

# **BEMIDJI CITY COUNCIL**

## **Work Session Agenda**

**Monday, April 9, 2018**

**City Hall  
Conference Room  
5:30 P.M.**



1. CALL TO ORDER / ROLL CALL
  
2. CONSIDER PAUL BUNYAN COMMUNICATIONS EASEMENT
  
3. 2017 YEAR-END FINANCIAL REVIEW &  
2019 FINANCIAL MANAGEMENT PLAN
  - Consider a Resolution Designating Fund Balances
  
4. ADJOURNMENT

**NOTE:** Please switch all cellphones and pagers to a non-audible function during Council and Committee meetings.

# **COUNCIL AGENDA ITEM**



**Meeting Date:** April 9, 2018

**Action Requested:** Authorizing Execution of Paul Bunyan Rural Telephone Fiber Optic Cable Right of Way Easement

**Prepared By:** Alan Felix, City Attorney 

**Reviewed By:** Nate Mathews, City Manager

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As the Council is aware, the City and Paul Bunyan Rural Telephone have been discussing and negotiating Paul Bunyan's installation of its new fiber optic cable upgrade (Project) within the East-West Recreational Trail corridor along the south side of Paul Bunyan Drive SE (aka New Midway Drive Dual One-way right-of-way). The same corridor for which the City negotiated easements with Otter Tail Power Co. (overhead electric) and Minnesota Energy Resources (buried natural gas pipeline) to locate their respective new utility lines stretching from the First Street Trail Bridge westward across the Mississippi River to just behind the southeast corner of the Mayflower Building site.

Paul Bunyan was able to install most of its new cable in the Paul Bunyan Drive right-of-way, but have found that they need to leave that right-of-way and cross the trail corridor from a point just east of the WWTP Driveway Entrance to the termination point behind the Mayflower Building. Discounting the River crossing, the distance is approximately 800 feet. The majority of the construction involves underground cable installation, along with the usual and necessary above ground communication infrastructure (pedestals, etc.).

Using a methodology applied to the Otter Tail and MERC easements, Staff derived a lineal foot value of approximately \$4.65 per foot, or a total easement value of \$3720.00 (800 x 4.65). As an aside, we'll actually finish the legal description after installation to allow for Paul Bunyan's post-construction survey of the "centerline", i.e., as constructed.

Paul Bunyan has agreed to that proposed easement compensation. Consequently, the easement agreement is ready for the Council's review and approval. Paul Bunyan would like to begin installation activities within the easement corridor as early as May, weather permitting. Be assured that they will coordinate with the Parks Department respecting any impact to or potential interference with trail use during installation activities.

**Recommendation:**

Authorize the Mayor and City Manager to execute the Paul Bunyan Rural Telephone Fiber Optic Cable Right of Way Easement in substantially the form presented. City Staff is further directed to undertake such additional steps as are necessary to effectuate this easement authorization.

## FIBER OPTIC CABLE RIGHT OF WAY EASEMENT

**KNOW ALL PERSONS BY THESE PRESENTS**, that I/we the undersigned, CITY OF BEMIDJI, MINNESOTA, a municipal corporation under the laws of the State of Minnesota, 317 4<sup>th</sup> Street NW, Bemidji, Minnesota 56601, its successors and assigns, (hereinafter called "Grantor"), for the good and valuable consideration stated below, the receipt of which is hereby acknowledged, do hereby grant unto **PAUL BUNYAN RURAL TELEPHONE**, a cooperative association, (hereinafter called the "Cooperative") whose post office address is 1831 Anne Street NW, Bemidji, Minnesota 56601, and unto its successors and assigns, a non-exclusive right of way easement for the purpose hereinafter provided, to be located as approved by the City within a strip of land ten (10) feet wide, upon, over, across, within, and/or beneath lands owned by the Grantor, situated in the County of Beltrami, State of Minnesota, and more particularly described in the Quit Claim Deed dated July 6, 2004 and recorded as Document A000443067 in the County Records of Beltrami, Minnesota, as follows:

See **Exhibit "A"** attached hereto and made a part hereof.

This easement is for both buried fiber optic cable and all necessary and usual communication facilities appurtenant thereto of the Cooperative constructed upon the above-described property. The easement shall include only that part of the above-described land being a ten (10) foot wide strip during and after construction as agreed upon. The Cooperative shall have the following rights:

1. Ingress to and egress from the easement by reasonable routes across Grantor's property.
2. To operate, inspect, maintain, repair and replace its facilities.
3. To make changes, alterations, improvements, substitutions, and additions to the existing facilities.

The Cooperative, before entering upon the easement area for construction purposes, shall pay to the Grantor the sum of \$3,766.00 (\$3,720.00 easement value and \$46.00 recording fees), for consideration for the granting of this easement.

The Cooperative covenants and agrees that in the event that Grantor should accidentally cut or damage the underground cable, the Cooperative will repair said cable at no expense to the Grantor.

The Grantor agrees that all facilities installed in, upon or under the lands within the easement at the Cooperative's expense shall remain the property of the Cooperative, removable at the option of the Cooperative.

BMJ-7 F (CABLE) PAUL BUNYAN DRIVE / 197  
PAUL BUNYAN RURAL TELEPHONE COOPERATIVE  
1 OF 4

In the event that the right of way easement hereby granted is not used for a continuous period of five (5) years, it shall be deemed abandoned, and all rights hereunder will revert to the Grantor or its successor-in-interest to the lands heretofore described.

In the event that Cooperative's construction, installation, maintenance, repair, replacement or removal activities impact Grantor's bituminous paved trail, Cooperative shall fully restore the trail and associated trail amenities, including landscaping, to the satisfaction of the Grantor. Furthermore, if the bituminous trail surface is to be impacted by Cooperative's activities within the easement area, Cooperative shall give Grantor three (3) days advance notice prior to conducting such work within the easement area, including submission of a plan both for signage and closure of the trail during Cooperative's work activities, and for restoration of the trail after conclusion of work activities. The signage, closure and restoration plan must be approved by Grantor before any work activities occur. No work impacting the trail that would require bituminous surface restoration shall be conducted after the date of October 30<sup>th</sup> of the year when work activities are commenced, and all trail restoration necessitated by said work, if any, shall be completed immediately after completion of the work and under no circumstances later than October 30<sup>th</sup> of that year.

The Cooperative shall consult with Grantor respecting concerns over any trees or other vegetation within the ten (10) foot easement area that Cooperative believes, in its judgment, may interfere with or endanger the maintenance or operation of said communication facilities. Cooperative shall not remove any trees or other vegetation within the easement area without the consent of the Grantor, which consent will not be unreasonably withheld.

Cooperative shall pay Grantor for damage or loss, which directly arises out of the use of this easement by Cooperative.

The rights conveyed to Cooperative may be exercised from time to time as may be necessary and convenient to Cooperative and the failure of Cooperative to exercise any rights shall not limit or extinguish such rights. The rights of the Cooperative shall only be extinguished or modified by written instruments mutually executed by Grantor and Cooperative and filed of record in the County and State aforesaid. The laws of the State of Minnesota shall govern this easement agreement.

Cooperative acknowledges Grantor's pre-existing use of the easement area for public recreational trail purposes and agrees to Grantor's reservation of all rights to use and occupy all of Grantor's property, including the right to continue to use and occupy said easement area for trail related purposes, which rights are primary to the easement rights and privileges granted to Cooperative hereunder. Cooperative further acknowledges the pre-existing utility easement rights of others, including Otter Tail Power Company and Minnesota Energy Resources, Inc., and that the easement rights granted Cooperative hereunder are subject to those of pre-existing utility easement holders.

Grantor covenants and agrees that it is the Grantor of the land and has the right, to execute and deliver this instrument, free and clear of all encumbrances, except those of record, including the pre-existing easement rights of Otter Tail Power Company and Minnesota Energy Resources, Inc.

IN WITNESS WHEREOF, the undersigned here duly executed this agreement this \_\_\_\_\_ day of April, 2018.

CITY OF BEMIDJI, MN

By \_\_\_\_\_  
Rita C. Albrecht, Its Mayor

By \_\_\_\_\_  
Nathan Mathews, Its City Manager

STATE OF MINNESOTA        )  
  ) ss.  
COUNTY OF BELTRAMI        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of April, 2018, by Rita C. Albrecht and Nathan Mathews, the Mayor and City Manager, respectively, of The City of Bemidji, a Minnesota municipal corporation, on behalf of the City.

\_\_\_\_\_  
Notary Public

This Instrument drafted by:  
Patti Church  
After recording return to:  
Paul Bunyan Telephone Cooperative  
Attn: Patti Church  
1831 Anne Street NW  
Bemidji, MN 56601

**EXHIBIT "A"**

**Easement Legal Description**



Finance Office

# MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Ron Eischens, Finance Director *RE*  
**REVIEWED BY:** Nate Mathews, City Manager *Nate*  
**DATE:** April 9, 2018  
**RE:** 2017 Year-End Financial Review  
2019 Financial Management Plan

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The purpose of this work-session is two-fold, review 2017 financial results and preview 2019 financial management plan (budget) issues. Attached are three exhibits summarizing 2017 financial results for city funds. Although subject to audit, any adjustments should be minor.

- **Exhibit 1** - General Fund
- **Exhibit 2** – City wide summary
- **Exhibit 3** – Liquor Operations
- **Exhibit 4** - Unfunded/Upcoming potential construction related projects

## **EXHIBIT 1 – General Fund – (Primary Operating Fund)**

The General fund projected a budget surplus of \$405,000. The good news is the actual surplus was \$769,000, a difference of \$364,000, representing 3.2% of the budget. Kudos to department heads and staff for managing their budgets and maintaining quality levels of service! Weather and/or other unexpected events could have changed financial results. The difference of \$364,000 is described below:

- Revenues exceeded budget by **\$38,000:**
  - \$39,000 – Property Taxes – collection of prior year delinquent taxes
  - \$24,000 – Various items including airport loan repayment, parking lot administrative fees, interest income and miscellaneous revenue
  - \$10,000 – Transfers - includes additional project engineering fees
  - \$8,000 – Higher license fees and state aid received
  - \$(40,000) – Lower cable and franchise fees
  - \$(3,000) – Lower fines collected

- Expenses were under budget by **\$326,000**. Reasons for departments with budget variances listed below:
  - \$114,000 – Streets – lower overtime, fuel, supplies and maintenance
  - \$ 68,000 – Police – various line items under budget
  - \$ 65,000 – Parks/Recreation – lower supplies, maintenance and fuel
  - \$ 32,000 – Finance – grant administration revenue
  - \$ 25,000 – Fire – various items under budget
  - \$ 22,000 – Legal – various line items under budget
  - \$ 17,000 – Several departments with minor budget variances
  - \$ (17,000) – MIS – Microsoft licenses renewed in 2017

In order to reduce future budget variances, certain revenue and expenses items were adjusted to reflect historical trends for the 2018 budget. Further refinement will continue in 2019.

### **GENERAL FUND SUMMARY**

The General Fund receives the majority of its funding from property taxes and LGA, received twice a year in June and December. The City fund balance policy states: **“the city will strive to maintain a fund balance equal to 50% of the subsequent year’s budgeted expenditures.”**

The primary purpose for having fund balance is **cash flow**, but cash flow alone does not require a 50% fund balance level. Internal financing of the Nymore Fire Station and the 2019 ladder truck are good examples of why the City maintains 50% fund balance levels. Emergencies, natural disasters and unanticipated expenses are other reasons to maintain adequate fund balance levels.

Staff recommend allocation of the 2017 surplus of \$769,068 as follows:

- \$283,535 to designated fund balance to meet the 50% City policy requirement.
- \$485,533 added to undesignated fund balance, bringing that amount to \$660,578 at the end of 2017. These one-time funds are not committed and are available to spend, as Council deems appropriate. Staff identified the following items/projects to consider these funds for:
  - South shore tree replacement/plaza maintenance
  - Partial funding for liquor store expansion, reduce bonding requirements
  - 2019 budget items – (discussed later)
    - Further railroad corridor cleanup/development
    - Carnegie project
    - Phase in of job study costs
    - Ice/Neilson Reise/2<sup>nd</sup> ice sheet consultant



## **EXHIBIT 2 – City Wide Fund Summary**

This schedule summarizes revenue, expense and cash balances for all City funds. As budgeted, expenses exceed revenue by \$2.1 million, contributing to decreased cash balances of \$2.5 million, the difference being changes in accruals.

Special revenue funds are established for specific purposes and have designated revenue streams to support their activities. However, the timing of revenue and expenses do not always coincide. During 2017 revenue exceeded expenses by \$331,000, due primarily to assessments collected in the construction fund. In future years, this timing will reverse itself.

The construction fund (special revenue) has reserves of \$3 million, nearly the same amount as discussed last year. This amount represents special assessments paid on old street projects and Tourist Information Center rent. The City Engineer has proposed uses for these reserves totaling \$8.5 million, see exhibit 4. These items are not currently in the budget or capital improvement plan but are likely to come before the City in the future. Other items not on the list include Tourist Information Center maintenance/improvements and Historic Depot repairs. The City will use \$400,000 in 2018 for signal replacement and the street reconstruction project. Other possible uses could be for Railroad Corridor infrastructure needs or grant matching requirements and funding for annual alley paving costs, resulting in reduced tax levy.

Debt service funds track the issuance and expenditures related to City debt. Revenue consists of Birchmont Drive assessments, property taxes, land sales, tax increment, energy savings and rent. Expenses exceeded revenue by \$1.7 million due to prepayment of south-shore land bonds and transfers related to paying off Birchmont Drive bonds.

Enterprise fund expenses exceeded revenue by \$1.5 million due primarily to utility and liquor construction projects and land acquisition. Despite these capital expenditures, the enterprise funds generated profits used to reduce property taxes and pay for replacement/repairs of infrastructure in the future. Sanford Center activity listed here represents non-operating items such as bond payments, sales tax collections, repair and professional services related to the building and south shore development costs.

## **EXHIBIT 3 – Liquor Operations**

City liquor stores had a successful year with sales ranking 13<sup>th</sup> statewide including metro area stores. Sales increased 2.3% with operating profits of \$693,000. Being open on Sunday from July to December did not change sales volumes as Friday and Saturday sales declined. Profit trends are decreasing, reflecting aging stores, stagnant customer counts and limited floor space for new products.

During 2017, liquor profits contributed \$451,000 to reduce property taxes, equal to a 7.8% tax levy. The liquor fund has \$638,000 in cash, lower than normal due to land acquisitions totaling \$789,000. The construction of a new north store location is to occur in 2018. Future liquor profits will pay bonds sold to finance expansion costs. The amount of bond financing will be determined by Council after construction bids are received.

### **RECOMMENDATION:**

Approve the attached resolution designating fund balance for General Fund cash flow and other unplanned expenses at \$5,888,395, as per City policy and remove designated fund balance for liquor funds of \$500,000.

### **2019 Financial Management Plan (Budget) Discussion**

Potential issues for the 2019 financial management plan (budget) are:

1. **Personnel costs** – several issues including
  - o Job study cost implementation, costs to be discussed with Council this summer
  - o Community development director, cost of \$100,000. New costs could be funded by reducing/eliminating \$30,000 Greater Bemidji payment.
  - o Paid on call firefighter compensation for 2 hours per call, same as union firefighters, \$5,000 projected cost.
  - o Legislature may increase employer and employee required contributions to PERA, \$21,000 City cost.
  - o Workers compensation premium increases estimated at \$30,000.
2. **Expense adjustments** – due to the recent budget surplus, a review of historical trends may result in adjustments and levy savings.
3. **Beltrami County Legal Services** – increased costs for misdemeanor prosecution services or possible contracting with private legal professionals.
4. **South Shore Grounds Maintenance** – Increase parks budget by \$15,000 for landscaping issues in this area.
5. **North Fire Station** – Northern Township substation concept is being developed.
6. **Water/Wellfield PFC issue** – not a property tax issue, but water rate increase may be required depending on resolution of this matter.
7. **Nielson Riese Arena** – Council direction sought regarding future of this building. Plan for alternative use and related improvements or demolition needs Council prioritization.
8. **Railroad Corridor Development** – Initial study should be complete by end of 2018, next step(s) and related cleanup and development costs are still under evaluation.

9. **Ladder Truck** – Fire department has \$1 million truck included in 2019 Capital Improvement plan. The City will internally finance this acquisition, similar to the Nymore Fire station, saving interest costs and completing City equipment obligation for 12 to 14 years. This purchase was deferred in the past and is in need of replacement.

Potential new or additional revenue sources:

10. **Franchise fees** – City has ability to increase gas/electric franchise fees beyond the current 5% level. Benefit of this fee is it applies to the 49% non-taxable property. 1/4% increase in fee generates \$55,000, equal to 1% tax levy increase. Provide staff direction if Council wants to pursue this revenue source.
11. **Hospitality Tax** – This could be a future legislative agenda item utilized to reduce City property taxes. However, without community, business, Chamber of Commerce and Visit Bemidji support, property taxes of \$950,000 will continue to fund Sanford Center costs.
12. **LGA Increase** – no changes anticipated for 2019. Any increase would directly reduce property taxes.

According to the City assessor, new construction added 2.2% in tax value for 2018, which will offset a portion of the levy increase.

Staff will develop the 2019 financial management plan based on the above assumptions. No Council action is necessary but direction on any of these items or additional topics would be beneficial. A work session in June is scheduled to revisit this topic.

# GENERAL FUND BUDGET REPORT - 12/31/17

DESCRIPTION	YTD ACTUAL	YTD BUDGET	(OVER)	% USED	ANNUAL BUDGET
			UNDER BUDGET		
<b>REVENUE</b>					
Property Taxes	4,100,831	4,061,957	(38,874)	101%	4,061,957
Other Taxes & Fees	1,276,538	1,317,000	40,462	97%	1,317,000
Licenses & Permits	127,923	123,500	(4,423)	104%	123,500
Intergovernmental	3,771,459	3,767,383	(4,076)	100%	3,767,383
Other & Interest	265,059	240,600	(24,459)	110%	240,600
Fire Revenue	437,544	436,620	(924)	100%	436,620
Fines	158,327	162,500	4,173	97%	162,500
Internal Services/Transfers	1,689,434	1,679,055	(10,379)	101%	1,679,055
<b>TOTAL REVENUE</b>	<b>11,827,115</b>	<b>11,788,615</b>	<b>(38,500)</b>	<b>100%</b>	<b>11,788,615</b>
<b>EXPENSES</b>					
<b>GOVERNMENT</b>					
Council	160,741	164,270	3,529	98%	164,270
Administration	311,122	310,792	(330)	100%	310,792
Election	2,949	3,400	451	87%	3,400
Finance	535,214	566,875	31,661	94%	566,875
Assessing	101,616	101,638	22	100%	101,638
Legal	371,138	393,632	22,494	94%	393,632
Joint Planning Board	117,395	117,985	590	99%	117,985
MIS/Technology Systems	102,040	85,301	(16,739)	120%	85,301
	1,702,215	1,743,893	41,678	98%	1,743,893
<b>PUBLIC SAFETY</b>					
Police	4,089,509	4,142,706	53,197	99%	4,142,706
Fire & Emergency Services	1,011,198	1,036,371	25,173	98%	1,036,371
	5,100,707	5,179,077	78,370	98%	5,179,077
<b>STREETS</b>					
Streets	1,474,540	1,588,660	114,120	93%	1,588,660
Engineering & Public Works	483,818	486,157	2,339	100%	486,157
GIS	169,585	181,327	11,742	94%	181,327
	2,127,943	2,256,144	128,201	94%	2,256,144
<b>PARKS</b>					
Parks & Recreation	955,012	1,020,483	65,471	94%	1,020,483
Arena Transfer	127,810	127,810	-	100%	127,810
Library	247,900	260,763	12,863	95%	260,763
	1,330,722	1,409,056	78,334	94%	1,409,056
<b>MISCELLANEOUS</b>					
Cable Access Operations	1,627	2,200	573	74%	2,200
Greater Bemidji	30,000	30,000	-	100%	30,000
Contingencies	10,124	7,805	(2,319)	130%	7,805
Transportation	9,399	10,500	1,101	90%	10,500
Transfers	339,310	339,310	-	100%	339,310
Sanford Center Operating Transfer	406,000	406,000	-	100%	406,000
	796,460	795,815	(645)	100%	795,815
<b>TOTAL EXPENSES</b>	<b>11,058,047</b>	<b>11,383,985</b>	<b>325,938</b>	<b>97%</b>	<b>11,383,985</b>
<b>EXHIBIT 1</b>	769,068				404,630

**CITY OF BEMIDJI  
2017 CITY WIDE FUND SUMMARY**

FUND	DESCRIPTION	Actual		Revenue>	12/31/2017
		Revenue	Expense	Expense	CASH BALANCE
101	<u>GENERAL FUND</u>	11,827,115	11,058,047	769,068	7,793,822
Various	<u>SPECIAL REVENUE</u>	5,036,067	4,705,468	330,599	6,795,532
Various	<u>DEBT SERVICE</u>	5,671,013	7,333,390	(1,662,377)	554,413
<b><u>ENTERPRISE FUNDS</u></b>					
601	Water/Sewer	5,466,909	6,826,926	(1,360,017)	6,771,612
602	Storm Water	1,347,229	860,535	486,694	1,392,077
603	Refuse	496,203	552,145	(55,942)	498,499
604	Sanford Center	3,155,293	2,925,685	229,608	686,080
609	Liquor	5,969,232	6,816,703	(847,471)	638,361
	Total	<u>16,434,866</u>	<u>17,981,994</u>	<u>(1,547,128)</u>	<u>9,986,629</u>
<b>GRAND TOTAL</b>		<u>38,969,061</u>	<u>41,078,899</u>	<u>(2,109,838)</u>	<b>25,130,396</b>
				12/31/16 Cash	<u>27,629,971</u>
				Decrease	<u>(2,499,575)</u>

## CITY OF BEMIDJI LIQUOR OPERATIONS

DESCRIPTION	2015	2016	2017
<b>SALES</b>	5,700,262	5,817,125	5,952,151
<b>COST OF GOODS</b>	4,044,785	4,156,838	4,180,464
<b>GROSS PROFIT</b>	1,655,477	1,660,287	1,771,687
<b>GROSS PROFIT %</b>	29.0%	28.5%	29.8%
<b>OPERATING EXPENSES</b>	886,027	955,104	1,079,085
<b>OPERATING PROFIT</b>	769,450	705,183	692,602
<b>OPERATING PROFIT %</b>	13.5%	12.1%	11.6%
<b><u>OTHER EXPENDITURES</u></b>			
Transfers to General Fund	(390,000)	(390,000)	(390,000)
Admin Costs to General Fund	(60,758)	(60,758)	(60,758)
Store Improvements	(8,818)	(50,946)	(57,925)
Land Acquisitions			(789,470)
Street Project	(5,622)	(7,755)	-
<b>Total</b>	(465,198)	(509,459)	(1,298,153)
<b>Ending Cash Balance</b>	<b>\$ 1,246,347</b>	<b>\$ 1,568,046</b>	<b>\$ 638,361</b>

**EXHIBIT 3**

## **Unfunded/Upcoming Potential Construction Projects**

### **Within next 1-8 years**

1. City share of MnDOT Traffic Signals in 2018 – \$180,000
2. 2018 ADA Transition Plan - \$30,000
3. Replacement of Industrial Park Underground Street Light Wiring - \$300,000
4. Construct Division Street Trail from existing East/West Trail to Jefferson Roundabout - \$300,000
5. Paving of Elliot Road - \$700,000
6. Future MnDOT Replacement of City Traffic Signals (city share) = \$200,000
7. ADA Improvements to city parking lots or exterior buildings = \$150,000
8. Milling and bituminous overlay of Sanford Center Parking Lot = \$ 575,000
9. Reconstruction of City Parking Lot No. 4 = \$ 400,000
10. Milling and bituminous overlay of Public Works Parking lot = \$ 125,000
11. Milling and bituminous overlay of Diamond Point Pavement = \$125,000
12. Painting of Street Light Poles = \$50,000
13. Construction of new parking lot at SW corner of 2<sup>nd</sup> & Minnesota = \$200,000
14. City Share of MnDOT Access Improvements to T.H. 197 NW = \$175,000
15. Paving of existing dirt/gravel streets in the city (mainly Nymore) - \$1,500,000
16. Paving of gravel streets in annexation areas - \$3,500,000

# RESOLUTION NO.

## A RESOLUTION DESIGNATING FUND BALANCES

**WHEREAS**, on April 9, 2018, the City Council considered the designation of fund balances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Bemidji hereby designates fund balances in accordance with the following schedule:

General Fund

- For cash flow and other unplanned expenses of \$5,888,395; representing 50% of 2018 General Fund Budget

Liquor Fund

- Reduce balance designated for expansion to zero

**BE IT FURTHER RESOLVED**, the above designations are effective as of December 31, 2017.

The foregoing resolution was offered by Councilmember \_\_\_\_\_, who moved its adoption, and on due second by Councilmember \_\_\_\_\_, was passed by the following vote:

Ayes:  
Nays:  
Absent:

Passed: April 9, 2018

ATTEST:

APPROVED:

\_\_\_\_\_  
Michelle R. Miller, Deputy City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor