	4,165,000	5,280,000	6,305,000	8,655,000	7,905,000	8,575,000	7,705,000	8,345,000	9,020,000	8,250,000
G.O. Improvement Bonds	7,620,000	6,910,000	6,145,000	5,350,000	4,550,000	3,780,000	5,310,000	4,475,000	6,490,000	5,600,000	4,830,000	4,170,000
G.O. Revenue Bonds	17,430,000	16,215,000	15,030,000	14,145,000	14,825,000	13,775,000	12,700,000	11,590,000	10,485,000	9,405,000	8,395,000	7,410,000
Revenue Bonds	3,560,000	3,410,000	3,255,000	3,095,000	2,935,000	2,770,000	2,600,000	2,425,000	2,240,000	2,050,000	1,855,000	1,655,000
Total Existing Debt	31,000,000	28,695,000	28,595,000	27,870,000	28,615,000	28,980,000	28,515,000	27,065,000	26,920,000	25,400,000	24,100,000	21,485,000

CIP and Debt

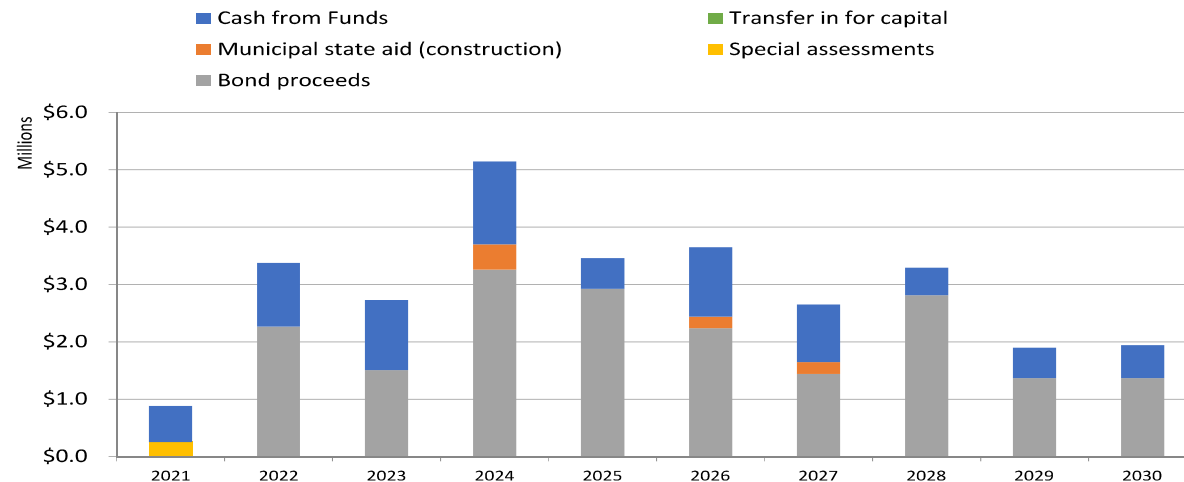
Chart 17
Capital improvements will vary by year with the exception of annual planned street improvements



Annual capital improvements are projected to vary from year to year. Street improvements are planned for each year.

The source of funds to pay for the capital improvements is projected to come from a variety of sources, including the use of cash balance projected to be available for capital spending purposes. Issuance of bonds and use of bond proceeds to finance certain project costs is anticipated.

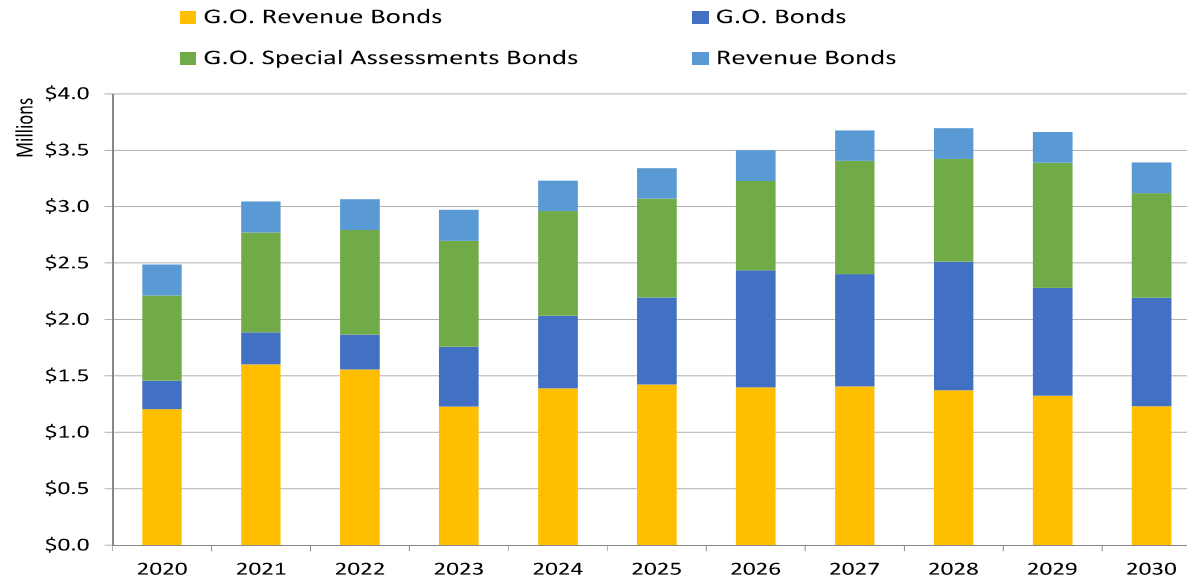
Chart 18
Capital improvements source of funds will include a combination of revenue sources, including bond proceeds, and use of cash



Note: Special assessment revenue as shown here includes special assessment revenue that will be available for deposit to the capital projects funds. Special assessment revenue pledged to bonds is not shown separately here.

CIP and Debt

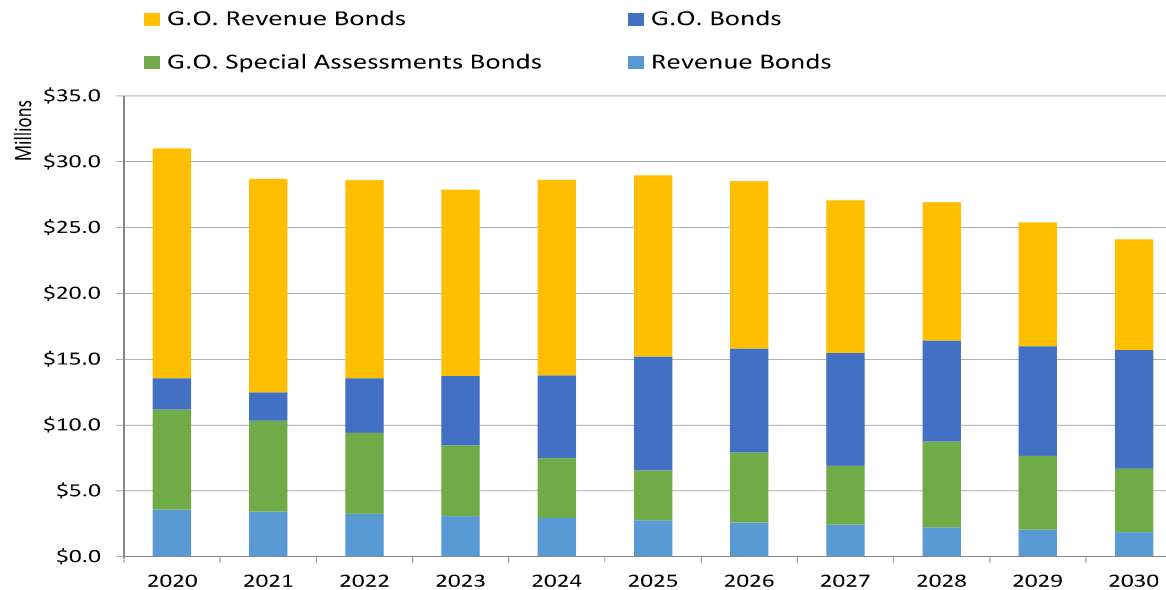
Chart 19
Debt Service (Principal and Interest) Existing and New Debt



Total debt service is projected to remain under approximately \$3.5 million with planned issuance of bonds each year between 2022-2030.

Planned new debt issuance is for General Obligation (G.O.) Special Assessments Bonds to be supported by a combination of special assessment revenues and tax levy. There is not anticipated debt to be issued to finance utility improvements.

Chart 20
Total Debt Outstanding Existing and Planned By Type of Debt



CIP and Debt

Chart 21
Total Debt Outstanding Existing and Planned

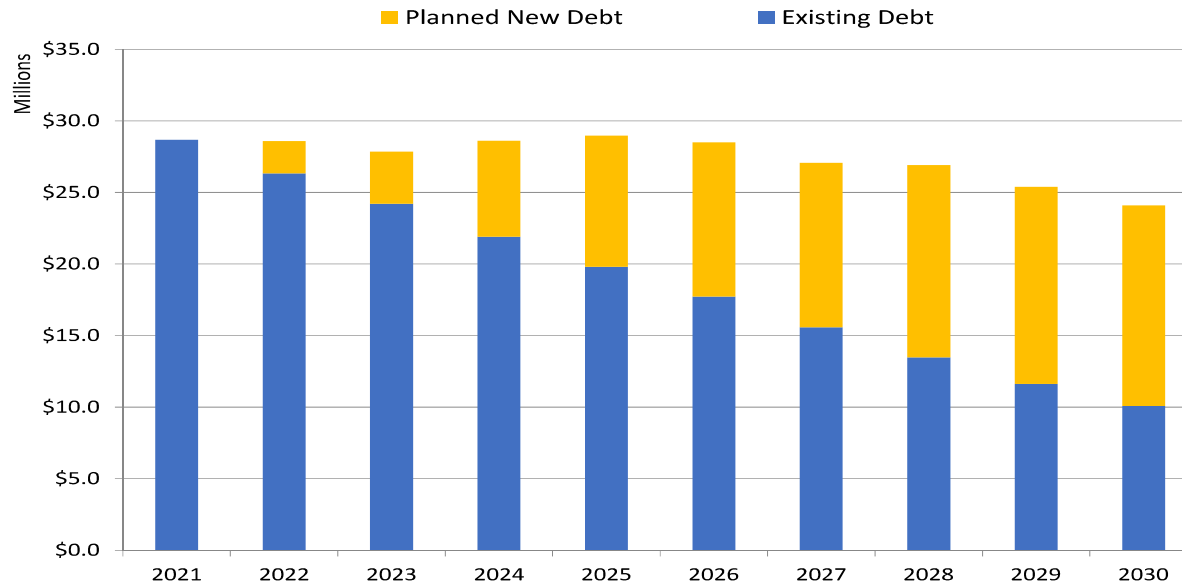
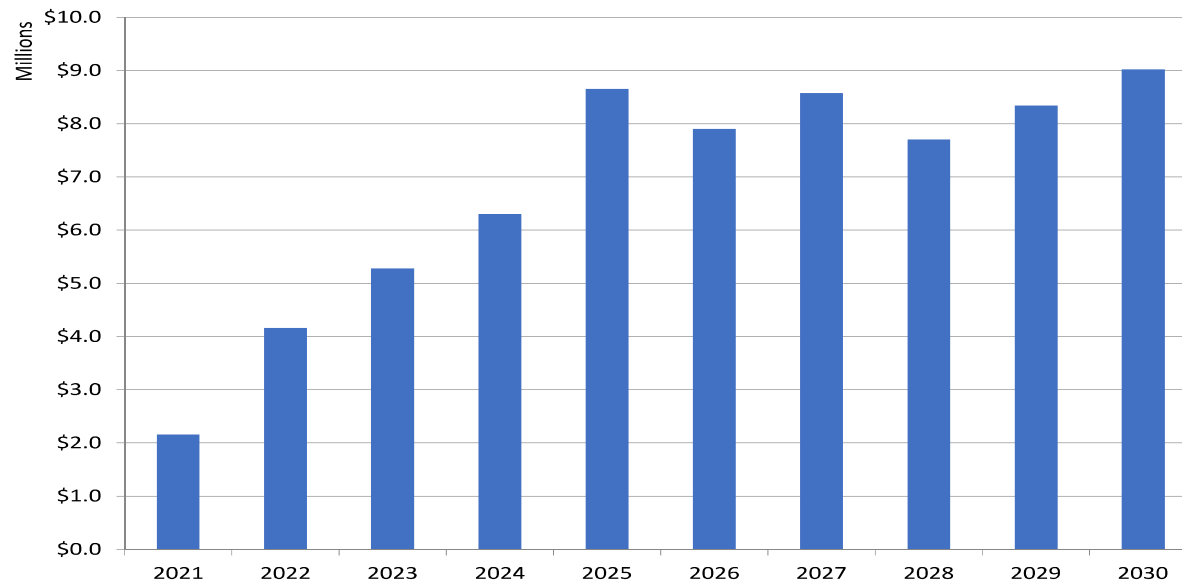


Chart 22
Debt Outstanding Supported Solely by Tax Levy



Total debt outstanding is projected to decrease between 2019-2020. The increase in debt outstanding beginning in 2025 comes from the planned issuance of debt to finance the major projects described in the Plan.

CIP and Debt

Chart 23
Debt Outstanding by Pledge of Revenue

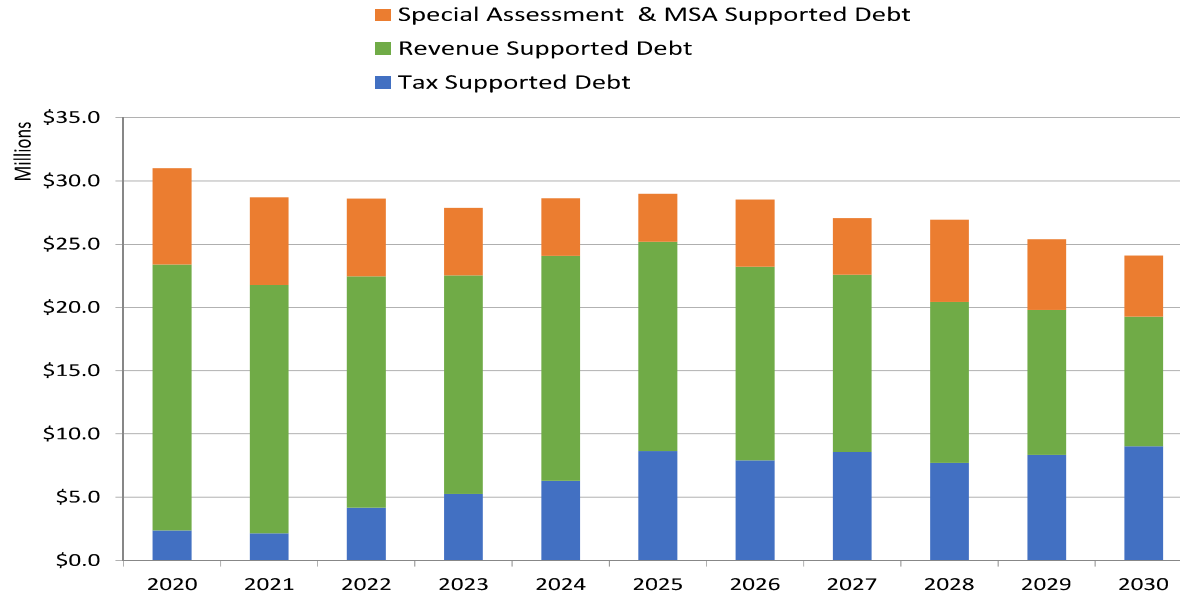
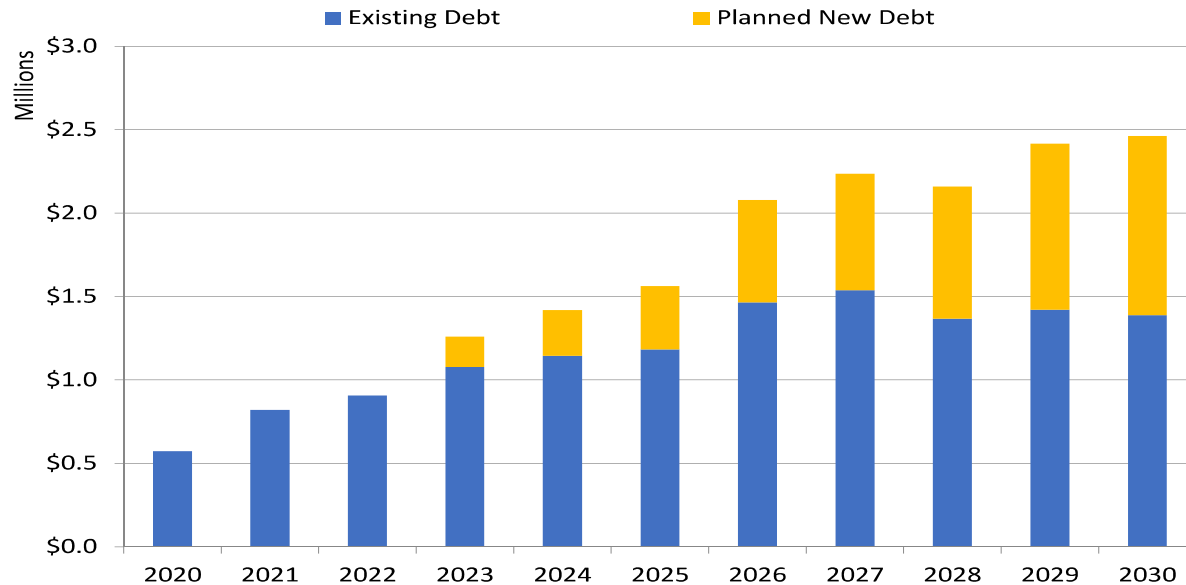


Chart 24
Tax Levy for Debt Service

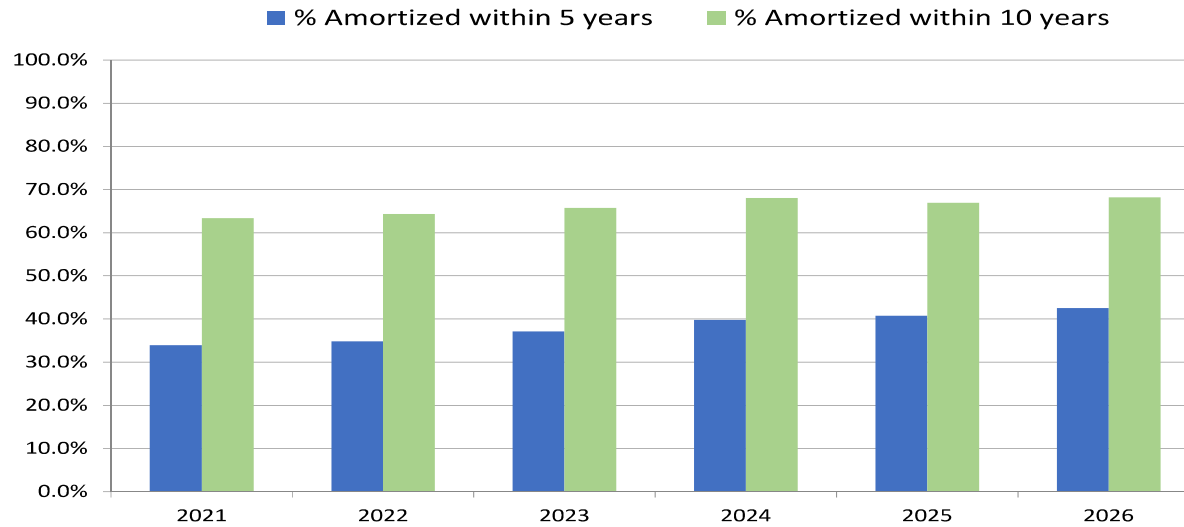


Tax supported debt includes debt with pledge of ad valorem taxes only. Special Assessment & MSA (Municipal State Aid) Debt includes debt that is supported by a combination of these revenues and debt service tax levy. Revenue supported is supported by revenue of the Enterprise Funds.

The Plan does anticipate the issuance of new debt to finance street improvements.

CIP and Debt

Chart 25
Amortization of Outstanding Debt
Includes Existing and Planned New Debt



It is projected that more than 65% of the City's outstanding debt will continue to be repaid within 10 years or less, this is inclusive of planned new debt issuance and terms for repayment.

Outstanding debt per capita is projected to decline until year 2025 with the issuance of new debt for major capital improvements projects as described in the Plan.

Chart 26
Debt Per Capita
Includes Existing and Planned New Debt

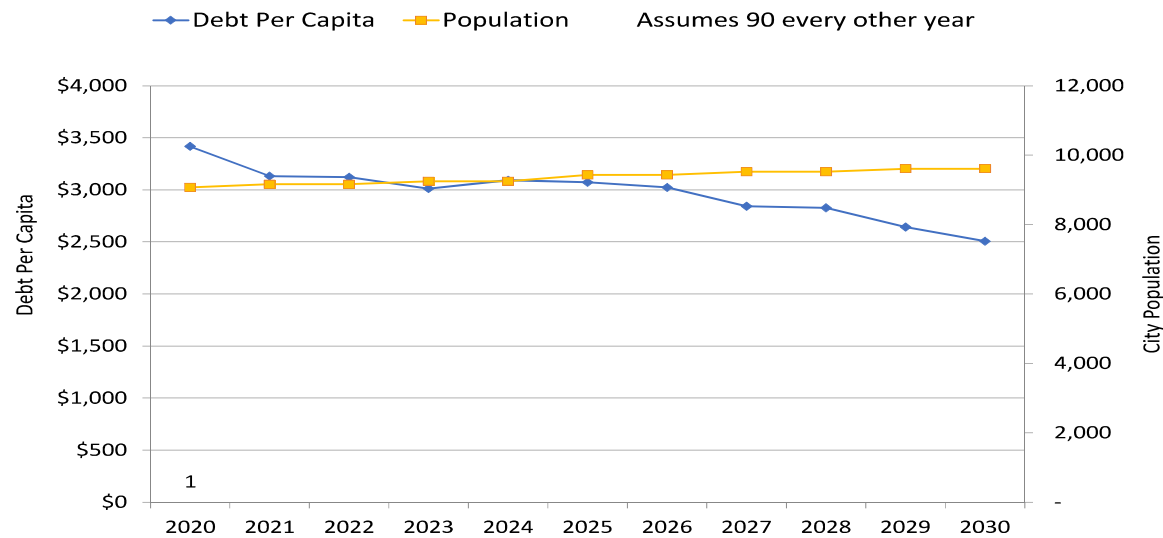
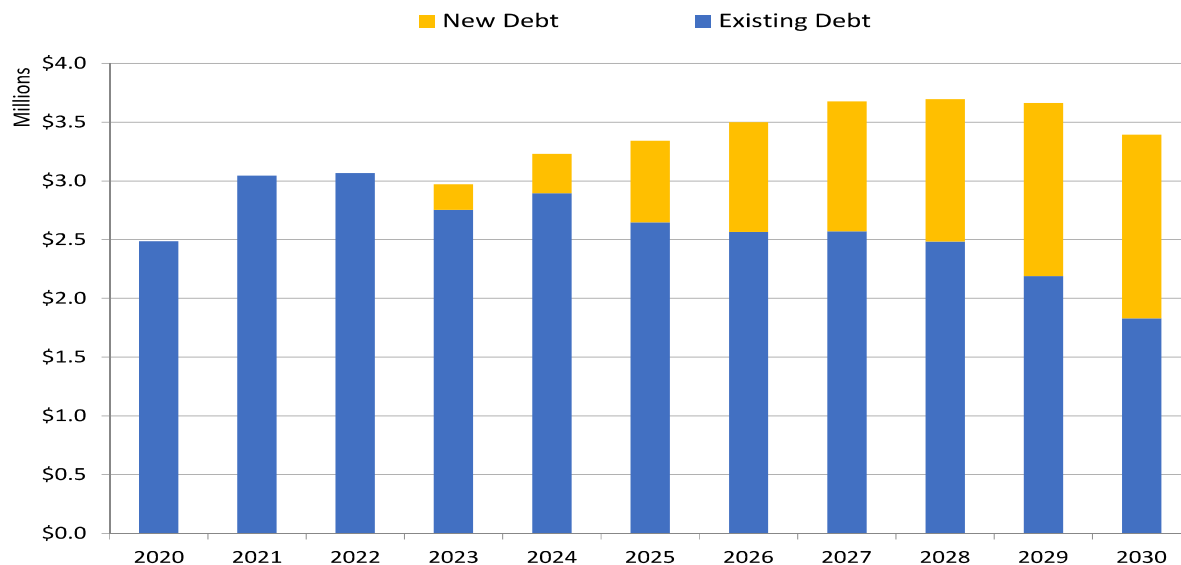


Chart 27
Total Annual Debt Service for All City Funds (Governmental and Enterprise)



CIP and Debt

Total annual debt service changes from year to year due to the timing of repayment (amortization) of existing debt outstanding and the issuance of new debt.

FINANCE PLANS

Background

Finance plans have been prepared for the Governmental Funds and the Enterprise Funds:

Governmental Funds are used to account for most typical municipal functions of the City. The acquisition, use, and balances of the City's expendable financial resources and the related current liabilities are accounted for through the Governmental Funds.

Enterprise Funds are used to account for the City's ongoing municipal utility operations that are similar to businesses found in the private sector. These funds are considered self-supporting in that the services rendered by them are financed through user charges. The Enterprise Funds are presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. For the Enterprise Funds there are accruals of revenues earned and expenses incurred.

Assumptions for Planning

The general assumptions used to develop the finance plans, across all of funds, including the Governmental Funds and the Enterprise Funds are as follows:

- Annual property tax revenues are projected at a level sufficient to fund cash flow requirements and to maintain sufficient fund balance levels per City Policy.
- Non-tax revenues are estimated to increase by approximately 1.0% annually, with the exception of LGA which

is projected to remain constant at the 2021 amount.

- Annual investment income rate of 0.5%.
- Non-personnel costs for materials and supplies, and other operating costs including professional services are estimated to increase by 2.0% annually.
- Personnel costs are estimated to increase by 3.0% annually from 2022-2030. There is no planned new positions included in the Plan.
- Rates charges for the enterprise utility funds are planned to increase by 1.5-2.5% annually. Proposed rates are at a level to provide sufficient revenue to support services. Details on proposed rates can be found in the summary of the financial plans for the enterprise utility funds that follow.

TOTAL GOVERNMENTAL FUNDS COMBINED

The table that follows provides total sources and uses of funds for the following Governmental Funds combined. Individual financial plans are then provided for each of the following funds:

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Debt Service Funds

The City maintains separate special revenue funds by purpose, capital projects funds by project, and debt service funds by bond series issued. For purposes of the Plan, the individual funds (by type of fund) are presented in a combined plan.

Revenue

Annual source of funds from non-property tax levy sources has been stable for the City and is expected to remain so in the future.

The City receives local government aid (LGA) from the State. For the 2021 budget, total intergovernmental revenue (all sources) is projected at approximately 33% of all revenue across all funds, and approximately 41% for the General Fund.

Tax levy increases will be needed to pay for increased operating costs, capital improvements, and debt service for planned capital improvements. Revenue from franchise fees is projected to increase by 1.0% annually.

Expenditures

Personnel and other operating costs overall have been and are projected to remain stable in the near term with no major planned increases.

Transfers

Recurring transfers between funds include the following:

- Transfer from the Enterprise Funds to the General Fund for reimbursement of administrative costs
- Transfer from the Enterprise Funds to the General Fund for operations, the majority of the transfer comes from the Electric Enterprise Fund (\$575,000) and the Liquor Enterprise Fund (\$359,079)
- Transfer from the General fund to the Greenwood Cemetery Fund and the Arena Enterprise Fund for operations

Other non-recurring transfers occur for capital outlay transfers and to close funds.

Balance Sheet

Total cash across all governmental funds is projected to average approximately \$11.5 million between 2022-2030. A level sufficient to meet the City's cash flow needs and policy for reserves.

Finance Plans

Chart 28
Total Governmental Source and Use of Funds is projected to result in cash balances sufficient to cover operating, capital, and debt obligations

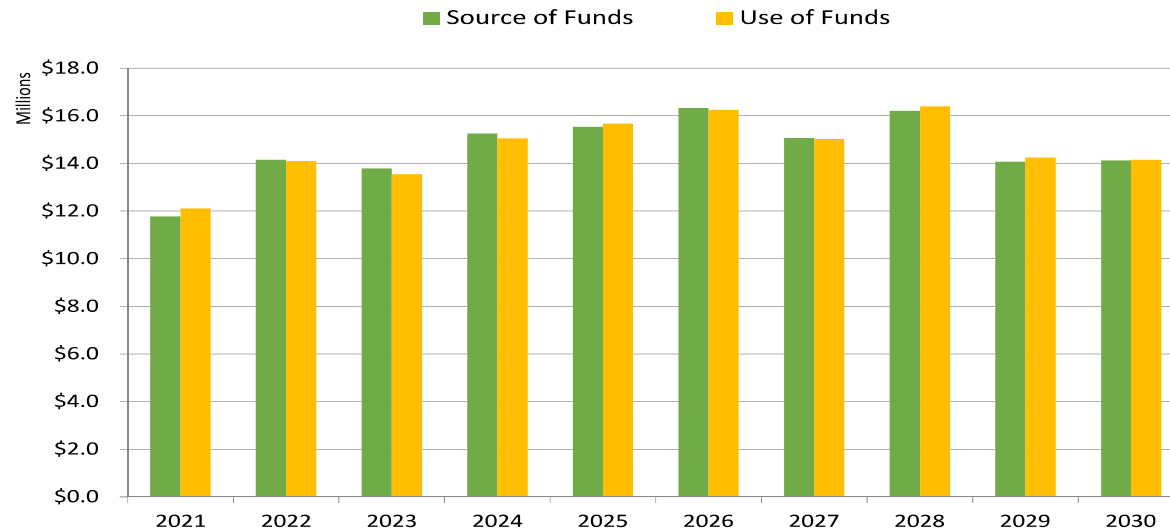
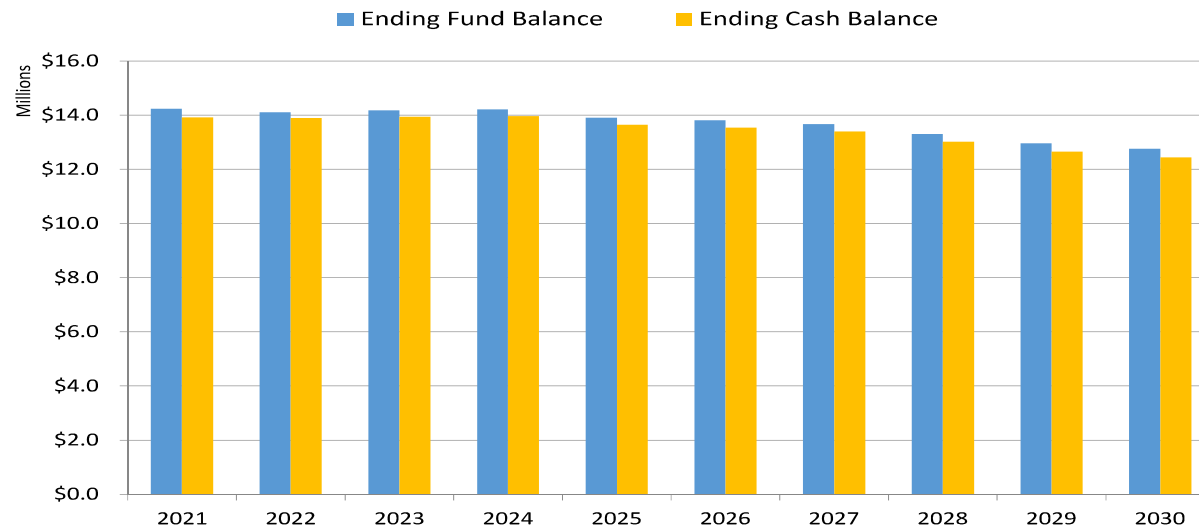


Chart 29
Total Governmental Funds
Difference between cash balance and fund balance comes from interfund loans (due to/due from)



For the City's Governmental Funds, on a combined basis, it is projected that the total source and use of funds will result in ending fund balance and ending cash balance that are consistent to meet City objectives.

Table 6
Page 1 of 2

City of Thief River Falls

Finance Plan

Total Governmental Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Property tax	2,141,610	2,387,717	2,795,858	2,881,412	3,162,976	3,333,230	3,515,743	3,945,437	4,170,046	4,154,217	4,365,755	4,494,667
Tax increments	376,631	402,518	1,284,582	1,284,582	1,284,582	1,284,582	1,284,582	1,284,582	1,271,582	1,271,582	371,582	302,272
Franchise fees	224,966	226,326	223,000	227,000	229,270	231,563	233,878	236,217	238,579	240,965	243,375	245,808
Lodging tax	151,967	115,226	128,000	128,000	129,280	130,573	131,879	133,197	134,529	135,875	137,233	138,606
Special assessments	469,934	836,819	427,981	415,353	450,703	455,223	449,791	479,707	557,103	529,972	505,783	473,063
Licenses and permits	180,851	163,698	118,335	123,395	124,629	125,875	127,134	128,405	129,689	130,986	132,296	133,619
Local government aid	3,061,444	3,173,095	3,240,782	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563
Police and fire aid	247,076	232,843	250,500	275,700	278,457	281,242	284,054	286,895	289,763	292,661	295,588	298,544
Municipal state aid (maintenance)	176,956	186,551	195,000	195,000	196,950	198,920	200,909	202,918	204,947	206,996	209,066	211,157
Intergovernmental other	3,454,769	793,373	48,120	22,920	23,149	23,381	23,614	23,851	24,089	24,330	24,573	24,819
Charges for services	2,396,659	1,638,974	1,484,750	1,534,578	1,549,584	1,564,740	1,580,047	1,595,507	1,611,123	1,626,894	1,642,823	1,658,911
Fines and forfeitures	59,734	55,462	51,500	52,500	53,025	53,555	54,091	54,632	55,178	55,730	56,287	56,850
Investment earnings	201,591	121,373	63,700	58,963	58,400	58,544	58,782	58,798	59,314	59,797	60,479	61,365
Other revenues	601,747	948,649	46,000	46,150	46,302	46,455	46,609	46,765	46,923	47,082	47,243	47,405
Transfer in for admin reimbursement	347,306	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313
Transfer in other	1,008,591	996,579	996,579	996,579	996,579	996,579	996,579	996,579	996,579	996,579	996,579	996,579
Transfer in for capital	-	120,000	-	-	-	-	-	-	-	-	-	-
Intergovernmental for capital	2,019,389	390,076	-	-	-	891,000	-	800,000	-	-	-	-
Other revenue for capital	29,626	107,712	-	-	-	-	-	-	-	-	-	-
Municipal state aid (construction)	-	-	-	-	-	445,000	-	200,000	206,000	-	-	-
Bond proceeds	1,990,599	3,021,887	-	2,265,000	1,505,000	1,505,000	2,925,000	2,235,000	1,440,000	2,810,000	1,370,000	1,370,000
Transfer in other	-	22,926	71,333	31,598	86,012	16,530	15,869	15,208	14,547	13,886	-	-
Total Revenues	19,141,446	16,285,117	11,769,333	14,155,606	13,791,774	15,258,865	15,545,437	16,340,574	15,066,868	16,214,428	14,075,539	14,130,541
Expenditures												
Current expenditures	9,889,561	9,109,234	9,626,895	9,830,002	9,787,040	9,954,588	10,125,487	10,299,804	10,476,838	10,658,197	9,943,184	10,062,560
Cost of issuance of bonds	-	-	-	65,000	45,000	45,000	85,000	65,000	65,000	82,000	42,000	-
Transfer out other	201,556	72,926	613,626	672,006	726,420	656,938	656,277	655,616	654,955	654,294	640,408	640,408
Principal payments	525,000	903,708	1,008,000	1,094,000	1,225,339	1,280,000	1,500,000	1,615,000	1,765,000	1,830,000	1,790,000	1,640,000
Interest expense	202,030	198,616	228,025	209,836	284,139	289,561	378,943	423,075	436,618	421,118	477,737	453,120
Transfer out construct costs / other reserves	-	-	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813
Capital acquisition	6,779,381	4,940,700	639,802	2,225,000	1,485,000	2,821,000	2,925,000	3,195,000	1,628,000	2,753,000	1,353,000	1,353,000
Total Expenditures	17,597,528	15,225,184	12,295,161	14,274,657	13,731,750	15,225,900	15,849,519	16,432,308	15,205,223	16,577,422	14,425,142	14,327,900
Net Change in Fund Balances	1,543,918	1,059,933	(525,828)	(119,052)	60,023	32,965	(304,082)	(91,734)	(138,355)	(362,994)	(349,603)	(197,359)
Beginning Fund Balance	12,168,113	13,712,031	14,579,903	14,054,075	13,935,024	13,995,047	14,028,012	13,723,930	13,632,196	13,493,841	13,130,847	12,781,244
Changes and adjustments to prior period	-	(192,061)	-	-	-	-	-	-	-	-	-	-
Ending Fund Balance	13,712,031	14,579,903	14,054,075	13,935,024	13,995,047	14,028,012	13,723,930	13,632,196	13,493,841	13,130,847	12,781,244	12,583,885

Table 6
Page 2 of 2

City of Thief River Falls

Finance Plan

Total Governmental Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets												
Cash and investments	9,635,487	12,032,875	13,917,782	13,888,653	13,939,667	13,964,554	13,647,990	13,543,452	13,391,965	13,015,506	12,652,097	12,440,583
Restricted cash and investments	91,101	-	-	-	-	-	-	-	-	-	-	-
Taxes receivable	144,237	231,681	200,335	200,335	211,575	221,884	236,597	251,632	266,994	282,690	298,727	315,112
Special assessments receivable	2,112,060	2,316,507	1,404,521	1,517,557	1,547,026	1,571,308	1,713,053	2,344,379	2,266,256	2,620,642	2,602,529	2,612,703
Due from other funds	2,731,728	2,061,192	-	-	-	-	-	-	-	-	-	-
Due from other governments	3,125,579	1,532,163	-	-	-	-	-	-	-	-	-	-
All other receivables and prepaids	1,067,695	1,236,354	917,736	917,736	917,736	917,736	917,736	917,736	917,736	917,736	917,736	917,736
Other assets	276	75,627	-	-	-	-	-	-	-	-	-	-
Total Assets	18,908,163	19,486,399	16,440,373	16,524,281	16,616,004	16,675,481	16,515,375	17,057,198	16,842,951	16,836,573	16,471,088	16,286,134
Liabilities												
Due to other governments	74,057	53,012	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950
Due to other funds	1,912,728	1,540,924	-	-	-	-	-	-	-	-	-	-
Other liabilities	584,374	471,704	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264
Deferred inflows of resources	2,624,973	2,840,856	1,854,084	2,057,043	2,088,743	2,115,255	2,259,231	2,892,788	2,816,896	3,173,512	3,157,630	3,170,035
Total Liabilities and deferred inflows	5,196,132	4,906,496	2,386,298	2,589,257	2,620,957	2,647,469	2,791,445	3,425,002	3,349,110	3,705,726	3,689,844	3,702,249
Fund Balance	13,712,031	14,579,903	14,054,075	13,935,024	13,995,047	14,028,012	13,723,930	13,632,196	13,493,841	13,130,847	12,781,244	12,583,885
Total Liabilities, deferred inflows of resources, and fund balance	18,908,163	19,486,399	16,440,373	16,524,281	16,616,004	16,675,481	16,515,375	17,057,198	16,842,951	16,836,573	16,471,088	16,286,134

GENERAL FUND

The General Fund is the primary fund used by the City. This fund is used to record all resource inflows and outflows that are not associated with special-purpose funds. The activities being paid for through the General Fund constitute the core administrative and operational tasks of the City.

The General Fund is also used to account for the operation of the City's Sanitation Department and revenues collected from customers to support this service. This operation is planned to be self-supporting, meaning revenues collected from fees and charges are at a level that is intended to be sufficient to cover the enterprise costs. The City should consider establishing an enterprise fund outside of the General Fund and the overall Governmental Funds to account for sanitary services.

For the year ended December 31, 2020, the arena activity was split from the General Fund into its own proprietary fund, now the Ralph Engelstad Arena Enterprise Fund (includes the arena, Tourist Park, and MEC). The Finance Plan includes a transfer out to this enterprise fund for operational support.

Revenues

Annual source of non-tax revenues has been stable and is projected to remain stable. Chart 30 provides a breakdown of the revenues as a percent of the total revenues. Intergovernmental revenues, including Local Government Aid (LGA), municipal state aid for street maintenance, and other forms of state aid, provide the single largest source of non-tax revenue to the General Fund.

Property tax revenue is estimated to increase annually to fund general city operations in the General Fund. Total revenues and expenditures for the General Fund are projected

to be balanced on annual basis. Figure 2 provides the projected General Fund property tax levy by year, along with the annual projected percent change.

Chart 30
General Fund
Property taxes and intergovernmental revenues, including Local Government Aid comprise the largest categories of revenue for the General Fund

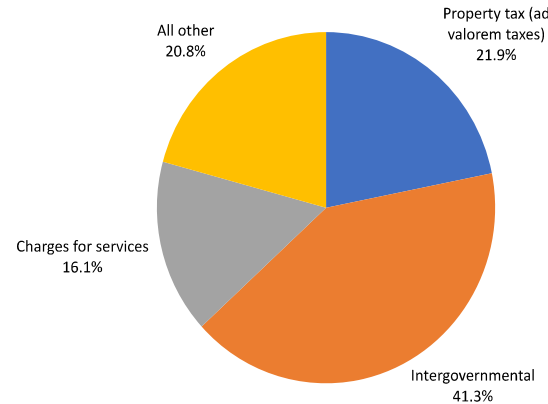


Figure 2.

Tax Year	Tax Levy in Millions	% Change in Tax Levy
2021	\$1.98	14.7%
2022	\$1.98	0.0%
2023	\$1.96	-0.6%
2024	\$2.19	11.4%
2025	\$2.33	6.6%
2026	\$2.48	6.4%
2027	\$2.63	6.1%
2028	\$2.79	5.9%
2029	\$2.95	5.7%
2030	\$3.11	5.5%

The financial plan for the General Fund is based on the following key assumptions for non-tax revenues:

- Non-tax revenues increase of 1.0% annually, with the exception of LGA which is projected to remain constant at the 2021 amount.
- Annual investment income rate of 0.5%.

Expenditures

The General Fund is used to account for the expense of providing general government services for the City. The largest use of funds is for the cost of personnel, including salary and wages and benefits. Other costs including operating materials and supplies, equipment, and other professional services. The financial plan is based on the following key assumptions:

- Non-personnel costs for materials and supplies, and other operating costs including professional services are estimated to increase by 2.0% annually.
- Preliminary 2022 budget includes a planned use of fund balance of \$207,225. The Plan anticipates this is a one-time use of fund balance and adjusts current expenditures in year 2023 by an offsetting amount.
- Personnel costs are estimated to increase by 3.0% annually from 2022-2030.

Transfers

The General Fund receives annual transfers in of cash from the enterprise funds to pay for administrative overhead and operational support. The transfers in are projected to remain at current levels between 2022-2030.

The General Fund transfers cash to other funds for operational support. For example, in year 2022 the City is anticipating the following transfers which are projected to continue into future years:

- \$65,000, Transfer to Greenwood Cemetery Fund

- \$492,293, Transfer to Arena Enterprise Fund
- \$83,115, Transfer to Multi-Event Center (Part of the Arena Enterprise Fund)
- \$51,429, Transfer (internal) within the General Fund to designate as reserves for contingencies
- \$127,084, Transfer to Capital Project Funds - first allocated to any construction fund that was using General Fund dollars and then to General Fund severance packages for employees that have retired in current year

Fund Balance

City policy states that the City shall strive to maintain a minimum unassigned general fund balance of 35% of the annual budget. The City Council will conduct an annual review during the budget process of the sufficiency of the minimum unassigned fund balance level.

The finance plan for the General Fund is projected to achieve the City's fund balance policy objective.

Balance Sheet

Ending cash balance between 2020 and 2021 is projected to increase with the repayment of the interfund loans from other City funds to the General Fund. Cash balance is expected to remain at the approximate amount of \$8.6 million between 2022-2030.

Accounts receivable and payable are projected to remain fairly constant at historical levels, with the exception of the collection of due from other funds and other governments, which are anticipated to be repaid in 2021.

Finance Plans

Chart 31
General Fund
Ending fund balance is projected to be continue to be at levels above the minum required

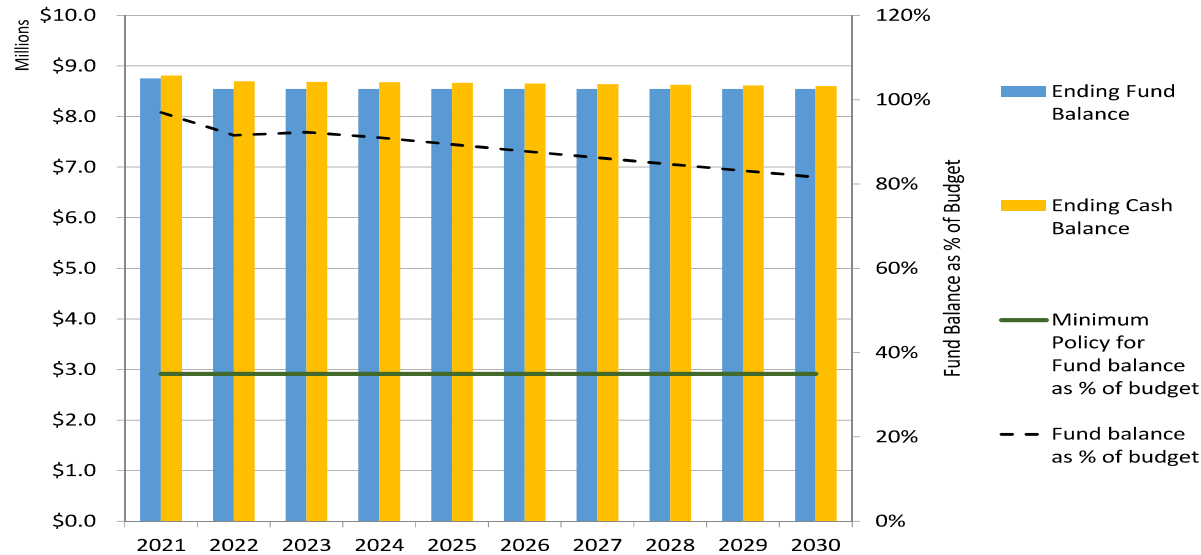
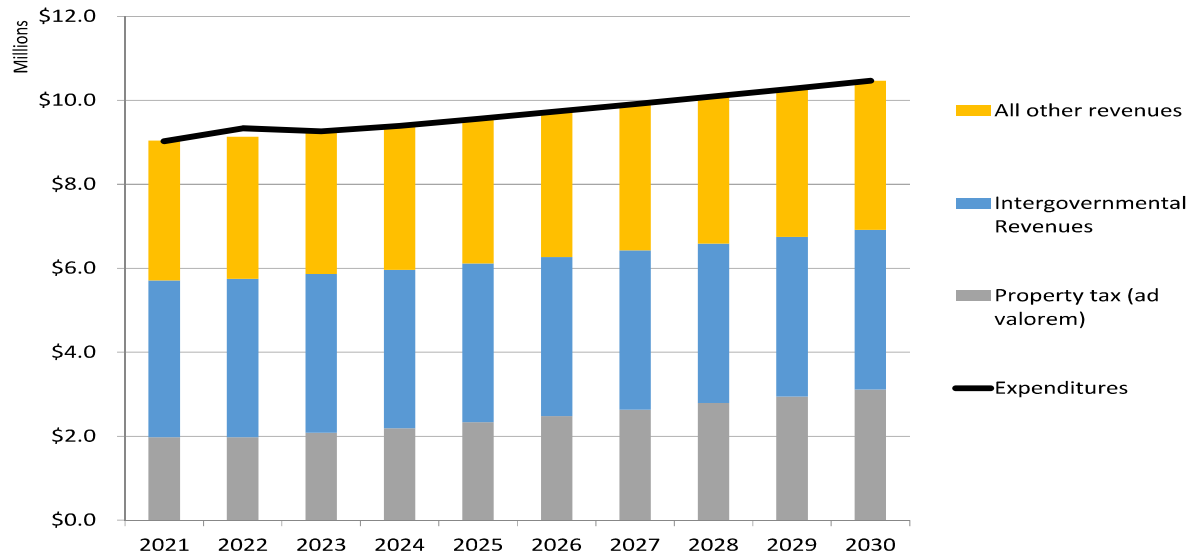


Chart 32
General Fund
Expenditures and Revenues



City policy states that the City shall strive to maintain a minimum unassigned general fund balance of 35% of the annual budget. The City Council will conduct an annual review during the budget process of the sufficiency of the minimum unassigned fund balance level.

The finance plan for the General Fund is projected to achieve the City's fund balance policy objective.

The City is planning for spend down of approximately \$200,000 in 2022; this is the only year that spend-down of fund balance is projected.

Table 7
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City of Thief River Falls

**Finance Plan
General Fund**

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Property tax	1,769,573	1,815,340	1,975,689	1,975,689	2,086,542	2,188,206	2,333,300	2,481,574	2,633,074	2,787,868	2,946,023	3,107,611
Franchise fees	224,966	226,326	223,000	227,000	229,270	231,563	233,878	236,217	238,579	240,965	243,375	245,808
Lodging tax	151,967	115,226	128,000	128,000	129,280	130,573	131,879	133,197	134,529	135,875	137,233	138,606
Special assessments	52,827	94,467	2,900	2,900	2,833	2,766	2,699	2,632	2,565	2,498	2,432	2,365
Licenses and permits	180,851	163,698	118,335	123,395	124,629	125,875	127,134	128,405	129,689	130,986	132,296	133,619
Local government aid	3,061,444	3,173,095	3,240,782	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563	3,273,563
Police and fire aid	247,076	232,843	250,500	275,700	278,457	281,242	284,054	286,895	289,763	292,661	295,588	298,544
Municipal state aid (maintenance)	176,956	186,551	195,000	195,000	196,950	198,920	200,909	202,918	204,947	206,996	209,066	211,157
Intergovernmental other	48,732	704,476	48,120	22,920	23,149	23,381	23,614	23,851	24,089	24,330	24,573	24,819
Charges for services	2,363,009	1,605,199	1,450,750	1,500,578	1,515,584	1,530,740	1,546,047	1,561,507	1,577,123	1,592,894	1,608,823	1,624,911
Fines and forfeitures	59,734	55,462	51,500	52,500	53,025	53,555	54,091	54,632	55,178	55,730	56,287	56,850
Investment earnings	131,364	94,545	48,000	44,070	43,483	43,438	43,398	43,335	43,271	43,206	43,138	43,069
Other revenues	422,916	662,484	15,000	15,150	15,302	15,455	15,609	15,765	15,923	16,082	16,243	16,405
Transfer in for admin reimbursement	347,306	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313	343,313
Transfer in other	946,579	946,579	946,579	946,579	946,579	946,579	946,579	946,579	946,579	946,579	946,579	946,579
Total Revenues	10,185,300	10,419,604	9,037,468	9,126,357	9,261,959	9,389,167	9,560,067	9,734,384	9,912,187	10,093,546	10,278,532	10,467,219
Expenditures												
Current expenditures	8,991,098	8,260,257	8,215,010	8,420,361	8,377,399	8,544,947	8,715,846	8,890,163	9,067,966	9,249,325	9,434,312	9,622,998
Transfer out other	62,012	50,000	542,293	640,408	640,408	640,408	640,408	640,408	640,408	640,408	640,408	640,408
Principal payments	-	128,708	68,000	69,000	40,339	-	-	-	-	-	-	-
Transfer out construct costs / other reserves	-	-	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813	178,813
Capital acquisition	263,654	258,511	23,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total Expenditures	9,316,764	8,697,476	9,027,116	9,333,582	9,261,959	9,389,168	9,560,067	9,734,384	9,912,187	10,093,546	10,278,533	10,467,219
Net Change in Fund Balances	868,536	1,722,128	10,352	(207,225)	0	(0)	0	0	(0)	0	(0)	0
Beginning Fund Balance	6,346,289	7,214,825	8,744,892	8,755,244	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019
Changes and adjustments to prior period	-	(192,061)	-	-	-	-	-	-	-	-	-	-
Ending Fund Balance	7,214,825	8,744,892	8,755,244	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019

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City of Thief River Falls

Finance Plan

General Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets												
Cash and investments	4,677,287	6,816,940	8,813,950	8,696,648	8,687,638	8,679,560	8,667,079	8,654,275	8,641,143	8,627,678	8,613,871	8,599,718
Taxes receivable	125,143	184,141	200,335	200,335	211,575	221,884	236,597	251,632	266,994	282,690	298,727	315,112
Special assessments receivable	49,708	105,017	110,000	20,077	17,846	15,615	13,385	11,154	8,923	6,692	4,462	2,231
Due from other funds	2,731,728	2,061,192	-	-	-	-	-	-	-	-	-	-
Due from other governments	-	17,935	-	-	-	-	-	-	-	-	-	-
All other receivables and prepaids	722,736	614,095	722,736	722,736	722,736	722,736	722,736	722,736	722,736	722,736	722,736	722,736
Total Assets	8,306,602	9,799,320	9,847,021	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796
Liabilities												
Due to other governments	73,950	52,936	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950	73,950
Other liabilities	458,264	404,319	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264	458,264
Deferred inflows of resources	559,563	597,173	559,563	559,563	559,563	559,563	559,563	559,563	559,563	559,563	559,563	559,563
Premium / discount on bonds	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities and deferred inflows	1,091,777	1,054,428	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777	1,091,777
Fund Balance	7,214,825	8,744,892	8,755,244	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019	8,548,019
Total Liabilities, deferred inflows of resources, and fund balance	8,306,602	9,799,320	9,847,021	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796	9,639,796

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. For purposes of the Plan, the following Special Revenue Funds are combined and reported on a combined basis:

- Community Development Advisory Board (CDAB) Revolving Loan Fund
- Northwest MN Housing Revolving Loan Fund
- Slow-Second Mortgage Loan Fund
- TRF Area K-9 fund
- Multi-Events Center Fund
- Greenwood Cemetery Fund
- Train Canopy Fund
- Floyd B. Olson Shelter Fund Special Revenue Fund
- TIF District 1-1 (*decertified 8/4/2020, Fund closed in 2020*)
- TIF District 1-3 (*estimated decertification 12/31/2026*)
- TIF District 1-4 (*estimated decertification 12/31/2029*)
- TIF District 1-5 (*estimated decertification 12/31/2030*)
- TIF District 1-6 (*estimated decertification 12/31/2032*)
- TIF District 1-7 (*estimated decertification 12/31/2032*)
- TIF District 1-8 (*estimated decertification 12/31/2034*)
- TIF District 1-9 (*estimated decertification 12/31/2039*)

- TIF District 1-10 (*Fund closed in 2020*)
- TIF District 1-11 (*estimated decertification 12/31/2042*)
- TIF District 1-12 (*Certified in 2021*)
- TIF District 1-13 (*estimated decertification 12/31/2026*)

Revenues

Revenues accounted for in the special revenue funds are restricted for the purposes collected and not available for general city purposes.

There is no ad valorem property tax revenues accounted for in the Special Revenue Funds. The City reports tax increment financing revenue as property tax revenue in the Tax Increment Financing Funds that are accounted for as Special Revenue Funds. For purposes of the Plan, tax increment revenues are shown separately from property tax revenues.

There are three funds used to account for receipt of revolving loan funds: Slow-Second Mortgage Loan Fund; Northwest MN Housing Revolving Loan Fund; and the CDAB Revolving Loan Fund. Sources of revenues for these funds include intergovernmental and loan repayments from third parties.

The TRF Area K-9 Fund is used to account for revenues received in support of public safety animals.

The Multi-Event Center Fund is used to account for rental revenues for this facility. The City is fiscal agent for joint facility.

The Train Canopy Fund (established to account for construction of the canopy adjacent to City Hall) and the Greenwood Cemetery Fund are used to account for revenues that are collected for the maintenance and improvement of these facilities.

The TIF Funds are used to account for the receipt of tax increment revenues from each of the respective TIF districts. TIF Districts 1-1 and 1-10 were closed in 2020. TIF District 1-12 was certified in 2021. The City anticipates that TIF 1-13 will decertify early with final TIF collection in year 2027 after outstanding obligations are satisfied. The Plan projects an increase in net tax capacity of approximately \$0.5 million by year 2030.

Expenditures

The expenditures of revenues in these Special Revenue Funds is restricted by fund for the specific purposes.

Expenditures include payments to third parties, which may include payments to developers in the case of the TIF funds, among other type of payments.

Transfers

Transfers in of cash to the Special Revenue Funds may include the following type of transactions from time to time:

- Transfers from the General Fund to the Greenwood Cemetery Fund to cover operating costs
- Transfers to/from the General Fund and the TIF districts for administrative costs.

Balance Sheet

Revenues and expenditures should be equal for these funds on average or in the long-term. The City does not budget or record receipt of revenues in the Special Revenue Funds that are not restricted.

The Plan anticipates that receivables outstanding at end of 2020 will be collected in 2021 and liabilities will be satisfied. The assumption for assets for assets and liabilities impacts the estimate for future cash available in the Special Reve-

nue Funds, which may be more or less depending on actual receivables and liabilities recorded in future years.

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City of Thief River Falls

Finance Plan

Total Special Revenue Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Tax increments	376,631	402,518	1,284,582	1,284,582	1,284,582	1,284,582	1,284,582	1,284,582	1,271,582	1,271,582	371,582	302,272
Intergovernmental other	43,400	88,897	-	-	-	-	-	-	-	-	-	-
Charges for services	33,650	33,775	34,000	34,000	34,000	34,000	34,000	34,000	34,000	34,000	34,000	34,000
Investment earnings	62,372	23,087	15,700	11,761	11,769	11,778	11,786	11,795	11,804	11,751	11,699	11,646
Other revenues	178,831	208,295	31,000	31,000	31,000	31,000	31,000	31,000	31,000	31,000	31,000	31,000
Transfer in other	62,012	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Intergovernmental for capital	193,484	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	950,380	806,572	1,415,282	1,411,343	1,411,351	1,411,360	1,411,368	1,411,377	1,398,386	1,398,333	498,281	428,918
Expenditures												
Current expenditures	898,463	848,842	1,411,885	1,409,641	1,409,641	1,409,641	1,409,641	1,409,641	1,408,872	1,408,872	508,872	439,562
Transfer out other	3,931	-	-	-	-	-	-	-	-	-	-	-
Capital acquisition	4,132	4,254	-	-	-	-	-	-	-	-	-	-
Total Expenditures	906,526	853,096	1,411,885	1,409,641	1,409,641	1,409,641	1,409,641	1,409,641	1,408,872	1,408,872	508,872	439,562
Net Change in Fund Balances	43,854	(46,524)	3,397	1,702	1,710	1,719	1,727	1,736	(10,486)	(10,539)	(10,591)	(10,644)
Ending Fund Balance	2,590,277	2,543,753	2,547,150	2,548,852	2,550,562	2,552,281	2,554,008	2,555,744	2,545,258	2,534,719	2,524,128	2,513,484

Table 8
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City of Thief River Falls

Finance Plan

Total Special Revenue Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets												
Cash and investments	2,277,044	1,856,223	2,352,150	2,353,852	2,355,562	2,357,281	2,359,008	2,360,744	2,350,258	2,339,719	2,329,128	2,318,484
Restricted cash and investments	91,101	-	-	-	-	-	-	-	-	-	-	-
All other receivables and prepaids	344,959	622,259	195,000	195,000	195,000	195,000	195,000	195,000	195,000	195,000	195,000	195,000
Other assets	-	75,397	-	-	-	-	-	-	-	-	-	-
Total Assets	2,713,104	2,553,879	2,547,150	2,548,852	2,550,562	2,552,281	2,554,008	2,555,744	2,545,258	2,534,719	2,524,128	2,513,484
Liabilities												
Due to other governments	107	76	-	-	-	-	-	-	-	-	-	-
Due to other funds	728	1,466	-	-	-	-	-	-	-	-	-	-
Other liabilities	121,992	8,584	-	-	-	-	-	-	-	-	-	-
Total Liabilities and deferred inflows	122,827	10,126	-	-	-	-	-	-	-	-	-	-
Fund Balance	2,590,277	2,543,753	2,547,150	2,548,852	2,550,562	2,552,281	2,554,008	2,555,744	2,545,258	2,534,719	2,524,128	2,513,484
Total Liabilities, deferred inflows of resources, and fund balance	2,713,104	2,553,879	2,547,150	2,548,852	2,550,562	2,552,281	2,554,008	2,555,744	2,545,258	2,534,719	2,524,128	2,513,484

DEBT SERVICE FUNDS

The Debt Service Fund includes the combined funds used to account for all of the City's governmental debt service.

At the end of 2020, the total general obligation bonds payable (reported as Governmental Debt) was \$10,010,000. Other debt obligations accounted for in the Enterprise Funds for utility improvements is \$20,990,000 outstanding at year-end 2020). These amounts do not include obligations for capital leases, which the City reported due in the amount of \$137,931 at the end of 2020.

The year-end cash balance in the Debt Service Funds fluctuates due to the timing of collection of revenue, such as tax levy in the year prior to debt service payments coming due.

For general obligation bonds, the City is required to have funds available in the respective debt service funds equal to 105% of the debt service payments coming due. The year-end cash balance includes cash from collection of special assessments and tax levy in current year to pay the following February 1 debt payments. The City receives tax settlements from the County in June and December of each year. The first half tax settlement is available to cover the August debt payments and the second tax settlement is available to cover the February payments.

Revenue

The Debt Service Funds include the following source of revenue: special assessments, interest income, transfers in from other funds, property tax levy, and, from time to time, bond proceeds for any capitalized interest funds.

The Plan anticipates annual issuance of general obligation bonds between 2022 through 2030. The planned issuance is for street improvements (payable from tax levy and spe-

cial assessments). There is no debt issuance anticipated planned for utility improvements.

Debt accounted for in the Debt Service Funds includes only debt to be supported by general governmental revenues, including tax levy and special assessments. The Debt Service Funds do not include debt accounted for in the Enterprise Funds of the City payable from revenue from the enterprise operations.

Expenditures

The use of funds is for the payment of debt, including principal and interest payments and other fees related to debt.

Transfers

Transfers include transfers between debt service funds ("intra-fund"), as debt is retired and remaining balance of funds moved to other debt obligations for other Governmental Funds, among other purposes for transfers.

Balance Sheet

Ending cash balance in the Debt Service Funds is projected to be sufficient to meet all debt obligations when due.

Finance Plans

Chart 33
Debt Service Fund
Fund balance and cash balance are projected at the same level, with cash sufficient to cov
debt service payments when due with no interfund loans

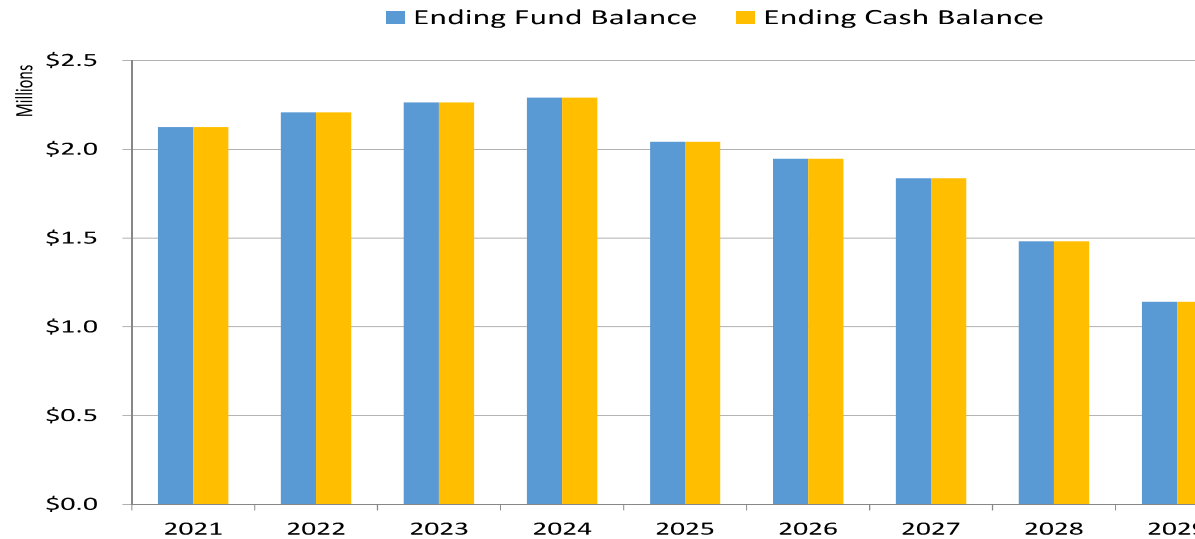
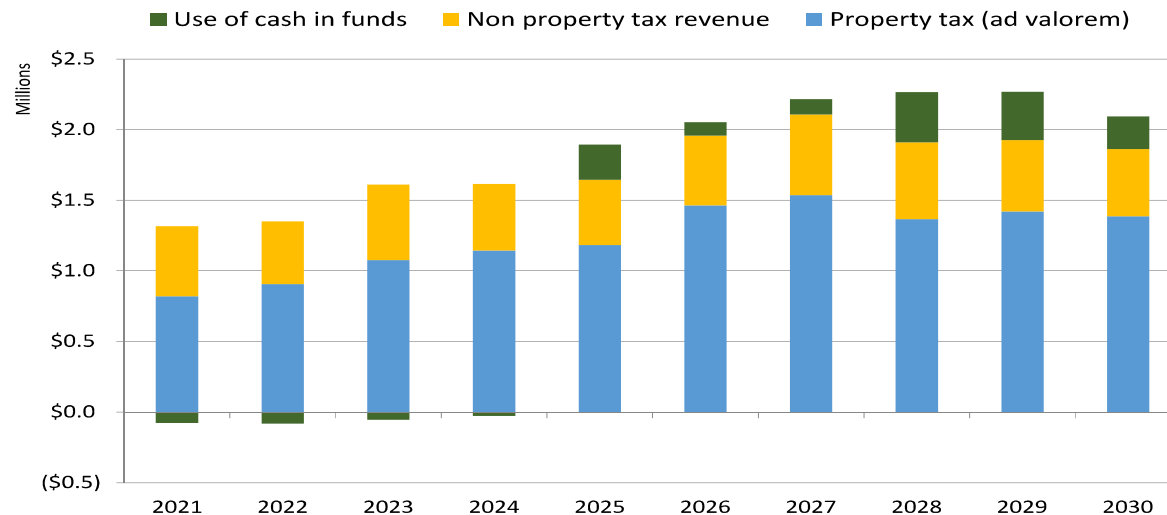


Chart 34
Debt Service Fund
Accumulated cash balances in the debt service funds (for existing debt) will be use to pay debt
service on existing bonds in years 2021-2024 which is why use of funds is shown to exceed
annual revenues in these years



Ending Fund Balance and Cash Balance in the Debt Service Funds is projected to be equal, with no anticipated interfund loans or other transactions that would impact the difference between projected ending fund balance and ending cash balance.

Use of funds to pay debt service is projected to come from a combination of property tax revenue, other non-property tax revenue, including special assessments, interest on investments, and cash balances accumulated in prior years from special assessments and other sources of funds.

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City of Thief River Falls

Finance Plan

Total Debt Service Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Property tax	372,037	572,377	820,169	905,723	1,076,434	1,145,023	1,182,443	1,463,863	1,536,972	1,366,349	1,419,732	1,387,056
Special assessments	417,107	742,352	425,081	412,453	447,869	452,456	447,092	477,074	554,537	527,473	503,351	470,698
Investment earnings	-	-	-	-	-	164	418	772	1,329	2,025	2,814	3,807
Bond proceeds	-	(50,000)	-	-	-	-	-	-	-	-	-	-
Transfer in other	-	22,926	71,333	31,598	86,012	16,530	15,869	15,208	14,547	13,886	-	-
Total Revenues	789,144	1,287,655	1,316,583	1,349,774	1,610,316	1,614,174	1,645,822	1,956,918	2,107,386	1,909,734	1,925,897	1,861,562
Expenditures												
Current expenditures	-	135	-	-	-	-	-	-	-	-	-	-
Transfer out other	-	-	71,333	31,598	86,012	16,530	15,869	15,208	14,547	13,886	-	-
Principal payments	525,000	775,000	940,000	1,025,000	1,185,000	1,280,000	1,500,000	1,615,000	1,765,000	1,830,000	1,790,000	1,640,000
Interest expense	203,846	193,017	228,025	209,836	284,139	289,561	378,943	423,075	436,618	421,118	477,737	453,120
Total Expenditures	728,846	968,152	1,239,358	1,266,434	1,555,151	1,586,091	1,894,812	2,053,283	2,216,165	2,265,004	2,267,737	2,093,120
Net Change in Fund Balances	60,298	319,503	77,225	83,339	55,165	28,083	(248,989)	(96,365)	(108,779)	(355,270)	(341,840)	(231,558)
Ending Fund Balance	1,728,493	2,047,996	2,125,221	2,208,561	2,263,726	2,291,809	2,042,820	1,946,454	1,837,675	1,482,406	1,140,566	909,008

Table 9
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City of Thief River Falls

Finance Plan

Total Debt Service Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets												
Cash and investments	1,712,457	2,037,563	2,125,221	2,208,561	2,263,726	2,291,809	2,042,820	1,946,454	1,837,675	1,482,405	1,140,566	909,007
Taxes receivable	19,094	47,540	-	-	-	-	-	-	-	-	-	-
Special assessments receivable	2,062,352	2,211,490	1,294,521	1,497,480	1,529,180	1,555,692	1,699,668	2,333,225	2,257,333	2,613,949	2,598,067	2,610,472
Total Assets	3,793,903	4,296,593	3,419,742	3,706,041	3,792,906	3,847,501	3,742,488	4,279,679	4,095,008	4,096,355	3,738,633	3,519,480
Liabilities												
Due to other funds	-	4,458	-	-	-	-	-	-	-	-	-	-
Other liabilities	-	456	-	-	-	-	-	-	-	-	-	-
Deferred inflows of resources	2,065,410	2,243,683	1,294,521	1,497,480	1,529,180	1,555,692	1,699,668	2,333,225	2,257,333	2,613,949	2,598,067	2,610,472
Total Liabilities and deferred inflows	2,065,410	2,248,597	1,294,521	1,497,480	1,529,180	1,555,692	1,699,668	2,333,225	2,257,333	2,613,949	2,598,067	2,610,472
Fund Balance	1,728,493	2,047,996	2,125,221	2,208,561	2,263,726	2,291,809	2,042,820	1,946,454	1,837,675	1,482,406	1,140,566	909,008
Total Liabilities, deferred inflows of resources, and fund balance	3,793,903	4,296,593	3,419,742	3,706,041	3,792,906	3,847,501	3,742,488	4,279,679	4,095,008	4,096,355	3,738,633	3,519,480

CAPITAL PROJECTS FUNDS

The Capital Projects Funds includes all of the capital projects funds of the City on a combined basis.

Revenues

The source of revenues comes from a combination of sources, including intergovernmental, investment earnings, and bond proceeds. There is no prior or projected receipt of ad valorem property taxes.

Bond proceeds from issuance of bonds to finance street improvements are deposited into the Capital Projects Funds. To provide sufficient cash, bonding is anticipated between years 2022 through 2030. Bonding is not anticipated for the utility improvement portions of the planned street projects.

Expenditures

The expenditures of funds (capital outlay) includes engineering, construction, and all other costs related to street improvement projects.

The respective portion of street improvements that are for utilities are paid directly from the Water Fund, Sanitary Sewer Fund, and Stormwater Fund and are not recorded as an expenditure of the Capital Projects Funds.

Transfers

There are no interfund transfers projected for future years. There have been interfund transfers in prior years.

Balance Sheet

There are no projected accounts receivable and payable after year 2021. The Plan anticipates the interfund loans (due to the General Fund) will be repaid in 2021.

Finance Plans

Chart 35
Capital Projects Funds
Ending Fund Balance and Cash Balance

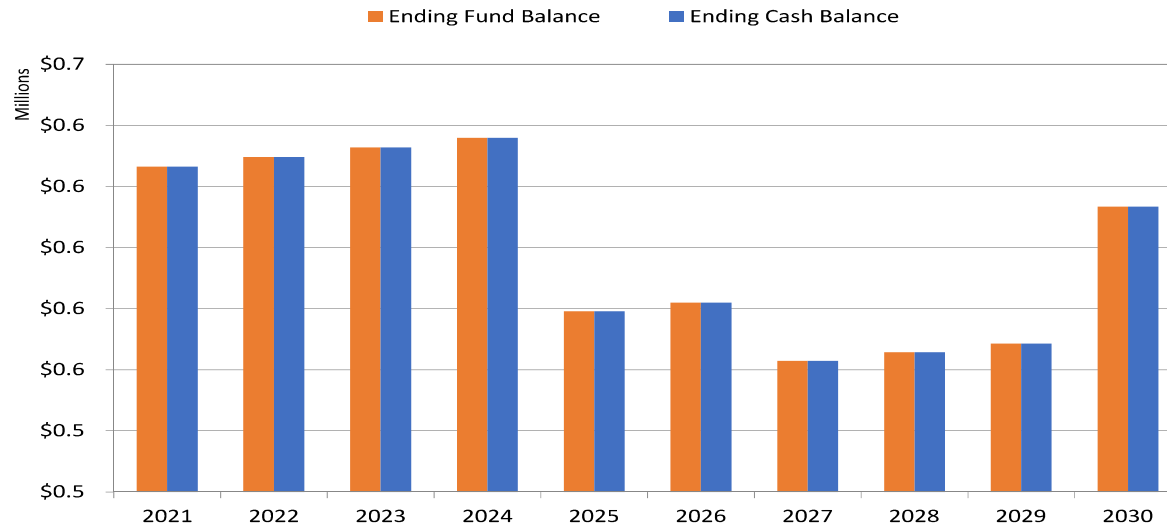
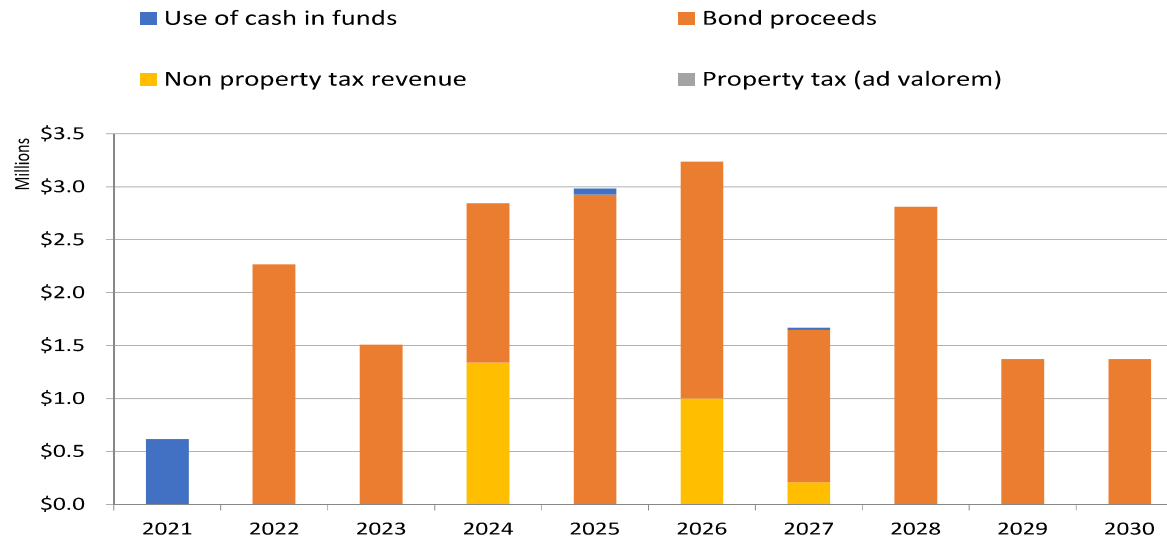


Chart 36
Capital Projects Funds
Revenues and Use of Funds



The Plan projects the annual issuance of general obligation bonds to finance street improvements between 2022-2030. Bond proceeds are needed in order to have cash sufficient to cover the planned project costs..

Table 10
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City of Thief River Falls

Finance Plan

Total Capital Projects Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Property tax	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental other	3,362,637	-	-	-	-	-	-	-	-	-	-	-
Investment earnings	7,855	3,741	-	3,132	3,148	3,164	3,180	2,895	2,910	2,814	2,829	2,843
Other revenues	-	77,870	-	-	-	-	-	-	-	-	-	-
Transfer in for capital	-	120,000	-	-	-	-	-	-	-	-	-	-
Intergovernmental for capital	1,825,905	390,076	-	-	-	891,000	-	800,000	-	-	-	-
Other revenue for capital	29,626	107,712	-	-	-	-	-	-	-	-	-	-
Municipal state aid (construction)	-	-	-	-	-	445,000	-	200,000	206,000	-	-	-
Bond proceeds	1,990,599	3,071,887	-	2,265,000	1,505,000	1,505,000	2,925,000	2,235,000	1,440,000	2,810,000	1,370,000	1,370,000
Total Revenues	7,216,622	3,771,286	-	2,268,132	1,508,148	2,844,164	2,928,180	3,237,895	1,648,910	2,812,814	1,372,829	1,372,843
Expenditures												
Cost of issuance of bonds	-	-	-	65,000	45,000	45,000	85,000	65,000	65,000	82,000	42,000	-
Transfer out other	135,613	22,926	-	-	-	-	-	-	-	-	-	-
Interest expense	(1,816)	5,599	-	-	-	-	-	-	-	-	-	-
Capital acquisition	6,511,595	4,677,935	616,802	2,200,000	1,460,000	2,796,000	2,900,000	3,170,000	1,603,000	2,728,000	1,328,000	1,328,000
Total Expenditures	6,645,392	4,706,460	616,802	2,265,000	1,505,000	2,841,000	2,985,000	3,235,000	1,668,000	2,810,000	1,370,000	1,328,000
Net Change in Fund Balances	571,230	(935,174)	(616,802)	3,132	3,148	3,164	(56,820)	2,895	(19,090)	2,814	2,829	44,843
Ending Fund Balance	2,178,436	1,243,262	626,460	629,592	632,740	635,904	579,083	581,979	562,889	565,703	568,532	613,374

Table 10
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City of Thief River Falls

Finance Plan

Total Capital Projects Funds

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets												
Cash and investments	968,699	1,322,149	626,460	629,592	632,740	635,904	579,083	581,979	562,889	565,703	568,532	613,374
Due from other governments	3,125,579	1,514,228	-	-	-	-	-	-	-	-	-	-
Other assets	276	230	-	-	-	-	-	-	-	-	-	-
Total Assets	4,094,554	2,836,607	626,460	629,592	632,740	635,904	579,083	581,979	562,889	565,703	568,532	613,374
Liabilities												
Due to other governments	-	-	-	-	-	-	-	-	-	-	-	-
Due to other funds	1,912,000	1,535,000	-	-	-	-	-	-	-	-	-	-
Other liabilities	4,118	58,345	-	-	-	-	-	-	-	-	-	-
Total Liabilities and deferred inflows	1,916,118	1,593,345	-	-	-	-	-	-	-	-	-	-
Fund Balance	2,178,436	1,243,262	626,460	629,592	632,740	635,904	579,083	581,979	562,889	565,703	568,532	613,374
Total Liabilities, deferred inflows of resources, and fund balance	4,094,554	2,836,607	626,460	629,592	632,740	635,904	579,083	581,979	562,889	565,703	568,532	613,374

WATER FUND

The Water Fund was established as an Enterprise Fund to account for the costs of providing municipal water services to residents and businesses. The Fund is considered self-supporting in that the services rendered are financed through charges for sales.

The Water Fund is presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. There are accruals of revenues earned and expenses incurred.

Revenues

The major revenue source is charges for services. Rates are projected to be set at a level to achieve revenue sufficient to cover operating costs, capital acquisition, and debt service, and to provide sufficient reserves.

The schedule of planned fees and charges upon which the finance plan for the Water Fund is based are included in the Appendices. For purpose of projecting future volume and customers billed, the Plan includes 90 new customer units every other year.

The Plan is based on an average annual fee increase of 2.0% between 2022-2030.

Based on projected revenues and expenses, the Water Fund will maintain adequate cash balance over the planning period. For purposes of the Plan, the revenue objective for the Water Fund focused on providing revenue sufficient to achieve ending year-end cash balance to cover the following purposes:

- Three-months of operating expense
- Following year debt service payments
- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The Plan projects that current revenues and cash in the fund will be sufficient to pay for planned capital acquisitions without issuance of bonds, with the exception of bond issuance to finance the water meter replacement project in the amount of \$1,750,000 in year 2024.

Expenses

Expenses includes operations, capital, and interest expense on debt, and depreciation of capital assets.

Approximately 47% of the Water Fund expenses are estimated to be fixed costs (based on year 2021 estimate). This percentage fluctuates from year to year.

Depreciation is reported as a fixed expense and is adjusted in the Plan for anticipated annual depreciable capital acquisitions. For purposes of the Plan, new capital is depreciated over a 35 year term.

Annual debt service payments on bonds issued to finance water improvements are supported by net revenues of the Water Fund.

Transfers

Interfund transfers include transfers out to the General Fund for operational support and to cover administrative overhead. Other non-recurring transfers may occur periodically related to capital, among other purposes.

Balance Sheet

Cash balance is projected to increase over the next decade based on proposed rated increases in the Plan and projected capital spending. The cash balance will be available for future capital improvements. The cash balance will be impacted by future project spending that may occur that is not reflected in the Plan, among other future transactions that may impact the ending cash balance.

Finance Plans

Chart 37
Water Fund
Projected Ending Cash

Cash balance is projected to increase with collection of revenue to support future capital improvements not yet programmed in CIP

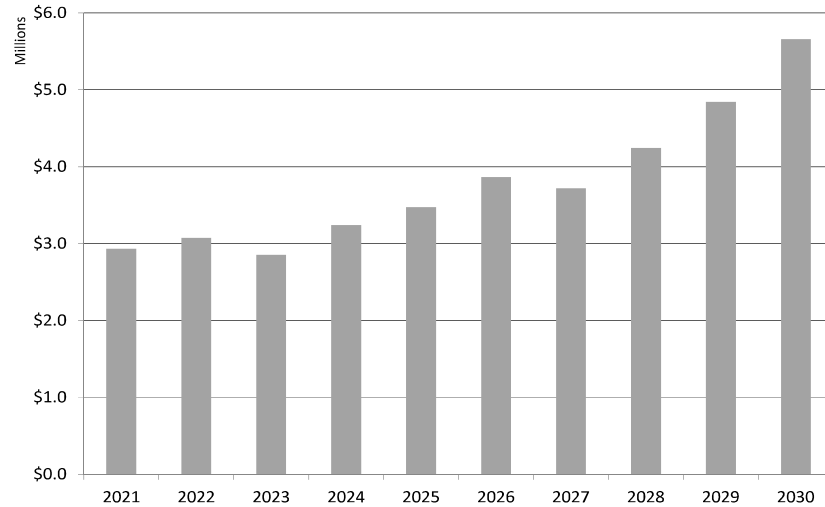


Chart 38
Water Fund
Ending Unrestricted Net Position as % of expense is projected to be at or above 50%

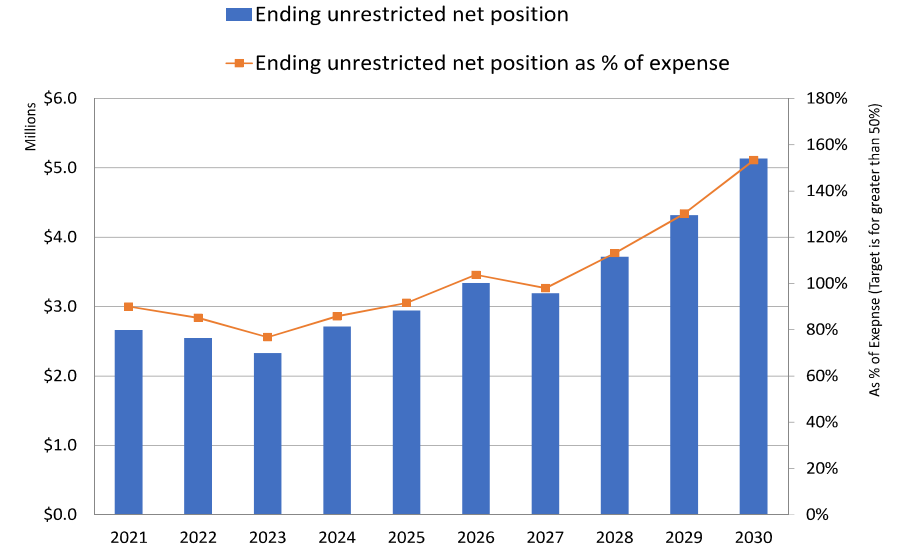


Chart 39
Water Fund
Revenues are projected to cover expense, including depreciation for assets, and revenues in excess of expenses and payment of debt are reserved for future capital improvements

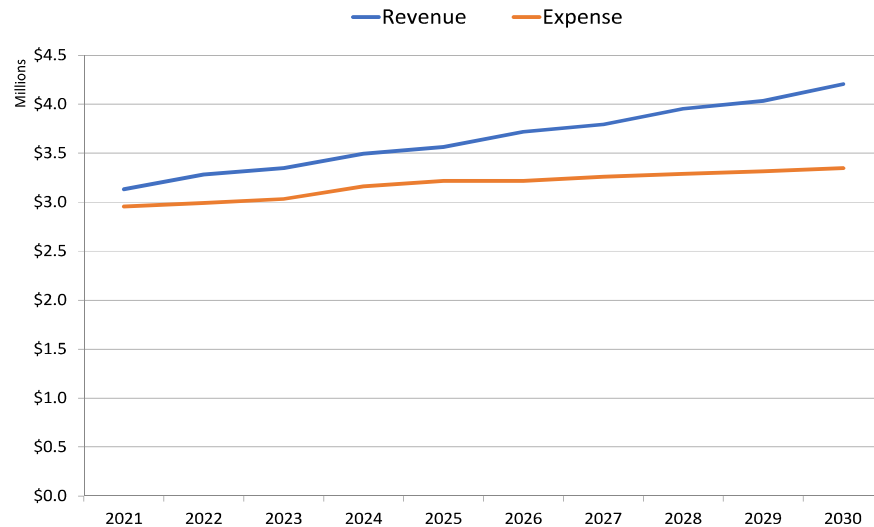


Chart 40
Water Fund
Customers and volume billed are projected to increase with 50 customer units added per year

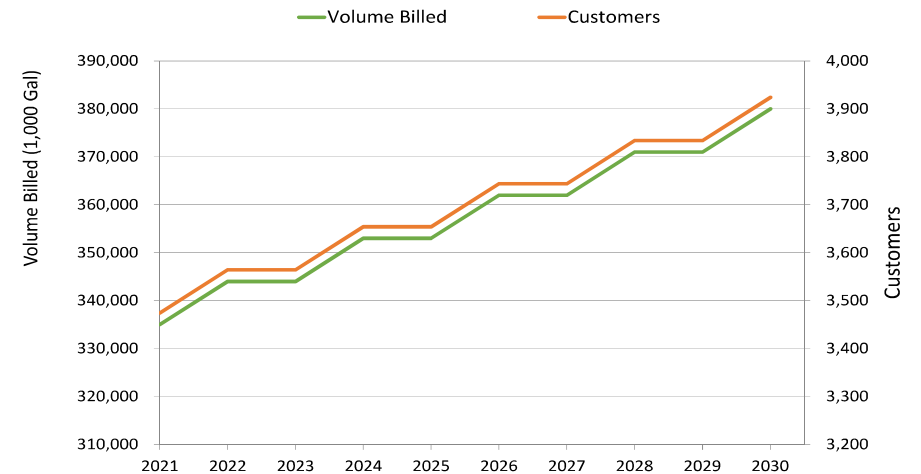


TABLE 11
Water Fund
Summary of Key Financial Information
Amounts are Estimated

Water Enterprise Fund

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	3,131,495	3,283,429	3,348,707	3,493,386	3,564,087	3,718,542	3,793,731	3,954,187	4,034,720	4,207,175
Expense	2,955,738	2,992,175	3,032,940	3,161,486	3,217,304	3,218,584	3,260,253	3,287,057	3,316,155	3,347,323
Revenue Over (Under) Expense	175,757	291,255	315,767	331,899	346,783	499,959	533,478	667,130	718,565	859,852
Cash by Purpose										
For future capital improvements	1,173,962	1,173,191	1,444,656	1,639,485	1,911,795	1,725,700	2,124,533	2,669,902	3,346,085	4,199,518
For following year pay-go capital	205,000	670,000	-	30,000	-	570,000	30,000	50,000	50,000	50,000
For 3-months of operating cash	513,206	524,794	535,290	545,996	556,916	568,054	579,415	591,004	602,824	614,880
For following year debt service	1,041,695	706,434	875,586	1,023,867	1,003,193	1,001,282	985,875	933,215	844,729	794,164
Ending Cash	2,933,863	3,074,420	2,855,532	3,239,347	3,471,904	3,865,036	3,719,824	4,244,120	4,843,637	5,658,563
Net Position										
Ending unrestricted net position	2,661,863	2,549,420	2,330,532	2,714,347	2,946,904	3,340,036	3,194,824	3,719,120	4,318,637	5,133,563
As % of expense	90%	85%	77%	86%	92%	104%	98%	113%	130%	153%
Total Average Number of Customer Billing Units	3,474	3,564	3,564	3,654	3,654	3,744	3,744	3,834	3,834	3,924
Total Water Volume Billed (1,000 of gallons)	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Average Annual % Change in Water Bill for Billing Period ¹										
High Volume Customer (42,000 gallons)	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Medium Volume Customer (6,000 gallons)	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Low Volume Customer (1,000 gallons)	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%

Notes:

1. Expense includes depreciation expense.

2. Target is for the ending unrestricted net position as % of expense to not be less than 50%. The Water Fund is projected to meet this target.

Table 12
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City of Thief River Falls

Finance Plan

Water Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Intergovernmental other	10,000	-	-	-	-	-	-	-	-	-	-	-
Charges for services	2,822,384	2,973,861	3,090,153	3,228,760	3,293,335	3,439,108	3,507,890	3,661,183	3,734,406	3,895,588	3,973,499	4,142,957
Investment earnings	67,597	32,966	10,000	14,669	15,372	14,278	16,197	17,360	19,325	18,599	21,221	24,218
Other revenues	49,139	81,354	31,342	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Transfer in other	163,269	-	-	-	-	-	-	-	-	-	-	-
Transfer in other	-	642,285	-	-	-	-	-	-	-	-	-	-
Total Revenues	3,112,389	3,730,466	3,131,495	3,283,429	3,348,707	3,493,386	3,564,087	3,718,542	3,793,731	3,954,187	4,034,720	4,207,175
Expenses												
<i>Fixed Expenses</i>												
Personnel services	512,709	557,643	529,604	545,492	556,402	567,530	578,881	590,458	602,267	614,313	626,599	639,131
Depreciation	416,048	584,645	584,645	590,502	609,645	658,216	659,074	659,074	675,359	676,216	677,645	679,074
Interest expense	319,117	320,424	280,515	264,495	244,134	231,286	292,567	249,293	229,232	208,825	189,215	170,729
<i>Subtotal Fixed Expenses</i>	<i>1,247,874</i>	<i>1,462,712</i>	<i>1,394,764</i>	<i>1,400,489</i>	<i>1,410,181</i>	<i>1,457,032</i>	<i>1,530,521</i>	<i>1,498,824</i>	<i>1,506,859</i>	<i>1,499,355</i>	<i>1,493,459</i>	<i>1,488,933</i>
<i>Variable Expenses</i>												
Cost of issuance of bonds	-	-	-	-	-	50,000	-	-	-	-	-	-
Transfer out other	37,753	874,309	37,753	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
Operating expense for enterprise fund	1,034,936	875,444	1,523,221	1,553,685	1,584,759	1,616,454	1,648,783	1,681,759	1,715,394	1,749,702	1,784,696	1,820,390
<i>Subtotal Variable Expenses</i>	<i>1,072,689</i>	<i>1,749,753</i>	<i>1,560,974</i>	<i>1,591,685</i>	<i>1,622,759</i>	<i>1,704,454</i>	<i>1,686,783</i>	<i>1,719,759</i>	<i>1,753,394</i>	<i>1,787,702</i>	<i>1,822,696</i>	<i>1,858,390</i>
Total Expenses	2,320,563	3,212,465	2,955,738	2,992,175	3,032,940	3,161,486	3,217,304	3,218,584	3,260,253	3,287,057	3,316,155	3,347,323
 Beginning Net Position	 5,120,841	 5,912,667	 6,430,668	 6,606,425	 6,897,680	 7,213,447	 7,545,346	 7,892,129	 8,392,087	 8,925,566	 9,592,696	 10,311,261
Change in Net Position	791,826	518,001	175,757	291,255	315,767	331,899	346,783	499,959	533,478	667,130	718,565	859,852
Ending net position	5,912,667	6,430,668	6,606,425	6,897,680	7,213,447	7,545,346	7,892,129	8,392,087	8,925,566	9,592,696	10,311,261	11,171,113

Table 12
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City of Thief River Falls

Finance Plan

Water Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets and Deferred Outflow of Resources												
Cash and investments	2,545,872	2,971,540	2,933,863	3,074,420	2,855,532	3,239,347	3,471,904	3,865,036	3,719,824	4,244,120	4,843,637	5,658,563
All other receivables and prepaids	209,522	235,329	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000
Inventory	105,130	135,320	135,000	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)	(105,000)
Capital assets non-depreciable	721,128	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407
Capital assets depreciable	26,903,100	27,975,680	27,975,680	28,180,680	28,850,680	30,550,680	30,580,680	30,580,680	31,150,680	31,180,680	31,230,680	31,280,680
Accumulated depreciation	(13,078,142)	(13,662,787)	(14,247,432)	(14,837,934)	(15,447,579)	(16,105,796)	(16,764,869)	(17,423,943)	(18,099,302)	(18,775,518)	(19,453,163)	(20,132,237)
Deferred outflow of resources	25,304	48,149	48,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total Assets and Deferred Outflows	17,431,914	17,810,638	17,162,518	16,654,573	16,496,040	17,921,639	17,525,122	17,259,180	17,008,609	16,886,689	16,858,561	17,044,413
Liabilities and Deferred Inflow of Resources												
Due to other governments	3,663	2,224	-	-	-	-	-	-	-	-	-	-
Other liabilities	564,021	570,798	565,000	565,000	565,000	565,000	565,000	565,000	565,000	565,000	565,000	565,000
Deferred inflows of resources	86,412	106,607	100,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Premium / discount on bonds	110,693	135,091	86,693	74,693	62,693	50,693	38,693	26,693	14,693	2,693	-	-
Bonds and notes payable	10,754,458	10,565,250	9,804,400	9,027,200	8,564,900	9,670,600	8,939,300	8,185,400	7,413,350	6,636,300	5,892,300	5,218,300
Total Liabilities and Deferred Inflows	11,519,247	11,379,970	10,556,093	9,756,893	9,282,593	10,376,293	9,632,993	8,867,093	8,083,043	7,293,993	6,547,300	5,873,300
Total Liabilities, Deferred Inflows, and Net Position	17,431,914	17,810,638	17,162,518	16,654,573	16,496,040	17,921,639	17,525,122	17,259,180	17,008,609	16,886,689	16,858,561	17,044,413

Table 13

City of Thief River Falls

Ending Cash Balance

Water Fund

	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Use of Cash										
Operating expenses	2,052,825	2,099,178	2,141,161	2,183,984	2,227,664	2,272,217	2,317,662	2,364,015	2,411,295	2,459,521
Capital Acquisition	-	205,000	670,000	1,750,000	30,000	-	570,000	30,000	50,000	50,000
Interfund Transfers	37,753	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
Debt Service	1,041,365	1,041,695	706,434	875,586	1,023,867	1,003,193	1,001,282	985,875	933,215	844,729
Total Use of Cash	3,131,943	3,383,872	3,555,595	4,847,570	3,319,531	3,313,410	3,926,944	3,417,890	3,432,510	3,392,250
Source of Cash										
Operating and Other Revenues	3,131,495	3,283,429	3,348,707	3,493,386	3,564,087	3,718,542	3,793,731	3,954,187	4,034,720	4,207,175
Bond Proceeds	-	-	-	1,750,000	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-	-	-	-
Total Source of Cash	3,131,495	3,283,429	3,348,707	5,243,386	3,564,087	3,718,542	3,793,731	3,954,187	4,034,720	4,207,175
Net Change in Other Assets and Liabilities	(37,229)	241,000	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)	(2,693)	0
Change in Cash Balance	(37,677)	140,557	(218,888)	383,816	232,556	393,132	(145,212)	524,297	599,517	814,925
Ending Cash	2,933,863	3,074,420	2,855,532	3,239,347	3,471,904	3,865,036	3,719,824	4,244,120	4,843,637	5,658,563

Ending Cash by Purpose

For future capital improvements	1,173,962	1,173,191	1,444,656	1,639,485	1,911,795	1,725,700	2,124,533	2,669,902	3,346,085	4,199,518
For following year pay-go capital	205,000	670,000	-	30,000	-	570,000	30,000	50,000	50,000	50,000
For 3-months of operating cash	513,206	524,794	535,290	545,996	556,916	568,054	579,415	591,004	602,824	614,880
For following year debt service	1,041,695	706,434	875,586	1,023,867	1,003,193	1,001,282	985,875	933,215	844,729	794,164
Ending Cash	2,933,863	3,074,420	2,855,532	3,239,347	3,471,904	3,865,036	3,719,824	4,244,120	4,843,637	5,658,563

Note: Cash balances include cash and investments.

Table 14

City of Thief River Falls

Customers and Charges for Sales

Water Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Billing Units												
Residential	3,025	3,100	3,100	3,190	3,190	3,280	3,280	3,370	3,370	3,460	3,460	3,550
Commercial	344	344	344	344	344	344	344	344	344	344	344	344
Industrial	30	30	30	30	30	30	30	30	30	30	30	30
Total	3,399	3,474	3,474	3,564	3,564	3,654	3,654	3,744	3,744	3,834	3,834	3,924
Water Volume (in thousands of gallons)												
Residential	340,000	335,000	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Commercial	-	-	-	-	-	-	-	-	-	-	-	-
Industrial	-	-	-	-	-	-	-	-	-	-	-	-
Total	340,000	335,000	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Revenue from Non-Volume Basis												
Residential	\$771,738	\$834,396	\$851,136	\$893,363	\$911,231	\$955,678	\$974,792	\$1,021,570	\$1,042,001	\$1,091,226	\$1,113,050	\$1,164,842
Commercial	\$270,384	\$285,286	\$290,983	\$296,802	\$302,738	\$308,793	\$314,969	\$321,268	\$327,694	\$334,248	\$340,933	\$347,751
Industrial	\$60,466	\$63,788	\$65,066	\$66,368	\$67,695	\$69,049	\$70,430	\$71,839	\$73,275	\$74,741	\$76,236	\$77,760
Total	\$1,102,588	\$1,183,470	\$1,207,185	\$1,256,533	\$1,281,664	\$1,333,520	\$1,360,191	\$1,414,677	\$1,442,970	\$1,500,214	\$1,530,218	\$1,590,354
Revenue from Volume Basis												
Residential	\$1,771,876	\$1,846,152	\$1,882,968	\$1,972,226	\$2,011,671	\$2,105,588	\$2,147,700	\$2,246,506	\$2,291,436	\$2,395,374	\$2,443,281	\$2,552,603
Commercial	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Industrial	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$1,771,876	\$1,846,152	\$1,882,968	\$1,972,226	\$2,011,671	\$2,105,588	\$2,147,700	\$2,246,506	\$2,291,436	\$2,395,374	\$2,443,281	\$2,552,603
Total Unadjusted Revenue	\$2,874,464	\$3,029,622	\$3,090,153	\$3,228,760	\$3,293,335	\$3,439,108	\$3,507,890	\$3,661,183	\$3,734,406	\$3,895,588	\$3,973,499	\$4,142,957
Adjustments / other changes ¹	-\$52,080	-\$55,761	\$0									
Total Charges for Services	\$2,822,384	\$2,973,861	\$3,090,153	\$3,228,760	\$3,293,335	\$3,439,108	\$3,507,890	\$3,661,183	\$3,734,406	\$3,895,588	\$3,973,499	\$4,142,957

Note:

1. The Adjustments/other changes is the difference between how the Study calculated revenue for 2019-2020 compared to revenue reported in the City's audited financial statements and budget documents. The difference may come from adjustments to bills due to issues with meters and other adjustments that are not built into the model for the Study. The adjustments are not considered to be on-going. The Study assumes that future adjustments will be minimal and not have a material impact on the future revenue projections.

Table 15

City of Thief River Falls

Capital Improvement Plan (CIP)

Water Enterprise Fund

	2022	2023	2024	2025	2026	2027	2028	2029	2030
Capital Outlay									
Capital acquisition	205,000	670,000	1,700,000	30,000	-	570,000	30,000	50,000	50,000
Cost of issuance of bonds	-	-	50,000	-	-	-	-	-	-
Total Capital Outlay	205,000	670,000	1,750,000	30,000	-	570,000	30,000	50,000	50,000
Source of Funds									
Bond proceeds	-	-	1,750,000	-	-	-	-	-	-
Intergovernmental for capital	-	-	-	-	-	-	-	-	-
Transfer in for capital	-	-	-	-	-	-	-	-	-
Current revenue / use of cash in fund	205,000	670,000	-	30,000	-	570,000	30,000	50,000	50,000
Total Source of Funds	205,000	670,000	1,750,000	30,000	-	570,000	30,000	50,000	50,000

Table 16

City of Thief River Falls

Net Capital Assets and Calculation of Depreciation

Water Enterprise Fund

	Prior Year Actual 2019	Prior Year Actual 2020	Current Year 2021	Projected								
				2022	2023	2024	2025	2026	2027	2028	2029	2030
Balance of Capital Assets and Depreciation												
Capital assets non-depreciable	721,128	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407	107,407
Capital assets depreciable	26,903,100	27,975,680	27,975,680	28,180,680	28,850,680	30,550,680	30,580,680	30,580,680	31,150,680	31,180,680	31,230,680	31,280,680
Accumulated depreciation	13,078,142	13,662,787	14,247,432	14,837,934	15,447,579	16,105,796	16,764,869	17,423,943	18,099,302	18,775,518	19,453,163	20,132,237
Net capital assets	14,546,086	14,420,300	13,835,655	13,450,153	13,510,508	14,552,291	13,923,218	13,264,144	13,158,785	12,512,569	11,884,924	11,255,850
Capital acquisition	0	490,000	0	205,000	670,000	1,700,000	30,000	0	570,000	30,000	50,000	50,000
Depreciation	416,048	584,645	584,645	584,645	590,502	609,645	658,216	659,074	659,074	675,359	676,216	677,645
Allowance for depreciation on new assets			0	5,857	19,143	48,571	857	0	16,286	857	1,429	1,429
Total increase in allowance for depreciation	416,048	584,645	584,645	590,502	609,645	658,216	659,074	659,074	675,359	676,216	677,645	679,074
Change in net capital assets	(416,048)	(94,645)	(584,645)	(385,502)	60,355	1,041,784	(629,074)	(659,074)	(105,359)	(646,216)	(627,645)	(629,074)

* Number of years new assets depreciated over:

35 years

** For purposes of the Plan, acquisition of capital assets does not account for capital asset improvements undertaken as part of street improvements.

SANITARY SEWER FUND

The Sanitary Sewer Fund was established as an Enterprise Fund to account for the costs of providing municipal sanitary sewer services, including for the water reclamation plant. The Fund is considered self-supporting in that the services rendered are financed through user charges.

The Sanitary Sewer Fund is presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. For the Sewer Fund there are accruals of revenues earned and expenses incurred.

Revenues

The major revenue source is charges for services. Rates are projected to be set at a level to achieve revenue sufficient to cover operating costs, capital acquisition, and debt service, and to provide sufficient reserves.

The schedule of planned fees and charges upon which the finance plan for the Sanitary Sewer Fund is based are included in the Appendices. For purpose of projecting future volume and customers billed, the Plan includes 90 new customer units every other year.

The Plan is based on an average annual fee increase of 2.0% between 2022-2030.

Based on projected revenues and expenses, the Water Fund will maintain adequate cash balance over the planning period. For purposes of the Plan, the revenue objective for the Water Fund focused on providing revenue sufficient to achieve ending year-end cash balance to cover the following purposes:

- Three-months of operating expense
- Following year debt service payments
- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The Plan projects that current revenues and cash in the fund will be sufficient to pay for planned acquisitions and improvements and no bond issuance is anticipated between 2022-2030.

Expenses

Expenses includes operations, capital, and interest expense on debt, and depreciation of capital assets.

Approximately 65% of the Sanitary Sewer Fund expenses are estimated to be fixed costs. The percentage fluctuates from year to year, but overall is expected to remain fairly constant between 2022-2030.

Depreciation is reported as a fixed expense and is adjusted in the Plan for anticipated annual depreciable capital acquisitions. For purposes of the Plan, new capital is depreciated over a 35 year term.

Annual debt service payments on bonds issued to finance sanitary sewer improvements are supported by net revenues of the Sanitary Sewer Fund.

Transfers

Interfund transfers include transfers out to the General Fund for operational support and to cover administrative overhead. Other non-recurring transfers may occur periodically related to capital, among other purposes.

Balance Sheet

Cash balance is projected to increase over the next decade based on proposed rated increases in the Plan and projected capital spending. The cash balance will be available for future capital improvements. The cash balance will be impacted by future project spending that may occur that is not reflected in the Plan, among other future transactions that may impact the ending cash balance.

Chart 41
Sanitary Sewer Fund
Projected Ending Cash

Cash balance is projected to increase with collection of revenue to support future capital improvements not yet programmed in CIP

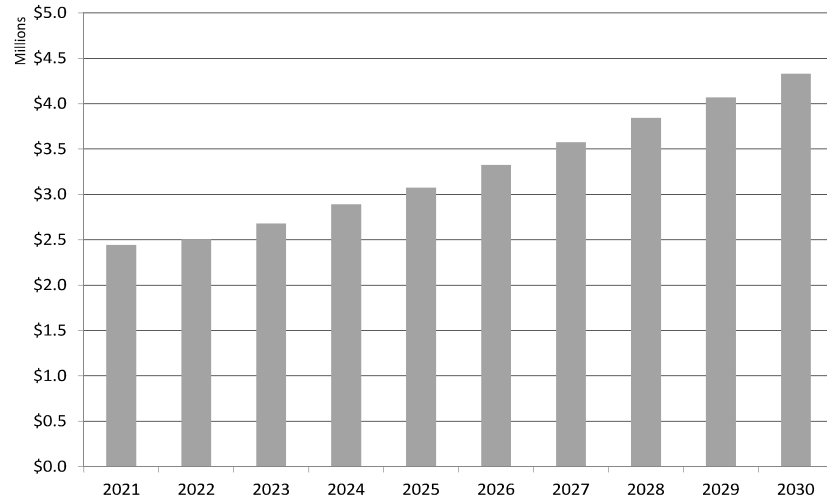


Chart 42
Sanitary Sewer Fund
Ending Unrestricted Net Position as % of expense is projected to be at or above 50%

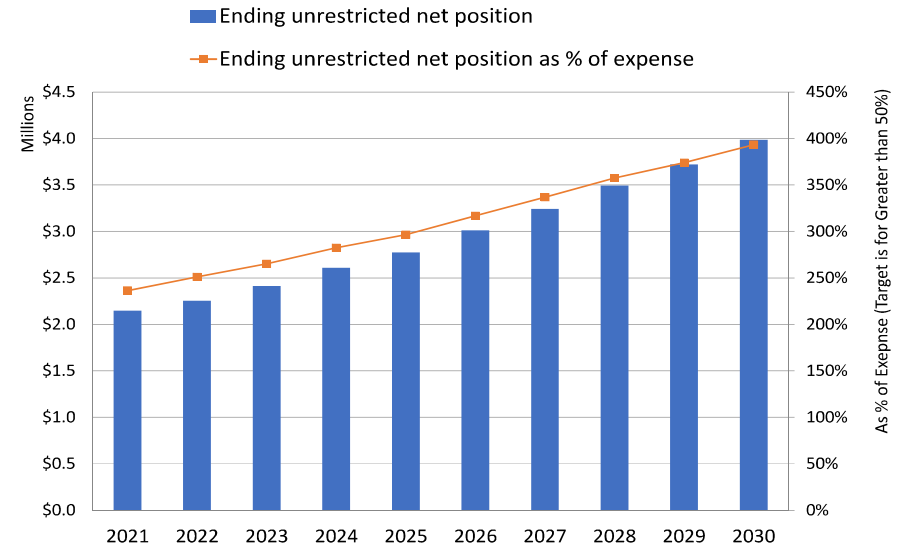


Chart 43
Sanitary Sewer Fund
Revenues are projected to cover expense, including depreciation for assets, and revenues in excess of expenses and payment of debt are reserved for future capital improvements

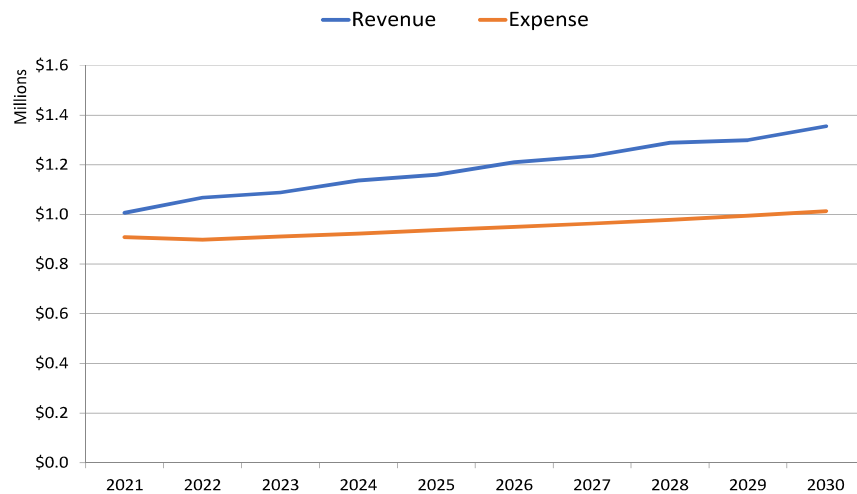


Chart 44
Sanitary Sewer Fund
Customers and volume billed are projected to increase with 50 new customers added per year

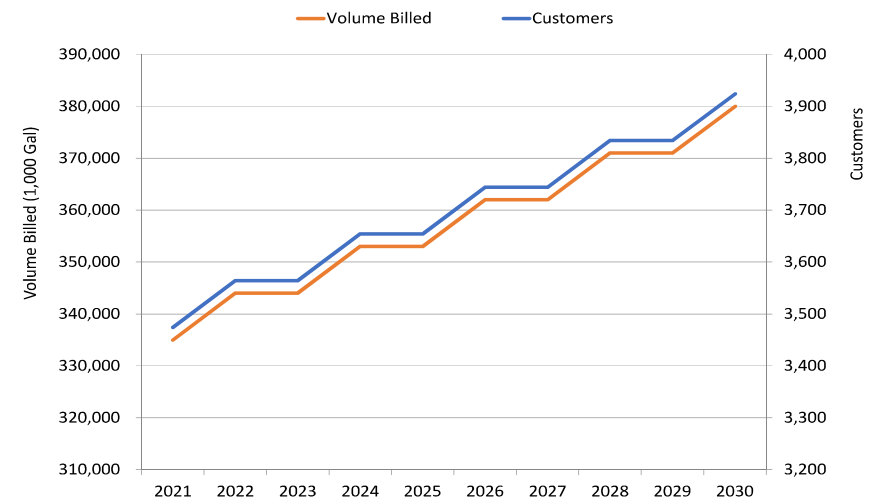


TABLE 17
Sanitary Sewer Fund
Summary of Key Financial Information
Amounts are Estimated

SANITARY SEWER FUND

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	1,006,411	1,067,242	1,088,346	1,136,386	1,159,577	1,210,108	1,234,936	1,288,344	1,298,906	1,354,873
Expense	908,221	898,128	910,318	922,782	936,478	949,669	963,152	978,010	994,849	1,012,908
Revenue Over (Under) Expense	98,190	169,114	178,028	213,605	223,099	260,439	271,784	310,334	304,057	341,965
Cash by Purpose										
For future capital improvements	2,236,211	2,344,533	2,514,131	2,689,219	2,899,537	3,144,661	3,359,214	3,603,272	3,823,379	4,082,489
For following year pay-go capital	50,000	-	-	30,000	-	-	30,000	50,000	50,000	50,000
For 3-months of operating cash	157,683	162,997	167,174	171,439	175,825	180,345	184,931	189,419	194,084	199,082
For following year debt service	-	-	-	-	-	-	-	-	-	-
Ending Cash	2,443,894	2,507,530	2,681,306	2,890,658	3,075,362	3,325,006	3,574,145	3,842,690	4,067,463	4,331,571
Net Position										
Ending unrestricted net position	2,146,772	2,255,658	2,413,559	2,607,036	2,775,865	3,009,634	3,242,898	3,495,568	3,720,341	3,984,449
As % of expense	236.4%	251.2%	265.1%	282.5%	296.4%	316.9%	336.7%	357.4%	374.0%	393.4%
Total Average Number of Customer Bills	3,474	3,564	3,564	3,654	3,654	3,744	3,744	3,834	3,834	3,924
Total Sewer Volume Billed (1,000 of gallons)	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Average Annual % Increase for Fees and Charges^{1, 4}										
High Volume Customer (42,000 gallons)	1.9%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Medium Volume Customer (6,000 gallons)	1.9%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Low Volume Customer (2,000 gallons)	1.9%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%

Notes:

1. Expense includes depreciation expense.

2. Target is for the ending unrestricted net position as % of expense to not be less than 50%. The Water Fund is projected to meet this target.

Table 18
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City of Thief River Falls

Finance Plan

Wastewater Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Special assessments	4,457	4,011	-	15,875	15,875	15,875	15,875	15,875	15,875	15,875	-	-
Charges for services	1,075,840	1,142,133	994,411	1,039,261	1,060,046	1,107,218	1,129,362	1,178,970	1,202,549	1,254,711	1,279,806	1,334,649
Investment earnings	36,139	23,622	12,000	12,106	12,424	13,293	14,340	15,264	16,512	17,757	19,100	20,224
Other revenues	58,232	145,343	-	-	-	-	-	-	-	-	-	-
Transfer in other	-	239,150	-	-	-	-	-	-	-	-	-	-
Total Revenues	1,174,668	1,554,259	1,006,411	1,067,242	1,088,346	1,136,386	1,159,577	1,210,108	1,234,936	1,288,344	1,298,906	1,354,873
Expenses												
<i>Fixed Expenses</i>												
Personnel services	325,189	375,850	348,682	359,142	369,917	381,014	392,445	404,218	416,345	428,835	441,700	454,951
Depreciation	189,450	182,144	182,144	183,573	183,573	183,573	184,430	184,430	184,430	185,287	186,715	188,144
Interest expense	21,132	55,862	66,137	66,921	62,567	58,048	53,454	48,749	43,859	39,000	35,048	31,799
<i>Subtotal Fixed Expenses</i>	<i>535,771</i>	<i>613,856</i>	<i>596,963</i>	<i>609,636</i>	<i>616,057</i>	<i>622,635</i>	<i>630,328</i>	<i>637,396</i>	<i>644,633</i>	<i>653,121</i>	<i>663,463</i>	<i>674,894</i>
<i>Variable Expenses</i>												
Transfer out other	28,423	28,423	28,423	-	-	-	-	-	-	-	-	-
Operating expense for enterprise fund	233,040	214,982	282,835	288,492	294,262	300,147	306,150	312,273	318,518	324,889	331,386	338,014
<i>Subtotal Variable Expenses</i>	<i>261,463</i>	<i>243,405</i>	<i>311,258</i>	<i>288,492</i>	<i>294,262</i>	<i>300,147</i>	<i>306,150</i>	<i>312,273</i>	<i>318,518</i>	<i>324,889</i>	<i>331,386</i>	<i>338,014</i>
Total Expenses	797,234	857,261	908,221	898,128	910,318	922,782	936,478	949,669	963,152	978,010	994,849	1,012,908
Beginning Net Position	3,749,303	4,126,737	4,823,735	4,921,925	5,091,039	5,269,066	5,482,671	5,705,771	5,966,210	6,237,994	6,548,328	6,852,384
Change in Net Position	377,434	696,998	98,190	169,114	178,028	213,605	223,099	260,439	271,784	310,334	304,057	341,965
Prior period adjustments to balances	-	-	-	-	-	-	-	-	-	-	-	-
Ending net position	4,126,737	4,823,735	4,921,925	5,091,039	5,269,066	5,482,671	5,705,771	5,966,210	6,237,994	6,548,328	6,852,384	7,194,349

Table 18
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City of Thief River Falls

Finance Plan

Wastewater Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets and Deferred Outflow of Resources												
Cash and investments	1,379,228	2,476,038	2,421,244	2,484,880	2,658,656	2,868,008	3,052,712	3,302,356	3,551,495	3,820,040	4,044,813	4,308,921
Special assessments receivable	80,222	65,584	50,000	95,250	79,375	63,500	47,625	31,750	15,875	-	-	-
All other receivables and prepaids	78,036	91,406	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Capital assets non-depreciable	1,020,459	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898
Capital assets depreciable	10,059,996	10,299,146	10,299,146	10,349,146	10,349,146	10,349,146	10,379,146	10,379,146	10,379,146	10,409,146	10,459,146	10,509,146
Accumulated depreciation	(6,329,003)	(6,511,147)	(6,693,291)	(6,876,864)	(7,060,436)	(7,244,009)	(7,428,438)	(7,612,868)	(7,797,298)	(7,982,585)	(8,169,300)	(8,357,444)
Deferred outflow of resources	22,881	43,528	43,528	43,528	43,528	43,528	43,528	43,528	43,528	43,528	43,528	43,528
Total Assets and Deferred Outflows	6,311,819	9,434,453	9,170,525	9,145,839	9,120,166	9,130,071	9,144,471	9,193,810	9,242,644	9,340,028	9,428,084	9,554,049
Liabilities and Deferred Inflow of Resources												
Due to other governments	2,215	1,131	-	-	-	-	-	-	-	-	-	-
Due to other funds	819,000	-	-	-	-	-	-	-	-	-	-	-
Other liabilities	369,950	422,912	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000
Deferred inflows of resources	78,536	96,614	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000
Premium / discount on bonds	(16,819)	48,661	-	-	-	-	-	-	-	-	-	-
Bonds and notes payable	932,200	4,041,400	3,800,600	3,606,800	3,403,100	3,199,400	2,990,700	2,779,600	2,556,650	2,343,700	2,127,700	1,911,700
Total Liabilities and Deferred Inflows	2,185,082	4,610,718	4,248,600	4,054,800	3,851,100	3,647,400	3,438,700	3,227,600	3,004,650	2,791,700	2,575,700	2,359,700
Total Liabilities, Deferred Inflows, and Net Position	6,311,819	9,434,453	9,170,525	9,145,839	9,120,166	9,130,071	9,144,471	9,193,810	9,242,644	9,340,028	9,428,084	9,554,049

Table 19

City of Thief River Falls

**Ending Cash Balance
Sanitary Sewer Fund**

	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Use of Cash										
Operations & Maintenance	630,732	651,988	668,698	685,755	703,300	721,380	739,722	757,675	776,334	796,329
Capital Improvement Projects	-	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Interfund Transfer	28,423	-	-	-	-	-	-	-	-	-
Debt Service	285,071	256,367	261,748	257,154	257,449	254,959	261,950	247,998	247,799	244,436
Total Use of Cash	944,227	958,356	930,446	942,909	990,748	976,339	1,001,672	1,035,673	1,074,134	1,090,764
Source of Cash										
Sewer Charges for Service	-	-	-	-	-	-	-	-	-	-
Other Revenues	994,411	1,055,136	1,075,921	1,123,093	1,145,237	1,194,845	1,218,424	1,270,586	1,279,806	1,334,649
Interfund Transfer	12,000	12,106	12,424	13,293	14,340	15,264	16,512	17,757	19,100	20,224
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Total Source of Cash	1,006,411	1,067,242	1,088,346	1,136,386	1,159,577	1,210,108	1,234,936	1,288,344	1,298,906	1,354,873
Net Change in Other Assets and Liabilities	(94,328)	(45,250)	15,875	15,875	15,875	15,875	15,875	15,875	-	-
Change in Cash Balance	(32,144)	63,637	173,775	209,352	184,704	249,644	249,139	268,546	224,772	264,109
Beginning Cash Balance	2,476,038	2,443,894	2,507,530	2,681,306	2,890,658	3,075,362	3,325,006	3,574,145	3,842,690	4,067,463
Ending Cash	2,443,894	2,507,530	2,681,306	2,890,658	3,075,362	3,325,006	3,574,145	3,842,690	4,067,463	4,331,571

Ending Cash by Purpose

For future capital improvements	2,236,211	2,344,533	2,514,131	2,689,219	2,899,537	3,144,661	3,359,214	3,603,272	3,823,379	4,082,489
For following year pay-go capital	50,000	-	-	30,000	-	-	30,000	50,000	50,000	50,000
For 3-months of operating cash	157,683	162,997	167,174	171,439	175,825	180,345	184,931	189,419	194,084	199,082
For following year debt service	-	-	-	-	-	-	-	-	-	-
Ending Cash	2,443,894	2,507,530	2,681,306	2,890,658	3,075,362	3,325,006	3,574,145	3,842,690	4,067,463	4,331,571

Note: Cash balances include cash and investments.

Table 20

City of Thief River Falls
Customers and Charges for Sales
Sanitary Sewer Fund

	2	3	4	5	6	7	8	9	10	11	12	13
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Actual	Actual	Budget Year	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
Billing Units												
Residential	3,025	3,100	3,100	3,190	3,190	3,280	3,280	3,370	3,370	3,460	3,460	3,550
Commercial	344	344	344	344	344	344	344	344	344	344	344	344
Industrial	30	30	30	30	30	30	30	30	30	30	30	30
Total	3,399	3,474	3,474	3,564	3,564	3,654	3,654	3,744	3,744	3,834	3,834	3,924
Volume (in thousands of gallons)												
Residential	340,000	335,000	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Commercial	-	-	-	-	-	-	-	-	-	-	-	-
Industrial	-	-	-	-	-	-	-	-	-	-	-	-
Total	340,000	335,000	335,000	344,000	344,000	353,000	353,000	362,000	362,000	371,000	371,000	380,000
Revenue from Non-Volume Basis												
Residential	\$316,536	\$343,356	\$350,052	\$367,419	\$374,767	\$393,048	\$400,909	\$420,147	\$428,550	\$448,795	\$457,771	\$479,072
Commercial	\$79,216	\$83,798	\$85,450	\$87,159	\$88,902	\$90,680	\$92,493	\$94,343	\$96,230	\$98,155	\$100,118	\$102,120
Industrial	\$26,802	\$2,362	\$2,409	\$2,457	\$2,506	\$2,556	\$2,608	\$2,660	\$2,713	\$2,767	\$2,823	\$2,879
Total	\$422,554	\$429,516	\$437,911	\$457,035	\$466,176	\$486,284	\$496,010	\$517,150	\$527,493	\$549,717	\$560,711	\$584,071
Revenue from Volume Basis												
Residential	\$510,000	\$546,000	\$556,500	\$582,226	\$593,871	\$620,934	\$633,353	\$661,819	\$675,056	\$704,994	\$719,094	\$750,578
Commercial	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Industrial	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$510,000	\$546,000	\$556,500	\$582,226	\$593,871	\$620,934	\$633,353	\$661,819	\$675,056	\$704,994	\$719,094	\$750,578
Total Unadjusted Revenue	\$932,554	\$975,516	\$994,411	\$1,039,261	\$1,060,046	\$1,107,218	\$1,129,362	\$1,178,970	\$1,202,549	\$1,254,711	\$1,279,806	\$1,334,649
Adjustments / other changes ¹	\$143,286	\$166,617	\$0									
Total Charges for Services	\$1,075,840	\$1,142,133	\$994,411	\$1,039,261	\$1,060,046	\$1,107,218	\$1,129,362	\$1,178,970	\$1,202,549	\$1,254,711	\$1,279,806	\$1,334,649

Note:

1. The Adjustments/other changes is the difference between how the Study calculated revenue for 2019-2020 compared to revenue reported in the City's audited financial statements and budget documents. The difference may come from adjustments to bills due to issues with meters and other adjustments that are not built into the model for the Study. The adjustments are not considered to be on-going. The Study assumes that future adjustments will be minimal and not have a material impact on the future revenue projections.

Table 21

City of Thief River Falls

Capital Improvement Plan (CIP)

Wastewater Enterprise Fund

	2022	2023	2024	2025	2026	2027	2028	2029	2030
Capital Outlay									
Capital acquisition	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Cost of issuance of bonds	-	-	-	-	-	-	-	-	-
Total Capital Outlay	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Source of Funds									
Bond proceeds	-	-	-	-	-	-	-	-	-
Intergovernmental for capital	-	-	-	-	-	-	-	-	-
Transfer in for capital	-	-	-	-	-	-	-	-	-
Current revenue / use of cash in fund	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Total Source of Funds	50,000	-	-	30,000	-	-	30,000	50,000	50,000

Table 22

City of Thief River Falls

**Net Capital Assets and Calculation of Depreciation
Wastewater Enterprise Fund**

	Prior Year Actual 2019	Prior Year Actual 2020	Current Year 2021	Projected								
				2022	2023	2024	2025	2026	2027	2028	2029	2030
Balance of Capital Assets and Depreciation												
Capital assets non-depreciable	1,020,459	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898	2,969,898
Capital assets depreciable	10,059,996	10,299,146	10,299,146	10,349,146	10,349,146	10,349,146	10,379,146	10,379,146	10,379,146	10,409,146	10,459,146	10,509,146
Accumulated depreciation	6,329,003	6,511,147	6,693,291	6,876,864	7,060,436	7,244,009	7,428,438	7,612,868	7,797,298	7,982,585	8,169,300	8,357,444
Net capital assets	4,751,452	6,757,897	6,575,753	6,442,180	6,258,608	6,075,035	5,920,606	5,736,176	5,551,746	5,396,459	5,259,744	5,121,600
Capital acquisition	0	3,160,000	0	50,000	0	0	30,000	0	0	30,000	50,000	50,000
Depreciation	189,450	182,144	182,144	182,144	183,573	183,573	183,573	184,430	184,430	184,430	185,287	186,715
Allowance for depreciation on new assets			0	1,429	0	0	857	0	0	857	1,429	1,429
Total increase in allowance for depreciation	189,450	182,144	182,144	183,573	183,573	183,573	184,430	184,430	184,430	185,287	186,715	188,144
Change in net capital assets	(189,450)	2,977,856	(182,144)	(133,573)	(183,573)	(183,573)	(154,430)	(184,430)	(184,430)	(155,287)	(136,715)	(138,144)

* Number of years new assets depreciated over:

35 years

STORMWATER FUND

The Stormwater Fund was established as an Enterprise Fund for the accounting for costs of providing municipal stormwater services. The Fund is supposed to be self-supporting in that the services rendered are financed through user charges.

The Stormwater Fund is presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. For the Stormwater Fund there are accruals of revenues earned and expenses incurred.

Revenues

The major revenue source is charges for services. Rates are projected to be set at a level to achieve revenue sufficient to cover operating costs, capital acquisition, and debt service, and to provide sufficient reserves.

The schedule of planned fees and charges upon which the finance plan for the Stormwater Fund is based are included in the Appendices. For purpose of projecting future volume and customers billed, the Plan includes 90 new customer units every other year.

The Plan is based on an average annual fee increase of 2.0% between 2022-2030.

Based on projected revenues and expenses, the Stormwater Fund will maintain adequate cash balance over the planning period. For purposes of the Plan, the revenue objective for the Stormwater Fund focused on providing revenue sufficient to achieve ending year-end cash balance to cover

the following purposes:

- Three-months of operating expense
- Following year debt service payments
- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The Plan projects that current revenues and cash in the fund will be sufficient to pay for planned acquisitions and improvements and no bond issuance is anticipated between 2022-2030.

Expenses

Expenses includes operations, capital, and interest expense on debt, and depreciation of capital assets.

Approximately 60% of the Stormwater Fund expenses are estimated to be fixed costs (based on year 2021 estimate). This percentage fluctuates from year to year.

Depreciation is reported as a fixed expense and is adjusted in the Plan for anticipated annual depreciable capital acquisitions. For purposes of the Plan, new capital is depreciated over a 35 year term.

Annual debt service payments on bonds issued to finance water improvements are supported by net revenues of the Water Fund.

Transfers

Transfers include non-recurring transfers related to capital, among other purposes.

Balance Sheet

Cash balance is projected to increase over the next decade

based on proposed rated increases in the Plan and projected capital spending. The cash balance will be available for future capital improvements. The cash balance will be impacted by future project spending that may occur that is not reflected in the Plan, among other future transactions that may impact the ending cash balance.

Chart 45
Stormwater Fund
Cash is projected to be sufficient to meet targets for minimum balances and for reserve for future capital improvements not yet programmed in the CIP

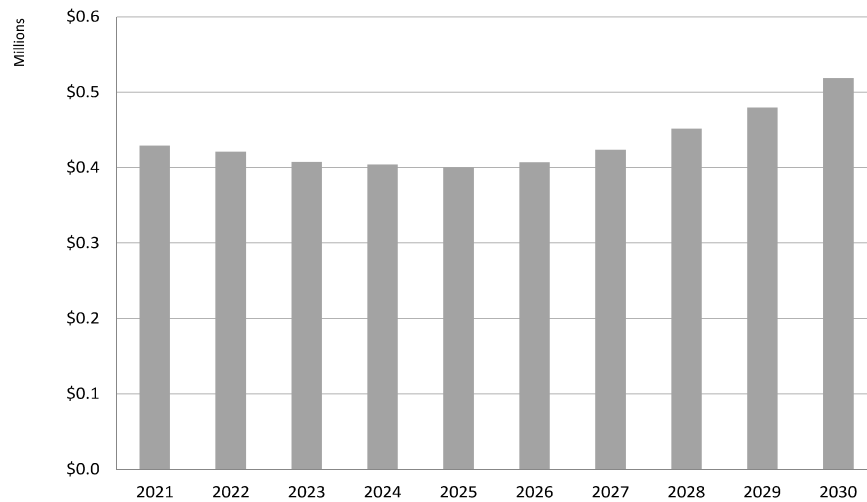


Chart 46
Stormwater Fund
Ending Unrestricted Net Position as % of expense is projected to be at or above 50%

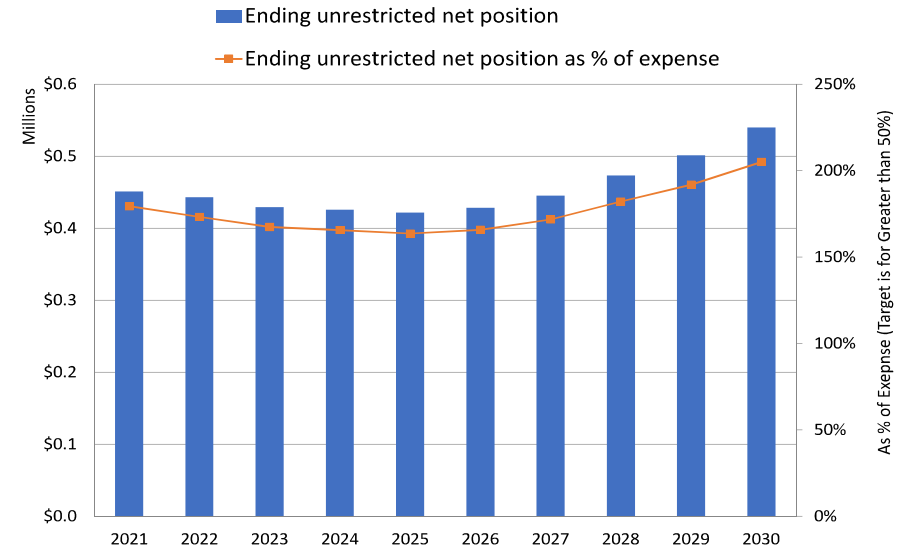


Chart 47
Stormwater Fund
Revenue and Expense

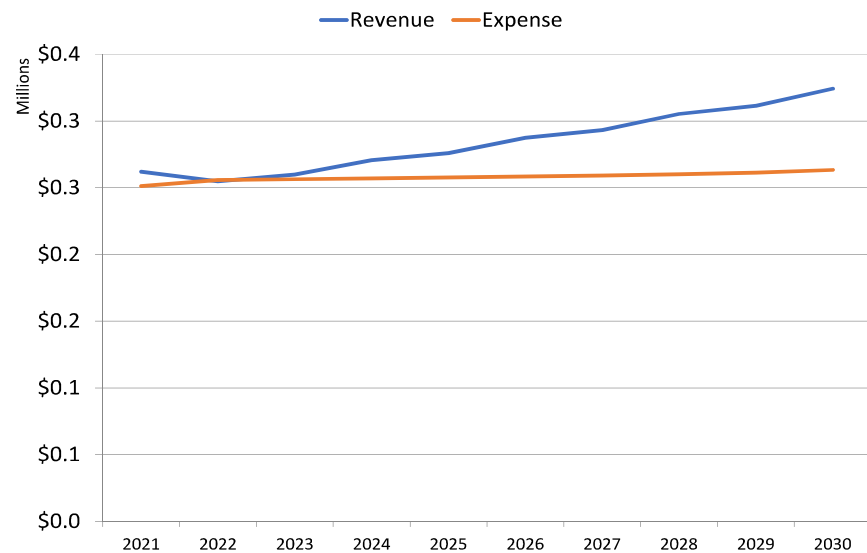


Chart 48
Stormwater Fund
Customers are projected to increase with 50 new customer (residential equivalent) units added per year

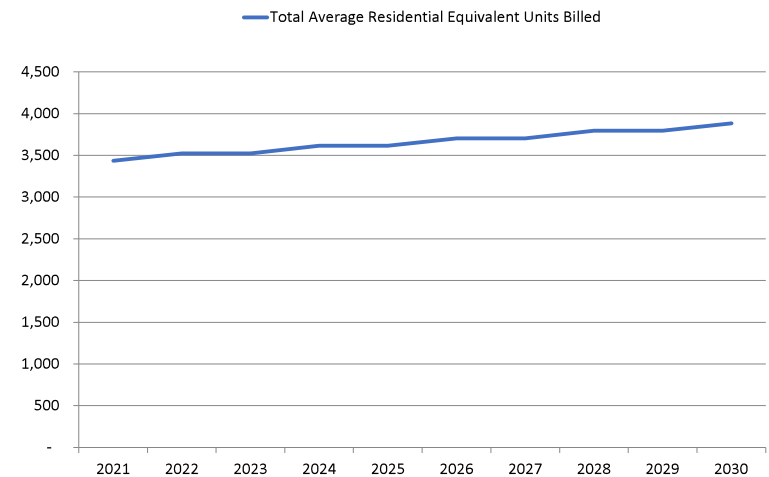


TABLE 23
Stormwater Fund
Summary of Key Financial Information
Amounts are Estimated

STORMWATER FUND

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	262,000	254,818	259,832	270,648	276,002	287,424	293,167	305,276	311,480	324,257
Expense	251,284	255,653	256,339	257,037	257,748	258,475	259,219	259,982	261,364	263,369
Revenue Over (Under) Expense	10,716	(835)	3,493	13,612	18,254	28,949	33,947	45,294	50,115	60,888
Cash by Purpose										
For future capital improvements	262,188	255,618	238,411	236,357	228,980	237,332	250,115	278,677	307,043	346,164
For following year pay-go capital	-	-	-	-	-	-	-	-	-	-
For 3-months of operating cash	30,319	30,987	31,671	32,371	33,086	33,818	34,566	35,332	36,115	36,916
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash	429,327	421,326	407,652	404,098	400,186	406,969	423,751	451,879	479,828	518,551
Net Position										
Ending unrestricted net position	450,828	442,827	429,153	425,599	421,687	428,470	445,252	473,380	501,329	540,052
As % of expense	179.4%	173.2%	167.4%	165.6%	163.6%	165.8%	171.8%	182.1%	191.8%	205.1%
Total Average Residential Equivalent Units Billed	3,434	3,524	3,524	3,614	3,614	3,704	3,704	3,794	3,794	3,884
Average Annual % Increase for Fees and Charges										
Stormwater Customer	11.1%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%

Notes:

- Expense includes depreciation expense.
- Target is for the ending unrestricted net position as % of expense to not be less than 50%. The Water Fund is projected to meet this target.

Table 24

City of Thief River Falls

Finance Plan

Storm Water Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Charges for services	249,581	274,249	260,000	252,664	257,717	268,602	273,974	285,416	291,124	303,150	309,213	321,850
Investment earnings	8,790	5,678	2,000	2,154	2,114	2,046	2,028	2,008	2,042	2,126	2,267	2,407
Other revenues	1,642	-	-	-	-	-	-	-	-	-	-	-
Transfer in other	-	628,751	-	-	-	-	-	-	-	-	-	-
Total Revenues	260,013	908,678	262,000	254,818	259,832	270,648	276,002	287,424	293,167	305,276	311,480	324,257
Expenses												
<i>Fixed Expenses</i>												
Personnel services	22,937	37,138	24,890	25,637	26,406	27,198	28,014	28,854	29,720	30,612	31,530	32,476
Depreciation	96,333	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834
Interest expense	-	24,033	32,175	33,870	31,820	29,720	27,570	25,370	23,120	20,820	19,070	17,870
<i>Subtotal Fixed Expenses</i>	<i>119,270</i>	<i>159,005</i>	<i>154,899</i>	<i>157,341</i>	<i>156,060</i>	<i>154,752</i>	<i>153,418</i>	<i>152,058</i>	<i>150,674</i>	<i>149,266</i>	<i>148,434</i>	<i>148,180</i>
<i>Variable Expenses</i>												
Transfer out for capital	-	2,426,979	-	-	-	-	-	-	-	-	-	-
Operating expense for enterprise fund	45,617	120,459	96,385	98,313	100,279	102,285	104,330	106,417	108,545	110,716	112,930	115,189
<i>Subtotal Variable Expenses</i>	<i>45,617</i>	<i>2,547,438</i>	<i>96,385</i>	<i>98,313</i>	<i>100,279</i>	<i>102,285</i>	<i>104,330</i>	<i>106,417</i>	<i>108,545</i>	<i>110,716</i>	<i>112,930</i>	<i>115,189</i>
Total Expenses	164,887	2,706,443	251,284	255,653	256,339	257,037	257,748	258,475	259,219	259,982	261,364	263,369
Change in Net Position	95,126	(1,797,765)	10,716	(835)	3,493	13,612	18,254	28,949	33,947	45,294	50,115	60,888
Ending net position	2,308,409	510,644	521,360	520,525	524,017	537,629	555,883	584,832	618,780	664,074	714,189	775,078

Table 24

City of Thief River Falls

Finance Plan

Storm Water Enterprise Fund

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Actual	Actual	Budget Year	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
Assets and Deferred Outflow of Resources												
Cash and investments	345,356	463,835	430,828	422,827	409,153	405,599	401,687	408,470	425,252	453,380	481,329	520,052
All other receivables and prepaids	20,301	23,268	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Capital assets depreciable	3,246,464	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714
Accumulated depreciation	(1,302,514)	(1,398,847)	(1,498,182)	(1,596,016)	(1,693,850)	(1,791,684)	(1,889,518)	(1,987,352)	(2,085,186)	(2,183,020)	(2,280,854)	(2,378,688)
Total Assets and Deferred Outflows	2,309,607	2,966,970	2,831,360	2,725,525	2,614,017	2,512,629	2,410,883	2,319,832	2,238,780	2,169,074	2,099,189	2,040,078
Liabilities and Deferred Inflow of Resources												
Due to other governments	81	41	-	-	-	-	-	-	-	-	-	-
Other liabilities	1,117	17,859	-	-	-	-	-	-	-	-	-	-
Premium / discount on bonds	-	48,426	45,000	40,000	30,000	20,000	10,000	-	-	-	-	-
Bonds and notes payable	-	2,390,000	2,265,000	2,165,000	2,060,000	1,955,000	1,845,000	1,735,000	1,620,000	1,505,000	1,385,000	1,265,000
Total Liabilities and Deferred Inflows	1,198	2,456,326	2,310,000	2,205,000	2,090,000	1,975,000	1,855,000	1,735,000	1,620,000	1,505,000	1,385,000	1,265,000
Total Liabilities, Deferred Inflows, and Net Position	2,309,607	2,966,970	2,831,360	2,725,525	2,614,017	2,512,629	2,410,883	2,319,832	2,238,780	2,169,074	2,099,189	2,040,078

Table 25

City of Thief River Falls

Ending Cash Balance

Storm Water Enterprise Fund Fund

	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Use of Cash										
Operations & Maintenance	121,275	123,949	126,685	129,483	132,344	135,271	138,265	141,328	144,460	147,665
Capital Improvement Projects	-	-	-	-	-	-	-	-	-	-
Interfund Transfer	-	-	-	-	-	-	-	-	-	-
Debt Service	157,175	133,870	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870
Total Use of Cash	278,450	257,819	263,505	264,203	269,914	270,641	276,385	277,148	283,530	285,535
Source of Cash										
Revenues	262,000	254,818	259,832	270,648	276,002	287,424	293,167	305,276	311,480	324,257
Interfund Transfer	-	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Total Source of Cash	262,000	254,818	259,832	270,648	276,002	287,424	293,167	305,276	311,480	324,257
Net Change in Other Assets and Liabilities	(18,058)	(5,000)	(10,000)	(10,000)	(10,000)	(10,000)	-	-	-	(0)
Change in Cash Balance	(34,508)	(8,001)	(13,673)	(3,554)	(3,912)	6,783	16,781	28,128	27,949	38,722
Beginning Cash Balance	463,835	429,327	421,326	407,652	404,098	400,186	406,969	423,751	451,879	479,828
Ending Cash Balance	429,327	421,326	407,652	404,098	400,186	406,969	423,751	451,879	479,828	518,551

Ending Cash by Purpose:

For future capital improvements	262,188	255,618	238,411	236,357	228,980	237,332	250,115	278,677	307,043	346,164
For following year pay-go capital	-	-	-	-	-	-	-	-	-	-
For 3-months of operating cash	30,319	30,987	31,671	32,371	33,086	33,818	34,566	35,332	36,115	36,916
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash Balance	429,327	421,326	407,652	404,098	400,186	406,969	423,751	451,879	479,828	518,551

Note: Cash balances include cash and investments.

Table 26

City of Thief River Falls
Customers and Charges for Sales
Storm Water Enterprise Fund Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Billing Units												
Single Family (Residential)	3,031	3,031	3,031	3,121	3,121	3,211	3,211	3,301	3,301	3,391	3,391	3,481
Commercial-Industrial (1.5X)	125	125	125	125	125	125	125	125	125	125	125	125
Commercial-Industrial (2.0X)	278	278	278	278	278	278	278	278	278	278	278	278
Total	3,434	3,434	3,434	3,524	3,524	3,614	3,614	3,704	3,704	3,794	3,794	3,884
Revenue from Non-Volume Basis												
Single Family (Residential)	\$145,488	\$163,674	\$181,860	\$191,005	\$194,825	\$204,452	\$208,541	\$218,674	\$223,048	\$233,712	\$238,386	\$249,607
Commercial-Industrial (1.5X)	\$15,750	\$17,250	\$18,750	\$19,125	\$19,508	\$19,898	\$20,296	\$20,702	\$21,116	\$21,538	\$21,969	\$22,408
Commercial-Industrial (2.0X)	\$35,028	\$38,364	\$41,700	\$42,534	\$43,385	\$44,252	\$45,137	\$46,040	\$46,961	\$47,900	\$48,858	\$49,835
Total	\$196,266	\$219,288	\$242,310	\$252,664	\$257,717	\$268,602	\$273,974	\$285,416	\$291,124	\$303,150	\$309,213	\$321,850
Total Unadjusted Revenue	\$196,266	\$219,288	\$242,310	\$252,664	\$257,717	\$268,602	\$273,974	\$285,416	\$291,124	\$303,150	\$309,213	\$321,850
Adjustments / other changes ¹	\$63,734	\$33,376	\$15,407									
Total Charges for Services	\$260,000	\$252,664	\$257,717	\$252,664	\$257,717	\$268,602	\$273,974	\$285,416	\$291,124	\$303,150	\$309,213	\$321,850

Note:

1. The Adjustments/other changes is the difference between how the Study calculated revenue for 2018-2020 compared to revenue reported in the City's audited financial statements and budget documents. The difference may come from adjustments to bills due to issues with meters and other adjustments that are not built into the model for the Study. The adjustments are not considered to be on-going. The Study assumes that future adjustments will be minimal and not have a material impact on the future revenue projections.

Table 27

City of Thief River Falls

Capital Improvement Plan (CIP)

Storm Water Enterprise Fund

	Current Year									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Capital Outlay										
Capital acquisition	-	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Cost of issuance of bonds	-	-	-	-	-	-	-	-	-	-
Total Capital Outlay	-	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Source of Funds										
Bond proceeds	-	-	-	-	-	-	-	-	-	-
Intergovernmental for capital	-	-	-	-	-	-	-	-	-	-
Transfer in for capital	-	-	-	-	-	-	-	-	-	-
Current revenue / use of cash in fund	-	50,000	-	-	30,000	-	-	30,000	50,000	50,000
Total Source of Funds	-	50,000	-	-	30,000	-	-	30,000	50,000	50,000

Table 28

City of Thief River Falls

Net Capital Assets and Calculation of Depreciation
Storm Water Enterprise Fund

	Prior Year Actual 2019	Prior Year Actual 2020	Current Year 2021	Projected								
				2022	2023	2024	2025	2026	2027	2028	2029	2030
Balance of Capital Assets and Depreciation												
Capital assets non-depreciable	0	0	0	0	0	0	0	0	0	0	0	0
Capital assets depreciable	3,246,464	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714	3,878,714
Accumulated depreciation	1,302,514	1,400,348	1,498,182	1,596,016	1,693,850	1,791,684	1,889,518	1,987,352	2,085,186	2,183,020	2,280,854	2,378,688
Net capital assets	1,943,950	2,478,366	2,380,532	2,282,698	2,184,864	2,087,030	1,989,196	1,891,362	1,793,528	1,695,694	1,597,860	1,500,026
Capital acquisition	0	2,390,000	0	0	0	0	0	0	0	0	0	0
Depreciation	96,333	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834
Allowance for depreciation on new assets			0	0	0	0	0	0	0	0	0	0
Total increase in allowance for depreciation	96,333	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834	97,834
Change in net capital assets	(96,333)	2,292,166	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)	(97,834)

* Number of years new assets depreciated over:

35 years

ELECTRIC FUND

The Electric Fund was established as an Enterprise Fund for the accounting for costs of providing electric services. The Fund is supposed to be self-supporting in that the services rendered are financed through user charges.

The Electric Fund is presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. For the Electric Fund there are accruals of revenues earned and expenses incurred.

The City contracted with Dave Berg Consulting, LLC to complete a study of the rates for the Electric Fund, "Electric Cost of Service and Rate Study", final report dated November 4, 2021. The Finance Plan for the Electric Fund included in this section is based on the rates proposed in the study completed by Dave Berg and includes the assumption that 90 new residential customers are added every other year. The revenue and ending cash balances in future years projected for the Electric Fund are greater as shown in this Finance Plan compared to the Dave Berg report.

Revenues

The major revenue source is charges for services. Rates are projected to be set at a level to achieve revenue sufficient to cover operating costs, capital acquisition, and debt service, and to provide sufficient reserves.

The schedule of planned fees and charges upon which the finance plan for the Electric Fund is based are included in the Appendices. For purpose of projecting future volume and customers billed, the Plan includes 90 new customer

units every other year.

The Plan is based on an average annual fee increase of approximately 2.5% between 2022-2030.

Based on projected revenues and expenses, the Electric Fund will maintain adequate cash balance over the planning period. For purposes of the Plan, the revenue objective for the Electric Fund focused on providing revenue sufficient to achieve ending year-end cash balance to cover the following purposes:

- Three-months of operating expense
- Following year debt service payments
- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The Plan projects that current revenues and cash in the fund will be sufficient to pay for planned acquisitions and improvements and no bond issuance is anticipated between 2022-2030.

Expenses

Expenses include operations, capital, and depreciation of capital assets.

Approximately 55% of the expenses are estimated to be fixed costs. The percentage fluctuates from year to year, but overall is expected to remain at about this level.

Depreciation is reported as an expense and is adjusted for anticipated annual depreciable capital acquisitions. New capital is depreciated over a 35 year term in the Plan.

The Electric Fund has debt obligations outstanding.

Transfers

Interfund transfers include transfers out to the General Fund for operational support and to cover administrative overhead. Other non-recurring transfers may occur periodically related to capital, among other purposes.

Balance Sheet

Cash balance is projected to increase over the next decade based on proposed rated increases in the Plan and projected capital spending. The cash balance will be available for future capital improvements. The cash balance will be impacted by future project spending that may occur that is not reflected in the Plan, among other future transactions that may impact the ending cash balance.

Chart 49
Electric Fund
Projected Ending Cash

Cash balance is projected to increase with collection of revenue to support future capital improvements not yet programmed in CIP

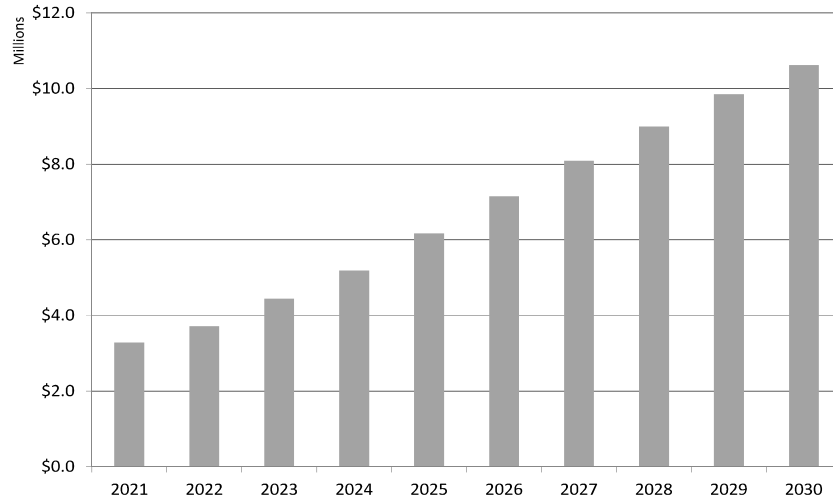


Chart 50
Electric Fund
Ending Unrestricted Net Position as % of expense is projected to be at or above 50%

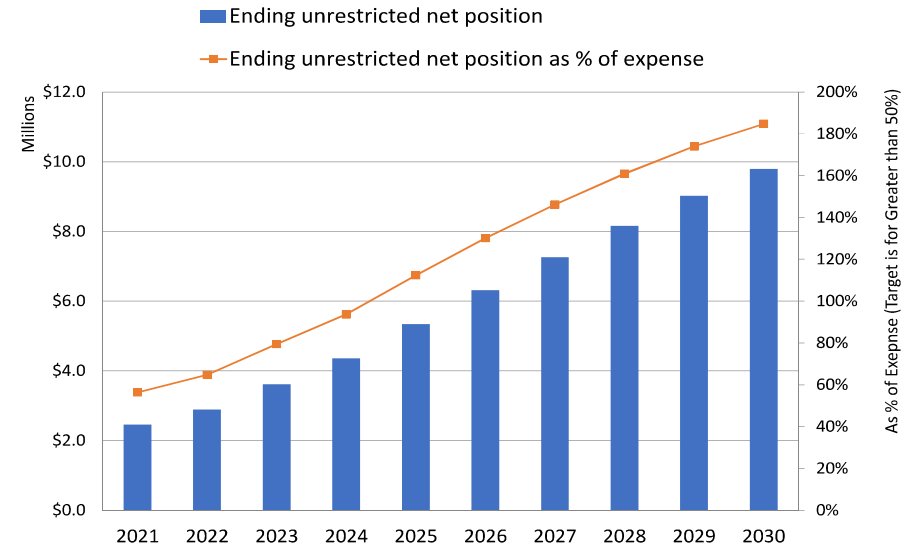


Chart 51
Electric Fund
Revenues are projected to cover expense, including depreciation for assets, and revenues in excess of expenses and payment of debt are reserved for future capital improvements

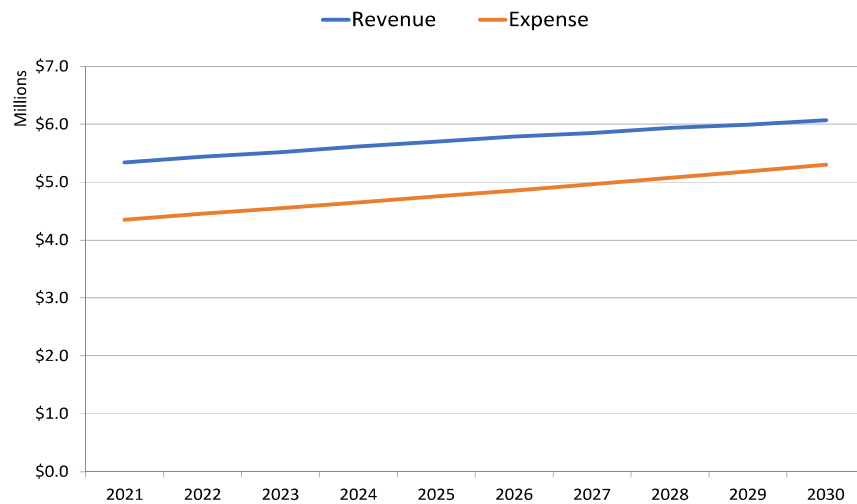


TABLE 29
Electric Fund
Summary of Key Financial Information

Electric Enterprise Fund

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	5,342,145	5,438,860	5,516,482	5,615,892	5,699,550	5,787,945	5,849,848	5,934,289	5,991,044	6,070,690
Expense	4,351,585	4,455,118	4,552,623	4,652,562	4,752,475	4,856,403	4,963,115	5,072,679	5,184,893	5,301,580
Revenue Over (Under) Expense	990,560	983,743	963,859	963,330	947,075	931,543	886,733	861,610	806,151	769,110
Cash by Purpose										
For future capital improvements	1,588,401	2,306,633	3,009,522	3,868,404	4,828,533	5,783,610	6,683,737	7,563,863	8,344,181	9,494,513
For following year pay-go capital	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000	50,000
For 3-months of operating cash	724,191	745,916	768,294	791,343	815,083	839,536	864,722	890,663	917,383	944,905
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash	3,282,912	3,717,270	4,445,386	5,185,117	6,171,736	7,148,965	8,087,528	8,992,396	9,848,234	10,624,888
Net Position										
Ending unrestricted net position	2,452,691	2,887,049	3,615,165	4,354,896	5,341,515	6,318,744	7,257,307	8,162,175	9,018,013	9,794,667
As % of expense	56.4%	64.8%	79.4%	93.6%	112.4%	130.1%	146.2%	160.9%	173.9%	184.7%
Customers	5,263	5,353	5,353	5,443	5,443	5,533	5,533	5,623	5,623	5,713
Metered sales in kWh	143,571,897	145,184,897	146,564,897	148,127,897	149,777,897	151,490,897	153,140,897	154,853,897	156,503,897	158,216,897
Average Annual % Increase for Fees and Charges										
Electric customer	0.0%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%

Notes:

1. Expense includes depreciation expense.
2. Target is for the ending unrestricted net position as % of expense to not be less than 50%. The Water Fund is projected to meet this target.

Table 30
Electric Fund
Pro Forma
Page 1 of 2

City of Thief River Falls

Finance Plan

Electric Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Investment earnings	72,291	27,669	20,000	16,268	18,440	22,080	25,779	30,712	35,598	40,291	44,815	49,094
Other revenues	802,981	738,524	430,000	430,000	430,000	430,000	430,000	430,000	430,000	430,000	430,000	430,000
Transfer in other	4,534,175	1,110,736	-	-	-	-	-	-	-	-	-	-
Sales	15,361,825	16,078,285	16,353,420	16,810,770	17,255,828	17,734,423	18,210,954	18,683,432	19,141,135	19,633,589	20,110,907	20,624,115
Cost of goods sold	(11,035,419)	(11,188,919)	(11,461,275)	(11,818,177)	(12,187,786)	(12,570,611)	(12,967,183)	(13,356,198)	(13,756,884)	(14,169,591)	(14,594,679)	(15,032,519)
Total Revenues	9,735,853	6,766,295	5,342,145	5,438,860	5,516,482	5,615,892	5,699,550	5,787,945	5,849,848	5,934,289	5,991,044	6,070,690
Expenses												
<i>Fixed Expenses</i>												
Personnel services	1,605,932	1,644,270	1,696,797	1,747,701	1,800,132	1,854,136	1,909,760	1,967,053	2,026,064	2,086,846	2,149,452	2,213,935
Depreciation	144,145	504,740	529,301	553,115	568,258	583,401	594,544	605,687	616,829	628,258	639,687	652,544
Interest expense	242,013	137,475	133,113	126,288	119,140	111,741	105,550	100,525	95,350	89,719	83,625	77,369
<i>Subtotal Fixed Expenses</i>	<i>1,992,090</i>	<i>2,286,485</i>	<i>2,359,210</i>	<i>2,427,104</i>	<i>2,487,530</i>	<i>2,549,278</i>	<i>2,609,854</i>	<i>2,673,264</i>	<i>2,738,244</i>	<i>2,804,823</i>	<i>2,872,763</i>	<i>2,943,848</i>
<i>Variable Expenses</i>												
Transfer out other	792,409	912,409	792,409	792,049	792,049	792,049	792,049	792,049	792,049	792,049	792,049	792,049
Operating expense for enterprise fund	1,344,919	2,355,942	1,199,966	1,235,965	1,273,044	1,311,235	1,350,572	1,391,089	1,432,822	1,475,807	1,520,081	1,565,683
<i>Subtotal Variable Expenses</i>	<i>2,137,328</i>	<i>3,268,351</i>	<i>1,992,375</i>	<i>2,028,014</i>	<i>2,065,093</i>	<i>2,103,284</i>	<i>2,142,621</i>	<i>2,183,138</i>	<i>2,224,871</i>	<i>2,267,856</i>	<i>2,312,130</i>	<i>2,357,732</i>
Total Expenses	4,129,418	5,554,836	4,351,585	4,455,118	4,552,623	4,652,562	4,752,475	4,856,403	4,963,115	5,072,679	5,184,893	5,301,580
Beginning Net Position	1,587,227	7,193,662	8,405,121	9,395,681	10,379,423	11,343,282	12,306,612	13,253,687	14,185,230	15,071,963	15,933,573	16,739,724
Change in Net Position	5,606,435	1,211,459	990,560	983,743	963,859	963,330	947,075	931,543	886,733	861,610	806,151	769,110
Prior period adjustments to balances	-	-	-	-	-	-	-	-	-	-	-	-
Ending net position	7,193,662	8,405,121	9,395,681	10,379,423	11,343,282	12,306,612	13,253,687	14,185,230	15,071,963	15,933,573	16,739,724	17,508,834

Table 30
Electric Fund
Pro Forma
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City of Thief River Falls

Finance Plan

Electric Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets and Deferred Outflow of Resources												
Cash and investments	2,931,283	2,936,590	3,253,570	3,687,928	4,416,044	5,155,775	6,142,394	7,119,623	8,058,186	8,963,054	9,818,892	10,595,546
All other receivables and prepaids	1,661,230	2,265,259	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121	2,169,121
Inventory	779,385	927,340	930,000	930,000	930,000	930,000	930,000	930,000	930,000	930,000	930,000	930,000
Capital assets non-depreciable	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014
Capital assets depreciable	21,110,528	22,786,706	23,646,338	24,479,838	25,009,838	25,539,838	25,929,838	26,319,838	26,709,838	27,109,838	27,509,838	27,959,838
Accumulated depreciation	(11,938,321)	(12,443,063)	(12,972,362)	(13,525,477)	(14,093,735)	(14,677,136)	(15,271,680)	(15,877,366)	(16,494,196)	(17,122,454)	(17,762,141)	(18,414,684)
Deferred outflow of resources	79,970	151,965	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Total Assets and Deferred Outflows	14,648,089	16,648,811	17,130,681	17,845,423	18,535,282	19,221,612	20,003,687	20,765,230	21,476,963	22,153,573	22,769,724	23,343,834
Liabilities and Deferred Inflow of Resources												
Due to other governments	133,647	141,901	-	-	-	-	-	-	-	-	-	-
Other liabilities	2,743,701	3,719,434	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000	3,700,000
Deferred inflows of resources	278,737	339,787	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000
Premium / discount on bonds	-	(2,774)	-	-	-	-	-	-	-	-	-	-
Bonds and notes payable	4,298,342	4,045,342	3,755,000	3,486,000	3,212,000	2,935,000	2,770,000	2,600,000	2,425,000	2,240,000	2,050,000	1,855,000
Total Liabilities and Deferred Inflows	7,454,427	8,243,690	7,735,000	7,466,000	7,192,000	6,915,000	6,750,000	6,580,000	6,405,000	6,220,000	6,030,000	5,835,000
Total Liabilities, Deferred Inflows, and Net Position	14,648,089	16,648,811	17,130,681	17,845,423	18,535,282	19,221,612	20,003,687	20,765,230	21,476,963	22,153,573	22,769,724	23,343,834

City of Thief River Falls

Ending Cash Balance

Electric Enterprise Fund

Table 31
Electric Fund
Ending Cash Balance

	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Use of Cash										
Operations & Maintenance	2,896,763	2,983,666	3,073,176	3,165,371	3,260,332	3,358,142	3,458,887	3,562,653	3,669,533	3,779,619
Cost of goods sold	11,461,275	11,818,177	12,187,786	12,570,611	12,967,183	13,356,198	13,756,884	14,169,591	14,594,679	15,032,519
Capital Improvement Projects	859,632	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000
Interfund Transfer	792,409	792,049	792,049	792,049	792,049	792,049	792,049	792,049	792,049	792,049
Debt Service	394,113	395,288	393,140	388,741	270,550	270,525	270,350	274,719	273,625	272,369
Total Use of Cash	16,404,192	16,822,679	16,976,151	17,446,772	17,680,114	18,166,915	18,668,170	19,199,012	19,729,885	20,326,556
Source of Cash										
Revenues	16,803,420	17,257,037	17,704,268	18,186,503	18,666,733	19,144,144	19,606,733	20,103,880	20,585,723	21,103,209
Interfund Transfer	-	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Total Source of Cash	16,803,420	17,257,037	17,704,268	18,186,503	18,666,733	19,144,144	19,606,733	20,103,880	20,585,723	21,103,209
Net Change in Other Assets and Liabilities	(52,907)	(0)	-	-	-	-	-	-	-	-
Change in Cash Balance	346,322	434,358	728,117	739,731	986,619	977,229	938,563	904,868	855,837	776,654
Beginning Cash Balance	2,936,590	3,282,912	3,717,270	4,445,386	5,185,117	6,171,736	7,148,965	8,087,528	8,992,396	9,848,234
Ending Cash Balance	3,282,912	3,717,270	4,445,386	5,185,117	6,171,736	7,148,965	8,087,528	8,992,396	9,848,234	10,624,888

Ending Cash by Purpose:

For future capital improvements	1,588,401	2,306,633	3,009,522	3,868,404	4,828,533	5,783,610	6,683,737	7,563,863	8,344,181	9,494,513
For following year pay-go capital	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000	50,000
For 3-months of operating cash	724,191	745,916	768,294	791,343	815,083	839,536	864,722	890,663	917,383	944,905
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash Balance	3,282,912	3,717,270	4,445,386	5,185,117	6,171,736	7,148,965	8,087,528	8,992,396	9,848,234	10,624,888

Note: Cash balances include cash and investments.

Table 32

City of Thief River Falls
Customers and Charges for Sales
Electric Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Equivalent Billing Units												
Residential	4,232	4,289	4,289	4,379	4,379	4,469	4,469	4,559	4,559	4,649	4,649	4,739
Small Commercial	769	769	769	769	769	769	769	769	769	769	769	769
Large Commercial	205	205	205	205	205	205	205	205	205	205	205	205
Total	5,206	5,263	5,263	5,353	5,353	5,443	5,443	5,533	5,533	5,623	5,623	5,713
Kwh												
Residential	38,413,540	38,498,423	39,058,423	39,371,423	39,451,423	39,714,423	40,064,423	40,477,423	40,827,423	41,240,423	41,590,423	42,003,423
Small Commercial	59,899,259	69,601,398	70,501,398	71,401,398	72,301,398	73,201,398	74,101,398	75,001,398	75,901,398	76,801,398	77,701,398	78,601,398
Large Commercial	36,289,982	33,612,076	34,012,076	34,412,076	34,812,076	35,212,076	35,612,076	36,012,076	36,412,076	36,812,076	37,212,076	37,612,076
Total	134,602,781	141,711,897	143,571,897	145,184,897	146,564,897	148,127,897	149,777,897	151,490,897	153,140,897	154,853,897	156,503,897	158,216,897
Revenue from Base Charges												
Residential	\$625,659	\$711,288	\$711,288	\$752,487	\$778,761	\$821,581	\$848,395	\$878,463	\$891,640	\$922,880	\$936,724	\$969,180
Small Commercial	\$219,719	\$219,719	\$219,719	\$219,719	\$219,719	\$219,719	\$219,719	\$223,014	\$226,360	\$229,755	\$233,201	\$236,699
Large Commercial	\$172,200	\$221,400	\$221,400	\$233,700	\$246,000	\$258,300	\$270,600	\$274,659	\$278,779	\$282,961	\$287,205	\$291,513
Total	\$1,017,578	\$1,152,406	\$1,152,406	\$1,205,906	\$1,244,480	\$1,299,600	\$1,338,714	\$1,376,136	\$1,396,778	\$1,435,596	\$1,457,130	\$1,497,393
Revenue from Kwh												
Residential	\$4,304,042	\$4,213,682	\$4,273,322	\$4,357,839	\$4,417,750	\$4,498,072	\$4,588,796	\$4,704,452	\$4,815,295	\$4,935,764	\$5,051,295	\$5,176,762
Small Commercial	\$6,374,221	\$7,289,850	\$7,401,900	\$7,724,133	\$8,042,947	\$8,358,340	\$8,677,274	\$8,914,404	\$9,156,695	\$9,404,250	\$9,657,170	\$9,915,563
Large Commercial	\$3,653,218	\$3,467,371	\$3,495,131	\$3,522,891	\$3,550,651	\$3,578,411	\$3,606,171	\$3,688,440	\$3,772,366	\$3,857,979	\$3,945,312	\$4,034,397
Total	\$14,331,480	\$14,970,903	\$15,170,353	\$15,604,864	\$16,011,348	\$16,434,823	\$16,872,241	\$17,307,296	\$17,744,356	\$18,197,993	\$18,653,778	\$19,126,722
Total Unadjusted Revenue	\$15,349,058	\$16,123,309	\$16,322,759	\$16,810,770	\$17,255,828	\$17,734,423	\$18,210,954	\$18,683,432	\$19,141,135	\$19,633,589	\$20,110,907	\$20,624,115
Adjustments / other changes ¹	\$12,767	-\$45,024	\$30,661									
Total Charges for Sales	\$15,361,825	\$16,078,285	\$16,353,420	\$16,810,770	\$17,255,828	\$17,734,423	\$18,210,954	\$18,683,432	\$19,141,135	\$19,633,589	\$20,110,907	\$20,624,115

Note:

1. The Adjustments/other changes is the difference between how the Study calculated revenue for 2018-2020 compared to revenue reported in the City's audited financial statements and budget documents. The difference may come from adjustments to bills due to issues with meters and other adjustments that are not built into the model for the Study. The adjustments are not considered to be on-going. The Study assumes that future adjustments will be minimal and not have a material impact on the future revenue projections.

Table 33
Electric Fund
Capital Improvement Plan

City of Thief River Falls

Capital Improvement Plan (CIP)
Electric Enterprise Fund

	2022	2023	2024	2025	2026	2027	2028	2029	2030
Capital Outlay									
Capital acquisition	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000
Cost of issuance of bonds	-	-	-	-	-	-	-	-	-
Total Capital Outlay	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000
Source of Funds									
Bond proceeds	-	-	-	-	-	-	-	-	-
Intergovernmental for capital	-	-	-	-	-	-	-	-	-
Transfer in for capital	-	-	-	-	-	-	-	-	-
Current revenue / use of cash in fund	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000
Total Source of Funds	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000

Table 34
Electric Fund
Net Capital Assets and Depreciation

City of Thief River Falls

Net Capital Assets and Calculation of Depreciation
Electric Enterprise Fund

	Prior Year Actual 2019	Prior Year Actual 2020	Current Year 2021	Projected								
				2022	2023	2024	2025	2026	2027	2028	2029	2030
Balance of Capital Assets and Depreciation												
Capital assets non-depreciable	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014	24,014
Capital assets depreciable	21,110,528	22,786,706	23,646,338	24,479,838	25,009,838	25,539,838	25,929,838	26,319,838	26,709,838	27,109,838	27,509,838	27,959,838
Accumulated depreciation	11,938,321	12,443,061	12,972,362	13,525,477	14,093,735	14,677,136	15,271,680	15,877,366	16,494,196	17,122,454	17,762,141	18,414,684
Net capital assets	9,196,221	10,367,659	10,697,990	10,978,375	10,940,117	10,886,716	10,682,172	10,466,486	10,239,656	10,011,398	9,771,711	9,569,168
Capital acquisition	35,425	674,632	859,632	833,500	530,000	530,000	390,000	390,000	390,000	400,000	400,000	450,000
Depreciation	144,145	504,740	504,740	529,301	553,115	568,258	583,401	594,544	605,687	616,829	628,258	639,687
Allowance for depreciation on new assets			24,561	23,814	15,143	15,143	11,143	11,143	11,143	11,429	11,429	12,857
Total increase in allowance for depreciation	144,145	504,740	529,301	553,115	568,258	583,401	594,544	605,687	616,829	628,258	639,687	652,544
Change in net capital assets	(108,720)	169,892	330,331	280,385	(38,258)	(53,401)	(204,544)	(215,687)	(226,829)	(228,258)	(239,687)	(202,544)

* Number of years new assets depreciated over:

35 years

LIQUOR FUND

The Liquor Fund was established as an Enterprise Fund for the accounting for costs of providing municipal liquor services. The Fund is supposed to be self-supporting in that the services rendered are financed through user charges.

The Liquor Fund is presented on an accrual basis. There is a recognition of expenses when incurred and the subsequent amortization of the deferred outflows. Revenues are recognized when earned. There is a capitalization of certain expenses and the subsequent depreciation of the capitalized costs. For the Liquor Fund there are accruals of revenues earned and expenses incurred.

The study did not include a comprehensive review of the Liquor operations. The Plan is based on very broad assumptions based on past financial performance. A comprehensive review of the Liquor operations may result in different projections than what is included in the Plan.

Revenues

The Plan is based on projected 3.2% in annual sales and 2.0% annual increase in cost of goods sold.

Based on projected revenues and expenses, the Liquor Fund is projected to maintain adequate cash balance over the planning period.

For purposes of the Plan, the revenue objective for the Liquor Fund focused on providing revenue sufficient to achieve projected year-end cash balance to cover the following purposes:

- Three-months of operating expense
- Following year debt service payments

- Following year capital acquisition (planned to be paid from cash)
- Reserves for future capital improvements and other reserve purposes

The Plan does not anticipate the issuance of bonds to pay for any major capital acquisition.

Expenses

Expenses include operations, capital, and depreciation of capital assets. The Plan provides for only a 2.0% increase in annual operating expenses.

Approximately 50% of the expenses are estimated to be fixed costs. This is based on the assumption that the transfer out to the General Fund for operational support is variable.

Depreciation is reported as an expense and is adjusted for anticipated annual depreciable capital acquisitions. New capital is depreciated over a 35 year term in the Plan.

The Liquor Fund has no debt obligations outstanding.

The City's 2022-2027 CIP includes a placeholder amount of \$2.5 million to finance through issuance of general obligation bonds a new store/remodel. The Liquor Store Fund does not have projected change in net position (net income) sufficient to support the debt service for this project unless the operating support to the General Fund is reduced. The Finance Plan for the Liquor Fund does not include this project or anticipated bond issuance. The City will need to consider the impact on the General Fund and General Fund tax levy if the operational support from the Liquor Fund were to be reduced in future years.

Transfers

The Liquor Fund transfers revenue to the General Fund for administrative costs and operational support. The annual transfers are projected to continue at the same level as transferred in prior years.

Balance Sheet

Cash balance is projected to increase over the next decade based on proposed rated increases in the Plan and projected capital spending. The cash balance will be available for future capital improvements. The cash balance will be impacted by future project spending that may occur that is not reflected in the Plan, among other future transactions that may impact the ending cash balance.

TABLE 35
Liquor Fund
Summary of Key Financial Information

Liquor Enterprise Fund

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	1,188,822	1,063,465	1,142,220	1,224,714	1,311,115	1,401,572	1,496,242	1,595,286	1,698,871	1,807,172
Expense	1,374,528	1,396,945	1,422,736	1,449,250	1,476,509	1,504,534	1,533,346	1,562,969	1,593,426	1,624,740
Revenue Over (Under) Expense	(185,706)	(333,480)	(280,516)	(224,536)	(165,394)	(102,962)	(37,105)	32,316	105,445	182,432
Cash by Purpose										
For future capital improvements	576,112	279,234	25,793	(166,526)	(304,563)	(375,025)	(385,089)	(321,189)	(184,068)	30,131
For following year pay-go capital	-	-	-	-	-	-	-	-	-	-
For 3-months of operating cash	230,114	235,718	242,166	248,794	255,609	262,615	269,818	277,224	284,838	292,667
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash	943,046	649,672	405,529	217,638	89,166	23,410	23,800	93,905	237,440	458,268
Net Position										
Ending unrestricted net position	925,197	614,483	356,733	154,963	12,335	(67,861)	(82,200)	(27,117)	101,094	306,292
As % of expense	67.3%	44.0%	25.1%	10.7%	0.8%	-4.5%	-5.4%	-1.7%	6.3%	18.9%

Notes:

- Expense includes depreciation expense.
- Target is for the ending unrestricted net position as % of expense to not be less than 50%. The Water Fund is projected to meet this target.

Table 36
Liquor Fund
Pro Forma
Page 1 of 2

City of Thief River Falls

Finance Plan

Liquor Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Revenues												
Investment earnings	39,894	13,170	6,000	4,715	3,248	2,028	1,088	446	117	119	470	1,187
Other revenues	9,554	9,870	350	500	500	500	500	500	500	500	500	500
Sales	4,941,914	5,837,878	5,095,903	4,921,350	5,078,833	5,241,356	5,409,079	5,582,170	5,760,799	5,945,145	6,135,389	6,331,722
Cost of goods sold	(3,775,644)	(4,401,933)	(3,913,431)	(3,863,100)	(3,940,362)	(4,019,169)	(4,099,553)	(4,181,544)	(4,265,175)	(4,350,478)	(4,437,488)	(4,526,237)
Total Revenues	1,215,718	1,458,985	1,188,822	1,063,465	1,142,220	1,224,714	1,311,115	1,401,572	1,496,242	1,595,286	1,698,871	1,807,172
Expenses												
<i>Fixed Expenses</i>												
Personnel services	519,016	569,398	662,125	693,320	714,120	735,543	757,609	780,338	803,748	827,860	852,696	878,277
Depreciation	23,321	22,766	22,766	22,766	22,766	22,766	22,766	22,766	22,766	22,766	22,766	22,766
Interest expense	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Fixed Expenses	542,337	592,164	684,891	716,086	736,886	758,309	780,375	803,104	826,514	850,626	875,462	901,043
<i>Variable Expenses</i>												
Transfer out other	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307
Operating expense for enterprise fund	280,838	299,891	258,330	249,552	254,543	259,634	264,827	270,123	275,526	281,036	286,657	292,390
Subtotal Variable Expenses	712,145	731,198	689,637	680,859	685,850	690,941	696,134	701,430	706,833	712,343	717,964	723,697
Total Expenses	1,254,482	1,323,362	1,374,528	1,396,945	1,422,736	1,449,250	1,476,509	1,504,534	1,533,346	1,562,969	1,593,426	1,624,740
Change in Net Position	(38,764)	135,623	(185,706)	(333,480)	(280,516)	(224,536)	(165,394)	(102,962)	(37,105)	32,316	105,445	182,432
Ending net position	1,408,872	1,544,495	1,358,789	1,025,309	744,793	520,257	354,863	251,901	214,796	247,113	352,558	534,990

Table 36
Liquor Fund
Pro Forma
Page 2 of 2

City of Thief River Falls

Finance Plan

Liquor Enterprise Fund

	2019 Actual	2020 Actual	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Assets and Deferred Outflow of Resources												
Cash and investments	1,035,702	1,209,303	943,046	649,672	405,529	217,638	89,166	23,410	23,800	93,905	237,440	458,268
All other receivables and prepaids	2,584	1,982	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Inventory	668,624	683,253	683,253	683,253	683,253	683,253	683,253	683,253	683,253	683,253	683,253	683,253
Capital assets non-depreciable	178,942	178,942	178,942	178,942	178,942	178,942	178,942	178,942	178,942	178,942	178,942	178,942
Capital assets depreciable	828,292	885,957	885,957	885,957	885,957	885,957	885,957	885,957	885,957	885,957	885,957	885,957
Accumulated depreciation	(585,775)	(609,096)	(631,307)	(654,073)	(676,839)	(699,605)	(722,371)	(745,137)	(767,903)	(790,669)	(813,435)	(836,201)
Deferred outflow of resources	23,091	43,898	43,898	43,898	43,898	43,898	43,898	43,898	43,898	43,898	43,898	43,898
Total Assets and Deferred Outflows	2,151,460	2,394,239	2,106,789	1,790,649	1,523,740	1,313,083	1,161,845	1,073,323	1,050,947	1,098,286	1,219,055	1,417,117
Liabilities and Deferred Inflow of Resources												
Due to other governments	60,823	63,470	65,000	66,300	67,626	68,979	70,358	71,765	73,201	74,665	76,158	77,681
Due to other funds	-	-	-	-	-	-	-	-	-	-	-	-
Other liabilities	601,731	688,385	602,000	614,040	626,321	638,847	651,624	664,657	677,950	691,509	705,339	719,446
Deferred inflows of resources	80,034	97,889	81,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Bonds and notes payable	-	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities and Deferred Inflows	742,588	849,744	748,000	765,340	778,947	792,826	806,982	821,422	836,150	851,173	866,497	882,127
Total Liabilities, Deferred Inflows, and Net Position	2,151,460	2,394,239	2,106,789	1,790,649	1,523,740	1,313,083	1,161,845	1,073,323	1,050,947	1,098,286	1,219,055	1,417,117

City of Thief River Falls

Ending Cash Balance

Liquor Enterprise Fund

Table 37
Liquor Fund
Ending Cash Balance

	2021 Budget Year	2022 Proj	2023 Proj	2024 Proj	2025 Proj	2026 Proj	2027 Proj	2028 Proj	2029 Proj	2030 Proj
Use of Cash										
Operations & Maintenance	920,455	942,872	968,663	995,177	1,022,436	1,050,461	1,079,273	1,108,896	1,139,353	1,170,667
Cost of goods sold	3,913,431	3,863,100	3,940,362	4,019,169	4,099,553	4,181,544	4,265,175	4,350,478	4,437,488	4,526,237
Capital Improvement Projects	-	-	-	-	-	-	-	-	-	-
Interfund Transfer	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307	431,307
Debt Service	-	-	-	-	-	-	-	-	-	-
Total Use of Cash	5,265,193	5,237,279	5,340,332	5,445,653	5,553,296	5,663,312	5,775,755	5,890,681	6,008,148	6,128,211
Source of Cash										
Revenues	5,102,253	4,926,565	5,082,582	5,243,884	5,410,667	5,583,116	5,761,416	5,945,764	6,136,359	6,333,409
Interfund Transfer	-	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Total Source of Cash	5,102,253	4,926,565	5,082,582	5,243,884	5,410,667	5,583,116	5,761,416	5,945,764	6,136,359	6,333,409
Net Change in Other Assets and Liabilities	(103,317)	17,340	13,607	13,879	14,157	14,440	14,728	15,023	15,323	15,630
Change in Cash Balance	(266,257)	(293,374)	(244,143)	(187,891)	(128,472)	(65,756)	390	70,105	143,535	220,828
Beginning Cash Balance	1,209,303	943,046	649,672	405,529	217,638	89,166	23,410	23,800	93,905	237,440
Ending Cash Balance	943,046	649,672	405,529	217,638	89,166	23,410	23,800	93,905	237,440	458,268

Ending Cash by Purpose:

For future capital improvements	576,112	279,234	25,793	(166,526)	(304,563)	(375,025)	(385,089)	(321,189)	(184,068)	30,131
For following year pay-go capital	-	-	-	-	-	-	-	-	-	-
For 3-months of operating cash	230,114	235,718	242,166	248,794	255,609	262,615	269,818	277,224	284,838	292,667
For following year debt service	136,820	134,720	137,570	135,370	138,120	135,820	139,070	137,870	136,670	135,470
Ending Cash Balance	943,046	649,672	405,529	217,638	89,166	23,410	23,800	93,905	237,440	458,268

Note: Cash balances include cash and investments.

APPENDICES TO REPORT

Appendix A

City of Thief River Falls

Fee Schedule

Water Services

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Commercial										
Commercial Consumption Tier 1	5.60	5.71	5.83	5.94	6.06	6.18	6.31	6.43	6.56	6.69
Commercial Consumption Tier 2	5.74	5.85	5.97	6.09	6.21	6.34	6.46	6.59	6.73	6.86
Commercial Consumption Tier 3	5.02	5.12	5.22	5.33	5.43	5.54	5.65	5.77	5.88	6.00
Fixed service charge 5/8" and 3/4"	22.88	23.34	23.80	24.28	24.77	25.26	25.77	26.28	26.81	27.34
Fixed service charge 1"	45.33	46.24	47.16	48.10	49.07	50.05	51.05	52.07	53.11	54.17
Fixed service charge 1 1/4"	70.49	71.90	73.34	74.80	76.30	77.83	79.38	80.97	82.59	84.24
Fixed service charge 1 1/2"	102.11	104.15	106.24	108.36	110.53	112.74	114.99	117.29	119.64	122.03
Fixed service charge 2"	180.74	184.35	188.04	191.80	195.64	199.55	203.54	207.61	211.77	216.00
Fixed service charge 3"	406.86	415.00	423.30	431.76	440.40	449.21	458.19	467.35	476.70	486.24
Fixed service charge 4"	724.03	738.51	753.28	768.35	783.71	799.39	815.38	831.68	848.32	865.28
Fixed service charge 6"	1,628.78	1,661.36	1,694.58	1,728.47	1,763.04	1,798.30	1,834.27	1,870.96	1,908.38	1,946.54
Industrial										
Industrial Consumption Tier 1	5.60	5.71	5.83	5.94	6.06	6.18	6.31	6.43	6.56	6.69
Industrial Consumption Tier 2	5.74	5.85	5.97	6.09	6.21	6.34	6.46	6.59	6.73	6.86
Industrial Consumption Tier 3	5.02	5.12	5.22	5.33	5.43	5.54	5.65	5.77	5.88	6.00
Fixed service charge 5/8" and 3/4"	22.88	23.34	23.80	24.28	24.77	25.26	25.77	26.28	26.81	27.34
Fixed service charge 1"	45.33	46.24	47.16	48.10	49.07	50.05	51.05	52.07	53.11	54.17
Fixed service charge 1 1/4"	70.49	71.90	73.34	74.80	76.30	77.83	79.38	80.97	82.59	84.24
Fixed service charge 1 1/2"	102.11	104.15	106.24	108.36	110.53	112.74	114.99	117.29	119.64	122.03
Fixed service charge 2"	180.74	184.35	188.04	191.80	195.64	199.55	203.54	207.61	211.77	216.00
Fixed service charge 3"	406.86	415.00	423.30	431.76	440.40	449.21	458.19	467.35	476.70	486.24
Fixed service charge 4"	724.03	738.51	753.28	768.35	783.71	799.39	815.38	831.68	848.32	865.28
Fixed service charge 6"	1,628.78	1,661.36	1,694.58	1,728.47	1,763.04	1,798.30	1,834.27	1,870.96	1,908.38	1,946.54
Residential										
Residential Consumption Tier 1	5.60	5.71	5.83	5.94	6.06	6.18	6.31	6.43	6.56	6.69
Residential Consumption Tier 2	5.74	5.85	5.97	6.09	6.21	6.34	6.46	6.59	6.73	6.86
Residential Consumption Tier 3	5.02	5.12	5.22	5.33	5.43	5.54	5.65	5.77	5.88	6.00
Fixed service charge 5/8" and 3/4"	22.88	23.34	23.80	24.28	24.77	25.26	25.77	26.28	26.81	27.34
Fixed service charge 1"	45.33	46.24	47.16	48.10	49.07	50.05	51.05	52.07	53.11	54.17
Fixed service charge 1 1/4"	70.49	71.90	73.34	74.80	76.30	77.83	79.38	80.97	82.59	84.24
Fixed service charge 1 1/2"	102.11	104.15	106.24	108.36	110.53	112.74	114.99	117.29	119.64	122.03
Fixed service charge 2"	180.74	184.35	188.04	191.80	195.64	199.55	203.54	207.61	211.77	216.00
Fixed service charge 3"	406.86	415.00	423.30	431.76	440.40	449.21	458.19	467.35	476.70	486.24
Fixed service charge 4"	724.03	738.51	753.28	768.35	783.71	799.39	815.38	831.68	848.32	865.28
Fixed service charge 6"	1,628.78	1,661.36	1,694.58	1,728.47	1,763.04	1,798.30	1,834.27	1,870.96	1,908.38	1,946.54

Appendix B

City of Thief River Falls

Fee Schedule

Sanitary Sewer Services

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Commercial										
Fixed service charge 2"	\$80.30	\$81.91	\$83.54	\$85.22	\$86.92	\$88.66	\$90.43	\$92.24	\$94.08	\$95.97
Commercial Sewer Volume Charge	\$1.59	\$1.62	\$1.65	\$1.69	\$1.72	\$1.76	\$1.79	\$1.83	\$1.86	\$1.90
Industrial										
Fixed service charge 3"	\$179.80	\$183.40	\$187.06	\$190.81	\$194.62	\$198.51	\$202.48	\$206.53	\$210.66	\$214.88
Industrial Sewer Volume Charge	\$1.59	\$1.62	\$1.65	\$1.69	\$1.72	\$1.76	\$1.79	\$1.83	\$1.86	\$1.90
Residential										
Fixed service charge 5/8" and 3/4"	\$9.41	\$9.60	\$9.79	\$9.99	\$10.19	\$10.39	\$10.60	\$10.81	\$11.03	\$11.25
Residential Sewer Volume Charge	\$1.59	\$1.62	\$1.65	\$1.69	\$1.72	\$1.76	\$1.79	\$1.83	\$1.86	\$1.90

Appendix C

City of Thief River Falls

Fee Schedule

Stormwater Services

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Commercial										
C&I Stormwater Fixed Rate (1.5X)	\$12.50	\$12.75	\$13.01	\$13.27	\$13.53	\$13.80	\$14.08	\$14.36	\$14.65	\$14.94
C&I Stormwater Fixed Rate (2.0X)	\$12.50	\$12.75	\$13.01	\$13.27	\$13.53	\$13.80	\$14.08	\$14.36	\$14.65	\$14.94
Industrial										
C&I Stormwater Fixed Rate (1.5X)	\$12.50	\$12.75	\$13.01	\$13.27	\$13.53	\$13.80	\$14.08	\$14.36	\$14.65	\$14.94
C&I Stormwater Fixed Rate (2.0X)	\$12.50	\$12.75	\$13.01	\$13.27	\$13.53	\$13.80	\$14.08	\$14.36	\$14.65	\$14.94
Residential										
Single Family Stormwater Fixed Rate	\$5.00	\$5.10	\$5.20	\$5.31	\$5.41	\$5.52	\$5.63	\$5.74	\$5.86	\$5.98

Appendix D Water Utility Bill

Water Customer Examples	Example 1	Example 2	Example 3
Gallons Billed for Billing Period	42,000	6,000	1,000

2021

Base Fee	22.88	22.88	22.88
Tier 1 Volume	56.00	33.60	5.60
Tier 2 Volume	57.40	-	-
Tier 3 Volume	110.44	-	-
Total Fee	246.72	56.48	28.48

2022

Base Fee	23.34	23.34	23.34
Tier 1 Volume	57.12	34.27	5.71
Tier 2 Volume	58.55	-	-
Tier 3 Volume	112.65	-	-
Total Fee	251.65	57.61	29.05
% Change from Prior Year	2.0%	2.0%	2.0%

2023

Base Fee	23.80	23.80	23.80
Tier 1 Volume	58.26	34.96	5.83
Tier 2 Volume	59.72	-	-
Tier 3 Volume	114.90	-	-
Total Fee	256.69	58.76	29.63
% Change from Prior Year	2.0%	2.0%	2.0%

2024

Base Fee	24.28	24.28	24.28
Tier 1 Volume	59.43	35.66	5.94
Tier 2 Volume	60.91	-	-
Tier 3 Volume	117.20	-	-
Total Fee	261.82	59.94	30.22
% Change from Prior Year	2.0%	2.0%	2.0%

Appendix E
Sanitary Sewer Bill

Sewer Customer Examples	Example 1	Example 2	Example 3
Gallons Billed for Billing Period	42,000	6,000	2,000
2021			
Base Fee	9.41	9.41	9.41
Tier 1 Volume	66.78	9.54	3.18
Tier 2 Volume			
Tier 3 Volume			
Total Fee	76.19	18.95	12.59
2022			
Base Fee	9.60	9.60	9.60
Tier 1 Volume	68.12	9.73	3.24
Tier 2 Volume			
Tier 3 Volume			
Total Fee	77.71	19.33	12.84
% Change from Prior Year	2.0%	2.0%	2.0%
2023			
Base Fee	9.79	9.79	9.79
Tier 1 Volume	69.48	9.93	3.31
Tier 2 Volume			
Tier 3 Volume			
Total Fee	79.27	19.72	13.10
% Change from Prior Year	2.0%	2.0%	2.0%
2024			
Base Fee	9.99	9.99	9.99
Tier 1 Volume	70.87	10.12	3.37
Tier 2 Volume			
Tier 3 Volume			
Total Fee	80.85	20.11	13.36
% Change from Prior Year	2.0%	2.0%	2.0%

Appendix F
Stormwater Bill

Stormwater Customer Examples	Example 1	Example 2	Example 3
Stormwater Equivalent Units Billed	1	1	1
2021			
Base Fee	5.00	5.00	5.00
Tier 1 Volume	-	-	-
Tier 2 Volume			
Tier 3 Volume			
Total Fee	5.00	5.00	5.00
2022			
Base Fee	5.10	5.10	5.10
Tier 1 Volume	-	-	-
Tier 2 Volume			
Tier 3 Volume			
Total Fee	5.10	5.10	5.10
% Change from Prior Year	2.0%	2.0%	2.0%
2023			
Base Fee	5.20	5.20	5.20
Tier 1 Volume	-	-	-
Tier 2 Volume			
Tier 3 Volume			
Total Fee	5.20	5.20	5.20
% Change from Prior Year	2.0%	2.0%	2.0%
2024			
Base Fee	5.31	5.31	5.31
Tier 1 Volume	-	-	-
Tier 2 Volume			
Tier 3 Volume			
Total Fee	5.31	5.31	5.31
% Change from Prior Year	2.0%	2.0%	2.0%

Appendix G Electric Bill

Electric Customers	Example 1	Example 2	Example 3
Kwh Per Month	45,000	4,500	900
2021			
Base Fee	13.82	13.82	13.82
Tier 1 Volume	159.75	159.75	95.85
Tier 2 Volume	5,250.45	362.10	-
Tier 3 Volume			
Total Fee	5,424.02	535.67	109.67
2022			
Base Fee	14.32	14.32	14.32
Tier 1 Volume	161.70	161.70	97.02
Tier 2 Volume	5,307.00	366.00	-
Tier 3 Volume			
Total Fee	5,483.02	542.02	111.34
% Change from Prior Year	1.1%	1.2%	1.5%
2023			
Base Fee	14.82	14.82	14.82
Tier 1 Volume	163.65	163.65	98.19
Tier 2 Volume	5,363.55	369.90	-
Tier 3 Volume			
Total Fee	5,542.02	548.37	113.01
% Change from Prior Year	1.1%	1.2%	1.5%
2024			
Base Fee	15.32	15.32	15.32
Tier 1 Volume	165.60	165.60	99.36
Tier 2 Volume	5,420.10	373.80	-
Tier 3 Volume			
Total Fee	5,601.02	554.72	114.68
% Change from Prior Year	1.1%	1.2%	1.5%

Appendix H
Combined Municipal Utility Bill

Utility Customer Examples	Example 1	Example 2	Example 3
Gallons Water Billed for Billing Period	42,000	6,000	1,000
Gallons Sewer Billed for Billing Period	42,000	6,000	2,000
Stormwater REU	1	1	1
Electric Kwh	45,000	4,500	900

2021

Base Fees	51.11	51.11	51.11
Tier 1 Volume	282.53	202.89	104.63
Tier 2 Volume	5,307.85	362.10	-
Tier 3 Volume	110.44	-	-
Total Fee	5,751.93	616.10	155.74

2022

Base Fees	52.36	52.36	52.36
Tier 1 Volume	286.94	205.70	105.98
Tier 2 Volume	5,365.55	366.00	-
Tier 3 Volume	112.65	-	-
Total Fee	5,817.49	624.06	158.33
% Increase	1.1%	1.3%	1.7%

2023

Base Fees	53.62	53.62	53.62
Tier 1 Volume	291.39	208.53	107.32
Tier 2 Volume	5,423.27	369.90	-
Tier 3 Volume	114.90	-	-
Total Fee	5,883.18	632.05	160.94
% Increase	1.1%	1.3%	1.6%

2024

Base Fees	54.89	54.89	54.89
Tier 1 Volume	295.90	211.38	108.68
Tier 2 Volume	5,481.01	373.80	-
Tier 3 Volume	117.20	-	-
Total Fee	5,949.00	640.07	163.57
% Increase	1.1%	1.3%	1.6%

Appendix I

Total Debt Service Levy (Existing and New)

Year	Existing (Issued Debt)	Planned New Debt Issuance	Total Tax Levy Existing and Planned New Debt	Annual Change in Tax Levy	Annual % Change
2019	372,037	0	372,037		
2020	572,377	0	572,377	200,340	53.8%
2021	820,169	0	820,169	247,792	43.3%
2022	905,723	0	905,723	85,554	10.4%
2023	1,076,434	181,805	1,258,239	352,516	38.9%
2024	1,145,023	273,881	1,418,904	160,665	12.8%
2025	1,182,443	380,329	1,562,772	143,868	10.1%
2026	1,463,863	615,501	2,079,364	516,593	33.1%
2027	1,536,972	697,902	2,234,874	155,510	7.5%
2028	1,366,349	793,016	2,159,366	(75,508)	-3.4%
2029	1,419,732	996,094	2,415,827	256,461	11.9%
2030	1,387,056	1,074,160	2,461,217	45,390	1.9%
2031	1,310,740	1,186,432	2,497,172	35,956	1.5%
2032	1,190,314	1,181,899	2,372,214	(124,959)	-5.0%
2033	1,195,924	1,195,924	2,391,847	19,634	0.8%
2034	1,203,595	1,203,595	2,407,191	15,344	0.6%
2035	1,210,322	1,210,322	2,420,645	13,454	0.6%
2036	1,226,604	1,226,604	2,453,208	32,564	1.3%
2037	1,231,126	1,231,126	2,462,252	9,044	0.4%
2038	1,078,407	1,078,407	2,156,815	(305,437)	-12.4%
2039	971,796	971,796	1,943,593	(213,222)	-9.9%
2040	862,035	862,035	1,724,069	(219,523)	-11.3%
2041	641,317	641,317	1,282,634	(441,435)	-25.6%
2042	512,934	512,934	1,025,868	(256,766)	-20.0%
2043	405,692	405,692	811,384	(214,484)	-20.9%



Northland Securities, Inc.
150 South Fifth Street , Suite 3300
Minneapolis, MN 55402
Toll Free 1-800-851-2920 Main 612-851-5900
www.northlandsecurities.com
Member FINRA and SIPC | Registered with SEC and MSRB



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: 2/1/2022

SUBJECT: 8.2 Fire Code

RECOMMENDATION: It is Respectfully Requested the Council Approve the Recommendation of the Public Safety/Liquor Committee

MOTION TO: Call for Second Reading of Ordinance No. 114, 3rd Series of the City of Thief River Falls, Minnesota, to Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

BACKGROUND: Appendix K of the 2015 MN State Fire Code was adopted to the City Code in 2018 which prohibits open flames and fuel storage on balconies (see attached ordinance). The 2020 MN State Fire Code changed the designation of Appendix K to Appendix O. The Fire Department recommended adoption of Appendix O as a safety measure and the Public Safety/Liquor committee reviewed the ordinance and recommends its adoption to the City Council.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The City Attorney drafted the proposed ordinance.

DEPARTMENT/RESPONSIBLE PERSON: Co-Fire Chiefs Beier and Semanko

ATTACHMENTS:

1.	Fire Code Ordinance
----	---------------------

ORDINANCE NO. _____, _____ SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 150 ENTITLED "BUILDING REGULATIONS" BY ADOPTING MINNESOTA STATE FIRE CODE APPENDIX "O" RELATING TO FIRES AND BARBEQUES ON BALCONIES OR PATIOS, AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAINS PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. Section 150.01 (D) (4) is hereby added to read as follows:

(4) ***Minnesota State Fire Code Appendix O:***

- (i) Open Flame Prohibited. In any structure containing three or more dwelling units, no person shall kindle, maintain, or cause any fire or open flame on any balcony above ground level, or on any ground floor patio within 15 feet of a structure.
- (ii) Fuel Storage Prohibited. No person shall store or use any fuel, barbeque, torch, or other similar heating or lighting chemical or device in the locations designated in Section 1.1.
- (iii) Exception. Listed electric or gas-fired barbeque grills that are permanently mounted and wired or plumbed to the building's gas supply or electrical system and that maintain a minimum clearance of 18 inches on all sides, unless listed for lesser clearances, may be installed on balconies and patios when approved by the fire chief.

Section 2. City Code Chapter 10 entitled "General Provisions" is hereby adopted in its 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 City Council of Thief River Falls, Minnesota, on the ____ day of _____, 2022.

Voting Aye:

Voting No:

Abstaining: None.

Absent: None.

Mayor

ATTEST:

City Administrator



City of Thief River Falls

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Thief River Falls MN 56701-0528

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FAX: 218-681-6223
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Request for Council Action

DATE: 2/1/2022

SUBJECT: 8.3 Approval of Fire Code

RECOMMENDATION: It is Respectfully Requested the Council Approve the Recommendation of the Public Safety/Liquor Committee

MOTION TO: Approval of Ordinance No. 114,3rd Series of the City of Thief River Falls, Minnesota, to Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

BACKGROUND: Appendix K of the 2015 MN State Fire Code was adopted to the City Code in 2018 which prohibits open flames and fuel storage on balconies (see attached ordinance). The 2020 MN State Fire Code changed the designation of Appendix K to Appendix O. The Fire Department recommended adoption of Appendix O as a safety measure and the Public Safety/Liquor committee reviewed the ordinance and recommends its adoption to the City Council.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The City Attorney drafted the proposed ordinance.

DEPARTMENT/RESPONSIBLE PERSON: Co-Fire Chiefs Beier and Semanko

ATTACHMENTS:

None



City of Thief River Falls

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Request for Council Action

DATE: 2/1/2022

SUBJECT: 8.4 CivicOptimize

RECOMMENDATION: It is Respectfully Requested the Council Consider the Following Policy:

MOTION TO: Approve the Purchase of CivicOptimize for the City of Thief River Falls

BACKGROUND: The City of Thief River Falls needs a convenient, easily accessible way for citizens to do business online that is secure and compliant.

KEY ISSUES: With Covid-19 concerns, it is becoming even more essential to modernize and be able to offer our citizens online solutions that are convenient and easily accessible for forms, payments, scheduling, and reporting. With CivicOptimize, we would be able to offer online employment applications, credit applications, permits, etc. We can accept payments and even offer real-time scheduling. We can utilize the 311 and Citizen requests for our reporting that utilizes a progressive web app in real-time that would synchronize with our website. This would replace our existing 311 app.

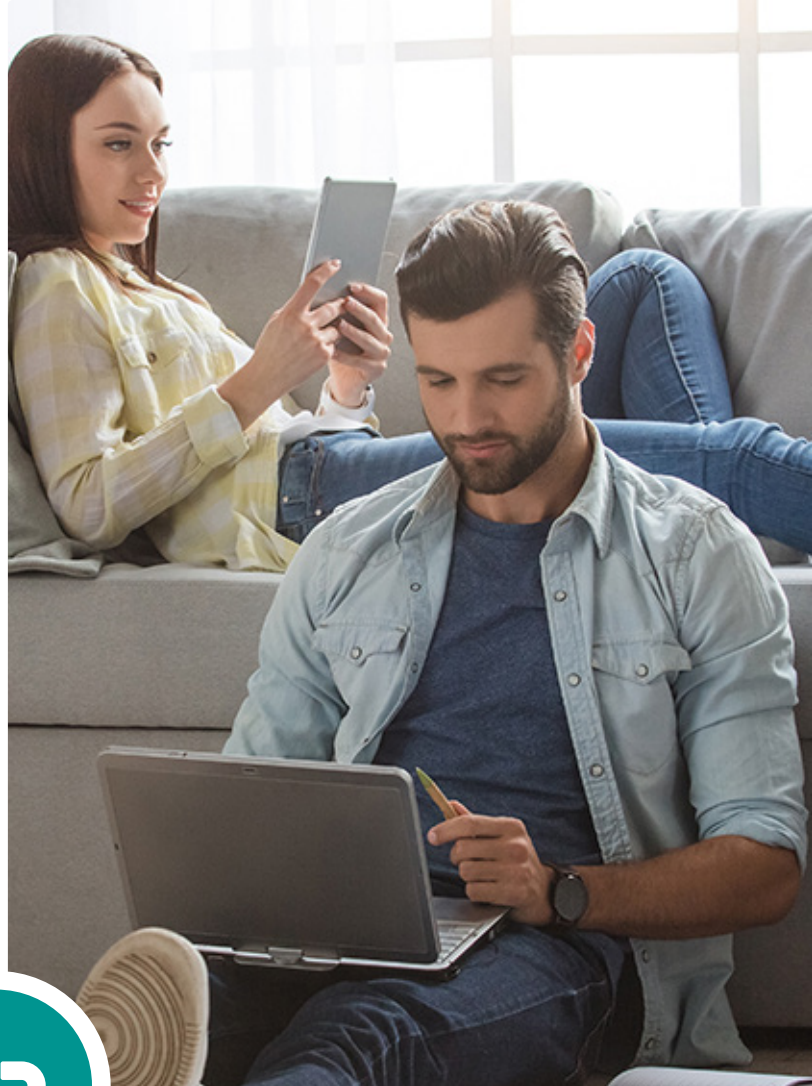
FINANCIAL CONSIDERATIONS: \$11,848.50 (Year 1) and \$7500.00 (Year 2 and after). This includes discounted pricing. This would replace the 311 app that we currently have in the IT Contracts budget.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Specialist

ATTACHMENTS:

1.	CivicOptimize MN, Thief River Falls -Productivity 12222021
2.	TRF CivicOptimize



CIVICOPTIMIZE[®]

PRODUCTIVITY

Thief River Falls, Minnesota

DECEMBER 22, 2021



Jordan Cairns | Inside Sales Representative | cairns@civicplus.com | 785.370.7764





Company Overview



At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the citizens they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for website design & content management, recreation management, mass communications, agenda & meeting management, employee management, 311 & citizen requests, and digital optimization.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

Primary Office

302 S. 4th Street, Suite 500, Manhattan, KS 66502

Toll Free: 888.228.2233 | Fax: 785.587.8951

civicplus.com

7,500 +

local government clients across
the United States and Canada

20 +

years of experience with a focus to
help local governments

550 +

employees, many with experience
in local government

Recognition



11-time Inc.
5000 Honoree



govtech.com/100

Technical Support



Recognized with
multiple, global
Stevie® Awards
for sales and
customer service
excellence

Features & Functionality



CivicOptimize Productivity (Productivity) is an efficiency-centric, low-code, digital optimization software designed specifically for your staff, your in-field workers, and your community. It consists of a set of LCAD tools and services managed from a single dashboard that allow you to build mobile application solutions that link closely into existing government IT systems. Your tools and services fall into four major categories of functionality.

Key Features

Build

Productivity enables non-technical employees to quickly build PWAs and forms with associated content, including work guides or instructions and informational text to help guide end users.

Integrate

Productivity comes ready with out-of-the-box integrations for your favorite CivicPlus solutions, plus Microsoft Active Directory and Microsoft Power Automate.

Our Power Automate connector makes it easy to build time-saving workflows into everything from individual tasks to large-scale systems, with seamless integrations via hundreds of other prebuilt connectors.

Customize

Non-technical employees can easily customize key app components such as icons, splash screens, app names, banner images, and color themes - all without coding.

Developers can extend version one work by targeting individual form and app elements with Custom CSS and customize any aspect of the PWA interface.

Mobile App provides enhanced organization tools to improve app navigation and usability.

Manage

Productivity allows administrators to manage users and access to apps, monitor API health, web app deployments, developer keys, and account usage.

Budget and resource-strapped municipalities can also save money on system administrators with this software as a service (SaaS) solution running on a high-availability AWS infrastructure.



Deploy

Non-technical employees can instantly deploy digital forms as a service, or offline-first, using PWAs.



Extend

Developers avoid wasted time and technical lock-in by simply extending version one work completed by non-technical employees into version two, enterprise-grade solutions. Productivity supports many forms of system integrations and customization, and uses common programming languages such as Node.JS.

Built-in Solutions

Productivity includes out-of-the-box/turnkey solutions for many community and process areas:

- Administration
- Animal Services
- City Clerk Department
- City Council
- Communications
- Community Events
- Community Development
- Economic Development
- Emergency Management
- Finance
- Fire
- Health Department
- Human Resources
- IT Department
- Parks & Recreation
- Permits
- Police
- Public Utilities
- Public Works
- Risk Management

Standard Productivity Tools

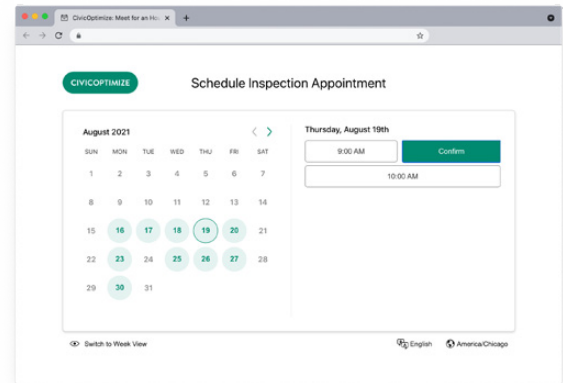
- Building sophisticated mobile-optimized forms and work-guides
- Deploying forms and work guides as PWAs (Forms can be organized by tags)
- Integrating form workflows with corporate IT systems through APIs - both within the forms completion flow and upon form submission
- Administering and managing users, apps, and APIs with basic analytics plus PowerBI integration

Advanced Productivity Tools

- Style CSS: Match your mobile app or website
- Dynamic Options: Pull and populate form option lists by API
- Integrations: Lookups and submissions by API
- Developer Keys: PDF service
- Embedding Forms: Console user can easily generate a code to embed a Productivity form from any webpage (CivicEngage or third-party)

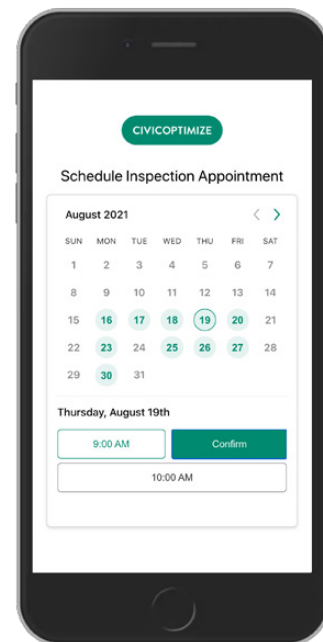
Scheduling

Productivity is an automated, mobile responsive tool that you can integrate into your website or citizen engagement portal. No more hassle of scheduling, rescheduling, and canceling appointments through mail or phone calls. Your citizens can now book appointments with government entities 24/7 by utilizing the online booking service that automatically syncs calendars with relevant employees. You can also collect and validate data and payment prior to scheduling, something you can't do with other scheduling services.



Productivity Scheduling Provides:

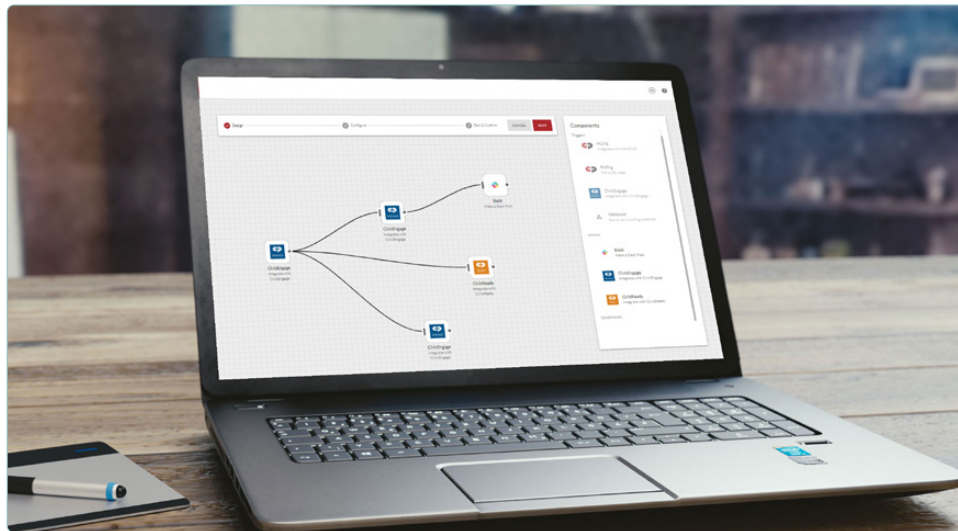
- **A Branded, Local Experience** – Customize your booking pages with your logo, brand colors, and collect/verify all relevant information you require for the appointment booking.
- **Empowerment** – Allow your citizens to book their appointments online, at their convenience. You reduce unwanted walk-in traffic by showing availability online, and can be used for any in-person or virtual appointment.
- **A Ready-To-Go Solution Out-of-the-Box** – It's simple to configure from the Productivity console.
- **A Mobile-first Experience** – Scheduling is optimized for ease-of-use from a computer or mobile device.
- **Efficiency & Transparency** – Automated appointment scheduling eliminates walk-ins looking to book appointments and also ensures the data/payment information that is required is handled prior to their appointment time.



The CivicPlus Platform

Productivity is part of the CivicPlus Platform, the integrated technology platform for local government, which means local governments minimize the need to rely on various third-party providers for multiple technology solutions.

- One central dashboard
- Secure, single sign-on (SSO)
- System-wide reporting capabilities
- Unified identify management
- Advanced accessibility
- Strengthened security
- Robust APIs
- And more!



Integration Hub

You chose Productivity to optimize your operations: bring solutions online, increase automation, and improve organizational efficiency. A key aspect of this process includes integrating existing systems and reducing manual steps in your processes.

With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus products or with third parties (for an additional fee) without the need for a developer. You can even easily create integrations using manual import, polling, and webhooks (for an additional cost).

The possibilities are endless with Integration Hub. Here are some examples of integrations you can create:

- Publish a new form in Productivity and have it automatically post a News Flash article in a CivicEngage® Central website advertising the new form.
- Route data to third-party products such as Laserfiche, ArcGIS ESRI, or Microsoft SharePoint. (additional fees apply)

The Integration Hub will reduce the amount of manual work your staff needs to do in the course of their daily work. This will save valuable time by automating your most time-consuming manual workflows.

Credit Card Processing

CivicPlus Pay (Pay) is our secure, PCI-compliant, utility application integrated within the CivicPlus Platform. Local governments can use Pay within the CivicEngage, CivicRec®, and CivicOptimize® solutions to enable seamless payment capabilities.

Pay acts as the connector to facilitate a transaction between the CivicPlus solution and the selected payment gateway. Pay offers integrations with several common payment gateways to provide flexible payment solutions. CivicPlus has partnered with several integrated gateways to enhance the client experience through a streamlined relationship between the CivicPlus solution and the gateway that processes the payments.

If a partner payment gateway is utilized by Thief River Falls, CivicPlus can assist with the facilitation, set-up, support, and troubleshooting services. Pay can also integrate with many other supported gateway providers in addition to our partner network, on a more limited fashion, to assist you in developing a successful system. Contact your sales representative for more details on our approved partner network and other supported gateway providers.

To utilize any of the approved gateways, an agreement will need to be executed directly between Thief River Falls and the vendor, who will assess separate merchant account and transaction fees. Additional information can be provided upon request. Additional CivicPlus fees may also apply.

Because EMV and Card-Swipe devices are encrypted specifically for individual payment gateways, you'll need to leverage any required devices directly from your selected gateway provider for either purchase or rent. We are happy to assist in your procurement of such devices.

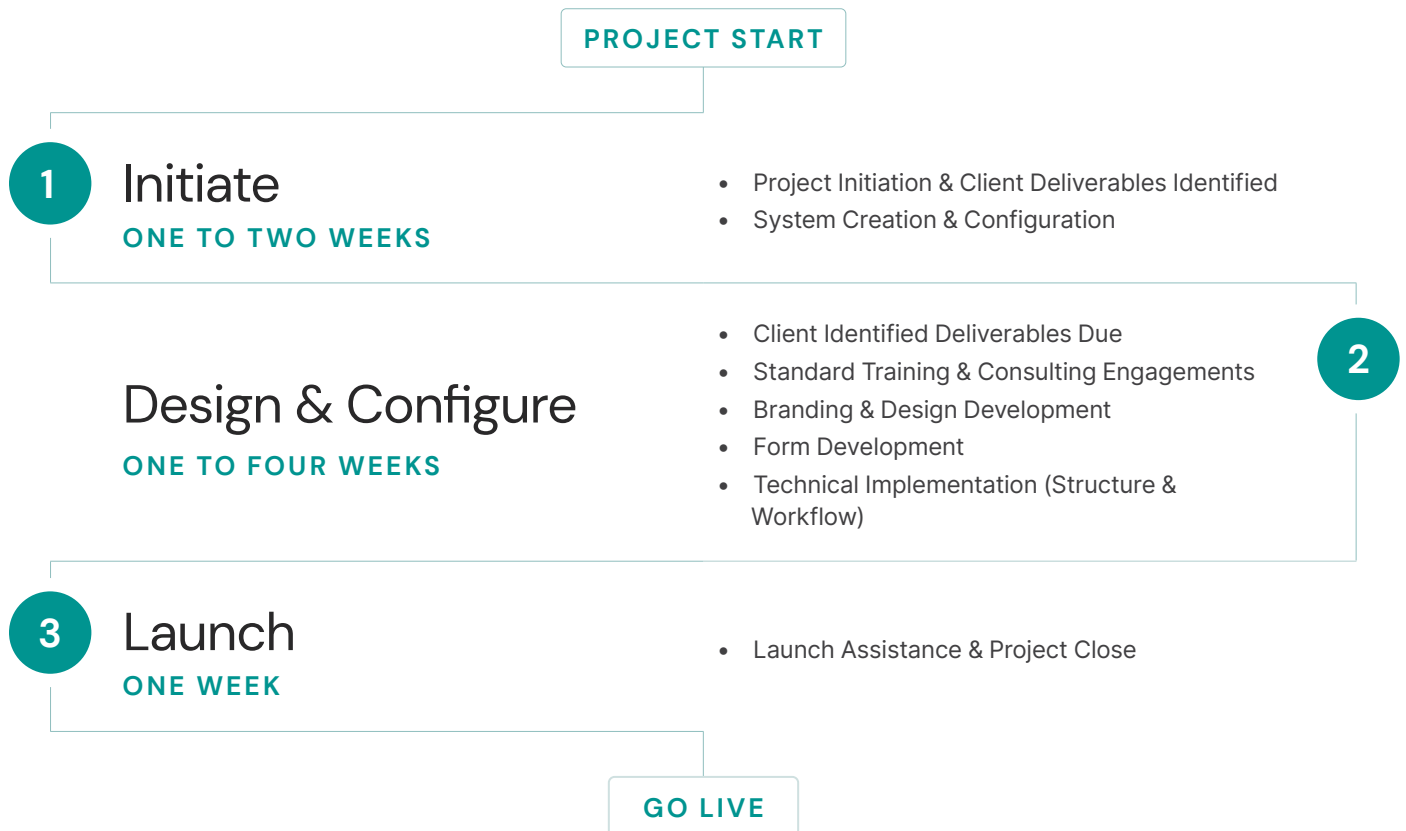
Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients' needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients, with no monetary value per feature, and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

Project Implementation

Sample Timeline

Design creation, content development, configuration for usability and accessibility, dedicated training – CivicPlus delivers all of this and more during the development of your new system. A typical project timeline ranges from 3-6 weeks. Your exact project timeline will be created based on detailed project scope, project enhancements purchased, availability for meeting coordination, client deliverable return and completion, approval dates, and other factors.



Implementation

Phase 1 – Initiate

- Your Implementation Consultant will meet with you to initiate the project and schedule any training and consulting engagement(s) needed
- The Implementation Consultant will also create and configure your system per package specifications

Phase 2 – Design & Configure

- All deliverables identified are submitted by client
- The Implementation Consultant will provide required system configuration, training, and consulting
- The CivicPlus design team will apply branding elements and complete CSS styling
- The content development team will develop included template (or custom) forms in your portal
- CivicPlus implementation team members will customize the technical structure and/or workflow of your system and finalize

Phase 3 – Launch

- Your new system launches to the public
- Your Implementation Consultant closes out the project

Professional Services

The following services are recommended to get the most out of your Productivity platform. Setting up your system is only the first step. Next, you will want build forms and workflows to optimize your processes and integrate your systems. Choose one process or many to get started, depending on your team's bandwidth. Then, add on new processes or continuously improve existing processes to maximize your ROI.

The CivicPlus team will document your process workflow, and will work with your team to provide the following:

- **Business Process Consulting** – Define business process and/or workflow for your solution
- **Form Development** – Productivity form template library or custom
- **Technical Implementation** – Customize the technical structure and/or workflow of your system





Ongoing Services

Technical & Ongoing Support

- Live technical support personnel based in the U.S.
- Weekday business hours: 7 a.m. – 7 p.m. (CST)
- Contact via phone, email, and live chat
- 4-hour response during business hours
- 24/7 emergency support
- Self-Service Help Center for tutorials, user guides, and client connection
- Assigned Client Success Manager to ensure your complete and ongoing satisfaction

Award-Winning



CivicPlus Support has been honored with two Silver Stevie® Awards and four Bronze Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year – Technology Industries, Customer Service Department of the Year – Computer Software - Up to 100 Employees, and Most Valuable Response by a Customer Service Team (COVID-19).

The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades, fixes, enhancements, and OS patches

Hosting & Security

Your information and data is in secure hands with AWS in our Ohio AWS Availability Zone. Amazon S3's web service interface allows you to store and retrieve any of your data, at any time, from anywhere on the web.

Thief River Falls can easily manage the AWS features to organize your data and configure finely-tuned access controls to meet your specific business, organizational, and compliance requirements. Amazon S3 is designed for 99.999% of durability, and stores data for millions of applications for companies all around the world.

Amazon S3 secures your data from unauthorized access with encryption features and access management tools and allows you to block public access to all of your objects at the bucket or the account level if needed.



Project Cost



CivicPlus can appreciate the monetary constraints facing our governments each day. To help ease these concerns and assist with budgeting and planning, our proposed project and pricing is valid for 60 days from December 22, 2021.

Development

- Three System Environments
- Unlimited Citizen App Users
- Development Tools
 - SDK Developer Access
 - CLI Tools - including custom API Hosting and Web or CDN Hosting
 - Webhooks for Form Submission
- CivicPlus Platform Solutions Integration: CivicPlus Pay, CivicReady®, and CivicEngage®
- Scheduling with 1 Provider
- Power Automate Integration
- CivicPlus Pay Approved Payment Gateway Set-Up with Global Payments Integrated

Annual Recurring Services

- Hosting and Security
- Software Maintenance Including Service Patches and System Enhancements
- 24/7 Technical Support and Access to the CivicPlus Help Center
- Dedicated Client Success Manager

Implementation System Set-up

- System Set-up and User Configuration
- Ten Hours of Form Development
- App Graphics (Icon & Banner)
- Four Hours User Training

Year 1 (one-time + annual)	\$13,096
Year 2 (annual + 5% technology uplift)	\$7,875

CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in US dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

CivicPlus Offers:

Standard CivicOptimize Productivity Invoicing

- Year 1 fees are due at contract signing
- The first-year Annual Services fee is included with your Year 1 cost
- Additional Staff App Users may be purchased and added at any time for an annual rate per User. Such cost will be pro-rated to your Annual Services depending on the time of addition in the billing cycle.
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a five percent technology fee uplift each year starting Year 2 of your contract.

Customized Billing/Invoicing

- We can discuss other billing options with you before contract signing and, if feasible, develop a plan that works for all parties
- Not available with all CivicPlus products – please contact your sales representative for more details

CivicPlus Advantage Invoicing

- Zero-interest, level payments that divide the Year 1 expense of your project over the first three years of your contract
- Each payment includes your Annual Services and any other fees if applicable
- May not be available with all products offered by CivicPlus

Payment Gateway Account

- Your chosen Payment Gateway will collect and disburse all credit card monies
- If selected, any of our partner Payment Gateway Vendors will conduct a rate analysis upon discovery to provide the most competitive percentage + fee per transaction rate
- CivicPlus Pay integrates with several Payment Gateways to provide maximum flexibility to our clients' needs

CivicPlus wants our clients to succeed in providing your staff and constituents a viable, sustainable, and flexible technology solution and we will work with you prior to contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with Thief River Falls.

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-21785-1

Date:

1/11/2022 9:02 AM

Expires On:

2/25/2022

Product:

CivicOptimize

Client:

Thief River Falls MN - CivicOptimize

Bill To:

Thief River Falls MN - CivicOptimize

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Jordan Cairns	x	cairns@civicplus.com		Net 30

CivicOptimize - Statement of Work

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Productivity Base Package	Productivity Base Package	
1.00	Productivity Base System Annual Fee	Productivity Base System Annual Fee: staff app users, app user submissions not included	Renewable
1.00	Productivity System Set-Up	Productivity System Set-Up: Up to five (5) hours form development (Forms Templates or Custom); App Graphics (Icon & Banner); up to two (2) hours training	
5.00	Productivity Custom Form Development (1h)	Productivity Custom Form Development (1h)	One-time
1.00	Productivity Custom App Banner	Productivity Custom App Banner	One-time
1.00	Productivity System Training (2h, virtual)	Productivity System Training (up to 2h, virtual)	One-time
1.00	Productivity Custom App Icon	Productivity Custom App Icon	One-time
1.00	Power Automate Integration	Power Automate Integration	Renewable
2.00	Productivity System Training (4h, virtual)	Productivity System Training (up to 4h, virtual)	One-time
1.00	CivicOptimize Pay - Global Payments Integrated	CivicOptimize Pay - Global Payments Integrated	
1.00	CivicOptimize Pay Annual Fee - Global Payments Integrated	CivicOptimize Pay Annual maintenance and support fee	Renewable
1.00	CivicOptimize Pay Implementation - Global Payments Integrated	Includes setting CivicPlus Pay configuration, configuring CivicPlus products for accepting payments, advanced troubleshooting with our partner's support.	One-time

List Price - Year 1 Total	USD 13,298.00
Total Investment - Year 1	USD 11,848.50
Annual Recurring Services - Year 2	USD 7,500.00

Total Days of Quote:365

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW and the MSA terms and conditions found at: <https://www.civicplus.com/master-services-agreement>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Product Packages

Choose the product package level that is right for the organization, defined by the **number of users** and **additional functionality** necessary.

Package differentiators

- Packages include unlimited back-end system [team members](#).
- Packages are differentiated by the number of front-end [authenticated app users](#) and [app user submissions](#). An authenticated app user is a user who will securely sign in to utilize the platform.
- Packages included unlimited [Citizen/public end-users](#) and submissions. These users are not required to sign in to view, access, or complete forms are not considered authenticated app users.

	Product Level	FORMS™	BASE	STARTER	BUSINESS	ENTERPRISE	UNLIMITED
	Form and App creation	unlimited forms	unlimited	unlimited	unlimited	unlimited	unlimited
	Citizen Users/Submissions	unlimited	unlimited	unlimited	unlimited	unlimited	unlimited
	Authenticated App Users	n/a	n/a	50	250	1,000	unlimited
	Authenticated App User Submissions/month	n/a	n/a	15,000	50,000	100,000	unlimited
	System Environments	n/a	3	5	unlimited	unlimited	unlimited
SYSTEM	Management Console	Y	Y	Y	Y	Y	Y
	User Management	Y	Y	Y	Y	Y	Y
	Analytics Dashboard	Y	Y	Y	Y	Y	Y
	High-Availability Infrastructure	Y	Y	Y	Y	Y	Y
	Enterprise-level Hosting & Security	Y	Y	Y	Y	Y	Y
FUNCTION	Create no-code forms, info pages	Y	Y	Y	Y	Y	Y
	Deploy as FaaS	Y	Y	Y	Y	Y	Y
	Generate and publish PWAs (Apps)	N	Y	Y	Y	Y	Y
	Generate form submission PDF	Y	Y	Y	Y	Y	Y
	Offline mode	Y	Y	Y	Y	Y	Y
DEV TOOLS	SDK	N	N	Y	Y	Y	Y
	CLI Tools - custom API hosting	N	N	Y	Y	Y	Y
	CLI Tools - web or CDN hosting	N	N	Y	Y	Y	Y
	Webhooks for Form Submission	N	N	Y	Y	Y	Y
ADDITIONAL	CP Solution Integrations (available)	Y	Y	Y	Y	Y	Y
	External Systems Integrations (available)***	N	N ¹	\$	\$	\$	\$
	External Systems Integrations - Custom	N	N	\$	\$	\$	\$
	Custom Domain Name	n/a	\$	\$	Y	Y	Y
	Approvals Workflow	N	\$	Y	Y	Y	Y
	Scheduling	N	1 provider / \$	10 providers	50 providers	250 providers	unlimited
SOLUTIONS	Volunteer	n/a	\$	\$	\$	\$	\$

**Forms only sold with EngageEvo, or as packaged with other platform products (i.e. HCMS, CP Pay, CP Mobile).

*** External Systems Integrations (available): see [Integrations Section](#).

\$ indicates additional fee

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources:

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax



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: 2/1/2022

SUBJECT: 8.5 Approve City of Thief River Falls Fuel Supply and Oil Bids

RECOMMENDATION: It is respectfully requested the Council consider to award the fuel supply bid to Farmers Union Oil Company and Northdale Oil for the time frame of February 2, 2022 through December 31, 2026.

MOTION TO: After the City of Thief River Falls advertised in The Times on January 5, 2022 for fuel supply bids for delivery and at the pump and oil. Sealed bids were received until 10:00 am Wednesday, January 26th, 2022 by the City Administrator on behalf of the City Council and opened. The result of the supply fuel bids and oil to the City of Thief River Falls for the years of 2022-2026 with unleaded regular gasoline and/ or gasohol, and No.1 low Sulphur, No. 2 low Sulphur, Premium Fuel with Diesel Additive; low Sulphur, propane, and oil is as follows:

Farmers Union Oil Company

	Gasohol	No. 1 Low Sulfur	No. 2 Low Sulfur	Premium Fuel w/Diesel additive	Propane
Delivered	All delivered fuel will be bid the day of				
Dealer Pump	-.12	-.12	-.12	-.12	
Varied oil products are all at state bid pricing					

Northdale Oil

	Gasohol	No. 1 Low Sulfur	No.2 Low Sulfur	Premium Fuel w/Diesel additive	Propane
Delivered	2.7197	3.2765	2.9625	2.6815	1.33 (10,000 gal) 1.99
Dealer Pump	-.13	-.13	-.13	-.13	
Varied oil products listed with discounted pricing					

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None