



Legislation Text

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**City Council Meeting Date:** June 18, 2019

**To:** Mayor and City Council  
City Administrator

**From:** Brenda Angelstad, Finance Director

Consider Resolution to authorize Budget Amendment and accept Deputy Registrar Reimbursement Grant to the Motor Vehicle Fund #215

**Action Requested:**

The Northfield City Council approves the attached Resolution authorizing a Budget Amendment and accepts the attached grant agreement with the Minnesota Department of Public Safety, Driver and Vehicle Services.

**Summary Report:**

Legislation recently signed by Governor Walz included an appropriation of \$13 million for deputy registrar reimbursement grants related to the development and deployment of the Minnesota License and Registration System (MNLARS). In order to receive the reimbursement, the City must return the signed grant agreement, resolution accepting the grant and signed release form before June 30, 2019. The documents are attached for your review.

The City of Northfield's DMV office's share of this reimbursement grant is \$58,022.48. The calculation of the City's share of the total \$13 million reimbursement is based on the office's transaction activity from July 1, 2014-December 21, 2018.

The resolution also includes a budget amendment to increase revenue within Fund 215 Motor Vehicle by the \$58,022.48 in grant funding to be received.

There may be possible uses of reserve funds to consider for future enhancements such as expanded hours, customer service enhancements or other. There are not any recommended immediate uses of funds.

**Alternative Options:**

The City Council has the option to not submit the grant agreement and release form. If so, the City would not receive the \$58,022.48 reimbursement.

**Financial Impacts:**

If accepted and authorized, the Motor Vehicle Fund #215 revenue will increase by \$58,022.48. The source of funding legally should be deposited in the Motor Vehicle Fund as it is for that purpose. The year end fund balance for the Motor Vehicle Fund based on the draft 2018 audit is \$249,386 with total annual budgeted expenditures for 2019 of \$223,546.

**Tentative Timelines:**

The documents must be submitted by June 30, 2019 in order to be eligible for reimbursement.