

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
NOVEMBER 9, 2010
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. 2011-2012 MPO Unified Planning Work Program – Nancy Ellis
2. Paratransit and Senior Rider Proposal – Teri Kouba
3. Rescue Unit Fee – Scott Huizenga
4. 2010 3rd Quarter Budget Analysis – Erin Johnson
5. 2011 Proposed Budget – Scott Huizenga
6. Budgeted Debt & Construction Transfers – Jerry Lucke
7. Budget Amendments – Jerry Lucke

ADJOURN

Upcoming Meetings

Regular Meeting – November 16, 2010 – 5:00 PM – Council Chambers

Work Session – November 23, 2010 – 5:00 PM – Training Room

Work Session – November 30, 2010 – 5:00 PM – Training Room (if needed)

Request for Council Action

Date: November 9, 2010
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Nancy Ellis, Senior Planner
RE: 2011-2012 MPO Unified Planning Work Program

The MPO is preparing their 2011-2012 Work Program. As part of this process they request items from both Grand Forks and East Grand Forks for inclusion in the document. They request that the priority list receive approval by the City Council to ensure the list is a consensus of the entire council.

The Transportation Improvement Program (TIP) needs to be annually updated and approved. In addition, portions the Long Range Transportation Plan will be updated in the next two years. Those portions include a transit and bike/pedestrian plan update, as well as data gathering for the street and highway plan (which will be updated in 2013). These are projects that the MPO must fund first. The MPO staff has tentatively identified that \$150,000 per year is available for additional studies desired by its member jurisdictions.

The following is a list of potential studies to consider for submittal. These studies are suggested to address concerns or comments regarding potential land use and transportation issues. The list is prioritized since the MPO does have a budget limit that it is working from, however some items may be adjusted to fit with what money may remain for a particular year.

- 1) Transportation study for N. East Grand Forks street network - Conduct a north end East Grand Forks traffic study that has the possible full intersection at 5th Ave NW as the focal point. Recommendations for existing and future street design, traffic operations, intersection controls and safety improvements, as well as ped/bike and transit options should be addressed in this study. Budget amount for study - \$75,000
- 2) New Development Infrastructure Financing Study for development ordinance - Request a study for recommendations for updating or rewriting the subdivision ordinance. Items to consider in the study: address utility and road improvements as to what is required, when they are installed, and who pays. Budget amount for study - \$20,000 (conducted in house).

Staff would welcome discussion on any other transportation planning studies that we may have missed in this list. Approval is needed from the Council to submit these work program activities to the MPO.

Request for Council Action

Date: November 9, 2010
 To: East Grand Forks City Council and Mayor Lynn Stauss
 Cc: File
 From: Earl Haugen, Executive Director
 RE: Paratransit and Senior Rider Proposal

Recommended Motion: Award Paratransit Contract to Grand Fork Taxi and approve proposal option.

BACKGROUND:

The City enters into a contract for Paratransit and Senior Rider Service with a taxi company to provide the service. A Request for Proposals went out on Oct. 6, 2010 and the proposals were due to Grand Forks Finance Department by Oct. 28, 2010. Grand Forks Taxi was the only one to submit a proposal.

Grand Forks and East Grand Forks Transit staff reviewed the proposal and decided to approve two options for Council to decide between.

Option A: Keeping everything as it is currently with the exception of reducing the hours that people can make reservations. The cost is as follows:

Option A:	2011 Per Ride Cost	2012 Per Ride Cost	2013 Per Ride Cost
Total	\$16.56	\$17.06	\$17.57
Rider Cost	\$2.75	\$2.75	\$2.75
City Cost	\$13.81	\$14.31	\$14.82

Over site of the Paratransit service is difficult but not impossible. The only problem we do have is that we do not have a good grasp on how capacity is constrained on the system. Capacity can't be constrained.

Option B: Will be similar to option A with the exception that Grand Forks would do reservations. Grand Forks would get dispatching software and bring the dispatching into the CAT offices in the Bus Maintenance Facility. In doing this over site of the dispatching is under better control of CAT, we know that multiple loads will be in our vans and we will have a better

idea of the number of vehicles we really need to provide this service so that we do not have a capacity constraint. There will be a delay in implementing the dispatching in Grand Forks and the start of the contract. Due to this gap we would ask Grand Forks Taxi to provide the dispatching until Grand Forks can get the dispatching up and running. The cost for Grand Forks Taxi to provide everything except the reservationists is as follows:

Option B:	2011 Per Ride Cost	2012 Per Ride Cost	2013 Per Ride Cost
Total	\$14.86	\$15.31	\$15.77
Rider Cost	\$2.75	\$2.75	\$2.75
City Cost	\$12.11	\$12.56	\$13.02

FINDINGS AND ANALYSIS:

- The proposal submitted by Grand Forks Taxi will cover a three year period with two years of negotiated extensions.

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SUPPORT MATERIALS:

- Cost of each option
- City of Grand Forks staff report.

City of Grand Forks
Staff Report
Service/Safety Committee November 9, 2010
City Council November 15, 2010

Agenda Item: Dial-A-Ride (DAR)/Senior Rider Request for Proposal (RFP)

Submitted by: Todd Feland, Public Works Director
Dale Bergman, Public Transportation Services

Staff Recommended Action: (1) Select Option C from the Grand Forks Taxi Request For Proposal less the ten percent profit desire for an initial total cost of \$11.45. Option C provides for the City to perform reservations/dispatching, and maintenance, fueling, and storage of City vehicles. (2) Increase the rider per ride cost to the current maximum allow of \$3.00 per ride (currently \$2.75) and complete required public notices and meetings regarding this rate increase with the goal of implementing the per ride increase in January 2011. (3) Purchase a paratransit Route Match Dispatching Hardware, Software with related installation and training in a total amount of approximately \$160,000 via a City of Fargo joint purchase. The Route Match system will be funded from Federal Transit Administration FY 2009 5309 Capital Grant and broken down as follows: \$128,000 (federal funds), \$32,000 (local funds), and \$160,000 (total cost).

Committee Recommended Action:

Council Action:

BACKGROUND:

The City of Grand Forks Public Transportation Department or Cities Areas Transit (CAT) currently has a five-year contract for DAR/Senior Rider services with Grand Forks Taxi, which ends on December 31, 2010 and serves the metropolitan area of Grand Forks and East Grand Forks to include the University of North Dakota. The Cities of Grand Forks and East Grand Forks staffs have been developing and working on a new DAR/Senior Rider RFP with the intent of contracting with a service provider for the next five year period.

An excerpt of the Draft DAR/Senior Rider RFP Project Description and Contractor Responsibilities are as follows in italics.

Section 2. Project Description

The Cities of Grand Forks and East Grand Forks are seeking one qualified vendor to provide Paratransit and Senior Rider services for the Cities Areas Transit (C.A.T.) system. Services to be provided are broken down into options A, B and C as follows:

Option A

The Contractor provided services will include:

- *Drivers*
- *Reservationists/ dispatching*
- *Maintenance, storage, and fuel for vehicles*
- *Record keeping functions as required by the Cities of Grand Forks and East Grand Forks, States of North Dakota and Minnesota, and the Federal Transit Administration*
- *Vehicles to supplement service needs. Please provide a listing of vehicles.*

C.A.T will provide:

- *Vehicles as needs determine.*

Option B

The Contractor provided services will include:

- *Drivers*
- *Maintenance, storage, and fuel for vehicles*
- *Record keeping functions as required by the Cities of Grand Forks and East Grand Forks, States of North Dakota and Minnesota, and the Federal Transit Administration*
- *Vehicles to supplement service needs. Please provide a listing of vehicles.*

C.A.T will provide:

- *Vehicles as needs determine.*
- *Reservationists/dispatching.*

Option C

The Contractor provided services will include:

- *Drivers*
- *record keeping functions as required by the Cities of Grand Forks and East Grand Forks, States of North Dakota and Minnesota, and the Federal Transit Administration*
- *Vehicles to supplement service needs. Please provide a listing of vehicles.*

C.A.T will provide:

- *Reservationists/ dispatching*
- *Vehicles as needs determine.*
- *Maintenance, storage and fuel for the vehicles*

Bidders will provide a bid for Paratransit and Senior Rider Services, but each City will be co-signers of the contract. The resulting contract will require all drivers be cross-trained and utilized in both Cities.

Section 3. Contractor Responsibilities – Operating Requirements

3.1. C.A.T. Paratransit and Senior Rider

C.A.T. Paratransit and Senior Rider service is a demand-response origin to destination service for persons with disabilities who are ADA Paratransit eligible and for persons who are 62 or older. Service is provided within the city limits of Grand Forks (excluding the Airport) and East Grand Forks. Utilizing vehicles provided by the Cities of Grand Forks and East Grand Forks. The minimum number of vehicles and ridership from previous years, established to meet demand is provided in Appendix 8 and 11. The number of vehicles may be adjusted to meet daily needs, if more vehicles are needed than the cities have provided, the contractor will supplement with their vehicles.

A Paratransit/Senior Rider Service Hours

Monday through Friday 6:00 AM to 10:00 PM.

Saturday 8:00 AM to 10:00 PM.

No service on Sunday.

The Cities will not pay for service which has been cancelled due to inclement weather- this includes driver's wages.

B Dispatcher/Reservationist Service Hours

i Take Reservations for next day service in person:

❖ Monday through Friday 6:30 AM to 5:00 PM.

❖ Saturday 8:00 AM to 5:00 PM

❖ Sunday/Holidays 4:00 PM to 5:00 PM, an answering service/machine will take reservations before 4:00 PM.

ii Be on premises:

❖ Monday through Friday 6:00 AM to 5:30 PM

❖ Saturday 7:30 AM to 5:30 PM

❖ Sunday/Holidays from 3:30 PM to 5:30 PM.

iii Answering Service/Machine

❖ All calls will be answered by an answering service/machine when not answered by a reservationist/dispatcher.

❖ All calls received after 5:00 PM for the next day will be considered same day service and subject to same day service rules.

❖ Dispatcher/Reservationist will call back to confirm the reservation requested over the answering service/machine.

C Service Hours: Holidays

There is no service on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

D On-time Performance

The Contractor shall provide safe, timely, professional and reliable Paratransit and Senior Rider services. Trips will be considered "on time" as long as they are served within a 15-minute window (± 5 minutes deviation from the schedules pick-up and drop-off times). The contractor is required to meet acceptable performance standards, in conjunction with in-vehicle time requirements.

E In-Vehicle/Shared Ride Service

Passengers shall not spend more than sixty (60) minutes in a vehicle. Records kept by the Cities and the Contractor will record late arrivals, lengthy trips, missed rides and other pertinent information. These records are utilized to determine that sufficient service is available to meet demand. In addition, drivers will radio dispatch for breaks, and at all other times will remain available for scheduling and contact by radio.

F Fares

Passengers are required to pay fares in one of the following manners: cash (exact change), coupon/ticket, or combination of coupon/ticket plus cash. The Contractor will collect and keep the fare. The fare will be put toward the per ride cost. Base fare is currently \$2.75, which can be change by the Cities. In the future the Cities will be looking into a different passenger fare collection system. The Contractor and its employees are prohibited from soliciting or accepting any tips or gifts of any kind.

G Uniforms

The Contractor will provide uniforms for the driver with a visible name tag, as approved by C.A.T. The uniform should be clean, neat and appropriate to the seasonal requirements. Please describe in Appendix 1, Question 2.6.

ANALYSIS AND FINDINGS OF FACT:

Pre RFP Opening Information

- The City of Grand Forks conducted a public input meeting on Tuesday, September 21, 2010 from 4:00 PM to 7:00 PM at the Grand Forks City Hall Council Chambers regarding DAR/Senior Rider RFP and specifically on the following proposed service changes: (1) Change the age of senior rider eligibility from age 55 to 62 years old for both the Senior Rider program and City Bus; and (2) Change times to call in for next day reservations for the DAR/Senior Rider program to include start times from 6:00 AM to 6:30 AM Monday through Friday and from 6:00 AM to 8:00 AM on Saturdays, and end times from 10:00 PM to 5:00 PM Monday through Saturday.

At the September 28, 2010 meeting, the Service/Safety Committee recommended to also include receiving DAR/Senior Rider RFP cost information related to maintaining existing next day dispatcher/reservationist service hours.

Approximately 10 citizens attended the public input meeting. Generally the citizens believe the DAR/Senior Rider service is important and needed service, and want to continue to have

a good service at an affordable fee for disable and senior riders. Generally, the noted changes related to changing the age of senior rider eligibility from age 55 to 62 and changing the next day reservations time changes were deemed acceptable.

- Most public transportation systems provide a senior rider eligibility standard between ages of 60 to 65 years old.
- Starting January 1, 2011, a senior rider will have to be 62 years old to qualify for senior rider eligibility for both the senior rider and city bus systems.
- Senior riders currently using the services who are between the ages of 55 and 61 can continue to use the service but will need to fill out a form and have an ID issued via CAT before the date change.
- The next day reservation changes do not affect current service times and hours and is considered to better contain costs and scheduling of rides.
- DAR service is a federally required complementary ADA service to the fixed route transit service. Grand Forks Taxi is the current DAR/Senior Rider service provider.
- The 2010 total cost per ride is \$8.64 per ride, which includes a \$2.75 rider fare requirement. DAR fare can be up to twice the City Bus adult cash fare, which is \$1.50 per ride thus the DAR fare can be up to \$3.00 per ride.

At the September 28, 2010 meeting, the Service/Safety Committee recommended after receiving DAR/Senior Rider RFPs and associated cost information that a review of the rider fare be examined as part of the City Council award in November 2010.

- The historical and current DAR/Senior Rider ridership is as follows:

	2006	2007	2008	2009	2010 (projection)
Senior Rider	13,369	14,838	20,328	23,128	24,084
DAR	39,983	41,215	39,725	38,502	39,588
Total	53,352	56,053	60,053	61,630	63,672

Of the 61,630 DAR/Senior Rider total Grand Forks and East Grand Forks ridership, approximately 56,862 rides reflect Grand Forks ridership.

- The City of Grand Forks budgeted an approximately 41 percent increase in expenses in the FY 2011 DAR/Senior Rider budget due to anticipated per ride cost and ridership increases. The FY 2010 and FY 2011 budgets are \$325,000 and \$458,000 respectively.
- City of Grand Forks staff is planning to begin advertising the DAR/Senior Rider RFP on October 6, 2010 with a DAR Senior Rider RFP opening on October 28, 2010. Grand Forks City Council award is scheduled on November 15, 2010 with a commencement of service on January 1, 2011.

RFP Results Information

- The City enters into a contract for DAR/Senior Rider service with a taxi company to provide the service. A Request for Proposals went out on October 6, 2010 and the proposals were due to Grand Forks Finance Department on October 28, 2010. Grand Forks Taxi was the only one to submit a proposal.
- Grand Forks and East Grand Forks Transit staff reviewed the proposal and decided to recommend one option for City Council to approve for 2011.

Option C: Under this option, the City would do dispatching/reservations, and maintenance, fueling, and possibly storage of the City vehicles. Grand Forks would get dispatching software and bring the dispatching into the CAT offices in the Bus Administration/Maintenance Facility. If the dispatching is under better control and oversight of CAT, the City will better able to provide multiple loads City ADA vans and have a better idea of the number of vehicles the service requires to provide this service without a capacity constraint. There may be a delay in implementing the dispatching in Grand Forks and the start of the contract. Due to this time gap staff requests Grand Forks Taxi to provide the dispatching until Grand Forks can get the dispatching up and running. The City would provide maintenance and storage of the City vehicles with existing maintenance staff and storage at the City Bus Administrative and Maintenance Facility. The cost is as follows:

Option C:	2011 Per Ride Cost	2012 Per Ride Cost	2013 Per Ride Cost
Total	\$11.45	\$11.79	\$12.14
Rider Cost	\$ 3.00	\$ 3.50	\$ 4.00
City Cost	\$ 8.45	\$ 8.29	\$ 8.14

The FY 2011 estimated cost is as follows: \$480,484 (56,862 rides*8.45/ride)+\$60,000 (2.0 City dispatchers)=\$540,484. In addition, the City will undertake additional maintenance costs. The FY 2011 budget for DAR/Senior Rider ridership is \$458,000 thus the deficit is estimated at \$82,484. The FY 2011 DAR/Senior Rider Budget budget provides for \$27,587 in operating surplus with an estimated unreserved cash balance of \$493,587.

- Option C will allow the City to better manage and maintain the DAR/Senior Rider service. On a continual basis, the City will be able to make improvements and suggestion to improve the efficiency and effectiveness of the service.
- The Federal Transit Administration has awarded the City FY 2009 5309 Capital Funds in the amount of \$373,478 for hardware and software improvements in the fixed route and paratransit services. The City is requesting to purchase a paratransit Route Match Dispatching Hardware, Software with related installation and training in a total amount of approximately \$160,000 via a City of Fargo joint purchase. The Route Match system will be funded as follows: \$128,000 (federal funds) and \$32,000 (local funds). The Route Match software will allow the City to better manage the paratransit system in a more cost effective manner.

SUPPORT MATERIALS:

- Grand Forks Taxi Request For Proposals Per Ride Cost Options and associated cost summary spreadsheet.

Request for Proposals 4.1 Per Ride Cost Options

City of Grand Forks
255 N 4th St
Grand Forks, ND
701-746-8108

Bid Number: 2010-65
Bid Opening at 2:00PM
October 28, 2010

Note: All proposals must be written, signed and transmitted in a sealed envelope, plainly marked with bid number, Proposal title and Venders name.

Paratransit and Senior Rider Services:

2011 Per Ride Costs		
Option A	Option 1	\$17.00
	Option 2	\$16.56
Option B		\$14.86
Option C		\$12.50 \$11.45

2012 Per Ride Costs*		
Option A	Option 1	\$17.51
	Option 2	\$17.06
Option B		\$15.31
Option C		\$12.97 \$11.77

* Costs calculated using 2011 base year costs plus 3% Price Index increase

2013 Per Ride Costs		
Option A	Option 1	\$18.03
	Option 2	\$17.57
Option B		\$15.77
Option C		\$13.36 \$12.14

* Costs calculated using 2012 base year costs plus 3% Price Index increase

4.2- Cost Summary/Bid Price

	Year 1			
	Option A-1	Option A-2	Option B	Option C
Avg miles per ride	5	5	5	5
Average rides per year	60,000	60000	60000	60000
Average miles per year	300,000	300000	300000	300000
Gallons per month	30000	30000	30000	30000
Fuel \$ per gallon	\$ 3.15	\$ 3.15	\$ 3.15	\$ -
Fuel costs peryear	\$ 94,500.00	\$ 94,500.00	\$ 94,500.00	\$ -
Fuel cost per mile	\$ 0.32	\$ 0.32	\$ 0.32	\$ -
Monthly fixed costs				
Project Manager Salary	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00
Asst. Proj. Manager Salary	\$ 33,280.00	\$ 33,280.00	\$ 33,280.00	\$ 33,280.00
Dispatcher Salaries	\$ 97,200.00	\$ 77,390.64	\$ -	\$ -
Bookkeeper Salary	\$ 23,040.00	\$ 23,040.00	\$ 23,040.00	\$ 23,040.00
Part Time Mechanic	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00
Total Salary Costs	\$ 197,520.00	\$ 177,710.64	\$ 100,320.00	\$ 100,320.00
Taxes, FICA, FUTA, SUTA, etc.	\$ 39,504.00	\$ 35,542.13	\$ 20,064.00	\$ 20,064.00
Health Insurance on 3 emp.	\$ 28,800.00	\$ 28,800.00	\$ 28,800.00	\$ 28,800.00
Rent on building	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
Building Insurance	\$ 5,280.00	\$ 5,280.00	\$ 5,280.00	\$ 5,280.00
Vehicle Insurance	\$ 45,921.60	\$ 45,921.60	\$ 45,921.60	\$ 45,921.60
Car Payments	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00
Car Repairs	\$ 78,000.00	\$ 78,000.00	\$ 78,000.00	\$ 58,500.00
Mobile Radio	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
Advertising	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
Accountant	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
Mechanic Shop	\$ 30,720.00	\$ 30,720.00	\$ 30,720.00	\$ 23,040.00
Uniforms	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00
Safety training	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00	\$ 5,040.00
Car washes	\$ 7,680.00	\$ 7,680.00	\$ 7,680.00	\$ 5,760.00
Vehicle Cleaning	\$ 1,344.00	\$ 1,344.00	\$ 1,344.00	\$ 1,344.00
Operating Loan Payments	\$ 21,240.00	\$ 21,240.00	\$ 21,240.00	\$ 21,240.00
Misc (legal, prof. fees, etc.)	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00
Total Fixed Costs	\$ 544,689.60	\$ 520,918.37	\$ 428,049.60	\$ 398,949.60
Variable costs				
Driver commission (per ride)	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
Number of Rides	60,000	60,000	60,000	60,000
Driver payroll	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00
Payroll Taxes	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
Fuel Costs	\$ 94,500.00	\$ 94,500.00	\$ 94,500.00	\$ -
Total Variable Costs	\$ 382,500.00	\$ 382,500.00	\$ 382,500.00	\$ 288,000.00
Total Costs	\$ 927,189.60	\$ 903,418.37	\$ 810,549.60	\$ 686,949.60
Break Even Charge	\$ 15.45	\$ 15.06	\$ 13.51	\$ 11.45
Percent Profit Desired	10.0%	10.0%	10.0%	10.0%
\$\$ Profit Desired	\$ 92,718.96	\$ 90,341.84	\$ 81,054.96	\$ 68,694.96
Revenues Necessary	\$ 1,019,908.56	\$ 993,760.20	\$ 891,604.56	\$ 755,644.56

Desired Revenue per ride/Quote to City	\$ 17.00	\$ 16.56	\$ 14.86	\$ 12.59
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Collect from Customer	\$ 2.75	\$ 2.75	\$ 2.75	\$ 2.75
Reimburse from City	\$ 14.25	\$ 13.81	\$ 12.11	\$ 9.84

*estimates are per year

Request for Council Action

Date: 11/04/10

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council members: Marc DeMers, Craig Buckalew, Wayne Gregoire Greg Leigh and Mike Pokrzywinski

Cc: File

From: Scott Huizenga, City Administrator

RE: Rescue Unit Fee for Multi-Unit Properties

The City Council approved a \$5 per utility account fee for Rescue Unit Services in September via Resolution 10-09-92. The resolution did not distinguish between utility accounts that have one household or business and utility accounts that contain multiple units on one bill. Examples of the latter include Good Samaritan Heritage Grove, Edgewood Vista, Douglas Place, and Sunshine Terrace. The City has handled these exceptions differently in the past, depending on the utility.

The rescue unit service primary constituency is individual households, or units. As such, a per unit charge is appropriate. However, the policy should discount for multi-unit residences for vacancy rates and consolidated billing that eases the collection process considerably.

Recommendation:

Modify the multi-unit account charge to \$3.50 per unit.

Attachment:

Resolution.

RESOLUTION NO. 10-11-XX

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

WHEREAS, the City Council of the City of East Grand Forks, Minnesota, adopted Resolution 10-09-92 to approve a Rescue Unit Fee in East Grand Forks, Minnesota; and

WHEREAS, the approved fee per utility account does not provide a mechanism for multi-unit properties that have one consolidated utility account; and

WHEREAS, the City Council desires to amend the policy adopted by Resolution 10-09-92 to include a per unit fee on multi-unit properties; and

WHEREAS, the City Council desires that the approved fee discount for potential vacancy rates and reduced administration of consolidated billing.

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the following fee in the right hand column are hereby approved and adopted, to be effective January 1, 2011 on all multi-unit utility bill customers.

	Current	Proposed
Rescue Unit Fee Per Unit (Multi-Unit)	\$0	\$3.50

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: November 16, 2010

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th day of November, 2010.

Mayor



City of East Grand Forks

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

To: Mayor and City Council
From: Erin Johnson, Accounting Technician
Re: 3rd Quarter Reports and Analysis
Date: November 9, 2010

Enclosed are the 2010 3rd Quarter reports for the General Fund and Special Revenue Funds. I have also enclosed a summary sheet that shows a comparison of the General Fund balances and projections for the end of the year. Below you will find a brief explanation of where we stand on revenues, expenses, and projections.

REVENUES:

At the end of the third quarter the received and accrued revenues totaled \$5,782,071.77, or 71% collected, of the total General Fund budget. We are projecting the year end revenues to be approximately \$7,965,980 which is \$237,400 under the budgeted amount. As discussed previously in the year this is largely due to the LGA decrease totaling nearly \$200,000. The remainder of the deficit is mainly coming from Charges for Services, which includes Plan Checking Fees that have seen almost no activity in 2010. We are seeing an increase versus the budget in the License and Permits with the majority of that coming from Building Permits.

EXPENSES:

As of September 30th the General Fund expenses are at \$5,758,076 or 70% used of the overall budgeted amounts. For the end of 2010 we are projecting expenses to be approximately \$8,093,000, putting us under budget by approximately \$110,000. This has changed slightly from the second quarter projection due to a capital purchase of a truck for the Fire Department. However, with the step increases in salaries due to the new pay plan we are still holding close to the original budgeted amounts. Also, negotiations with the DNR regarding the Campground have helped us lower our expenses significantly.

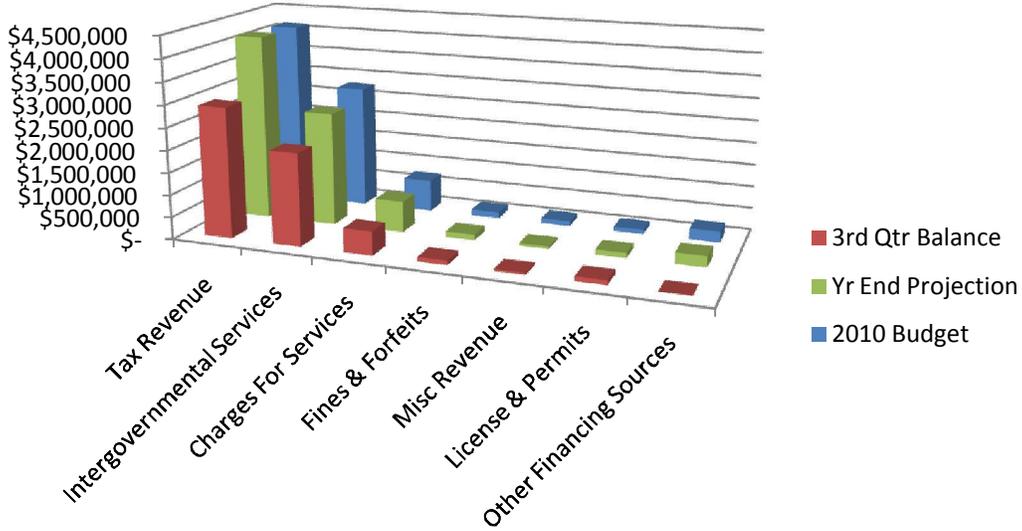
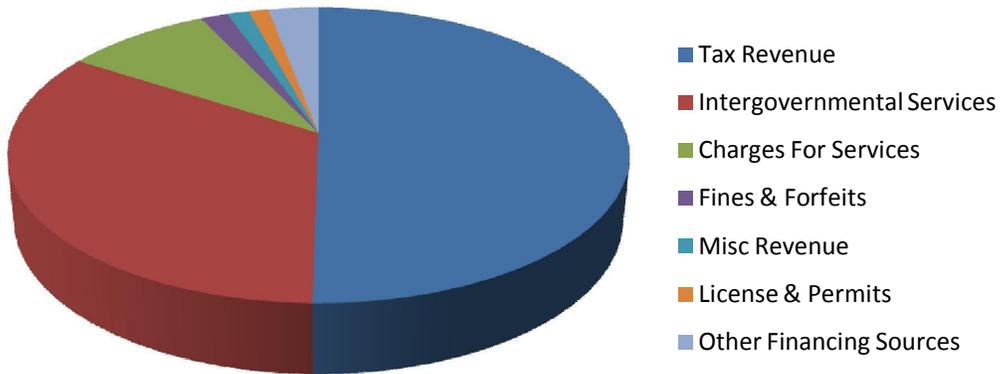
PROJECTIONS:

With the expected revenues and expenses we are projecting to see an approximate net deficit of \$127,000. In 2009 the General Fund Balance saw an increase of \$162,697, barring any unforeseen circumstances it should be able to absorb the loss from this year.

General Fund Revenues By Category

	2010 Budget	3rd Qtr Balance	Yr End Projection
Tax Revenue	\$ 4,136,072	\$ 2,928,045	\$ 4,171,518
Intergovernmental Services	2,779,429	2,074,811	2,550,623
Charges For Services	723,685	533,829	699,631
Fines & Forfeits	136,300	96,892	128,527
Misc Revenue	108,200	41,638	54,400
License & Permits	97,450	101,858	114,280
Other Financing Sources	247,000	5,000	247,000
Total	\$ 8,228,136	\$ 5,782,072	\$ 7,965,979

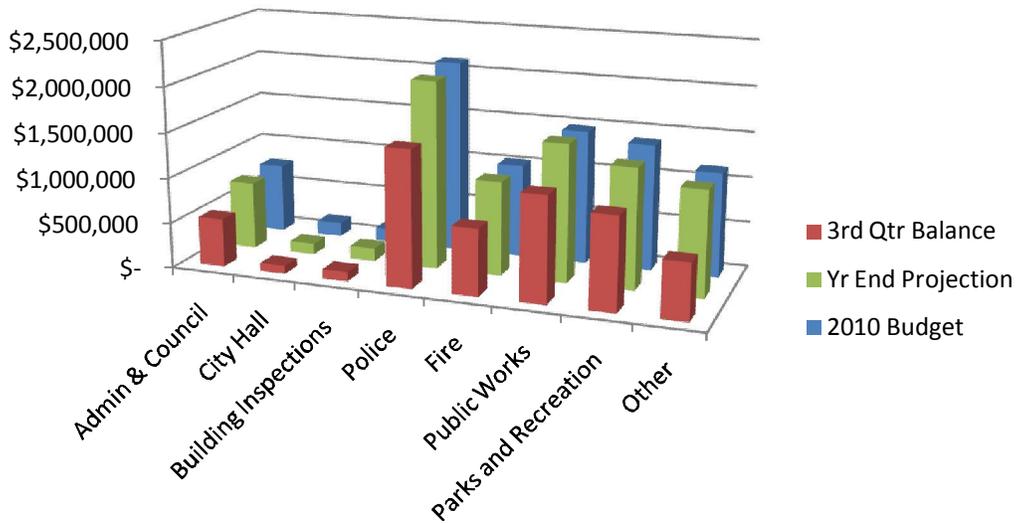
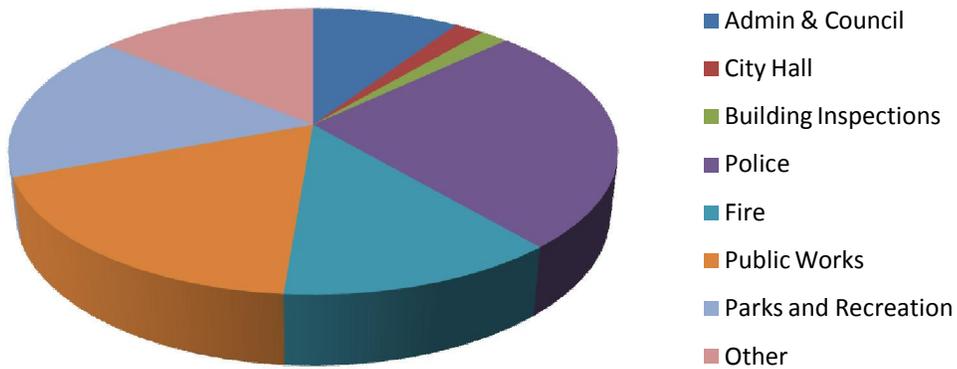
Budgeted Revenues By Category



General Fund Expenses by Department

	2010 Budget	3rd Qtr Balance	Yr End Projection
Admin & Council	\$ 766,470	\$ 533,869	\$ 746,497
City Hall	154,000	88,558	120,472
Building Inspections	145,440	101,510	144,075
Police	2,124,970	1,502,595	2,066,882
Fire	1,030,732	732,745	1,035,636
Public Works	1,474,844	1,158,664	1,512,637
Parks and Recreation	1,387,650	1,020,882	1,325,890
Other	1,148,334	619,497	1,161,201
Total	\$ 8,232,440	\$ 5,758,320	\$ 8,113,290

Budgeted Expenses by Department



General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



City of East Grand Forks

P. O. Box 373
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Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
101	General Revenue				
	Taxes	4,136,072.00	2,928,044.69	1,208,027.31	29.21
	Licenses & Permits	97,450.00	101,857.75	-4,407.75	-4.52
	Intergovernmental	2,779,429.00	2,074,811.14	704,617.86	25.35
	Charges for Services	723,685.00	533,828.54	189,856.46	26.23
	Fines & Forfeits	136,300.00	96,891.89	39,408.11	28.91
	Special Assessments	108,200.00	41,637.76	66,562.24	61.52
	Other Financing Sources	247,000.00	5,000.00	242,000.00	97.98
	Revenue	8,228,136.00	5,782,071.77	2,446,064.23	29.73
	Expense				
	Personal Services	4,681,679.00	3,361,713.43	1,319,965.57	28.19
	Supplies	352,100.00	310,064.18	42,035.82	10.26
	Services	2,009,135.00	1,449,248.74	559,886.26	27.80
	Capital Outlay	414,092.00	250,068.12	164,023.88	39.61
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	772,434.00	387,225.00	385,209.00	49.87
	Expense	8,229,440.00	5,758,319.47	2,471,120.53	29.94
	Revenue Total	8,228,136.00	5,782,071.77	2,446,064.23	29.73
	Expense Total	8,229,440.00	5,758,319.47	2,471,120.53	29.94

General Ledger
Expense and Rev vs Budget
Summary By Dept



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
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Period 01 - 09
Fiscal Year 2010

Account Number	Description	Budget	Balance	Variance	% Uncollected Available
101	General				
31	Taxes				
	Revenue				
000	Tax Revenue	4,136,072.00	2,928,044.69	1,208,027.31	29.21
32	Licenses & Permits				
	Revenue				
000	License & Permit	97,450.00	101,857.75	-4,407.75	-4.52
33	Intergovernmental				
	Revenue				
000	Intergovernmental Services	2,779,429.00	2,074,811.14	704,617.86	25.35
34	Charges for Services				
	Revenue				
000	Charges For Services	723,685.00	533,828.54	189,856.46	26.23
35	Fines & Forfeits				
	Revenue				
000	Fines & Forfeits	136,300.00	96,891.89	39,408.11	28.91
36	Special Asmt Misc Rev				
	Revenue				
000	Misc Revenue	108,200.00	41,637.76	66,562.24	61.52
39	Other Financing Sources				
	Revenue				
000	Other Financing Sources	247,000.00	5,000.00	242,000.00	97.98
41	General Government				
	Expense				
110	Council	54,100.00	39,021.84	15,078.16	27.87
130	Ordinances & Proceedings	3,000.00	8,646.09	-5,646.09	-188.20
310	Mayor	17,100.00	10,772.30	6,327.70	37.00

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
410	Elections	8,000.00	1,712.50	6,287.50	78.59
510	Administration	342,700.00	232,948.95	109,751.05	32.03
530	Accounting & Auditing	30,000.00	24,477.00	5,523.00	18.41
550	City Assessor	29,000.00	28,864.00	136.00	0.47
610	City Attorney	125,250.00	80,979.45	44,270.55	35.35
900	Planning & Zoning	71,500.00	44,406.10	27,093.90	37.89
911	Water & Light Commission	0.00	0.00	0.00	0.00
912	Civil Service Commission	3,730.00	1,614.75	2,115.25	56.71
920	Finance & Accounting	82,090.00	60,426.14	21,663.86	26.39
940	City Hall Building	154,000.00	88,558.00	65,442.00	42.49
42	Public Safety Expense				
100	Police Administration	412,210.00	255,647.55	156,562.45	37.79
121	Police Investigations	176,700.00	142,249.26	34,450.74	19.44
123	Police Patrol	1,531,460.00	1,099,561.96	431,898.04	28.18
200	Fire Administration	115,920.00	84,246.20	31,673.80	27.32
220	Fire Protection Services	898,912.00	645,100.36	253,811.64	28.19
221	Rural Fire Protection Service	5,300.00	0.00	5,300.00	100.00
400	Building Officials	145,440.00	101,510.45	43,929.55	30.20
500	Emergency Management	7,600.00	3,398.28	4,201.72	55.29
600	Traffic Engineering	49,890.00	23,456.72	26,433.28	52.98
700	Animal Control	4,600.00	5,135.81	-535.81	-11.65
43	Public Works Expense				
000	PW Administration	79,800.00	62,352.84	17,447.16	21.86
120	Streets	538,110.00	376,828.20	161,281.80	29.97

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected</u>	<u>Available</u>
121	City Engineer	15,000.00	25,075.91	-10,075.91		-67.17
122	Downtown Parking Lots	7,879.00	1,600.49	6,278.51		79.69
125	Ice & Snow Removal	146,755.00	144,671.53	2,083.47		1.42
126	Equipment	204,000.00	190,968.58	13,031.42		6.39
127	Demolition	0.00	0.00	0.00		0.00
129	Equipment Building	94,300.00	61,964.89	32,335.11		34.29
140	City Shop	89,560.00	76,077.54	13,482.46		13.44
150	Storm Sewer	0.00	240.00	-240.00		0.00
160	Street Lights	164,000.00	129,313.42	34,686.58		21.15
220	Street Cleaning	39,800.00	32,640.73	7,159.27		17.99
260	Weed Control	45,750.00	33,562.67	12,187.33		26.64
45	Culture & Recreation Expense					
121	Parks Administration	217,700.00	165,628.45	52,071.55		23.83
123	Playgrounds	26,180.00	16,764.98	9,415.02		35.96
124	Swimming Pool	78,480.00	75,619.83	2,860.17		3.64
126	Tennis	33,500.00	10,729.04	22,770.96		67.97
127	Skating Rinks	9,240.00	5,972.06	3,267.94		35.37
129	Hockey	45,260.00	17,992.05	27,267.95		60.25
130	Figure Skating	32,000.00	15,522.57	16,477.43		51.49
133	Baseball	56,700.00	41,742.95	14,957.05		26.38
134	Softball	18,100.00	13,250.63	4,849.37		26.79
140	Civic Center	220,360.00	138,094.26	82,265.74		37.27
141	VFW Arena	195,600.00	128,689.23	66,910.77		34.06
142	Blue Line Arena	35,000.00	15,917.96	19,082.04		54.52
202	Park Areas	319,530.00	287,930.84	31,599.16		8.81

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
203	Campground-Rec Area	100,000.00	86,936.77	13,063.23	12.88
46	Community Development Expense				
000	Community Development	87,000.00	0.00	87,000.00	100.00
47	Other L-T Debt Expense				
000	Interest Expense	0.00	0.00	0.00	0.00
49	Unallocated Expense				
200	Unallocated Expenditures	288,900.00	232,272.34	56,627.66	19.60
300	Transfers	772,434.00	387,225.00	385,209.00	49.87
590	Contracted Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Revenue Total		8,228,136.00	5,782,071.77	2,446,064.23	29.73
Expense Total		8,229,440.00	5,758,319.47	2,471,120.53	29.94

General Ledger
 Quarterly Expense vs Budget By
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City of East Grand Forks

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 Fiscal Year 2010

<u>Fund</u>	<u>Description</u>	<u>2010 Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
210	Transit				
	Revenue				
	Intergovernmental	199,647.00	148,145.50	51,501.50	25.80
	Charges for Services	23,000.00	0.00	23,000.00	100.00
	Special Assessments	2,000.00	3,375.00	-1,375.00	-68.75
	Other Financing Sources	53,500.00	40,125.00	13,375.00	25.00
	Revenue	278,147.00	191,645.50	86,501.50	31.10
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Services	271,214.00	144,511.90	126,702.10	46.72
	Capital Outlay	6,933.00	2,043.00	4,890.00	70.53
	Expense	278,147.00	146,554.90	131,592.10	47.31
211	Library				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	7,645.00	-7,645.00	0.00
	Special Assessments	14,000.00	8,601.06	5,398.94	38.56
	Other Financing Sources	345,100.00	257,325.00	87,775.00	25.43
	Revenue	359,100.00	273,571.06	85,528.94	23.82
	Expense				
	Personal Services	252,700.20	196,935.88	55,764.32	22.07
	Supplies	40,300.00	32,311.80	7,988.20	19.80
	Services	66,100.00	45,606.30	20,493.70	30.95
	Capital Outlay	0.00	23,144.85	-23,144.85	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	359,100.20	297,998.83	61,101.37	17.00
213	Senior Center				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	12,000.00	4,749.76	7,250.24	60.42
	Special Assessments	5,400.00	4,765.00	635.00	11.76
	Other Financing Sources	92,600.00	69,450.00	23,150.00	25.00
	Revenue	110,000.00	78,964.76	31,035.24	28.21
	Expense				

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Personal Services	80,600.00	52,960.12	27,639.88	34.29
	Supplies	4,500.00	4,578.45	-78.45	-1.74
	Services	24,900.00	14,501.83	10,398.17	41.76
	Capital Outlay	0.00	7,429.64	-7,429.64	0.00
	Expense	110,000.00	79,470.04	30,529.96	27.75
214	Resurrection Cemetery				
	Revenue				
	Taxes	0.00	0.00	0.00	0.00
	Intergovernmental	0.00	0.00	0.00	0.00
	Charges for Services	41,100.00	27,975.00	13,125.00	31.93
	Special Assessments	0.00	0.00	0.00	0.00
	Other Financing Sources	5,200.00	3,900.00	1,300.00	25.00
	Revenue	46,300.00	31,875.00	14,425.00	31.16
	Expense				
	Personal Services	21,100.00	18,184.32	2,915.68	13.82
	Supplies	2,700.00	1,396.79	1,303.21	48.27
	Services	22,500.00	18,435.45	4,064.55	18.06
	Capital Outlay	0.00	11,218.50	-11,218.50	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	46,300.00	49,235.06	-2,935.06	-6.34
215	Insect				
	Revenue				
	Charges for Services	44,000.00	33,480.35	10,519.65	23.91
	Special Assessments	5,000.00	0.00	5,000.00	100.00
	Revenue	49,000.00	33,480.35	15,519.65	31.67
	Expense				
	Personal Services	9,200.00	7,654.02	1,545.98	16.80
	Supplies	15,000.00	12,196.71	2,803.29	18.69
	Services	4,000.00	60.82	3,939.18	98.48
	Capital Outlay	0.00	0.00	0.00	0.00
	Expense	28,200.00	19,911.55	8,288.45	29.39

General Ledger
 Quarterly Expense vs Budget By
 Fund and Dept



City of East Grand Forks

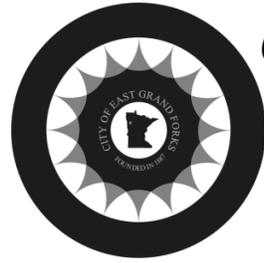
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 Fiscal Year 2010

<u>Fund</u>	<u>Description</u>	<u>2010 Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
603	Refuse				
	Revenue				
	Intergovernmental	15,000.00	15,000.00	0.00	0.00
	Charges for Services	744,388.00	611,834.69	132,553.31	17.81
	Special Assessments	4,000.00	0.00	4,000.00	100.00
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	763,388.00	626,834.69	136,553.31	17.89
	Expense				
	Personal Services	135,771.08	104,429.82	31,341.26	23.08
	Supplies	18,000.00	12,784.23	5,215.77	28.98
	Services	617,185.00	437,362.84	179,822.16	29.14
	Capital Outlay	20,000.00	14,024.47	5,975.53	29.88
	Debt Services	10,158.00	10,156.57	1.43	0.01
	Expense	801,114.08	578,757.93	222,356.15	27.76
605	Sewage				
	Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	40,000.00	0.00	40,000.00	100.00
	Proprietary Fund Revenues	897,000.00	737,158.43	159,841.57	17.82
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	937,000.00	737,158.43	199,841.57	21.33
	Expense				
	Personal Services	175,387.00	112,048.37	63,338.63	36.11
	Supplies	24,000.00	18,626.49	5,373.51	22.39
	Services	541,500.00	188,647.20	352,852.80	65.16
	Capital Outlay	197,000.00	0.00	197,000.00	100.00
	Debt Services	106,190.00	94,283.87	11,906.13	11.21
	Transfers	80,000.00	0.00	80,000.00	100.00
	Expense	1,124,077.00	413,605.93	710,471.07	63.20
609	Storm Water				
	Revenue				
	Intergovernmental	0.00	114,937.23	-114,937.23	0.00
	Charges for Services	180,000.00	134,607.65	45,392.35	25.22
	Special Assessments	2,000.00	0.00	2,000.00	100.00
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Other Financing Sources	40,000.00	0.00	-40,000.00	100.00
	Revenue	222,000.00	249,544.88	-27,544.88	-12.41
	Expense				
	Personal Services	60,456.80	110,025.79	-49,568.99	-81.99
	Supplies	23,500.00	23,409.46	90.54	0.39
	Services	92,450.00	131,240.36	-38,790.36	-41.96
	Reprs & Mntnce	0.00	47,223.81	-47,223.81	0.00
	Capital Outlay	182,000.00	84,787.55	97,212.45	53.41
	Expense	358,406.80	396,686.97	-38,280.17	-10.68

General Ledger
 Quarterly Expense vs Budget By
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City of East Grand Forks

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 Fiscal Year 2010

<u>Fund</u>	<u>Description</u>	<u>2010 Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
680	Riverwalk Center				
	Revenue				
	Intergovernmental	0.00	0.00	0.00	0.00
	Special Assessments	100,000.00	83,818.75	16,181.25	16.18
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	16,425.00	-16,425.00	0.00
	Revenue	100,000.00	100,243.75	-243.75	-0.24
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	2,000.00	673.51	1,326.49	66.32
	Services	265,000.00	121,524.71	143,475.29	54.14
	Capital Outlay	5,000.00	0.00	5,000.00	100.00
	Debt Services	0.00	0.00	0.00	0.00
	Expense	272,000.00	122,198.22	149,801.78	55.07
681	DeMers Professional Building				
	Revenue				
	Special Assessments	9,000.00	6,021.50	2,978.50	33.09
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Other Financing Sources	0.00	0.00	0.00	0.00
	Revenue	9,000.00	6,021.50	2,978.50	33.09
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	200.00	5.01	194.99	97.50
	Services	29,000.00	12,793.01	16,206.99	55.89
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	29,200.00	12,798.02	16,401.98	56.17
682	Infill Building				
	Revenue				
	Special Assessments	65,000.00	49,986.00	15,014.00	23.10
	Proprietary Fund Revenues	0.00	0.00	0.00	0.00
	Revenue	65,000.00	49,986.00	15,014.00	23.10
	Expense				
	Personal Services	0.00	0.00	0.00	0.00
	Supplies	500.00	11.09	488.91	97.78
	Services	76,000.00	22,849.63	53,150.37	69.93

Fund	Description	2010 Budget	Balance	Variance	% Uncollected Available
	Capital Outlay	0.00	0.00	0.00	0.00
	Debt Services	0.00	0.00	0.00	0.00
	Transfers	0.00	0.00	0.00	0.00
	Expense	76,500.00	22,860.72	53,639.28	70.12

General Ledger
Expense and Rev vs Budget
Summary By Dept



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
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Fiscal Year 2010

Account Number	Description	Budget	Balance	Variance	% Uncollected Available
601	Electric				
33	Intergovernmental Revenue				
000	Intergovernmental	0.00	0.00	0.00	0.00
37	Electricity Sales Revenue				
000	Charges for Services	12,127,013.00	9,667,456.37	2,459,556.63	20.28
49	Electric Utilities Expense				
560	Power Purchases	7,383,295.39	5,350,529.12	2,032,766.27	27.53
567	Transmission Lines	14,096.57	0.00	14,096.57	100.00
570	Maintenance of Distr Lines	294,964.47	160,407.77	134,556.70	45.62
571	Maintenance of Transformers	42,323.22	10,955.00	31,368.22	74.12
572	Maintenance of Meters	35,503.62	26,813.87	8,689.75	24.48
574	Substation Maintenance	86,196.06	23,428.14	62,767.92	72.82
575	St Light Maintenance	61,845.42	46,327.42	15,518.00	25.09
576	Distribution Service Center	197,704.03	84,101.60	113,602.43	57.31
577	Location Services	72,790.47	34,062.96	38,727.51	53.20
578	Vehicle Expenses	59,079.94	27,765.68	31,314.26	53.00
580	Energy & Load Mgmt	380,898.22	201,540.88	179,357.34	47.09
585	Information System Services	182,160.92	61,291.05	120,869.87	65.06
588	Supervision-Lights	105,805.62	73,710.51	32,095.11	30.33

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
590	General Expense-Light	1,419,314.92	373,338.44	1,045,976.48	73.70
610	Meter Readers Expenses	10,533.33	-2,700.00	13,233.33	125.63
615	W&L Commission	0.00	8,696.70	-8,696.70	0.00
620	General & Admin Expenses	554,779.70	326,819.28	227,960.42	41.09
621	Debt Financing Charges	1,431.25	0.00	1,431.25	100.00
630	Expenses for Fire	0.00	0.00	0.00	0.00
631	Energy Conservation for City	50,000.00	0.00	50,000.00	100.00
632	Expenses for City	1,462,924.34	917,549.49	545,374.85	37.28
640	Undistributed WO Labor	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Revenue Total	12,127,013.00	9,667,456.37	2,459,556.63	20.28
	Expense Total	12,415,647.49	7,724,637.91	4,691,009.58	37.76

General Ledger
Expense and Rev vs Budget
Summary By Dept



City of East Grand Forks

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

User: ejohnson
Printed: 11/05/10 09:27:23
Period 01 - 09
Fiscal Year 2010

Account Number	Description	Budget	Balance	Variance	% Uncollected Available
602	Water				
33	Intergovernmental Revenue				
000	Intergovernmental	0.00	0.00	0.00	0.00
37	Water Sales Revenue				
000	Charges for Services	2,130,827.00	1,414,281.99	716,545.01	33.63
39	Dept Revenue				
000	Transfers In	0.00	0.00	0.00	0.00
49	Water Utilities Expense				
400	Source-Raw Water Pumping	14,985.05	28.33	14,956.72	99.81
420	Treatment-Water Plant	1,049,593.40	494,646.50	554,946.90	52.87
421	Treatment-MachineryEquipment	143,433.83	78,805.05	64,628.78	45.06
422	Treatment WT Bldg & Grounds	50,103.99	23,107.79	26,996.20	53.88
430	Distribution-Pumping	33,931.31	10,791.35	23,139.96	68.20
433	Distribution-Dist Lines	102,683.49	53,233.98	49,449.51	48.16
436	Distributions-Storage	29,839.31	8,879.32	20,959.99	70.24
449	Distribution-Meters	19,608.65	9,088.53	10,520.12	53.65
450	Distribution-Hydrants	23,306.59	16,909.42	6,397.17	27.45
453	Distribution-Vehicles	18,629.60	2,684.88	15,944.72	85.59
458	Distribution Service Center	53,050.17	7,500.00	45,550.17	85.86

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Balance</u>	<u>Variance</u>	<u>% Uncollected Available</u>
459	Distribution-Other	459,020.32	17,594.83	441,425.49	96.17
466	Admin & General-Supervision	104,415.91	74,219.74	30,196.17	28.92
467	Admin & General-General	189,818.27	70,436.35	119,381.92	62.89
610	Meter Readers Expense	5,266.67	2,700.00	2,566.67	48.73
620	General & Admin Expense	260,463.29	172,200.00	88,263.29	33.89
621	Debt Financing Charges	61,937.50	21,540.75	40,396.75	65.22
640	Undistributed WO Labor	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Revenue Total		2,130,827.00	1,414,281.99	716,545.01	33.63
Expense Total		2,620,087.35	1,064,366.82	1,555,720.53	59.38

Memorandum

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

CC: Scott Huizenga

From: Jerry Lucke

Date: 11/3/2010

Re: Transfers

Request to make the budgeted debt and construction transfers. Transfer is also necessary to fund the cash shortage on the bond fund which financed the golf course area infrastructure improvements. This is needed because there are unsold lots, the specials which are not being serviced. I expect this will now be a regular annual requirement unless the City sells the remaining lots.

RESOLUTION NO. 10 - 11 – XXX

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

WHEREAS, the City Council has passed budget resolution 09-12-93 authorizing other transfers occurring in 2010; and

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the Clerk-Treasurer is authorized to make the following transfers for budget year 2010 as set out hereafter:

<u>Reason</u>	<u>Amount</u>	<u>Transfer To</u>	<u>Transfer From</u>
Fund W&L Arena Loan	\$120,000	410-2005 City Projects	101-General
Local Share City Projects	\$100,000	415-2007 City Projects	101-General
Distribute Tax Levy-Debt fund	\$14,746	534-2006 Bond	101-General
Distribute Tax Levy-Debt fund	\$10,426	535-2007 Bond	101-General
Interest Income Perpetual Care	\$2,632	214-Cemetery	849-Perpetual Care
Shortage in Bond Fund	\$120,000	533-2004 Bond	280-Lot Sales

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: November 16, 2010

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 16th day of November, 2010.

Mayor

Memorandum

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

CC: Scott Huizenga

From: Jerry Lucke

Date: 11/3/2010

Re: Budget Amendments

Request to amend Library budget to carryover authority for unspent 2009 Knight grant funds.

RESOLUTION NO. 10 - 11 – XXX

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

WHEREAS, the City Council has passed budget resolution 09-12-93 authorizing the original budget for 2010; and

WHEREAS, Budget resolution 09-12-93 requires amending to allow the Library to take advantage of available grant money to make needed expenditures. The AMENDED budget expenditures were funded by the related grants.

						Library	
						2010	
						Amend	
Source:							
		Knight Grant	\$28,650	2009			
		Total Sources	\$28,650				
Use:							
		Training				3,700	
		Equipment				24,950	
		Total Uses				28,650	

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the budgeted expenditures for the Library Fund shall be amended for the 2010 year end.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: November 16, 2010

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 16th day of November, 2010

Mayor