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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
**SUBJECT:** Capital Improvement Plan 2026-2030  
**DATE:** July 21, 2025

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**OVERVIEW:**

Each year the city must approve the Capital Improvement Plan (CIP) for the next 5 years by August 15<sup>th</sup>. The proposed CIP was put on the website back in June. It can be found under departments-finance-documents. It is called the 2026-2030 Proposed Capital Improvement Plan.

Funding for the capital equipment comes from transfers from Water and Sewer of \$20,000 each per year and for 2025, \$410,000 from the general tax levy.

The other funds that are included in this plan are Parks, Buildings, Streets, Water, Wastewater, Stormwater and Liquor Fund. These are all detailed in the plan and the funding sources to cover these improvements/purchases.

Please note that we are using the new cloud based software Easy CIP to track the projects. The CIP can be found on our website at : <https://www.stfrancismn.gov/finance/page/capital-improvement-plan>

**ACTION TO BE CONSIDERED:**

Council needs to have the public hearing on the CIP for 2026-2030. After the hearing has been concluded, the 2026-2030 Capital Improvement Plan would need to be approved.

**BUDGET IMPLICATION:**

Capital equipment purchases will be added to the budget in the year they are to be purchased. Other projects will need to be brought to council when the project is scheduled to move forward.