REGULAR MEETING OF THE UTILITIES COMMISSION
September 10, 2024, 3:30 P.M.
Elk River City Hall Uppertown Conference Room

AGENDA

1.0 GOVERNANCE
1.1 Call Meeting to Order
1.2 Pledge of Allegiance
1.3 Consider the Agenda
1.4 Resolution Recognizing 2024 Public Power Week
1.5 Resolution Recognizing 2024 Customer Service Week

2.0 CONSENT (Routine items. No discussion. Approved by one motion.)
2.1 Check Register – August 2024
2.2 Regular Meeting Minutes – August 13, 2024

3.0 OPEN FORUM (Non-agenda items for discussion. No action. Presenters must adhere to a time limit of 3 minutes.)

4.0 POLICY & COMPLIANCE (Policy review, policy development, and compliance monitoring.)
4.1 Commission Policy Review – G.2h – Independent Advisors to the Commission

5.0 BUSINESS ACTION (Current business action requests and performance monitoring reports.)
5.1 Financial Report – July 2024
5.2 2025 Annual Business Plan: Capital Projects & Equipment Purchases, and 20-Year Capital Projections
5.3 Decommissioning of ERMU Power Plant
5.4 Advanced Metering Infrastructure Update

6.0 BUSINESS DISCUSSION (Future business planning, general updates, and informational reports.)
6.1 Staff Updates
6.2 City Council Updates
6.3 Minnesota Municipal Utilities Association Summer Conference Discussion
6.4 Future Planning (Announce the next regular meeting, special meeting, or planned quorum.)
a. Regular Commission Meeting – October 8, 2024
b. 2024 Governance Agenda
6.5 Other Business (Items added during agenda approval.)

7.0 ADJOURN REGULAR MEETING

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Chris Sumstad – Electric Superintendent
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 1.4
SUBJECT: Resolution Recognizing 2024 Public Power Week	
ACTION REQUESTED: Adopt Resolution 24-8 Recognizing Public Power Week, October 6-12, 2024	

DISCUSSION:
Elk River Municipal Utilities, now in their 78th year operating as a municipally owned public power utility, will be celebrating Public Power Week 2024.

This national event is sponsored in conjunction with the American Public Power Association. There are approximately 2,000 community-owned electric utilities that collectively provide electricity on a not-for-profit basis to 49 million Americans. They are operated by local governments as a public service with the mission of providing electricity in a reliable manner, at a reasonable cost, and with proper protection of the environment. Public power companies exist to serve our fellow citizens, friends, and neighbors. Elk River Municipal Utilities' loyalty is to our customers and our community, not stockholders. We are proud to be a public power utility and to help make our community a great place to live and work. Every year we recognize Public Power Week as a reminder of the responsibility we have to our consumer-owners.

ATTACHMENTS:
- Resolution No. 24-8 - Recognizing 2024 Public Power Week

RESOLUTION No. 24-8

BOARD OF COMMISSIONERS
ELK RIVER MUNICIPAL UTILITIES

A RESOLUTION OF BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES RECOGNIZING PUBLIC POWER WEEK, OCTOBER 6-12, 2024

WHEREAS, we, the citizens of Elk River, place high value on local control over community services and therefore have chosen to operate a community-owned, locally controlled, not-for-profit electric utility and, as consumers and owners of our electric utility, have a direct say in utility operations and policies; and

WHEREAS, ERMU provides our homes, businesses, farms, social service, and local government agencies with safe, reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, ERMU is a valuable community asset that contributes substantially to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness;

NOW, THEREFORE BE IT RESOLVED that ERMU will continue to work to bring lower-cost, safe, reliable electricity (and water services) to community homes and businesses just as it has since the utility was created; and

BE IT FURTHER RESOLVED that the week of October 6-12 be designated Public Power Week in order to honor ERMU for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of its contributions to their well-being; and

BE IT FURTHER RESOLVED that our community joins hands with more than 2,000 other public power systems in the United States in this celebration of PUBLIC POWER.

This Resolution Passed and Adopted this 10th day of September 2024.

John J. Dietz, Chair

Mark Hanson, General Manager

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Sara Youngs – Administrations Director
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 1.5
SUBJECT: Resolution Recognizing 2024 Customer Service Week	
ACTION REQUESTED: Adopt Resolution 24-9 Recognizing Customer Service Week, October 7-11, 2024	

BACKGROUND:
In 1992 the U.S. Congress, by Senate joint resolution, designated the first week of October as National Customer Service Week and requested the President issue a proclamation in support. On October 8, 1992, President George Bush issued Proclamation 6485 recognizing the first week of October as National Customer Service Week.

In President Bush's proclamation he notes, "…businesses will do a better job of providing high quality goods and services by listening to its employees and by empowering them with opportunities to make a difference. Customer service professionals work in the front lines where a firm meets its customers; where supply meets demand. With responsive policies and procedures and with simple courtesy, customer service professionals can go a long way toward ensuring customer satisfaction…"

DISCUSSION:
Elk River Municipal Utilities' (ERMU) mission statement promises: "To provide our customers with safe, reliable, cost effective and quality long term electric and water utility service. To communicate and educate our customers in the use of utility services, programs, policies, and future plans. These products and services will be provided in an environmentally and financially responsible manner." To be successful in our mission, it is essential that ERMU provide excellent customer service while providing safe, reliable, and cost-effective utility services.

Here at ERMU, we recognize our employees that provide excellent customer service and ask the Commission to support these employees, and our organization, by adopting this resolution recognizing Customer Service Week.

ATTACHMENTS:
- Resolution No. 24-9 - Recognizing 2024 Customer Service Week

RESOLUTION No. 24-9

BOARD OF COMMISSIONERS
ELK RIVER MUNICIPAL UTILITIES

A RESOLUTION OF BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES RECOGNIZING CUSTOMER SERVICE WEEK, OCTOBER 7-11, 2024

WHEREAS, Elk River Municipal Utilities (ERMU) provides electric and water utility services within the City of Elk River, the City of Otsego, the City of Dayton, and Big Lake Township; and

WHEREAS, the ERMU mission statement specifies: "To provide our customers with safe, reliable, cost effective and quality long term electric and water utility service. To communicate and educate our customers in the use of utility services, programs, policies, and future plans. These products and services will be provided in an environmentally and financially responsible manner"; and

WHEREAS, providing excellent customer service is an essential component of successfully operating in accordance with the ERMU mission statement and an expectation of our customers; and

NOW, THEREFORE, BE IT RESOLVED that ERMU will continue to work to bring lower-cost, safe, reliable electricity and water services to community homes and businesses just as it has since the utility was created; and

BE IT FURTHER RESOLVED that ERMU will encourage their employees to take initiative and continue to provide new and more efficient ways of providing excellent customer service; and

BE IT FURTHER RESOLVED that the week of October 7-11 be designated Customer Service Week in order to honor ERMU and its staff for the continued commitment to providing excellent customer service.

This Resolution Passed and Adopted this 10th day of September, 2024.

John J. Dietz, Chair

Mark Hanson, General Manager

CHECK REGISTER

August 2024

APPROVED BY:

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Paul Bell

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John Dietz

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Mary Stewart

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Matt Westgaard

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Nick Zerwas

Payroll/Labor
Check Register Totals

08/02/2024 To 08/02/2024

Pays		Job	Amount	Hours
Gross Pay				
2	Reg Hourly		114,462.63	2,685.50
20	Reg Salary		40,009.42	606.00
3	Overtime		1,584.91	22.36
4	Double Time		553.90	5.00
5	On-Call/Stand-by		2,869.86	56.00
24	FLSA		67.81	0.00
25	Rest Time		103.66	2.25
10	Bonus Pay		0.00	0.00
18	Commissioner Reimb - Electric		600.00	0.00
104	Commission Stipend		360.00	0.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		16,683.04	327.53
SICK	Sick Pay		5,087.80	121.25
HOL	Holiday Pay		0.00	0.00
78	Retro Earnings		0.00	0.00
5-2	On-Call/Stand-by/OT		636.02	7.50
18A	Commissioner Reimb. - Water		150.00	0.00
10-3	Bonus Pay Overtime		0.00	0.00
104A	Commission Stipend - Water		90.00	0.00
PVT	Purchased Vacation Time		0.00	0.00
PTOY	Personal Day - Year		618.56	16.00
3C	Overtime-Comp Time		1,130.41	15.14
4C	Double Time-Comp Time		0.00	0.00
CM3C	Overtime-Comp Time Adjusted		-1,130.41	-15.14
CM4C	Double Time-Comp Time Adjusted		0.00	0.00
COMP	Comp Time Taken		518.94	11.00
106	Longevity Pay		0.00	0.00
10W	Bonus Pay		0.00	0.00
103W	Bonus Pay Overtime		0.00	0.00
	Gross Pay Total:		184,396.55	3,860.39
	Total Pays:		184,396.55	3,860.39

Payroll/Labor
Check Register Totals

08/13/2024 To 08/13/2024

Pays		Job	Amount	Hours
Gross Pay				
20	Reg Salary		0.00	0.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		0.00	0.00
SICK	Sick Pay		0.00	0.00
HOL	Holiday Pay		0.00	0.00
PTOY	Personal Day - Year		0.00	0.00
106	Longevity Pay		1,550.00	0.00
	Gross Pay Total:		1,550.00	0.00
	Total Pays:		1,550.00	0.00

Deductions	Amount

Employee Taxes		Amount	Taxable Amt
FEDM	Federal Income Tax - Married	341.00	1,550.00
MNM	MN State Income Tax - Married	96.88	1,550.00
SS-E	Social Security	96.10	1,550.00
MD-E	Medicare	22.47	1,550.00
	Employee Tax Total:	556.45	

Employer Taxes		Amount	Taxable Amt
SS-R	Social Security	96.10	1,550.00
MD-R	Medicare	22.47	1,550.00
SUTA	State Unemployment Tax	0.00	1,550.00
	Employer Tax Total:	118.57	

Taxes By Type	State	Amount	Taxable Amt
FEDERAL INCOME		341.00	1,550.00
SOCIAL SECURITY		192.20	1,550.00
Medicare		44.94	1,550.00
STATE INCOME	MN	96.88	1,550.00
State Unemployment Tax	MN	0.00	1,550.00
Tax Total:		675.02	

Payroll/Labor
Check Register Totals

08/13/2024 To 08/13/2024

Net Pay:	993.55
Total Deposit Amount:	0.00
Total Check Amount:	993.55
Total Employees:	1
Total Direct Deposits:	0
Total Checks:	1

Payroll/Labor
Check Register Totals

08/16/2024 To 08/16/2024

Pays		Job	Amount	Hours
Gross Pay				
2	Reg Hourly		112,809.10	2,647.75
20	Reg Salary		37,463.09	564.25
3	Overtime		3,203.62	37.50
4	Double Time		46.07	0.50
5	On-Call/Stand-by		2,716.42	56.00
24	FLSA		180.59	0.00
25	Rest Time		11.52	0.25
10	Bonus Pay		624.25	11.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		13,593.42	273.75
SICK	Sick Pay		4,265.43	95.50
HOL	Holiday Pay		0.00	0.00
78	Retro Earnings		65.28	0.00
5-2	On-Call/Stand-by/OT		2,073.02	27.00
10-3	Bonus Pay Overtime		170.25	2.00
PVT	Purchased Vacation Time		1,035.10	34.70
PTOY	Personal Day - Year		238.64	8.00
3C	Overtime-Comp Time		496.62	6.75
4C	Double Time-Comp Time		0.00	0.00
CM3C	Overtime-Comp Time Adjusted		-496.62	-6.75
CM4C	Double Time-Comp Time Adjusted		0.00	0.00
COMP	Comp Time Taken		979.35	19.50
106	Longevity Pay		0.00	0.00
10W	Bonus Pay		318.64	8.00
103W	Bonus Pay Overtime		0.00	0.00
	Gross Pay Total:		179,793.79	3,785.70
	Total Pays:		179,793.79	3,785.70

Payroll/Labor
Check Register Totals

08/30/2024 To 08/30/2024

Pays		Job	Amount	Hours
Gross Pay				
2	Reg Hourly		115,911.49	2,700.50
20	Reg Salary		34,597.97	524.50
3	Overtime		3,057.48	38.00
4	Double Time		219.12	2.00
5	On-Call/Stand-by		2,762.48	56.00
24	FLSA		81.32	0.00
25	Rest Time		451.40	8.00
10	Bonus Pay		1,248.50	22.00
18	Commissioner Reimb - Electric		0.00	0.00
104	Commission Stipend		720.00	0.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		11,658.12	243.70
SICK	Sick Pay		5,241.98	106.50
HOL	Holiday Pay		0.00	0.00
78	Retro Earnings		-58.48	0.00
5-2	On-Call/Stand-by/OT		821.33	9.50
18A	Commissioner Reimb. - Water		0.00	0.00
10-3	Bonus Pay Overtime		255.38	3.00
104A	Commission Stipend - Water		180.00	0.00
PVT	Purchased Vacation Time		297.22	8.55
PTOY	Personal Day - Year		1,181.84	16.00
3C	Overtime-Comp Time		748.73	11.50
4C	Double Time-Comp Time		153.60	2.00
CM3C	Overtime-Comp Time Adjusted		-748.73	-11.50
CM4C	Double Time-Comp Time Adjusted		-153.60	-2.00
COMP	Comp Time Taken		221.93	4.25
106	Longevity Pay		0.00	0.00
10W	Bonus Pay		557.62	14.00
103W	Bonus Pay Overtime		0.00	0.00
ESST	Earned Safet & Sick Time		386.43	16.25
	Gross Pay Total:		179,793.13	3,772.75
	Total Pays:		179,793.13	3,772.75

Payroll/Labor
Check Register Totals

08/30/2024 To 08/30/2024

Deductions		Amount
9	PERA/C	11,366.30
67	HCSP1	1,171.57
76	HCSP2	685.19
77	HCSP3	476.61
14	Def/MN	3,351.28
36	Def/Wenzel	1,513.65
17	Flex/Health	151.93
37	Flex/Dependent	769.28
21	Extra Life Insurance	0.00
26	United Way	10.00
30	Dental-Single	0.00
31	Dental-EE+1	0.00
32	Dental-Family	0.00
85	HSA/Single	0.00
86	HSA/Single+1	0.00
87	HSA/Family	0.00
92	HSA Contribution	2,746.07
23	Child Support/Levy	562.52
14A	Def/MN Roth	1,072.94
36A	Def/Wenzel Roth	1,115.32
50	Insurance Opt-Out	0.00
36B	Def/Wenzel Mgr %	265.54
14B	Def/MN-Mgr %	333.84
14C	Def/MN Roth Mgr%	229.04
55	Vision-Single	0.00
56	Vision-EE+1	0.00
58	Vision-Family	0.00
70	Purchased Vacation Time	351.05
36C	Def/Wenzel Roth Mgr%	122.66
11	Elective Life Insurance	0.00
	Deduction Total:	26,294.79

Taxable Benefits		Amount
66	LTD	0.00
74	Vehicle Commuting	34.50
56	GTLife	0.00
61	Employee Recognition	0.00
67	STD	0.00
	Taxable Benefits Total:	34.50

Payroll/Labor
Check Register Totals

08/30/2024 To 08/30/2024

Employee Taxes		Amount	Taxable Amt
FEDS	Federal Income - Single	5,387.42	36,515.44
FEDM	Federal Income Tax - Married	2,220.38	25,712.81
MNS	MN State Income Tax - Single	4,852.36	84,653.81
MNM	MN State Income Tax - Married	3,361.90	71,991.51
SS-E	Social Security	10,755.53	173,475.93
MD-E	Medicare	2,515.40	173,475.93
FDMH	FED MARRIED MULTIPLE JOBS W4 2020>	3,819.85	33,037.58
FEDH	FED HEAD OF HSLD NO MULTI JOBS W4 2020	586.27	7,021.13
FDSN	FED SINGLE - NO MULTI JOBS W4 2020>	4,886.85	38,824.39
FDMN	FED MARRIED - NO MULTI JOBS W4 2020>	1,216.03	15,533.97
	Employee Tax Total:	39,601.99	

Employer Taxes		Amount	Taxable Amt
SS-R	Social Security	10,755.53	173,475.93
MD-R	Medicare	2,515.40	173,475.93
SUTA	State Unemployment Tax	0.00	178,893.13
	Employer Tax Total:	13,270.93	

Paid Time Off		Amount	Hours
VACA	VACATION HOURS	12,279.54	246.99
SICK	SICK LEAVE HOURS	3,878.29	162.80
	Paid Time Off Total:	16,157.83	409.79

Benefits		Amount
30	Dental-Single	0.00
31	Dental-EE+1	0.00
32	Dental-Family	0.00
85	HSA/Single	0.00
86	HSA/EE+1	0.00
87	HSA/Family	0.00
9	PERA/C	11,366.30
59	Employer MN DC	0.00
60	Employer W&A DC	0.00
94	HSA Employer Contribution - Family Plan	0.00
9-1	PERA - ER 1% CONTRIBUTION	1,748.66
58	Employer Mgr MN DC	0.00
60A	Employer Mgr W&A DC	0.00
	Benefit Total:	13,114.96

Payroll/Labor
Check Register Totals

08/30/2024 To 08/30/2024

Taxes By Type	State	Amount	Taxable Amt
FEDERAL INCOME		18,116.80	156,645.32
SOCIAL SECURITY		21,511.06	173,475.93
Medicare		5,030.80	173,475.93
STATE INCOME	MN	8,214.26	156,645.32
State Unemployment Tax	MN	0.00	178,893.13
Tax Total:		52,872.92	

Net Pay: 113,896.35

Total Deposit Amount: 113,896.35
Total Check Amount: 0.00

Total Employees: 50
Total Direct Deposits: 50
Total Checks: 0

Payroll/Labor
Check Register Totals

08/30/2024 To 08/30/2024

PARAMETERS ENTERED:

Pay Date:	08/30/2024 To 08/30/2024
Check/Direct Deposit:	All
Employee:	All
Journal:	0
Division:	All
Format:	Summary By Check
Sort By:	Check/Direct Deposit

Accounts Payable
Check Register

08/01/2024 To 08/31/2024

Bank Account: 1 - GENERAL FUND

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
2370	8/5/24	WIRE	5655	FIRST DATA	CC FEES - JULY 2024		2,069.08
					CC FEES - JULY 2024		517.27
					CC FEES - JULY 2024		544.88
					CC FEES - JULY 2024		136.22
					CC FEES - JULY 2024		1,160.14
					CC FEES - JULY 2024		290.03
					CC FEES - JULY 2024		39.66
					CC FEES - JULY 2024		9.92
					CC FEES - JULY 2024		689.34
					CC FEES - JULY 2024		172.34
					CC FEES - JULY 2024		2,722.05
					CC FEES - JULY 2024		680.51
						Total for Check/Tran - 2370:	9,031.44
					Total for Bank Account - 1 :	(1)	9,031.44

Accounts Payable
Check Register

08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4458	8/5/24	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	9,401.35
					PERA CONTRIBUTIONS	10,847.70
					PERA EMPLOYEE CONTRIBUTION	1,848.20
					PERA CONTRIBUTIONS	2,132.54
					Total for Check/Tran - 4458:	24,229.79
4459	8/5/24	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	2,028.83
					HCSP EMPLOYEE CONTRIBUTIONS	284.68
					Total for Check/Tran - 4459:	2,313.51
4460	8/5/24	WIRE	161	MNDCP (ELECTRONIC)	MNDCP EE MANAGER CONTRIBUTIONS	290.18
					MNDCP EMPLOYEE CONTRIBUTIONS	3,214.73
					MNDCP EMPLOYER CONTRIBUTION	1,849.96
					MNDCP EMPLOYER MGR CONTRIBUTION	491.81
					MNDCP EE ROTH CONTRIBUTIONS	688.76
					MNDCP EE ROTH MGR CONTRIBUTIONS	201.63
					MNDCP EE MANAGER CONTRIBUTIONS	41.62
					MNDCP EMPLOYEE CONTRIBUTIONS	271.55
					MNDCP EMPLOYER CONTRIBUTION	323.26
					MNDCP EMPLOYER MGR CONTRIBUTION	69.03
					MNDCP EE ROTH CONTRIBUTIONS	384.18
					MNDCP EE ROTH MGR CONTRIBUTIONS	27.41
					Total for Check/Tran - 4460:	7,854.12
4461	8/5/24	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY	562.52
4462	8/5/24	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	315.48
					W&A MANAGER CONTRIBUTION	336.88
					WENZEL EMPLOYEE CONTRIBUTIONS	1,222.74
					WENZEL MANAGER CONTRIBUTIONS	238.75
					DEF COMP ROTH CONTRIBUTIONS W&A	917.57
					WENZEL EE ROTH MGR CONTRIBUTIONS	98.13
					W&A EMPLOYER CONTRIBUTION	176.84

Accounts Payable
Check Register

08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					W&A MANAGER CONTRIBUTION	51.32
					WENZEL EMPLOYEE CONTRIBUTIONS	82.11
					WENZEL MANAGER CONTRIBUTIONS	26.79
					DEF COMP ROTH CONTRIBUTIONS W&A	197.75
					WENZEL EE ROTH MGR CONTRIBUTIONS	24.53
					Total for Check/Tran - 4462:	3,688.89
4463	8/1/24	WIRE	7928	US BANK - BOND	ELEC REV BOND SERIES 2018A - PRIN & INT	210,000.00
					ELEC REV BOND SERIES 2018A - PRIN & INT	175,003.13
					Total for Check/Tran - 4463:	385,003.13
4464	8/1/24	WIRE	7928	US BANK - BOND	WATER REV BOND SERIES 2021C - PRIN & INT	60,000.00
					WATER REV BOND SERIES 2021C - PRIN & INT	20,800.00
					Total for Check/Tran - 4464:	80,800.00
4465	8/1/24	WIRE	7928	US BANK - BOND	ELEC REV BOND SERIES 2021B - PRIN & INT	250,000.00
					ELEC REV BOND SERIES 2021B - PRIN & INT	156,737.50
					Total for Check/Tran - 4465:	406,737.50
4466	8/1/24	WIRE	7928	US BANK - BOND	ELEC REV BOND SERIES 2016A - INTEREST	89,237.50
4467	8/6/24	WIRE	160	HCSP (ELECTRONIC)	HCSP SICK PAYOUT - 163	2,674.77
4468	8/6/24	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION	2,313.92
					HSA EMPLOYEE CONTRIBUTION	432.15
					Total for Check/Tran - 4468:	2,746.07
4469	8/7/24	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	14,622.11
					PAYROLL TAXES - FEDERAL & FICA	21,376.76
					PAYROLL TAXES - FEDERAL & FICA	2,501.93
					PAYROLL TAXES - FEDERAL & FICA	4,405.24
					PAYROLL TAXES - FEDERAL & FICA	1,267.08
					PAYROLL TAXES - FEDERAL & FICA	881.22
					Total for Check/Tran - 4469:	45,054.34
4470	8/8/24	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	359.97

08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					PAYROLL TAXES - STATE		6,593.75
					PAYROLL TAXES - STATE		1,271.05
						Total for Check/Tran - 4470:	8,224.77
4473	8/8/24	WIRE	166	ONLINE UTILITY EXCHANGE (ELECTR	UTILITY EXCHANGE REPORT - JULY 2024		354.48
					UTILITY EXCHANGE REPORT - JULY 2024		88.62
						Total for Check/Tran - 4473:	443.10
4475	8/14/24	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 164		153.86
					FSA CLAIM REIMBURSEMENTS - 164		38.46
						Total for Check/Tran - 4475:	192.32
4477	8/16/24	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA		272.80
					PAYROLL TAXES - FEDERAL & FICA		189.72
					PAYROLL TAXES - FEDERAL & FICA		68.20
					PAYROLL TAXES - FEDERAL & FICA		47.42
						Total for Check/Tran - 4477:	578.14
4478	8/19/24	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE		77.50
					PAYROLL TAXES - STATE		19.38
						Total for Check/Tran - 4478:	96.88
4479	8/19/24	WIRE	7463	FURTHER	ER HSA CONTRIBUTION - 188		236.66
					ER HSA CONTRIBUTION - 188		59.17
						Total for Check/Tran - 4479:	295.83
4480	8/15/24	WIRE	9654	CARDMEMBER SERVICE	FIRST NATIONAL BANK VISA		4,813.41
					FIRST NATIONAL BANK VISA		4,966.44
						Total for Check/Tran - 4480:	9,779.85
4481	8/20/24	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION		9,604.47
					PERA CONTRIBUTIONS		11,082.10
					PERA EMPLOYEE CONTRIBUTION		1,830.89
					PERA CONTRIBUTIONS		2,112.55
						Total for Check/Tran - 4481:	24,630.01

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4482	8/20/24	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	2,070.90
					HCSP EMPLOYEE CONTRIBUTIONS	281.97
					Total for Check/Tran - 4482:	2,352.87
4483	8/20/24	WIRE	161	MNDCP (ELECTRONIC)	MNDCP EE MANAGER CONTRIBUTIONS	293.04
					MNDCP EMPLOYEE CONTRIBUTIONS	3,237.48
					MNDCP EMPLOYER CONTRIBUTION	1,874.89
					MNDCP EMPLOYER MGR CONTRIBUTION	494.67
					MNDCP EE ROTH CONTRIBUTIONS	688.49
					MNDCP EE ROTH MGR CONTRIBUTIONS	201.63
					MNDCP EE MANAGER CONTRIBUTIONS	42.43
					MNDCP EMPLOYEE CONTRIBUTIONS	263.80
					MNDCP EMPLOYER CONTRIBUTION	263.33
					MNDCP EMPLOYER MGR CONTRIBUTION	69.84
					MNDCP EE ROTH CONTRIBUTIONS	384.45
					MNDCP EE ROTH MGR CONTRIBUTIONS	27.41
					Total for Check/Tran - 4483:	7,841.46
4484	8/20/24	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	273.86
					W&A MANAGER CONTRIBUTION	336.88
					WENZEL EMPLOYEE CONTRIBUTIONS	1,570.00
					WENZEL MANAGER CONTRIBUTIONS	238.75
					DEF COMP ROTH CONTRIBUTIONS W&A	916.26
					WENZEL EE ROTH MGR CONTRIBUTIONS	98.13
					W&A EMPLOYER CONTRIBUTION	168.46
					W&A MANAGER CONTRIBUTION	51.32
					WENZEL EMPLOYEE CONTRIBUTIONS	82.56
					WENZEL MANAGER CONTRIBUTIONS	26.79
					DEF COMP ROTH CONTRIBUTIONS W&A	199.06
					WENZEL EE ROTH MGR CONTRIBUTIONS	24.53
					Total for Check/Tran - 4484:	3,986.60

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4485	8/20/24	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY		562.52
4486	8/20/24	WIRE	4532	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY		431.47
					TRACTOR SUPPLY		231.90
						Total for Check/Tran - 4486:	663.37
4488	8/21/24	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA		15,142.02
					PAYROLL TAXES - FEDERAL & FICA		21,613.14
					PAYROLL TAXES - FEDERAL & FICA		2,484.91
					PAYROLL TAXES - FEDERAL & FICA		4,329.30
						Total for Check/Tran - 4488:	43,569.37
4489	8/21/24	WIRE	7293	MINNESOTA DEPT OF COMMERCE	UNCLAIMED PROPERTY SERVICE FEE		1.00
4490	8/21/24	WIRE	7293	MINNESOTA DEPT OF COMMERCE	Escheats On 08/13/2024		3,028.81
					Escheats On 08/13/2024		3,204.47
						Total for Check/Tran - 4490:	6,233.28
4491	8/21/24	WIRE	7463	FURTHER	ADMINISTRATIVE FEE INVOICE - AUG 2024		125.00
					ADMINISTRATIVE FEE INVOICE - AUG 2024		25.50
						Total for Check/Tran - 4491:	150.50
4492	8/22/24	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE		6,723.48
					PAYROLL TAXES - STATE		1,258.93
						Total for Check/Tran - 4492:	7,982.41
4493	8/22/24	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION		2,316.06
					HSA EMPLOYEE CONTRIBUTION		430.01
						Total for Check/Tran - 4493:	2,746.07
4494	8/21/24	WIRE	174	MINNESOTA REVENUE SALES TX (ELE	SALES AND USE TAX - JULY 2024		223,564.12
					SALES AND USE TAX - JULY 2024		-0.25
					SALES AND USE TAX - JULY 2024		16,095.13
						Total for Check/Tran - 4494:	239,659.00
4497	8/28/24	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 164		153.86

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Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					FSA CLAIM REIMBURSEMENTS - 164	38.46
					Total for Check/Tran - 4497:	192.32
20154	8/1/24	DD	11	CITY OF ELK RIVER	FRANCHISE FEE - 2024 APR	625.00
					FRANCHISE FEE - 2024 JUNE	625.00
					FRANCHISE FEE - 2024 MAY	625.00
					FRANCHISE FEE - 2024 QTR 2	245,568.69
					Total for Check/Tran - 20154:	247,443.69
20155	8/1/24	DD	728	ARCHER PLUMBING LLC	METER REPAIRS - 428 RAILROAD DR	150.00
20156	8/1/24	DD	11	CITY OF ELK RIVER	PARTS & LABOR FOR UNIT #16	-1.45
					PARTS & LABOR FOR UNIT #16	117.36
					PARTS & LABOR FOR UNIT #22	-1.60
					PARTS & LABOR FOR UNIT #22	119.51
					LABOR FOR UNIT #30	65.00
					PARTS & LABOR FOR UNIT #26	-1.45
					PARTS & LABOR FOR UNIT #26	84.86
					PARTS & LABOR FOR UNIT #12	-81.60
					PARTS & LABOR FOR UNIT #12	1,670.39
					FUEL USAGE - JUNE 2024	2,186.59
					FUEL USAGE - JUNE 2024	1,464.09
					Total for Check/Tran - 20156:	5,621.70
20157	8/1/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 2 - ACCT 41038 - JUNE 2024	105.36
					CYCLE 2 - ACCT 41038 - JUNE 2024	5.54
					CYCLE 2 - INV GRP 413 - JUNE 2024	50.00
					CYCLE 2 - INV GRP 413 - JUNE 2024	259.93
					CYCLE 2 - INV GRP 436 - JUNE 2024	2,977.47
					Total for Check/Tran - 20157:	3,398.30
20158	8/1/24	DD	626	JENNY FOSS	APPA CUSTOMER CONNECTION AIRFARE - 184	363.95
20159	8/1/24	DD	664	FRONTIER ENERGY, INC	CIP PROFESSIONAL SERVICES - JUNE 2024	20,788.89

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20160	8/1/24	DD	404	GARAGE DOOR STORE	GARAGE DOOR REPAIR - FREEPORT TOWER	310.00
20161	8/1/24	DD	809	HAWKINS, INC.	Water Chemicals	727.94
20162	8/1/24	DD	8083	JT SERVICES OF MINNESOTA	DT Wipes	1,089.57
20163	8/1/24	DD	603	ROYAL SUPPLY INC	OFFICE SUPPLIES	539.16
					OFFICE SUPPLIES	134.79
					Total for Check/Tran - 20163:	673.95
20164	8/8/24	DD	11	CITY OF ELK RIVER	TRASH BILLED - JULY 2024	164,488.90
20165	8/8/24	DD	728	ARCHER PLUMBING LLC	WATER METER REPAIRS - 634 WASHINGTON CT	500.00
					WATER METER REPAIR - 13443 185TH LN	300.00
					Total for Check/Tran - 20165:	800.00
20166	8/8/24	DD	5133	PAUL BELL	MMPA DINNER MTG MILEAGE - 160	97.02
20167	8/8/24	DD	11	CITY OF ELK RIVER	PARTS & LABOR FOR UNIT #33	-0.20
					PARTS & LABOR FOR UNIT #33	64.60
					PARTS & LABOR FOR UNIT #33	-0.01
					PARTS & LABOR FOR UNIT #33	3.40
					Total for Check/Tran - 20167:	67.79
20168	8/8/24	DD	25	ECM PUBLISHERS INC	TRANSFORMER BID CLASSIFIED AD	275.20
20169	8/8/24	DD	3667	ELFERING & ASSOCIATES	PROFESSIONAL SERVICES - JUNE 2024	870.00
20170	8/8/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 3 - INV GRP 414 - JUNE 2024	100.00
					CYCLE 3 - INV GRP 414 - JUNE 2024	480.91
					CYCLE 3 - INV GRP 395 - JUNE 2024	11,629.19
					Total for Check/Tran - 20170:	12,210.10
20171	8/8/24	DD	809	HAWKINS, INC.	CYLINDER RENTAL	120.00
					Water Chemicals	735.89
					Water Chemicals	1,262.34
					Total for Check/Tran - 20171:	2,118.23

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20172	8/8/24	DD	1001	MINNESOTA MUNICIPAL POWER AGEN	PURCHASED POWER - JULY 2024	2,566,421.31
					PURCHASED POWER - JULY 2024	668,528.20
					Total for Check/Tran - 20172:	3,234,949.51
20173	8/8/24	DD	712	NEGSTAD CONSULTING, LLC	LEADERSHIP TRAINING - 8/2/24	3,264.05
					LEADERSHIP TRAINING - 8/2/24	816.01
					Total for Check/Tran - 20173:	4,080.06
20174	8/8/24	DD	5056	PLAISTED COMPANIES, INC.	PULVERIZED BLACK DIRT	87.22
20175	8/8/24	DD	130	RESCO	Transformer	44,080.00
					Discount	-22.04
					Total for Check/Tran - 20175:	44,057.96
20176	8/8/24	DD	603	ROYAL SUPPLY INC	KLEENEX	87.38
					KLEENEX	21.84
					Total for Check/Tran - 20176:	109.22
20177	8/8/24	DD	610	WRIGHT HENNEPIN COOPERATIVE ELE	SECURITY & DOWNLOADING - JULY 2024	144.55
					SECURITY & DOWNLOADING - JULY 2024	615.15
					Total for Check/Tran - 20177:	759.70
20178	8/8/24	DD	509	MEGAN ZACHMAN	TRAINING SNACKS - 176	34.36
					TRAINING SNACKS - 176	8.59
					Total for Check/Tran - 20178:	42.95
20225	8/15/24	DD	728	ARCHER PLUMBING LLC	WATER METER REPAIR - 509 5 1/2 ST	500.00
					WATER METER REPAIRS - 18868 ALBANY ST	500.00
					Total for Check/Tran - 20225:	1,000.00
20226	8/15/24	DD	9	BORDER STATES ELECTRIC SUPPLY	MISC PARTS & SUPPLIES	-57.28
					Mtce of URD Primary	784.48
					HARD HATS	-33.62
					Hard Hat	460.38
					HARD HATS	-8.40
					Hard Hat	115.10

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					ANIMAL GUARD	2,992.50
					MISC PARTS & SUPPLIES	-30.81
					Mtce of URD Primary	421.89
					FIBER OPTIC CABLE	1,466.80
					SPLICE KIT	1,275.90
					Total for Check/Tran - 20226:	7,386.94
20227	8/15/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 4 - INV GRP 396 - JULY 2024	218.67
					CYCLE 4 - INV GRP 415 - JULY 2024	150.00
					CYCLE 4 - INV GRP 415 - JULY 2024	1,363.01
					Total for Check/Tran - 20227:	1,731.68
20228	8/15/24	DD	8469	KATHY A GREENBERG	COOKIES FOR MEETINGS	11.99
					COOKIES FOR MEETINGS	3.00
					Total for Check/Tran - 20228:	14.99
20229	8/15/24	DD	8083	JT SERVICES OF MINNESOTA	FAST PATCH	1,984.74
20230	8/15/24	DD	330	METRO SALES, INC	COPIER MTC CONTRACT - 6/21 to 7/20/24	155.10
					COPIER MTC CONTRACT - 6/21 to 7/20/24	38.77
					Total for Check/Tran - 20230:	193.87
20231	8/15/24	DD	130	RESCO	METER SOCKETS	4,624.34
					Discount	-2.31
					Total for Check/Tran - 20231:	4,622.03
20232	8/15/24	DD	135	WATER LABORATORIES INC	SAMPLING - JULY 2024	360.00
20233	8/21/24	DD	724	ALLEGIANT UTILITY SERVICES, LLC	WATER METER INSTALL CR - 5/16 TO 5/31/24	-98.12
					WATER METER INSTALL - 5/1 to 5/15/24	3,402.33
					WATER METER INSTALL - 5/1 to 5/15/24	-248.37
					WATER METER INSTALLS - 7/1 to 7/15/24	11,725.30
					WATER METER INSTALLS - 7/1 to 7/15/24	-855.97
					WATER METER INSTALL - 7/1 to 7/15/24	10,883.47
					WATER METER INSTALL - 7/1 to 7/15/24	-794.50

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					WATER METER INSTALL - 6/1 TO 6/25/24	16,518.46
					WATER METER INSTALL - 6/1 TO 6/25/24	-1,205.86
					Total for Check/Tran - 20233:	39,326.74
20234	8/21/24	DD	728	ARCHER PLUMBING LLC	WATER METER REPAIR - 19095 EVANS CR	300.00
					WAT METER REPAIRS-19052 DODGE 19116 CARS	800.00
					WTR METER REPAIR-WILSON & YALE ST	800.00
					WATER METER REPAIR - 1822 MEADOWVALE	-4.68
					WATER METER REPAIR - 1822 MEADOWVALE	438.97
					Total for Check/Tran - 20234:	2,334.29
20235	8/21/24	DD	9	BORDER STATES ELECTRIC SUPPLY	SECONDARY PEDESTAL	-35.60
					SECONDARY PEDESTAL	487.73
					SPLICE JACKET KIT	1,528.23
					Total for Check/Tran - 20235:	1,980.36
20236	8/21/24	DD	8843	CAMPBELL KNUTSON	LEGAL SERVICES - JULY 2024	1,687.76
					LEGAL SERVICES - JULY 2024	421.94
					Total for Check/Tran - 20236:	2,109.70
20237	8/21/24	DD	11	CITY OF ELK RIVER	REVENUE TRANSFER - JULY 2024	132,179.36
					SEWER BILLED - JULY 2024	232,793.68
					STORMWATER BILLED - JULY 2024	56,468.05
					Total for Check/Tran - 20237:	421,441.09
20238	8/21/24	DD	7448	CRC	CUSTOMER SERVICE AFTER HOURS-JULY 2024	2,636.55
					CUSTOMER SERVICE AFTER HOURS-JULY 2024	659.14
					Total for Check/Tran - 20238:	3,295.69
20239	8/21/24	DD	671	FASTENAL COMPANY	Paint	562.18
20240	8/21/24	DD	749	JACK GEBHARDT	PERFORMANCE METRICS - REPLACES CK #87685	156.67
20241	8/21/24	DD	91	GOPHER STATE ONE-CALL	LOCATES FOR - JULY 2024	515.57
					LOCATES FOR - JULY 2024	27.13
					Total for Check/Tran - 20241:	542.70

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20242	8/21/24	DD	5458	LUCAS HAFFTEN	MTC OF STREET LIGHTING	13.03
20243	8/21/24	DD	5686	HYDROCORP	BACKFLOW DEVICE INSPECTION - JULY 2024	1,261.00
20244	8/21/24	DD	417	LOCATORS & SUPPLIES INC.	CLEANING TOWELETTES	44.82
					CLEANING TOWELETTES	11.21
					Total for Check/Tran - 20244:	56.03
20245	8/21/24	DD	743	RUSS METZER	CROSS TRAINING SCHOOL MEALS - 193	88.16
20246	8/21/24	DD	9300	NISC	PRINT SERVICES - JULY 2024	6,289.18
					PRINT SERVICES - JULY 2024	968.94
					PRINT SERVICES - JULY 2024	1,572.30
					PRINT SERVICES - JULY 2024	550.07
					AGREEMENTS INVOICE - JULY 2024	53.93
					AGREEMENTS INVOICE - JULY 2024	758.70
					AGREEMENTS INVOICE - JULY 2024	11,074.37
					AGREEMENTS INVOICE - JULY 2024	260.00
					AGREEMENTS INVOICE - JULY 2024	325.15
					AGREEMENTS INVOICE - JULY 2024	2,471.01
					AGREEMENTS INVOICE - JULY 2024	65.00
					MISCELLANEOUS INVOICE - JULY 2024	684.20
					MISCELLANEOUS INVOICE - JULY 2024	171.05
					Total for Check/Tran - 20246:	25,243.90
20247	8/21/24	DD	130	RESCO	ELBOW ARRESTER	6,900.00
					Discount	-3.45
					Transformer	59,867.00
					Discount	-29.93
					Total for Check/Tran - 20247:	66,733.62
20248	8/21/24	DD	628	VICTORY CLEANING SERVICES, LLC	MONTHLY CLEANING - 1705 MAIN 7/30/24	93.96
					MONTHLY CLEANING - 1705 MAIN 7/30/24	13.42
					MONTHLY CLEANING - 1435 MAIN 7/31/24	143.47

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					MONTHLY CLEANING - 1435 MAIN 7/31/24	20.50
					MONTHLY CLEANING - 1435 MAIN ST	2,726.00
					MONTHLY CLEANING - 1435 MAIN ST	389.43
					MONTHLY CLEANING - 1435 MAIN 7/29	143.47
					MONTHLY CLEANING - 1435 MAIN 7/29	20.50
					MONTHLY CLEANING - 1435 MAIN 7/30	143.47
					MONTHLY CLEANING - 1435 MAIN 7/30	20.50
					MONTHLY CLEANING - 1705 MAIN	187.91
					MONTHLY CLEANING - 1705 MAIN	26.84
					Total for Check/Tran - 20248:	3,929.47
20299	8/29/24	DD	724	ALLEGIANT UTILITY SERVICES, LLC	WATER METER INSTALL - CR #29532441	-83.12
					WATER METER INSTALLATION-7/16 to 7/31/24	32,693.73
					WATER METER INSTALLATION-7/16 to 7/31/24	-2,386.69
					Total for Check/Tran - 20299:	30,223.92
20300	8/29/24	DD	728	ARCHER PLUMBING LLC	WATER METER REPAIRS - 935 XENIA	300.00
					WATER METER REPAIRS - 192ND & TIPTON	790.94
					WATER METER REPAIRS- 192ND YALE & 180TH	1,100.00
					WATER METER REPAIRS - 11237 196TH	-3.02
					WATER METER REPAIRS - 11237 196TH	603.87
					Total for Check/Tran - 20300:	2,791.79
20301	8/29/24	DD	6	BEAUDRY OIL COMPANY	DIESEL	2,912.41
					UNLEADED FUEL	826.57
					Total for Check/Tran - 20301:	3,738.98
20302	8/29/24	DD	11	CITY OF ELK RIVER	FUEL USAGE - JULY 2024	3,140.89
					FUEL USAGE - JULY 2024	1,017.60
					PARTS & LABOR FOR UNIT #65	-21.93
					PARTS & LABOR FOR UNIT #65	560.43
					PARTS & LABOR FOR UNIT #8	-3.94
					PARTS & LABOR FOR UNIT #8	443.94

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Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					LABOR FOR OLD UNIT #13	81.25
					PARTS & LABOR FOR UNIT #17	-1.41
					PARTS & LABOR FOR UNIT #17	149.27
					PARTS & LABOR FOR UNIT #1	-1.02
					PARTS & LABOR FOR UNIT #1	92.15
					PARTS & LABOR FOR UNIT #1	-0.27
					PARTS & LABOR FOR UNIT #1	23.05
					PARTS & LABOR FOR UNIT #14	-1.36
					PARTS & LABOR FOR UNIT #14	95.67
					PARTS & LABOR FOR UNIT #14	-0.06
					PARTS & LABOR FOR UNIT #14	5.02
					PARTS & LABOR FOR UNIT #33	-1.81
					PARTS & LABOR FOR UNIT #33	86.70
					PARTS & LABOR FOR UNIT #33	-0.10
					PARTS & LABOR FOR UNIT #33	4.57
					Total for Check/Tran - 20302:	5,668.64
20303	8/29/24	DD	3599	JOHN DIETZ	MMUA SUMMER CONF TRAVEL - 20	280.06
					MMUA SUMMER CONF TRAVEL - 20	70.02
					Total for Check/Tran - 20303:	350.08
20304	8/29/24	DD	25	ECM PUBLISHERS INC	CIP - REBATE BANNER	310.00
20305	8/29/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 1 - INV GRP 421 - JULY 2024	8,510.35
					CYCLE 1 - ACCT 183 - JULY 2024	819.18
					CYCLE 1 - INV GRP 101 - JULY 2024	4,067.03
					CYCLE 1 - INV GRP 101 - JULY 2024	107.18
					CYCLE 1 - INV GRP 101 - JULY 2024	1,629.67
					CYCLE 1 - INV GRP 101 - JULY 2024	644.74
					CYCLE 1 - INV GRP 101 - JULY 2024	407.42
					CYCLE 1 - INV GRP 325 - JULY 2025	325.00
					CYCLE 1 - INV GRP 325 - JULY 2025	15,666.67

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Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					Total for Check/Tran - 20305:	32,177.24
20306	8/29/24	DD	664	FRONTIER ENERGY, INC	CIP PROFESSIONAL SERVICES - JULY 2024	10,220.77
20307	8/29/24	DD	809	HAWKINS, INC.	Water Chemicals	3,013.59
20308	8/29/24	DD	7798	MATT SCHWARTZ	24-88 LUNCH - 111 142 177	62.14
20309	8/29/24	DD	423	MARY STEWART	MMUA SUMMER CONF TRAVEL - 151	270.92
					MMUA SUMMER CONF TRAVEL - 151	67.73
					Total for Check/Tran - 20309:	338.65
20310	8/29/24	DD	5616	TKDA	PROFESSIONAL SERVICES - JULY 2024	3,370.48
					PROFESSIONAL SERVICES - JULY 2024	1,444.49
					Total for Check/Tran - 20310:	4,814.97
20311	8/29/24	DD	5536	VESSCO, INC	Valve	327.42
88075	8/1/24	CHK	549	CHARTER COMMUNICATIONS	OFFICE TELEPHONE	189.99
					OFFICE TELEPHONE	47.50
					Total for Check/Tran - 88075:	237.49
88076	8/1/24	CHK	28	CINTAS	MATS & TOWELS	308.37
					MATS & TOWELS	44.06
					MATS & TOWELS	308.37
					MATS & TOWELS	44.06
					Total for Check/Tran - 88076:	704.86
88077	8/1/24	CHK	54	CORE & MAIN LP	Ally Meter	562.66
					MISC PARTS & SUPPLIES	-40.16
					WATER METERS	-28,800.00
					Water Meters	28,800.00
					WATER METERS	28,800.00
					Total for Check/Tran - 88077:	29,322.50
88078	8/1/24	CHK	53	GREAT RIVER ENERGY	2024 QTR 2 CONNECTION SERVICES	1,875.00

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08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88079	8/1/24	CHK	8605	MARCO TECHNOLOGIES, LLC	OFFICE 365 - 6/24 to 7/23/24	1,035.59
					OFFICE 365 - 6/24 to 7/23/24	225.56
					Total for Check/Tran - 88079:	1,261.15
88080	8/1/24	CHK	145	MENARDS	MISC PARTS & SUPPLIES	16.02
					WEED SPRAYER PARTS	16.27
					WEED SPRAYER PARTS	2.32
					SHOP SUPPLIES	38.81
					SHOP SUPPLIES	9.69
					SHOP SUPPLIES	9.70
					INVENTORY STORAGE	60.22
					MISC PARTS & SUPPLIES	-51.76
					MISC PARTS & SUPPLIES	62.54
					REBATE	-11.81
					REBATE	-38.46
					MISC PARTS & SUPPLIES	124.09
					Total for Check/Tran - 88080:	237.63
88081	8/1/24	CHK	119	MINNESOTA COMPUTER SYSTEMS INC	COPIER MTC CONTRACT - 6/12 to 7/11/24	17.26
					COPIER MTC CONTRACT - 6/12 to 7/11/24	4.32
					Total for Check/Tran - 88081:	21.58
88082	8/1/24	CHK	39	MMUA	CROSS TRAINING SCHOOL - 193 08.06.24	535.00
88083	8/1/24	CHK	120	NAPA AUTO PARTS	PARTS FOR UNIT #61	11.32
88084	8/1/24	CHK	9997	PRICE HOMES	Credit Balance Refund	100.65
88085	8/1/24	CHK	9997	PRICE HOMES	Credit Balance Refund	75.36
88086	8/1/24	CHK	8606	QUADIENT FINANCE USA, INC	POSTAGE	800.00
					POSTAGE	200.00
					Total for Check/Tran - 88086:	1,000.00
88087	8/1/24	CHK	159	SHORT ELLIOTT HENDRICKSON INC	PROFESSIONAL SERVICES - JUNE 2024	960.93

08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88088	8/1/24	CHK	8141	SPEEDCUTTERS OUTDOOR MAINTENA	LAWN MOWING SERVICES	867.69
					LAWN MOWING SERVICES	1,734.85
					LAWN MOWING SERVICES - JULY 2024	867.69
					LAWN MOWING SERVICES - JULY 2024	2,155.57
					Total for Check/Tran - 88088:	5,625.80
88089	8/1/24	CHK	6107	STUART C. IRBY CO.	HARD HAT & BAG	45.28
					Arc FLash	230.31
					Total for Check/Tran - 88089:	275.59
88090	8/8/24	CHK	2512	AMARIL UNIFORM COMPANY	Employee Clothing - 128	449.15
88091	8/8/24	CHK	9997	HANNAH BASINSKI	INACTIVE REFUND	67.80
88092	8/8/24	CHK	9997	AMANDA BEKKERUS	Credit Balance Refund	269.10
88093	8/8/24	CHK	9997	TERRY BLAIR	INACTIVE REFUND	117.06
88094	8/8/24	CHK	5224	BLUE CROSS BLUE SHIELD OF MINNES	VISION INSURANCE - SEPT 2024	292.38
					VISION INSURANCE - SEPT 2024	71.40
					Total for Check/Tran - 88094:	363.78
88095	8/8/24	CHK	9266	BRAUN INTERTEC CORPORATION	Geotechnical	10,775.00
88096	8/8/24	CHK	9997	JAMES BROWN	INACTIVE REFUND	21.92
88097	8/8/24	CHK	54	CORE & MAIN LP	MANHOLE LID EXTRACTOR	296.31
88098	8/8/24	CHK	9997	CAROL CULHANE	INACTIVE REFUND	269.29
88099	8/8/24	CHK	656	DGR ENGINEERING	PROFESSIONAL SERVICES - JUNE 2024	7,825.00
88100	8/8/24	CHK	8660	ENERSYS	Batteries	1,475.02
88101	8/8/24	CHK	8247	FERGUSON WATERWORKS #2516	Tools	399.14
88102	8/8/24	CHK	8949	FS3 INC.	RED TAPE	-12.80
					Mtce of URD Secondary	2,761.60

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08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					MISC PARTS & SUPPLIES	333.01
					Total for Check/Tran - 88102:	3,081.81
88103	8/8/24	CHK	9997	JAMES HAUGEN	INACTIVE REFUND	129.41
88104	8/8/24	CHK	9997	JEAN HEBING	INACTIVE REFUND	57.08
88105	8/8/24	CHK	9997	HINTEN PROPERTIES	INACTIVE REFUND	297.30
88106	8/8/24	CHK	9997	JOSEPH IRELAN	INACTIVE REFUND	26.16
88107	8/8/24	CHK	9997	TRAVIS JOHNSON	INACTIVE REFUND	358.08
88108	8/8/24	CHK	9997	ALEX KLEMETSEN	INACTIVE REFUND	80.47
88109	8/8/24	CHK	9997	BRITTANY LINDAHL	INACTIVE REFUND	41.98
88110	8/8/24	CHK	145	MENARDS	FUEL WITH FMD	19.84
					FILL & SEAL	43.04
					Total for Check/Tran - 88110:	62.88
88111	8/8/24	CHK	9997	SARAH MILLER	INACTIVE REFUND	71.58
88112	8/8/24	CHK	3999	MINNESOTA REVENUE	REPAY REVENUE RECAPTURE - HOYNE	79.15
88113	8/8/24	CHK	3999	MINNESOTA REVENUE	REPAY REVENUE RECAPTURE - KIRBY	59.00
88114	8/8/24	CHK	3999	MINNESOTA REVENUE	REPAY REVENUE RECAPTURE - KIRBY	61.00
88115	8/8/24	CHK	39	MMUA	PRE-EMPLOYMENT DRUG SCREENING - 195	41.25
					PRE-EMPLOYMENT DRUG SCREENING - 194	41.25
					Total for Check/Tran - 88115:	82.50
88116	8/8/24	CHK	9997	JAMES MORGAN	INACTIVE REFUND	74.51
88117	8/8/24	CHK	120	NAPA AUTO PARTS	PARTS FOR UNIT #11	10.78
88118	8/8/24	CHK	9997	TIM PETERSON	INACTIVE REFUND	247.24
88119	8/8/24	CHK	811	PRIME ADVERTISING & DESIGN, INC.	MONTHLY HOSTING OF WEBSITE	40.00

08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					MONTHLY HOSTING OF WEBSITE		40.00
					MONTHLY HOSTING OF WEBSITE		20.00
					Service Agreement		1,500.00
						Total for Check/Tran - 88119:	1,600.00
88120	8/8/24	CHK	3218	RDO EQUIPMENT CO.	ROLLER - UNIT #62		-60.88
					ROLLER - UNIT #62		774.88
						Total for Check/Tran - 88120:	714.00
88121	8/8/24	CHK	9997	ROSS REDEPENNING	INACTIVE REFUND		288.43
88122	8/8/24	CHK	9997	BRENDAN RENSTROM	INACTIVE REFUND		7.29
88123	8/8/24	CHK	9997	JEAN STECK	INACTIVE REFUND		74.20
88124	8/8/24	CHK	9997	SAMANTHA STEVENSON	INACTIVE REFUND		29.27
88125	8/8/24	CHK	6107	STUART C. IRBY CO.	GLOVES & TESTING		-144.49
					GLOVES & TESTING		2,806.22
					WIRE		842.63
					Meter Socket		938.51
					Arc FLash		-232.34
						Total for Check/Tran - 88125:	4,210.53
88126	8/8/24	CHK	9997	DUSTIN SULLIVAN	INACTIVE REFUND		102.44
88127	8/8/24	CHK	8890	TOYOTA-LIFT OF MINNESOTA	Forks		915.86
88128	8/8/24	CHK	9997	EMILY TRUDELL	INACTIVE REFUND		21.85
88129	8/8/24	CHK	55	WESCO RECEIVABLES CORP.	Repair Kit		1,713.27
88131	8/15/24	CHK	9997	LAUREN AHO	INACTIVE REFUND		153.96
88132	8/15/24	CHK	9997	ETHAN ALLEN	Credit Balance Refund		127.10
88133	8/15/24	CHK	398	ALTEC INDUSTRIES, INC	PARTS & LABOR FOR UNIT #9		2,099.89

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88134	8/15/24	CHK	5345	ART OF CONCRETE, LLC	SIDEWALK - 10650 TWIN LAKE PKWY	180.00
					Concrete	4,656.00
					Total for Check/Tran - 88134:	4,836.00
88135	8/15/24	CHK	9997	BRIANN BEGGIN	INACTIVE REFUND	71.39
88136	8/15/24	CHK	9997	MARY BRATHWAITE	INACTIVE REFUND	45.23
88137	8/15/24	CHK	97	BRENTESON COMPANIES, INC	WATER REPAIR - WELL #9	14,100.00
					TEST HYDRANT - WELL #9	6,700.00
					Total for Check/Tran - 88137:	20,800.00
88138	8/15/24	CHK	8215	BROTHERS FIRE & SECURITY	PANEL REPAIR	357.00
					PANEL REPAIR	51.00
					Total for Check/Tran - 88138:	408.00
88139	8/15/24	CHK	42	CENTURYLINK	TELEPHONE - WELL #3 FINAL	22.68
88140	8/15/24	CHK	54	CORE & MAIN LP	Flange	635.93
					FLANGE FILLER	-46.43
					Total for Check/Tran - 88140:	589.50
88141	8/15/24	CHK	744	COWBOY JACKS	CIP - LIGHTING RETROFIT	466.03
88142	8/15/24	CHK	122	ELK RIVER WINLECTRIC	CONDUIT	430.32
					CONDUIT	107.58
					CONDUIT	530.49
					CONDUIT	-38.73
					CONDUIT & PVC	149.45
					CONDUIT & PVC	-19.21
					PVC	42.16
					Mtce of OH Primary	221.02
					MISC PARTS & SUPPLIES - GARY ST TOWER	-9.34
					MISC PARTS & SUPPLIES - GARY ST TOWER	128.01
					MISC PARTS & SUPPLIES	-12.92

Accounts Payable
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08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					MISC PARTS & SUPPLIES		30.21
					PARTS FOR UNIT #4		146.71
						Total for Check/Tran - 88142:	1,705.75
88143	8/15/24	CHK	8709	FAIRVIEW HEALTH SERVICES	DOT DRUG SCREENING - 59 63 165 187		305.25
					DOT DRUG SCREENING - 59 63 165 187		14.75
						Total for Check/Tran - 88143:	320.00
88144	8/15/24	CHK	9997	GREG FORTMAN	INACTIVE REFUND		442.99
88145	8/15/24	CHK	730	GREATAMERICA FINANCIAL SERVICES	LEASE FOR COPIER AT PLANT		105.01
					LEASE FOR COPIER AT PLANT		26.26
						Total for Check/Tran - 88145:	131.27
88146	8/15/24	CHK	9327	GUARDIAN ANGELS OF ELK RIVER	CIP - LIGHTING RETROFIT		169.62
88147	8/15/24	CHK	9327	GUARDIAN ANGELS OF ELK RIVER	CIP -LIGHTING RETROFIT		108.69
88148	8/15/24	CHK	746	GYM 365	CIP - LIGHTING RETROFIT		1,083.22
88149	8/15/24	CHK	9997	TOM HANEGRAAF	INACTIVE REFUND		295.73
88150	8/15/24	CHK	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES		131.54
					OFFICE SUPPLIES		32.89
					OFFICE SUPPLIES		-21.77
					OFFICE SUPPLIES		-5.44
						Total for Check/Tran - 88150:	137.22
88151	8/15/24	CHK	48	LEAGUE OF MN CITIES INS TRUST	LIABILITY INSURANCE - 2024 QTR 2		31,087.86
					LIABILITY INSURANCE - 2024 QTR 2		6,948.14
						Total for Check/Tran - 88151:	38,036.00
88152	8/15/24	CHK	9997	LENNAR HOMES	Credit Balance Refund		100.14
88153	8/15/24	CHK	8605	MARCO TECHNOLOGIES, LLC	PRINTER MTC CONTRACT - 8/1 to 9/1/24		308.09
					PRINTER MTC CONTRACT - 8/1 to 9/1/24		77.02
						Total for Check/Tran - 88153:	385.11

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88154	8/15/24	CHK	8605	MARCO TECHNOLOGIES, LLC	Switch	3,238.31
					Switch	2,313.08
					Switch	215.02
					Switch	153.58
					Switch	1,387.86
					Switch	92.12
					Total for Check/Tran - 88154:	7,399.97
88155	8/15/24	CHK	145	MENARDS	MISC PARTS & SUPPLIES - THE SHACK	88.35
					MISC PARTS & SUPPLIES	14.82
					MISC PARTS & SUPPLIES - THE SHACK	51.76
					MISC PARTS & SUPPLIES	-28.29
					MISC PARTS & SUPPLIES	-4.05
					REBATE	-41.97
					REBATE	-0.22
					Total for Check/Tran - 88155:	80.40
88156	8/15/24	CHK	8340	MI-TECH SERVICES, INC	POLE TESTING	6,900.65
88157	8/15/24	CHK	8942	OVERHEAD DOOR COMPANY OF THE N	GARAGE DOOR REPAIR	821.32
					GARAGE DOOR REPAIR	117.33
					Total for Check/Tran - 88157:	938.65
88158	8/15/24	CHK	9997	NATHANIEL PETERSON	INACTIVE REFUND	433.37
88159	8/15/24	CHK	745	PREMIER LIGHTING	CIP - LIGHTING RETROFIT	18.06
88160	8/15/24	CHK	9997	PRINCIPAL PROPERTIES LLC	INACTIVE REFUND	256.60
88161	8/15/24	CHK	9997	PRINCIPAL PROPERTIES LLC	INACTIVE REFUND	176.26
88162	8/15/24	CHK	574	REPUBLIC SERVICES, INC	TRASH & RECYCLING - JULY 2024	1,660.51
					TRASH & RECYCLING - JULY 2024	237.22
					TRASH & RECYCLING - JULY 2024	324.90
					TRASH & RECYCLING - JULY 2024	56.05

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					TRASH & RECYCLING - JULY 2024	8.01
					Total for Check/Tran - 88162:	2,286.69
88163	8/15/24	CHK	6575	ROGERS PRINTING AND PROMOTIONA	ENVELOPES FOR CUSTOMER SURVEY	205.39
					ENVELOPES FOR CUSTOMER SURVEY	51.35
					Total for Check/Tran - 88163:	256.74
88164	8/15/24	CHK	9997	TAMER SELIM	INACTIVE REFUND	96.02
88165	8/15/24	CHK	9997	SFR ACQUISITIONS 6 LLC	INACTIVE REFUND	223.27
88166	8/15/24	CHK	9997	SHINE ZONE DETAILING SERVICES LLC	INACTIVE REFUND	355.85
88167	8/15/24	CHK	674	STAR ENERGY SERVICES LLC	PROFESSIONAL SERVICES - JULY 2024	332.00
88168	8/15/24	CHK	2560	THE SHERWIN-WILLIAMS CO.	PAINT	1,377.97
88169	8/15/24	CHK	3360	THE UPS STORE 5093	SHIPPING	79.75
88171	8/15/24	CHK	209	ULINE	PALLET RACKING - GARY TOWER	1,352.91
88172	8/15/24	CHK	375	VIKING ELECTRIC	ANCHOR BOLT	453.46
					ANCHOR BOLT	-33.10
					Total for Check/Tran - 88172:	420.36
88173	8/15/24	CHK	55	WESCO RECEIVABLES CORP.	Mtce of URD Primary	1,920.00
					SWITCHGEAR	29,101.00
					Total for Check/Tran - 88173:	31,021.00
88174	8/21/24	CHK	376	BLAINE LOCK & SAFE, INC.	Door	2,216.12
					Door	391.08
					Total for Check/Tran - 88174:	2,607.20
88175	8/21/24	CHK	3982	CENTERPOINT ENERGY	NATURAL GAS & IRON REMOVAL	419.44
					NATURAL GAS & IRON REMOVAL	97.03
					Total for Check/Tran - 88175:	516.47
88176	8/21/24	CHK	5204	DIVERSIFIED ADJUSTMENT SERVICE, I	COMMISSIONS DUE COLLECTION AGENCY	100.80

Accounts Payable
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08/01/2024 To 08/31/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88177	8/21/24	CHK	572	EVERSPRING INN AND SUITES-MARSH	CROSS TRAINING SCHOOL - 193	199.14
88178	8/21/24	CHK	80	GRAINGER	SOLENOID VALVE	169.91
					SOLENOID VALVE	-12.41
					Total for Check/Tran - 88178:	157.50
88179	8/21/24	CHK	631	HEALTH PARTNERS	DENTAL EE INSURANCE - SEPT 2024	737.70
					DENTAL ER INSURANCE - SEPT 2024	1,978.30
					MEDICAL EE INSURANCE - SEPT 2024	9,162.90
					MEDICAL ER INSURANCE - SEPT 2024	53,364.36
					DENTAL EE INSURANCE - SEPT 2024	106.80
					DENTAL ER INSURANCE - SEPT 2024	555.21
					MEDICAL EE INSURANCE - SEPT 2024	2,239.10
					MEDICAL ER INSURANCE - SEPT 2024	13,287.13
					Total for Check/Tran - 88179:	81,431.50
88180	8/21/24	CHK	824	HOME DEPOT CREDIT SERVICES	HOME DEPOT	243.72
					HOME DEPOT	21.36
					Total for Check/Tran - 88180:	265.08
88181	8/21/24	CHK	145	MENARDS	MISC PARTS & SUPPLIES	44.28
					MISC PARTS & SUPPLIES	155.46
					MISC PARTS & SUPPLIES	22.21
					Total for Check/Tran - 88181:	221.95
88182	8/21/24	CHK	39	MMUA	OVERHEAD SCHOOL - 169 171 9.2024	1,070.00
88183	8/21/24	CHK	633	MUTUAL OF OMAHA	ELEC LIFE INSURANCE - SEPT 2024	217.53
					LIFE,STD & LTD INSURANCE - SEPT 2024	2,348.24
					ELEC LIFE INSURANCE - SEPT 2024	203.12
					LIFE,STD & LTD INSURANCE - SEPT 2024	517.86
					Total for Check/Tran - 88183:	3,286.75
88184	8/21/24	CHK	573	NCPERS MINNESOTA	EXTRA LIFE INSURANCE - SEPT 2024	224.80
					EXTRA LIFE INSURANCE - SEPT 2024	15.20

Accounts Payable
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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 88184:	240.00
88185	8/21/24	CHK	3218	RDO EQUIPMENT CO.	PARTS & LABOR FOR UNIT #54		-47.32
					PARTS & LABOR FOR UNIT #54		1,041.15
						Total for Check/Tran - 88185:	993.83
88186	8/21/24	CHK	6107	STUART C. IRBY CO.	WELDER HELMET - 190		225.00
					Tool		184.88
						Total for Check/Tran - 88186:	409.88
88187	8/21/24	CHK	55	WESCO RECEIVABLES CORP.	Repair		1,027.96
88188	8/29/24	CHK	549	CHARTER COMMUNICATIONS	OFFICE TELEPHONE		189.99
					OFFICE TELEPHONE		47.50
						Total for Check/Tran - 88188:	237.49
88189	8/29/24	CHK	9997	BRITTANY GANLEY	INACTIVE REFUND		90.68
						Total for Bank Account - 5 : (208)	6,135,542.50
						Grand Total : (209)	6,144,573.94

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PARAMETERS ENTERED:

Check Date:	08/01/2024 To 08/31/2024
Bank:	All
Vendor:	All
Check:	
Journal:	All
Format:	All GL References/Amounts
Extended Reference:	No
Sort By:	Check/Transaction
Voids:	None
Payment Type:	All
Group By Payment Type:	No
Minimum Amount:	0.00
Authorization Listing:	No
Credit Card Charges:	No

ELK RIVER MUNICIPAL UTILITIES
REGULAR MEETING OF THE UTILITIES COMMISSION
HELD AT THE FIELD SERVICES BUILDING

August 13, 2024

Members Present:	Chair John Dietz, Vice Chair Mary Stewart, Commissioners Paul Bell, Matt Westgaard, and Nick Zerwas
ERMU Staff Present:	Mark Hanson, General Manager Sara Youngs, Administrations Director Melissa Karpinski, Finance Manager Tony Mauren, Governance & Communications Manager Tom Geiser, Operations Director Chris Sumstad, Electric Superintendent Mike Tietz, Technical Services Superintendent Dave Ninow, Water Superintendent Jenny Foss, Communications & Administrative Coordinator Megan Zachman, HR Generalist
Others Present:	Amy Schmidt, Attorney; Sarah Towne, Consulting Manager with Baker Tilly; Cal Portner, City Administrator

1.0 GOVERNANCE

1.1 **Call Meeting to Order**

The regular meeting of the Utilities Commission was called to order at 3:30 p.m. by Chair Dietz.

1.2 **Pledge of Allegiance**

The Pledge of Allegiance was recited.

1.3 **Consider the Agenda**

Moved by Commissioner Westgaard and seconded by Commissioner Stewart to approve the August 13, 2024, agenda. Motion carried 5-0

1.4 **Recognition of Employee Longevity – Melissa Karpinski, 8 years**

Mr. Hanson expressed his appreciation for Finance Manager Melissa Karpinski's eight years of dedicated service to the organization. He particularly commended her for her hard work, highlighting her diligence and perseverance in handling specific tasks assigned to her. Mr. Hanson also conveyed his hope that Ms. Karpinski will continue to be a valued member of ERMU for many years to come.

Ms. Karpinski expressed her gratitude and affirmed her commitment to continue working for such a great organization.

There was a round of applause.

2.0 CONSENT AGENDA (Approved By One Motion)

Moved by Commissioner Zerwas and seconded by Commissioner Bell to approve the Consent Agenda as follows:

2.1 Check Register – July 2024
2.2 Regular Meeting Minutes – July 9, 2024
2.3 2024 Second Quarter Utilities Performance Metrics Score Card Statistics
2.4 2024 Second Quarter YTD Earned Sick and Safe Time Usage
2.5 Bond Trust Services Corporation Agreement

Motion carried 5-0.

3.0 OPEN FORUM

No one appeared for open forum.

4.0 POLICY & COMPLIANCE

4.1 Commission Policy Review – G.2g - Commission Committees

Mr. Mauren presented his memo regarding G2g – Commission Committees. There were no recommended changes from staff. Commissioners did not have any comments, questions, or changes.

5.0 BUSINESS ACTION

5.1 2024 Compensation Study Update

Mr. Hanson presented his memo on the Compensation Study, providing the commissioners with a comprehensive overview and seeking approval on three key areas: the pay plan, implementation scenario, and implementation date.

Mr. Hanson addressed the confusion around the term "market-leading" and responded to the Commission's request for additional information on performance-based compensation (PBC) programs from comparable utilities. Mr. Hanson also compared ERMU's Utilities Performance Metric Incentive Compensation (UPMIC) program with these PBC programs. Mr. Hanson noted that any desired modifications to the UPMIC could be discussed during the current meeting or deferred to the Wage & Benefits Committee.

Chair Dietz inquired about the deadline for UPMIC changes.

Mr. Hanson responded that December's commission meeting would be the appropriate time to propose changes for approval.

Chair Dietz emphasized that although he may not always agree with what is presented, it does not diminish his respect for the organization or his appreciation for the work involved. He continued that he supports a market-leading, 7-step pay plan but also expressed disappointment that there wasn't more detailed information from the comparable utilities regarding their PBC programs.

Mr. Hanson noted that PBC information can be hard to obtain, noting other organizations are not always willing to share their program details.

Chair Dietz disagreed with the statement that ERMU is not considered market leading without an approved compensation plan and performance incentives. He sought clarification from Ms. Towne, asking if the proposed pay plan was market leading. Ms. Towne confirmed it was, but only in terms of base pay.

Mr. Hanson clarified that the proposed pay plan, while slightly market-leading, would position ERMU around fourth among 10 comparable utilities, being only 2% above the average.

Chair Dietz expressed interest in revisiting the UPMIC details through the Wage & Benefits Committee before the December 31 deadline.

Commissioner Bell stated he supported a market-leading, 7-step pay plan and suggested rolling the UPMIC payout into the base pay calculations thereby removing it from being its own separate compensation item. There was discussion.

Commissioner Westgaard emphasized the importance of an incentive plan like UPMIC for driving behavior and aligning with the organization's mission, vision, and values. He supported a market-leading pay plan with an end of August start date and agreed that the UPMIC should be reviewed by the Wage & Benefits Committee.

Commissioner Stewart supported keeping the UPMIC as a rallying point for employees but was open to reviewing the program.

Commissioner Zerwas supported the market-leading, 7-step plan with a current step implementation and considered whether it was better to begin the pay plan in August or wait until January 1, 2025. He agreed on reviewing the UPMIC and suggested involving the management team in discussions with the Wage & Benefits Committee, although he was not inclined to roll it into the base pay rate, as suggested by Commissioner Bell.

The Commission reached a consensus on a market-leading, 7-step pay plan with a current step implementation scenario, and an August 27, 2024, start date, provided it stays within the $135,000 budgeted for 2024.

Commissioner Westgaard sought confirmation that the August 27, 2024, implementation would not exceed the budget amount.

Mr. Hanson confirmed indicating it would actually come in under budget.

Commissioner Bell requested assurance that the UPMIC will be brought back to the Commission for discussion before December 31, 2024.

Mr. Hanson confirmed that it would.

Moved by Commissioner Westgaard and seconded by Commissioner Stewart to approve the market leading 7-step pay plan, current step implementation scenario, and August 27, 2024, implementation date. Motion carried 5-0.

Commissioner Bell excused himself from the meeting at 4:03pm.

5.2 **Financial Report – June 2024**

Ms. Karpinski presented the June 2024 Financial Report.

Ms. Karpinski noted that both electric and water usage decreased in June due to cooler, wetter weather. Despite the reduced usage, she reported that sales remain favorable to budget.

Ms. Karpinski reported that the actual Energy Adjustment Clause (EAC) is less than what ERMU's power provider had budgeted, resulting in the Power Cost Adjustment (PCA) aligning with the EAC.

Chair Dietz sought clarification on whether Transmission, Distribution, Maintenance, Customer Accounts, and Administration expenses are primarily wage related.

Ms. Karpinski explained that while certain general ledger accounts in these areas may include labor costs, not all the expenses are related to wages.

Chair Dietz asked Mr. Ninow if a significant project was driving the healthy water connection fees.

Mr. Ninow confirmed that two specific projects were major contributors.

Moved by Commissioner Stewart and seconded by Commissioner Westgaard to receive the June 2024 Financial Report. Motion carried 4-0.

5.3 **<u>2024 Second Quarter Delinquent Items</u>**

Ms. Karpinski presented the 2024 Second Quarter Delinquent Items.

Chair Dietz asked for clarification of the collections process.

Ms. Youngs explained the various methods for debt collection outlined in the memo. She emphasized that revenue recapture is the most favorable approach for the organization.

Chair Dietz inquired about the collection agency's commission.

Ms. Youngs explained that the agency's fee is 35% of the amount collected.

Ms. Youngs elaborated on the benefits of revenue recapture, referencing her staff update and the recent clean audit.

Moved by Commissioner Westgaard and seconded by Commissioner Zerwas to approve the 2024 second quarter delinquent items. Motion carried 4-0.

5.4 **<u>2025 Annual Business Plan: Travel and Training; Dues, Subscriptions, and Fees Budget</u>**

Ms. Karpinski presented the 2025 Annual Business Plan, specifically focusing on the Travel and Training; Dues, Subscriptions, and Fees Budget.

Ms. Karpinski highlighted a minimal increase compared to the 2024 budget, primarily due to the addition of Advanced Metering Infrastructure (AMI) training and an Adobe Sign subscription to facilitate electronic signatures.

Chair Dietz sought confirmation that there were no significant overall increases in the proposed budget.

Ms. Karpinski confirmed this.

5.5 **<u>Award of East Substation Bid</u>**

Mr. Tietz presented his memo on the East substation bid opening. The formal bid notice was issued on June 26, 2024, with two bids submitted and opened on August 1, 2024. Following due diligence, ERMU's substation engineering contractor, DGR Engineering, recommended awarding the contract to WEG Transformers USA, LLC for $1,535,200.

Mr. Tietz noted that while the contract amount exceeds the original project estimate by $35,200, WEG can meet the required delivery date with a unit manufactured and assembled in the United States.

Chair Dietz asked how the requested delivery date was determined.

Mr. Tietz responded that it was based on the date ERMU anticipates new customers would be bringing significant energy needs to the system.

Mr. Tietz corrected an error in his memo, clarifying that $1.15 million will be paid in 2024 as budgeted, with the remaining balance to be billed in 2026 upon delivery of the transformer.

Moved by Commissioner Stewart and seconded by Commissioner Zerwas to accept WEG Transformers USA, LLC bid for transformer and award contract contingent upon final review by legal counsel. Motion carried 4-0.

5.6 **Future of ERMU Power Plant**

Mr. Hanson presented his memo on the future of the ERMU power plant, emphasizing that it is intended for discussion only. However, should the Commission wish to provide guidance, staff will proceed accordingly.

Chair Dietz inquired about the possibility of selling the engines, either as whole units or for parts.

Mr. Hanson responded parties could be interested in operating them elsewhere or they may end up being sold as parts.

There was discussion.

Commissioner Stewart requested confirmation that the engines were fully depreciated.

Ms. Karpinski confirmed this.

Chair Dietz inquired about the disposal of unused diesel fuel. There was discussion about options for disposal.

The commissioners agreed to proceed with the decommissioning of the plant.

Mr. Hanson stated that, given the significant value of the asset, he would return at a future commission meeting with an official resolution for the plant's decommissioning, and plans for the disposal of assets as well as on going use of the building.

Chair Dietz then inquired about the amount of staff time dedicated to the plant. Mr. Tietz explained that three staff members are present when the engines are run, totaling approximately four hours per month.

5.7 **Field Services Building Project Closeout**

Mr. Hanson presented a memo on the closeout of the Field Services Building project and requested specific direction from the commission based on the information provided. He noted that ERMU is withholding $250,000 from the final invoice due to several issues outlined in the memo. ERMU's attorney recommends entering negotiations with the contractor's attorney, as it is unlikely the contractor will agree to the full deduction.

Chair Dietz asked for confirmation that the contractor did not provide lien waivers. Mr. Hanson clarified it was the IC-134 forms that were missing.

Commissioner Zerwas stated that at some point the Commission and staff should be able to have, under Minnesota Data Practices Law, a closed meeting with ERMU's attorney to discuss potential litigation.

Mr. Hanson confirmed this, adding he was advised by ERMU's attorney that there needs to be a threat of a lawsuit or an actual settlement to bring before the Commission.

Mr. Hanson also clarified that the 1% retainage must be released if the subcontractor has certified that they have met their Minnesota withholding tax requirements. There was discussion.

Mr. Hanson noted that discussions are ongoing between attorneys and both sides are working towards a friendly resolution.

Commissioners reached consensus to allow the attorneys for both parties to continue with the negotiations.

Chair Dietz inquired if legal fees are being charged to the legal expenses budget.

Ms. Karpinski confirmed they are.

6.0 BUSINESS DISCUSSION

6.1 **Staff Updates**

Mr. Hanson noted he will be out of the office leading up to Minnesota Municipal Utilities Association's Summer Conference.

Mr. Mauren discussed a recent partnership with the Elk River Police Department in which Seargeant Zabee provided active workplace threat and de-escalation training for both field and office staff. Mr. Mauren noted that this was a great opportunity and was well received by all staff.

Chair Dietz requested a brief update on the AMI project.

Mr. Tietz reported that residential water meter installations are ongoing, with only 12 valve repairs needed so far. Allegiant expects the installation to be completed within the next 4-5 months. Additionally, ERMU received notice that 3,000 residential electric meters are scheduled for delivery in October, which will be sufficient to initiate the electric meter installation phase of the AMI project.

Chair Dietz asked if residential electric meter installation can be carried out during the winter months.

Mr. Tietz confirmed they can.

Chair Dietz inquired about customer response to the AMI meter installations to this point.

Ms. Youngs has received positive feedback about the professionalism of the Allegiant staff but noted there have been a few minor instances of technicians not paying attention to detail.

Commissioner Westgaard noted that during Night to Unite, water meter installation was a popular topic. He stated customers did not have complaints but rather questions on what to do when a technician came to their home but couldn't change out the meter due to its challenging location.

Ms. Youngs stated ERMU staff have been assisting Allegiant with the challenging meters and if customers have questions, they can always call ERMU.

Mr. Hanson reiterated that Allegiant makes the first attempt to change the meter but if they cannot complete the work safely or expeditiously, they turn it back to ERMU staff to complete the work.

6.2 **City Council Update**

Commissioner Westgaard provided a City Council update.

6.3 **Future Planning**

Chair Dietz announced the following:
a. Regular Commission Meeting – September 10, 2024
b. Quorum – MMUA Summer Conference, August 19-21, 2024 – Fargo/Moorhead

c. 2024 Governance Agenda

6.5 **Other Business**

There was no other business.

7.0 ADJOURN REGULAR MEETING

Moved by Commissioner Westgaard and seconded by Commissioner Zerwas to adjourn the regular meeting of the Elk River Municipal Utilities Commission at 4:56 p.m. Motion carried 4-0.

Minutes prepared by Jenny Foss.

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John J. Dietz, ERMU Commission Chair

____
Tina Allard, City Clerk

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Tony Mauren – Governance & Communications Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 4.1
SUBJECT: Commission Policy Review – G.2h – Independent Advisors to the Commission	
ACTION REQUESTED: Review the policy and provide comment	

BACKGROUND/DISCUSSION:

This month commissioners are reviewing policy G.2h – Independent Advisors to the Commission to make comments, ask questions, or recommend updates. Commissioners may notice we are skipping the Committee Charter policies as those are reviewed every January.

With this policy, the Commission establishes and communicates the purposes for which it may engage independent advisors and the process by which it engages those advisors.

Staff is not recommending any changes to the policy.

ATTACHMENTS:

- ERMU Policy – G.2h – Independent Advisors to the Commission

COMMISSION POLICY

Section: Governance	Category: Governance Policies
Policy Reference: **G.2h**	Policy Title: **Independent Advisors to the Commission**

PURPOSE:

The Commission expects to engage the services of independent advisors in order to effectively perform its functions. With this policy, the Commission establishes and communicates the purposes for which it may engage independent advisors and the process by which it engages those advisors.

POLICY:

Independent advisors are engaged to assist the Commission in its governance of ERMU. The Commission will engage independent advisors in the same manner that it expects management to engage independent professional service providers for other purposes. Only decisions of the Commission acting as a legally authorized decision-making body are binding on the independent advisors. Independent advisors; however, are expected to interact with the General Manager, management, and staff employees in the course of their work, and may have accountability to the General Manager.

Consistent with this general statement:

1. The Commission may request and receive recommendations from the General Manager; however, the Commission will select its independent advisors and the independent advisors will have a direct reporting relationship and accountability to the Commission.

2. When engaging the services of any independent advisor, the Commission will comply with all applicable legal requirements, appropriate policies and procedures for requesting, receiving and evaluating proposals, and for contracting with professional service providers. Fees for the Commission's independent advisors will be paid from the Commission's budget account for Governance.

3. The Commission will engage the services of General Counsel to provide required or appropriate legal advice and assistance on all matters related to the functions and

responsibilities of the Commission (individually and collectively) and with respect to actions taken or contemplated by the Commission. General Counsel will also be available to the General Manager for legal advice and assistance to management.

4. The Commission will engage the services of a recognized certified public accountant to conduct required independent financial audits of records and accounts and to provide required or appropriate financial and accounting advice and assistance with respect to specific actions taken or contemplated by the Commission.

5. The Commission may engage the services of other independent advisors as may be required or appropriate to the effective discharge of its responsibilities. These other independent advisors may include:

   a. Financial advisors to provide required or appropriate financial advice and assistance related to financial planning, issuance of debt, cost recovery, and other specific actions taken or contemplated by the Commission.

   b. Special legal counsel to provide required or appropriate legal advice and assistance with respect to specific actions taken or contemplated by the Commission.

   c. Consulting engineers to provide required or appropriate engineering and technical advice and assistance with respect to specific actions taken or contemplated by the Commission.

POLICY HISTORY:

Adopted May 9, 2017

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Melissa Karpinski – Finance Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 5.1
SUBJECT: Financial Report – July 2024	
ACTION REQUESTED: Receive the July 2024 Financial Report	

DISCUSSION:

Please note that these are the preliminary *unaudited* financial statements.

Electric

July year to date (YTD) electric kWh sales are down 7% from the prior year. For further breakdown:

- Residential usage is down 8%
- Small Commercial usage is down 6%
- Large Commercial usage is down 7%

For July 2024, the Electric Department overall is ahead of prior YTD but unfavorable to budget YTD. Additional variance analysis can be found on the Summary Electric Statement of Revenues, Expenses and Changes in Net Position attachment.

Water

July YTD gallons of water sold are down 22% from the prior year. For further breakdown:

- Residential use is down 31%
- Commercial use is down 11%

For July 2024, the Water Department overall is behind prior YTD but favorable to budget YTD. Additional variance analysis can be found on the Summary Water Statement of Revenues, Expenses and Changes in Net Position attachment.

ATTACHMENTS:

- Balance Sheet 07.2024
- Electric Balance Sheet 07.2024
- Water Balance Sheet 07.2024
- Summary Electric Statement of Revenues, Expenses and Changes in Net Position 07.2024
- Summary Water Statement of Revenues, Expenses and Changes in Net Position 07.2024
- Graphs Prior Year and YTD 2024

- Detailed Electric Statement of Revenues, Expenses and Changes in Net Position 07.2024
- Detailed Water Statement of Revenues, Expenses and Changes in Net Position 07.2024
- Budget vs Actual Graphs – Electric 07.2024
- Budget vs Actual Graphs – Water 07.2024

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
COMBINED BALANCE SHEET
FOR PERIOD ENDING JULY 2024

	ELECTRIC	WATER
ASSETS		
CURRENT ASSETS		
CASH	6,487,770	5,401,639
ACCOUNTS RECEIVABLE	2,504,184	5,372,529
INVENTORIES	1,262,622	59,219
PREPAID ITEMS	265,464	60,967
CONSTRUCTION IN PROGRESS	2,054,890	3,014,520
TOTAL CURRENT ASSETS	12,574,929	13,908,874
RESTRICTED ASSETS		
BOND RESERVE FUND	1,779,016	0
EMERGENCY RESERVE FUND	7,248,402	4,190,541
UNRESTRICTED RESERVE FUND	0	0
TOTAL RESTRICTED ASSETS	9,027,418	4,190,541
FIXED ASSETS		
PRODUCTION	824,065	17,050,836
LFG PROJECT	0	0
TRANSMISSION	2,305,024	0
DISTRIBUTION	50,011,394	28,135,913
GENERAL	24,618,312	1,241,173
FIXED ASSETS (COST)	77,758,795	46,427,922
LESS ACCUMULATED DEPRECIATION	(35,775,528)	(23,974,927)
TOTAL FIXED ASSETS, NET	41,983,267	22,452,994
INTANGIBLE ASSETS		
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	0
LOSS OF REVENUE INTANGIBLE	6,223,278	0
LESS ACCUMULATED AMORTIZATION	(3,896,305)	0
TOTAL INTANGIBLE ASSETS, NET	23,873,186	0
OTHER ASSETS AND DEFERRED OUTFLOWS	690,058	126,311
TOTAL ASSETS	88,148,859	40,678,721
LIABILITIES AND FUND EQUITY		
CURRENT LIABILITIES		
ACCOUNTS PAYABLE	5,408,020	383,371
SALARIES AND BENEFITS PAYABLE	758,687	121,644
DUE TO CITY	939,669	4,846
DUE TO OTHER FUNDS	0	0
NOTES PAYABLE-CURRENT PORTION	0	0
BONDS PAYABLE-CURRENT PORTION	460,000	60,000
UNEARNED REVENUE	9,988	334,127
TOTAL CURRENT LIABILITIES	7,576,363	903,988
LONG TERM LIABILITIES		
OPEB LIABILITY	0	0
LFG PROJECT	0	0
DUE TO COUNTY	0	0
DUE TO CITY	0	0
BONDS PAYABLE, LESS CURRENT PORTION	28,225,342	1,558,066
PENSION LIABILITIES	2,720,477	500,450
TOTAL LONG TERM LIABILITIES	30,945,819	2,058,516
TOTAL LIABILITIES	38,522,183	2,962,503
DEFERRED INFLOWS OF RESOURCES	836,813	4,937,984
FUND EQUITY		
CAPITAL ACCOUNT CONST COST	1,779,016	0
CONTRIBUTED CAPITAL	0	0
RETAINED EARNINGS	46,802,217	33,120,013
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	208,630	(341,779)
TOTAL FUND EQUITY	48,789,863	32,778,234
TOTAL LIABILITIES & FUND EQUITY	88,148,859	40,678,721

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
ELECTRIC BALANCE SHEET

	July 31, 2024	June 30, 2024	Current Month Change from Prior Month
ASSETS			
CURRENT ASSETS			
CASH	6,487,770	5,693,124	794,645
ACCOUNTS RECEIVABLE	2,504,184	3,097,224	(593,040)
INVENTORIES	1,262,622	1,360,708	(98,086)
PREPAID ITEMS	265,464	260,807	4,658
CONSTRUCTION IN PROGRESS	2,054,890	1,868,621	186,269
TOTAL CURRENT ASSETS	12,574,929	12,280,483	294,446
RESTRICTED ASSETS			
BOND RESERVE FUND	1,779,016	1,779,016	0
EMERGENCY RESERVE FUND	7,248,402	7,221,903	26,499
TOTAL RESTRICTED ASSETS	9,027,418	9,000,919	26,499
FIXED ASSETS			
PRODUCTION	824,065	824,065	0
TRANSMISSION	2,305,024	2,305,024	0
DISTRIBUTION	50,011,394	49,758,323	253,071
GENERAL	24,618,312	24,593,356	24,957
FIXED ASSETS (COST)	77,758,795	77,480,767	278,028
LESS ACCUMULATED DEPRECIATION	(35,775,528)	(35,556,157)	(219,370)
TOTAL FIXED ASSETS, NET	41,983,267	41,924,610	58,657
INTANGIBLE ASSETS			
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	21,546,212	0
LOSS OF REVENUE INTANGIBLE	6,223,278	6,223,278	0
LESS ACCUMULATED AMORTIZATION	(3,896,305)	(3,840,627)	(55,678)
TOTAL INTANGIBLE ASSETS, NET	23,873,186	23,928,864	(55,678)
OTHER ASSETS AND DEFERRED OUTFLOWS	690,058	690,058	0
TOTAL ASSETS	88,148,859	87,824,935	323,924
LIABILITIES AND FUND EQUITY			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	5,408,020	4,880,911	527,109
SALARIES AND BENEFITS PAYABLE	758,687	716,517	42,170
DUE TO CITY	939,669	863,890	75,779
BONDS PAYABLE-CURRENT PORTION	460,000	460,000	0
UNEARNED REVENUE	9,988	11,985	(1,998)
TOTAL CURRENT LIABILITIES	7,576,363	6,933,303	643,060
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	28,225,342	28,230,331	(4,989)
PENSION LIABILITIES	2,720,477	2,720,477	0
TOTAL LONG TERM LIABILITIES	30,945,819	30,950,808	(4,989)
TOTAL LIABILITIES	38,522,183	37,884,111	638,072
DEFERRED INFLOWS OF RESOURCES	836,813	836,813	0
FUND EQUITY			
CAPITAL ACCOUNT CONST COST	1,779,016	1,779,016	0
RETAINED EARNINGS	46,802,217	46,802,217	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	208,630	522,778	(314,148)
TOTAL FUND EQUITY	48,789,863	49,104,011	(314,148)
TOTAL LIABILITIES & FUND EQUITY	88,148,859	87,824,935	323,924

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
WATER BALANCE SHEET

	July 31, 2024	June 30, 2024	Current Month Change from Prior Month
ASSETS			
CURRENT ASSETS			
CASH	5,401,639	5,528,296	(126,657)
ACCOUNTS RECEIVABLE	5,372,529	5,377,576	(5,047)
INVENTORIES	59,219	11,722	47,497
PREPAID ITEMS	60,967	60,132	835
CONSTRUCTION IN PROGRESS	3,014,520	2,953,209	61,311
TOTAL CURRENT ASSETS	13,908,874	13,930,936	(22,061)
RESTRICTED ASSETS			
EMERGENCY RESERVE FUND	4,190,541	4,183,917	6,625
TOTAL RESTRICTED ASSETS	4,190,541	4,183,917	6,625
FIXED ASSETS			
PRODUCTION	17,050,836	17,048,464	2,372
DISTRIBUTION	28,135,913	28,135,913	0
GENERAL	1,241,173	1,239,085	2,088
FIXED ASSETS (COST)	46,427,922	46,423,462	4,460
LESS ACCUMULATED DEPRECIATION	(23,974,927)	(23,873,914)	(101,013)
TOTAL FIXED ASSETS, NET	22,452,994	22,549,548	(96,553)
INTANGIBLE ASSETS			
OTHER ASSETS AND DEFERRED OUTFLOWS	126,311	126,311	0
TOTAL ASSETS	40,678,721	40,790,711	(111,990)
LIABILITIES AND FUND EQUITY			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	383,371	519,735	(136,364)
SALARIES AND BENEFITS PAYABLE	121,644	113,815	7,829
DUE TO CITY	4,846	5,111	(265)
BONDS PAYABLE-CURRENT PORTION	60,000	60,000	0
UNEARNED REVENUE	334,127	334,127	0
TOTAL CURRENT LIABILITIES	903,988	1,032,788	(128,801)
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	1,558,066	1,558,620	(554)
PENSION LIABILITIES	500,450	500,450	0
TOTAL LONG TERM LIABILITIES	2,058,516	2,059,070	(554)
TOTAL LIABILITIES	2,962,503	3,091,858	(129,355)
DEFERRED INFLOWS OF RESOURCES	4,937,984	4,937,984	0
FUND EQUITY			
RETAINED EARNINGS	33,120,013	33,120,013	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(341,779)	(359,144)	17,365
TOTAL FUND EQUITY	32,778,234	32,760,869	17,365
TOTAL LIABILITIES & FUND EQUITY	40,678,721	40,790,711	(111,990)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	YTD Budget Variance	2024 YTD Bud Var%	2024 ANNUAL BUDGET	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%	Variance Item
Revenue											
Operating Revenue											
Elk River	3,286,965	20,858,325	24,044,947	(3,186,623)	-13.3%	42,685,299	3,934,757	22,343,852	(1,485,528)	-6.6%	
Otsego	338,894	2,082,825	1,933,696	149,129	7.7%	3,514,568	366,955	2,064,854	17,971	0.9%	
Rural Big Lake	16,360	114,457	138,965	(24,507)	-17.6%	243,412	19,959	123,859	(9,402)	-7.6%	
Dayton	21,208	138,689	166,156	(27,467)	-16.5%	292,752	26,029	152,294	(13,605)	-8.9%	(1)
Public St & Hwy Lighting	21,710	152,027	151,667	360	0.2%	260,000	21,555	150,988	1,039	0.7%	
Other Electric Sales	400	2,800	2,800	0	0.0%	4,800	400	2,800	0	0.0%	
Total Operating Revenue	3,685,538	23,349,122	26,438,231	(3,089,108)	-11.7%	47,000,831	4,369,654	24,838,647	(1,489,525)	-6.0%	
Other Operating Revenue											
Interest/Dividend Income	61,555	163,433	49,583	113,849	229.6%	85,000	22,528	56,584	106,849	188.8%	(2)
Customer Penalties	31,208	151,266	166,250	(14,984)	-9.0%	285,000	23,187	162,806	(11,539)	-7.1%	
Connection Fees	72,806	223,657	78,750	144,907	184.0%	135,000	15,100	72,941	150,716	206.6%	(3)
Misc Revenue	122,278	887,901	591,833	296,068	50.0%	1,016,000	90,103	741,995	145,907	19.7%	(4)
Total Other Revenue	287,848	1,426,257	886,417	539,841	60.9%	1,521,000	150,919	1,034,325	391,932	37.9%	
Total Revenue	3,973,385	24,775,380	27,324,647	(2,549,267)	-9.3%	48,521,831	4,520,573	25,872,972	(1,097,592)	-4.2%	
Expenses											
Purchased Power	3,234,950	16,651,168	18,753,567	(2,102,399)	-11.2%	32,756,447	3,446,804	18,223,874	(1,572,706)	-8.6%	
Operating & Mtce Expense	19,023	157,022	219,317	(62,295)	-28.4%	369,000	17,451	207,191	(50,169)	-24.2%	(5)
Transmission Expense	4,324	34,832	42,000	(7,168)	-17.1%	72,000	5,250	38,229	(3,397)	-8.9%	
Distribution Expense	35,410	283,535	247,042	36,493	14.8%	425,917	27,360	278,996	4,538	1.6%	
Maintenance Expense	128,758	1,152,785	1,017,125	135,660	13.3%	1,668,500	112,441	947,043	205,743	21.7%	(6)
Depreciation & Amortization	275,048	1,926,123	1,812,776	113,347	6.3%	3,107,612	262,485	1,844,533	81,589	4.4%	
Interest Expense	65,175	457,459	457,459	0	0.0%	785,810	68,225	478,772	(21,313)	-4.5%	
Other Operating Expense	8,329	42,253	32,725	9,528	29.1%	506,900	17,296	42,290	(36)	-0.1%	
Customer Accounts Expense	36,660	242,505	256,083	(13,578)	-5.3%	439,000	33,849	250,770	(8,265)	-3.3%	
Administrative Expense	289,236	2,343,123	2,471,777	(128,653)	-5.2%	4,208,492	272,526	2,278,525	64,598	2.8%	
General Expense	39,434	306,030	371,583	(65,553)	-17.6%	637,000	25,076	221,306	84,725	38.3%	(7)
Total Expenses(before Operating Transfers)	4,136,344	23,596,836	25,681,454	(2,084,618)	-8.1%	44,976,679	4,288,762	24,811,528	(1,214,692)	-4.9%	
Operating Transfer											
Operating Transfer/Other Funds	132,179	839,241	961,798	(122,557)	-12.7%	1,707,412	158,087	931,229	(91,989)	-9.9%	
Utilities & Labor Donated	19,009	130,673	154,000	(23,327)	-15.1%	264,000	17,643	159,462	(28,789)	-18.1%	(8)
Total Operating Transfer	151,189	969,913	1,115,798	(145,884)	-13.1%	1,971,412	175,729	1,090,691	(120,777)	-11.1%	
Net Income Profit(Loss)	(314,148)	208,630	527,395	(318,765)	-60.4%	1,573,740	56,082	(29,247)	237,877	813.3%	

Item Variance of +/- $25,000 and +/- 15%

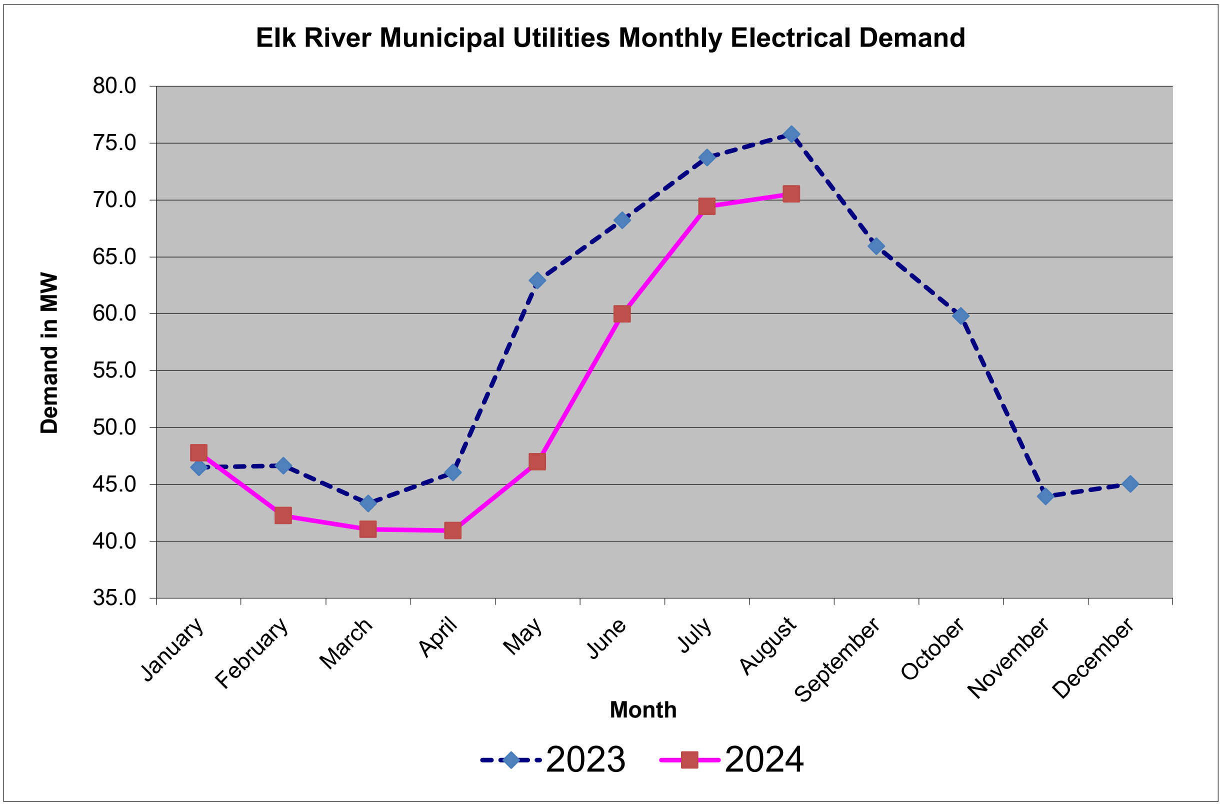
(1) YTD budget variance is mainly due to decreased residential usage.
(2) YTD budget variance is due to conservative budgeted amount. PYTD variance is due to the change in Fair Market Value of Investments. More funds were transferred to UBS/invested in 2024.
(3) YTD budget and PYTD variance due to large a large connection agreement in January and July 2024.
(4) YTD budget and PTYD variance is mainly due to Contributions from Customers having a couple large SOW for transformers for additional service and/or upgrade.
(5) YTD budget variance and PYTD variance is due to most expense accounts being favorable to budget and less than prior year.
(6) PYTD variance is mainly due to increased tree trimming expense (contractors and ERMU labor), increased 2024 labor expense for: Mtce of Substation Equipment, Mtce of URD Primary, Mtce of Line Transformers, Transportation, Electric Mapping, and Mtce of Street Lighting.
(7) YTD budget variance is mainly due to timing of rebates and the budget having an even spread. PYTD variance is due to professional services from Frontier Energy in 2024.
(8) PYTD variance is due to Furniture & Things energy audit in 2023.

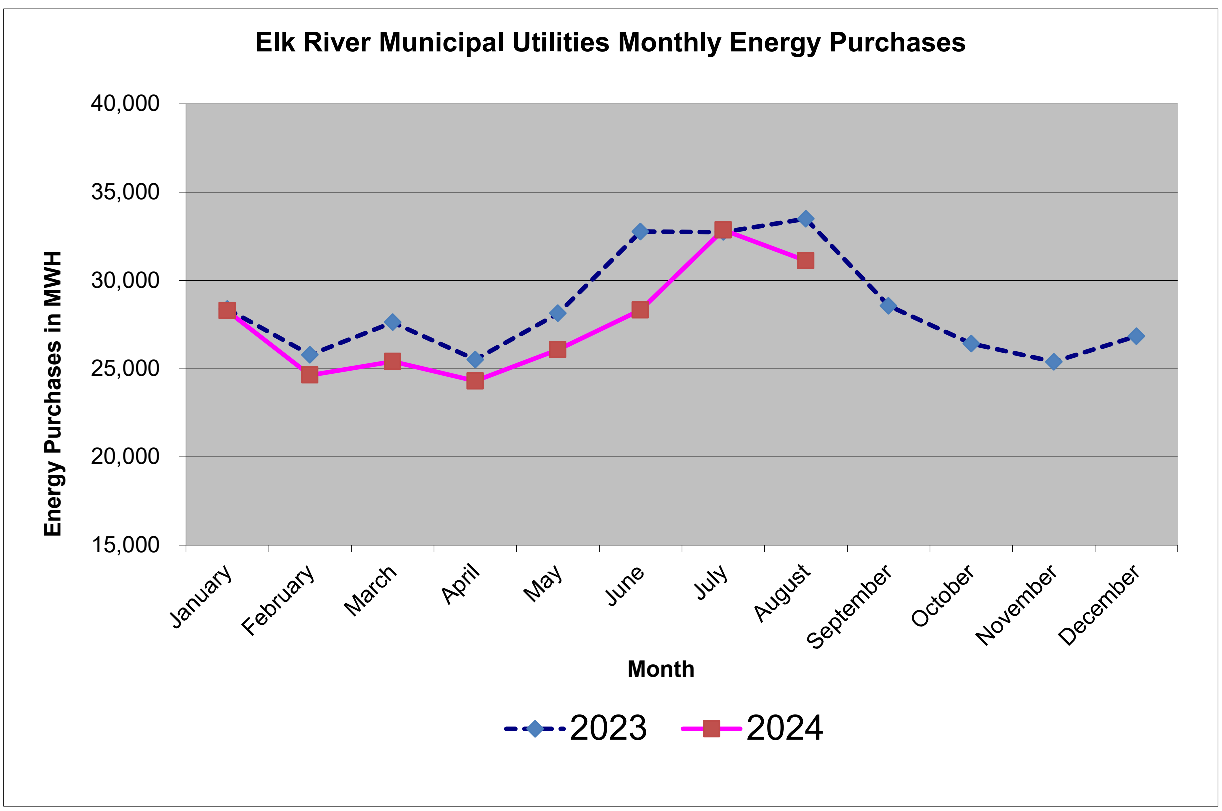
ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

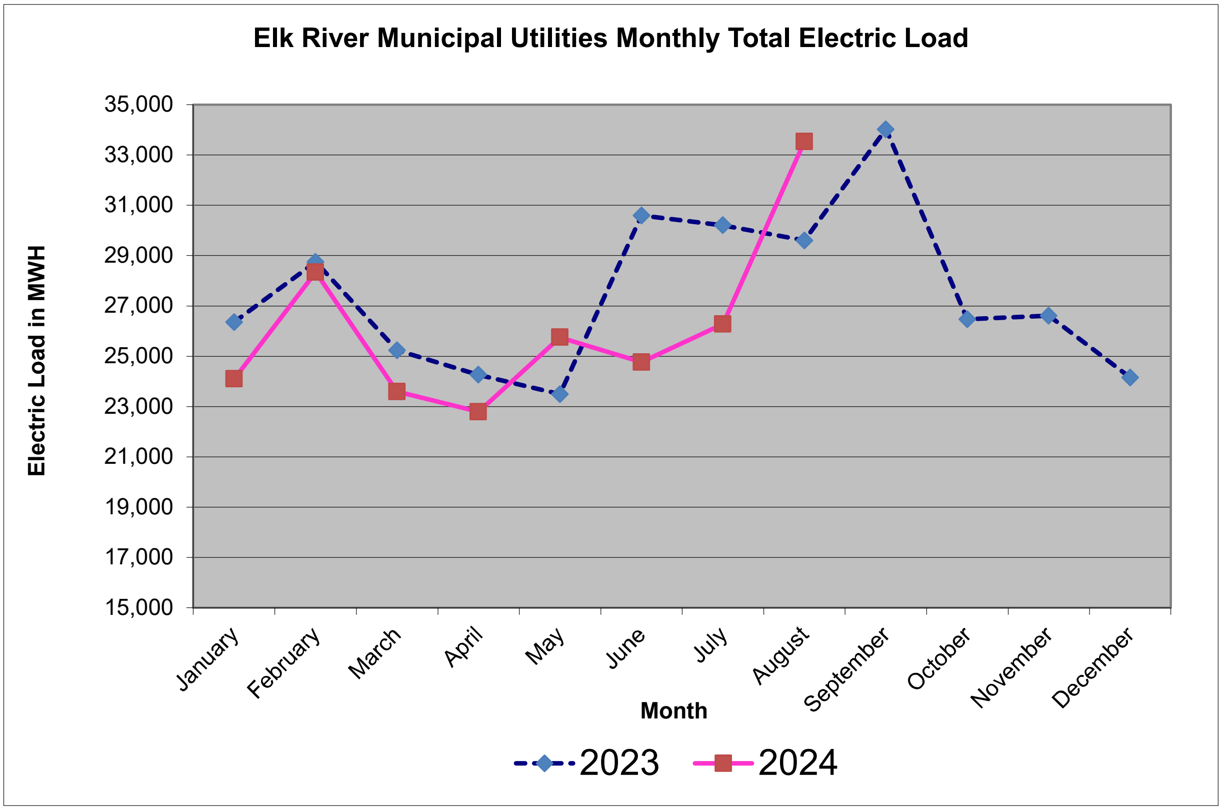
Water	2024 JULY	2024 YTD	2024 YTD BUDGET	YTD Budget Variance	2024 YTD Bud Var%	2024 ANNUAL BUDGET	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%	Variance Item
Revenue											
Operating Revenue											
Water Sales	284,486	1,331,671	1,349,860	(18,189)	-1.3%	2,788,003	523,974	1,685,977	(354,307)	-21.0%	(1)
Total Operating Revenue	284,486	1,331,671	1,349,860	(18,189)	-1.3%	2,788,003	523,974	1,685,977	(354,307)	-21.0%	
Other Operating Revenue											
Interest/Dividend Income	17,382	52,517	24,208	28,309	116.9%	41,500	7,682	24,038	28,479	118.5%	(2)
Customer Penalties	3,451	13,324	14,583	(1,260)	-8.6%	25,000	3,305	10,588	2,736	25.8%	
Connection Fees	16,142	229,042	148,750	80,292	54.0%	255,000	16,498	123,376	105,667	85.6%	(3)
Misc Revenue	1,171	8,388	9,071	(683)	-7.5%	618,786	2,507	9,541	(1,154)	-12.1%	
Total Other Revenue	38,145	303,271	196,613	106,658	54.2%	940,286	29,992	167,542	135,728	81.0%	
Total Revenue	322,632	1,634,941	1,546,472	88,469	5.7%	3,728,289	553,966	1,853,520	(218,579)	-11.8%	
Expenses											
Production Expense	13,179	77,988	67,083	10,905	16.3%	115,000	6,824	62,317	15,671	25.1%	(4)
Pumping Expense	76,256	337,533	376,642	(39,109)	-10.4%	645,671	69,874	357,290	(19,758)	-5.5%	
Distribution Expense	39,080	213,255	258,791	(45,536)	-17.6%	422,250	30,301	214,477	(1,222)	-0.6%	(5)
Depreciation & Amortization	101,013	706,575	670,250	36,325	5.4%	1,148,988	97,626	682,703	23,873	3.5%	
Interest Expense	2,912	20,387	20,387	0	0.0%	33,949	3,112	21,787	(1,400)	-6.4%	
Other Operating Expense	60	842	1,925	(1,083)	-56.3%	82,300	105	2,518	(1,676)	-66.6%	
Customer Accounts Expense	7,865	54,094	53,521	574	1.1%	91,750	7,492	50,925	3,169	6.2%	
Administrative Expense	64,942	564,164	631,912	(67,748)	-10.7%	1,092,624	57,965	549,825	14,339	2.6%	
General Expense	(41)	1,882	8,896	(7,014)	-78.8%	15,250	336	4,079	(2,197)	-53.9%	
Total Expenses(before Operating Transfers)	305,267	1,976,720	2,089,406	(112,686)	-5.4%	3,647,782	273,636	1,945,921	30,799	1.6%	
Operating Transfer											
Utilities & Labor Donated	0	0	875	(875)	-100.0%	1,500	0	0	0	0.0%	
Total Operating Transfer	0	0	875	(875)	-100.0%	1,500	0	0	0	0.0%	
Net Income Profit(Loss)	17,365	(341,779)	(543,809)	202,030	37.2%	79,007	280,330	(92,401)	(249,378)	-269.9%	

Item Variance of +/- $15,000 and +/- 15%

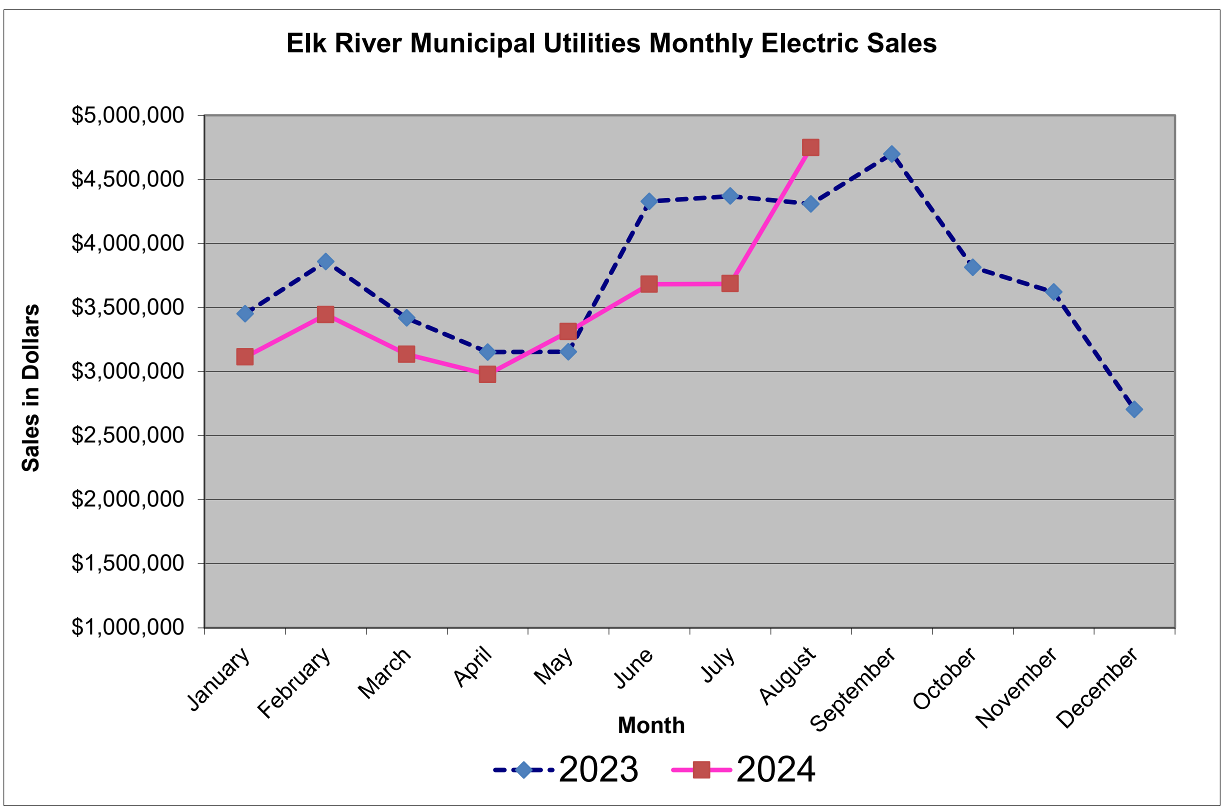
(1) PYTD variance is due to decreased usage.
(2) PYTD variance is due to the change in Fair Market Value of Investments. More funds were transferred to UBS/invested in 2024.
(3) YTD budget and PYTD variance due to large 2 large connection agreements in January 2024.
(4) PYTD variance is due to increased labor for mtce of structures.
(5) YTD budget variance is mainly due to the budget amount for Mtce of Water Mains having an even budget spread.


Elk River Municipal Utilities Monthly Electrical Demand
Demand in MW
80.0
75.0
70.0
65.0
60.0
55.0
50.0
45.0
40.0
35.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

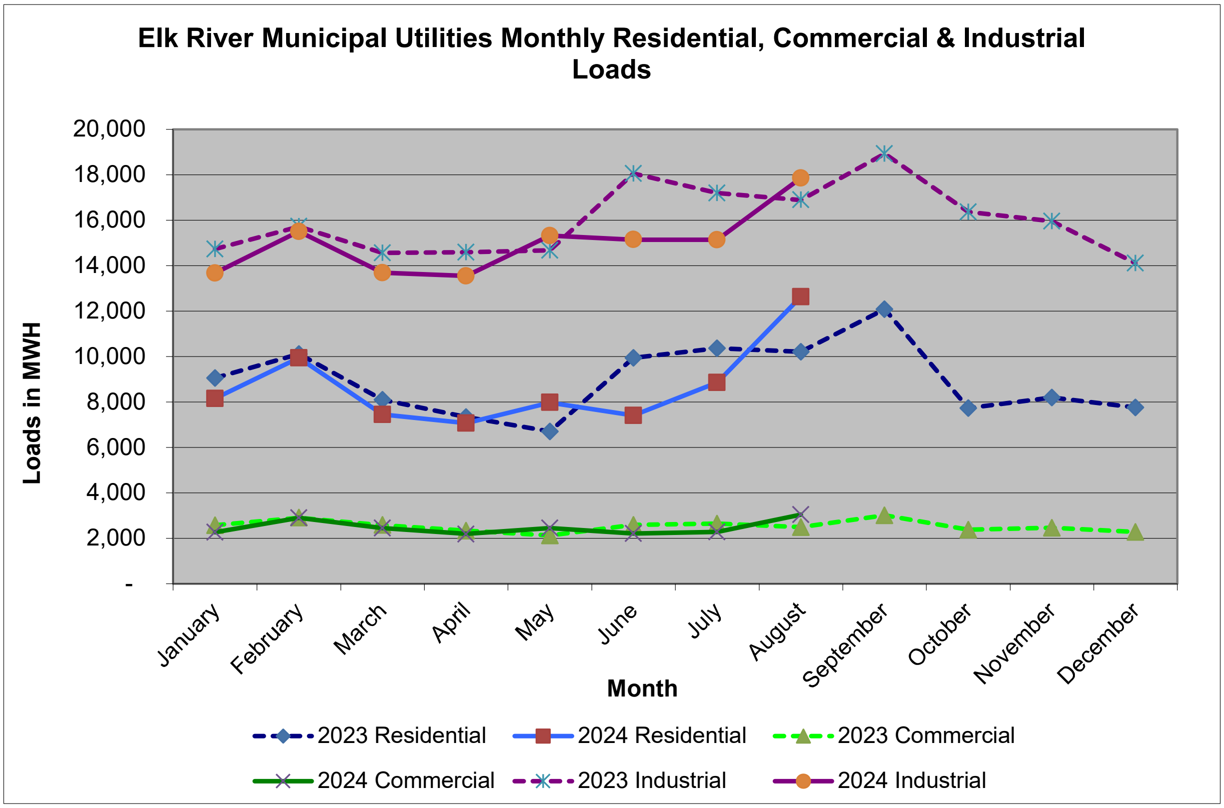

Elk River Municipal Utilities Monthly Energy Purchases
Energy Purchases in MWH
40,000
35,000
30,000
25,000
20,000
15,000
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

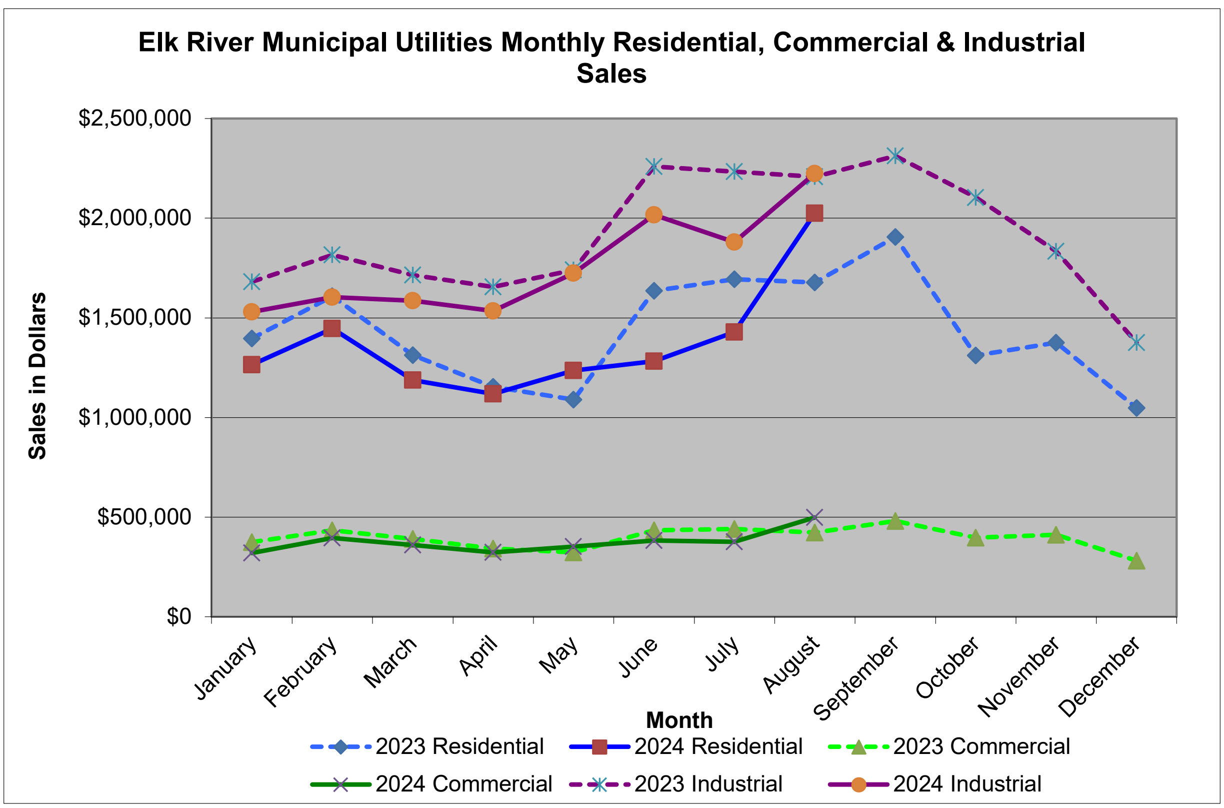


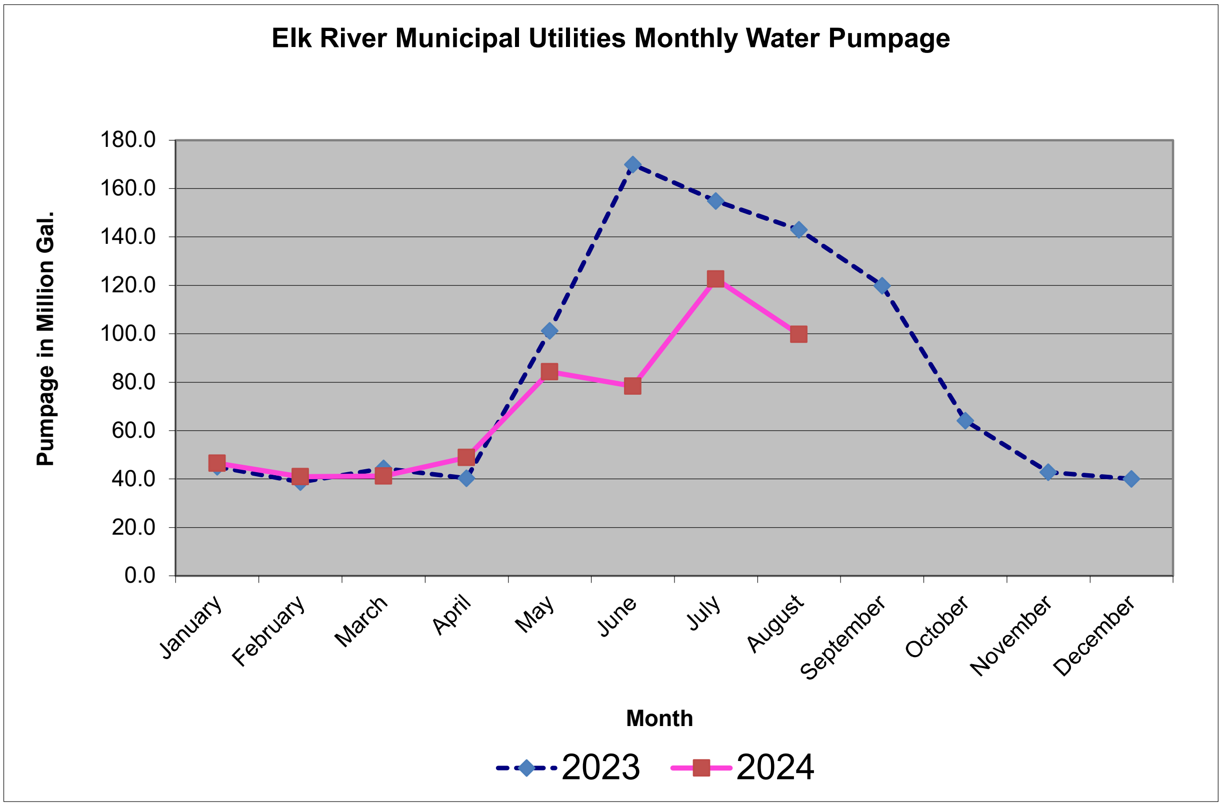
Elk River Municipal Utilities Monthly Total Electric Load
35,000
33,000
31,000
29,000
27,000
25,000
23,000
21,000
19,000
17,000
15,000
Electric Load in MWH
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

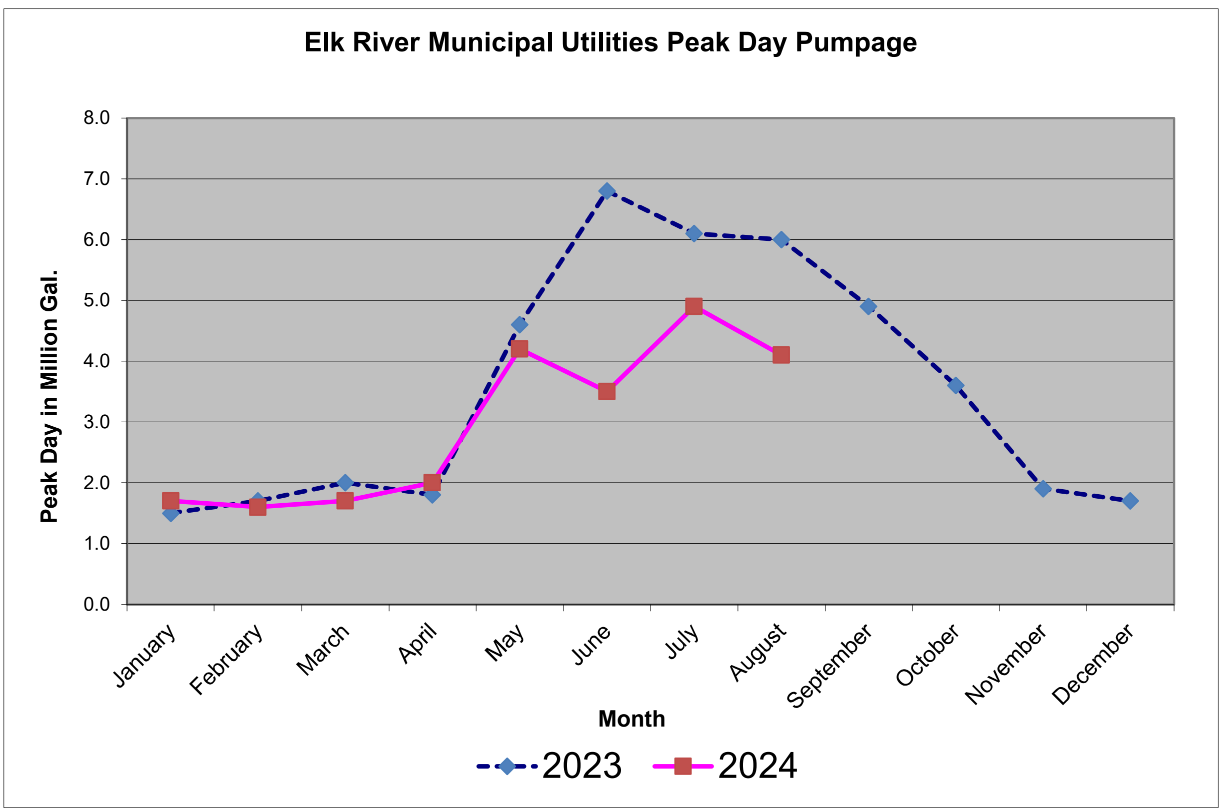


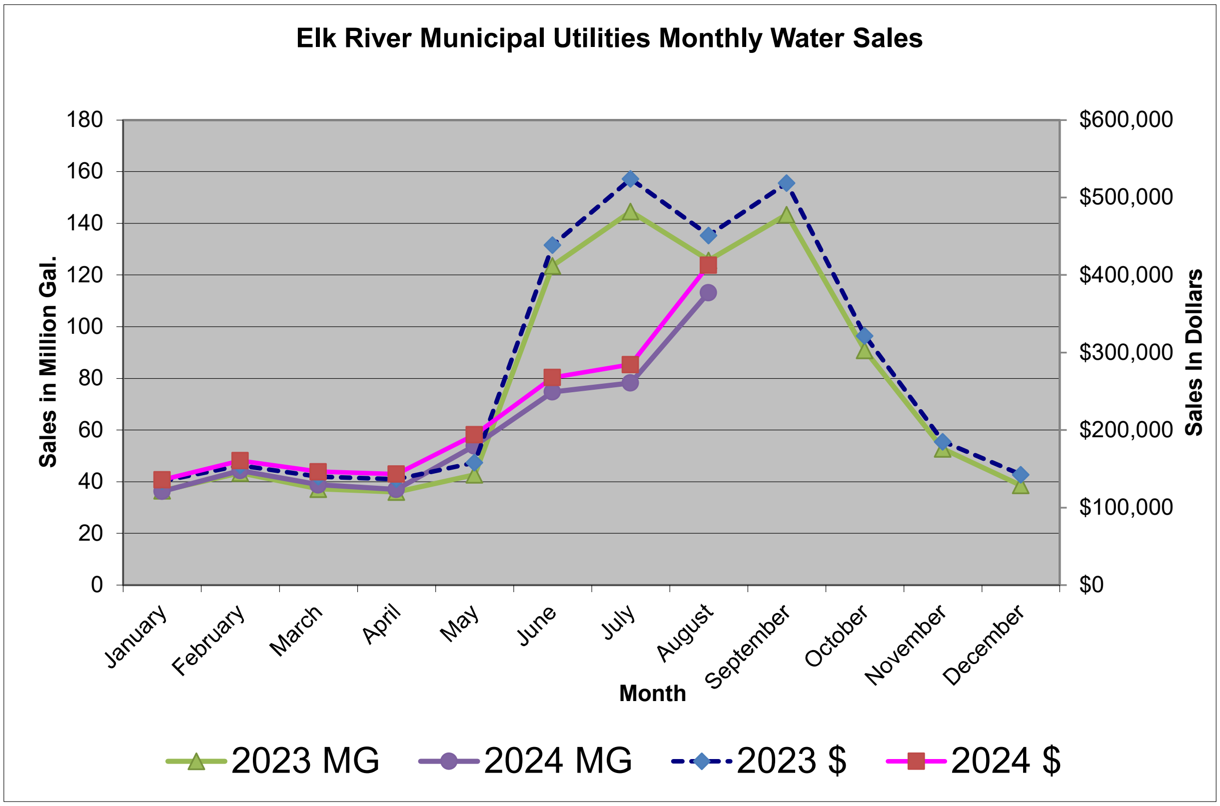
Elk River Municipal Utilities Monthly Electric Sales
$5,000,000
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
Sales in Dollars
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024


Elk River Municipal Utilities Monthly Residential, Commercial & Industrial Loads
Loads in MWH
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 Residential
2024 Residential
2023 Commercial
2024 Commercial
2023 Industrial
2024 Industrial


Elk River Municipal Utilities Monthly Residential, Commercial & Industrial Sales
Sales in Dollars
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 Residential
2024 Residential
2023 Commercial
2024 Commercial
2023 Industrial
2024 Industrial


Elk River Municipal Utilities Monthly Water Pumpage
Pumpage in Million Gal.
180.0
160.0
140.0
120.0
100.0
80.0
60.0
40.0
20.0
0.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024


Elk River Municipal Utilities Peak Day Pumpage
Peak Day in Million Gal.
8.0
7.0
6.0
5.0
4.0
3.0
2.0
1.0
0.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024



Elk River Municipal Utilities Monthly Water Sales
Sales in Million Gal.
Sales In Dollars
180
160
140
120
100
80
60
40
20
0
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 MG
2024 MG
2023 $
2024 $

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Revenue									
Operating Revenue									
Elk River									
ELECT SALES - ELK RIVER RESID	1,190,742	7,246,980	8,032,969	14,221,539	(10)	1,364,524	7,780,413	(533,433)	(7)
ELECT SALES - ELK RIVER NON-D	285,328	1,891,630	2,078,506	3,634,057	(9)	331,336	2,027,794	(136,163)	(7)
ELECT SALES - ELK RIVER DEMA	1,615,300	9,790,306	11,131,452	19,965,865	(12)	1,863,756	10,505,702	(715,395)	(7)
PCA SALES REVENUE - ELK RIVE	64,079	595,420	855,143	1,485,155	(30)	123,828	635,595	(40,175)	(6)
PCA SALES REVENUE - ELK RIVE	15,568	171,794	242,005	408,036	(29)	30,523	177,633	(5,838)	(3)
PCA SALES REVENUE - ELK RIVE	115,945	1,162,192	1,704,870	2,970,644	(32)	220,787	1,216,712	(54,520)	(4)
Total For Elk River:	3,286,965	20,858,324	24,044,947	42,685,299	(13)	3,934,756	22,343,852	(1,485,527)	(7)
Otsego									
ELECT SALES - OTSEGO RESIDEN	131,614	811,907	796,725	1,438,521	2	149,591	842,377	(30,469)	(4)
ELECT SALES - OTSEGO NON-DEM	48,524	260,407	254,002	477,265	3	50,276	264,536	(4,128)	(2)
ELECT SALES - OTSEGO DEMAND	139,096	825,587	627,694	1,154,078	32	133,168	777,121	48,466	6
PCA SALES REVENUE - OTSEGO R	6,995	65,299	93,392	162,572	(30)	13,397	67,741	(2,441)	(4)
PCA SALES REVENUE - OTSEGO N	2,755	23,510	35,398	58,535	(34)	4,764	23,839	(328)	(1)
PCA SALES REVENUE - OTSEGO D	9,909	96,111	126,482	223,596	(24)	15,756	89,238	6,873	8
Total For Otsego:	338,894	2,082,825	1,933,695	3,514,568	8	366,954	2,064,853	17,971	1
Rural Big Lake									
ELECT SALES - BIG LAKE RESIDE	14,898	103,795	124,248	216,883	(16)	17,523	112,303	(8,508)	(8)
ELECT SALES - BIG LAKE NON-DE	626	1,980	2,203	4,737	(10)	775	2,227	(247)	(11)
PCA SALES REVENUE - BIG LAKE	801	8,555	12,218	21,268	(30)	1,590	9,167	(612)	(7)
PCA SALES REVENUE - BIG LAKE	33	126	294	522	(57)	70	160	(33)	(21)
Total For Rural Big Lake:	16,360	114,457	138,964	243,411	(18)	19,958	123,859	(9,402)	(8)
Dayton									
ELECT SALES - DAYTON RESIDEN	17,011	107,466	127,685	224,525	(16)	20,014	118,586	(11,119)	(9)
ELECT SALES - DAYTON NON-DE	3,138	20,976	23,186	41,609	(10)	3,895	22,446	(1,470)	(7)
PCA SALES REVENUE - DAYTON R	902	8,569	12,756	22,385	(33)	1,785	9,459	(889)	(9)
PCA SALES REVENUE - DAYTON	154	1,676	2,528	4,231	(34)	333	1,801	(125)	(7)
Total For Dayton:	21,207	138,688	166,156	292,751	(17)	26,028	152,293	(13,605)	(9)
Public St & Hwy Lighting									
ELECT SALES - SEC LTS	21,709	152,026	151,666	260,000	0	21,555	150,987	1,038	1
Total For Public St & Hwy Lighting:	21,709	152,026	151,666	260,000	0	21,555	150,987	1,038	1
Other Electric Sales									
SUB-STATION CREDIT	400	2,800	2,800	4,800	0	400	2,800	0	0

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total For Other Electric Sales:	400	2,800	2,800	4,800	0	400	2,800	0	0
Total Operating Revenue	3,685,537	23,349,122	26,438,230	47,000,831	(12)	4,369,654	24,838,646	(1,489,524)	(6)
Other Operating Revenue									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	61,555	163,432	49,583	85,000	230	22,528	56,583	106,848	189
Total For Interest/Dividend Income:	61,555	163,432	49,583	85,000	230	22,528	56,583	106,848	189
Customer Penalties									
CUSTOMER DELINQUENT PENALT	31,208	151,266	166,250	285,000	(9)	23,187	162,805	(11,539)	(7)
Total For Customer Penalties:	31,208	151,266	166,250	285,000	(9)	23,187	162,805	(11,539)	(7)
Connection Fees									
DISCONNECT & RECONNECT CHA	72,806	223,657	78,750	135,000	184	15,100	72,941	150,716	207
Total For Connection Fees:	72,806	223,657	78,750	135,000	184	15,100	72,941	150,716	207
Misc Revenue									
MISC ELEC REVENUE - TEMP CHG	0	1,100	2,916	5,000	(62)	0	5,114	(4,014)	(78)
STREET LIGHT	10,800	23,400	5,000	10,000	368	0	1,800	21,600	1,200
TRANSMISSION INVESTMENTS	67,189	356,975	388,500	666,000	(8)	69,613	391,846	(34,870)	(9)
MISC NON-UTILITY	10,424	62,578	64,166	110,000	(2)	15,970	87,915	(25,337)	(29)
GAIN ON DISPOSITION OF PROPER	0	0	0	0	0	0	24,600	(24,600)	(100)
CONTRIBUTIONS FROM CUSTOME	33,864	443,847	131,250	225,000	238	4,518	230,718	213,128	92
Total For Misc Revenue:	122,277	887,901	591,833	1,016,000	50	90,103	741,994	145,906	20
Total Other Revenue	287,847	1,426,257	886,416	1,521,000	61	150,919	1,034,325	391,932	38
Total For Total Other Revenue:	287,847	1,426,257	886,416	1,521,000	61	150,919	1,034,325	391,932	38
Total Revenue	3,973,385	24,775,379	27,324,647	48,521,831	(9)	4,520,573	25,872,972	(1,097,592)	(4)
Expenses									
Purchased Power									
PURCHASED POWER	2,566,421	12,589,173	13,854,416	24,250,423	(9)	2,621,663	13,506,871	(917,698)	(7)
ENERGY ADJUSTMENT CLAUSE	668,528	4,061,994	4,899,150	8,506,023	(17)	825,139	4,717,002	(655,007)	(14)
Total For Purchased Power:	3,234,949	16,651,168	18,753,567	32,756,447	(11)	3,446,803	18,223,873	(1,572,705)	(9)
Operating & Mtce Expense									
OPERATING SUPERVISION	11,344	78,726	76,416	131,000	3	9,191	69,156	9,569	14
DIESEL OIL FUEL	0	159	5,833	10,000	(97)	0	3,657	(3,497)	(96)
NATURAL GAS	419	12,232	22,000	33,000	(44)	352	21,147	(8,915)	(42)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
ELECTRIC & WATER CONSUMPTI	4,886	33,206	39,650	66,000	(16)	4,528	37,652	(4,446)	(12)
PLANT SUPPLIES & OTHER EXPEN	949	6,567	8,750	15,000	(25)	103	20,762	(14,194)	(68)
MISC POWER GENERATION EXPE	0	501	4,666	8,000	(89)	40	3,465	(2,964)	(86)
MAINTENANCE OF STRUCTURE -	988	6,272	12,250	21,000	(49)	1,210	12,826	(6,553)	(51)
MTCE OF PLANT ENGINES/GENER	236	4,061	22,750	39,000	(82)	512	15,215	(11,153)	(73)
MTCE OF PLANT/LAND IMPROVE	197	15,294	27,000	46,000	(43)	1,512	23,307	(8,012)	(34)
Total For Operating & Mtce Expense:	19,022	157,022	219,316	369,000	(28)	17,451	207,190	(50,168)	(24)
Transmission Expense									
TRANSMISSION MTCE AND EXPE	4,323	34,831	42,000	72,000	(17)	5,250	38,229	(3,397)	(9)
Total For Transmission Expense:	4,323	34,831	42,000	72,000	(17)	5,250	38,229	(3,397)	(9)
Distribution Expense									
REMOVE EXISTING SERVICE & M	0	0	1,166	2,000	(100)	0	542	(542)	(100)
SCADA EXPENSE	8,040	27,787	26,250	45,000	6	8,039	28,590	(802)	(3)
TRANSFORMER EXPENSE OH & U	1,044	9,006	8,750	15,000	3	1,262	9,921	(915)	(9)
MTCE OF SIGNAL SYSTEMS	0	1,010	1,750	3,000	(42)	100	1,807	(796)	(44)
METER EXPENSE - REMOVE & RE	0	466	875	1,500	(47)	163	1,166	(699)	(60)
TEMP SERVICE - INSTALL & REM	0	222	4,083	7,000	(95)	214	5,088	(4,866)	(96)
MISC DISTRIBUTION EXPENSE	26,324	245,041	204,166	350,000	20	17,580	231,879	13,161	6
INTERCONNECTION CARRYING C	0	0	0	2,417	0	0	0	0	0
Total For Distribution Expense:	35,409	283,534	247,041	425,917	15	27,360	278,996	4,538	2
Maintenance Expense									
MTCE OF STRUCTURES	6,226	48,975	29,166	50,000	68	4,503	36,967	12,008	32
MTCE OF SUBSTATIONS	434	7,960	21,000	36,000	(62)	359	19,115	(11,155)	(58)
MTCE OF SUBSTATION EQUIPME	6,988	82,010	46,083	79,000	78	4,558	32,588	49,421	152
MTCE OF OH LINES/TREE TRIM	3,736	210,598	178,000	230,000	18	377	168,353	42,244	25
MTCE OF OH LINES/STANDBY	4,115	25,229	23,333	40,000	8	3,744	20,976	4,253	20
MTCE OF OH PRIMARY	12,418	91,454	99,166	170,000	(8)	8,632	90,742	712	1
MTCE OF URD PRIMARY	40,768	158,482	128,333	220,000	23	32,312	123,920	34,562	28
LOCATE ELECTRIC LINES	9,697	56,255	64,166	110,000	(12)	11,858	55,435	820	1
LOCATE FIBER LINES	459	1,389	875	1,500	59	0	236	1,153	489
MTCE OF LINE TRANSFORMERS	6,611	31,594	35,000	60,000	(10)	2,074	13,217	18,377	139
MTCE OF STREET LIGHTING	(4,478)	35,741	29,166	50,000	23	4,592	21,283	14,458	68
MTCE OF SECURITY LIGHTING	3,742	13,786	8,750	15,000	58	739	11,272	2,514	22
MTCE OF METERS	5,021	43,365	46,666	80,000	(7)	8,399	35,839	7,526	21
VOLTAGE COMPLAINTS	846	3,935	7,000	12,000	(44)	828	6,608	(2,673)	(40)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
SALARIES TRANSMISSION & DIST	2,618	17,559	17,500	30,000	0	1,910	16,082	1,476	9
ELECTRIC MAPPING	5,945	98,759	58,333	100,000	69	5,466	83,494	15,264	18
MTCE OF OH SECONDARY	1,975	11,139	14,583	25,000	(24)	2,414	13,352	(2,213)	(17)
MTCE OF URD SECONDARY	6,979	29,790	35,000	60,000	(15)	5,068	29,238	551	2
TRANSPORTATION EXPENSE	14,650	184,757	175,000	300,000	6	14,598	168,316	16,440	10
Total For Maintenance Expense:	128,757	1,152,785	1,017,125	1,668,500	13	112,440	947,042	205,742	22
Depreciation & Amortization									
DEPRECIATION	219,370	1,536,377	1,423,030	2,439,475	8	206,807	1,454,787	81,589	6
AMORTIZATION	55,677	389,745	389,746	668,136	0	55,677	389,745	0	0
Total For Depreciation & Amortization:	275,048	1,926,122	1,812,776	3,107,611	6	262,485	1,844,533	81,589	4
Interest Expense									
INTEREST EXPENSE - BONDS	70,163	492,378	492,378	845,673	0	73,213	513,691	(21,312)	(4)
AMORTIZATION OF DEBT DISCOU	(4,988)	(34,919)	(34,919)	(59,863)	0	(4,988)	(34,919)	0	0
Total For Interest Expense:	65,174	457,459	457,459	785,810	0	68,224	478,771	(21,312)	(4)
Other Operating Expense									
EV CHARGING EXPENSE	222	1,546	1,808	3,100	(14)	245	1,102	444	40
LOSS ON DISPOSITION OF PROP (C	0	4,105	0	155,800	0	13,073	13,073	(8,968)	(69)
OTHER DONATIONS	0	0	1,750	3,000	(100)	0	108	(108)	(100)
MUTUAL AID	3,300	3,300	0	0	0	0	0	3,300	0
PENSION EXPENSE	0	0	0	295,000	0	0	0	0	0
OTHER INTEREST EXPENSE	0	0	0	0	0	0	378	(378)	(100)
INTEREST EXPENSE - METER DEP	4,805	33,300	29,166	50,000	14	3,975	27,626	5,673	21
Total For Other Operating Expense:	8,329	42,253	32,725	506,900	29	17,295	42,289	(36)	0
Customer Accounts Expense									
METER READING EXPENSE	4,758	25,470	27,416	47,000	(7)	3,679	23,534	1,936	8
DISCONNECT/RECONNECT EXPEN	1,849	8,438	12,833	22,000	(34)	992	11,792	(3,353)	(28)
MISC CUSTOMER ACCOUNTS EXP	28,182	200,156	201,250	345,000	(1)	28,369	191,975	8,180	4
BAD DEBT EXPENSE & RECOVER	1,869	8,439	14,583	25,000	(42)	807	23,467	(15,028)	(64)
Total For Customer Accounts Expense:	36,659	242,505	256,083	439,000	(5)	33,848	250,769	(8,264)	(3)
Administrative Expense									
SALARIES OFFICE & COMMISSION	74,756	515,876	529,666	908,000	(3)	59,121	462,827	53,049	11
TEMPORARY STAFFING	0	0	2,333	4,000	(100)	0	0	0	0
OFFICE SUPPLIES	6,407	54,314	72,916	125,000	(26)	7,916	74,229	(19,915)	(27)
ELECTRIC & WATER CONSUMPTI	2,924	15,934	23,333	40,000	(32)	2,589	17,269	(1,334)	(8)
BANK FEES	259	1,555	1,458	2,500	7	132	1,011	543	54

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
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FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
LEGAL FEES	4,601	12,069	17,500	30,000	(31)	3,134	14,438	(2,369)	(16)
AUDITING FEES	1,640	10,680	12,833	22,000	(17)	1,623	12,323	(1,643)	(13)
INSURANCE	15,385	108,189	110,833	190,000	(2)	14,452	124,951	(16,761)	(13)
UTILITY SHARE - DEFERRED COM	6,726	84,037	70,000	120,000	20	7,258	86,705	(2,667)	(3)
UTILITY SHARE - MEDICAL/DENT	57,391	543,414	558,409	870,000	(3)	56,138	529,950	13,464	3
UTILITY SHARE - PERA	25,627	178,651	176,166	302,000	1	22,697	167,721	10,929	7
UTILITY SHARE - FICA	25,747	174,412	172,083	295,000	1	22,440	163,764	10,647	7
EMPLOYEE SICK PAY	11,101	72,035	96,250	165,000	(25)	12,284	98,282	(26,247)	(27)
EMPLOYEE HOLIDAY PAY	14,363	88,951	78,181	172,000	14	13,756	84,260	4,691	6
EMPLOYEE VACATION & PTO PA	22,239	190,856	168,636	275,000	13	20,303	169,251	21,605	13
UPMIC DISTRIBUTION	0	43,795	50,500	101,000	(13)	0	36,462	7,333	20
LONGEVITY PAY	0	1,680	1,680	6,964	0	2,100	9,603	(7,923)	(83)
CONSULTING FEES	0	27,954	56,933	97,600	(51)	0	3,415	24,539	719
TELEPHONE	3,069	20,559	22,166	38,000	(7)	3,052	21,986	(1,426)	(6)
ADVERTISING	960	7,916	11,083	19,000	(29)	384	7,417	499	7
DUES & SUBSCRIPTIONS - FEES	9,535	71,933	80,227	137,533	(10)	10,387	69,040	2,893	4
SCHOOLS & MEETINGS	5,653	112,388	151,000	274,894	(26)	11,749	116,593	(4,204)	(4)
MTCE OF GENERAL PLANT & OFFI	845	5,915	7,583	13,000	(22)	1,002	7,019	(1,104)	(16)
Total For Administrative Expense:	289,235	2,343,123	2,471,776	4,208,492	(5)	272,525	2,278,525	64,598	3
General Expense									
CIP REBATES - RESIDENTIAL	10,459	50,953	52,942	90,758	(4)	6,715	33,191	17,762	54
CIP REBATES - COMMERCIAL	0	42,099	65,333	112,000	(36)	960	40,964	1,135	3
CIP - ADMINISTRATION	12,552	92,697	106,729	182,965	(13)	425	6,893	85,804	1,245
CIP - MARKETING	4,787	32,286	29,887	51,235	8	3,162	24,079	8,206	34
CIP - LABOR	7,642	58,120	78,062	133,822	(26)	10,480	82,022	(23,901)	(29)
CIP REBATES - LOW INCOME	0	3,468	10,920	18,720	(68)	0	11,879	(8,411)	(71)
CIP - LOW INCOME LABOR	750	5,478	5,833	10,000	(6)	660	5,694	(215)	(4)
ENVIRONMENTAL COMPLIANCE	3,293	18,770	20,416	35,000	(8)	2,713	10,532	8,238	78
MISC GENERAL EXPENSE	(52)	2,156	1,458	2,500	48	(42)	6,049	(3,892)	(64)
Total For General Expense:	39,433	306,030	371,583	637,000	(18)	25,076	221,305	84,724	38
Total Expenses(before Operating Transfers)	4,136,344	23,596,835	25,681,453	44,976,678	(8)	4,288,762	24,811,528	(1,214,692)	(5)
Operating Transfer									
Operating Transfer/Other Funds									
TRANSFER TO CITY ELK RIVER R	132,179	839,240	961,797	1,707,411	(13)	158,086	931,229	(91,988)	(10)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
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FOR PERIOD ENDING JULY 2024

Electric	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total For Operating Transfer/Other Funds:	132,179	839,240	961,797	1,707,411	(13)	158,086	931,229	(91,988)	(10)
Utilities & Labor Donated									
UTILITIES & LABOR DONATED TO	19,009	130,672	154,000	264,000	(15)	17,642	159,461	(28,788)	(18)
Total For Utilities & Labor Donated:	19,009	130,672	154,000	264,000	(15)	17,642	159,461	(28,788)	(18)
Total Operating Transfer									
Total For Total Operating Transfer:	151,188	969,913	1,115,797	1,971,411	(13)	175,729	1,090,690	(120,777)	(11)
Net Income Profit(Loss)	(314,147)	208,630	527,395	1,573,740	(60)	56,082	(29,246)	237,877	813

ELK RIVER MUNICIPAL UTILITIES
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FOR PERIOD ENDING JULY 2024

Water	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Revenue									
Operating Revenue									
Water Sales									
WATER SALES RESIDENTIAL	145,272	763,018	813,733	1,595,403	(6)	292,414	1,019,953	(256,934)	(25)
WATER SALES COMMERCIAL	97,804	476,995	447,474	923,908	7	137,082	497,299	(20,304)	(4)
WATER SALES IRRIGATION	41,408	91,656	88,651	268,691	3	94,476	168,723	(77,067)	(46)
Total For Water Sales:	284,486	1,331,670	1,349,859	2,788,003	(1)	523,973	1,685,977	(354,306)	(21)
Total Operating Revenue	284,486	1,331,670	1,349,859	2,788,003	(1)	523,973	1,685,977	(354,306)	(21)
Total For Total Operating Revenue:	284,486	1,331,670	1,349,859	2,788,003	(1)	523,973	1,685,977	(354,306)	(21)
Other Operating Revenue									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	17,381	52,517	23,333	40,000	125	7,138	23,494	29,022	124
OTHER INTEREST/MISC REVENUE	0	0	875	1,500	(100)	543	543	(543)	(100)
Total For Interest/Dividend Income:	17,381	52,517	24,208	41,500	117	7,681	24,037	28,479	118
Customer Penalties									
CUSTOMER PENALTIES	3,450	13,323	14,583	25,000	(9)	3,305	10,587	2,735	26
Total For Customer Penalties:	3,450	13,323	14,583	25,000	(9)	3,305	10,587	2,735	26
Connection Fees									
WATER/ACCESS/CONNECTION FE	14,400	201,830	116,666	200,000	73	7,590	101,915	99,914	98
CUSTOMER CONNECTION FEES	1,470	14,447	17,500	30,000	(17)	2,445	7,850	6,596	84
BULK WATER SALES/HYDRANT R	270	12,764	14,583	25,000	(12)	6,462	13,608	(844)	(6)
Total For Connection Fees:	16,141	229,042	148,750	255,000	54	16,498	123,375	105,666	86
Misc Revenue									
MISC NON-UTILITY	0	20	29	50	(31)	0	20	0	0
TRANSFER IN FROM CITY	0	0	0	230,000	0	0	0	0	0
MISCELLANEOUS REVENUE	195	716	291	500	146	0	258	458	177
HYDRANT MAINTENANCE PROGR	975	7,650	8,750	15,000	(13)	2,506	9,262	(1,611)	(17)
CONTRIBUTIONS FROM DEVELOP	0	0	0	65,000	0	0	0	0	0
WATER TOWER LEASE	0	0	0	308,236	0	0	0	0	0
Total For Misc Revenue:	1,170	8,387	9,070	618,786	(8)	2,506	9,541	(1,153)	(12)
Total Other Revenue	38,145	303,270	196,612	940,286	54	29,991	167,542	135,728	81
Total For Total Other Revenue:	38,145	303,270	196,612	940,286	54	29,991	167,542	135,728	81

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
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FOR PERIOD ENDING JULY 2024

Water	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total Revenue	322,631	1,634,941	1,546,472	3,728,289	6	553,965	1,853,519	(218,578)	(12)
Expenses									
Production Expense									
MTCE OF STRUCTURES	13,178	77,988	67,083	115,000	16	6,824	62,317	15,670	25
Total For Production Expense:	13,178	77,988	67,083	115,000	16	6,824	62,317	15,670	25
Pumping Expense									
SUPERVISION	6,070	40,327	39,375	67,500	2	5,433	36,450	3,877	11
ELECTRIC & GAS UTILITIES	28,083	147,255	195,516	335,171	(25)	30,799	189,312	(42,057)	(22)
SAMPLING	5,667	13,775	9,916	17,000	39	2,163	9,605	4,169	43
CHEMICAL FEED	2,846	19,030	30,916	53,000	(38)	6,958	25,587	(6,556)	(26)
MTCE OF WELLS	32,272	111,454	96,250	165,000	16	24,234	94,379	17,075	18
SCADA - PUMPING	1,315	5,689	4,666	8,000	22	284	1,954	3,734	191
Total For Pumping Expense:	76,255	337,532	376,641	645,671	(10)	69,874	357,290	(19,757)	(6)
Distribution Expense									
MTCE OF WATER MAINS	10,364	48,245	102,083	175,000	(53)	16,438	107,621	(59,375)	(55)
LOCATE WATER LINES	1,353	8,148	10,062	17,250	(19)	1,096	4,691	3,457	74
MTCE OF WATER SERVICES	0	0	291	500	(100)	0	184	(184)	(100)
WATER METER SERVICE	17,490	38,469	38,500	66,000	0	3,836	16,690	21,779	130
BACKFLOW DEVICE INSPECTION	2,324	11,488	12,478	20,000	(8)	2,259	11,495	(7)	0
MTCE OF CUSTOMERS SERVICE	3,130	19,103	19,250	33,000	(1)	2,545	17,364	1,739	10
WATER MAPPING	468	12,607	8,750	15,000	44	354	9,318	3,289	35
MTCE OF WATER HYDRANTS - PU	983	18,273	11,666	20,000	57	765	7,911	10,362	131
MTCE OF WATER HYDRANTS - PR	570	4,192	3,500	6,000	20	617	3,338	853	26
WATER CLOTHING/PPE	115	9,212	5,833	10,000	58	28	7,648	1,564	20
WAGES WATER	606	4,436	4,375	7,500	1	603	4,060	376	9
TRANSPORTATION EXPENSE	1,672	12,820	14,000	24,000	(8)	1,754	8,400	4,419	53
WATER PERMIT	0	26,255	28,000	28,000	(6)	0	15,752	10,502	67
Total For Distribution Expense:	39,080	213,254	258,790	422,250	(18)	30,301	214,477	(1,222)	(1)
Depreciation & Amortization									
DEPRECIATION	101,013	706,575	670,250	1,148,987	5	97,625	682,702	23,872	3
Total For Depreciation & Amortization:	101,013	706,575	670,250	1,148,987	5	97,625	682,702	23,872	3
Interest Expense									
INTEREST EXPENSE - BONDS	3,466	24,266	24,266	40,600	0	3,666	25,666	(1,400)	(5)
AMORTIZATION OF DEBT DISCOU	(554)	(3,879)	(3,879)	(6,651)	0	(554)	(3,879)	0	0
Total For Interest Expense:	2,912	20,386	20,386	33,949	0	3,112	21,786	(1,400)	(6)

ELK RIVER MUNICIPAL UTILITIES
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Water	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Other Operating Expense									
LOSS ON DISPOSITION OF PROP (C	0	0	0	14,000	0	0	0	0	0
DAM MAINTENANCE EXPENSE	0	177	1,166	2,000	(85)	0	1,689	(1,511)	(90)
PENSION EXPENSE	0	0	0	65,000	0	0	0	0	0
OTHER INTEREST EXPENSE	0	0	0	0	0	0	94	(94)	(100)
INTEREST EXPENSE - METER DEP	60	664	758	1,300	(12)	104	734	(69)	(9)
Total For Other Operating Expense:	60	841	1,925	82,300	(56)	104	2,517	(1,675)	(67)
Customer Accounts Expense									
METER READING EXPENSE	627	2,473	1,458	2,500	70	190	1,212	1,260	104
MISC CUSTOMER ACCOUNTS EXP	7,217	51,601	51,916	89,000	(1)	7,301	49,712	1,889	4
BAD DEBT EXPENSE & RECOVER	19	19	145	250	(87)	0	0	19	100
Total For Customer Accounts Expense:	7,865	54,094	53,520	91,750	1	7,491	50,925	3,169	6
Administrative Expense									
SALARIES OFFICE & COMMISSION	21,649	150,464	166,250	285,000	(9)	18,119	134,162	16,302	12
TEMPORARY STAFFING	0	0	583	1,000	(100)	0	0	0	0
OFFICE SUPPLIES	1,447	11,832	21,583	37,000	(45)	1,890	16,569	(4,736)	(29)
ELECTRIC & WATER CONSUMPTI	731	3,985	6,416	11,000	(38)	647	4,317	(331)	(8)
BANK FEES	64	400	350	600	15	33	259	141	55
LEGAL FEES	701	2,539	5,250	9,000	(52)	783	3,074	(535)	(17)
AUDITING FEES	410	3,216	3,500	6,000	(8)	405	3,626	(410)	(11)
INSURANCE	3,555	24,397	25,083	43,000	(3)	3,247	34,392	(9,995)	(29)
UTILITY SHARE - DEFERRED COM	1,267	13,893	12,250	21,000	13	1,206	14,502	(608)	(4)
UTILITY SHARE - MEDICAL/DENT	14,693	128,162	138,181	220,000	(7)	12,032	132,259	(4,097)	(3)
UTILITY SHARE - PERA	4,882	34,396	32,666	56,000	5	4,072	31,096	3,300	11
UTILITY SHARE - FICA	5,057	34,043	31,500	54,000	8	3,917	30,115	3,927	13
EMPLOYEE SICK PAY	2,068	14,529	16,916	29,000	(14)	1,807	16,238	(1,708)	(11)
EMPLOYEE HOLIDAY PAY	2,874	16,028	14,545	32,000	10	2,530	14,662	1,366	9
EMPLOYEE VACATION & PTO PA	3,862	34,928	32,000	52,000	9	3,903	30,238	4,690	16
UPMIC DISTRIBUTION	0	9,752	10,500	21,000	(7)	0	6,284	3,468	55
WELLHEAD PROTECTION	0	0	1,190	2,000	(100)	0	6,861	(6,861)	(100)
LONGEVITY PAY	0	420	420	837	0	0	2,271	(1,851)	(82)
CONSULTING FEES	217	8,214	26,775	45,900	(69)	0	7,283	930	13
TELEPHONE	676	4,746	5,250	9,000	(10)	692	4,998	(252)	(5)
ADVERTISING	240	2,172	2,916	5,000	(26)	96	2,612	(439)	(17)
DUES & SUBSCRIPTIONS - FEES	1,229	43,069	45,600	88,114	(6)	1,322	37,641	5,428	14

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING JULY 2024

Water	2024 JULY	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 JULY	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
SCHOOLS & MEETINGS	(898)	21,494	30,375	61,072	(29)	1,005	14,602	6,891	47
MTCE OF GENERAL PLANT & OFFI	211	1,477	1,808	3,100	(18)	250	1,754	(277)	(16)
Total For Administrative Expense:	64,942	564,164	631,912	1,092,623	(11)	57,964	549,825	14,339	3
General Expense									
CIP REBATES - RESIDENTIAL	58	371	2,916	5,000	(87)	94	740	(369)	(50)
CIP REBATES - COMMERCIAL	0	0	291	500	(100)	0	0	0	0
CIP - MARKETING	(160)	1,117	1,166	2,000	(4)	189	966	150	16
CIP - LABOR	0	0	2,916	5,000	(100)	0	1,288	(1,288)	(100)
ENVIRONMENTAL COMPLIANCE	60	393	1,458	2,500	(73)	52	1,106	(713)	(64)
MISC GENERAL EXPENSE	0	0	145	250	(100)	0	(24)	24	100
Total For General Expense:	(41)	1,881	8,895	15,250	(79)	336	4,078	(2,197)	(54)
Total Expenses(before Operating Transfers)	305,266	1,976,720	2,089,406	3,647,781	(5)	273,635	1,945,921	30,799	2
Operating Transfer									
Utilities & Labor Donated									
WATER & LABOR DONATED TO CI	0	0	875	1,500	(100)	0	0	0	0
Total Operating Transfer									
Total For Total Operating Transfer:	0	0	875	1,500	(100)	0	0	0	0
Net Income Profit(Loss)	17,365	(341,779)	(543,809)	79,007	37	280,330	(92,401)	(249,378)	(270)

Beginning Fiscal Period[YYYYMM]	GL Division	GL Department
202401	61 - Elk River Electric	All

Ending Fiscal Period[YYYYMM]	GL Activity	Period Type
202407	All	Closed Period

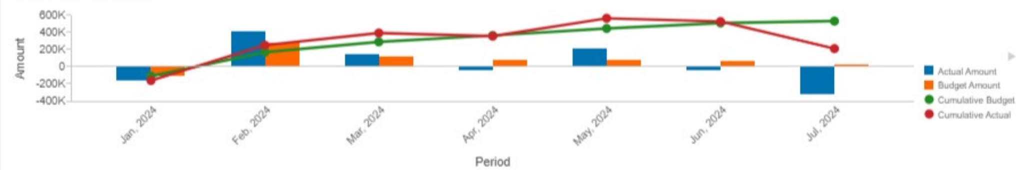
Budget Revenue Comparison & Variance
Jan, 2024 - Jul, 2024
-$2,549,267.41
-9.33%

Actual	Budget
$24,775,379.83	$27,324,647.24

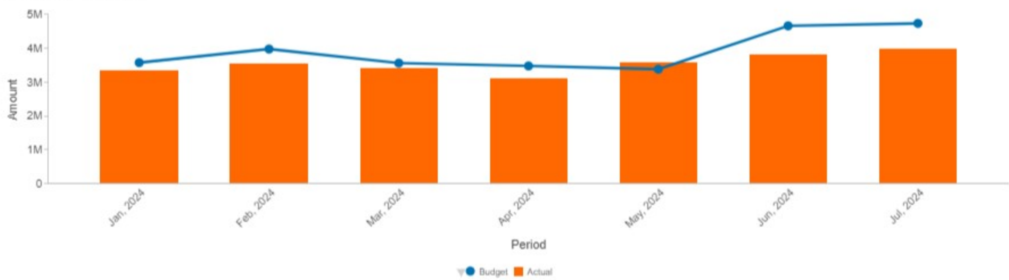
Budget Expense Comparison & Variance
Jan, 2024 - Jul, 2024
-$2,230,502.38
-8.32%

Actual	Budget
$24,566,749.40	$26,797,251.78

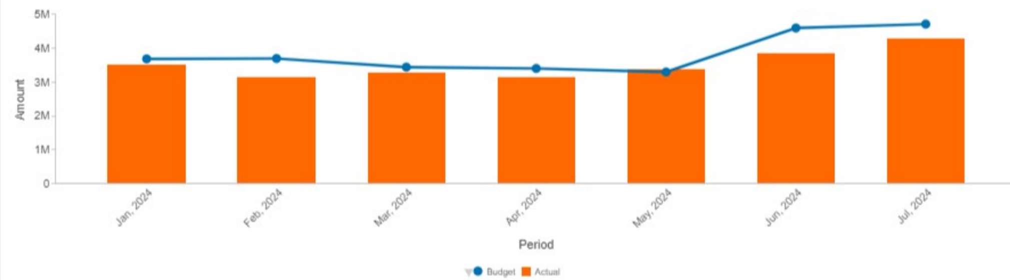
Budget Analysis by Period
Jan, 2024 - Jul, 2024



Revenue Budget vs Actual by Period
Jan, 2024 - Jul, 2024



Expense Budget vs Actual by Period
Jan, 2024 - Jul, 2024



Beginning Fiscal Period[YYYYMM]: 202401

GL Division: 62 - Elk River Water

GL Department: All

Ending Fiscal Period[YYYYMM]: 202407

GL Activity: All

Period Type: Closed Period

Budget Revenue Comparison & Variance
Jan, 2024 - Jul, 2024

$88,468.88
5.72%

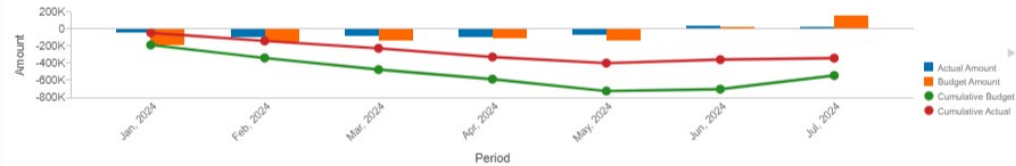
Actual	Budget
$1,634,941.13	$1,546,472.25

Budget Expense Comparison & Variance
Jan, 2024 - Jul, 2024

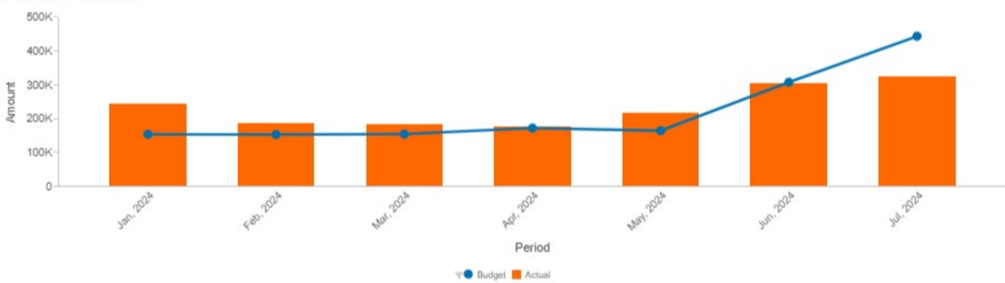
-$113,560.88
-5.43%

Actual	Budget
$1,976,720.46	$2,090,281.34

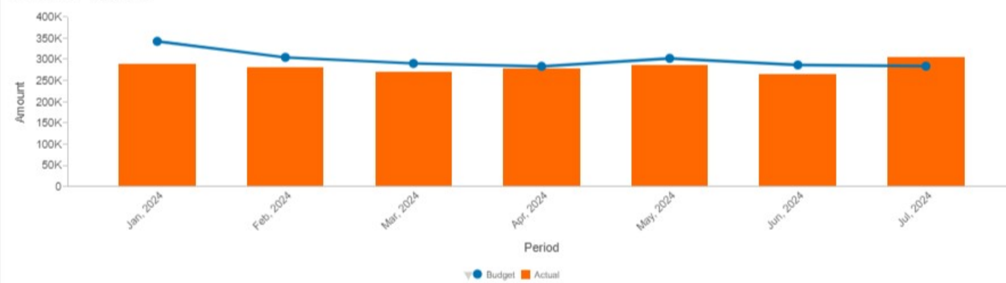
Budget Analysis by Period
Jan, 2024 - Jul, 2024



Revenue Budget vs Actual by Period
Jan, 2024 - Jul, 2024



Expense Budget vs Actual by Period
Jan, 2024 - Jul, 2024



UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Melissa Karpinski – Finance Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 5.2
SUBJECT: 2025 Annual Business Plan: Capital Projects & Equipment Purchases, and 20-Year Capital Projections	
ACTION REQUESTED: No action is required.	

DISCUSSION:
In preparation for budget submittal in November, staff continues to work through the 2025 budget process. The first draft of the capital budget portion of the 2025 budget has been completed for commission review. The capital budget may change as the complete 2025 budget is assembled, when more information on project timing is available, when the rates change, and once cash flow becomes more definite. Included are the timeline projections for 20 years. Non-capital noteworthy items (expenses) are shown separately from the capital budgets at the bottom. The Conservation Improvement Plan (CIP) budget is not included this month and will be presented during the October commission meeting.

The following information is included for your review of the capital budgets:

1. Electric Department 2025 Capital Budget – Includes large non-recurring capital construction projects, recurring capital construction projects and asset preservation, and capital equipment purchases. Notable items for 2025 include Advanced Metering Infrastructure (multi-year project estimated to be completed in 2025), East substation construction (multi-year project estimated to be completed in 2026), electric service territory acquisition loss of revenue payments, additional/unidentified feeders, replacing digger truck #9 (was scheduled for 2024 but will not be received until 2025), and replacing bucket truck #5.
2. Electric Department Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.
3. Water Department 2025 Capital Budget – Includes large non-recurring capital construction projects, recurring capital construction projects and asset preservation, and capital equipment purchases. Notable items for 2025 include two new wells, Advanced Metering Infrastructure (multi-year project estimated to be completed in 2025), Freeport booster station, and replacement of existing water main at Upland/Meadowvale and city road project.

4. Water Department Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.
5. Technical Services and Administrative Capital Budgets – Includes capital projects and capital equipment purchases. Notable items for 2025 include a fiber extension to East substation, and server upgrades.
6. Administration and Technical Services Departments Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.

The utilities utilize a vehicle replacement evaluation system implemented with the city. Additional information on vehicle evaluations is available upon request.

FINANCIAL IMPACT:
The 2025 Electric Department Capital Budget has decreased compared to the prior year. The main driver of the decrease is the completion of AMI project in 2025 (most of the cost was planned for 2024 but is being pushed out to 2025) and reducing construction of additional feeders from two to one in 2025. As in years past, we will use reserves to pay for the territory expansion costs (approximately $935,000 for 2025). We will also plan on using reserves to pay for the East substation construction, additional feeder work, transformers, and replacement of the digger and bucket trucks. We also plan to do an inter-fund loan from the water department to fund the electric portion of the AMI project.

The 2025 Water Department Capital Budget has increased compared to the prior year. We plan on using reserves to pay for the two new wells, water main construction, AMI, Freeport booster station, and fiber projects.

In 2022, both the Electric Department and Water Department started a multi-year project implementing AMI. $2,725,000 has been planned for 2025 between the two departments.

The Administration and Technical Services Departments' Capital Budgets have decreased compared to the prior year. These projects get allocated to the Electric and Water Departments and are shown as separate lines on their capital budgets.

ATTACHMENTS:
- 2025 Electric Department Capital Budget
- 2025 Electric Department Capital 20-Year Projections
- 2025 Water Department Capital Budget
- 2025 Water Department Capital 20-Year Projections
- 2025 Administration and Technical Services Departments Capital Budgets
- 2025 Administration and Technical Services Departments Capital 20-Year Projections

Elk River Municipal Utilities Business Plan/Budget
2025 Electric Department Capital Budget

Capital Construction Projects

		Cost	Description	
	$	25,000	Highway 169 redefine	
	$	100,000	198th Ave & Polk St OH to URD	
	$	125,000	Rebuild: Dodge Elk Hills and 190th wire replacement	
	$	125,000	Rebuild: 192nd Zane and Yale wire replacement	
	$	125,000	Rebuild: Kennedy and Lincoln wire replacement	
	$	250,000	Rebuild: Main and Gates OH to URD	
	$	100,000	Rebuild: 5th St and Line Ave	
	$	125,000	Cty Rd 44 Rebuild	
	$	200,000	Cty Rd 33	
	$	50,000	Otsego Street Lights	
	$	125,000	Waco Business Center Dr Recon	
Subtotal	$	1,350,000		

Capital Construction Substations

		Cost	Description	
	$	1,398,000	East Construction	Reserves
	$	35,000	North Recloser Controller Replacement	
	$	150,000	North Recloser Tank Replacement	
	$	21,000	West Bank #1 Recloser Controller Replacement	
	$	30,000	West Bank #1 Recloser Tank Replacement	
	$	28,000	West Bank #2 Recloser Controller Replacement	
	$	60,000	West Bank #2 Recloser Tank Replacement	
	$	50,000	SCADA Network Upgrades	
Subtotal	$	1,772,000		

Capital Construction Feeders

		Cost	Description	
	$	25,000	Feeder 71/72 Replace 500 MCM from reclosure to riser	
	$	150,000	Feeder 65 Rebuild OH from Landfill to North Sub	
	$	750,000	Unidentified Feeders	Reserves
Subtotal	$	925,000		

Capital Construction System

		Cost	Description	
	$	375,000	Transformers and Meters	Reserves
	$	2,125,000	AMI	Inter-Fund Borrowing
	$	350,000	New Development Distribution Installation	
	$	50,000	Street Lighting	
	$	75,000	Ongoing OH Equip Replacement (Poles, Switches, Cut-Outs)	
	$	150,000	Ongoing URD Equip Replacement (Switches, J-Boxes, Fuse Pads)	
	$	75,000	Fault Indicators Replacements	
Subtotal	$	3,200,000		

Capital Equipment Needs

		Cost	Description		
	$	335,000	Replace Digger Truck	Vehicle #9	Reserves
	$	300,000	Replace Bucket Truck	Vehicle #5	Reserves
	$	145,000	Replace Vactron	#61	
	$	45,000	Replace Excavator	#59	
	$	55,000	Trailer		
	$	12,800	Shared Equipment		
	$	138,895	Electric share of Administration		
	$	179,250	Electric Share of Technical Services		
Subtotal	$	1,210,945			

Capital Facilities & Misc Needs

		Cost	Description	
	$	935,000	Territory Acquisition - Loss of Revenue Pmt (2015 Contract - Area 1&2, 3&4, 5&6, 7&8)	Reserves
Subtotal	$	935,000		
Total Capital	**$**	**9,392,945**		

Electric Noteworthy Non-Recurring Expenses

		Cost	Description
	$	6,800	Computers, iPads, Software, Accessories
	$	15,000	Paint Truck
	$	10,000	Tools
	$	15,000	West Bank #2 Contractor Testing and Inspections
	$	21,120	Electric share of Administration
	$	16,150	Electric share of Technical Services
Total	$	84,070	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	**Elk River Municipal Utilities Business Plan/Budget**																					
2	**Electric Utility**																					
3	**Capital Budget 2025-2044**																					
4	**Description**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**
5	**Projects**																					
6	Rebuild Sandpiper Estates	$125,000																				
7	3 phase URD extension to Anna's Acres Development, Otsego	$130,000																				
8	199th rebuild			$100,000																		
9	185th Ave rebuild	$150,000																				
10	OH to URD Ulysses 208th, Wilson, 207th, single phase on Brook Rd				$100,000																	
11	Dayton Rebuild 2400V OH to 7200V URD						$376,000	$306,000	$102,000	$80,000	$83,000											
12	Cty Rd 32 single phase OH to three phase UG			$100,000	$100,000	$100,000																
13	198th Ave & Polk St OH to URD		$100,000																			
14	198th Ave & Gary St OH to URD			$100,000																		
15	Otsego Street Lights	~~$100,000~~	$50,000	$50,000																		
16	Highway 169 redefine	$100,000	$25,000																			
17	3 Phase on Co Rd 1 from Co Rd 33 to 221st				$300,000																	
18	Co Rd 39 O'dean to Nashua - OH to URD				$200,000																	
19	New Development East of Parrish			$200,000																		
20	Rebuild: Dayton River Road				$150,000	$150,000	$150,000															
21	Rebuild: Zebulon, 190th Ave, Waco Street			$100,000	$100,000																	
22	Rebuild: Ogden, 196th			$100,000																		
23	Rebuild: 202nd Ave	$75,000																				
24	Rebuild: 211th			$100,000																		
25	Rebuild: 227th, 223rd				$100,000																	
26	Rebuild: 198th and Gary			$50,000																		
27	Rebuild: Dodge Elk Hills and 190th wire replacement		$125,000																			
28	Rebuild: 192nd Zane and Yale wire replacement		$125,000																			
29	Rebuild: Kennedy and Lincoln wire replacement		$125,000																			
30	Rebuild: Main and Gates OH to URD		$250,000																			
31	Rebuild: 5th St and Line Ave		$100,000																			
32	New development: Hwy 10 from Hwy 101 to Jarvis			$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000								
33	Cty Rd 12 Rebuild to Anoka Cty line																					
34	Gravel Mine Development							$250,000	$250,000	$250,000	$250,000	$250,000										
35	Cty Rd 33	~~$100,000~~	$200,000																			
36	Waco Business Center Dr Recon	~~$100,000~~	$125,000																			
37	Cty Rd 44 Rebuild	~~$100,000~~	$125,000																			
39	**Total Projects Budget**	$980,000	$1,350,000	$1,000,000	$1,150,000	$350,000	$626,000	$656,000	$452,000	$430,000	$433,000	$350,000	$100,000	$100,000	$0	$0	$0	$0	$0	$0	$0	$0
40																						
41	**Substations**																					
42	**East**																					
43	Design	$150,000																				
44	Construction	$1,000,000	$1,250,000	$1,250,000																		
45	Recloser Controller		$28,000																			
46	Recloser Tank		$120,000																			
47	Contractor Testing and Inspection			$15,000																		
48	**North**																					
49	Transformer Replacement (Target Date 2053)																					
50	Relay Panel Replacement										$25,000											
51	Recloser Controller Replacement	$12,000	$35,000				$6,000	$6,000	$6,000													
52	Recloser Tank Replacement		$150,000							$45,000	$15,000				$15,000							
53	Communication Equipment Replacement													$10,000								
54	Meter Replacement										$7,500											
55	**Orrock (Future)**																					
56	Design																$150,000					
57	Construct																	$1,850,000				
58	**Otsego**																					
59	Transformer Replacement (Target Date 2023)	$370,840		$1,280,120																		
60	Relay Panel Replacement												$25,000									
61	Recloser Controller Replacement	~~$24,000~~		$28,000																		
62	Recloser Tank Replacement			$120,000						$15,000				$45,000								
63	Communication Equipment Replacement									$10,000												
64	Meter Replacement																		$7,500			
65	**Otsego East (Future)**																					
66	Design						$150,000															
67	Construct							$1,850,000														
68	**Station 14-3**																					
69	Transformer Replacement (Target Date 2037)														$1,250,000							
70	Relay Panel Replacement																					
71	Recloser Controller Replacement	$12,000			$49,000					$30,000												
72	Recloser Tank Replacement	$60,000			$150,000				$15,000			$15,000										
73	Communication Equipment Replacement														$10,000							
74	Meter Replacement																		$7,500			
75	**Station 14-4**																					
76	Transformer Replacement (Target Date 2046)																					
77	Relay Panel Replacement			$30,000																		
78	Recloser Controller Replacement				$14,000			$6,000					$6,000									
79	Recloser Tank Replacement				$60,000									$30,000								
80	Communication Equipment Replacement														$10,000							
81	Meter Replacement																		$7,500			
82	**Waco Bank #1**																					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	**Elk River Municipal Utilities Business Plan/Budget**																					
2	**Electric Utility**																					
3	**Capital Budget 2025-2044**																					
4	**Description**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**
83	Transformer Replacement (Target Date 2047)																					
84	Relay Panel Replacement										$25,000											
85	Recloser Controller Replacement			$21,000									$6,000									
86	Recloser Tank Replacement			$60,000											$30,000							
87	Communication Equipment Replacement												$10,000									
88	Meter Replacement														$7,500							
89	**Waco Bank #2**																					
90	Transformer Replacement (Target Date 2057)																					
91	Relay Panel Replacement														$25,000							
92	Recloser Controller Replacement					$21,000									$18,000							
93	Recloser Tank Replacement																					
94	Communication Equipment Replacement												$10,000									
95	Meter Replacement														$7,500							
96	**West Bank #1**																					
97	Transformer Replacement (Target Date 2046)																					
98	Relay Panel Replacement																					
99	Recloser Controller Replacement		$21,000						$12,000			$6,000										
100	Recloser Tank Replacement		$30,000																$15,000			
101	Communication Equipment Replacement									$10,000												
102	Meter Replacement																		$7,500			
103	**West Bank #2**																					
104	Transformer Replacement (Target Date 2034)											$1,250,000										
105	Relay Panel Replacement																					
106	Recloser Controller Replacement	~~$6,000~~	$28,000							$18,000												
107	Recloser Tank Replacement	~~$25,000~~	$60,000								$15,000											
108	Communication Equipment Replacement									$10,000												
109	Meter Replacement																		$7,500			
110	~~**Power Plant**~~																					
111	~~Transformer Replacement~~																					
112	~~Relay Panel Replacement~~																		$6,000			
113	~~Communication Equipment Replacement~~																		$10,000			
114	Cap and Reg Controllers	$77,000																				
115	SCADA Network Upgrades	$66,000	$50,000																			
116	Substations voltage upgrade to 115kV												$2,000,000	$2,000,000	$2,000,000	$2,000,000						
118	**Total Substations Budget**	$1,802,840	$1,772,000	$2,804,120	$273,000	$21,000	$156,000	$1,862,000	$33,000	$138,000	$87,500	$1,271,000	$2,057,000	$2,085,000	$3,373,000	$2,000,000	$150,000	$1,850,000	$68,500	$0	$0	$0
119																						
120	**Feeders**																					
121	Quaday to River Road NE				$500,000																	
122	County Rd 35 Feeder to Waco	$100,000		$100,000																		
123	Highway 10 Feeder from 101 to Jarvis			$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000								
124	Rebuild Feeder 46 Substation to Hwy 10	~~$250,000~~		$250,000																		
125	Gravel Mine Feeders							$250,000	$250,000	$250,000	$250,000	$250,000										
126	Data Center Feeder	~~$700,000~~																				
127	Feeder 71/72 Replace 500 MCM from reclosure to riser	~~$25,000~~	$25,000																			
128	Feeder 65 Rebuild OH from Landfill to North Sub		$150,000	$150,000	$150,000																	
129	Unidentified Feeders	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000
131	**Total Feeders Budget**	$1,825,000	$925,000	$1,400,000	$1,550,000	$900,000	$900,000	$1,150,000	$1,150,000	$1,150,000	$1,150,000	$1,150,000	$900,000	$900,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000	$750,000
132																						
133																						
134	**Miscellaneous**																					
135	Territory Acquisition - Loss of Revenue Pmt (1991 Contract)																					
136	County Rd 12 Interconnection Agreement - Connexus	$300,000																				
137	Territory Acquisition - Loss of Revenue Pmt (2015 Contract - Area 1&2, 3&4, 5&6, 7&8)	$950,000	$935,000	$472,275	$316,884	$198,046	$100,816	$100,816														
139	**Total Miscellaneous Budget**	$1,250,000	$935,000	$472,275	$316,884	$198,046	$100,816	$100,816	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
140																						
141	**Facilities**																					
142	Concrete at FSB dumpsters/fuel station	$25,000																				
143	Vactron clean out west sub	~~$30,000~~																				
144	Oil dispensing system	$10,000																				
145	West sub storage asphalt																					
147	**Total Facilities Budget**	$65,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
148																						
149	**System**																					
150	Transformers and Meters	$500,000	$375,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000
151	Load Management			$500,000																		
152	AMI	$3,125,000	$2,125,000																			
153	New Development Distribution Installation	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000
154	Street Lighting	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
155	Ongoing OH Equip Replacement (Poles, Switches, Cut-Outs)	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000
156	Ongoing URD Equip Replacement (Switches, J-Boxes, Fuse Pads)	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000
157	Fault Indicators Replacements	$75,000	$75,000	$75,000																		
159	**Total System Budget**	$4,325,000	$3,200,000	$1,450,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000	$875,000
160																						
161	**Inventory/Equipment**																					
162	Digger Truck	~~$335,000~~	$335,000	$365,200																		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	**Elk River Municipal Utilities Business Plan/Budget**																					
2	**Electric Utility**																					
3	**Capital Budget 2025-2044**																					
4	**Description**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**
163	Bucket Truck		$300,000		$302,500		$332,750															
164	Dump Truck/Flatbed Truck			$75,000		$50,000			$85,000													
165	Vactron		$145,000																			
166	Excavator		$45,000		$45,000								$45,000		$45,000							
167	Brush Chipper												$30,000									
168	Cable Plow			$200,000				$250,000														
169	Bore Rig									$250,000												
170	John Deere Tractor																					
171	Diesel Tank																					
172	Trailer		$55,000			$40,000		$20,000	$20,000		$17,000		$30,000	$20,000	$15,000	$30,000	$20,000	$20,000				
173	Shared Equipment		$12,800					$21,600			$48,000	$65,000						$16,000				
174	Pickup Trucks	$65,000		$65,000	$195,000					$65,000	$65,000	$65,000	$65,000		$195,000						$66,000	$66,000
175	Chipper Box	$10,000								$55,000												
176	Dump Trailer	~~$43,000~~																				
177	Salt Spreader	$7,000																				
178	Ez Spot																					
179	Tools at Field Services Building	$17,500																				
181	**Total Inventory/Equipment Budget**	$477,500	$892,800	$705,200	$542,500	$90,000	$332,750	$291,600	$105,000	$370,000	$130,000	$130,000	$170,000	$20,000	$255,000	$30,000	$20,000	$36,000	$0	$0	$66,000	$66,000
182																						
183	**Total**	$10,725,340	$9,074,800	$7,831,595	$4,707,384	$2,434,046	$2,990,566	$4,935,416	$2,615,000	$2,963,000	$2,675,500	$3,776,000	$4,102,000	$3,980,000	$5,253,000	$3,655,000	$1,795,000	$3,511,000	$1,693,500	$1,625,000	$1,691,000	$1,691,000
184	Reserves	$4,320,840	$4,093,000	$2,472,275	$1,066,884	$198,046	$2,100,816	$3,950,816	$2,000,000	$2,000,000		$1,250,000			$1,250,000			$1,850,000				
185	Bonding																					
186	Grants																					
187	Inter-Fund Borrowing	$3,125,000	$2,125,000																			
188	**Total Less Additional Funding**	$3,279,500	$2,856,800	$5,359,320	$3,640,500	$2,236,000	$889,750	$984,600	$615,000	$963,000	$2,675,500	$2,526,000	$4,102,000	$3,980,000	$4,003,000	$3,655,000	$1,795,000	$1,661,000	$1,693,500	$1,625,000	$1,691,000	$1,691,000
189																						
190	Difference from Previous Year	$458,875	($422,700)	$2,502,520	($1,718,820)	($1,404,500)	($1,346,250)	$94,850	($369,600)	$348,000	$1,712,500	($149,500)	$1,576,000	($122,000)	$23,000	($348,000)	($1,860,000)	($134,000)	$32,500	($68,500)	$66,000	0
191																						
192																						
193	**Non-Capital Expenses - Noteworthy**																					
194	Computers/iPads	$6,050	$6,800	$3,500	$3,500	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
195	Paint Trailer	$6,000																				
196	Paint Truck																					
197	Paint Transformers/Switchgear		$15,000																			
198	Tools	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
199	**Highway 10 (Future)**																					
200	Contractor Testing and Inspections (Expense)							$15,000										$15,000				
201	**North**																					
202	Contractor Testing and Inspections (Expense)				$15,000										$15,000							
203	**Otsego**																					
204	Transformer Arrestor Replacement (Expense)																					
205	Contractor Testing and Inspections (Expense)										$15,000											
206	**Otsego East (Future)**																					
207	Contractor Testing and Inspections (Expense)																$15,000					
208	**Station 14-3**																					
209	Transformer Arrestor Replacement (Expense)																					
210	Contractor Testing and Inspections (Expense)								$15,000										$15,000			
211	**Station 14-4**																					
212	Contractor Testing and Inspections (Expense)									$15,000										$15,000	$15,000	$15,000
213	**Waco Bank #1**																					
214	Contractor Testing and Inspections (Expense)			$15,000										$15,000								
215	**Waco Bank #2**																					
216	Contractor Testing and Inspections (Expense)					$15,000										$15,000						
217	**West Bank #1**																					
218	Contractor Testing and Inspections (Expense)	$15,000										$15,000										
219	**West Bank #2**																					
220	Transformer Arrestor Replacement and Current Transformers (Expense)																					
221	Contractor Testing and Inspections (Expense)		$15,000										$15,000									
223	**Total Non-Capital Expenses - Noteworthy**	$ 37,050	$ 46,800	$ 28,500	$ 28,500	$ 25,000	$ 10,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000

Elk River Municipal Utilities Business Plan/Budget
2025 Water Department Capital Budget

Water Capital Construction Needs

	Cost	Description	
	$ 75,000	Well #3 Generator	
	$ 20,000	Well#6 Rehab	
	$ 1,200,000	New Well #10	Reserves
	$ 1,200,000	New Well #11	Reserves
	$ 100,000	Facility Repair (Capital)	
	$ 400,000	Freeport Booster Station	Reserves
	$ 20,000	Gary St Tower Wash Outside of Tower	
	$ 15,000	Placeholder for undetermined projects	
	$ 27,500	SCADA upgrades	
	$ 150,000	Fiber - Meadowvale & Freeport Boosters, Well #6	Reserves
	$ 600,000	AMI	Reserves
	$ 185,000	Hwy 169 Redefine	Reserves
	$ 1,450,000	Water Main Construction (Upland/Meadowvale & City Rd project)	Reserves
Subtotal	$ 5,442,500		

Capital Equipment Needs

	Cost	Description
	$ 3,200	Shared Equipment
	$ 130,000	Trucks #3 and Additional Truck for Water Dept.
	$ 30,505	Water share of Administration
	$ 750	Water Share of Technical Services
Subtotal	$ 161,255	
Total Capital	**$ 5,606,955**	

Water Noteworthy Non-Recurring Expenses

	Cost	Description
	$ 10,300	Computers, iPads
	$ 10,000	Meters/ERT
	$ 10,000	Tools
	$ 5,280	Water share of Administration
	$ 850	Water share of Technical Services
Total	$ 36,430	

Elk River Municipal Utilities Business Plan/Budget
Water Utility
Capital Budget 2025-2044

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
4	**Description**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**
5	**Wells**																					
6	**Well 2**																					
7	Roof Replacement																					
8	Well Rehabilitation (Last Recondition 2022)						$40,000								$40,000							
9	Flood Alarms	$6,500																				
10	**Well 3**																					
11	Roof Replacement																					
12	Well Rehabilitation (Last Reconditioning 2024)	$40,000								$40,000								$40,000				
13	Flood Alarms	$6,500																				
14	Generator		$75,000																			
15	**Well 4**																					
16	Roof Replacement																					
17	Well Rehabilitation (Last Reconditioning 2023)							$40,000								$40,000						
18	Media																					
19	**Well 5**																					
20	Roof Replacement																					
21	Well Rehabilitation (Last Reconditioning 2015)			$40,000								$40,000								$40,000		
22	Flood Alarms	$6,500																				
23	**Well 6**																					
24	Roof Replacement																					
25	Well Rehabilitation (Last Reconditioning 2017)		$20,000								$40,000								$40,000			
26	**Well 7**																					
27	Roof Replacement																					
28	Well Rehabilitation (Last Reconditioning 2023)								$40,000								$40,000					
29	VFD																					
30	Flood Alarms	$6,500																				
31	**Well 8**																					
32	Well Rehabilitation (Last Reconditioning 2015)				$40,000								$40,000								$40,000	
33	**Well 9**																					
34	Roof Replacement				$10,000																	
35	Well Rehabilitation (Last Reconditioning 2018)					$40,000								$40,000								$40,000
36	**Well 10**																					
37	New Well		$1,200,000																			
38	New Treatment Plant			$3,500,000																		
39	**Well 11**																					
40	New Well		$1,200,000																			
41	New Treatment Plant			$3,500,000																		
42	**All Wells**																					
43	Chlorine Alarms															$25,000						
44	Chlorine Analyzers																					
45	Hi-E Dry Dehumidifiers	$10,000															$10,000					
46	Facility Repair (Capital)	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000
48	**Total Well Budget**	$176,000	$2,595,000	$7,140,000	$150,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$165,000	$150,000	$140,000	$140,000	$140,000	$140,000	$140,000
49																						
50	**Miscellaneous**																					
51	Freeport Booster Station	~~$150,000~~	$400,000																	$20,000	$20,000	
52	Meadowvale Booster Station																					
54	**Total Miscellaneous Budget**	$150,000	$400,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$20,000	$20,000	$0
55																						
56	**Towers**																					
57	**Gary St. Tower**																					
58	Paint/Sandblast (Capital)																					
59	Wash Outside of Tower (Capital)		$20,000					$20,000						$20,000					$20,000			
60	Mixer							$20,000														
61	**Freeport Tower**																					
62	Paint/Sandblast (Capital)																					
63	Wash Outside of Tower (Capital)					$20,000		$20,000					$20,000					$20,000				
64	Mixer																					
65	**Auburn Tower**																					
66	Paint/Sandblast (Capital)																					
67	Wash Outside of Tower (Capital)	$50,000					$20,000					$20,000					$20,000					$20,000
68	Mixer	$40,000																				
69	**Johnson Tower**																					
70	Paint/Sandblast (Capital)				$2,000,000																	
71	Wash Outside of Tower (Capital)							$20,000					$20,000					$20,000				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
72	Mixer											$20,000										
73	**New Tower**					$3,500,000																
74	**New Tower**											$4,000,000										
75	Placeholder	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
77	**Total Tower Budget**	$105,000	$35,000	$15,000	$2,015,000	$3,535,000	$35,000	$95,000	$15,000	$15,000	$15,000	$4,055,000	$55,000	$35,000	$15,000	$15,000	$35,000	$55,000	$35,000	$15,000	$15,000	$35,000
78																						
79	**System**																					
80	Facilities Building																					
81	SCADA upgrades	$55,000	$27,500										$40,000	$60,000	$40,000	$40,000						
82	Well #7, 8, 9 Fiber	$150,000																				
83	Fiber - Meadowvale & Freeport Boosters, Well #6		$150,000																			
84	AMI	$2,400,000	$600,000																			
85	Highway 169 Redefine		$185,000																			
86	Gravel Mine Development							$500,000	$500,000	$500,000	$500,000	$500,000										
87	Water Main Construction (Capital)	~~$950,000~~	$1,450,000		$500,000		$500,000		$500,000		$500,000		$500,000		$500,000		$500,000		$500,000		$500,000	
89	**Total System Budget**	$3,555,000	$2,412,500	$0	$500,000	$0	$500,000	$500,000	$1,000,000	$500,000	$1,000,000	$500,000	$540,000	$60,000	$540,000	$40,000	$500,000	$0	$500,000	$0	$500,000	$0
90																						
91	**Inventory/Equipment**																					
92	Equipment			$65,000										$65,000				$6,000				
93	Shared Equipment		$3,200					$5,400			$12,000	$22,000						$4,000				
94	Trucks (Capital)		$130,000	$65,000	$130,000						$65,000		$65,000	$65,000	$130,000						$66,000	
95	Tools at Field Services Building																					
96	Fire Hydrant Flushing Equipment	$12,000																				
98	**Total Inventory/Equipment Budget**	$12,000	$133,200	$130,000	$130,000	$0	$0	$5,400	$0	$0	$77,000	$22,000	$65,000	$130,000	$130,000	$0	$0	$10,000	$0	$0	$66,000	$0
99																						
100	**Total**	**$3,998,000**	**$5,575,700**	**$7,285,000**	**$2,795,000**	**$3,675,000**	**$675,000**	**$740,400**	**$1,155,000**	**$655,000**	**$1,232,000**	**$4,717,000**	**$800,000**	**$365,000**	**$825,000**	**$220,000**	**$685,000**	**$205,000**	**$675,000**	**$175,000**	**$741,000**	**$175,000**
101	Reserves	$3,350,000	$5,185,000		$500,000		$500,000	$500,000	$1,000,000	$500,000	$1,000,000		$500,000		$500,000		$500,000		$500,000		$500,000	
102	Bonding			$7,000,000	$2,000,000	$3,500,000						$4,000,000										
103	Trunk Funds	$220,000																				
104	**Total Less Additional Funding**	$428,000	$390,700	$285,000	$295,000	$175,000	$175,000	$240,400	$155,000	$155,000	$232,000	$717,000	$300,000	$365,000	$325,000	$220,000	$185,000	$205,000	$175,000	$175,000	$241,000	$175,000
105																						
106	Difference from Previous Year	$ (210,375)	$ (37,300)	$ (105,700)	$ 10,000	$ (120,000)	$ -	$ 65,400	$ (85,400)	$ -	$ 77,000	$ 485,000	$ (417,000)	$ 65,000	$ (40,000)	$ (105,000)	$ (35,000)	$ 20,000	$ (30,000)	$ -	$ 66,000	$ (66,000)
107																						
108																						
109	**Non-Capital Expenses - Noteworthy**																					
110	Computers/iPads	$10,300	$9,500	$0	$0	$3,500	$1,300	$6,000	$9,500	$0	$0	$3,500	$1,300	$6,000	$9,500	$0	$0	$3,500	$1,300	$6,000	$9,500	$0
111	Meters/ERTs	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
112	Tools	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
113	Rate Study		$5,000					$5,000					$5,000					$5,000				
115	**Total Non-Capital Expenses - Noteworthy**	$ 30,300	$ 34,500	$ 20,000	$ 20,000	$ 23,500	$ 21,300	$ 31,000	$ 29,500	$ 20,000	$ 20,000	$ 23,500	$ 26,300	$ 26,000	$ 29,500	$ 20,000	$ 20,000	$ 28,500	$ 21,300	$ 26,000	$ 29,500	$ 20,000

Elk River Municipal Utilities Business Plan/Budget
2025 Administration and Technical Services Departments Capital Budgets

Administration Capital Needs

	Cost	Description
	$ 30,000	Hallway Display and Branding
	$ 40,000	FSB Accoustics
	$ 5,000	Network Switches/Misc (ERMU)
	$ 75,000	Server upgrades
	$ 6,000	Microsoft server upgrade (city shared)
	$ 8,400	Enterprise Backup System (city shared)
	$ 5,000	Team's Room
Subtotal	$ 169,400	

Administration Noteworthy Non-Recurring Expenses

	Cost	Description
	$ 26,400	Computers, iPads, Software, Accessories, Scanners, Printers - Upgrades
Subtotal	$ 26,400	
Total Administration	**$ 195,800**	

Technical Services Capital Needs

	Cost	Description
	$ 125,000	Fiber Extension - East Sub
	$ 40,000	Substation Security
	$ 15,000	Thermal Imager Camera
Subtotal	$ 180,000	

Technical Services Noteworthy Non-Recurring Expenses

	Cost	Description
	$ 7,000	Computers, iPads, Software, Accessories - Upgrades
	$ 10,000	Tools
Subtotal	$ 17,000	
Total Technical Services	**$ 197,000**	

Total Capital Items	**$ 349,400**	
Total Non-Recuring Expenses	$ 43,400	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	**Elk River Municipal Utilities Business Plan/Budget**																					
2	**Administration & Technical Services**																					
3	**Capital Budget 2025-2044**																					
4	**Description**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**
5	**Admin**																					
6	**Information Technology**																					
7	Server upgrades		$75,000					$75,000						$75,000				$75,000				
8	Microsoft server upgrade (city shared)		$6,000																			
9	Network Switch (City main core)							$20,000										$20,000				
10	Network Switches/Misc (ERMU)	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	
11	Domain Controller			$5,000					$5,000					$5,000					$5,000			
12	Security Camera System Replacement				$10,000						$50,000										$50,000	
13	Building Security																					
14	Commission Room AV Upgrade	$5,000																				
15	Building to Building Fiber	$13,000																				
16	Cellular Boosters - Field Services Building	$30,000																				
17	Enterprise Backup System (city shared)		$8,400	$5,000																		
18	Simplivity server node - increase storage space (city shared)					$12,000	$12,000	$12,000														
19	Voice Server Replacement																					
20	MDMS																					
21	Team's Room		$5,000	$5,000	$5,000	$5,000																
22	Phone System																					
24	**Total IT Budget**	$53,000	$99,400	$20,000	$20,000	$22,000	$17,000	$112,000	$10,000	$5,000	$55,000	$5,000	$5,000	$85,000	$5,000	$5,000	$5,000	$100,000	$10,000	$5,000	$55,000	$0
25																						
26																						
27	Facilities																					
28	Office Furniture	$13,000		$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$15,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
29	Conference Room/Office Reno	$10,000																				
30	Hallway Display and Branding	~~$7,000~~	$30,000																			
31	Field Services Branding	$32,000																				
32	FSB Accoustics		$40,000																			
33	Computer Monitor Arms																					
34	Carpet									$50,000												
36	**Total Facilities Budget**	$62,000	$70,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$55,000	$5,000	$15,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
37																						
38																						
39	**Miscellaneous**																					
40	Office Vehicles					$30,000					$50,000					$30,000					$50,000	
41	Misc. Office Equipment - Folder, Letter Opener, RemitPlus Scanner & Computer				$9,000					$4,000		$5,000			$4,000				$5,000	$4,000	$4,000	
43	**Total Miscellaneous Budget**	$0	$0	$0	$9,000	$30,000	$0	$0	$0	$4,000	$50,000	$5,000	$0	$0	$4,000	$30,000	$0	$0	$5,000	$4,000	$54,000	$0
44																						
45																						
46	**Tech Services**																					
47	**Information Technology**																					
50	**Total IT Budget**	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
51																						
52																						
53	**Projects**																					
54	VOLT/VAR Implementation			$12,000																		
55	Fiber Extension - 169 to Sub	$63,500																				
56	Fiber Extension - Waco Sub			$60,000																		
57	Fiber Extension - East Sub		$125,000																			
58	Fiber Extension - West Sub			$20,000																		
59	Fiber Extension - Johnson Tower	$61,000																				
60	Fiber Extension - Auburn Tower	$41,000																				
61	Fiber Loop	$250,000																				
62	Substation Security	~~$20,000~~	$40,000																			
64	**Total Projects**	$435,500	$165,000	$92,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
65																						
66																						
67	**Inventory/Equipment**																					
68	Substation Meter and SCADA Equipment																					
69	Field Meter Testing Equipment																					
70	Shop Meter Tester																					
71	Thermal Imager Camera		$15,000																			
72	Locator																					
73	Replace Cap Bank Controllers/VR Controller			$25,000																		
74	Trucks (Capital)			$65,000	$65,000	$65,000	$65,000	$65,000	$65,000			$130,000	$65,000	$65,000	$65,000	$65,000	$65,000		$65,000			$132,000
76	**Total Inventory/Equipment Budget**	$0	$15,000	$90,000	$65,000	$65,000	$65,000	$65,000	$65,000	$0	$0	$130,000	$65,000	$65,000	$65,000	$65,000	$65,000	$0	$65,000	$0	$0	$132,000
77																						
78																						
79	**Total**	**$550,500**	**$349,400**	**$207,000**	**$99,000**	**$122,000**	**$87,000**	**$182,000**	**$80,000**	**$64,000**	**$110,000**	**$155,000**	**$75,000**	**$155,000**	**$79,000**	**$105,000**	**$75,000**	**$105,000**	**$85,000**	**$14,000**	**$114,000**	**$137,000**
80	Reserves																					
81	Bonding																					
82																						
83	Total Less Additional Funding	$550,500	$349,400	$207,000	$99,000	$122,000	$87,000	$182,000	$80,000	$64,000	$110,000	$155,000	$75,000	$155,000	$79,000	$105,000	$75,000	$105,000	$85,000	$14,000	$114,000	$137,000
84																						
85	Difference from Previous Year	$ 30,500	$ (201,100)	$ (142,400)	$ (108,000)	$ 23,000	$ (35,000)	$ 95,000	$ (102,000)	$ (16,000)	$ 46,000	$ 45,000	$ (80,000)	$ 80,000	$ (76,000)	$ 26,000	$ (30,000)	$ 30,000	$ (20,000)	$ (71,000)	$ 100,000	$ 23,000
86																						
87																						
88	**Non-Capital Expenses - Noteworthy**																					
89	Admin - Computers, Software, Accessories, Upgrades	$31,000	$26,400	$3,300	$14,000	$40,000	$3,500	$2,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
90	Tech Services - Computers, Software, Accessories, Upgrades	$5,200	$7,000	$10,500	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
91	Tools		$10,000																			
92	General Engine Inspections/Maint.	$10,000																				
94	**Total Non-Capital Expenses - Noteworthy**	$ 46,200	$ 43,400	$ 13,800	$ 14,000	$ 40,000	$ 3,500	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mark Hanson – General Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 5.3
SUBJECT: Decommissioning of ERMU Power Plant	
ACTION REQUESTED: Adopt Resolution 24-10 - Authorizing the Decommission of the ERMU Power Plant	

BACKGROUND:
At the August 13, 2024, commission meeting, the Commission discussed the future of the Elk River Municipal Utilities (ERMU) power plant. ERMU has maintained the existing power plant since its construction in 1947. Since 1978, however, ERMU has met all its power generation needs through a cooperative purchasing agency. Since then, the plant has been maintained for auxiliary purposes only.

Staff explained that the intermittent, short duration run times associated with the current monthly test runs is the worst possible scenario for engines of this era. Unfortunately, costs to maintain the engines have also continued to rise. Recently discovered reliability issues will require substantial investment to resolve (potentially exceeding $500K). It is currently unknown whether the engines would start, run, and carry a sizeable load for any significant amount of time.

Lastly, staff reassured the Commission that all five of ERMU's substations have multiple interconnected transmission lines and multiple distribution tie-lines between substations which provide for highly resilient back-feeding capabilities. As such, due to the age and condition of the engines and their relatively low value as back-up operational assets, staff recommended against reinvesting in the plant. Rather, staff suggested the more prudent course of action was to decommission the plant, dispose of applicable assets, and research options for repurposing the building.

DISCUSSION:
In recognizing that decommissioning the power plant is a significant, permanent decision, the attached resolution has been prepared to appropriately formalize the action.

ATTACHMENT:
- Resolution No. 24-10 - Authorizing the Decommission of the ERMU Power Plant

RESOLUTION NO. 24-10

BOARD OF COMMISSIONERS
ELK RIVER MUNICIPAL UTILITIES

A RESOLUTION AUTHORIZING THE DECOMMISSION OF THE ELK RIVER MUNICIPAL UTITILITIES POWER PLANT

WHEREAS, Elk River Municipal Utilities (ERMU) maintains a power plant, constructed in 1947; and

WHEREAS, since 1978, the power plant has not been fully operational because ERMU has met all power generation needs through a cooperative purchasing agency; and

WHEREAS, ERMU has maintained the power plant for auxiliary purposes only; and

WHEREAS, operational costs to maintain the power plant continue to rise, including the need for a substantial investment in repairs, likely to exceed $500,000; and

WHEREAS, ERMU's current distribution system includes multiple substations and interconnected transmission and distribution tie-lines which provide significant resilience to maintaining power within the City of Elk River; and

WHEREAS, given the reliability of ERMU's current distribution system without use of the power plant, and the significant reinvestment needed to operate the power plant, staff recommends that ERMU decommission the plant; and

WHEREAS, the Commission agrees that ERMU should decommission the power plant, and investigate opportunities to repurpose the building;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES, BASED UPON THE FOREGOING RECITALS INCORPORATED HEREIN, AS FOLLOWS:

1. Staff should initiate the process to decommission the power plant immediately, including ceasing all power generation operations at the plant.

2. Staff should proceed with decommissioning in as practical and efficient a manner as possible in compliance with all local, state, and federal legal and regulatory policies and processes required of ERMU.

3. Prior to repurposing the building, staff will secure the power plant to ensure that no unauthorized members of the public may access the plant during the decommissioning process or after its conclusion.

4. Staff shall repurpose all non-fixed assets within the power plant or dispose of them in accordance with state law.

5. The Commission will continue to explore opportunities to repurpose the building for a public use that takes advantage of this significant public resource and investment within the City of Elk River.

This Resolution Passed and Adopted this 10th day of September, 2024.

____
John J. Dietz, Chair

____
Mark Hanson, General Manager

232484v1

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mike Tietz – Technical Services Superintendent
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 5.4
SUBJECT: Advanced Metering Infrastructure Update	
ACTION REQUESTED: None	

DISCUSSION:
As of September 5, Allegiant has completed 1652 residential water meter replacements and 130 retrofits. Allegiant's goal is to maintain four technicians working during the duration of our project.

Staff has approved the second mailing of the commercial appointment letters to go out to the customers.

Allegiant's commercial meter subcontractor (Archer Plumbing) has completed 18 commercial meter replacements and nine retrofits as of September 5.

Staff met with Allegiant and Archer Plumbing to further discuss the details of the seasonal irrigation meter replacements and the unforeseen issues related to these services. After identifying and understanding the problems, ERMU water staff has decided to handle the replacements in-house as these will most likely require special handling to facilitate the replacement.

To date we have made 23 residential repairs utilizing master plumber Karsten Nelson (Archer Plumbing) with a running total of $8,584.51 in repair costs. This is about a 1.3% repair rate based on the total number of installed water meters. We estimated the total amount for the project to be between $30-45K with approximately 100-150 homes requiring valve replacement.

We continue to work with our distributor on developing a plan and commitment from the manufacturer to provide us with an accurate shipment schedule for the remainder of the electric meters. We are expecting delivery of approximately 3,000 residential electric meters in late September/early October which will be enough inventory to have Allegiant begin installation of residential electric meters throughout our service territory.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Mark Hanson – General Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1a
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Update on the Holzem Development project referenced in my mid-month: The project is in the expanded Northeast urban services district and adjacent to existing trunk water infrastructure (an ideal expansion scenario for ERMU). The developer has requested the project be approved without having to connect to sewer and water, stating it is cost prohibitive to extend the necessary infrastructure. The developer presented his concerns at the September 3, 2024, council work session. Council requested that staff research costs and funding mechanisms, such as trunk assessments, to extend the required water and sewer infrastructure. ERMU will work with the City and its consultant to provide any requested information.

- On Thursday, August 22, 2024, ERMU submitted our first settlement offer to the Field Services Building contractor, RJM Construction. I will be reviewing RJM's counteroffer with our attorneys on Thursday, September 5. Due to scheduling challenges, I do not expect to reach an agreement for several weeks.

- On Thursday, September 11, I will be participating as a panelist on the City's Police Chief interviews.

- The Minnesota Municipal Power Agency (MMPA) Board of Directors met on August 27, 2024, at Chaska City Hall in Chaska, Minnesota and via videoconference. Commissioner Stewart and I attended. The public summary follows:
    - The Board reviewed the Agency's operating and financial performance for July 2024.
    - Clean Energy Choice program participation increased to 5.7%.
    - The Board discussed the status of renewable projects the Agency is pursuing.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Sara Youngs – Administrations Director
MEETING DATE: September 10, 2024	AGENDA ITEM NUMBER: 6.1b
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Office walk-in traffic for August consisted of 140 customers, averaging 35 customers per week over the four-week period.
- Currently there are six active residential solar photovoltaic projects planned or under construction in the ERMU service territory.
- In the last 30 days, combined the level two charger located downtown and in the parking lot in front of ERMU had 16 sessions and provided customers with 68 kWh of green energy.
- ERMU disconnections for August
    - Cycle 3 – 8 AMI disconnections and 8 manual disconnections
    - Cycle 4 – 2 AMI disconnections and 7 manual disconnections
    - Cycle 1 – 11 AMI disconnections and 17 manual disconnections
    - Cycle 2 – 7 AMI disconnections and 1 manual disconnection
- Jessica Hibbard accepted the lead customer service representative position; this position will help the administrations director with the day-to-day customer service functions and be the first point of contact for elevated customer concerns.
- The credit and collection specialist has started the 2024 assessment process, customers will start to receive assessment letters mid-September.
- To comply with Cold Weather Rule (CWR) for disconnection notifications, ERMU is adjusting its procedures as it continues to upgrade its electric meters. Customers who are at risk of disconnection will now receive a past-due notice 30 days before the scheduled disconnection date. This notice will be sent via mail. ERMU will no longer leave a door hanger two weeks prior to disconnection or at the time of disconnection for Advanced Metering Infrastructure (AMI) meters. Customers with AMI meters will experience an improved reconnection process. Once a payment for the past due balance is made, they will be reconnected immediately. This eliminates the need to wait until the next business day for reconnection. This approach aims to ensure compliance with CWR while enhancing the efficiency of the disconnection and reconnection process for customers with AMI meters.

- Frontier Energy and ERMU's combined residential and commercial kWh savings through period ending August 2024 are 2,778,930 kWh which is 55% of our 2024 CIP kWh savings goal.
- Administrations Director daily efforts continue to focus on ERMU's Advanced Metering project; the AMI team meets weekly for a project update with Allegiant and Core & Main.
- IT staff is working with AT&T to address staff cell phone issues.
- IT staff is working with the City and the fiber contractor on punch list items.

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Melissa Karpinski – Finance Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1c
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- ERMU received its 2024-2025 workers' compensation coverage renewal quote. Our experience modification factor came in at .69, which is comparable to last year of .70. Estimated premiums will be $67,593, which is 11% lower than last year. Rates on average will decrease 15% for renewals in 2024. Other factors that affect premiums are changes in expenditures, payrolls, and other exposure measures.

- Continued efforts compiling 2025 budget information.

- I will be attending National Information Solutions Cooperative's Member Information Conference (MIC) September 16-19 in Lake Buena Vista, FL.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Tony Mauren – Governance & Communications Manager
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1d
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- In August, all customers will receive the fall edition of The Current newsletter and information about the Cold Weather Rule, including their rights and responsibilities.

- In addition to bill insert topics, social media posts this month feature a variety of topics including the commission meeting notice, ERMU's participation in the Day of the Dozers, our annual National Drive Electric Week Event, and information about Source Water Protection Week.

- Staff is working with Questline Digital to develop a presentation outline and slide deck for the American Public Power Association's Customer Connections Conference presentation. Communications & Administrative Coordinator Jenny Foss will be one of three speakers for the presentation titled "Maximizing Impact: Customer Service Strategies for Small Municipal Teams." Each speaker will have 20 minutes to share their ideas and successful strategies from their utility, followed by a Q & A session. Ms. Foss will be discussing communications planning, content creation, and community engagement with a focus on preparedness, education, and leveraging community partnerships.

- The Safety Training Workgroup, consisting of representatives from each ERMU department and the safety trainer from Minnesota Municipal Utilities Association, held its quarterly meeting on August 29. Topics included beginning the selection process for safety training topics in 2025 and reviewing an update to ERMU's Emergency Action Plan, based on a version provided by Chief Dickinson of the Elk River Fire Department.

- Staff communicated information about the power outages on August 26 and August 27 via an alert bar on the ERMU website and a social media post on Facebook. The Facebook post brought in 12 new followers to the ERMU page, and post insights showed it receiving 1,485 impressions, 110 engagements, 14 reactions, 3 comments, and 2 shares.

- The large storms this month certainly created challenges for crews across the state but also offered an opportunity to learn what public power means to its residents. Below are the comments from ERMU's Facebook post on the outages, where customers expressed their appreciation for the quick resolution. As the communications department follows social media accounts for municipal utilities across the state, we can say this type of positive response was quite consistent. Anoka Municipal Utilities also shared their gratitude for the utilities providing mutual aid to their system, which is a great reminder of the camaraderie and care utilities show one another, recognizing a strong grid serves everyone.

Becky Lynn
Thank you for all your hard work last night and this morning! Our community is so lucky to have ERMU!
1w Love Reply Hide 2

Vivian Lemler Stenglein-Schmidt
Thank you for your quick response. Remember to be safe out there.
1w Like Reply Hide 2

Hezbon Onsembe Onyambu · Follow
Thank you to everyone who participated in this as they made sure we got our lights back on again 🙏
1w Like Reply Hide 2

Anoka Municipal Utility - AMU @AmuAnoka · 17h
We would also like to thank the utility crews from the City of Buffalo, City of Chaska Electric, Delano Municipal Utilities, and Elk River Municipal Utilities for helping AMU with this outage! We GREATLY appreciate the assistance and teamwork from you all!
5 44

ATTACHMENTS:
- Bill Insert – The Current – Fall 2024
- Bill Insert – Cold Weather Rule

Elk River Municipal Utilities

FALL 2024
THE CURRENT

GO GREEN, $AVE GREEN WITH ERMU

Saving money, decreasing energy usage, and conserving resources has never been easier with programs and rebates from ERMU. Take a closer look at the many ways residential and commercial customers can save.

RESIDENTIAL

- Appliance and Home Efficiency
- Electric Vehicle Charger
- Heat Pumps
- HVAC
- Lighting and Lighting Controls

COMMERCIAL

- Lighting
- HVAC
- VFD and ASD Drives
- Other Equipment
- Custom Grants

Click the "Programs & Rebates" tab at ERMUMN.COM to learn more or simply scan the QR code below.

Dam Inspection Set for October 2

ERMU will conduct its annual inspection of the Lake Orono Dam on Wednesday, October 2, 2024. This required inspection, which helps to ensure the integrity of the structure, will involve lowering the Lake Orono water level by 30 inches below its normal level.

Boaters are advised that once ERMU begins to lower the lake level, they may be unable to remain on the lake. Failure to act in a timely manner could result in the inability to move boats until the lake is refilled. Water levels usually return to normal within a few days after the inspection.

DID YOU KNOW? Elk River's first dam was built in 1851 by Ard Godfrey, a settler from Maine. High water destroyed the dam in 1912. A new dam was completed in 1916 and, together with the Elk River power plant, provided hydroelectricity for the Elk River Power & Light Company, bringing electricity to the village for the first time. The dam was rehabilitated in 1980.

AMI Residential Water Meter Installation Update

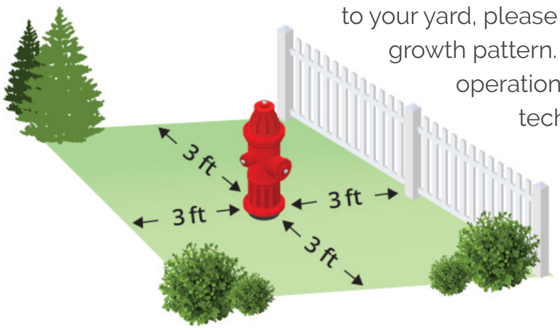
The Advanced Metering Infrastructure (AMI) residential water meter installation process continues with the assistance of Allegiant Utility Services, ERMU's water meter installation vendor. Customers will receive a letter from Allegiant with information on how to schedule a water meter installation appointment. Letters are being mailed to customers in stages. To learn more about the AMI project, see installation updates, or review project FAQs, please visit ERMUMN.COM.

ADVANCED METERING
AMI READY
INFRASTRUCTURE

Keeping Your Fire Hydrant Clear

Fire hydrant accessibility is crucial year-round! Ensure a minimum clearance of three feet around hydrants and remove obstacles so the hydrant may be seen by approaching fire trucks at a minimum distance of 200 feet. Posts, fences, vehicles, brush, trash, flowers, or any other items may not be placed or kept near fire hydrants. While working on your lawn this fall, be sure to trim bushes and trees around fire hydrants on your property. When you add new plants to your yard, please be aware of their potential size and growth pattern. If there is not sufficient space for the safe operation and maintenance of the hydrant, our technicians reserve the right to remove items that are in the way.

We appreciate your cooperation in keeping this lifesaving infrastructure ready at a moment's notice.



Required clearance for fire hydrants

FALL 2024

THE CURRENT

RELIABLE PUBLIC POWER PROVIDER RP3

PUBLIC POWER WEEK 2024

The first full week in October is nationally recognized as Public Power Week, a time when ERMU likes to educate others about public power and how it benefits the community it serves.

As a municipal utility, we are owned by those we serve and governed by members of the community. Every decision we make and action we take is directed by ERMU's mission, vision, and values.

Follow us on social media and see public power in action!

CUSTOMER SERVICE WEEK 2024

The first week in October also highlights another crucial department at ERMU.

Each member of our customer service staff takes pride in providing knowledgeable and thorough support to the customers they work with.

ERMU is excited to share more about the great work of its customer service team on social media October 7-11.

COLD WEATHER RULE Information

The Minnesota Public Utilities Commission has established the Cold Weather Rule (Minnesota Statutes, Chapter 216B.097) as documented in the Minnesota Legislative Session Law 2021. This rule ensures that from October 1 to April 30, ERMU cannot disconnect a residential customer for non-payment if they qualify for the CWR and adhere to a mutually agreed upon payment arrangement. However, if a customer does not exercise this right or fails to enter into a payment arrangement, their service may be disconnected. Because customers often contact us for more information about the program, we wanted to provide answers to the most frequently asked questions.

Am I eligible for the CWR Program?
Residential customers who have electric as their primary heat source are eligible for CWR if they meet the income guidelines (combined income at or below 50 percent of the state median income) and receive some form of assistance.

How can I apply for a payment arrangement?
Individuals who meet income guidelines and already receive some form of assistance can complete and submit an Inability to Pay Application (available on our website) and contact ERMU to set up a mutually agreed upon payment arrangement.

Can my electricity be shut off during the CWR (October 1 - April 30)?
Yes. Eligible residential customers must make and keep a mutually agreed upon payment arrangement with ERMU to avoid disconnection.

What if I can't make my scheduled payment?
Keeping open communication with ERMU should circumstances change is the best way to ensure a continuation of service.

What if I don't qualify for the CWR but need assistance?
Customers who do not meet the income guidelines or assistance requirements for the CWR can still contact ERMU to discuss if a mutually agreed upon payment arrangement is possible.

If you have any other questions, please feel free to contact our office.

ERMU would also like customers to know that, with multiple local organizations available to provide assistance, help could be just a phone call away:

Tri-CAP Inc. Tri-County Action Program Energy Assistance Helping People. Changing Lives.

Tri-County Action Program, Inc.	888.765.5597
Sherburne County Emergency Assistance	763.765.4000
Wright County Community Action	320.963.6500
Hennepin County Community Action	952.933.9639
Salvation Army HeatShare	1.800.842.7279
Community Aid Elk River (CAER)	763.441.1020

COLD WEATHER RULE UPDATES

THE MINNESOTA COLD WEATHER RULE (CWR) WAS RECENTLY EXPANDED AND WILL NOW BE IN EFFECT FROM OCTOBER 1ST - APRIL 30TH. THE CWR STATES THAT DURING THAT TIME A UTILITY MAY NOT DISCONNECT SERVICE AND MUST RECONNECT THE UTILITY SERVICE OF A RESIDENTIAL CUSTOMER IF THE DISCONNECTION AFFECTS THE PRIMARY HEAT SOURCE FOR THE RESIDENTIAL UNIT AND ALL OF THE FOLLOWING CONDITIONS ARE MET:

- ✓ The household income of the customer is at or below 50 percent of the state median household income.* (See back for details).
- ✓ A customer enters into and makes timely payments under a mutually agreed upon payment agreement that considers the financial resources of the household.** (See back for details)

SOME CUSTOMERS MAY BE ELIGIBLE FOR FINANCIAL AID WITH ENERGY ASSISTANCE. TO FIND OUT IF YOU QUALIFY, SEE THE BACK FOR AGENCIES IN YOUR COUNTY.

NOTICE: Customers applying for the Cold Weather Rule must complete the Inability to Pay form available at www.ERMUMN.com.

SHERBURNE COUNTY	HENNEPIN COUNTY	WRIGHT COUNTY
SALVATION ARMY HEATSHARE		
1.800.842.7279		
TRI-CAP	COMMUNITY ACTION PARTNERSHIP	WRIGHT COUNTY COMMUNITY ACTION
888.765.5597	952.933.9639	320.963.6500
SHERBURNE COUNTY HUMAN SERVICES	HENNEPIN COUNTY HUMAN SERVICES	WRIGHT COUNTY HUMAN SERVICES
763.765.4000	612.596.1300	763.682.7414
CAER FOOD SHELF		
763.441.1020		

Find more details on energy assistance and an Inability to Pay Application at www.ERMUMN.com. Make payment arrangements by contacting ERMU's office at 763.441.2020.

If you wish to have a third party notified of potential disconnection, please contact our office to provide that information.

RIGHTS AND RESPONSIBILITIES

*The utility may verify income on forms it provides or obtain verification of income from the local energy assistance provider. A customer is deemed to meet the income requirements of this clause if the customer receives any form of public assistance, including energy assistance that uses an income eligibility at or below 50 percent of the state median household income.

** Payments must be made according to the arrangement. If the arrangement cannot be met, please contact ERMU's office to discuss a different arrangement. If you do not meet these responsibilities, utility service may be disconnected. If you wish to dispute the disconnection, you have a right to contact our office and appeal. All appeals will be handled locally.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Thomas Geiser – Operations Director
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1e
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- I am working through the second round of maps for the new GIS mapping system that ERMU plans to move forward with in the future.
- Attending weekly Advanced Metering Infrastructure meetings with other ERMU staff.
- Working through 2025 projects and 2025 equipment/material needs.
- I continue attending Highway 169 Redefine project meetings every Tuesday.
- Working on the 2025 Capital Budget along with 2025 wire bid
- Working with staff on our future East substation project.
- ERMU customers experienced outages on Monday, August 26 due to the storm that came through that evening. Feeders 42 and 62 opened due to wind, lightning, and trees. ERMU staff were able to get both feeders back on line within three hours.
- ERMU crews assisted Connexus Energy August 27-30 and Anoka Municipal Utilities August 29-September 1 with their outages due to the same storms.
- Staff has started wire replacement on 182nd Avenue and Yankton Street along Pinewood Golf Course. This was a capital project scheduled for 2025 but staff decided to fit it in this year due to County Road 44 and County Road 33 projects not moving forward in 2024.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Chris Sumstad – Electric Superintendent
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1f
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Installed 18 new residential services, which involves the connection of a secondary line once the customer requests service.

- Joe Schmidt, safety instructor from Minnesota Municipal Utilities Association, held safety meetings on August 28 and August 29 for all staff on tool safety and ergonomics.

- Mi-Tech completed our annual pole testing in August on approximately 400 poles in our system. Nine were rejected and crews have started replacements.

- With 185th Avenue area near Westbound Liquor finished, the bore crew has moved on to underground wire replacement in the housing development near Pinewood Golf Course.

- A semi collided with a three phase transformer inside the landfill Friday, August 9. The transformer and the basement it sits on needed replacement.

- Crews installed a three phase service to a new auto shop in Otsego near the Target store at Parrish Avenue and 87th Street.

- We had three streetlight replacements due to vehicle accidents this past month. Locations were Highway 10 near Spikes & Houles, Main Street near the Bank of Elk River, and Zane Street near Tractor Supply Co.

- Crews are working along Mississippi Road west of the field services building, adjusting existing infrastructure and setting two new three phase poles. This is being done to gain required clearances for a new Lumen communication wire that is attaching to our poles.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mike Tietz – Technical Services Superintendent
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1g
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- In August, locators processed 439 locate tickets. These consisted of 344 normal tickets, 5 emergency tickets, 53 updated tickets, 9 cancellations, 14 meets, 9 boundary surveys, 2 corrections, and 3 non-excavations. This resulted in a 6.6% increase in tickets from the previous month and a 23.7% decrease from the prior August.

- Electrical technicians completed 659 service order tasks, updated the power bill, addressed customer meter issues and any off-peak concerns.

- The Advanced Metering Infrastructure (AMI) residential water meters and residential electric meters continue to be installed in new services. The electrical technicians have been busy changing out our Automated Meter Reading meters to AMI around the system and recently completed the meter installations at several different apartment buildings. Approximately 1800 water meters and 1400 electric meters are currently active within our AMI system.

- For the month of August, staff did not run generators at the power plant.

- The East substation transformer has been ordered along with the high-side switch and circuit breaker. The Elk River Planning Commission has reviewed and approved the plans for the substation and have forwarded them on to the council for final approval at the September 16 meeting. DGR is reviewing grading plans, and we expect to start construction this fall. These are all budgeted project items for the East substation.

- In addition to the outages last week, on August 5, we had a tree fall into the overhead along Highway 169 causing an outage for 1,170 customers on feeder #62 out of our North substation

- Our monthly peak was 71.31 MW on August 26 at 3:43pm.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Dave Ninow – Water Superintendent
MEETING DATE: September 10, 2024	**AGENDA ITEM NUMBER:** 6.1h
SUBJECT: Staff Update	
ACTION REQUESTED: None	

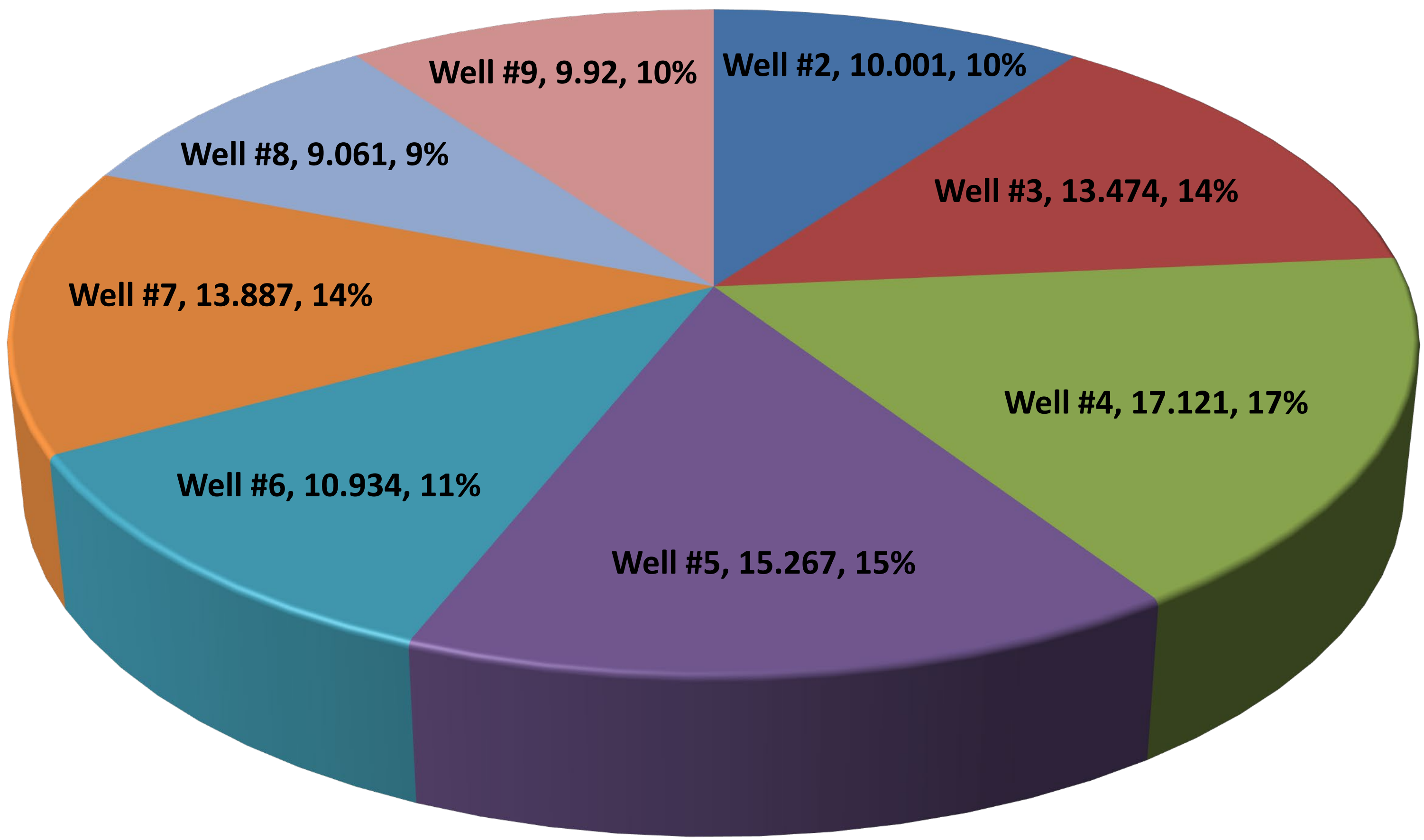
DISCUSSION:

- Delivered 11 new water meters, installed a Smart Point radio transceiver module, and took curb stop ties.
- Completed 20 BACTI/Total Chlorine Residual Samples
  - All confirmed negative for Coliform Bacteria.
  - Bacteriological/Disinfectant Residual Monthly Report submitted to the Minnesota Department of Health (MDH).
- Completed 22 routine fluoride samples
  - All samples met MDH standards.
  - Submitted MDH Fluoride Report
- In cooperation with the MDH, samples were completed for the Unregulated Contaminant Monitoring Rule (UCMR). The purpose of UCMR is to collect data from across the country on contaminants that may be present in drinking water. EPA uses this data to decide if the contaminants (that are not currently regulated under the Safe Drinking Water Act) occur at frequencies and concentrations high enough to be regulated in the future.
- Residential backflow device testing has been completed for this season. As a result of developing a new process for testing, this is the earliest it has been completed since ERMU started offering the service. Anyone who owns a device that was not able to be tested or failed testing will receive a second notice to comply before the customer is charged the non-compliance fee.
- Some water services in the Bradford Park development along Twin Lakes Parkway were found to be extremely shallow when one was hit and damaged during trenching for small utilities. The developer is replacing these services with new ones that meet depth requirements.
- Water department staff continues to spend much of their time assisting Allegiant with issues occurring during Advanced Metering Infrastructure water meter exchanges.

ATTACHMENTS:

- August 2024 Pumping by Well

August 2024 Monthly Pumping By Well



Values Are Displayed in Millions of Gallons (Well #, Gallons Pumped, Percentage of Pumping)

Elk River Municipal Utilities

2024 GOVERNANCE AGENDA

Tuesday, January 9: • Annual Review of Committee Charters	Tuesday, February 13: • Review Strategic Plan and 2023 Annual Business Plan Results
Tuesday, March 12: • Oath of Office • Election of Officers • Annual Commissioner Orientation and Review Governance Responsibilities and Role	Tuesday, April 9: • Audit of 2023 Financial Report • Financial Reserves Allocations • Review 2023 Performance Metrics
Tuesday, May 14: • Annual General Manager Performance Evaluation and Goal Setting	Tuesday, June 4: • Annual Commission Performance Evaluation
Tuesday, July 9: • Review and Update Strategic Plan	Tuesday, August 13: • Annual Business Plan – Review Proposed 2025 Travel, Training, Dues, Subscriptions, and Fees Budget
Tuesday, September 10: • Annual Business Plan – Review Proposed 2025 Capital Projects Budget	Tuesday, October 8: • Annual Business Plan – Review Proposed 2025 Expenses Budget
Tuesday, November 12: • Annual Business Plan - Review Proposed 2025 Rates and Other Revenue • Adopt 2025 Fee Schedule • 2025 Stakeholder Communication Plan	Tuesday, December 10: • Adopt 2025 Official Depository and Delegate Authority for Electronic Funds Transfers • Designate Official 2025 Newspaper • Approve 2025 Regular Meeting Schedule • Adopt 2025 Governance Agenda • Adopt 2025 Annual Business Plan