

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
AUGUST 9, 2011
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. 2nd Qtr Analysis – Erin Johnson
2. Municipal State Aid System Revision – 15th St. SE – Greg Boppre
3. Coalition of Greater Minnesota Cities Legislative Update – JD Burton, Attorney, Flaherty & Hood
4. Presentation of Friend of the Coalition award to Grand Forks-East Grand Forks Chamber of Commerce - JD Burton and Barry Wilfahrt
5. Fixed Route & Paratransit/Senior Rider 2012 Mn/Dot Contract Application & Sidewalk Project – Teri Kouba
6. 2011-2012 Figure Skating Fees – Dave Aker
7. Water & Light Franchise Ordinance – Ron Galstad

ADJOURN

Upcoming Meetings

Regular Meeting – August 16, 2011 – 5:00 PM – Council Chambers

Work Session – August 23, 2011 – 5:00 PM – Training Room

Work Session – August 30, 2011 – 5:00 PM – Training Room

Regular Meeting – September 6, 2011 – 5:00 PM – Council Chambers



City of East Grand Forks

600 DeMers Ave P.O. Box 373 East Grand Forks, MN 56721
218-773-2483, 218-773-9728 fax www.egf.mn

To: Mayor and City Council
From: Erin Johnson, Accounting Technician
Re: 2nd Quarter Reports and Analysis
Date: August 2, 2011

Enclosed are the 2011 2nd Quarter reports for the General Fund and Special Revenue Funds. For comparison purposes I have also enclosed some graphs of the General Fund that show Revenues and Expenditures by Department and Category. The main goal of this analysis is not only to make sure that we are on track with our budgeted amounts for the quarter, but to forecast where we believe we will be at year end and help prepare for next year's budget. Below you will find a brief explanation of where we stand on revenues and expenditures and what is expected for the year end.

REVENUES:

At the end of the second quarter the received and accrued revenues for the General Fund totaled \$3,982,472.73, or 48.37% collected, of the total General Fund budget. We received the final numbers from the state regarding this year's LGA and the reductions in aid will total \$548,021 (combination of LGA and the Market Value Homestead Credit). In the 2011 Budget we allowed for a slight decrease in LGA which will provide a little bit of cushion for the end of year balance. We also have seen a decrease in the Xcel Energy Franchise Fee of about \$20,000. Inclusive of the reductions we are projecting the year end revenues to be approximately \$8,272,256 which is slightly over our budget of \$8,233,451. A new contract was negotiated with the DNR that will provide additional revenues for the RRSRA. There was good participation in summer activities registration and sponsorships this year and the revenue from building plan checking fees are up per the budget. Finally, changes in fee structures have helped stabilize the revenues with the tenuous LGA situation.

EXPENSES:

As of June 30th the General Fund expenses were at \$3,523,822.56, or 44.58% used, of the overall budgeted amounts. As always two areas of discussion are salaries and utilities. For salaries, (inclusive of overtime and part-time wages), at the end of the 2nd Qtr we are at 43.80% used for the General Fund, and 45.37% for the entire budget. For the General Fund our year end projections show us to be right in line with the budgeted amount of \$3,612,237. Although, we may end up experiencing some salaries savings from employment vacancies that have not been filled. Utilities are at 49.30% used for the General Fund and 50.80% for the overall budget. We are projecting some savings in utilities for the General Fund of approximately \$36,000. This is due mainly to some energy saving measures taken at City Hall and some lower than average usage at the VFW Arena. The overall projection for the General Fund expenditures is \$8,223,301, which is higher than the budget by approximately \$49,800. One area we will continue to monitor is Snow & Ice Removal. There were necessary snow plow repairs and heavy snowfall that led to higher expenses in the first quarter. There were also some Parks and Recreation equipment purchases that totaled higher than the budgeted amounts. However, included in the total expenditure amounts are purchases from our Police and Fire departments for training and equipment that will be reimbursed by grant money totaling approximately \$19,000.

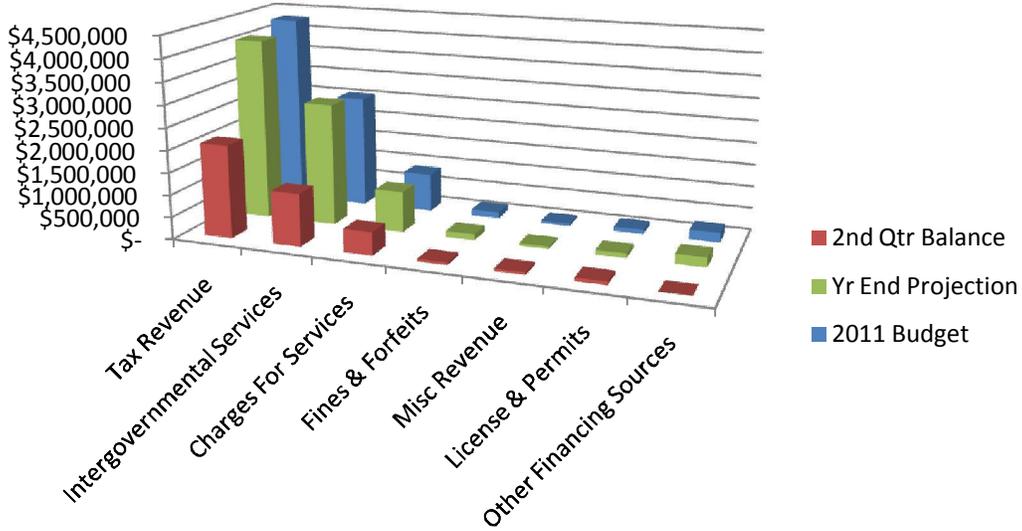
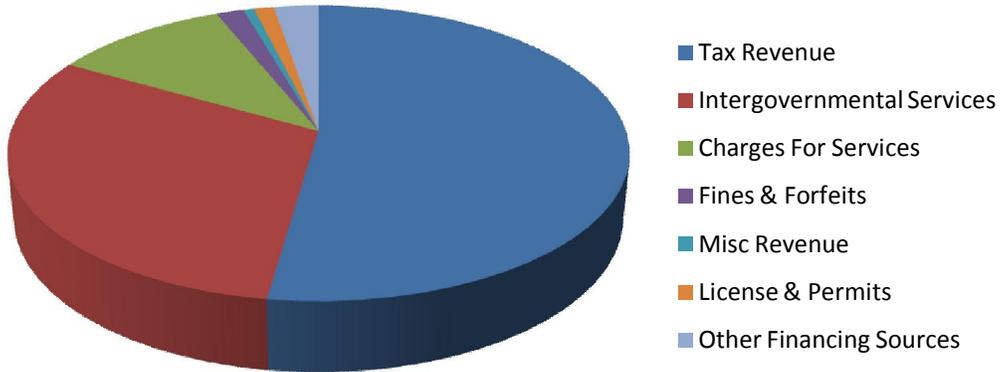
SUMMARY:

As discussed we are expecting slightly higher revenues and expenditures than budgeted. Barring any unforeseen circumstances the net total of the two should nearly balance out so we shouldn't see much of a change in the General Fund. We will continue to monitor both revenues and expenditures and keep the Council updated on any unplanned changes.

General Fund Revenues By Category

	2011 Budget	2nd Qtr Balance	Yr End Projection
Tax Revenue	\$ 4,304,102	\$ 2,090,289	\$ 4,086,733
Intergovernmental Services	2,545,336	1,182,267	2,752,238
Charges For Services	875,263	520,031	921,491
Fines & Forfeits	137,300	57,876	138,300
Misc Revenue	53,200	54,779	52,243
License & Permits	98,250	77,232	101,250
Other Financing Sources	220,000	-	220,000
Total	\$ 8,233,451	\$ 3,982,473	\$ 8,272,255

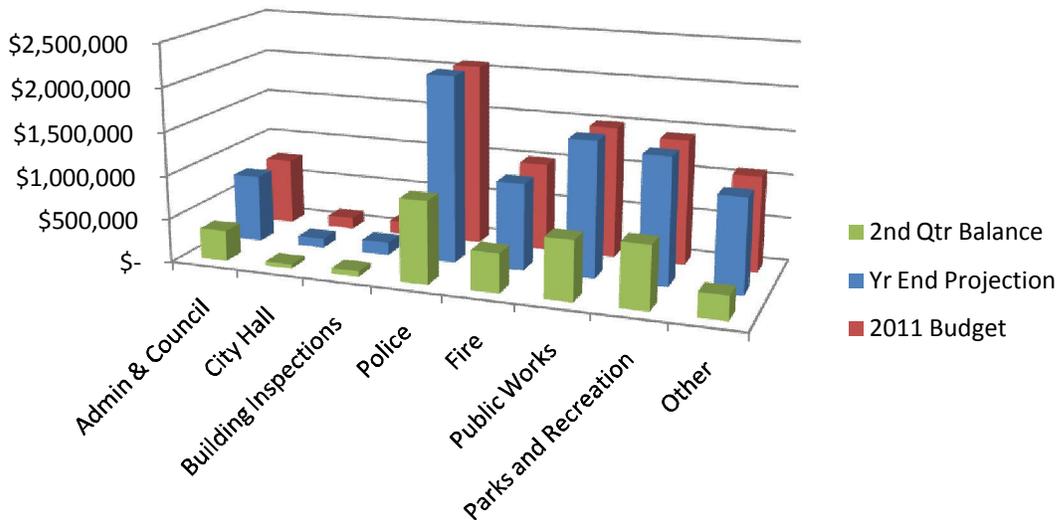
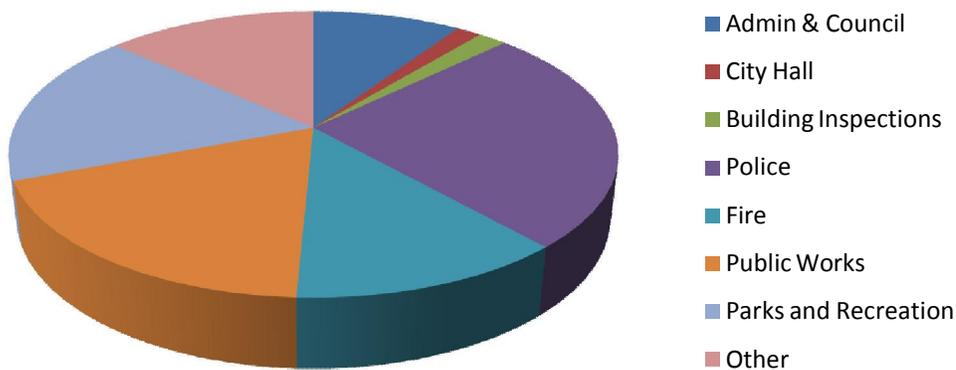
Budgeted Revenues By Category



General Fund Expenses by Department

	2011 Budget	2nd Qtr Balance	Yr End Projection
Admin & Council	\$ 768,940	\$ 350,199	\$ 772,066
City Hall	129,750	48,446	106,124
Building Inspections	148,754	62,144	146,208
Police	2,089,437	940,615	2,135,849
Fire	1,010,086	445,944	992,981
Public Works	1,503,587	681,899	1,546,202
Parks and Recreation	1,430,639	719,051	1,444,039
Other	1,092,264	275,524	1,079,832
Total	\$ 8,173,457	\$ 3,523,823	\$ 8,223,301

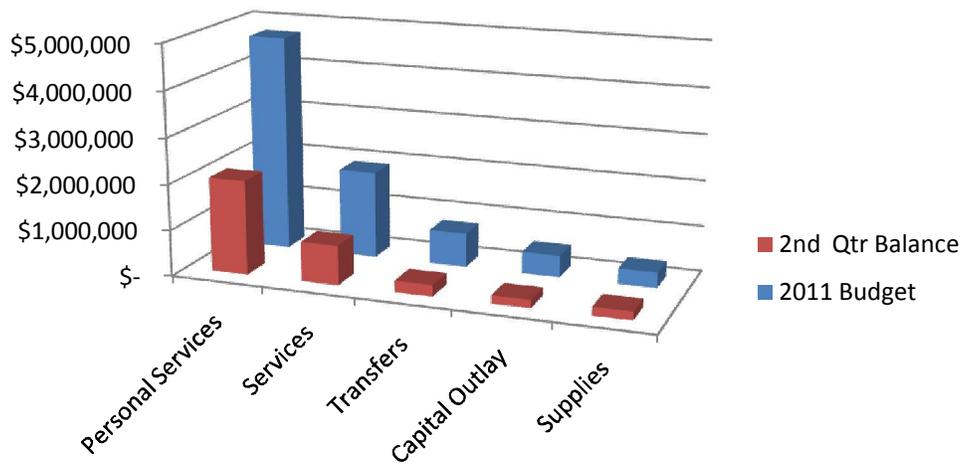
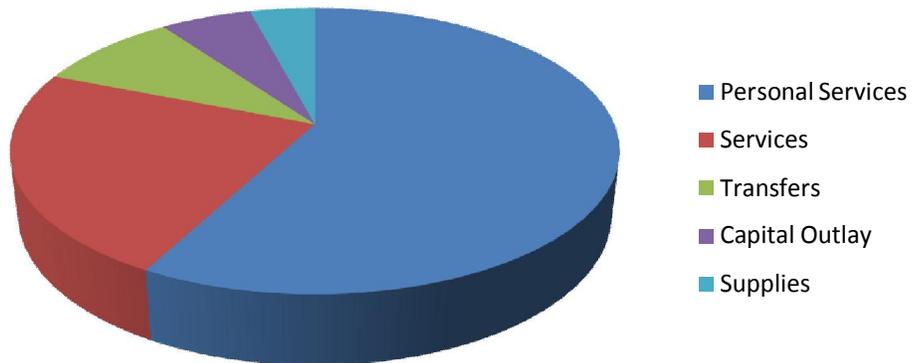
Budgeted Expenses by Department



General Fund Expenses by Category

	2011 Budget	2nd Qtr Balance
Personal Services	\$ 4,724,463	\$ 2,055,639
Services	1,897,250	860,056
Transfers	741,194	246,280
Capital Outlay	473,000	177,920
Supplies	337,550	183,929
Total	\$ 8,173,457	\$ 3,523,823

Budgeted Expenses by Category



General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



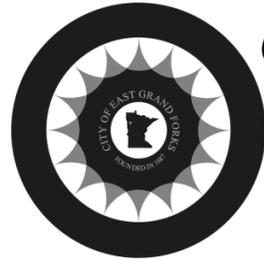
City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

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 Period 01 - 06
 Fiscal Year 2011

Fund	Description	Budget	Balance	Variance	% Uncollected Available
101	General				
	Revenue				
	Taxes	4,304,102.00	2,090,289.25	2,213,812.75	51.43
	Licenses & Permits	98,250.00	77,231.50	21,018.50	21.39
	Intergovernmental	2,545,336.00	1,182,266.83	1,363,069.17	53.55
	Charges for Services	875,263.00	520,030.60	355,232.40	40.59
	Fines & Forfeits	137,300.00	57,875.80	79,424.20	57.85
	Special Assessments	53,200.00	54,778.75	-1,578.75	-2.97
	Other Financing Sources	220,000.00	0.00	220,000.00	100.00
	Revenue	8,233,451.00	3,982,472.73	4,250,978.27	51.63
	Expense				
	Personal Services	4,724,463.00	2,055,638.67	2,668,824.33	56.49
	Supplies	337,550.00	184,205.78	153,344.22	39.30
	Services	1,897,250.00	855,436.33	1,041,813.67	54.33
	Capital Outlay	473,000.00	182,261.78	290,738.22	42.84
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	741,194.00	246,280.00	494,914.00	66.77
	Expense	8,173,457.00	3,523,822.56	4,649,634.44	55.42
	Revenue Total	8,233,451.00	3,982,472.73	4,250,978.27	51.63
	Expense Total	8,173,457.00	3,523,822.56	4,649,634.44	55.42

General Ledger
Expense and Rev vs Budget
Summary By Dept



City of East Grand Forks

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Period 01 - 06
Fiscal Year 2011

Account Number	Description	Budget	Balance	Variance	% Uncollected Available
101	General				
31	Taxes				
	Revenue				
000	Tax Revenue	4,304,102.00	2,090,289.25	2,213,812.75	51.43
32	Licenses & Permits				
	Revenue				
000	License & Permit	98,250.00	77,231.50	21,018.50	21.39
33	Intergovernmental				
	Revenue				
000	Other - County Grants & Aids	2,545,336.00	1,182,266.83	1,363,069.17	53.55
34	Charges for Services				
	Revenue				
000	Other - Culture recreation	875,263.00	520,030.60	355,232.40	40.59
35	Fines & Forfeits				
	Revenue				
000	Sale Of Seized Property	137,300.00	57,875.80	79,424.20	57.85
36	Special Asmt Misc Rev				
	Revenue				
000	Miscellaneous Revenue	53,200.00	54,778.75	-1,578.75	-2.97
39	Other Financing Sources				
	Revenue				
000	Bond Issue Proceeds	220,000.00	0.00	220,000.00	100.00
41	General Government				
	Expense				
110	Council	54,800.00	21,269.65	33,530.35	59.17
130	Ordinances & Proceedings	3,000.00	572.58	2,427.42	80.91
310	Mayor	16,800.00	6,059.64	10,740.36	61.98

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
410	Elections	0.00	-0.01	0.01	0.00
510	Administration	353,927.00	143,021.75	210,905.25	59.40
530	Accounting & Auditing	30,000.00	24,977.00	5,023.00	16.74
550	City Assessor	29,000.00	29,008.00	-8.00	-0.03
610	City Attorney	121,500.00	52,285.83	69,214.17	56.97
900	Planning & Zoning	66,100.00	31,520.09	34,579.91	52.31
911	Water & Light Commission	0.00	0.00	0.00	0.00
912	Civil Service Commission	3,730.00	1,076.50	2,653.50	71.14
920	Finance & Accounting	90,083.00	40,408.40	49,674.60	55.14
940	City Hall Building	129,750.00	48,446.09	81,303.91	62.53
42	Public Safety Expense				
100	Police Administration	332,078.00	155,867.81	176,210.19	51.59
121	Police Investigations	250,175.00	118,871.83	131,303.17	52.44
123	Police Patrol	1,502,584.00	661,910.45	840,673.55	55.89
200	Fire Administration	120,327.00	53,253.65	67,073.35	55.61
220	Fire Protection Services	884,376.00	392,690.54	491,685.46	55.48
221	Rural Fire Protection Service	5,383.00	0.00	5,383.00	100.00
400	Building Officials	148,754.00	62,143.94	86,610.06	58.22
500	Emergency Management	0.00	0.00	0.00	0.00
600	Traffic Engineering	49,742.00	19,158.05	30,583.95	57.81
700	Animal Control	4,600.00	3,964.58	635.42	13.81
43	Public Works Expense				
000	PW Administration	89,128.00	37,991.45	51,136.55	57.37
120	Streets	543,313.00	182,627.12	360,685.88	66.39

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
121	City Engineer	30,000.00	15,268.02	14,731.98	49.11
122	Downtown Parking Lots	6,515.00	2,251.43	4,263.57	65.44
125	Ice & Snow Removal	176,718.00	121,478.83	55,239.17	31.26
126	Equipment	201,500.00	125,560.46	75,939.54	37.69
127	Demolition	0.00	0.00	0.00	0.00
129	Equipment Building	83,500.00	50,609.96	32,890.04	37.90
139	Printing & Publishing (11AJ1)	0.00	0.00	0.00	0.00
140	City Shop	60,291.00	11,248.61	49,042.39	63.25
150	Storm Sewer	0.00	0.00	0.00	0.00
160	Street Lights	175,350.00	86,220.33	89,129.67	50.83
220	Street Cleaning	42,230.00	15,759.39	26,470.61	62.68
260	Weed Control	45,300.00	13,725.45	31,574.55	69.58
45	Culture & Recreation Expense				
121	Parks Administration	220,106.00	101,949.29	118,156.71	53.59
123	Playgrounds	26,505.00	17,204.67	9,300.33	35.09
124	Swimming Pool	83,417.00	27,463.11	55,953.89	66.95
126	Tennis	18,507.00	534.09	17,972.91	97.11
127	Skating Rinks	8,697.00	3,301.37	5,395.63	62.04
129	Hockey	39,566.00	22,783.74	16,782.26	42.42
130	Figure Skating	34,142.00	18,061.22	16,080.78	47.10
133	Baseball	51,295.00	26,193.98	25,101.02	48.77
134	Softball	18,010.00	5,571.96	12,438.04	69.06
140	Civic Center	221,866.00	106,419.05	115,446.95	9.80
141	VFW Arena	194,377.00	80,774.85	113,602.15	58.34
142	Blue Line Arena	31,598.00	22,005.38	9,592.62	30.36

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
202	Park Areas	382,357.00	241,134.08	141,222.92	36.61
203	Campground-Rec Area	100,196.00	45,654.37	54,541.63	53.57
46	Community Development Expense				
000	Community Development	60,000.00	-72,586.72	132,586.72	220.98
47	Other L-T Debt Expense				
000	Interest Expense	0.00	0.00	0.00	0.00
49	Unallocated Expense				
200	Unallocated Expenditures	291,070.00	101,830.70	189,239.30	65.02
300	Transfers	741,194.00	246,280.00	494,914.00	66.77
590	Contracted Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Revenue Total		8,233,451.00	3,982,472.73	4,250,978.27	51.63
Expense Total		8,173,457.00	3,523,822.56	4,649,634.44	55.42

General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



City of East Grand Forks

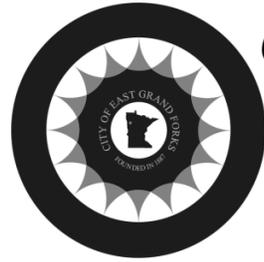
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<u>Fund</u>	<u>Description</u>	<u>2010 Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
210	Transit				
	Revenue				
	Intergovernmental	261,800.00	106,237.68	155,562.32	59.42
	Charges for Services	0.00	0.00	0.00	0.00
	Special Assessments	2,000.00	3,375.00	-1,375.00	-68.75
	Other Financing Sources	60,000.00	30,000.00	30,000.00	50.00
	Revenue	323,800.00	139,612.68	184,187.32	56.88
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Services	323,800.00	84,471.86	239,328.14	73.91
	Capital Outlay	0.00	0.00	0.00	0.00
	Expense	323,800.00	84,471.86	239,328.14	35.09
210	Transit	0.00	55,140.82	-55,140.82	0.00
211	Library				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	10,570.00	-10,570.00	0.00
	Special Assessments	13,700.00	6,724.46	6,975.54	50.92
	Other Financing Sources	366,558.00	182,780.00	183,778.00	50.14
	Revenue	380,258.00	200,074.46	180,183.54	47.38
	Expense				
	Personal Services	279,733.00	122,397.37	157,335.63	56.24
	Supplies	39,800.00	15,521.00	24,279.00	60.74
	Services	60,725.00	26,724.82	34,000.18	55.78
	Capital Outlay	0.00	0.00	0.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	380,258.00	164,643.19	215,614.81	56.64
211	Library	0.00	35,431.27	-35,431.27	0.00
213	Senior Center				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	8,200.00	2,787.09	5,412.91	66.01

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Special Assessments	8,500.00	684.09	7,815.91	91.95
	Other Financing Sources	62,000.00	31,000.00	31,000.00	50.00
	Revenue	78,700.00	34,471.18	44,228.82	56.20
	Expense				
	Personal Services	74,194.00	33,036.66	41,157.34	55.47
	Supplies	4,500.00	1,483.72	3,016.28	67.03
	Services	36,988.00	8,360.63	28,627.37	76.95
	Capital Outlay	0.00	0.00	0.00	0.00
	Expense	115,682.00	42,881.01	72,800.99	62.79
213	Senior Center	-36,982.00	-8,409.83	-28,572.17	76.82
214	Resurrection Cemetery				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	41,000.00	27,365.00	13,635.00	33.26
	Special Assessments	0.00	0.00	0.00	0.00
	Other Financing Sources	6,187.00	2,500.00	3,687.00	59.59
	Revenue	47,187.00	29,865.00	17,322.00	36.71
	Expense				
	Personal Services	21,097.00	8,690.72	12,406.28	58.81
	Supplies	2,700.00	1,755.13	944.87	35.00
	Services	23,390.00	14,254.78	9,135.22	39.06
	Capital Outlay	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	47,187.00	24,700.63	22,486.37	47.65
214	Resurrection Cemetery	0.00	5,164.37	-5,164.37	0.00
215	Insect				
	Revenue				
	Charges for Services	44,000.00	22,505.13	21,494.87	48.85
	Special Assessments	5,000.00	0.00	5,000.00	100.00
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Revenue	49,000.00	22,505.13	26,494.87	54.07
	Expense				
	Personal Services	9,767.00	572.03	9,194.97	94.14
	Supplies	15,000.00	8,961.50	6,038.50	40.26
	Services	4,676.00	248.65	4,427.35	94.68
	Capital Outlay	10,000.00	12,107.37	-2,107.37	-21.07
	Expense	39,443.00	21,889.55	17,553.45	44.50
215	Insect	9,557.00	615.58	8,941.42	93.56

General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



City of East Grand Forks

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 Fiscal Year 2011

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
603	Refuse Revenue				
	Intergovernmental	15,000.00	15,000.00	0.00	0.00
	Charges for Services	787,831.00	414,105.42	373,725.58	47.44
	Special Assessments	4,000.00	0.00	4,000.00	100.00
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	806,831.00	429,105.42	377,725.58	46.82
	Expense				
	Personal Services	144,310.00	66,431.54	77,878.46	53.97
	Supplies	18,000.00	8,155.95	9,844.05	54.69
	Services	666,005.00	286,811.55	379,193.45	56.80
	Capital Outlay	10,000.00	0.00	10,000.00	100.00
	Debt Services	11,000.00	0.00	11,000.00	100.00
	Expense	849,315.00	361,399.04	487,915.96	57.34
603	Refuse	-42,484.00	67,706.38	-110,190.38	257.28
605	Sewage Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	28,000.00	0.00	28,000.00	100.00
	Proprietary Fund Revenues	954,000.00	486,420.56	467,579.44	49.01
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	982,000.00	486,420.56	495,579.44	50.47
	Expense				
	Personal Services	175,461.00	75,943.04	99,517.96	56.72
	Supplies	21,500.00	15,558.65	5,941.35	27.63
	Services	567,076.00	105,976.56	461,099.44	81.24
	Capital Outlay	90,000.00	0.00	90,000.00	100.00
	Debt Services	101,837.00	49,525.41	52,311.59	51.37
	Transfers	40,000.00	0.00	40,000.00	100.00
	Expense	995,874.00	247,003.66	748,870.34	75.16
605	Sewage	-13,874.00	239,416.90	-253,290.90	1,822.84
609	Storm Water Revenue				

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Intergovernmental	0.00	16,658.29	-16,658.29	0.00
	Charges for Services	180,000.00	89,759.81	90,240.19	50.13
	Special Assessments	2,000.00	0.00	2,000.00	100.00
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	105,000.00	0.00	105,000.00	100.00
	Revenue	287,000.00	106,418.10	180,581.90	62.92
	Expense				
	Personal Services	55,552.00	100,396.17	-44,844.17	-80.72
	Supplies	30,300.00	22,323.71	7,976.29	26.32
	Services	99,205.00	122,680.18	-23,475.18	-23.66
	Reprs & Mntnce	0.00	43,091.63	-43,091.63	0.00
	Capital Outlay	435,000.00	53,618.39	381,381.61	87.67
	Expense	620,057.00	342,110.08	277,946.92	44.04
609	Storm Water	-333,057.00	-235,691.98	-97,365.02	27.76

General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

User: ejohnson
 Printed: 08/03/11 12:59:06
 Period 01 - 06
 Fiscal Year 2011

<u>Fund</u>	<u>Description</u>	<u>2010 Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
680	Riverwalk Center				
	Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	127,100.00	51,032.10	76,067.90	59.85
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	127,100.00	51,032.10	76,067.90	59.85
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	2,000.00	187.78	1,812.22	90.61
	Services	257,155.00	71,989.53	185,165.47	72.01
	Capital Outlay	0.00	8,460.00	-8,460.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Expense	259,155.00	80,637.31	178,517.69	68.88
680	Riverwalk Center	-132,055.00	-29,605.21	-102,449.79	77.58
681	DeMers Professional Building				
	Revenue				
	Special Assessments	9,000.00	18,140.50	-9,140.50	-101.56
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	9,000.00	18,140.50	-9,140.50	-101.56
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	200.00	0.00	200.00	100.00
	Services	27,240.00	10,730.66	16,509.34	60.61
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	27,440.00	10,730.66	16,709.34	60.89
681	DeMers Professional Building	-18,440.00	7,409.84	-25,849.84	140.18
682	Infill Building				
	Revenue				
	Special Assessments	68,500.00	32,415.60	36,084.40	52.68
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Revenue	68,500.00	32,415.60	36,084.40	52.68

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	500.00	0.00	500.00	100.00
	Services	73,600.00	21,282.00	52,318.00	71.08
	Capital Outlay	0.00	0.00	0.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	74,100.00	21,282.00	52,818.00	71.28
682	Infill Building	-5,600.00	11,133.60	-16,733.60	298.81

Request for Council Action

Date: July 25, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: Municipal State Aid System Revision – 15th Street SE

Background:

The City of East Grand Forks currently has 0.33 miles that they could add to the State Aid System (see attached 2010 Annual Certification of Miles). Therefore, after reviewing our street system, it would make sense to add 15th street NE, from TH220 to 5th Avenue NE (0.33 miles). As the City Council is aware, this street is in need of total replacement and if it were special assessed, the City would be assessed for approximately 50%.

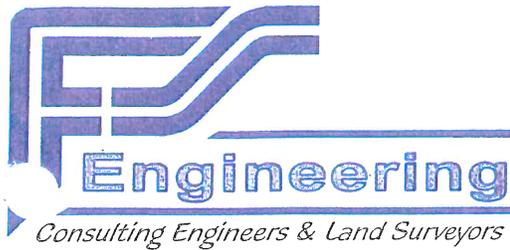
Therefore, I sent a letter to Lou Tasa, MnDOT (see attached letter), requesting this revision. Mr. Tasa responded as well as the Manager of the Municipal State Aid Needs Unit, Mr. Johnston (see attached emails).

Recommendation:

Approve addition to the MSAS and pass a resolution to be sent to MnDOT

Enclosures:

Copy of letter to Mr. Lou Tasa
2010 Annual Certification of Mileage
Mr. Tasa email
Mr. Johnston email



June 30, 2011

Lou Tasa
District State Aid Engineer
MNDOT
3920 Highway 2 West
Bemidji, MN 56601

RE: MSAS - System Revision
East Grand Forks, MN

Dear Lou:

As per the "System Revision Procedure", the City of East Grand Forks requests the following revision to our Municipal State Aid System:

- A) New designation - 15th Street NE - from frontage road of TH220 to 5th Ave NE (see attached map)

This designation satisfies the criteria of the State Aid Rules 8820.0700 Subp. 3 and 8820.0800 Subp. 1.

If you have any questions, or if additional information is needed, please contact our office.

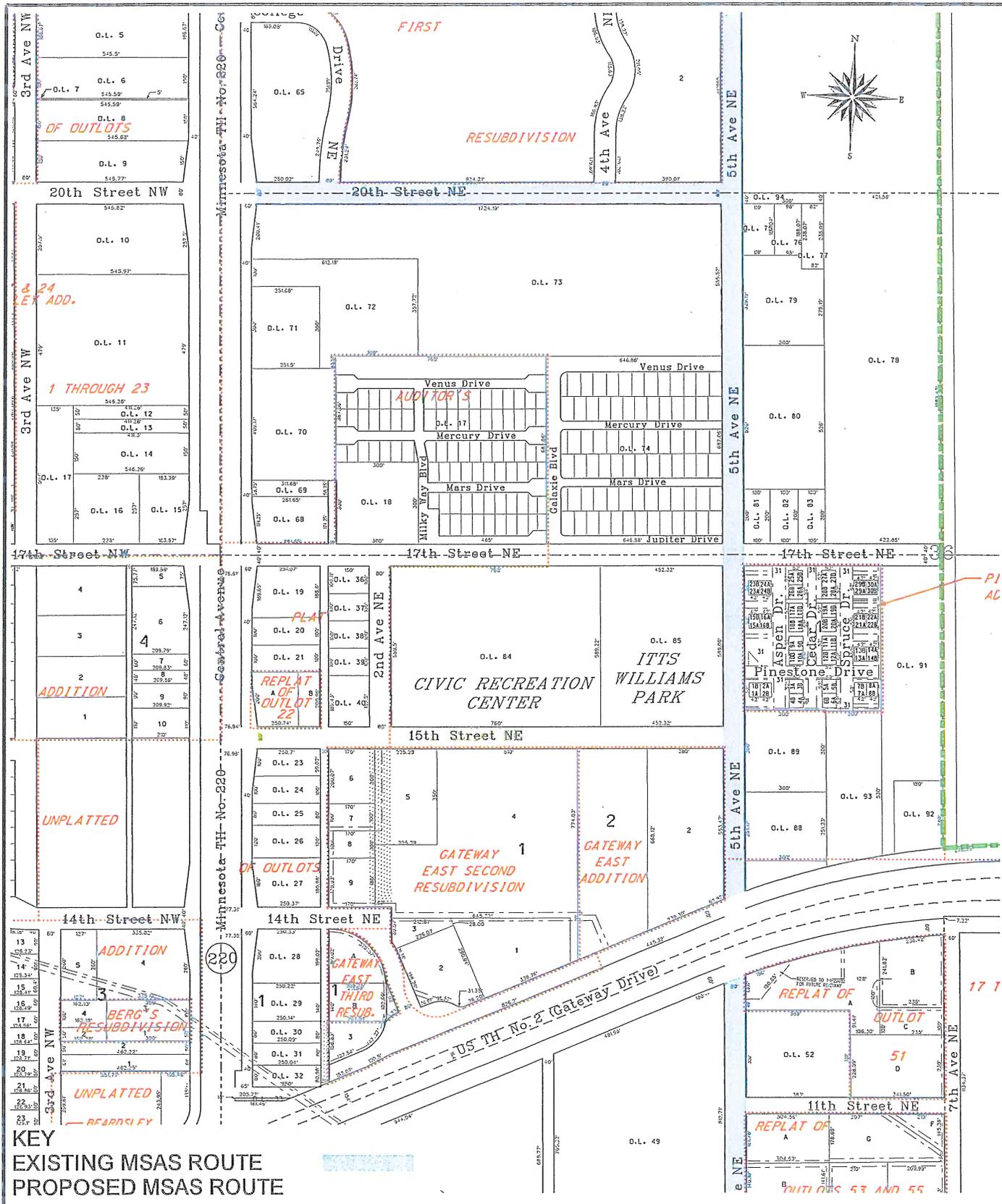
Respectfully yours,
FS Engineering



Greg Boppie, P.E.

GB:kk
Enc.

cc: Scott Huizenga, City Administrator



KEY
 EXISTING MSAS ROUTE
 PROPOSED MSAS ROUTE

DRAWN BY:
 DATE: 6/30/2011
 DGN: 15th_st_ne_state_aid.dgn
 MODEL NAME: area layout

PROJECT:
 15th Street NE
 East Grand Forks, Minnesota

SHEET:
 1 of 1

2010

ANNUAL CERTIFICATION OF MILEAGE

SEE INSTRUCTIONS INCLUDED IN PACKET
 *RECORD REVISIONS ON BACK OF FORM

	Municipal Mileage as of Dec. 31, 2009			Revisions During Current Year (+ or -)				Municipal Mileage as of Dec. 31, 2010		
	Non-Existing	Improved	Total	Non-Existing	Improved	Total	Non-Existing	Improved	Total	
	I	III	IV	V	VII	VIII	IX	XI	XII	
MILEAGE NOT CONSIDERED IN THE COMPUTATION OF BASIC MILEAGE										
1. Trunk Highways		4.43	4.43					4.43		4.43
2. Trunk Highways Turnbacks (Designated as MSAS - mileage above 20%)		2.32	2.32					2.32		2.32
3. County State Aid Highways (Exclude mileage designated as MSAS)		0.50	0.50							
4. County State Aid Highway Turnbacks (Designated as MSAS - mileage above 20%)		3.71	3.71					4.21		4.21
5. Total Mileage of Line 1 Thru 4	Previous =	10.96		Adjustment =			Current =	10.96		
BASIC MILEAGE: MILEAGE CONSIDERED IN THE COMPUTATION OF ALLOWABLE MILEAGE										
6. Municipal State Aid Streets (Exclude Trunk and County Highway Turnbacks and Mileage Partly Outside the City Limits)		10.28	10.28					10.28		10.28
7. County Road Turnbacks (Designated as MSAS)										
8. County Roads (Exclude mileage designated as MSAS)										
9. Other Local Roads And Streets - not designated (Include T.H. & CSAH frontage roads)		1.66	44.45				1.66	42.79		44.45
10. Total Improved Basic Mileage (lines 6 + 7 + 8 + 9)	Previous =	53.07		Adjustment =			Current =	53.07		
11. Percentage Limitation Allowed by Statute							X	0.20		
12. MAXIMUM MILEAGE ALLOWED FOR M.S.A.S. DESIGNATIONS (Col XI, Line 10 Times Line 11).								10.61		
13. Total Municipal State Aid Street Designated (Column XII, Line 2 + 4 + 6 + 7).								16.81		
14. Total Miles of T.H. & County Highway Turnbacks designated as MSAS Above 20% (Col. XII Line 2 + 4 + 7).							(-)	6.53		
15. Mileage designated MSAS - not including T.H. and C.R. Turnback mileage (Line 13 minus Line 14).							(-)	10.28		
16. MSAS Mileage Partly Outside the City Limits							(-)			
17. Municipal State Aid Street Mileage Under Maximum Allowed. (Line 12 minus line 15 minus Line 16).								0.33		

I hereby certify that the total Improved Mileage (Col. XI, Line 5 + 10) in the Municipality of East Grand Forks as of December 31, 2010 is 63.94 Miles.

Signed



Title: City Engineer Date December 6, 2010.

From: "Tasa, Luane (DOT)" <luane.tasa@state.mn.us>
To: Greg Boppre <gboppre@fs-mn.com>
Date: 7/21/2011 1:09:29 PM
Subject: FW: Fwd:

Greg: I copied Marshall on this request and I don't have any concerns with designating 15th street as proposed. We will need to know how much mileage is needed as EGF has .33 miles remaining to be designated. If you have the available mileage, you can go ahead and pass a resolution to designate this segment and send me the original with the request and map showing the new segment to be added.

-----Original Message-----

From: Greg Boppre [mailto:gboppre@fs-mn.com]
Sent: Friday, July 08, 2011 9:16 AM
To: Tasa, Luane (DOT)
Cc: John Wachter; Scott Huizenga
Subject: Fwd:

Lou - I did this letter last week, but now with the State shutdown and not sure how long that will last, I thought I would forward this to you and we can discuss it when you get back.

Thanks Greg

>>> "FS Copier" <fscopier@fs-mn.com> 07/08/11 9:01 AM >>>
This E-mail was sent from "RNPE5E23D" (C6055).

Scan Date: 07.08.2011 10:01:00 (-0400)
Queries to: bail@fs-mn.com

CC: "Johnston, Marshall (DOT)" <marshall.johnston@state.mn.us>

From: "Johnston, Marshall (DOT)" <marshall.johnston@state.mn.us>
To: "Tasa, Luane (DOT)" <luane.tasa@state.mn.us>, Greg Boppre <gboppre@fs-mn.com>
Date: 7/21/2011 2:38:36 PM
Subject: RE: Fwd:

Lou,

It looks good to me also. It has good termini.

A couple comments:

They do have 0.33 miles available to designate and I scaled this request at about 0.36 miles.

Also, Greg is probably aware that this request cannot be included in the Needs updates until the 2012 update and the Needs will be included in the January 2013 distribution. But they can spend MSAS funds on it as soon as it is approved.

Marshall

R. Marshall Johnston
 Manager, Municipal State Aid Needs Unit
 State Aid for Local Transportation
 395 John Ireland Blvd. MS 500
 St. Paul, MN 55155
 651.366.3815
 marshall.johnston@state.mn.us

-----Original Message-----

From: Tasa, Luane (DOT)
 Sent: Thursday, July 21, 2011 1:04 PM
 To: Greg Boppre
 Cc: Johnston, Marshall (DOT)
 Subject: FW: Fwd:

Greg: I copied Marshall on this request and I don't have any concerns with designating 15th street as proposed. We will need to know how much mileage is needed as EGF has .33 miles remaining to be designated. If you have the available mileage, you can go ahead and pass a resolution to designate this segment and send me the original with the request and map showing the new segment to be added.

-----Original Message-----

From: Greg Boppre [mailto:gboppre@fs-mn.com]
 Sent: Friday, July 08, 2011 9:16 AM
 To: Tasa, Luane (DOT)
 Cc: John Wachter; Scott Huizenga
 Subject: Fwd:

Lou - I did this letter last week, but now with the State shutdown and not sure how long that will last, I thought I would forward this to you and we can discuss it when you get back.

Thanks Greg

>>> "FS Copier" <fscopier@fs-mn.com> 07/08/11 9:01 AM >>>
 This E-mail was sent from "RNPE5E23D" (C6055).

Scan Date: 07.08.2011 10:01:00 (-0400)
 Queries to: bail@fs-mn.com

Request for Council Action

Date: August 9, 2011
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Earl Haugen, Executive Director
RE: Fixed Route and Paratransit/Senior Rider 2012 MN/DOT Contract Application and Use of Federal 5307 Funds for Sidewalks

Recommended Motion: Approve entering into agreement with MN/DOT for FY2012 Transit Funding. Approve use of federal funds for sidewalk project.

BACKGROUND: The City has entered into a contract with MN/DOT every year that the City of East Grand Forks has provided fixed route and paratransit/senior rider service. These are required contracts to receive state funds to help with operating costs. The contracts will be from January 1, 2012 to December 31, 2012.

The estimated budget for transit in East Grand Forks goes up a small percent every year. The difference this year is the cuts that the State may ask of the transit agencies. Right now they want the agencies to fill out the application according to the cost of service at current levels. Depending on the new State budget constraints we may have to reduce the State portion by 10% to 15%.

East Grand Forks is in the unique position of being considered an urban transit agency by the Federal government. Every year the Federal Transit Administration uses a formula for urban transit agencies to use for capital project and for small urban agencies to use for operating. Given this ability to use Federal funds for Operating costs, we can then use more of these funds than we have in years past to offset the reduction of State funds. There are funds available for East Grand Forks that have not been used yet. The attached table shows the funds we have received and what grants we have spent funds on. Essentially, we have a healthy balance that we need to spend down.

We must use some of these funds towards operating expenses. Since we are not sure of state decrease, we are recommending an increase in our federal funds towards

operating to eliminate the need to increase local funds toward operating. We are also recommending that we obligate federal funds to two years of operating. This allows us to make adjustment the second year depending on what the State does.

We have discussed several other capital projects and believe that using the remaining funds towards moving/improving shelters and extending sidewalks to and from our shelter near the College represents the best project. Another table shows the cost of putting in sidewalks on certain streets as well as the cost for moving/improving and completing ADA updates to shelters already in place.

FINDINGS AND ANALYSIS:

- This is an annual contract with the Minnesota Department of Transportation to receive operating funds for the Fixed Route and Paratransit/Senior Rider service.
- The State has not indicated budget impacts but hints at 10% to 15% decreases.
- We need to obligate our healthy balance of federal funds.
- We will increase our federal budget to off-set any possible state reduction and obligate towards two years of operating to allow budget flexibility.
- Staff recommends moving/improving bus shelters and extending for sidewalks along transit routes in and around the College.

SUPPORT MATERIALS:

- Resolutions
- Progress of Federal Funds Spent table
- Sidewalks to build table.
- Paratransit/Senior Rider (DAR) Budget
- Fixed Route (RR) Budget.

RESOLUTION NO _____

CITY OF EAST GRAND FORKS

Councilmember _____, supported by Councilmember _____, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide fixed route transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 20% of the total operating costs for the fixed route service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed:

Passed: _____, 2011

ATTEST:

Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this _____ day of _____, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the _____ day of _____, 2011, as shown by the minutes of said meeting in my possession.

Notary

RESOLUTION NO _____

CITY OF EAST GRAND FORKS

Councilmember _____, supported by Councilmember _____, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide paratransit transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed:

Passed: _____, 2011

ATTEST:

Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this _____ day of _____, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the _____ day of _____, 2011, as shown by the minutes of said meeting in my possession.

Notary

Progress of Federal Funds Spent

Year	Spent By	Fed Appropriation	Fed Money to spend	Grant Amount	Notes
2007	2010	\$104,502.00	\$104,502.00		
2008	2011	\$113,437.00	\$113,437.00	\$104,502.00	All on a grant for Operating for 2009 & 2010*
			\$97,939.00	\$15,498.00	Part of the grant for operating for 2009 & 2010
			\$27,939.00	\$70,000.00	Operating for 2011
			\$0.00	\$27,939.00	Operating for 2012 & 2013**
2009	2012	\$120,644.00	\$120,644.00		
2010	2013	\$140,103.00	\$140,103.00	\$120,644.00	Operating for 2012 & 2013**
2011	2014	\$137,440.00	\$277,543.00		

* There is \$15,498 remaining of this grant

** These two total \$148,583 for two years. That give a total of \$74,292 for operating for one year.

Money we need to spend

Sidewalks to build to use the rest of the 5307 Federal Funds

Terrace Drive area	3,050 LF	15,250 SF @ \$10 / SF	\$152,500	Both sides of the road.
20th St. NE & 5th Ave. NE	2,190 LF	10,950 SF @ \$10 / SF	\$109,500	North side & Eastside of the roads.
ADA improvements to Shelters			\$10,000	
Engineering Costs			\$74,500	
Total			\$346,500	

Federal (80%) \$277,200.0

Local (20%) \$69,300.0

Legal Name:		City of East Grand Forks- DAR			
OPERATING BUDGET					
PERSONNEL SERVICES					
		2010 Year End Actual	2011 Projected Year End	2012 Proposed	
1010 Administrative, Management and Supervisory Services					
Description:	This is amount paid to the MPO for administrative costs.				
	1010 Sub Total	\$7,250.80	\$5,020.05	\$5,000.00	
1020 Operator's Wages					
Description:					
	1020 Sub Total	\$0.00	\$0.00	\$0.00	
1030 Vehicle Maintenance Wages					
Description:					
	1030 Sub Total	\$0.00	\$0.00	\$0.00	
1032 Vehicle Repair Wages					
Description:					
	1032 Sub Total	\$0.00	\$0.00	\$0.00	
1040 General Office Support Wages					
Description:					
	1040 Sub Total	\$0.00	\$0.00	\$0.00	
1050 Operations Support Wages					
Description:					
	1050 Sub Total	\$0.00	\$0.00	\$0.00	
1060 Fringe Benefits					
Description:					
	1060 Sub Total	\$0.00	\$0.00	\$0.00	
1000 TOTAL PERSONNEL EXPENSES		\$7,250.80	\$5,020.05	\$5,000.00	
ADD LINES 1010 THROUGH 1060					Category Total
ADMINISTRATIVE CHARGES					
1110 Management Fees					
Description:					
	1110 Sub Total	\$0.00	\$0.00	\$0.00	
1120 Drug and Alcohol Testing and Administration Expenses					
Description:					
	1120 Sub Total	\$0.00	\$0.00	\$0.00	
1130 Advertising, Marketing and Promotional Charges					
Description:					

1410 Public Liability and Property Damage on Vehicles								
Description:								
	1410 Sub Total		\$0.00	\$0.00	\$0.00	\$0.00		
1420 Public Liability and Property Damage on Other than Vehicles								
Description:								
	1420 Sub Total		\$0.00	\$0.00	\$0.00	\$0.00		Category Total
1400 TOTAL INSURANCE CHARGES								
ADD LINES 1410 THROUGH 1420								
TAXES AND FEES								
1510 Vehicle Registration and Permit Fees								
Description:								
	1510 Sub Total		\$0.00	\$0.00	\$0.00	\$0.00		
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires								
Description:								
	1520 Sub Total		\$0.00	\$0.00	\$0.00	\$0.00		
1540 Other Taxes and Fees								
Description:								
	1540 Sub Total		\$0.00	\$0.00	\$0.00	\$0.00		Category Total
1500 TOTAL TAXES AND FEES								
ADD LINES 1510 THROUGH 1540								
1600 TOTAL OPERATING EXPENSES								
ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500								
		\$45,089.68	\$57,328.24	\$78,500.00				
EXPENSE ANALYSIS								
		Percent increase over 2010 year end actual	74.1%					
		Percent increase over 2011 projected year end	36.9%					

CAPITAL BUDGET		2010 Year End Actual	2011 Projected Year End	2012 Proposed
CAPITAL EXPENSES				
1710 Vehicle				
	Description:			
	1710 Sub Total	\$0.00	\$0.00	\$0.00
1720 Lift				
	Description:			
	1720 Sub Total	\$0.00	\$0.00	\$0.00
1730 Communication Equipment				
	Description:			
	1730 Sub Total	\$0.00	\$0.00	\$0.00
1740 Farebox				
	Description:			
	1740 Sub Total	\$0.00	\$0.00	\$0.00
1750 Other Capital Expenses				
	Description:			
	1750 Sub Total	\$0.00	\$0.00	\$0.00
1760 Facility Purchase and/or Construction Cost				
	Description:			
	1760 Sub Total	\$0.00	\$0.00	\$0.00
1700 TOTAL CAPITAL EXPENSES		\$0.00	\$0.00	\$0.00
ADD LINES 1710 THROUGH 1760				
	Category Total			

REVENUES		2010 Year End Actual	2011 Projected Year End	2012 Proposed
REVENUES FROM OPERATIONS (FARES)				
2010 Farebox Revenues				
1. Cash Fares				
Description: Fares collected by drivers.				
	Cash Sub Total	\$12,043.69	\$13,705.20	\$14,100.00
2. Coupons, Passes and Tokens				
Description:				
	Coupons, Passes, Tokens Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL FAREBOX REVENUES	\$12,043.69	\$13,705.20	\$14,100.00
				Category Total ↘
REVENUES FROM SYSTEM OPERATIONS				
2020 System Operating Revenue				
1. Special Route Guarantees				
Description:				
	Guarantees Sub Total	\$0.00	\$0.00	\$0.00
2. Contract Revenues				
Description:				
	Contract Sub Total	\$0.00	\$0.00	\$0.00
3. Advertising and Concession Revenues				
Description:				
	Advertising Sub Total	\$0.00	\$0.00	\$0.00
4. Vehicle/Facility Leasing Revenues				
Description:				
	Leasing Sub Total	\$0.00	\$0.00	\$0.00
5. Other Revenues				
Description:				
	Other Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL SYSTEM OPERATING REVENUES	\$0.00	\$0.00	\$0.00
				Category Total ↘
2000 TOTAL OPERATING REVENUES				
ADD LINES 2010 THROUGH 2020				
		\$12,043.69	\$13,705.20	\$14,100.00
				Category Total ↘
REVENUE ANALYSIS				
		Percent increase over 2010 year end actual	Percent increase over 2010 year end	17.1%
		Percent increase over 2011 projected year end	Percent increase over 2011 projected year end	2.88%
				Total ↘
				Total ↘

FEDERAL GRANTS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
FEDERAL GRANTS (5307 and 5309 Recipients Only)				
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES				
Name	Amount	2010 Year End Actual	2011 Projected Year End	2012 Proposed
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING				
		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
2510 People with Disabilities		2,641	3,238	2,800
2511 Elderly (60+ years of age)		1,897	1,519	1,900
2512 Adults (18-59 years of age)		0	0	0
2513 Youth (6-17 years of age)		0	0	0
2514 Children (0-5 years of age)		0	0	0
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS		4,538	4,757	4,700
				Category Total ↙
ONE-WAY PASSENGER TRIPS				
2515 Dial-A-Ride		4,538	4,757	4,700
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)		0	0	0
2517 Volunteer Driver Passenger Trips		0	0	0
2518 Route Deviation Passenger Trips		0	0	0
HOURS OF SERVICE				
2521 Fixed Route (sec. 5307 and Mankato Only)		0	0	0
2522 Dial-A-Ride		4,817	4,776	4,888
2524 Route Deviation		0	0	0
2526 Subscription		0	0	0
2528 Special Route Guarantee		0	0	0
2530 TOTAL NUMBER OF BUS SERVICE HOURS		4,817	4,776	4,888
				Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS				
		0	0	0
MILES				
2531 Fixed Route (sec. 5307 and Mankato Only)		0	0	0
2532 Dial-A-Ride		18,152	19027	18800
				Category Total ↙

2534 Route Deviation	0	0	0	0
2536 Subscription	0	0	0	0
2538 Special Route Guarantee	0	0	0	0
2540 Total Number of Miles	18,152	19,027	18,800	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

Legal Name:		City of East Grand Forks- RR			
OPERATING BUDGET					
PERSONNEL SERVICES					
		2010 Year End Actual	2011 Projected Year End	2012 Proposed	
1010 Administrative, Management and Supervisory Services					
Description: Payment to the MPO for administrative services					
	1010 Sub Total	\$7,250.87	\$5,020.12	\$5,000.00	
1020 Operator's Wages					
Description:					
	1020 Sub Total	\$0.00	\$0.00	\$0.00	
1030 Vehicle Maintenance Wages					
Description:					
	1030 Sub Total	\$0.00	\$0.00	\$0.00	
1032 Vehicle Repair Wages					
Description:					
	1032 Sub Total	\$0.00	\$0.00	\$0.00	
1040 General Office Support Wages					
Description:					
	1040 Sub Total	\$0.00	\$0.00	\$0.00	
1050 Operations Support Wages					
Description:					
	1050 Sub Total	\$0.00	\$0.00	\$0.00	
1060 Fringe Benefits					
Description:					
	1060 Sub Total	\$0.00	\$0.00	\$0.00	
1000 TOTAL PERSONNEL EXPENSES		\$7,250.87	\$5,020.12	\$5,000.00	
ADD LINES 1010 THROUGH 1060					Category Total
ADMINISTRATIVE CHARGES					
1110 Management Fees					
Description:					
	1110 Sub Total	\$0.00	\$0.00	\$0.00	
1120 Drug and Alcohol Testing and Administration Expenses					
Description:					
	1120 Sub Total	\$0.00	\$0.00	\$0.00	
1130 Advertising, Marketing and Promotional Charges					
Description:					

	1130 Sub Total	\$0.00	\$0.00	\$0.00
1140 Legal, Auditing and Other Professional Fees				\$0.00
Description:				
1140 Sub Total		\$0.00	\$0.00	\$0.00
1150 Staff Development Costs				
Description: Training to stay current.				
Gross			\$0.00	\$3,000.00
Subtract RTAP Reimbursement			\$0.00	\$0.00
1150 Net		\$0.00	\$0.00	\$3,000.00
1160 Office Supplies				
Description:				
1160 Sub Total		\$0.00	\$0.00	\$0.00
1170 Leases and Rentals - Administrative Facilities				
Description:				
1170 Sub Total		\$0.00	\$0.00	\$0.00
1180 Utilities				
Description:				
1180 Sub Total		\$0.00	\$0.00	\$0.00
1190 Other Direct Administrative Charges				
Description:				
1190 Sub Total		\$0.00	\$0.00	\$0.00
1100 TOTAL ADMINISTRATIVE EXPENSES		\$0.00	\$0.00	\$3,000.00
ADD LINES 1110 THROUGH 1090				
VEHICLE CHARGES				
1210 Fuel				
Gas				
Diesel		\$0.00	\$0.00	\$0.00
Alternative		\$0.00	\$0.00	\$0.00
1220 Maintenance Parts and Material Expenses				
Description:				
1220 Subtotal		\$0.00	\$0.00	\$0.00
1222 Repair Parts and Material Expenses				
Description:				
1222 Subtotal		\$0.00	\$0.00	\$0.00
1230 Contract Maintenance Labor				
Description:				
1230 Subtotal		\$0.00	\$0.00	\$0.00
1232 Contract Maintenance Parts and Material Expenses				
Description:				
1232 Subtotal		\$0.00	\$0.00	\$0.00
Category Total				

Description:	1232 Subtotal	\$0.00	\$0.00	\$0.00	Category Total
1234 Contract Repair Labor					
Description:					
1236 Contract Repair Parts and Material Expenses					
Description:					
1240 Tires					
Description:					
1250 Other Vehicle Charges					
Description:					
1200 TOTAL VEHICLE CHARGES		\$0.00	\$0.00	\$0.00	\$0.00
ADD LINES 1210 THROUGH 1250					
OPERATIONS CHARGES					
1310 Purchase of Service					
Description: Cost according to Cost Allocation agreement.					
1330 Mileage Reimbursement for Passenger Service					
Description:					
1340 Repair and Maintenance of Other Property					
Description:					
1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)					
Description:					
1360 Other Operation Charges					
Description:					
1300 TOTAL OPERATIONS CHARGES		\$227,200.00	\$228,996.00	\$253,000.00	\$253,000.00
ADD LINES 1310 THROUGH 1360					
INSURANCE CHARGES					
2010 Year End Actual		\$227,200.00	\$228,996.00	\$253,000.00	\$253,000.00
2011 Projected Year End					
2012 Proposed					

1410 Public Liability and Property Damage on Vehicles								
Description:								
	1410 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1420 Public Liability and Property Damage on Other than Vehicles								
Description:								
	1420 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Category Total
1400 TOTAL INSURANCE CHARGES ADD LINES 1410 THROUGH 1420		\$0.00	\$0.00	2011 Projected Year End	2012 Proposed			
TAXES AND FEES								
1510 Vehicle Registration and Permit Fees								
Description:								
	1510 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires								
Description:								
	1520 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1540 Other Taxes and Fees								
Description:								
	1540 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		Category Total
1500 TOTAL TAXES AND FEES ADD LINES 1510 THROUGH 1540		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
1600 TOTAL OPERATING EXPENSES ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500		\$234,450.87	\$234,016.12		\$261,000.00			
		Percent increase over 2010 year end actual	Percent increase over 2011 projected year end					
				11.3%	11.5%			
EXPENSE ANALYSIS								

REVENUES		2010 Year End Actual	2011 Projected Year End	2012 Proposed
REVENUES FROM OPERATIONS (FARES)				
2010 Farebox Revenues				
1. Cash Fares				
Description:	Cash from box and Advanced Ticket sales			
	Cash Sub Total	\$4,740.00	\$5,245.75	\$5,800.00
2. Coupons, Passes and Tokens				
Description:	Coupons, Passes, Tokens Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL FAREBOX REVENUES	\$4,740.00	\$5,245.75	\$5,800.00
				Category Total ↘
REVENUES FROM SYSTEM OPERATIONS				
2020 System Operating Revenue				
1. Special Route Guarantees				
Description:	Guarantees Sub Total	\$0.00	\$0.00	\$0.00
2. Contract Revenues				
Description:	Contract with Northland College			
	Contract Sub Total	\$4,500.00	\$5,250.00	\$6,000.00
3. Advertising and Concession Revenues				
Description:	Advertising Sub Total	\$0.00	\$0.00	\$0.00
4. Vehicle/Facility Leasing Revenues				
Description:	Leasing Sub Total	\$0.00	\$0.00	\$0.00
5. Other Revenues				
Description:	Other Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL SYSTEM OPERATING REVENUES	\$4,500.00	\$5,250.00	\$6,000.00
				Category Total ↘
2000 TOTAL OPERATING REVENUES				
ADD LINES 2010 THROUGH 2020				
		\$9,240.00	\$10,495.75	\$11,800.00
				Category Total ↘
REVENUE ANALYSIS				
	Percent increase over 2010 year end actual		27.7%	Total ↘
	Percent increase over 2011 projected year end		12.43%	Total ↘

FEDERAL GRANTS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
FEDERAL GRANTS (5307 and 5309 Recipients Only)				
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES				
Name	Amount		2011 Projected Year End	2012 Proposed
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING				
		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
2510 People with Disabilities		1,461	1,169	1,200
2511 Elderly (60+ years of age)		4,092	3,602	3,500
2512 Adults (18-59 years of age)		19,052	23,405	23,000
2513 Youth (6-17 years of age)		330	163	200
2514 Children (0-5 years of age)		38	110	40
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS		24,973	28,449	27,940
				Category Total ↙
ONE-WAY PASSENGER TRIPS				
2515 Dial-A-Ride		0	0	0
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)		24,973	28,564	27,940
2517 Volunteer Driver Passenger Trips		0	0	0
2518 Route Deviation Passenger Trips		0	0	0
HOURS OF SERVICE				
2521 Fixed Route (sec. 5307 and Mankato Only)		3,485	3,278	3,380
2522 Dial-A-Ride		0	0	0
2524 Route Deviation		0	0	0
2526 Subscription		0	0	0
2528 Special Route Guarantee		0	0	0
2530 TOTAL NUMBER OF BUS SERVICE HOURS		3,485	3,278	3,380
				Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS		0	0	0
				Category Total ↙
MILES				
2531 Fixed Route (sec. 5307 and Mankato Only)		54,112	49,629.6	54,436
2532 Dial-A-Ride		0	0	0

PUBLIC TRANSIT OPERATING BUDGET

2534 Route Deviation	0	0	0	0
2536 Subscription	0	0	0	0
2538 Special Route Guarantee	0	0	0	0
2540 Total Number of Miles	54,112	49,630	54,436	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

Request for Council Action

Date: July 20, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, Henry Tweten, Council Members: Marc Demers, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Dave Aker

RE: Figure skating fees

Background:

New fees were put in for figure skating last December (see enclosed) and I didn't have a chance to talk about how the fees would hurt us or help us. I would like to propose a different structure for figure skating to keep children interested in the sport. I would like to change the fees from the proposed fees to what I think would be reasonable fees:

Basic	\$110 to \$75	
Freestyle	\$150 to \$75	Basic and Freestyle would be \$75
Synchro	\$250 to \$250	
Privates	\$80 to \$150	

Recommendation: One of the things the community brought up at the Northwest Minnesota and Bladin Foundation was important that the low cost access for the people. The Basic and Freestyle are the same children learning from basics to freestyle, keeping the cost down allow these people to join figure skating and get a taste of it. Once they decide to stay in figure skating then we can charge a fee such as privates.

Enclosures: The resolution for increased prices and an article from November 19, 1997.

RESOLUTION NO. 10 – 12 - 123

Council Member DeMers, supported by Council Member Tweten, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks, Minnesota, desires to adjust some of the City fees and charges presently in effect;

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the following fees and charges in the right hand column are hereby approved and adopted, to be effective January 1, 2011;

Fee	Current	Proposed
Basics Only	\$65	\$110
Freestyle Only	\$110	\$150
Synchro Only	\$220	\$250
Basics & Synchro	\$250	\$250
Freestyle & Synchro	\$250	\$250

Voting Aye: DeMers, Grassel, Buckalew, Tweten, Gregoire, Leigh, and Pokrzywinski.
Voting Nay: None.

The President declared the resolution passed.

Passed: December 7, 2010

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th day of December, 2010.

Mayor

RESOLUTION NO. 11 – 08 - XX

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks, Minnesota, desires to adjust some of the City fees and charges presently in effect;

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the following fees and charges in the right hand column are hereby approved and adopted, to be effective January 1, 2012;

Fee	Current	Proposed
Basics Only	\$110	\$75
Freestyle Only	\$150	\$75
Synchro Only	\$250	\$250
Basics & Synchro	\$250	\$250
Freestyle & Synchro	\$250	\$250
Privates	\$80	\$150

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: August 2, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd day of August, 2011.

Mayor

Citizens get their say in Parks and Recreation

Steve Gust

The Northwest Minnesota and Bladin Foundation was set up by the City so the citizens of our community could give their input on how to help the City rebuild after last Springs flood. They set up eight different sectors - education, health care, arts, religious community, business, housing, non profit/services, and parks and recreation - and committees were set up to address what the citizens of East Grand Forks wanted to see in those areas of concentration.

Last week, ten committee members got

together and discussed what the community thought about our current state of the Parks and Recreation and things that they thought could use improvement.

The committee first looked at some of the good things the public liked about what the Parks and Recreation had to offer currently. It was generally agreed that the youth activities the city had to offer was more than adequate. They liked the community activities - such as the parties and the Independence day celebrations - and would like to see the community continue them. The committee also pointed out that the citizens liked the general appearance of

the city. They liked the Christmas lights, the neighborhood parks, and the bike paths.

The people overwhelmingly agreed that they liked the way the city kept the fees at a minimal rate for all the activities.

When it came time for the committee to look at some of the things the Parks and Recreation could do better, the list was, not surprisingly, bigger. The committee pointed out that the people wanted more outdoor activities, such as a sledding area, nature park, baseball/softball complex swimming pool, and a camp ground on the dry side of the dike. They also pointed out a greater volunteer support and some more balance

in youth activities. The idea of combining Community Education and Parks and Recreation even came up.

After the committee weighed the good things and the things that could be improved, they were then asked to prioritize the outcomes of their discussions. Here is the list, in order of importance, of what the public would like to see in the Parks and Recreation sector of the City:

1. A community center
2. Low cost access for the people
3. Volunteer support
4. Good youth activities
5. Good community activities

6. How the town looked aesthetically
7. A nature/memorial park
8. Upgrade outdoor recreation activities
9. Emphasize outdoor activities
10. Keep good use of ice arenas

It was quite unanimous that the people wanted a community/recreation center. The committee would like to see a center for all ages where the people can get together and engage in a variety of events.

These recommendations will now be presented to the Citizens Advisory Rebuilding Team (CART) where they will draft a comprehensive set of recommendations and present it to the City Council.

“The Newspaper that Cares”

ORDINANCE NO.2 - 4th SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE SECTION, TABLE OF SPECIAL ORDINANCES, TABLE I. ENTITLED "FRANCHISE" BY EXTENDING THE TERM OF THE FRANCHISE TO THE EAST GRAND FORKS WATER AND LIGHT DEPARTMENT PURSUANT TO CITY CODE TITLE V, CHAPTER 50, SECTION 50.04 ENTITLED "ELECTRIC ENERGY FRANCHISE" TO DECEMBER 31, 2015; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER I. AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That the table of special ordinances of the City Code is hereby amended to read as follows, to-wit:

Subd. 2. GRANT OF FRANCHISE. The City hereby grants to the Franchisee, for a period extending to December 31, 2015, the right to transmit, furnish, deliver or receive electric energy within the limits of the City as they now exist or as they may be extended or revised in the future. For those purposes, Franchisee may establish the necessary facilities and equipment in and along the streets and public places within the City. The Franchisee may also do reasonable things necessary or customary to accomplish those purposes, subject, however to the further provisions of this franchise.

Section 2. City Code Chapter i entitled "General Provisions Applicable to Entire City Code Including Penalty for Violation" and Section 10.99 entitled "General Penalty" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 2 - 4th Series.

VOTING AYE: _____

VOTING NAY: _____

ABSENT: _____

The President declared the Ordinance passed.

ATTEST:

PASSED: _____, 2011

City Administrator

President of Council

I hereby approve the foregoing Ordinance this _____ day of _____,
2011.

Mayor