AGENDA

ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
12:00 P.M., TUESDAY, DECEMBER 13, 2016
EAST GRAND FORKS CITY HALL
TRAINING ROOM – FIRST FLOOR SOUTH WING
EAST GRAND FORKS, MN

The mission of the Economic Development Authority is to maintain and improve the economic vitality of East Grand Forks by doing the following:

- *By retaining and growing local businesses*
- *By creating and supporting investment and growth opportunities for commercial activities*
- *By creating and supporting opportunities for residential growth, including workforce housing*

REGULAR MEETING

1. Roll Call: President Hecht, Board Members Grinde, Messelt, Olstad, Pokrzywinski, Wogaman, and Black.

2. Approval of minutes
   a. November 22 regular meeting

3. Bills and Communications
   a. Review of Accounts Payable December 6, 2016

4. Reports:
   a. Delinquencies update
   b. Financial reports

5. Unfinished Business:
   a. Valley Golf deferral request
   b. McMahon refund request
   c. 2017 Budget update

6. New Business:
   a. Requirement for direct pay on loans

7. Adjournment

Upcoming Meetings:

1200p January 10, 2017

- *By-Laws review*
- *Organizational meeting*

1200p January 24

- *City-owned properties – surplus decision?*

UNAPPROVED MINUTES OF THE REGULAR MEETING OF THE BOARD MEMBERS OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA)

A regular meeting of the Board Members of the East Grand Forks Economic Development Authority was held at Noon on November 22, 2016, in the East Grand Forks City Hall Training Room, on the first floor in the South Wing, East Grand Forks, MN.

1. **Roll Call:**
Meeting was called to order by Vice President Messelt at 12:07 am.

EDA Board present at roll, Vice President Ralph Messelt, Board Members Mike Pokrzywinski, Josh Grinde, George Wogaman and Mark Olstad.

Absent: President Hecht and Board Member Daniel Black

Staff present: Paul Gorte, Economic Development Director (EDD); Brenda Ault, Executive Assistant (EA); Karla Anderson, Finance Director (FD); David Murphy, City Administrator (CA) and Brad Bail, City Building Official (BO).

Also Present: Kyle McMahon

Roll Call: Vice President Messelt determined a quorum was present.

2. **Approval of minutes of the November 1, 2016 Regular Meeting**:
A Motion was made by Board Member Grinde, seconded by Board Member Olstad, to approve the minutes from the November 1, 2016 Regular Meeting. M/S/P- Grinde, Olstad; 5-0, mc.

3. **Bills and Communications**:
a. Review of Accounts Payable for November 15, 2016:

A Motion was made by Board Member Grinde, seconded by Board Member Messelt, to approve the Accounts Payable for November 15, 2016. M/S/P- Grinde, Messelt; 5-0, mc.

4. **Reports**:
a. Delinquencies Update:
ED Gorte reported that all accounts are current.

b. Financial Reports:
FD Anderson reported that reports for all of the EDA Accounts were included in the packet; she gave a brief update on each fund showing the monthly beginning balance, expenses, deposits and ending balance for each fund.

5. **Unfinished Business:**
a. Appraisals- update:
ED Gorte stated that one of the properties is on hold; the appraisal in the Industrial Park is going forward.

b. Water's Edge Variance application Planning Commission/City Council Action:
EDD Gorte informed the Board that the application for the variances was approved. The variances restored the access that was provided when the lots were platted.

6. **New Business:**

a. Greater Minnesota Partnership Membership/dues:
EDD Gorte stated that the EDA was a member in 2016; the annual dues are $1000, he saw no clear benefit to membership and is wondering if he should renew it. Board Member Olstad stated that he has been a member in the past and several organizations double up on benefits. Board Member Pokrzywinski stated that he was reluctant not to pay the membership because he likes to be good neighbors to other cities in the area, but he was willing to defer to Board Member Olstad's because he has been a member.

A Motion was made by Board Member Pokrzywinski, seconded by Board Member Wogaman, to not join the GMNP this year. M/S/P- Pokrzywinski, Wogaman; 5-0, mc.

b. McMahon Refund Request:
EDD Gorte stated that McMahon was present to ask for a refund of his earnest money deposit, as well as the replat fees. He reminded the Board that the EDA had done a replat of the three lots into two lots. BO Bail and he have met with McMahon on several occasions to discuss how the house will fit on the lot he purchased.
Board Member Grinde invited McMahon to address the Board. McMahon stated that a significant portion of the lot cannot be filled because of the floodway and the house they picked out will not sit on the lot properly, leaving a steep drop off point in the backyard. He had wanted to bring in fill for the entire backyard so that it was more level, giving them a bigger backyard to work with and stated that if they would have known this when they were looking at lots, they would not have purchased the lot or requested the other half lot.
BO Bail informed the Board that the Core of Engineer's had used the Coulee as storage for excess water in the event of a flood but that it is not a floodway. Because of the flood control regulations on this lot, beyond the 821 line you cannot add fill and beyond 823 an opening below that level is not allowed. He has placed the house in the middle of the lot but that can be adjusted in another position; he has also suggested to the McMahon's that they flip the house so that the garage is on the other side of the house and then the steep drop from the deck would not be an issue.
EDD Gorte stated that the information was stated on the plat that Mr. McMahon was provided.
Board Member Grinde has a house in that area and informed the group that it might not need to be such a steep drop; that would not be known until they dig down and determine the depth needed.

Board Member Olstad suggested moving the garage to the side of the house and then the home could be brought closer to the curb, eliminating the issue.
After additional discussion, the Board and Mr. McMahon determined it would be best for the issue to be tabled and allow the McMahon's and BO Bail to discuss more options.
A Motion was made by Board Member Olstad, seconded by Board Member Grinde, to table the issue until the December 13th Regular Meeting. M/S/P- Olstad, Grinde; 5-0, mc.

BO Bail and Kyle McMahon left the meeting at 12:45

c. Sacred Heart Property Purchase Request Appraisal:
EDD Gorte stated that he had been approached by the school about purchasing property for use as 4 small parking lots and is requesting permission to get the property appraised. After discussion, the Board agreed to the appraisal request, but are leaving the options open for that property at this time.

A Motion was made by Board Member Grinde, seconded by Board Member Wogaman, to have the property appraised. M/S/P- Grinde, Wogaman; 5-0, mc.

d. Policy for $100,000 program for Water's Edge:
EDD Gorte stated that he had been working on the policy with City Attorney Galstad and a copy was enclosed in the packet.
Board Member Olstad suggested adding term limits in the language so that after the term limit of 2 years had passed; an agreement with the other financial provider would increase the loan so that the city would be paid if the house hadn't sold.
EDD Gorte stated he would talk with CA Galstad about adding that.

e. Industrial Reverter Clause:
EDD Gorte stated the State statue defines the standards for the sale of property owned by the EDA. The stature requires that development must begin on the proposed use within one year of the sale of the EDA may cancel the sale. Although required by Statue, the deed does not include the reverter reference. Several properties in the Industrial Park were sold but have not yet been developed. He is seeking direction as to whether and how to proceed regarding these properties.

A Motion was made by Board Member Grinde, seconded by Board Member Pokrzywinski, to instruct EDD Gorte to proceed with reclaiming the properties. M/S/P- Grinde, Pokrzywinski; 5-0, mc.

7. **Adjournment:**
Motion to adjourn the meeting was made at 1:14 by Board Member Grinde, was seconded by Board Member Pokrzywinski. M/S/P- Grinde, Pokrzywinski; 5-0, mc.

The next regular meeting is **December 13, 2016 at Noon,** in the **East Grand Forks Training Room, First Floor in the South Wing, East Grand Forks City Hall,** East Grand Forks, MN.

Respectfully Submitted,
Brenda Ault
Executive Assistant

Account Number	Vendor	Description	GL Date	Check No	Amount
620-49-870-44000	Liberty Business Systems	Copier Overages	12/06/2016	25509	24.85
620-49-870-44300	Mike's Pizza	Meeting 11/22/16	12/06/2016	25517	64.19
620-49-870-44300	US Bank Corporate Payment System	Blue Moose: 10/26 Bi Monthly Meeting	12/06/2016	25539	17.16
620-49-870-44330	US Bank Corporate Payment System	American Planning Association: Membership	12/06/2016	25539	561.00
620-49-870-44330	US Bank Corporate Payment System	American Planning Association: Ethics and the Digital World	12/06/2016	25539	160.00
		Report Total:			827.20
630-46-410-43080	US Bank Corporate Payment System	MN DOL License Fees	12/06/2016	25539	50.00
630-46-410-43200	Integra Telecom	SUNSHINE Integra Phone	12/06/2016	25504	9.30
630-46-410-43200	Midcontinent Communications	Internet, Voice 11/8 - 12/7	12/06/2016	25515	230.61
630-46-410-43200	Midcontinent Communications	Phone 11/16 - 12/15	12/06/2016	25515	35.01
630-46-440-42000	Brians Flooring	Apt 305 Carpet and Vinyl Install	12/06/2016	25459	2,038.59
630-46-440-42000	Hardware Hank	Wax Gasket & Waste Basket	12/06/2016	25499	23.94
630-46-440-42000	Hardware Hank	Key & Odor Air Magnet	12/06/2016	25499	14.97
630-46-440-43190	Midwest Pest Control Inc	Quartly Pest Control Nov, Dec & Jan	12/06/2016	25516	125.00
630-46-440-43190	Thur-O-Clean	Cleaning service	12/06/2016	25537	622.50
630-46-440-43190	Thur-O-Clean	Cleaning Services for Apt 117	12/06/2016	25537	12,427.28
630-46-440-43800	Xcel Energy	Xcel: Natural Gas Service 10/12/16 - 11/10/16	12/06/2016	25546	943.17
630-46-440-43890	Midcontinent Communications	Cable 11/8 - 12/7	12/06/2016	25515	1,076.35
630-46-440-44000	Hardware Hank	Key	12/06/2016	25499	5.48
630-46-440-44000	Hardware Hank	Key	12/06/2016	25499	3.49
630-46-440-44000	Hardware Hank	Drano, Misc Hardware	12/06/2016	25499	9.09
630-46-440-44000	Hardware Hank	Key, Tredlock, Misc Hardware	12/06/2016	25499	16.14
630-46-440-44000	Hardware Hank	Key	12/06/2016	25499	5.98
630-46-440-44000	Hardware Hank	Wall & Floor Door Stops	12/06/2016	25499	14.94
630-46-440-44000	Hardware Hank	Key	12/06/2016	25499	3.49
630-46-440-44000	Hardware Hank	Key	12/06/2016	25499	8.48
630-46-440-44000	Marco Inc	Copier	12/06/2016	25512	231.34
630-46-440-44000	Stanley Access Tech, LLC	Main Entrance Door Repair	12/06/2016	25532	573.83
		Report Total:			18,468.98

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:33PM
Period: 11, 2016

New Housing Fund

Nov-16

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 280	Housing/Lot Sale					
ASSETS						
280-00-000-10100	Cash In Banks	0.00	64,409.33	5,000.00	60,685.43	8,723.90
280-00-000-11500	Accounts Receivable	0.00	0.00	0.00	0.00	0.00
280-00-000-12800	Loans/Notes Rec	0.00	126,219.38	0.00	0.00	126,219.38
280-00-000-13201	DFOGU	0.00	0.00	0.00	0.00	0.00
280-00-000-16100	Lots held for Resale	0.00	349,989.18	0.00	0.00	349,989.18
	ASSETS Totals:	0.00	540,617.89	5,000.00	60,685.43	484,932.46
LIABILITIES						
280-00-000-20200	Accounts Payable	0.00	0.00	60,685.43	60,685.43	0.00
	LIABILITIES Totals:	0.00	0.00	60,685.43	60,685.43	0.00
FUND BALANCE						
280-00-000-24400	Fund Balance-Designtd-Lot C	0.00	-454,720.00	0.00	0.00	-454,720.00
280-00-000-25300	Fund Balance - Unreserved	0.00	-313,067.86	0.00	0.00	-313,067.86
	FUND BALANCE Totals:	0.00	-767,787.86	0.00	0.00	-767,787.86
REVENUE						
Dept 36	Special Assessment/Misc Rev					
280-36-000-36210	Interest Earnings	4,500.00	0.00	0.00	0.00	0.00
280-36-000-36220	Lots Sold	72,000.00	-24,413.34	0.00	0.00	-24,413.34
280-36-000-36299	Miscellaneous Revenue	30,000.00	-25,000.00	0.00	5,000.00	-30,000.00
	280-36 REVENUE Totals:	106,500.00	-49,413.34	0.00	5,000.00	-54,413.34
Dept 39	Other Financing Sources					
280-39-000-39204	Transfers In	0.00	0.00	0.00	0.00	0.00

	280-39 REVENUE Totals:	0.00	0.00	0.00	0.00	0.00
	REVENUE Totals:	106,500.00	-49,413.34	0.00	5,000.00	-54,413.34
EXPENSE						
Dept 47	Other L-T Debt					
280-47-501-41010	Salaries & Wages	0.00	0.00	0.00	0.00	0.00
280-47-501-41210	PERA Contributions	0.00	0.00	0.00	0.00	0.00
280-47-501-41220	FICA Contributions	0.00	0.00	0.00	0.00	0.00
280-47-501-42000	General Supplies	0.00	0.00	0.00	0.00	0.00
280-47-501-43040	Legal Services	500.00	5,814.00	390.00	0.00	6,204.00
280-47-501-43090	EDP & Acctng Services	0.00	100.00	0.00	0.00	100.00
280-47-501-43190	Professional Services	8,000.00	160.55	0.00	0.00	160.55
280-47-501-43200	Communications	0.00	0.00	0.00	0.00	0.00
280-47-501-44300	Miscellaneous	20,000.00	32,966.40	5,278.52	0.00	38,244.92
280-47-501-44390	Promotion & Advertising	10,000.00	1,770.00	0.00	0.00	1,770.00
280-47-501-44420	Real Estate Taxes	2,000.00	508.00	0.00	0.00	508.00
280-47-501-45300	Lot Purchases/Loans	80,000.00	65,000.00	0.00	0.00	65,000.00
280-47-501-45310	Bldg Project 1	100,000.00	0.00	0.00	0.00	0.00
280-47-501-45320	Bldg Project 2	100,000.00	170,264.36	0.00	0.00	170,264.36
280-47-501-45330	Bldg Project 3	100,000.00	0.00	55,016.91	0.00	55,016.91
	280-47 EXPENSE Totals:	420,500.00	276,583.31	60,685.43	0.00	337,268.74
Dept 49	Unallocated					
280-49-300-47200	Transfers Out	45,000.00	0.00	0.00	0.00	0.00
	280-49 EXPENSE Totals:	45,000.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	465,500.00	276,583.31	60,685.43	0.00	337,268.74
	Fund 280 Totals:	-359,000.00	0.00	126,370.86	126,370.86	0.00
	Report Totals:	-359,000.00	0.00	126,370.86	126,370.86	0.00

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:32PM
Period: 11, 2016

MIF Loan

Nov-16

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

Account Number	Description	Budge	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 626	MIF (DRLF-97-0003-V-FY98)					
ASSETS						
626-00-000-10100	Cash In Banks	0.00	432,402.84	23,412.47	0.00	455,815.31
626-00-000-10110	Restricted Cash - CD for Loans	0.00	0.00	0.00	0.00	0.00
626-00-000-11500	Accounts Receivable	0.00	0.00	0.00	0.00	0.00
626-00-000-12900	Loans/Notes Rec	0.00	1,809,476.84	0.00	18,697.12	1,790,779.72
626-00-000-12901	Allowance For Doubtful Loans	0.00	-67,862.16	0.00	0.00	-67,862.16
626-00-000-13201	DFOGU	0.00	0.00	0.00	0.00	0.00
	ASSETS Totals:	0.00	2,174,017.52	23,412.47	18,697.12	2,178,732.87
LIABILITIES						
626-00-000-20200	Accounts Payable	0.00	0.00	0.00	0.00	0.00
626-00-000-20800	DTOGU	0.00	0.00	0.00	0.00	0.00
626-00-000-20900	Interfund Payable	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	0.00	0.00	0.00	0.00
FUND BALANCE						
626-00-000-25300	Retained Earnings-Unreserved	0.00	-2,134,096.14	0.00	0.00	-2,134,096.14
	FUND BALANCE Totals:	0.00	-2,134,096.14	0.00	0.00	-2,134,096.14
REVENUE						
Dept 33	Intergovernmental					
626-33-000-33499	State Grants & Aids	0.00	0.00	0.00	0.00	0.00
	626-33 REVENUE Totals:	0.00	0.00	0.00	0.00	0.00
Dept 36	Special Assessment/Misc Rev					
626-36-000-36210	Interest Earnings	0.00	0.00	0.00	0.00	0.00

626-36-000-36220	Loan Payments - P & I	0.00	-39,921.38	0.00	4,715.35	-44,636.73
626-36-000-36299	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
	626-36 REVENUE Totals:	0.00	-39,921.38	0.00	4,715.35	-44,636.73
	REVENUE Totals:	0.00	-39,921.38	0.00	4,715.35	-44,636.73
EXPENSE						
Dept 49	Unallocated					
626-49-871-43090	EDP & Acctng Services	0.00	0.00	0.00	0.00	0.00
626-49-871-44300	Miscellaneous	0.00	0.00	0.00	0.00	0.00
626-49-871-44320	Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
626-49-871-45300	Loans	0.00	0.00	0.00	0.00	0.00
626-49-871-47200	Transfers out	0.00	0.00	0.00	0.00	0.00
	626-49 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	Fund 626 Totals:	0.00	0.00	23,412.47	23,412.47	0.00
	Report Totals:	0.00	0.00	23,412.47	23,412.47	0.00

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:48PM
Period: 11, 2016

Downpayment

Nov-16

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 633	Downpayment Assistance					
ASSETS						
633-00-000-10100	Cash In Banks	0.00	195,734.94	7,500.00	0.00	203,234.94
633-00-000-11500	Accounts Receivable	0.00	0.00	0.00	0.00	0.00
633-00-000-12800	Loans/Notes Receivable	0.00	18,769.99	0.00	7,500.00	11,269.99
	ASSETS Totals:	0.00	214,504.93	7,500.00	7,500.00	214,504.93
LIABILITIES						
633-00-000-20200	Accounts Payable	0.00	0.00	0.00	0.00	0.00
633-00-000-20800	DTOGU	0.00	0.00	0.00	0.00	0.00
633-00-000-21600	Accrued Salaries Payable	0.00	0.00	0.00	0.00	0.00
633-00-000-21610	Accrued Vacation	0.00	0.00	0.00	0.00	0.00
633-00-000-23400	Note Payable	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	0.00	0.00	0.00	0.00
FUND BALANCE						
633-00-000-25300	Retained Earnings-Unreserved	0.00	-218,375.37	0.00	0.00	-218,375.37
	FUND BALANCE Totals:	0.00	-218,375.37	0.00	0.00	-218,375.37
REVENUE						
Dept 36	Special Assessment/Misc Rev					
633-36-000-36210	Interest Earnings	0.00	0.00	0.00	0.00	0.00
633-36-000-36220	Loan Repayments	0.00	-181.38	0.00	0.00	-181.38
	633-36 REVENUE Totals:	0.00	-181.38	0.00	0.00	-181.38
	REVENUE Totals:	0.00	-181.38	0.00	0.00	-181.38

EXPENSE

Dept 46	Community Development					
633-46-413-04390	EDP & Acctng Services	0.00	0.00	0.00	0.00	0.00
633-46-413-41010	Salaries & Wages	0.00	0.00	0.00	0.00	0.00
633-46-413-41210	Retirement Contributions	0.00	0.00	0.00	0.00	0.00
633-46-413-41220	FICA Contributions	0.00	0.00	0.00	0.00	0.00
633-46-413-41300	Insurance Contributions	0.00	0.00	0.00	0.00	0.00
633-46-413-41510	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
633-46-413-42000	General Supplies	0.00	0.00	0.00	0.00	0.00
633-46-413-43010	Accounting & Auditing	0.00	0.00	0.00	0.00	0.00
633-46-413-43040	Legal Services	0.00	0.00	0.00	0.00	0.00
633-46-413-43080	Educational/Training Fees	0.00	0.00	0.00	0.00	0.00
633-46-413-43090	EDP & Acctng Services	0.00	0.00	0.00	0.00	0.00
633-46-413-43200	Communications	0.00	0.00	0.00	0.00	0.00
633-46-413-43300	Travel Expenses	0.00	0.00	0.00	0.00	0.00
633-46-413-43610	L/P/F Insurance	0.00	0.00	0.00	0.00	0.00
633-46-413-44000	Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00
633-46-413-44300	Miscellaneous	0.00	0.00	0.00	0.00	0.00
633-46-413-44320	Bad Debt Expense	0.00	4,051.82	0.00	0.00	4,051.82
633-46-413-44330	Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
633-46-413-44390	Loans	0.00	0.00	0.00	0.00	0.00
633-46-413-45700	Equipment	0.00	0.00	0.00	0.00	0.00
633-46-470-47200	Transfers Out	0.00	0.00	0.00	0.00	0.00
	633-46 EXPENSE Totals:	0.00	4,051.82	0.00	0.00	4,051.82
	EXPENSE Totals:	0.00	4,051.82	0.00	0.00	4,051.82
	Fund 633 Totals:	0.00	0.00	7,500.00	7,500.00	0.00
	Report Totals:	0.00	0.00	7,500.00	7,500.00	0.00

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:53PM
Period: 11, 2016

Infill Building

Nov-16

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 682	Infill Building					
ASSETS						
682-00-000-10100	Cash In Banks	0.00	272,188.08	5,376.50	1,487.97	276,076.61
682-00-000-11500	Accounts Receivable	0.00	0.00	0.00	0.00	0.00
682-00-000-16100	Land	0.00	6,300.00	0.00	0.00	6,300.00
682-00-000-16200	Building & Structures	0.00	1,460,000.00	0.00	0.00	1,460,000.00
682-00-000-16201	A. Deprec - Bldgs & Struct:	0.00	-535,181.05	0.00	0.00	-535,181.05
	ASSETS Totals:	0.00	1,203,307.03	5,376.50	1,487.97	1,207,195.56
LIABILITIES						
682-00-000-20200	Accounts Payable	0.00	-25.75	1,417.02	1,391.27	0.00
682-00-000-20710	DTOF	0.00	0.00	0.00	0.00	0.00
682-00-000-20800	DTOGU	0.00	0.00	0.00	0.00	0.00
682-00-000-20900	Interfund Payable	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	-25.75	1,417.02	1,391.27	0.00
FUND BALANCE						
682-00-000-25300	Retained Earnings-Unreserv	0.00	265,646.40	0.00	0.00	265,646.40
682-00-000-26110	Contributed Capital	0.00	-1,438,200.00	0.00	0.00	-1,438,200.00
682-00-000-28000	Investment in Gen Fixed As	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	-1,172,553.60	0.00	0.00	-1,172,553.60
REVENUE						
Dept 36	Special Assessment/Misc R					
682-36-000-36210	Interest Earnings	1,000.00	0.00	0.00	0.00	0.00
682-36-000-36220	Lease Payments	65,000.00	-54,088.75	0.00	5,376.50	-59,465.25
682-36-000-36299	Miscellaneous Revenue	1,000.00	0.00	0.00	0.00	0.00
	682-36 REVENUE Totals:	67,000.00	-54,088.75	0.00	5,376.50	-59,465.25

Dept 37	Utility Sales					
682-37-000-37487	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
	682-37 REVENUE Totals:	0.00	0.00	0.00	0.00	0.00
	REVENUE Totals:	67,000.00	-54,088.75	0.00	5,376.50	-59,465.25
EXPENSE						
Dept 46	Community Development					
682-46-501-43610	L/P/F Insurance	0.00	0.00	0.00	0.00	0.00
682-46-503-41010	Salaries & Wages	0.00	0.00	0.00	0.00	0.00
682-46-503-41015	Salaries & Wages - Bldng M	0.00	90.66	60.44	0.00	151.10
682-46-503-41210	PERA Contributions	0.00	6.79	4.53	0.00	11.32
682-46-503-41220	FICA Contributions	0.00	5.71	3.81	0.00	9.52
682-46-503-41300	Insurance Contributions	0.00	3.09	2.17	0.00	5.26
682-46-503-42000	General Supplies	500.00	54.82	151.29	0.00	206.11
682-46-503-43200	Communications	630.00	577.34	90.93	0.00	668.27
682-46-503-43610	L/P/F Insurance	1,100.00	1,029.00	0.00	0.00	1,029.00
682-46-503-43800	Utilities	12,600.00	8,282.87	838.43	0.00	9,121.30
682-46-503-44000	Repairs & Maintenance	7,000.00	1,408.79	310.62	0.00	1,719.41
682-46-503-44200	Depreciation	37,500.00	0.00	0.00	0.00	0.00
682-46-503-44230	Custodial Services	0.00	0.00	0.00	0.00	0.00
682-46-503-44300	Miscellaneous	1,200.00	0.00	0.00	0.00	0.00
682-46-503-44350	Real Estate Taxes	11,000.00	7,988.00	0.00	0.00	7,988.00
682-46-503-45300	Improvements	0.00	0.00	0.00	0.00	0.00
682-46-503-46130	Interest Expense	0.00	0.00	0.00	0.00	0.00
	682-46 EXPENSE Totals:	71,530.00	19,447.07	1,462.22	0.00	20,909.29
Dept 49	Unallocated					
682-49-300-47240	Intrafund Transfer Out	0.00	0.00	0.00	0.00	0.00
	682-49 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	71,530.00	19,447.07	1,462.22	0.00	20,909.29
	Fund 682 Totals:	-4,530.00	-3,914.00	8,255.74	8,255.74	-3,914.00
	Report Totals:	-4,530.00	-3,914.00	8,255.74	8,255.74	-3,914.00

General Ledger

Summary Trial Balance

IRP loan

Nov-16

User: kanderson
Printed: 12/08/2016 - 4:47PM
Period: 11, 2016

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 625	EDA IRP Loan Subfund					
ASSETS						
625-00-000-10100	Cash In Banks	0.00	0.00	0.00	0.00	0.00
625-00-000-10400	Money Market Funds	0.00	463,799.48	0.00	0.00	463,799.48
625-00-000-10450	Interest Receivable	0.00	0.00	0.00	0.00	0.00
625-00-000-12900	Loans/Notes Rec	0.00	0.00	0.00	0.00	0.00
	ASSETS Totals:	0.00	463,799.48	0.00	0.00	463,799.48
LIABILITIES						
625-00-000-20200	Accounts Payable	0.00	0.00	0.00	0.00	0.00
625-00-000-22510	Interest Payable Irp Notes	0.00	0.00	0.00	0.00	0.00
625-00-000-23400	Notes Payable	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	0.00	0.00	0.00	0.00
FUND BALANCE						
625-00-000-25300	Retained Earnings-Unreserve	0.00	-464,107.01	0.00	0.00	-464,107.01
	FUND BALANCE Totals:	0.00	-464,107.01	0.00	0.00	-464,107.01
REVENUE						
Dept 31	Taxes					
625-31-000-31050	Tax Increment Financing	0.00	0.00	0.00	0.00	0.00
	625-31 REVENUE Totals:	0.00	0.00	0.00	0.00	0.00
Dept 36	Interest Earnings					
625-36-000-36210	Interest Earnings	0.00	-221.62	0.00	0.00	-221.62
625-36-000-36220	Loan Payments - P & I	0.00	0.00	0.00	0.00	0.00
625-36-000-36299	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00

	625-36 REVENUE Totals:	0.00	-221.62	0.00	0.00		-221.62
Dept 39	Other Financing Sources						
625-39-001-39201	EDA Subfund Transfer In	0.00	0.00	0.00	0.00	0.00	
	625-39 REVENUE Totals:	0.00	0.00	0.00	0.00		0.00
	REVENUE Totals:	0.00	-221.62	0.00	0.00		-221.62
EXPENSE							
Dept 49	Unallocated						
625-49-871-43090	EDP & Acctng Services	0.00	0.00	0.00	0.00	0.00	
625-49-871-44300	Miscellaneous	0.00	0.00	0.00	0.00	0.00	
625-49-871-44350	Chargeoffs-Bad debts/adjstmr	0.00	0.00	0.00	0.00	0.00	
625-49-871-45320	Loans	0.00	0.00	0.00	0.00	0.00	
625-49-871-46130	Interest Expense	0.00	529.15	0.00	0.00	529.15	
625-49-871-47200		0.00	0.00	0.00	0.00	0.00	
	625-49 EXPENSE Totals:	0.00	529.15	0.00	0.00		529.15
	EXPENSE Totals:	0.00	529.15	0.00	0.00		529.15
	Fund 625 Totals:	0.00	0.00	0.00	0.00		0.00
	Report Totals:	0.00	0.00	0.00	0.00		0.00

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:32PM
Period: 11, 2016

Sunshine Terrace

Nov-16

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 630	Sunshine Terrace					
ASSETS						
630-00-000-10100	Cash In Banks	0.00	846,836.39	20,248.50	23,404.44	843,680.45
630-00-000-10450	Interest Receivable	0.00	0.00	0.00	0.00	0.00
630-00-000-11113	Money Market Checking	0.00	0.00	0.00	0.00	0.00
630-00-000-11117	Petty Cash	0.00	100.00	0.00	0.00	100.00
630-00-000-11140	Security Deposit	0.00	-2,850.10	422.82	160.00	-2,587.28
630-00-000-13110	DFOF	0.00	48.37	0.00	0.00	48.37
630-00-000-16100	Land	0.00	50,300.00	0.00	0.00	50,300.00
630-00-000-16200	Building & Structures	0.00	5,400,398.10	0.00	0.00	5,400,398.10
630-00-000-16201	A. Deprec - Bldgs & Structs	0.00	-1,861,741.36	0.00	0.00	-1,861,741.36
630-00-000-16300	Improvements - Not Buildings	0.00	103,179.24	0.00	0.00	103,179.24
630-00-000-16301	A. Deprec - Improvements	0.00	-35,298.17	0.00	0.00	-35,298.17
630-00-000-16400	Machinery & Equipment	0.00	137,109.37	0.00	0.00	137,109.37
630-00-000-16401	A. Deprec - Mach & Equip	0.00	-115,353.26	0.00	0.00	-115,353.26
630-00-000-16500	Construct Progress-Roof	0.00	4,607.85	135.00	0.00	4,742.85
630-00-000-19900	Pension Deferred Outflows	0.00	8,464.00	0.00	0.00	8,464.00
	ASSETS Totals:	0.00	4,535,800.43	20,806.32	23,564.44	4,533,042.31
LIABILITIES						
630-00-000-20200	Accounts Payable	0.00	-845.52	16,374.55	15,529.03	0.00
630-00-000-20710	DTOF	0.00	0.00	0.00	0.00	0.00
630-00-000-20711	DTOF-WO Labor Chgbacks	0.00	285.00	0.00	0.00	285.00
630-00-000-20712	DTOF-WO Matt/Equip Chgbacks	0.00	0.00	0.00	0.00	0.00
630-00-000-20713	DTOF-WO Services Chgbacks	0.00	0.00	0.00	0.00	0.00
630-00-000-20714	DTOF-WO Adj Chgbacks	0.00	0.00	0.00	0.00	0.00
630-00-000-20800	DTOGU	0.00	126.00	0.00	0.00	126.00
630-00-000-20900	Interfund Payable	0.00	0.00	0.00	0.00	0.00
630-00-000-20901	Deferred Revenue	0.00	0.00	0.00	0.00	0.00
630-00-000-21140	Security Deposit Refund	0.00	-21,916.21	0.00	0.00	-21,916.21
630-00-000-21600	Accrued Salaries Payable	0.00	0.00	0.00	0.00	0.00
630-00-000-21610	Accrued Vacation	0.00	-801.00	0.00	0.00	-801.00

630-00-000-21620	A sick leave payable	0.00	-167.65	0.00	0.00	-167.65
630-00-000-22800	Pension Deferred Inflows	0.00	-6,465.00	0.00	0.00	-6,465.00
630-00-000-22900	Net Pension	0.00	-61,569.00	0.00	0.00	-61,569.00
630-00-000-23900	Special Assessment Debt	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	-91,353.38	16,374.55	15,529.03	-90,507.86
FUND BALANCE						
630-00-000-25300	Retained Earnings-Unreserved	0.00	4,690,366.70	0.00	0.00	4,690,366.70
630-00-000-26110	Contributed Capital	0.00	-5,356,820.42	0.00	0.00	-5,356,820.42
630-00-000-28000	Investment in Gen Fixed Assets	0.00	0.00	0.00	0.00	0.00
630-00-000-28200	Operating Reserve	0.00	-279,953.87	0.00	0.00	-279,953.87
630-00-000-28400	Cum. HUD Annual Contribution	0.00	-3,368,687.98	0.00	0.00	-3,368,687.98
630-00-000-28500	Cumulative Donations	0.00	-70,069.29	0.00	0.00	-70,069.29
	FUND BALANCE Totals:	0.00	-4,385,164.86	0.00	0.00	-4,385,164.86
REVENUE						
Dept 34	Charges for Services					
630-34-000-34100	Rent Income - Non Hap	220,000.00	-179,854.50	0.00	2,657.00	-182,511.50
630-34-000-34101	Rent Income - Hap	182,000.00	-156,846.00	0.00	15,256.00	-172,102.00
630-34-000-34200	Tenants Electrical Proceeds	1,800.00	-1,565.00	0.00	440.00	-2,005.00
630-34-000-34201	Excess Electrical/apartments	2,200.00	0.00	0.00	0.00	0.00
630-34-000-34900	Non Dwelling Rent	9,910.00	-8,901.20	0.00	885.00	-9,786.20
	630-34 REVENUE Totals:	415,910.00	-347,166.70	0.00	19,238.00	-366,404.70
Dept 36	Special Assessment/Misc Rev					
630-36-000-36210	Interest Earnings	0.00	0.00	0.00	0.00	0.00
630-36-000-36230	Donations & Contributions	0.00	0.00	0.00	0.00	0.00
630-36-000-36241	Insurance Loss Proceeds	0.00	0.00	0.00	0.00	0.00
630-36-000-36901	Miscellaneous Revenue	10,000.00	-6,974.83	600.00	850.50	-7,225.33
	630-36 REVENUE Totals:	10,000.00	-6,974.83	600.00	850.50	-7,225.33
	REVENUE Totals:	425,910.00	-354,141.53	600.00	20,088.50	-373,630.03
EXPENSE						
Dept 46	Community Development					
630-46-410-41010	Salaries & Wages	44,167.96	18,257.69	1,963.84	0.00	20,221.53
630-46-410-41020	Salaries & Wages - Overtime	0.00	0.00	0.00	0.00	0.00
630-46-410-41210	Retirement Contributions	3,312.60	1,369.27	147.28	0.00	1,516.55
630-46-410-41220	FICA Contributions	3,378.85	1,387.34	148.83	0.00	1,536.17
630-46-410-41290	Sick Leave Contributions	400.00	2.53	0.00	0.00	2.53

630-46-410-41300	Insurance Contributions	6,185.32	919.41	100.49	0.00	1,019.90
630-46-410-41510	Worker's Compensation	0.00	1,419.00	0.00	0.00	1,419.00
630-46-410-43080	Educational/Training Fees	0.00	0.00	0.00	0.00	0.00
630-46-410-43200	Communications	3,000.00	2,199.31	233.81	0.00	2,433.12
630-46-410-43300	Travel Expenses	0.00	0.00	0.00	0.00	0.00
630-46-410-43610	L/P/F Insurance	11,000.00	10,370.00	0.00	0.00	10,370.00
630-46-410-44330	Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
630-46-410-44380	Property Betterment/improvemnt	0.00	0.00	0.00	0.00	0.00
630-46-410-49900	Pension Expenses	0.00	0.00	0.00	0.00	0.00
630-46-440-41010	Salaries & Wages	33,938.34	21,950.72	2,057.49	0.00	24,008.21
630-46-440-41015	Salaries & Wages - Bldng Maint	0.00	9,685.52	1,543.40	0.00	11,228.92
630-46-440-41020	Salaries & Wages - Overtime	0.00	0.00	0.00	0.00	0.00
630-46-440-41210	Retirement Contributions	2,545.38	2,354.84	270.07	0.00	2,624.91
630-46-440-41220	FICA Contributions	2,596.28	2,241.30	247.01	0.00	2,488.31
630-46-440-41300	Insurance Contributions	14,083.50	5,054.33	551.48	0.00	5,605.81
630-46-440-42000	General Supplies	5,500.00	5,977.54	127.76	67.01	6,038.29
630-46-440-42120	Fuels and Lubricants	0.00	343.63	0.00	0.00	343.63
630-46-440-42400	Small Tools & Equipment	500.00	319.64	0.00	0.00	319.64
630-46-440-43190	Professional Services	9,000.00	8,938.48	665.26	0.00	9,603.74
630-46-440-43300	Travel Expenses	0.00	0.00	0.00	0.00	0.00
630-46-440-43800	Utilities	85,000.00	61,101.42	4,856.54	0.00	65,957.96
630-46-440-43890	Other-Cable etc	11,000.00	9,458.90	1,076.35	0.00	10,535.25
630-46-440-44000	Repairs & Maintenance	40,000.00	34,733.50	7,427.79	0.00	42,161.29
630-46-440-44200	Depreciation	139,712.31	0.00	0.00	0.00	0.00
630-46-440-44300	Miscellaneous	500.00	2,068.28	50.71	0.00	2,118.99
630-46-440-44380	Property Betterment/improvemnt	20,000.00	23,779.92	0.00	0.00	23,779.92
630-46-440-44420	Real Estate Taxes	52,000.00	54,458.00	0.00	0.00	54,458.00
630-46-440-44490	Loss On Asset Disposal	0.00	0.00	0.00	0.00	0.00
630-46-440-45700	Equipment	0.00	0.00	0.00	0.00	0.00
630-46-470-45300	Capital Improvements	0.00	0.00	0.00	0.00	0.00
630-46-470-46110	Interest Expense	0.00	0.00	0.00	0.00	0.00
630-46-470-47200	Transfers Out	0.00	0.00	0.00	0.00	0.00
	630-46 EXPENSE Totals:	487,820.54	278,390.57	21,468.11	67.01	299,791.67
	EXPENSE Totals:	487,820.54	278,390.57	21,468.11	67.01	299,791.67
	Fund 630 Totals:	-61,910.54	-16,468.77	59,248.98	59,248.98	-16,468.77
	Report Totals:	-61,910.54	-16,468.77	59,248.98	59,248.98	-16,468.77

General Ledger

Summary Trial Balance

User: kanderson
Printed: 12/08/2016 - 4:33PM
Period: 11, 2016

EDA

Nov-16

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

Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 620	EDA General					
ASSETS						
620-00-000-10100	Cash In Banks	0.00	-124,228.04	0.00	11,073.30	-135,301.34
620-00-000-10101	Cash In Other Banks	0.00	0.00	0.00	0.00	0.00
620-00-000-10102	Cash from 622	0.00	0.00	0.00	0.00	0.00
620-00-000-10105	Cash in Banks - Restricted	0.00	0.00	0.00	0.00	0.00
620-00-000-10300	Cash - Change Funds	0.00	200.00	0.00	0.00	200.00
620-00-000-16100	Land	0.00	0.00	0.00	0.00	0.00
620-00-000-16420	Office Equipment & Furn	0.00	9,749.45	0.00	0.00	9,749.45
620-00-000-16421	A. Deprec - Office Equip	0.00	-9,749.45	0.00	0.00	-9,749.45
620-00-000-19900	Pension Deferred Outflows	0.00	8,934.00	0.00	0.00	8,934.00
	ASSETS Totals:	0.00	-115,094.04	0.00	11,073.30	-126,167.34
LIABILITIES						
620-00-000-20200	Accounts Payable	0.00	-144.23	3,416.21	3,271.98	0.00
620-00-000-21510	Accrued Bond Interest Payable	0.00	35.22	0.00	0.00	35.22
620-00-000-21600	Accrued Salaries & Wages	0.00	-35.22	0.00	0.00	-35.22
620-00-000-21610	Accrued Vacation Payable	0.00	-4,650.22	0.00	0.00	-4,650.22
620-00-000-21620	A. Sick Leave Payable	0.00	-5,891.64	0.00	0.00	-5,891.64
620-00-000-22510	Certificates Of Particiaption	0.00	0.00	0.00	0.00	0.00
620-00-000-22800	Pension Deferred Outflows	0.00	-6,824.00	0.00	0.00	-6,824.00
620-00-000-22900	Net Pension	0.00	-64,989.00	0.00	0.00	-64,989.00
620-00-000-23900	Special Assessment Debt	0.00	0.00	0.00	0.00	0.00
	LIABILITIES Totals:	0.00	-82,499.09	3,416.21	3,271.98	-82,354.86
FUND BALANCE						
620-00-000-25300	Retained Earnings-Unreserved	0.00	249,915.94	0.00	0.00	249,915.94
620-00-000-26110	Contributed Capital	0.00	-484,760.00	0.00	0.00	-484,760.00
620-00-000-28000	Investment in Gen Fixed Assets	0.00	0.00	0.00	0.00	0.00

	FUND BALANCE Totals:	0.00	-234,844.06	0.00	0.00	-234,844.06
Dept 49	Unallocated					
620-49-300-47230	Eda Subfund Transfer Out	0.00	0.00	0.00	0.00	0.00
620-49-870-41010	Salaries & Wages	114,559.09	70,091.55	6,143.52	0.00	76,235.07
620-49-870-41020	Salaries & Wages - Overtime	0.00	0.00	0.00	0.00	0.00
620-49-870-41210	PERA Contributions	8,591.93	5,256.91	460.77	0.00	5,717.68
620-49-870-41220	FICA Contributions	8,763.77	5,311.53	465.50	0.00	5,777.03
620-49-870-41290	Sick Leave Contributions	0.00	0.00	0.00	0.00	0.00
620-49-870-41300	Insurance Contributions	18,788.06	6,296.27	560.30	0.00	6,856.57
620-49-870-41510	Worker's Compensation	0.00	0.00	0.00	0.00	0.00
620-49-870-42000	General Supplies	250.00	2,298.32	0.00	0.00	2,298.32
620-49-870-42400	Small Tools and Equipment	660.00	0.00	0.00	0.00	0.00
620-49-870-43010	Accounting & Auditing	0.00	0.00	0.00	0.00	0.00
620-49-870-43080	Educational/Training Fees	1,200.00	1,097.14	0.00	0.00	1,097.14
620-49-870-43090	EDP & Acctng Services	0.00	0.00	0.00	0.00	0.00
620-49-870-43100	Legal Professional Services	15,000.00	13,170.00	2,333.00	0.00	15,503.00
620-49-870-43190	Professional Services	12,000.00	1,864.75	0.00	0.00	1,864.75
620-49-870-43200	Communications	2,000.00	814.98	33.00	0.00	847.98
620-49-870-43220	Postage	0.00	15.81	0.00	0.00	15.81
620-49-870-43300	Travel Expenses	1,200.00	4,087.38	27.00	0.00	4,114.38
620-49-870-43620	L/P/F Insurance	0.00	0.00	0.00	0.00	0.00
620-49-870-44000	Repairs & Maintenance	0.00	995.62	134.16	0.00	1,129.78
620-49-870-44200	Depreciation	0.00	0.00	0.00	0.00	0.00
620-49-870-44300	Miscellaneous	900.00	2,911.44	146.32	0.00	3,057.76
620-49-870-44320	Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
620-49-870-44330	Dues & Subscriptions	1,500.00	2,077.76	0.00	0.00	2,077.76
620-49-870-44390	Promotion	1,200.00	1,953.55	625.50	0.00	2,579.05
620-49-870-45310	Loan Expenses - Bldg	0.00	0.00	0.00	0.00	0.00
620-49-870-45320	Loans	0.00	0.00	0.00	0.00	0.00
620-49-870-45800	Equipment	0.00	0.00	0.00	0.00	0.00
620-49-870-49900	Pension Expense	0.00	0.00	0.00	0.00	0.00
	620-49 EXPENSE Totals:	186,612.85	118,243.01	10,929.07	0.00	129,172.08
	EXPENSE Totals:	186,612.85	118,243.01	10,929.07	0.00	129,172.08
	Fund 620 Totals:	-186,612.85	-314,194.18	14,345.28	14,345.28	-314,194.18
	Report Totals:	-186,612.85	-314,194.18	14,345.28	14,345.28	-314,194.18

Memorandum

Date: August 16, 2016

To: EDA Board

Cc: File

From: ED Director

RE: Valley Golf Request

City officials have been working with Valley Golf officials to address financial issues facing that organization. Valley Golf provides an important recreational activity for residents. It is important that the opportunity to golf be maintained, both for the recreation and open space benefit and as an amenity for the Waters Edge community which was designed and marketed with the golf course in mind.

Valley Golf has requested that repayment obligations be suspended until September 1, 2023, dating from its last payment of August 1, 2015, and that interest on the loan be suspended and not accrue from the last payment, August 1, 2015, until payments resume on September 1, 2023. In short they are asking the City to carry the loan at no interest until September 1, 2023. The loan was made from the "280" account.

Recommendation: Motion to approve the request as submitted.

Memorandum

Date: December 13, 2016

To: EDA Board

Cc: File

From: ED Director

RE: McMahon Refund Request

Kyle and Ashley McMahon paid the earnest money deposit for the purchase of a lot and a half in Coulee View and caused the replat of three lots into two. Mr. McMahon visited the Director on November 15 and informed him that he would probably not complete the purchase of the lot, which was enlarged at his request. Brad Bail and the Director have shown Mr. McMahon how the house can fit on the lot. Mr. McMahon says that the house that he has chosen requires more fill than he wishes to have and retaining walls to hold the fill in place. A significant portion of the lot cannot be filled because of the floodway. In short, the chosen house plan does not fit well on the lot. The McMahons are now seeking a refund of the $1500 he deposited for the lots. They are also seeking the payment of one-half of the money spent to replat the lot, $720. The purchase agreement points out that the money is not refundable. The Director declined to refund the earnest money or the replat money. Attached is the request.

At this time the Director seeks direction as to whether to refund the earnest.

<u>December 13:</u>
Mr. McMahon was supposed to talk with Mr. Grinde and Mr. Bail pursuant th the November 22 meeting. At this time he has not called anyone. The Director asked Mr. Grinde to reach out to Mr. McMahon. Mr. Grinde did so, but Mr. McMahon has not yet responded.

City of East Grand Forks, Minnesota
General Fund Expenditures

	Account Number	Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget
EDA Adminstration									
	620-49-870-41010	Salaries & Wages	48638	48704	49326	34438	84,379	114,559	102,909
	620-49-870-41210	PERA Contributions	3286	3417	3481	2164	5,389	8,592	8,350
	620-49-870-41220	FICA Contributions	3574	3795	3856	2476	5,398	8,764	8,517
	620-49-870-41300	Insurance Contributions	32198	25520	7348	5227	8,862	18,788	13,573
	620-49-870-42000	General Supplies	1664	103	183		925	250	2400
	620-49-870-42400	Small Tools and Equipment	0	0	0			660	0
	620-49-870-43080	Educational/Training Fees	110	0	0		925	1200	3000
	620-49-870-43100	Legal Professional Services	2169	1870	2412	18137	14,749	15000	15000
	620-49-870-43190	Professional Services	3947	1210	443	1988	19,862	12000	14000
	620-49-870-43200	Communications	2540	1484	143	536	3,131	2000	1200
	620-49-870-43300	Travel Expenses	302	215	142	981	2,203	1200	4200
	620-49-870-44000	Repairs & Maintenance					18		1524
	620-49-870-44300	Miscellaneous	2051	2671	984	398	4,606	900	2400
	620-49-870-44330	Dues & Subscriptions	2252	1970	610	925	1,503	1500	2400
	620-49-870-44390	Promotion	10501	8909	5116	3100	714	1200	1800
	620-49-870-45800	Equipment					1,060		
	620-49-870-49900	Pension Expense					1,830		
			113,232	**99,868**	**74,044**	**70,370**	**155,554**	**186,613**	**181,275**

Memorandum

Date: December 13, 2016

To: EDA Board

Cc: File

From: ED Director

RE: Requirement for Direct Withdrawal

Many EDA loans are paid by direct withdrawal. Others, however, are still paid by check. Those loans are the most likely to be late payers. Direct withdrawal is increasingly common. The Director suggests that direct withdrawal be a requirement for future loans. Does the EDA concur?

PUBLIC NOTICE

The City Council along with the Economic Development Board of the City of East Grand Forks, Minnesota will meet in a "Closed Meeting" on Monday, December 12, 2016 at 4:00pm in the Training Room at City Hall, 600 Demers Ave. The meeting will be closed pursuant to MN Statute 13D.05 Sub. 3(c)(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property for parcel 83.00101.00.

The City Council will also be holding a special council meeting starting at 5:00pm in Council Chambers to make up for the meeting that was cancelled on December 6th due to severe weather conditions. The agenda and packet will be the same for this meeting as it was for the 6th.

Date 12/7/16

David Murphy
City Administrator
City of East Grand Forks, MN