

# MEMORANDUM



**DATE :**       **October 30, 2017**

**TO:**           **Mayor and Council**

**FROM:**       **Chief Financial Officer**

**SUBJECT:**   **Quarter 3, 2017 Financial Reports**

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The financial reports for the period ending September 30, 2017 are enclosed here for your review. These include statements of revenues, expenditures, capital expenditures and a continuity schedule of reserves.

These statements have been prepared from a management perspective, and consequently are presented on a different basis than the annual audited financial statements. The budget figures used in these reports are from the amended Five Year Financial Plan, Bylaw No. 2036-A1.

The utility revenues reported here reflect a mid-August cut-off, and thus represent seven and a half months of billed consumption. Property, parcel and 1% utility taxes, as well as grants-in-lieu of taxes, have been recorded in full for the year.

Expenses should be reasonably representative of the nine month period to date, other than purchased electricity which does not include the September charges. This report includes payroll costs up to September 16.

Respectfully submitted,

Juliette Rhodes  
Chief Financial Officer



# CITY OF GRAND FORKS REVENUES

For the Nine Months Ending Sep 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 3 2017	% OF BUDGET 2017
<b>General Fund Revenues</b>			
Property taxes	\$3,698,273	\$3,697,280	100%
Parcel & frontage taxes	155,185	155,392	100%
Grants and Payments in Lieu			
Grants in Lieu	15,780	16,648	106%
1% Utility	102,534	102,534	100%
Fees and Charges			
Franchise Fees	54,049	54,049	100%
Slag Sales	210,000	164,288	78%
Solid Waste Collection	226,900	154,801	68%
Airport	67,630	53,803	80%
Cemetery	18,500	26,094	141%
Campground	55,000	58,568	106%
Business Licences & Municipal Ticketing	30,000	31,025	103%
Land Development	22,000	26,401	120%
Building Rentals & Leases	110,637	92,342	83%
Miscellaneous Fees & Charges	-	378	
Operating Grants & Donations			
Small Communities Operating Grant	485,000	494,682	102%
Performance Measures	100,000	72,000	72%
Other Operating Grants	111,825	76,887	69%
Victim Assistance Funding	38,900	18,431	47%
Rural Fire Recovery	270,182	248,749	92%
Donations	40,000	64,264	161%
Capital Grants			
Community Works Gas Tax	220,606	111,471	51%
Other Capital Grants	172,000	5,000	3%
Other Revenues			
Other Recoveries	16,800	98,743	588%
Investment Income	52,000	48,020	92%
Penalties & interest	114,500	117,168	102%
Other Proceeds	55,413	-	0%
<b>Total General Fund Revenues</b>	<b>6,443,714</b>	<b>5,989,018</b>	<b>93%</b>
<b>Water Utility Revenues</b>			
Fees and Charges	919,170	599,134	65%
Other Recoveries	-	5,740	
Capital Grants	-	8,000	
Other Revenues	4,500	2,767	61%
<b>Total Water Utility Revenues</b>	<b>923,670</b>	<b>615,641</b>	<b>67%</b>
<b>Electrical Utility Revenues</b>			
Fees and Charges	4,902,904	3,281,091	67%
Other Recoveries	6,000	-	0%
Capital Grants	150,000	159,000	106%
Other Revenues	25,000	17,690	71%
<b>Total Electrical Utility Revenues</b>	<b>5,083,904</b>	<b>3,457,781</b>	<b>68%</b>
<b>Wastewater Utility Revenues</b>			
Parcel & frontage taxes	6,041	6,041	100%
Fees and Charges	896,084	580,998	65%
Other Recoveries	-	-	
Capital Grants	3,717,666	1,085,040	29%
Other Revenues	5,000	2,859	57%
<b>Total Wastewater Utility Revenues</b>	<b>4,624,791</b>	<b>1,674,938</b>	<b>36%</b>
<b>TOTAL REVENUES</b>	<b>\$17,076,079</b>	<b>\$11,737,378</b>	<b>69%</b>



**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 3 2017	% OF BUDGET 2017
<b>GENERAL FUND</b>			
General Government			
Legislative Committees	2,500	-	0%
Legislative	256,240	183,389	72%
Administrative	451,480	332,595	74%
Performance Measures	100,000	95,237	95%
Finance	317,870	202,244	64%
Information Technology		85	
Elections	20,000	-	0%
Communications	34,500	18,462	54%
Protective Services			
Fire & Emergency	595,165	371,794	62%
Emergency Response		115,785	
Victim Services	38,900	27,587	71%
Bylaw Enforcement	156,473	114,062	73%
Building Inspection Services	87,573	65,634	75%
Wildlife Management	50,000	17,241	34%
Transportation Services			
Airport	163,200	93,493	57%
Roads	848,764	465,080	55%
Public Works Admin	229,500	202,768	88%
Net fleet revenue		(54,344)	
Asset Management		175	
Development Services			
Zoning & Planning	169,403	83,993	50%
Engineering	186,080	109,274	59%
Economic Development	48,500	19,284	40%
Property Management	102,850	29,250	28%
Environment	37,500	-	0%
Slag Remediation	10,000	5,047	50%
Contaminated Sites	10,000	-	0%
Environmental Health Services			
Solid Waste	220,300	151,949	69%
Public Health Services			
Cemetery	94,202	56,641	60%
Parks, Recreation and Cultural Services			
Parks	678,950	356,511	53%
Campground	36,200	33,490	93%
Fee For Service	293,768	194,016	66%
City Events	30,050	23,289	78%
Public Real Estate			
Facilities	227,532	158,748	70%
Parcel taxes for City property	28,300	26,047	92%
Total Operations	5,525,800	3,498,826	63%
Debt interest	40,353	36,715	91%
Amortization	1,238,021	911,654	74%
<b>TOTAL GENERAL FUND</b>	<b>6,804,174</b>	<b>4,447,195</b>	<b>65%</b>



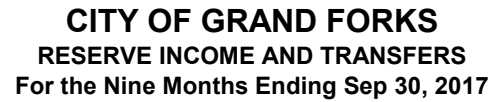
**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	<b>BUDGET FULL YEAR 2017</b>	<b>ACTUAL YTD QTR 3 2017</b>	<b>% OF BUDGET 2017</b>
<b>WATER UTILITY</b>			
Operations	814,413	521,112	64%
Debt interest	7,026	5,365	76%
Amortization	350,864	252,185	72%
<b>TOTAL WATER</b>	<b>1,172,303</b>	<b>778,662</b>	<b>66%</b>
<b>ELECTRICAL UTILITY</b>			
Operations	701,766	412,907	59%
Electrical Purchases	3,460,300	2,290,135	66%
Debt interest	-	-	
Amortization	52,321	33,999	65%
<b>TOTAL ELECTRICAL</b>	<b>4,214,387</b>	<b>2,737,041</b>	<b>65%</b>
<b>WASTE WATER UTILITY</b>			
Operations	720,547	511,798	71%
Debt interest	73,407	53,169	72%
Amortization	218,683	134,397	61%
<b>TOTAL WASTE WATER</b>	<b>1,012,637</b>	<b>699,364</b>	<b>69%</b>
<b>TOTAL EXPENSES</b>	<b>13,203,501</b>	<b>8,662,262</b>	<b>66%</b>
<b>DEBT PRINCIPAL PAYMENTS</b>	<b>314,789</b>	<b>216,498</b>	<b>69%</b>



**CITY OF GRAND FORKS**  
**CAPITAL EXPENDITURES**  
For the Nine Months Ending Sep 30, 2017

	BUDGET 2017	YTD QTR3 2017	% BUDGET 2017	FUNDING SOURCE
<b>GENERAL OPERATIONS</b>				
Silver Kettle Sidewalk	184,225	2,071	1%	General capital reserve
Public Works Fuel Tanks	75,000	21,174	28%	General capital reserve
Whispers of Hope Roof	15,000		0%	General capital reserve
5 tonne Dump Truck	250,000		0%	Equipment reserve
T-Tech trailer	13,679	450	3%	Equipment reserve
GIS Phase 2	2,759	2,678	97%	General capital reserve
Public Works Upgrades	20,000		0%	General capital reserve
JD Park Stadium Padding	15,000	12,708	85%	Slag reserve
Service Truck Replacement	60,000		0%	General capital reserve
PW Photocopier	15,000		0%	General capital reserve
Expo Sign changes	35,000		0%	Slag reserve
Library HRV	12,000		0%	Other - Library fund
Public Works - 22nd Street	900,000	175,593	20%	General capital reserve/debt
Wayfaring Signs	65,000		0%	Slag reserve
LED Lighting	50,000		0%	Slag reserve
Emergency Repair Fund	50,000	9,131	18%	General capital reserve
Holder Replacement	200,000		0%	Equipment reserve
Airport AWOS Upgrade	220,000	131,518	60%	General capital reserve/grant
<b>ENGINEERING</b>				
Flood Plain Mapping & Dike Restoration	50,000			General capital reserve
<b>ELECTRICAL</b>				
Riverside Reconductor	7,395	1,265	17%	Electrical capital reserve
Electrical Substation Engineering	48,709	3,662	8%	General capital reserve
Electrical System Upgrades	80,000	8,410	11%	General capital reserve
Substation Engineering	500,000		0%	General capital reserve
Voltage Conversion	1,000,000	25,405	3%	
<b>WASTE WATER</b>				
Wastewater Treatment Plant UV	457,675	9,900	2%	Land sales reserve/grant
Headworks Grinder	44,343	5,288	12%	Land sales reserve
Water/Sewer Scada	5,575		0%	Land sales reserve
3rd Street Sewer Main Repair	35,309		0%	General capital reserve
Lift station equipment	20,000	2,165	11%	Sewer capital reserve
Bio-Solids Land Application Plan	25,000		0%	General capital reserve
Sewer Main Relining	25,000		0%	General capital reserve
Wastewater Treatment Plant Upgrades	4,010,000	216,994	5%	General capital reserve/grant
Sewer Phasing Plan	100,000	3,000	3%	General capital reserve/grant
<b>WATER</b>				
West Side Fire Protection	928,784		0%	Debt
Water/Sewer Scada	5,575		0%	Land sales reserve
Residential Water Meter Project	22,538	20,610	91%	Gas tax reserve
Well #3 Pump and Motor	13,981	2,854	20%	General capital reserve
5th Street Watermain Replacement	312,428	147,899	47%	Gas tax reserve
Water Supply & Conservation	11,500	1,500	13%	Water capital reserve
<b>TOTAL CAPITAL</b>	<b>9,886,475</b>	<b>804,275</b>	<b>8%</b>	



**CITY OF GRAND FORKS**  
**RESERVE INCOME AND TRANSFERS**  
**For the Nine Months Ending Sep 30, 2017**