

# MEMORANDUM



**DATE :** August 21, 2017  
**TO:** Mayor and Council  
**FROM:** Chief Financial Officer  
**SUBJECT:** Quarter 2, 2017 Financial Reports

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The financial reports for the period ending June 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 Five Year Financial Plan, Bylaw No. 2036, adopted on April 10, 2017.

The utility revenues reported here reflect a mid-June cut-off, and thus represent five and half months of billed consumption. Property, parcel and 1% utility taxes have been recorded in full for the year, other than any future supplementary cycle adjustments. Grant-in-lieu revenue will be recorded in the third quarter, as will the first half of the community works gas tax grant, which was received in early August.

Expenses should be reasonably representative of the six month period, other than purchased electricity which does not include charges for the month of June. This report includes payroll costs up to June 24.

Respectfully submitted,

Juliette Rhodes  
Chief Financial Officer



## CITY OF GRAND FORKS REVENUES

For the Six Months Ending Jun 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 2 2017	% OF BUDGET 2017
<b>General Fund Revenues</b>			
Property taxes	\$3,698,273	\$3,697,660	100%
Parcel & frontage taxes	155,185	155,289	100%
Grants and Payments in Lieu			
Grants in Lieu	15,780	-	0%
1% Utility	102,534	102,534	100%
Fees and Charges			
Franchise Fees	54,049	54,049	100%
Slag Sales	210,000	111,631	53%
Solid Waste Collection	226,900	114,184	50%
Airport	67,630	25,043	37%
Cemetery	18,500	20,425	110%
Campground	55,000	22,590	41%
Business Licences & Municipal Ticketing	30,000	30,200	101%
Land Development	22,000	18,796	85%
Building Rentals & Leases	110,637	72,656	66%
Miscellaneous Fees & Charges	-	150	
Operating Grants & Donations			
Small Communities Operating Grant	485,000	494,682	102%
Performance Measures	100,000	72,000	72%
Other Operating Grants	111,825	76,850	69%
Victim Assistance Funding	38,900	21,017	54%
Rural Fire Recovery	270,182	-	0%
Donations	40,000	19,764	49%
Capital Grants			
Community Works Gas Tax	220,606	-	0%
Other Capital Grants	172,000	5,000	3%
Other Revenues			
Other Recoveries	16,800	10,139	60%
Investment Income	52,000	28,390	55%
Penalties & interest	114,500	29,521	26%
Other Proceeds	55,413	-	0%
<b>Total General Fund Revenues</b>	<b>6,443,714</b>	<b>5,182,570</b>	<b>80%</b>
<b>Water Utility Revenues</b>			
Fees and Charges	919,170	443,621	48%
Other Recoveries	-	5,740	
Capital Grants	-	8,000	
Other Revenues	4,500	1,798	40%
<b>Total Water Utility Revenues</b>	<b>923,670</b>	<b>459,159</b>	<b>50%</b>
<b>Electrical Utility Revenues</b>			
Fees and Charges	4,902,904	2,460,688	50%
Other Recoveries	6,000	-	0%
Capital Grants	-	-	
Other Revenues	25,000	11,862	47%
<b>Total Electrical Utility Revenues</b>	<b>4,933,904</b>	<b>2,472,550</b>	<b>50%</b>
<b>Wastewater Utility Revenues</b>			
Parcel & frontage taxes	6,041	6,041	100%
Fees and Charges	896,084	430,358	48%
Other Recoveries	-	-	
Capital Grants	3,717,666	1,085,040	29%
Other Revenues	5,000	1,840	37%
<b>Total Wastewater Utility Revenues</b>	<b>4,624,791</b>	<b>1,523,279</b>	<b>33%</b>
<b>TOTAL REVENUES</b>	<b>\$16,926,079</b>	<b>9,637,558</b>	<b>57%</b>



**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Six Months Ending June 30, 2017

	BUDGET FULL YEAR 2017	ACTUAL YTD QTR 2 2017	% OF BUDGET 2017
<b>GENERAL FUND</b>			
General Government			
Legislative Committees	2,500	-	0%
Legislative	256,240	134,020	52%
Administrative	451,480	230,750	51%
Performance Measures	100,000	84,237	84%
Finance	317,870	150,959	47%
Information Technology		-	
Elections	20,000	-	0%
Communications	34,500	16,087	47%
Protective Services			
Fire & Emergency	595,165	240,769	40%
Emergency Response		75,862	
Victim Services	38,900	20,118	52%
Bylaw Enforcement	156,473	81,061	52%
Building Inspection Services	87,573	52,288	60%
Wildlife Management	50,000	16,004	32%
Transportation Services			
Airport	163,200	54,994	34%
Roads	848,764	358,468	42%
Public Works Admin	229,500	128,783	56%
Net fleet revenue		(22,860)	
Asset Management		147	
Development Services			
Zoning & Planning	169,403	68,796	41%
Engineering	186,080	72,263	39%
Economic Development	48,500	13,067	27%
Property Management	102,850	29,250	28%
Environment	37,500	-	0%
Slag Remediation	10,000	4,846	48%
Contaminated Sites	10,000	-	0%
Environmental Health Services			
Solid Waste	220,300	92,222	42%
Public Health Services			
Cemetery	94,202	30,535	32%
Parks, Recreation and Cultural Services			
Parks	678,950	183,140	27%
Campground	36,200	17,848	49%
Fee For Service	293,768	110,060	37%
City Events	30,050	22,722	76%
Public Real Estate			
Facilities	227,532	110,332	48%
Parcel taxes for City property	28,300	26,047	92%
Total Operations	5,525,800	2,402,815	43%
Debt interest	40,353	22,243	55%
Amortization	1,238,021	613,058	50%
<b>TOTAL GENERAL FUND</b>	<b>6,804,174</b>	<b>3,038,116</b>	<b>45%</b>



**CITY OF GRAND FORKS**  
**EXPENDITURES**  
For the Six Months Ending June 30, 2017

	<b>BUDGET FULL YEAR 2017</b>	<b>ACTUAL YTD QTR 1 2017</b>	<b>% OF BUDGET 2017</b>
<b>WATER UTILITY</b>			
Operations	814,413	340,743	42%
Debt interest	7,026	1,244	18%
Amortization	350,864	168,123	48%
<b>TOTAL WATER</b>	<b>1,172,303</b>	<b>510,110</b>	<b>44%</b>
<b>ELECTRICAL UTILITY</b>			
Operations	701,766	296,450	42%
Electrical Purchases	3,460,300	1,485,299	43%
Debt interest	-	-	
Amortization	52,321	22,682	43%
<b>TOTAL ELECTRICAL</b>	<b>4,214,387</b>	<b>1,804,431</b>	<b>43%</b>
<b>WASTE WATER UTILITY</b>			
Operations	720,547	341,671	47%
Debt interest	73,407	23,315	32%
Amortization	218,683	89,598	41%
<b>TOTAL WASTE WATER</b>	<b>1,012,637</b>	<b>454,584</b>	<b>45%</b>
<b>TOTAL EXPENSES</b>	<b>13,203,501</b>	<b>5,807,241</b>	<b>44%</b>
<b>DEBT PRINCIPAL PAYMENTS</b>	<b>314,789</b>	<b>133,087</b>	<b>42%</b>



**CITY OF GRAND FORKS**  
**CAPITAL EXPENDITURES**  
For the Six Months Ending June 30, 2017

	BUDGET 2017	YTD QTR2 2017	% BUDGET 2017	FUNDING SOURCE
<b>GENERAL OPERATIONS</b>				
Silver Kettle Sidewalk	150,000		0%	General capital reserve
Public Works Fuel Tanks	75,000		0%	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		0%	Equipment reserve
GIS Phase 2	2,759	2,474	90%	General capital reserve
Public Works Upgrades	20,000		0%	General capital reserve
JD Park Stadium Padding	15,000		0%	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	750,000	79,304	11%	General capital reserve/debt
Wayfaring Signs	65,000		0%	Slag reserve
LED Lighting	50,000		0%	Slag reserve
Emergency Repair Fund	50,000	1,763	4%	General capital reserve
Holder Replacement	200,000		0%	Equipment reserve
Airport AWOS Upgrade	220,000		0%	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		0%	General capital reserve
Electrical System Upgrades	80,000		0%	General capital reserve
Substation Engineering	500,000		0%	General capital reserve
<b>WASTE WATER</b>				
Wastewater Treatment Plant UV	457,675	9,900	2%	Land sales reserve/grant
Headworks Grinder	34,343	3,525	10%	Land sales reserve
Water/Sewer Scada	5,575		0%	Land sales reserve
3rd Street Sewer Main Repair	35,309		0%	General capital reserve
City Park Lift Station Upgrade	15,000		0%	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	55,000	1%	General capital reserve/grant
Sewer Phasing Plan	100,000	1,000	1%	General capital reserve/grant
Sewer Lift Station Pumps	15,000		0%	Sewer capital reserve
<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	20,609	91%	Gas tax reserve
Well #3 Pump and Motor	13,981	2,854	20%	General capital reserve
5th Street Watermain Replacement	312,428	140,903	45%	Gas tax reserve
Water Supply & Conservation	11,500		0%	Water capital reserve
<b>TOTAL CAPITAL</b>	<b>8,702,250</b>	<b>318,597</b>	<b>4%</b>	

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