



# **2012 City Budget**

**City of Grand Forks, North Dakota**

**For the Year Beginning January 1, 2012**

**Prepared by:  
The Finance Department  
Saroj Jerath, Director of Finance and  
Administrative Services**

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## Letter of Transmittal

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### City of Grand Forks

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September 19, 2011

#### Honorable Mayor and City Council Members

The City Council adopted the 2012 budget by ordinance on September 19, 2011. The 2012 budget document also includes the Fee Booklet that was adopted by resolution of the City Council and will be reviewed annually as part of the annual budget process.

The 2012 budget process began on April 19, 2011. Initial planning of the budget preparation involved evaluating local, state and national economic conditions, federal and state mandates, citizens concerns about the rising cost of services and the rising property taxes, cost/revenue analysis, and possibilities of collaborative opportunities with other local and regional agencies.

Contrary to the national economic trends, our local and state economy seems to be heading in the right direction. In fact, our State is "the envy of the nation" with the country's lowest unemployment, rising personal income and competitive business climate. Although, oil production and all its spinoffs are major components of North Dakota's economy, the Non-oil Patch jobs and business activity continue to expand. Overall growth - oil and other sectors has been running at a startling 7%, more than twice the growth rate of the nation's Gross National Product (GDP).

Locally, our traditional revenue sources appear to be stabilizing. Sales tax revenue is coming in better than last year and growth in property valuations is although moderate but steady. Building permits, Hotel/motel tax, airline boardings, and border crossings are all on the rise. State aid is coming in very strong in 2011. The City has also received additional weather related funds from the State for road repair and other weather related expenditures.

Having said that, national economic trends still loom back of our minds, and the 2012 budget is built on economic truism and conservative principles.

The 2012 budget reflects Mayor Brown's commitment to Grand Forks Promise of a community where every person, family, and business has the chance to grow. This budget provides resources and direction that will help deliver on the five metrics of the **Grand Forks Promise**: a safe environment; an affordable and competitive place to live and do business; a commitment to our youth; opportunities to be engaged; and rich cultural and healthy experiences. In addition, this budget carried forward our internal reinvigoration process involving short and long-term

perspectives of how we function. As such, the underlying principles that guided the budget process were:

- Maintain the same quality and level of services without raising mills for the continuation of these services in 2012.
- Evaluate and consider necessary investments for providing the same standards of services and meeting residents' expectation in the future.
- Treat employees consistent with the City Council's history of employee compensation.
- Evaluate the services we provide and seek efficiencies at all levels through process improvements, consolidation and integration of department functions and activities, and optimum utilization of technology.
- Examine every vacant position to see if there are opportunities to maximize the scope of existing positions and cut overall personnel costs.
- Close budgetary gaps with fiscally responsible measures and prudent resource allocation.
- Build a financially resilient government through long-term financial planning.
- Maintain and preserve reserves backed by a sound fund balance policy in conformance with Government Accounting Standard Boards (GASB) Statement No. 54.

These principles and fiscal constraints require ever more diligence on the part of administration to ensure that available resources are allocated responsibly, wisely and most effectively. During the time period of April 19 through September 19, many hours were spent by boards, committees, city staff, Mayor Brown and the City Council to compile a fiscally sound budget.

The city's approved 2012 budget for all funds is \$128,116,585 compared to \$117,364,488 for 2011, an increase of 9.16%. The total operating budget is \$103,115,513 compared to \$101,737,357, exclusive of capital expenditure, an increase of 1.35%. There is no mill increase in General Fund operations, the primary operating fund of the city. The 2012 budget includes one mill increase and proposed one mill increase each year 2013-2015 to build reserve dedicated for SE fire station to be operational in 2016 in order to provide same level of fire protection to the SE quadrant of the city. Fire station construction is scheduled for 2015 as part of the Six-year Capital Improvement Plan.

The mill rate for the city is 108.77, one mill increase over last year. In 2012 one mill is \$149,311 compared to \$145,046 in 2011, an increase of 2.94% (1.85% from new construction and 1.09% from revaluation).

The approved budget is balanced with a combination of across-the-board expenditure reductions, reallocation of resources within departments to address critical needs, elimination of one full-time position through attrition, fee

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2012 City Budget**

**Letter of Transmittal**

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increases, and by fine tuning performance measurement program to operate the city in an efficient and effective manner.

**Highlights of the 2012 Budget include:**

- Six-year operations and capital improvement plan
- Full funding of the pension plans as recommended through actuarial calculations and State required employer contribution levels.
- Funding for ongoing street projects and for new trunk paving and lighting.
- Gateway drive rehab.
- Intersection improvements at 11<sup>th</sup> Ave. S & 42<sup>nd</sup> Street.
- Columbia bridge repair.
- Columbia and Gateway intersection improvements.
- Downtown traffic signal upgrades.
- 32<sup>nd</sup> Ave. S. Rehab – I29 to Washington Street
- 20<sup>th</sup> Ave. S. extension.
- Major Water Treatment Plant project 2012-2017.
- Residual Pond System upgrade.
- Continual replacement of marked police vehicles
- Alerus Center facility renovation and upgrades.
- Funding for financial management software – migration from Logos AS/400 to Logos.NET program
- Funding for UAS Development Center
- Funding for the arts and the special events
- Traditional tax incentives and/or innovative opportunities like the Renaissance Zones to encourage growth.

Approximately \$29.4 million is budgeted for Capital Improvements in 2012, \$2.7million for equipment replacement, \$15 million for street and bike-paths, \$5.2 million for facilities and buildings, and \$6.5M for utility infrastructure.

**Financial Status of the City**

**General Fund**

The General Fund, the primary operating fund, is budgeted at \$31,564,384, representing a 4.34% increase over the 2011 adopted budget. Revenues projected at \$31,453,230, use of cash carryover of \$262,465, beginning cash balance of \$3,900,000 with a total available funds of \$35,613,695 producing an ending balance of 4,049,311(includes set aside of \$149,311 for future SE fire station operational costs).

Estimated General Fund revenue increases by \$1.2 million in 2012 over 2011. This increase is mainly due to property tax revenue, which accounts for about \$461,580. Other increases are generated from sales tax \$88,742, and state aid \$351,978. Other increases are projected in license and permit fee and charges for services.

Although sales tax receipts in 2011 have shown good growth but because of its volatile nature we have budgeted a very conservative 2% increase in sales tax collections for 2012.

Public safety is the largest single functional category of the General Fund budget, utilizing 48% of this fund's total.

Under North Dakota State Law, cities are allowed to transfer 20% of revenue from utility funds to the General fund partly to cover the city's administrative/overhead costs in providing these services. The recommendation for 2012 budget is a transfer of approximately 13.5% as payment-in-lieu of taxes and the overhead charges to sanitation, water, wastewater and stormwater funds to cover indirect costs incurred by the General Fund.

Salaries and benefits paid to employees constitute 74.8% of General Fund expenditures.

Equipment replacement and other capital are budgeted at \$1,092,890 up from \$698,826 for 2011 in the General Fund Budget.

**Special Revenue Funds**

There are twenty-one Special Revenue funds included in the 2012 budget. All have positive fund balances. Two funds account for special sales/use taxes. Five funds account for programs primarily funded by federal grant revenue. Nine funds are funded by specific property tax levies as authorized under state statutes. Two are Public Safety Answering Point and E-911 System funded by specific telecommunication and service fees. One fund accounts for state pass-through of fuel tax to be used only for costs associated with street repair and maintenance. One is dedicated to stabilizing property taxes by funding, when needed, one-time expenditures for general fund departments. The final fund is dedicated to reserve money for sick leave liabilities.

Our projections for the Special Revenue funds indicate that the 2012 budget can be funded by the estimated revenue and existing fund balances. Any shortfall in revenue would be met by a corresponding reduction in the matching area of expenditure.

**Capital Projects Fund**

The third and final city-wide flood protection special assessment bond was issued in 2010. It is estimated that there will be sufficient cash to substantially complete this project in 2011-2012.

Funds for new bike path and bike way capital & maintenance are budgeted under Highway Users and Infrastructure Funds. Also included in the 2012 budget are various infrastructure projects that will be funded by a refunding bond issue.

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The bonds will be paid back through special assessments levied against the benefitting properties.

In 2012, we continue to build a fund to accumulate a reserve for future bridge repair/rehab. We are reserving \$100,000 - \$125,000 per year, which started in 2008 through 2012, \$200,000 in 2013, and \$250,000 - \$500,000 in 2014 through 2017. This reserve will be used either for the Washington Street Underpass, the Sorlie Bridge, or the Kennedy Bridge, depending on priorities set by the NDDOT. This of course is a dedicated effort to make sure that when we have major projects in our planning cycle, we do all we can to make the funding process as minimally disruptive for our citizens as possible. This is one of the great advantages to the six-year planning process that Mayor Brown implemented with the 2008 budget process.

**Enterprise Funds**

**Sanitation Fund:** In 2012 work will continue on the necessary closure and post-closure activities for the old landfill as well as rehab and renewal of the new landfill and the baling facility projects. Also, planned is the Pay-As-You Throw study. \$900,000 is set aside to build up reserve for baling facility and landfill renewal and rehab and future cell closure. A 5% rate increase is anticipated.

**Wastewater Fund:** A 7% rate increase is anticipated to meet the expenses. The wastewater utility is part of the ongoing Infrastructure Master Planning project. Major projects included are: JR Simplot Co. Grand Forks Facility Pretreatment Modifications, Wastewater Treatment Bio-solids Management, Wastewater Treatment Continuous Discharge and Wastewater Treatment Lagoon Footprint Reduction (GF Regional Airport related). These projects are funded from revenue generated through user fee and planned spend down of existing reserves.

**Waterworks Fund:** A 6% rate increase is anticipated. The city has been proactively planning and developing its water utility through the recent construction of facilities and infrastructure such a new raw water intake, a new clear-well and pump station, and transmission lines that are strategically located in anticipation of a new water treatment facility at the new site. The estimated cost of the new regional water treatment plant is \$124 million. The city is seeking funding support from the state and federal government. A local, state and federal funding package is necessary for this project to be successful and affordable and to provide quality drinking water to meet the needs of the citizens. Infrastructure Master planning – new WTP facility planning, WTP residuals pond system upgrade, and water-main replacements are planned for next six years. Another ongoing initiative is the planning to determine the best method to guarantee a water source during drought conditions. The 2012 budget utilizes some cash reserves to fund various water projects. The use of reserves has made it possible to minimize the impact of rate increases for the citizens of Grand Forks.

**Stormwater Fund:** A 15% rate increase in storm water and a 6% rate increase for flood protection/greenway maintenance are anticipated in 2012 to meet the expenses in this fund and to maintain dike and greenway, rehab and replace storm water-mains, pump stations, flood gates, dike and walls as needed. Also, planned is regional storm water pond concept study.

With the above stated rate increases in the sanitation, wastewater, water, and storm water effective January 1, 2012, an average Grand Forks City household using 4,000 gallons of water can expect their utility bill to increase from \$57.41 to \$61.05 per month.

Public Transportation and the Dial-a-Ride/Senior Rider Funds – Fixed route ridership as well DAR/Senior Rider ridership is steadily increasing compared to 2010. We continue to look for grant opportunities to renew the City Bus Facility and transit vehicles. These two funds are subsidized with property tax levies approved by a vote of citizens.

Facility improvements are planned in Job Development Authority and Alerus Center as funds allow.

The Alerus Center continues to be a major economic engine for the community. Although this facility strives to break even, when it has an operating loss that is not a surprise. The main goal of this facility is to provide first-class events and conventions that will draw people to the city.

These funds are all continuously affected by the city's ongoing growth.

**Internal Service Funds**

These funds primarily provide computers and vehicle maintenance for city departments. No significant rate adjustments are anticipated for 2012.

**Trust Funds**

The city utilizes two Trust Funds that collect and then disburse funds to the Convention and Visitors Bureau and the Humane Society.

**Conclusion**

As we all know from national economic trends we are entering a "new normal" where former levels of traditional revenues may not be expected to return, we have challenges ahead. We need to take a closer look at our revenue structure. We need to focus our efforts on alternate revenue sources and place less reliance on reserves, increase our tax base through economic development, evaluate fee and charges to responsibly recover the cost of providing services, leverage local dollars through grants and other outside resources.

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We need to continually work on strategic planning: analyzing the current and future needs of the city; its vision, values and goals. Determine the desired level and

mix of services. Financial stability is a necessary condition to ensure the continued effective and efficient provision of services to our residents and visitors, but we should go beyond sustainability and strive to become financially resilient city by building and maintaining healthy reserves. It helps to maintain our bond rating and maintain trust and confidence of our citizens.

In the coming years, the City will continue to align strategies and programs to maximize the positive impact on the citizens and continue to look for innovative ways to reduce costs and leverage outside resources. We will continue to use fiscally responsible practices, while keeping our high quality of service the city constituents expect.

Respectfully submitted,



Saroj Jerath, CPA  
Director of Finance & Administrative Services

**Introduction (continued)**  
**Distinguished Budget Presentation Award**

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Grand Forks, North Dakota, for its annual budget for the fiscal year beginning January 1, 2011.

In order to receive this award a governmental unit must publish a budget document that meets program criteria as a policy document, as an operation guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



## **Introduction**

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Located on the eastern border of North Dakota in the rich Red River Valley, one of the most fertile agricultural areas in the world, the City of Grand Forks was incorporated in 1881. Grand Forks history shows it to be a popular gathering spot for both Native American and early settler populations engaged in fur trapping and trading. Steamboats on the river and the expansion of the railroad facilitated much trade on the Red River Corridor from southern and eastern areas of the U.S. through Grand Forks to western and northern areas, including Winnipeg, Canada. Besides the trading, the agricultural industry has been a major factor in the City's continued growth and development of the successful business climate in the region. Presently, the City serves as a regional trade center serving approximately 250,000 people including visitors from Canada.

Grand Forks currently occupies a land area of 20.42 square miles and serves a population of 52,838, according to the 2010 census. Grand Forks is the proud home to the University of North Dakota that has a student body of 14,697 and is the flagship institution of the North Dakota University System. Located approximately 15 miles west of Grand Forks, and a very crucial part of the region is the Grand Forks Air Force Base, which has a population of just fewer than four thousand. Grand Forks International Airport, located 5 miles west of the City, hosts a hub for Federal Express and is served by the commercial air carriers, Delta and Allegiant Airlines with non-stop service to Las Vegas, NV, Orlando, FL, and Phoenix, AZ. The City also continues to have both passenger and freight rail services with Amtrak's "Empire Builder" and Burlington Northern. Two bus lines serve the area and a number of trucking firms provide daily service.

Grand Forks adopted its Home Rule Charter in 1970 and operates under a strong mayor-council form of government. Policymaking and legislative authority

vests with the City Council, which is made up of seven Council Members, one from each ward of the City, and the Mayor. Under the direction of the Mayor, the City Administrator carries out the policies and ordinances of the Council and oversees the day-to-day operations of city government.

The City provides its residents and businesses with a full range of services including Police and Fire protection, Highways and Streets, Sanitation, Health, Culture and Recreation, Public Improvements, Planning and Zoning, Water, Sewer, Public Transportation, and General Administrative Services.

Grand Forks plays a vital role as "Destination City" for the region with its prime location and robust social and physical infrastructure. It is the health and education center, as well as the retail shopping and entertainment center. The City-owned Alerus Event Center and the attached privately-owned Canad Inn Hotel, with its 40,000 square foot indoor water park is a continued draw to the community for conventions, concerts, and other private events. Other city amenities include the world renowned Ralph Engelstad Arena (located on the University of North Dakota campus); the public owned King's Walk Arnold Palmer designed golf course and the nationally designated Greenway Trail system, which winds through both Grand Forks and East Grand Forks. These attractions continue to spur the strong retail sector of community and aid in making Grand Forks a multi-dimensional "Destination City"

Grand Forks is committed to ensuring "All individuals and businesses have the opportunity to grow", as ascribed by the Grand Forks Promise by making quantifiable and measurable commitments in the five Grand Forks Promise areas of: 1) A Safe Environment; 2) An Affordable and Competitive Place to Live and Do Business; 3) A Commitment to our Youth; 4) Opportunities to be Engaged; and 5) Rich Cultural and Healthy Experiences.

As one example of meeting this pledge, in 2011 Grand Forks was named for the fifth time in a row, one of the 100 Best Communities for Young People by America's Promise Alliance. The City of Grand Forks is recognized for its innovative and far reaching programs that give youth the essential resources needed in helping our youth graduate and lead healthy, productive, successful lives.

In line with that commitment to the health and well-being of the community, the Park District, YMCA, USDA Human Nutrition Lab, Altru Health Systems and several other collaborative partners are in full swing of constructing a \$27 million Wellness Center, a \$6.5 million Altru Health System sports medicine clinic on the

## **Introduction**

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wellness center campus and renovating the downtown YMCA.

Grand Forks' economy continues to remain strong and growing, coupling a surging retail and building economy with a robust state and regional economy, particularly in the energy, agriculture and tourism sectors. The University of North Dakota plays a key role in the local, regional and state economy, with emphasis in the areas of unmanned aerial systems, energy and the environment, and life sciences. Led by the Grand Forks Region Economic Development Corporation and the Grand Forks Chamber of Commerce, business development and growth through sound investment and planning strategies continues to be an asset for the areas economic engine. Of significant note, nearly \$12 million of infrastructure has been invested to open another 129 acres of land to expand the city's Industrial Park and a value-added agriculture food processor has in completing a \$26 million anaerobic treatment system to replace its existing system.

In the vibrant Downtown area, over \$12.5 million is being invested in 100-plus rental units and 7,500 square feet of commercial space housed in three buildings, the Grand Forks School District is underway with an expansion of Central High School and several new commercial and residential spaces are being renovated and occupied by welcome new downtown neighbors.

The realignment of the Grand Forks Air Force Base is producing new missions to support the country's defense strategies and capabilities. The newest mission is Remotely Piloted Aircraft (RPA) or Unmanned Aerial Systems (UAS). The Air Force is utilizing the base as an operating location for Predator (MQ-1) and Global Hawk (RQ-4) UAV's. This mission forges even stronger ties with the John D. Odegard School for Aviation and Aerospace Sciences and UND and many other private companies ranging from local start-up to national aviation giants. The community looks forward to the launch of other related private sector opportunities which will support the UAS mission as well as other potential missions in the future.

## Introduction (continued) Budget Process/Calendar

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### The Budget Levels

The process of compiling the budget is a year-round activity. The budget consists of 3 levels: Department Head Request, Mayor's Recommended, and Council Adopted. The basis of the process is a framework of statutory deadlines established by the State of North Dakota. The City Administrator, Finance Department, Mayor and City Council establish the remainder of the process. The Finance Director sets interim deadlines to insure necessary information is collected, priorities are determined and the Mayor's recommendations are brought to the City Council. The Finance Director has been designated to serve as the official budget officer for the City of Grand Forks, to the City Council, which, in turn establishes tax rates and adopts the annual budget.

### Budget Calendar

While the process may change somewhat from year to year, an examination of the process for 2012 illustrates the many steps to adopting the budget.

- 1. The Planning Phase** – The planning process begins in March. The Finance department staff prepares information to develop a history and future outlook for data needed to set budget guidelines. The information utilized in preparation for the 2012 budget is as follows:
  - Review of the 2011 Budget
  - Review of mill rates for the last ten years
  - Review of growth indicators
  - Review of property tax projections due to valuation increase and new construction
  - Review of property tax – dollars generated 2006 – 2011
  - Review of City sales tax projections
  - Review of license and permit fees
  - Review of salaries as compared to market
  - Review of comparison of budgets with changes known at this time
  - Review of new items, and changes to current items in the CIP
  - Review of General Fund maintenance and operations, capital, and carryover amounts
  - Review of General Fund and summary of 2010 budget status
  - Review of utility funds and summary of 2011 budget status

- Review of all other funds

This information gives the city administration a look at estimated resources and needs for the budget year, 2011, and gives staff the opportunity to see trends and to head off any developing problems.

Also, during this phase, the City Finance Director, City Administrator, and the Mayor meet with department heads to discuss policy priorities. All departments are asked to rethink their operation for opportunities to eliminate unnecessary, inefficient services. Departments are then asked to strive to reduce costs for those services that remain. As the budget process continues, the data is continually updated by finance department staff to allow the Mayor to make the most informed decisions possible. More specific estimates are made based on monthly reviews of the current budget year.

Using the information provided by the finance department and information gathered from the meetings with department heads, the Mayor, City Administrator and Finance Director work with the departments and City Council members in establishment of the 2012 budget.

- 2. The Preparation Phase** – The Finance department distributes detailed budget instructions in April, 2011 to all departments. In May, 2011 departments were asked to complete and submit their budget requests to the Department of Finance. During the preparation phase, the Finance Department works with each department to estimate the revenue they will generate from fees or charges for services. Submission packages include line item detail as well as justification for any significant changes. If the Finance Director determines that a submission is not justified, she will send the budget back to the department for resubmission.
- 3. The Review Phase** – The Finance department reviews each budget to resolve any errors or omissions in the materials submitted. The Finance department works with departments to correct any of these problems.
  - Mayor's review of Department budgets – Beginning in April, the Mayor, City

**Introduction (continued)  
Budget Process/Calendar**

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Administrator, and Finance Director conduct work sessions to review budget submissions for all departments. The Mayor, City Administrator, and Finance Director then meet with department heads and their appropriate staff. The Mayor makes final decisions on the budget to be recommended to the City Council and directs the Finance department to make final changes.

- Preparation of a Recommended Budget – Budget work sessions are held in the spring and summer months to discuss the budget with City Council members. These meetings are open to the public. Once decisions are completed for the Mayor’s recommended budget, Finance department begins preparation of documents outlining the Mayor’s recommendation to the City Council. The proposed budget was submitted and presented to City Council on August 24, 2011 at a Special Committee of the Whole meeting. Council gave preliminary approval on September 6, 2011. Public Hearing was set and final approval of the 2012 budget was adopted on September 19, 2011.

<u>Date</u>	<u>Required Activity</u>
May 2	Departments send any staffing requests to Finance & Human Resources
May 2	Human Resources enter all payroll data into budget system by this date
May 2	Department send completed budget worksheets and CIP requests to Finance Department
May 9	Finance Department and City Administrator review budget and CIP requests
May 9	Human Resources, Finance and City Administrator review staffing requests
May 16 & 18	Mayor, City Administrator, and Finance Department meet with each department head to review and discuss budget and CIP requests
June 7	Budget work session held with council members to discuss Economic Development, Convention and Visitors Bureau(CVB), Municipal Parking, and Job Development Authority (JDA).

A more detailed budget timeline is as follows:

<u>Date</u>	<u>Required Activity</u>
March 1	Finance begins to review preliminary financial information and city financial condition
April 19	Budget work session held with council members to set framework for the 2012 budget and discuss preliminary growth indicators for 2012.
April 20	Budget worksheets and CIP information requests sent out to departments along with guidelines from the Mayor
April 20	Departments allowed access to enter detailed budget data and memo sent to departments with instructions for data input
June 22	Budget work session held with council members to discuss E-911, Public Safety Answering Point (PSAP), and the Alerus Center.
July 13	Budget work session held with council members to discuss the General Fund, Mosquito, Community Development, and other funds.
July 25	Mayor, City Administrator, Finance, Engineering, and Public Works discuss CIP issues in preparation for CIP budget work session.

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**Introduction (continued)**  
**Budget Process/Calendar**

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<b><u>Date</u></b>	<b><u>Required Activity</u></b>	<b>Amending the Adopted Budget</b>
Aug 2	Budget work session held with council members for discussion on the Library, Utility Funds, Bus & Dial-A-Ride, CIP and its impacts to the Infrastructure and Highway User Funds.	<p>The departments cannot over commit their appropriations, as set forth in the budget. Departments may transfer budget amounts within the departments budget with the approval of the Director of Finance. Transfers between funds over \$30,000 must be approved by City Council. If appropriation increases become necessary during the year, the department may request a budget amendment. A budget amendment that is less than \$30,000 may be approved by the Director of Finance. A quarterly summary of these amendments is distributed to City Council. Budget amendments in excess of \$30,000 must be approved by City Council. The Director of Finance determines and recommends whether excess revenues or unencumbered funds are available for this purpose.</p>
July 29	Departments send performance measurement data to Finance Department	
August 24	Presentation of the 2012 Mayor's Proposed Budget to City Council	
September 6	City Council approves Preliminary Budget	
September 19	City Council approves Final Budget to include Utility Rate increases.	
October 10	2012 Budget filed with the County	
December 15	Submit budget book to GFOA for review program	<b>Unexpended Appropriations</b>  Every appropriation shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered.

**Method of Budgeting**

The budget is assembled using line item general ledger numbers for revenue and expenditure/expense accounts.

Detail documentation for each general ledger number is entered in the detail budget. Line item detail allows the City to budget showing the type of revenue and the type of expenditures attributed to any specific department. The structure of these categories is a hierarchy going from the most general category, such as operating costs to the most detailed level, such as a line item for electricity in a specific department. This most detailed level of information is used for departmental management purposes.

**City of Grand Forks  
2012 City Budget**

**Introduction (continued)  
Certificate of Levy**

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STATE OF NORTH DAKOTA) )SS  
COUNTY OF GRAND FORKS)

**To: Debbie Nelson, County Auditor of Grand Forks County**

Madam:

You are hereby notified that on the 19th day of September 2011, the governing body of the City of Grand Forks, North Dakota, levied a tax of \$16,240,555 upon all of the taxable property in said municipality for municipal purposes for the current fiscal year beginning January 1, 2012 and ending December 31, 2012, which levy is itemized as follows:

Name of Fund	Amount Levied
<b>General Levies</b>	
General Fund	\$ 11,081,862
Airport	<u>643,530</u>
	\$ 11,725,392
Band	16,424
Library	<u>1,427,413</u>
	1,443,837
<b>Total General Levies</b>	<u>13,169,229</u>
<b>Levies for Funded or Fixed Indebtedness</b>	
Flood Control - Dike Project	822,704
City's Special Assessments	350,881
City's Share of Special Improvements	67,190
Insurance Reserve	201,570
Emergency	149,311
Public Buildings	537,519
Public Transportation	715,199
Dial-A-Ride	149,311
Noxious Weed Control	2,986
Animal Control	<u>74,655</u>
<b>Total Levied for Funded or Fixed Indebtedness</b>	<u>3,071,326</u>
<b>Total Amount Levied</b>	<u>\$ 16,240,555</u>

You will duly enter and extend such tax upon the county tax list for collection upon the taxable property of the municipality of the City of Grand Forks for the current year.

Dated at Grand Forks, North Dakota, this 19th day of September 2011.

*Saroj Jerath*

\_\_\_\_\_  
Saroj Jerath, City Auditor



**Introduction (continued)**  
**Annual Appropriation Ordinance**

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**Debt Service Funds:** \$ 12,506,885

**Capital Projects Funds:**

Bikeway Capital Projects	150,000
Sidewalk Repairs	50,000
Special Assessment Projects	3,208,080
Nuisance Abatement	21,000
Water Capital Projects	3,800,000

**Enterprise Funds:**

Sanitation	8,392,430
Wastewater	8,733,189
Waterworks	9,833,135
Stormwater	2,252,887
Public Transportation	3,192,382
Dial-A-Ride	635,499
Alerus Center	12,214,858
Mosquito Control	809,523
Job Development Authority	3,822,309
Municipal Parking	649,743

**Internal Service Funds:**

Computer Service	368,900
Central Garage	1,156,399
Central Purchasing	9,000
Public Works Facility	321,956

**Trust & Agency Funds:**

Convention & Visitors Bureau	874,000
Animal Control	<u>112,960</u>

**Total** \$ 128,116,585

**Introduction (continued)**  
**Annual Appropriation Ordinance**

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**SECTION II. LEVIES.** Based upon the aforementioned appropriations, there be and is hereby levied upon the taxable properties in the City of Grand Forks, North Dakota, subject to taxation for the fiscal year beginning January 1, 2012 and ending December 31, 2012, inclusive, the following sums of money, to-wit:

General Fund	\$ 11,081,862
Airport	643,530
Animal Control	74,655
Band	16,424
City Share of Special Improvements	67,190
City Special Assessments	350,881
Insurance Reserve	201,570
Emergency	149,311
Library	1,427,413
Noxious Weed Control	2,986
Public Buildings	537,519
Public Transportation	715,199
Dial-A-Ride	149,311
Flood Control - Dike Construction	<u>822,704</u>
Total Levy	<u>\$ 16,240,555</u>

**SECTION III. AMENDMENT.** In the event of the receipt of unanticipated revenue this ordinance may be amended by resolution duly adopted by the City Council.

**SECTION IV. EFFECTIVE DATE**

This annual appropriations ordinance shall be in full force and effect after passage and approval as provided by law.



Michael R. Brown, Mayor

ATTEST:



Saroj Jerath, Director  
Finance & Administrative Services

Introduction and first reading:	September 6, 2011
Public Hearing:	September 19, 2011
Second Reading and Final Passage:	September 19, 2011
Approved:	September 19, 2011
Published:	September 24, 2011

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## **2012 Budget Message**

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### **Honorable City Council and Citizens of Grand Forks:**

On behalf of the City Council and City Administration, I am proud to present to you the 2012 Budget.

This budget reflects the priorities of the community as well as the economic environment within which Grand Forks city government operates. As you will see, we have focused on investing in opportunities to continue to grow in economic vitality and diversity and in our strength as a Destination City for residents, businesses and visitors.

The 2012 Budget also reflects the commitment to a set of metrics defined in Mayor Brown's State of the City speech as "The Grand Forks Promise" where every person, family and business is offered the chance to grow. They include:

1. A Safe Environment;
2. An Affordable and Competitive Place to Live and Do Business;
3. A Commitment to our Youth;
4. Opportunities to be Engaged; and
5. Rich Cultural and Healthy Experiences.

Our economic environment continues to be minimally affected by the more negative national trends. Much of our stability rests on traditional economic sectors like agriculture and retail as well as a strong State economy. With partners in the business community, University of North Dakota, Grand Forks Air Force Base, other taxing entities and state and federal partners, we are poised to build on our economy in areas including aviation, energy, medicine, border security and other research and commercial sectors.

Above all, Grand Forks continues to prioritize quality of life for our families and businesses. A major component is keeping costs low and levels of service high. Citizens of Grand Forks demand excellent services, safety, economic opportunities, recreational diversity and superb education. . . . all at an affordable cost. We are proud to deliver.

The adopted 2012 Budget before you will provide the accounting of resources and explanation of expenses for the next fiscal year as they reflect our priorities. A snapshot of some of the more salient points includes:

- The 2012 overall Budget is a 9.16% increase from 2011, due mainly to capital projects.
- The General Fund budget increases 4.34%, mainly due to funding a reserve for future capital replacement, which was not funded in 2011.
- The City's mill rate increases 1 mill from 2011 to 2012 and the total effective mill rate (City, Schools, County and Parks) is currently under 2% at only 1.84%. The

City's effective tax rate is just 0.49%.

- The City's share of property tax revenue increase is 2.94% (1.85% new construction and 1.09% revaluation)
- Employees remain a priority with Pay for Performance and market adjustments budgeted at a 2.34% increase
- Increased 1% allocation toward NDPERS pension per State Legislature. Employee's share also increased 1%.
- The City's bond rating remains strong at an Aa2

This budget includes a high investment for our public safety personnel including long-range capital and operating costs like fire vehicles and a Southeast fire station and personnel.

The 2012 budget process also represented the next step in the city's *Reinvigoration* Process to consider both short and long-term perspectives of how we function. As such, services must remain at expected levels while efficiencies are realized through improved communication, evaluation of service delivery and staff reductions through attrition.

Furthermore this budget carries forward the foundation for long-range community planning through the ongoing Six-Year Plan to optimize and align resources, including finances, partnerships, human capital and physical assets to assist city leaders and citizens in continuing to foster disciplined growth in the community.

Through our Green3 Grand Forks community efforts, we are proud to promote energy efficiency and community sustainability while also securing a place for Grand Forks and all its partners in the new energy economy. An energy audit of city buildings is one example of the projects underway.

Investing in long-term partnerships and economic diversity is a priority and reflected in our successful efforts to expand the Grand Forks Industrial Park and our continued investment of sales tax collections for economic development activities. These activities also include our regional priority of supporting and augmenting the impact of the Grand Forks Air Force Base with investments made in the Unmanned Aerial Systems mission and persistent efforts to secure new missions and further private partnerships.

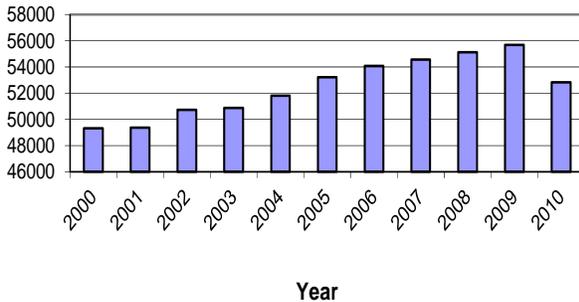
Another goal is the Administration and City Councils' ongoing commitment to our dedicated employees. The Market/Pay for Performance Plan is funded to provide an overall average increase in wages of 2.34%.

**2012 Budget Message**

Overall, the City of Grand Forks remains in sound fiscal health. Despite the ongoing costs of flood protection that are funded by debt, special assessments and property tax, the city's bond rating is very strong at an Aa2. Efforts to minimize property tax increases without detriment to service levels and prudent long-range planning have resulted in a zero mill increase for current operations in this budget. As part of the planning process, we have budgeted 1 mill increase to be set aside for a future fire station to serve the south-east quadrant of the city. The resulting 2012 Budget impact to city residents on a home valued at \$150,000, is \$734 in city taxes. This equates to about \$60 per month for city services.

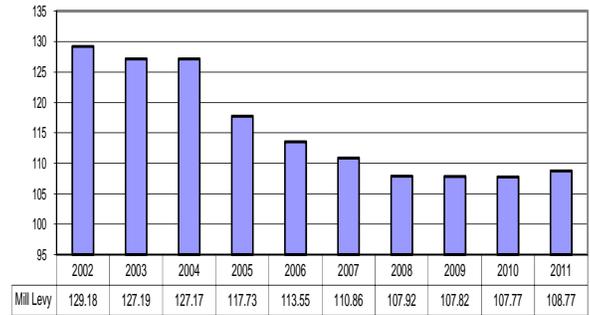
The population growth has been steady and is predicted to continue at a pace of about 1 percent a year with a current population of 52,838 residents, according to the 2010 Census. The last census was taken in 2000, at a population of 49,321 (7% increase). Recent year's estimates were computed by the Grand Forks/East Grand Forks Metropolitan Planning Organization (MPO), based on units built in the city. We continue to plan for the infrastructure and service resources to accommodate this growth without decline in service levels. This is necessary and prudent fiscal management.

**Population History**



The adopted budget for all funds for 2012 is \$128,116,585, which represents a 9.16% increase in the overall budget. This budget includes a 1 mill increase, bringing the total city mills to 108.77. The total taxable value of property increased 2.94% from \$145,045,875 to \$149,311,000 from 2010 to 2011. The increase in property tax dollars utilized therefore increased 3.89% or \$608,961. This includes an increase to the City's General Fund of \$461,603. Over the last ten years, the City has reduced its total mill rate by 20.41 mills, which is a 15.8 percent reduction.

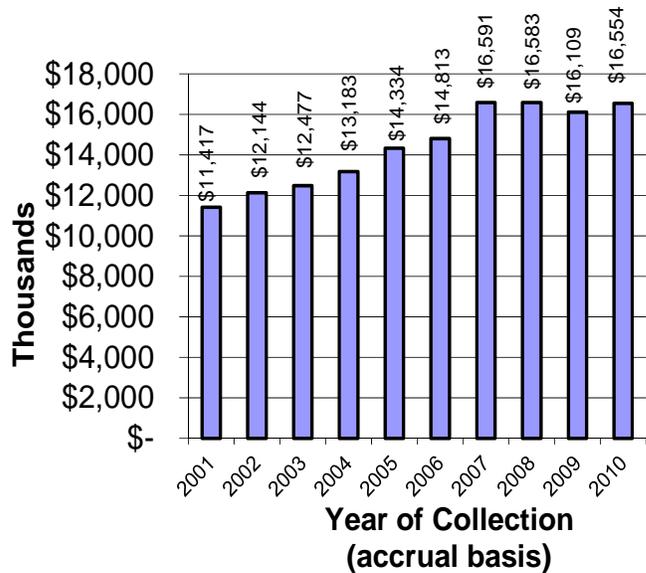
**Mill Levy History**



**Year of Levy**

Sales tax receipts have shown good growth in the past, but this growth had slowed, yet held steady in recent years. The 2011 year appears to be showing growth once again, and is currently up approximately 3%. Because of the volatile nature of this revenue source, we have budgeted a conservative 2% increase in sales tax collections for 2012.

**Sales Tax Collections**



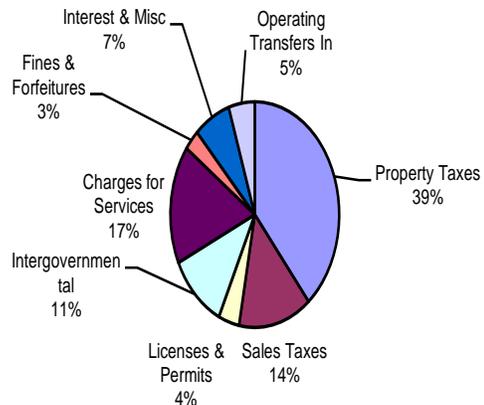
**2012 Budget Message**

**General Fund & Operating Revenues – Where the Money Comes From**

The General Fund, the primary operating fund, is budgeted at \$31,451,230, representing a 3.97 percent increase over the 2011 adopted General Fund budget. We are striving to operate the city in an efficient manner. Revenues and cash balances are projected at \$35,613,695, producing a positive cash balance of \$4,049,311.

Revenue determines Grand Forks' capacity to provide departmental or direct services to our citizens. The major revenue sources, which fund the General Fund and Operating Budget, are identified in the following chart and table. We hope for stable to moderate economic growth for North Dakota & Grand Forks through 2011. As stated previously, we are budgeting conservatively with a 2% increase in sales tax. Property taxes generated by new construction and valuation increases will be approximately 2.94 percent. We believe in our diversified economic base and that we have laid good groundwork for Grand Forks to continue its regional role as a Destination City. Continued development results in related growth in tax and enterprise revenues providing resources to pay for operating service demand increases. We believe the estimates used in developing 2012 revenue projections, by Grand Forks' historic economic standards, are conservative.

**2012 General Fund Operating Revenue by Source**



Local taxes represent 53 percent of general operating resources, which are Grand Forks' largest source of revenue. Local taxes are comprised primarily of sales taxes (\$4.4 million) and property taxes (\$12.4 million).

The sales tax is 14 percent of General Fund revenue and is obtained from the 1.75 percent tax on retail and other sales. The 1 percent portion of the sales tax is used for general governmental operations, infrastructure and economic development. The .75 percent tax is restricted for construction, acquisition and/or leasing of a multi-use events center and related infrastructure.

Real estate property tax amounts to 39 percent of General Fund operating revenue. We have experienced moderate growth in valuation due to new construction and revaluations. We have strived to maintain our property tax levy to enhance the affordability of Grand Forks for its citizens. We will continue to make this a priority.

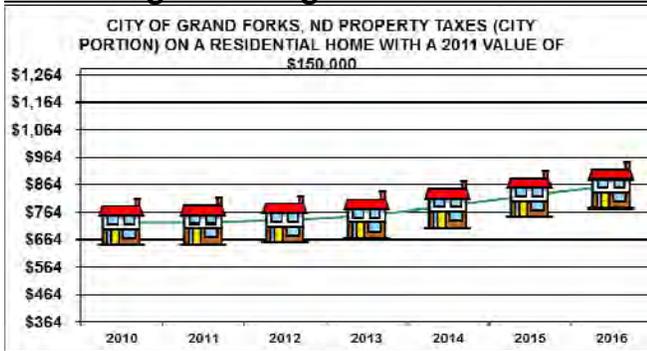
The following graph depicts the city's effort to hold the line on property taxes. This graph shows what a resident in the City of Grand Forks can expect to pay for city services based on our projections. The year on the graph represents the year of valuation. Each year, these projections will be analyzed and updated. Based on a home currently valued at \$150,000, projections indicate an annual city property tax increase of \$160, five years from now, or about \$13 per month. This information is based on an increase in mills over the five year period to fund operations of the projected fire station, which would serve the southeast portion of Grand Forks. The total increase projected is 4 mills. These increases will be analyzed each year as we try to find efficiencies and other sources of revenue in an effort to keep property taxes low.

**General Fund Operating Revenue Comparison  
in Millions of Dollars**

Revenue Source	Actual 2009	Actual 2010	Adopted 2011	Adopted 2012	2012 Percent of Total
Property Taxes	\$ 10.4	\$ 10.6	\$ 11.9	\$ 12.4	39.49%
Sales Taxes	4.1	4.2	4.3	4.4	14.01%
Licenses & Permits	1.4	1.3	1.3	1.4	4.46%
Intergovernmental	2.9	3.3	3.0	3.3	10.51%
Charges for Services	4.0	4.6	5.0	5.4	17.20%
Fines & Forfeitures	0.8	0.8	0.7	0.8	2.55%
Interest & Miscellaneous	2.7	2.4	2.5	2.3	7.32%
Operating Transfers In	1.1	1.3	1.4	1.4	4.46%
<b>Total</b>	<b>\$ 27.4</b>	<b>\$ 28.5</b>	<b>\$ 30.1</b>	<b>\$ 31.4</b>	<b>100%</b>

Estimated General Fund revenue for 2012 increases \$1.2 million over 2011. A large part of this increase is due to property tax revenue, which accounts for about \$460,000. Sales tax and state aid also account for a large portion of the increase. As stated earlier, a 2% increase is budgeted for sales tax, which accounts for about \$90,000. State aid is coming in very strong in 2011; the budget includes an increase in state aid of approximately \$350,000.

**2012 Budget Message**



Year	2011	2012	2013	2014	2015	2016	2017
Mill Rate	107.77	108.77	109.77	110.77	111.77	111.77	111.77
Property Taxes	728	734	750	787	826	859	894

Intergovernmental revenues include the state sales tax collections, which are shared with cities and towns, based upon population. I have referred to this earlier as state aid. Cities and towns share in a portion of the 5 percent Sales Tax collected by the State. Four tenths of one percent is allocated to cities and towns in North Dakota, based on population.

Licenses and Permits include revenue from various business licensing and permits, recreational fees and all fees recovered as a part of the development process. This would include building, electrical, mechanical, and plumbing permits. Subdivision, zoning, and plan check fees are also included in this category. This revenue category is directly impacted by changes in the economy that affect building activity. In compliance with Grand Forks' financial policy, all fees and charges are reviewed every year.

Interest & Other Miscellaneous: The City earns interest on idle funds through various investment vehicles in accordance with North Dakota Statutes and City ordinance. The City's investment policy stresses safety above yield and allows investments in U.S. Treasury and Agency obligations, certificates of deposit, commercial paper, bankers' acceptances, repurchase agreements, money market funds, and the State of North Dakota's Local Government Investment Pool.

**REVENUES FOR OTHER FUNDS**

User fees are comprised of utility service charges (water, wastewater, storm water, and sanitation). User fees and charges are established to promote efficiency by shifting payment of costs to specific users of services and avoiding general taxation. The recommended utility rate increases for the 2012 budget are as follows. The water

utility includes a 6% rate increase, wastewater includes a 7% increase, sanitation includes an increase of 5%, and storm water includes a 15 percent increase for storm water, and 6% increase for flood protection. An average Grand Forks City household can expect their utility bill to increase from \$57.49 to \$61.04 per month. This is based on a family with 4,000 gallons usage per month.

All utility funds are currently being reviewed as part of a multi-year study analyzing the priority of upcoming projects as well as rate design. Each year the utility funds are reviewed with the goal of meeting the following objectives:

- equity – charges are borne by the beneficiaries of a project or service;
- level distribution of necessary cost increases – to avoid large rate increases in any one year;
- increasing debt as little as possible – to ensure that the City can meet bond coverage requirements and remain financially healthy;
- rate design – which encourages conservation and efficient use of City resources.

Water charge revenues are received from the sale of domestic water to customers within the city. Monthly water billings consist of a base charge according to meter size and a variable charge for the amount of water consumed. The Waterworks fund continues on long-range planning that focuses on a solution for the rehabilitation or reconstruction of the water treatment plant. The monthly utility bill based on a family with 4,000 gallons usage will increase from \$17.40 to \$18.44 per month for water in 2012.

Wastewater charge revenues are collected for the disposal of sanitary sewer waste. Customers are charged a flat fee per month plus a fee based upon water consumption. Fees are studied annually to determine if they are covering the cost of providing this service. The monthly utility bill based on a family with 4,000 gallons usage will increase from \$21.39 to 22.88 per month for wastewater in 2012.

Storm water charge revenues are collected for the disposal of storm water waste. Customers are charged a fee per month based upon pervious and impervious areas of drainage. The minimum fee is currently \$1.97 and will increase to \$2.27 per unit. Beginning in 2006, fees are also charged for flood protection/greenway operation and maintenance. Flood protection and greenway fees will increase from \$1.23 to \$1.30 per residential unit per month and are based on a formula reflective of the number of square feet. Fees are studied annually to determine whether the fees are covering the cost of providing this service.

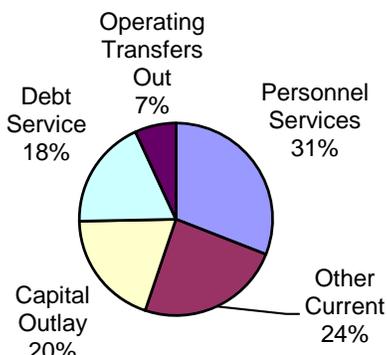
**2012 Budget Message**

Sanitation charges are billed monthly for the pickup of solid waste. Residential customers are charged a flat fee per month, while commercial customers are charged based upon the size of the container and the number of pickups per month. In addition, the City also provides roll-off, uncontained service, and recycling programs. Sanitation sited a new regional landfill in 2009, and is now operational. Residential utility customers will pay \$13.60 per month for sanitation services in 2012, which is up from \$12.95 in 2011.

**Uses – Where the Money Goes – By Expenditure Type**

Direct Operating Expenditures are divided into four major categories plus debt service. The pie chart shows the share each type represents of the total budget, while the table shows the two-year comparison of expenditures by type.

**2012 Expenditures/Expenses by Type**



<b>Budget Comparison by Expenditure Type in Millions of Dollars</b>			
<b>Type</b>	<b>Adopted 2011</b>	<b>Adopted 2012</b>	
Personnel Services	\$ 38.4	\$ 39.7	
Other Current	30.5	31.0	
Capital Outlay	15.6	25.0	
Debt Service	24.2	23.6	
Operating Transfers Out	8.6	8.8	
<b>Total</b>	<b>\$ 117.3</b>	<b>\$ 128.1</b>	

Personnel Services represent 31 percent of the 2012 City Budget and have increased \$1.3 million. The Mayor and City Council implemented a salary plan in 2003, which is based on the market and pay for performance. This helps the City remain competitive according to the market. The 2012 budget includes a 2.34 percent average increase in wages. The City continues to support a defined benefit

pension plan for employees hired before 1996. The required contribution to this pension has increased significantly over the past few years, but no increase is forecasted for 2012. The City also offers a defined contribution pension for employees hired between 1996 and July 1, 2008, at which time the City made the change to the State's NDPERS pension plan. The NDPERS pension plan calls for a 1 percent increased contribution from the City. The employees share in the cost, as their contribution also increases by 1 percent.

Other Current Expenditures, representing 24 percent of the 2012 City Budget, has increased \$0.5 million. Much of this increase is unavoidable, as fuel and utility costs are projected to increase. A strong effort has been made to keep these expenses down in upholding the City's effort to minimize the property tax burden to residents of Grand Forks.

Capital Outlay, representing 20 percent of the 2012 budget, includes funding for new and replacement vehicles, computers and related equipment, office equipment, and major capital projects. An effort has been made to add capital back into the General Fund budget since 2005. This effort has been continued for 2011 and 2012. The 2012 budget includes \$1,092,890 General Fund capital, of which \$266,105 is for reserve of future capital replacement. City Council and Administration decided not to set this reserve aside in 2010 and 2011, but resumes this practice in 2012 and projected years. This is done in an effort to keep taxes down for the citizens of Grand Forks. The large project related capital expenses are touched on at the end of this message, and in more detail in the CIP section of this budget document.

**Debt Service**

Debt Service represents 18 percent of the 2012 Budget. Debt service funds are used to pay principal and interest on outstanding debt. The City's debt is divided into several categories: General Obligation bonds, Tax Increment (considered GO Debt), Refunding, Revenue Bonds, and Warrants. Grand Forks was recalibrated from an Aa3 to an Aa2 bond rating from Moody's Investor Service for Refunding Improvement Bonds in 2010. These high bond ratings represent the credit rating industry's measurement of Grand Forks' financial management and ability to repay outstanding debt. The higher rating lowers the risk to prospective investors (bond buyers) and correspondingly the lower the cost of debt to the City and our citizens.

## **2012 Budget Message**

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### Fund Balances/Reserves

Fund balance represents Grand Forks' net difference of financial resources and uses. The unreserved fund balance represents the net financial resources that are expendable or available for appropriation (budgeting). Fund balance/reserves protect the city's financial condition and provide for unexpected economic challenges. Growth of fund balance occurs when revenues exceed expenditures. Fund balances are similar to an enterprise's net equity (assets less liabilities) and should only be used for non-recurring (non-operational) expenditures since once they are spent they are only replenished by future year resources in excess of expenditures. Grand Forks' budget process plans for reservations of fund balance in compliance with financial policy and as part of the initial resource allocation/target setting. This process allows the City to "set aside savings" before it is allocated and spent as budgeted expenditures.

### Capital Improvement Plan (CIP)

As part of the Six-Year Plan and continued long-range capital planning, the Capital Improvement Plan (CIP) charts the course for defining revenue sources for future capital projects. The principle projects included in the CIP are:

- Funding for ongoing street projects and for new trunk paving and lighting
- Gateway Drive Rehab
- Columbia Bridge Repair
- Intersection improvements at 11<sup>th</sup> Ave S & 42<sup>nd</sup> Street
- Columbia and Gateway Intersection Improvements
- Downtown Traffic Signal Upgrades.
- Columbia Road – Overpass to 11<sup>th</sup> Ave South in 2013; and 11<sup>th</sup> to 14<sup>th</sup> Ave South in 2014
- 32<sup>nd</sup> Ave South Rehab – I-29 to Washington Street
- 20<sup>th</sup> Ave South extension
- Major Water Treatment Plant project 2012 – 2017
- Residuals Pond System Upgrade

- Continual replacements of marked police vehicles each year
- Southeast Fire Station planned for 2015 – to be operational in 2016

In conclusion, the 2012 Budget for the City of Grand Forks demonstrates the efforts of the Mayor and City Council to continue and encourage new growth in the community while maintaining a cost-effective approach to service delivery. Furthermore, this budget carries forward with the principal of the Six-Year Plan and our underlying commitment to prudently plan for future needs and expenses in such a way to maximize opportunities and minimize financial impact to the organization and, above all, the residents and businesses of the community.

Respectively Submitted,



Michael R. Brown  
Mayor



Michael R. Brown, Mayor

**General Information**  
**Elected Officials and City Managerial Staff**

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The City of Grand Forks is governed by a Mayor/Council form of government. The executive and administrative power of the City is vested in the Mayor. The City Council is a part-time, policy-making, and legislative body. The Mayor and City Council Members are elected to four-year terms.

**Elected Officials**

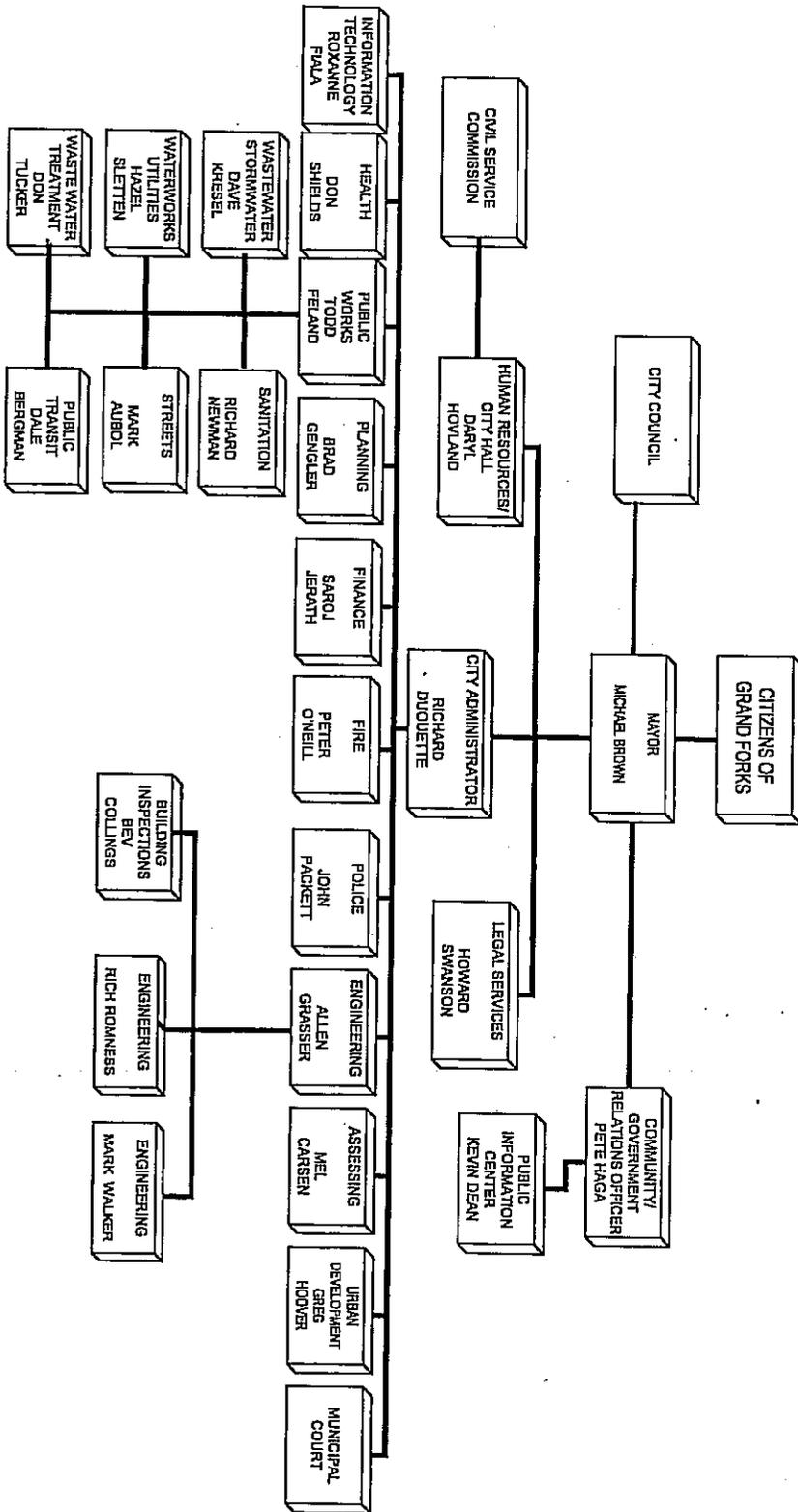
<b>Mayor Michael R. Brown</b>		2008-2012
<b>Council Members:</b>		
Ward 1	Terry Bjerke	2008-2012
Ward 2	Tyrone Grandstrand	2010-2014
Ward 3	Eliot Glassheim	2008-2012
Ward 4	Hal Gershman	2010-2014
Ward 5	Doug Christensen	2008-2012
Ward 6	Dana Sande	2010-2014
Ward 7	Curt Kreun	2008-2012

**City Managerial Staff**

City Administrator	Richard Duquette
Director of Finance & Administrative Services	Saroj Jerath
City Attorney	Howard Swanson
City Assessor	Mel Carsen
City Planner	Brad Gengler
City Engineer	Al Grasser
Fire Chief	Pete O'Neill
IT Director	Roxanne Fiala
Police Chief	John Packett
Human Resources Director	Daryl Hovland
Director of Urban Development	Greg Hoover
Executive Director Health Department	Don Shields
Public Works Director	Todd Feland

General Information (continued)  
Organizational Chart

CITY OF GRAND FORKS ORGANIZATIONAL CHART



**General Information**  
**Departmental List with Major Functions**

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The City of Grand Forks is broken down into departments for budgetary purposes. Following is a list of the departments and their major functions.

**Mayor**

City Council  
City Administrator  
Media and Public Information Services  
Community Relations  
Channel 2 Administration

**Finance & Administrative Services**

Budget  
Accounting Services  
City Clerk  
Licensing  
Insurance Services  
Special Assessments  
Utility Billing  
Grant Administration

**Information Services**

Information Technology

**Human Resources**

Employee Benefits  
Human Resources/ADA  
Unemployment Compensation  
Workers Compensation

**Assessing**

Property Valuation  
Property File Maintenance

**Engineering**

Project Administration  
Building Inspection/Permits  
Code Enforcement  
Contractor (Trade) Licensing  
Plan Review

**Police Department**

Public Safety Services  
COPS in Schools

**City Attorney**

Legal Services  
City Prosecution

**Municipal Court**

Municipal Offense Disposition

**Fire Department**

Prevention/Inspection  
Fire Suppression/EMT's

**Public Health**

Community Health  
Community Nursing  
Mosquito Control

**Planning & Zoning**

Zoning Administration  
Plan Review

**Urban Development**

Public Parking Facilities  
Community Development  
Economic Development  
Job Development Authority

**Public Works**

Street Maintenance  
Water Treatment  
Water Distribution  
Sanitary and Storm Sewer  
Wastewater Treatment  
Environmental Compliance  
Central Garage  
Sanitation Collection  
Sanitary Landfill  
Public Transportation  
Dial-A-Ride/Senior Rider Services

**General Information**  
**Citizen Involvement**

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The City of Grand Forks believes that citizens should be involved in the administration of our community. To facilitate that involvement the City utilizes a total of 28 different boards, committees and commissions made up of 227 citizen members. In addition, the City of Grand Forks at times commissions short-term task forces made up of citizens and elected officials to address particular issues within the community and recommend solutions. These include:

<b>Committee Name</b>	<b>Number of Members</b>
911 Authority Board	4
Airport Authority Board	8
Board of Adjustment	7
Board of Appeals	7
Board of Health	8
Citizen Advisory Committee	7
Civil Service Commission	5
Convention and Visitors Bureau	10
Downtown Design Review Board	7
Electrical Board	4
Emergency Management Board	3
Events Center Commission	7
Gateway Drive Committee	8
GF Mayor's Health and Human Services Cabinet	23
Growth Fund Committee	5
Historic Preservation Commission	11
Housing Authority Board	5
Legislative Committee	10
Library Board	5
Mayor's Cabinet on Youth	16
Mechanical Board	5
MPO Executive Police Board	8
Pension and Insurance Committee	5
Planning & Zoning Commission	13
Plumbing Board	3
Special Assessment Commission	3
Special Events	6
Youth Commission	24

**General Information (Continued)  
Statistical Information**

**Date of Incorporation:** February 21, 1881

**Charter Adopted:** November 30, 1970

**Number of Mayor/Commission Chairs:** 26

**Total Area:**

Year	Square Miles
2001	19.35
2002	19.42
2003	19.55
2004	20.02
2005	20.36
2006	20.42
2007	20.42
2008	20.42
2009	20.42
2010	20.49

**Demographic Information:**

Year	Population	MSA Population	Personal Income MSA (Thousands)	Per Capita Income MSA
2001	49,366	96,431	1,209,022,706	24,491
2002	50,727	96,051	1,301,147,550	25,650
2003	50,872	96,078	1,390,331,760	27,330
2004	51,808	97,787	1,433,527,360	27,670
2005	53,230	97,236	1,544,787,830	29,021
2006	54,083	97,719	1,612,917,309	29,823
2007	54,576	96,781	1,768,971,888	32,413
2008	55,136	97,279	1,976,901,280	35,855
2009	55,691	97,190	2,011,893,066	36,126
2010	52,838	N/A	N/A	36,548

Population Information Source: Planning & Zoning Dept., City of Grand Forks  
2010 population per US Census

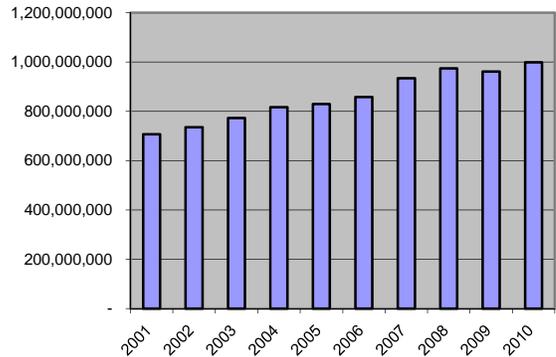
MSA Information Source: Bureau of Economic Analysis, US Dept of Commerce

**Mill Levy and Valuation History:**

Year of Levy	Mill Levy	Mill Valuation
2002	129.18	\$ 86,408
2003	127.19	\$ 91,557
2004	127.17	\$ 98,982
2005	117.73	\$109,890
2006	113.55	\$121,057
2007	110.86	\$130,066
2008	107.92	\$136,538
2009	107.82	\$141,210
2010	107.77	\$145,046
2011	108.77	\$149,311*

Information shown is based on City portion only.  
2011 mill valuation is estimated.

**Taxable Sales & Purchases:**



Collection Year	Taxable Sales	Collection Year	Taxable Sales
2001	\$706,983,987	2006	\$857,521,263
2002	\$735,711,219	2007	\$933,798,844
2003	\$772,407,060	2008	\$973,717,114
2004	\$816,000,000	2009	\$961,679,434
2005	\$830,000,000	2010	\$998,806,463

**Sales Tax Collections: (Cash Basis)**

Collection Year	Collection Amount <sup>(1)</sup>	Increase or Decrease over Prior Year
2001 <sup>(2)</sup>	\$11,599,122.05	11.02%
2002	\$11,682,097.21	0.72%
2003	\$12,407,001.40	6.21%
2004	\$13,634,153.49	9.89%
2005	\$14,080,858.16	3.28%
2006	\$14,753,185.62	4.77%
2007	\$16,220,278.41	9.94%
2008	\$16,403,510.21	1.13%
2009	\$16,428,729.67	0.15%
2010	\$16,652,184.75	1.36%

(1) Amounts reported are cash basis.

(2) In July of 2000, the City enacted a use tax. 2001 would reflect the first full year of collection of this tax.

**General Information (Continued)**  
**Statistical Information**

**Infrastructure:**

Streets Paved (miles) .....	235.96
Paved Alleys (miles) .....	4.74
Street Lights.....	4200
Traffic Signals.....	60
School Crossing Signals.....	25
Water Mains (miles).....	331.67
Sanitary Sewer (miles).....	156.16
Sewage Lift Stations.....	43
Storm Sewer (miles).....	187.23
Lift Stations.....	12
Flood Stations.....	12

**Fire Protection:**

Fire Training Center.....	2
Fire Stations.....	5
Aerial Trucks.....	2
Pumpers.....	6
Rescue Truck.....	1
Boats.....	3
Fire Insurance Rating.....	3
Water Hydrants.....	2,528
Emergency Responses.....	3,590
Average Response Time (minutes).....	3.86

**Police Protection:**

Stations.....	2
Patrol Units (marked).....	20
Patrol Units (unmarked).....	18
Community Service Vehicles.....	3
Special Teams Vehicles.....	8
Snowmobiles.....	3
All Terrains Vehicles.....	3
Bicycles.....	13
Travel Trailers.....	2
Sworn Officers.....	79
Civilian Employees.....	16
Auxiliary Personnel.....	20
Priority 1 Call Response Time.....	2 min. 55 sec.
Number of 911 Calls.....	22,366
Incidents Requiring 911 Assistance.....	64,447
<b>Criminal Investigations:</b>	
Aggravated Assaults.....	79
Arson.....	5
Auto Theft.....	83
Burglaries.....	256
DUI Citations.....	321
Larceny.....	1139
Murder.....	1
Rape.....	41
Robbery.....	7
Traffic Citations.....	9372

**Job Development Authority:**

Buildings and Structures.....	6
Businesses Assisted.....	3
New Jobs Projected.....	47

**Culture and Recreation:**

Library.....	1
Circulation.....	863,230
Door Count.....	271,540
Events Center.....	1
Alerus Event Center Number of Events.....	538
Alerus Event Center Attendance.....	204,753
Greenway(developed acres).....	800
Boat Ramps.....	2
Bikepaths (miles).....	41

**City-Owned Utilities:**

**Water:**

Number of Customers.....	13,966
New Connections.....	97
Average Daily Consumption (MGD).....	7.8
Peak Daily Consumption (MGD).....	11.1
Storage Facilities.....	7
Storage Capacity (MGD).....	18.5
Intake Capacity (MGD).....	24

**Wastewater:**

Number of Customers.....	13,713
Average Daily Treatment (MGD).....	7.00
Treatment Capacity (MGD).....	10.0

**Sanitation:**

Number of Customers.....	12,584
Collection Trucks – Side Load.....	6
Collection Trucks – Front Load.....	6
Collection Trucks – Rear Load.....	3
Collection Trucks – Roll Off.....	4
Landfill (tons).....	87,162
Recycled Materials (tons).....	2,397

**Public Transportation:**

**Fleet Vehicles:**

35' Bus.....	5
29' Bus.....	2
People Mover.....	3
Trolley.....	1
Entervans.....	5

**Ridership:**

Cities Area Transit.....	282,627
Dial-A-Ride.....	40,241
Senior Rider.....	24,999

**Mosquito Control:**

Number City-Wide Sprays.....	18
Average Daily Trap Count.....	29

**Municipal Parking:**

Parking Ramps.....	2
Number of Ramp Parking Spaces.....	760

**General Information (Continued)**  
**Statistical Information**

**Major Employers:**

University of North Dakota (education).....	4,206 <sup>(1)</sup>
Altru Health System (medical) .....	3,762
GF Air Force Base (government) .....	1,800
GF School District (education).....	1,522
Valley Memorial Home (medical).....	525
City of Grand Forks (government).....	652
Amazon.com (call center).....	499
LM Wind Power (USA) Inc(manufacturing) .....	450
Hugo's (grocery stores) .....	420
J.R.Simplot (manufacturing) .....	392

(1) Does not include Student employees.

**Principal Taxpayers:**

2008 Total Taxable Value \$145,045,875

Taxpayer	Taxable Assessed Value	% of Total Taxable Assessed Value
Xcel Energy	\$2,270,961	1.57%
IRET Properties	\$2,000,535	1.38%
Mikkelson Consolidated Limited Partnership	\$1,793,700	1.24%
Aurora Medical Park LLC	\$1,555,735	1.07%
Columbia Mall Partners, LLC	\$1,547,785	1.07%
INREIT Properties, LLP	\$1,224,280	0.84%
Terrace Point, LLC	\$938,200	0.65%
LM Wind Power, Inc.	\$911,320	0.63%
Altru Health System	\$779,925	0.54%
Menards, Inc.	\$750,390	0.52%
<b>Total</b>	<b>\$13,772,831</b>	<b>9.52%</b>

**Building Permits:**

Commercial Construction:

Year	Number Of Permits	Estimated Actual Value
2001	21	\$ 9,597,390
2002	17	\$20,258,672
2003	18	\$ 7,181,148
2004	23	\$20,661,228
2005	24	\$22,548,007
2006	21	\$45,075,018
2007	21	\$30,054,857
2008	16	\$19,550,807
2009	9	\$ 9,000,586
2010	11	\$22,754,318

**Residential Construction:**

Year	Number Of Units	Estimated Actual Value
2001	99	\$13,788,994
2002	240	\$25,193,229
2003	498	\$44,224,706
2004	451	\$42,530,055
2005	470	\$46,490,061
2006	423	\$59,497,671
2007	240	\$28,242,941
2008	274	\$34,123,530
2009	263	\$36,682,942
2010	128	\$21,008,757

## General Information (continued) Financial Policy

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The Grand Forks City Code, Article III, Powers of City, contains the following financial provision:

- To control its finances and fiscal affairs; to appropriate money for its purposes, and make payment of its debts and expenses; to levy and collect taxes, excises, fees, charges and special assessments for benefits conferred, for its public and proprietary functions, activities, operations, undertakings and improvements; to contract debts, borrow money, issue bonds, warrants and other evidences of indebtedness; to establish charges for any city or other services, and to establish debt and mill levy limitations, provided that the mill levies ordered imposed by the governing body on taxable property subject to ad valorem taxation shall not exceed in total the sum of levies authorized by state statutes and the constitution of cities of similar classification to that of the City of Grand Forks, however, same may be budgeted for any city purpose. The governing body shall be permitted to promulgate the city budget without regard to the specific dedications of mill levies to specific purposes as long as the total of the budget is not more than the total amount of mills authorized to be levied by a city.

In order to contribute to the goals of a fiscally sound government the following policies have been formulated:

1. All budgets will be balanced with prudent revenue estimates and available fund balances. North Dakota State law requires that the budget must be balanced. To achieve a balanced budget for each fund, the total of proposed expenditures/expenses shall not exceed the total of the estimated income plus the balance carried forward, exclusive of reserves.
2. All estimates of revenue will be realistic and prudent. In no event will inflated revenue estimates be used to balance the budget.
3. Real estate property taxes applicable to the General Fund will be the lowest possible without cutting services.
4. To contribute to property tax relief, the Sales/Use Tax Fund revenue will be used to fund expenditures allowed by City ordinance in all divisions supported by property taxes.

5. The City will utilize a six-year Operational and a six-year Capital Improvement Program to plan for the future.
6. Accounting records that adhere to general accepted accounting standards will be maintained and be available to measure budget performance at all times.

### City Debt Policy

- The City of Grand Forks will not issue long-term debt to fund current operating costs.
- The City of Grand Forks will not issue GO debt in excess of state statute. State statutes limit the amount of general obligation debt a government entity may issue to five percent of its total assessed valuation.
- The City will incur long-term debt for capital improvements only, and when the improvements cannot be financed by current revenue or fund balances.
- The City will maintain a fiscally disciplined approach to debt management and protect the City's credit quality by strategically approaching the issuance of new debt by balancing the need to consume current resources with the need for future flexibility.
- The City will maintain a fiscally disciplined approach to debt management and protect the City's credit quality by strategically approaching the retirement of debt as soon as possible when resources allow by balancing the need for future flexibility and overall savings to citizens.
- The City will utilize short-term debt instruments, such as notes and lease purchase agreements only when the life of the acquired asset is longer than the repayment time frame, and is in the best interest of the citizens.
- The City will make every effort to utilize subsidized or low-cost debt instruments when available.

### City Reserve Balances

The City Council and administration operates under the following budgetary assumptions in regards to the City's General Fund (primary operating account):

## General Information (continued) Financial Policy

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- A goal that the City maintain unreserved undesignated reserves at 15 percent with the majority of the balance of the reserves designated for property tax relief.
- A goal that the Mayor's proposed general fund budget for each fiscal year provide for balance between projected revenue and expected expenditures without the use of general fund unreserved fund balances. If the Mayor and council believe that the financial condition or needs of the City require the use of funds from the general fund unreserved fund balance, such budget shall justify the use of such balances.

### City Investment Policy

A brief summary of the investment policy is as follows. The City of Grand Forks Investment Policy is categorized into the following areas: Governing Authority, Scope, General Objectives, Standards of Care, Authorized Financial Institutions, Safekeeping, Authorized Investments, Investment Parameters, and Reporting.

- **Governing Authority** – The investment program shall be operated in conformance with federal, state, and other legal requirements.
- **Scope** – The City of Grand Forks will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration.
- **General Objectives** – The primary objectives, in priority order, shall be safety, liquidity, and yield.
- **Standards of Care** - Investments shall be handled with the following standards of care: prudence, ethics and conflicts of interest, and delegation of authority.
- **Authorized Financial Institutions, Depositories, and Broker/Dealers** – All shall provide the following: audited financial statements, proof of national association of securities dealers certification, proof of state registration, certification of having read, understood, and agree to comply with the City of Grand Forks investment policy, and evidence of adequate insurance coverage.
- **Safekeeping and Custody** – All trades will be executed by delivery vs. payment to ensure that securities are deposited in an

eligible financial institution prior to the release of funds. Securities will be held by an independent third party custodian as evidenced by safekeeping receipts in the City of Grand Forks name. Also, the internal control structure shall be designed to provide reasonable assurance that these objectives are met.

- **Suitable and Authorized Investments** – The following investments will be permitted and are defined by state and local law. North Dakota statutes authorize local governments to invest in:
  - ✓ Bonds, treasury bills and notes, or other securities that are a direct obligation insured or guaranteed by the treasury of the United States, or its agencies, instrumentalities, or organizations created by an act of Congress.
  - ✓ Securities sold under agreements to repurchase written by a financial institution in which the underlying securities for the agreement to repurchase are of type listed above.
  - ✓ Certificates of deposit fully insured by the Federal Deposit Insurance Corporation or the State, or
  - ✓ Obligations of the State.

Statutes require that all city and component unit deposits be protected by insurance, surety bond, or collateral. The market value of the collateral pledged must equal one hundred ten percent of the deposits not covered by insurance or bonds.

- **Investment Parameters** – Investments shall be diversified by: limiting investments to avoid over concentration in securities from a specific issuer (excluding government sponsored securities), limiting investment in securities that have higher credit risks, investing in securities with varying maturities, and continuously investing a portion of the portfolio in readily available funds such as money market funds to ensure appropriate liquidity in order to meet ongoing obligations.
- **Reporting** – Shall prepare an investment portfolio summary report monthly, which will include the following: listing of individual securities held, realized and unrealized gains or losses, average weighted yield to maturity, listing of investments by maturity date.

## General Information (continued) Basis of Budgeting

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In simple terms, a budget is an entity's plan for its financial resources. It is an estimate of proposed spending for a given period and the proposed means of paying for them. Two basic components of the budget are the revenue section and the expenditure section. The operating portion of the 2012 budget totals \$100.8 million, exclusive of transfers out.

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues, and expenditures/expenses.

An important revenue in the budget process is property tax. A property tax, more specifically called an ad valorem tax, is a tax based on the value of property. The term ad valorem is derived from the Latin phrase meaning "according to value".

In North Dakota, there are three factors for calculating the amount of property tax assessed on a piece of real estate: the value of the property, the amount of the value not subject to the tax due to exemptions, and the tax rate. Each city's Assessor's Office calculates the value of the property, taking into consideration any exemptions. The tax rates are set by the various local governments as authorized by North Dakota law.

One frequent misunderstanding is that the City of Grand Forks is responsible for all the ad valorem tax levied against properties within city limits. Other taxing entities affecting properties within the city are the Grand Forks School District, Grand Forks County, and the Grand Forks Park District. The City's portion of the mill levy for 2011 is an estimated 26.5 cents out of each dollar. This includes 4.31 mills allocated for the Grand Forks Regional Airport Authority.

The ad valorem tax rate is expressed in mills. A mill is a monetary unit equal to \$.001 of a dollar (one-tenth of a cent). The rate at which the tax is charged is called the millage rate. If the rate of ad valorem tax is 8 mills, the millage rate is 8 mills. This means that per dollar of taxable property value a property or ad valorem tax of \$.008 is paid.

The City utilizes the following fund types:

### Governmental Funds

General Fund – The City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special Revenue Funds – Funds used to account for revenue sources that are legally restricted for specific purposes.

Capital Project Funds – Funds used to account for the acquisition of governmental fixed assets or construction of major capital projects.

Debt Service Funds – Funds used to account for payments on debt outstanding.

Audited governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This focus concentrates on the fund's resources available for spending currently or in the near future. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences claims, and judgments are recorded only when the payment is due.

### Proprietary Funds

Enterprise Funds – Funds used to account for operations that are financed and operated in a manner similar to private business or where the determination of revenues earned and the cost of service are necessary for management accountability.

Internal Service Funds – Funds that provide services to other City departments on a cost reimbursement basis.

## General Information (continued) Basis of Budgeting

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### Fiduciary Funds

Trust and Agency Funds – Funds that account for the assets held by a governmental unit in a trustee capacity.

The Proprietary funds and fiduciary funds are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred regardless of the timing of the related cash flows.

The budget is prepared to be consistent with the financial reporting and generally accepted accounting principles with the following exceptions:

- Debt payments and expenses for capital assets are treated as expenses in the proprietary funds.
- Depreciation, changes in accrual for vacation and sick leave liability, and bad debt expenses are not included in the budget.

### Summary of Budget Policies

The State of North Dakota establishes certain budgeting and financial requirements for local governments. The fiscal year for cities begins January 1<sup>st</sup> and ends December 31<sup>st</sup> each year.

State Statute requires the Mayor to submit a budget to the City Council for preliminary approval on or before September tenth of each year. Once preliminary approval has been given, City Council has the authority to decrease the budget before final adoption, but cannot increase. After City Council has approved the preliminary budget, the City shall give notice that:

- The preliminary budget is on file and may be examined by anyone upon request.
- The City Council shall meet no later than October seventh for the purpose of adopting the final budget and making the annual tax levy

- The City shall hold a public session designated in the notice of hearing at which any taxpayer may appear and discuss with the City Council any item of proposed expenditures.

Notice must be published at least once, not less than seven days prior to the budget hearing.

Two copies of the levy and final budget must be filed with the County no later than the tenth of October.

The budget is adopted by fund and departmental basis. In addition, the City Council must appropriate revenue to be expended for each of these funds.

North Dakota State law requires that the budget must be balanced. To achieve a balanced budget for each fund, the total of proposed expenditures/expenses shall not exceed the total of the estimated income plus the balance carried forward, exclusive of reserves.

If, during the year, the Director of Finance certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council may approve supplemental appropriations for the year up to the amount of the excess.

Departments may transfer budget amounts within the departments and sub-departments with the approval of the Director of Finance.

The City of Grand Forks relies on computers with sophisticated accounting and budgeting software to help with budgeting and accounting. The budget is reviewed throughout the year by personnel in the Finance Office to detect any variances that require attention. If there are items that need attention, the Finance Office is to bring them forward to the City Council. Variances in revenues are reviewed to determine their overall impact on the City's ability to provide necessary services.

### Unexpended Appropriations

Every appropriation shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered.



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FOR NOTES

**City of Grand Forks  
2012 City Budget**

**Budget Summary  
Mill Levy Comparison**

**CITY OF GRAND FORKS  
2011 - 2012  
COMPARATIVE MILL RATE  
AND REVENUE GENERATED**

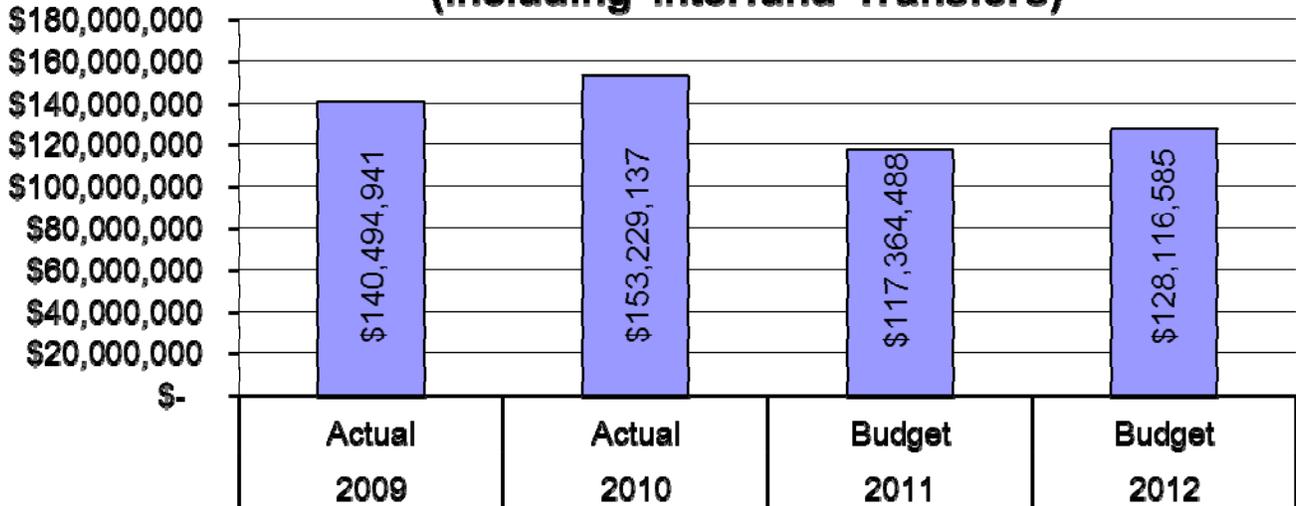
	2011 ACTUAL RATE	2012 ESTIMATED RATE	INCREASE (DECREASE)	2011 REVENUE GENERATED	2012 ESTIMATED REVENUE	INCREASE (DECREASE)
1100 General Fund	73.22	74.22	1.00 (1)	\$ 10,620,259	\$ 11,081,862	\$ 461,603
2106 Emergency Fund	1.00	1.00	-	145,046	149,311	4,265
2109 Municipal Band	0.11	0.11	-	15,955	16,424	469
2121 Public Building	3.60	3.60	-	522,165	537,519	15,354
2124 Library	9.56	9.56	-	1,386,638	1,427,413	40,775
2142 City Share of Special Improvements	0.45	0.45	-	65,270	67,190	1,920
2145 City Special Assessments	2.35	2.35	-	340,858	350,881	10,023
2151 Insurance Reserve Fund	1.35	1.35	-	195,812	201,570	5,758
2157 Noxious Weed	0.02	0.02	-	2,901	2,986	85
Airport	4.31	4.31	-	625,148	643,530	18,382
5500 Public Transportation	4.79	4.79	-	694,770	715,199	20,429
5600 Dial-A-Ride	1.00	1.00	-	145,046	149,311	4,265
7202 Animal Control	0.50	0.50	-	72,523	74,655	2,132
3100 Dike Construction	5.51	5.51	-	799,203	822,704	23,501
<b>Total Mill Levy</b>	<b>107.77</b>	<b>108.77</b>	<b>1.00</b>	<b>\$ 15,631,594</b>	<b>\$ 16,240,555</b>	<b>\$ 608,961</b>

(1) Set aside one mill in reserve account to be used toward future SE fire station - projected for 2016

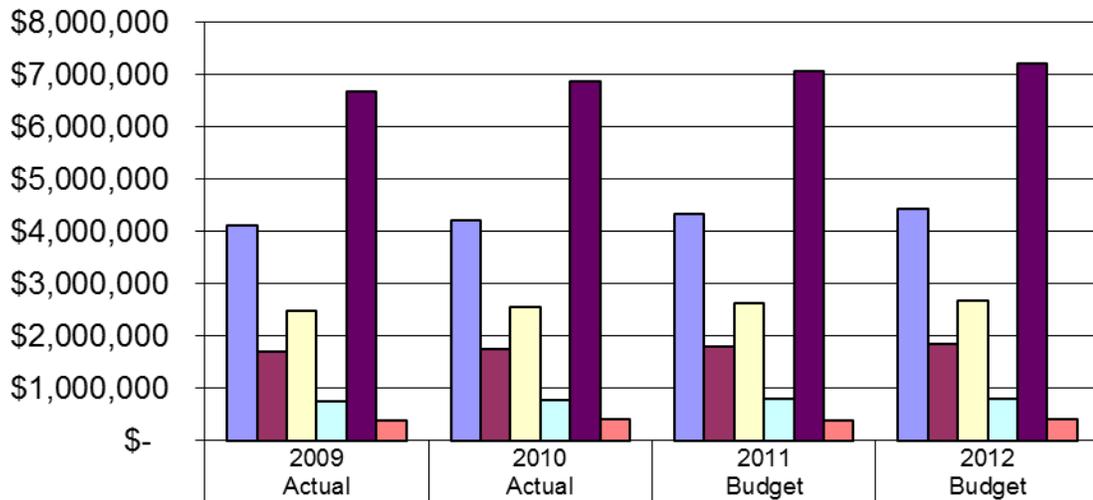
Note: 2011 Actual Rate - 1 Mill = \$145,046  
2012 Estimated Rate - 1 Mill = \$149,311

City of Grand Forks  
 2012 City Budget  
 Budget Summary (continued)  
 2009-2012 Total Actual/Budget (Including Interfund Transfers)  
 2009-2012 Sales/Use Tax Revenue

**2009-2012 Total Actual/Budget  
 (Including Interfund Transfers)**



**2009-2012 Sales/Use Tax Revenue**

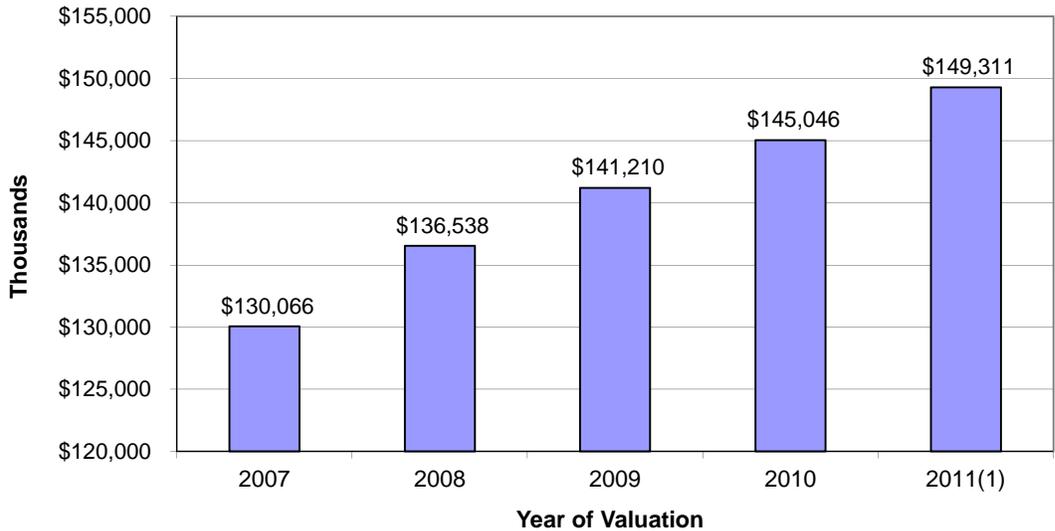


Category	2009 Actual	2010 Actual	2011 Budget	2012 Budget
General Fund	\$4,109,338	\$4,222,936	\$4,344,690	\$4,433,432
Economic Development	\$1,701,847	\$1,748,893	\$1,799,346	\$1,836,067
Infrastructure	\$2,490,508	\$2,559,355	\$2,633,189	\$2,686,928
Use Tax	\$738,977	\$759,405	\$784,028	\$800,029
Alerus Debt Service (.75%)	\$6,682,234	\$6,866,957	\$7,067,069	\$7,208,410
Entertainment Tax (.25%)	\$386,505	\$396,105	\$390,000	\$397,800

**City of Grand Forks**  
**2012 City Budget**  
**Budget Summary (continued)**  
**2007-2011 Real Property Taxable Valuation**  
**2008-2012 Property Tax Levy**

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**2007-2011 Real Property Taxable Valuation**  
**(2008-2012 Tax Levy Year)**



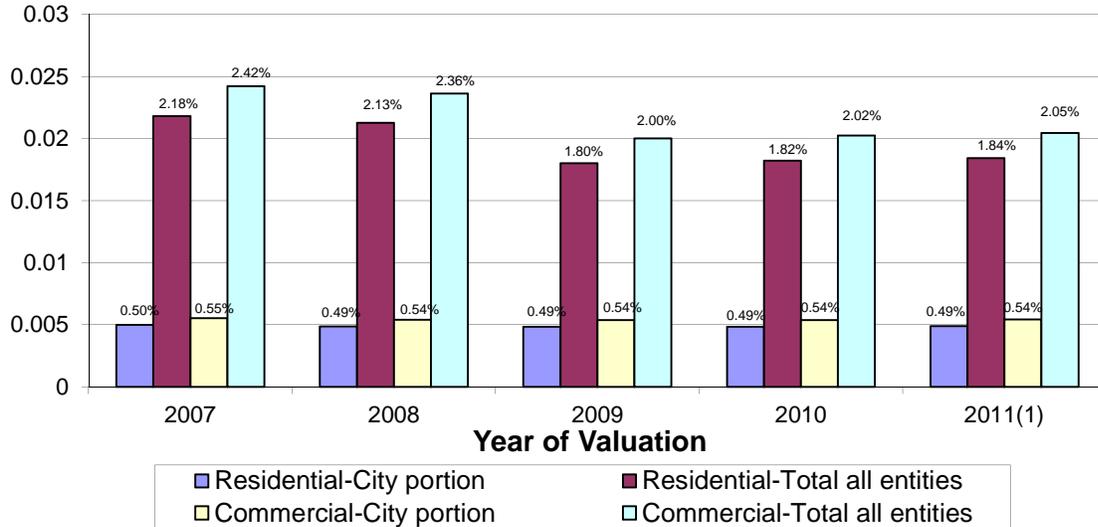
**2008-2012 Property Taxes Levied**



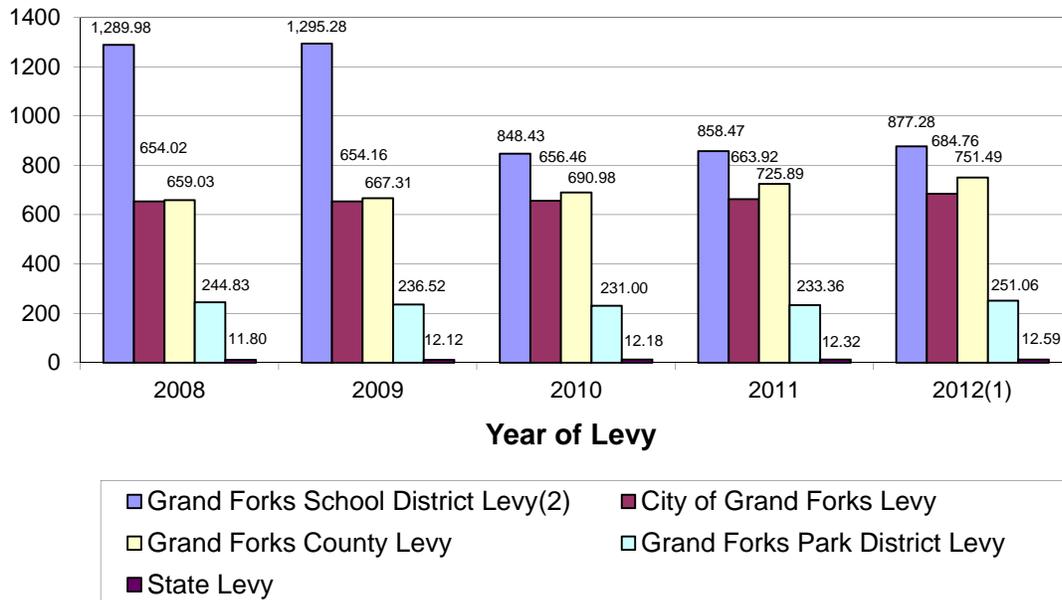
(1) These are projected values based on preliminary numbers available. Also, the city as a percent of total increases in 2010 due to less mills levied by the school district. The State is funding the schools with an additional amount, which equates to about 75 mills.

City of Grand Forks  
 2012 City Budget  
 Budget Summary (continued)  
 2007 - 2011 Effective Tax Rate History  
 2008 - 2012 Property Tax Burden

### Effective Tax Rate History



### 2008-2012 Property Tax Burden on Residential by Entity



Property Tax Burden by Taxing Entity	2008	2009	2010	2011	2012(1)
Median Value of Residential(3)	\$ 131,100	\$ 134,700	\$ 135,300	\$ 136,900	\$ 139,900
Taxable Value (4.5%)	5,900	6,062	6,089	6,161	6,296
Total Mills Levied - all entities	484.73	472.72	400.60	404.83	409.37
<b>Total Property Tax Burden</b>	<b>\$ 2,859.66</b>	<b>\$ 2,865.39</b>	<b>\$ 2,439.05</b>	<b>\$ 2,493.96</b>	<b>\$ 2,577.19</b>

(1) These are projected values based on preliminary numbers available

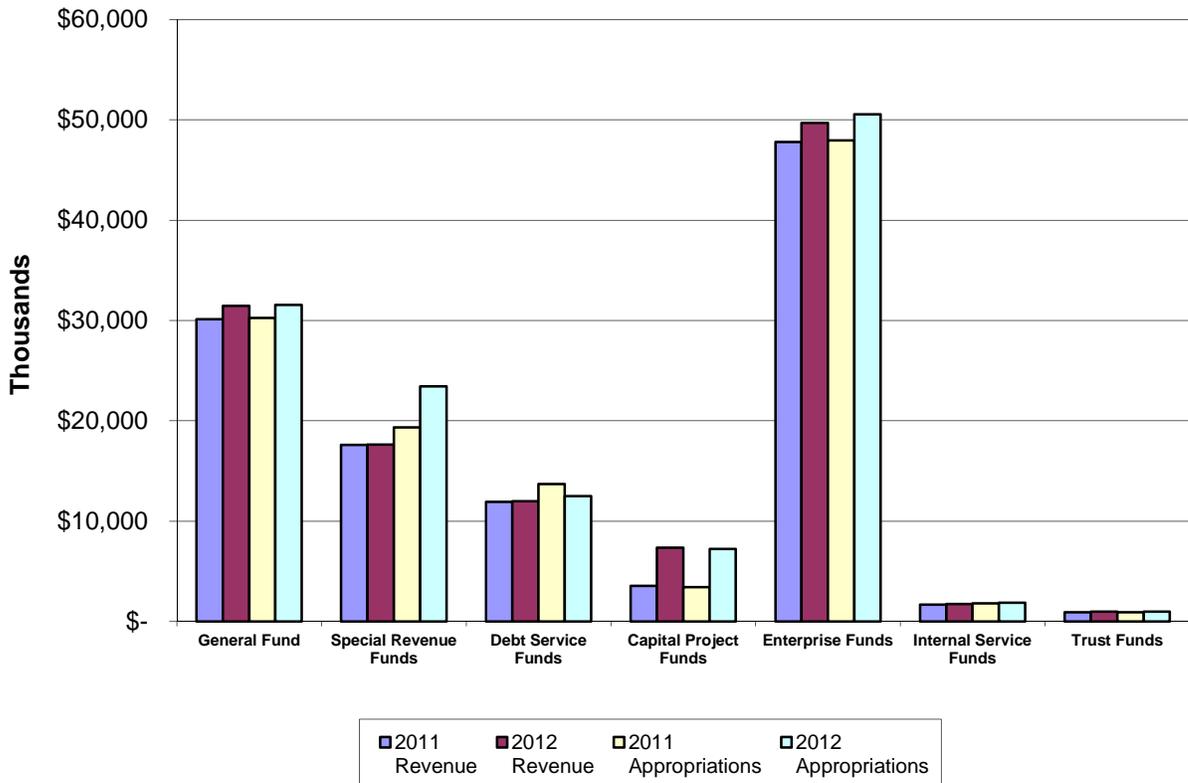
(2) The State of ND increased its funding of schools beginning in 2010 by an amount equivalent to 75 mills

(3) Year of Valuation precedes year of levy (i.e. 2011 year of valuation for 2012 year of levy)

**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type**

	Revenues			Appropriations/Budgets		
	2012		2012 Approved	2012		2012 Approved
	2011 Approved	Mayor's Recommended		2011 Approved	Mayor's Recommended	
<b>General Fund</b>	\$ 30,138,270	\$ 31,451,230	\$ 31,451,230	\$ 30,250,270	\$ 31,564,384	\$ 31,564,384
<b>Special Revenue Funds</b>	17,589,642	17,765,156	17,619,215	19,329,158	23,437,066	23,437,066
<b>Debt Service Funds</b>	11,910,710	11,996,396	11,996,396	13,703,299	12,506,885	12,506,885
<b>Capital Project Funds</b>	3,554,746	7,370,184	7,370,184	3,433,080	7,229,080	7,229,080
<b>Enterprise Funds</b>	47,781,738	49,694,655	49,694,655	47,931,565	50,535,955	50,535,955
<b>Internal Service Funds</b>	1,693,646	1,743,710	1,743,710	1,793,351	1,856,255	1,856,255
<b>Trust Funds</b>	924,485	986,960	986,960	923,765	986,960	986,960
<b>Total</b>	<u>\$ 113,593,237</u>	<u>\$ 121,008,291</u>	<u>\$ 120,862,350</u>	<u>\$ 117,364,488</u>	<u>\$ 128,116,585</u>	<u>\$ 128,116,585</u>

**2011-2012 Budget Comparison by Fund Type**



City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2012 Budgeted Revenues/Expenditures/Expenses by Fund Type**

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
General Fund	\$ 16,880,332	\$ 1,362,090	\$ 3,343,992	\$ 5,152,634	\$ 776,300
Special Revenue Funds	8,788,883	20,000	5,965,215	463,881	-
Debt Service Funds	833,508	-	15,066	-	-
Capital Project Funds	-	-	-	-	-
Enterprise Funds	8,470,720	45,000	2,718,455	32,377,840	-
Internal Service Funds	-	-	-	1,429,299	-
Trust Funds	948,655	-	980	-	-
<b>Total</b>	<b>\$ 35,922,098</b>	<b>\$ 1,427,090</b>	<b>\$ 12,043,708</b>	<b>\$ 39,423,654</b>	<b>\$ 776,300</b>

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
General Fund	\$ 23,608,909	\$ 6,208,271	\$ 1,092,890	\$ -	\$ 654,314
Special Revenue Funds	4,745,180	5,159,842	7,649,584	-	5,882,460
Debt Service Funds	-	2,700	-	11,234,983	1,269,202
Capital Project Funds	-	21,000	7,208,080	-	-
<b>Expenses</b>					
Enterprise Funds	10,874,160	17,442,230	8,909,468	12,406,836	903,261
Internal Service Funds	408,272	1,207,833	240,150	-	-
Trust Funds	-	986,960	-	-	-
<b>Total</b>	<b>\$ 39,636,521</b>	<b>\$ 31,028,836</b>	<b>\$ 25,100,172</b>	<b>\$ 23,641,819</b>	<b>\$ 8,709,237</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2012 Budgeted Revenues/Expenditures/Expenses by Fund Type (continued)**

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond Proceeds	Total
\$ 150,000	\$ 230,612	\$ 2,198,735	\$ 1,356,535	\$ -	\$ 31,451,230
205,182	-	1,117,310	1,058,744	-	17,619,215
299,345	6,568,983	-	4,279,494	-	11,996,396
16,575	20,529	-	454,040	6,879,040	7,370,184
770,060	116,250	3,635,906	1,560,424	-	49,694,655
5,400	-	309,011	-	-	1,743,710
-	-	37,325	-	-	986,960
<b>\$ 1,446,562</b>	<b>\$ 6,936,374</b>	<b>\$ 7,298,287</b>	<b>\$ 8,709,237</b>	<b>\$ 6,879,040</b>	<b>\$ 120,862,350</b>

Total
\$ 31,564,384
23,437,066
12,506,885
7,229,080
-
50,535,955
1,856,255
986,960
<b>\$ 128,116,585</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011 Budgeted Revenues/Expenditures/Expenses by Fund Type**

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<b>Revenues</b>	<b>Taxes</b>	<b>Licenses and Permits</b>	<b>Inter- governmental</b>	<b>Charges for Goods and Services</b>	<b>Fines and Forfeitures</b>
General Fund	\$ 16,285,133	\$ 1,287,579	\$ 2,988,440	\$ 4,974,047	\$ 733,000
Special Revenue Funds	8,555,108	14,000	5,875,812	485,576	-
Debt Service Funds	817,089	-	2,500	-	-
Capital Project Funds	-	-	-	-	-
Enterprise Funds	8,296,428	45,000	2,422,855	31,322,359	-
Internal Service Funds	-	-	-	1,381,854	-
Trust Funds	886,484	-	980	-	-
<b>Total</b>	<b>\$ 34,840,242</b>	<b>\$ 1,346,579</b>	<b>\$ 11,290,587</b>	<b>\$ 38,163,836</b>	<b>\$ 733,000</b>

<b>Expenditures</b>	<b>Personnel Services</b>	<b>Other Current</b>	<b>Capital Acquisition</b>	<b>Debt Service</b>	<b>Transfer Out</b>
General Fund	\$ 22,936,322	\$ 5,870,761	\$ 698,826	\$ -	\$ 744,361
Special Revenue Funds	4,513,742	6,121,125	3,190,606	-	5,503,685
Debt Service Funds	-	5,400	-	12,244,848	1,453,051
Capital Project Funds	-	21,000	3,412,080	-	-
<b>Expenses</b>					
Enterprise Funds	10,539,412	16,421,613	8,109,119	11,987,545	873,876
Internal Service Funds	414,837	1,162,014	216,500	-	-
Trust Funds	-	923,765	-	-	-
<b>Total</b>	<b>\$ 38,404,313</b>	<b>\$ 30,525,678</b>	<b>\$ 15,627,131</b>	<b>\$ 24,232,393</b>	<b>\$ 8,574,973</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011 Budgeted Revenues/Expenditures/Expenses by Fund Type (continued)**

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond Proceeds	Total
\$ 200,000	\$ 146,377	\$ 2,185,102	\$ 1,338,592	\$ -	\$ 30,138,270
200,875	-	1,391,790	1,066,481	-	17,589,642
342,214	6,366,116	-	4,382,791	-	11,910,710
22,137	20,529	-	433,040	3,079,040	3,554,746
860,021	116,250	3,364,756	1,354,069	-	47,781,738
5,400	-	306,392	-	-	1,693,646
780	-	36,241	-	-	924,485
<b>\$ 1,631,427</b>	<b>\$ 6,649,272</b>	<b>\$ 7,284,281</b>	<b>\$ 8,574,973</b>	<b>\$ 3,079,040</b>	<b>\$ 113,593,237</b>

Total
\$ 30,250,270
19,329,158
13,703,299
3,433,080
-
47,931,565
1,793,351
923,765
<b>\$ 117,364,488</b>

**City of Grand Forks  
2012 City Budget**

**Budget Summary (continued)  
2010 Actual Revenues/Expenditures/Expenses by Fund Type**

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
General Fund	\$ 15,340,968	\$ 1,293,388	\$ 3,440,560	\$ 4,200,039	\$ 788,214
Special Revenue Funds	8,375,741	15,948	10,048,673	486,160	2,443
Debt Service Funds	774,756	-	15,067	-	-
Capital Project Funds	-	-	716,848	-	-
Enterprise Funds	8,053,473	37,765	1,239,741	29,243,592	-
Internal Service Funds	-	-	-	1,120,377	-
Trust Funds	959,453	-	1,326	-	-
<b>Total</b>	<b>\$ 33,504,391</b>	<b>\$ 1,347,101</b>	<b>\$ 15,462,215</b>	<b>\$ 35,050,168</b>	<b>\$ 790,657</b>

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
General Fund	\$ 22,533,899	\$ 5,167,002	\$ 731,776	\$ -	\$ 1,412,935
Special Revenue Funds	4,054,806	6,954,828	3,495,573	423,159	7,429,904
Debt Service Funds	-	144,228	-	23,849,783	6,580,804
Capital Project Funds	-	140,897	10,180,132	60,014	928,647
<b>Expenses</b>					
Enterprise Funds	10,219,954	15,712,316	8,615,410	19,981,162	3,605,097
Internal Service Funds	351,492	974,612	63,073	-	149,850
Trust Funds	-	995,377	-	-	-
<b>Total</b>	<b>\$ 37,160,151</b>	<b>\$ 30,089,260</b>	<b>\$ 23,085,964</b>	<b>\$ 44,314,118</b>	<b>\$ 20,107,237</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2010 Actual Revenues/Expenditures/Expenses by Fund Type (continued)**

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Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond/Notes Proceeds	Total
\$ 178,493	\$ 410,965	\$ 2,189,939	\$ 1,306,273	\$ -	\$ 29,148,839
236,907	-	1,447,429	1,832,852	440,341	22,886,494
516,483	8,428,710	-	9,579,228	2,930,576	22,244,820
58,739	26,668	26,035	6,030,970	5,069,424	11,928,684
803,709	61,205	4,157,958	1,056,353	2,807,181	47,460,977
5,688	-	291,657	-	-	1,417,722
3,670	-	35,266	-	-	999,715
<b>\$ 1,803,689</b>	<b>\$ 8,927,548</b>	<b>\$ 8,148,284</b>	<b>\$ 19,805,676</b>	<b>\$ 11,247,522</b>	<b>\$ 136,087,251</b>

Total
\$ 29,845,612
22,358,270
30,574,815
11,309,688
58,133,939
1,539,027
995,377
<b>\$ 154,756,728</b>

**City of Grand Forks  
2012 City Budget**

**Budget Summary (continued)  
2009 Actual Revenues/Expenditures/Expenses by Fund Type**

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
General Fund	\$ 15,023,291	\$ 1,378,480	\$ 3,007,851	\$ 3,965,281	\$ 741,412
Special Revenue Funds	8,131,388	11,935	9,182,561	501,208	2,591
Debt Service Funds	797,397	-	12,026	-	-
Capital Project Funds	-	-	500,978	-	-
Enterprise Funds	7,838,092	42,071	1,501,718	29,157,663	-
Internal Service Funds	-	-	-	1,202,075	-
Trust Funds	884,595	-	988	-	-
<b>Total</b>	<b>\$ 32,674,763</b>	<b>\$ 1,432,486</b>	<b>\$ 14,206,122</b>	<b>\$ 34,826,227</b>	<b>\$ 744,003</b>

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
General Fund	\$ 21,466,454	\$ 5,165,186	\$ 830,569	\$ -	\$ 664,786
Special Revenue Funds	4,419,297	5,038,632	3,524,140	645,333	5,691,369
Debt Service Funds	-	94,343	38,708	22,228,688	2,785,998
Capital Project Funds	6,369	46,765	12,505,351	2,192	2,079,731
<b>Expenses</b>					
Enterprise Funds	10,060,103	15,057,269	10,653,331	13,013,257	2,165,693
Internal Service Funds	360,290	1,038,113	50,658	-	9,308
Trust Funds	-	853,008	-	-	-
<b>Total</b>	<b>\$ 36,312,513</b>	<b>\$ 27,293,316</b>	<b>\$ 27,602,757</b>	<b>\$ 35,889,470</b>	<b>\$ 13,396,885</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2009 Actual Revenues/Expenditures/Expenses by Fund Type (continued)**

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Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond/Notes Proceeds	Total
\$ 227,199	\$ 344,985	\$ 2,070,904	\$ 1,144,903	\$ -	\$ 27,904,306
287,446	-	1,725,514	1,535,796	663,797	22,042,236
1,374,906	11,860,646	-	5,828,153	7,560,000	27,433,128
27,421	11,793	185,834	1,591,856	13,576,000	15,893,882
(194,514)	177,445	4,508,938	1,752,887	7,185,000	51,969,300
5,921	-	285,133	16,758	-	1,509,887
3,780	-	34,156	-	-	873,519
<b>\$ 1,732,159</b>	<b>\$ 12,394,869</b>	<b>\$ 8,810,479</b>	<b>\$ 11,870,353</b>	<b>\$ 28,984,797</b>	<b>\$ 147,626,258</b>

Total
\$ 28,126,995
19,318,771
25,147,737
14,640,408
50,949,653
1,458,369
853,008
<b>\$ 140,494,941</b>

**City of Grand Forks  
2012 City Budget**

**Budget Summary (continued)  
2009-2012 Actual/Budgeted Revenues/Expenditures/Expenses**  
2009 - 2012 Totals by Classification

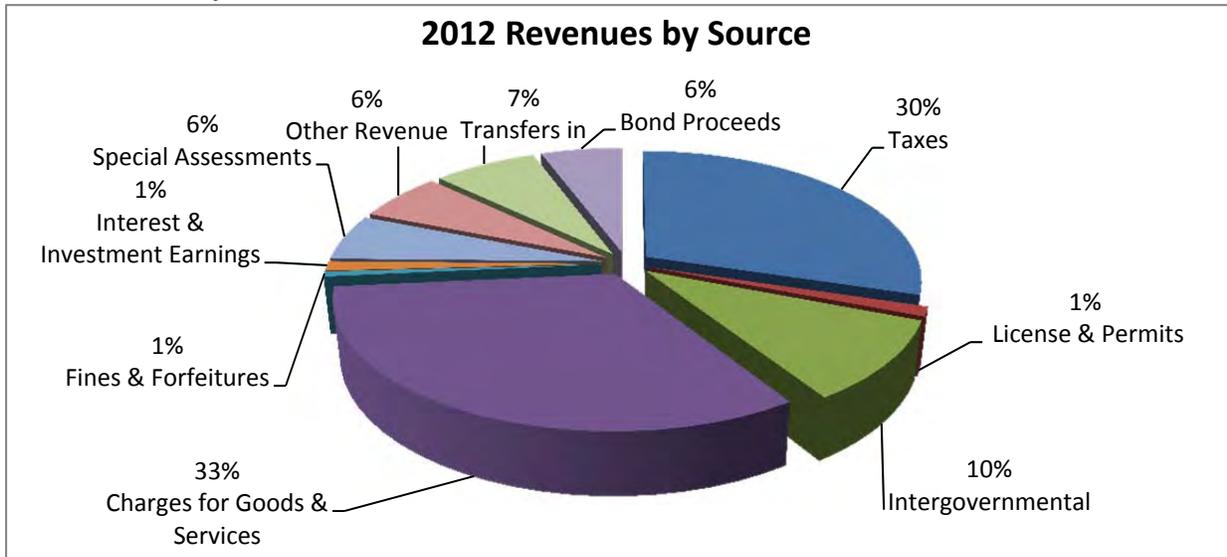
	2009	2010	2011	2012
	Actual	Actual	Budgeted	Budgeted
<b>Revenues</b>				
Taxes	\$ 32,674,763	\$ 33,504,391	\$ 34,840,242	\$ 35,922,098
Licenses and Permits	1,432,486	1,347,101	1,346,579	1,427,090
Intergovernmental	14,206,122	15,462,215	11,290,587	12,043,708
Charges for Goods and Services	34,826,227	35,050,168	38,163,836	39,423,654
Fines and Forfeitures	744,003	790,657	733,000	776,300
Interest and Investment Earnings	1,732,159	1,803,689	1,631,427	1,446,562
Special Assessments	12,394,869	8,927,548	6,649,272	6,936,374
Other Revenue	8,810,479	8,148,284	7,284,281	7,298,287
Transfers In	11,870,353	19,805,676	8,574,973	8,709,237
SRF/Bond Proceeds	28,984,797	11,247,522	3,079,040	6,879,040
<b>Total</b>	<b>\$ 147,676,258</b>	<b>\$ 136,087,251</b>	<b>\$ 113,593,237</b>	<b>\$ 120,862,350</b>
<b>Expenditures/Expenses</b>				
Personnel Services	\$ 36,312,513	\$ 37,160,151	\$ 38,404,313	\$ 39,636,521
Other Current	27,293,316	30,089,260	30,525,678	31,028,836
Capital Acquisition	27,602,757	21,558,371	15,627,131	25,100,172
Debt Service	35,889,470	44,314,118	24,232,393	23,641,819
Transfers Out	13,396,885	20,107,237	8,574,973	8,709,237
<b>Total</b>	<b>\$ 140,494,941</b>	<b>\$ 153,229,137</b>	<b>\$ 117,364,488</b>	<b>\$ 128,116,585</b>

**2009 - 2012 Totals by Fund Type**

	2009	2010	2011	2012
	Actual	Actual	Budgeted	Budgeted
<b>Revenues</b>				
General Fund	\$ 27,904,306	\$ 29,148,839	\$ 30,138,270	\$ 31,451,230
Special Revenue Funds	22,042,236	22,886,494	17,589,642	17,619,215
Debt Service Funds	27,433,128	22,244,820	11,910,710	11,996,396
Capital Project Funds	15,893,882	11,928,684	3,554,746	7,370,184
Enterprise Funds	51,969,300	47,460,977	47,781,738	49,694,655
Internal Service Funds	1,509,887	1,417,722	1,693,646	1,743,710
Trust Funds	923,519	999,715	924,485	986,960
<b>Total</b>	<b>\$ 147,676,258</b>	<b>\$ 136,087,251</b>	<b>\$ 113,593,237</b>	<b>\$ 120,862,350</b>
<b>Expenditures</b>				
General Fund	\$ 28,126,995	\$ 29,845,612	\$ 30,250,270	\$ 31,564,384
Special Revenue Funds	19,318,771	22,358,270	19,329,158	23,437,066
Debt Service Funds	25,147,737	30,574,815	13,703,299	12,506,885
Capital Project Funds	14,640,408	9,779,097	3,433,080	7,229,080
<b>Expenses</b>				
Enterprise Funds	50,949,653	58,133,939	47,931,565	50,535,955
Internal Service Funds	1,458,369	1,542,027	1,793,351	1,856,255
Trust Funds	853,008	995,377	923,765	986,960
<b>Total</b>	<b>\$ 140,494,941</b>	<b>\$ 153,229,137</b>	<b>\$ 117,364,488</b>	<b>\$ 128,116,585</b>

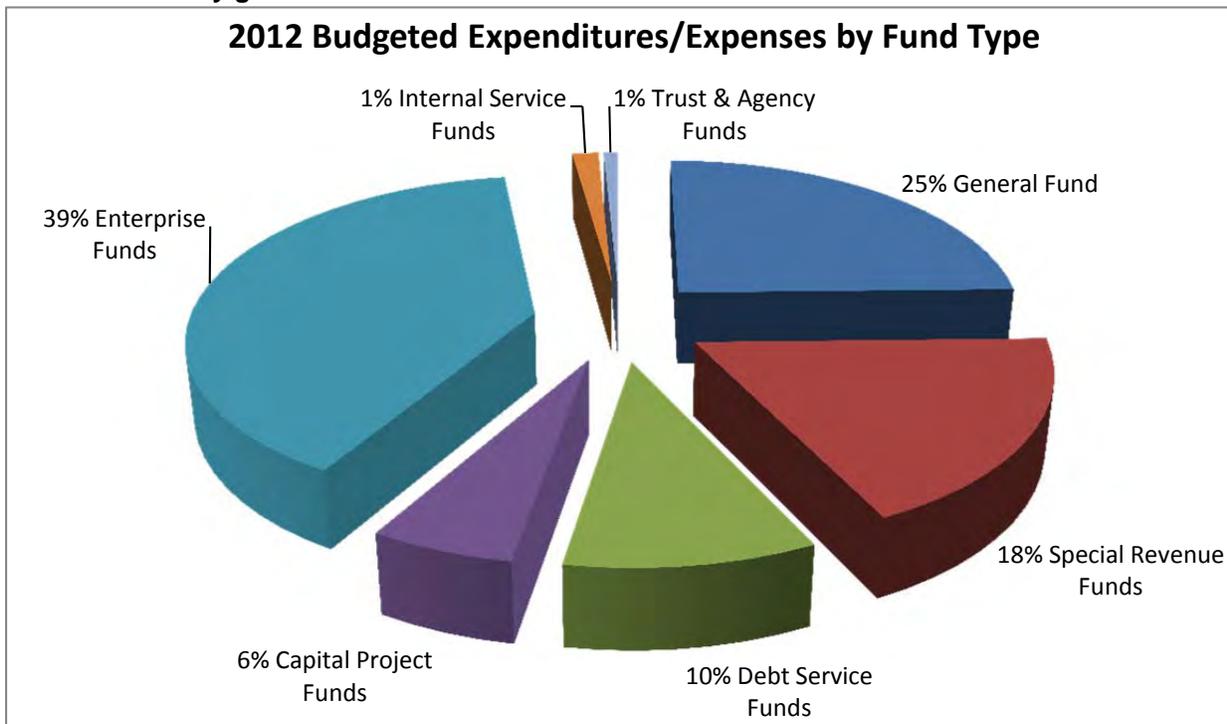
**Budget Summary (continued)**  
**2012 Budgeted Revenues by Source and Expenditures/Expenses by Fund Type**

Where the money comes from...



**Total Revenues - \$120,862,350**

Where the money goes...



**Total Expenditures/Expenses - \$128,116,585**

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	Salaries			Fringe Benefits		
	2011 Budget	2012 Budget	% Increase (Decrease)	2011 Budget	2012 Budget	% Increase (Decrease)
<b>GENERAL FUND</b>						
<b>GENERAL GOVERNMENT</b>						
Assessor	\$ 428,367	\$ 436,858	1.98%	\$ 188,570	\$ 198,810	5.43%
Attorney	-	-		-	-	0.00%
Finance & Administrative Services	785,497	799,141	1.74%	271,948	276,000	1.49%
Planning & Zoning	314,886	257,452	-18.24%	102,014	91,581	-10.23%
City Hall	83,002	84,577	1.90%	34,719	32,354	-6.81%
Information Technology	542,464	552,707	1.89%	205,323	217,445	5.90%
Engineering	1,167,058	1,199,820	2.81%	385,004	429,035	11.44%
Inspections	659,634	670,154	1.59%	240,632	255,329	6.11%
Mayor & Council	177,001	178,192	0.67%	46,762	49,142	5.09%
City Administrator	168,798	170,774	1.17%	87,932	84,705	-3.67%
Public Information Center	121,888	123,239	1.11%	38,603	41,474	7.44%
Miscellaneous	158,360	285,326	80.18%	355,356	298,156	-16.10%
Human Resources	323,945	331,579	2.36%	128,497	134,575	4.73%
<b>HEALTH &amp; WELFARE</b>						
Health	781,711	783,264	0.20%	310,078	323,424	4.30%
4510 Nursing Fees	217,389	211,984	-2.49%	50,325	50,812	0.97%
4560 Education Classes	-	-	0.00%	-	-	0.00%
4570 Local Health Svcs	68,029	74,727	9.85%	18,219	20,418	12.07%
4580 Wellness Program	21,390	22,360	4.53%	7,495	8,555	14.14%
<b>PUBLIC SAFETY</b>						
Fire	3,728,049	3,774,039	1.23%	1,400,035	1,512,098	8.00%
Municipal Court	180,874	183,128	1.25%	70,861	74,840	5.62%
Police	5,069,459	5,218,397	2.94%	1,684,786	1,827,177	8.45%
PD40 Police Building	81,967	85,333	4.11%	42,917	44,572	3.86%
PD60 Training & Evidence Facility	-	-	0.00%	-	-	0.00%
Emergency Program Management	-	-	0.00%	-	-	0.00%
Public Safety Training Center	-	-	0.00%	-	-	0.00%
<b>HIGHWAYS AND STREETS</b>						
Street	1,569,738	1,567,828	-0.12%	616,740	627,528	1.75%
<b>Total General Fund</b>	<b>16,649,506</b>	<b>17,010,879</b>	<b>2.17%</b>	<b>6,286,816</b>	<b>6,598,030</b>	<b>4.95%</b>
<b>SPECIAL REVENUE FUNDS</b>						
<b>GENERAL GOVERNMENT</b>						
General Fund Stabilization & Loan Fund	-	-	0.00%	-	-	0.00%
Public Building	-	-	0.00%	-	-	0.00%
City's Share Special Improvements	-	-	0.00%	-	-	0.00%
City Special Assessments	-	-	0.00%	-	-	0.00%
Insurance Reserve	-	-	0.00%	-	-	0.00%
General Sick Leave	200,000	150,000	-25.00%	15,300	11,475	-25.00%
Infrastructure	-	-	0.00%	-	-	0.00%
GF Housing Authority	402,953	337,405	-16.27%	155,430	146,665	-5.64%
Community Development	255,801	252,157	-1.42%	56,037	71,648	27.86%
<b>HEALTH &amp; WELFARE</b>						
Health Grants	543,148	542,515	-0.12%	178,290	187,512	5.17%
Noxious Weed	-	-	0.00%	-	-	0.00%
<b>PUBLIC SAFETY</b>						
PSAP Communication Center	778,299	852,488	9.53%	256,796	287,277	11.87%
E-911 System	12,000	12,000	0.00%	1,018	1,018	0.00%
Emergency Levy	-	-	0.00%	-	-	0.00%
Police Grants	221,415	221,723	0.14%	57,136	66,669	16.68%
<b>ECONOMIC DEVELOPMENT</b>						
Economic Development	68,903	70,000	1.59%	6,098	5,000	-18.01%
<b>CULTURE AND RECREATION</b>						
Municipal Band	-	-	0.00%	-	-	0.00%
Public Library	944,698	1,118,621	18.41%	316,470	364,592	15.21%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	-	0.00%
Special Grants	41,080	42,931	4.51%	2,870	3,484	21.39%
<b>HIGHWAYS AND STREETS</b>						
Highway Users Tax Distribution	-	-	0.00%	-	-	0.00%
<b>Total Special Revenue Funds</b>	<b>3,468,297</b>	<b>3,599,840</b>	<b>3.79%</b>	<b>1,045,445</b>	<b>1,145,340</b>	<b>9.56%</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	Salaries			Fringe Benefits		
	2011 Budget	2012 Budget	% Increase (Decrease)	2011 Budget	2012 Budget	% Increase (Decrease)
<b>ENTERPRISE FUNDS</b>						
Sanitation Utility	1,656,501	1,739,919	5.04%	754,370	775,446	2.79%
Wastewater Utility	1,167,861	1,223,739	4.78%	435,640	448,723	3.00%
Waterworks Utility	1,561,340	1,558,440	-0.19%	721,021	739,178	2.52%
Stormwater Utility	280,547	323,523	15.32%	109,060	119,904	9.94%
Public Transportation	927,538	962,655	3.79%	344,647	365,724	6.12%
Dial-A-Ride	24,563	76,432	211.17%	4,247	21,474	405.63%
Alerus	2,009,576	1,960,348	-2.45%	-	-	0.00%
Mosquito	198,045	222,298	12.25%	44,456	43,711	-1.68%
Job Development Authority	232,398	217,707	-6.32%	57,553	62,186	8.05%
Municipal Parking	7,917	9,149	15.56%	2,132	3,604	69.04%
<b>Total Enterprise Funds</b>	<b>8,066,286</b>	<b>8,294,210</b>	<b>2.83%</b>	<b>2,473,126</b>	<b>2,579,950</b>	<b>4.32%</b>
<b>INTERNAL SERVICE FUNDS</b>						
Computer Service Fund	-	-	0.00%	-	-	0.00%
Central Garage	253,329	245,685	-3.02%	126,611	127,231	0.49%
Central Purchasing	-	-	0.00%	-	-	0.00%
Public Works Facility	26,214	26,374	0.61%	8,683	8,982	3.44%
<b>Total Internal Service Funds</b>	<b>279,543</b>	<b>272,059</b>	<b>-2.68%</b>	<b>135,294</b>	<b>136,213</b>	<b>0.68%</b>
<b>TRUST &amp; AGENCY FUNDS</b>						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
<b>Total Trust &amp; Agency Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Total Operating Budget</b>	<b>28,463,632</b>	<b>29,176,988</b>	<b>2.51%</b>	<b>9,940,681</b>	<b>10,459,533</b>	<b>5.22%</b>
<b>CAPITAL PROJECTS FUNDS</b>						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Water Capital Projects (4201)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2012 Special Assessment Project (4912)	-	-	0.00%	-	-	0.00%
2011 Special Assessment Project (4911)	-	-	0.00%	-	-	0.00%
Nuisance Abatement (4999)	-	-	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	-	-	0.00%
<b>Total Capital Projects Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>DEBT SERVICE FUNDS</b>						
PUBLIC SAFETY						
3118 GO Bonds - 2006B Public Bldg Bonds	-	-	0.00%	-	-	0.00%
3119 GO Bonds - 2007A Public Bldg Bonds	-	-	0.00%	-	-	0.00%
PERM FLOOD PROTECTION - PUBLIC WORKS						
3114 GO Bonds - 2001A Hwy Ref Bond	-	-	0.00%	-	-	0.00%
3117 GO Bonds - 2002G Dike Bonds	-	-	0.00%	-	-	0.00%
3120 GO Bonds - 2008B Dike Refunding Bonds	-	-	0.00%	-	-	0.00%
Debt Service Refundings	-	-	0.00%	-	-	0.00%
3801 Sales Tax Res Rev Bond - 2001D	-	-	0.00%	-	-	0.00%
3802 Sales Tax Res Rev Bond - 2002H	-	-	0.00%	-	-	0.00%
ECONOMIC DEVELOPMENT						
3209 Tax Increment - American Woods	-	-	0.00%	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	-	-	0.00%	-	-	0.00%
3898 Corporate Center Bonc	-	-	0.00%	-	-	0.00%
<b>Total Debt Service Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>GRAND TOTALS</b>	<b>\$ 28,463,632</b>	<b>\$ 29,176,988</b>	<b>2.51%</b>	<b>\$ 9,940,681</b>	<b>\$ 10,459,533</b>	<b>5.22%</b>

City of Grand Forks  
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**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	Maintenance & Operations			Capital Outlay		
	2011 Budget	2012 Budget	% Increase (Decrease)	2011 Budget	2012 Budget	% Increase (Decrease)
<b>GENERAL FUND</b>						
<b>GENERAL GOVERNMENT</b>						
Assessor	\$ 34,936	\$ 34,486	-1.29%	\$ -	\$ -	0.00%
Attorney	249,900	255,900	2.40%	-	-	0.00%
Finance & Administrative Services	82,765	87,065	5.20%	-	-	0.00%
Planning & Zoning	30,510	25,450	-16.58%	4,100	-	-100.00%
City Hall	193,448	203,396	5.14%	-	-	0.00%
Information Technology	60,560	65,980	8.95%	-	-	0.00%
Engineering	195,064	213,953	9.68%	40,500	74,430	83.78%
Inspections	65,743	74,317	13.04%	-	53,531	100.00%
Mayor & Council	94,043	100,938	7.33%	-	-	0.00%
City Administrator	7,853	7,953	1.27%	-	-	0.00%
Public Information Center	39,970	41,370	3.50%	-	-	0.00%
Miscellaneous	1,479,405	1,506,089	1.80%	62,500	79,000	26.40%
Human Resources	101,531	104,511	2.94%	-	1,000	100.00%
<b>HEALTH &amp; WELFARE</b>						
Health	74,905	75,896	1.32%	1,500	3,500	0.00%
4510 Nursing Fees	92,080	97,104	5.46%	-	-	0.00%
4560 Education Classes	8,350	8,350	0.00%	-	-	0.00%
4570 Local Health Svcs	50,275	77,780	54.71%	6,400	-	0.00%
4580 Wellness Program	4,515	3,085	-31.67%	-	-	0.00%
<b>PUBLIC SAFETY</b>						
Fire	306,517	329,898	7.63%	13,200	234,364	1675.48%
Municipal Court	354,198	368,976	4.17%	-	2,965	100.00%
Police	817,963	919,604	12.43%	200,126	258,600	29.22%
PD40 Police Building	149,252	168,470	12.88%	-	-	0.00%
PD60 Training & Evidence Facility	15,421	15,494	0.47%	-	-	0.00%
Emergency Program Management	47,858	48,108	0.52%	-	-	0.00%
Public Safety Training Center	55,787	66,084	18.46%	500	500	0.00%
<b>HIGHWAYS AND STREETS</b>						
Street	1,257,912	1,308,014	3.98%	370,000	385,000	4.05%
<b>Total General Fund</b>	<b>5,870,761</b>	<b>6,208,271</b>	<b>5.75%</b>	<b>698,826</b>	<b>1,092,890</b>	<b>56.39%</b>
<b>SPECIAL REVENUE FUNDS</b>						
<b>GENERAL GOVERNMENT</b>						
General Fund Stabilization & Loan Fund	-	-	0.00%	-	-	0.00%
Public Building	111,003	50,161	-54.81%	-	-	0.00%
City's Share Special Improvements	6,094	10,153	66.61%	-	-	0.00%
City Special Assessments	389,094	389,237	0.04%	-	-	0.00%
Insurance Reserve	270,175	245,175	-9.25%	-	-	0.00%
General Sick Leave	-	-	0.00%	-	-	0.00%
Infrastructure	108,583	159,455	46.85%	1,252,000	2,870,000	129.23%
GF Housing Authority	-	-	0.00%	-	-	0.00%
Community Development	2,182,195	1,510,578	-30.78%	-	-	0.00%
<b>HEALTH &amp; WELFARE</b>						
Health Grants	183,628	148,371	-19.20%	-	-	0.00%
Noxious Weed	1,700	2,899	70.53%	-	-	0.00%
<b>PUBLIC SAFETY</b>						
PSAP Communication Center	34,650	57,407	65.68%	30,000	6,000	-80.00%
E-911 System	457,560	419,284	-8.37%	36,000	140,000	288.89%
Emergency Levy	110,674	118,815	7.36%	-	-	0.00%
Police Grants	133,820	133,820	0.00%	-	-	0.00%
<b>ECONOMIC DEVELOPMENT</b>						
Economic Development	876,840	760,477	-13.27%	-	-	0.00%
<b>CULTURE AND RECREATION</b>						
Municipal Band	16,220	16,684	2.86%	-	-	0.00%
Public Library	574,737	576,356	0.28%	251,500	262,950	4.55%
Library Capital Maintenance	112,000	-	-100.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	11,500	100.00%
Special Grants	173,345	177,445	2.37%	2,000	400	-80.00%
<b>HIGHWAYS AND STREETS</b>						
Highway Users Tax Distribution	353,807	383,525	8.40%	1,619,106	4,358,734	169.21%
<b>Total Special Revenue Funds</b>	<b>6,096,125</b>	<b>5,159,842</b>	<b>-15.36%</b>	<b>3,190,606</b>	<b>7,649,584</b>	<b>139.75%</b>

City of Grand Forks  
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**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	<u>Maintenance &amp; Operations</u>			<u>Capital Outlay</u>		
	<u>2011</u> <u>Budget</u>	<u>2012</u> <u>Budget</u>	<u>%</u> <u>Increase</u> <u>(Decrease)</u>	<u>2011</u> <u>Budget</u>	<u>2012</u> <u>Budget</u>	<u>%</u> <u>Increase</u> <u>(Decrease)</u>
<b><u>ENTERPRISE FUNDS</u></b>						
Santitation Utility	3,414,321	3,547,370	3.90%	2,532,500	1,375,000	-45.71%
Wastewater Utility	2,847,394	3,021,643	6.12%	845,000	720,000	-14.79%
Waterworks Utility	4,277,776	4,378,959	2.37%	1,961,516	1,356,060	-30.87%
Stormwater Utility	933,002	1,107,520	18.70%	196,500	179,000	-8.91%
Public Transportation	706,121	728,003	3.10%	1,136,000	1,136,000	0.00%
Dial-A-Ride	467,500	537,593	14.99%	-	-	0.00%
Alerus	2,224,315	2,110,577	-5.11%	631,353	3,534,108	459.77%
Mosquito	426,505	396,857	-6.95%	31,500	32,000	1.59%
Job Development Authority	869,483	1,357,318	56.11%	648,250	97,600	-84.94%
Municipal Parking	255,196	256,390	0.47%	126,500	380,600	200.87%
<b>Total Enterprise Funds</b>	<b>16,421,613</b>	<b>17,442,230</b>	<b>6.22%</b>	<b>8,109,119</b>	<b>8,810,368</b>	<b>8.65%</b>
<b><u>INTERNAL SERVICE FUNDS</u></b>						
Computer Service Fund	166,550	207,750	24.74%	186,500	161,150	-13.59%
Central Garage	734,864	739,483	0.63%	10,000	44,000	340.00%
Central Purchasing	9,000	9,000	0.00%	-	-	0.00%
Public Works Facility	251,600	251,600	0.00%	20,000	35,000	75.00%
<b>Total Internal Service Funds</b>	<b>1,162,014</b>	<b>1,207,833</b>	<b>3.94%</b>	<b>216,500</b>	<b>240,150</b>	<b>10.92%</b>
<b><u>TRUST &amp; AGENCY FUNDS</u></b>						
Convention & Visitors Bureau	814,000	874,000	7.37%	-	-	0.00%
Animal Control	109,765	112,960	2.91%	-	-	0.00%
<b>Total Trust &amp; Agency Funds</b>	<b>923,765</b>	<b>986,960</b>	<b>6.84%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Total Operating Budget</b>	<b>30,474,278</b>	<b>31,005,136</b>	<b>1.74%</b>	<b>12,215,051</b>	<b>17,792,992</b>	<b>45.66%</b>
<b><u>CAPITAL PROJECTS FUNDS</u></b>						
<b>PERM FLOOD PROTECTION - PUBLIC WORKS</b>						
Water Capital Projects (4201)	-	-	0.00%	-	3,800,000	100.00%
Sidewalk Repair (4891)	-	-	0.00%	50,000	50,000	0.00%
2012 Special Assessment Project (4912)	-	-	0.00%	-	3,208,080	100.00%
2011 Special Assessment Project (4911)	-	-	0.00%	3,208,080	-	-100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%	-	-	0.00%
<b>CULTURE AND RECREATION</b>						
Bikeway Capital Projects (4108)	-	-	0.00%	154,000	150,000	-2.60%
<b>Total Capital Projects Funds</b>	<b>21,000</b>	<b>21,000</b>	<b>0.00%</b>	<b>3,412,080</b>	<b>7,208,080</b>	<b>111.25%</b>
<b><u>DEBT SERVICE FUNDS</u></b>						
<b>PUBLIC SAFETY</b>						
3118 GO Bonds - 2006B Public Bldg Bonds	-	-	0.00%	-	-	0.00%
3119 GO Bonds - 2007A Public Bldg Bonds	-	-	0.00%	-	-	0.00%
<b>PERM FLOOD PROTECTION - PUBLIC WORKS</b>						
3114 GO Bonds - 2001A Hwy Ref Bond	-	-	0.00%	-	-	0.00%
3117 GO Bonds - 2002G Dike Bonds	-	-	0.00%	-	-	0.00%
3120 GO Bonds - 2008B Dike Refunding Bonds	-	-	0.00%	-	-	0.00%
Debt Service Refundings	-	-	0.00%	-	-	0.00%
3801 Sales Tax Res Rev Bond - 2001D	1,350	-	-100.00%	-	-	0.00%
3802 Sales Tax Res Rev Bond - 2002H	-	1,350	100.00%	-	-	0.00%
<b>ECONOMIC DEVELOPMENT</b>						
3209 Tax Increment - American Woods	-	-	0.00%	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	-	1,350	100.00%	-	-	0.00%
3898 Corporate Center Bonc	-	-	0.00%	-	-	0.00%
<b>Total Debt Service Funds</b>	<b>1,350</b>	<b>2,700</b>	<b>100.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>GRAND TOTALS</b>	<b>\$ 30,496,628</b>	<b>\$ 31,028,836</b>	<b>1.75%</b>	<b>\$ 15,627,131</b>	<b>\$ 25,001,072</b>	<b>59.99%</b>

City of Grand Forks  
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**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	<u>Debt Service</u>			<u>Operating Transfers</u>		
	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>% Increase (Decrease)</u>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>% Increase (Decrease)</u>
<b>GENERAL FUND</b>						
<u>GENERAL GOVERNMENT</u>						
Assessor	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Attorney	-	-	0.00%	-	-	0.00%
Finance & Administrative Services	-	-	0.00%	-	-	0.00%
Planning & Zoning	-	-	0.00%	-	-	0.00%
City Hall	-	-	0.00%	-	-	0.00%
Information Technology	-	-	0.00%	-	-	0.00%
Engineering	-	-	0.00%	-	-	0.00%
Inspections	-	-	0.00%	-	-	0.00%
Mayor & Council	-	-	0.00%	-	11,500	100.00%
City Administrator	-	-	0.00%	-	-	0.00%
Public Information Center	-	-	0.00%	-	-	0.00%
Miscellaneous	-	-	0.00%	744,361	642,814	-13.64%
Human Resources	-	-	0.00%	-	-	0.00%
<u>HEALTH &amp; WELFARE</u>						
Health	-	-	0.00%	-	-	0.00%
4510 Nursing Fees	-	-	0.00%	-	-	0.00%
4560 Education Classes	-	-	0.00%	-	-	0.00%
4570 Local Health Svcs	-	-	0.00%	-	-	0.00%
4580 Wellness Program	-	-	0.00%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
Fire	-	-	0.00%	-	-	0.00%
Municipal Court	-	-	0.00%	-	-	0.00%
Police	-	-	0.00%	-	-	0.00%
PD40 Police Building	-	-	0.00%	-	-	0.00%
PD60 Training & Evidence Facility	-	-	0.00%	-	-	0.00%
Emergency Program Management	-	-	0.00%	-	-	0.00%
Public Safety Training Center	-	-	0.00%	-	-	0.00%
<u>HIGHWAYS AND STREETS</u>						
Street	-	-	0.00%	-	-	0.00%
<b>Total General Fund</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>744,361</b>	<b>654,314</b>	<b>-12.10%</b>
<b>SPECIAL REVENUE FUNDS</b>						
<u>GENERAL GOVERNMENT</u>						
General Fund Stabilization & Loan Fund	-	-	0.00%	258,513	119,615	-53.73%
Public Building	-	-	0.00%	398,218	399,656	0.36%
City's Share Special Improvements	-	-	0.00%	90,451	83,908	-7.23%
City Special Assessments	-	-	0.00%	25,000	25,000	0.00%
Insurance Reserve	-	-	0.00%	-	-	0.00%
General Sick Leave	-	-	0.00%	-	-	0.00%
Infrastructure	-	-	0.00%	2,183,622	2,100,129	-3.82%
GF Housing Authority	-	-	0.00%	-	-	0.00%
Community Development	-	-	0.00%	-	380,600	100.00%
<u>HEALTH &amp; WELFARE</u>						
Health Grants	-	-	0.00%	-	25,000	100.00%
Noxious Weed	-	-	0.00%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
PSAP Communication Center	-	-	0.00%	-	-	0.00%
E-911 System	-	-	0.00%	284,860	290,131	1.85%
Emergency Levy	-	-	0.00%	36,242	37,325	2.99%
Police Grants	-	-	0.00%	-	-	0.00%
<u>ECONOMIC DEVELOPMENT</u>						
Economic Development	-	-	0.00%	982,749	956,312	-2.69%
<u>CULTURE AND RECREATION</u>						
Municipal Band	-	-	0.00%	-	-	0.00%
Public Library	-	-	0.00%	-	-	0.00%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	-	0.00%
Special Grants	-	-	0.00%	-	-	0.00%
<u>HIGHWAYS AND STREETS</u>						
Highway Users Tax Distribution	-	-	0.00%	1,269,030	1,464,784	15.43%
<b>Total Special Revenue Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>5,528,685</b>	<b>5,882,460</b>	<b>6.40%</b>

City of Grand Forks  
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**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	<u>Debt Service</u>			<u>Operating Transfers</u>		
	2011 <u>Budget</u>	2012 <u>Budget</u>	% Increase (Decrease)	2011 <u>Budget</u>	2012 <u>Budget</u>	% Increase (Decrease)
<b>ENTERPRISE FUNDS</b>						
Sanitation Utility	805,369	954,695	18.54%	-	-	0.00%
Wastewater Utility	3,028,125	3,261,075	7.69%	34,004	58,009	70.59%
Waterworks Utility	1,599,714	1,701,398	6.36%	-	99,100	100.00%
Stormwater Utility	521,230	522,940	0.33%	-	-	0.00%
Public Transportation	-	-	0.00%	-	-	0.00%
Dial-A-Ride	-	-	0.00%	-	-	0.00%
Alerus	4,608,138	4,609,825	0.04%	-	-	0.00%
Mosquito	110,994	114,657	3.30%	-	-	0.00%
Job Development Authority	1,313,975	1,242,246	-5.46%	839,872	845,252	0.64%
Municipal Parking	-	-	0.00%	-	-	0.00%
<b>Total Enterprise Funds</b>	<b>11,987,545</b>	<b>12,406,836</b>	<b>3.50%</b>	<b>873,876</b>	<b>1,002,361</b>	<b>14.70%</b>
<b>INTERNAL SERVICE FUNDS</b>						
Computer Service Fund	-	-	0.00%	-	-	0.00%
Central Garage	-	-	0.00%	-	-	0.00%
Central Purchasing	-	-	0.00%	-	-	0.00%
Public Works Facility	-	-	0.00%	-	-	0.00%
<b>Total Internal Service Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>TRUST &amp; AGENCY FUNDS</b>						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
<b>Total Trust &amp; Agency Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Total Operating Budget</b>	<b>11,987,545</b>	<b>12,406,836</b>	<b>3.50%</b>	<b>7,146,922</b>	<b>7,539,135</b>	<b>5.49%</b>
<b>CAPITAL PROJECTS FUNDS</b>						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Water Capital Projects (4201)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2012 Special Assessment Project (4912)	-	-	0.00%	-	-	0.00%
2011 Special Assessment Project (4911)	-	-	0.00%	-	-	0.00%
Nuisance Abatement (4999)	-	-	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	-	-	0.00%
<b>Total Capital Projects Funds</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>DEBT SERVICE FUNDS</b>						
PUBLIC SAFETY						
3118 GO Bonds - 2006B Public Bldg Bonds	113,319	116,419	2.74%	-	-	0.00%
3119 GO Bonds - 2007A Public Bldg Bonds	285,899	285,237	-0.23%	-	-	0.00%
PERM FLOOD PROTECTION - PUBLIC WORKS						
3114 GO Bonds - 2001A Hwy Ref Bond	174,965	173,425	-0.88%	-	-	0.00%
3117 GO Bonds - 2002G Dike Bonds	288,588	287,288	-0.45%	-	-	0.00%
3120 GO Bonds - 2008B Dike Refunding Bonds	698,675	681,675	-2.43%	288,088	286,288	-0.62%
Debt Service Refundings	8,283,086	7,281,517	-12.09%	1,164,963	982,914	-15.63%
3801 Sales Tax Res Rev Bond - 2001D	998,131	997,307	-0.08%	-	-	0.00%
3802 Sales Tax Res Rev Bond - 2002H	532,113	533,613	0.28%	-	-	0.00%
ECONOMIC DEVELOPMENT						
3209 Tax Increment - American Woods	33,750	32,250	-4.44%	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	299,457	305,337	1.96%	-	-	0.00%
3898 Corporate Center Bond	540,915	540,915	0.00%	-	-	0.00%
<b>Total Debt Service Funds</b>	<b>12,248,898</b>	<b>11,234,983</b>	<b>-8.28%</b>	<b>1,453,051</b>	<b>1,269,202</b>	<b>-12.65%</b>
<b>GRAND TOTALS</b>	<b>\$ 24,236,443</b>	<b>\$ 23,641,819</b>	<b>-2.45%</b>	<b>\$ 8,599,973</b>	<b>\$ 8,808,337</b>	<b>2.42%</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	<u>Grand Total</u>		
	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>% Increase (Decrease)</u>
<b>GENERAL FUND</b>			
<u>GENERAL GOVERNMENT</u>			
Assessor	\$ 651,873	\$ 670,154	2.80%
Attorney	249,900	255,900	2.40%
Finance & Administrative Services	1,140,210	1,162,206	1.93%
Planning & Zoning	451,510	374,483	-17.06%
City Hall	311,169	320,327	2.94%
Information Technology	808,347	836,132	3.44%
Engineering	1,787,626	1,917,238	7.25%
Inspections	966,009	1,053,331	9.04%
Mayor & Council	317,806	339,772	6.91%
City Administrator	264,583	263,432	-0.44%
Public Information Center	200,461	206,083	2.80%
Miscellaneous	2,799,982	2,811,385	0.41%
Human Resources	553,973	571,665	3.19%
<u>HEALTH &amp; WELFARE</u>			
Health	1,168,194	1,186,084	1.53%
4510 Nursing Fees	359,794	359,900	0.03%
4560 Education Classes	8,350	8,350	0.00%
4570 Local Health Svcs	142,923	172,925	20.99%
4580 Wellness Program	33,400	34,000	1.80%
<u>PUBLIC SAFETY</u>			
Fire	5,447,801	5,850,399	7.39%
Municipal Court	605,933	629,909	3.96%
Police	7,772,334	8,223,778	5.81%
PD40 Police Building	274,136	298,375	8.84%
PD60 Training & Evidence Facility	15,421	15,494	0.47%
Emergency Program Management	47,858	48,108	0.52%
Public Safety Training Center	56,287	66,584	18.29%
<u>HIGHWAYS AND STREETS</u>			
Street	3,814,390	3,888,370	1.94%
Total General Fund	30,250,270	31,564,384	4.34%
<b>SPECIAL REVENUE FUNDS</b>			
<u>GENERAL GOVERNMENT</u>			
General Fund Stabilization & Loan Fund	258,513	119,615	-53.73%
Public Building	509,221	449,817	-11.67%
City's Share Special Improvements	96,545	94,061	-2.57%
City Special Assessments	414,094	414,237	0.03%
Insurance Reserve	270,175	245,175	-9.25%
General Sick Leave	215,300	161,475	-25.00%
Infrastructure	3,544,205	5,129,584	44.73%
GF Housing Authority	558,383	484,070	-13.31%
Community Development	2,494,033	2,214,983	-11.19%
<u>HEALTH &amp; WELFARE</u>			
Health Grants	905,066	903,398	-0.18%
Noxious Weed	1,700	2,899	70.53%
<u>PUBLIC SAFETY</u>			
PSAP Communication Center	1,099,745	1,203,172	9.40%
E-911 System	791,438	862,433	8.97%
Emergency Levy	146,916	156,140	6.28%
Police Grants	412,371	422,212	2.39%
<u>ECONOMIC DEVELOPMENT</u>			
Economic Development	1,934,590	1,791,789	-7.38%
<u>CULTURE AND RECREATION</u>			
Municipal Band	16,220	16,684	2.86%
Public Library	2,087,405	2,322,519	11.26%
Library Capital Maintenance	112,000	-	-100.00%
Community Enhancement	-	11,500	100.00%
Special Grants	219,295	224,260	2.26%
<u>HIGHWAYS AND STREETS</u>			
Highway Users Tax Distribution	3,241,943	6,207,043	91.46%
Total Special Revenue Funds	19,329,158	23,437,066	21.25%

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**2011-2012 Budget Comparison by Fund Type/Category**

	<u>Grand Total</u>		
	2011 <u>Budget</u>	2012 <u>Budget</u>	% Increase <u>(Decrease)</u>
<b><u>ENTERPRISE FUNDS</u></b>			
Santitation Utility	9,163,061	8,392,430	-8.41%
Wastewater Utility	8,358,024	8,733,189	4.49%
Waterworks Utility	10,121,367	9,833,135	-2.85%
Stormwater Utility	2,040,339	2,252,887	10.42%
Public Transportation	3,114,306	3,192,382	2.51%
Dial-A-Ride	496,310	635,499	28.04%
Alerus	9,473,382	12,214,858	28.94%
Mosquito	811,500	809,523	-0.24%
Job Development Authority	3,961,531	3,822,309	-3.51%
Municipal Parking	391,745	649,743	65.86%
Total Enterprise Funds	<u>47,931,565</u>	<u>50,535,955</u>	5.43%
<b><u>INTERNAL SERVICE FUNDS</u></b>			
Computer Service Fund	353,050	368,900	4.49%
Central Garage	1,124,804	1,156,399	2.81%
Central Purchasing	9,000	9,000	0.00%
Public Works Facility	306,497	321,956	5.04%
Total Internal Service Funds	<u>1,793,351</u>	<u>1,856,255</u>	3.51%
<b><u>TRUST &amp; AGENCY FUNDS</u></b>			
Convention & Visitors Bureau	814,000	874,000	7.37%
Animal Control	109,765	112,960	2.91%
Total Trust & Agency Funds	<u>923,765</u>	<u>986,960</u>	6.84%
Total Operating Budget	<u>100,228,109</u>	<u>108,380,620</u>	8.13%
<b><u>CAPITAL PROJECTS FUNDS</u></b>			
PERM FLOOD PROTECTION - PUBLIC WORKS			
Water Capital Projects (4201)	-	3,800,000	100.00%
Sidewalk Repair (4891)	50,000	50,000	0.00%
2012 Special Assessment Project (4912)	-	3,208,080	100.00%
2011 Special Assessment Project (4911)	3,208,080	-	-100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%
CULTURE AND RECREATION			
Bikeway Capital Projects (4108)	154,000	150,000	-2.60%
Total Capital Projects Funds	<u>3,433,080</u>	<u>7,229,080</u>	110.57%
<b><u>DEBT SERVICE FUNDS</u></b>			
PUBLIC SAFETY			
3118 GO Bonds - 2006B Public Bldg Bonds	113,319	116,419	2.74%
3119 GO Bonds - 2007A Public Bldg Bonds	285,899	285,237	-0.23%
PERM FLOOD PROTECTION - PUBLIC WORKS			
3114 GO Bonds - 2001A Hwy Ref Bond	174,965	173,425	-0.88%
3117 GO Bonds - 2002G Dike Bonds	288,588	287,288	-0.45%
3120 GO Bonds - 2008B Dike Refunding Bonds	986,763	967,963	-1.91%
Debt Service Refundings	9,448,049	8,264,431	-12.53%
3801 Sales Tax Res Rev Bond - 2001D	999,481	997,307	-0.22%
3802 Sales Tax Res Rev Bond - 2002H	532,113	534,963	0.54%
ECONOMIC DEVELOPMENT			
3209 Tax Increment - American Woods	33,750	32,250	-4.44%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	299,457	306,687	2.41%
3898 Corporate Center Bond	540,915	540,915	0.00%
Total Debt Service Funds	<u>13,703,299</u>	<u>12,506,885</u>	-8.73%
<b>GRAND TOTALS</b>	<u>\$ 117,364,488</u>	<u>\$ 128,116,585</u>	9.16%

**City of Grand Forks  
2012 City Budget**

**Budget Summary (continued)  
Projected Changes in Cash Balance**

	Budgeted Revenue	Projected Beginning Cash 1-1-12	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2013
<b>GENERAL FUND</b>					
1100 General Fund	\$ 31,451,230	\$ 3,900,000	\$ 35,613,695	\$ 31,564,384	\$ 4,049,311 <sup>(1)</sup>
Use of Department Carryover		262,465			
(1) Includes \$149,311, which will be set aside in a reserve cash account for future fire station					
<b>SPECIAL REVENUE FUNDS</b>					
General Government					
2101 General Fund Stabilization & Loan Fund	10,426	695,105	705,531	119,615	585,916
2121 Public Buildings	520,414	24,714	545,128	449,817	95,311
2142 City Share Special Improvements	69,240	60,000	129,240	94,061	35,179
2145 City Special Assessments	360,566	184,251	544,817	414,237	130,580
2151 Insurance Reserve	245,175	-	245,175	245,175	-
2154 General Sick Leave	7,200	480,000	487,200	161,475	325,725
2169 Infrastructure	3,535,030	2,403,666	5,938,696	5,129,584	809,112
2196 GF Housing Authority	484,070	-	484,070	484,070	-
2199 Community Development	1,834,383	380,600	2,214,983	2,214,983	-
Health and Welfare					
2146 Health Grants	903,398	-	903,398	903,398	-
2157 Noxious Weed Control	3,186	11,000	14,186	2,899	11,287
Public Safety					
2104 PSAP Communication Center	1,053,172	360,501	1,413,673	1,203,172	210,501
2105 E-911 System	810,731	429,026	1,239,757	862,433	377,324
2106 Emergency	156,140	294,000	450,140	156,140	294,000
2170 Police Grants	422,212	-	422,212	422,212	-
Economic Development					
2163 Economic Development	1,864,828	584,099	2,448,927	1,791,789	657,138
Culture and Recreation					
2109 Municipal Band	16,684	3,000	19,684	16,684	3,000
2124 Public Library	2,026,578	500,000	2,526,578	2,322,519	204,059
2127 Public Library Capital Maint.	1,000	61,500	62,500	-	62,500
2136 Community Enhancement	11,500	-	11,500	11,500	-
2139 Special Grants	224,260	-	224,260	224,260	-
Highways and Streets					
2115 Highway Users Tax Distribution	3,044,522	6,213,869	9,258,391	6,207,043	3,051,348
<b>Total Special Revenue Funds</b>	<b>17,604,715</b>	<b>12,685,331</b>	<b>30,290,046</b>	<b>23,437,066</b>	<b>6,852,980</b>
<b>ENTERPRISE FUNDS</b>					
5100 Sanitation	8,365,212	255,000	8,620,212	8,392,430	227,782
5200 Wastewater	8,763,222	336,600	9,099,822	8,733,189	366,633
5300 Waterworks	9,434,836	591,500	10,026,336	9,833,135	193,201
5400 Stormwater Utility	2,252,887	178,500	2,431,387	2,252,887	178,500
5500 Public Transportation	3,093,238	390,000	3,483,238	3,192,382	290,856
5600 Dial-A-Ride	641,357	275,000	916,357	635,499	280,858
5700 Alerus Center	11,354,334	2,844,044	14,198,378	12,214,858	1,983,520
5800 Mosquito Control	809,551	70,000	879,551	809,523	70,028
5996 Job Development Authority	4,423,449	1,704,645	6,128,094	3,822,309	2,305,785
5997 Parking Lots	687,743	-	687,743	649,743	38,000
<b>Total Enterprise Funds</b>	<b>49,825,829</b>	<b>6,645,289</b>	<b>56,471,118</b>	<b>50,535,955</b>	<b>5,935,163</b>
<b>INTERNAL SERVICE FUNDS</b>					
6101 Computer Service Fund	268,900	100,000	368,900	368,900	-
6102 Central Garage	1,156,399	-	1,156,399	1,156,399	-
6103 Central Purchasing	9,000	-	9,000	9,000	-
6104 Public Works Facility	309,411	20,000	329,411	321,956	7,455
<b>Total Internal Service</b>	<b>1,743,710</b>	<b>120,000</b>	<b>1,863,710</b>	<b>1,856,255</b>	<b>7,455</b>
<b>TRUST &amp; AGENCY FUNDS</b>					
7201 Convention & Visitors Bureau	874,000	-	874,000	874,000	-
7202 Animal Control	112,960	-	112,960	112,960	-
<b>Total Trust &amp; Agency</b>	<b>986,960</b>	<b>-</b>	<b>986,960</b>	<b>986,960</b>	<b>-</b>
<b>Total Operating Budget</b>	<b>101,612,444</b>	<b>23,350,620</b>	<b>125,225,529</b>	<b>108,380,620</b>	<b>16,844,909</b>

City of Grand Forks  
2012 City Budget

**Budget Summary (continued)**  
**Projected Changes in Cash Balance**

	Budgeted Revenue	Projected Beginning Cash 1-1-12	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2013
<b>CAPITAL PROJECT FUNDS</b>					
Permanent Flood Protection - Public Works					
4122 Bridge Repair/Rehab	141,125	1,075,000	1,216,125	-	1,216,125
4201 Water Capital Projects	3,800,000	-	3,800,000	3,800,000	-
4891 Sidewalk Repair	50,000	-	50,000	50,000	-
4912 2012 Special Assessment Proj	3,208,080	-	3,208,080	3,208,080	-
4999 Nuisance Abatements	20,979	30,000	50,979	21,000	29,979
Culture and Recreation					
4108 Bikeway Capital Project	150,000	-	150,000	150,000	-
<b>Total Capital Projects</b>	<b>7,370,184</b>	<b>1,105,000</b>	<b>8,475,184</b>	<b>7,229,080</b>	<b>1,246,104</b>
<b>DEBT SERVICE FUNDS</b>					
Public Safety					
3118 2006B GO Public Bldg Bonds	115,619	800	116,419	116,419	-
3119 2007A GO Public Bldg Bonds	284,322	5,700	290,022	285,237	4,785
Permanent Flood Protection - Public Works					
3114 2001A Hwy Ref Bond	172,860	29,000	201,860	173,425	28,435
3117 2002G GO Dike Bonds	286,423	8,900	295,323	287,288	8,035
3120 2008B GO Dike Refunding Bond	841,850	272,000	1,113,850	967,963	145,887
<b>Total General Obligation</b>	<b>1,701,074</b>	<b>316,400</b>	<b>2,017,474</b>	<b>1,830,332</b>	<b>187,142</b>
<b>Tax Increment</b>					
Economic Development					
3204 1986A Tax Incr. - Norby's	-	(106,616)	(106,616)	-	(106,616)
3209 1993G Tax Incr. - American Woods	10,804	(12,000)	(1,196)	32,250	(33,446)
<b>Total Tax Increment</b>	<b>10,804</b>	<b>(118,616)</b>	<b>(107,812)</b>	<b>32,250</b>	<b>(140,062)</b>
Permanent Flood Protection - Public Works					
3400 Debt Service - Refundings	7,817,874	16,813,000	24,630,874	8,264,431	16,366,443
<b>Revenue Bonds</b>					
Permanent Flood Protection - Public Works					
3801 2001D Sales Tax Res Rev Bond	1,021,307	410,000	1,431,307	997,307	434,000
3802 2002H Sales Tax Res Rev Bond	542,613	36,000	578,613	534,963	43,650
Economic Development					
3804 2007C Sales Tax Res Rev Bond - Cirrus	308,337	21,000	329,337	306,687	22,650
3898 Corporate Center Bonds	540,915	-	540,915	540,915	-
<b>Total Revenue Bonds</b>	<b>2,413,172</b>	<b>467,000</b>	<b>2,880,172</b>	<b>2,379,872</b>	<b>500,300</b>
<b>Warrants</b>					
Permanent Flood Protection - Public Works					
3998 Sidewalk Warrants	53,472	215,000	268,472	-	268,472
<b>Total Debt Service</b>	<b>11,996,396</b>	<b>17,692,784</b>	<b>29,689,180</b>	<b>12,506,885</b>	<b>17,182,295</b>
<b>GRAND TOTAL</b>	<b>\$ 120,979,024</b>	<b>\$ 42,410,869</b>	<b>\$ 163,389,893</b>	<b>\$ 128,116,585</b>	<b>\$ 35,273,308</b>

## Budget Summary (continued) Financial Forecasts

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### Financial Forecasts

As you page through this budget document, you will find a projection of revenues and expenses for each fund. The financial forecasts predict the future based on the past. The years 2012 through 2017 are based on these estimates. We know that variances will occur over the six-year period the goal is to project what will occur based on historical data.

### General Fund

#### Revenues:

Over half of the General Fund's revenue is generated by taxation; property tax produces the most revenue. Increases in real estate taxes are derived from growth in the tax base due to new construction and increases in valuation. Growth in the tax base has averaged 6 percent over the past ten years. Our projections are based on a 3.8 to 7.4 percent growth rate from the increase in the tax base.

The sales tax is 14 percent of General Fund revenue and is obtained from the 1.75 percent tax on retail and other sales. The one percent portion of the sales tax is used for general governmental operations, infrastructure and economic development. The .75 percent tax is restricted for construction, acquisition and/or leasing of a multi-use Alerus Center and related infrastructure. The rolling 12 month increase in sales tax collections as of December 2010 was 1.36 percent. 2011 collections are coming in very well, and currently up about 3 percent over 2010. We have projected a conservative 2 percent annual increase in this revenue stream through 2017. This percentage projection could increase or decrease in the years to come as we analyze sales tax trends and the economy.

License and permit fees have seen good growth in the past years. License and permit fees will be reviewed annually, and increase each year based on the cost of living. There are no increase in permit or license fees in 2012. Building permits have seen great growth in the past, but has slowed in most recent years. We are seeing good building activity in 2011. We are budgeting 2012 building permit revenue at an amount that reflects an average year in building activity. Our future projections are a conservative 1.5 percent increase per year.

Intergovernmental revenue is heavily dependent on the availability of grants, both state and federal. Grants that are for special or one-time projects are usually accompanied by an expenditure/expense and the impact on long-term projections is minimal due to the random nature of these items. Other non-grant intergovernmental revenue from the state, like state aid, is estimated to grow at a rate of 4.5 percent per year. North Dakota is doing very well as a state, and this has been reflected in the

amount of state aid we are receiving. This trend is expected to continue through our 6 year projection. Cities and towns share in a portion of the 5 percent Sales Tax collected by the State. Four tenths of one percent is allocated to cities and towns in North Dakota.

Charges for goods and services revenue have not grown significantly in the past. Any increase in revenue is generated mostly by a population increase, as in fees charged at the City/County health department. The health department charges minimal fees for services, as the services should be available to as many citizens and visitors as possible. We also receive funds from the County for their share of expenses for our health department. As their expenses increase, we project a corresponding increased share from the County.

Interest and investment earnings revenue is dependent upon the rate of return and the amount invested. The investment policy specifies that safety is the foremost objective on the investment. The maturity of investments shall be five years or less, while maintaining sufficient levels of cash to meet operating requirements. Projecting returns over the next six years is not an easy task. For future projections of interest in the General Fund, we are estimating a decreasing amount as we see lower interest rates and spend down some of the cash reserves.

#### Expenditures:

Personnel services expenditures are the largest portion of expenditures within the General Fund. A 2.34 percent average salary increase is included in the 2012 budget. Our 2013 to 2017 projections are based on a 3 percent salary increase per year. Health care costs have increased greatly over the recent years. The premium is adjusted every two years, and the 2012 budget includes a premium increase of 7 percent. Our projections include a 16 percent increase in health insurance every two years. The City's contribution to the defined benefit pension plan has also increased in the most recent years, as the City pays for an unfunded liability. This is not expected to increase in the projected years, as we are at a level of funding that puts the city on course to bring the plan fully funded. As the projected required contributions decrease, we plan to keep the higher level of funding to accelerate our fully funded status. The City's defined benefit pension plan is a closed plan, as any new hires belong to the NDPERS defined benefit pension plan. A 1 percent increase is budgeted for the NDPERS plan, as the State passed legislation requiring an increase of 2 percent; 1 percent coming from the employer, and 1 percent from the employee. There will be a similar increase in 2013.

#### Special Revenue Funds

Special Revenue Funds are limited by the nature of their source of revenue. The City operates with several Special Revenue Funds.

**Budget Summary (continued)  
Financial Forecasts**

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The General Fund Loan & Stabilization Fund was set up to stabilize property tax impact by funding one-time items that could cause upward movement in tax burden. The 2012 budget includes \$80,000 for partial funding of the City's defined benefit pension plan. A \$39,615 transfer is also budgeted in 2012 to the Insurance Reserve Fund. This transfer will only be made if needed.

The PSAP Fund accounts for the activity at the Public Safety Answering Point. The City, County, and the University of North Dakota all share in this expense. The most significant portion of the budget is personnel expenses, which increased significantly over 2010, as there was a need to pay employees fair and equitably. PSAP is able to use some of their cash reserves over the next few years to ease the burden of this increase on the entities involved. The projection includes a 3 percent annual increase for the years 2013 through 2017.

The E-911 Fund accounts for our 911 system. Fees received through a telephone surcharge are allocated to this fund. A loan was taken from the City's water fund to internally finance a recent building expansion. The projection includes payment back to the water fund over a 7-year period with annual payments of \$99,100.

The Emergency Levy Fund provides a funding source in event of an emergency. One mill is allocated to this fund. The projection is tied to the valuation increases used for projection purposes, which range from 3.8 to 7.4 percent annually.

A small portion of property taxes also goes to fund the city's band. These projections are also tied to the projected 3.8 to 7.4 percent annual increase in property taxes.

The Highway Tax Distribution Fund's objective is to be the funding source for ongoing street projects and for new trunk paving and lighting. Highway tax has been coming in very strong in 2011. We have increased our revenue projections for 2012, but then hold steady in forecasted years, as we will review this annually. We also benefited from a legislative distribution received from the state for our streets. A portion of this is being transferred to the general fund street department to help in maintenance costs of streets. The remaining distribution is budgeted to be used for various projects. A detailed projection of this fund follows in the CIP section of the budget.

The Public Building Fund is used to receive and disburse funds provided by a specific tax levy for building repair and construction. The projection includes bond payments for the 2006B GO Public Building Bond and 2007A GO Public Safety Building Bond. This will be the funding source for the construction costs of a new Southeast Fire Station, slated for 2015. The annual bond payment is expected to begin in 2016. A more detailed summary of this fund

follows in the CIP section of the budget.

The Library fund also receives a portion of the tax collections to fund the City's Public Library. The Property tax collections are projected based on the 3.8 to 7.4 percent projected annual increase as stated earlier. The Mayor's Budget included a 1 mill increase to go toward fair and equitable wages for library staff. City Council did not approve this 1 mill increase. A committee is to be set up to discuss the needs of the library and future plan of action. Salaries are projected to increase at a rate of 3 percent per year. Projections will be adjusted next year to reflect the result of any decisions made.

The City Share of Special Improvement and City Special Assessment Funds use a specific levy for payment of the city's share of special improvements, and the special assessments on city property, respectively. The projection includes holding the tax levy constant, as the revenue generated from increased value should be enough to support these funds.

The Health Grant Fund accounts for State and Federal grants received by the Health Department. There is no real effect for projection purposes, since the revenue will match any expenses budgeted for future years.

The Insurance Reserve Fund accounts for a portion of the tax levy used to pay the insurance premium to North Dakota Insurance Reserve Fund for general liability. The North Dakota Insurance Reserve Fund (NDRF) has been able to pass on reimbursements in the past to help offset the cost of premiums. The NDRF cannot guarantee these reimbursements will happen. The 2012 Budget includes a transfer from the Loan & Stabilization Fund. This transfer will only be made as needed. Projections include small transfers from the Loan & Stabilization Fund annually in an effort to prevent property tax increases. This will be reviewed annually.

The General Sick Leave Fund is used to receive and disburse funds for the accumulation of sick leave. Any excess budgeted sick leave in the General Fund at year end is transferred into the General Sick Leave fund to build a balance to meet future needs.

The Noxious Weed Control Funds are used for destruction of all known weeds within the City of Grand Forks. A small portion of the tax levy is allocated for this purpose. Projected expenses are expected to hold steady.

The Economic Development Fund is derived from a portion the City's one-cent sales tax dedicated to economic development activities. As stated earlier, we are projecting a 2 percent increase in sales tax in 2012, as well as a 2 percent increase per year thereafter.

**Budget Summary (continued)  
Financial Forecasts**

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The Infrastructure Fund utilizes the portion of the funds provided by the city's sales tax set aside for transfer to infrastructure projects as designated by the City Council. Once again, we have increased sales tax projections as compared to the 2011 budget by 2 percent and an increase 2 percent annually thereafter. The City may be refinancing two sales tax revenue bonds, which are paid from the infrastructure portion of sales tax. The projection will be adjusted with the 2013 budget process when this refinancing is complete. This will help free up more dollars, as there are many projects that lie ahead. The Infrastructure Fund is currently being reviewed as part of a multi-year study, analyzing utility and street projects, revenue gaps, and revenue generating options. This study will be complete for the 2013 budget process. A detailed projection is included in the CIP section of the budget document.

The Police Grant Fund accounts for grants received by the Police Department. The 2012 budget includes five officers. The projection assumes retention of the one officer under the Domestic Violence grant at an annual increase of 3 percent. Two officers provide security at the Grand Forks Airport. The airport pays the City for these officers through their grant funding. The other two positions are budgeted as part of the COPS Hiring Recovery Program grant. This is a three year federal grant with a one year retention clause. Projections assume these positions will be retained by the City's General Fund after the three year period expires. The GF Housing Authority Fund has no impact on projections. This fund's purpose is to receive and disburse funds provided by the GF Housing Authority to run payroll for GF Housing employees.

The final Special Revenue Fund is the Community Development Fund. This fund accounts primarily for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funds provided by the US Department of Housing and Urban Development (HUD), along with other miscellaneous programs administered by the Office of Urban Development. Based on information currently available, projections on HUD-funded programs assume stable funding levels in the short term.

**Capital Project Funds**

Capital Project Funds are used to account for the construction of major capital projects as they arise.

The Water Capital Project Fund includes a budget for the Water Treatment Plant Residual Pond System Upgrade. This project involves development of larger shallow ponds for the long-term storage of water treatment plant residuals.

A Capital Project Fund for the bridge repair/rehab has

been set up for a project with a projected construction date yet to be determined. This money will be used for the Washington Underpass, Sorlie Bridge, or Kennedy Bridge depending on the priorities set by the NDDOT. Funds are being allocated to this fund annually from the City's infrastructure fund to accumulate sufficient funds by the year of construction.

The Sidewalk Repair Capital Project Fund accounts for annual sidewalk repair projects. Our projections estimate \$250,000 spent annually for sidewalks. The Highway User Fund pays \$50,000 annually for sidewalks and the City Special Assessment Fund pays \$25,000 per year. The remaining funding is from special assessments collected from those residents receiving benefit from the improvement.

Also, each year, a new capital project fund is set up for the year's special assessment projects. There is no future impact, since the annual expense is offset by a special assessment bond to be paid by the residents who receive benefit.

The Nuisance Abatement Capital Project Fund accounts for the costs of clean up projects within City limits. This is for items such as long grass, weed cutting, and snow removal on private property in the case where the owner fails to comply with City Ordinance. These costs are recovered by special assessing the charges against those properties.

**Enterprise Funds**

The City of Grand Forks operates the following utility funds: Sanitation, Wastewater, Water, and Stormwater. All these funds assume a 1 percent growth factor on the user utility fees based on population growth. The following rate increase are included in the 2012 budget: Water includes a 6 percent increase; Wastewater includes 7 percent rate increase; Sanitation includes a 5 percent increase; and stormwater projects a 15 percent increase for stormwater, and 6 percent for flood protection. An estimated 2.34 percent increase in 2012 and 3 percent annual increase thereafter is projected in salaries. Health insurance is projected to increase at a rate of 16 percent every other year. Electricity and building heat are projected to increase 10 percent annually. Most of the other operations are projected to increase at a rate of 3 percent per year. User utility rates are projected to increase according to the needs. These projections will be reviewed annually to try and minimize the impact to citizens. All utility projects are currently being reviewed as part of a multi-year study, analyzing utility and street projects, revenue gaps, and revenue generating options. This study will be complete for the 2013 budget process. A more detailed summary of Capital related items will be found in the CIP section of the budget document.

**Budget Summary (continued)  
Financial Forecasts**

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The Public Transportation and Dial-A-Ride Funds account for activity associated with public transportation system for the Grand Forks area. Projections include capital items such as replacement of busses and maintenance equipment, building rehab and bus shelter renovation. Personnel costs are estimated to increase 2.34 percent in 2012, and 3 thereafter. Other operations are estimated at a 3 percent annual increase, with the exception of utilities, which is estimated at 10 percent increase per year. A large portion of the revenue is Federal dollars. These funds also receive a portion of the tax levy. Public Transportation receives 4.78 mills and Dial-A-Ride receives 1 mill.

The Alerus Fund accounts for the operation and maintenance of the Alerus Center, which is a multi-purpose sports and entertainment stadium and convention center. There is a .75 percent tax collected, which is restricted for construction, acquisition and/or leasing of a multi-use Alerus Center and related infrastructure. The projection includes a portion of the sales tax allocated to cover the cost of the debt service related to the facility, along with needed capital expenditures. We will also be setting aside a portion of these excess sales tax dollars to fund future capital needs, as this sales tax sunsets in 2029. There is also a separate .25 percent food, beverage & lodging tax collected that is used toward Alerus Center operations. Sales tax is projected to increase 2 percent as compared to 2011 budgeted, and then projected with a 2 percent annual increase thereafter.

The Job Development Authority (JDA) Fund's portfolio has 39 loans currently valued at over \$3.9 million. The JDA also owns several buildings that are located primarily in the Industrial park and downtown. The projections account for this activity.

The Municipal Parking System offers parking to patrons of downtown businesses. Projections include parking fees collected from area downtown businesses, management fees from Grand Forks County, fees for reserved parking spaces, and fines for parking violations. This has been and continues to be an item of discussion for City Council, as funding of parking is addressed.

**Internal Service Funds**

The operational costs in the internal service funds determine the rates charged to the City departments. The Computer Service Fund is operating at a sufficient level and no increases are projected.

The Central Garage Fund projects increases in their operations in the area of personnel. These projected increases have been passed on to the departments that use their services.

The Central Purchasing Fund is projected to remain steady.

The Public Works Facility Fund accounts for the costs of operating and maintaining the City's combined Public Works Facility. The projected increases in building related expenses are passed on to the departments that utilize the building through a rental fee.

**Trust & Agency Funds**

There are two funds that fall into this category: Convention & Visitor's Bureau and Animal Control. The Convention and Visitor's Bureau is used to account for the receipt of a motel tax and the disbursement of these funds for the Bureau's use. The Animal Control fund receives a .5 mill portion of the property tax collected, along with the value of .25 mills, contributed from the General Fund. There is no real effect to this fund for projection purposes, as the projected revenues increase, so does the corresponding expense.



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FOR NOTES

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2012 City Budget**

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## Departmental Summaries (continued) Citywide Goals and Objectives

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The city's mission is to provide for the services and opportunities community members require to make Grand Forks a Destination City for families, businesses, students and visitors. This mission is evident in Mayor Michael R. Brown's *Grand Forks Promise* where he strives to provide to all residents and businesses a safe environment, an affordable and competitive place to live and do business, a commitment to our youth, opportunities to be engaged, and rich cultural and healthy experiences. The goals and objectives below illustrate measurable ways to focus on these efforts and tangible steps to achieve them.

1. Ensure Public Safety
  2. Deliver Excellent Services at a Good Value
  3. Fuel a Thriving Economy
  4. Prioritize Growth Management, Sustainable Infrastructure and Energy Effective Goals
  5. Provide a High Quality of Life for all Populations
  6. Build Community Engagement and Broad-Based Partnerships
  7. Preserve and Promote an Historic, Cultural and Innovative Spirit
  8. Promote Diverse and Available Housing
- 

### **GOAL 1: Ensure Public Safety**

*Continuing to build a community where all people feel safe, public safety personnel are well prepared and there is general trust in the public safety personnel and the services they provide.*

#### **What are the expectations?**

Public safety is the foremost responsibility of government and the highest expectation of citizens. These services must be consistent, fair and accountable. They must focus on preparedness of responders, prevention education of the public, and exceptional response. In order to effectively implement these services, the city must ensure public safety agencies are provided the appropriate resources.

#### **What are concrete steps to get there?**

- Provide the adequate resources to fulfill public safety mission. This includes police, fire, 911 answering point and health functions.
- Specifically adopt and strive for minimum staffing resources.
- Provide opportunities for up-to-date training.

- Provide resources for equipment and facilities.
- Prioritize health issues such as West Nile, H1N1 and other influenza.
- Partner with local, regional and state partners in coordinated disaster/emergency response.
- Provide information to the public through multiple methods on community emergency response plans.
- Properly maintain flood protection system
- Enter into and keep current MOU's and MOA's with regional/state first responders.
- Continue partnership with Air Force Base.
- Partner with community entities to provide necessary services for individual, family and community safety.

### **GOAL 2: Deliver Excellent Services at a Good Value**

*Continuing to focus on a high quality of services in an efficient manner to be responsible and accountable to taxpayers, recognizing that minimizing cost to the taxpayer is a service itself.*

#### **What are the expectations?**

The public entrusts the city to provide an expected level of service at a reasonable cost. Further, it is expected to clearly demonstrate these efforts through transparency and openness. The management of these services begins with the policies adopted by the Mayor and City Council. Effective management of the city's resources continues through the administration of the Mayor and City Administrator and Department Heads. Emphasis is placed on the appropriate level of resources and a perpetual focus on evaluating how services can be delivered more effectively.

#### **What are concrete steps to get there?**

- Support the Pay for Performance plan through policy, administrative actions and funding.
  - Review all City Department staffing and services annually through the budgeting process.
  - Engage policy makers, administration and the public in an open and inclusive budget to minimize any increases and optimize savings.
  - Empower all levels of employees to provide highest level of service through an "achieving organization" philosophy.
  - Provide accessibility for public to voice questions and concerns about services to ensure expectations are understood and then met.
-

## Departmental Summaries (continued) Citywide Goals and Objectives

---

### **GOAL 3: Fuel a Thriving Economy**

*Focusing on existing assets and resources including local businesses, high quality workforce, outstanding education opportunities, solid commercial base and growing population to further strengthen and diversify the local and regional economy.*

#### **What are the expectations?**

City government will work as a catalyst to business and industrial growth to promote a vibrant economy including job creation and commercial development. The city will work with key partners including the GFREDC, The Chamber and UND on coordinated economic development efforts. The city will leverage existing resources and assets including existing businesses, a well-educated workforce and excellent quality of life to strengthen and expand existing business and attract new ones. The city will continue to promote Grand Forks as a Destination City, working with local organizations and community and state partners to promote tourism.

#### **What are concrete steps to get there?**

- Continue to dedicate a portion of sales tax to Economic Development.
- Provide for growth in industrial park through land purchase and infrastructure development.
- Continue city leadership and financial support of Grand Forks Air Force Base-related activities and the Base Realignment Impact Committee (BRIC) efforts to maximize opportunities.
- Facilitate infrastructure in growth areas in coordination with developers/landowners.
- Focus on strategic growth areas, including the Research Corridor and Centers of Excellence and targeted sectors including Aerospace, Remotely Piloted Vehicles, Energy and Health.
- Continue partnerships with the Grand Forks Region Economic Development Corporation, Governor's Office and Congressional Delegation, Chamber, Convention and Visitor's Bureau and State Tourism Department.
- Develop tools such as market and customer information to further strengthen the retail economy and bolster the Grand Forks region's prominence as a retail center.
- Promote Grand Forks' positive business climate through successful public-private interactions.
- Capitalize on proximity to the Canadian border as the entry point for expanding Canadian business.

### **GOAL 4: Prioritize Sound Growth Management, Sustainable Infrastructure Planning and Energy-Effective Goals**

*Working to ensure proper and disciplined growth that results in maximized use of infrastructure, minimal disruption to quality of life and an emphasis on policies and practices that are cost efficient, environmentally friendly and support renewable energy and new energy technologies.*

#### **What are the expectations?**

The City of Grand Forks, through the use of the master plan and Six-Year Plan, will provide for continued orderly and consistent growth in the community for all sectors. The city will be accountable for long-range planning for vital services such as transportation and affordable utilities infrastructure like water and wastewater. The city will also take a leadership role in reducing energy use, promoting renewable and new technology energy, and in overall environmentally friendly actions that both protect the region's natural resources and encourage commercial and education opportunities in newly developing energy sectors.

#### **What are concrete steps to get there?**

- Review and amend planning codes to ensure consistency with overall land-use goals.
- Work with all regional residents in the effective use of annexation and extra-territorial zoning.
- Continue to dedicate sales tax for infrastructure.
- Use Six Year Plan to budget and otherwise prepare for future infrastructure.
- Plan for large projects such as a Wastewater Facility and develop partnerships and a budget to assure effective completion of these projects.
- Seek out opportunities for federal and state partnerships to implement actions that promote environmental-friendly outcomes.
- Lead by example on energy efficient use and effective resource management such as building audits, use of renewable resources and implementation of cost/energy-saving policies.
- Conduct public education of what the city is doing and can be done to promote responsible land use.
- Strengthen partnerships with UND, EERC, State Energy Office and Congressional Delegation related to sustainable planning, energy technology and deployment and research opportunities.

## Departmental Summaries (continued) Citywide Goals and Objectives

---

### **GOAL 5: Provide a High Quality of Life for all Populations**

*Ensuring all people have the opportunities and resources to pursue an enjoyable and meaningful life through occupation, recreation, leisure and civic engagement.*

#### **What are the expectations?**

The city must continue to balance the needs of all populations when planning for future growth. The city must meet the needs of diverse populations such as the Maturing Population, Young Professionals and Youth Commission, as well as the growing number of New Americans representing diverse populations from around the globe. The city will provide leadership in the issues of recreational opportunities like the Greenway and overall community health.

#### **What are concrete steps to get there?**

- Ensure services meet expectations, including cost effectiveness.
- Continue to support organizations and efforts that emphasize the arts (NOVAC, UND, Artist in Residence, ArtFest, etc.), recreation (Park District, Wellness Center, Human Nutrition Research Center, Altru, etc.) and special events (Special Events fund and planning administration).
- Continue the Youth Commission, Mayor's Cabinet on Young People and UND Student Government coordination.
- Assist in the public discussion of new Grand Forks Public Library goals, resources and facilities.
- Provide leadership and assist with developing resources to welcome and effectively incorporate New Americans to the community.
- Continue to seek partnerships with Non-Profits to promote awareness of needs and provision of solutions/resources.

### **GOAL 6: Build Community Engagement and Broad-based Partnerships**

*Engaging citizens through information and involvement is an essential component to a proficient government and developing partnerships with community, state and federal entities expands the level of resources and expertise available to local government to perform its function.*

#### **What are the expectations?**

The key to an effective government is accessibility and accountability by the public and every method possible should be employed to guarantee this. The role of providing information about city operations and being available to respond to citizens is not one to be underestimated. Traditional media and new methods such as the internet and social media will be employed to most effectively engage all populations. In addition, the city will focus on productively creating a customer service-oriented culture and ensure communication is clear, consistent and reliable. Regional partners include surrounding communities and agricultural land, as well as the Grand Forks Air Force Base where focus will continue be on developing missions.

#### **What are concrete steps to get there?**

- Continue emphasizing the value of an informed and educated public and an accessible government
- Provide print and electronic material and options to be informed and engaged
- Adopt procedures and plans to effectively use all electronic media including the internet and social media for civic engagement.
- Continue regular meetings with leadership of partners including UND, County, Parks, Schools and Airport.
- Continue emphasis on regular communication and continuous relationship between city and state and federal offices.
- Convey goals and practices clearly through State of the City address and adopted goals/policy documents and be accountable to public inquiry and redress.
- Promote public dialogue through engagement with local media.

### **GOAL 7: Preserve and Promote an Historic, Cultural and Innovative Spirit**

*Ensuring that quality of place is defined by the spirit of the people and how that spirit manifests itself and that spirit has numerous opportunities to be revealed and refreshed.*

#### **What are the expectations?**

Government, working with community partners, is a catalyst for preserving historic character and promoting an innovative spirit of community and business development. Focus on neighborhoods as

## Departmental Summaries (continued) Citywide Goals and Objectives

---

quality of place. Provide incentives and encouragements for arts and special events that yield diversity and new ideas that grow mind and opportunity. Encourage worldview through programs and partnerships and champion the continued development of non-traditional approaches.

### **What are concrete steps to get there?**

- Create an overall Downtown Development plan with focus on 1, 5 and 10-year goals.
- Prioritize partnerships with UND and specific efforts such as developing Downtown UND facilities, increased community internships and targeted collaboration in sectors such as technology and energy.
- Continue Renaissance Zone project promotion as part of an overall Downtown Development Plan and incorporate successful approaches in other areas in need throughout the community.
- Support the Historic Preservation Commission recommendations and actions.
- Emphasize Neighborhoods as the critical sub-communities of the community and provide for planning and assist with developing resources to strengthen them.
- Continue Sister City Efforts to demonstrate support for diversity, educational opportunities, openness to different peoples, cultures and ideas and to foster world-view approach necessary for next generation business.
- Continue Arts Funding and Special Events funding to preserve and promote the unique character of Grand Forks and the surrounding community.

### **GOAL 8: Promote Diverse and Available Housing**

*Focusing on the continuum of housing to provide suitable housing opportunities for all populations to yield a level of stability and structure to residents that promotes safety, high quality of life and further economic growth.*

### **What are the expectations?**

The city is a catalyst for several housing opportunities and partners with local, state and federal partners to provide for the entire array of housing options. From emergency housing and assisted living to affordable rentals and first-time homeownership, the city will focus resources and attention to assessing the need and providing the resource. Particular attention will also be paid to

neighborhoods and community areas that promote a high quality of living for families and the workforce.

### **What are concrete steps to get there?**

- Continue to support proper resources for the Office of Urban Development programs.
- Continue to strengthen partnerships with HUD and state.
- Use innovative approaches like the Mayor's Urban Neighborhood Initiative (MUNI) Plan for neighborhoods.
- Partnerships with local entities such as Red River Valley Community Action (RRVCA)
- Review and implement where appropriate policies to encourage housing construction and ownership.
- Continue the work of the Homeless Coalition.
- Develop a plan to implement Long-term or Maturing Population Housing.
- Continue partnerships necessary to address potential UND/Near UND neighborhood issues.
- Communicate rental codes and landlord/tenant issues.
- Develop continuum of housing plan

**Departmental Summaries**  
**General Fund**

**Mission Statement**

To account for all financial resources of the City, except those that are to be accounted for in another fund.

**Program Description**

The General Fund is the City's primary operating fund. It accounts for all financial resources of the city, except those that are required to be accounted for in another fund. Most of the current day-to-day operations of the governmental units are financed from this fund. Revenues for the General Fund come from a variety of sources. The largest revenue source is taxes, which includes sales and property taxes. Other revenue sources include licenses and permit fees, intergovernmental revenue, charges for services, and fines & forfeitures.

**2012 Objectives**

Track sales tax collections throughout the year to see what may be a trend. If a downward trend ever arises, make recommendations to the Mayor and Administration to put more than normal restrictions on expenditures from the current adopted budget.

Track all revenue to see trends for better accuracy in budgeting projections.

Maintain affordable property tax rates for the citizens of Grand Forks for General Fund operations.

Conduct a cost of service study on all license and permit fees to determine if any adjustments should be made.

Maintain a fire response time of within 4 minutes, 90% of the time.

Maintain a resident ratio of between 1.3 and 1.4 sworn police officers per 1,000 residents.

Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Revenues</b>					
Property Tax	\$ 10,898,308	\$ 11,096,321	\$ 11,920,443	\$ 12,425,900	\$ 12,425,900
Sales Tax	4,109,338	4,222,936	4,344,690	4,433,432	4,433,432
Other Tax	15,645	21,711	20,000	21,000	21,000
License & Permits	1,378,480	1,293,388	1,287,579	1,362,090	1,362,090
Intergovernmental	3,007,851	3,440,560	2,988,440	3,343,992	3,343,992
Charges for Services	3,965,281	4,200,039	4,974,047	5,152,634	5,152,634
Special Assessments	344,985	410,965	146,377	230,612	230,612
Fines & Forfeitures	741,412	788,214	733,000	776,300	776,300
Interest	227,199	178,493	200,000	150,000	150,000
Other Revenue	2,070,904	2,189,939	2,185,102	2,198,735	2,198,735
Transfers In	1,144,903	1,306,273	1,338,592	1,356,535	1,356,535
Cash Carryover - budget	-	-	3,612,000	4,162,465	4,162,465
<b>Totals</b>	<b>\$ 27,904,306</b>	<b>\$ 29,148,839</b>	<b>\$ 33,750,270</b>	<b>\$ 35,613,695</b>	<b>\$ 35,613,695</b>
<b>Expenditures by Function(1)</b>					
General Government	8,833,141	9,142,525	9,759,088	10,127,793	10,127,793
Health & Welfare	1,513,701	1,618,209	1,712,661	1,761,259	1,761,259
Public Safety	13,754,780	13,987,138	14,219,770	15,132,648	15,132,648
Highway & Streets	3,360,587	3,684,805	3,814,390	3,888,370	3,888,370
Transfer Out(2)	664,786	1,412,935	744,361	654,314	654,314
<b>Totals</b>	<b>\$ 28,126,995</b>	<b>\$ 29,845,612</b>	<b>\$ 30,250,270</b>	<b>\$ 31,564,384</b>	<b>\$ 31,564,384</b>
<b>Director: Saroj Jerath</b>					

(1) A further breakout of expenses by department follows in this section.

(2) The transfer out is to PSAP for the City's portion of PSAP expenses; 2010 actual includes transfer to Loan & Stabilization Fund from excess bond proceeds; 2011 budget also includes a \$112,000 transfer to the Municipal Parking Fund.

City of Grand Forks  
2012 City Budget

Departmental Summaries  
General Fund

<b>Projection</b>					
<b>Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Property Tax	13,035,038	14,068,233	15,187,643	16,205,466	17,364,785
Sales/Other Tax	4,543,101	4,633,543	4,725,794	4,819,889	4,915,867
License & Permits	1,393,128	1,424,949	1,457,576	1,491,029	1,525,332
Intergovernmental	3,465,968	3,593,416	3,726,887	3,866,483	4,012,471
Charges for Services	5,296,931	5,394,255	5,507,427	5,637,817	5,758,695
Special Assessments	192,862	141,116	92,483	-	-
Fines & Forfeitures	784,063	791,904	799,823	807,821	815,899
Interest	150,000	150,000	175,000	200,000	200,000
Other Revenue	2,306,916	2,420,489	2,539,723	2,713,651	2,825,630
Transfers In	1,185,772	1,118,408	1,152,138	1,186,991	1,167,630
Cash Carryover - budget(2)	4,049,311	3,612,675	3,543,253	4,160,996	3,621,030
<b>Totals</b>	<b>\$ 36,403,090</b>	<b>\$ 37,348,988</b>	<b>\$ 38,907,747</b>	<b>\$ 41,090,143</b>	<b>\$ 42,207,339</b>
<b>Expenditures by Function(1)</b>					
General Government	10,382,012	10,736,766	11,044,706	11,496,777	11,859,812
Health & Welfare	1,869,382	1,869,904	1,873,955	1,948,270	1,953,465
Public Safety(3)	15,772,671	16,271,115	16,762,538	18,756,486	18,925,715
Highway & Streets	4,003,604	4,144,113	4,260,008	4,417,678	4,546,792
Transfers Out(4)	762,746	783,837	805,544	849,902	872,460
<b>Totals</b>	<b>\$ 32,790,415</b>	<b>\$ 33,805,735</b>	<b>\$ 34,746,751</b>	<b>\$ 37,469,113</b>	<b>\$ 38,158,244</b>

- (1) A further breakout of expenses by department follows in this section.  
(2) Cash includes reserve to be set aside for SE Fire Station in 2016.  
(3) Increase in Public Safety Function in 2016 due to operational impact of SE Fire Station in 2016.  
(4) The transfer out is to PSAP for the City's portion of PSAP expenses.

**Departmental Summaries (continued)**  
**General Fund – General Government - Assessing**

**Mission Statement**

To administer the City's assessment program in a manner that assures public confidence in the accuracy, efficiency, and fairness of the assessment process.

Assess newly constructed buildings and remodeled buildings at the correct level of assessment. Have all new or remodeled buildings assessed according to their values as of February 1<sup>st</sup> of each year.

Reappraise existing property on a rotating basis – approximately every 8-10 years.

**Program Description**

The Assessing Department is responsible for locating, listing, and valuing all taxable property within the City of Grand Forks and determining which properties qualify for exemption. The department is also responsible for preparing the annual assessment roll, which is the basis for taxation for local government.

Maintain an Assessment Ratio between 95% and 100% of what properties are selling for, as required by the State Board of Equalization.

Maintain a Coefficient of Dispersion between 10.0 and 20.0, which the State Tax Department regards as acceptable quality for assessments.

**2012 Objectives**

Insure that costs of local government funded by property taxes are equitably distributed while promoting the public good.

Maintain a Price Related Differential between .95 and 1.05 which experts believe to be a reasonable range for assessment purposes.

Strive to use technology to gain speed, efficiency, and a better product in the assessment of property.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Coefficient of Dispersion - Residential	7.912	6.517	6.250	6.165	6.204
Coefficient of Dispersion - Commercial	15.326	12.418	11.538	9.512	19.337
Price-Related Differential - Residential	1.001	1.004	1.006	1.008	1.004
Price-Related Differential - Commercial	0.982	0.957	1.042	0.997	1.108
Percent Assessed by February 1	100.0%	100.0%	100.0%	100.0%	100.0%
Percentage of Properties Re-appraised	11.3%	13.3%	12.0%	6.0%	5.8%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 591,570	\$ 610,638	\$ 616,937	\$ 635,668	\$ 635,668
Mtce & Operations	29,860	26,812	34,936	34,486	34,486
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 621,430</b>	<b>\$ 637,450</b>	<b>\$ 651,873</b>	<b>\$ 670,154</b>	<b>\$ 670,154</b>

**Director: Mel Carsen**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Assessing

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 650,178	\$ 674,451	\$ 689,907	\$ 716,576	\$ 732,973
Mtce Operations	34,819	35,156	35,497	35,843	36,193
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 684,997</b>	<b>\$ 709,607</b>	<b>\$ 725,404</b>	<b>\$ 752,419</b>	<b>\$ 769,166</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
City Assessor	1.00	1.00	1.00	1.00	1.00
Deputy City Assessor	1.00	1.00	1.00	1.00	1.00
Real Estate Appraiser, Senior	3.00	3.00	3.00	4.00	4.00
Real Estate Appraiser	2.00	1.00	1.00	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	8.00	7.00	7.00	7.00	7.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

**Departmental Summaries (continued)**  
**General Fund – General Government - City Attorney**

**Mission Statement**

To serve in an advisory capacity to the Mayor, City Council, and City Departments, providing legal representation and opinions on matters affecting the City of Grand Forks to result in the outcome that is in the best interest of the City of Grand Forks. To prosecute violators of City ordinances and codes.

**Program Description**

The City Attorney is nominated by the Mayor and confirmed by the City Council. The City's legal services are currently contracted through Letnes, Marshall, Swanson, and Warcup Law Firm, with Howard Swanson serving as City Attorney. Mr. Swanson has served as the City Attorney since 1984.

The office of the City Attorney advocates for and protects the legal interests of the City of Grand Forks by representing the City in civil litigation, criminal misdemeanor and infraction prosecution, arbitration, mediation, as well as administrative and legislative matters. We provide accurate, high quality, legal advice and professional opinions to

the Mayor, City Council, City departments, boards, authorities, and commissions.

The City Attorney advises the City on other legal matters such as insurance review and analysis, collection proceedings on behalf of the City, and real estate matters, including drafting and reviewing documents, negotiations, and closing transactions. Additionally, the Attorney's Office researches and drafts ordinances and resolutions, maintains and revises the City Code as needed, and negotiates, reviews, and drafts contracts and agreements, miscellaneous documents, and franchise agreements.

**2012 Objectives**

To provide timely legal advice and representation on all matters relevant to the business of the City of Grand Forks.

To coordinate the timely update and distribution of the City Code and its posting on the City's Website.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Maintenance & Operations	\$ 247,872	\$ 285,041	\$ 249,900	\$ 255,900	\$ 255,900
Capital	-	-	-	-	-
<b>Totals</b>	<u>\$ 247,872</u>	<u>\$ 285,041</u>	<u>\$ 249,900</u>	<u>\$ 255,900</u>	<u>\$ 255,900</u>
<b>Director: Howard Swanson</b>					

Department Summary	2013	2014	2015	2016	2017
	Projected Budget				
<b>Expenditures</b>					
Mtce Operations	\$ 252,600	\$ 255,478	\$ 258,393	\$ 261,347	\$ 264,340
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 252,600</u>	<u>\$ 255,478</u>	<u>\$ 258,393</u>	<u>\$ 261,347</u>	<u>\$ 264,340</u>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – General Government - Finance**

**Mission Statement**

To Provide to City Council, the Mayor, and departments accurate budgeting, accounting, and reporting of the City's financial resources. Preserve and maintain accurate legislative documents. Also, Finance will help strengthen the financial integrity of the City by developing a financial plan, which produces information to support effective decision making.

**Program Description**

Finance administers the City's centralized financial activities including the functions of accounting, financial reporting, payment and receipt processing, treasury services, investing, budgeting, debt management, bid processing, grant and insurance administration and risk management, utility billing, special assessments, city clerk, elections, records management, and capital assets.

**2012 Objectives**

Obtain the Certificate of Achievement for the City's Comprehensive Annual Financial Report from Government Finance Officers Association (GFOA).

Obtain the Distinguished Budget Presentation award from GFOA.

Continue to educate council members and public on the financial conditions of the city, stress the importance of long-term planning, and look at the long-term impacts on the city finances and operations when making decisions.

Implement Government Accounting Standard Board's (GASB's) newly issued Statements in a timely manner to meet Government Accounting Auditing and Financial Reporting (GAAFR) standards.

Evaluate, update and implement fully integrated financial management software using state of the art technology that allows for electronic workflows, enhances application functionality, improves operational efficiencies of business processes, and is more interactive and user friendly.

Strive to demonstrate accountability and transparency by providing access to financial information via the intranet and internet to all city departments, business community, and the citizens of Grand Forks.

Enhance and reinforce the effectiveness of internal controls over accounting and financial reporting.

Continually redefine and streamline processes by using new technology to make the financial operations more efficient and effective.

Achieve a competitive rate of return for the City's pooled cash resources while maintaining the city's primary objectives of ensuring safety of principal and maintaining liquidity.

Continue to improve our customer service and responsiveness to those seeking to conduct financial transactions with the City.

Publish the City's Budget and CAFR on the City's website to promote communication with the citizens of Grand Forks.

Seek optimum financing structure to mitigate expenses and debt service costs, while reinforcing our solid standing with credit rating agencies and maintain or improve Grand Forks excellent bond rating.

Preserve, maintain, and publish legislative and legal documents that are accurate and in accordance with applicable laws to enhance City operational efficiency.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Alcohol Beverage Licenses	75	75	74	73	74
Moody's Bond Rating	Aa3	Aa3	Aa3	Aa3	Aa2
Avg number-checks per month	938	906	885	854	876
Avg number-water meters read monthly	13,322	13,493	13,611	13,789	13,921
Percent of Utility accounts collected within 30 Days	90%	86%	90%	87%	88%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 973,624	\$ 1,051,318	\$ 1,057,445	\$ 1,075,141	\$ 1,075,141
Mtce & Operations	74,061	69,466	82,765	87,065	87,065
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,047,685</b>	<b>\$ 1,120,784</b>	<b>\$ 1,140,210</b>	<b>\$ 1,162,206</b>	<b>\$ 1,162,206</b>

**Director: Saroj Jerath**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Finance

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,101,756	\$ 1,142,002	\$ 1,170,238	\$ 1,214,206	\$ 1,244,162
Mtce Operations	87,911	88,766	89,633	90,509	91,397
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,189,667</b>	<b>\$ 1,230,768</b>	<b>\$ 1,259,871</b>	<b>\$ 1,304,715</b>	<b>\$ 1,335,559</b>

<b>Staffing Chart</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>
	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Finance & Admin Svcs Director	1.00	1.00	1.00	1.00	1.00
Asst Fin & Admin Svcs Director	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Budget Officer	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Accounting Technician	4.00	4.00	4.00	4.00	4.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	15.00	15.00	15.00	15.00	15.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

**Departmental Summaries (continued)**  
**General Fund – General Government - Planning & Zoning**

**Mission Statement**

To provide guidance for the growth and change which is occurring in the City of Grand Forks, while maintaining the high quality of life the City of Grand Forks already enjoys.

**Program Description**

The Planning & Zoning Department is responsible for reviewing and recommending updates to the Land Use Plan which serves as the “road map” for growth and development of the City. It provides direction for the location of residential, commercial, industrial, schools, parks, recreation and road developments. The 2035 Land Use Plan was adopted in 2006 and the Planning Department has continued to work with the GF/EGF MPO on the process of updating the Land Development Code (zoning code) in order to implement the goals and objectives stated in the 2035 Land Use Plan.

The Planning & Zoning Department coordinates the activities of a number of boards, commissions and committees that shape the growth of our community. They include: Planning & Zoning Commission, Downtown Design Review Board, Land Use

Subcommittee, Land Development Code Review Committee, Sign Sub Committee, and Park Dedication Committee.

In addition, the Planning & Zoning Department continues to maintain partnerships with the citizens of Grand Forks, Economic Development Corporation, Chamber of Commerce, University of North Dakota, Grand Forks Park District, and Metropolitan Planning Organization, with a goal of maintaining and improving the quality of life and economic base in the community.

**2012 Objectives**

Assess the economic indicator data to determine what steps, if any, need to be taken to conserve, revitalize and protect the City’s economic, environmental and social resources.

Continue the update process for the Land Development Code which will allow for the implementation of a plan which will meet the goals and objectives as set forth in the 2035 Land Use Plan.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Amendments, and Site Plans Reviewed	28	36	24	18	20
Conventional & Planned Unit Developments Rezoning	11	7	1	2	6
Number of annexations	8	-	6	5	4
Total acres annexed	103.00	-	43.15	37.99	39.00
Number of Plats and Replats	35	53	13	13	24

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 402,311	\$ 414,721	\$ 416,900	\$ 349,033	\$ 349,033
Mtce & Operations	21,756	17,234	30,510	25,450	25,450
Capital	597	251	4,100	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 424,664</b>	<b>\$ 432,206</b>	<b>\$ 451,510</b>	<b>\$ 374,483</b>	<b>\$ 374,483</b>
<b>Director: Brad Gengler</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Planning & Zoning

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>					
Contracted Personnel Services	\$ 357,865	\$ 370,088	\$ 379,459	\$ 392,736	\$ 402,677
Mtce Operations	25,674	26,025	26,384	26,749	27,123
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 383,539</b>	<b>\$ 396,113</b>	<b>\$ 405,843</b>	<b>\$ 419,485</b>	<b>\$ 429,800</b>

<b>Staffing Chart</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>
	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
City Planner***	1.00	1.00	1.00	1.00	1.00
Planner, Senior	2.00	2.00	2.00	2.00	1.00
Planner	1.00	1.00	1.00	1.00	1.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	4.00	4.00	4.00	4.00	3.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>4.00</b>

**Departmental Summaries (continued)**  
**General Fund – General Government - City Hall**

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**Mission Statement**

Provide a safe and secure facility for employees of City Government and the citizens conducting business and attending meetings at this location. Also, manage the facility in a cost-efficient and effective manner.

City Hall staff works to ensure that the facility is a safe, clean and secure facility for those that work or conduct business within the building and surrounding grounds and parking lots.

**2012 Objectives**

To continue proper maintenance of the facilities and their grounds in order to maximize their use and minimize costly repairs.

**Program Description**

City Hall serves as home to the Mayor, City Administrator, Public Information Center, Finance and Administrative Services, Human Resources, Engineering and Inspections, Planning & Zoning, Assessing, Information Systems and several public meeting rooms.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Personnel Services	\$ 134,714	\$ 118,076	\$ 117,721	\$ 116,931	\$ 116,931
Mtce & Operations	185,965	167,020	193,448	203,396	203,396
Capital	-	14,267	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	44,735	54,222	-	-	-
<b>Totals</b>	<u>\$ 365,414</u>	<u>\$ 353,585</u>	<u>\$ 311,169</u>	<u>\$ 320,327</u>	<u>\$ 320,327</u>
<b>Director: Daryl Hovland</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - City Hall

Projection Department Summary	2013	2014	2013	2010	2011
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Expenditures</b>					
Personnel Services	\$ 119,717	\$ 124,177	\$ 127,133	\$ 132,022	\$ 135,158
Mtce Operations	218,431	234,837	252,747	272,314	293,692
Capital	40,000	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 378,148</b>	<b>\$ 359,014</b>	<b>\$ 379,880</b>	<b>\$ 404,336</b>	<b>\$ 428,850</b>

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Building Maintenance, Lead (1)	1.00	1.00	-	1.00	1.00
Building Maintenance Worker	1.00	1.00	2.00	1.00	1.00
Total Classified(Permanent)	2.00	2.00	2.00	2.00	2.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

(1) Position Request to change position back to a lead position as in the past.

**Departmental Summaries (continued)**  
**General Fund – General Government - Information Technology**

**Mission Statement**

To ensure that users of the City's technology are able to acquire, use, and apply the technology to become more efficient and effective.

- Provide ongoing reviews, analyzes and makes recommendations for information and/or data solutions to improve the efficiency of City departments.

**Program Description**

The Information Technology department provides the following services to the City:

- 24 hour, 365 days per year operation of the City's network.
- Establish hardware/software standards and provide technical support.
- Establish telecommunications standards and assist in the acquisition of products, services, and control of costs.

**2012 Objectives**

To continue working with departments on consolidation of databases and education as to what databases are available in order to eliminate duplication and increase efficiency and availability of information.

To assist in a successful implementation of the City Wide upgrade to our financial and HR Software programs.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Number of Phones Supported	585	596	582	581	602
Number of Computers Supported	306	455	507	444	455
Number of Notes Databases Supported	108	110	124	132	136
Number of Yearly hours saved	3,130	3,750	4,340	4,900	5,300

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 717,388	\$ 746,584	\$ 747,787	\$ 770,152	\$ 770,152
Mtce & Operations	60,556	34,323	60,560	65,980	65,980
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 777,944</b>	<b>\$ 780,907</b>	<b>\$ 808,347</b>	<b>\$ 836,132</b>	<b>\$ 836,132</b>
<b>Director: Roxanne Fiala</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Information Technology

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 788,571	\$ 817,741	\$ 837,283	\$ 869,239	\$ 889,970
Mtce Operations	66,306	66,638	66,974	67,316	67,664
Capital					
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 854,877</b>	<b>\$ 884,379</b>	<b>\$ 904,257</b>	<b>\$ 936,555</b>	<b>\$ 957,634</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Information Services Director	1.00	1.00	1.00	1.00	1.00
Assistant Information Services Director	1.00	1.00	1.00	1.00	1.00
GIS Coordinator(1)	1.00	1.00	1.00	1.00	1.00
Programmer Analyst, Senior	3.00	3.00	3.00	3.00	3.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
IT Specialist	-	-	-	-	2.00
IT Technician	2.00	2.00	2.00	2.00	-
IS Intern*	0.20	0.20	0.20	-	-
Total Classified(Permanent)	9.00	9.00	9.00	9.00	9.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.20	0.20	0.20	-	-
<b>Total FTE</b>	<b>9.20</b>	<b>9.20</b>	<b>9.20</b>	<b>9.00</b>	<b>9.00</b>

**Departmental Summaries (continued)**  
**General Fund – General Government - Engineering**

**Mission Statement**

To provide efficient and effective management of the public infrastructure in a manner that promotes the health and safety of people within the community.

**Program Description**

The Engineering Department provides the professional support services for the City infrastructure system. The Department is responsible for managing the public infrastructure to promote the health and safety of Grand Forks residents. The department works with many local, state and federal agencies, as well as engaging consultants and contractors as needed, in order to meet the needs and minimize the financial impact to the community.

In addition, the electrical division is responsible for the on-going operation and maintenance of the city's electrical/electronic systems. Those systems include 61 signalized intersections, 42 sewage lift stations, 12 storm lift stations, 12 flood lift stations, 25 flashing crosswalk beacons, more than 4,660 street lights, 14 civil defense sirens, 4 SCADA Systems, 20 city buildings, the water treatment plant and the wastewater treatment plant. Engineering activities include infrastructure inspections, studies, analysis, surveys, design, planning, CIP

development and coordination with citizens, local, state and federal agencies. Electrical activities include inspections, repair, emergency response, construction, planning and coordination.

**2012 Objectives**

To work with other City departments to preserve and maintain the public infrastructure.

Provide administration, project management, and construction services for CIP projects for all departments of the City to assure that the projects are completed within the established budgets and timeframes as set forth by the respective departments.

To prevent flood damage to the City's infrastructure while protecting private property to the extent possible.

To provide accurate and timely land and infrastructure mapping.

To maintain safe and reliable street light and traffic signals throughout the City.

To ensure the continuous electrical capability of the City's pumping stations and facilities.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Flood fight plan % complete by March 15	95%	98%	98%	98%	98%
Infrastructure damage due to flooding	\$50,000	\$0	\$0	\$0	\$0
% of plats recorded within 2 weeks of final signature	99%	98%	99%	99%	99%
Infrastructure data updated by March 15	95%	95%	95%	95%	95%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,439,075	\$ 1,526,383	\$ 1,552,062	\$ 1,628,855	\$ 1,628,855
Mtce & Operations	157,924	144,492	195,064	245,063	245,063
Capital	128,513	87,357	40,500	43,320	43,320
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,725,512</b>	<b>\$ 1,758,232</b>	<b>\$ 1,787,626</b>	<b>\$ 1,917,238</b>	<b>\$ 1,917,238</b>
<b>Director: Allen Grasser</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – General Government - Engineering**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,668,762	\$ 1,729,583	\$ 1,771,921	\$ 1,838,401	\$ 1,883,316
Mtce Operations	218,841	224,041	229,588	235,512	241,846
Capital	98,695	101,425	71,598	104,898	85,741
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,986,298</b>	<b>\$ 2,055,049</b>	<b>\$ 2,073,107</b>	<b>\$ 2,178,811</b>	<b>\$ 2,210,903</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
City Engineer***	1.00	1.00	1.00	1.00	1.00
Asst. City Engineer(2)	2.00	2.00	2.00	2.00	2.00
Civil Engineer, Principal	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Principal (Traffic Eng)	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Senior(1)	1.00	1.00	1.00	1.00	1.00
City Electrician	1.00	1.00	1.00	1.00	1.00
Civil Engineer	2.00	2.00	2.00	2.00	2.00
Civil Engineering Specialist	1.00	1.00	1.00	1.00	1.00
Master Electrician(1)	1.00	1.00	1.00	1.00	1.00
Electrician	1.00	1.00	1.00	1.00	1.00
Civil Engineering Technician	5.00	5.00	5.00	4.00	4.00
Electrical Technician	1.00	1.00	1.00	1.00	1.00
Administrative Special, Senior	1.00	1.00	1.00	1.00	1.00
Survey Technician*	0.60	0.60	0.40	0.40	0.40
Traffic Signal Painter*	0.25	0.25	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist*	0.50	0.50	0.75	0.75	0.75
Total Classified(Permanent)	18.00	18.00	18.00	17.00	17.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	1.85	1.85	1.85	1.85	1.85
<b>Total FTE</b>	<b>20.85</b>	<b>20.85</b>	<b>20.85</b>	<b>19.85</b>	<b>19.85</b>

(1) Position previously carried in Utility budgets; shifted to Engineering budget in 2008.  
(2) Position partially paid out of Flood construction account in past; as Flood construction comes to completion, shifted entire budget back to Engineering budget in 2008.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – General Government – Inspections**

**Mission Statement**

To assure the health, safety and welfare of citizens by developing, adopting, and enforcing rules and regulations identified in ordinances and codes of the City of Grand Forks.

**Program Description**

The Building Inspections Department oversees the construction, repair, and remodeling of buildings within the City of Grand Forks and its extraterritorial area. Other duties include: the enforcement of floodplain management regulations, and rental inspection program, collection of sewer connection and tapping fees, and code enforcement of issues and all other pertinent codes.

The Building Inspections Department has been a participant in the Community Rating System program offered by the National Flood Insurance Program since its inception in 1990. Through participation in the CRS program the City has attained a rating of 5, which results in a 25% discount on flood insurance premiums for citizens.

The 2010 construction season was once again a very average year with regard to construction. The number of housing units constructed in 2010 was one hundred twenty-eight (128) compared to 2009's two hundred and sixty-seven (267) units. Other construction numbers for various categories of construction were, again, average for the year. The total value of construction for 2010 was \$82,175,820. This total is up two percent (2%) over last year's total value of construction of \$80,847,912. The revenue generated by the division for this past year was \$781,937 compared to \$841,034 for 2009 building year. These numbers indicated that the department is covering 81.5% of its expenses. This is important because the department accomplishes activities that do not have fees associates with them. The Department continued to be very conservative in the use of City resources.

The Department was involved in the Green 3 Grand Forks Initiative, the Green Service Committee and the city staffed, Green Team committee. The Department's involvement is important because of the close link and knowledge the Building Inspection staff has to building construction and operation. The Building Inspections Department continued this year to review, permit and inspect Storm water/Erosion control permits. The Building Inspections Department continued to work with other city departments on various programs such as the FOG program (Fats, Oils and Grease), Green and Energy Programs.

**2012 Objectives**

To assist other city departments and the public with energy efficiency, "Green" technologies, FOG (Fats, Oils and Grease), and storm water programs.

To maintain the Community Rating System (CRS) excellent rating of 5, which gives citizens a 25% discount on flood insurance premiums. To evaluate the City's participation in this program because of the completion of the permanent flood protection project.

To maintain or improve the Building Code Effectiveness Grading Schedule (BCEGS) rating.

To work with the Information Technology Department to continue scanning older documents to implement a new computer platform which will be more efficient and effective in service to the public and to improve technology in the field through the use of handheld computer systems.

To continually work on developing procedures and processes that will improve relationships with other departments and the public.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
CRS Rating	5	5	5	5	5
Average Miles Per Month Mechanical Inspections	380	492*	541	498	504
Average Miles Per Month Sign Permits	190	211	223	22	34
Building Permits Issued	1,329	1,365	1,282	1,524	1,682
Value of Permits Issued	\$156,559,059	\$94,157,731	\$81,594,739	\$80,847,912	\$82,175,820
* Increased mileage due to expanded jurisdiction					

<b>Department Summary</b>	<b>2009</b>		<b>2010</b>		<b>2011</b>	<b>2012</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>							
Personnel Services	\$ 848,046	\$ 877,868	\$ 900,266	\$ 925,483	\$ 925,483	\$ 925,483	\$ 925,483
Mtce & Operations	37,523	47,933	65,743	91,848	91,848	91,848	91,848
Capital	14,689	33,710	-	36,000	-	36,000	36,000
Debt Service	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 900,258</b>	<b>\$ 959,511</b>	<b>\$ 966,009</b>	<b>\$ 1,053,331</b>	<b>\$ 966,009</b>	<b>\$ 1,053,331</b>	<b>\$ 1,053,331</b>
<b>Director: Allen Grasser</b>							
<b>Planning &amp; Zoning Administrator: Bev Collings</b>							

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government – Inspections

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget3</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 947,573	\$ 980,557	\$ 1,004,028	\$ 1,040,034	\$ 1,064,937
Mtce Operations	80,020	79,234	85,604	85,222	92,044
Capital	35,248	16,696	68,569	34,497	33,659
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,062,841</b>	<b>\$ 1,076,487</b>	<b>\$ 1,158,201</b>	<b>\$ 1,159,753</b>	<b>\$ 1,190,640</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Building & Zoning Admsitrator	1.00	1.00	1.00	1.00	1.00
Building Inspector, Senior	2.00	2.00	2.00	2.00	2.00
Building Trade Inspector	3.00	3.00	3.00	3.00	3.00
Building Inspector	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist(1)	-	-	1.00	1.00	1.00
Office Specialist, Senior(1)	1.00	1.00	-	-	-
Electrical Inspector*	0.50	0.50	0.50	0.50	0.50
Total Classified(Permanent)	11.00	11.00	11.00	11.00	11.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.50	0.50	0.50	0.50	0.50
<b>Total FTE</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>

(1) Position change in title from Office Specialist Senior to Administrative Specialist; approved with Salary Plan.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – General Government - Mayor & Council**

**Mission Statement**

To administer and implement the policies established by the City Council including ensuring that we are representing the best interests of our citizens, providing services that are effective and efficient, and working to preserve the excellent quality of life in Grand Forks.

The Mayor's Office provides administrative and technical support to the Mayor and City Council Members. This assistance includes facilitating communication between the public and other governmental units, responding to citizen inquiries, researching complex policy and personnel issues, and helping ensure that the functions and duties required of the Mayor are accomplished.

**Program Description**

The Mayor is an elected position serving a four-year term. The Mayor presides at meetings of the City Council, makes appointments to various boards and commissions, delivers an annual State of the City address, maintains relationships with a variety of other governmental and civic groups, and works with staff to ensure the efficient and effective operation of the City of Grand Forks.

**2012 Objectives**

To preserve the excellent quality of life in Grand Forks and promote Grand Forks as a safe, attractive, prosperous and desirable community.

To respond to all citizen calls/e-mails/concerns in a timely fashion.

To construct a budget which reflects efficiency and quality of service for the citizens of Grand Forks.

City Council Members are elected to four-year terms, one from each of the seven wards of the City. In addition to attending City Council and Committee of the Whole meetings, Council Members also serve on a variety of other committees, commissions and task forces throughout their term. They serve as a point of contact to address concerns of the citizens in their ward and to work together to create policies in the best interest of the citizens of Grand Forks. The City Council also approves the annual operating budget and capital improvements plan, determines the tax rate and adopts ordinances, resolutions and sets policies.

To promote positive relationships region-wide, including with University of North Dakota, Grand Forks Air Force Base and East Grand Forks.

To encourage citizen involvement in the City through service on government advisory boards.

To continue development of a strategic planning process so that we can become an "Achieving Organization".

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
General Fund Mill Levy(1)	76.66	72.48	70.29	73.34	73.26
Appointments to Boards/Commissions	227	227	227	227	227
(1) General Fund Mill levy for 2011 is 73.22 and 2012 is 74.22.					
<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
<b>Expenditures</b>			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
Personnel Services	\$ 223,380	\$ 222,019	\$ 223,763	\$ 227,334	\$ 227,334
Mtce & Operations	204,513	107,783	94,043	100,938	100,938
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	11,500	11,500
<b>Totals</b>	<b>\$ 427,893</b>	<b>\$ 329,802</b>	<b>\$ 317,806</b>	<b>\$ 339,772</b>	<b>\$ 339,772</b>
<b>Director: Mayor Michael R. Brown</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Mayor & Council

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 233,429	\$ 243,415	\$ 249,881	\$ 260,842	\$ 267,702
Mtce Operations	101,958	102,992	104,037	105,094	106,167
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 335,387</b>	<b>\$ 346,407</b>	<b>\$ 353,918</b>	<b>\$ 365,936</b>	<b>\$ 373,869</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2010</b>
Mayor*****	1.00	1.00	1.00	1.00	1.00
Alderman *****	7.00	7.00	7.00	7.00	7.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Community Govt. Relations Officer***	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	1.00	1.00	1.00	1.00	1.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total Non-Classified (Elected)*****	8.00	8.00	8.00	8.00	8.00
<b>Total FTE</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

**Departmental Summaries (continued)  
General Fund – General Government - City Administrator**

**Mission Statement**

To achieve objectives through and with others to meet the goals of the City of Grand Forks. These goals are accomplished with versatility and teamwork while promoting communication, encouraging team building, and individual empowerment.

training, technology, equipment, facilities and ensuring employees are given the best tools to do their job.

**Program Description**

The purpose of the City Administrator's office is to provide support to the Mayor and members of the City Council to enable them to concentrate on policy matters. The City Administrator provides administrative direction to the city departments and coordinates the establishment of goals and objectives for each department and monitors progress toward accomplishing them.

To enhance the work environment and promote employee excellence by encouraging employee involvement in community activities, maintaining an active safety program, and continuing to implement a customer commitment program.

The City Administrator facilitates intergovernmental relationships with the County, Park, School, State and other agencies at all levels of government.

To provide and maintain first rate infrastructure, and community facilities by identifying assets and inventory and developing a long-range plan to ensure a sufficient budget for long-term infrastructure and facility maintenance.

The City Administrator's responsibilities include providing executive leadership, defining the culture of the organization, providing strategic leadership, organizational management, resource and service management, administrative oversight, being a spokesperson for the City, policy facilitation, being a liaison, and negotiator for the City.

Attract and retain a prosperous business community, understanding the concerns of that community and the importance of the University and the non-profit sector to the economic vitality of the City.

**2012 Objectives**

To motivate all city staff to expand their performance levels by optimizing workforce effectiveness through

To improve intergovernmental relationships, by continuing to find a new or improved means to communicate with the public to gather more citizen input and make municipal government more open and accessible. Work to improve communication among the public, city boards/commission, administration, and Council. Sustain efforts to preserve transparent and openness with the City Council, employees and the public.

Assume a leadership role in regional issues of primary importance to Grand Forks.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Personnel Services	\$ 243,856	\$ 255,089	\$ 256,730	\$ 255,479	\$ 255,479
Mtce & Operations	6,836	5,381	7,853	7,953	7,953
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 250,692</u>	<u>\$ 260,470</u>	<u>\$ 264,583</u>	<u>\$ 263,432</u>	<u>\$ 263,432</u>
<b>Director: Richard Duquette</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - City Administrator

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 261,128	\$ 269,723	\$ 275,716	\$ 285,111	\$ 291,469
Mtce Operations	8,030	8,149	8,272	8,397	8,524
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 269,158</b>	<b>\$ 277,872</b>	<b>\$ 283,988</b>	<b>\$ 293,508</b>	<b>\$ 299,993</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
City Administrator***	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	1.00	1.00	1.00	1.00	1.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – General Government - Public Information Center**

**Mission Statement**

To promote a positive image of the City of Grand Forks through enhanced communication which will give residents the information, resources, and opportunities they need to become an active part of the community.

**Program Description**

The Public Information Center functions as an arm of the Mayor's Office to maintain effective communications within City Government and with all external contacts including citizens of the community and visitors.

The department provides a broad range of services to the City including serving as the first point of contact for all inquiries to the City, tracking and following up on citizen concerns and requests, playing a key communication role during emergencies, assisting other city departments with creating and distributing information, creation and daily maintenance of the city website grandforksgov.com, developing and administering coordination of special events occurring in the City, providing education and information through GFTV cable channel 2, televising live City Council meetings, video taping other City meetings, and handling media requests.

**2012 Objectives**

To continue to provide effective, efficient, accurate and timely information to the public.

To continue working with the Mayor's Office on a communications plan that will detail how communications are handled for the City of Grand Forks including: crisis communications, customer service, response to requests and media relations.

To increase revenue generated with a goal of revenue equivalent to 10% of total department budget.

To increase the use of on-line information to promote dialogue, disseminate information and to encourage feedback.

To respond to citizen inquiries within the workday call was received.

To continue enhancement of GFTV Cable Channel 2.

To revise and expand City Calendar sponsorship and distribution.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Sponsors per Council meeting	16	16	14	13	18
Annual Revenue Generated	\$9,970	\$8,276	\$7,400	\$5,898	\$9,845
Calls per Month	1,450	1,500	1,600	1,600	1,600
Web site hits (avg monthly)	20,859	31,500	25,500	18,333	21,500
Implementation of Communication Plan	75%	80%	85%	87%	87%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 142,291	\$ 152,854	\$ 160,491	\$ 164,713	\$ 164,713
Mtce & Operations	35,913	38,844	39,970	41,370	41,370
Capital	2,883	12,483	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 181,087</b>	<b>\$ 204,181</b>	<b>\$ 200,461</b>	<b>\$ 206,083</b>	<b>\$ 206,083</b>
<b>Director: Pete Haga</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Public Information Center

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 169,021	\$ 176,638	\$ 181,209	\$ 189,605	\$ 194,453
Mtce Operations	41,957	42,556	43,166	43,788	44,425
Capital	10,000	34,000	23,000	10,000	23,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 220,978</b>	<b>\$ 253,194</b>	<b>\$ 247,375</b>	<b>\$ 243,393</b>	<b>\$ 262,378</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Communication Supervisor		-	-	-	-
Public Informaiton Officer	1.00	1.00	1.00	1.00	1.00
Communications Specialist	1.50	1.50	1.50	1.50	1.50
Total Classified(Permanent)	2.50	2.50	2.50	2.50	2.50
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

**Departmental Summaries (continued)**  
**General Fund – General Government - Miscellaneous**

**Mission Statement**

To account for expenses that are not directly attributable to one specific department.

for general fund retirees, the City of Grand Forks share of the Public Safety Answering Point service, and a contingency for the General Fund.

**Program Description**

The Miscellaneous Department in the General Fund is used to account for expenses that are not directly related to the activities of a specific department. Items typically accounted for in this fund include utility and maintenance costs for street lights and traffic signals, workers compensation for general fund employees, life insurance

**2012 Objectives**

To review utility bills to ensure that the city is receiving the appropriate rate and being charged for the appropriate locations.

To review annually the City's share of costs for the Public Safety Answering Point.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Personnel Services(1)	\$ 229,464	\$ 392,490	\$ 513,716	\$ 583,482	\$ 583,482
Mtce & Operations	1,161,593	1,151,571	1,479,405	1,506,089	1,506,089
Capital	-	-	62,500	79,000	79,000
Debt Service	-	-	-	-	-
Transfers Out	613,975	1,331,745	744,361	642,814	642,814
<b>Totals</b>	<u>\$ 2,005,032</u>	<u>\$ 2,875,806</u>	<u>\$ 2,799,982</u>	<u>\$ 2,811,385</u>	<u>\$ 2,811,385</u>
<b>Director: Saroj Jerath</b>					
(1) Reflects funds set aside for wage increases for all general fund departments that can not be allocated at this time. A budget transfer is completed during the year when department salaries are known.					

Department Summary	2013	2014	2015	2016	2017
	Projected Budget				
<b>Expenditures</b>					
Personnel Services	\$ 598,798	\$ 614,860	\$ 631,702	\$ 649,365	\$ 667,887
Mtce Operations	1,582,078	1,679,680	1,785,580	1,900,242	2,028,493
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	762,746	783,837	805,544	849,902	872,460
<b>Totals</b>	<u>\$ 2,943,622</u>	<u>\$ 3,078,377</u>	<u>\$ 3,222,826</u>	<u>\$ 3,399,509</u>	<u>\$ 3,568,840</u>

**Departmental Summaries (continued)**  
**General Fund – General Government - Human Resources**

**Mission Statement**

To provide strategic and technical advice and support to all city departments in recruitment and selection, compensation and benefits, employee and organizational development, and employee relations so that the goals and objectives of the City may be achieved.

To respond to all employee inquiries accurately and in a timely manner.

To continue to advise and assist departments in planning, developing, implementing, administering and performing ongoing evaluation of their personnel needs to ensure the philosophy of executive and legislative leaders' goals and objectives are met.

**Program Description**

The Human Resources department has five employees who oversee eleven main program items: compensation and benefits, employee relations, staffing and recruitment, strategic planning, employee and supervisory training, regulatory compliance, investigation and recommendations on employee complaints, grievances and disciplinary matters, safety and wellness, and miscellaneous HR special programs.

To maintain a compensation and benefits plan that is affordable and competitive.

To reduce the frequency and severity of injuries, thereby achieving a WSI discount on premiums.

To conduct employee training and development programs that will increase the efficiency and effectiveness of City employees and will allow for possible succession planning.

The department also serves as secretary for the Civil Service Commission which consists of five members appointed by the Mayor and confirmed by City Council.

To maintain the Safety Manual and conduct monthly safety meetings with representatives from each department with the goal of reducing the severity and frequency of workplace injuries.

**2012 Objectives**

To attract and retain the best qualified people in a tight labor market.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Percentage of salary line increase overall (City Council goal is to maintain 100% of defined market midpoint)	3.18%	3.16%	3.07%	3.45%	3.36%
Number of New Hires	32.00	25.00	29.00	28.00	30.00
Number Retired	11.00	9.00	3.00	15.00	11.00
Number Resigned	24.00	20.00	23.00	13.00	17.00
Number Terminated	2.00	3.00	1.00	2.00	-
Number Deceased	-	2	-	-	-

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 417,192	\$ 437,649	\$ 452,442	\$ 466,154	\$ 466,154
Mtce & Operations	98,161	91,863	101,531	104,511	104,511
Capital	1,011	1,005	-	1,000	1,000
Debt Service	-	-	-	-	-
Transfers Out	1,000	-	-	-	-
<b>Totals</b>	<b>\$ 517,364</b>	<b>\$ 530,517</b>	<b>\$ 553,973</b>	<b>\$ 571,665</b>	<b>\$ 571,665</b>
<b>Director: Daryl Hovland</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – General Government - Human Resources

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 477,113	\$ 491,307	\$ 502,933	\$ 518,281	\$ 530,615
Mtce Operations	105,526	106,551	107,586	108,633	109,689
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 582,639</b>	<b>\$ 597,858</b>	<b>\$ 610,519</b>	<b>\$ 626,914</b>	<b>\$ 640,304</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Compensation & Benefit Administrator	1.00	1.00	1.00	1.00	1.00
Human Resource Generalist	2.00	2.00	2.00	2.00	2.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	0.10	0.10	-	-
Total Classified(Permanent)	5.00	5.00	5.00	5.00	5.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.10	0.10	0.10	-	-
<b>Total FTE</b>	<b>5.10</b>	<b>5.10</b>	<b>5.10</b>	<b>5.00</b>	<b>5.00</b>

**Departmental Summaries (continued)**  
**General Fund – Health and Welfare - Health**

**Mission Statement**

To serve the community by promoting healthy lifestyles, preventing disease, responding to infectious disease outbreaks and emergencies, protecting the environment, and assuring accessibility to health services for citizens in the City and County of Grand Forks.

**Program Description**

The Grand Forks Health Department was established in 1894 (first public health unit in North Dakota), and it has been operating as a combined City and County department since 1981. The programs and services include community services (injury prevention, nuisance investigation, food inspections, indoor air quality, and emergency response), health services (immunizations, home visits, health screening, and the correctional facility), disease prevention (disease investigation, HIV/AIDS testing, rabies investigations, tuberculosis surveillance and case management), along with health promotion (education, worksite wellness, tobacco prevention, food manager classes). The department partners with federal and state organizations through grants to provide funding for many health programs.

The Health Department also prepares for an emergency situation by conducting exercises and responding to emergency situations that affect the community.

**2012 Objectives**

To protect the citizens from diseases through immunizations, food service inspections, and mosquito control. To continue improving emergency response capability, and to provide effective community education and services including school programs to encourage healthy eating, exercise and discourage the use of tobacco, alcohol and drugs.

To provide satisfactory customer service with a goal of at least a 90% satisfaction rate.

To inspect all restaurants twice a year and attain an average rating score of 91%.

To inspect and sample all pool facilities twice a year, and attain 95% rate of pool samples free of coliform bacteria.

To investigate and resolve all complaints, with a goal of investigation within 24 hours and resolution within 30 calendar days.

To maintain at least a 90% age-appropriate immunizations rate for Public Health Department two year-olds.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Customer Service Satisfaction Rate	99.00%	97.50%	97.00%	99.00%	98.50%
Complaints investigated within 24 hours	99.20%	99.85%	99.10%	99.10%	99.75%
Complaints resolved within 30 days	98.10%	97.20%	98.30%	97.68%	98.33%
Percent of pools coliform free	99.00%	97.30%	95.00%	94.15%	96.90%
Average restaurant inspection rating	93.40%	93.50%	93.75%	92.65%	93.68%
Age appropriate immunization rate for 2 year-olds	90.00%	65.00%	78.00%	60.00%	59.00%

<b>Department Summary</b>	<b>2009</b>		<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>						
Personnel Services	\$ 1,020,243	\$ 1,078,927	\$ 1,091,789	\$ 1,091,789	\$ 1,106,688	\$ 1,106,688
Mtce & Operations	66,508	59,188	74,905	74,905	79,396	79,396
Capital	2,759	442	1,500	1,500	-	-
Debt Service	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,089,510</b>	<b>\$ 1,138,557</b>	<b>\$ 1,168,194</b>	<b>\$ 1,168,194</b>	<b>\$ 1,186,084</b>	<b>\$ 1,186,084</b>
<b>Director: Don Shields</b>						

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Health and Welfare - Health**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,132,825	\$ 1,173,781	\$ 1,201,510	\$ 1,246,351	\$ 1,275,768
Mtce Operations	77,083	78,487	79,925	81,398	82,907
Capital (1)	84,300	42,462	17,346	45,346	19,614
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,294,208</b>	<b>\$ 1,294,730</b>	<b>\$ 1,298,781</b>	<b>\$ 1,373,095</b>	<b>\$ 1,378,289</b>

(1) 2011 is the first year with vehicle replacement, in addition to the annual set aside to the reserve account.

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Public Health Director	1.00	1.00	1.00	1.00	1.00
Nursing & Nutrition Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Health Supervisor	1.00	1.00	1.00	1.00	1.00
Public Health Team Leader	2.00	2.00	2.00	2.00	2.00
Environmental Health Specialist, Senior	3.00	3.00	3.00	3.00	3.00
Public Health Nurse	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist (1)	-	1.00	1.00	1.00	1.00
Office Specialist, Senior (1)	1.00	-	-	-	-
<b>Total Classified(Permanent)</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

(1) Position change in Title from Office Specialist, Sr to Administrative Specialist approved by Council on 12/17/07.

**Departmental Summaries (continued)**  
**General Fund – Health and Welfare - Health Grant 4510 Nursing Fees**

**Mission Statement**

To provide disease protection, health services, and health promotion activities to citizens in Grand Forks County.

**Program Description**

The Disease Prevention Team, Health Services Team, Family Health Team and Health Promotion Team within the Nursing and Nutrition Branch provide preventive health services to residents of the City and County of Grand Forks. These programs and services, which are partially funded by the Nursing Revenue Budget (4510), include nursing services in the office; home visits, a child safety seat program; smoking cessation interventions; HIV/AIDS testing, tuberculosis (TB) testing, TB

surveillance, TB case management; and nursing services to inmates at the Grand Forks Correctional Center.

**2012 Objectives**

To achieve a 90% age-appropriate immunization rate for Grand Forks County 2 year-old children.

To increase the effectiveness of HIV/AIDS counseling to reduce the incidence of HIV infection. Provide 100% client satisfaction with client centered-counseling.

To achieve a 100% treatment completion compliance rate for all GF County residents with latent TB infection.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Age appropriate immunization rate for 2 year-olds(1)	90.00%	65.00%	78.00%	60.00%	59.00%
Satisfactory HIV/AIDS Client Counseling	100.00%	100.00%	100.00%	100.00%	100.00%
Achieve 100% TB Treatment Completion	N/A	71.00%	68.00%	79.00%	79.00%
(1) In 2007 there were seven additional vaccine doses added to the required schedule.					
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 174,817	\$ 209,664	\$ 267,714	\$ 262,796	\$ 262,796
Mtce & Operations	90,579	99,607	92,080	97,104	97,104
Capital	3,735	1,371	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 269,131</b>	<b>\$ 310,642</b>	<b>\$ 359,794</b>	<b>\$ 359,900</b>	<b>\$ 359,900</b>
<b>Director: Don Shields</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – Health and Welfare - Health Grant 4510 Nursing Fees

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 262,796	\$ 262,796	\$ 262,796	\$ 262,796	\$ 262,796
Mtce Operations	97,104	97,104	97,104	97,104	97,104
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 359,900</b>				

<b>Staffing Chart(1)</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Team Leader(1)	-	0.25	0.30	0.40	0.40
Public Health Nurse (1)	1.74	2.25	2.45	3.00	3.00
Public Health Nurse *	<u>0.20</u>	<u>0.25</u>	<u>0.50</u>	<u>0.40</u>	<u>0.40</u>
Total Classified(Permanent)	1.74	2.50	2.75	3.40	3.40
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	<u>0.20</u>	<u>0.25</u>	<u>0.50</u>	<u>0.40</u>	<u>0.40</u>
<b>Total FTE</b>	<b>1.94</b>	<b>2.75</b>	<b>3.25</b>	<b>3.80</b>	<b>3.80</b>

(1) The change in these positions is not due to additional positions, but rather from a shift in funding for these positions from the General Fund through fees and Health Grant Fund.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Health and Welfare - Health Grant 4560 Education Classes**

**Mission Statement**

To provide disease prevention educational services to food service managers in Grand Forks County.

businesses and private individuals that attend the courses held throughout the year.

**2012 Objectives**

To prevent disease by providing education and training opportunities to food service professionals in the community.

**Program Description**

The Health Department operates under four branches/divisions including Environmental Health, Mosquito Control, Nursing/Nutrition, and Administrative. In addition, there are teams providing programs and services within each branch. The Environmental Health Team operating under the Environmental Health branch using Education Class revenue provides disease prevention educational health services to residents of the City and County of Grand Forks. These programs and services include food service class education and training to food service professionals. Revenue comes from

To maintain at least a 100% rate in the number of Grand Forks restaurants with certified food service professionals trained in proper food-borne disease prevention procedures.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Certified Restaurant Managers- Trained	77%	77%	78.65%	75.80%	75.50%

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	4,552	4,442	8,350	8,350	8,350
Capital	435	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 4,987</b>	<b>\$ 4,442</b>	<b>\$ 8,350</b>	<b>\$ 8,350</b>	<b>\$ 8,350</b>

**Director: Don Shields**

<b>Projection</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Department Summary</b>					
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	8,350	8,350	8,350	8,350	8,350
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 8,350</b>				

**Departmental Summaries (continued)**  
**General Fund – Health and Welfare - Health Grant 4570 Local Health Services**

**Mission Statement**

To provide essential public health services to Grand Forks City and County residents by promoting healthy lifestyles, preventing disease, responding to infectious disease outbreaks and emergencies, protecting the environment, and assuring accessibility to health services for citizens in the City and County of Grand Forks

emergency response, throughout the City and County of Grand Forks.

A portion of this grant funding, as provided by the North Dakota Center for Tobacco Prevention and Control, is used to assess clients for tobacco use. Clients who use tobacco products are offered resources to help them quit.

**Program Description**

The Health Department has four branches including Administrative, Environmental Health, Mosquito Control and Nursing/Nutrition. In addition, there are teams providing programs and services within each branch. The public health teams using Local Health Services grant revenue provides programs and services to encompass health promotion, disease prevention, and

**2012 Objectives**

To provide satisfactory customer service with a goal of at least a 90% satisfaction rate.

At least 90% of the persons in public health client based programs are assessed for tobacco use and secondhand tobacco smoke exposure.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Provide Satisfactory Customer Service	99.00%	97.50%	97.00%	99.00%	98.50%
Assess 90% of clients for Tobacco use and offer resources to quit	N/A	N/A	N/A	N/A	84.17%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 77,269	\$ 75,390	\$ 86,248	\$ 95,145	\$ 95,145
Mtce & Operations	39,465	44,241	50,275	77,780	77,780
Capital	4,500	11,482	6,400	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 121,234</b>	<b>\$ 131,113</b>	<b>\$ 142,923</b>	<b>\$ 172,925</b>	<b>\$ 172,925</b>
<b>Director: Don Shields</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – Health and Welfare - Health Grant 4570 Local Health Services

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected Budget				
<b>Expenditures</b>					
Personnel Services	\$ 95,145	\$ 95,145	\$ 95,145	\$ 95,145	\$ 95,145
Mtce Operations	77,780	77,780	77,780	77,780	77,780
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 172,925</b>				

Staffing Chart	Appropriated Positions				
	2008	2009	2010	2011	2012
Public Health Nurse	0.45	0.45	0.45	0.65	0.65
Office Specialist	1.00	0.50	0.50	0.50	0.50
Regional Env. Health Specialist Sr.	-	0.25	0.25	0.25	0.25
Administrative Specialist*	-	-	-	0.10	0.10
Public Health Nurse *	-	0.15	0.15	-	-
Total Classified(Permanent)	1.45	1.20	1.20	1.40	1.40
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	0.15	0.15	-	0.10
<b>Total FTE</b>	<b>1.45</b>	<b>1.35</b>	<b>1.35</b>	<b>1.40</b>	<b>1.50</b>

**Departmental Summaries (continued)**  
**General Fund – Health and Welfare - Health Grant 4580 Wellness Program**

**Mission Statement**

The intent of the Wellness Program is to create a culture of wellness and to prevent chronic disease by offering programs, services, and resources to city and county employees and their families.

Services offered to employees include: quarterly newsletters, wellness challenges and presentations; tobacco cessation services; Weight Watchers at work; flu shots; annual wellness fair; Blue Cross Blue Shield MyHealth Center; Health Club Credit Program; lactation support program; exercise incentive for county employees; and bonus vacation hours for city employees.

**Program Description**

The Health Department has four branches: Administrative, Environmental Health, Mosquito Control and Nursing/Nutrition. The Nursing and Nutrition branch has four teams with wellness programs under the Health Promotion Team. The wellness program funding includes 48% from the City, 32% from the County, as well as revenue from other grants and wellness opportunities.

**2012 Objectives**

To improve the health of Grand Forks City and County employees – achieving a target goal of positively influencing lifestyle behaviors in at least 90% of wellness program attendees.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Positively influence lifestyle behaviors(1) (1) This is a new statistic first tracked in 2007.	N/A	84.3%	83.5%	84.6%	84.0%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 24,318	\$ 28,709	\$ 28,885	\$ 30,915	\$ 30,915
Mtce & Operations	4,521	4,746	4,515	3,085	3,085
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 28,839</b>	<b>\$ 33,455</b>	<b>\$ 33,400</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>
<b>Director: Don Shields</b>					

City of Grand Forks  
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Departmental Summaries (continued)  
General Fund – Health and Welfare - Health Grant 4580 Wellness Program

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 30,915	\$ 30,915	\$ 30,915	\$ 30,915	\$ 30,915
Mtce Operations	3,085	3,085	3,085	3,085	3,085
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 34,000</b>				

<b>Staffing Chart</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>	<b>Appropriated</b>
	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>	<b>Positions</b>
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Public Health Dietician	0.50	0.40	0.40	0.40	0.40
Total Classified(Permanent)	0.50	0.40	0.40	0.40	0.40
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>0.50</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Fire**

**Mission Statement**

To Lessen the Impact...By Meeting the Need...In a Neighborly Way.

**Program Description**

The Grand Forks Fire Department provides fire protection, emergency medical and rescue service, hazardous materials response, and disaster control to all persons and property within our jurisdiction.

Out of 48,086 total departments who have been rated by the Insurance Services Office (ISO), the Grand Forks Fire Department is one of 1,970 nationwide and one of only 4 within the state of North Dakota to have attained an ISO Public Protection Classification (PPC) rating of 3 – 628 departments nationwide have a rating higher than a 3. This rating affects insurance premiums on residential, commercial and industrial property within a community. A long-term goal of the department is to continue improving the rating to attain a level 2.

The Department is committed to providing the best possible training to both our new recruits and to our experienced firefighters. This is accomplished through a variety of methods, including our new training facility and drill tower, which has further enhanced our

training capabilities, not only for our personnel, but also for regional departments.

**2012 Objectives**

To meet the national standard of less than 4 minutes response times, 90% of the time, to all calls for service.

To further develop our regional Chemical/Biological/Radiological/Nuclear/Explosive Devices (CBRNE) and Technical Response Team.

To provide training opportunities for personnel that will ensure that they are fully trained to protect the City of Grand Forks.

To reduce the number of fire alarms by 2%.

To strive to inspect 100% of permitted and 85% of non-permitted occupancies.

To determine trends in recurring fire code violations and work with building owners with a goal that 90% of violations will be resolved prior to inspection.

To provide public education as a fire prevention tool to the citizens of Grand Forks.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Average response time (in minutes)	3.75	4.60	4.25	3.95	3.89
Number of fire alarms	534	598	570	516	535
ISO Fire Insurance Rating	3	3	3	3	3
# Fire Code Inspections	826	1303	1350	1367	1289
Avg # violations found per building	3.67	2.40	2.01	2.60	2.34

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
	<b>Budget</b>	<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 4,795,913	\$ 5,070,403	\$ 5,128,084	\$ 5,286,137	\$ 5,286,137
Mtce & Operations	279,736	230,981	306,517	543,862	543,862
Capital	158,476	35,217	13,200	20,400	20,400
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 5,234,125</b>	<b>\$ 5,336,601</b>	<b>\$ 5,447,801</b>	<b>\$ 5,850,399</b>	<b>\$ 5,850,399</b>
<b>Director: Pete O'Neill</b>					

City of Grand Forks  
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Departmental Summaries (continued)  
General Fund – Public Safety - Fire

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services(1)	\$ 5,411,562	\$ 5,623,626	\$ 5,756,690	\$ 7,078,952	\$ 7,245,786
Mtce Operations	343,857	358,971	375,353	393,125	412,421
Capital	219,981	219,981	237,481	528,431	213,431
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 5,975,400</u>	<u>\$ 6,202,578</u>	<u>\$ 6,369,524</u>	<u>\$ 8,000,508</u>	<u>\$ 7,871,638</u>

(1) In 2016, add 10 to 12 firefighters to staff new southeast fire station

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00
Fire Training Officer	1.00	1.00	1.00	1.00	1.00
Fire Captain	12.00	12.00	12.00	12.00	12.00
Fire Marshal	3.00	3.00	3.00	3.00	3.00
Fire Apparatus Specialist	12.00	12.00	12.00	12.00	12.00
Firefighter, Senior	14.00	13.00	15.00	15.00	15.00
Firefighter(1)	16.00	17.00	15.00	15.00	15.00
Fleet Maintenance Mechanic, Lead	-	-	-	-	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Office Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	65.00	65.00	65.00	65.00	65.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<u>66.00</u>	<u>66.00</u>	<u>66.00</u>	<u>66.00</u>	<u>66.00</u>

(1) The City is projecting 10 to 12 new firefighters in 2016 after completion of new SouthEast Fire Station in 2015.

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Municipal Court**

**Mission Statement**

To adjudicate ordinance violation cases impartially such that the legal rights of individuals are safeguarded while the quality of life of the community is enhanced.

**Program Description**

The Municipal Court has jurisdiction over municipal crimes and traffic cases. Most of the caseload of Municipal Court consists of non-criminal or administrative traffic cases, however 40% of the cases in 2010 were criminal. Although criminal cases normally are composed of only 34% to 40% of the caseload in Municipal Court, they require more time and resources for their disposition than non-criminal cases.

Municipal Court will continue to be sensitive and responsive to those coming in contact with the department working toward effective communication, responding to citizen inquires, and ensuring that the functions of the department are carried out in a professional and efficient manner.

**2012 Objectives**

To stay abreast of legislative and local law changes.

To protect the rights of defendants and to adjudicate cases in accordance with applicable laws.

To remain in compliance with Section 4 of the recommended minimum standards for municipal courts in North Dakota pursuant to Administrative Rule 30.

To provide expeditious, fair, and reliable adjudication of cases measured by timeliness of cases tried.

To eliminate unnecessary paperwork and streamline records by advancing into the new age of technology.

To provide accountability for public resources.

To continue to update and keep current a comprehensive department website which will give needed information for the public and help direct them to the proper agencies.

To evaluate and remain current in regards to safety and security in the court room as well as in the office which is specific for court personnel.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Cases tried within 90 days on intake	100%	100%	100%	94%	94%
Install Computerized fine pymt system	99%	99%	99%	99%	99%
Collections posted within 24 hours	100%	100%	100%	100%	100%
*excluding fines					

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 231,382	\$ 244,330	\$ 251,735	\$ 257,968	\$ 257,968
Mtce & Operations	393,243	356,805	354,198	368,976	368,976
Capital	-	-	-	2,965	2,965
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 624,625</b>	<b>\$ 601,135</b>	<b>\$ 605,933</b>	<b>\$ 629,909</b>	<b>\$ 629,909</b>
<b>Director: Judge Henry Eslinger</b>					

City of Grand Forks  
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Departmental Summaries (continued)  
General Fund – Public Safety - Municipal Court

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 263,961	\$ 274,902	\$ 281,261	\$ 293,341	\$ 300,087
Mtce Operations	375,925	383,014	390,249	397,630	405,162
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 639,886</b>	<b>\$ 657,916</b>	<b>\$ 671,510</b>	<b>\$ 690,971</b>	<b>\$ 705,249</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Municipal Judge*****	1.00	1.00	1.00	1.00	1.00
Clerk of Court	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	2.00	2.00	2.00	2.00	2.00
Temporary Judge*	0.10	0.10	0.10	0.10	0.10
Custodian*	0.10	0.10	0.10	0.10	0.10
Office Specialist*	0.10	0.10	0.10	0.10	0.10
Total Classified(Permanent)	3.00	3.00	3.00	3.00	3.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.30	0.30	0.30	0.30	0.30
Total Non-Classified(Elected Official)*****	1.00	1.00	1.00	1.00	1.00
<b>Total FTE</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Public Safety - Police**

**Mission Statement**

The Grand Forks Police Department, in partnership with a diverse community, is dedicated to upholding the highest professional standards in order to equitably serve and protect all individuals with respect and dignity.

**Program Description**

The Police Department provides a high level of public safety services to city residents, the University of North Dakota community, and international visitors. In a spirit of innovation, professionalism, and attention to detail the department's employees responded to approximately 39,722 calls for service in 2010. New initiatives and equipment combined with motivated officers and support personnel enable the department to set and exceed high standards of performance and expanded responsibilities.

Uniformed Patrol Officer Response Time to Priority One calls for service averaged 2 minutes and 55 seconds in 2010.

The department continues to partner with the community in a variety of crime prevention activities, school programs, and community activities. The benefit to these partnerships and the department's initiatives will continue to be experienced in the years to come. The employees of the police department feel they are moving in the right direction and continue to strive to make the Grand Forks Police Department a source of pride for the community.

In 2010, the department investigated 1,415 reportable accidents and issued 9,372 citations.

**2012 Objectives**

To ensure departmental compliance with local, state and federal operational standards.

To provide efficient and effective uniformed patrol responses to priority one emergencies in the community within a four minute timeframe.

Increase community-based crime prevention efforts through neighborhood associations, schools, civic groups, business associations, and general citizen contacts.

To maintain Homeland Security readiness through the acquisition of specialized equipment, advanced training, exercises and planning.

To maintain a high level of case clearances, on those cases assigned to the Criminal Investigation Bureau (CIB).

To ensure the quality and timely instruction of basic, specialized, and in-service training for departmental employees on a local, state and federal level and administrative support for internal and external users of departmental documents.

To oversee capital item purchases, property and evidence services, and facility maintenance activities of the Grand Forks Police Department.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Number of citizen complaints officially filed	10	7	15	14	15
Grant/Financial reports completed	64	64	64	111	118
Average Response time Priority 1 calls	3 min 21 sec	3 min 6 sec	3 min 12 sec	3 min 3 sec	2min 55 sec
Citizen Contacts	31,634	25,272	25,500	26,250	57,303
Percent of cases cleared	51%	53%	55%	60%	70%
Average training hours/sworn officers	121	103	90	99	84.6
Submitted WSI On-Duty Injury Claims	N/A	N/A	16	10	12
Reports completed and filed	10,437	10,259	10,445	10,012	9,792

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 6,693,654	\$ 6,773,439	\$ 6,754,245	\$ 7,045,574	\$ 7,045,574
Mtce & Operations	691,759	680,996	817,963	919,604	919,604
Capital	173,793	231,100	200,126	258,600	258,600
Debt Service	-	-	-	-	-
Transfers Out	1,027	-	-	-	-
<b>Totals</b>	<b>\$ 7,560,233</b>	<b>\$ 7,685,535</b>	<b>\$ 7,772,334</b>	<b>\$ 8,223,778</b>	<b>\$ 8,223,778</b>
<b>Director: John Packet</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Public Safety - Police**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services(1)	\$ 7,406,189	\$ 7,688,729	\$ 7,875,210	\$ 8,185,015	\$ 8,382,854
Mtce Operations	954,974	994,353	1,036,774	1,082,522	1,131,916
Capital	297,905	254,161	262,708	271,551	280,706
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 8,659,068</b>	<b>\$ 8,937,243</b>	<b>\$ 9,174,692</b>	<b>\$ 9,539,088</b>	<b>\$ 9,795,476</b>

(1)The goal is to keep staffing levels at a pace where the number of sworn positions per 1,000 population is in the range 1.3 to 1.4.

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Police Chief***	1.00	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00	7.00
Police Sargeant	13.00	13.00	13.00	13.00	13.00
Master Police Officer	34.00	33.00	30.00	35.00	34.00
Police Officer (1) (2)	21.00	22.00	25.00	20.00	20.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	-	-	1.00
Property/Evidence Technician	1.00	1.00	1.00	1.00	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	6.00	6.00	6.00	6.00	6.00
Community Service Officer	4.00	4.00	5.00	4.00	4.00
Community Service Officer **	1.00	1.00	-	-	-
<b>Total Classified(Permanent)</b>	<b>89.00</b>	<b>89.00</b>	<b>90.00</b>	<b>89.00</b>	<b>89.00</b>
<b>Total Classified(Grant Funded)****</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Contract Dept Head***</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Total Non-Classified(Project/Grant)**</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Classified(Seasonal)*</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total FTE</b>	<b>91.00</b>	<b>91.00</b>	<b>91.00</b>	<b>90.00</b>	<b>90.00</b>

(1) Police Officer position moves from police grant fund 2170 to General Fund Police department in 2008; no longer grant funded in 2008.  
(2) The goal is to keep our officers at a level which will keep the number of sworn positions per 1,000 population at approximately 1.3 to 1.4 with 2 officerx added in 2013 as these officers come off the COPS Hiring Grant.  
(3) Community Service Officer Position change from Project Grant to a Classified position with the 2010 budget.

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Police Building**

**Mission Statement**

Provide a safe and secure facility for public safety employees and the citizens conducting business and attending meetings at this location. To manage the facility in a cost-efficient and effective manner.

Staff works to ensure facilities are safe, clean, and secure for those that work or conduct business within the building, surrounding grounds, and parking lots.

**2012 Objectives**

To properly maintain public safety facilities and grounds in order to maximize their use and minimize operating costs.

**Program Description**

The Police Building houses the Grand Forks Police Department, Grand Forks County Sheriff's Office, Grand Forks Public Safety Answering Point, Grand Forks County Emergency Management and the Public Safety Media Conference Room.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Expenditures</b>					
Personnel Services	\$ 114,490	\$ 123,494	\$ 124,884	\$ 129,905	\$ 129,905
Mtce & Operations	132,706	145,892	149,252	168,470	168,470
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 247,196</u>	<u>\$ 269,386</u>	<u>\$ 274,136</u>	<u>\$ 298,375</u>	<u>\$ 298,375</u>
<b>Director: John Packett</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
General Fund – Public Safety - Police Building

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 132,613	\$ 138,582	\$ 141,455	\$ 148,103	\$ 151,151
Mtce Operations	179,946	192,525	206,241	221,202	237,531
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 312,559</b>	<b>\$ 331,107</b>	<b>\$ 347,696</b>	<b>\$ 369,305</b>	<b>\$ 388,682</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Building Maintenance, lead	1.00	1.00	1.00	1.00	-
Building Maintenance Worker	-	-	-	-	1.00
Building & Grounds Worker	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	2.00	2.00	2.00	2.00	2.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Police Annex Building**

**Mission Statement**

Provide a safe and secure facility for public safety employees and the citizens conducting business at these locations. To manage the facilities in a cost-effective and efficient manner.

The Impound Lot is used to store vehicles and other property that is being held as a result of a criminal investigation and/or seized by the police department. It also serves as a holding area for abandoned vehicles and other property which has been turned over to the Police Department for disposal.

**Program Description**

The Police Annex Building provides field support facilities for the Operations Division. This includes decentralized officer work-stations, special purpose vehicle operations, fleet maintenance, and storage for specialized equipment.

**2012 Objectives**

To continue proper maintenance of the facilities and their grounds in order to maximize their use and minimize operating costs.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	13,017	10,895	15,421	15,494	15,494
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 13,017</b>	<b>\$ 10,895</b>	<b>\$ 15,421</b>	<b>\$ 15,494</b>	<b>\$ 15,494</b>
<b>Director: John Packett</b>					

Department Summary	2013	2014	2015	2016	2017
	Projected Budget				
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	16,619	17,844	19,042	20,491	22,070
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 16,619</b>	<b>\$ 17,844</b>	<b>\$ 19,042</b>	<b>\$ 20,491</b>	<b>\$ 22,070</b>

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Emergency Management**

**Mission Statement**

To provide an integrated plan for mitigation, preparedness, response and recovery from disasters and emergencies.

the Emergency Operations Center, acting as liaison with local and state emergency officials, coordinating emergency operations, requesting emergency declarations, resolving issues affecting the emergency disaster situations, and coordinating Homeland Security Activities.

**Program Description**

The Emergency Management Department is normally staffed by two county employees, including one Emergency Manager and one Assistant Emergency Manager. In times of emergency, including flood season, the office expands to include numerous additional staff from city departments as well as part-time temporary staff.

**2012 Objectives**

To ensure that systems are in place to meet the needs of the community in the event of an emergency situation.

To facilitate training for City leadership and conduct training exercises to ensure that officials and staff are prepared to respond in the event of an emergency.

The Grand Forks Emergency Operations Center provides an integrated emergency management system for mitigations, preparedness, response and recovery from disasters and emergencies. The responsibilities of this department include activating

To conduct periodic tests of equipment to ensure that it is in working order in the event of an emergency.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	38,634	42,444	47,858	48,108	48,108
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 38,634</b>	<b>\$ 42,444</b>	<b>\$ 47,858</b>	<b>\$ 48,108</b>	<b>\$ 48,108</b>
<b>Director: Jim Campbell</b>					

<b>Projection</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Department Summary</b>					
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	49,054	50,019	51,004	52,008	53,032
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 49,054</b>	<b>\$ 50,019</b>	<b>\$ 51,004</b>	<b>\$ 52,008</b>	<b>\$ 53,032</b>

**Departmental Summaries (continued)**  
**General Fund – Public Safety - Public Safety Center**

**Mission Statement**

Provide a safe and secure facility for training, educational, Mosquito Control and storage needs for Police, Fire and Health Department.

**Program Description**

The Public Safety Training Center provides training venues for both the Fire and Police Department. The center provides office, operational and storage areas for the Mosquito Control Department, a division of the Health Department.

The Center has been constructed in the Industrial Park on the west side of the City and provides faster fire protection services to locations on the west edge of the City.

**2012 Objectives**

Advance training opportunities for an ever increasing number of students.

To operate the facility in the most cost effective and efficient manner.

To provide a safe secure environment for Mosquito Control employees, equipment and supplies.

The Police Department will increase the usage of the center by hosting 5 major events with over 100 attendees each.

Continue to utilize props and simulators to promote a more realistic training environment.

Utilize marketing to promote the usage of the Grand Forks Public Safety Training Center by outside agencies.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	32,977	40,316	55,787	66,084	66,084
Capital	5,000	825	500	500	500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 37,977</b>	<b>\$ 41,141</b>	<b>\$ 56,287</b>	<b>\$ 66,584</b>	<b>\$ 66,584</b>
<b>Director: Pete O'Neill</b>					

Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	70,086	74,405	79,072	84,115	89,570
Capital	50,000	-	50,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 120,086</b>	<b>\$ 74,405</b>	<b>\$ 129,072</b>	<b>\$ 84,115</b>	<b>\$ 89,570</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Highways and Streets - Street**

**Mission Statement**

To maintain and repair the City's street and trail system to provide for safe roads for the traveling public.

driving surfaces, and storm sewer maintenance with a goal of weekly cleaning for all streets in Grand Forks.

To keep medians/berms mowed along main thoroughfares in Grand Forks.

**Program Description**

The Street Division has a number of responsibilities related to ensuring safe City streets for public usage and that proper maintenance is employed to effectively extend their useful life, thereby reducing the cost to citizens. These responsibilities include mowing, pothole patching, crack sealing, sweeping, snow removal, street sanding, alley maintenance, signage and striping.

To operate the Street Division with safety as a priority, both for the employees and the citizens served.

To clear the snow and sand the streets when needed throughout the winter months for safe traveling conditions.

To maintain signs and striping to a level for safe traffic conditions with a goal of striping twice per year.

**2012 Objectives**

To sweep the City streets from April through October to achieve our goal of a clean, dust-free environment, safe

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Cost per lane mile swept	\$ 785	\$ 801	\$ 864	\$ 897	\$ 963
Cost per year for Pothole patching	\$ 206,018	\$ 210,266	\$ 226,724	\$ 235,525	\$ 252,690
Cost per lane mile for snow removal	\$ 1,864	\$ 1,902	\$ 2,051	\$ 2,131	\$ 2,286
Cost per lane mile for street marking	\$ 196	\$ 227	\$ 216	\$ 224	\$ 241

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,971,463	\$ 2,123,859	\$ 2,186,478	\$ 2,195,356	\$ 2,195,356
Mtce & Operations	1,054,946	1,258,680	1,257,912	1,308,014	1,308,014
Capital	334,178	302,267	370,000	385,000	385,000
Debt Service	-	-	-	-	-
Transfers Out	4,049	26,968	-	-	-
<b>Totals</b>	<b>\$ 3,364,636</b>	<b>\$ 3,711,774</b>	<b>\$ 3,814,390</b>	<b>\$ 3,888,370</b>	<b>\$ 3,888,370</b>
<b>Director: Todd Feland</b>					
<b>Street Superintendent: Mark Aubol</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
General Fund – Highways and Streets - Street**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Expenditures</b>					
Personnel Services	\$ 2,246,015	\$ 2,328,807	\$ 2,382,641	\$ 2,473,505	\$ 2,530,625
Mtce Operations	1,357,590	1,415,308	1,477,367	1,544,173	1,616,167
Capital	400,000	400,000	400,000	400,000	400,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 4,003,605</b>	<b>\$ 4,144,115</b>	<b>\$ 4,260,008</b>	<b>\$ 4,417,678</b>	<b>\$ 4,546,792</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Public Works Director***	0.15	0.15	0.15	0.15	0.15
Street Maintenance Sperintendent	1.00	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Service Coordinator	0.15	0.15	0.15	0.15	0.15
Equipment Operator, Lead	4.00	4.00	4.00	4.00	4.00
Equipment Operator, Senior	13.00	16.00	16.00	16.00	16.00
Equipment Operator	11.00	8.00	8.00	8.00	8.00
Sign & Marking Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior(1)	-	0.15	0.15	0.15	0.15
Administrative Specialist (1)	0.15	0.50	0.50	0.15	0.15
Office Specialist(1)	0.50	-	-	-	-
Equipment Operator*	1.25	1.25	1.25	1.25	1.25
Total Classified(Permanent)	34.80	34.80	34.80	34.45	34.45
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.15	0.15	0.15	0.15	0.15
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	1.25	1.25	1.25	1.25	1.25
<b>Total FTE</b>	<b>36.20</b>	<b>36.20</b>	<b>36.20</b>	<b>35.85</b>	<b>35.85</b>

(1) Position changes in Title from Office Specialist, Sr. to an Administrative Specialist and Administrative Specialist, Sr. approved by Council 12/17/07 through the Salary Plan.

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - GF Loan & Stabilization**

**Mission Statement**

Stabilize property tax impact by funding one-time items that could cause upward movement in tax burden.

**Program Description**

The GF Loan and Stabilization Fund was set up to receive and disburse funds collected from special assessment districts after the debt service payments have been completed. Per North Dakota Century code, these funds are to go to the General Fund. The City

Council set this fund to account for these funds. In 2011, a transfer of \$258,513 is budgeted to the General Fund. This will be used to help offset the increased cost of funding the defined benefit pension plan. The contribution needed to fund the pension has increased substantially. Rather than increasing property taxes, this transfer will be made to the general fund.

**2012 Objectives**

To help keep property taxes down by using these funds to pay for one-time needs in the General Fund.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	11,172	9,196	14,556	10,426	10,426
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	65,221	646,667	-	-	-
Cash Carryover-budget	-	-	900,000	695,105	695,105
<b>Totals</b>	<b>\$ 76,393</b>	<b>\$ 655,863</b>	<b>\$ 914,556</b>	<b>\$ 705,531</b>	<b>\$ 705,531</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	33	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	157,000	185,702	258,513	119,615	119,615
<b>Totals</b>	<b>\$ 157,033</b>	<b>\$ 185,702</b>	<b>\$ 258,513</b>	<b>\$ 119,615</b>	<b>\$ 119,615</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - GF Loan & Stabilization

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	11,718	11,156	10,724	10,444	10,335
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	585,917	557,780	536,225	522,223	516,756
<b>Totals</b>	<b>\$ 597,635</b>	<b>\$ 568,936</b>	<b>\$ 546,949</b>	<b>\$ 532,667</b>	<b>\$ 527,091</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	39,855	32,711	24,726	15,911	4,993
<b>Totals</b>	<b>\$ 39,855</b>	<b>\$ 32,711</b>	<b>\$ 24,726</b>	<b>\$ 15,911</b>	<b>\$ 4,993</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - Public Building Fund**

**Mission Statement**

To provide an accurate accounting for funds levied for building repair and construction.

**Program Description**

The Public Building Fund is a fund used to receive and disburse funds provided by a specific tax levy for building repair and construction. Property taxes are levied in accordance with State Law Section 57-15-44. The Public Building Fund currently finances the bonds outstanding on the 2006B General Obligation Public Building Bond and the 2007A General Obligation Public Safety Building Bond.

**2012 Objectives**

To continue to provide an accurate accounting for building repair and construction funds.

To maintain, repair and construct buildings in the most cost effective manner possible.

To Plan for financing of a new fire station in 2015 to serve the South East section of Grand Forks. The estimated debt service cost for this facility is \$150,000 annually beginning in 2016.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 478,350	\$ 488,235	\$ 495,787	\$ 510,644	\$ 510,644
Intergovernmental	7,038	9,533	6,956	9,276	9,276
Interest & Miscellaneous	6,496	5,340	500	494	494
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	100,757	118,149	-	-	-
Cash Carryover-budget	-	-	25,000	24,714	24,714
<b>Totals</b>	<b>\$ 592,641</b>	<b>\$ 621,257</b>	<b>\$ 528,243</b>	<b>\$ 545,128</b>	<b>\$ 545,128</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	123,384	90,010	111,003	50,161	50,161
Capital	-	225,962	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	399,505	401,568	398,218	399,656	399,656
<b>Totals</b>	<b>\$ 522,889</b>	<b>\$ 717,540</b>	<b>\$ 509,221</b>	<b>\$ 449,817</b>	<b>\$ 449,817</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - Public Building Fund

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 530,417	\$ 567,710	\$ 607,703	\$ 650,398	\$ 699,029
Intergovernmental	9,276	9,276	9,276	9,276	9,276
Interest & Miscellaneous	1,906	3,702	6,248	9,720	11,094
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	95,311	185,099	312,377	485,978	554,711
<b>Totals</b>	<b>\$ 636,910</b>	<b>\$ 765,787</b>	<b>\$ 935,604</b>	<b>\$ 1,155,372</b>	<b>\$ 1,274,110</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	51,131	52,130	53,158	54,218	55,310
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	400,680	401,280	396,468	546,443	545,787
<b>Totals</b>	<b>\$ 451,811</b>	<b>\$ 453,410</b>	<b>\$ 449,626</b>	<b>\$ 600,661</b>	<b>\$ 601,097</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - City Share of Special Improvements**

**Mission Statement**

To provide an accurate accounting for the tax levy that funds the City's share of special improvements.

payment of City's share of special improvements. Property taxes are levied in accordance with State Law Section 40-24-10 to support this purpose.

**Program Description**

The City Share of Special Improvements is a fund used to receive and disburse funds provided by a specific levy for

**2012 Objectives**

To continue to provide an accurate accounting for City share of special improvements funds.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ 60,930	\$ 61,862	\$ 63,479	\$ 67,190	\$ 67,190
Intergovernmental	989	1,245	1,800	1,150	1,150
Interest & Miscellaneous	4,126	2,819	2,400	900	900
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	120,000	60,000	60,000
<b>Totals</b>	<b>\$ 66,045</b>	<b>\$ 65,926</b>	<b>\$ 187,679</b>	<b>\$ 129,240</b>	<b>\$ 129,240</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	6,377	6,151	6,151	10,153	10,153
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	99,316	94,985	94,986	83,908	83,908
<b>Totals</b>	<b>\$ 105,693</b>	<b>\$ 101,136</b>	<b>\$ 101,137</b>	<b>\$ 94,061</b>	<b>\$ 94,061</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - City Share of Special Improvements**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 69,792	\$ 74,699	\$ 79,961	\$ 85,579	\$ 91,977
Intergovernmental	1,150	1,150	1,150	1,150	1,150
Interest & Miscellaneous	1,231	617	315	441	1,217
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	35,179	17,618	8,996	12,608	34,773
<b>Totals</b>	<b>\$ 107,352</b>	<b>\$ 94,084</b>	<b>\$ 90,422</b>	<b>\$ 99,778</b>	<b>\$ 129,117</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	10,620	11,111	11,626	12,167	12,735
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	79,114	73,977	66,188	52,838	19,468
<b>Totals</b>	<b>\$ 89,734</b>	<b>\$ 85,088</b>	<b>\$ 77,814</b>	<b>\$ 65,005</b>	<b>\$ 32,203</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – General Government - City Special Assessments**

**Mission Statement**

To provide an accurate accounting for the tax levy that funds the special assessments on City owned property.

payment of special assessments on City owned property. Property taxes are levied in accordance with State Law Section 40-23-07 to support this purpose.

**Program Description**

The City Special Assessments fund is a fund used to receive and disburse funds provided by a specific levy for

**2012 Objectives**

To continue to provide an accurate accounting for City Special Assessment funds.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 313,727	\$ 319,614	\$ 340,672	\$ 350,881	\$ 350,881
Intergovernmental	4,694	6,266	4,450	6,000	6,000
Interest & Miscellaneous	2,616	4,684	3,685	3,685	3,685
Sale of Property	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	13,691	-	-	-	-
Cash Carryover-budget	-	-	184,251	184,251	184,251
<b>Totals</b>	<b>\$ 334,728</b>	<b>\$ 330,564</b>	<b>\$ 533,058</b>	<b>\$ 544,817</b>	<b>\$ 544,817</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	388,969	388,112	389,094	389,237	389,237
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	25,000	25,000	25,000	25,000
<b>Totals</b>	<b>\$ 413,969</b>	<b>\$ 413,112</b>	<b>\$ 414,094</b>	<b>\$ 414,237</b>	<b>\$ 414,237</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - City Special Assessments

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 364,468	\$ 390,093	\$ 417,573	\$ 446,911	\$ 480,327
Intergovernmental	5,910	5,821	5,734	5,648	5,563
Interest & Miscellaneous	3,264	2,811	2,862	3,226	4,448
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	130,580	93,683	81,759	92,166	127,073
<b>Totals</b>	<b>\$ 504,222</b>	<b>\$ 492,408</b>	<b>\$ 507,928</b>	<b>\$ 547,951</b>	<b>\$ 617,411</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	385,539	385,649	390,762	395,878	425,995
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	25,000	25,000	25,000	25,000
<b>Totals</b>	<b>\$ 410,539</b>	<b>\$ 410,649</b>	<b>\$ 415,762</b>	<b>\$ 420,878</b>	<b>\$ 450,995</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - Insurance Reserve**

**Mission Statement**

To provide an accurate accounting for the tax levy that funds the insurance premiums on City owned property and equipment.

**Program Description**

The Insurance Reserve fund is a fund used to account for the specific tax levy which funds the insurance premiums to North Dakota Insurance Reserve Fund for general liability, public official's error and omissions, and auto and marine coverage for the City. Property taxes are levied in accordance with State Law Section 57-15-10(4). The

2012 Budget includes a transfer from the Loan and Stabilization Fund to help fund the total cost of insurance premiums rather than increasing property taxes at this time. If this transfer is not needed in 2012, the transfer will not be made. We project small transfers from the Loan and Stabilization fund through 2017 to help cover the cost of insurance premiums. As the value of the mill increases, these transfers will decrease, until eventually not needed. This fund will be analyzed each year.

**2012 Objectives**

To continue to provide an accurate accounting for Insurance Reserve funds.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ 179,699	\$ 183,387	\$ 195,705	\$ 201,570	\$ 201,570
Intergovernmental	2,668	3,580	2,665	3,300	3,300
Interest & Miscellaneous	1,783	(704)	690	690	690
Operating Revenue	-	-	-	-	-
Transfers In	-	-	36,615	39,615	39,615
Cash Carryover-budget	-	-	34,500	-	-
<b>Totals</b>	<b>\$ 184,150</b>	<b>\$ 186,263</b>	<b>\$ 270,175</b>	<b>\$ 245,175</b>	<b>\$ 245,175</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	247,333	235,310	270,175	245,175	245,175
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 247,333</b>	<b>\$ 235,310</b>	<b>\$ 270,175</b>	<b>\$ 245,175</b>	<b>\$ 245,175</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - Insurance Reserve

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 209,375	\$ 224,096	\$ 239,883	\$ 256,736	\$ 275,932
Intergovernmental	3,300	3,300	3,300	3,300	3,300
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	39,855	32,711	24,726	15,911	4,993
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 252,530</b>	<b>\$ 260,107</b>	<b>\$ 267,909</b>	<b>\$ 275,947</b>	<b>\$ 284,225</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	252,530	260,107	267,909	275,947	284,225
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 252,530</b>	<b>\$ 260,107</b>	<b>\$ 267,909</b>	<b>\$ 275,947</b>	<b>\$ 284,225</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - General Sick Leave**

**Mission Statement**

To provide an accurate accounting for unused sick leave.

**Program Description**

The General Sick Leave fund is used to receive and disburse funds for the accumulation of sick leave. Employees are allowed to accrue an unlimited amount of sick leave. Any employee who has a minimum of 5 years of continuous employment with the City, upon termination, shall receive payment for 50% of accrued sick leave as of the date of termination. Payback shall be

at the rate of pay as of date of termination for the first 960 hours or the hours of unused sick leave that the employee had as of June 30, 1980 if the employee has more than 960 hours. Annual unused General Fund Sick leave gets transferred to the General Sick Leave Fund to support future expenditures.

**2012 Objectives**

To continue to provide an accurate accounting for General Sick Leave funds.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	13,998	11,887	10,300	7,200	7,200
Operating Revenue	-	-	-	-	-
Transfers In	-	21,143	-	-	-
Cash Carryover-budget	-	-	515,000	480,000	480,000
<b>Totals</b>	<b>\$ 13,998</b>	<b>\$ 33,030</b>	<b>\$ 525,300</b>	<b>\$ 487,200</b>	<b>\$ 487,200</b>
<b>Expenses</b>					
Personnel Services	\$ 84,403	\$ 54,007	\$ 215,300	\$ 161,475	\$ 161,475
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 84,403</b>	<b>\$ 54,007</b>	<b>\$ 215,300</b>	<b>\$ 161,475</b>	<b>\$ 161,475</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - General Sick Leave

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	6,515	5,645	4,758	3,853	2,930
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	325,725	282,240	237,885	192,642	146,495
<b>Totals</b>	<b>\$ 332,240</b>	<b>\$ 287,885</b>	<b>\$ 242,642</b>	<b>\$ 196,495</b>	<b>\$ 149,425</b>
<b>Expenditures</b>					
Personnel Services	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 50,000</b>				

**Departmental Summaries (continued)**  
**Special Revenue Fund – General Government - Infrastructure**

**Mission Statement**

To provide an accurate accounting for the portion of funds provided by the City's sales tax set aside for transfer to infrastructure projects as designated by the City Council.

**Program Description**

The Infrastructure Fund is used to receive and disburse the portion of the funds provided by the City's sales tax set aside for transfer to infrastructure projects as designated by the City Council. Sales tax is levied in accordance with the City's Home Rule Charter. Beginning with 2006, this fund is to be used as the source of funds for Federal Aid Street projects, as well as for other needs such as capital and maintenance for the Bikeway. Transfers from this fund are made for the City's beautification, property maintenance, and town square. There are also two sales tax bonds for the City's flood protection system paid through transfers from the

infrastructure fund. A detailed 6-year projection for this fund is included in the CIP section of this budget. There have been discussions and will continue to have further discussions with City Council and administration regarding funding and priority of projects as this fund is projected to deplete its balance within the next 6 years. This fund is currently included in a multi-year study being conducted on all utility and infrastructure projects. Results of this study will be implemented with the 2013 budget process.

**2012 Objectives**

To continue to fund infrastructure needs in the community.

To accurately account for infrastructure funds.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
General Sales Tax	\$ 3,229,484	\$ 3,318,760	\$ 3,417,217	\$ 3,486,957	\$ 3,486,957
Intergovernmental	(1,839)	-	-	-	-
Interest & Miscellaneous	58,314	32,779	46,000	48,073	48,073
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	491,079	-	-	-	-
Cash Carryover-budget	-	-	2,300,000	2,403,666	2,403,666
<b>Totals</b>	<b>\$ 3,777,038</b>	<b>\$ 3,351,539</b>	<b>\$ 5,763,217</b>	<b>\$ 5,938,696</b>	<b>\$ 5,938,696</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	9,425	9,442	108,583	159,455	159,455
Capital	937,591	192,814	1,252,000	2,870,000	2,870,000
Debt Service	-	-	-	-	-
Transfers Out	2,855,852	2,187,299	2,183,622	2,100,129	2,100,129
<b>Totals</b>	<b>\$ 3,802,868</b>	<b>\$ 2,389,555</b>	<b>\$ 3,544,205</b>	<b>\$ 5,129,584</b>	<b>\$ 5,129,584</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - Infrastructure

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
General Sales Tax	\$ 3,556,697	\$ 3,627,830	\$ 3,700,387	\$ 3,774,394	\$ 3,849,882
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	16,182	5,965	(1,421)	(19,368)	(36,420)
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	809,113	298,237	(71,056)	(968,418)	(1,821,007)
<b>Totals</b>	<b>\$ 4,381,992</b>	<b>\$ 3,932,032</b>	<b>\$ 3,627,909</b>	<b>\$ 2,786,608</b>	<b>\$ 1,992,455</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	164,239	169,166	174,241	179,468	184,852
Capital	1,832,000	1,710,000	2,230,000	2,150,000	1,600,000
Debt Service	-	-	-	-	-
Transfers Out	2,087,516	2,123,922	2,192,086	2,278,147	2,401,605
<b>Totals</b>	<b>\$ 4,083,755</b>	<b>\$ 4,003,088</b>	<b>\$ 4,596,327</b>	<b>\$ 4,607,615</b>	<b>\$ 4,186,457</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – General Government - Housing Authority**

**Mission Statement**

To improve the quality of life for Grand Forks residents through the development and implementation of projects and programs which address the physical, social and economic needs of the community, and which make Grand Forks a safe, decent and desirable place to live.

**Program Description**

The purpose of the Housing Authority fund is to receive and disburse funds provided by GF Housing Authority to pay the payroll expenses for GF Housing employees. The City processes the payroll for the Housing Authority employees. The Housing Authority then reimburses the

City for those expenditures. The Interest and Miscellaneous revenue amount listed consists of the reimbursement from the GF Housing Authority.

**2012 Objectives**

To continue development of affordable housing in the community.

To provide housing counseling for new home owners.

To continue to pursue grant opportunities that will benefit citizens in the community and to accurately account for the funds awarded.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	576,685	513,484	558,383	484,070	484,070
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 576,685</b>	<b>\$ 513,484</b>	<b>\$ 558,383</b>	<b>\$ 484,070</b>	<b>\$ 484,070</b>
<b>Expenses</b>					
Personnel Services	\$ 577,053	\$ 514,001	\$ 558,383	\$ 484,070	\$ 484,070
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 577,053</b>	<b>\$ 514,001</b>	<b>\$ 558,383</b>	<b>\$ 484,070</b>	<b>\$ 484,070</b>
<b>Director: Terry Hanson</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - Housing Authority

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	508,859	524,124	551,480	568,025	598,244
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 508,859</b>	<b>\$ 524,124</b>	<b>\$ 551,480</b>	<b>\$ 568,025</b>	<b>\$ 598,244</b>
<b>Expenditures</b>					
Personnel Services	\$ 508,859	\$ 524,124	\$ 551,480	\$ 568,025	\$ 598,244
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 508,859</b>	<b>\$ 524,124</b>	<b>\$ 551,480</b>	<b>\$ 568,025</b>	<b>\$ 598,244</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Finance & Support Services Manager	0.50	0.50	0.50	0.50	0.50
Housing Manager	1.00	1.00	-	-	-
Client Services Manager	1.00	1.00	-	-	-
Accountant	0.50	0.50	0.50	0.50	0.50
Housing Administrator	5.00	5.00	3.00	3.00	3.00
Accounting Technician	1.00	-	-	-	-
Housing Technician	2.00	2.00	2.00	2.00	1.00
Accounting Specialist	-	1.00	1.00	1.00	1.00
Office Specialist, Senior	1.00	1.50	1.50	1.20	0.60
Administrative Specialist	-	-	-	-	-
Community Betterment Specialist**(1)	-	0.25	-	-	-
Total Classified(Permanent)	12.00	12.50	8.50	8.20	6.60
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	0.25	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>12.00</b>	<b>12.75</b>	<b>8.50</b>	<b>8.20</b>	<b>6.60</b>

(1) Position change-created project grant position Community Betterment Specialist approved by Council 3/08.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – General Government - Community Development**

**Mission Statement**

To improve the quality of life through programs that address physical, social and economic needs.

Zone Program offers state income tax credits and local property tax credits for private investment in projects in the City's Renaissance Zone.

**Program Description**

The Community Development Fund is used to account for funds provided by the US Departments of Housing and Urban Development (HUD) and of Energy (DOE) and other grant sources. Funds are used to sustain community viability through public facility, housing, public service, economic development, and energy projects. HUD funds are intended to principally benefit low to moderate income persons. DOE funds are intended to reduce fossil fuel emissions and total energy consumption; and to improve energy efficiency in the building, transportation and other appropriate sectors. The Renaissance

**2012 Objectives**

To administer various projects and activities that meet the needs of low to moderate income residents.

To assist in the acquisition, preservation and creation of affordable housing.

To assist in the stabilization and revitalization of old neighborhoods.

To provide citizens and businesses with sustainable energy options.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
American Dream Program - Expended/Households Served	\$239,000 / 42	\$556,000 / 48	\$393,500 / 30	\$710,000 / 61	\$283,285 / 33
Homeowner Rehab Loans (RRVCA)- Obligated Projects	\$400,000 / 16	\$349,406 / 17	\$370,000 / 10	\$255,500 / 10	not reported / 9
Homeowner Rehab Grants (RRVCA) - Obligated Projects	N / A	\$15,594 / 3	\$12,795 / 2	N / A	N / A
Public Services - Expended / Projects	\$200,000 / 10	\$192,000 / 10	\$187,600 / 12	\$175,000 / 12	\$150,000 / 11
Public Facility Improvements - Expended / Project Special Energy Conservation Projects - Expended or Obligated / Completed or In Progress	\$385,033 / 5	\$550,034 / 3	\$271,077 / 3	\$350,780 / 4	\$312,642 / 6
Residential Energy Efficiency Audits - Expended / Completed	N / A	N / A	N / A	N / A	\$319,004 / 3
Residential Energy Efficiency Retrofit Loans - Expended / Completed	N / A	N / A	N / A	N / A	\$2,315 / 12
Public Building Energy Efficiency Audits - Obligated / Completed	N / A	N / A	N / A	N / A	\$97,951 / 15
	N / A	N / A	N / A	N / A	\$52,851 / 11

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	1,586,425	3,197,404	1,332,723	960,599	960,599
Interest & Miscellaneous	1,023,835	859,219	815,397	600,000	600,000
Charge for Services	110,446	93,521	65,000	50,000	50,000
Proceeds of Notes	663,797	440,341	-	-	-
Transfers In	275,630	280,913	280,913	223,784	223,784
Cash Carryover-budget	-	-	-	380,600	380,600
<b>Totals</b>	<b>\$ 3,660,133</b>	<b>\$ 4,871,398</b>	<b>\$ 2,494,033</b>	<b>\$ 2,214,983</b>	<b>\$ 2,214,983</b>
<b>Expenses</b>					
Personnel Services	\$ 239,469	\$ 296,809	\$ 311,838	\$ 323,805	\$ 323,805
Mtce & Operations	2,323,701	3,512,821	2,182,195	1,510,578	1,510,578
Capital	7,646	127,346	-	-	-
Debt Service	645,333	423,159	-	-	-
Transfers Out	-	-	-	380,600	380,600
<b>Totals</b>	<b>\$ 3,216,149</b>	<b>\$ 4,360,135</b>	<b>\$ 2,494,033</b>	<b>\$ 2,214,983</b>	<b>\$ 2,214,983</b>

**Director: Greg Hoover**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – General Government - Community Development

Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	829,069	837,518	859,851	919,059	915,122
Interest & Miscellaneous	754,320	752,203	735,515	682,158	682,158
License & Permit Fees	-	-	-	-	-
Charges for Services	51,500	53,045	54,636	56,275	57,964
Transfers In	420,597	569,491	294,755	298,391	302,099
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 2,055,486</b>	<b>\$ 2,212,257</b>	<b>\$ 1,944,757</b>	<b>\$ 1,955,883</b>	<b>\$ 1,957,343</b>
<b>Expenditures</b>					
Personnel Services	\$ 332,493	\$ 336,214	\$ 340,046	\$ 343,992	\$ 338,057
Mtce Operations	1,590,093	1,597,743	1,604,712	1,611,892	1,619,286
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,922,586</b>	<b>\$ 1,933,957</b>	<b>\$ 1,944,758</b>	<b>\$ 1,955,884</b>	<b>\$ 1,957,343</b>

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Finance & Support Services Manager	0.25	0.25	0.25	0.25	0.50
Community Development/Manager	1.00	1.00	0.75	0.75	0.75
Community Development Specialist(1)	2.15	0.95	-	-	-
Accountant	0.25	0.25	0.25	0.25	0.25
Construction Compliance Officer(1)	-	1.00	0.50	0.50	0.50
Program Compliance Officer	-	-	0.68	0.75	0.75
Accounting Technician	0.50	0.50	0.50	0.50	0.50
Administrative Specialist	-	-	-	-	-
Office Specialist, Senior	0.30	0.90	0.90	0.50	0.50
Office Specialist	0.60	-	-	-	-
Buildings & Grounds Worker**	1.00	1.00	-	-	-
Community Betterment Specialist**(1)	-	0.45	0.75	0.80	0.80
Energy Sustainability Coordinator**	-	-	-	1.00	0.80
Urban Development Intern*	0.50	-	-	-	-
Crew Leader*	1.45	1.45	-	-	-
Total Classified(Permanent)	5.05	4.85	3.83	3.50	3.75
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	1.00	1.45	0.75	1.80	1.60
Total Non-Classified(Seasonal)*	1.95	1.45	-	-	-
<b>Total FTE</b>	<b>8.00</b>	<b>7.75</b>	<b>4.58</b>	<b>5.30</b>	<b>5.35</b>

(1)Position changes in Title from Community Development Specialist to a construction Compliance Officer approved by Council 8/24/07  
Reorganization and created a Community Betterment Specialist project/grant position approved by Council 3/10/08.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Health and Welfare - Health Grants**

**Mission Statement**

To serve the community by promoting healthy lifestyles, preventing disease, responding to emergencies, and assuring accessibility to health services.

Increase the proportion of employers that have worksite lactation support programs in Grand Forks County (Healthy People 2010).

**Program Description**

This fund accounts for various grant funds received by the Health department as follows: Immunization; Ryan White; North Dakota Health Tracks; Care Coordination for Children with Special Needs; Maternal Child Health (MCH); Women's Way; Tobacco Control; State Health Department Epidemiologist Support Grant; Bioterrorism Federal CDC Grant; State Human Services Regional Coordinator Support Grant; Refugee Health Services and Immunization Coalition.

Promote breast and cervical cancer screening among women in Grand Forks, Cavalier, Nelson/Griggs, Pembina, and Walsh Counties through case management, outreach activities and referrals.

Achieve 100% of statewide and Grand Forks Local Coordinating Unit screening goals each year.

Prevent the initiation of tobacco use among youth, promote quitting among young people and adults, and eliminate exposure to secondhand smoke. This is accomplished by advocating for and establishing tobacco prevention and control policies, strategic use of media, local coalition building efforts, and identifying and eliminating disparities related to tobacco use among different population groups.

**2012 Objectives**

To provide satisfactory customer service with a goal of at least a 90% satisfaction rate.

Provide culturally competent health support services to newly resettled refugees.

Ensure that 80% of Health Tracks clients have a dental home.

Provide regional environmental health, emergency response bioterrorism planning, and public information office services in Grand Forks, Nelson, Griggs, Pembina, and Walsh Counties in Northeast North Dakota.

Provide 100% client satisfaction with care coordination services for children with special health needs and their families.

To maintain at least a 90% age-appropriate immunizations rate for Public Health Dept two year-olds.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Age appropriate immunization rate for 2 year-olds	91%	73%	74%	63%	59%
Breastfeeding rate at time of discharge	59%	65%	67%	65%	82%
To Provide Satisfactory Customer Service	99%	98%	97%	99%	98.5%
Satisfactory HIV/AIDS Client Counseling	100%	100%	100%	100%	100%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 914,428	\$ 1,032,383	\$ 885,566	\$ 883,898	\$ 883,898
Interest & Miscellaneous	11,388	11,024	11,000	11,000	11,000
License & Permit Fees	-	-	-	-	-
Charge for Services	26,906	-	8,500	8,500	8,500
Transfers In	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 952,722</b>	<b>\$ 1,043,407</b>	<b>\$ 905,066</b>	<b>\$ 903,398</b>	<b>\$ 903,398</b>
<b>Expenses</b>					
Personnel Services	\$ 662,928	\$ 681,626	\$ 721,438	\$ 730,027	\$ 730,027
Mtce & Operations	216,552	232,145	183,628	148,371	148,371
Capital	29,933	105,439	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	25,000	25,000
<b>Totals</b>	<b>\$ 909,413</b>	<b>\$ 1,019,210</b>	<b>\$ 905,066</b>	<b>\$ 903,398</b>	<b>\$ 903,398</b>

**Director: Don Shields**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Health and Welfare - Health Grants

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 910,415	\$ 937,727	\$ 965,859	\$ 994,835	\$ 1,024,680
Interest & Miscellaneous	1,142	557	4,240	3,821	8,023
License & Permit Fees	-	-	-	-	-
Charges for Services	8,755	9,018	9,288	9,567	9,854
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 920,312</b>	<b>\$ 947,302</b>	<b>\$ 979,387</b>	<b>\$ 1,008,223</b>	<b>\$ 1,042,557</b>
<b>Expenditures</b>					
Personnel Services	\$ 766,138	\$ 790,242	\$ 819,355	\$ 845,128	\$ 876,307
Mtce Operations	151,174	154,060	157,032	160,095	163,250
Capital	3,000	3,000	3,000	3,000	3,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 920,312</b>	<b>\$ 947,302</b>	<b>\$ 979,387</b>	<b>\$ 1,008,223</b>	<b>\$ 1,042,557</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	1.00	0.75	0.75	0.75	0.75
Public Health Nurse****	5.86	5.15	3.95	3.95	3.95
Public Health Dietitian****	0.40	0.40	0.40	0.40	0.40
Public Health Team Leader****	1.75	1.30	1.30	1.30	1.30
Communications Specialist****	0.50	0.50	0.50	0.50	0.50
Administrative Speicalist****	-	1.50	1.50	1.50	1.50
Office Specialist, Senior****	1.50	0.30	0.50	0.50	0.50
Regional Bioterrorism Coordinator**	-	-	-	-	-
Regional Environmental Health Specialist, Sr**	-	-	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	12.01	10.90	9.90	9.90	9.90
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>12.01</b>	<b>10.90</b>	<b>9.90</b>	<b>9.90</b>	<b>9.90</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Health and Welfare - Noxious Weed**

**Mission Statement**

To prevent or minimize noxious weed growth in the City of Grand Forks.

to prevent or minimize noxious weed growth within the City of Grand Forks.

**Program Description**

The Noxious Weed Program as mandated by the state of North Dakota provides funds to eliminate and remove all known noxious weeds within the City of Grand Forks. The Grand Forks Weed Board is made up of the Mayor and City Council Members. A large part of the effort under this program is aggressive mowing of grassy areas

**2012 Objectives**

To aggressively work within the community to prevent and minimize noxious weed growth.

To investigate and resolve all complaints, with a goal of investigation within 24 hours and resolution within 30 calendar days.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Complaints investigated within 24 hours	99.2%	99.85%	99.10%	99.10%	99.75%
Complaints resolved within 30 days	98.1%	97.2%	98.3%	97.7%	98.33%

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 2,662	\$ 2,717	\$ 2,899	\$ 2,986	\$ 2,986
Intergovernmental	39	52	35	35	35
Interest & Miscellaneous	626	478	180	165	165
Operating Revenue	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	9,000	11,000	11,000
<b>Totals</b>	<b>\$ 3,327</b>	<b>\$ 3,247</b>	<b>\$ 12,114</b>	<b>\$ 14,186</b>	<b>\$ 14,186</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	1,532	1,684	1,700	2,899	2,899
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	25,000	-	-	-
<b>Totals</b>	<b>\$ 1,532</b>	<b>\$ 26,684</b>	<b>\$ 1,700</b>	<b>\$ 2,899</b>	<b>\$ 2,899</b>

**Director: Don Shields**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Health and Welfare - Noxious Weed

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 3,102	\$ 3,320	\$ 3,554	\$ 3,803	\$ 4,088
Intergovernmental	31	31	31	31	31
Interest & Miscellaneous	226	234	244	258	276
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	11,287	11,675	12,215	12,923	13,815
<b>Totals</b>	<b>\$ 14,646</b>	<b>\$ 15,260</b>	<b>\$ 16,044</b>	<b>\$ 17,015</b>	<b>\$ 18,211</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	2,971	3,045	3,121	3,200	3,281
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 2,971</b>	<b>\$ 3,045</b>	<b>\$ 3,121</b>	<b>\$ 3,200</b>	<b>\$ 3,281</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - PSAP**

**Mission Statement**

To provide a single point of contact for the citizens of Grand Forks County and cities therein for immediate and direct access to fire, police, and medical services.

**Program Description**

The Public Safety Answering Point is organized under a joint powers agreement between the City of Grand Forks, Grand Forks County, and the University of North Dakota. The center's mission is to provide a single point of contact for everyone in Grand Forks County who is in need of emergency assistance from any public safety agency who provides service in the county through the 911 system. The Center also provides communication support services to the Grand Forks Police Department, Grand Forks Fire Department, Grand Forks County Sheriff's Office, the University of North Dakota Police Department, and the Altru Ambulance Service through the integration of telephone, radio, and computer equipment.

This fund is used to receive and disburse funds collected from charges to various governmental and private entities for the purpose of furnishing a central communication center.

**Our Goals**

We strive to provide the highest quality of services while:

- Maintaining a qualified, trained, and educated staff using all available resources
- Delivering reliable, timely, and accurate information and services
- Maintaining open communications with all response agencies and the public
- Maintaining efficient personnel management and system operations
- Complying with federal, state, and local requirements

**2012 Objectives**

- Perform a detailed asset inventory with product lifespan projections. Create a detailed long-term plan projecting equipment acquisition needs over the next 5-10 years.
- Review and update personnel training plan, with training needs identified over the next 5 years.
- Create material for public distribution that describes the service we provide to our citizens.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
PSAP Cost share to City	\$ 614,716	\$ 607,591	\$ 558,217	\$ 499,551	\$ 590,710
PSAP Cost share to County	\$ 129,947	\$ 124,468	\$ 120,046	\$ 111,874	\$ 135,604
PSAP cost share to UND	\$ 92,161	\$ 91,277	\$ 86,605	\$ 76,913	\$ 87,307

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	11,045	8,817	10,000	7,210	7,210
License & Permit Fees	11,935	15,948	14,000	20,000	20,000
Charge for Services	196,787	230,911	247,112	242,117	242,117
Transfers In	588,118	705,880	748,953	783,845	783,845
Cash Carryover-budget	-	-	453,632	360,501	360,501
<b>Totals</b>	<b>\$ 807,885</b>	<b>\$ 961,556</b>	<b>\$ 1,473,697</b>	<b>\$ 1,413,673</b>	<b>\$ 1,413,673</b>
<b>Expenses</b>					
Personnel Services	\$ 930,173	\$ 942,807	\$ 1,035,095	\$ 1,139,765	\$ 1,139,765
Mtce & Operations	21,824	20,210	34,650	57,407	57,407
Capital	-	-	30,000	6,000	6,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 951,997</b>	<b>\$ 963,017</b>	<b>\$ 1,099,745</b>	<b>\$ 1,203,172</b>	<b>\$ 1,203,172</b>
<b>PSAP Director: Becky Ault</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - PSAP

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	4,210	3,510	2,810	2,110	2,110
License & Permit Fees	20,000	20,000	20,000	20,000	20,000
Charges for Services	284,692	292,504	300,545	316,977	325,333
Transfers In	923,992	949,711	976,180	1,030,270	1,057,777
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	210,501	175,501	140,501	105,502	105,503
<b>Totals</b>	<b>\$ 1,443,395</b>	<b>\$ 1,441,226</b>	<b>\$ 1,440,036</b>	<b>\$ 1,474,859</b>	<b>\$ 1,510,723</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,204,224	\$ 1,236,683	\$ 1,270,114	\$ 1,304,549	\$ 1,340,018
Mtce Operations	56,670	57,042	57,420	57,807	58,202
Capital	7,000	7,000	7,000	7,000	7,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,267,894</b>	<b>\$ 1,300,725</b>	<b>\$ 1,334,534</b>	<b>\$ 1,369,356</b>	<b>\$ 1,405,220</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
PSAP Director***	1.00	1.00	1.00	1.00	1.00
911 Supervisor	1.00	1.00	1.00	1.00	1.00
911 Team Leader	2.00	2.00	2.00	2.00	2.00
911 Training Specialist	1.00	1.00	1.00	1.00	1.00
911 Dispatcher	10.00	10.00	10.00	10.00	10.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	-
<b>Total Classified(Permanent)</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>
<b>Total Classified(Grant Funded)****</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Contract Dept Head***</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>Total Non-Classified(Project/Grant)**</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Classified(Seasonal)*</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total FTE</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - E-911**

**Mission Statement**

To account for the funds collected through a telephone surcharge.

**Program Description**

The E-911 fund is used to receive and disburse funds collected through a telephone surcharge for the purpose of furnishing an enhanced 911 system to Grand Forks County.

**2012 Objectives**

To provide an accurate accounting for telephone surcharge receipts and disbursements and follow the Expenditure Guidelines approved by the ND Emergency Services Communications Coordinating Committee, pursuant to NDCC 57-40.6-12 from 911 fees permitted by State Law.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Number of 911 Calls*	17,951	19,191	19,885	21,929	22,366
Incidents Requiring 911 Assistance	68,901	67,451	65,263	64,210	64,447

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Other Taxes	\$ 741,797	\$ 801,480	\$ 690,000	\$ 739,440	\$ 739,440
Intergovernmental	94,276	77,024	85,000	77,500	77,500
Interest & Miscellaneous	25,757	18,771	9,000	8,291	8,291
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	300,000	414,526	414,526
<b>Totals</b>	<b>\$ 861,830</b>	<b>\$ 897,275</b>	<b>\$ 1,084,000</b>	<b>\$ 1,239,757</b>	<b>\$ 1,239,757</b>
<b>Expenses</b>					
Personnel Services	\$ 12,971	\$ 13,006	\$ 13,018	\$ 13,018	\$ 13,018
Mtce & Operations	411,170	435,018	457,560	419,284	419,284
Capital	10,814	2,392	36,000	140,000	140,000
Debt Service	-	-	-	-	-
Transfers Out	150,753	1,681,143	284,860	290,131	290,131
<b>Totals</b>	<b>\$ 585,708</b>	<b>\$ 2,131,559</b>	<b>\$ 791,438</b>	<b>\$ 862,433</b>	<b>\$ 862,433</b>

**PSAP/E911 Director: Becky Ault**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - E-911

Department Summary	2013 Projected Budget	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget
<b>Revenues</b>					
Other Taxes	\$ 742,954	\$ 746,542	\$ 750,203	\$ 753,939	\$ 757,751
Intergovernmental	76,725	75,958	75,198	74,446	73,702
Interest & Miscellaneous	7,546	7,831	7,995	1,421	214
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	377,324	391,573	399,741	71,068	10,702
<b>Totals</b>	<b>\$ 1,204,549</b>	<b>\$ 1,221,904</b>	<b>\$ 1,233,137</b>	<b>\$ 900,874</b>	<b>\$ 842,369</b>
<b>Expenditures</b>					
Personnel Services	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018
Mtce Operations	449,612	454,171	459,315	477,686	496,625
Capital	35,000	35,000	365,000	65,000	40,000
Debt Service	-	-	-	-	-
Transfers Out	315,346	319,974	324,736	334,468	339,417
<b>Totals</b>	<b>\$ 812,976</b>	<b>\$ 822,163</b>	<b>\$ 1,162,069</b>	<b>\$ 890,172</b>	<b>\$ 889,060</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - Emergency Levy**

**Mission Statement**

To account for the operation of a fund, which provides funding in the event of an emergency.

accordance with State Law Section 57-15-48 and limited to unexpended funds equal to five dollars per capita or five mills on the taxable valuation of the City, whichever is greater.

**Program Description**

The Emergency Levy fund is a fund used to account for the operation of a fund, which provides funding for use in the event of an emergency. Property taxes are levied in

**2012 Objectives**

To provide an accurate accounting for emergency levy funds.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 133,110	\$ 135,842	\$ 144,967	\$ 149,311	\$ 149,311
Intergovernmental	578,144	(65,421)	1,949	2,419	2,419
Interest & Miscellaneous	4,198	4,471	-	4,410	4,410
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	294,000	294,000
<b>Totals</b>	<b>\$ 715,452</b>	<b>\$ 74,892</b>	<b>\$ 146,916</b>	<b>\$ 450,140</b>	<b>\$ 450,140</b>
<b>Expenses</b>					
Personnel Services	\$ 193,059	\$ 21,831	\$ -	\$ -	\$ -
Mtce & Operations	17,576	20,158	110,674	118,815	118,815
Capital	313,330	42,568	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	36,242	37,325	37,325
<b>Totals</b>	<b>\$ 523,965</b>	<b>\$ 84,557</b>	<b>\$ 146,916</b>	<b>\$ 156,140</b>	<b>\$ 156,140</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - Emergency Levy

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 155,093	\$ 165,997	\$ 177,691	\$ 190,175	\$ 204,394
Intergovernmental	1,950	1,950	1,950	1,950	1,950
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	294,000	294,000	294,000	294,000	294,000
<b>Totals</b>	<b>\$ 451,043</b>	<b>\$ 461,947</b>	<b>\$ 473,641</b>	<b>\$ 486,125</b>	<b>\$ 500,344</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	118,270	126,448	135,218	144,581	155,246
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	38,773	41,499	44,423	47,544	51,099
<b>Totals</b>	<b>\$ 157,043</b>	<b>\$ 167,947</b>	<b>\$ 179,641</b>	<b>\$ 192,125</b>	<b>\$ 206,345</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – Public Safety - Fire Grants**

**Mission Statement**

To utilize grant funds to provide specific fire department program equipment and services to the community.

Grant, Department of Homeland Security equipment and training grants, as well as a Hazardous Materials Emergency Preparedness Grant. No additional fire grants are budgeted in 2012. The budget will be amended if any new grants are awarded.

**Program Description**

The Fire Grant fund is used to track Fire Department grants, which include a FEMA Assistance to Firefighters

**2012 Objectives**

To accurately account for fire grant funds.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	530,386	438,245	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 530,386</b>	<b>\$ 438,245</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ 15,452	\$ 22,839	\$ -	\$ -	\$ -
Mtce & Operations	7,421	23,569	-	-	-
Capital	506,479	393,186	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 529,352</b>	<b>\$ 439,594</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Peter O'Neill</b>					

**Departmental Summaries (continued)**  
**Special Revenue Fund – Public Safety - Police Grants**

**Mission Statement**

To utilize grant funds to provide specific police department program services to the community.

**Program Description**

The Police Grants fund is used to track Police Department grants, which include the following: Domestic Violence, BATF Bullet Proof Vests and Narcotics Task Force Grant. Additionally, four police officer positions are funded by ongoing grant awards. Two grant funded Uniform Patrol Bureau officers supplement sworn staffing to support security at the Grand Forks International Airport. Two officers are funded through the US Department of Justice COPS

Hiring Recover Program. This is a three year grant with a one year retention period at conclusion of the grant. It is anticipated these police officer positions will be absorbed in the General Fund budget at the conclusion of the US Department of Justice COPS Hiring Recover Program grant.

**2012 Objectives**

To continue to fund specific programs of the police department that improve service provided to the community.

To accurately account for police grant funds.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	587,428	1,422,744	307,607	317,448	317,448
Interest & Miscellaneous	2,860	2,437	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	29,283	106,959	104,764	104,764	104,764
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ 619,571</u>	<u>\$ 1,532,140</u>	<u>\$ 412,371</u>	<u>\$ 422,212</u>	<u>\$ 422,212</u>
<b>Expenses</b>					
Personnel Services	\$ 155,449	\$ 298,299	\$ 278,551	\$ 288,392	\$ 288,392
Mtce & Operations	148,197	154,335	133,820	133,820	133,820
Capital	601,373	1,332,807	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 905,019</u>	<u>\$ 1,785,441</u>	<u>\$ 412,371</u>	<u>\$ 422,212</u>	<u>\$ 422,212</u>
<b>Director: John Packett</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Public Safety - Police Grants

Projection Department Summary	2013 Projected Budget	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget
<b>Revenues</b>					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	207,628	204,317	213,682	220,161	226,429
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	104,764	104,764	104,764	104,764	104,764
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 312,392</b>	<b>\$ 309,081</b>	<b>\$ 318,446</b>	<b>\$ 324,925</b>	<b>\$ 331,193</b>
<b>Expenditures</b>					
Personnel Services	\$ 178,572	\$ 193,081	\$ 202,446	\$ 208,925	\$ 215,193
Mtce Operations	133,820	116,000	116,000	116,000	116,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 312,392</b>	<b>\$ 309,081</b>	<b>\$ 318,446</b>	<b>\$ 324,925</b>	<b>\$ 331,193</b>

Staffing Chart	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Master Police Officer****	-	-	-	-	-
Police Officer****	1.00	1.00	5.00	5.00	5.00
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	1.00	1.00	5.00	5.00	5.00
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Economic Development - Economic Development**

**Mission Statement**

To enhance the economic climate and quality of life through job creation, business growth, tourism, and local events for the Grand Forks Region.

The Arts – projects that support and facilitate art and culture in Greater Grand Forks.

Miscellaneous – projects such as CVB promotion of Grand Forks; EDC operational support; and special services for events.

**Program Description**

There are four key programs within this fund.  
 Beautification – projects that support plant life, art work, and public amenities for enjoyment of community open spaces and preservation of local history and culture.

**2012 Objectives**

To efficiently and timely administer programs.

To evaluate and revise programs where necessary.

Special Events – new or expanding events that promote the City as a center for entertainment, recreation, and tourism.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Beautification Projects	6	0	1	1	2
Special Events - Number	14	14	13	17	23
Arts Events - Number (1)	13	48	48	14	14

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
General Sales Tax	\$ 1,701,847	\$ 1,748,893	\$ 1,799,346	\$ 1,836,067	\$ 1,836,067
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	29,158	9,420	6,500	8,761	8,761
License & Permit Fees	-	-	-	-	-
Charge for Services	92,299	11,563	20,000	20,000	20,000
Transfers In	-	20,000	-	-	-
Cash Carryover-budget	-	-	325,000	584,099	584,099
<b>Totals</b>	<b>\$ 1,823,304</b>	<b>\$ 1,789,876</b>	<b>\$ 2,150,846</b>	<b>\$ 2,448,927</b>	<b>\$ 2,448,927</b>
<b>Expenses</b>					
Personnel Services	\$ 95,084	\$ 46,882	\$ 75,001	\$ 75,000	\$ 75,000
Mtce & Operations	666,223	714,768	901,840	760,477	760,477
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	946,542	828,491	957,749	956,312	956,312
<b>Totals</b>	<b>\$ 1,707,849</b>	<b>\$ 1,590,141</b>	<b>\$ 1,934,590</b>	<b>\$ 1,791,789</b>	<b>\$ 1,791,789</b>

**Director: Saroj Jerath**

(1) Beginning in 2007, this measure will reflect the total number of performances/exhibitions supported by the NOVAC regranting program per year, rather than the number of organizations that received funds which was used in prior years.

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Economic Development - Economic Development

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
General Sales Tax	\$ 1,872,788	\$ 1,910,244	\$ 1,948,449	\$ 1,987,418	\$ 2,047,041
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	13,143	15,052	20,622	19,591	19,122
License & Permit Fees	-	-	-	-	-
Charges for Services	20,000	20,000	20,000	20,000	20,000
Transfers In	-	34,757	46,139	53,554	62,745
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	657,138	752,611	1,031,094	979,567	956,083
<b>Totals</b>	<b>\$ 2,563,069</b>	<b>\$ 2,732,664</b>	<b>\$ 3,066,304</b>	<b>\$ 3,060,130</b>	<b>\$ 3,104,991</b>
<b>Expenditures</b>					
Personnel Services	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Mtce Operations	769,287	778,273	762,438	771,786	636,089
Capital	-	-	-	-	-
Debt Service	214,900	214,900	583,900	583,900	583,900
Transfers Out	751,271	633,397	665,399	673,361	681,561
<b>Totals</b>	<b>\$ 1,810,458</b>	<b>\$ 1,701,570</b>	<b>\$ 2,086,737</b>	<b>\$ 2,104,047</b>	<b>\$ 1,976,550</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – Culture and Recreation - Municipal Band**

**Mission Statement**

To provide entertainment at special events and promote cultural awareness.

special events in the City and enhances cultural awareness. The source of funds for the municipal band is a property tax levy. Property taxes are levied in accordance with State Law section 57-15-10(30).

**Program Description**

The Municipal Band fund is used to provide operating funds for the City Band. The band performs for several

**2012 Objectives**

To provide entertainment and promote cultural awareness in the community.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ 14,642	\$ 14,943	\$ 15,946	\$ 16,424	\$ 16,424
Intergovernmental	218	291	210	260	260
Interest & Miscellaneous	96	92	64	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	3,200	3,000	3,000
<b>Totals</b>	<b>\$ 14,956</b>	<b>\$ 15,326</b>	<b>\$ 19,420</b>	<b>\$ 19,684</b>	<b>\$ 19,684</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	14,745	15,058	16,220	16,684	16,684
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 14,745</b>	<b>\$ 15,058</b>	<b>\$ 16,220</b>	<b>\$ 16,684</b>	<b>\$ 16,684</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Culture and Recreation - Municipal Band

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 17,060	\$ 18,260	\$ 19,546	\$ 20,919	\$ 22,483
Intergovernmental	260	260	260	260	260
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	3,000	3,000	3,000	3,000	3,000
<b>Totals</b>	<b>\$ 20,320</b>	<b>\$ 21,520</b>	<b>\$ 22,806</b>	<b>\$ 24,179</b>	<b>\$ 25,743</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	17,320	18,520	19,806	21,179	22,743
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 17,320</b>	<b>\$ 18,520</b>	<b>\$ 19,806</b>	<b>\$ 21,179</b>	<b>\$ 22,743</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Culture and Recreation - Library**

**Mission Statement**

The Grand Forks Public Library’s mission is to connect the community, enrich the mind, and inspire the imagination.

- Acting with integrity, respect and kindness
- Developing connections between people, community, ideas and inspiration

**Program Description**

The Library fund is a fund used to account for the operation and maintenance of the City’s Library. Financing is provided by a specific annual property tax levy in accordance with State Law Section 40-38-02 to the extent that miscellaneous revenues are not sufficient to provide adequate financing.

**2012 Objectives**

To deliver convenient, rewarding, and delightful customer service to all library customers and to the community as a whole.

To provide inviting, comfortable spaces that inspire the love of reading and facilitate lifelong learning, civic engagement and community connections.

The Grand Forks Public Library is a cornerstone of the community committed to meeting the public’s evolving needs by engaging minds and transforming lives.

To strive for continuous quality improvement and innovation to ensure operational excellence.

The Core Values of the Grand Forks Public Library are:

- Providing customer-focused service excellence
- Encouraging a love of reading and lifelong learning

To serve as a visible, vital, and thriving center for community and cultural life.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Number of Items Borrowed	898,895	863,364	876,287	852,129	863,230
Door Count	279,799	275,730	306,559	283,956	271,540

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 1,275,140	\$ 1,300,008	\$ 1,387,334	\$ 1,573,354	\$ 1,427,413
Intergovernmental	440,211	548,692	493,871	545,665	545,665
Interest & Miscellaneous	113,761	62,877	16,000	15,000	15,000
License & Permit Fees	-	-	-	-	-
Charge for Services	43,409	43,207	40,200	38,500	38,500
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	150,000	500,000	500,000
<b>Totals</b>	<b>\$ 1,872,521</b>	<b>\$ 1,954,784</b>	<b>\$ 2,087,405</b>	<b>\$ 2,672,519</b>	<b>\$ 2,526,578</b>
<b>Expenses</b>					
Personnel Services	\$ 1,016,564	\$ 1,118,735	\$ 1,261,168	\$ 1,483,213	\$ 1,483,213
Mtce & Operations	326,662	480,926	574,737	576,356	576,356
Capital	249,979	222,147	251,500	262,950	262,950
Debt Service	-	-	-	-	-
Transfers Out	-	40,100	-	-	-
<b>Totals</b>	<b>\$ 1,593,205</b>	<b>\$ 1,861,908</b>	<b>\$ 2,087,405</b>	<b>\$ 2,322,519</b>	<b>\$ 2,322,519</b>

**Director: Wendy Wendt**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Culture and Recreation - Library

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 1,482,687	\$ 1,586,930	\$ 1,698,725	\$ 1,818,072	\$ 1,954,011
Intergovernmental	562,035	578,896	596,263	614,151	632,575
Interest & Miscellaneous	11,122	10,526	10,572	10,621	10,772
License & Permit Fees	-	-	-	-	-
Charges for Services	38,500	38,500	38,500	38,500	38,500
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	204,059	184,209	185,723	187,383	192,397
<b>Totals</b>	<b>\$ 2,298,403</b>	<b>\$ 2,399,061</b>	<b>\$ 2,529,783</b>	<b>\$ 2,668,727</b>	<b>\$ 2,828,255</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,486,789	\$ 1,534,367	\$ 1,611,610	\$ 1,663,182	\$ 1,748,353
Mtce Operations	359,932	391,375	429,939	498,380	552,351
Capital	267,473	287,596	300,851	314,768	401,714
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 2,114,194</b>	<b>\$ 2,213,338</b>	<b>\$ 2,342,400</b>	<b>\$ 2,476,330</b>	<b>\$ 2,702,418</b>

**Departmental Summaries (continued)**  
**Special Revenue Fund – Culture and Recreation - Library Capital Maintenance**

**Mission Statement**

To provide an accurate accounting for capital expenditures of the library.

**Program Description**

The Library Capital Maintenance Fund is used to fund capital expenditures for the Library.

**2012 Objectives**

To provide funds for necessary capital needs of the library.

To provide an accurate accounting for capital maintenance projects of the Library and to strive to complete projects in an efficient, cost effective manner, making the best use of taxpayer dollars.

To transfer any excess revenue from the Library Fund to this fund in the future to fund future capital needs of the Library.

Department Summary	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	1,093	28,907	1,500	1,000	1,000
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	40,100	-	-	-
Cash Carryover-budget	-	-	110,500	61,500	61,500
<b>Totals</b>	<b>\$ 1,093</b>	<b>\$ 69,007</b>	<b>\$ 112,000</b>	<b>\$ 62,500</b>	<b>\$ 62,500</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	112,000	-	-
Capital	-	67,493	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ 67,493</b>	<b>\$ 112,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Wendy Wendt</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Culture and Recreation – Community Enhancement**

**Mission Statement**

To provide an accurate accounting for grant proceeds received for the purpose of enhancing our community.

**Program Description**

This fund was created to support the strategic priorities and initiatives of the City of Grand Forks with the leveraging of local resources with State, Federal and Foundation funding. The Community Enhancement Grant Fund is used to accept and administer external funding, primarily grant funding, that support strategic initiatives of the City of Grand Forks and its partners. This includes providing an efficient, interdepartmental

grant search, application and function and therefore avoids more costly duplicative efforts. This fund is also used to provide for adequate tools and resources to perform this vital function of leveraging outside resources for community priorities.

**2012 Objectives**

To utilize grant application software to look and apply for grants that will be used to help enrich our community.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	11,500	11,500
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,500</b>	<b>\$ 11,500</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	11,500	11,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,500</b>	<b>\$ 11,500</b>
<b>Director: Saroj Jerath</b>					

**Departmental Summaries (continued)**  
**Special Revenue Fund – Culture and Recreation - Special Grant**

**Mission Statement**

To provide an accurate accounting for special grant funds.

of a Traffic Safety Program and First Night Greater Grand Forks. These are no longer included under this fund.

**2012 Objectives**

To continue to provide an accurate accounting for special grant funds.

**Program Description**

The Special Grant fund is currently used to track the revenues and disbursements for the Historic Preservation Program, Encourage Arrest, and Adult Abuse Grant. It previously has also been used to account for the activities

To expend grant funds in the most cost effective manner possible to maximize the benefit to the citizens of the community.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	195,880	269,724	188,145	192,020	192,020
Interest & Miscellaneous	32,401	29,845	31,150	32,240	32,240
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 228,281</b>	<b>\$ 299,569</b>	<b>\$ 219,295</b>	<b>\$ 224,260</b>	<b>\$ 224,260</b>
<b>Expenses</b>					
Personnel Services	\$ 41,346	\$ 43,964	\$ 43,950	\$ 46,415	\$ 46,415
Mtce & Operations	186,192	253,109	173,345	177,445	177,445
Capital	501	1,944	2,000	400	400
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 228,039</b>	<b>\$ 299,017</b>	<b>\$ 219,295</b>	<b>\$ 224,260</b>	<b>\$ 224,260</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Special Revenue Fund – Culture and Recreation - Special Grant

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	200,623	210,058	219,948	230,314	241,181
Interest & Miscellaneous	33,207	34,204	35,230	36,287	37,374
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 233,830</b>	<b>\$ 244,262</b>	<b>\$ 255,178</b>	<b>\$ 266,601</b>	<b>\$ 278,555</b>
<b>Expenditures</b>					
Personnel Services	\$ 47,808	\$ 49,241	\$ 50,719	\$ 52,240	\$ 53,808
Mtce Operations	186,022	195,021	204,459	214,361	224,747
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 233,830</b>	<b>\$ 244,262</b>	<b>\$ 255,178</b>	<b>\$ 266,601</b>	<b>\$ 278,555</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Special Revenue Fund – Highways and Streets - Highway Users Tax Distribution**

**Mission Statement**

To provide funds for street maintenance, repair, construction and related expenses.

2011 North Dakota Legislative Session also included a distribution to municipalities for street related projects. These monies are allocated for various street projects in 2012 and 2013.

**Program Description**

The Highway Tax Distribution Fund is a fund used to receive and disburse funds allocated to the City from North Dakota user's taxes. These funds are to be used for street maintenance, repair, construction and related expenditures.

The 2012 Adopted Budget also includes funding for the following:

- Use of trunk reserve cash for:
  - Adams Drive
  - South 34<sup>th</sup> Street/40<sup>th</sup> Avenue South
- Minnesota and 4th
- Quiet Zone Redundancy
- Stanford Road Reconstruction
- University Avenue Bridge Repair
- University Avenue School Beacon Modificaitons

Included in this fund is a transfer to the General Fund, which makes up about 25 percent of the Street Department budget. An additional 25 percent of Street Department capital is also budgeted in 2012. The primary objective of this fund is to be the main funding source for ongoing street projects and for new trunk paving and lighting projects. A 6-year projection of the Highway User Fund is included within the CIP section of this budget, along with a detailed breakdown of each project, which is funded with highway tax dollars. The

**2012 Objectives**

To provide a funding source for street related projects, thereby lessening the burden on general tax dollars.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Intergovernmental	\$ 4,241,576	\$ 3,079,215	\$ 2,565,645	\$ 2,965,645	\$ 2,965,645
Interest & Miscellaneous	84,143	98,299	56,000	78,877	78,877
License & Permit Fees	-	-	-	-	-
Charge for Services	2,078	-	-	-	-
Transfers In	1,300	-	-	-	-
Reserve	-	-	-	1,360,000	1,360,000
Cash Carryover-budget	-	-	2,800,000	4,853,869	4,853,869
<b>Totals</b>	<b>\$ 4,329,097</b>	<b>\$ 3,177,514</b>	<b>\$ 5,421,645</b>	<b>\$ 9,258,391</b>	<b>\$ 9,258,391</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	316,626	361,972	353,807	383,525	383,525
Capital	866,494	781,475	1,619,106	4,358,734	4,358,734
Debt Service	-	-	-	-	-
Transfers Out	1,057,401	1,960,646	1,269,030	1,464,784	1,464,784
<b>Totals</b>	<b>\$ 2,240,521</b>	<b>\$ 3,104,093</b>	<b>\$ 3,241,943</b>	<b>\$ 6,207,043</b>	<b>\$ 6,207,043</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

**Departmental Summaries (continued)**  
**Special Revenue Fund – Highways and Streets - Highway Users Tax Distribution**

<b>Projection</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Department Summary</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	2,965,645	2,965,645	2,965,645	2,965,645	2,965,645
Interest & Miscellaneous	61,027	59,584	57,953	57,100	56,007
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	3,276,260	2,979,176	2,897,655	2,855,007	2,800,367
<b>Totals</b>	<b>\$ 6,302,932</b>	<b>\$ 6,004,405</b>	<b>\$ 5,921,253</b>	<b>\$ 5,877,752</b>	<b>\$ 5,822,019</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	393,081	402,924	413,060	423,503	434,257
Capital	1,635,058	1,380,255	1,300,765	1,271,685	1,293,026
Debt Service	-	-	-	-	-
Transfers Out	1,295,617	1,323,571	1,352,421	1,382,197	1,412,924
<b>Totals</b>	<b>\$ 3,323,756</b>	<b>\$ 3,106,750</b>	<b>\$ 3,066,246</b>	<b>\$ 3,077,385</b>	<b>\$ 3,140,207</b>



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**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)**

**Capital Project Funds – Permanent Flood Protection/Public Works-Flood Control Project**

**Mission Statement**

To account for the cost of flood control structures.

by the US Army Corps of Engineers (USACE) and accepted as substantially complete by the Federal Emergency Management Agency (FEMA). As such, much of the City has been removed from the 100-year flood plain.

**Program Description**

The Flood Control Project Fund is used to account for the costs relating to dike planning and administration, restoration activities, cleanup of streets and utilities, and historic mitigation. This fund also accounts for dike betterments, which have included funding south-end alignment, geotechnical study, raising Columbia Road at 40<sup>th</sup> Avenue North, purchase of a generator, perimeter drainage study, and haul road restoration. The Flood Control Project has been declared substantially complete

The Flood Control Project is wrapping up. The final bond has been sold to finance the completion of the project. This bond is backed by the third citywide special assessments. Staff continues to work with the Corps of Engineers to determine the LERRDS (Land, Easements, Right-of-ways, Relocations, and Disposal sites) expenses.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	175,967	512,952	-	-	-
License & Permit Fees	-	-	-	-	-
Sale of Property	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 175,967</b>	<b>\$ 512,952</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ 4,668	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	29,235	119,015	-	-	-
Capital	140,519	185,428	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 174,422</b>	<b>\$ 304,443</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Allen Grasser</b>					

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Office Specialist, Senior**	0.50	0.50	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	0.50	0.50	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds – Permanent Flood Protection/Public Works - Flood Protection**

**Mission Statement**

To account for the costs related to planning and administration for the flood protection project.

complete by the Federal Emergency Management Agency (FEMA). As such, much of the City has been removed from the 100-year flood plain.

**Program Description**

The Flood Protection Capital Project Fund is used to account for the cost of construction of the Local Flood Reduction Project, Red River of the North at Grand Forks, ND. The project includes construction of flood barriers including: levees, floodwalls, mechanically stabilized embankments, pumping plant, utility relocations, diversion of English coulee, removal of the existing pedestrian bridge, construction of new pedestrian bridges across the Red River, stabilization of the existing Riverside Dam and a recreation plan. The recreation plan consists of a multi-use biking/walking trails, cross country skiing/hiking trails, pedestrian bridges, boat ramps, trailhead, and associated picnic, rest areas, lighting, trash receptacles, and parking facilities.

The Flood Control Project is wrapping up, with a few small projects left to complete.

The City of Grand Forks Engineering staff is also working to replat the area that lies in the Greenway. Most of this area was platted as residential lots before the flood of 1997, and now will be replatted as large areas of land, all existing on the wet side of the dike. This project will greatly improve the city's platting records. Staff continues to work with the Corps of Engineers to determine the LERRDS (Land, Easements, Right-of-ways, Relocations, and Disposal sites) expenses. The third and final special assessment bond was issued in 2010 as this project will be complete.

The project cost share is 50% federal and 50% local. Financing for the local share is being provided by the proceeds of general obligation bonds, sales tax revenue bonds, and special assessment bonds. The State of North Dakota covered nearly 50%, or \$52 million of the local share.

The Flood Control Project has been declared substantially complete by the US Army Corps of Engineers (USACE) and accepted as substantially

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	9,417	27,823	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 9,417</b>	<b>\$ 27,823</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ 38	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	458	9,161	-	-	-
Capital	15,500	2,885	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	300,000	559,924	-	-	-
<b>Totals</b>	<b>\$ 315,996</b>	<b>\$ 571,970</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Allen Grasser</b>					
<b>Assistant City Engineer: Mark Walker</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds – Permanent Flood Protection/Public Works - Greenway**

**Mission Statement**

To account for the costs related to planning and administration for Greenway Development.

**Program Description**

The initial development of the Greenway was led by the Engineering Department. In August 2007, the Public Works Department reorganized to incorporate Greenway Operations and Maintenance functions.

The City of Grand Forks has a Greenway system that includes 200 acres of grass to mow, miles of new multi use trails, 2 pedestrian only bridges, parking lots and miscellaneous sidewalks, 2 boat ramps, trailhead facilities, trail and roadway signs, trash receptacles, benches, 20 acres of riparian riverbank, tree and weed management, rip rap areas, kiosks, flower beds and plantings along the trails, floodwalls, and near flood pump stations.

Beginning January 2006, the Stormwater Fund began to collect a flood protection/greenway maintenance fee on monthly utility bills. This fee is to be used to offset the

expenses for maintenance and operation of the greenway once it is completed and transitioned to the Storm-water Fund.

Staffing for the Greenway consists of an Environmental/ Greenway Manager, who will work closely with the Wastewater/ Stormwater Superintendent to oversee maintenance contracts for the system and a Greenway Specialist, which became a permanent classified position in 2009 within the Stormwater utility fund.

The City of Grand Forks Engineering staff is also working on a replat of the property located in the Greenway. Most of this area was platted as residential lots before the flood, and now will be replatted as large areas of land, all existing on the wet side of the dike. This project will greatly improve the City's platting records.

As the project draws to a close, there is no budget for 2012, and no projection is included.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Interest & Miscellaneous	\$ 13,229	\$ (6,541)	\$ -	\$ -	\$ -
Transfers In	300,000	51,620	-	-	-
Proceeds of Bonds/Notes	-	264,424	-	-	-
<b>Totals</b>	<b>\$ 313,229</b>	<b>\$ 309,503</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ 1,663	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	21	-	-	-	-
Capital	642,916	6,985	-	-	-
<b>Totals</b>	<b>\$ 644,600</b>	<b>\$ 6,985</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Todd Feland</b>					

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Greenway Coordinator**	1.00	-	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	1.00	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds – Permanent Flood Protection/Public Works - Clearwell Construction**

**Mission Statement**

To account for the costs associated with the Clearwell Construction.

construction of the Clearwell. The Clearwell is a 7 million gallon finished water clearwell and pump station. It provides high service pumping into the distribution system.

**Program Description**

The Clearwell Construction Fund is used to account for

This project has been completed; therefore, no information is presented for subsequent years.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(1,405)	592,577	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ (1,405)</b>	<b>\$ 592,577</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Todd Feland</b>					

**Departmental Summaries (continued)**  
**Capital Project Funds—Permanent Flood Protection/Public Works-Bridge Repair/Rehab**

**Mission Statement**

To account for the costs associated with the cost of future expenses related to bridge repair and rehab.

**Program Description**

This fund is used to account for construction of a future bridge repair and rehab. Funding comes from City Sales Tax revenue through the Infrastructure Fund. Previously, this capital project fund was set up strictly for the

Washington Street Underpass. This has been changed to bridge repair/rehab, since the NDDOT may dictate the use of this money depending on the priorities set by the NDDOT. This reserve will be used for future expenses relating to the Washington Street Underpass, the Sorlie Bridge, or the Kennedy Bridge, depending on NDDOT's priorities.

A reserve is set aside annually to allow for the build up of funds that will cover the estimated City share of the project.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	13,221	15,594	18,900	16,125	16,125
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	250,000	100,000	100,000	125,000	125,000
Cash Carryover-budget	-	-	945,000	1,075,000	1,075,000
<b>Totals</b>	<b>\$ 263,221</b>	<b>\$ 115,594</b>	<b>\$ 1,063,900</b>	<b>\$ 1,216,125</b>	<b>\$ 1,216,125</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Allen Grasser</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Capital Project Funds—Permanent Flood Protection/Public Works-Bridge Repair/Rehab

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	18,242	28,687	34,261	40,946	49,765
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	200,000	250,000	300,000	400,000	500,000
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	1,216,125	1,434,367	1,713,054	2,047,315	2,488,262
<b>Totals</b>	<b>\$ 1,434,367</b>	<b>\$ 1,713,054</b>	<b>\$ 2,047,315</b>	<b>\$ 2,488,262</b>	<b>\$ 3,038,027</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>				

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds – Permanent Flood Protection/Public Works – PWF Remodel**

**Mission Statement**

To account for the costs associated with the Public Works Facility remodel.

streets, sanitation, water, wastewater and stormwater departments. The cost of this project was shared between all of the users of the facility. No bonding was needed, as the City internally financed through the utility funds.

**Program Description**

The Public Works Facility (PWF) Remodel Fund is used to account for expenses related to the remodel of our Public Works Facility Building. This building is the home to

This project has been completed; therefore, no information is presented for subsequent years.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	6,762	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	1,897,713	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ 1,904,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	1,246	-	-	-
Capital	-	1,719,221	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ 1,720,467</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Todd Feland</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)**

**Capital Project Funds– Permanent Flood Protection/Public Works-Waterworks Capital Proj**

**Mission Statement**

To account for the costs related to current year capital projects for the Waterworks fund.

**Program Description**

This fund is used to account for the costs related to the construction of current year capital projects in the Water Fund. The 2012 Budget includes a residuals pond system upgrade project. This project involves development of larger shallow ponds for the long-term storage of water treatment plant residuals. Currently four small, renovated wastewater aeration ponds have been used to store the residuals. The current residuals storage

ponds are limited in size and must be cleaned out on a routine basis to make space for additional WTP residuals. The removed residuals must be hauled to the landfill. The proposed project is estimated to accept residuals for up to 50 years, eliminating the need for annual removal of the residual material. An eight (8)-year payback has been calculated for this project.

**2012 Objectives**

To continue to accurately account for revenue and expenses related to the Water Fund capital projects.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	3,800,000	3,800,000
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,800,000</b>	<b>\$ 3,800,000</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	3,800,000	3,800,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,800,000</b>	<b>\$ 3,800,000</b>
<b>Director: Todd Feland</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds– Permanent Flood Protection/Public Works-Wastewater Capital Proj**

**Mission Statement**

To account for the costs related to current year capital projects for the wastewater fund.

Wastewater Fund. In 2009 the project funded is the construction of a new Pump Station, #37. There are no wastewater capital projects budgeted for 2011.

**Program Description**

This fund is used to account for the costs related to the construction of current year capital projects in the

**2012 Objectives**

To continue to accurately account for revenue and expenses related to the Wastewater Fund capital projects.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(4,779)	(11)	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Bond Proceeds	2,290,000	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ 2,285,221</u>	<u>\$ (11)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	1,354,819	782,673	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 1,354,819</u>	<u>\$ 782,673</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Director: Todd Feland</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds– Permanent Flood Protection/Public Works-Stormwater Capital Proj**

**Mission Statement**

To account for the costs related to current year capital projects for the stormwater fund.

Stormwater Fund. In 2009 the project funded is a rehab of storm station #187. There are no new stormwater projects budgeted in 2011.

**Program Description**

This fund is used to account for the costs related to the construction of current year capital projects in the

**2012 Objectives**

To continue to accurately account for revenue and expenses related to the Stormwater Fund capital projects.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	145,847	(40)	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	360,585	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 145,847</b>	<b>\$ 360,545</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	432,047	325,902	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 432,047</b>	<b>\$ 325,902</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Todd Feland</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)**

**Capital Project Funds– Permanent Flood Protection/Public Works-Sanitation Capital Proj**

**Mission Statement**

To account for the costs related to current year capital projects for the sanitation fund.

Fund. In 2009 the funds were used for the siting and construction of a new landfill. The new landfill was completed in 2010.

**Program Description**

This fund is used to account for the costs related to the construction of current year capital projects in the Sanitation

**2012 Objectives**

To continue to accurately account for revenue and expenses related to the Sanitation Fund capital projects.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(8,030)	(4,409)	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	587,444	-	-	-	-
Proceeds of Bonds/Notes	8,980,000	-	-	-	-
Cash Carryover-budget	-	-	2,000,000	-	-
<b>Totals</b>	<u>\$ 9,559,414</u>	<u>\$ (4,409)</u>	<u>\$ 2,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	7,492,728	988,104	2,000,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	1,526,531	301,560	-	-	-
<b>Totals</b>	<u>\$ 9,019,259</u>	<u>\$ 1,289,664</u>	<u>\$ 2,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Director: Todd Feland</b>					

**Departmental Summaries (continued)  
Capital Project Funds – Permanent Flood Protection/Public Works - Sidewalk Repair**

**Mission Statement**

To account for the costs related to annual sidewalk repair projects.

**Program Description**

The fund is used to fund sidewalk repair projects. This also includes approach walks and ADA approach walks. Funding for these projects is from special assessments to benefiting properties, City special assessments Fund, and Highway

User Funds. Beginning in 2011, we will be budgeting the sidewalk repairs within the 2011 Special Assessment Capital Project Fund, and will be including this project in with all the other Special Assessment Projects. The City will no longer be issuing sidewalk warrants for the sidewalk repair projects.

**2012 Objectives**

To continue to accurately account for revenue and expenses of the ADA approach walks.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	15,579	(5)	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	60,000	41,000	50,000	50,000	50,000
Proceeds of Sidewalk Warrants	106,000	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 181,579</b>	<b>\$ 40,995</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	133,121	40,411	50,000	50,000	50,000
Debt Service	-	-	-	-	-
Transfers Out	13,691	33,090	-	-	-
<b>Totals</b>	<b>\$ 146,812</b>	<b>\$ 73,501</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Director: Allen Grasser</b>					

City of Grand Forks  
2012 City Budget

**Departmental Summaries (continued)**  
**Capital Project Funds – Permanent Flood Protection/Public Works - Sidewalk Repair**

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	50,000	50,000	50,000	50,000	50,000
Proceeds of Sidewalk Warrants	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 50,000</b>				
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	50,000	50,000	50,000	50,000	50,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 50,000</b>				

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)**

**Capital Project Funds—Permanent Flood Protection/Public Works- 2006-2010 Spec Assess Proj**

**Mission Statement**

To account for the costs related to annual special assessment projects.

Each year, a new Capital Project Fund is set up for the year's special assessment projects. There is no future impact, since the annual expense is offset by a special assessment bond to be paid by the residents who receive benefit.

**Program Description**

The fund is used to account for the costs of construction of various improvement projects deemed advisable to benefit the properties against which special assessments were levied.

**2012 Objectives**

To accurately account for revenue and expenses of special assessment projects.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	79,674	544,777	-	-	-
Interest & Miscellaneous	(6,474)	24,459	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	294,412	774,171	-	-	-
Proceeds of Bonds/Notes	2,200,000	4,805,000	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 2,567,612</b>	<b>\$ 6,148,407</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	70	-	-	-
Capital	1,864,116	4,865,551	-	-	-
Debt Service	2,192	60,014	-	-	-
Transfers Out	239,509	34,072	-	-	-
<b>Totals</b>	<b>\$ 2,105,817</b>	<b>\$ 4,959,707</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Allen Grasser</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds–Permanent Flood Protection/Public Works- 2011 Special Assess Proj**

**Mission Statement**

To account for the costs related to annual special assessment projects.

Each year, a new Capital Project Fund is set up for the year's special assessment projects. There is no future impact, since the annual expense is offset by a special assessment bond to be paid by the residents who receive benefit.

**Program Description**

The fund is used to account for the costs of construction of various 2011 improvement projects deemed advisable to benefit the properties against which special assessments were levied.

**2012 Objectives**

To accurately account for revenue and expenses of the 2011 special assessment projects.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	129,040	-	-
Proceeds of Bonds/Notes	-	-	3,079,040	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,208,080</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	3,208,080	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,208,080</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Director: Allen Grasser</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds–Permanent Flood Protection/Public Works- 2012 Special Assess Proj**

**Mission Statement**

To account for the costs related to annual special assessment projects.

**Program Description**

The fund is used to account for the costs of construction of various 2012 improvement projects deemed advisable to benefit the properties against which special assessments were levied.

Each year, a new Capital Project Fund is set up for the year's special assessment projects. There is no future impact, since the annual expense is offset by a special assessment bond to be paid by the residents who receive benefit.

**2012 Objectives**

To accurately account for revenue and expenses of the 2012 special assessment projects.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	129,040	129,040
Proceeds of Bonds/Notes	-	-	-	3,079,040	3,079,040
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,208,080</b>	<b>\$ 3,208,080</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	3,208,080	3,208,080
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,208,080</b>	<b>\$ 3,208,080</b>
<b>Director: Allen Grasser</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds– Permanent Flood Protection/Public Works-Nuisance Abatements**

**Mission Statement**

To account for the costs related to nuisance abatement projects.

failed to comply with City Ordinance. Such costs are recovered by special assessing the charges against those properties.

**Program Description**

This fund is used to account for the costs of clean up projects within the City limits, i.e. long grass, weed cutting and snow removal on private property where the owner has

**2012 Objectives**

To continue to accurately account for revenue and expenses of the nuisance abatement projects.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	12,665	27,438	20,766	20,979	20,979
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	26,436	30,000	30,000
<b>Totals</b>	<b>\$ 12,665</b>	<b>\$ 27,438</b>	<b>\$ 47,202</b>	<b>\$ 50,979</b>	<b>\$ 50,979</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	17,051	11,403	21,000	21,000	21,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 17,051</b>	<b>\$ 11,403</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
<b>Director: Todd Feland</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Capital Project Funds– Permanent Flood Protection/Public Works-Nuisance  
Abatements

<b>Projection</b>					
Department Summary	2012	2013	2014	2015	2016
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	20,524	20,515	20,505	20,495	20,485
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	29,979	29,503	29,018	(21,000)	(21,505)
<b>Totals</b>	<b>\$ 50,503</b>	<b>\$ 50,018</b>	<b>-</b>	<b>\$ (505)</b>	<b>\$ (1,020)</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	21,000	21,000	21,000	21,000	21,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 21,000</b>				

**Departmental Summaries (continued)**  
**Capital Project Funds – Health and Welfare - Mosquito Control Facility**

**Mission Statement**

To account for the costs associated with the cost of construction of a Mosquito Control Facility.

Facility. The project is funded with a revenue bond through the Mosquito Fund. The bond is paid with mosquito fees.

**Program Description**

This fund is used to account for construction of a Mosquito Control Facility, which is part of the Public Safety Training

Attached to this building is the Public Safety Training Center, which houses a fire station and police and fire training grounds. This joint facility is a permanent home to Mosquito Control. The project is complete.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	1,189	77	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ 1,189</u>	<u>\$ 77</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	90,069	4,425	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 90,069</u>	<u>\$ 4,425</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Director: Don Shields</b>					

**Departmental Summaries (continued)**  
**Capital Project Funds – Public Safety - Public Safety Training Center**

**Mission Statement**

To account for the costs associated with the cost of construction of a Public Safety Training Facility.

from City Sales Tax revenue through the Infrastructure Fund. The remainder is funded with a General Obligation Bond through the Public Building Fund. Attached to this building is the Mosquito Control Facility, which is being accounted for as a separate capital project. This facility is a permanent home to Mosquito Control and Fire, and also serves as a training facility for our Police and Fire departments as well as the police and fire departments of the region.

**Program Description**

This fund is used to account for construction of a Public Safety Training Facility. The site construction work is paid

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,213	3,043	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ 3,213</u>	<u>\$ 3,043</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	2,904	116,551	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 2,904</u>	<u>\$ 116,551</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Director: Pete O'Neill</b>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Capital Project Funds – Public Safety - Public Safety Answering Point(PASP) Expansion**

**Mission Statement**

To account for the costs associated with the cost of construction of the Public Safety Answering Point Expansion.

**Program Description**

This fund is used to account for construction of a Public Safety Answering Point (PSAP) Expansion. This expansion is an addition onto the City's Police Building. This will be the new home for PSAP/E911 employees.

These employees were in an office within the police department, but there was not sufficient space, which has been an issue for many years. This new facility serves as a permanent home to PSAP/E911 employees. The construction is paid from 911 tax revenue through a \$1 charge that is placed on phones. The cash balance has been built up over the past years with the purpose of using it toward this expansion. There is not sufficient cash to fund the project in its entirety. Rather than bonding, the City is internally financing through available cash within the water fund. The PSAP fund is paying back the water fund over a 7 year period.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	10,409	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	1,500,000	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ -</u>	<u>\$ 1,510,409</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	886,531	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ -</u>	<u>\$ 886,531</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Director: Pete O'Neill</b>					

**Departmental Summaries (continued)**  
**Capital Project Funds – Culture and Recreation - Bikeway Capital Projects**

**Mission Statement**

To account for the cost and construction of a city-wide bikeway system.

**Program Description**

This is a capital project fund used to account for the cost of constructing a circular bikeway system, which will skirt the City. Funding comes from City Sales Tax revenue through the Infrastructure Fund. In 2008 we began budgeting \$100,000 annually as a transfer from the Infrastructure Fund for capital and maintenance of

bikeways. This is down from the \$250,000 allocated to the Bikeway in prior years. The change is a result of conversations regarding the CIP and the City's priorities as to funding CIP projects. The 2011 budget also includes \$54,000 transfer from the Highway User Fund for a bike path on South Washington Street from 47<sup>th</sup> to 55<sup>th</sup> Avenue South.

**2012 Objectives**

To continue to provide an accurate accounting for Bikeway Development funds.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	275,457	172,071	-	-	-
Interest & Miscellaneous	2,806	2,195	3,000	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	100,000	205,000	154,000	150,000	150,000
Cash Carryover-budget	-	-	150,000	-	-
<b>Totals</b>	<b>\$ 378,263</b>	<b>\$ 379,266</b>	<b>\$ 307,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	336,612	255,466	154,000	150,000	150,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 336,612</b>	<b>\$ 255,466</b>	<b>\$ 154,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Director: Allen Grasser</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Capital Project Funds – Culture and Recreation - Bikeway Capital Projects

<b>Projection</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Department Summary</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,060	3,121	3,184	3,247	3,312
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	100,000	100,000	100,000	100,000	100,000
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	153,000	156,060	159,181	162,365	165,612
<b>Totals</b>	<b>\$ 256,060</b>	<b>\$ 259,181</b>	<b>\$ 262,365</b>	<b>\$ 265,612</b>	<b>\$ 268,924</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	100,000	100,000	100,000	100,000	100,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 100,000</b>				



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**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund – Sanitation**

**Mission Statement**

To provide efficient and effective waste collection, transport, and disposal operations for residential and commercial customers within the City of Grand Forks.

To provide fall vacuum leaf collection in order to lessen plugging of the storm sewers. Leaves serve to provide protective seasonal insulation for the clay stockpiles used for daily cover material at the City Landfill(s).

**Program Description**

The Sanitation Department is responsible for operations including solid waste collection, transportation, disposal, recycling, and waste reduction services. These operations are provided through Solid Waste Collection Operations, Recycling Contract Administration, Baling/Transfer Facility operations, a Municipal Solid Waste Landfill, and an Inert Landfill serving the citizens of Grand Forks and the surrounding region.

To systematically, effectively, and efficiently provide residential services including collection of municipal solid waste, brush, appliances, yard waste, and bulky material from the residences of the City of Grand Forks in order to protect public health and maintain the clean appearance of the City.

**2012 Objectives**

To provide for the safe, effective, and efficient collection of Municipal Solid Waste (MSW) and inert waste through our various operations and programs.

To utilize the Baling/Transfer Facility to further increase the life of the landfill, minimize the bird attraction in cooperation with the Federal Aviation Administration (FAA), and to reduce litter at the landfill.

To perform the proper closure procedure and continue to provide post-closure care for the closed and capped MSW landfill.

To maximize the percentage of waste recycled and/or diverted from the landfill to extend the life of the landfill and thereby demonstrate stewardship and environmental responsibility.

To continue operation of the new MSW Subtitle D Landfill in Rye Township, Section 13, with ever-increasing recycling and diversion efforts to further prolong the life of the landfill.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Total percentage diverted from Landfill	40%	34%	35%	36%	36%
Percentage diverted due to recycling	5%	5%	6%	7%	7%
Cost of leaf collection per residence per year	\$ 5.66	\$ 5.78	\$ 6.11	\$ 6.10	\$ 6.10
Cost per ton to bale municipal waste	\$ 14.41	\$ 14.24	\$ 14.48	\$ 14.08	\$ 14.08
Cost per ton of recycling	\$ 246.16	\$ 210.85	\$ 217.02	\$ 179.41	\$ 179.41
Cost per residence of curbside recycling per month	\$ 1.70	\$ 1.55	\$ 1.69	\$ 1.57	\$ 1.57
Residential Collection cost per residential customer per month	\$ 5.23	\$ 5.27	\$ 5.35	\$ 4.98	\$ 4.98

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 20,446	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	167,471	295,761	155,000	309,069	309,069
Charges for Services	7,484,082	7,484,959	7,778,484	8,021,909	8,021,909
Bond Proceeds	-	2,635,000	-	-	-
Transfers In	13,379	63,365	34,004	34,234	34,234
Cash Carryover-budget	-	-	1,687,000	255,000	255,000
<b>Totals</b>	<b>\$ 7,685,378</b>	<b>\$ 10,479,085</b>	<b>\$ 9,654,488</b>	<b>\$ 8,620,212</b>	<b>\$ 8,620,212</b>
<b>Expenses</b>					
Personnel Services	\$ 2,300,485	\$ 2,403,347	\$ 2,410,871	\$ 2,515,365	\$ 2,515,365
Mtce & Operations	2,937,779	2,765,623	3,414,321	3,547,370	3,547,370
Capital	1,774,076	1,335,769	2,532,500	1,375,000	1,375,000
Debt Service	428,031	3,655,965	805,369	954,695	954,695
Transfers Out	-	457,563	-	-	-
<b>Totals</b>	<b>\$ 7,440,371</b>	<b>\$ 10,618,267</b>	<b>\$ 9,163,061</b>	<b>\$ 8,392,430</b>	<b>\$ 8,392,430</b>

**Director: Todd Feland**  
**Sanitation Superintendent: Richard Newman**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund – Sanitation

Expenditures By Division	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 1,409,395	\$ 5,032,602	\$ 2,063,627	\$ 2,242,548	\$ 2,242,548
Landfill Services	2,238,429	946,878	3,166,212	1,943,766	1,943,766
Baling Facility	1,003,705	973,224	992,812	1,040,041	1,040,041
Refuse Collection	2,363,158	3,281,448	2,488,610	2,714,275	2,714,275
Recycling Program	425,684	384,115	451,800	451,800	451,800
<b>Totals</b>	<b>\$ 7,440,371</b>	<b>\$ 10,618,267</b>	<b>\$ 9,163,061</b>	<b>\$ 8,392,430</b>	<b>\$ 8,392,430</b>

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	227,572	200,951	223,851	246,519	243,763
Charges for Services(1)	8,497,015	8,894,859	9,158,760	9,384,773	9,617,115
Transfers In	34,393	34,536	34,615	34,663	34,655
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	227,782	146,050	228,468	347,129	490,314
<b>Totals</b>	<b>\$ 8,986,762</b>	<b>\$ 9,276,396</b>	<b>\$ 9,645,694</b>	<b>\$ 10,013,084</b>	<b>\$ 10,385,847</b>
<b>Expenditures</b>					
Personnel Services	\$ 2,608,099	\$ 2,665,400	\$ 2,767,459	\$ 2,828,248	\$ 2,940,788
Mtce Operations	3,660,743	3,778,229	3,900,026	4,026,342	4,157,397
Capital	1,618,800	1,653,360	1,688,791	1,725,204	1,762,310
Debt Service	953,070	950,939	942,289	942,976	942,151
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 8,840,712</b>	<b>\$ 9,047,928</b>	<b>\$ 9,298,565</b>	<b>\$ 9,522,770</b>	<b>\$ 9,802,646</b>

(1) Projections include a utility rate increase of 5 percent in 2013-2014; 4 percent in 2014; and 2% in 2015-2017.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund – Sanitation**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Sanitation Superintendent	1.00	1.00	1.00	1.00	1.00
Sanitation Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist, Senior(1)	-	0.27	0.27	0.27	0.27
Administrative Specialist(1)	0.27	0.50	0.50	0.27	0.27
Equipment Operator, Lead	2.00	2.00	2.00	2.00	2.00
Equipment Operator, Senior	7.00	7.00	7.00	12.00	12.00
Equipment Operator	19.00	19.00	19.00	15.00	15.00
Office Specialist, Senior(1)	0.50	-	-	-	-
Fleet Maintenance Technician	1.00	1.00	1.00	-	-
Equipment Operator*	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>
Total Classified(Permanent)	33.04	33.04	33.04	32.81	32.81
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.27	0.27	0.27	0.27	0.27
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>
<b>Total FTE</b>	<b>37.81</b>	<b>37.81</b>	<b>37.81</b>	<b>37.58</b>	<b>37.58</b>

(1) Position changes in title from Office Specialist, Sr to an Administrative Specialist and Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund - Wastewater**

**Mission Statement**

To provide efficient and effective maintenance and repair in a manner to protect public health, while following State and Federal regulations.

**Program Description**

The Wastewater Department provides for the collection and transportation of wastewater generated by residential commercial, and industrial discharges. The Wastewater Department is responsible for the collection, pumping, treatment, and final discharge of all the wastewater produced by the City of Grand Forks.

**2012 Objectives**

Maintain the wastewater collection system in a cost efficient manner.

Rehabilitate a minimum of two stations a year in order to keep rates on a slow increase.

To treat the wastewater of Grand Forks to effluent quality standards that meet or exceed the clean water standards put forth by federal, state and local government agencies.

To achieve our objective in a manner that demonstrates integrity, responsibility, safety and economically-sound practices.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Miles of Sanitary Sewer	154.00	154.58	156.45	156.16	156.16
Cost of Maintenance & Operations per mile of Sanitary Sewer	\$ 1,229	\$ 1,050	\$ 1,042	\$ 1,050	\$ 1,689
Number of Pump Stations	43	42	42	42	42
Cost of Maintenance & Operations per Pump Station	\$ 14,906	\$ 15,618	\$ 14,723	\$ 15,275	\$ 12,898

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Mayor Recommended</b>	<b>Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees	42,071	37,765	45,000	45,000	45,000
Interest & Miscellaneous	199,666	164,637	154,000	129,000	129,000
Charges for Services	7,139,634	7,399,380	8,165,133	8,589,222	8,589,222
Sale of Property	-	-	-	-	-
Special Assessments	2,673	1,874	-	-	-
Transfers In	117,860	30,000	-	-	-
Proceeds	1,415,000	-	-	-	-
Cash Carryover-budget	-	-	448,000	336,600	336,600
<b>Totals</b>	<b>\$ 8,916,904</b>	<b>\$ 7,633,656</b>	<b>\$ 8,812,133</b>	<b>\$ 9,099,822</b>	<b>\$ 9,099,822</b>
<b>Expenses</b>					
Personnel Services	\$ 1,398,506	\$ 1,520,626	\$ 1,603,501	\$ 1,672,462	\$ 1,672,462
Mtce & Operations	2,226,481	2,170,788	2,847,394	3,021,643	3,021,643
Capital	899,643	772,842	845,000	720,000	720,000
Debt Service	2,786,827	3,081,809	3,028,125	3,261,075	3,261,075
Transfers Out	71,282	401,470	34,004	58,009	58,009
<b>Totals</b>	<b>\$ 7,382,739</b>	<b>\$ 7,947,535</b>	<b>\$ 8,358,024</b>	<b>\$ 8,733,189</b>	<b>\$ 8,733,189</b>

**Director: Todd Feland**  
**Wastewater/Storm-Water Superintendent: Dave Kresel**  
**Wastewater Treatment Plant Superintendent: Don Tucker**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund - Wastewater

Expenditures By Division	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 4,100,172	\$ 4,758,663	\$ 4,757,033	\$ 5,015,304	\$ 5,015,304
Collection System	313,506	284,815	471,413	448,057	448,057
Pumping	1,002,545	806,211	704,004	958,554	958,554
Forcemain	243,882	425,717	582,572	333,227	333,227
Wastewater Treatment	1,527,580	1,479,420	1,670,798	1,858,877	1,858,877
Lab	195,054	192,709	172,204	119,170	119,170
<b>Totals</b>	<b>\$ 7,382,739</b>	<b>\$ 7,947,535</b>	<b>\$ 8,358,024</b>	<b>\$ 8,733,189</b>	<b>\$ 8,733,189</b>

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees	95,000	95,000	95,000	95,000	95,000
Interest & Miscellaneous	15,529	12,715	9,332	10,902	10,243
Charges for Services(1)	8,979,058	9,443,196	9,696,032	9,956,595	10,225,120
Transfers In	-	-	-	-	-
Bond Proceeds	1,424,888	-	2,755,017	2,838,077	4,227,823
Cash Carryover-budget	366,633	291,188	378,285	478,443	462,707
<b>Totals</b>	<b>\$ 10,881,108</b>	<b>\$ 9,842,099</b>	<b>\$ 12,933,666</b>	<b>\$ 13,379,017</b>	<b>\$ 15,020,893</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,738,040	\$ 1,780,414	\$ 1,852,437	\$ 1,897,421	\$ 1,976,669
Mtce Operations	3,218,954	3,383,043	3,559,121	3,748,249	3,951,596
Capital	2,381,888	950,000	3,705,017	3,818,077	4,997,823
Debt Service	3,192,888	3,292,089	3,279,978	3,393,899	3,591,434
Transfers Out	58,150	58,268	58,670	58,664	58,733
<b>Totals</b>	<b>\$ 10,589,920</b>	<b>\$ 9,463,814</b>	<b>\$ 12,455,223</b>	<b>\$ 12,916,310</b>	<b>\$ 14,576,255</b>

(1) Projections include a 4.5 percent utility rate increase per year 2013-2014; 2.0 percent increase 2015-2017..

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund - Wastewater**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Wastewater Treatment Plant Superintendent	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	1.00	1.00	2.00	2.00
Wastewater Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00
Wastewater/Storm-Water Superintendent	0.75	0.75	0.75	0.75	0.75
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	0.50
Environmental Specialist	0.75	0.75	0.75	0.75	0.75
Electrical Technician	0.50	0.50	0.50	0.50	0.50
Electronics Technician	0.50	0.50	0.50	0.50	0.50
Wastewater/Storm-Water Service Worker, Lead	5.00	5.00	5.00	5.00	5.00
Wastewater/Storm-Water Service Worker, Senior	2.00	2.00	2.00	1.00	1.00
Wastewater/Storm-Water Service Worker	2.00	2.00	3.00	3.00	3.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist, Senior(1)	-	0.77	0.77	0.77	0.77
Administrative Specialist(1)	0.77	-	-	0.27	0.27
Industrial Pretreatment Specialist	1.00	1.00	1.00	1.00	1.00
Lab Analyst	1.00	1.00	1.00	-	-
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Lab Helper*	1.00	1.00	1.00	-	-
Bldgs & Grounds Worker*	0.40	0.40	0.40	0.40	0.40
Operation Assistant**	-	-	-	1.00	1.00
<b>Total Classified(Permanent)</b>	<b>21.04</b>	<b>21.04</b>	<b>22.04</b>	<b>21.31</b>	<b>21.31</b>
<b>Total Classified(Grant Funded)****</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Contract Dept Head***</b>	<b>0.27</b>	<b>0.27</b>	<b>0.27</b>	<b>0.27</b>	<b>0.27</b>
<b>Total Non-Classified(Project/Grant)**</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>
<b>Total Non-Classified(Seasonal)*</b>	<b>1.90</b>	<b>1.90</b>	<b>1.90</b>	<b>0.90</b>	<b>0.90</b>
<b>Total FTE</b>	<b>23.21</b>	<b>23.21</b>	<b>24.21</b>	<b>23.48</b>	<b>23.48</b>

(1) Position changes in Title from administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund - Water**

**Mission Statement**

The Water Department's purpose is to supply water to the people of Grand Forks of a quality to sufficiently meet the requirements of public health and of a quantity to meet the needs of public safety.

Encourage public involvement through plant tours and participation in public festivals.

Maintain unaccounted for water at less than ten percent. The National average is equal to fifteen percent.

**Program Description**

The Waterworks Department is responsible for the pumping, treatment, distribution, storage, and metering of water in the City of Grand Forks. The Waterworks Department includes three sub-departments: Transmission/Distribution, Water Treatment, and Lab Services.

Maintain and distribute a supply of water to our customers in quantities sufficient to meet their needs at a quality which protects their health at a cost commensurate with the needs of the community.

Provide services, which conserve resources, ensure the vitality of business and industry, inspire customer confidence and promote growth.

**2012 Objectives**

Maintain affordable water rates.

Treat the water in order for it to be safe for drinking, while monitoring chemical dose to reduce water treatment chemical costs.

Minimize the amount of water loss.

Minimize the cost of chemical treatment by selectively blending our source waters.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Water Charge(based on 8,000 gal)	\$ 26.93	\$ 26.93	\$ 26.93	\$ 26.93	\$ 26.93
Water loss as a percent	10%	4%	4%	7.5%	4%
Number of major breaks repaired	38	37	44	46	26
Percent of meters read each month	99.96%	99.96%	99.96%	99.96%	99.96%
Number of gallons treated	3 Billion	3 Billion	3 Billion	2.9 Billion	2.89 Billion
Water Utility Cost per 1,000 gallons(includes capital)	\$ 3.03	\$ 3.12	\$ 3.82	\$ 4.63	\$ 5.85
Number of visitors to the Plant	351	396	223	135	135
Percent of time water quality standards are met	100%	100%	100%	100%	100%
Chemical costs per 1,000 gallons*	\$ 0.23	\$ 0.26	\$ 0.33	\$ 0.40	\$ 0.40

\* Chemical cost per 1,000 gallons increase due to increase in bid costs for chemicals.

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ 260,000	\$ 275,000	\$ 275,000
Interest & Miscellaneous	555,329	344,693	397,550	355,250	355,250
Charges for Services	7,669,215	7,711,447	8,291,500	8,615,308	8,615,308
Transfers In	193,406	126,497	250,316	189,278	189,278
Proceeds	5,770,000	-	-	-	-
Reserve Cash	-	-	634,500	387,500	387,500
Cash Carryover-budget	-	-	700,000	204,000	204,000
<b>Totals</b>	<b>\$ 14,187,950</b>	<b>\$ 8,182,637</b>	<b>\$ 10,533,866</b>	<b>\$ 10,026,336</b>	<b>\$ 10,026,336</b>
<b>Expenses</b>					
Personnel Services	\$ 2,088,592	\$ 2,154,278	\$ 2,282,361	\$ 2,297,618	\$ 2,297,618
Mtce & Operations	3,563,781	3,471,725	4,277,776	4,378,959	4,378,959
Capital	2,761,193	1,427,862	1,961,516	1,455,160	1,455,160
Debt Service	2,999,939	6,434,732	1,599,714	1,701,398	1,701,398
Transfers Out	660,961	1,164,564	-	-	-
<b>Totals</b>	<b>\$ 12,074,466</b>	<b>\$ 14,653,161</b>	<b>\$ 10,121,367</b>	<b>\$ 9,833,135</b>	<b>\$ 9,833,135</b>
<b>Director: Todd Feland</b>					
<b>Water Utility Superintendent: Hazel Sletten</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund - Water

Expenditures By Division	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 4,506,626	\$ 9,034,201	\$ 3,492,958	\$ 3,630,867	\$ 3,630,867
Water Distribution	2,400,276	1,813,470	2,029,658	2,078,259	2,078,259
Water Treatment	5,011,032	3,677,473	4,437,018	3,959,865	3,959,865
Lab	156,532	128,017	161,733	164,144	164,144
<b>Totals</b>	<b>\$ 12,074,466</b>	<b>\$ 14,653,161</b>	<b>\$ 10,121,367</b>	<b>\$ 9,833,135</b>	<b>\$ 9,833,135</b>

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Revenues</b>					
Intergovernmental	775,000	2,500,000	3,200,000	20,400,000	20,400,000
Interest & Miscellaneous	58,864	57,636	59,331	65,101	73,088
Charges for Services(1)	9,295,186	9,938,113	10,135,629	10,337,091	11,053,174
Transfers In	206,855	203,793	201,124	198,157	198,157
Bond Proceeds	-	-	-	17,744,262	23,116,406
Reserve	825,000	2,550,000	3,250,000	2,705,735	-
Cash Carryover-budget	193,201	131,790	216,572	505,042	904,398
<b>Totals</b>	<b>\$ 11,354,106</b>	<b>\$ 15,381,332</b>	<b>\$ 17,062,656</b>	<b>\$ 51,955,388</b>	<b>\$ 55,745,223</b>
<b>Expenditures</b>					
Personnel Services	\$ 2,384,302	\$ 2,437,719	\$ 2,533,133	\$ 2,589,803	\$ 2,695,031
Mtce Operations	4,548,674	4,727,365	4,915,690	5,114,366	5,324,174
Capital(2)	2,389,100	6,099,100	7,199,100	41,617,100	41,569,100
Debt Service	1,900,240	1,900,576	1,909,691	1,729,721	3,156,256
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 11,222,316</b>	<b>\$ 15,164,760</b>	<b>\$ 16,557,614</b>	<b>\$ 51,050,990</b>	<b>\$ 52,744,561</b>
<p>(1) Projections include a 7 percent increase in utility fees in 2013; 6% increase in 2014; 1% increase in years 2015-2016; and 6% increase in 2017.</p> <p>(2) High projected cost due to Major Water Treatment Plant Project. This is discussed in more detail in the CIP section of the budget document.</p>					

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund - Water**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Water Utility Superintendent	1.00	1.00	1.00	1.00	1.00
Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Water Service Worker, Lead	4.00	4.00	4.00	4.00	4.00
Water Service Worker, Senior	3.00	3.00	3.00	3.00	3.00
Water Service Worker	3.00	3.00	3.00	3.00	3.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist, Senior(1)	-	1.77	1.77	1.77	1.77
Administrative Specialist(1)	1.77	-	-	0.27	0.27
Electronics Technician	0.50	0.50	0.50	0.50	0.50
Electrical Technician	0.50	0.50	0.50	0.50	0.50
Water Plant Supervisor	1.00	1.00	1.00	1.00	1.00
Water Plant Operator, Lead	6.00	6.00	6.00	6.00	6.00
Water Plant Operator, Senior	3.00	3.00	3.00	3.00	3.00
Water Plant Operator	2.00	2.00	2.00	2.00	2.00
Lab Analyst, Senior	1.00	1.00	1.00	1.00	1.00
Water Plant Operator**	1.00	1.00	1.00	1.00	1.00
Lab Assistant**	-	0.45	0.45	-	-
Public Service Worker*	0.75	0.45	0.45	0.45	0.45
Total Classified(Permanent)	28.04	28.04	28.04	28.31	28.31
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.27	0.27	0.27	0.27	0.27
Total Non-Classified(Project/Grant)**	1.00	1.45	1.45	1.00	1.00
Total Non-Classified(Seasonal)*	0.75	0.45	0.45	0.45	0.45
<b>Total FTE</b>	<b>30.06</b>	<b>30.21</b>	<b>30.21</b>	<b>30.03</b>	<b>30.03</b>

(1) Position changes in Title from Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07.

**Departmental Summaries (continued)**  
**Enterprise Fund – Stormwater**

**Mission Statement**

To safely convey urban runoff to the Red River through storm sewers and open channel drainage ways, including in-stream storm water detention and retention basins that are in compliance with EPA regulations.

**Program Description**

The drainage and storm sewer program provides for the engineering and maintenance of the City's storm drainage system. The Storm water Department is responsible for the maintenance of storm water main lines, outfall lines, pumping stations, and flood gates.

**2012 Objectives**

Maintain a storm water distribution system in a cost efficient manner.

The flood rehabilitation work done by contractors is about complete. The department will now start back on the storm sewer cleaning program.

The department will use the storm sewer rehabilitation program funds to rehabilitate areas not covered by the flood recovery program.

Track the revenue generated for the purpose of paying for the maintenance of the Greenway compared to the actual expenses incurred to determine if the rate structure is accurate.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Miles of Storm Sewer	102.39	102.40	102.64	136.46	136.46
Cost of Mtce & Operations per mile of Storm Sewer*	\$ 1,037	\$ 629	\$ 979	\$ 1,038	\$ 640
Number of Storm Stations	13	12	12	12	12
Number of Flood Stations	10	12	12	12	12
Cost of Mtce & Operations per Storm Station*	\$ 8,548	\$ 7,373	\$ 10,209	\$ 10,671	\$ 9,973
Cost of Mtce & Operations per Flood Station*	\$ 3,569	\$ 6,598	\$ 8,061	\$ 13,081	\$ 12,295
*excludes capital					

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 23,430	\$ 32,427	\$ -	\$ -	\$ -
Interest & Miscellaneous	145,828	59,514	60,000	40,000	40,000
Charges for Services	1,582,214	1,664,554	1,876,426	2,081,713	2,081,713
Transfers In	-	5,000	-	-	-
Reserve Cash	-	-	-	131,174	131,174
Cash Carryover-budget	-	-	248,000	178,500	178,500
<b>Totals</b>	<b>\$ 1,751,472</b>	<b>\$ 1,761,495</b>	<b>\$ 2,184,426</b>	<b>\$ 2,431,387</b>	<b>\$ 2,431,387</b>
<b>Expenses</b>					
Personnel Services	\$ 357,936	\$ 358,318	\$ 389,607	\$ 443,427	\$ 443,427
Mtce & Operations	707,130	729,943	933,002	1,107,520	1,107,520
Capital	184,748	106,704	196,500	179,000	179,000
Debt Service	518,275	520,043	521,230	522,940	522,940
Transfers Out	50,733	722,394	-	-	-
<b>Totals</b>	<b>\$ 1,818,822</b>	<b>\$ 2,437,402</b>	<b>\$ 2,040,339</b>	<b>\$ 2,252,887</b>	<b>\$ 2,252,887</b>

**Director: Todd Feland**  
**WasteWater/Storm-Water Superintendent: Dave Kresel**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund – Stormwater

Expenditures By Division	2009	2010	2011	2012	2012
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 902,792	\$ 1,622,772	\$ 1,023,923	\$ 1,152,480	\$ 1,152,480
Collection System	215,514	172,271	254,817	234,758	234,758
Storm Stations	128,057	139,509	190,613	211,223	211,223
Flood Stations	156,972	147,545	150,175	212,116	212,116
Flood Gates/Dikes/Walls	83,303	98,922	127,065	136,372	136,372
Lab	5,711	6,194	10,900	10,900	10,900
Greenway Admin/Mtce	326,473	250,189	282,846	295,038	295,038
<b>Totals</b>	<b>\$ 1,818,822</b>	<b>\$ 2,437,402</b>	<b>\$ 2,040,339</b>	<b>\$ 2,252,887</b>	<b>\$ 2,252,887</b>

Projection					
Department Summary	2013	2014	2015	2016	2017
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	110,107	106,210	103,345	99,867	98,797
	- 2,141,143	2,329,740	2,413,073	2,499,556	2,589,310
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	115,000	49,356	-	-	-
Cash Carryover-budget	178,501	140,456	153,987	136,947	240,268
<b>Totals</b>	<b>\$ 2,544,751</b>	<b>\$ 2,625,762</b>	<b>\$ 2,670,405</b>	<b>\$ 2,736,370</b>	<b>\$ 2,928,375</b>
<b>Expenditures</b>					
Personnel Services	\$ 460,366	\$ 471,782	\$ 490,332	\$ 502,444	\$ 522,796
Mtce Operations	1,269,129	1,315,243	1,364,271	1,416,445	1,473,020
Capital	148,000	163,000	163,000	163,000	163,000
Debt Service	526,800	521,750	515,855	414,213	407,800
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 2,404,295</b>	<b>\$ 2,471,775</b>	<b>\$ 2,533,458</b>	<b>\$ 2,496,102</b>	<b>\$ 2,566,616</b>

(1) Projections include utility rate increases of 10 percent in 2013 and 2014 and 3 percent thereafter. These will be reviewed annually.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund – Stormwater**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Works Director***	0.04	0.04	0.04	0.04	0.04
Wastewater/Storm-Water Superintendent	0.25	0.25	0.25	0.25	0.25
Environmental/Greenway	0.50	0.50	0.50	0.50	0.50
Public Works Services Coordinator	0.04	0.04	0.04	0.04	0.04
Environmental Specialist	0.25	0.25	0.25	0.25	0.25
Greenway Specialist(2)	-	1.00	1.00	1.00	1.00
Administrative Specialist, Senior(1)	-	0.04	0.04	0.04	0.04
Administrative Specialist(1)	0.04	-	-	0.04	0.04
Wastewater/Storm-Water Svc Worker, Lead	1.00	1.00	1.00	2.00	2.00
Wastewater/Storm-Water Svc Worker, Senior	1.00	1.00	1.00	-	-
Wastewater/Storm-Water Svc Worker	1.00	1.00	1.00	1.00	1.00
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
<b>Total Classified(Permanent)</b>	<b>4.08</b>	<b>5.08</b>	<b>5.08</b>	<b>5.12</b>	<b>5.12</b>
<b>Total Classified(Grant Funded)****</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Contract Dept Head***</b>	<b>0.04</b>	<b>0.04</b>	<b>0.04</b>	<b>0.04</b>	<b>0.04</b>
<b>Total Non-Classified(Project/Grant)**</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Classified(Seasonal)*</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>
<b>Total FTE</b>	<b>4.62</b>	<b>5.62</b>	<b>5.62</b>	<b>5.66</b>	<b>5.66</b>

(1) Position changes in Title from Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07  
(2) Position moved from the Capital Project Fund 4118 to Stormwater Fund

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund –Public Transit**

**Mission Statement**

Grand Forks Public Transportation, as the public transportation provider for Grand Forks, ND and East Grand Forks, MN will coordinate and provide a multi-model system of transportation resources. Grand Forks public transportation will promote delivery of public transportation services. These services will be geared toward improving the quality of life for residents and increasing the economic vitality of Grand Forks and East Grand Forks.

**Program Description**

Cities Area Transit (CAT) is responsible for Bus, Dial-A-Ride, and Senior Rider service that operates in the Grand Forks/East Grand Forks metropolitan area. CAT provides efficient, effective and easy-to-use public transportation service to the residents of Grand Forks and East Grand Forks in the safest and most economic manner possible.

It is anticipated that maintenance expenses will continue to decrease as the department replaces more of its older vehicles with new, more efficient, smaller vehicles.

**2012 Objectives**

Promote public health and safety by working toward the elimination of transit-related injuries, property damage and improvement of personal security and property protection.

Provide cost effective public transportation.

Promote Grand Forks economic growth and competitiveness through efficient and flexible transportation.

Replace aging transit vehicles with more efficient and effective transit vehicles in order to meet the increased ridership demands of the service.

Conduct a study of the hybrid buses and cost effectiveness.

Install AVL Software and AutoStop Announcements.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Cost per hour of fixed routes	\$ 63.68	\$ 59.68	\$ 59.04	\$ 59.20	\$ 37.02
Cost per mile of fixed routes	\$ 4.24	\$ 3.98	\$ 4.02	\$ 4.03	\$ 1.33
Number of passengers - fixed route	232,206	221,088	246,397	271,704	282,627
Number of passengers - night route	10,324	10,208	11,297	10,426	10,546
Property tax subsidy per passenger	\$ 2.36	\$ 2.50	\$ 2.35	\$ 2.25	\$ 2.31

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Property Tax	\$ 636,477	\$ 653,898	\$ 694,392	\$ 715,199	\$ 715,199
Intergovernmental	1,112,340	903,623	1,779,955	1,951,439	1,951,439
Interest & Miscellaneous	16,346	24,437	20,000	20,000	20,000
Charges for Services	408,660	431,198	406,600	406,600	406,600
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	390,000	390,000	390,000
<b>Totals</b>	<b>\$ 2,173,823</b>	<b>\$ 2,013,156</b>	<b>\$ 3,290,947</b>	<b>\$ 3,483,238</b>	<b>\$ 3,483,238</b>
<b>Expenses</b>					
Personnel Services	\$ 1,155,972	\$ 1,212,460	\$ 1,272,185	\$ 1,328,379	\$ 1,328,379
Mtce & Operations	490,375	716,131	706,121	728,003	728,003
Capital	598,874	2,765,065	1,136,000	1,136,000	1,136,000
Debt Service	-	-	-	-	-
Transfers Out	10,700	-	-	-	-
<b>Totals</b>	<b>\$ 2,255,921</b>	<b>\$ 4,693,656</b>	<b>\$ 3,114,306</b>	<b>\$ 3,192,382</b>	<b>\$ 3,192,382</b>
<b>Director: Todd Feland</b>					
<b>Transportation Superintendent: Dale Bergman</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund –Public Transit

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Property Tax	\$ 742,894	\$ 795,125	\$ 851,139	\$ 910,938	\$ 979,049
Intergovernmental	2,458,203	1,566,315	1,254,486	1,232,877	1,244,539
Interest & Miscellaneous	10,180	3,048	2,308	4,561	6,361
Charges for Services	410,666	414,773	418,920	423,110	427,341
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	290,856	87,076	65,947	130,304	181,746
<b>Totals</b>	<b>\$ 3,912,799</b>	<b>\$ 2,866,337</b>	<b>\$ 2,592,800</b>	<b>\$ 2,701,790</b>	<b>\$ 2,839,036</b>
<b>Expenditures</b>					
Personnel Services	\$ 1,368,231	\$ 1,437,629	\$ 1,483,633	\$ 1,560,187	\$ 1,610,114
Mtce Operations	743,492	759,761	776,863	794,857	813,807
Capital	1,714,000	603,000	202,000	165,000	168,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 3,825,723</b>	<b>\$ 2,800,390</b>	<b>\$ 2,462,496</b>	<b>\$ 2,520,044</b>	<b>\$ 2,591,921</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Transportation Superintendent	0.95	0.95	0.95	0.95	0.95
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	0.95	0.95	0.95	0.95	0.95
Bus Operator	14.00	14.00	14.00	14.00	14.00
Office Specialist, Senior (1)	-	1.50	1.50	1.50	1.50
Office Specialist (1)	1.50	-	-	-	-
Fleet Maintenance Technician**	2.00	2.00	2.00	2.00	2.00
Mobility Manager**	-	-	-	-	0.95
Bus Operator*	0.40	0.40	0.60	0.60	0.60
Total Classified(Permanent)	19.40	19.40	19.40	19.40	19.40
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	2.00	2.00	2.00	2.00	2.95
Total Non-Classified(Seasonal)*	0.40	0.40	0.60	0.60	0.60
<b>Total FTE</b>	<b>21.80</b>	<b>21.80</b>	<b>22.00</b>	<b>22.00</b>	<b>22.95</b>

(1) Position changes in Title from Office Specialist to an Office Specialist, Sr approved by Council 12/17/07.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund –Dial-A-Ride/Senior Rider**

**Mission Statement**

Grand Forks Public Transportation, as the public transportation provider for Grand Forks, ND and East Grand Forks, MN will coordinate and provide a multi-model system of transportation resources. Grand Forks public transportation will promote delivery of public transportation services. These services will be geared toward improving the quality of life for residents and increasing the economic vitality of Grand Forks and East Grand Forks.

**Program Description**

The Federal government mandates that complementary paratransit service be provided to individuals who cannot

access City bus fixed-route service due to physical or cognitive limitations. The City is currently providing a

level of service that exceeds the required service. The City bid this service out to one provider in 2006, which has resulted in cost savings to the City. Additionally, the provider, Grand Forks Taxi, also has taken over the Senior Rider service that had previously been provided by the City of Grand Forks.

**2012 Objectives**

Provide cost effective public transportation through a new five year Para-transit / Senior Rider service agreement.

Replace aging vehicles with more efficient and effective transit vehicles to meet the increased demand of the DAR/Senior Rider service.

Add dispatching software to help control the costs of DAR/Senior Rider Service.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Cost per hour of Dial-A-Ride/Senior Rider (1)	\$ 14.00	\$ 19.59	\$ 13.49	\$ 12.93	\$ 21.70
Cost per mile of Dial-A-Ride/Senior Rider	\$ 0.87	\$ 1.53	\$ 2.04	\$ 2.05	\$ 2.00
Number of Dial-A-Ride passengers	36,519	39,485	39,725	38,502	40,241
Number of Senior Rider passengers	12,097	16,568	20,328	23,128	24,999
Dial-A-Ride cost per passenger (2)	\$ 4.35	\$ 4.38	\$ 5.63	\$ 5.63	\$ 5.93
Senior Rider cost per passenger (2)	\$ 4.35	\$ 4.38	\$ 5.63	\$ 5.63	\$ 5.93
(1) New contract resulted in increased cost.					
(2) Combined Dial-A-Ride and Senior Rider services beginning in 2006 for cost savings.					

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Property Tax	\$ 132,876	\$ 136,513	\$ 144,967	\$ 149,311	\$ 149,311
Intergovernmental	323,649	287,811	366,900	480,016	480,016
Interest & Miscellaneous	6,916	8,765	10,000	10,000	10,000
Charges for Services	2,994	2,521	2,030	2,030	2,030
Transfers In	10,700	-	-	-	-
Cash Carryover-budget	-	-	466,000	275,000	275,000
<b>Totals</b>	<b>\$ 477,135</b>	<b>\$ 435,610</b>	<b>\$ 989,897</b>	<b>\$ 916,357</b>	<b>\$ 916,357</b>
<b>Expenses</b>					
Personnel Services	\$ 24,766	\$ 25,229	\$ 28,810	\$ 97,906	\$ 97,906
Mtce & Operations	323,377	361,221	467,500	537,593	537,593
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 348,143</b>	<b>\$ 386,450</b>	<b>\$ 496,310</b>	<b>\$ 635,499</b>	<b>\$ 635,499</b>
<b>Director: Todd Feland</b>					
<b>Transportation Superintendent: Dale Bergman</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund –Dial-A-Ride/Senior Rider

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Property Tax	\$ 155,093	\$ 165,997	\$ 177,691	\$ 190,175	\$ 204,394
Intergovernmental	489,616	499,409	509,397	519,585	529,976
Interest & Miscellaneous	8,426	9,479	8,740	7,582	5,912
Charges for Services	2,050	2,071	2,092	2,112	2,134
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	280,858	270,821	249,702	216,643	168,926
<b>Totals</b>	<b>\$ 936,043</b>	<b>\$ 947,777</b>	<b>\$ 947,622</b>	<b>\$ 936,097</b>	<b>\$ 911,342</b>
<b>Expenditures</b>					
Personnel Services	\$ 100,843	\$ 105,574	\$ 108,953	\$ 114,146	\$ 117,799
Mtce Operations	564,379	592,501	622,026	653,025	685,570
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 665,222</b>	<b>\$ 698,075</b>	<b>\$ 730,979</b>	<b>\$ 767,171</b>	<b>\$ 803,369</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Transportation Superintendent	0.05	0.05	0.05	0.05	0.05
Administrative Specialist	0.05	0.05	0.05	0.05	-
Office Specialist, Senior (1)	-	0.50	0.50	0.50	0.50
Office Specialist (1)	0.50	-	-	-	-
Mobility Manager**	-	-	-	-	0.05
Paratransit Dispatcher**	-	-	-	-	2.00
Total Classified(Permanent)	0.60	0.60	0.60	0.60	0.55
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	2.05
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>	<b>2.60</b>

(1) Position changes in Title from Office Specialist to an Office Specialist, Senior authorized by Council 12/17/07.

**Departmental Summaries (continued)**  
**Enterprise Fund –Alerus Center**

**Mission Statement**

The mission of the Alerus Center is to provide premier entertainment and events that stimulate economic impact and improve the quality of life for Grand Forks area citizens.

**Program Description**

The Alerus Center has truly become a multi-purpose events center. It is three facilities in one. It is an indoor NCAA football stadium and the home of University of North Dakota Division I football, a 22,000 seat arena and a 160,000 square foot meeting and convention facility. While some event centers rely heavily on one style or type of event unique in their market area, one glance at the Alerus Center's event calendar and you will notice a wide variety of events including local, state and regional level conventions, consumer shows,

entertainment events, local and state government meetings, banquets, weddings, religious events, job training events, high school and college events, fundraisers and several other activities that create what is, in effect, a community gathering place. Not only does this unique blend of events show that the Alerus Center is a multi-purpose facility, but that it is also a much needed and appreciated part of the Grand Forks community.

**2012 Objectives**

Become the conference/tradeshows/meeting/ballroom destination of North Dakota and the region.

Create a regional entertainment destination.

Create an entertainment/hospitality campus destination.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Total attendance for the year	277,024	263,372	289,441	248,565	204,753
Number of events held annually	576	541	577	518	538
Economic Impacts the Grand Forks area	\$ 19,647,143	\$ 17,503,737	\$ 20,281,678	\$ 18,519,339	\$ 12,997,330

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax(1)	7,068,739	7,263,062	7,457,069	7,606,210	7,606,210
Interest & Miscellaneous	625,052	131,210	79,200	77,160	77,160
Charges for Services	3,865,723	3,488,985	3,839,691	3,670,964	3,670,964
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	-	-	-	2,844,044	2,844,044
<b>Totals</b>	<b>\$ 11,559,514</b>	<b>\$ 10,883,257</b>	<b>\$ 11,375,960</b>	<b>\$ 14,198,378</b>	<b>\$ 14,198,378</b>
<b>Expenses</b>					
Personnel Services	\$ 2,269,141	\$ 2,038,017	\$ 2,009,576	\$ 1,960,348	\$ 1,960,348
Mtce & Operations	2,346,241	1,925,841	2,224,315	2,110,577	2,110,577
Capital	1,802,679	1,984,206	631,353	3,534,108	3,534,108
Debt Service(2)	4,806,987	4,808,648	4,608,138	4,609,825	4,609,825
Transfers Out	491,079	-	-	-	-
<b>Totals</b>	<b>\$ 11,716,127</b>	<b>\$ 10,756,712</b>	<b>\$ 9,473,382</b>	<b>\$ 12,214,858</b>	<b>\$ 12,214,858</b>

**Director: Cheryl Swanson**

(1) Collections over amount for annual debt service and capital are allocated to debt service cash

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund –Alerus Center

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax	7,758,334	7,913,501	8,071,771	8,233,206	8,397,870
Charges for Services	3,781,093	3,894,526	4,011,361	4,171,816	4,338,689
Interest & Miscellaneous	39,670	38,415	9,158	11,326	15,860
Transfers In	-	-	-	-	-
Cash Carryover-budget	1,983,520	1,920,740	457,888	566,291	792,988
<b>Totals</b>	<b>\$ 13,562,617</b>	<b>\$ 13,767,182</b>	<b>\$ 12,550,178</b>	<b>\$ 12,982,639</b>	<b>\$ 13,545,407</b>
<b>Expenditures</b>					
Personnel Services	\$ 2,019,158	\$ 2,079,733	\$ 2,142,125	\$ 2,206,389	\$ 2,272,581
Mtce Operations	2,242,585	2,321,848	2,405,391	2,518,012	2,640,707
Capital	2,771,434	4,298,213	2,829,471	2,857,100	2,031,900
Debt Service	4,608,700	4,609,500	4,606,900	4,608,150	4,611,150
Transfers Out(1)	-	-	-	-	-
<b>Totals</b>	<b>\$ 11,641,877</b>	<b>\$ 13,309,294</b>	<b>\$ 11,983,887</b>	<b>\$ 12,189,651</b>	<b>\$ 11,556,338</b>

**Departmental Summaries (continued)**  
**Enterprise Fund –Mosquito Control**

**Mission Statement**

The Grand Forks Mosquito Control Program mission is to eliminate mosquito-transmitted diseases, reduce the annoyance level of mosquitoes and improve the quality of outdoor activities while maintaining environmental awareness.

The Mosquito Control Program receives and disburses funds collected on the monthly utility bill from a \$2.55 residential charge, and a 3.6 cents per 1,000 square feet charge on non-residential property.

**Program Description**

The purpose of the mosquito control program is to reduce the number of mosquitoes, which reduces the risk of diseases transmitted by mosquitoes (i.e. West Nile Virus), and also reduces nuisance mosquitoes to a tolerable level. This program also improves the quality of outdoor activities in the City of Grand Forks by providing relief from mosquitoes.

**2012 Objectives**

Strive to eliminate mosquito-transmitted diseases such as encephalitis and West Nile Virus.

Strive to be environmentally sensitive and maintain the bio-diversity of all flora and fauna.

Provide relief from mosquitoes by reducing the adult mosquito population to a tolerable level.

Achieve customer satisfaction.

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Average Daily Mosquito Counts					
Annual (Season Average)	7	25	13	9	29
June	17	46	15	5	33
July	5	29	15	13	17
August	4	17	9	8	36
September	2	6	14	11	10

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 21,853	\$ 15,880	\$ 16,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	10,748	8,255	8,000	1,400	1,400
Charges for Services	774,300	779,310	795,500	796,151	796,151
Transfers In	-	3,000	-	-	-
Cash Carryover-budget	-	-	100,000	70,000	70,000
<b>Totals</b>	<b>\$ 806,901</b>	<b>\$ 806,445</b>	<b>\$ 919,500</b>	<b>\$ 879,551</b>	<b>\$ 879,551</b>
<b>Expenses</b>					
Personnel Services	\$ 221,759	\$ 267,205	\$ 242,501	\$ 266,009	\$ 266,009
Mtce & Operations	374,249	424,006	426,505	396,857	396,857
Capital	47,077	142,659	31,500	32,000	32,000
Debt Service	111,574	114,507	110,994	114,657	114,657
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 754,659</b>	<b>\$ 948,377</b>	<b>\$ 811,500</b>	<b>\$ 809,523</b>	<b>\$ 809,523</b>

**Public Health Director: Don Shields**  
**Mosquito Control Supervisor: Todd Hanson**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund –Mosquito Control

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	1,401	1,712	1,708	1,555	1,067
Charges for Services	804,113	812,154	821,087	830,119	839,251
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover	70,028	85,591	85,420	77,731	53,327
<b>Totals</b>	<b>\$ 887,542</b>	<b>\$ 911,457</b>	<b>\$ 920,215</b>	<b>\$ 921,405</b>	<b>\$ 905,645</b>
<b>Expenditures</b>					
Personnel Services	\$ 273,989	\$ 285,361	\$ 293,921	\$ 306,309	\$ 315,499
Mtce Operations	391,856	402,120	412,769	423,819	435,293
Capital	25,000	25,000	25,000	25,000	25,000
Debt Service	111,106	113,556	110,794	112,950	109,888
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 801,951</b>	<b>\$ 826,037</b>	<b>\$ 842,484</b>	<b>\$ 868,078</b>	<b>\$ 885,680</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Mosquito Control Supervisor	1.00	1.00	1.00	1.00	1.00
Mosquito Control Field Assistant, Lead(1)	-	1.00	1.00	1.00	1.00
Lead Field Assistant**	1.00	-	-	-	-
Mosquito Control Field Assistants*	2.75	2.75	2.75	2.75	2.75
Total Classified(Permanent)	1.00	2.00	2.00	2.00	2.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	1.00	-	-	-	-
Total Non-Classified(Seasonal)*	2.75	2.75	2.75	2.75	2.75
<b>Total FTE</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>

(1) Position change from Project/Grant position to a Classified position authorized by Council 12/17/07.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund –Job Development Authority**

**Mission Statement**

To improve the quality and quantity of employment opportunities for the citizens of Grand Forks.

**Program Description**

The Grand Forks Growth Fund, established in 1987, is the City's primary economic development financing program. Its revenue comes from city sales tax, loan and lease payments, city bonding, and US Economic Development Administration. The fund has a portfolio of 43 loans currently valued at over \$4.4 million; owns six buildings located primarily in the Industrial Park and downtown generating nearly \$3.9 million in annual revenue.

Financial assistance and incentives are offered to targeted businesses that provide quality, higher paying jobs and that produce a significant amount of goods or services sold outside the Grand Forks trade area.

Targeted businesses include:

- Businesses involved in aerospace, energy and environment, and life sciences, and value-added food processing.
- Service businesses involved in data processing and/or communication, telecommunication services, computer software development, any form of information processing, or commercialization of technology.
- Manufacturers, remanufacturers, or processors of a raw material or base product packagers, distributors, and assemblers of end products.

**2012 Objectives**

Attract good businesses into the City of Grand Forks that will bring in good jobs with good wages.

<b>Statistics</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2009</b>	<b>2010</b>
Number of approved projects	6	5	4	2	4
Number of Jobs expected	1,417	107	19	32	750
Dollars per job created	\$ 5,164	\$ 3,324	\$ 4,691	\$ 7,395	\$ 1,479
Dollars provided	\$ 4,900,971	\$ 639,923	\$ 206,495	\$ 236,636	\$ 1,108,893
Dollars leveraged	\$ 19,312,500	\$ 44,723,795	\$ 5,003,350	\$ 3,878,000	\$ 3,248,034

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	2,759,750	3,950,053	3,344,527	3,467,137	3,467,137
Charges for Services	-	-	-	-	-
Transfers In	1,379,542	828,491	957,749	956,312	956,312
Sale of Property	-	-	-	-	-
Proceeds - Bank of ND	-	172,181	-	-	-
Cash Carryover-budget	-	-	1,156,359	1,704,645	1,704,645
<b>Totals</b>	<b>\$ 4,139,292</b>	<b>\$ 4,950,725</b>	<b>\$ 5,458,635</b>	<b>\$ 6,128,094</b>	<b>\$ 6,128,094</b>
<b>Expenses</b>					
Personnel Services	\$ 233,904	\$ 236,127	\$ 289,951	\$ 279,893	\$ 279,893
Mtce & Operations	1,825,265	2,953,579	869,483	1,357,318	1,357,318
Capital	2,585,041	80,303	648,250	97,600	97,600
Debt Service	1,361,624	1,365,458	1,313,975	1,242,246	1,242,246
Transfers Out	880,938	859,106	839,872	845,252	845,252
<b>Totals</b>	<b>\$ 6,886,772</b>	<b>\$ 5,494,573</b>	<b>\$ 3,961,531</b>	<b>\$ 3,822,309</b>	<b>\$ 3,822,309</b>

**Director: Greg Hoover**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund –Job Development Authority

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	-	-	-	-
Interest & Miscellaneous	4,394,404	4,033,456	3,817,397	3,825,780	3,975,012
Transfers In	981,312	214,900	214,900	214,900	214,900
Cash Carryover-budget	2,305,785	3,046,928	2,757,585	3,620,002	4,456,192
<b>Totals</b>	<b>\$ 7,681,501</b>	<b>\$ 7,295,284</b>	<b>\$ 6,789,882</b>	<b>\$ 7,660,682</b>	<b>\$ 8,646,104</b>
<b>Expenditures</b>					
Personnel Services	\$ 319,666	\$ 329,256	\$ 339,134	\$ 349,308	\$ 359,787
Mtce Operations	2,078,428	2,181,748	1,337,037	1,365,411	1,394,777
Capital	55,800	533,500	-	-	-
Debt Service	2,180,679	1,458,438	1,447,570	1,436,217	1,152,268
Transfers Out	-	34,757	46,139	53,554	62,745
<b>Totals</b>	<b>\$ 4,634,573</b>	<b>\$ 4,537,699</b>	<b>\$ 3,169,880</b>	<b>\$ 3,204,490</b>	<b>\$ 2,969,577</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Director, Urban Development***	1.00	1.00	1.00	1.00	1.00
Deputy Director, Urban Development	-	-	-	-	-
Finance & Support Services Manager	0.25	0.25	0.25	0.25	0.25
Senior Accountant	-	-	-	-	-
Accountant	0.25	0.25	0.25	0.25	0.25
Community Development Manager	-	-	0.25	0.25	0.25
Community Development Specialist	1.05	1.05	-	-	-
Construction Compliance Officer	-	-	0.50	0.50	0.50
Program Compliance Officer	-	-	0.25	0.25	0.25
Administrative Specialist	0.25	0.25	-	-	-
Accounting Technician	0.50	0.50	0.50	0.50	0.50
Office Specialist, Senior	0.20	0.60	0.60	0.30	0.30
Office Specialist	0.60	-	-	-	-
Community Betterment Specialist (1)**	-	0.30	-	-	-
UD Intern*	0.50	-	-	-	-
Total Classified(Permanent)	3.10	2.90	2.60	2.30	2.30
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	0.30	-	-	-
Total Non-Classified(Seasonal)*	0.50	-	-	-	-
<b>Total FTE</b>	<b>4.60</b>	<b>4.20</b>	<b>3.60</b>	<b>3.30</b>	<b>3.30</b>

(1) Position change - created a project grant position entitled Community Betterment Specialist approved by Council 3/08.

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Enterprise Fund – Municipal Parking System**

**Mission Statement**

To maintain downtown parking that is safe, convenient, and aesthetically appealing.

assessments to downtown business owners, and management fees.

**2012 Objectives**

Implement Council-approved projects from MPO Parking Study.

**Program Description**

The Municipal Parking System provides nearly 1,000 off-street parking spaces to patrons of downtown businesses. Revenues are generated from reserved parking rental fees, operating

<b>Statistics</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Reserved space revenue	\$ 84,954	\$ 78,936	\$ 77,747	\$ 86,865	\$ 120,152
Ticket Revenue	\$ 12,920	\$ 17,015	\$ 11,785	\$ 16,880	N /A
Assessment revenue	\$ 72,190	\$ 83,991	\$ 77,307	\$ 93,577	\$ 143,144

<b>Department Summary</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2012</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Mayor</b>	<b>Adopted</b>
			<b>Budget</b>	<b>Recommended</b>	<b>Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -		\$ -
Interest & Miscellaneous	2,090	1,114	750	1,200	1,200
Charges for Services	230,841	313,796	278,995	305,943	305,943
Transfers In	38,000	-	112,000	380,600	380,600
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 270,931</b>	<b>\$ 314,910</b>	<b>\$ 391,745</b>	<b>\$ 687,743</b>	<b>\$ 687,743</b>
<b>Expenses</b>					
Personnel Services	\$ 9,042	\$ 4,346	\$ 10,049	\$ 12,753	\$ 12,753
Mtce & Operations	262,591	193,458	255,196	256,390	256,390
Capital	-	-	126,500	380,600	380,600
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 271,633</b>	<b>\$ 197,804</b>	<b>\$ 391,745</b>	<b>\$ 649,743</b>	<b>\$ 649,743</b>

**Director: Greg Hoover**

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Enterprise Fund – Municipal Parking System

<b>Projection</b>					
<b>Department Summary</b>	<b>2013 Projected Budget</b>	<b>2014 Projected Budget</b>	<b>2015 Projected Budget</b>	<b>2016 Projected Budget</b>	<b>2017 Projected Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	570	1,349	1,786	2,050	2,127
Charges for Services	305,943	305,943	305,943	305,943	305,943
Transfers In	132,900	278,300	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	38,000	67,454	89,299	102,513	106,372
<b>Totals</b>	<b>\$ 477,413</b>	<b>\$ 653,046</b>	<b>\$ 397,028</b>	<b>\$ 410,506</b>	<b>\$ 414,442</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	277,059	285,447	294,515	304,134	314,552
Capital	132,900	278,300	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 409,959</b>	<b>\$ 563,747</b>	<b>\$ 294,515</b>	<b>\$ 304,134</b>	<b>\$ 314,552</b>

<b>Staffing Chart</b>	<b>Appropriated Positions 2008</b>	<b>Appropriated Positions 2009</b>	<b>Appropriated Positions 2010</b>	<b>Appropriated Positions 2011</b>	<b>Appropriated Positions 2012</b>
Community Betterment Specialist	-	-	0.25	0.20	0.20
Total Classified(Permanent)	-	-	0.25	0.20	0.20
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	-	-	0.25	0.20	0.20

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Internal Service Fund – Computer Service Fund**

**Mission Statement**

To provide centralized planning, review, and acquisition of technology related services and supplies to City departments.

**Program Description**

The Computer Service Fund is administered by the Information Technology department and is used to account for the costs of maintaining and replacing computer equipment used by the City departments. Departments are billed a yearly maintenance charge to

accumulate funds to maintain and replace the computer equipment.

**2012 Objectives**

Provide a multi-year approach to planning for technology replacement.

Provide financial accountability through an accurate costing and inventory system.

Utilize cost-efficient and effective computer purchasing alternatives.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	2,987	2,984	5,000	5,000	5,000
Charges for Services	236,529	133,510	248,050	263,900	263,900
Transfers In	16,758	-	-	-	-
Cash Carryover-budget	-	-	100,000	100,000	100,000
<b>Totals</b>	<b>\$ 256,274</b>	<b>\$ 136,494</b>	<b>\$ 353,050</b>	<b>\$ 368,900</b>	<b>\$ 368,900</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	182,571	136,582	166,550	207,750	207,750
Capital	43,884	28,654	186,500	161,150	161,150
Debt Service	-	-	-	-	-
Transfers Out	2,938	-	-	-	-
<b>Totals</b>	<b>\$ 229,393</b>	<b>\$ 165,236</b>	<b>\$ 353,050</b>	<b>\$ 368,900</b>	<b>\$ 368,900</b>
<b>Director: Roxanne Fiala</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Internal Service Fund – Computer Service Fund

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	287,750	287,750	287,750	287,750	287,750
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 287,750</b>				
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	207,750	207,750	207,750	207,750	207,750
Capital	80,000	80,000	80,000	80,000	80,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 287,750</b>				

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Internal Service Fund – Central Garage**

**Mission Statement**

To provide consistency, efficiency, and timely maintenance and repair of City fleet vehicles and equipment. To provide fuel at the best price for use in City equipment and vehicles.

**Program Description**

The Central Garage fund is utilized to account for the costs of operating the central fueling facilities and central vehicle maintenance garage for equipment used by various City departments and other governmental units. Such costs are billed to the using entity or department.

**2012 Objectives**

To perform all routine and non-routine service and repairs in a professional, safe, efficient, and fiscally responsible manner.

To track, utilize, and maximize equipment warranty and service agreement options in routine or non-routine maintenance and/or repairs.

To maintain accurate and useful equipment and vehicle records for analysis of overall value to include fuel efficiency, inter-departmental availability and use, maintenance and operational costs, and user recommendations.

To research, consult, and communicate optimum price, quantity, and quality of fuel and maintenance products, thereby decreasing the overall maintenance and operational costs of the City vehicles and equipment.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	960,716	979,100	1,124,804	1,156,399	1,156,399
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 960,716</b>	<b>\$ 979,100</b>	<b>\$ 1,124,804</b>	<b>\$ 1,156,399</b>	<b>\$ 1,156,399</b>
<b>Expenses</b>					
Personnel Services	\$ 326,719	\$ 316,858	\$ 379,940	\$ 372,916	\$ 372,916
Mtce & Operations	621,217	648,622	734,864	739,483	739,483
Depreciation	-	-	-	-	-
Capital	1,799	20,893	10,000	44,000	44,000
Debt Service	-	-	-	-	-
Transfers Out	6,370	8,850	-	-	-
<b>Totals</b>	<b>\$ 956,105</b>	<b>\$ 995,223</b>	<b>\$ 1,124,804</b>	<b>\$ 1,156,399</b>	<b>\$ 1,156,399</b>
<b>Director: Todd Feland</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Internal Service Fund – Central Garage

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	1,125,257	1,138,501	1,152,142	1,166,192	1,180,664
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,125,257</b>	<b>\$ 1,138,501</b>	<b>\$ 1,152,142</b>	<b>\$ 1,166,192</b>	<b>\$ 1,180,664</b>
<b>Expenditures</b>					
Personnel Services	\$ 384,104	\$ 395,626	\$ 407,496	\$ 419,721	\$ 432,312
Mtce Operations	741,153	742,875	744,646	746,471	748,352
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 1,125,257</b>	<b>\$ 1,138,501</b>	<b>\$ 1,152,142</b>	<b>\$ 1,166,192</b>	<b>\$ 1,180,664</b>

<b>Staffing Chart</b>	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Fleet Maintenance Mechanic, Lead	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	4.00	4.00
Fleet Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	6.00	6.00	6.00	6.00	6.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Internal Service Fund – Central Purchasing**

**Mission Statement**

To promote the City of Grand Forks through the offering of city logo merchandise.

**Program Description**

The Central Purchasing fund is used to account for the costs of City Logo Merchandise. This merchandise is stocked with the intent of selling it to citizens and employees to promote the City of Grand Forks. A booth for the sale of these items is used at the Farmers Market and a variety of other community events. Individuals can

also purchase the items at the Public Information Center at any time. Items in this inventory are also used as gifts for visiting dignitaries, uniform wear for some department personnel and as promotional give away items for community events.

**2012 Objectives**

To offer merchandise that will promote the City of Grand Forks in a positive manner.

To accurately account for all inventory.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	302	-	-	-	-
Charges for Services	4,830	7,767	9,000	9,000	9,000
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<u>\$ 5,132</u>	<u>\$ 7,767</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	4,699	9,593	9,000	9,000	9,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 4,699</u>	<u>\$ 9,593</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Internal Service Fund – Central Purchasing

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	9,000	9,000	9,000	9,000	9,000
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 9,000</b>				
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	9,000	9,000	9,000	9,000	9,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 9,000</b>				

**Departmental Summaries (continued)**  
**Internal Service Fund – Public Works Facility**

**Mission Statement**

To provide a safe, cost-effective, and well-maintained facility for the administrative and operations staff, fleet vehicles, and equipment.

**Program Description**

The Public Works Facility fund is used to account for the costs of operating the facility including the surrounding

storage and drop-site areas utilized/accessed by the City Public Works Departments, vendors, and customers.

**2012 Objectives**

To evaluate, analyze, and budget for Public Works Facility maintenance and improvements to provide an efficient, coordinated, environmentally responsible, and aesthetically pleasing City property.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	287,765	294,361	306,792	309,411	309,411
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	20,000	20,000	20,000
<b>Totals</b>	<b>\$ 287,765</b>	<b>\$ 294,361</b>	<b>\$ 326,792</b>	<b>\$ 329,411</b>	<b>\$ 329,411</b>
<b>Expenses</b>					
Personnel Services	\$ 33,572	\$ 34,634	\$ 34,897	\$ 35,356	\$ 35,356
Mtce & Operations	229,625	179,815	251,600	251,600	251,600
Depreciation	-	-	-	-	-
Capital	4,975	13,526	20,000	35,000	35,000
Debt Service	-	-	-	-	-
Transfers Out	-	141,000	-	-	-
<b>Totals</b>	<b>\$ 268,172</b>	<b>\$ 368,975</b>	<b>\$ 306,497</b>	<b>\$ 321,956</b>	<b>\$ 321,956</b>
<b>Director: Todd Feland</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Internal Service Fund – Public Works Facility

<b>Projection</b>					
Department Summary	2013	2014	2015	2016	2017
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	149	401	449	437	398
Charges for Services	318,281	327,830	337,665	347,795	358,228
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	7,455	20,027	22,453	21,847	19,892
<b>Totals</b>	<b>\$ 325,885</b>	<b>\$ 348,258</b>	<b>\$ 360,567</b>	<b>\$ 370,079</b>	<b>\$ 378,517</b>
<b>Expenditures</b>					
Personnel Services	\$ 37,045	\$ 38,157	\$ 40,014	\$ 41,214	\$ 43,258
Mtce Operations	268,813	287,648	298,706	308,973	316,421
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 305,858</b>	<b>\$ 325,805</b>	<b>\$ 338,720</b>	<b>\$ 350,187</b>	<b>\$ 359,679</b>

<b>Staffing Chart</b>	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Custodian**	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Seasonal)*	-	-	-	-	-
<b>Total FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Trust & Agency Funds – Convention & Visitor’s Bureau**

**Mission Statement**

To accurately account for the room tax, and the tax on motor vehicle rentals at the Grand Forks International Airport, which is disbursed to the Convention and Visitor’s Bureau for its use.

**Program Description**

The Convention & Visitor’s Bureau Fund (CVB) is used to account for the receipt of a room tax levied on all hotel and motel room rentals in the City of Grand Forks and the disbursement of these funds to the Convention & Visitor’s Bureau.

The fund is also used to account for the receipt of a one percent tax levied on the gross receipts of rentals of motor vehicles at the Grand Forks International Airport and disbursement of these funds to the Convention & Visitor’s Bureau.

The funds generated by both of these taxes are to be used by the CVB to promote and market the City of Grand Forks and events occurring therein.

**2012 Objectives**

To continue to accurately account for the tax receipts and disbursements in this fund.

Department Summary	2009 Actual	2010 Actual	2011 Adopted Budget	2012 Mayor Recommended	2012 Adopted Budget
<b>Revenues</b>					
Selective Sales Tax	\$ 818,040	\$ 891,532	\$ 814,000	\$ 874,000	\$ 874,000
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	2,763	2,835	720	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	36,000	-	-
<b>Totals</b>	<b>\$ 820,803</b>	<b>\$ 894,367</b>	<b>\$ 850,720</b>	<b>\$ 874,000</b>	<b>\$ 874,000</b>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	750,508	890,377	814,000	874,000	874,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 750,508</b>	<b>\$ 890,377</b>	<b>\$ 814,000</b>	<b>\$ 874,000</b>	<b>\$ 874,000</b>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Trust & Agency Funds – Convention & Visitor’s Bureau

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Selective Sales Taxes	\$ 900,220	\$ 927,227	\$ 955,043	\$ 983,695	\$ 1,013,206
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 900,220</b>	<b>\$ 927,227</b>	<b>\$ 955,043</b>	<b>\$ 983,695</b>	<b>\$ 1,013,206</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	8,755	9,018	9,288	9,567	9,854
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	891,465	918,209	945,755	974,128	1,003,352
<b>Totals</b>	<b>\$ 900,220</b>	<b>\$ 927,227</b>	<b>\$ 955,043</b>	<b>\$ 983,695</b>	<b>\$ 1,013,206</b>

**City of Grand Forks  
2012 City Budget**

**Departmental Summaries (continued)  
Trust & Agency Funds – Animal Control**

**Mission Statement**

To accurately account for the mill levy designated for Animal Control.

**Program Description**

The Animal Control Fund is a fund used to account for the receipt of a .5 mill levy, along with the value of .25

mill, contributed from the General Fund. These funds are disbursed to the Humane Society to be used to offset the expenses related to animal control.

**2012 Objectives**

To continue to accurately account for the mill levy collected for animal control.

<b>Department Summary</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted Budget</b>	<b>2012 Mayor Recommended</b>	<b>2012 Adopted Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 66,555	\$ 67,921	\$ 72,484	\$ 74,655	\$ 74,655
Intergovernmental	988	1,326	980	980	980
Interest & Miscellaneous	35,173	36,101	36,301	37,325	37,325
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	3,000	-	-
<b>Totals</b>	<u>\$ 102,716</u>	<u>\$ 105,348</u>	<u>\$ 112,765</u>	<u>\$ 112,960</u>	<u>\$ 112,960</u>
<b>Expenses</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	102,500	105,000	109,765	112,960	112,960
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<u>\$ 102,500</u>	<u>\$ 105,000</u>	<u>\$ 109,765</u>	<u>\$ 112,960</u>	<u>\$ 112,960</u>
<b>Director: Saroj Jerath</b>					

City of Grand Forks  
2012 City Budget

Departmental Summaries (continued)  
Trust & Agency Funds – Animal Control

<b>Projection</b>					
<b>Department Summary</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Real Estate Taxes	\$ 77,546	\$ 82,998	\$ 88,845	\$ 95,087	\$ 102,197
Intergovernmental	980	980	980	980	980
Interest & Miscellaneous	40,311	43,536	47,019	50,780	54,843
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
<b>Totals</b>	<b>\$ 118,837</b>	<b>\$ 127,514</b>	<b>\$ 136,844</b>	<b>\$ 146,847</b>	<b>\$ 158,020</b>
<b>Expenditures</b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	118,837	127,514	136,844	146,847	158,020
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Totals</b>	<b>\$ 118,837</b>	<b>\$ 127,514</b>	<b>\$ 136,844</b>	<b>\$ 146,847</b>	<b>\$ 158,020</b>

**Debt Service Funds**  
**Debt Summary**

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Debt Service funds are used to pay principal and interest on outstanding debt. The City's debt is divided into three categories: General Obligation bonds, Revenue bonds, and Refunding Improvement bonds.

**General Obligation (G.O.) Bonds** are bonds which are secured by the full faith and credit of the issuer. G.O. bonds are issued by local governmental units and are secured by a pledge of the issuer's property taxing power. They are usually issued to pay for general capital improvements.

The total outstanding G.O. debt of the City of Grand Forks is \$12,545,000 as of December 31, 2010. Beginning in 1999, the City began issuing G.O. debt for our flood protection project. \$7,745,000 of the total GO debt outstanding as of December 31, 2010 is for debt outstanding for the Dike.

**Revenue Bonds** are bonds payable from a specific source of revenue. Revenue bonds are usually authorized and issued to pay for capital improvements such as water and sewer system facilities. Issuance of revenue bonds have no effect on the property tax rate but rather is paid solely from related revenues.

The total outstanding Revenue bond debt is \$126,871,561 as of December 31, 2010. The largest component of the Revenue bonds is the 2005 "A" Sales Tax Reserve Revenue bond, which refinanced the 1997 "A" Alerus Center bond. This bond has an outstanding principal balance of \$57,080,000 as of December 31, 2010.

**Refunding Improvement Bonds** are also known as Special Assessment bonds and are issued for property owners desiring improvements to their property such as roads, water lines, sewer lines, streetlights or drainage. The expenditure of funds to construct the specific capital improvements and to pay for the debt service on the bonds is appropriated as a part of the City's budget, however, the debt service is repaid by the property owners through a special assessment on their improved property.

The total outstanding Refunding Improvement Bonds as of December 31, 2010 is \$58,484,000.

On the pages following you will find a breakdown of the debt service payments due in 2012. The payment amount includes the principal, interest and fiscal charges due in 2012.

The ratio of net bonded debt to assessed valuation and the amount of bonded debt per capita are useful indicators of the City's debt position to municipal management, citizens and investors. These indicators for the City of Grand Forks at the end of the 2010 fiscal year as compared to 2009 are as follows:

<b>Net Bonded Debt &amp; Debt Per Capita</b>				
Year	Net Direct Bonded Debt Amount	Ratio of Debt to Assessed Value	Ratio of Debt to Market Value	Debt Per Capita
2009	\$14,580,871	99.79	199.58	261.82
2010	\$13,695,463	109.91	219.82	259.20

## Debt Service Funds (continued) 2012 Debt Summary

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### Debt Service Funds

Are used for the accumulation of resources for, and the payment of, general long-term obligation principal and interest. Debt service funds are combined under three major categories: General Obligation Bonds, Revenue Bonds, and Refunding Improvement Bonds. Additional information is provided below for the funds in these categories.

#### General Obligation Bonds:

##### 1993 "G" Tax Increment Bonds

A \$375,000 bond issue for remodeling of a building in a tax increment district was approved by the City Council. Interest ranges from 3.25 percent to 5 percent. Principal payments range from \$15,000 to \$30,000 with final payment due October 1, 2012. Financing is provided by tax increment levy.

##### 2001 "A" GO Highway Refunding Bonds

A \$1,400,000 bond issue to refund 1992"E" for reconstruction of DeMers Avenue. Interest range from 3.6 percent to 4.5 percent. Principal payments range from \$120,000 to \$165,000 with final payment due December 1, 2012. Financing is provided by an amount designated from sales tax revenues.

##### 2002 "G" GO Dike Bonds

A \$3,750,000 bond issue to finance costs associated with the construction of a permanent dike along the Red River. Interest ranges from 3.25 to 5.07 percent. Principal payments range from \$135,000 to \$270,000 with a final payment due December 1, 2022. Financing is provided by a general property tax levy as stated under the 1999"A" GO Dike Bond.

##### 2006 "B" GO Public Building Bonds

A \$1,465,000 bond issue used to finance various safety improvement projects within the City. Interest ranges from 4.0 percent to 4.40 percent. Principal payments range from \$30,000 to \$115,000 with final payment due December 1, 2025.

##### 2007 "A" GO Public Building Bonds

A \$3,490,000 bond issue used to finance a multi-department public safety building. Interest ranges from 4.25 percent to 4.625 percent. Principal payments range from \$65,000 to \$260,000 with final payment due December 1, 2026.

##### 2008 "B" GO Dike Refunding Bonds

A \$5,685,000 bond issue. This is a crossover refunding of 1999A for a net present value benefit of \$439,747.51. Interest ranges from 3.5 percent to 4.0 percent. Principal payments range from \$500,000 to \$650,000 with final payment due December 1, 2019. Financing is provided by a general property tax levy.

#### Revenue Bonds:

##### 1997 "B" SRF Loan

A \$12,615,000 State Revolving Loan for the Wastewater Treatment Plant – Phase 1. Interest is at 2.5 percent. Principal payments range from \$565,000 to \$860,000 with final payment due September 1, 2018. The funding source is user utility fees.

##### 1997 "D" SRF Loan

A \$3,785,000 State Revolving Loan for the South End Drainway – Phase 1. Interest is at 2.5 percent. Principal payments range from \$160,000 to \$245,000 with final payment due September 1, 2018. The funding source is user utility fees.

##### 1998 SRF Loan

A \$2,135,804 State Revolving Loan for the South End Drainway – Phase 2. Interest is at 2.5 percent. Principal payments range from \$105,000 to \$150,000 with final payment due September 1, 2018. The funding source is user utility fees.

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**Debt Service Funds (continued)**  
**2012 Debt Summary**

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**2000 "A" SRF Loan**

A \$13,200,000 Clearwell State Revolving Loan. Interest is at 2.5 percent. Principal payments range from \$515,000 to \$825,000 with final payment due September 1, 2020. The primary funding source is user utility fees. The Dike portion is \$1,292,500, which is paid through special assessments collections.

**2000 "C" Storm Sewer Reserve Revenue Bonds**

A \$1,075,000 bond issue to finance the expansion and improvement of the municipal storm sewer utility. Interest ranges from 4.4 percent to 5.4 percent. Principal payments range from \$55,000 to \$95,000 with final payment due September 1, 2015. The funding source is user utility fees.

**2001 "D" SRF Loan**

A \$13,781,500 State Revolving Loan for the Wastewater Treatment Plant – Phase 2. Interest is at 2.5 percent. Principal payments range from \$536,500 to \$865,000 with final payment due September 1, 2021. The funding source is user utility fees.

**2002 "C" SRF Loan**

A \$6,686,156 State Revolving Loan for the Wastewater Treatment Plant – Phase 3. Interest is at 2.5 percent. Principal payments range from \$185,156 to \$420,000 with final payment due September 1, 2021. The funding source is user utility fees.

**2004 "B" Water Reserve Revenue Refunding Bonds**

A \$1,580,000 bond issue to refinance the 1995C Water Reserve Revenue bonds. Interest ranges from 2.0 percent to 3.65 percent. Principal payments range from \$100,000 to \$175,000 with final payment due June 1, 2015. The funding source is user utility fees.

**2005 "E" SRF Loan**

A \$4,500,000 Biosolids State Revolving Loan. Interest is at 2.5 percent. Principal payments range from \$175,000 to \$280,000 with final payment due September 1, 2025. The funding source is user utility fees.

**2007 "B" Mosquito Control Reserve Revenue Bonds**

A \$1,360,000 bond issue to finance a Mosquito control facility. Interest ranges from 4.0 percent to 4.75 percent. Principal payments range from \$35,000 to \$100,000 with final payment due September 1, 2026. The funding source is user utility fees for mosquito control.

**2008 "C" Sewer Reserve Revenue Refunding Bonds**

A \$735,000 bond issue to refinance the 1995D Sewer Reserve Revenue bonds for a net present value savings of \$29,534.51. Interest is at 4.0 percent. Principal payments range from \$70,000 to \$100,000 with final payment due December 1, 2015. The funding source is user utility fees.

**2009 "A" Taxable Sanitation Reserve Revenue Bonds (BAB)**

A \$8,980,000 bond issue to finance the acquisition and construction of a new landfill. Interest ranges from 1.2 percent to 5.93 percent. These are issued as Build America Bonds (BAB), and interest credit of 35 percent will be received. Principal payments range from \$185,000 to \$500,000 with final payment due September 1, 2039. The funding source is user utility fees.

**2009 "B" Sewer Reserve Revenue & Refunding Bonds**

A \$3,705,000 bond issue to finance various improvements to the utility, and also to refinance the 1999D Sewer Reserve Revenue bonds for interest savings. Interest ranges from 2.0 percent to 4.0 percent. Principal payments range from \$110,000 to \$265,000 with final payment due September 1, 2029. The funding source is user utility fees.

**2009 "D" Water Reserve Revenue Refunding Bonds**

A \$5,770,000 bond issue to refinance the 1999E & 2000D Water Reserve Revenue bonds for interest savings. Interest ranges from 2.0 percent to 4.0 percent. Principal payments range from \$105,000 to \$640,000 with final payment due September 1, 2020. The funding source is user utility fees.

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**Debt Service Funds (continued)**  
**2012 Debt Summary**

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**2010 "A" Sanitation Reserve Revenue Refunding Bonds**

A \$2,635,000 bond issue to refinance the 2000E Sanitation Reserve Revenue bond for interest saving. Interest ranges from 3.0 percent to 3.5 percent. Principal payments range from \$225,000 to \$300,000 with final payment due September 1, 2020. The funding source is utility fees.

**Sales Tax Revenue Bonds:**

**2001 "D" Sales Tax Reserve Revenue Bonds - Dike**

A \$12,745,000 bond issue to finance a portion of the permanent flood protection project and to fund a reserve for further security of the bonds. Interest ranges from 3.5 to 5.1. Principal payments range from \$430,000 to \$940,000 with final payment due September 1, 2021. The funding source is a dedicated sales tax amount from the City's sales and use tax.

**2002 "H" Sales Tax Reserve Revenue Bonds**

A \$6,490,000 bond issue to finance a portion of the permanent flood protection project. Interest ranges from 3.0 to 5.0 percent. Principal payments range from \$265,000 to \$505,000 with final payment due September 1, 2021. The funding source is a dedicated sales tax amount from the City's sales and use tax.

**2005 "A" Sales Tax Reserve Revenue Bonds**

A \$68,295,000 bond issue to refinance 1997A Alerus Bond (construction of the Alerus Center). Interest ranges from 3.0 to 5.0 percent. Principal payments range from \$1,670,000 to \$4,410,000 with final payment due December 15, 2029. The funding source is a dedicated sales tax amount from the City's sales tax.

**2007 "C" Sales Tax Reserve Revenue Refunding Bonds**

A \$2,445,000 bond issue to refinance 1996A Sales Tax Bond(Cirrus Project). Interest ranges from 3.94 percent to 4.20 percent. Principal payments range from \$180,000 to \$300,000 with final payment due May 1, 2017.

**Refunding Improvement Bonds:**

**1998 "A" Refunding Improvement Bond**

A \$5,185,000 bond issue for 1998 Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 4.0 to 4.125 percent. Principal payments range from \$240,000 to \$450,000 with final payment due December 1, 2014.

**2001 "C" SRF Loan**

A \$10,050,000 Raw Water Intake State Revolving Loan. Interest is at 2.5 percent. Principal payments range from \$395,000 to \$630,000 with final payment due September 1, 2021.

**2002 "A" SRF Loan**

A \$1,835,570 Water Reclamation – Phase 1 State Revolving Loan. Interest is at 2.5 percent. Principal payments range from \$66,755 to \$105,000 with final payment due September 1, 2021.

**2002 "B" SRF Loan**

A \$3,094,077 Water Reclamation – Phase 2 State Revolving Loan. Interest is at 2.5 percent. Principal payments range from \$121,077 to \$194,000 with final payment due September 1, 2021.

**2002 "F" Refunding Improvement Bond**

A \$1,370,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 3.0 to 5.0 percent. Principal payments range from \$55,000 to \$95,000 with final payment due December 1, 2022.

**Debt Service Funds (continued)**  
**2012 Debt Summary**

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**2003 "A" Refunding Improvement Bond - Dike**

An \$11,590,000 bond issue for Dike Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 2.0 to 5.0 percent. Principal payments range from \$475,000 to \$750,000 with final payment due December 1, 2023.

**2003 "B" Refunding Improvement Bond**

A \$4,510,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 2.5 to 5.0 percent. Principal payments range from \$100,000 to \$315,000 with final payment due December 1, 2024.

**2004 "A" Refunding Improvement Bond**

A \$2,365,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 3.0 to 4.4 percent. Principal payments range from \$70,000 to \$160,000 with final payment due December 1, 2025.

**2005 "B" Refunding Improvement Bond**

A \$2,195,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 4.0 percent to 4.375 percent. Principal payments range from \$75,000 to \$155,000 with final payment due December 1, 2025.

**2006 "A" Refunding Improvement Refunding Bond**

A \$2,075,000 bond issue, which refinances 1996B and 1997C bond issues. Interest ranges from 3.75 percent to 4.25 percent. Principal payments range from \$185,000 to \$365,000 with final payment due December 1, 2013.

**2006 "C" Refunding Improvement Bond**

A \$7,320,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 3.75 percent to 4.25 percent. Principal payments range from \$205,000 to \$460,000 with final payment due December 1, 2027.

**2007 "D" Refunding Improvement Bond**

A \$6,210,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 4.0 percent to 4.4 percent. Principal payments range from \$115,000 to \$400,000 with final payment due December 1, 2028.

**2008 "A" Refunding Improvement Refunding Bond**

A \$2,310,000 bond issue. This is a crossover refunding of the 1999B refunding improvement bond for a net present value benefit of \$166,460.75. Interest ranges from 3.5 percent to 4.0 percent. Principal payments range from \$110,000 to \$330,000 with final payment due December 1, 2019.

**2008 "D" Refunding Improvement Bond**

A \$3,410,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 4.0 percent to 5.0 percent. Principal payments range from \$95,000 to \$275,000 with final payment due December 1, 2028.

**2009 "C" Refunding Improvement Refunding Bond**

A \$7,560,000 bond issue. This is a crossover refunding of the 2000A & 2000B refunding improvement bonds for interest savings. Interest ranges from 2.0 percent to 5.0 percent. Principal payments range from \$320,000 to \$925,000 with final payment due December 1, 2021.

**2009 "E" Refunding Improvement Bond**

A \$2,200,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 2.25 percent to 4.2 percent. Principal payments range from \$90,000 to \$140,000 with final payment due December 1, 2030.

**Debt Service Funds (continued)  
2012 Debt Summary**

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**2010 “B” Refunding Improvement Dike Bond**

An \$3,195,000 bond issue for Dike Improvements deemed to benefit the properties against which special assessments are levied. This completes financing of the city’s flood protection system. Interest ranges from 0.75 to 3.65 percent. Principal payments range from \$80,000 to \$205,000 with final payment due December 1, 2030.

**2010 “C” Refunding Improvement Bond**

A \$4,805,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 1.0 percent to 3.7 percent. Principal payments range from \$195,000 to \$320,000 with final payment due December 1, 2031.

**Current Year Projects**

To accumulate funds for the payment of sidewalk warrants sold to pay the costs of various street and sidewalk improvements deemed to benefit the properties against which special assessments are levied.

**City of Grand Forks  
2012 City Budget**

**Debt Service Funds (continued)  
2012 Debt Schedule**

	Principal Pmt Due	Interest Pmt Due	Fiscal & Consultant Charges Due	Operating Transfers Out	Total Payment
<u>General Obligation Bonds:</u>					
2001 "A" GO Highway Refunding Bonds(1)	\$ 165,000	\$ 7,425	\$ 1,000	\$ -	\$ 173,425
2002 "G" GO Dike Bonds	175,000	111,288	1,000	-	287,288
2006 "B" GO Public Bldg Bonds	65,000	50,419	1,000	-	116,419
2007 "A" GO Public Bldg Bond	150,000	134,237	1,000	-	285,237
2008 "B" GO Dike Refunding Bond(2)	500,000	180,675	1,000	286,288	967,963
1993 "G" GO Tax Increment Bond	30,000	1,500	750	-	32,250
<b>Total General Obligation Bonds</b>	<b>1,085,000</b>	<b>485,544</b>	<b>5,750</b>	<b>286,288</b>	<b>1,862,582</b>
(1) 2001A - Refunding of 1992E					
(2) 2008B - Refunding of 1999A					
<u>Revenue Bonds:</u>					
2001 "D" SalesTax Reserve Revenue Bond - Dike	610,000	386,307	1,000	-	997,307
2002 "H" SalesTax Reserve Revenue Bond - Dike	340,000	192,613	2,350	-	534,963
2007 "C" Sales Tax Res Rev Bond - Cirrus(1)	245,000	593,337	2,350	-	840,687
1997 "B" SRL Wastewater Treatment Plant-Phase I	740,000	139,500	26,053	-	905,553
1997 "D" SRL Southend Drainway-Phase I	210,000	40,125	7,700	-	257,825
1998 SRL Southen Drainway-Phase II	130,000	24,500	5,300	-	159,800
2000 "A" SRL Clearwell	575,000	145,375	29,000	-	749,375
2000 "C" Storm Water Reserve Revenue Bond	85,000	19,315	1,000	-	105,315
2001 "D" SRL Wastewater Treatment Plant-Phase II	690,000	193,500	36,978	-	920,478
2002 "C" SRL Wastewater Treatment Plant-Phase III	340,000	94,750	18,103	-	452,853
2004 "B" Water Reserve Revenue Refunding Bond(2)	155,000	20,323	750	-	176,073
2005 "A" Sales Tax Revenue Refunding -Alerus(3)	2,030,000	2,579,325	500	-	4,609,825
2005 "E" SRL BioSolids	205,000	84,375	13,366	-	302,741
2007 "B" Mosquito Revenue Bond	60,000	53,157	1,500	-	114,657
2008 "C" Sewer Reserve Revenue Refunding Bond(4)	95,000	15,800	750	-	111,550
2009B Wastewater Reserve Revenue Bond(5)	210,000	103,150	750	-	313,900
2009A Sanitation Revenue Bond	190,000	440,195	750	-	630,945
2009D Water Reserve Revenue Refunding Bond(6)	525,000	144,700	750	-	670,450
2010A Sanitation Res Revenue Refuding Bond(7)	245,000	78,000	750	-	323,750
2011 Sewer Reserve Revenue Bond	75,000	175,000	500	-	250,500
2012 Sewer Reserve Revenue Bond	-	80,000	500	-	80,500
2012 Water Reserve Revenue Bond	-	105,000	500	-	105,500
<b>Total Revenue Bonds</b>	<b>7,755,000</b>	<b>5,708,347</b>	<b>151,200</b>	<b>-</b>	<b>13,614,547</b>
(1) 2007C Refunding of 1996A (Cirrus)					
(2) 2004B Refunding of 1995C					
(3) 2005A Refunding of 1997A (Alerus)					
(4) 2008C Refunding of 1995D					
(5) 2009B Refunding of 1999D					
(6) 2009D Refunding of 1999E & 2000D					
(7) 2010A Refunding of 2000E					

City of Grand Forks  
2012 City Budget

Debt Service Funds (continued)  
2012 Debt Schedule

	Principal Pmt Due	Interest Pmt Due	Fiscal & Consultant Charges Due	Operating Transfers Out	Total Payment
<u>Refunding Improvement Bonds:</u>					
1998A Refunding Improvement Bond	295,000	34,031	1,000	-	330,031
2002F Refunding Improvement Bond	75,000	32,825	1,000	-	108,825
2003B Refunding Improvement Bond	275,000	121,323	1,000	-	397,323
2003A Refunding Improvement Bond-Dike	585,000	287,394	1,000	291,165	1,164,559
2004A Refunding Improvement Bond	140,000	57,755	1,000	-	198,755
2005B Refunding Improvement Bond	135,000	61,256	1,000	-	197,256
2006C Refunding Improvement Bond	435,000	220,413	1,000	-	656,413
2007 Refunding Improvement Bond	395,000	207,040	1,000	71,985	675,025
2006A Refunding Improvement Ref Bond(1)	255,000	18,700	1,000	-	274,700
2008A Refunding Improvement Refunding Bond(2)	310,000	63,000	1,000	-	374,000
2008D Refunding Improvement Bond	210,000	122,469	1,000	-	333,469
2009E Refunding Improvement Bond	135,000	71,462	1,000	-	207,462
2009C Refunding Improvement Refunding Bond(3)	845,000	233,025	1,000	619,764	1,698,789
2010C Refunding Improvement Bond	320,000	120,658	1,000	-	441,658
2001C Def Impr War - Dike	505,000	141,000	26,938	-	672,938
2002A SRL Water Reclamation Phase I	81,000	23,125	4,423	-	108,548
2002B SRL Water Reclamation Phase II	110,000	30,500	5,825	-	146,325
2010 Refunding improvement Dike Bond	205,000	72,355	1,000	-	278,355
<b>Total Refunding Improvement Bonds</b>	<b>5,311,000</b>	<b>1,918,331</b>	<b>52,186</b>	<b>982,914</b>	<b>8,264,431</b>
(1) 2006A Refunding of 1996B & 1997C					
(2) 2008A Refunding of 1999B					
(3) 2009C Refunding of 2000A&B					
<u>Industrial Development Revenue Notes:</u>					
Corporate Center Project, Series 1999	400,000	136,115	4,800	-	540,915
<b>Total Industrial Development Revenue Notes</b>	<b>400,000</b>	<b>136,115</b>	<b>4,800</b>	<b>-</b>	<b>540,915</b>
<b>Total Liability</b>	<b>\$ 14,551,000</b>	<b>\$ 8,248,337</b>	<b>\$ 213,936</b>	<b>\$ 1,269,202</b>	<b>\$ 24,282,475</b>

**City of Grand Forks  
2012 City Budget**

**Debt Service Funds (continued)  
Legal Debt Margin**

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**December 31, 2010**

<u>Market Value</u>		<u>\$ 3,010,550,760</u>
Debt Limit - 5% of 50% of Market Value		75,263,769
Amount of Debt Applicable to Debt Limit:		
General Obligation Bonds	\$ 12,545,000	
City Share of Special Assessments	394,666	
Special Assessment on City Owned General Government Property	<u>1,524,630</u>	
Gross Bonded Debt		\$ 14,464,296
Less:		
Cash in Debt Service Funds (1)		<u>768,833</u>
Net Bonded Debt		<u>13,695,463</u>
Legal Debt Margin		<u>\$ 61,568,306</u>

(1) Sinking Funds



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FOR NOTES

**CIP  
Capital Improvement Program Overview**

The 2012-17 Six-Year Capital Improvement Program (CIP) Budget is a decision-making tool that provides the Mayor, City Council, staff, and residents with an opportunity to identify and prioritize significant infrastructure and other major capital needs for the community. The City is currently involved in a study analyzing all projects, to include priorities, timing, and funding. As this study is not yet complete, the CIP document will be updated within the 2013 budget process to reflect any changes made as a result of this study.

Grand Forks' CIP budget is a component of the annual budget process that addresses the City's short- and long-term capital needs. As in previous years, the six-year CIP budget includes potential capital projects that reflect the desires of the community, as well as projects that address operational and maintenance needs.

As the budget process unfolds, the City Engineer analyzes each potential project in order to develop cost estimates for each project, while the City Finance Director and his staff review the City's financial position in order to determine potential revenues available to fund proposed projects. Once the fiscal analysis is completed by Finance, Engineering and Finance meet for further discussion and review of the proposed projects. After these initial recommendations are made, staff forwards the recommended CIP budget to the City Administrator and the Mayor for presentation to the City Council for their review, consideration, and approval.

Throughout this entire process, several key factors are utilized in prioritizing projects including:

- Projects previously budgeted in the City's six-year CIP.
- Projects relating to the Community and significant development and/or planning efforts.
- Projects that address infrastructure needs.
- Projects that reduce ongoing operational costs, and which address major maintenance needs.
- Projects that have committed outside funds that are specifically tied to a particular proposal.
- Projects related to the Mayor's priority of Public Safety for the Community.

The City of Grand Forks finances its capital projects through a combination of revenues. Projects related to Public Safety are supported by revenue in the Public Building Fund. The major revenue source for this fund is property tax. The City has projected construction of a new Fire Station in 2015, which will address fire coverage needed for the Southeast section of the City. A bond will be sold to finance the construction for this new Fire Station. The bond will be funded by property tax through the Public Building Fund. The timeline of the new Fire Station has been a point of discussion with city leaders. The area of concern is the operational cost of adding 12 firefighters to staff a new fire station. A 4 mill increase over a 4 year period is the projected need to absorb these additional operational costs.

Projects relating to ongoing street improvement projects and new trunk paving and lighting are supported by revenue in the Highway User Tax Fund. The major revenue source for this fund is a highway user tax. This tax is collected by the State of North Dakota, and is distributed to the City. The Highway User Fund also benefitted from a legislative distribution received from the State to be used toward streets. The 2012 budget includes allocation of these funds.

The Infrastructure Fund is used to fund the capital and maintenance associated with the bikeways, and is also the source of funding for the City's match on Federal Aid Projects. The major funding source for this fund is sales tax, which comes from its 30 percent share of the city's 1 percent portion of city sales tax.

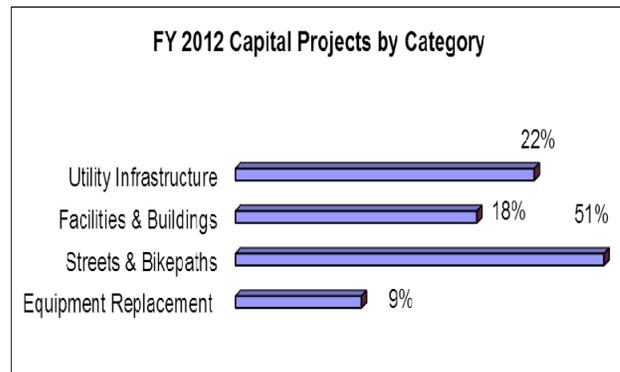
Projects relating to Water, Wastewater, Storm-water, Sanitation, and Mosquito are funded by the fees that are collected within these Enterprise Funds. Public Transportation capital needs are supported by a portion of the property tax collected by the City. The Public Transportation department also receives a large portion from Federal Government to address their capital needs. The Alerus Event Center is able to take advantage of excess cash in its debt service fund to address its capital needs.

Certain projects that give benefit to certain sections of the City are special assessed to the citizens affected by the benefit.

The General Fund addresses the financing for capital and capital replacement needs for departments funded by the General Fund, by setting aside a reserve for future capital replacement. A more complete list of the proposed resources that will be used to support the Capital Improvement Projects is listed in the CIP Summary listing, which follows.

The proposed 2012 CIP is distributed into the following categories:

- Utility Infrastructure \$ 6,484,360
- Facilities & Buildings \$ 5,238,170
- Streets & Bikepaths \$14,954,840
- Equipment Replacement \$ 2,733,443



City of Grand Forks  
2012 City Budget

**CIP**  
**Six Year CIP Summary Listing**  
**By Project Type**

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>Utility Infrastructure</b>								
<b>Enterprise Fund - Sanitation</b>								
	Reserve for Baling Facility and Landfill Renewal & Rehab and Future Cell Closure							
	Sanitation Revenue	900,000	1,111,800	1,134,000	1,156,700	1,180,000	1,203,600	6,686,100
<b>Enterprise Fund - Wastewater</b>								
<u>Wastewater Collection &amp; Southend Development</u>								
	Sanitary Sewer Rehab, Inspection & Cleaning							
	Wastewater Revenue	130,000	130,000	130,000	130,000	130,000	130,000	780,000
	Forcemain Rehab							
	Wastewater Revenue	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
	Forcemain Expansion Projects							
	Revenue Bond	-	-	-	2,755,017	2,838,077	4,027,823	9,620,917
<u>Pump Stations Construction &amp; Rehab</u>								
	Pump Station Rehab							
	Wastewater Revenue	300,000	500,000	500,000	500,000	500,000	500,000	2,800,000
	New Pump Station Construction(PS#28 11th Ave S & 39th St S)							
	Revenue Bond	-	1,424,888	-	-	-	-	1,424,888
<u>Wastewater Treatment Plant</u>								
	Reserve for Renewal & Rehabilitation Replacement							
	Wastewater Revenue	-	100,000	100,000	100,000	100,000	100,000	500,000
The following projects are currently being analyzed as part of a utility/infrastructure multi-year study: timing and funding to be determined								
Biosolids Management Planning & Project								
Continuous Discharge								
Lagoon Decommissioning								
EGF Interconnect								
<b>Enterprise Fund - Water</b>								
<u>Water Distribution - 5340</u>								
	Water Main Replacement							
	Water Revenue	424,360	424,000	424,000	424,000	424,000	424,000	2,544,360
<u>Water Supply - 5355</u>								
	Water Supply Planning							
	Reserve	50,000	50,000	50,000	50,000	50,000	-	250,000
<u>Water Treatment - 5355</u>								
	Major Water Treatment Plant Project Alternatives & Pilot Testing							
	Reserve	275,000	775,000	2,500,000	3,200,000	2,655,738	-	9,405,738
	Grant/Sales Tax	275,000	775,000	2,500,000	3,200,000	20,400,000	20,400,000	47,550,000
	Revenue Bond	-	-	-	-	17,744,262	20,400,000	38,144,262
	Total	550,000	1,550,000	5,000,000	6,400,000	40,800,000	40,800,000	95,100,000
	Residuals Pond System Upgrade							
	Revenue Bond	3,800,000	-	-	-	-	-	3,800,000
<b>Enterprise Fund - Stormwater</b>								
	Storm Sewer Repair							
	Storm Water Revenue	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	Pump Station Repair							
	Storm Water Revenue	30,000	30,000	30,000	30,000	30,000	30,000	180,000
The following projects are currently being analyzed as part of a utility/infrastructure multi-year study: timing and funding to be determined								
Regional Pond Concept								
<b>CATEGORY SUBTOTAL</b>		<b>6,484,360</b>	<b>5,620,688</b>	<b>7,668,000</b>	<b>11,845,717</b>	<b>46,352,077</b>	<b>47,515,423</b>	<b>125,486,265</b>

City of Grand Forks  
2012 City Budget

CIP  
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>Facilities, Buildings, &amp; Furnishings</b>								
<b>General Fund - City Hall</b>								
<b>Security Lock System</b>								
	General Fund	-	40,000	-	-	-	-	40,000
<b>General Fund - Fire Department</b>								
	Southeast Fire Station							
	GO Bond - Public Building Fund	-	-	-	1,500,000	-	-	1,500,000
<b>General Fund - Public Safety Training Facility</b>								
	Outdoor training classroom and shelter							
	General Fund	-	50,000	-	-	-	-	50,000
	Drill Field Improvements							
	General Fund	-	-	50,000	-	-	-	50,000
<b>Enterprise Fund - Public Transportation</b>								
	Building Rehabilitation & Upgrades(1)							
	Public Transit (5500)	222,200	222,200	-	-	-	-	444,400
	FTA	888,800	888,800	-	-	-	-	1,777,600
	Total	1,111,000	1,111,000	-	-	-	-	2,222,000
	Bus Shelter Replacement & Renovation							
	Public Transit (5500)	3,000	3,000	3,000	3,000	3,000	3,000	18,000
	FTA	12,000	12,000	12,000	12,000	12,000	12,000	72,000
	Total	15,000	15,000	15,000	15,000	15,000	15,000	90,000
<b>Enterprise Fund - Alerus Center</b>								
	Reserve for Future Capital Trust							
	Alerus Debt Service Cash	500,000	500,000	500,000	500,000	1,500,000	1,500,000	5,000,000
	Scoreboards							
	Alerus Debt Service Cash	-	-	-	150,000	-	-	150,000
	Turf & Systems							
	Alerus Debt Service Cash	1,350,000	1,350,000	1,350,000	-	-	-	4,050,000
	Video Boards							
	Alerus Debt Service Cash	-	-	1,500,000	-	-	-	1,500,000
	Loading Dock Expansion							
	Alerus Debt Service Cash	-	-	-	-	600,000	-	600,000
	Lighting - Building Exterior							
	Alerus Debt Service Cash	-	-	-	-	-	150,000	150,000
	Advertising Panels - Signage							
	Alerus Debt Service Cash	-	-	-	50,000	-	-	50,000
	Concourse Improvements							
	Alerus Debt Service Cash	-	-	-	50,000	250,000	-	300,000
	Finishes - Walls							
	Alerus Debt Service Cash	-	-	-	-	-	150,000	150,000
	Partition Walls - Ballroom							
	Alerus Debt Service Cash	-	-	-	1,250,000	-	-	1,250,000
	Signage-Building Interior							
	Alerus Debt Service Cash	-	25,000	20,000	25,000	100,000	-	170,000
	Suite Improvements							
	Alerus Debt Service Cash	-	165,000	75,000	-	-	-	240,000
	Vestibules							
	Alerus Debt Service Cash	150,000	-	-	-	-	-	150,000
	Carpet - Locker Rooms/Dressing Rooms							
	Alerus Debt Service Cash	60,000	-	-	-	-	-	60,000
	Plant/Trees/Shrubs							
	Alerus Debt Service Cash	7,000	-	-	-	-	-	7,000

**City of Grand Forks  
2012 City Budget**

**CIP  
Six Year CIP Summary Listing**

<b>Department</b>	<b>Category/Project Source of Funds</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Estimated Total Cost</b>
	Lighting - Arena Alerus Debt Service Cash	-	-	-	-	100,000	-	100,000
	Lighting - Exterior Areas Alerus Debt Service Cash	-	-	-	150,000	-	-	150,000
	Cup Holders for Arena Alerus Debt Service Cash	29,000	31,000	33,000	-	-	-	93,000
	Herk Edwards Risers Refurbishment Alerus Debt Service Cash	36,652	-	-	-	-	-	36,652
	Air Handlers & other Mechanical Alerus Debt Service Cash	15,000	24,000	15,000	15,000	15,000	15,000	99,000
	Energy Re Commissioning Alerus Debt Service Cash	1,475,318	7,000	7,000	7,000	7,100	7,100	1,510,518
	Hot Water Heaters/Tank Alerus Debt Service Cash	-	50,000	-	-	-	-	50,000
	Card Access System Alerus Debt Service Cash	<u>16,000</u>	<u>27,040</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>43,040</u>
	Total	3,638,970	2,179,040	3,500,000	2,197,000	2,572,100	1,822,100	15,909,210
<b>Enterprise Fund - Job Development Authority</b>								
	1550 S 48th St (Noah's Ark Bldg) Repairs / Maintenance JDA Revenue	92,600	55,800	533,500	-	-	-	681,900
<b>Enterprise Fund - Municipal Parking</b>								
	Central Parking Ramp Community Dev Unrestricted Cash Reserve	<u>380,600</u>	<u>132,900</u>	<u>278,300</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>791,800</u>
	Total	380,600	132,900	278,300	-	-	-	791,800
<b>CATEGORY SUBTOTAL</b>		<b>\$ 5,238,170</b>	<b>\$ 3,583,740</b>	<b>\$ 4,376,800</b>	<b>\$ 3,712,000</b>	<b>\$ 2,587,100</b>	<b>\$ 1,837,100</b>	<b>\$ 21,334,910</b>

(1) These projects are currently being analyzed as part of a Five-year Transportation & Development Plan (TDP) Update.

City of Grand Forks  
2012 City Budget

CIP (continued)  
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>Streets &amp; Bikepaths</b>								
<b>Federal Aid Street Projects</b>								
	Intersection Improvements @ 11th AS/42nd Street							
	Federal Urban Share	-	400,000	-	-	-	-	400,000
	City Share Match (Infrastructure)	100,000	192,000	-	-	-	-	292,000
	Alerus Debt Service	-	150,000	-	-	-	-	150,000
	Total	100,000	742,000	-	-	-	-	842,000
	Bridge Repair/Rehab(Washington Underpass/Sorlie/Kennedy as determined by priorities set by the NDDOT)(1)							
	Infrastructure	125,000	200,000	250,000	300,000	400,000	500,000	1,775,000
	Sorlie Bridge - PCR							
	City Share Match (Infrastructure)	50,000	50,000	80,000	80,000	50,000	50,000	360,000
	Columbia Bridge Repair							
	Federal Bridge Repair	-	-	-	800,000	-	-	800,000
	Highway Users	-	20,000	150,000	200,000	-	-	370,000
	Total	-	20,000	150,000	1,000,000	-	-	1,170,000
	Gateway Drive Rehab (REA Dr to Columbia Rd)							
	Federal Share Regional	1,125,000	-	-	-	-	-	1,125,000
	State Share	125,000	-	-	-	-	-	125,000
	City Share Match (Infrastructure)	100,000	-	-	-	-	-	100,000
	Total	1,350,000	-	-	-	-	-	1,350,000
	Columbia & Gateway Intersection Improvements							
	Federal Share Urban	1,600,000	-	-	-	-	-	1,600,000
	City Share Match (Infrastructure)	600,000	50,000	-	-	-	-	650,000
	Total	2,200,000	50,000	-	-	-	-	2,250,000
	Downtown Traffic Signal Upgrades							
	Federal Share Urban/Regional	1,710,000	-	-	-	-	-	1,710,000
	City Share Match (Infrastructure)	400,000	50,000	-	-	-	-	450,000
	Total	2,110,000	50,000	-	-	-	-	2,160,000
	Columbia Road (Overpass to 11th Ave South)							
	Federal Share Urban	-	2,600,000	-	-	-	-	2,600,000
	Special Assessment	-	300,000	-	-	-	-	300,000
	City Share Match (Infrastructure)	550,000	400,000	50,000	-	-	-	1,000,000
	Total	550,000	3,300,000	50,000	-	-	-	3,900,000
	32nd Ave S (I-29 to Washington) Rehab							
	Federal Share Regional	-	3,680,000	-	-	-	-	3,680,000
	State Share	-	460,000	-	-	-	-	460,000
	Special Assessment	-	300,000	-	-	-	-	300,000
	City Share Match & Inlet Repair (Infrastructure)	240,000	160,000	50,000	-	-	-	450,000
	Total	240,000	4,600,000	50,000	-	-	-	4,890,000
	Intersection Improvements (24th & 34th Roundabout)							
	Federal Share Urban	-	470,000	-	-	-	-	470,000
	City Share Match (Infrastructure)	110,000	150,000	-	-	-	-	260,000
	Total	110,000	620,000	-	-	-	-	730,000
	20th Ave S Extension							
	Federal Share Urban	450,000	-	-	-	-	-	450,000
	City Share Match (Infrastructure)	200,000	-	-	-	-	-	200,000
	Total	650,000	-	-	-	-	-	650,000
	Columbia Road (11th - 14th Ave South)							
	Federal Share Urban	-	-	3,200,000	-	-	-	3,200,000
	Special Assessment	-	-	300,000	-	-	-	300,000
	City Share Match (Infrastructure)	500,000	300,000	600,000	50,000	-	-	1,450,000
	Total	500,000	300,000	4,100,000	50,000	-	-	4,950,000
	47th Ave S Reconstruction (S Wash to Columbia Rd)							
	Federal Share Urban	-	-	-	-	-	5,400,000	5,400,000
	Special Assessment	-	-	-	-	-	600,000	600,000
	City Share Match (Infrastructure)	-	60,000	100,000	400,000	500,000	1,000,000	2,060,000
	Total	-	60,000	100,000	400,000	500,000	7,000,000	8,060,000
	Intersection Improvement (S Washington & 40th Ave S)							
	Federal Share Urban	-	-	650,000	-	-	-	650,000
	City Share Match (Infrastructure)	-	100,000	380,000	-	-	-	480,000
	Total	-	100,000	1,030,000	-	-	-	1,130,000

City of Grand Forks  
2012 City Budget

CIP (continued)  
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
	42nd St. Underpass Land Purchase							
	Federal Share Urban	-	-	300,000	-	-	-	300,000
	City Share Match (Infrastructure)	-	-	70,000	-	-	-	70,000
	Total	-	-	370,000	-	-	-	370,000
	Kennedy Bridge							
	Federal Share Regional	-	-	-	-	7,000,000	-	7,000,000
	State Share-North Dakota	-	-	-	-	1,700,000	-	1,700,000
	State Share-Minnesota	-	-	-	-	8,700,000	-	8,700,000
	City Share Match & Inlet Repair (Infrastructure)	-	-	-	-	100,000	-	100,000
	Total	-	-	-	-	17,500,000	-	17,500,000
	Columbia Road (14th - 23rd Ave S)							
	Federal Share Urban	-	-	-	-	-	-	-
	City Share Match (Infrastructure)	-	-	-	-	-	500,000	500,000
	Total	-	-	-	-	-	500,000	500,000
	Columbia Rd (36th Ave S to 47th Ave S)							
	Federal Share Urban	-	-	-	-	7,000,000	-	7,000,000
	Special Assessments(2016)	-	-	-	-	600,000	-	600,000
	City Share Match (Infrastructure)	20,000	300,000	300,000	1,500,000	1,500,000	50,000	3,670,000
	Total	20,000	300,000	300,000	1,500,000	9,100,000	50,000	11,270,000
<b>Bikeway</b>								
	Bikeway Capital & Maintenance							
	Highway Users	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	Bikepath (New)							
	Federal Share T.E.	-	250,000	-	250,000	-	250,000	750,000
	City Share (Infrastructure)	50,000	70,000	50,000	70,000	50,000	70,000	360,000
	Total	50,000	320,000	50,000	320,000	50,000	320,000	1,110,000
<b>Sidewalk</b>								
	Sidewalks							
	Highway User Fund (ADA Approach walks)	50,000	50,000	50,000	50,000	50,000	50,000	300,000
	City Special Assessments Fund (Approach walks)	25,000	25,000	25,000	25,000	25,000	25,000	150,000
	Special Assessment	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000
	Total	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
<b>Ongoing Street Maintenance and Repair Projects</b>								
	Minor Street Repairs							
	Highway Users	160,816	164,032	167,313	170,659	174,072	177,553	1,014,445
	Street Maintenance Program							
	Highway Users	298,658	304,631	310,724	316,938	323,277	329,743	1,883,971
	Traffic Signal Maintenance							
	Highway Users	81,097	82,719	84,373	86,061	87,782	89,538	511,570
	Maintenance of Street Lights							
	Highway Users	30,000	30,000	30,000	30,000	30,000	30,000	180,000
	Minor Intersection Improvements							
	Highway Users	25,000	25,000	25,000	25,000	25,000	25,000	150,000
	Diamond Grade Reflectivity							
	Highway Users	40,000	40,000	40,000	40,000	40,000	40,000	240,000
	Transportation System Projects							
	HighwayUsers	104,040	104,040	104,040	104,040	104,040	104,040	624,240
	HighwayUsers - LMI areas	104,040	104,040	104,040	104,040	104,040	104,040	624,240
	Special Assessments	104,040	104,040	104,040	104,040	104,040	104,040	624,240
	Total	312,120	312,120	312,120	312,120	312,120	312,120	1,872,720

City of Grand Forks  
2012 City Budget

CIP (continued)  
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>Other Projects</b>								
	Adams Drive (New)							
	Special Assessment	140,000	-	-	-	-	-	140,000
	Highway Users - New Trunk Reserve	560,000	-	-	-	-	-	560,000
	Total	700,000	-	-	-	-	-	700,000
	S 34th St/40th Ave S (New)							
	Special Assessment	200,000	-	-	-	-	-	200,000
	Highway Users - New Trunk Reserve	800,000	-	-	-	-	-	800,000
	Total	1,000,000	-	-	-	-	-	1,000,000
	32nd Ave S - Storm Sewer							
	Highway Users - 2011 Legislative Distribution (HB 1012)	200,000	-	-	-	-	-	200,000
	BFM Drive Reconstruction							
	Special Assessment	40,000	-	-	-	-	-	40,000
	Highway Users - 2011 Legislative Distribution (HB 1012)	160,000	-	-	-	-	-	160,000
	Total	200,000	-	-	-	-	-	200,000
	Columbia Road Repair - Northbound 17th - 23rd Ave S)							
	Special Assessment (alternate)	300,000	-	-	-	-	-	300,000
	Highway Users - 2011 Legislative Distribution (HB 1012)	300,000	-	-	-	-	-	300,000
	Total	600,000	-	-	-	-	-	600,000
	Stanford Road Reconstruction (University Ave - 6th)							
	Special Assessment	60,000	-	-	-	-	-	60,000
	Highway Users - 2011 Legislative Distribution (HB 1012)	150,000	-	-	-	-	-	150,000
	City Share Match (Highway User)	150,000	-	-	-	-	-	150,000
	Total	360,000	-	-	-	-	-	360,000
	Concrete Repairs							
	Highway Users - 2011 Legislative Distribution (HB 1012)	-	124,911	-	-	-	-	124,911
	Minnesota & 4th (Mill & Overlay)							
	Special Assessment	1,300,000	-	-	-	-	-	1,300,000
	Highway Users	650,000	-	-	-	-	-	650,000
	Total	1,950,000	-	-	-	-	-	1,950,000
	University Ave. Bridge Repair							
	Highway Users	70,000	150,000	100,000	-	-	-	320,000
	University Ave School Beacon Modifications							
	Highway Users	50,000	-	-	-	-	-	50,000
	Quiet Zone Redundancy							
	Highway Users	50,000	50,000	50,000	50,000	-	-	200,000
<b>Paving &amp; Lighting</b>								
	2600 ft. @ \$150/ft (Increased 2% per year)							
	Highway Users	422,149	430,592	439,203	447,987	456,947	466,086	2,662,964
<b>Category Subtotal</b>		<b>\$ 14,954,840</b>	<b>\$ 12,776,005</b>	<b>\$ 8,438,733</b>	<b>\$ 5,478,765</b>	<b>\$ 29,399,198</b>	<b>\$ 10,240,040</b>	<b>\$ 81,287,581</b>

(1) Sorlie Bridge 2018/2019 \$61,500,000 (estimated City Share \$3,000,000); Washington Underpass not included at this time

**CIP**  
**Six Year CIP Summary Listing**

**By Project Type**

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>Equipment Replacement</b>								
<b>General Fund - Engineering Department</b>								
	Current Year Fleet Vehicle Replacement							
	General Fund	\$ -	\$ 35,525	\$ 33,681	\$ -	\$ 33,300	\$ 13,860	\$ 116,366
	General Fund - (Department Carryover)	18,000	-	-	-	-	-	18,000
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	-	-	(33,300)	(13,860)	(47,160)
	Reserve for future replacement of vehicles							
	General Fund	31,110	33,170	37,744	41,598	41,598	41,881	227,101
	<b>Total Fleet Vehicle Replacement</b>	<b>49,110</b>	<b>68,695</b>	<b>71,425</b>	<b>41,598</b>	<b>41,598</b>	<b>41,881</b>	<b>314,307</b>
<b>General Fund - Inspections Department</b>								
	Current Year Fleet Vehicle Replacement							
	General Fund	-	16,000	-	18,540	15,450	15,450	65,440
	General Fund - (Department Carryover)	16,000	-	-	-	-	-	16,000
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	-	-	(15,450)	(15,450)	(30,900)
	Reserve for future replacement of vehicles							
	General Fund	17,531	19,248	16,696	16,696	19,047	18,209	107,427
	<b>Total Fleet Vehicle Replacement</b>	<b>33,531</b>	<b>35,248</b>	<b>16,696</b>	<b>35,236</b>	<b>19,047</b>	<b>18,209</b>	<b>157,967</b>
<b>General Fund - Health Department</b>								
	Current Year Fleet Vehicle Replacement							
	General Fund	-	80,800	28,000	-	28,000	-	136,800
	Reserve for future replacement of vehicles							
	General Fund	3,500	3,500	14,462	17,346	17,346	19,614	75,768
	<b>Total Fleet Vehicle Replacement</b>	<b>3,500</b>	<b>84,300</b>	<b>42,462</b>	<b>17,346</b>	<b>45,346</b>	<b>19,614</b>	<b>212,568</b>
<b>General Fund - Fire Department</b>								
	Fire Engine for Southeast Station							
	General Fund	-	-	-	-	315,000	-	315,000
	(Construction projected in 2015; Fire Engine projected to be needed in 2016 )							
	Reserve for future replacement of vehicles							
	General Fund	213,964	219,981	219,981	237,481	213,431	213,431	1,318,269
	<b>Total Fleet Vehicle Replacement</b>	<b>213,964</b>	<b>219,981</b>	<b>219,981</b>	<b>237,481</b>	<b>528,431</b>	<b>213,431</b>	<b>1,633,269</b>
<b>General Fund - Mayor/Council - Public Information Center Department</b>								
	Video on demand electronic server							
	General Fund	-	10,000	-	-	-	-	10,000
	Pan, Tilt & Zoom (PTZ) cameras with remote control							
	General Fund	-	-	34,000	-	-	-	34,000
	New Switcher with new inputs & new controller							
	General Fund	-	-	-	23,000	-	-	23,000
	Way finding interactive device - replace map at front entrance of City Hall							
	General Fund	-	-	-	-	10,000	-	10,000
	Install 3 cameras, wiring and camera control from meeting room A101 to broadcast control booth							
	General Fund	-	-	-	-	-	23,500	23,500
<b>General Fund - Miscellaneous</b>								
	Financial Management Software Update							
	General Fund	79,000	-	-	-	-	-	79,000
	Water Fund	79,000	-	-	-	-	-	79,000
	<b>Total Financial Management Software</b>	<b>158,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>158,000</b>
<b>General Fund - Police Department</b>								
	Replacement 7 Police Vehicles							
	General Fund	162,000	215,946	223,553	231,328	239,424	247,805	1,320,056
	General Fund - (Department Carryover)	50,000	-	-	-	-	-	50,000
	Changeover Vehicle Costs							
	General Fund	19,600	19,958	20,608	21,380	22,128	22,902	126,576
	<b>Total Fleet Vehicle Replacement</b>	<b>231,600</b>	<b>235,904</b>	<b>244,161</b>	<b>252,708</b>	<b>261,553</b>	<b>270,707</b>	<b>1,496,633</b>
	Mobile Data Computer Replacement (7 Vehicles)							
	General Fund	-	35,000	-	-	-	-	35,000

City of Grand Forks  
2012 City Budget

**CIP**  
**Six Year CIP Summary Listing**

**By Project Type**

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
<b>General Fund - Street Department</b>								
	Current Year Equipment Replacement							
	General Fund	88,750	300,000	395,000	375,000	370,000	400,000	1,928,750
	General Fund - (Department Carryover)	100,000	-	-	-	-	-	100,000
	Highway Users	96,250	-	-	-	-	-	96,250
	Highway Users - 2011 Legislative Distribution (HB 1012)	100,000	100,000	-	-	-	-	200,000
	Reserve for Future Equipment Replacement							
	General Fund	-	-	5,000	25,000	30,000	-	60,000
	Total Equipment Replacement	385,000	400,000	400,000	400,000	400,000	400,000	2,385,000
<b>Special Revenue Fund - E-911 System</b>								
	Technical Communication Equipment Upgrades							
	E-911 (2105)	-	20,000	20,000	350,000	50,000	25,000	465,000
	County-wide Paging System	125,000	-	-	-	-	-	125,000
	E-911 (2105)							
<b>Special Revenue Fund - Library</b>								
	Books/Audio-Visual/Periodicals(5% increase/yr)							
	Library Mill Levy	240,450	252,473	265,096	278,351	292,268	306,882	1,635,520
<b>Enterprise Fund - Sanitation</b>								
	Replacement 2 Garbage Units							
	Sanitation Revenue	400,000	412,000	424,360	437,091	450,204	463,710	2,587,364
	Refuse Containers							
	Sanitation Revenue	60,000	60,000	60,000	60,000	60,000	60,000	360,000
<b>Enterprise Fund - Wastewater</b>								
	Reserve for Vactor Sewer Cleaner							
	Wastewater Revenue	-	-	20,000	20,000	20,000	20,000	80,000
	Replace Fleet vehicle @ collection							
	Wastewater Revenue	-	27,000	-	-	30,000	-	57,000
	Replace Fleet vehicle @ WWTP							
	Wastewater Revenue	30,000	-	-	-	-	-	30,000
	Replace Fleet vehicle @ Electrician							
	Wastewater Revenue	-	-	-	-	-	20,000	20,000
<b>Enterprise Fund - Water Distribution</b>								
	Water Meters Annual Bids							
	Water Revenue	140,000	140,000	100,000	100,000	100,000	100,000	680,000
	Replace Fleet vehicle							
	Water Revenue	25,000	25,000	25,000	25,000	25,000	25,000	150,000
<b>Enterprise Fund - Water Treatment</b>								
	Replace Fleet vehicle @ Electrician							
	Water Revenue	-	-	-	-	-	20,000	20,000
	Replace Fleet vehicle							
	Water Revenue	25,000	25,000	25,000	25,000	25,000	25,000	150,000
<b>Enterprise Fund - Stormwater</b>								
	Reserve for Vactor Sewer Cleaner							
	Stormwater Revenue	-	-	15,000	15,000	15,000	15,000	60,000
	Replace 1999 1 ton Truck							
	Stormwater Revenue	25,000	-	-	-	-	-	25,000
<b>Enterprise Fund - Public Transit</b>								
	Vehicle Replacement (1)							
	Public Transit (5500)	-	99,960	99,960	31,790	25,490	26,010	283,210
	FTA	-	488,040	488,040	155,210	124,510	126,990	1,382,790
	Total	-	588,000	588,000	187,000	150,000	153,000	1,666,000
<b>Enterprise Fund - Dial-A-Ride</b>								
	Vehicle Replacement (1)							
	Dial-A-Ride (5600)	-	13,520	13,790	14,066	14,348	14,635	70,359
	FTA	-	54,080	55,162	56,265	57,390	58,538	281,435
	Total	-	67,600	68,952	70,331	71,738	73,173	351,794
<b>Enterprise Fund - Alerus Center</b>								
	Computers/Concentrics System/File Cabinets/Office Equip/Network System							
	Alerus Debt Service Cash	47,719	48,979	40,000	47,500	20,000	24,800	228,998
	Modular Office Furniture/Pre-function Furniture							
	Alerus Debt Service Cash	25,000	-	-	90,000	-	-	115,000
	Football Equipment							
	Alerus Debt Service Cash	15,000	-	-	-	-	-	15,000
	Signage-Building Exterior							
	Alerus Debt Service Cash	60,000	-	-	-	-	-	60,000
	Audio/Visual, Sound System							
	Alerus Debt Service Cash	15,000	15,000	15,000	15,000	15,000	15,000	90,000
	Lawn & Garden Tractor, Implements							
	Alerus Debt Service Cash	42,516	-	-	-	-	-	42,516

City of Grand Forks  
2012 City Budget

**CIP**  
**Six Year CIP Summary Listing**

**By Project Type**

Department	Category/Project Source of Funds	2012	2013	2014	2015	2016	2017	Estimated Total Cost
	ADA/Ramps/Lift/Bike Barricades Alerus Debt Service Cash	-	7,055	-	17,971	-	-	25,026
	Bike Racks/Waste Receptacles Alerus Debt Service Cash	10,000	-	-	-	-	-	10,000
	Power Towers, Trade Show power Alerus Debt Service Cash	-	50,000	-	190,000	-	-	240,000
	Telephone System Alerus Debt Service Cash	-	-	-	100,000	-	-	100,000
	Concessions/Catering Equipment Alerus Debt Service Cash	17,500	17,500	17,500	20,000	50,000	-	122,500
	Riding Carpet Vacuum/Extractor Alerus Debt Service Cash	22,166	-	-	-	-	-	22,166
	Other Janitorial Equipment Alerus Debt Service Cash	14,859	18,000	-	-	-	-	32,859
	Half House Curtain, Permanent Alerus Debt Service Cash	-	-	-	-	200,000	-	200,000
	Half House Curtain, Portable Alerus Debt Service Cash	-	-	-	150,000	-	-	150,000
	Tables Alerus Debt Service Cash	50,400	20,055	-	-	-	-	70,455
	Pipe & Drape Alerus Debt Service Cash	34,000	26,142	-	-	-	-	60,142
	Portable Chairs Alerus Debt Service Cash	-	75,000	-	-	-	170,000	245,000
	Staging Alerus Debt Service Cash	35,978	-	-	-	-	-	35,978
	Security/Medical Alerus Debt Service Cash	5,000	-	27,500	2,000	-	-	34,500
	Scissor Lift Alerus Debt Service Cash	-	35,000	-	-	-	-	35,000
	Landscape Equipment Alerus Debt Service Cash	-	84,663	-	-	-	-	84,663
	Pickup Alerus Debt Service Cash	-	45,000	-	-	-	-	45,000
	Riding Floor Scrubber/Sweeper Alerus Debt Service Cash	-	-	140,000	-	-	-	140,000
	Carts - Electric Alerus Debt Service Cash	-	-	58,213	-	-	-	58,213
	Video Production Equipment Alerus Debt Service Cash	-	-	500,000	-	-	-	500,000
	Total -Alerus Center Equipment	395,138	442,394	798,213	632,471	285,000	209,800	2,763,016
<b>Enterprise Fund - Mosquito Control</b>								
	Reserve for future replacement vehicles/Equip Mosquito Revenue (5800)	-	25,000	25,000	25,000	25,000	25,000	125,000
	Vehicle replacement & ULV Sprayer Mosquito Revenue (5800)	32,000	-	-	-	-	-	32,000
<b>Internal Service Fund - Computer Service</b>								
	Office Equipment Intergovernmental	161,150	80,000	80,000	80,000	80,000	80,000	561,150
<b>CATEGORY SUBTOTAL</b>		<b>\$ 2,733,443</b>	<b>\$ 3,253,595</b>	<b>\$ 3,543,346</b>	<b>\$ 3,312,613</b>	<b>\$ 2,985,185</b>	<b>\$ 2,608,907</b>	<b>\$ 18,437,088</b>

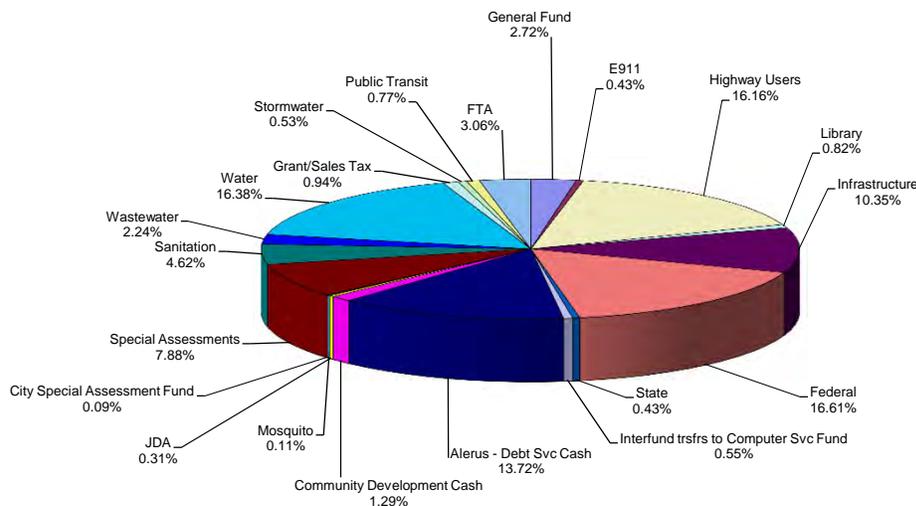
(1) These projects are currently being analyzed as part of a Five-year Transportation & Development Plan (TDP) Update.

CIP (continued)  
Six Year CIP Summary Listing

By Funding Source

Funding Source	Fiscal Year						Estimated Total Cost
	2012	2013	2014	2015	2016	2017	
General Fund	\$ 799,455	\$ 1,079,128	\$ 1,078,725	\$ 1,007,369	\$ 1,305,974	\$ 987,342	\$ 6,257,993
E-911 (2105)	125,000	20,000	20,000	350,000	50,000	25,000	590,000
Highway Users	2,482,050	1,655,054	1,754,693	1,724,725	1,495,159	1,516,000	10,627,681
Highway Users-2011 Legislative Distribution	910,000	224,911	-	-	-	-	1,134,911
Highway Users-New Trunk Reserve	1,360,000	-	-	-	-	-	1,360,000
Library Mill Levy	240,450	252,473	265,096	278,351	292,268	306,882	1,635,520
City Share Match (2169 Infrastructure)	3,045,000	2,082,000	1,930,000	2,400,000	2,600,000	2,170,000	14,227,000
Federal Share (Urban,Regional, T.E., and Bridge)	4,885,000	7,400,000	4,150,000	1,050,000	14,000,000	5,650,000	37,135,000
State Share	125,000	460,000	-	-	10,400,000	-	10,985,000
GO Bond - Public Building Fund	-	-	-	1,500,000	-	-	1,500,000
Interfund Transfers-to Computer Svc Fund	161,150	80,000	80,000	80,000	80,000	80,000	561,150
Alerus Debt Service Cash	4,034,108	2,771,434	4,298,213	2,829,471	2,857,100	2,031,900	18,822,226
Comm. Dev. Unrestricted Cash Reserve	380,600	132,900	278,300	-	-	-	-
JDA Revenue	92,600	55,800	533,500	-	-	-	681,900
Mosquito Revenue	32,000	25,000	25,000	25,000	25,000	25,000	157,000
City Special Assessment Fund	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Special Assessments	2,319,040	879,040	579,040	279,040	879,040	879,040	5,814,240
Sanitation Revenue	1,360,000	1,583,800	1,618,360	1,653,791	1,690,204	1,727,310	9,633,465
Wastewater Revenue	660,000	957,000	950,000	950,000	980,000	970,000	5,467,000
Wastewater Revenue Bond	-	1,424,888	-	2,755,017	2,838,077	4,027,823	11,045,805
Water Revenue	693,360	614,000	574,000	574,000	574,000	594,000	3,623,360
Water Revenue Bond	3,800,000	-	-	-	17,744,262	20,400,000	41,944,262
Water Reserve	325,000	825,000	2,550,000	3,250,000	2,705,738	-	9,655,738
Grant/Sales Tax	275,000	775,000	2,500,000	3,200,000	20,400,000	20,400,000	47,550,000
Stormwater Revenue	155,000	130,000	145,000	145,000	145,000	145,000	865,000
Public Transit (5500)	225,200	325,160	102,960	34,790	28,490	29,010	745,610
Dial-A-Ride (5600)	-	13,520	13,790	14,066	14,348	14,635	70,359
FTA	900,800	1,442,920	555,202	223,475	193,900	197,528	3,513,825
	\$29,410,813	\$ 25,234,028	\$24,026,879	\$24,349,095	\$81,323,560	\$62,201,470	\$ 245,754,045

2012 CIP by Funding Source



**City of Grand Forks  
2012 City Budget**

**CIP (continued)  
Highway User Tax Fund – Multi-Year Plan**

<b>Sources of Funds</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Highway Users Tax	\$ 2,965,645	\$ 2,965,645	\$ 2,965,645	\$ 2,965,645	\$ 2,965,645	\$ 2,965,645
Interest	<u>78,877</u>	<u>61,027</u>	<u>59,583</u>	<u>57,953</u>	<u>57,100</u>	<u>56,007</u>
Estimated Yearly Revenue	3,044,522	3,026,672	3,025,227	3,023,597	3,022,744	3,021,651
Use of New Trunk Reserve	1,360,000					
Use of 2011 Legislative Distribution Funds (HB1012)	910,000	224,911				
Estimated Carryover at Beginning of Year	<u>3,943,869</u>	<u>3,051,348</u>	<u>2,979,174</u>	<u>2,897,653</u>	<u>2,855,003</u>	<u>2,800,362</u>
Available for Expenditure	9,258,391	6,302,931	6,004,402	5,921,250	5,877,747	5,822,013
<b>Uses Of Funds</b>						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr)	271,899	280,056	288,458	297,111	306,025	315,205
Interdepartmental Charges-Mtce & Operations(3% increase/yr)	46,626	48,025	49,466	50,949	52,478	54,052
Transfer to fund #4891(ADA Sidewalk Approaches)	50,000	50,000	50,000	50,000	50,000	50,000
Transfer to General Fund(approx 25% Streets exp)(3% increase/yr)	967,960	996,999	1,026,909	1,057,716	1,089,448	1,122,131
Transfer to General Fund(25% of Streets capital-2011)	96,250	-	-	-	-	-
Transfer to fund #3434(S 42nd St Project)(2020)	46,534	44,578	42,622	40,665	38,709	36,753
MPO Matching	65,000	65,000	65,000	65,000	65,000	65,000
Traffic Signal Mtce(2% increase/yr)	81,097	82,719	84,373	86,061	87,782	89,538
Minor Street Repair(2% increase/yr)	160,816	164,032	167,313	170,659	174,072	177,554
Street Mtce Program(2% increase/yr)	298,658	304,631	310,724	316,938	323,277	329,743
Controllers & Conflict Monitors(2% increase/yr)	22,974	23,433	23,902	24,380	24,867	25,365
New Trunk Paving & Lighting(2% increase/yr)	422,149	430,592	439,203	447,987	456,947	466,086
Bikeway Capital & Maintenance	100,000	100,000	100,000	100,000	100,000	100,000
Transportation System Projects (50% SA;50%City) (changed to hold flat)	104,040	104,040	104,040	104,040	104,040	104,040
Transportation System Projects (LMI areas) (changed to hold flat)	104,040	104,040	104,040	104,040	104,040	104,040
UPS Replacement Batteries	5,700	5,700	5,700	5,700	5,700	5,700
Maintenance of Street Lights	30,000	30,000	30,000	30,000	30,000	30,000
Minor Intersection Improvements	25,000	25,000	25,000	25,000	25,000	25,000
Diamond Grade Reflectivity for Signs	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Sub-total Ongoing Obligations	2,938,742	2,898,845	2,956,749	3,016,247	3,077,385	3,140,206
Use of 2011 Legislative Distribution Funds (HB1012)						
Transfer to General Fund - Streets Department	100,000	100,000	-	-	-	-
32nd Ave S (Storm Sewer)	200,000	-	-	-	-	-
BFM Drive Reconstruction	160,000	-	-	-	-	-
Columbia Road Repair - Northbound	300,000	-	-	-	-	-
Stanford Rd Reconstruction (Univ Ave to 6th)(1/2 from Legislative HB1012)	150,000	-	-	-	-	-
Concrete Repairs	-	124,911	-	-	-	-
Use of New Trunk Reserve:						
Adams Drive (New)	560,000	-	-	-	-	-
S 34th St/40th Ave (New)	800,000	-	-	-	-	-
Special Projects:						
UPS Backup System(20th St & 32nd)	4,500	-	-	-	-	-
Cable Fault Finder	3,800	-	-	-	-	-
Traffic Signal Interconnect	20,000	-	-	-	-	-
Stanford Rd Reconstruction (Univ Ave to 6th)(1/2 from Legislative HB1012)	150,000	-	-	-	-	-
Minnesota & 4th	650,000	-	-	-	-	-
University Ave Bridge Repair	70,000	150,000	100,000	-	-	-
University Ave School Beacon Modifications	50,000	-	-	-	-	-
Quiet Zone Redundancy	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	-	-
Total Expenditures	<u>6,207,042</u>	<u>3,323,756</u>	<u>3,106,749</u>	<u>3,066,247</u>	<u>3,077,385</u>	<u>3,140,206</u>
Amount Available for Carryover	<u>\$ 3,051,348</u>	<u>\$ 2,979,174</u>	<u>\$ 2,897,653</u>	<u>\$ 2,855,003</u>	<u>\$ 2,800,362</u>	<u>\$ 2,681,806</u>
Revenue over/(under) expenditures annually	\$ (3,162,520)	\$ (297,084)	\$ (81,521)	\$ (42,650)	\$ (54,641)	\$ (118,555)

**City of Grand Forks  
2012 City Budget**

**CIP (continued)  
Public Building Fund – Multi-Year Plan**

<b>Sources of Funds</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Real Estate Tax (3.6 mills with growth as projected in budget model)	\$ 537,519	\$ 558,334	\$ 597,589	\$ 639,687	\$ 684,630	\$ 735,820
Discount 5% on Real Estate Tax	(26,876)	(27,917)	(29,879)	(31,984)	(34,232)	(36,791)
Senior Citizens Tax	2,000	2,000	2,000	2,000	2,000	2,000
Disabled Veteran Credit	1,700	1,700	1,700	1,700	1,700	1,700
Communication In-Lieu Tax	3,776	3,776	3,776	3,776	3,776	3,776
Mobile Home Tax	1,800	1,800	1,800	1,800	1,800	1,800
Interest	494	1,906	3,702	6,248	9,720	11,094
Estimated Yearly Revenue	520,413	541,600	580,688	623,226	669,394	719,399
Estimated Carryover at Beginning of Year	24,714	95,311	185,100	312,378	485,978	554,711
Available for Expenditure	545,127	636,911	765,788	935,604	1,155,372	1,274,110
<b>Uses Of Funds</b>						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr)	32,326	33,296	34,295	35,323	36,383	37,475
Interdepartmental Charges-Mtce & Operations(fixed)	17,835	17,835	17,835	17,835	17,835	17,835
Debt Service (2006B GO Public Bldg Bond)(2025)	115,419	112,819	115,219	112,419	114,619	116,619
Debt Service (2007A GO Public Safety Bldg Bond- for Training Facility)(2026)	284,236	287,861	286,061	284,049	281,824	279,168
Sub-total Ongoing Obligations	449,816	451,811	453,410	449,626	450,661	451,097
2015 - Bond sale for the following:						
SouthEast Fire Station (\$1,500,000)(1)						
Debt Service based on 20 year bond	-	-	-	-	150,000	150,000
Total Expenditures	449,816	451,811	453,410	449,626	600,661	601,097
Amount Available for Carryover	\$ 95,311	\$ 185,100	\$ 312,378	\$ 485,978	\$ 554,711	\$ 673,013
Revenue over/(under) expenditures annually	\$ 70,597	\$ 89,789	\$ 127,278	\$ 173,600	\$ 68,733	\$ 118,303
(1) \$1.5M based on estimates from EAPC; does not include land purchase						

**City of Grand Forks  
2012 City Budget**

**CIP (continued)  
Infrastructure Fund – Multi-Year Plan**

<b>Sources of Funds</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Sales Tax Revenue ( 2% increase annually)	\$ 2,686,928	\$ 2,740,667	\$ 2,795,480	\$ 2,851,389	\$ 2,908,417	\$ 2,966,586
Use Tax (2% increase annually)	800,029	816,030	832,350	848,997	865,977	883,297
Interest	48,073	16,182	5,965	(2,821)	(20,796)	(37,877)
Estimated Yearly Revenue	3,535,030	3,572,878	3,633,795	3,697,565	3,753,598	3,812,006
Estimated Carryover at Beginning of Year	2,403,666	809,112	298,235	(141,059)	(1,039,821)	(1,893,838)
Available for Expenditure	5,938,696	4,381,990	3,932,031	3,556,507	2,713,777	1,918,167
<b>Uses Of Funds</b>						
Ongoing Obligations:						
Interdepartmental Charges (Est 3% increase/yr)	85,663	88,233	90,880	93,606	96,414	99,307
Contingency	73,792	76,006	78,286	80,635	83,054	85,545
Debt Service-DeMers Reconstrucion(2001A GO Highway Ref Bond)(2012)	172,425	-	-	-	-	-
Landscaping	52,500	112,988	112,988	112,988	112,988	112,988
Property Management (2% increase/yr)	171,284	174,709	178,203	181,767	185,403	189,111
Debt Service-Flood Protection Project (2002H Sales Tax Rev Bond - Dike)(2021)	532,613	534,013	533,925	532,275	529,950	531,950
Debt Service-Flood Protection Project (2001D Sales Tax Rev Bond - Dike)(2021)	996,307	995,806	998,806	995,056	999,806	997,556
Sub-total Ongoing Obligations	2,084,584	1,981,755	1,993,088	1,996,328	2,007,615	2,016,457
Discretionary Projects						
Reserve for Bridge Project*	125,000	200,000	250,000	300,000	400,000	500,000
Bikepath Development	50,000	70,000	50,000	70,000	50,000	70,000
Sorlie Bridge - PCR	50,000	50,000	80,000	80,000	50,000	50,000
Intersection Improvements(11th Ave S/42nd St)	100,000	192,000	-	-	-	-
Gateway Dr Rehab (REA Dr to Columbia Rd)	100,000	-	-	-	-	-
Columbia Bridge Repair	-	20,000	150,000	200,000	-	-
Columbia & Gateway Intersection Improvements (8th Ave N to Hwy 2)	600,000	50,000	-	-	-	-
Downtown Traffic Signal Upgrades	400,000	50,000	-	-	-	-
Columbia Rd (overpass to 11th Ave S)	550,000	400,000	50,000	-	-	-
32nd Ave S Rehab (I-29 to Washington)	240,000	160,000	50,000	-	-	-
20th Ave S Extension	200,000	-	-	-	-	-
Intersection Improvements(24th & 34th Roundabout)	110,000	150,000	-	-	-	-
Columbia Rd (11th - 14th Ave S)	500,000	300,000	600,000	50,000	-	-
Columbia Rd (14th - 23rd Ave S)	-	-	-	-	-	500,000
Columbia Rd (36th Ave S to 47th Ave S)	20,000	300,000	300,000	1,500,000	1,500,000	50,000
47th Ave S Reconstruction (S Washington to Columbia Rd)	-	60,000	100,000	400,000	500,000	1,000,000
Intersection Improvements (S Washington St & 40th Ave S)	-	100,000	380,000	-	-	-
Kennedy Bridge	-	-	-	-	100,000	-
42nd Street Underpass Land Purchase	-	-	70,000	-	-	-
Total Expenditures	5,129,584	4,083,755	4,073,088	4,596,328	4,607,615	4,186,457
Amount Available for Carryover	\$ 809,112	\$ 298,235	\$ (141,059)	\$ (1,039,821)	\$ (1,893,838)	\$ (2,268,290)
*This reserve may be used for the Washington Street Underpass, Sorlie or Kennedy Bridge replacement subject to the priorities set by the NDDOT						
Revenue over/(under) expenditures annually	\$ (1,594,553)	\$ (510,877)	\$ (439,294)	\$ (898,762)	\$ (854,017)	\$ (374,452)

**CIP (continued)**  
**Utility Infrastructure**

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Baling Facility and Landfill Renewal & Rehabilitation and Future Cell Closure      Project Number: N/A

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**Project Location:**            Municipal Solid Waste (MSW) landfill facilities, Inert landfill facility, and existing baling facility

**Description:**                The baling facility and landfill renewal and rehabilitation project funds provide ongoing funds to maintain and renew the baling facility and landfill (MSW and inert). The funds will pay for future cell closure activities at the new solid waste landfill.

**Justification:**                The baling facility and landfill renewal and rehabilitation project funds are needed in order to maintain the baling facility and landfill facilities on an ongoing basis. The future cell closure project funds are needed in order to fund the closure of the first solid waste cell at the new solid waste landfill. The new solid waste landfill is designed and planned with ten (10) cells, and each cell is anticipated to last approximately 8-10 years thus the entire landfill life is expected to last 80 to 100 years.

**Project Status:** On-going            **Department:** Public Works      **Supervisor(s):** T. Feland/R. Newman

**Project Funding:**

<b>Funding Source:</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>TOTAL</b>
<b>Sanitation Revenue</b>	\$900,000	\$ 1,111,800	\$ 1,134,000	\$ 1,156,700	\$ 1,180,000	\$ 1,203,600	\$ 6,686,100
<b>Total Cost:</b>	<b>\$900,000</b>	<b>\$ 1,111,800</b>	<b>\$ 1,134,000</b>	<b>\$ 1,156,700</b>	<b>\$ 1,180,000</b>	<b>\$ 1,203,600</b>	<b>\$ 6,686,100</b>

**Impact on Operations:**

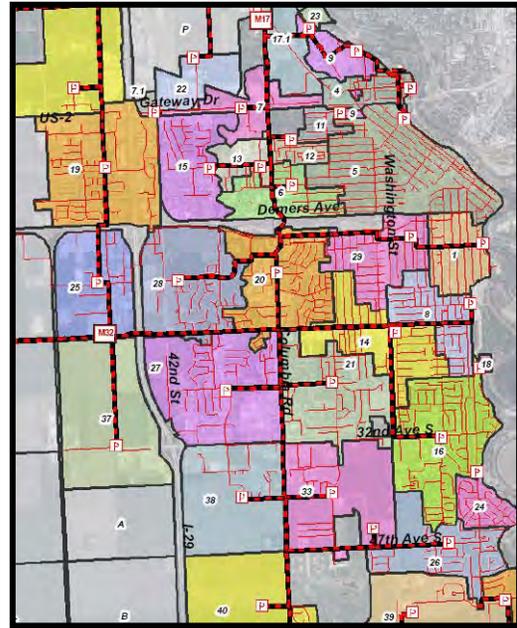
The capital project funds provided needed funds to fund ongoing baling facility and landfill renewal & rehabilitation, and future cell construction and closure activities at the new solid waste landfill.

**CIP (continued)**  
**Utility Infrastructure**

SANITARY SEWER REHAB, INSPECTION, AND CLEANING

Project Number: N/A

**Location:** City-wide (Thin red lines represent Sanitary Sewer Pipeline. Inspection will be based first on known condition issues and second on age of the pipeline).



**Description:** This project involves inspecting and rehabilitating, as appropriate, the City's sanitary sewer system. Highest priority sections are those sections that require frequent flushing to maintain adequate system operations. Next are the oldest sections that have not been recently inspected. Currently, a goal of inspecting every pipeline on a cycle of every 15 to 20-years has been set by the Wastewater Collection Division.

**Justification:** Routine pipeline inspection, cleaning, and rehabilitation are critical to extending the lifetime of a sanitary sewer system and minimizing rehabilitation costs by catching problems before they become a serious problem. In addition, it helps sustain capacity within the pipeline and increases the level of service provided to customers. Currently, there are several areas in Grand Fork's collection system that must be frequently flushed. If a correction of these problems were possible, operation and maintenance staff could be more effectively used in other areas of the City. These locations are the City's highest priority in terms of sanitary sewer inspection and rehabilitation.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Wastewater Revenue	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 780,000
<b>Total Cost:</b>	<b>\$ 130,000</b>	<b>\$ 780,000</b>					

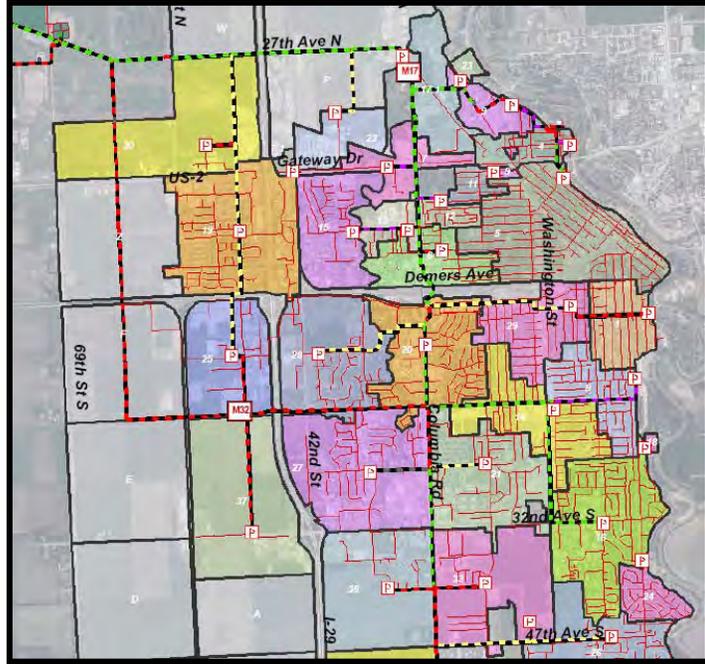
**Impact on Operations:** Inspection processes and potential rehabilitation will require temporary re-routing of some flows or shut-off of services. Strategic timing can minimize the impact on City Service.

**CIP (continued)**  
**Utility Infrastructure**

FORCEMAIN REHAB, INSPECTION & CLEANING

Project Number: N/A

**Location:** City-wide (Pipelines in Green are 1<sup>st</sup> priority. Pipelines in Yellow are 2<sup>nd</sup> Priority. Pipelines in Red, Purple, and Grey are low Priority)



**Description:** This project involves inspecting and rehabilitating, as appropriate, the City's forcemain system. Sections of the forcemain system have been prioritized and will be inspected and rehabilitated in a prioritized manner.

**Justification:** The older sections of the City's forcemain system are over 40 years old. They are also constructed of material that is susceptible to corrosion due to hydrogen sulfide gas (common in a wastewater collection system). Although air release valves are installed on the pipeline to help manage the buildup of H<sub>2</sub>S gas, there have been some historical failures and known areas of corrosion on this pipeline. Failure of some sections of this pipeline could impact services to the entire City. As such, it is a major priority for the City to know the condition of this pipeline and make appropriate repairs. In 2012, the City followed up on the forcemain areas of concern based on the Smartball® inspection analyses, and rehabilitated forcemain problem areas mainly on the Columbia Road corridor.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Wastewater Revenue	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,200,000
<b>Total Cost:</b>	<b>\$ 200,000</b>	<b>\$ 1,200,000</b>					

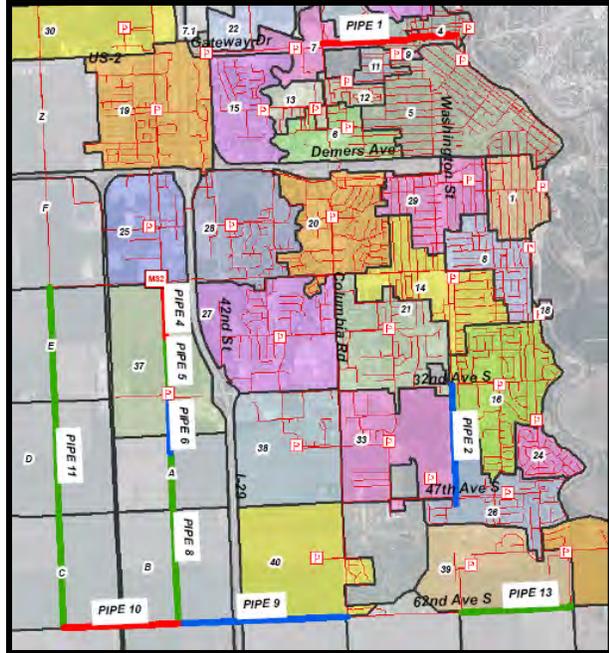
**Impact on Operations:** Inspection processes and potential rehabilitation will require temporary re-routing of some flows. Strategic timing will be required to minimize the impact on City Service.

**CIP (continued)**  
**Utility Infrastructure**

FORCEMAIN EXPANSION PROJECTS

Project Number: N/A

**Location:** City-wide (Pipelines are generally numbered according to priority. Hydraulic Modeling will confirm the order. It is currently anticipated that Pipeline 2 may become a higher priority than Pipeline 1).



**Description:** This project involves installing new forcemain throughout the City in the locations shown on the above map.

**Justification:** Redundancy concerns in the forcemain system may have the potential to cause backup during a pipeline failure before emergency measures can be put into place to redirect flows. Furthermore, growth of the south end of the City will require the installation of additional forcemain capacity. In 2012 and as part of the Forcemain Rehabilitation Project, Pipe 2 (South Washington Corridor) was installed. As part of the ongoing Infrastructure Master Planning Project, the City is evaluating the justification for the remaining Forcemain Expansion Projects to include project costs and timing.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Wastewater Revenue	\$ -	\$ -		\$ 2,755,017	\$ 2,838,077	\$ 4,027,823	\$ 9,620,917
<b>Total Cost:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,755,017</b>	<b>\$ 2,838,077</b>	<b>\$ 4,027,823</b>	<b>\$ 9,620,917</b>

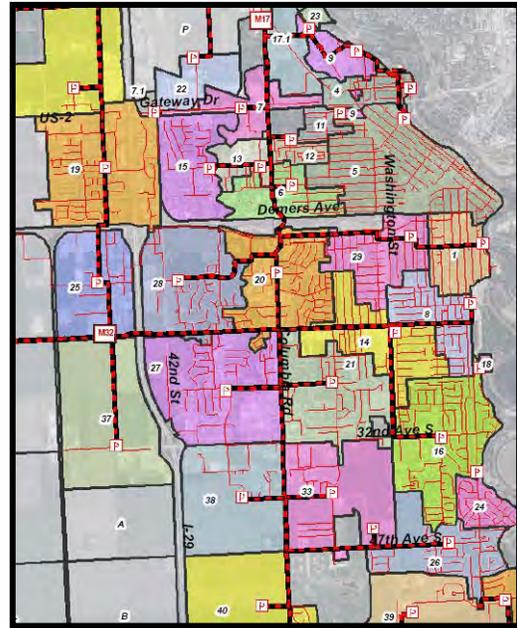
**Impact on Operations:** The installation of additional forcemain will ultimately result in some temporary disruptions to service in some areas of the City. Long-term operation and maintenance costs will also increase due to the addition of new infrastructure. Overall these projects would have a positive impact on operations as they would create a more reliable system and allow operators to respond to an emergency more quickly and effectively.

**CIP (continued)**  
**Utility Infrastructure**

PUMP STATION REHABILITATION

Project Number: N/A

**Location:** City-wide (Station locations are shown in white boxes with red outline. The corresponding pump station # is shown in the color-coded area that the pump station serves. Master pump stations have larger boxes and are labeled M\_\_\_\_.)



**Description:** This project involves rehabilitating pump stations that already exist within the City.

**Justification:** Pump stations are prioritized for rehabilitation based on consideration of age, condition, and other relevant factors. As part of the ongoing Infrastructure Master Planning Project, the City is evaluating the justification for pump station rehabilitations to include project costs and timing.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Wastewater Revenue	\$ 300,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,800,000
<b>Total Cost:</b>	<b>\$ 300,000</b>	<b>\$ 500,000</b>	<b>\$ 2,800,000</b>				

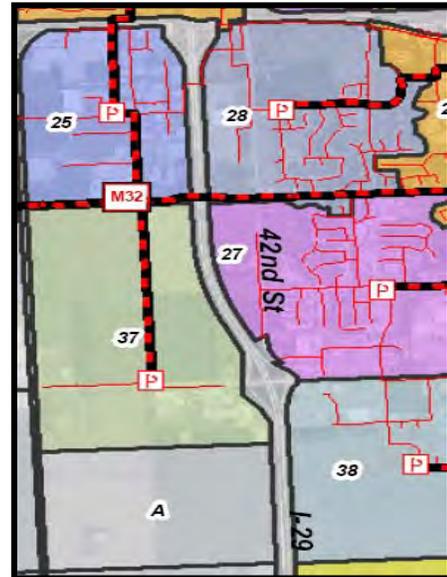
**Impact on Operations:** Pump Station rehabilitation may require temporary re-routing of subsystem specific flows. Overall these projects should have a positive impact on operations, as they will result in an updated facility that requires less attention than one that is suffering from deteriorated equipment and requires frequent maintenance activities.

**CIP (continued)  
Utility Infrastructure**

NEW PUMP STATIONS

Project Number: N/A

**Location:** Westside of the City. Subsystem #28 and Future Subsystem A.



**Description:** These projects involve constructing new pump stations to facilitate development or address capacity issues with existing pump stations.

**Justification:** Subsystem #28 is a small pump station and may ultimately serve several very high wastewater-producing facilities such as hotels and multi-family housing. An assessment of the need for additional capacity at this location is required. Development is also occurring in the area of Future Subsystem A. Service to this location should be considered.

**Project Status:** Future **Department:** Public Works **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

<b>Funding Source:</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>TOTAL</b>
<b>Revenue</b>							
<b>Bond</b>	\$ -	\$ 1,424,888	\$ -	\$ -	\$ -	\$ -	\$ 1,424,888
<b>Total Cost:</b>	\$ -	\$ 1,424,888	\$ -	\$ -	\$ -	\$ -	\$ 1,424,888

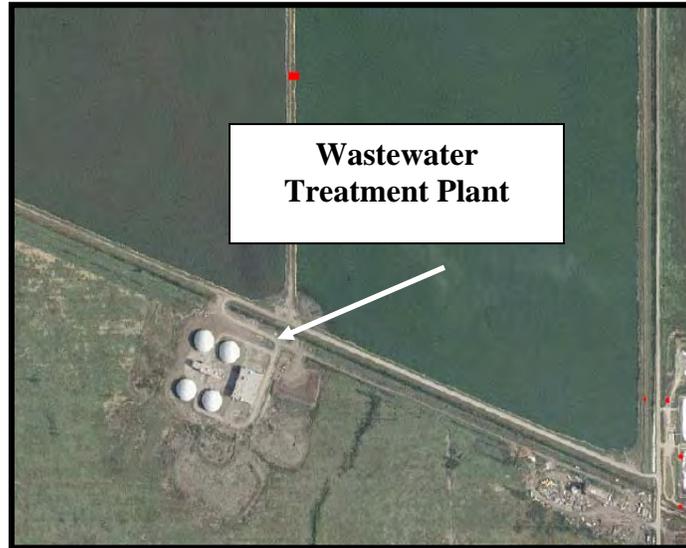
**Impact on Operations:** Replacement of existing pump stations may require temporary service disruptions to connect to new facilities. Overall these projects will result in increased operation and maintenance costs, as additional infrastructure will need to be supported.

**CIP (continued)**  
**Utility Infrastructure**

WASTEWATER TREATMENT PLANT RENEWAL & REPLACEMENT (R&R)

Project Number: N/A

**Project Location:** 3251 N 69<sup>th</sup> Street



**Description:** The Wastewater Treatment Plant Renewal and Rehabilitation (R&R) funds are reserved for significant current and future wastewater treatment plant renewal and replacement projects. The funds are meant to renew and replace wastewater treatment plant systems and equipment.

**Justification:** The wastewater treatment plant was started in June 2003. The Wastewater Treatment Plant R&R funds will be used to renew and rehabilitate systems and equipment at the wastewater treatment plant as these systems and equipment require updating and replacement. As part of the Infrastructure Master Planning Project, the wastewater treatment plant renewal and replacement is being analyzed, as well as, new wastewater treatment plant facilities to include a biosolids management, continuous discharge, lagoon decommission, and East Grand Forks wastewater interconnect projects. The analysis of the projects will include need, project cost, funding development, and timing.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Tucker

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Wastewater Revenue		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
<b>Total Cost:</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 500,000</b>				

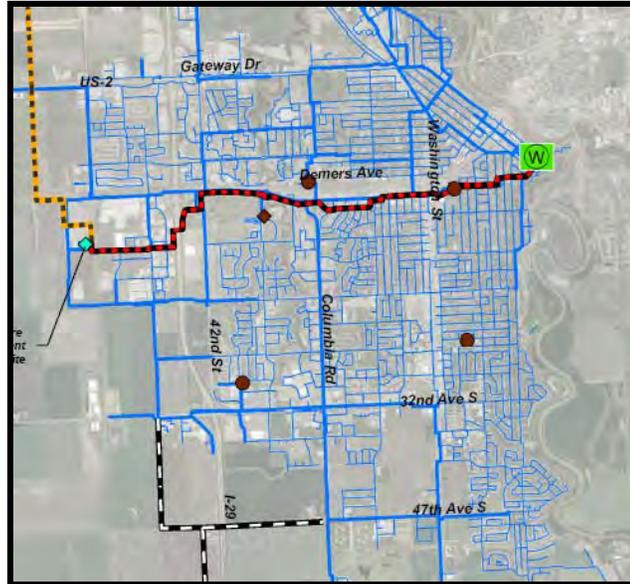
**Impact on Operations:** The renewal and replacement of systems and equipment will be coordinated so that the operation of the wastewater treatment plant is not affected. These funds are needed to have the ability to renew and rehabilitate the wastewater treatment plant as needed.

**CIP (continued)**  
**Utility Infrastructure**

WATER MAIN REPLACEMENT

Project Number: N/A

**Location:** City-Wide (light-blue pipelines. Thick lines are major corridors, or transmission lines; thin lines are distribution lines, or service lines).



**Description:** The watermain replacement fund involves repair and replacement of watermains as they fail, or when they are close to failure. Typical projects that fall into this category are small in diameter and involve replacement of less than one mile of pipeline. These projects are driven by need and therefore locations are largely unknown until a failure is reported or identified. In some areas, where frequent failures have occurred, full replacement of more than a mile of pipeline may be required. In these cases, a separate capital improvement planning fund has been set aside to build funds that can accommodate these types of improvements.

**Justification:** The distribution system is comprised of over 220 miles of buried watermain that was installed at different times, under different conditions, and out of different materials. These pipelines are also subject to different operating environments. As a result, pipeline breaks can occur in locations that are difficult to predict and funding must be available to quickly respond and repair the pipeline.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/H. Sletten

**Project Funding:**

<b>Funding Source:</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>TOTAL</b>
<b>Water Revenue</b>	\$ 424,360	\$ 424,000	\$ 424,000	\$ 424,000	\$ 424,000	\$ 424,000	\$ 424,360
<b>Total Cost:</b>	<b>\$ 424,360</b>	<b>\$ 424,000</b>	<b>\$ 2,544,360</b>				

**Impact on Operations:** Temporary service disruption may occur. However, if this disruption is extended, temporary service connection will be provided.

**CIP (continued)**  
**Utility Infrastructure**

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WATER SUPPLY PLANNING

Project Number: N/A

**Location:** N/A

**Description:** This project involves continued coordination with the Red River Valley Water Supply Project. It is anticipated that the proposed budget will be used to secure an allocation of project water for the City of Grand Forks.

**Justification:** The Red River Valley has experienced drought events in the past that would result in a significant water supply shortage if a similar event were to occur today. To address this concern, a project that will involve constructing infrastructure to transport water from the Missouri River to the Red River Valley is underway. The Red River Valley Water Supply (RRVWS) Project is currently awaiting a record of decision on the project. Pending the record of decision project stakeholders will be asked for further participation in the project. Grand Forks Water Utility will continue to monitor project progress.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/H. Sletten

**Project Funding:**

<b>Funding Source:</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>TOTAL</b>
<b>Water Revenue</b>	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
<b>Total Cost:</b>	<b>\$ 50,000</b>	<b>\$ 300,000</b>					

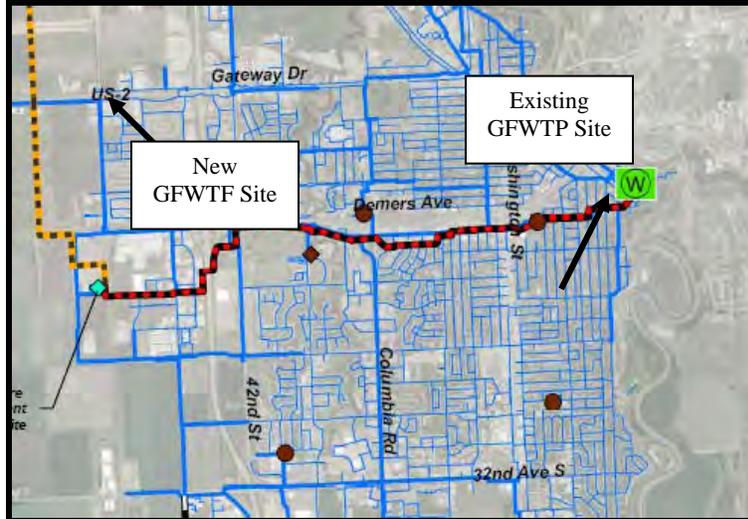
**Impact on Operations:** Inspection processes and potential rehabilitation will require temporary re-routing of some flows. Strategic timing will be required to minimize the impact on City Service.

**CIP (continued)**  
**Utility Infrastructure**

WATER TREATMENT PLANT (WTP)

Project Number: N/A

**Location:** 5650 11<sup>th</sup> Ave S



**Description:** This project is a multi-phased project that will result in the construction of a new water treatment facility at 5650 11<sup>th</sup> Ave S. A Pilot study using ozone/peroxone and biologically active/granular activated carbon filters was completed in 2011. The work will be summarized and used for determining appropriate treatment technologies, to include additional operational, maintenance, and capital costs for the selected technologies. In addition regional treatment information from the Valley City water membrane treatment plant and the Fargo membrane pilot project will become available in 2011 and 2012 to provide additional information to be considered in the analysis of treatment technologies keeping in mind potential impacts of Devil's Lake discharges. The overall project includes facility planning, funding development, design, and construction of the proposed facility. The City recognizes federal grant funding challenges however will continue to seek federal support for the project. At this time the City has requested 50% funding support from the State of ND for this project.

**Justification:** The existing WTP faces three primary challenges, including capacity issues, condition concerns, and regulatory compliance pressures. In 2009 conducted a WTP risk assessment and water demand study to evaluate existing infrastructure. It was determined that additional capacity will be needed in the next 10 years. Final analysis determined that a major water treatment project should be completed to maintain the reliability of the existing system. To meet these challenges, the selection of the right technologies, in the right configuration, is paramount to future water treatment regulatory and infrastructure needs.

**Project Status:** On-going      **Department:** Public Works      **Supervisor(s):** T. Feland/H. Sletten

**Project Funding:**

Funding Source:	2012	2013	2104	2015	2015	2017	TOTAL
Reserve	\$ 275,000	\$ 775,000	\$ 2,500,000	\$ 3,200,000	\$ 2,655,738		\$ 9,405,738
Grant/Sales							
Tax Revenue	\$ 275,000	\$ 775,000	\$ 2,500,000	\$ 3,200,000	\$ 20,400,000	\$ 20,400,000	\$ 47,550,000
Bond					\$ 17,744,262	\$ 20,400,000	\$ 38,144,262
<b>Total Cost:</b>	<b>\$ 550,000</b>	<b>\$ 1,550,000</b>	<b>\$ 5,000,000</b>	<b>\$ 6,400,000</b>	<b>\$ 40,800,000</b>	<b>\$ 40,800,000</b>	<b>\$ 95,100,000</b>

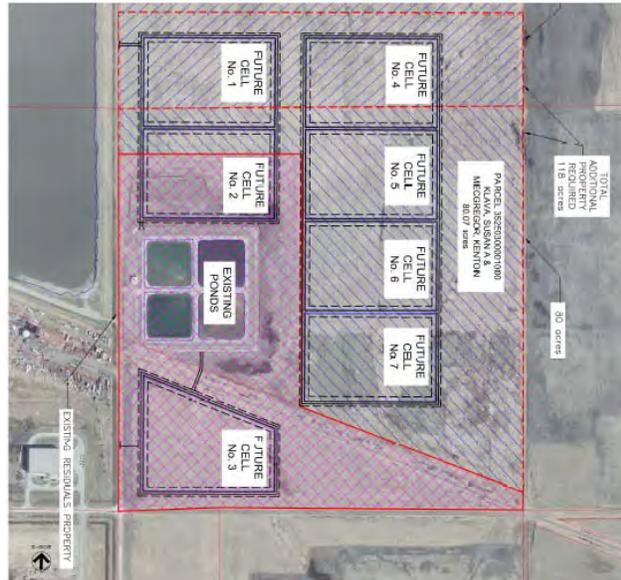
**Impact on Operations:** Depending on the scope of the future project, there could be a significant impact on operations. When a new facility is constructed, there will be a small impact on water users as the current facility can operate while a new one is being built.

**CIP (continued)**  
**Utility Infrastructure**

Water Treatment Plant (WTP) Residual Pond System Upgrade

Project Number:

**Location:** North 69<sup>th</sup> Street



**Description:** This project involves development of larger shallow ponds for the long-term storage of water treatment plant residuals. Currently four small, renovated wastewater aeration ponds have been used to store the residuals. Space is limited and ponds are being dredged and materials hauled to the inert landfill on an annual basis (\$480,000/year).

**Justification:** The current residuals storage ponds are limited in size and must be cleaned out on a routine basis to make space for additional WTP residuals. The removed residuals must be hauled to the landfill. The proposed project is estimated to accept residuals for up to 50 years, eliminating the need for annual removal of the residual material. An eight (8)-year payback has been calculated for this project.

**Project Status:** Future **Department:** Public Works **Supervisor(s):** T. Feland/H. Sletten

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Water Revenue	\$ 3,800,000						\$ 3,800,000
<b>Total Cost:</b>	<b>\$ 3,800,000</b>	<b>\$ -</b>	<b>\$ 3,800,000</b>				

**Impact on Operations:** Redundant cells limit the impacts of this project on water system operations. The calculated return on this investment is eight (8) years of an expected 50 years of storage capacity and has the added benefit of not adding additional material to the landfill and would have little impact on landfill operations in handling the residual materials.

**CIP (continued)**  
**Utility Infrastructure**

STORMWATER REPAIR

Project Number: N/A

**Location:** Citywide



**Description:** The Stormwater Division annually identifies locations where storm sewer collection system repairs are needed based on a prioritization process. This project involves inspecting and rehabilitating, as appropriate, the City's storm sewer system.

**Justification:** Routine pipeline inspection, cleaning, and rehabilitation are critical to extending the lifetime of a storm sewer system and minimizing rehabilitation costs by catching problems before they become a significant problem. In addition, it helps sustain capacity within the pipeline and increases the level of service provided to customers.

**Project Status:** Ongoing      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Stormwater Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
<b>Total Cost:</b>	<b>\$ 100,000</b>	<b>\$ 600,000</b>					

**Impact on Operations:**

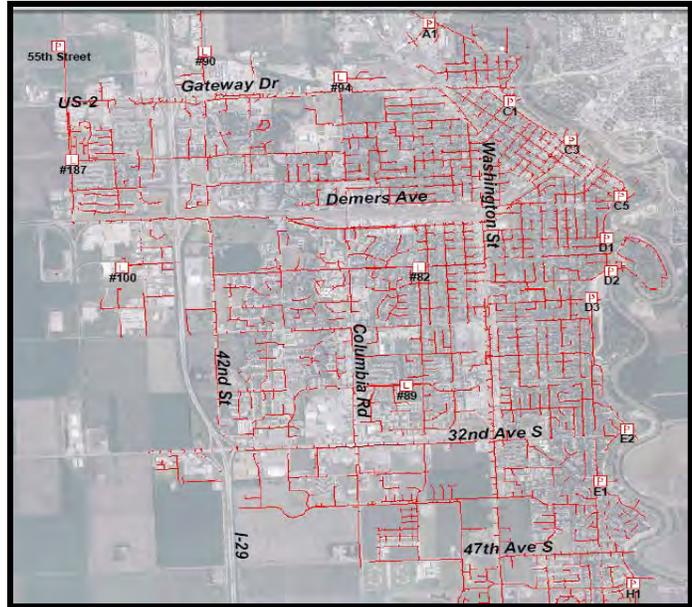
Inspection processes and potential rehabilitation will require temporary re-routing of some flows or shut-off of services. Strategic timing can minimize the impact on City Service.

**CIP (continued)**  
**Utility Infrastructure**

PUMP STATION REPAIR

Project Number: N/A

**Location:** Citywide



**Description:** This project involves minor repair of storm sewer pump stations that already exist within the City.

**Justification:** Routine storm sewer pump station inspection, cleaning, and repair are critical to extending the lifetime of a storm sewer system and minimizing rehabilitation costs by catching problems before they become extreme. In addition, it helps sustain capacity within the storm sewer pump stations and increases the level of service provided to customers.

**Project Status:** Ongoing      **Department:** Public Works      **Supervisor(s):** T. Feland/D. Kresel

**Project Funding:**

Funding Source:	2012	2013	2014	2015	2016	2017	TOTAL
Stormwater Revenue	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
<b>Total Cost:</b>	<b>\$ 30,000</b>	<b>\$ 180,000</b>					

**Impact on Operations:**

Storm sewer pump station repair may require temporary re-routing of subsystem specific flows. Overall these projects should have a positive impact on operations, as they will result in appropriate repairs that require less attention than one that is suffering from deteriorated equipment and requires frequent maintenance activities.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Intersection Improvements  
at 11<sup>th</sup> Ave S / 42<sup>nd</sup> Street



**Description:** Currently there are temporary traffic signals at this intersection. The purpose of this project is to remove the temporary traffic signals and install permanent traffic signals to meet NDDOT design standards. In addition, a right turn lane will be added on So. 42<sup>nd</sup> St. at the entrance of the Alerus Center, and the Alerus Center entrance will be reconstructed to provide a better point of entry for the Alerus Center and adjacent hotel/businesses.

**Justification:** This intersection was identified as needing to be signalized in a previous traffic study. The current temporary signal needs to be replaced with a permanent solution. City Council has approved this project for the six-year CIP.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Urban Share	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
City Share Match (2169)	100,000	192,000	-	-	-	-	292,000
Alerus Bond Cash	-	150,000	-	-	-	-	150,000
<b>Total Cost</b>	<b>\$ 100,000</b>	<b>\$ 742,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 842,000</b>

**Impacts on Operation:** Four-lanes of traffic may need to be reduced to two-lanes during construction.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Bridge Repair / Rehab  
(Washington Underpass/Sorlie/Kennedy as determined by priorities set by the NDDOT) <sup>(1)</sup>



**Description:** Due to aging bridge infrastructure, major rehabilitation or replacement is needed in the future. The scope and timing of future projects will be determined by the NDDOT. This project is in anticipation of the city share of these projects.

The Sorlie Bridge is currently scheduled for 2018. Due to the deteriorated condition of the N. Washington railroad bridge, replacement is needed within a similar time frame.

**Justification:** Bridges are one of the most important elements of the City's vitality. Repair/Rehab will prolong the need for an extended closure due to complete replacement.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Infrastructure	\$ 125,000	\$ 200,000	\$ 250,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 1,775,000
<b>Total Cost</b>	<b>\$ 125,000</b>	<b>\$ 200,000</b>	<b>\$ 250,000</b>	<b>\$ 300,000</b>	<b>\$ 400,000</b>	<b>\$ 500,000</b>	<b>\$ 1,775,000</b>

**Impacts on Operation:** Traffic may be reduced to single lanes or detoured to other crossing points based on which future project is identified.

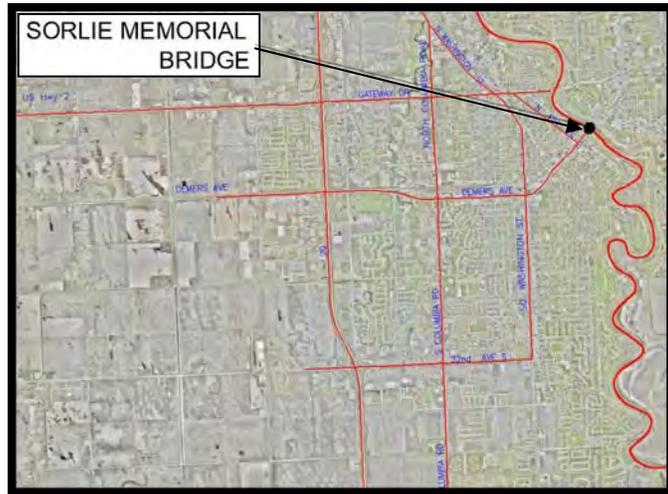
(1) Sorlie Bridge 2018/2019 \$61,500,000 (estimated City Share \$3,000,000); Washington Underpass not included at this time.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Sorlie Bridge PCR



**Description:** This is a regional project that is being led by the NDDOT and MnDOT. The project concept report (PCR) is the initial phase to determine the needs, constraints and preliminary design of the bridge. This project is cover the anticipated city share of the PCR.

**Justification:** The Sorlie Bridge has reached an age that prompts replacement or major rehabilitation as determined by NDDOT and MnDOT.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
City Share Match (Infrastructure)	\$ 50,000	\$ 50,000	\$ 80,000	\$ 80,000	\$ 50,000	50,000	\$ 360,000
<b>Total Cost</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 360,000</b>

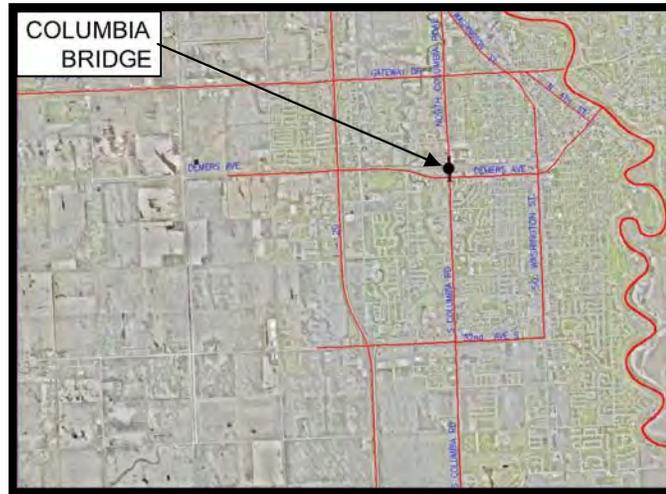
**Impacts on Operation:** None during this phase of the project.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Columbia Bridge Repair



**Description:** The Columbia Bridge was constructed in two phases (The current southbound, and then the northbound lanes). Non-structural concrete spalling has begun to appear in the northbound lanes of the bridge deck surface layer. This project is anticipated to repair the bridge deck and any other maintenance needs that may be required.

**Justification:** Columbia Road is a major arterial road that carries a high volume of traffic. Keeping on top of the maintenance needs will alleviate more costly repairs over time.

**Project Status:** Under development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Bridge Repair	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ 800,000
Highway Users	-	20,000	150,000	200,000	-	-	370,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>

**Impacts on Operations:** It is anticipated that the project will be constructed in two phases the will allow traffic to operate in one lane for both directions.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Gateway Drive Rehab  
(REA to Columbia  
Road)



**Description:** This is a Regional project involving the rehabilitation of the existing pavement on Gateway Drive from Ralph Engelstad Drive to Columbia Road. The remainder of the roadway from I-29 to the Red River was completed in 2011 by the NDDOT however; the section from REA to Columbia was not included as it overlapped with the City's proposed Urban project at the intersection of Gateway Drive and Columbia Road. Work will include replacing failing concrete panels and sections of curb & gutter, dowel bar retrofitting, pavement grinding, and upgrading of the traffic signals with video detection equipment. Optional work may include lengthening the eastbound right turn lanes at REA Drive and at Columbia Road, street lighting upgrades, shared use path realignments, roadway striping, signing, ADA curb ramp upgrades, storm sewer repairs, and other miscellaneous work.

**Justification:** This is a project proposed by the NDDOT to rehabilitate and preserve the roadway installed in 1987. The project will improve the ride of the roadway and extend the life of the pavement. Optional turn lane work will provide additional stacking of vehicles to minimize the conflicts with the through lane traffic.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Regional	\$ 1,125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,125,000
State Share	125,000	-	-	-	-	-	125,000
City Share Match (Infrastructure)	100,000	-	-	-	-	-	100,000
<b>Total Cost</b>	<b>\$ 1,350,000</b>	<b>\$ -</b>	<b>\$ 1,350,000</b>				

**Impacts on Operations:** Four-lanes of traffic will likely need to be reduced to two lanes during construction and minor delays in traffic may be expected.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Columbia Road & Gateway Dr  
Intersection  
Improvements  
(8th Ave N to Hwy 2)



**Description:** This is an Urban project involving the improvements at the intersection of Gateway Drive and Columbia Road. Work will include better alignment of the Columbia road lanes on either side of Gateway Drive and elimination of the frontage road connection onto Columbia Road on the north side of Gateway Drive. Various options of providing alternate access or improved access onto the frontage road are being considered to offset the impacts of eliminating the frontage road connection onto Columbia Road. The currently preferred alternate is to shift the intersection of REA Drive and Gateway westward and bulb-out the frontage road to allow larger vehicles to turn onto the frontage road without traveling into adjacent or opposing traffic lanes. This preferred alternate will also include installation of a traffic signal at the REA intersection to permit safe access onto Gateway Drive and minimize unauthorized cut-across traffic through a private parking lot to access the signalized intersection of Gateway and Columbia. Also included is the addition of a westbound turn lane at REA Drive. A do nothing alternative also exists for this project. Although the funding split has not yet been agreed upon, it is expected that the work within the Gateway Drive driving lanes and radius points, including the new signal, will be funded with Regional Funds, the work on Columbia Road and the Frontage Road will be funded with Urban Funds, and the work on REA Drive southward of Gateway Drive will be funded with 100% City funds.

**Justification:** The current intersection configuration has numerous safety and operational defects. Westbound trucks making northbound turns are nearly impossible without deviating into the adjacent lane or into the opposing traffic lane. The proximity of the frontage road connection at Columbia is a problem for both eastbound and westbound traffic. Eastbound traffic is often trapped due to vehicles stacked in the southbound lanes of Columbia. Traffic turning off of Columbia and wishing to go westbound onto the frontage road will be often blocked by traffic stacked in the various southbound lanes and block traffic behind them which can interfere with the through lanes of Gateway.

**Project Status:** Under Development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600,000
City Share Match(Infrastructure)	600,000	50,000	-	-	-	-	650,000
<b>Total Cost</b>	<b>\$ 2,200,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,250,000</b>

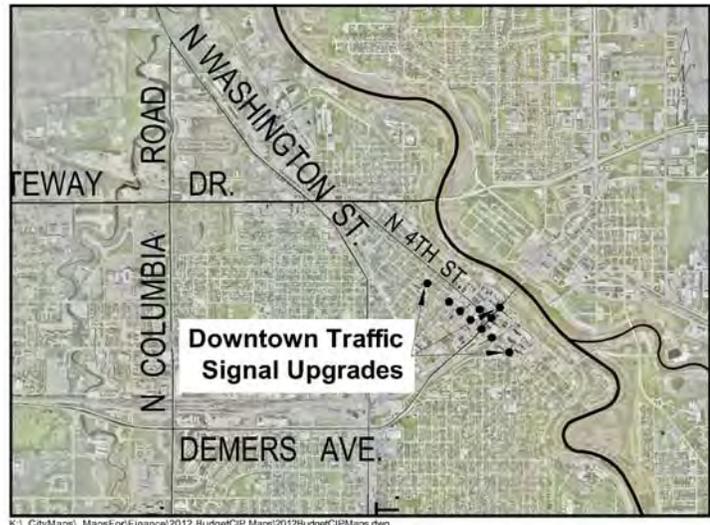
**Impacts on Operation:** Four-lanes of traffic, both on Gateway and on Columbia will likely need to be reduced to two lanes during construction and minor delays in traffic may be expected.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Downtown Traffic Signal Upgrades



**Description:** This project involves refurbishing and updating the traffic signals in the downtown area. Improvements will include the installation of new traffic signal controllers and cabinets, video detection at the intersections and associated equipment. All of the signals will be interconnected and wired into the City's traffic control system to allow real time updating and monitoring of traffic flow.

**Justification:** The traffic signals in the downtown area are quickly approaching their service age and do not meet current standards. Each signal operates independently which does not allow for optimizing traffic flows and leads to congestion.

**Project Status:** Under Development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Funding Source:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban/Regional	\$ 1,710,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,710,000
City Share Match (Infrastructure)	400,000	50,000	-	-	-	-	450,000
<b>Total Cost</b>	<b>\$ 2,110,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,160,000</b>

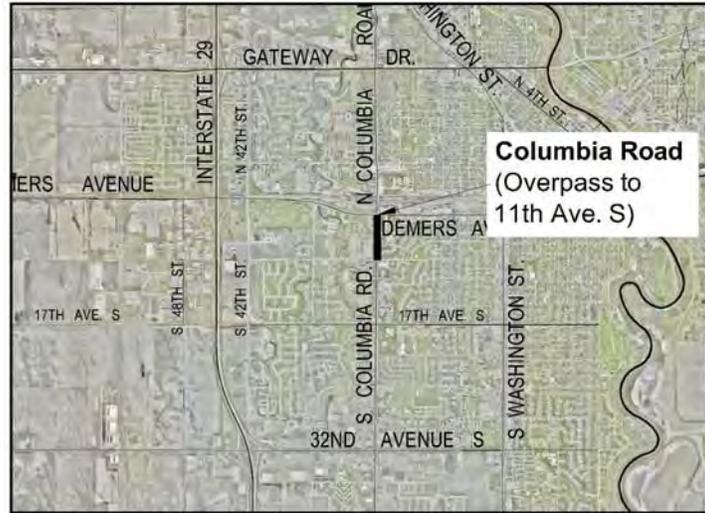
**Impacts on Operation:** During construction there may be slight delays for commuters. After construction, traffic will move more orderly through the downtown area.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Columbia Road Overpass to 11<sup>th</sup> Ave. S.



**Description:** The current roadway has deteriorated to the point of needing reconstruction. This section will be completely removed and replaced. A third lane will be added for southbound vehicles merging from Demers Ave onto Columbia Road as well as the potential additional lanes to meet current and future traffic capacity. The road will be concrete with curb and gutter with the width being determined by engineering analysis.

**Justification:** The poor condition of the roadway is one reason for reconstruction. Other reasons are safety and capacity. The current on-ramp from Demers Ave to southbound Columbia Rd has a severe sight triangle that limits reaction time when merging. High traffic rates also make it difficult for traffic to cross Columbia Rd. The current capacity does not meet the future capacity which will lead to high congestion and an increase in accidents.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000
Special Assessment	-	300,000	-	-	-	-	300,000
City Share Match (Infrastructure)	550,000	400,000	50,000	-	-	-	1,000,000
<b>Total Cost</b>	<b>\$ 550,000</b>	<b>\$ 3,300,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,900,000</b>

**Impacts on Operation:** During construction, high traffic congestion is anticipated due to half of the road being closed off during each phase. After completion, traffic will have a better flow with a decrease in accident rates.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** 32<sup>nd</sup> Ave S Rehab  
(I-29 to Washington)



**Description:** This is a rehabilitation project that is funded at 90% Federal and 10% City. Construction will take place from I-29 to South Washington Street. The project will consist of concrete panel replacement, dowel bar retrofitting, stitching, surface grinding, curb and gutter replacement and thin lift asphalt overlay on sections. ADA curb ramps will also be updated to meet current requirements.

This is considered a short term fix until adequate funding can be secured for reconstruction. Intersection capacity restrictions will be addressed with a reconstruction project which is projected for 7-8 years later.

**Justification:** 32<sup>nd</sup> Ave S is a major arterial roadway that is also a designated truck route. The high traffic loadings over time have decreased the ride quality and overall structural integrity. In numerous locations the curb and gutter has faulted causing drainage issues.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ 3,680,000	\$ -	\$ -	\$ -	\$ -	\$ 3,680,000
State Share	-	460,000	-	-	-	-	460,000
Special Assessment	-	300,000	-	-	-	-	-
City Share Match & Inlet Repair (Infrastructure)	240,000	160,000	50,000	-	-	-	450,000
<b>Total Cost</b>	<b>\$ 240,000</b>	<b>\$ 4,600,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,890,000</b>

**Impacts on Operation:** Traffic congestion will occur during construction restriction traffic to one lane in each direction. After construction, the ride quality and surface drainage will be improved significantly leading to a reduced amount of yearly maintenance that is currently spent on repairs.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Intersection Improvements  
(24<sup>th</sup> Ave S & S 34<sup>th</sup> Roundabout)



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**Description:** The current “Tee” intersection causes traffic congestion due to vehicles trying to turn onto a through road. A roundabout is a circular intersection that allows all turning movements to progress without having to cross traffic or stop. This will greatly increase traffic flow and safety.

**Justification:** This project will ease traffic congestion and improve the safety, and eliminate the need for a traffic signal.

**Project Status:** Under development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ 470,000
City Share Match (Infrastructure)	110,000	150,000	-	-	-	-	260,000
<b>Total Cost</b>	<b>\$ 110,000</b>	<b>\$ 620,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 730,000</b>

**Impacts on Operations:** During construction the intersection will be closed and traffic will be detoured for the duration. After construction the traffic capacity will be increased.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** 20<sup>th</sup> Ave S Extension



**Description:** This project consists of extending 20<sup>th</sup> Ave S from Columbia Road to South 25<sup>th</sup> Street. This stretch of land is currently a field that was platted for the roadway years ago. A three-quarter intersection will be constructed at So. 20<sup>th</sup> Street and Columbia Road to prevent traffic crossing or turning southbound onto Columbia Road. The roadway will be 37 feet wide and made of concrete.

**Justification:** The intersection of 17<sup>th</sup> Ave S and Columbia road is consistently congested during peak traffic time. This causes traffic delays due to vehicles not being able to clear the intersection during one signal phase. Constructing 20<sup>th</sup> Ave S will alleviate some this congestion by giving a direct access to Columbia Rd.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
City Share Match (Infrastructure	200,000	-	-	-	-	-	200,000
<b>Total Cost</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ 650,000</b>				

**Impacts on Operations:** Construction is not anticipated to have any major impact on traffic. Completion will decrease the congestion at the neighboring signalized intersections.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Columbia Road  
(11<sup>th</sup> – 14<sup>th</sup> Ave S)



**Description:** The current roadway has deteriorated to the point of needing reconstruction. This section will be completely removed and replaced. There is a potential for additional lanes to be constructed to meet current and future traffic capacity. Right of way acquisition will be needed for this project. The road will be concrete with curb and gutter with the width being determined by engineering analysis.

**Justification:** The poor condition of the roadway is one reason for reconstruction. Other reasons are safety and capacity. High traffic rates also make it difficult for traffic to cross Columbia Rd. The current capacity does not meet the future capacity which will lead to high congestion and an increase in accidents.

**Project Status:** Under Development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ 3,200,000	\$ -	\$ -	\$ -	\$ 3,200,000
Special Assessment	\$ -	\$ -	\$ 300,000				\$ 300,000
City Share Match (Infrastructure)	500,000	300,000	600,000	50,000	-	-	1,450,000
<b>Total Cost</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 4,100,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,950,000</b>

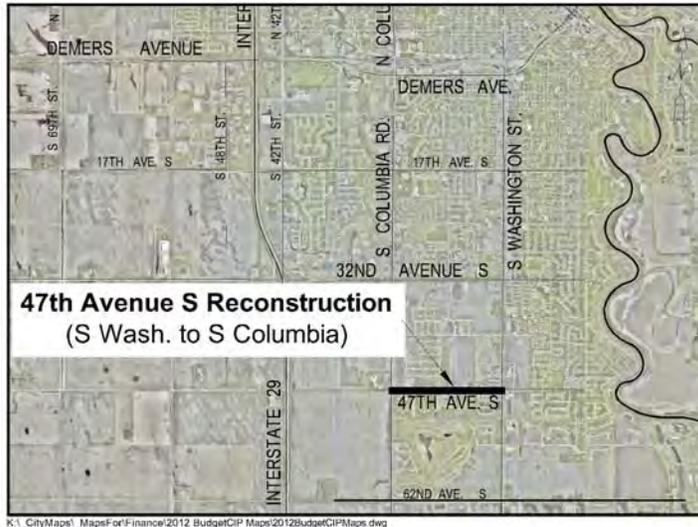
**Impacts on Operation:** During construction, high traffic congestion is anticipated due to half of the road being closed off during each phase. After completion, traffic will have a better flow with a decrease in accident rates.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** 47<sup>th</sup> Ave S Reconstruction  
(S Wash to Columbia Rd)



**Description:** Currently 47<sup>th</sup> Avenue South is a rural section asphalt roadway. A large increase in development in the vicinity has triggered the need to reconstruct the road to meet city standards. The project will remove the existing road and replace it with a 41 foot wide concrete road with curb and gutter. Storm sewer will need to be installed to accommodate the street. In addition, street lighting, sidewalks and bikepaths will be installed in conjunction with the project.

**Justification:** The current street was not designed to accommodate the current and future amounts of traffic or pedestrians.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	5,400,000	\$ 5,400,000
Special Assessment	-	-	-	-	-	600,000	\$ 600,000
City Share Match (Infrastructure)	-	60,000	100,000	400,000	500,000	1,000,000	2,060,000
<b>Total Cost</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 100,000</b>	<b>\$ 400,000</b>	<b>\$ 500,000</b>	<b>\$ 7,000,000</b>	<b>\$ 8,060,000</b>

**Impacts on Operations:** Capacity will be increased as well as safety due to dedicated turn lanes and a wider roadway.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Intersection Improvements  
(S Washington & 40<sup>th</sup> Ave S)



**Description:** The traffic volume has been increasing at this intersection, and with new residential, recreational and commercial development currently underway, traffic will increase even more creating congestion and safety concerns. To help alleviate these problems, the intersection will be signalized so traffic can safely cross South Washington Street which is an arterial road. In addition to the traffic signal, right turn lanes will be constructed on South Washington Street for north and south bound traffic.

**Justification:** Recent and anticipated development in the area has necessitated the need for a signal at this intersection.

**Project Status:** Under development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
City Share Match (Infrastructure)	-	100,000	380,000	-	-	-	\$ 480,000
<b>Total Cost</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 1,030,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,130,000</b>

**Impacts on Operation:** Small disruptions in traffic are anticipated to allow turn lane construction. The signal and turn lanes will greatly increase safety at the intersection.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** 42<sup>nd</sup> St Underpass Land Purchase



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**Description:** The purpose of this project is to purchase the land required to build a railroad underpass. At the intersection of South 42<sup>nd</sup> Street and Demers Avenue, traffic currently crosses two parallel railways at the end of a switchyard. Train traffic moves slowly through this intersection essentially shutting down one leg of a busy intersection for an extended period of time. Purchasing land would allow an underpass to be constructed, eliminating congestion.

This property was purchased with federal advanced R/W acquisition funds. Under the terms of that agreement, the City must now purchase the property or sell it and reimburse the federal government.

**Justification:** The train traffic is relatively high at the end of the rail yard causing increase in congestion and a decrease in emergency response times. In order for the underpass to come to fruition, the land accusation has to take place.

**Project Status:** Under development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
City Share Match (Infrastructure)	-	-	70,000	-	-	-	\$ 70,000
<b>Total Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>

**Impacts on Operation:** None

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Kennedy Bridge



**Description:** The Kennedy Bridge is slated to be rehabilitated in 2016 as determined by MnDOT and NDDOT. Replacement is 100% federal cost, so the city does not have a direct cost share. However, the city has infrastructure in the area that may need to be replaced during the construction. This project is to set up funding for any City costs that may be required.

**Justification:** Traffic will be detoured during the bridge rehabilitation which gives the city an excellent opportunity to inspect and replace any aging infrastructure in the vicinity to avoid maintenance costs in the future.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ -	\$ 7,000,000	\$ -	\$ 7,000,000
State Share - North Dakota	-	-	-	-	1,700,000	-	1,700,000
State Share - Minnesota					8,700,000	-	8,700,000
City Share Match & Inlet Repair(Infrastructure)	-	-	-	-	100,000	-	100,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,500,000</b>	<b>\$ -</b>	<b>\$ 17,500,000</b>

**Impacts on Operation:** Traffic will be detoured during construction. Utility service disruption will be determined in the future if any.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project :** Columbia Road  
(14<sup>th</sup> Ave S to 23<sup>rd</sup>  
Ave S)



**Description:** This project consists of completely reconstructing Columbia Road from south of 14<sup>th</sup> Ave S to 22<sup>nd</sup> Ave S. To meet current and future traffic volumes, dual left turn lanes will be added on both approaches of 17<sup>th</sup> Ave S at the intersection with Columbia Road. Widening of the intersection will require additional right of way, new traffic signals and realignment of the existing bikepaths and sidewalks.

**Justification:** During peak times traffic backups are a regular occurrence at 17<sup>th</sup> Ave S and Columbia Road with vehicles having to wait from more than one signal phase before clearing the intersection. The pavement has severe longitudinal cracking with curb and gutter faulting resulting in poor ride quality and drainage issues.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Share Match (Infrastructure)	-	-	-	-	-	500,000	500,000
<b>Total Cost</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>				

**Impacts on Operation:** Traffic delays are anticipated during construction. Congestion and ride quality will be greatly improved with a reduction in future maintenance costs.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Federal Aid Street Projects**

**Project:** Columbia Road  
(36<sup>th</sup> Ave S to 47<sup>th</sup>  
Ave S)



**Description:** Columbia Road south of 36<sup>th</sup> Ave S is a rural section asphalt roadway. Development over the past decade has significantly increased traffic, straining the existing 2 lane road. This project will construct a 5-lane road with curb and gutter to just past 47<sup>th</sup> Ave S. Included in this project will be new traffic signals at 40<sup>th</sup> Ave S and 47<sup>th</sup> Ave S, and a three-quarter intersection at 36<sup>th</sup> Ave S. Additionally, sidewalks, bikepaths and street lights will be installed.

**Justification:** This project is part of the City's CIP to extend Columbia Road to meet increased development south of 32<sup>nd</sup> Ave South. A large amount of development has taken place south of 32<sup>nd</sup> Ave South with more planned in the future. Reconstruction of Columbia Road will help meet current and future needs for southern Grand Forks.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ 7,000,000	\$ -	\$ 7,000,000
Special Assessments (2016)	-	-	-	-	600,000	-	600,000
City Share Match (Infrastructure)	20,000	300,000	300,000	1,500,000	1,500,000	50,000	3,670,000
<b>Total Cost</b>	<b>\$ 20,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 1,500,000</b>	<b>\$ 9,100,000</b>	<b>\$ 50,000</b>	<b>\$ 11,270,000</b>

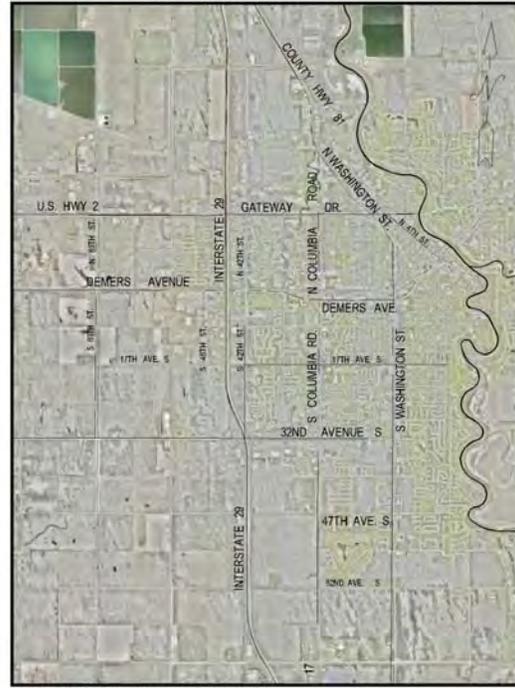
**Impacts on Operation:** This is a significant construction project that will require portions of Columbia Rd to be closed during construction. Safety and traffic flows will be greatly increased and meet future City needs

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Bikeway**

**Project:** Bikeway Capital & Maintenance



**Description:** This is a city-wide project. The primary focus is to identify and fix aging bikeways that that are in need of repair and/or any potential hazards that appear during the course of the year. The project is developed on a year to year basis.

**Justification:** As the bikepaths age, hazards develop that need to be fixed.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
	-	-	-	-	-	-	-
<b>Total Cost</b>	<b>\$ 100,000</b>	<b>\$ 600,000</b>					

**Impacts on Operation:** Construction tends to be relatively quick with only minor inconveniences.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Bikeway**

**Project:** Bikepath (New)



**Description:** Every year, the City applies for Transportation Enhancement funding through the NDDOT to extend the bikeway infrastructure. If the NDDOT selects a project for the City of Grand Forks, the City is required to cost share the project. The City is selected on an average of every two or three years. This project sets aside the funds required for the City's share of the cost.

**Justification:** On Transportation Enhancement projects, the City is required to cost-share 20% of the construction costs.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Federal Share T.E.	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 750,000
City Share Match (Highway Users)	50,000	70,000	50,000	70,000	50,000	70,000	360,000
<b>Total Cost</b>	<b>\$ 50,000</b>	<b>\$ 320,000</b>	<b>\$ 50,000</b>	<b>\$ 320,000</b>	<b>\$ 50,000</b>	<b>\$ 320,000</b>	<b>\$ 1,110,000</b>

**Impacts on Operation:** If a project is selected the construction impacts are minimal. Extensions of the City's bikeway network allow alternative means of transportation.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Sidewalks**

**Project:** Sidewalks (Citywide)



**Description:** This project has two primary focuses. The first is to install new Americans with Disabilities Act (ADA) compliant approach walks in recently developed areas of the city and replace older non-ADA compliant approach walks. This portion of the project is 100% city cost. The other focus is the construction of sidewalks on newly developed parcels of land per City requirements. Additionally, old sidewalks that are in need of repair and pose a tripping hazard to the public are also replaced. This focus of the project is special assessed 100% to the land owner.

**Justification:** ADA has specific requirements for curb ramps. City ordinance requires sidewalks to be installed and maintained by the property owner. If the property owner does not adhere to the ordinance or if they would like the City's contractor to do the work, the City has the sidewalks constructed and special assesses the property.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway User Fund (ADA Approach Walks)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
City Special Assessments (Approach Walks)	25,000	25,000	25,000	25,000	25,000	25,000	\$ 150,000
Special Assessment	175,000	175,000	175,000	175,000	175,000	175,000	\$ 1,050,000
<b>Total Cost</b>	<b>\$ 250,000</b>	<b>\$ 1,500,000</b>					

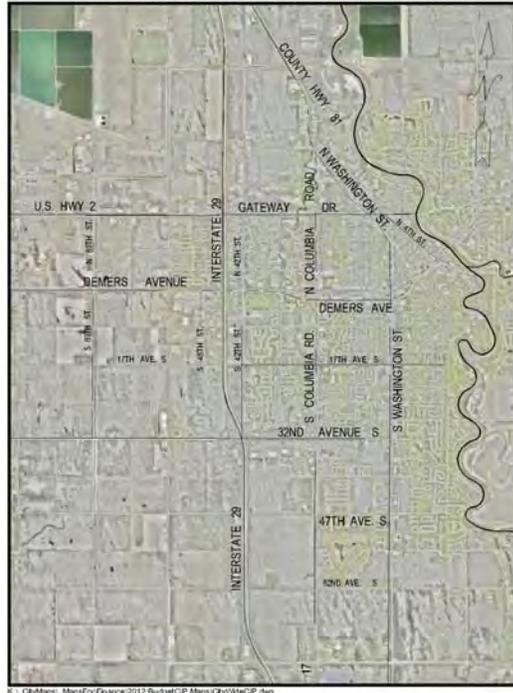
**Impacts on Operation:** Potential hazards to the walking public are reduced.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Project:** Minor Street Repairs



**Description:** Each year the City does a project to repair portions of pavement. Typically these are localized spot repairs throughout the city.

**Justification:** Due to extreme weather changes between seasons, pavements have the potential to deteriorate abruptly. These repairs need to be fixed as soon as they become an issue to avoid accidents.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users (2115)	\$ 160,816	\$ 164,032	\$ 167,313	\$ 170,659	\$ 174,072	\$ 177,553	\$ 1,014,445
<b>Total Cost</b>	<b>\$ 160,816</b>	<b>\$ 164,032</b>	<b>\$ 167,313</b>	<b>\$ 170,659</b>	<b>\$ 174,072</b>	<b>\$ 177,553</b>	<b>\$ 1,014,445</b>

**Impacts on Operation:** Reduction in potential accidents and improved ride quality.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Project :** Street Maintenance Program



**Description:** Each year the City does a project to repair portions of pavement. Typically these are local street repairs throughout the city.

The City participates in street rehabilitation/reconstruction. The City share is provided through this account.

**Justification:** Due to extreme weather changes between seasons, pavements have the potential to deteriorate abruptly. These repairs need to be fixed as soon as they become an issue to avoid accidents.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 298,658	\$ 304,631	\$ 310,724	\$ 316,938	\$ 323,277	\$ 329,743	\$ 1,883,971
<b>Total Cost</b>	<b>\$ 298,658</b>	<b>\$ 304,631</b>	<b>\$ 310,724</b>	<b>\$ 316,938</b>	<b>\$ 323,277</b>	<b>\$ 329,743</b>	<b>\$ 1,883,971</b>

**Impacts on Operation:** Reduction in potential accidents and improved ride quality.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Project :** Traffic Signal Maintenance  
(Citywide)



**Description:** The City has the responsibility of maintaining approximately 60 traffic signals. This project addresses ongoing required and preventive maintenance, ranging from signal pole painting to head replacement, etc.

**Justification:** Routine maintenance decreases the likelihood of signal outages.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	81,097	82,719	84,373	86,061	87,782	89,538	511,570
<b>Total Cost</b>	<b>\$ 81,097</b>	<b>\$ 82,719</b>	<b>\$ 84,373</b>	<b>\$ 86,061</b>	<b>\$ 87,782</b>	<b>\$ 89,538</b>	<b>\$ 511,570</b>

**Impacts on Operations:** Proper maintenance keeps traffic moving in an orderly fashion.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Project :** Maintenance of Street Lights  
(Citywide)



**Description:** The City owns and operates a large amount of the street lights in town. This project addresses ongoing required and preventive maintenance.

**Justification:** Bulbs, hardware, wiring and poles need to be replaced.

**Project Status:** Ongoing

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
<b>Total Cost</b>	<b>\$ 30,000</b>	<b>\$ 180,000</b>					

**Impacts on Operations:** None.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Location:** Minor Intersection Improvements  
(Citywide)



**Description:** Over time the traffic patterns and flows change. This project looks at the intersections that are receiving more traffic than initially designed to accommodate and modifies them to meet current and future needs. These projects are identified on a yearly basis and may include changing signing to adding turn lanes.

**Justification:** Changing demographics trigger the need to re-evaluate intersections and determine solutions to operate more efficiently.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
<b>Total Cost</b>	<b>\$ 25,000</b>	<b>\$ 150,000</b>					

**Impacts on Operations:** Varies dependent on the type of project.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Location:** Diamond Grade Reflectivity  
(Citywide)



**Description:** This project is a federally mandated project which will replace existing signage and bring it into compliance with federal regulations that require Diamond Grade Reflectivity.

**Justification:** In order to receive federal funding the City must adhere to federal standards.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 240,000
<b>Total Cost</b>	<b>\$ 40,000</b>	<b>\$ 240,000</b>					

**Impacts on Operations:** None

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Ongoing Street Maintenance and Repair Projects**

**Location:** Transportation System Projects



**Description:** This project is Highway Users funds targeted to low and moderate income (LMI) areas in the City. Projects are determined on a yearly basis

**Justification:** To lessen the construction costs incurred in LMI areas.

**Project Status:** Ongoing

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 104,040	\$ 104,040	\$ 104,040	\$ 104,040	\$ 104,040	\$ 104,040	\$ 624,240
Highway Users-LMI Areas	104,040	104,040	104,040	104,040	104,040	104,040	624,240
Special Assessments	104,040	104,040	104,040	104,040	104,040	104,040	624,240
<b>Total Cost</b>	<b>\$ 312,120</b>	<b>\$ 1,872,720</b>					

**Impacts on Operations:** None Defined

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Location:** Adams Drive (New)



**Description:** This is a special assessment project that will reconstruct Adams Drive just east of the levee to Desiree Drive. The project will include a 31' concrete roadway with curb and gutter with associated storm sewer. Street lighting is also included as part of the project.

**Justification:** Adams Drive east of the levee was not constructed to city standards. It currently is an asphalt roadway not much wider than a typical driveway. Residential development has taken place in the area which has caused the road to deteriorate to the point that portions were non-traversable without temporary fixes.

**Project Status:** Ongoing

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Special Assessment Highway Users -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
New Trunk Reserve	560,000	-	-	-	-	-	560,000
<b>Total Cost</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ 700,000</b>				

**Impacts on Operations:** Constructing the road to meet City Standards will allow two-way traffic and an improved ride quality.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Location:** S 34<sup>th</sup> St/40<sup>th</sup> Ave S (New)



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**Description:** This project will construct a roundabout intersection at the extensions of 40<sup>th</sup> Ave S and So. 34<sup>th</sup> Street and continue So. 34<sup>th</sup> St across the South End Drainway. The roads will be concrete with the installation of associated storm sewer and also street lighting.

**Justification:** On the southern side of the South End Drainway there are large tracts of land that will be developed in the future. Construction of the roundabout provides the essential access point across the drainway to this land that will allow development. Currently Ruemelle Rd, which is a local street, is acting as a collector street in lieu of this intersection.

**Project Status:** Ongoing

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<b>Funding Source</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
Special Assessment	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Highway Users - New Trunk Reserve	800,000	-	-	-	-	-	800,000
<b>Total Cost</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>				

**Impacts on Operations:** There should be no construction impacts to operations. Once complete, through traffic will be removed from Ruemelle Road and development can occur south of the drainway.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Location:** 32<sup>nd</sup> Ave S – Storm Sewer



**Description:** This project will replace the catch basins on 32<sup>nd</sup> Ave.

**Justification:** Every winter heaving issues arise with these catch basins. Large dips in the road appear around each one causing the need for temporary signing and reduced traffic speeds.

**Project Status:** Ongoing

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users - 2011 Legislative Distr (HB2012)	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<b>Total Cost</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>				

**Impacts on Operations:** During construction the adjacent lane will need to be closed at each catch basin to facilitate construction. When complete, the dips will be fixed.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Location:** BFM Drive Reconstruction



**Description:** This is a special assessment project that will reconstruct BFM Drive from 24<sup>th</sup> to 28<sup>th</sup> Ave S. The width will remain the same with but new concrete pavement and curb & gutter with storm sewer will be installed.

**Justification:** BFM Drive is an asphalt roadway that experienced a large amount of pavement pumping that required extensive patching last year. In addition, the existing curb & gutter is retaining water.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Special Assessment	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Highway Users - 2012 Legislative	160,000	-	-	-	-	-	160,000
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>				

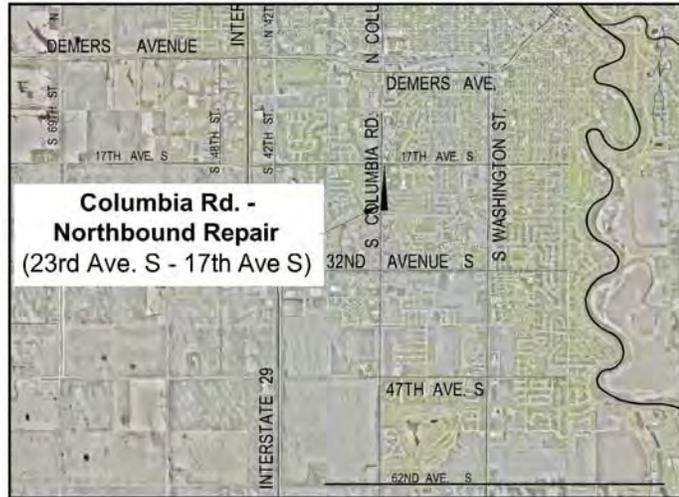
**Impacts on Operations:** During construction BFM Drive will be closed and temporary access to business will be created. Once complete, maintenance costs will be greatly reduced.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** Columbia Road Repair  
(Northbound 17<sup>th</sup> – 23<sup>rd</sup> Ave S)



**Description:** This project will be the removal and replacement of the northbound driving lane of Columbia Road between 17<sup>th</sup> and 23<sup>rd</sup> Ave S. Curb and gutter will be removed and replaced as needed.

**Justification:** The driving lane currently has severe longitudinal cracking which is causing an uneven ride. The curb and gutter has vertically separated from the driving lane causing drainage issues.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Special Assessment(Alternate) 2012 Legislative	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Distr.(HB2012)	300,000	-	-	-	-	-	300,000
<b>Total</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 600,000</b>				

**Impacts on Operations:** The lane will be closed during construction. The project will delay the future need for a complete reconstruction of the roadway and improve ride quality and drainage.



**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** Concrete Repairs  
(Citywide)



**Description:** Each year the City does a project to repair portions of pavement. Typically these are localized spot repairs throughout the city with some.

**Justification:** Due to extreme weather changes between seasons, pavements have the potential to deteriorate abruptly. These repairs need to be done as soon as they become an apparent to avoid accidents.

**Project Status:** Ongoing      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users - 2012 Legislative Distr. (HB2012)	\$ -	\$ 124,911	\$ -	\$ -	\$ -	\$ -	\$ 124,911
<b>Total</b>	<b>\$ -</b>	<b>\$ 124,911</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 124,911</b>

**Impacts on Operations:** Reduction in potential accidents and improved ride quality.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** Minnesota & 4<sup>th</sup>  
(Mill & Overlay)



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**Description:** Description: This project consists of doing a mill and overlay on Minnesota Ave and 4<sup>th</sup> Ave S between So. 4<sup>th</sup> St. and Cherry Street. The existing concrete surface will be milled and asphalt will be paved over top of it. 4<sup>th</sup> Ave S. between Cottonwood St. and Walnut St. is to be fully reconstructed with a new concrete roadway of equal dimensions.

This project substitutes for a reconstruction project that would otherwise impact various historical items.

**Justification:** The existing pavement is one of the worst roads in the City and is in extremely poor condition. The road has severe cracks, faults, potholes and patches throughout its length.

**Project Status:** Under Development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Special Assessment	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
Highway Users	650,000	-	-	-	-	-	650,000
<b>Total</b>	<b>\$ 1,950,000</b>	<b>\$ -</b>	<b>\$ 1,950,000</b>				

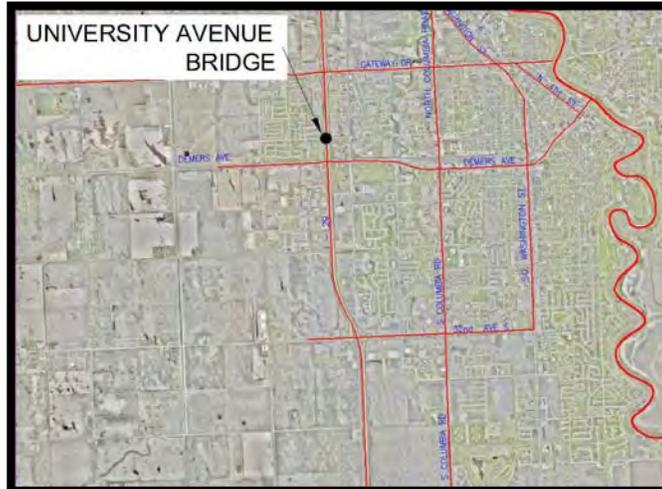
**Impacts on Operations:** The reconstruction between Walnut St. and Cottonwood St. will require a detour. The mill and overlay portion will have only a small disruption in service. Once complete the road will have an increased ride quality.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** University Ave. Bridge Repair



**Description:** This project consists of repairing the bridge deck on University Ave. over the I-29.

**Justification:** The NDDOT conducted a field inspection of the bridge and found multiple spalls and delamination in the concrete deck.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 70,000	\$ 150,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 320,000
<b>Total</b>	<b>\$ 70,000</b>	<b>\$ 150,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 320,000</b>

**Impacts on Operations:** The bridge would be closed for the duration of construction.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** University Ave School Beacon Modifications



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**Description:** The project consists of moving a crossing beacon on University Ave to 6<sup>th</sup> Ave N.

**Justification:** The current location of the beacon is no longer needed and would be better utilized near the UND Wellness Center.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>				

**Impacts on Operations:** Create a safer crossing on 6<sup>th</sup> Ave N.

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Other Projects**

**Project:** Quiet Zone Redundancy



**Description:** This project consists of ongoing crossing/intersection improvements and maintenance for the Quiet Zone.

**Justification:** The Quiet Zone was put in place in 2011. Ongoing minor maintenance is required to maintain the safety thresholds.

**Project Status:** Under Development

**Department:** Engineering

**Supervisor:** Allen Grasser

**Project Funding:**

<u>Funding Source</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
Highway Users	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

**Impacts on Operations:** None anticipated

**City of Grand Forks  
2012 Budget**

**CIP (continued)  
Streets and Bikepaths**

**Paving & Lighting**

**Project :** Collector Street Extensions



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**Description:** This is a project to extend the City's trunk paving and lighting (Collector Streets) at a length of ¼ mile per year. These funds are used for the City's 80% share of the project costs with the remaining 20% special assessed to benefitting properties. Budget based on an increase of 2% per year.

**Justification:** As the City grows, the collector street network must be extended to keep pace and also help growth potential.

**Project Status:** Under development      **Department:** Engineering      **Supervisor:** Allen Grasser

**Project Funding:**

<b>Funding Source</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
Highway Users (2115)	\$ 422,149	\$ 430,592	\$ 439,203	\$ 447,987	\$ 456,947	\$ 466,086	\$ 2,662,964
<b>Total Cost</b>	<b>\$ 422,149</b>	<b>\$ 430,592</b>	<b>\$ 439,203</b>	<b>\$ 447,987</b>	<b>\$ 456,947</b>	<b>\$ 466,086</b>	<b>\$ 2,662,964</b>

**Impacts of operation:** Increase in street capacity



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FOR NOTES

City of Grand Forks  
2012 City Budget

Supplemental  
List of Fees

License and Permit Type		2011 Fee	2012 Fee
<b>Airport Limousine</b>		\$ 35.00	\$ 35.00
<b>Alcoholic Beverage License:</b>			
<b>Application Fee:</b>			
	New Application	\$ 335.00	\$ 335.00
	Renewal Application	\$ 70.00	\$ 70.00
<b>Issuance Fee:</b>			
Class 1	General On & Off Sale Alcoholic Beverage	\$ 69,160.00	\$ 69,160.00
Class 2	Off-Sale Alcoholic Beverage	\$ 42,560.00	\$ 42,560.00
Class 3	Off- and/or On-Sale Wine & Beer Only	\$ 5,320.00	\$ 5,320.00
Class 4	Food & Beverage establishment		
	Less than 100 seats	\$ 31,920.00	\$ 31,920.00
	100 Seats or More	\$ 69,160.00	\$ 69,160.00
Class 5	Hotel-Motel Alcoholic Beverages	\$ 37,240.00	\$ 37,240.00
Class 9	Bowling Center	\$ 19,150.00	\$ 19,150.00
Class 13	Service, Convenience or Mini-Bar	\$ 3,190.00	\$ 3,190.00
Class 14	Wine & Beer Maker	\$ 1,065.00	\$ 1,065.00
Class 15	Retail Wine	\$ 1,065.00	\$ 1,065.00
<b>Transfer Fee:</b>		\$ 16,425.00	\$ 16,425.00
<b>Annual Fee:</b>			
Class 1	General On & Off Sale Alcoholic Beverage	\$ 3,895.00	\$ 3,895.00
Class 2	Off-Sale Alcoholic Beverage	\$ 3,895.00	\$ 3,895.00
Class 3	Off and/or On-Sale Wine & Beer	\$ 1,670.00	\$ 1,670.00
Class 4	Food & Beverage establishment	\$ 3,895.00	\$ 3,895.00
Class 5	Hotel-Motel Alcoholic Beverages	\$ 3,895.00	\$ 3,895.00
Class 6	Fairgrounds Beer	\$ 1,670.00	\$ 1,670.00
Class 7	Golf Course	\$ 1,110.00	\$ 1,110.00
Class 8	Airport	\$ 165.00	\$ 165.00
Class 8.1	Kraft Field Beer	\$ 1,110.00	\$ 1,110.00
Class 8.2	Alerus Center	\$ 3,335.00	\$ 3,335.00
Class 8.3	Engelstad Arena	\$ 3,335.00	\$ 3,335.00
Class 9	Bowling Center	\$ 3,895.00	\$ 3,895.00
Class 10	Excursion Boat	\$ 1,110.00	\$ 1,110.00
Class 11*	Special or limited license, per license	\$ 55.00	\$ 55.00
Class 12	Sunday Alcoholic Beverage	\$ -	\$ -
Class 13	Service, Convenience or Mini-Bar	\$ 1,110.00	\$ 1,110.00
Class 14	Wine & Beer Maker	\$ 390.00	\$ 390.00
Class 15	Retail Wine	\$ 615.00	\$ 615.00
<b>Amusement Center</b>		\$ 225.00	\$ 225.00
<b>Animal Licensing:</b>			
	Cat / Dog License (unaltered), before March 1	\$ 17.00	\$ 17.00
	Cat / Dog License (altered), before March 1*	\$ 5.00	\$ 5.00
	License late fee, additional \$1 per month after March 1	\$ 1.00	\$ 1.00
	Replacement Tag	\$ 3.00	\$ 3.00
	Impound Fee	\$ 35.00	\$ 35.00
	* This is a penalty not subject to Admin Fee Policy.		
<b>Animal Kennel Fee</b>		\$ 25.00	\$ 25.00
<b>Bakery</b>			
	2500 Sq. Ft. or less	\$ 140.00	\$ 140.00
	2,501 Sq. Ft. to 5,000 Sq. Ft.	\$ 280.00	\$ 280.00
	Over 5,000 Sq. Ft.	\$ 420.00	\$ 420.00
<b>Bed &amp; Breakfast</b>		\$ 95.00	\$ 95.00
<b>Board of Adjustments Fee</b>		\$ 85.00	\$ 85.00
<b>Board of Appeals Fee</b>		\$ 55.00	\$ 55.00
<b>Building Contractor</b>		\$ 60.00	\$ 60.00

City of Grand Forks  
2012 City Budget

Supplemental  
List of Fees

License and Permit Type	2011 Fee	2012 Fee
<b>Building Permit Fees:</b>		
<b>Commercial Construction (Based on Valuation):</b>		
\$1 - \$1,000	\$ 52.00	\$ 52.00
\$1,001 - \$2,000	\$ 77.00	\$ 77.00
\$2,001 - \$25,000	\$77 for 1st \$2,000, plus \$15 for each additional \$1,000 or fraction thereof, to and including \$25,000	
\$25,001 - \$50,000 (per chart based on value of permit)		
<b>Residential Construction (Based on Valuation):</b>		
\$1 - \$500	\$ 26.00	\$ 26.00
\$501 - \$1,000	\$ 36.00	\$ 36.00
Each addtl \$1,000 from \$1,001 to \$25,000	\$ 7.00	\$ 7.00
Each addtl \$1,000 from \$25,001 to \$50,000	\$ 6.50	\$ 6.50
Each addtl \$1,000 from \$50,001 to \$100,000	\$ 5.00	\$ 5.00
Each addtl \$1,000 above \$100,000	\$ 4.00	\$ 4.00
<b>Butcher</b>		
1,000 Sq. Ft. or less	\$ 115.00	\$ 115.00
1,001 Sq. Ft. to 2,500 Sq. Ft.	\$ 170.00	\$ 170.00
Over 2,500 Sq. Ft.	\$ 225.00	\$ 225.00
<b>Carnival or Circus</b>		
	\$ 1,675.00	\$ 1,675.00
<b>Change of Address</b>		
	\$ 30.00	\$ 30.00
<b>Christmas Tree Sales Permit</b>		
	\$ 50.00	\$ 50.00
<b>Conditional Use Permit</b>		
	\$ 175.00	\$ 175.00
<b>Conventional Rezoning</b>		
	\$ 155.00	\$ 155.00
<b>Dance Hall</b>		
	\$ 115.00	\$ 115.00
<b>Demolition Permit:</b>		
Permit Fee	\$ 30.00	\$ 30.00
Demolition - Cleanup Deposit Required	\$ 500.00	\$ 500.00
Demolition - Abandonment of Water/Sewer		
Minimum	\$ 500.00	\$ 500.00
Maximum	\$ 10,000.00	\$ 10,000.00
<b>Driveway Permit</b>		
First Business / Industrial & Repairs	\$ 35.00	\$ 35.00
First Residential & Repairs	\$ 20.00	\$ 20.00
<b>Emergency Alarm Systems:</b>		
Business	\$ 100.00	\$ 100.00
User Fee	\$ 40.00	\$ 40.00
False Alarm Fee 1-4 in 6 month period		No charge
False Alarm Fee 5-6 in 6 month period, per alarm	\$ 25.00	\$ 25.00
False Alarm Fee 7 or more in 6 month period, per alarm	\$ 35.00	\$ 35.00
<b>Electric Contractor</b>		
	\$ 170.00	\$ 170.00
<b>Electrical Permits</b>		
	\$ 55.00	\$ 55.00
	* This fee is set by the State and not subject to adjustment by us.	
<b>Excavation Permit</b>		
Trenches or bores over 200'	\$ 50.00	\$ 50.00
Each Additional 200'	\$ 25.00	\$ 25.00
Work Performed without a Permit	\$ 100.00	\$ 100.00
<b>Excavator</b>		
	\$ 115.00	\$ 115.00
<b>Fire Permits</b>		
Permit Fee	\$ 57.00	\$ 57.00
<b>Fire Protection - Outside City Limits (Minimum Fee)</b>		
	\$ 1,120.00	\$ 1,120.00
	* This fee is based on valuation of property at site with above fee as a minimum charge.	

**City of Grand Forks  
2012 City Budget**

**Supplemental  
List of Fees**

License and Permit Type		2011 Fee	2012 Fee
<b>Fire Response - Outside City Limits/Negligence/Violation of Law</b> (Minimum Charge of \$250)		Std Hourly Rate + Materials	
<b>Fireworks Display Permit</b>		\$ 280.00	\$ 280.00
<b>Flammable Liquids Handler, bulk storage</b>		\$ 170.00	\$ 170.00
<b>Games of Chance</b>			
	Site Authorization	\$ 100.00	\$ 100.00
	Site Authorization - Short Term	\$ 50.00	\$ 50.00
	Bingo / Raffle - 1 event	\$ 10.00	\$ 10.00
	Bingo / Raffle - More than 1 event	\$ 25.00	\$ 25.00
<b>Going out of Business Sale</b>		\$ 60.00	\$ 60.00
<b>Grocery Store:</b>			
	2,500 Sq. Ft. or less	\$ 115.00	\$ 115.00
	2,501 Sq. Ft. to 5,000 Sq. Ft.	\$ 225.00	\$ 225.00
	Over 5,000 Sq. Ft.	\$ 335.00	\$ 335.00
<b>Hide &amp; Junk Dealers</b>		\$ 200.00	\$ 200.00
<b>Hotel / Motel</b>			
	100 Guest Rooms or Less	\$ 115.00	\$ 115.00
	Over 100 Guest Rooms	\$ 225.00	\$ 225.00
<b>House Mover</b>		\$ 170.00	\$ 170.00
<b>Industrial Waste</b>		\$ 130.00	\$ 130.00
<b>Mechanical Installers:</b>			
	Journeyman	\$ 55.00	\$ 55.00
	Master	\$ 170.00	\$ 170.00
<b>Mechanical Permits:</b>			
	Issuance Fee (in addition to below)	\$ 30.00	\$ 30.00
	Furnace	\$ 17.00	\$ 17.00
	Up to 2Hp/100Mbh	\$ 21.00	\$ 21.00
	Over 100 Mbh	\$ 21.00	\$ 21.00
	Rooftop HVAC Unit	\$ 17.00	\$ 17.00
	Unit Heater	\$ 12.00	\$ 12.00
	Air Conditioning Unit	\$ 17.00	\$ 17.00
	Compressor / Boiler :	\$ 30.00	\$ 30.00
	Up to 3Hp/100Mbh	\$ 41.00	\$ 41.00
	Over 3 to 15 HP/Over 100 to 500 Mbh	\$ 61.00	\$ 61.00
	Over 15 to 30 HP/Over 500 to 1,000 Mbh	\$ 100.00	\$ 100.00
	Over 30 to 50 HP/Over 1,000 to 1,750 Mbh	\$ 12.00	\$ 12.00
	Over 50 HP/Over 1,750 Mbh	\$ 21.00	\$ 21.00
	Air Handling Units :	\$ 12.00	\$ 12.00
	Up to 10,000 Cfm	\$ 21.00	\$ 21.00
	Over 10,000 Cfm	\$ 12.00	\$ 12.00
	Exhaust Fan - Kitchen/Laboratory	\$ 80.00	\$ 80.00
	Incinerator - Commercial	\$ 12.00	\$ 12.00
	Factory Built Fireplace	\$ 12.00	\$ 12.00
	Gas Water Heater	\$ 12.00	\$ 12.00
	Gas Range or Oven	\$ 12.00	\$ 12.00
	Gas Grill or Fryer	\$ 12.00	\$ 12.00
	Gas Broiler	\$ 12.00	\$ 12.00
	Gas Piping Outlets:	\$ 8.00	\$ 8.00
	System of 1 to 4 Outlets	\$ 1.50	\$ 1.50
	Each Additional Outlet over 4	\$ 12.00	\$ 12.00
	Air to Air Exchanger	\$ 17.00	\$ 17.00
	Mobile Home Connection		
<b>Mobile Food Vendor:</b>			
	Per Vehicle	\$ 45.00	\$ 45.00
	Annual Fee	\$ 70.00	\$ 70.00

City of Grand Forks  
2012 City Budget

**Supplemental  
List of Fees**

License and Permit Type		2011 Fee	2012 Fee
<b>Moving Permit</b>			
Initial Inspection Fee (1st hour of inspector time) (May also include charges for : additional hours of inspector's time and mileage at a rate to be determined by Finance Dept; time and overtime by City employee involved with moving of the building (City Electrician, Street Dept, etc.) and a 10% administrative fee)		\$ 30.00	\$ 30.00
Application Fee		\$ 145.00	\$ 145.00
Permit to move structure out of the City		\$ 30.00	\$ 30.00
<b>Noxious Weed Cutting Fee</b>			
Parcels 1,200 sq. ft. or less		\$ 130.00	\$ 130.00
Parcels between 1,201 and 3,500 sq. ft.		\$ 155.00	\$ 155.00
Parcels between 3,501 and 7,000 sq. ft.		\$ 180.00	\$ 180.00
Parcels in excess of 7,000 sq. ft. \$100 per 3,500 sq. ft. or any portion thereof			
<b>Outside Seating Permit</b>			
Initial Fee		\$ 100.00	\$ 100.00
Renewal if no changes from initial		\$ 25.00	\$ 25.00
<b>Parabolic Antenna Permit</b>			
		\$ 55.00	\$ 55.00
<b>Parking Ramp Space Rental</b>			
Ramp Space, per month		\$ 30.00	\$ 35.00
Surface Lot, per month		\$ 25.00	\$ 30.00
<b>Pawnbroker</b>			
		\$ 225.00	\$ 225.00
<b>Plumber -Master</b>			
		\$ 170.00	\$ 170.00
<b>Plumbing Permit Fee</b>			
Per Fixture		\$ 7.50	\$ 7.50
Sewer Tap		\$ 25.00	\$ 25.00
Water Connect		\$ 25.00	\$ 25.00
Storm Sewer Tap		\$ 25.00	\$ 25.00
Water Softener		\$ 25.00	\$ 25.00
Sump Pump		\$ 7.50	\$ 7.50
Underground Lawn Sprinkler		\$ 45.00	\$ 45.00
<b>Rental License</b>			
		\$ 20.00	\$ 20.00
<b>Private Collector of Recyclable Materials (3 yr. License)</b>			
		\$ 670.00	\$ 670.00
<b>Private Collector of Rubbish, Construction Refuse</b>			
		\$ 60.00	\$ 60.00
<b>PUD</b>			
Concept Development Plan		\$ 280.00	\$ 280.00
Amendment		\$ 280.00	\$ 280.00
Detailed Development Plan		\$ 225.00	\$ 225.00
Amendments Approved by Engineering or Planning			
Estimated Market Value less than \$5,000		\$ 85.00	\$ 85.00
Estimated Market Value more than \$5,000		\$ 250.00	\$ 250.00
Appeal filed with Planning and Zoning Commission		\$ 85.00	\$ 85.00
<b>Restaurant and/or Hired Caterer:</b>			
Restaurant Flat Fee (Excl. Banquet Room)		\$ 180.00	\$ 180.00
Plus, Per Seat for first 100 seats		\$ 1.60	\$ 1.60
Plus, Per Seat for 101-200 seats		\$ 1.15	\$ 1.15
Plus, Per Seat over 200 seats		\$ 0.40	\$ 0.40
Banquet Room Fee		\$ 60.00	\$ 60.00
Temporary Restaurant, 14 days or less		\$ 95.00	\$ 95.00
Short-term Restaurant Fee		\$ 95.00	\$ 95.00
Food Service for Institution - Prep Area		\$ 185.00	\$ 185.00
Food Service for Institution - Serving Area		\$ 95.00	\$ 95.00
<b>Roller Rink</b>			
		\$ 165.00	\$ 165.00
<b>Shooting Range</b>			
		\$ 85.00	\$ 85.00

City of Grand Forks  
2012 City Budget

## Supplemental List of Fees

License and Permit Type		2011 Fee	2012 Fee
<b>Sidewalk Builder</b>		\$ 75.00	\$ 75.00
<b>Sidewalk Permit:</b>			
	Rebuild, replace or repair	\$ 20.00	\$ 20.00
	New - \$15 plus \$0.05 per lineal ft.		
	2011 - - Increase to \$20 plus \$0.05/sq.ft.		
<b>Sign Hanger</b>	Regular	\$ 115.00	\$ 115.00
	Neon	\$ 120.00	\$ 120.00
<b>Sign Permit</b>			
	Regular Sign (Per \$1,000 of Valuation)	\$ 21.00	\$ 21.00
	Neon Sign (Per \$1,000 of Valuation)	\$ 40.00	\$ 40.00
<b>Site Plan Reviews</b>			
	Improvements (\$5,000 or less)	\$ 85.00	\$ 85.00
	Improvements (More than \$5,000)	\$ 250.00	\$ 250.00
<b>Stormwater Pollution Permit Fee</b>		\$ 25.00	\$ 25.00
<b>Stormwater Pollution Prevention Permit (SWPP)</b>			
	Base Fee	\$ 55.00	\$ 55.00
	Plus per acre	\$ 16.00	\$ 16.00
<b>Subdivisions</b>			
	Major Subdivisions	\$ 670.00	\$ 670.00
	Minor Subdivisions	\$ 390.00	\$ 390.00
	Variance	\$ 70.00	\$ 70.00
<b>Swimming Pool</b>	Base Fee for 1st Pool	\$ 225.00	\$ 225.00
<b>Tatooning (Body Art)</b>		\$ 225.00	\$ 225.00
<b>Taxi (Vehicle)</b>	Per Vehicle	\$ 35.00	\$ 35.00
<b>Taxi / Chauffer Driver:</b>			
	Application Fee	\$ 20.00	\$ 20.00
	Initial Fee	\$ 35.00	\$ 35.00
	Renewal Fee	\$ 35.00	\$ 35.00
	Duplicate License	\$ 5.00	\$ 5.00
<b>Theatre</b>	Per Screen	\$ 115.00	\$ 115.00
<b>Retail Tobacco (Annual):</b>			
	Dealer	\$ 85.00	\$ 85.00
	Vending Machine	\$ 25.00	\$ 25.00
<b>Temporary Buildings Permit</b>		\$ 50.00	\$ 50.00
<b>Towing License(New)</b>	Application Fee		\$ 25.00
	Annual Fee		\$ 25.00
<b>Towing Vehicle Driver's License(New)</b>	Application Fee		\$ 25.00
	Annual Fee		\$ 25.00
<b>Towing Fees:</b>			
	Street Maintenance (No Impound)	\$ 35.00	\$ 35.00
	Vehicle Impound	\$ 45.00	\$ 45.00
	(May also include additional charges if any incurred)		
<b>Trailer Park/Mobile Home Lot:</b>			
	Base Fee	\$ 145.00	\$ 145.00
	Plus, per lot	\$ 2.50	\$ 2.50
<b>Transient Merchant</b>			
	Annual Fee	\$ 450.00	\$ 450.00
	Per Day	\$ 60.00	\$ 60.00
	(Also Requires \$5,000 Surety Bond)		
<b>Vacation of Street, Alley, or Public Ground</b>		\$ 195.00	\$ 195.00
<b>Vehicle Storage Fees</b>			
	Day 1-7, Per Day	\$ 7.50	\$ 7.50
	Each Additional Day	\$ 5.00	\$ 5.00
<b>Wedding Fee</b>		\$ 60.00	\$ 60.00
<b>Zoning Letter</b>		\$ 35.00	\$ 35.00

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Utility Fees**

	<b>2011</b>	<b>2012</b>
<b>Sanitation:</b>		
<b>Standard Rates</b>		
<i>Residential:</i>		
Base Container - Single Family	12.95	13.60
Base Container - Apartment or Trailer	12.95	13.60
Base Container - Commerical Unit	12.95	13.60
<i>Commercial:</i>		
2-Yard, dumped 1 time a week	38.80	40.74
2-Yard, dumped 2 times a week	77.60	81.48
2-Yard, dumped 3 times a week	116.40	122.22
2-Yard, dumped 4 times a week	155.20	162.96
2-Yard, dumped 5 times a week	194.00	203.70
2-Yard, dumped 6 times a week	232.80	244.44
4-Yard, dumped 1 time a week	75.65	79.43
4-Yard, dumped 2 times a week	151.32	158.89
4-Yard, dumped 3 times a week	226.96	238.31
4-Yard, dumped 4 times a week	302.92	318.07
4-Yard, dumped 5 times a week	378.27	397.18
4-Yard, dumped 6 times a week	453.93	476.63
6-Yard, dumped 1 time a week	112.51	118.14
6-Yard, dumped 2 times a week	225.01	236.26
6-Yard, dumped 3 times a week	337.53	354.41
6-Yard, dumped 4 times a week	450.03	472.53
6-Yard, dumped 5 times a week	562.54	590.67
6-Yard, dumped 6 times a week	675.05	708.80
8-Yard, dumped 1 times a week	149.38	156.85
8-Yard, dumped 2 times a week	298.78	313.72
8-Yard, dumped 3 times a week	448.16	470.57
8-Yard, dumped 4 times a week	597.54	627.42
8-Yard, dumped 5 times a week	746.92	784.27
8-Yard, dumped 6 times a week	896.31	941.13
300 Gallon, dumped 1 time a week	26.83	28.17
300 Gallon, dumped 2 times a week	53.65	56.33
300 Gallon, dumped 3 times a week	80.47	84.49
300 Gallon, dumped 4 times a week	107.30	112.67
300 Gallon, dumped 5 times a week	134.13	140.84
300 Gallon, dumped 6 times a week	160.96	169.01
Compactor Service (per dump)	389.83	409.32
10 Yard Open Roll-Off Container, per dump	147.48	154.85
15 Yard Open Roll-Off Container, per dump	169.32	177.79
22 Yard Open Roll-Off Container, per dump	204.29	214.50
40 Yard Open Roll-Off Container, per dump	340.83	357.87

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Utility Fees**

	<b>2011</b>	<b>2012</b>
<b>Sanitation (Con't)</b>		
Landfill Rates		
Minimum Fee	10.00	10.00
Inert (per ton)	23.00	23.00
Ash (per ton)	34.70	34.70
MSW (per ton)	42.33	42.33
<b>Miscellaneous Fees<sup>(1)</sup></b>		
Extra Pickup, Minimum Fee (first 5 minutes)	15.00	15.00
\$1.00 per minutes after first 5 minutes		
Appliance Pickup, per appliance	15.00	15.00
Asbestos, Minimum Fee	120.00	120.00
\$15/cubic yard		
Tires:		
Car Tire, per tire	5.00	5.00
Truck Tire, per tire	10.00	10.00
Tractor Tire, per tire	15.00	15.00
Container Services-Cleanout/Pressure Wash:		
90 Gallon	10.00	10.00
300 Gallon	15.00	15.00
1 yard	20.00	20.00
2 yard	25.00	25.00
4 yard	30.00	30.00
6 yard	35.00	35.00
22 yard	100.00	100.00
Compactor	150.00	150.00
<b>Wastewater</b>		
<b>Standard Rates</b>		
Base Fee, per month:		
Residential	11.07	11.84
Commercial/Industrial	11.19	11.97
Heavy Industrial Use Class A	2252.90	2,410.60
Heavy Industrial Use Class B	877.48	938.90
Residential Flow (per 1,000 gallons)	2.58	2.76
Commercial/Industrial Flow (per 1,000 gallons)	2.62	2.80
Heavy Industrial Class A Flow (per 1,000 gallons)	2.06	2.20
Heavy Industrial Class B Flow (per 1,000 gallons)	2.24	2.40
Biochemical Oxygen Demand (BOD) (per pound)	0.2298	0.25
Suspended Solids (SS) (per pound)	0.0657	0.07
Fats, Oils, and Grease Control (FOG) (per month):		
Grease Interceptor	2.75	2.75
Grease Trap/Interceptor	11.95	11.95
Without Device	71.58	71.58
Non-Active	2.89	2.89

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Utility Fees**

	<b>2011</b>	<b>2012</b>
<b>Waterworks</b>		
<b>Standard Rates</b>		
Base Fee, per month:		
5/8" Meter	5.68	6.02
3/4" Meter	6.38	6.76
1" Meter	10.29	10.91
1 1/2" Meter	27.26	28.90
2" Meter	38.61	40.93
3" Meter	70.40	74.62
4" Meter	176.01	186.57
6" Meter	317.96	337.04
8" Meter	531.45	563.34
Flow (per 1,000 gallons):		
Residential	2.93	3.11
Commercial/Light Industrial:		
5/8" - 1" Meters	2.93	3.11
1 1/2" - 3" Meters	2.67	2.83
4" - 8" Meters	2.45	2.60
Heavy Industrial Flow	2.27	2.41
Bulk Rate (Sold at Vendor Location) (per 125 gallons including sales tax)	0.69	0.73
<b>Miscellaneous Fees<sup>(1)</sup></b>		
Car Wash	20.00	20.00
Service Inspection - High Water Use (per hour)		
Rate listed is for 1 person (residential small commercial)		
Additional Labor Charge may apply.	30.00	30.00
Frozen Meters (per hour)		
Plus parts and summarizing the cost up to the cost of the meter.		
If the total price exceeds the cost of a new meter, a new meter is installed.	30.00	30.00
Meter Test - Owner's Request (Flat fee based on meter size)		
5/8" - 1 1/2" meters	30.00	30.00
2" Compound	75.00	75.00
3" - 4" meters	75.00	75.00
The owner or person requesting the test is required to witness the test.		
Meter Test (Surrounding Area), per meter		
1 1/2" or less	30.00	30.00
Saw Hook-ups (flat fee, per hook-ups)	30.00	30.00
Hydrant Meters:		
Installation Fee	30.00	30.00
Every 2 weeks, plus the cost of water	15.00	15.00
Fire Hose (per hose section)	5.00	5.00
Ice Rinks (flat fee)	30.00	30.00

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Utility Fees**

	<b>2011</b>	<b>2012</b>
<b>Waterworks (Con't)</b>		
Taps (In Town) :		
3/4"	100.00	100.00
1"	100.00	100.00
1 1/2"	100.00	100.00
2"	150.00	150.00
4"	200.00	200.00
6"	250.00	250.00
8"	250.00	250.00
Taps (Out of Town) :		
Double in town fee, plus	See Above	See Above
per mile reimbursement (based on IRS rate), plus	0.37	0.37
man-hour charge, per hour	30.00	30.00
Meter Charges - updated annually based on meter and ERT bid prices	Contact Department	Contact Department
 <b>Stormwater</b>		
<b>Standard Rates</b>		
Base Fee Residential, per month:		
Stormwater	1.97	2.27
Flood Protection Project/Greenway	1.23	1.30
Base Fee Nonresidential:		
Stormwater (per run off unit)	0.86	0.99
Stormwater Minimum Charge (per month)	1.97	2.27
Flood Protection/Greenway(per 1,000 sq. ft.)	0.11	0.12
Flood Protection/Greenway minimum charge (per month)	1.23	1.30
 <b>Mosquito Control</b>		
<b>Standard Rates</b>		
Base Fee Residential, per month, per unit	2.55	2.55
Commercial, per 1,000 square feet	0.036	0.036
 <b>Environmental Lab Fees (Water, Wastewater, Wastewater Treatment)</b>		
<b>Miscellaneous Fees<sup>(1)</sup></b>		
Alkalinity	10.00	10.00
Ammonia-Nitrogen	25.00	25.00
BOD-CBOD	34.50	34.50
Chlorine residual	10.00	10.00
Conductivity	5.00	5.00
Dissolved Oxygen	10.00	10.00
E coliform	26.00	26.00
Fecal Coliform	30.00	30.00
Hardness	10.00	10.00
Heterotrophic Plate Count	14.50	14.50
MDH*	31.50	31.50
pH	7.50	7.50
Suspended Solids	12.50	12.50
Total Coliform/E coliform	26.00	26.00
Total Organic Carbon	30.00	30.00
Total Phosphorus	20.00	20.00
Turbidity	5.00	5.00

## **Supplemental 2011-2012 Changes in Staffing**

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### **Overview of Staff Structure**

All positions, both full time and part time, are shown in Full-Time Equivalents (FTE). A Full-Time Equivalent (FTE) is defined as a position that works 2,080 hours per fiscal year. For example, a full-time employee who works 2,080 hours per year would equal 1.00 FTE. A part-time employee who works 1,040 hours per fiscal year would equal 0.50 FTE. City of Grand Forks Employees fall within one of the following categories:

- Classified (Permanent)
- Classified (Grant Funded)
- Contract Department Head
- Non-Classified (Project/Grant)
- Non-Classified (Seasonal), or
- Non-Classified (Elected Official)

The change in staffing that is highlighted below only considers full time employees, with the realization that seasonal staff will change slightly from year to year as needed.

### **Highlights of Changes in Staffing**

Throughout the budget process, and throughout the year, staffing levels are reviewed. As positions become open, the position is evaluated to make certain there is still a need for the position to be filled. A conscious effort is made to deliver the best services to the public at the most efficient level of staffing.

### **General Fund**

One permanent classified position has been eliminated from the General Fund budget in 2012. This position is currently vacant and the decision was made to not fund this position in 2012 in an effort to work efficiently and keep property taxes down. The position eliminated is a planner position in the Planning & Zoning department. The need for this and all positions will be analyzed again for the 2013 budget.

The Health department includes some minor shifting in personnel based on the services staff provides and the fees that pay for these services.

The Mayor includes public safety as one of his top priorities. There are two additional police officer positions projected to be added in 2013. These are currently grant funded positions, and these will be retained once the related grant funding has expired. This is in an effort to keep the ratio of police officers per 1,000 population at 1.3 to 1.4.

The projection also includes 12 fire personnel in 2016, which is the first year of operations projected for a new fire station in the south-east section of the City.

### **Special Revenue Funds**

The Health Grant fund includes positions that are supported by grants and fees that directly relate to the service provided. There are no staffing changes projected in 2012.

The Police Grant fund includes a total of five police officer positions. This is identical to the number of police officer positions included in the 2011 budget. These positions are supported by grants that directly relate to the service provided. Two positions provide security at the airport. Two positions are part of the COPS Hiring Recovery Program (CHRP). This is a three year grant, and the General Fund budget is projected to absorb these positions in 2013. The final officer position works with Domestic Violence. As with other grants, this position ends when grant funding ends.

### **Capital Project Funds**

There will be no staffing that will run through capital project funds in 2012.

### **Enterprise Funds**

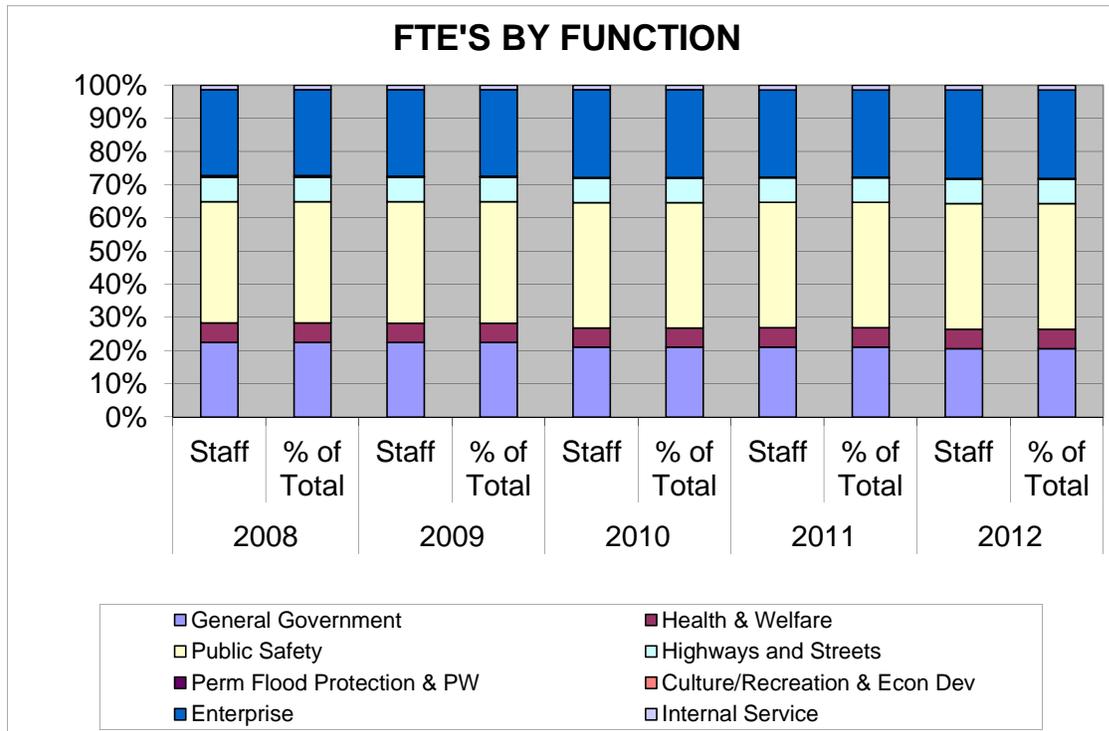
The Public Transit and Dial-A-Ride funds include a new contract, grant funded mobility manager position. This position is currently funded into the foreseeable future from a Federal Transit Administration (FTA) New Freedoms grant. Mobility managers are intended to operate the public transportation system more efficiently and effectively. Also, the City of Grand Forks is taking over dispatching responsibilities from the private paratransit service provider. As part of this, the City of Grand Forks has two contract, grant funded dispatchers in order to operate the paratransit system more efficiently and effectively. The goal is to sustain the paratransit system. In order to achieve this goal, the City of Grand Forks needs to take more responsibility to ensure the system is operating as efficiently and effectively as possible.

### **Internal Service Funds**

There will be no changes in staffing levels within these funds for 2012.

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Supplemental (continued)  
Authorized Staff Levels by Function

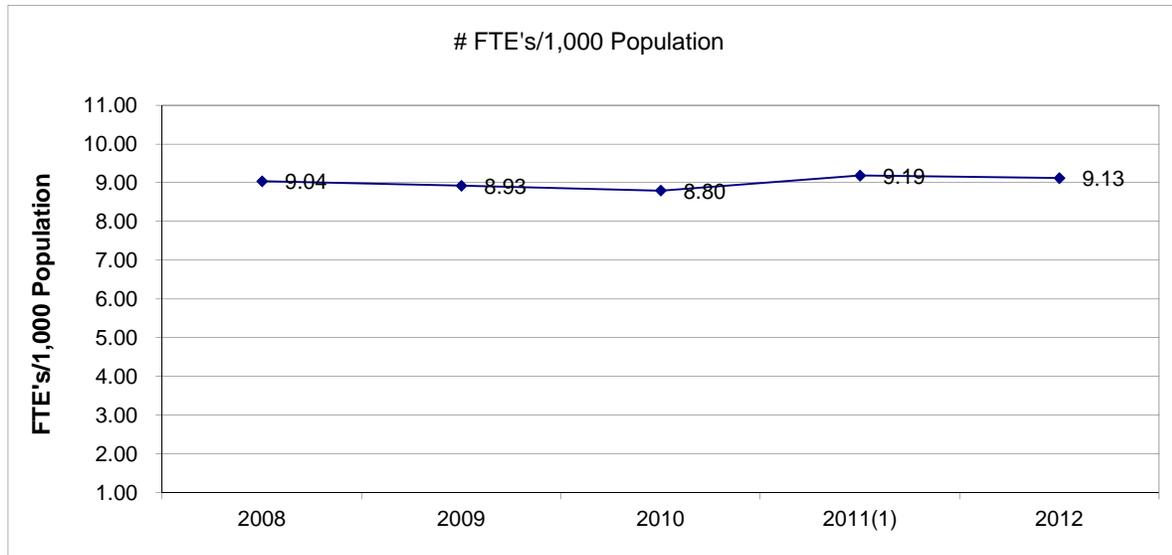


	2008		2009		2010		2011		2012	
	Staff	% of Total								
General Government	111.15	22.52%	110.65	22.48%	103.23	21.12%	102.35	21.07%	99.80	20.58%
Health & Welfare	28.90	5.86%	28.40	5.77%	27.90	5.71%	28.60	5.89%	28.60	5.90%
Public Safety	180.30	36.53%	180.30	36.63%	184.30	37.71%	183.30	37.74%	183.30	37.79%
Highways and Streets	36.20	7.34%	36.20	7.35%	36.20	7.41%	35.85	7.38%	35.85	7.39%
Perm Flood Protection & PW	1.50	0.30%	0.50	0.10%	-	0.00%	-	0.00%	-	0.00%
Culture/Recreation & Econ Dev	1.00	0.20%	1.00	0.20%	1.00	0.20%	1.00	0.21%	1.00	0.21%
Enterprise	127.45	25.83%	128.20	26.04%	129.05	26.41%	127.60	26.27%	129.45	26.69%
Internal Service	7.00	1.42%	7.00	1.42%	7.00	1.43%	7.00	1.44%	7.00	1.44%
<b>Total</b>	<b>493.50</b>	<b>100.00%</b>	<b>492.25</b>	<b>100.00%</b>	<b>488.68</b>	<b>100.00%</b>	<b>485.70</b>	<b>100.00%</b>	<b>485.00</b>	<b>100.00%</b>

**City of Grand Forks  
2011 City Budget**

**Supplemental  
Staff Levels Tracked to Population Growth**

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	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011(1)</b>	<b>2012</b>
# FTE's/1,000 Population	9.04	8.93	8.80	9.19	9.13
Grand Forks Population(1)	54,576	55,136	55,537	52,838	53,141
Employees(FTE's)	493.50	492.25	488.68	485.70	485.00

(1) Readjusted MPO's population estimates for 2010 US Census data.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

**GENERAL FUND**

**General Government**

005 Assessing

	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
City Assessor	1.00	1.00	1.00	1.00	1.00
Deputy City Assessor	1.00	1.00	1.00	1.00	1.00
Real Estate Appraiser, Senior	3.00	3.00	3.00	4.00	4.00
Real Estate Appraiser	2.00	1.00	1.00	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified	8.00	7.00	7.00	7.00	7.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	8.00	7.00	7.00	7.00	7.00

015 Finance

	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Finance & Admin. Svcs. Director	1.00	1.00	1.00	1.00	1.00
Assistant Finance & Admin. Svcs. Dir	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Budget Officer	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Accounting Technician	4.00	4.00	4.00	4.00	4.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified	15.00	15.00	15.00	15.00	15.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	15.00	15.00	15.00	15.00	15.00

018 Planning & Zoning

	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
City Planner***	1.00	1.00	1.00	1.00	1.00
Planner, Senior	2.00	2.00	2.00	2.00	1.00
Planner	1.00	1.00	1.00	1.00	1.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified	4.00	4.00	4.00	4.00	3.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	5.00	5.00	5.00	5.00	4.00

025 City Hall

	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Building Maintenance, Lead(1)	1.00	1.00	-	1.00	1.00
Building Maintenance Worker	1.00	1.00	2.00	1.00	1.00
Total Classified	2.00	2.00	2.00	2.00	2.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	2.00	2.00	2.00	2.00	2.00

(1) Position Request to change position back to a lead position as in past.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

030 Information Technology	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Information Services Director	1.00	1.00	1.00	1.00	1.00
Assistant Information Services Director	1.00	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Programmer Analyst, Senior	3.00	3.00	3.00	3.00	3.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
IT Specialist	-	-	-	-	2.00
IT Technician	2.00	2.00	2.00	2.00	-
IS Intern*	0.20	0.20	0.20	-	-
Total Classified	9.00	9.00	9.00	9.00	9.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.20	0.20	0.20	-	-
Total FTE	9.20	9.20	9.20	9.00	9.00

035 Engineering	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
City Engineer***	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer(2)	2.00	2.00	2.00	2.00	2.00
Civil Engineer, Principal	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Principal(Traffic Eng)	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Senior(1)	1.00	1.00	1.00	1.00	1.00
City Electrician	1.00	1.00	1.00	1.00	1.00
Civil Engineer	2.00	2.00	2.00	2.00	2.00
Civil Engineering Specialist	1.00	1.00	1.00	1.00	1.00
Master Electrician(1)	1.00	1.00	1.00	1.00	1.00
Electrician	1.00	1.00	1.00	1.00	1.00
Civil Engineering Technician	5.00	5.00	5.00	4.00	4.00
Electrical Technician	1.00	1.00	1.00	1.00	1.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Survey Technician*	0.60	0.60	0.40	0.40	0.40
Traffic Signal Painter*	0.25	0.25	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist*	0.50	0.50	0.75	0.75	0.75
Total Classified	18.00	18.00	18.00	17.00	17.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	1.85	1.85	1.85	1.85	1.85
Total FTE	20.85	20.85	20.85	19.85	19.85

(1) Position previously carried in Utility budgets; shifted to Engineering budget in 2008

(2) Position partially paid out of Flood construction account in past; as Flood construction comes to completion, shifted entire budget back to Eng budget in 2008.

036 Inspections	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Building & Zoning Administrator	1.00	1.00	1.00	1.00	1.00
Building Inspector, Senior	2.00	2.00	2.00	2.00	2.00
Building Trade Inspector	3.00	3.00	3.00	3.00	3.00
Building Inspector	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist(1)	-	-	1.00	1.00	1.00
Office Specialist, Senior(1)	1.00	1.00	-	-	-
Electrical Inspector*	0.50	0.50	0.50	0.50	0.50
Total Classified	11.00	11.00	11.00	11.00	11.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.50	0.50	0.50	0.50	0.50
Total FTE	11.50	11.50	11.50	11.50	11.50

(1) Position change in title from Office Specialist Senior to Administrative Specialist; approved with Salary Plan.

City of Grand Forks  
2012 City Budget

Supplemental (continued)  
Staffing Chart - City Staff by Position

	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
050 Mayor					
Mayor*****	1.00	1.00	1.00	1.00	1.00
Alderman to the Mayor*****	7.00	7.00	7.00	7.00	7.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Community Government Relations Officer***	1.00	1.00	1.00	1.00	1.00
Total Classified	1.00	1.00	1.00	1.00	1.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total Non-Classified (Elected Official)*****	8.00	8.00	8.00	8.00	8.00
Total FTE	10.00	10.00	10.00	10.00	10.00
051 City Administrator					
Executive Assistant	1.00	1.00	1.00	1.00	1.00
City Administrator***	1.00	1.00	1.00	1.00	1.00
Total Classified	1.00	1.00	1.00	1.00	1.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	2.00	2.00	2.00	2.00	2.00
052 Public Information Center					
Public Information Officer	1.00	1.00	1.00	1.00	1.00
Communication Specialist	1.50	1.50	1.50	1.50	1.50
Total Classified	2.50	2.50	2.50	2.50	2.50
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	2.50	2.50	2.50	2.50	2.50
065 Human Resources					
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Compensation & Benefit Administrator	1.00	1.00	1.00	1.00	1.00
Human Resource Generalist	2.00	2.00	2.00	2.00	2.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	0.10	0.10	-	-
Total Classified	5.00	5.00	5.00	5.00	5.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.10	0.10	0.10	-	-
Total FTE	5.10	5.10	5.10	5.00	5.00

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

<b>Health and Welfare</b>	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
045 Health	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Health Director	1.00	1.00	1.00	1.00	1.00
Nursing & Nutrition Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Health Supervisor	1.00	1.00	1.00	1.00	1.00
Public Health Team Leader	2.00	2.00	2.00	2.00	2.00
Environmental Health Specialist, Senior	3.00	3.00	3.00	3.00	3.00
Public Health Nurse	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist(1)	-	1.00	1.00	1.00	1.00
Office Specialist Senior(1)	1.00	-	-	-	-
Total Classified	13.00	13.00	13.00	13.00	13.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	13.00	13.00	13.00	13.00	13.00

(1) Position change in Title from Office Specialist, Sr to an Administrative Specialist approved by Council 12/17/07 through Salary plan

045 4510 Health - Nursing Fees	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Team Leader	-	0.25	0.30	0.40	0.40
Public Health Nurse	1.74	2.25	2.45	3.00	3.00
Public Health Nurse*	0.20	0.25	0.50	0.40	0.40
Total Classified	1.74	2.50	2.75	3.40	3.40
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.20	0.25	0.50	0.40	0.40
Total FTE	1.94	2.75	3.25	3.80	3.80

045 4570 Health - Local Health Services	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Health Nurse	0.45	0.45	0.45	0.65	0.65
Office Specialist	1.00	0.50	0.50	0.50	0.50
Regional Environmental Health Specialist Sr	-	0.25	0.25	0.25	0.25
Administrative Specialist*	-	-	-	0.10	0.10
Public Health Nurse*	-	0.15	0.15	-	-
Total Classified	1.45	1.20	1.20	1.40	1.40
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	0.15	0.15	0.10	0.10
Total FTE	1.45	1.35	1.35	1.50	1.50

045 4580 Health - Wellness Program	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2008	2009	2010	2011	2012
Public Health Dietitian	0.50	0.40	0.40	0.40	0.40
Total Classified	0.50	0.40	0.40	0.40	0.40
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.50	0.40	0.40	0.40	0.40

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

**Public Safety**

040 Fire	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00
Fire Training Officer	1.00	1.00	1.00	1.00	1.00
Fire Captain	12.00	12.00	12.00	12.00	12.00
Fire Marshal	3.00	3.00	3.00	3.00	3.00
Fire Apparatus Specialist	12.00	12.00	12.00	12.00	12.00
Firefighter, Senior	14.00	13.00	15.00	15.00	15.00
Firefighter (1)	16.00	17.00	15.00	15.00	15.00
Fleet Maintenance Mechanic, Lead	-	-	-	-	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Office Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified	65.00	65.00	65.00	65.00	65.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	66.00	66.00	66.00	66.00	66.00

(1) The City is projecting 12 new firefighters in 2016 after completion of new SouthEast Fire Station in 2015.

060 Municipal Court	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Municipal Judge*****	1.00	1.00	1.00	1.00	1.00
Clerk of Court	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	2.00	2.00	2.00	2.00	2.00
Temporary Judge*	0.10	0.10	0.10	0.10	0.10
Custodian*	0.10	0.10	0.10	0.10	0.10
Office Specialist*	0.10	0.10	0.10	0.10	0.10
Total Classified	3.00	3.00	3.00	3.00	3.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.30	0.30	0.30	0.30	0.30
Total Non-Classified (Elected Official)*****	1.00	1.00	1.00	1.00	1.00
Total FTE	4.30	4.30	4.30	4.30	4.30

070 Police	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Police Chief***	1.00	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00	7.00
Police Sergeant	13.00	13.00	13.00	13.00	13.00
Corporals	34.00	33.00	30.00	35.00	34.00
Police Officer(1)	21.00	22.00	25.00	20.00	20.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	-	-	1.00
Property/Evidence Technician	1.00	1.00	1.00	1.00	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	6.00	6.00	6.00	6.00	6.00
Community Service Officer	4.00	4.00	5.00	4.00	4.00
Building Maintenance, Lead	1.00	1.00	1.00	1.00	-
Building Maintenance Worker	-	-	-	-	1.00
Building and Grounds Worker	1.00	1.00	1.00	1.00	1.00
Community Service Officer**(2)	1.00	1.00	-	-	-
Total Classified	91.00	91.00	92.00	91.00	91.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	1.00	1.00	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	93.00	93.00	93.00	92.00	92.00

(1) The goal is to keep our Officers at a level which will keep the number of sworn positions per 1,000 population at approximately 1.3 to 1.4 with 2 officers added in 2013 as these positions come off of the COPS Hiring Grant.

(2) Community Service Officer Position change from Project/Grant to a Classified position with the 2010 budget.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

**Highways and Streets**

075 Streets	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Public Works Director***	0.15	0.15	0.15	0.15	0.15
Street Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Service Coordinator	0.15	0.15	0.15	0.15	0.15
Equipment Operator, Lead	4.00	4.00	4.00	4.00	4.00
Equipment Operator, Senior	13.00	16.00	16.00	16.00	16.00
Equipment Operator	11.00	8.00	8.00	8.00	8.00
Sign & Marking Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist Senior(1)	-	0.15	0.15	0.15	0.15
Administrative Specialist(1)	0.15	0.50	0.50	0.15	0.15
Office Specialist Senior(1)	0.50	-	-	-	-
Equipment Operator *	1.25	1.25	1.25	1.25	1.25
Total Classified	34.80	34.80	34.80	34.45	34.45
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.15	0.15	0.15	0.15	0.15
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	1.25	1.25	1.25	1.25	1.25
Total FTE	36.20	36.20	36.20	35.85	35.85

(1) Position changes in Title from Office Specialist, Sr to an Administrative Specialist and Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07 through Salary plan

**SPECIAL REVENUE FUNDS**

**General Government**

2196 GF Housing Authority	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Finance & Support Services Manager	0.50	0.50	0.50	0.50	0.50
Housing Manager	1.00	1.00	-	-	-
Client Services Manager	1.00	1.00	-	-	-
Accountant	0.50	0.50	0.50	0.50	0.50
Housing Administrator	5.00	5.00	3.00	3.00	3.00
Accounting Technician	1.00	-	-	-	-
Housing Technician	2.00	2.00	2.00	2.00	1.00
Accounting Specialist	-	1.00	1.00	1.00	1.00
Office Specialist, Senior	1.00	1.50	1.50	1.20	0.60
Community Betterment Specialist(1)**	-	0.25	-	-	-
Total Classified	12.00	12.50	8.50	8.20	6.60
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	0.25	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	12.00	12.75	8.50	8.20	6.60

(1) Position change: created a project grant position Community Betterment Specialist approved by Council 3/08; this was not reflected in the 2008 Adopted Budget.

2199 Community Development	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Deputy Director, Urban Development	-	-	-	-	-
Finance & Support Services Manager	0.25	0.25	0.25	0.25	0.50
Community Development Manager	1.00	1.00	0.75	0.75	0.75
Community Development Specialist(1)	2.15	0.95	-	-	-
Accountant	0.25	0.25	0.25	0.25	0.25
Construction Compliance Officer(1)	-	1.00	0.50	0.50	0.50
Program Compliance Officer	-	-	0.68	0.75	0.75
Accounting Technician	0.50	0.50	0.50	0.50	0.50
Administrative Specialist	-	-	-	-	-
Office Specialist, Senior	0.30	0.90	0.90	0.50	0.50
Office Specialist	0.60	-	-	-	-
Community Betterment Specialist(1)(2)	-	0.45	0.75	0.80	0.80
Buildings&Grounds Worker**	1.00	1.00	-	-	-
Energy Sustainability Coordinator**	-	-	-	1.00	0.80
Urban Development Intern*	0.50	-	-	-	-
Crew Leader*	1.45	1.45	-	-	-
Total Classified	5.05	5.30	4.58	4.30	4.55
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.00	1.00	-	1.00	0.80
Total Non-Classified (Seasonal)*	1.95	1.45	-	-	-
Total FTE	8.00	7.75	4.58	5.30	5.35

(1) Position changes in Title from Community Development Specialist to a Construction Compliance Officer approve by Council at 8/24/07 Reorganization and created a Community Betterment Specialist project/grant position approved by Council 3/10/08; this was not reflected in the 2008 Adopted Budget.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

<b>Health and Welfare</b>					
2146 Health Grants	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	1.00	0.75	0.75	0.75	0.75
Public Health Nurse****	5.86	5.15	3.95	3.95	3.95
Public Health Dietitian****	0.40	0.40	0.40	0.40	0.40
Public Health Team Leader****	1.75	1.30	1.30	1.30	1.30
Communications Specialist****	0.50	0.50	0.50	0.50	0.50
Administrative Specialist(1)****	-	1.50	1.50	1.50	1.50
Office Specialist Senior(1)****	1.50	0.30	0.50	0.50	0.50
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	12.01	10.90	9.90	9.90	9.90
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	12.01	10.90	9.90	9.90	9.90
(1) Position changes in Title from Office Specialist, Sr to an Administrative Specialist approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.					
<b>Public Safety</b>					
2104 PSAP	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2010	Appropriated Positions 2012
PSAP Director***	1.00	1.00	1.00	1.00	1.00
911 Communications Supervisor	1.00	1.00	1.00	1.00	1.00
911 Team Leader	2.00	2.00	2.00	2.00	2.00
911 Training Specialist	1.00	1.00	1.00	1.00	1.00
911 Dispatcher	10.00	10.00	10.00	10.00	9.00
911 Dispatcher Trainee	-	-	-	-	1.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	-
Total Classified	15.00	15.00	15.00	15.00	15.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	16.00	16.00	16.00	16.00	16.00
2170 Police Grants	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Master Police Officer****	-	-	-	-	-
Police Officer****(1)	1.00	1.00	5.00	5.00	5.00
Total Classified (Grant Funded)****	1.00	1.00	5.00	5.00	5.00
(1) Police Officer position moves from police grant fund 2170 to General Fund Police department in 2008; no longer grant funded in 2008					
<b>Culture and Recreation</b>					
2139 Special Grant	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Coordinator-Historical Preserv.**	1.00	1.00	1.00	1.00	1.00
Total Non-Class(Grant Funded)**	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00
<b>CAPITAL PROJECT FUNDS</b>					
<b>Permanent Flood Protection - Public Works</b>					
4103 1989 Flood Control Project	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Office Specialist, Senior**	0.50	0.50	-	-	-
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	0.50	0.50	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.50	0.50	-	-	-

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

4118 Greenway Fund	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Greenway Coordinator**	1.00	-	-	-	-
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.00	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	1.00	-	-	-	-

**ENTERPRISE FUNDS**

5100 Sanitation	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Sanitation Superintendent	1.00	1.00	1.00	1.00	1.00
Sanitation Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist, Senior(1)	-	0.27	0.27	0.27	0.27
Administrative Specialist(1)	0.27	0.50	0.50	0.27	0.27
Equipment Operator, Lead	2.00	2.00	2.00	2.00	2.00
Equipment Operator, Senior	7.00	7.00	7.00	12.00	12.00
Equipment Operator	19.00	19.00	19.00	15.00	15.00
Office Specialist Senior(1)	0.50	-	-	-	-
Fleet Mtcce Technician	1.00	1.00	1.00	-	-
Equipment Operator*	4.50	4.50	4.50	4.50	4.50
Total Classified	33.04	33.04	33.04	32.81	32.81
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.27
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	4.50	4.50	4.50	4.50	4.50
Total FTE	37.81	37.81	37.81	37.58	37.58

(1) Position changes in Title from Office Specialist, Sr to an Administrative Specialist and Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

5200 Wastewater	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Wastewater Treatment Plant Superintendent	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	1.00	1.00	2.00	2.00
Wastewater Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00
Electrical Technician	0.50	0.50	0.50	0.50	0.50
Electronics Technician	0.50	0.50	0.50	0.50	0.50
Wastewater/Stormwater Superintendent	0.75	0.75	0.75	0.75	0.75
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	0.50
Environmental Specialist	0.75	0.75	0.75	0.75	0.75
Wastewater/Stormwater Service Worker, Lead	5.00	5.00	5.00	5.00	5.00
Wastewater/Stormwater Service Worker, Senior	2.00	2.00	2.00	1.00	2.00
Wastewater/Stormwater Service Worker	2.00	2.00	3.00	3.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist Senior(1)	-	0.77	0.77	0.77	0.77
Administrative Specialist(1)	0.77	-	-	0.27	0.27
Industrial Pretreatment Specialist	1.00	1.00	1.00	1.00	1.00
Laboratory Analyst	1.00	1.00	1.00	-	-
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Buildings and Grounds Worker*	0.40	0.40	0.40	0.40	0.40
Laboratory Helper*	1.00	1.00	1.00	-	-
Operation Assistant**	-	-	-	1.00	1.00
Total Classified	21.04	21.04	22.04	21.31	21.31
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.27
Total Non-Classified (Project/Grant)**	-	-	-	1.00	1.00
Total Non-Classified (Seasonal)*	1.90	1.90	1.90	0.90	0.90
Total FTE	23.21	23.21	24.21	23.48	23.48

(1) Position changes in Title from Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

5300 Waterworks	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Water Utility Superintendent	1.00	1.00	1.00	1.00	1.00
Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Water Service Worker, Lead	4.00	4.00	4.00	4.00	3.00
Water Service Worker, Senior	3.00	3.00	3.00	3.00	3.00
Water Service Worker	3.00	3.00	3.00	3.00	4.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	0.27
Administrative Specialist Senior(1)	-	1.77	1.77	1.77	1.77
Administrative Specialist(1)	1.77	-	-	0.27	0.27
Electronics Technician	0.50	0.50	0.50	0.50	0.50
Electrical Technician	0.50	0.50	0.50	0.50	0.50
Water Plant Supervisor	1.00	1.00	1.00	1.00	1.00
Water Plant Operator, Lead	6.00	6.00	6.00	6.00	6.00
Water Plant Operator, Senior	3.00	3.00	3.00	3.00	2.00
Water Plant Operator	2.00	2.00	2.00	2.00	3.00
Laboratory Analyst, Sr	1.00	1.00	1.00	1.00	1.00
Water Plant Operator**	1.00	1.00	1.00	1.00	1.00
Lab Assistant**	-	0.45	0.45	-	-
Public Service Worker*	0.75	0.45	0.45	0.45	0.45
Total Classified	28.04	28.04	28.04	28.31	28.31
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.27
Total Non-Classified (Project/Grant)**	1.00	1.45	1.45	1.00	1.00
Total Non-Classified (Seasonal)*	0.75	0.45	0.45	0.45	0.45
Total FTE	30.06	30.21	30.21	30.03	30.03

(1) Position changes in Title from Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

5400 Stormwater	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Public Works Director***	0.04	0.04	0.04	0.04	0.04
Wastewater/Stormwater Superintendent	0.25	0.25	0.25	0.25	0.25
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	0.50
Public Works Services Coordinator	0.04	0.04	0.04	0.04	0.04
Environmental Specialist	0.25	0.25	0.25	0.25	0.25
Greenway Specialist(2)	-	1.00	1.00	1.00	1.00
Wastewater/Stormwater Svc Worker, Lead	1.00	1.00	1.00	2.00	2.00
Wastewater/Stormwater Svc Worker, Sr	1.00	1.00	1.00	-	1.00
Wastewater/Stormwater Svc Worker	1.00	1.00	1.00	1.00	-
Administrative Specialist Senior(1)	-	0.04	0.04	0.04	0.04
Administrative Specialist(1)	0.04	-	-	0.04	0.04
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Total Classified	4.08	5.08	5.08	5.12	5.12
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.04	0.04	0.04	0.04	0.04
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.50	0.50	0.50	0.50	0.50
Total FTE	4.62	5.62	5.62	5.66	5.66

(1) Position changes in Title from Administrative Specialist to Administrative Specialist, Sr approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

(2) Request to move this position from the Capital Project Fund 4118 project grant position to Stormwater Fund as a classified position

5500 Public Transportation	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Transportation Superintendent	0.95	0.95	0.95	0.95	0.95
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	0.95	0.95	0.95	0.95	-
Bus Operator	14.00	14.00	14.00	14.00	14.00
Office Specialist Senior(1)	-	1.50	1.50	1.50	1.50
Office Specialist(1)	1.50	-	-	-	-
Fleet Mtce Technician**	2.00	2.00	2.00	2.00	2.00
Mobility Manager**	-	-	-	-	0.95
Bus Operator*	0.40	0.40	0.60	0.60	0.60
Total Classified	19.40	19.40	19.40	19.40	18.45
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	2.00	2.00	2.00	2.00	2.95
Total Non-Classified (Seasonal)*	0.40	0.40	0.60	0.60	0.60
Total FTE	21.80	21.80	22.00	22.00	22.00

(1) Position changes in Title from Office Specialist to an Office Specialist, Sr approved by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

**City of Grand Forks  
2012 City Budget**

**Supplemental (continued)  
Staffing Chart - City Staff by Position**

5600 Dial-A-Ride	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Transportation Superintendent	0.05	0.05	0.05	0.05	0.05
Administrative Specialist	0.05	0.05	0.05	0.05	-
Office Specialist Senior(1)	-	0.50	0.50	0.50	0.50
Office Specialist(1)	0.50	-	-	-	-
Mobility Manager**	-	-	-	-	0.05
Paratransit Dispatcher**	-	-	-	-	2.00
Total Classified	0.60	0.60	0.60	0.60	0.55
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	2.05
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.60	0.60	0.60	0.60	2.60

(1) Position changes in Title from Office Specialist to an Office Specialist, Sr by Council 12/17/07 through Salary plan; this was not reflected in the 2008 Adopted Budget.

5800 Mosquito Control Program*	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Mosquito Control Supervisor	1.00	1.00	1.00	1.00	1.00
Mosquito Control Field Assistant, Lead(1)	-	1.00	1.00	1.00	1.00
Lead Field Asst**	1.00	-	-	-	-
Mosquito Control Field Assistants*	2.75	2.75	2.75	2.75	2.75
Total Classified	1.00	2.00	2.00	2.00	2.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.00	-	-	-	-
Total Non-Classified (Seasonal)*	2.75	2.75	2.75	2.75	2.75
Total FTE	4.75	4.75	4.75	4.75	4.75

(1) Position change from Project/Grant position to a Classified position by Council 12/17/07 through Salary Plan ;This was not reflected in the 2008 budget

5996 Job Development Authority	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Director, Urban Development***	1.00	1.00	1.00	1.00	1.00
Finance & Support Services Manager	0.25	0.25	0.25	0.25	0.25
Accountant	0.25	0.25	0.25	0.25	0.25
Community Development Manager	-	-	0.25	0.25	0.25
Community Development Specialist	1.05	1.05	-	-	-
Construction Compliance Officer	-	-	0.50	0.50	0.50
Program Compliance Officer	-	-	0.25	0.25	0.25
Administrative Specialist	0.25	0.25	-	-	-
Accounting Technician	0.50	0.50	0.50	0.50	0.50
Office Specialist, Senior	0.20	0.60	0.60	0.30	0.15
Office Specialist	0.60	-	-	-	-
Community Betterment Specialist(1)**	-	0.30	-	-	-
UD Intern*	0.50	-	-	-	-
Total Classified	3.10	2.90	2.60	2.30	2.15
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	-	0.30	-	-	-
Total Non-Classified (Seasonal)*	0.50	-	-	-	-
Total FTE	4.60	4.20	3.60	3.30	3.15

(1) Position change: created a project grant position Community Betterment Specialist approved by Council 3/08; this was not reflected in the 2008 Adopted Budget.

5997 Parking Lots	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
Community Betterment Specialist	-	-	0.25	0.20	0.20
Total Classified	-	-	0.25	0.20	0.20
Total FTE	-	-	0.25	0.20	0.20

City of Grand Forks  
2012 City Budget

Supplemental (continued)  
Staffing Chart - City Staff by Position

<b>INTERNAL SERVICE FUNDS</b>					
	Appropriated Positions 2008	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012
<b>6102 Central Garage</b>					
Fleet Maintenance Mechanic, Lead	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	4.00	4.00
Fleet Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Total Classified	6.00	6.00	6.00	6.00	6.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	6.00	6.00	6.00	6.00	6.00
<b>6104 Public Works Facility</b>					
Custodian**	1.00	1.00	1.00	1.00	1.00
Total NonClassified (Project/Grant)**	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00
<b>GENERAL FUND</b>					
Total Classified	286.99	286.40	287.65	286.15	285.15
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	6.15	6.15	6.15	6.15	6.15
Total Non-Classified (Project/Grant)**	1.00	1.00	-	-	-
Total Non-Classified (Seasonal)*	4.40	4.60	4.85	4.40	4.40
Total Non-Classified (Elected Official)*****	9.00	9.00	9.00	9.00	9.00
Total FTE	307.54	307.15	307.65	305.70	304.70
<b>SPECIAL REVENUE FUNDS</b>					
Total Classified	32.05	32.80	28.08	27.50	26.15
Total Classified (Grant Funded)****	13.01	11.90	14.90	14.90	14.90
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	2.00	2.25	1.00	2.00	1.80
Total Non-Classified (Seasonal)*	1.95	1.45	-	-	-
Total FTE	50.01	49.40	44.98	45.40	43.85
<b>CAPITAL PROJECT FUNDS</b>					
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.50	0.50	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	1.50	0.50	-	-	-
<b>ENTERPRISE FUNDS</b>					
Total Classified	110.30	112.10	113.05	112.05	110.90
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.85	1.85	1.85	1.85	1.85
Total Non-Classified (Project/Grant)**	4.00	3.75	3.45	4.00	7.00
Total Non-Classified (Seasonal)*	11.30	10.50	10.70	9.70	9.70
Total FTE	127.45	128.20	129.05	127.60	129.45
<b>INTERNAL SERVICE FUNDS</b>					
Total Classified	6.00	6.00	6.00	6.00	6.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	7.00	7.00	7.00	7.00	7.00
Total Classified	435.34	437.30	434.78	431.70	428.20
Total Classified (Grant Funded)****	13.01	11.90	14.90	14.90	14.90
Total Contract Dept. Head***	9.00	9.00	9.00	9.00	9.00
Total Non-Classified (Project/Grant)**	9.50	8.50	5.45	7.00	9.80
Total Non-Classified (Seasonal)*	17.65	16.55	15.55	14.10	14.10
Total Non-Classified (Elected Officials)*****	9.00	9.00	9.00	9.00	9.00
Total Authorized Positions	493.50	492.25	488.68	485.70	485.00

## Supplemental (continued) Glossary of Key Terms

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### A

**Accrual** - Accounting method, which reports income when earned and expenses when incurred.

**Actual** – Actual, as used in the fund summaries and department and division summaries within the budget document, represents the actual cost results of operations.

**Adopted** – Adopted, as used in the fund summaries and department and division summaries within the budget document, represents the budget as approved by the City Council.

**Alerus Center** – A multi-purpose sports and entertainment stadium and convention center.

**American Recovery and Reinvestment Act (ARRA) of 2009** – Economic stimulus package intended to provide stimulus to the economy in the wake of the economic downturn.

**Appropriation** – An authorization made by the City Council, which permits the City to incur obligations and to make expenditures of resources.

**Assessed Valuation** – A government sets a valuation upon real estate or other property as a basis for levying taxes. An assessed valuation represents the appraised valuation less any exemptions.

### B

**Balanced Budget** – A balanced budget occurs when the total sum of money a government collects is equal to the amount it spends on goods, services, and debt interest.

**Bonds** – Bonds are debt instruments, which require repayment of a specific principal amount on a certain date (the maturity date), together with interest at a stated rate or according to a formula for determining the interest rate.

**Budget** – A financial plan comprised of proposed expenditures and a means of financing them for a specific period. This is then

used to monitor and measure performance during that time frame.

**Budget Message** – A presentation of the budget and the major forces and changes that influenced the decisions that formulated the budget.

**Build America Bond (BAB)** – A new financing tool for state and local governments. Taxable bonds issued by state and local governments, which allow a new direct federal payment subsidy, which lowers net borrowing costs.

### C

**Capital Asset** - a tangible item that is acquired by the City which has a life in excess of one year and a value of at least \$1,000.

**Capital Improvement Program (CIP)** – A capital improvement program is a comprehensive plan, which projects the capital needs of the community. Generally, it is a cyclical process that projects the needs for a set number of years. Capital improvement plans are essential to sound infrastructure and financial planning. The annual capital budget is derived from the long-term CIP.

**Capital Outlay** – Expenditures that acquire or improve capital assets with a value of \$1,000 or more and have a life of more than one year.

**Capital Project Fund** – A fund used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary or trust funds).

**Charges for Goods and Services** – Revenue received for the sales of goods and/or the performance of services.

**City Council** – A part-time seven-member council that serves as a policy-making and legislative body for the City of Grand Forks.

**City Sales Tax** – A 1.75 percent tax on retail and other sales. The 1 percent portion is used for infrastructure, economic development and property tax relief. The .75 percent tax is

**Supplemental (continued)**  
**Glossary of Key Terms**

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restricted for construction, acquisition and/or leasing of the Alerus Center.

**Committee of the Whole (COW)** – Committee made up of the entire council member body.

**Community Development Fund** – A special revenue fund which accounts for all revenue and activities of the Community Development Block Grant funds.

**Consumer Price Index (CPI)** – The measurement of change in price on specific items used to calculate the rate of inflation or deflation.

**Contingency** – A reserve held in the General Fund for unforeseen emergencies and expenditures that have not been budgeted.

**Contractual Services** – Amounts paid to external parties for professional services.

**Criminal Investigations Bureau (CIB)** – This group's main task is to investigate crimes that occur in Grand Forks that require extra time and/or expertise by investigating suspects, clear innocent people, and supply prosecutors with information needed for a successful prosecution.

**Current Expenditures/Expenses** – Purchases of goods or services that are not for personnel services, capital acquisition, or debt service.

**D**

**Debt Service Fund** – A fund used for the accumulation of resources for, and the payment of, general long-term obligation principal and interest.

**Department** – The City of Grand Forks is broken down into departments, which are divisions based on function.

**Department Cash Carryover** – Budget savings by departments in operations and capital are allowed to carryover the funds for future needs.

**Depreciation** – A non-cash expense that reduces the value of an asset as a result of wear and tear, age, or obsolescence.

**Designated Fund Balance** – Fund balance that is not considered expendable or available financial resources.

**E**

**Effective Tax Rate** – The amount of tax paid divided by the market value of the property.

**Encumbrance** – An obligation in the form of a purchase order, contract, or other commitment. Once the item is paid, cancelled or when the actual liability is set up, it is no longer considered an encumbrance.

**Enterprise Funds** – Funds that operate similar to a business, in that they provide goods and/or services and primarily recover costs of operations through user fees.

**Estimated** – As used throughout the budget document, represents the original adopted budget plus any approved changes and anticipated year-end savings.

**Expenditures** – A decrease in the financial resources of a government. Expenditures include, for example, current day-to-day expenses such as salaries, fringe benefits, and payment of principal and interest on long-term debt and bonds, utilities and material costs and purchase of vehicles, equipment or property.

**E**

**Fees** – Charges for specific goods or services.

**Fiduciary Fund** – A fund used to report assets held in a trustee or agency capacity for others and cannot be used to support the government's own programs.

**Fines and Forfeitures** – Revenue collected for violation of City ordinances such as parking violations or forfeiture of deposits.

**Full Time Equivalent** – A calculation used to covert part time hours to equivalent full time positions. Full time employee salaries are based on 2,080 hours per year. The full time equivalent of a part time employee is calculated by dividing the number of hours budgeted by 2,080.

## Supplemental (continued) Glossary of Key Terms

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**Function** – Funds are also classified by the specific governmental function they accomplish such as health, public safety, economic development, etc.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Accounting** – The accounts for the City are organized and operated on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based upon purposes for which they are to be spent and the means by which spending activities are controlled.

**Fund Balance** – The amount of net financial resources that are spendable or available for appropriation.

**Fund Summary** – A combined statement of revenues, expenditures, and changes in fund balance for the prior year's actual, adopted, and estimated budgets, and the current year's adopted budget.

### G

**General Fund** – Accounts for activities not accounted for in another fund. General Fund departments are tax supported.

**General Long-Term Debt** – Represents any unmatured debt not considered to be a fund liability.

**General Obligation Bonds (GO Bonds)** – Bonds which are secured by the full faith and credit of the issuer. GO Bonds issued by local units of government are secured by a pledge of the issuer's property taxing power. They are

usually issued to pay for general capital improvements.

**Generally Accepted Accounting Principles (GAAP)** – The uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**Goal** – Direction, purpose, or intent based on needs of the City.

**Governmental Funds** - Funds generally used to account for tax-supported activities. There are five different types of governmental funds: general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

**Grand Forks Region Economic Development Corporation (EDC)** – A non-profit organization that provides comprehensive services to support local primary sector business start-ups and expansions, as well as attracts new primary sector companies and industries to Grand Forks and the surrounding region.

**Grand Forks Convention and Visitor's Bureau** – The visitor center is a friendly stopping point for information on area and statewide attractions, shops, restaurants, and accommodations.

**Grant** – A contribution by one government unit or funding source to another. The contribution is usually made to aid in the support of a specified function, i.e. education or drug enforcement, but is sometimes for general purposes.

### I

**Interest Earnings** – Earnings received on deposits or investments.

**Intergovernmental Revenue** – Revenue received from another level of government. The

## Supplemental (continued) Glossary of Key Terms

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income may be grants, shared revenue, or revenue collected by another government on behalf of the City.

**Internal Service Funds** – A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies of a government, or to other governments on a cost-reimbursement basis.

### J

**Job Development Authority (JDA)** - The City's primary economic development financing program. Financial assistance and incentives are offered to targeted businesses that provide quality, higher paying jobs to the Grand Forks regional area.

### L

**Licenses and Permits** – Revenue received from various entities to allow the engagement in activities otherwise unlawful.

**Lodging/Motel Tax** – A 3 percent sales tax levied on lodging revenue. This tax is imposed for rental of any room in a hotel for a period of less than 30 consecutive days. The purpose of this tax is to raise funds dedicated to the promotion of conventions in and visitors to the City of Grand Forks.

### M

**Mill** – Monetary unit equal to \$.001 of a dollar (one-tenth of a cent).

**Mill Rate** – Rate at which tax is charged. The amount of tax paid per dollar of the assessed property value.

**Municipal Solid Waste (MSW)** – Common garbage or trash generated by industries, businesses, institutions and homes.

### O

**Objective** – A specific goal to be accomplished in the approved budget.

**Operating Budget** – The plan for current expenditures and the proposed means of

financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled.

**Ordinance** – A formal legislative enactment by the governing body of a municipality.

**Outstanding Debt** – The balance due at any given time resulting from the borrowing of money or from the purchase of goods and services.

### P

**Performance Measures** – Specific qualitative and quantitative measures or work performed as an objective.

**Personnel Services** – Salaries and fringe benefits paid to City employees.

**Popular Annual Financial Report (PAFR)** – A report designed by the Government Finance Officers Association to be easily understandable to the public and other interested parties without a background in public finance.

**Property Tax** – Property tax is based according to value of property and is used as the source of monies to pay general obligation debt and to support the general fund.

**Proprietary Funds** – Funds that focus on the determination of operating income, cost recovery, financial position, and cash flow. There are two different types of proprietary funds: enterprise funds and internal service funds.

### R

**Refunding** – A procedure whereby an issuer refinances an outstanding bond issue by issuing new bonds. The new obligations are referred to as the refunding bond and the outstanding obligations being refinanced are referred to as the refunded bonds.

**Renewal and Rehab (R&R) Funds** – Money set aside for renewal and replacement

**Supplemental (continued)**  
**Glossary of Key Terms**

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**Reserve** – An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

**Revenue Bonds** – Bonds payable from a specific source of revenue, which do not pledge the full faith and credit of the issuer. Revenue bonds are payable from identified sources of revenue and do not affect the property tax rate.

**Reserved Fund Balance** – Fund balance that is legally restricted for a specific use or not available for appropriation.

**S**

**Sales Tax** – A tax levied by the state and city on the retail price of an item collected by the retailer.

**Special Assessment** – A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Fund** – A fund used to account for the proceeds of specific revenue (other than special assessments, expendable trust or for major capital projects) that are legally restricted to expenditure for specified purposes.

**State Aid** – State sales tax collections shared with cities and towns based on population. A 5 percent sales tax is collected by the state and four tenths of 1 percent is allocated to cities and towns in North Dakota.

**T**

**Tax** – A compulsory charge levied by a government for the purpose of financing services performed for common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, such as water service.

**Tax Rate** – The amount of tax levied for each \$1,000 of assessed valuation.

**Transfers** – Authorized exchanges of cash or other resources between funds.

**Trust & Agency Fund** – A fund used to report resources received and held by the government unit as trustee, to be expended or invested in accordance with the conditions of the trust.

**U**

**User Fee** – A charge for services provided by the City of Grand Forks to citizens.

**Undesignated Fund Balance** – Fund balance that has no restrictions, either legal or tentative, and may be used for future use.

**Supplemental (continued)  
Glossary of Acronyms**

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**A**

**ADA** – Americans with Disabilities Act.

**ARRA** – American Recovery and Reinvestment Act.

**B**

**BAB** – Build America Bond.

**C**

**CAD** – Computer Aided Program.

**CAFR** – Comprehensive Annual Financial Report.

**CDBG** – Community Development Block Grant.

**CHRP** – COPS Hiring Recovery Program.

**CIB** – Criminal Investigation Bureau.

**CIP** – Capital Improvements Program.

**CPI** – Consumer Price Index.

**CVB** – Convention and Visitors Bureau.

**E**

**EDC** – Economic Development Corporation.

**EEO** – Equal Employment Opportunity.

**EMS** – Emergency Medical Service

**F**

**FEMA** – Federal Emergency Management Agency.

**FOP** – Fraternal Order of Police.

**FTA** – Federal Transit Administration.

**FTE** – Full-Time Equivalent.

**FY** – Fiscal Year.

**G**

**GAAFR** – Governmental Accounting, Auditing and Financial Reporting.

**GAAP** – Generally Accepted Accounting Principles.

**GASB** – Governmental Accounting Standards Board.

**GFOA** – Government Finance Officers Association.

**GIS** – Geographical Information Systems.

**H**

**HUD** – Housing and Urban Development.

**I**

**IT** – Information Technology.

**J**

**JDA** – Job Development Authority.

**L**

**LMI** – Low to Moderate Income.

**LERRDS** – Land, Easements, Right-of-ways, Relocations, and Disposal Sites.

**M**

**MPO** – Metropolitan Planning Organization.

**MUNI** – Mayor's Urban Neighborhood Initiative.

**MSW** – Municipal Solid Waste.

**N**

**NDDOT** – North Dakota Department of Transportation.

**NDIRF** – North Dakota Insurance Reserve Fund.

**O**

**OJP** – Office of Justice Programs.

**Supplemental (continued)**  
**Glossary of Acronyms**

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**P**

**PAFR** – Popular Annual Financial Report.

**PSAP** – Public Safety Answering Point.

**R**

**R&R** – Renewal and Rehab.

**REA** – Ralph Engelstad Arena.

**S**

**SRF** – State Revolving Funds.

**T**

**T.E.** – Transportation Enhancement.

**TIF** – Tax Increment Financing.

**TSA** – Transportation Security Administration.

**U**

**UAV** – Unmanned Aerial Vehicles.

**UAS** – Unmanned Aerial Systems.

**UPS** – Uninterrupted Power Source.

**USACE** – United States Army Corps of Engineers.