

**AGENDA  
SPECIAL CITY COUNCIL MEETING  
CITY OF EAST GRAND FORKS  
JULY 24, 2012  
5:00 P.M.**

**CALL TO ORDER**

**CALL OF ROLL**

**DETERMINATION OF A QUORUM**

**SCHEDULED BID LETTINGS**

1. Consider adopting Resolution No. 12-07-66 a Resolution accepting and awarding the bid for improvements to ICS, Inc. for 2012 City Project No. 6 – Pool Repairs for a bid price of \$1,523,736.00.

**CONSENT AGENDA**

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

2. Consider adopting Resolution No. 12-07-78 a Resolution appointing election judges and designating polling places.
3. Consider approving the temporary liquor license application for the VFW Post 3817, for the Bike and Bites event on July 26, 2012.

**ADJOURN**

**AGENDA  
CITY COUNCIL  
WORK SESSION  
CITY OF EAST GRAND FORKS  
JULY 24, 2012  
5:00 PM**

**CALL TO ORDER**

**CALL OF ROLL**

**DETERMINATION OF A QUORUM**

- 1. Waste Water Treatment Phase II Peer Review – Council Member Pokrzywinski**
- 2. Seized Vehicles to Declare Surplus – Chief Hedlund**
- 3. Civic Center Boards to Declare Surplus – Dave Aker**
- 4. Mutual Aid Agreement with Grand Forks Air Force Base Fire Department – Gary Larson**
- 5. Paid On Call Firefighters – Gary Larson**
- 6. Fixed Route & Paratransit/Senior Rider 2013 MnDot Contract – Teri Kouba**
- 7. EDHA Board Update – Council President Buckalew/Council Vice-President Gregoire**

**ADJOURN**

**Upcoming Meetings**

Regular Meeting – August 7, 2012 – 5:00 PM – Council Chambers  
Work Session – August 14, 2012 – 5:00 PM – Training Room (Primary Election)  
Regular Meeting – August 21, 2012 – 5:00 PM – Council Chambers  
Work Session – August 28, 2012 – 5:00 PM – Training Room

**RESOLUTION NO. 12 – 07 - 66**

**RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT**

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2012 City Project No. 6 – Pool Repairs, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that ICS, Inc is the lowest responsible bidder at a bid price of \$1,523,736.00.

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with ICS Inc. in the name of the City of East Grand Forks for the improvement of 2012 City Project No. 6 – Pool Repairs, according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The revenue in of the following accounts of the City Projects Fund is hereby increased by the following amounts:

415-39-000-39201	Transfer In	\$1,904,670
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4. The expenses in of the following accounts of the City Projects Fund are hereby increased by the following amounts:

415-45-124-43030	Engineering (12CP6)	\$213,323
415-45-124-45300	Construction (12CP6)	\$1,523,736
415-45-124-44300	Miscellaneous (12CP6))	\$167,611

5. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Voting Aye:  
 Voting Nay: None.  
 Absent: None.

The President declared the resolution passed.

Passed: July 24, 2012

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 24<sup>th</sup> of July, 2012.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: June 25, 2012

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: 2012 City Project No. 6 – Pool Repairs – Bid Results

## Background:

The City received two(2) bids for the above referenced project, with the low bidder being ICS, Inc. The following is the history of the project budget breakdown:

	<u>January-RCA</u>	<u>May - RCA</u>	<u>June – Bid</u>
Construction	\$1,248,141.00	\$1,319,080.00	\$1,523,736.00
Plans/Specifications	\$112,333.00	\$118,717.20	\$137,136.24
Construction Administration	\$62,407.00	\$65,954.00	\$76,186.80
Contingencies	\$124,814.00	\$131,080.00	\$152,373.60
Administration	<u>\$12,481.00</u>	<u>\$13,190.80</u>	<u>\$15,237.36</u>
<b>TOTAL PROJECT COST</b>	<b>\$1,560,176.00</b>	<b>\$1,648,022.00</b>	<b>\$1,904,670.00</b>

## Recommendation:

Authorize the base bid to ICS, Inc.

## Enclosures:

January 30, 2012 RCA

May 3, 2012 RCA



www.eapc.net



### EGF Pool Renovation Bid Opening: June 14, 2012 at 10:00 AM

#### Cost Estimates vs. Actual Bids

**BIDDER:** ICS, Inc. (ND 20742)

#### BASE BID

<u>Item No.</u>	<u>Description</u>	<u>EAPC Estimate</u>	<u>Actual Bid</u>
1.	Swimming Pool Improvements .....	\$ 1,332,337.00	\$ 1,523,736.00

#### ALTERNATES

<u>Item No.</u>	<u>Description</u>	<u>EAPC Estimate</u>	<u>Actual Bid</u>
A-1	Concession Area .....	\$ 23,000.00	\$ 10,280.00
A-2	Aquatic "Mushroom" Fountain at Wading Pool .....	\$ 22,000.00	\$ 23,100.00
A-3	New Chain Link Fence .....	\$ 20,000.00	\$ 11,715.00
A-4	Upgrade to Aluminum Picket Fence .....	\$ 120,000.00	\$ 131,461.00
A-5	Four (4) Deck Cabana Sun Shelters .....	\$ 26,000.00	\$ 12,155.00
A-6	Replace Flume Slide & Platform .....	\$ 64,000.00	\$ 25,000.00
A-7	Delete Family Restrooms .....	\$ (24,000.00)	\$ (6,380.00)
A-8	Delete zero entry @ wading pool, use lift instead .....	\$ (10,000.00)	\$ (11,220.00)
A-9	Electrically Operated Pool Covers .....	\$ _____	\$ 38,500.00
M-1	Replace Water Heater & Flue .....	\$ 4,500.00	\$ 11,275.00
E-1	Electrical for Concession .....	\$ 1,800.00	\$ 3,388.00
E-2	Electrical for Water Heater & Flue .....	\$ 400.00	\$ 280.00

#### MAJOR SUBCONTRACTORS

Mechanical: Lunseth Plumbing & Heating

Electrical: Bergstrom Electric

Pool Equipment: Natare



**EGF Pool Renovation  
Bid Opening: June 14, 2012 at 10:00 AM**

**Cost Estimates vs. Actual Bids**

**BIDDER:** Innes Construction (MN BC007703)

**BASE BID**

<u>Item No.</u>	<u>Description</u>	<u>EAPC Estimate</u>	<u>Actual Bid</u>
1.	Swimming Pool Improvements .....	\$ 1,332,337.00	\$ 1,543,357.00

**ALTERNATES**

<u>Item No.</u>	<u>Description</u>	<u>EAPC Estimate</u>	<u>Actual Bid</u>
A-1	Concession Area .....	\$ 23,000.00	\$ 9,600.00
A-2	Aquatic "Mushroom" Fountain at Wading Pool .....	\$ 22,000.00	\$ 22,400.00
A-3	New Chain Link Fence .....	\$ 20,000.00	\$ 11,700.00
A-4	Upgrade to Aluminum Picket Fence .....	\$ 120,000.00	\$ 133,000.00
A-5	Four (4) Deck Cabana Sun Shelters .....	\$ 26,000.00	\$ 13,000.00
A-6	Replace Flume Slide & Platform .....	\$ 64,000.00	\$ 27,000.00
A-7	Delete Family Restrooms .....	\$ (24,000.00)	\$ (2,000.00)
A-8	Delete zero entry @ wading pool, use lift instead .....	\$ (10,000.00)	\$ (11,200.00)
A-9	Electrically Operated Pool Covers .....	\$ _____	\$ No Bid
M-1	Replace Water Heater & Flue .....	\$ 4,500.00	\$ 11,480.00
E-1	Electrical for Concession .....	\$ 1,800.00	\$ 3,400.00
E-2	Electrical for Water Heater & Flue .....	\$ 400.00	\$ 280.00

**MAJOR SUBCONTRACTORS**

- Mechanical: Lunseth Plumbing & Heating
- Electrical: Bergstrom Electric
- Pool Equipment: Custom Pools and Natara

## City of East Grand Forks, MN Pool Renovation – Updated Cost Estimates EAPC Project 20114141

We have created two reports addressing mandatory and elective work efforts and their associated costs.

The first report, titled “Required Upgrades”, lists the mandatory work required by the Minnesota Department of Health that must be completed in order to reopen the pool for the summer of 2012.

The second report, titled “Recommended Upgrades”, lists the elective work that should be considered to renovate and modernize the pool facility.

Following the Cost Summary are individual work efforts and costs.

EAPC recommends that a priority list be developed by the City and EAPC staff to create a project that meets your long term goals and that are within your fiscal capabilities.

**Required Upgrades**

- 1. Minnesota Department of Health Compliance Costs ..... \$ 30,000.00

**Recommended Upgrades**

	<u>November 2011</u>	<u>April 2012</u>
1. Swimming Pool .....	\$ 616,070.00	\$ 589,973.00
2. Wading Pool.....	\$ 47,250.00	\$ 84,620.00
3. Pump House .....	\$ 228,686.00	\$ 206,736.00
4. Bath House .....	<u>\$ 356,135.00</u>	<u>\$ 437,751.00</u>
<b>Estimated Total Construction Costs .....</b>	<b>\$ 1,257,141.00</b>	<b>\$ 1,319,080.00</b>

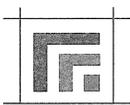


## General Cost Detail

### REQUIRED GENERAL CONSTRUCTION UPGRADES

The EGF Parks and Recreation Department will address and complete the General Construction items identified in the Minnesota Department of Health 9/20/11 Inspection report. Items identified in the report include:

1. Post trained operator certificate
2. Post the current license allowing the pool to operate
3. Post the pool user capacity in the pool area.
4. Secure the ladders so they are tight.
5. Repair the chemical disinfectant feeder
6. Remove logos from the pool bottom and paint with approved finish
7. Provide a stripe on the bottom and walls of the pool where the depth changes from 5 ft to 12 ft.
8. Add more 'No Diving' decals to the pool at maximum 25 ft. intervals
9. Provide a stripe on the leading edge of the stairs
10. Provide handrails on the steps in the main pool.
11. Post rules and warnings at the entrance to the flume slide.
12. Install a float line rope with buoys that define the flume slide area
13. Provide a new ladder within the new float line.



**RECOMMENDED GENERAL CONSTRUCTION UPGRADES**

November 2011      April 2012

**A. Swimming Pool**

1. Replace the existing skimmers with a stainless steel perimeter recirculation system. This includes removal and replacement of concrete wall and pool edge. Piping is listed separately in the Mechanical report.
 

Stainless Steel Perimeter Recirculation System .....	\$ 188,000.00	\$ 186,000.00
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2. The existing pool surface is cracked and most likely leaks water. We recommend installing a new PVC Pool Liner System to prevent leaking.
 

PVC Pool Lining System.....	\$ 50,000.00	\$ 45,000.00
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3. Main drains and piping replacement. This item is the cost to remove and replace the pool concrete and associated excavation and backfilling.
 

Piping is listed under the Mechanical Report.

Main Drain Replacement .....	\$ 15,300.00	\$ 15,300.00
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4. Concrete Pool Deck Slabs
 

Remove and replace concrete deck slabs. Cost to replace deck drains is listed in the Mechanical report.

Deck Slabs .....	\$ 160,000.00	\$ 149,469.00
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5. Replace Diving Boards .....

	\$ 12,000.00	\$ 9,500.00
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6. Signage Allowance .....

	\$ 4,000.00	\$ 4,000.00
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7. Replace Pool Ladders .....

	\$ 9,000.00	\$ 12,100.00
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8. Replace Lifeguard Chairs .....

	\$ By Owner	\$ By Owner
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9. Remove and Replace Sidewalk .....

	\$ 22,400.00	\$ Omit
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**RECOMMENDED GENERAL CONSTRUCTION UPGRADES**

	<u>November 2011</u>	<u>April 2012</u>
10. Replace chain link fencing with new 4' high fence .....\$ 24,000.00 between wading and main pool. Also at water slide.	\$ 24,000.00	\$ 6,045.00
11. Concrete Entrance Steps.....\$	0.00	\$ 9,000.00
12. Remove & Reinstall Water Slide.....\$	0.00	\$ 5,000.00
13. Upgrade Water Slide Guardrails.....\$	0.00	\$ 3,000.00
14. Sandblast and Paint Water Slide Structure.....\$	<u>0.00</u>	<u>\$ 7,000.00</u>
Subtotal .....	\$ 486,900.00	\$ 432,114.00

**B. Wading Pool**

1. Replace Main Drains. This cost is for concrete removal and replacement and associated earthwork to replace the Wading Pool Main Drains.		
Main Drain Replacement .....	\$ 12,500.00	\$ 12,500.00
2. Surface Painting of Wading Pool .....	\$ 3,500.00	\$ 3,500.00
3. Zero Depth Entrance and Patch Sidewalls.....\$	0.00	\$ 10,000.00

**C. Pump House**

1. New Chemical Storage Room.....\$	15,000.00	\$ 15,000.00
2. Replace Doors.....\$	2,500.00	\$ 2,500.00
3. Replace Roof.....\$	5,000.00	\$ 5,000.00

**D. Bath House**

1. Reroofing .....	\$ 50,000.00	\$ 50,000.00
2. General Renovation to include .....	<u>\$ 175,000.00</u>	<u>\$ 235,822.00</u>
Subtotal .....	\$ 263,500.00	\$ 334,322.00

SUMMARY: General Construction Recommended Upgrades.....\$ 750,400.00      \$ 766,436.00



## Mechanical Cost Detail

### REQUIRED MECHANICAL UPGRADES

November 2011

April 2012

#### **A. Swimming Pool**

1. Per MN Statute 144.1222 Subd. 1c: New unblockable drain covers are required at each of the 3 existing 18"x18" drains with a minimum of 144 sq.in. of surface area each. [See Photo M1]

New Swimming Pool Unblockable Drain Covers.....\$ 1,500.00

2. Per MN Statute 144.1222 Subd. 1c; and Per 4717.2580 Subp. 1,2: The flume slide pump suction intake is required to have a screen meeting the ATPSA (Anti-entrapment Act). [See Photo M2]

New Flume Slide Suction Intake.....\$ 1,000.00

#### **B. Wading Pool**

1. Per MN Statute 144.1222 Subd. 1c: A new unblockable drain cover is required at the existing 18"x18" drain with a minimum of 144 sq.in. of surface area each.

New Wading Pool Unblockable Drain Covers .....\$ 500.00

#### **C. Pump House**

1. Per 4717.2570 Subp. 4: A new flow indicator is required with a capacity of 1,500 gpm for the swimming pool recirculation near the pool pump. [See Photo M3]

New Swimming Pool Flow Indicator.....\$ 3,000.00

2. Per 4717.2570 Subp. 6: A new thermometer is required on the pool return line near the pool pump for the swimming pool. [See Photo M3]

New Swimming Pool Thermometer.....\$ 500.00



## REQUIRED MECHANICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
3. Per 4717.2150 Subp 2: A new a 1-1/2" RPZ-BFP is required inside the pump house near the main water service for the wading pool cold water supply. [See Photo M4]		
New Wading Pool Backflow Preventer.....	\$ 2,500.00	_____
Subtotal .....	\$ 9,000.00	\$ 9,000.00

## RECOMMENDED MECHANICAL UPGRADES

### **D. Swimming Pool**

1. The original swimming pool return piping has been sleeved with smaller piping. Replace both the return and skimmer piping with new piping when gutter is replaced.		
New Swimming Pool Gutter Piping .....	\$ 68,920.00	
2. The existing swimming pool deck drains are cracked, crooked, and many are higher than the surrounding deck itself. Replace these drains and the associated piping. This should also include replacement of the CW hose bib in the deck for wash down.		
New Swimming Pool Deck Drains and Piping .....	\$ 34,650.00	
3. The original swimming pool main drains at the bottom of the diving bay should be reviewed and potentially replaced before any pool liner or resurfacing occurs. This will require excavation and repiping all the way back to the Pump House.		
New Swimming Pool Main Drains and Piping .....	\$ 25,600.00	_____
Subtotal .....	\$ 129,170.00	\$ 157,859.00

### **E. Wading Pool**

1. The original wading pool has only one main drain. It should have a second drain per MN Rules 4717.2580 Subp. 1E along with replacing the existing drain before any pool liner or resurfacing occurs. This will require excavation and repiping all the way back to the pump.		
New Wading Pool Main Drains and Piping.....	\$ 10,000.00	



## RECOMMENDED MECHANICAL UPGRADES

November 2011      April 2012

2. The existing wading pool does not have any skimmers. The wading pool is 1,540sf. A skimmer is required for each 400 sf. per MN Rules 4717.2595 Subp. 1. A minimum of 3 skimmers are required.

New Wading Pool Skimmers and Piping.....\$    7,250.00

3. The existing wading pool pump is not on site at this time. Actual capacity is not known. Recommend reviewing pump capacity of insure pump can provide required 90 GPM in order to provide proper recirculation rate of one complete water change in 2 hours per MN Rules 4717.2560 Subp. 2. For purposes of this report, the pump is assumed adequate at this time.

Review Wading Pool Pump Capacity.....\$            0.00

4. The existing wading pool pump is located outside the main pump house. Recommend locating this pump inside the pump house, space permitting.

Relocate Wading Pool Pump.....\$    5,000.00

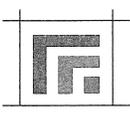
5. The current wading pool water treatment is provided by manually dropping tablets. This lends itself to human error and potential issues with young swimmers. Recommend providing automatic water treatment for the wading pool per MN Rules 4717.2610. This could potentially be connected to the main swimming pool treatment system.

New Wading Pool Water Treatment System.....\$    5,000.00

6. The current wading pool is not heated potentially turning away young swimmers and other family members. Recommend providing heat to the wading pool. This could potential be connected to the main swimming pool heating system.

New Wading Pool Heat Connection.....\$    4,000.00

Subtotal .....\$    31,250.00      \$    58,620.00



**RECOMMENDED MECHANICAL UPGRADES**

November 2011      April 2012

**F. Pump House**

1. The existing pool pump is inoperable and currently is offsite at a vendor waiting for refurbishment direction. It is understood that approximately \$10,000 in refurbishment cost is required in order to repair the old pump. Original drawings indicate this pump to be 25HP, 942 GPM, 220v/3ph. A new pump(s) would be more efficient. New VFD(s) could also be provided to provide a soft start and reduce the electrical demand charges. This work would require substantial repiping in the pump house. [See Photo M3]

New Swimming Pool Pump(s) .....\$ 65,000.00

2. The original swimming pool filtration system consisted of 4 large filters with a total capacity of 942 GPM. Currently, only 1 of these filters exists. This leaves the current filtration capacity of 235 GPM. 900 GPM is required per MN Rules 4717.2560 Subp. 1 and 4717.2850. Three exterior fiberglass filters could be provided in the same location as the original filters. Replace existing filter with new fiberglass sand filled filters and repipe. [See Photo M5]

New Swimming Pool Filtration System .....\$ 51,000.00

3. The original swimming pool chemical treatment system consists of high pressure chlorine gas. This method is dangerous and obsolete. A simpler means of using liquid chlorine and Acid feeder systems is now much more common and used successfully in other local pools. This would consist of poly tanks, automatic sensors and chemical feeder pumps. Recommend replacing the chemical treatment system with one per MN Rules 4717.2610 and 4717.2650. This system could potentially also serve the wading pool. [See Photo M6]

New Chemical Treatment System .....\$ 15,000.00

4. The existing 80% efficient pool heater appears to still be operational despite being approximately 20 years old. If substantial renovations occur, it is recommended to replace this with a new heater that could be more efficient. [See Photo M4]

New Pool Heater .....\$ 46,600.00



**RECOMMENDED MECHANICAL UPGRADES**

November 2011      April 2012

- 5. The existing 4" domestic cold water service is cast iron. If substantial renovations occur, recommend replacing the line to avoid potential water issues. [See Photo M4]

New 4" Domestic Water Service .....	\$ 25,000.00	_____
Subtotal .....	\$ 202,600.00	\$ 173,150.00

**G. Bath House**

- 1. The existing bath house fixtures are old. If substantial renovations occur, recommend replacing all the fixtures and provide proper amount of fixtures and ADA fixtures per MN Rules 4717.3650. At this same time the domestic water heating system could also be upgraded. [See Photo M7 and M8]

New Bathhouse Plumbing Fixtures .....	\$ 75,250.00	_____
Subtotal .....	\$ 75,250.00	\$ 86,275.00

SUMMARY: Mechanical Construction Recommended Upgrades..\$ 438,270.00      \$ 475,904.00



## Electrical Cost Detail

### REQUIRED ELECTRICAL UPGRADES

There were no electrical deficiencies noted in the Minnesota Department of Health September 20, 2011 public pool and spa inspection report. There will be some electrical associated with the mechanical work cited. This work should be minimal and will be included in the mechanical estimates.

Although no electrical work is required, there are a number of items that should be considered. Some of the existing electrical equipment was part of the original construction and is obsolete. Some of the equipment is not energy efficient.

Suggested changes are as follows:

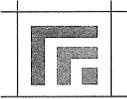
### RECOMMENDED ELECTRICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
<b>A. Bath House</b>		
<p>1. Replace the existing electrical service and panel. The existing main disconnect, wire way, security lighting disconnect and time clock are old, obsolete, and rusty. This is the original equipment installed in 1963.</p>		
Provide New Electrical Service Estimate .....	\$ 14,100.00	\$ 11,200.00
<p>2. Replace the existing bath house lights. The existing lights use T12 fluorescent lamps, which are not energy efficient. These lamps are obsolete and will not be available much longer. The new T8 and T5 fluorescent lamps provide more lumens per watt and have a longer lamp life. Thus, lowering maintenance and energy costs. The existing fixtures are 4'-0" two fluorescent lamp strip lights with metal housings. Plastic tubes have been installed over the lamps to meet code. These tubes shorten lamp life.</p>		
<p>Replace the existing light fixtures with new 4'-0" fixtures with impact resistant fiber glass housing, impact resistant acrylic lens and energy efficient T8 fluorescent lamps. Replace on a one-for-one basis.</p>		
Provide New Light Fixtures in Bath House.....	\$ 11,825.00	\$ 14,100.00



## RECOMMENDED ELECTRICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
3. Replace the existing sound system. The existing system is old, obsolete, and does not work properly. Replace the main console, amplifier, remote station speaker, microphone jacks and cabling.		
Provide New Sound System .....	\$ 8,360.00	\$ 8,550.00
4. Demolition .....	\$ 0.00	\$ 4,100.00
5. Power Wiring .....	\$ 0.00	\$ 5,150.00
6. Replace the existing 250 watt mercury vapor light fixtures with new 250 watt metal halide fixture. New fixtures are more efficient and have a longer lamp life. [See Photo E-2]		
Repaint existing poles.		
Provide New Exterior Post Top Light Fixtures.....	<u>\$ 21,600.00</u>	<u>\$ 22,554.00</u>
Subtotal .....	\$ 55,885.00	\$ 65,654.00
<b>B. Pump House</b>		
1. Replace electrical service .....	\$ 0.00	\$ 7,050.00
2. Provide New Lighting.....	\$ 3,036.00	\$ 3,036.00
3. Replace the 10'-0" baseboard electric heater with self-contained thermostat. The existing heater is rusted beyond repair.		
Replace Baseboard Heater .....	\$ 550.00	\$ 550.00
4. Demolition .....	<u>\$ 0.00</u>	<u>\$ 450.00</u>
Subtotal .....	\$ 3,586.00	\$ 11,086.00
<b>SUMMARY: Electrical Construction Recommended Upgrades .....</b>	<b>\$ 59,471.00</b>	<b>\$ 76,740.00</b>



**EGF Pool Renovation  
Alternate Bid - Cost Estimates**

1. Aquatic Fountain at Wading Pool .....	\$ 22,000.00
2. Concession Area .....	\$ 23,000.00
3. Cabana Shelters .....	\$ 26,000.00
4. Aluminum Picket Fence.....	\$ 120,000.00

**RESOLUTION APPOINTING JUDGES AND DESIGNATING POLLING PLACES**

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

BE IT RESOLVED, By the City Council of the City of East Grand Forks that the following polling places are designated and election judges are appointed in each respective ward for the August 14, 2012 Primary Election and November 6, 2012 General Election.

1st Ward: Ragnar Bergendahl, Chair; Amy Loven, Linda Spokley, Karen Peach, Carol Bushy  
Polling Place: Senior Center; 538 Rhinehart Drive SE

2nd Ward: Marilyn Egeland, Chair; Mike Butler, Norm Vanderpan, Mike Powers, Cindy Weber  
Polling Place: City Hall, 600 DeMers Avenue NW

3rd Ward: Sherri Richter, Chair; Jeff Bakke, Emily Rapacz, Sharon Bramer, Laurie Holtman  
Polling Place: Our Savior's Lutheran Church, 1515-5th Avenue NW

4th Ward: Jim Richter, Chair; Andrew Sawallisch, Sue Bakke, Barbara Hangsleben, Michelle Quirk  
Polling Place: Our Savior's Lutheran Church, 1515-5th Avenue NW

5th Ward: Mike Flermoen Chair; Darrel Koehler, Debbie Piche, Mike Quirk  
Polling Place: Good Samaritan Heritage Grove, 2122 River Rd NW

Alternate Judges: Jim Wetterlund, Karen Lukasz, Mike Lukasz

BE IT FURTHER RESOLVED, the administrator/clerk-treasurer is authorized to re-balance judges to different wards as needed in order to comply with state election laws; and

BE IT FURTHER RESOLVED, the judge’s hourly compensation is fixed at the following: chair judge at \$13.00 per hour, and regular judge at \$12.00 per hour.

Voting Aye:  
Voting Nay: None.  
Absent:

The President declared the resolution passed.

Passed: July 24, 2012

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this 24<sup>th</sup> day of July, 2012.

\_\_\_\_\_  
Mayor



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar Street Suite 133, St. Paul MN 55101-5133  
 (651) 215-6209 Fax (651) 297-5259 TTY (651) 282-6555  
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT**  
**FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>VFW Post 3817</i>		DATE ORGANIZED <i>1942</i>	TAX EXEMPT NUMBER	
STREET ADDRESS <i>312 DeMees Ave.</i>		CITY <i>East Grand Forks</i>	STATE <i>MN</i>	ZIP CODE <i>56721</i>
NAME OF PERSON MAKING APPLICATION <i>Kathy Mills, Manager</i>		BUSINESS PHONE <i>(218) 773-2481</i>	HOME PHONE <i>(218) 773-9592</i>	
DATES LIQUOR WILL BE SOLD <i>7-26-12</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Frank Binostad</i>		ADDRESS <i>1004 11th Ave. SE East Grand Forks, MN 56721</i>		
ORGANIZATION OFFICER'S NAME <i>Jim Donken</i>		ADDRESS <i>1617 13th Ave South Grand Forks, ND 58201</i>		
ORGANIZATION OFFICER'S NAME <i>Bill Bridges</i>		ADDRESS <i>1504 Aspen Dr. NE East Grand Forks, MN 56721</i>		
Location license will be used. If an outdoor area, describe. <i>Riverwalk Boardwalk (In front of Whiteys, Blue Moose, etc)</i>				
<i>For Bike &amp; Bites 7-26-12 4:30-8:00 pm</i>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <i>Geo</i>				
<i>Nova Casualty Co. \$500,000 Occurrence</i>				
<i>\$500,000 Aggregate</i>				
<b>APPROVAL</b>				
<b>APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL &amp; GAMBLING ENFORCEMENT</b>				
CITY/COUNTY <i>East Grand Forks</i>		DATE APPROVED _____		
CITY FEE AMOUNT <i>100.00</i>		LICENSE DATES _____		
DATE FEE PAID <i>7-19-12</i>		_____		
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event



June 25, 2012

Mr. Lynn Stauss, Mayor  
City of East Grand Forks  
PO Box 373  
East Grand Forks, MN 56721

Re: Grand Forks/East Grand Forks Interconnect Review

Dear Mayor Stauss:

This letter represents a summary of my initial opinions based on a review of the available information regarding the proposal for the City of East Grand Forks, MN to discharge sanitary sewage to the City of Grand Forks, ND. This review is based on information provided by the City as well as additional research and interviews done to help aid my understanding of the situation. I understand that the City is considering applying for financial assistance, and that my opinion, although preliminary, would be of some assistance prior to taking that step.

### **Executive Summary**

A lot of good work has been done by the City of East Grand Forks, the City of Grand Forks, their respective staff and consultants. Upon review of the information provided and after talking with regulatory staff in both Minnesota and North Dakota, my recommendation is to update the cost estimates based on issues raised in this document, and then to make a decision based on a 20-year present value analysis. If the present value analysis is not decisive, meaning that the life-cycle costs of the two alternatives are within 10% of one another, then the non-monetary benefits of interconnection with Grand Forks appear to outweigh those of upgrading East Grand Forks' pond system.

The following represents a summary of my understanding of the situation, along with my comments and detailed recommendations based on that understanding.

### **Background/Understanding**

The City of East Grand Forks (hereafter EGF) operates a sewage treatment system consisting of two waste stabilization ponds totaling 335 acres. The oldest structures date to 1958. A vast disparity between the influent flow and effluent flow (only 22% of the influent is discharged as effluent), coupled with seepage observed to be occurring through the berms to the surrounding lands, make it clear that the ponds are leaking. This issue has been in discussion with the Minnesota Pollution Control Agency (MPCA) for at least the past 20 years.

The most recent planning effort was undertaken in 2011, when the city's consultant,

*Offices in Illinois, Iowa, Minnesota, and Wisconsin*

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FS Engineering, prepared a draft Wastewater Facility Plan Addendum, modifying a 2006 version of the Plan. The Plan evaluated two principal alternatives. The first is to upgrade the pond to provide greater depth by raising the perimeter berms by two feet to comply with the current MPCA code, installing a new 18-inch clay liner, and a constructing a cut-off berm to divide the 240 acre cell into two cells in an effort to reduce damage from waves that develop on the large pond. The second was to construct a new pump station and force main to convey all EGF's wastewater across the Red River of the North to the City of Grand Forks, ND for treatment and disposal via their system. According to the Plan Addendum (February 18, 2011) the estimated capital and Present Value costs for these two alternatives are:

Upgrade Pond System:

Capital Cost:	\$11,051,950
Present Value:	\$11,018,468 (includes \$30,000 per year of O&M for the wastewater treatment facility, representing annual lagoon repairs)

Regionalize with Grand Forks:

Capital Cost:	\$7,432,872 (includes \$4 million for abandonment of existing lagoons)
Present Value:	\$7,126,813 (erroneous in that it included only one year of payments to Grand Forks in amount of \$447,721 rather than the present value of 20 years of payments. The proper present worth using these estimates would be \$12,258,591)

The Facility plan concluded based on this analysis that Regionalization with Grand Forks was the recommended option. This recommendation was made by the City Council, but vetoed by the Mayor.

In September of 2011 a memo containing updated capital costs was issued by FS Engineering. The revised estimates were based on more extensive sludge sampling which revealed a smaller quantity of sludge than earlier borings had suggested. The revised capital costs as of September 27, 2011 were:

Upgrade Ponds:	\$13,165,139
Regionalization:	\$ 7,445,929 (including Phase 2 decommissioning)

A revised Present Value analysis was not included to reflect the total cost to build, own and operate each alternative for 20 years. Costs to be borne by the City of EGF on the North Dakota side of the river, estimated to be \$871,000, were also not reflected in these estimates.

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In October of 2011, City Administrator Scott Huizenga prepared a Cost of Service Analysis and Rate Study for the two alternatives based on the revised capital costs. The study concluded that the regionalization option provides savings for the first 10-20 years, but after 30 years the pond upgrade could provide cost savings.

The following section will identify some issues that will impact the decision to be made by the City of EGF.

### Cost

Cost for the project is expressed in two ways: Capital Cost and Present Value. The capital cost is the initial cost to plan, design and construct a project. It represents the amount that must be borrowed if there is no cash contributed by the City. The Present Value is the total cost to plan, design, build **and operate** the facility for a period of time, typically 20 years, expressed in current dollars. Present Value (PV) is the best measure of the true life-cycle cost of a project, and allows for direct comparison between a high capital/low operating cost alternative, and one with a low capital, but high operating cost.

### Capital Cost Estimates

The capital cost estimates provided in the Facility Plan contain very little detail in terms of quantities. Doubtless there exists a more detailed cost estimate with quantities and unit prices, but I cannot comment on their validity. The September 2011 updated costs do contain quantities and unit prices, allowing for some level of comment, as follows:

1. Mobilization (\$50,000 for all alternatives) seems low, and would likely be more for the pond upgrade than the interconnect project due to the amount of earth moving equipment needed.
2. There is no line item for other fixed costs of contractor such as bonding, overhead and profit.
3. The \$65/ft cost for 16-inch ductile iron force main, including surface restoration, seems low. Excluding the lift station cost of \$1.5 million and its associated Engineering, Administrative, Legal and Contingencies (EALC) of 25%, the force main related costs total \$1,425,840, including a costly crossing of the Red River. The effective installed unit price for the 9,000 feet of force main on the Minnesota side of the river is \$158/ft. In contrast, the City of Grand Forks plans to install 3,530 of 18-inch force main on the North Dakota side of the river for a total cost of \$871,000. This equates to an installed cost of \$247/ft, and does not include the river crossing. Based on this disparity and prior experience I would recommend that a contractor be engaged to more accurately estimate the installed cost of the force main on the Minnesota side.

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4. The allowance for EALC is low for a facility planning level estimate. A project of this nature typically requires 15-18% of the construction cost for facility planning, engineering design, and construction related engineering services. This leaves only 7-10% for administrative, legal and contingencies. A feasibility level estimate such as this, that does not have the benefit of a complete set of plans, should include 2-5% for administrative and legal costs and 20% for capital cost contingencies due to the number and extent of unknowns that have yet to be encountered.
5. The Phase 2 Decommissioning estimate and the Pond upgrade estimate both call for the removal and disposal of 98,378 cubic yards of biosolids. The unit cost of \$15/cubic yard is reasonable, but the quantity does not align with the revised biosolids quantities identified in the September 27, 2011 memo from FS Engineering. The memo states that the new lagoon survey concluded that the primary cell contains 232,455 cubic yards of sludge, and the secondary cell contains 95,470, for a total of 327,925 cubic yards. The cost estimates for both alternatives, however, only account for 98,378 cubic yards of sludge. It is unclear what is to happen with the remaining 229,547 cubic yards of sludge. If it is proposed to leave this sludge in place, then the City will need assurance from MPCA that this is acceptable, otherwise this represents a latent liability that will likely need to be addressed at some point.

Present Value Estimates

The Facility Plan provides a cost-effectiveness analysis yielding a Present Value, labeled for each alternative as “Total (with project cost)”. The present value factors appear to be based on a discount rate of 5% and a 20-year design life, both reasonable assumptions. The September 27, 2011 updated capital costs do not include a present value analysis. It is possible to combine the operating cost assumptions from the Facility Plan with the updated capital costs from the September 2011 memo to provide the City with an updated present value comparison.

As noted above, the Facility Plan present value contains some errors, which when corrected and coupled with the revised capital cost estimates, yield the following results:

*Upgrade Ponds*

Estimated Construction Cost	\$10,127,030 (from 9/27/11 memo)
Engineering, Legal, Admin (15%)	\$ 1,519,055 (MSA estimate)
Contingencies (20%)	\$ 2,025,406 (MSA estimate)
<b>Total Capital Cost</b>	<b>\$13,671,491</b>
Pond Maintenance	\$ 30,000/yr (from Facility Plan)
<b>Present Value (x 12.462)</b>	<b>\$ 373,860</b>
<b>Salvage Value</b>	<b>\$ -407,342 (from Facility Plan)</b>
<b>Total 20-year Present Value</b>	<b>\$13,638,009</b>

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*Interconnection*

Estimated Construction Cost	
LS & FM	\$ 2,640,672 (from 9/27/11 memo)
<u>Pond Decommissioning</u>	<u>\$ 3,188,530 (from 9/27/11 memo)</u>
Construction subtotal	\$ 5,829,202
Engineering, Legal, Admin (15%)	\$ 874,380 (MSA estimate)
<u>Contingencies (20%)</u>	<u>\$ 1,165,840 (MSA estimate)</u>
<b>Total Capital Cost</b>	<b>\$ 7,869,422</b>
Treatment at Grand Forks	\$ 459,672/yr (2012 cost, from GF COSA)
<b>Present Value (x 12.462)</b>	<b>\$ 5,728,433</b>
<b>Salvage Value</b>	<b>\$ -753,780 (from Facility Plan)</b>
<b>Total 20-year Present Value</b>	<b>\$12,844,075</b>

This is still a relatively simplistic analysis, and many of the underlying assumptions should be reviewed, but it provides a more conclusive comparison than has been done to date. This analysis shows that the 20-year present value for the two alternatives differ by only 6%. For feasibility-level planning such as this, any two alternatives within 10% of one another on a present value basis are effectively indistinguishable. This supports the assertion made by EGF City Administrator Scott Huizenga in his October 17, 2011 memo that “either option presents a viable alternative based on the information we currently have available”.

Cost of Service Analysis

The City of Grand Forks, along with their consultant AE2S, has provided detailed analyses to identify what East Grand Forks would pay for sewer service. The Cost of Service Analyses (COSA) from September 2011 and January 2012 appear to provide a fair allocation of EGF’s cost. The allocation of capacity used by EGF is a fair and appropriate way of deriving EGF’s annual cost, and results in an effective rate that is below that charged by the City of Grand Forks to its customers. The current rate for sewer service in Grand Forks is \$2.76 per 1,000 gallons. The 2012 projection of \$459,672 paid by EGF to Grand Forks for an average daily flow of 1.16 mgd equates to an effective rate of \$1.09/1000 gallons. This is a very low rate for sewer service.

One concern with the approach taken by Grand Forks is the city’s inclusion of a charge for funding their Biosolids Reserve. When Grand Forks upgraded their wastewater treatment facility in 2002, they did not address the accumulation of sludge (biosolids) in their 1,355 acres

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of lagoons. They have since begun to build a fund intended to allow the City to remove and properly dispose of the biosolids by setting aside between \$400-600,000 per year in a dedicated fund. As this fund is being collected to address a liability from sludge that accumulated over many years prior to East Grand Forks connecting to Grand Forks, it does not seem that EGF should participate in addressing this issue. EGF has their own sludge liability, which would be addressed by the City of EGF as part of their lagoon decommissioning project. It would be a case of “double-jeopardy” if the citizens of East Grand Forks found themselves paying for the disposal of both their sludge as well as that of Grand Forks. I would strongly recommend that East Grand Forks negotiate participation in the Grand Forks Biosolids Reserve out of their rate base. For the 2012 test year, this would reduce the annual estimated payment to Grand Forks by \$23,093. This amount is projected to increase to \$46,186 in the 2013 test year. Assuming the \$46,186 figure is more representative, this has the effect of reducing the present value of the interconnection option by \$575,000 if the fee is collected for 20 years. This would make the interconnection option clearly the more cost-effective alternative, as it would be just over 10% less costly.

#### EGF Rate Analysis

As previously discussed, in October 2011, EGF Administrator Scott Huizenga prepared a 50-year analysis of the difference in rates required for the pond upgrade and interconnection options. Mr. Huizenga used the updated capital cost estimates for setting the debt service payments for each option. His conclusion was that the options were similar overall, with the interconnect option providing savings to residents in the near term (less than 20 years), but in the long term (beyond 30 years) that a pond upgrade could be more cost-effective. Upon review of the analysis I offer the following comments:

##### *Interconnect Scenario*

1. The Cost of Sales used to represent the annual payment to Grand Forks for sewer service is close to, but not the same as, the numbers provided by the City of Grand Forks in the draft Cost of Service Analyses from September 2011 and January 2012. For example, the estimated 2013 amount included in the EGF rate analysis is \$423,879. The Grand Forks COSA estimates the 2013 amount to be \$490,868 with biosolids reserve, and \$444,682 without.
2. MPCA is now using the 2010 American Community Survey data to determine median household incomes (MHI) for communities. Because the MHI for EGF increased, the city is no longer eligible for 30-year financing. Any loan taken through the MPCA must be on a 20-year amortization.
3. The only credit taken for not operating a lagoon system is the elimination of \$30,000 annually in lagoon repairs. This amount seems low to be rid of the burden of running a wastewater treatment facility, even one as simple as a pond system. This amount

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- may in fact be correct, but I suggest a thorough evaluation of any other costs that go away if the city no longer has to operate a wastewater plant.
4. No provision is made in the rates for future capital infusions or rate increases above 3% that may be needed by Grand Forks for nutrient (both phosphorus and potentially total nitrogen) removal in the future. The mechanical system employed at Grand Forks lends itself well to modification for these nutrients, so the upgrade may very well be accommodated in the gradually increasing rates included in the analysis.
  5. It is also not known whether the City of Grand Forks intends to fully fund the biosolids removal project before undertaking the project, or whether there will be additional debt taken on in the future when they tackle that project.

*Pond Upgrade (Stand Alone) Scenario*

1. The Cost of Sales is the same for both options. I assume that this represents the cost of maintaining the collection system and running the sewer utility.
2. Depreciation is similarly the same, and I assume this is depreciation of the collection system assets. Would the two construction projects result in new facilities with different depreciation schedules?
3. A \$300,000 per year phosphorus expense is injected starting in 2016. Though there is uncertainty regarding what the limit will be and when it will be in force, it is likely to start at 1 mg/l as part of a compliance schedule in the 2016 permit. The MPCA would likely give the city 2-3 years to meet the new limit, so costs aren't likely to begin until 2018 at the earliest.
4. The \$300,000 figure appears to be an annual estimate. There is no additional capital cost or debt service showing up in the rate analysis. At a minimum, a chemical storage and feed system housed in a building would be required, and some mixing prior to discharge to the pond would be required to efficiently use the chemical. Our experience with alum addition to pond systems shows that a molar ratio of approximately 2:1 alum:phosphorus is required to drive effluent P below 1.0 mg/l. Assuming a flow of 1.16 mgd, a concentration of 6 mg/l and a target concentration of 0.8 mg/l, the annual chemical budget would be on the order of \$120,000.
5. There is also likely to be a Total Maximum Daily Load (TMDL) allocation in time for the 2021 permit, which will further reduce the phosphorus limit. This mirrors the national trend toward water quality based effluent limits. A limit that is below 0.5 mg/l will greatly increase the cost of phosphorus removal, as filtration would likely be required. While an estimate could be done for these additional facilities, the uncertainty makes it difficult to predict whether these costs would be necessary.
6. The cover letter states that debt service is based on 30-year financing, and would go through 2043. The Income Statement for the Interconnect option includes debt service in 2042, while the Stand Alone option does not. It would appear that the debt payment line for 2042 should include a payment of \$645,042. This would in turn

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- reduce the cash flow for this year. It is not clear at what point in the model between the years 2032 and 2042 the debt service was assumed to stop.
7. The Stand Alone option is projected to be less costly beyond 30 years, but the value of these savings, discounted to current dollars, is less impactful than the near-term savings, which in a discounted cash flow model would not be so heavily discounted.

### **Risk and Reward**

There is undoubtedly both risk and reward associated with selecting either course of action. The following discussion is intended to help frame the relative risk. With the present values of the two alternatives fairly close, non-monetary considerations such as relative risk may be a deciding factor.

### **Interconnection Risks**

#### *Potential Concerns Over Grand Forks Wastewater Treatment Facility*

Concern has been voiced over the City of Grand Forks' wastewater treatment facility, and whether EGF would be exposed to future costs due to inadequacies of that facility. The treatment plant is a hybrid of a mechanical treatment plant and a lagoon system. 80% of the forward flow passes through the treatment facility, while 20% is used to carry waste activated sludge to the sludge storage pond.

Carl Rockeman, the permit drafter responsible for Grand Forks at the North Dakota Department of Health, stated that he was not aware of any violations at the plant, nor did he think there was going to be any Schedule of Compliance items for the upcoming permit that will be reissued at the end of 2013. He further stated that the state of North Dakota was in the initial phase of developing nutrient standards, but that nothing would be in place for 2013, and perhaps not for the 2018 permit either. They will probably end up with water quality based standards when they do implement, which would end up lower than the 1 mg/l categorical limit that many states start with. Much will have to do with how strongly the USEPA pushes for national nutrient standards. North Dakota is likely to fall in line with those requirements, but not pursue them on a more advanced schedule like some states such as Wisconsin have.

The major liability associated with the Grand Forks WWTF is the accumulation of sludge. As discussed earlier, the city has begun setting funds aside to deal with the sludge, but has not yet settled on a plan of action. As the vast majority of this liability has accrued prior to when the City of EGF would connect to Grand Forks, EGF should do everything in their power to not participate in addressing this historic residual. EGF will be fully funding the disposal of their own legacy of accumulated biosolids.

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Other than the sludge liability, there do not appear to be any large risks associated with becoming part of the Grand Forks wastewater treatment system.

### Interconnection Rewards

#### *Economy of Scale*

The construction and operating of centralized wastewater treatment facilities benefit greatly by an economy of scale, meaning the more participants there are, the larger the facility is, and the lower the unit costs are. Not only is this intuitive, a survey of sewer user charges that we have done in Wisconsin for the past 16 years bears this out. The average sewer rate for a community with a population between 5-10,000 is 33% higher than the rate for communities between 10-50,000. Assuming that both Minnesota and North Dakota will eventually impose similar nutrient standards, the residents of EGF will be faced with the cost of compliance either way. But it is likely that the cost will be less if complying as part of a larger user base.

#### *Future Upgradeability*

The Grand Forks treatment facility already has a mechanical plant, which is far easier to upgrade for phosphorus and even total-nitrogen removal than a pond system in EGF would be.

#### *Longer Life Cycle for Lift Station and Force Main*

Wastewater treatment plants are typically designed for a 20-year design life. While the structures often last longer, any mechanical and electrical equipment is typically at the end of its life if it has not already been replaced. In contrast to a wastewater treatment system, a buried pipe has at least a 50-year design life, with many pipes able to remain in service for 75 to 100 years. Granted, a pond system has little or no moving equipment, but future regulation will likely require more equipment to be added in the future.

#### *Reduced Regulatory Oversight*

Operating only a sanitary collection system provides less risk for violation and civil forfeiture than operating a wastewater treatment facility. The permitting and inspection process would be greatly reduced, resulting in less administrative time spent on wastewater issues.

#### *Flexible Pond Closure Date*

Connecting to Grand Forks will allow EGF to propose a schedule for the closure of your existing pond system. MPCA will not dictate a schedule, but will consider a proposal from the City. If you decide to upgrade your pond instead, the City will have to tackle the removal and disposal of sludge now.

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### Pond Upgrade Risks

#### *Operation During Construction*

While it has been identified as a viable option, the process in which a new liner and new cut-off berm would be installed in the 240 acre pond has not been described. One possible sequence is:

1. Raise perimeter berms
2. Install cut-off berm across 240 acre pond while pond is full
3. Install bypass piping around half of pond
4. Pump liquid contents from one half to the other half
5. Remove and dispose of sludge from one half of pond
6. Excavate out bottom material and replace with 18" clay liner
7. Bypass second half of pond
8. Fill newly lined empty half with contents from full half
9. Remove and dispose of sludge from one half of pond
10. Excavate out bottom material and replace with 18" clay liner
11. Bypass 95 acre pond
12. Discharge contents of 95 acre pond into second half of 240 acre pond
13. Remove and dispose of sludge from one half of pond
14. Excavate out bottom material and replace with 18" clay liner
15. Replace 95 acre pond back in service

The shortened detention times associated with pond bypassing may compromise treatment, risking an effluent violation. Contractors will be working in a wet environment, and the new cut-off berm will not initially be water tight. The condition of the bottom of the lagoons is unknown, and contractors risk getting equipment stuck, adding cost and potentially damaging the subgrade.

#### *Future Regulation*

Like death and taxes, more stringent regulation of surface water discharges is a given. The state of Minnesota will be expanding their implementation of phosphorus limits to include East Grand Forks, and those limits are far more likely to go down than up. As described earlier, some degree (to about 0.5 mg/l) of phosphorus removal can be accomplished in a pond system, but it will require a chemical storage and delivery system, along with a way to mix the chemical with the forward flow. A very low limit such as those being implemented in Wisconsin or Montana, where limits of 0.075 mg/l are becoming common, would require a tertiary treatment system consisting of more chemical addition and filtration. The additional head loss required by a filtration system would likely necessitate an effluent pumping station.

In addition, there is the prospect of national nutrient standards that include total nitrogen removal. Total nitrogen removal to levels less than 10 mg/l (or perhaps as low as 3 mg/l) requires a two-step biological process. The first, nitrification, is an aerobic biological

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process in which ammonia-nitrogen, the most prevalent form of nitrogen in human waste, is converted to nitrate-nitrogen. This process relies on bacterial organisms that are very temperature sensitive, making complete nitrification difficult to achieve year-round in cold climates. Getting them to perform this reaction typically requires a combination of aeration, heat retention and fixed film surfaces, increasing the need for mechanical equipment. The second reaction, denitrification, is also a biological process in which the nitrate is liberated to nitrogen gas and returned to the atmosphere. Reliably meeting a total nitrogen standard of less than 10 mg/l can be very challenging in a cold-weather treatment facility.

Beyond nutrients, there are a wide variety of other pollutants that may be regulated in the future. Some Minnesota communities are dealing with very low mercury limits. Many communities are required to disinfect their effluent prior to discharge. And there is increasing concern about the personal care products that show up in trace amounts in the environment after passing through our wastewater treatment plants. Some of these may be further off in the future, but they are all likely to drive future regulatory limits with which the City of East Grand Forks would need to comply.

#### *Technological Obsolescence*

If the City of EGF is the provider of wastewater treatment services for the city, then they also bear the risk that those facilities will be made obsolete. So while the 50-year rate projection may appear to favor the stand-alone option, the likelihood of a pond technology being a viable treatment system for the next 50 years appears to be remote.

#### *Regulatory Compliance*

As the discharge permit holder, the City of EGF bears the risk of effluent violations or bypassing at the treatment facility.

#### *Delayed Benefit*

As has been mentioned, the prospect of a benefit 30 years into the future can be a difficult sell to those who will be paying for it, but will probably never see the benefit. Any benefit for the future would have little present day value, and there is considerable risk that it will never materialize due to the regulatory and technological issues discussed above.

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### Pond Upgrade Rewards

#### *Maintaining Control*

The loss of control is often cited as a risk to those who might regionalize with another facility. The prospect of capacity being limited or rates being raised unfairly are concerning, especially if they become a factor in hindering the economic development of your community. These concerns are often more perception than reality, and can be mitigated by the following:

1. Recognizing that the regional facility is a quasi-regulated, not for profit entity. A sewer utility exists to raise sufficient funds to meet its obligations. While some fund balance growth is desirable, there are reasonable limits and there are avenues to protest rates that are either patently unfair to the connecting party, or are viewed as being unnecessarily high.
2. The intergovernmental agreement that is to be negotiated sets out the rules by which both parties will play and is the critical piece in ensuring that the connecting party is treated fairly. Critical elements of the intergovernmental agreement include:
  - a. Identifying the methodology for computing the charge so that future rate increases are not arbitrary and inconsistent with the initial understanding.
  - b. Identifying whether there are any capacity (both volume and waste strength) limitations on the connecting entity, and if so, how additional capacity can be purchased and on what basis.
  - c. Identifying what happens if any such capacity limitation is exceeded.
  - d. Identifying what happens when the regional authority requires a capital expenditure.

### **Timing**

#### Permit and Compliance

Although it is not currently written as a schedule of compliance in EGF's current permit, the MPCA is expecting the City of East Grand Forks to not only submit a Facility Plan recommending a course of action, but to submit complete plans and specifications for the necessary improvements by the time the current permit expires in 2016. The only time-sensitive trigger in the permit is that once the City is placed on MPCA's Intended Use Plan (IUP) for funding, they must submit plans and specifications within six months. There is no external force that would put EGF on the IUP, so the requirement to submit documents to MPCA is essentially voluntary unless it is otherwise put in writing.

The MPCA has two mechanisms to force the City to do something. They could wait until the new permit is issued in 2016 and put those requirements into the permit. They also have the option of issuing a written statement as a follow up to the annual inspection. This could be in the form of a modified or reissued permit. Once the requirement is in writing is when

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non-compliance could lead to a fine. MPCA staff have acknowledged these options but have not yet said what they will do.

### Financing and Bidding

There are other reasons for moving ahead sooner rather than later. In general, the more time the city gives itself to implement a plan, the more likely it is that they can do so at the optimum time. This allows more time to solicit funding from various agencies, and for selecting an opportune time to borrow and enter the construction bidding market. Funding programs change from year to year, as do interest rates and construction prices. Currently, we are in an environment where interest rates are historically low and the construction market is still depressed, as it has not rebounded from the Great Recession. We are seeing bid prices for underground construction that are similar to those of ten years ago. Perhaps the market nearer to North Dakota is less depressed due to the boom in the oil sands, but sooner still appears to be a better time to bid than later. Waiting for MPCA to put you under compliance orders likely results in a shorter window in which to act, leaving you at the mercy of whatever the funding, borrowing and construction markets are at the time.

### Funding

Ever since the USEPA abandoned the construction grants program in favor of the State Revolving Loan Funds in about 1990, we have been in an era of declining grant funding for wastewater projects. There can be the occasional surge as in 2009 when the federal economic stimulus package arrived, but such surges are difficult to predict and short-lived. Only those with shovel ready projects in the pipeline benefitted.

The MPCA does not consider the city of East grand Forks to be eligible for one of their grant programs, so a low-interest loan is the most likely form of financing. To get on the MPCA's Intended Use Plan, the City needs to get their facility plan approved and apply for funding. The normal deadline is early June, meaning that the City would normally apply in June 2013 to get on the 2014 Intended Use Plan. However, interest rates will likely be higher in 2014, so if the City wishes to try and lock in on the current rates, it may be possible to get in on the IUP that is currently being assembled. This would require very fast action on the part of the City.

Other agencies that fund wastewater projects include the USDA Rural Development agency. Other agencies may also be available to assist, but no agency will consider an application without an approved Facility Plan.

### **Recommendations**

1. Re-run capital and operating cost estimates to account for the issues raised in this document
  - a. Verify sludge disposal quantity needed in pond demolition estimates
  - b. Verify other cost savings due to elimination of pond system

Mr. Lynn Stauss, Mayor  
City of East Grand Forks  
June 25, 2012

- c. Verify contractor's fixed costs
  - d. Verify unit cost for 16-inch ductile iron force main
  - e. Propose exclusion of biosolids reserve cost from Grand Forks assignment of charges to EGF
  - f. Increase EALC to 35% and use consistently. Lower contingencies to 10% once engineering plans are complete
  - g. Add future capital cost for phosphorus removal facilities, delay start until 2018, and reduce annual budget to \$120,000 (or other estimate based on reducing phosphorus from current levels, assumed to be 4-6 mg/l, at a flow rate of 1.16 mgd and a molar ratio of 2:1 alum:P and the current cost of bulk alum in your area).
  - h. Resolve constructability issues with liner and berm installation.
2. Run an updated Present Value model using these new assumptions
  3. Run an updated Income Statement for EGF using a 20-year amortization
  4. Hold a workshop evaluating the monetary and non-monetary considerations discussed herein
  5. Reach a consensus decision to complete the Facility Plan, and submit it to MPCA, followed by a moving toward implementation.
    - a. If interconnection to EGF is the preferred alternative, set up meetings with Grand Forks to negotiate terms of intergovernmental agreement.
    - b. If upgrading ponds, meet with MPCA and get their concurrence before preparing plan and specifications

If after re-running these analyses, the 20-year present values are within +/- 10% of one another, I would recommend that the City pursue interconnection to Grand Forks due to the non-monetary benefits that favor a regional solution.

I would like to thank you for the opportunity to assist the City in reaching this major decision. After you have had the chance to review this information, I would be happy to discuss my recommendations and answer any questions, or to receive information that may impact my recommendations.

Sincerely,

MSA Professional Services, Inc.



Gilbert A. Hantzsch, P.E.  
Vice-President

GAH:tc

cc: Scott Huizenga, Administrator

# Request for Council Action

Date: July 18, 2012

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Declaration of Surplus Property

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Background: The East Grand Forks Police Department has acquired a number of vehicles through asset forfeiture which occurs on some DWI and other types of arrests. The below listed vehicles have completely cleared the court process and are now the property of the City of East Grand Forks and/or the Pine to Prairie Drug Task Force (Each agency involved in the task force takes care of disposing of the vehicles seized by their officers with the proceeds going to the Task Force). It is our wish to have these vehicles declared surplus property so that they may be sold at auction.

Recommendation: Declare the vehicles listed on the attached document as surplus property:

Enclosures: List of seized vehicles to be declared surplus property.

## 2012 SURPLUS SEIZED VEHICLES

1. 1998 CHEV PICKUP #1GCEK19R9WR128846 CITY DUI
2. 2001 CHEV BLAZER #1GNNT13W21K225032 CITY DUI
3. 2001 CHRYSLER SEBRING #4C3AG52H11E136001 CITY DUI
4. 2002 MAZDA TRIBUTE #4F2CU08172KM39329 DRUG TASK FORCE
5. 1988 FORD THUNDERBIRD #1FABP604XJH143833 CITY DUI
6. 1986 CHRYSLER PARK AVE. #1C3BF66P2GX527588 CITY DRUG SEIZURE
7. 1997 PONTIAC GRAND AM #1G2NE52M1VC745239 CITY DRUG SEIZURE
8. 1999 FORD PICKUP #1FTZF1726XKB37526 FELONY DUI
9. 2008 FORD ESCORT #1FAHP33N18W129600 CITY DUI
10. 1999 DODGE CARAVAN #2B4GP44G7XR288430 CITY DUI
11. 2002 DODGE NEON #1B3ES46C22D510159 DRUG TASK FORCE
12. 1998 DODGE NEON #1P3ES47C6WD600143 CITY DUI
13. 1990 LINCOLN MARK VII #1LNCM93E5LY825630 CITY DUI
14. 2004 DODGE STRATUS #4B3AG42G54E146081 FELONY DUI
15. 1994 SATURN SL1 #1G8ZG5595RZ253017 CITY DRUG SEIZURE
16. 1996 PONTIAC GRAND AM #1G2NE52T8TC822533 CITY DUI
17. 2003 CHEV CAVALIER #1G1JC52F63734288 FELONY DUI
18. 2003 GMC ENVOY #1GKDT13S232300423 CITY DRUG SEIZURE
19. 1996 GMC SONOMA #1GTCS1440TK515695 FELONY BURGLARY
20. 1995 CHEV BLAZER #1GNCT18W5S2164023 FELONY FLEEING
21. 1996 DODGE CARAVAN #1B4GP44R2TB421542 ABANDONED VEHICLE
22. 1993 HONDA ACCORD #JHMCB7683PC039606 ABANDONED VEHICLE
23. 1996 CHEV PICKUP #2GCEK19R7T1221353 DRUG TASK FORCE

# Request for Council Action

Date: July 18, 2012

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: Sell the boards at the Civic Center - surplus

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Background:

With the new boards at the Civic Center, Becker Arena has agreed to pay \$11,000 for the old boards. They would charge us \$5,000 for taking the boards down and putting them on pallets, this would make a total sales price of \$6,000. We could put it out for bids or consignment but we would make very little on the exchange.

Recommendation: It is my recommendation to sell the boards to Becker Arena Products, Inc.

Enclosures: NONE

# Request for Council Action

Date: 7-10-2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council members: Clarence Vetter, Glen Trembath, Henry Tweten, Wayne Gregoire, Greg Leigh, and Steve Gander

Cc: File

From: Interim Fire Chief Gary Larson

RE: Mutual Aid Agreement with Grand Forks Air Force Base Fire Department

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Background and supporting documentation of request: East Grand Forks Fire Department has a Mutual Aid Agreement with the Grand Forks Air Force Base Fire Department for years. The agreement is signed in 3 year agreements. It would be useful to the City of East Grand Forks for shortage of manpower, and specialized equipment.

Recommendation: It would be my recommendation to approve the Mutual Aid Agreement.

Request: To read, approve, and sign the Mutual Aid Agreement

Enc. Mutual Aid Agreement



**DEPARTMENT OF THE AIR FORCE**  
**319th CIVIL ENGINEER SQUADRON**  
**GRAND FORKS AIR FORCE BASE, NORTH DAKOTA**

1 Apr 12

MEMORANDUM FOR: Fire Chief, East Grand Forks Fire Department

FROM: 319 CES/CEF

SUBJECT: Mutual Aid Agreement

1. Enclosed please find the 2012 Mutual Aid Agreement and Fire Department Survey.
2. Air Force regulations require the renewal of mutual aid agreements every 3 years. The current agreement was entered into in 2009 and a new agreement is required this year.
3. The new agreement is nearly identical to the agreement of 2009.
4. When called upon to provide mutual aid or assistance for one another, it is important for each of our organizations to fully understand the potential hazards that we may be dealing with. It is our intention to provide a staging area with a Staging Officer if we call for mutual aid assistance from your department. We can effectively control access to our facility and will direct your personnel and equipment to the staging area when they arrive. We will provide your department with a complete briefing on all potential hazards that they may encounter while performing fire protection operations at our installation.
5. I would sincerely appreciate it if your department could provide us with a listing of potential hazards that we may encounter while performing mutual aid operations within your jurisdiction. Please list any potential hazards on the Mutual Aid Department Survey provided. Additionally, if available, please provide us with a copy of your emergency response plans for any high hazard areas or operations or areas that you have identified where we may have to provide fire fighting or rescue assistance.
6. Thank you for the continued support that you have provided to the United States Air Force and to the men and women in our department. Please return the survey and any applicable emergency response plans for high hazard areas within your jurisdiction to us as soon as you can.
7. Contact me if I can provide you with any further information or assistance at (701) 747-4170/6304.

A handwritten signature in black ink, appearing to read "Ron Bergh".

RON BERGH, GS-10 DAFC  
Fire Chief



U.S. AIR FORCE

***AGREEMENT FOR MUTUAL AID IN FIRE PROTECTION AND HAZARDOUS MATERIALS INCIDENT RESPONSE***

This agreement, entered into this 1st day of May 2012, between the Secretary of the Air Force acting pursuant to the authority of 42 U.S.C. 1856a and the East Grand Forks Fire Department is securing to each the benefits of mutual aid in fire protection and hazardous materials incident response, in the protection of life and property from fire, hazardous materials incident and in fire fighting. It is agreed that:

- a. On request to a representative of the Grand Forks Air Force Base Fire Department by a representative of the East Grand Forks Fire Department, firefighting equipment and personnel of the Grand Forks Air Force Base Fire Department will be dispatched to any point within the area for which the East Grand Forks Fire Department normally provides fire protection or hazardous materials incident response as designated by the representatives of the East Grand Forks Fire Department.
- b. On request to a representative of the East Grand Forks Fire Department by a representative of the Grand Forks Air Force Base Fire Department, fire fighting equipment or hazardous materials incident response and personnel of the East Grand Forks Fire Department will be dispatched to any point within the fire fighting or hazardous materials incident response jurisdiction of the Grand Forks Air Force Base Fire Department as designated by the representative of the Grand Forks Air Force Base Fire Department.
- c. Any dispatch of equipment and personnel pursuant to this agreement is subject to the following conditions:
  - (1) Any request for aid hereunder shall include a statement of the amount and type of equipment and personnel requested and shall specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished shall be determined by a representative of the responding organization.
  - (2) The responding organization shall report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and shall be subject to the orders of that official.

(3) A responding organization shall be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.

(4) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the East Grand Forks Fire Department normally provides fire protection, the chief of the Grand Forks Air Force Base Fire Department or his or her representative may assume full command on arrival at the scene of the crash.

(5) Where local agencies do not assign an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for the Grand Forks Air Force Base to observe Air Force operations.

d. East Grand Forks Fire Department may claim reimbursement for the direct expenses and losses that are additional fire fighting or hazardous materials incident costs above the normal operating costs incurred while fighting a fire or hazardous materials incident response under this agreement as provided in 44 CFR Part 151, *Reimbursement for Costs of Fire Fighting on Federal Property*.

e. Both parties agree to implement the National Incident Management System (NIMS) during all emergency responses on and off installations.

f. Each party waives all claims against every other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this agreement. This provision does not waive any right of reimbursement pursuant to paragraph d above.

g. All equipment used by the East Grand Forks Fire Department in carrying out this agreement will, at the time of action hereunder, be owned by it; and all personnel acting for the East Grand Forks Fire Department under this agreement will, at the time of such action, be an employee or volunteer member of the East Grand Forks Fire Department.

For East Grand Forks Fire Department

For the Secretary of the Air Force

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Title

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TIMOTHY E. BUSH, Colonel, USAF  
Commander, 319th Air Base Wing

# Request for Council Action

Date: 7/11/2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council members: Clarence Vetter, Glen Trembath, Henry Tweten, Wayne Gregoire, Greg Leigh, and Steve Gander

Cc: File

From: Interim Fire Chief Gary Larson

RE: Hiring Additional Paid On Call Firefighters

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Background and supporting documentation of request: We are down on the number of paid on call Firefighters we normally staff. We have had retirements, and some have not been able to meet the required training and calls. We use paid on call to fill in when staff is out on sick or vacation, and they are used on emergencies when we need a few people and not the whole department.

Recommendation: It is my recommendation we look at hiring between 6 to 9 new paid on call Firefighters.

Request: Permission to move ahead with the process of determining how many to hire and advertising for new paid on call firefighters.

Enc.

# Request for Council Action

Date: August 7, 2012  
 To: East Grand Forks City Council and Mayor Lynn Stauss  
 Cc: File  
 From: Earl Haugen, Executive Director  
 RE: Fixed Route and Paratransit/Senior Rider 2013 MN/DOT Contract Application

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## **Recommended Motion: Approve entering into agreement with MN/DOT for FY2013 Transit Funding.**

**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, 2013 to December 31, 2013.

The estimated budget for transit in East Grand Forks goes up a small percent every year. For the past two years the state has figured the East Grand Forks transit budget at \$217,000 for the fixed route and \$50,000 for the dial-a-ride/senior rider. As my estimate stands now operation costs for fixed route will be \$ 270,000 with \$12,200 in revenues from the farebox and the contract with Northland College. The dial-a-ride estimated budget is \$53,800 with \$12,000 in revenues from the fare collection.

It is expected that the state will continue to estimate the East Grand Forks Transit budget in 2013 as it did in 2012.

### **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 indicated that the budget estimates will be the same as previous years.

### **SUPPORT MATERIALS:**

- Resolutions
- 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, 2013 and December 31, 2013; 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: \_\_\_\_\_, 2012

ATTEST:

\_\_\_\_\_  
Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
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 \_\_\_\_\_, 2012, as shown by the minutes of said meeting in my possession.

\_\_\_\_\_  
Notary

<b>Legal Name:</b>	City of East Grand Forks- RR			
<b>OPERATING BUDGET</b>				
<b>PERSONNEL SERVICES</b>				
	<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>	
	<b>Year End Actual</b>	<b>Year End</b>		
<b>1010 Administrative, Management and Supervisory Services</b>				
Description:	Payment to the MPO for admistrative services			
	1010 Sub Total	\$4,554.78	\$2,493.14	\$5,000.00
<b>1020 Operator's Wages</b>				
Description:				
	1020 Sub Total	\$0.00	\$0.00	\$0.00
<b>1030 Vehicle Maintenance Wages</b>				
Description:				
	1030 Sub Total	\$0.00	\$0.00	\$0.00
<b>1032 Vehicle Repair Wages</b>				
Description:				
	1032 Sub Total	\$0.00	\$0.00	\$0.00
<b>1040 General Office Support Wages</b>				
Description:				
	1040 Sub Total	\$0.00	\$0.00	\$0.00
<b>1050 Operations Support Wages</b>				
Description:				
	1050 Sub Total	\$0.00	\$0.00	\$0.00
<b>1060 Fringe Benefits</b>				
Description:				
	1060 Sub Total	\$0.00	\$0.00	\$0.00
<b>1000 TOTAL PERSONNEL EXPENSES</b>				
<b>ADD LINES 1010 THROUGH 1060</b>				<b>Category Total</b>
<b>ADMINISTRATIVE CHARGES</b>				
	<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>	
	<b>Year End Actual</b>	<b>Year End</b>		
<b>1110 Management Fees</b>				
Description:				
	1110 Sub Total	\$0.00	\$0.00	\$0.00
<b>1120 Drug and Alcohol Testing and Administration Expenses</b>				
Description:				
	1120 Sub Total	\$0.00	\$0.00	\$0.00
<b>1130 Advertising, Marketing and Promotional Charges</b>				
Description:				

		1130 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1140 Legal, Auditing and Other Professional Fees</b>						
Description:						
		1140 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1150 Staff Development Costs</b>						
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	
<b>1160 Office Supplies</b>						
Description:						
		1160 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1170 Leases and Rentals - Administrative Facilities</b>						
Description:						
		1170 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1180 Utilities</b>						
Description:						
		1180 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1190 Other Direct Administrative Charges</b>						
Description:						
		1190 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1100 TOTAL ADMINISTRATIVE EXPENSES</b>			\$0.00	\$0.00	\$3,000.00	Category Total
<b>ADD LINES 1110 THROUGH 1090</b>						
<b>VEHICLE CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>	
			<b>Year End Actual</b>	<b>Year End</b>		
<b>1210 Fuel</b>						
Gas		Gross	\$0.00	\$0.00	\$0.00	
Diesel		Tax Refund	\$0.00	\$0.00	\$0.00	
Alternative		Net	\$0.00	\$0.00	\$0.00	
<b>1220 Maintenance Parts and Material Expenses</b>						
Description:						
		1220 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1222 Repair Parts and Material Expenses</b>						
Description:						
		1222 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1230 Contract Maintenance Labor</b>						
Description:						
		1230 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1232 Contract Maintenance Parts and Material Expenses</b>						

Description:					
		1232 Subtotal	\$0.00	\$0.00	\$0.00
<b>1234 Contract Repair Labor</b>					
Description:					
		1234 Subtotal	\$0.00	\$0.00	\$0.00
<b>1236 Contract Repair Parts and Material Expenses</b>					
Description:					
		1236 Subtotal	\$0.00	\$0.00	\$0.00
<b>1240 Tires</b>					
Description:					
		1240 Subtotal	\$0.00	\$0.00	\$0.00
<b>1250 Other Vehicle Charges</b>					
Description:					
		1250 Sub Total	\$0.00	\$0.00	\$0.00
<b>1200 TOTAL VEHICLE CHARGES</b>			\$0.00	\$0.00	\$0.00
<b>ADD LINES 1210 THROUGH 1250</b>					
<b>OPERATIONS CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>
			<b>Year End Actual</b>	<b>Year End</b>	
<b>1310 Purchase of Service</b>					
Description:		Cost according to Cost Allocation agreement.			
		1310 Sub Total	\$248,181.00	\$257,169.00	\$262,000.00
<b>1330 Mileage Reimbursement for Passenger Service</b>					
Description:					
		1330 Sub Total	\$0.00	\$0.00	\$0.00
<b>1340 Repair and Maintenance of Other Property</b>					
Description:					
		1340 Sub Total	\$0.00	\$0.00	\$0.00
<b>1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)</b>					
Description:					
		1350 Sub Total	\$0.00	\$0.00	\$0.00
<b>1360 Other Operation Charges</b>					
Description:					
		1360 Sub Total	\$0.00	\$0.00	\$0.00
<b>1300 TOTAL OPERATIONS CHARGES</b>			\$248,181.00	\$257,169.00	\$262,000.00
<b>ADD LINES 1310 THROUGH 1360</b>					
<b>INSURANCE CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>
			<b>Year End Actual</b>	<b>Year End</b>	

Category Total  
↙

Category Total  
↙

<b>1410 Public Liability and Property Damage on Vehicles</b>						
Description:						
1410 Sub Total			\$0.00	\$0.00	\$0.00	
<b>1420 Public Liability and Property Damage on Other than Vehicles</b>						
Description:						
1420 Sub Total			\$0.00	\$0.00	\$0.00	
<b>1400 TOTAL INSURANCE CHARGES ADD LINES 1410 THROUGH 1420</b>			\$0.00	\$0.00	\$0.00	Category Total
<b>TAXES AND FEES</b>			<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>	
<b>1510 Vehicle Registration and Permit Fees</b>						
Description:						
1510 Sub Total			\$0.00	\$0.00	\$0.00	
<b>1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires</b>						
Description:						
1520 Sub Total			\$0.00	\$0.00	\$0.00	
<b>1540 Other Taxes and Fees</b>						
Description:						
1540 Sub Total			\$0.00	\$0.00	\$0.00	
<b>1500 TOTAL TAXES AND FEES ADD LINES 1510 THROUGH 1540</b>			\$0.00	\$0.00	\$0.00	Category Total
<b>1600 TOTAL OPERATING EXPENSES ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500</b>			\$252,735.78	\$259,662.14	\$270,000.00	Total
<b>EXPENSE ANALYSIS</b>			Percent increase over 2011 year end actual		6.8%	Total
			Percent increase over 2012 projected year end		4.0%	Total

<b>CAPITAL BUDGET</b>					
<b>CAPITAL EXPENSES</b>			<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>1710 Vehicle</b>					
Description:					
1710 Sub Total			\$0.00	\$0.00	\$0.00
<b>1720 Lift</b>					
Description:					
1720 Sub Total			\$0.00	\$0.00	\$0.00
<b>1730 Communication Equipment</b>					
Description:					
1730 Sub Total			\$0.00	\$0.00	\$0.00
<b>1740 Farebox</b>					
Description:					
1740 Sub Total			\$0.00	\$0.00	\$0.00
<b>1750 Other Capital Expenses</b>					
Description:					
1750 Sub Total			\$0.00	\$0.00	\$0.00
<b>1760 Facility Purchase and/or Construction Cost</b>					
Description:					
1760 Sub Total			\$0.00	\$0.00	\$0.00
<b>1700 TOTAL CAPITAL EXPENSES</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>ADD LINES 1710 THROUGH 1760</b>					
					<b>Category Total</b>

<b>REVENUES</b>				
<b>REVENUES FROM OPERATIONS (FARES)</b>				
		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>2010 Farebox Revenues</b>				
1. Cash Fares				
Description:	Cash from box and Advanced Ticket sales			
	Cash Sub Total	\$5,517.63	\$6,156.33	\$6,200.00
2. Coupons, Passes and Tokens				
Description:	Coupons, Passes, Tokens Sub Total			
		\$0.00	\$0.00	\$0.00
<b>TOTAL FAREBOX REVENUES</b>		<b>\$5,517.63</b>	<b>\$6,156.33</b>	<b>\$6,200.00</b>
				Category Total
<b>REVENUES FROM SYSTEM OPERATIONS</b>				
		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>2020 System Operating Revenue</b>				
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	\$5,250.00	\$6,000.00	\$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
<b>TOTAL SYSTEM OPERATING REVENUES</b>		<b>\$5,250.00</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>
				Category Total
<b>2000 TOTAL OPERATING REVENUES</b>		<b>\$10,767.63</b>	<b>\$12,156.33</b>	<b>\$12,200.00</b>
<b>ADD LINES 2010 THROUGH 2020</b>				Category Total
<b>REVENUE ANALYSIS</b>		Percent increase over 2011 year end actual		13.3%
		Percent increase over 2012 projected year end		0.36%
				<b>Total</b>
				<b>Total</b>

<b>FEDERAL GRANTS</b>				
<b>FEDERAL GRANTS (5307 and 5309 Recipients Only)</b>		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
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
<b>LOCAL SHARE</b>				
<b>LOCAL FUNDING SOURCES</b>		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>Name</b>	<b>Amount</b>			
	\$0.00			
	\$0.00			
	\$0.00			
<b>Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>SPECIAL FUNDING</b>				
3001 (none identified for 2009)				
<b>3000 TOTAL SPECIAL FUNDING</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

SYSTEM STATISTICS				
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2510 People with Disabilities	1,247	1,188	1,300	
2511 Elderly (60+ years of age)	3,031	3,714	3,800	
2512 Adults (18-59 years of age)	24,120	32,529	33,000	
2513 Youth (6-17 years of age)	168	237	200	
2514 Children (0-5 years of age)	223	168	50	
<b>2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS</b>	<b>28,789</b>	<b>37,836</b>	<b>38,350</b>	Category Total ↙
ONE-WAY PASSENGER TRIPS	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2515 Dial-A-Ride	0	0	0	
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)	28,789	37,836	38,350	
2517 Volunteer Driver Passenger Trips	0	0	0	
2518 Route Deviation Passenger Trips	0	0	0	
HOURS OF SERVICE	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2521 Fixed Route (sec. 5307 and Mankato Only)	3,315	3,315	3,315	
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	
<b>2530 TOTAL NUMBER OF BUS SERVICE HOURS</b>	<b>3,315</b>	<b>3,315</b>	<b>3,315</b>	Category Total ↙
<b>2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS</b>	<b>0</b>	<b>0</b>	<b>0</b>	Category Total ↙
MILES	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2531 Fixed Route (sec. 5307 and Mankato Only)	50,271	53809	54436	
2532 Dial-A-Ride	0	0	0	

2534 Route Deviation	0	0	0	
2536 Subscription	0	0	0	
2538 Special Route Guarantee	0	0	0	
<b>2540 Total Number of Miles</b>	<b>50,271</b>	<b>53,809</b>	<b>54,436</b>	Category Total
<b>2541 VOLUNTEER DRIVER MILES</b>				Category Total

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, 2013 and December 31, 2013; 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: \_\_\_\_\_, 2012

ATTEST:

\_\_\_\_\_  
Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
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 \_\_\_\_\_, 2012, as shown by the minutes of said meeting in my possession.

\_\_\_\_\_  
Notary

<b>Legal Name:</b>	City of East Grand Forks- DAR			
<b>OPERATING BUDGET</b>				
<b>PERSONNEL SERVICES</b>				
		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>1010 Administrative, Management and Supervisory Services</b>				
Description:	This is amount paid to the MPO for administrative costs.			
	1010 Sub Total	\$4,554.74	\$2,493.14	\$5,000.00
<b>1020 Operator's Wages</b>				
Description:				
	1020 Sub Total	\$0.00	\$0.00	\$0.00
<b>1030 Vehicle Maintenance Wages</b>				
Description:				
	1030 Sub Total	\$0.00	\$0.00	\$0.00
<b>1032 Vehicle Repair Wages</b>				
Description:				
	1032 Sub Total	\$0.00	\$0.00	\$0.00
<b>1040 General Office Support Wages</b>				
Description:				
	1040 Sub Total	\$0.00	\$0.00	\$0.00
<b>1050 Operations Support Wages</b>				
Description:				
	1050 Sub Total	\$0.00	\$0.00	\$0.00
<b>1060 Fringe Benefits</b>				
Description:				
	1060 Sub Total	\$0.00	\$0.00	\$0.00
<b>1000 TOTAL PERSONNEL EXPENSES</b>		<b>\$4,554.74</b>	<b>\$2,493.14</b>	<b>\$5,000.00</b>
<b>ADD LINES 1010 THROUGH 1060</b>				Category Total
<b>ADMINISTRATIVE CHARGES</b>				
		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>1110 Management Fees</b>				
Description:				
	1110 Sub Total	\$0.00	\$0.00	\$0.00
<b>1120 Drug and Alcohol Testing and Administration Expenses</b>				
Description:				
	1120 Sub Total	\$0.00	\$0.00	\$0.00
<b>1130 Advertising, Marketing and Promotional Charges</b>				
Description:				

		1130 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1140 Legal, Auditing and Other Professional Fees</b>						
Description:						
		1140 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1150 Staff Development Costs</b>						
Description:		Training to keep staff up to date.				
		Gross		\$0.00	\$3,000.00	
		Subtract RTAP Reimbursement		\$0.00	\$0.00	
		1150 Net	\$0.00	\$0.00	\$3,000.00	
<b>1160 Office Supplies</b>						
Description:						
		1160 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1170 Leases and Rentals - Administrative Facilities</b>						
Description:						
		1170 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1180 Utilities</b>						
Description:						
		1180 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1190 Other Direct Administrative Charges</b>						
Description:						
		1190 Sub Total	\$0.00	\$0.00	\$0.00	
<b>1100 TOTAL ADMINISTRATIVE EXPENSES</b>			\$0.00	\$0.00	\$3,000.00	Category Total
<b>ADD LINES 1110 THROUGH 1090</b>						
<b>VEHICLE CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>	
			<b>Year End Actual</b>	<b>Year End</b>		
<b>1210 Fuel</b>						
Gas		Gross	\$0.00	\$0.00	\$0.00	
Diesel		Tax Refund	\$0.00	\$0.00	\$0.00	
Alternative		Net	\$0.00	\$0.00	\$0.00	
<b>1220 Maintenance Parts and Material Expenses</b>						
Description:						
		1220 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1222 Repair Parts and Material Expenses</b>						
Description:						
		1222 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1230 Contract Maintenance Labor</b>						
Description:						
		1230 Subtotal	\$0.00	\$0.00	\$0.00	
<b>1232 Contract Maintenance Parts and Material Expenses</b>						

Description:					
		1232 Subtotal	\$0.00	\$0.00	\$0.00
<b>1234 Contract Repair Labor</b>					
Description:					
		1234 Subtotal	\$0.00	\$0.00	\$0.00
<b>1236 Contract Repair Parts and Material Expenses</b>					
Description:					
		1236 Subtotal	\$0.00	\$0.00	\$0.00
<b>1240 Tires</b>					
Description:					
		1240 Subtotal	\$0.00	\$0.00	\$0.00
<b>1250 Other Vehicle Charges</b>					
Description:					
		1250 Sub Total	\$0.00	\$0.00	\$0.00
<b>1200 TOTAL VEHICLE CHARGES</b>			\$0.00	\$0.00	\$0.00
<b>ADD LINES 1210 THROUGH 1250</b>					
<b>OPERATIONS CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>
			<b>Year End Actual</b>	<b>Year End</b>	
<b>1310 Purchase of Service</b>					
Description:		The cost of the third party provider for service.			
		1310 Sub Total	\$44,197.04	\$45,561.55	\$45,800.00
<b>1330 Mileage Reimbursement for Passenger Service</b>					
Description:					
		1330 Sub Total	\$0.00	\$0.00	\$0.00
<b>1340 Repair and Maintenance of Other Property</b>					
Description:					
		1340 Sub Total	\$0.00	\$0.00	\$0.00
<b>1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)</b>					
Description:					
		1350 Sub Total	\$0.00	\$0.00	\$0.00
<b>1360 Other Operation Charges</b>					
Description:					
		1360 Sub Total	\$0.00	\$0.00	\$0.00
<b>1300 TOTAL OPERATIONS CHARGES</b>			\$44,197.04	\$45,561.55	\$45,800.00
<b>ADD LINES 1310 THROUGH 1360</b>					
<b>INSURANCE CHARGES</b>			<b>2011</b>	<b>2012 Projected</b>	<b>2013 Proposed</b>
			<b>Year End Actual</b>	<b>Year End</b>	

Category Total  
↙

Category Total  
↙

<b>1410 Public Liability and Property Damage on Vehicles</b>					
Description:					
		1410 Sub Total	\$0.00	\$0.00	\$0.00
<b>1420 Public Liability and Property Damage on Other than Vehicles</b>					
Description:					
		1420 Sub Total	\$0.00	\$0.00	\$0.00
<b>1400 TOTAL INSURANCE CHARGES ADD LINES 1410 THROUGH 1420</b>			\$0.00	\$0.00	\$0.00
					Category Total
<b>TAXES AND FEES</b>			<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>1510 Vehicle Registration and Permit Fees</b>					
Description:					
		1510 Sub Total	\$0.00	\$0.00	\$0.00
<b>1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires</b>					
Description:					
		1520 Sub Total	\$0.00	\$0.00	\$0.00
<b>1540 Other Taxes and Fees</b>					
Description:					
		1540 Sub Total	\$0.00	\$0.00	\$0.00
<b>1500 TOTAL TAXES AND FEES ADD LINES 1510 THROUGH 1540</b>			\$0.00	\$0.00	\$0.00
					Category Total
<b>1600 TOTAL OPERATING EXPENSES ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500</b>			\$48,751.78	\$48,054.69	\$53,800.00
					Total
<b>EXPENSE ANALYSIS</b>		Percent increase over 2011 year end actual		10.4%	Total
		Percent increase over 2012 projected year end		12.0%	Total

<b>CAPITAL BUDGET</b>							
<b>CAPITAL EXPENSES</b>				<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>	
<b>1710 Vehicle</b>							
Description:							
1710 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1720 Lift</b>							
Description:							
1720 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1730 Communication Equipment</b>							
Description:							
1730 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1740 Farebox</b>							
Description:							
1740 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1750 Other Capital Expenses</b>							
Description:							
1750 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1760 Facility Purchase and/or Construction Cost</b>							
Description:							
1760 Sub Total				\$0.00	\$0.00	\$0.00	
<b>1700 TOTAL CAPITAL EXPENSES</b>							
<b>ADD LINES 1710 THROUGH 1760</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Category Total</b>

REVENUES					
REVENUES FROM OPERATIONS (FARES)					
		2011 Year End Actual	2012 Projected Year End	2013 Proposed	
<b>2010 Farebox Revenues</b>					
1. Cash Fares					
Description: Fares collected by drivers.					
Cash Sub Total		\$11,580.00	\$11,967.60	\$12,000.00	
2. Coupons, Passes and Tokens					
Description:					
Coupons, Passes, Tokens Sub Total		\$0.00	\$0.00	\$0.00	
<b>TOTAL FAREBOX REVENUES</b>		<b>\$11,580.00</b>	<b>\$11,967.60</b>	<b>\$12,000.00</b>	Category Total
REVENUES FROM SYSTEM OPERATIONS					
		2011 Year End Actual	2012 Projected Year End	2013 Proposed	
<b>2020 System Operating Revenue</b>					
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	
<b>TOTAL SYSTEM OPERATING REVENUES</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Category Total
<b>2000 TOTAL OPERATING REVENUES</b>		<b>\$11,580.00</b>	<b>\$11,967.60</b>	<b>\$12,000.00</b>	Category Total
<b>ADD LINES 2010 THROUGH 2020</b>					
<b>REVENUE ANALYSIS</b>		Percent increase over 2011 year end actual		3.6%	Total
		Percent increase over 2012 projected year end		0.27%	Total

<b>FEDERAL GRANTS</b>				
<b>FEDERAL GRANTS (5307 and 5309 Recipients Only)</b>		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
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
<b>LOCAL SHARE</b>				
<b>LOCAL FUNDING SOURCES</b>		<b>2011 Year End Actual</b>	<b>2012 Projected Year End</b>	<b>2013 Proposed</b>
<b>Name</b>	<b>Amount</b>			
	\$0.00			
	\$0.00			
	\$0.00			
<b>Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>SPECIAL FUNDING</b>				
3001 (none identified for 2009)				
<b>3000 TOTAL SPECIAL FUNDING</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

SYSTEM STATISTICS				
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2510 People with Disabilities	2,632	2,580	2,500	
2511 Elderly (60+ years of age)	1,322	1,634	1,500	
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	
<b>2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS</b>	<b>3,954</b>	<b>4,214</b>	<b>4,000</b>	Category Total ↙
ONE-WAY PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2515 Dial-A-Ride	3,954	4,214	4,000	
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				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2521 Fixed Route (sec. 5307 and Mankato Only)	0	0	0	
2522 Dial-A-Ride	4,808	4,776	4,888	
2524 Route Deviation	0	0	0	
2526 Subscription	0	0	0	
2528 Special Route Guarantee	0	0	0	
<b>2530 TOTAL NUMBER OF BUS SERVICE HOURS</b>	<b>4,808</b>	<b>4,776</b>	<b>4,888</b>	Category Total ↙
<b>2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS</b>	<b>0</b>	<b>0</b>	<b>0</b>	Category Total ↙
MILES				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2531 Fixed Route (sec. 5307 and Mankato Only)	0	0	0	
2532 Dial-A-Ride	15,816	16857	16000	

2534 Route Deviation	0	0	0	
2536 Subscription	0	0	0	
2538 Special Route Guarantee	0	0	0	
2540 Total Number of Miles	15,816	16,857	16,000	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total