



2013 City Budget

City of Grand Forks, North Dakota

For the Year Beginning January 1, 2013

**Prepared by:
The Finance Department
Maureen Storstad, Director of Finance and
Administrative Services**

Table of Contents

	Page
Table of Contents	i
Letter of Transmittal	1
Introduction	
Distinguished Budget Presentation Award	5
Introduction	6
Budget Process/Calendar	8
Certificate of Levy	11
Annual Appropriation Ordinance	12
2013 Budget Message	15
General Information	
Elected Officials and City Managerial Staff	21
City of Grand Forks Organizational Chart	22
Department List with Major Functions	23
Citizen Involvement.....	24
Statistical Information.....	25
Financial Policy	28
Basis of Budgeting	30
Budget Summary	
Comparative Mill Levy.....	33
2010 – 2013 Total Actual/Budget (Including Interfund Transfers) (graph).....	34
2010 – 2013 Sales /Use Tax Revenue (graph)	
2008 –2012 Real Property Taxable Valuation (2008 – 2012 Tax Levy Year) (graph).....	35
2009 – 2013 Property Taxes Levied (graph)	
2008 – 2012 Effective Tax Rate History (graph)	36
2009 – 2013 Property Tax Burden on Residential (graph)	
2012 – 2013 Budget Comparison by Fund Type (graph)	37
2013 Budgeted Revenues/Expenditures/Expenses by Fund Type	38
2012 Budgeted Revenues/Expenditures/Expenses by Fund Type	40
2011 Actual Revenues/Expenditures/Expenses by Fund Type.....	42
2010 Actual Revenues/Expenditures/Expenses by Fund Type.....	44
2010 – 2013 Actual/Budgeted Revenues/Expenditures/Expenses	46
2013 Budgeted Revenues by Source and Expenditure/Expenses by Fund Type (graph).....	47
2012 – 2013 Budget Comparison by Fund Type/Category	48
Projected Changes in Cash Balance.....	56
Financial Forecasts	58
Departmental Summaries	
Departmental Index.....	63
Citywide Mission/Goals	65
General Fund	69
General Government.....	71
Health and Welfare	95
Public Safety	104
Highways & Streets.....	115
Special Revenue Funds	
General Government.....	117
Health and Welfare	135
Public Safety	139
Economic Development	148
Culture and Recreation	150
Highways and Streets	159

Table of Contents

Capital Project Funds	
General Government.....	161
Permanent Flood Protection-Public Works.....	162
Health and Welfare	179
Public Safety	180
Culture and Recreation	182
Proprietary Fund Types	
Enterprise Funds.....	185
Internal Service Funds	209
Fiduciary Fund Types	
Trust and Agency Funds	217
Debt Service Funds	
Debt Service Summary	221
2012 Debt Schedule.....	227
Legal Debt Margin.....	229
CIP	
Capital Improvement Program Overview	231
Six-Year CIP Summary Listing by Project Type	232
Capital Improvement Program by Funding Source (graph)	241
Capital Improvement Program – Highway User Tax Fund Multi-Year Plan.....	242
Capital Improvement Program – Public Building Fund Multi-Year Plan	243
Capital Improvement Program – Infrastructure Fund Multi-Year Plan.....	244
CIP Detailed Project Descriptions – Utility Infrastructure	245
CIP Detailed Project Descriptions – Streets and Bikepaths	259
Supplemental Information	
List of Fees.....	309
2011-2012 Changes in Staffing.....	321
Authorized Staff Levels by Function (graph)	322
Staff Levels Tracked to Population Growth (graph).....	323
City Staff by Position	324
Glossary of Terms.....	335
Glossary of Acronyms	340

Letter of Transmittal



City of Grand Forks

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www.grandforksgov.com

September 17, 2012

Honorable Mayor and City Council Members

The City Council adopted the 2013 budget by ordinance on September 17, 2012. The 2013 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 2013 budget process began in March 2012. 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.

Locally, our traditional revenue sources appear to be strong. 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 2012. 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 2013 budget is built on economic truism and conservative principles.

The 2013 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. 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 2013.
- 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.

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 March through September 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 2013 budget for all funds is \$130,365,988 compared to \$128,116,585 for 2012, an increase of 1.76%. There is no mill increase in General Fund operations, the primary operating fund of the city. The 2013 budget includes one mill increase and a proposed one mill increase each year for 2014-2015 to build a reserve dedicated for a fire station to be operational in 2016 in order to provide the same level of fire protection to the southeast quadrant of the city. Fire station construction is scheduled for 2015 as part of the Six-year Capital Improvement Plan.

The estimated mill rate for the city is 110.07, one mill increase over last year. In 2013 one mill is valued at \$153,481 compared to \$148,899 in 2012, an increase of 3.08% (76% of this from new construction and 24% from revaluation).

The approved budget is balanced with a combination of revenue increases, reallocation of resources within departments to address critical needs, the addition of four police officers and one human resource generalist. Also, many expenditures were cut from the amount requested to bring to a balanced budget.

**City of Grand Forks
2013 City Budget**

Letter of Transmittal

Highlights of the 2013 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.
- Reconstruct Columbia Road (Demers Ave to 11th Ave South.
- Rehabilitate 32nd Avenue South (I-29 to South Washington.)
- Extend South 34th Street to 45th Avenue South
- Major Water Treatment Plant project 2013-2018.
- Reconstruct Stanford Road (University Avenue to 6th Avenue South.)
- Continual replacement of marked police vehicles.
- Funding for the arts and the special events.
- Plan for South East Fire Station to be operational in 2016.

Approximately \$25.6 million is budgeted for Capital Improvements in 2013, \$4.1 million for equipment replacement, \$16.3 million for street and bike-paths, \$2.8 million for facilities and buildings, and \$2.4 million for utility infrastructure.

Financial Status of the City

General Fund

The General Fund, the primary operating fund, is budgeted at \$33,143,455 representing a 5% increase over the 2012 adopted budget. Revenues projected at \$33,000,955 use of cash carryover of \$142,500 beginning cash balance of \$5,900,000 with total available funds of \$39,043,455 producing an ending balance of 5,900,000. The total Revenue shown is net of 306,962, which equates to the value of 2 mills. This will be set aside in a reserve for the future South East Fire Station.

Estimated General Fund revenue increases by \$1.6 million in 2013 over 2012. This increase is mainly due to state aid, which accounts for \$1,050,000. Other increases are generated from sales tax \$313,000 and property tax \$337,590. Other increases are projected in license and permit fees and franchise fees.

Sales tax receipts in 2011 and 2012 have shown good growth. Receipts in 2012 are currently up 13%. But, because of its volatile nature we have budgeted a conservative 5% increase in sales tax collections for 2013.

Public safety is the largest single functional category of the General Fund budget, utilizing 49% of this fund's total.

Under North Dakota State Law, cities are allowed to transfer up to 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 2013 budget is a transfer of approximately 13.4% 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 75% of General Fund expenditures.

Special Revenue Funds

There are twenty-one Special Revenue funds included in the 2013 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 2013 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

Funds for new bike path and bike way capital & maintenance are budgeted under Highway Users and Infrastructure Funds. Also included in the 2013 budget are various infrastructure projects that will be funded by a refunding bond issue. The bonds will be paid back through special assessments levied against the benefitting properties.

In 2013, 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 2018. 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 2013 rehab and renewal of the new landfill and the bailing facility projects. Money is also set

Letter of Transmittal

aside to build up reserve for renewal and rehab and future cell closure. A 3.5% rate increase is anticipated.

Wastewater Fund: A 4% rate increase is anticipated to meet the expenses. The wastewater utility is part of the ongoing Infrastructure Master Planning project. Major projects currently being analyzed are 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 4% 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 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 2013 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 7% rate increase in storm water and a 7% rate increase for flood protection/greenway maintenance are anticipated in 2013 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, 2013, an average Grand Forks City household using 4,000 gallons of water can expect their utility bill to increase from \$61.06 to \$63.44 per month.

Public Transportation and the Dial-a-Ride/Senior Rider Funds – Fixed route ridership as well DAR/Senior Rider ridership is steadily increasing. 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. The current year is a very good year as the facility is projecting a profit.

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 2013.

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.

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,



Maureen Storstad, CPA
Director of Finance & Administrative Services



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FOR NOTES

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

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, 2012.

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



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 20.51 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 15,150 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, United 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 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 is the city's ongoing work with infrastructure planning (10-Year Infrastructure and Asset Management) and a proactive development approach. This approach has produced new industrial opportunities by investing \$12 million in infrastructure in the 129-acre Grand Forks Business Park. It is opening new housing and commercial opportunities on the city's South West quadrant. Finally, it has resulted in the already successful *Access the Bakken* Initiative that positions our region to both support and benefit from the amazing opportunities in the North Dakota energy sector.

Another example maintaining the Grand Forks Promise is the city's leadership in a US Department of Justice grant program called *Defending Childhood Initiative*

Introduction

where over 40 county-wide partners are involved with an effort called *Safer Tomorrows* to “end or mitigate childhood exposure to violence.” Grand Forks is one of only four sites nationwide to be a full demonstration site for this aggressive program for childhood and community safety.

Yet another example of commitment to the Grand Forks Promise is that in 2012 Grand Forks was named for the sixth 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 to help youth graduate and lead healthy, productive, successful lives.

In line with a 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 celebrated the grand opening of the \$27 Choice Health & Wellness Center, including a \$6.5 million Altru Health System sports medicine clinic on the wellness center campus and multi-million dollar renovation of 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, the city has worked extensively with a value-added agriculture food processor in completing a \$26 million anaerobic treatment system to replace its existing system.

In the vibrant Downtown area, over \$12.5 million was 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

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 ensure 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 2013 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 2013 budget is as follows:
 - Review of the 2012 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 2007 – 2012
 - 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 2011 budget status
 - Review of utility funds and summary of 2012 budget status

- Review of all other funds

This information gives the city administration a look at estimated resources and needs for the budget year, 2012, 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 2013 budget.

- 2. The Preparation Phase** – The Finance department distributes detailed budget instructions in April, 2012 to all departments. In May, 2012 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

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 21, 2012 at a Special Committee of the Whole meeting. Council gave preliminary approval on September 4, 2012. Public Hearing was set and final approval of the 2013 budget was adopted on September 17, 2012.

<u>Date</u>	<u>Required Activity</u>
April 20	Departments send completed budget worksheets and CIP requests to Finance Department
April 30	Finance Department and City Administrator review budget and CIP requests
April 30	Human Resources, Finance and City Administrator review staffing requests
May 16 & 21	Mayor, City Administrator, and Finance Department meet with each department head to review and discuss budget and CIP requests
June 17	Budget work session held with council members for discussion on Utility Funds, Bus & Dial-A-Ride, and Mosquito funds.
June 27	Budget work session held with council members to set framework for the 2013 budget and discuss preliminary growth indicators for 2013.

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
March 27	Budget worksheets and CIP information requests sent out to departments along with guidelines from the Mayor
March 27	Departments allowed access to enter detailed budget data and memo sent to departments with instructions for data input
April 20	Departments send any staffing requests to Finance & Human Resources
April 20	Human Resources enter all payroll data into budget system by this date
July 16	Mayor, City Administrator, Finance, Engineering, and Public Works discuss CIP issues in preparation for CIP budget work session
July 31	Budget work session held with council members for discussion on the CIP and its impacts to the Infrastructure, Public Building, and Highway User Funds, Public Safety Answering Point (PSAP)/E911, & other Special Revenue & Debt Service Funds.
August 7	Budget work session held with council members for discussion on the Library, Alerus Center, Economic Development, Job Development Authority (JDA), Parking and Library funds.

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

<u>Date</u>	<u>Required Activity</u>	Amending the Adopted Budget
July 31	Departments send performance measurement data to Finance Department	<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 of \$30,000 or more 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 of \$30,000 or more 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>
August 21	Presentation of the 2013 Mayor's Proposed Budget to City Council	
September 4	City Council approves Preliminary Budget	
September 17	City Council approves Final Budget & Fee Booklet to include Utility Rate increases.	
October 10	2013 Budget filed with the County	
December 15	Submit budget book to GFOA for review program	

Unexpended Appropriations

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
2013 City Budget**

**Introduction (continued)
Certificate of Levy**

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 17th day of September 2012, the governing body of the City of Grand Forks, North Dakota, levied a tax of \$16,893,700 upon all of the taxable property in said municipality for municipal purposes for the current fiscal year beginning January 1, 2013 and ending December 31, 2013, which levy is itemized as follows:

Name of Fund	Amount Levied
General Levies	
General Fund	\$ 11,577,103
Airport	<u>663,040</u>
	\$ 12,240,143
Band	16,883
Library	<u>1,471,887</u>
	<u>1,488,770</u>
Total General Levies	13,728,913
Levies for Funded or Fixed Indebtedness	
Flood Control - Dike Project	848,752
City's Special Assessments	362,216
City's Share of Special Improvements	69,067
Insurance Reserve	207,200
Emergency	153,481
Public Buildings	554,068
Public Transportation	736,711
Dial-A-Ride	153,481
Noxious Weed Control	3,070
Animal Control	<u>76,741</u>
Total Levied for Funded or Fixed Indebtedness	3,164,787
Total Amount Levied	\$ <u>16,893,700</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 17th day of September 2012.

Maureen Storstad

Maureen Storstad, City Auditor

Introduction (continued)
Annual Appropriation Ordinance

Debt Service Funds: \$ 12,000,329

Capital Projects Funds:

Bikeway Capital Projects	420,000
Capital Replacement Fund	416,000
Sidewalk Repairs	50,000
Special Assessment Projects	4,490,000
Nuisance Abatement	21,000

Enterprise Funds:

Sanitation	8,751,845
Wastewater	9,149,150
Waterworks	10,328,265
Stormwater	2,472,199
Public Transportation	2,522,501
Dial-A-Ride	788,512
Alerus Center	10,914,710
Mosquito Control	818,216
Job Development Authority	7,335,893
Municipal Parking	840,160

Internal Service Funds:

Computer Service	379,750
Central Garage	1,076,860
Central Purchasing	9,000
Public Works Facility	612,056

Trust & Agency Funds:

Convention & Visitors Bureau	874,000
Animal Control	<u>116,281</u>

Total \$ 130,365,988

Introduction (continued)
Annual Appropriation Ordinance

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, 2013 and ending December 31, 2013, inclusive, the following sums of money, to-wit:

General Fund	\$ 11,577,103
Airport	663,040
Animal Control	76,741
Band	16,883
City Share of Special Improvements	69,067
City Special Assessments	362,216
Insurance Reserve	207,200
Emergency	153,481
Library	1,471,887
Noxious Weed Control	3,070
Public Buildings	554,068
Public Transportation	736,711
Dial-A-Ride	153,481
Flood Control - Dike Construction	<u>848,752</u>
Total Levy	<u>\$ 16,893,700</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:



Maureen Storstad, Director
Finance & Administrative Services

Introduction and first reading:	September	4, 2012
Public Hearing:	September	17, 2012
Second Reading and Final Passage:	September	17, 2012
Approved:	September	17, 2012
Published:	October	4, 2012

2013 Budget Message

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 2013 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 2013 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 2013 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 2013 overall Budget is a 1.76% increase from 2012.
- The General Fund budget increases 5.0%, mainly due to salaries and benefits. The budget includes 4 police officer positions that have come off of grant funding. The General Fund also includes an

additional Human Resource Generalist to meet their needs.

- The City's mill rate increases 1 mill from 2012 to 2013 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 0.50%.
- The City's share of property tax revenue increase is 3.08% (76% of this due to new construction and 24% from revaluation)
- Employees remain a priority with Pay for Performance and market adjustments budgeted at a 2.71% 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 police vehicles and a Southeast fire station and personnel.

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 sustainability 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 2.71%.

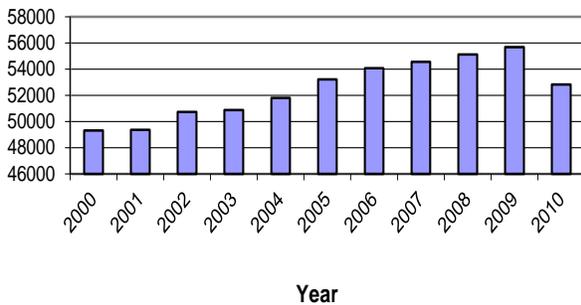
Overall, the City of Grand Forks remains in sound fiscal health. Despite the ongoing costs of flood protection that

2013 Budget Message

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 2013 Budget impact to city residents on a home valued at \$150,000, is \$743 in city taxes. This equates to about \$62 per month for city services.

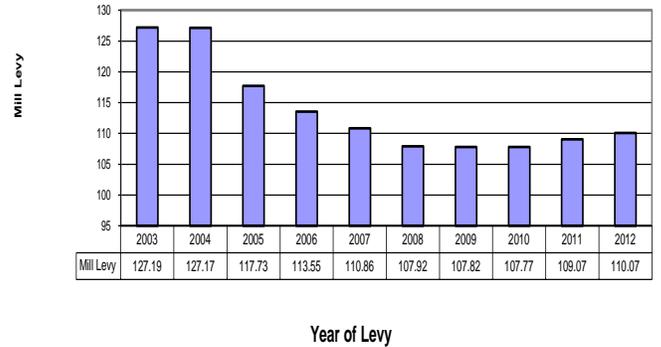
The population growth has been steady and is predicted to continue at a pace of about 1 percent a year with a current population of 52,838 residents, according to the 2010 Census. The last census was taken in 2000, at a population of 49,321 (7% increase). Recent year's estimates were computed by the 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



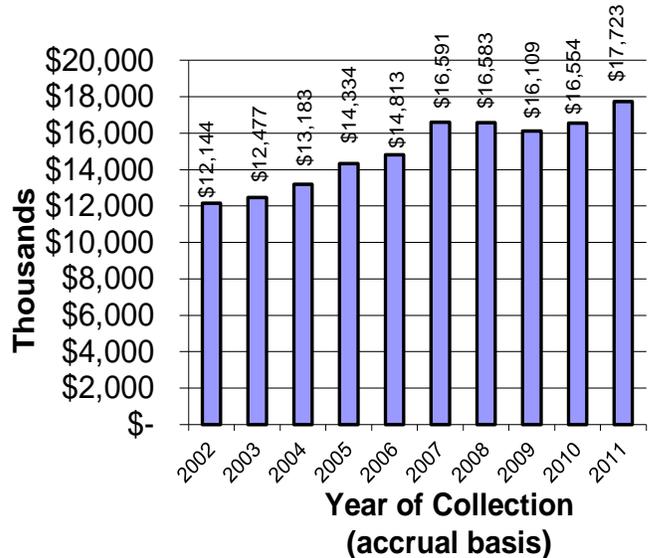
The adopted budget for all funds for 2013 is \$130,365,988, which represents a 1.76% increase in the overall budget. This budget includes a 1 mill increase, bringing the estimated total city mills to 110.07. The total taxable value of property increased 3.08% from \$148,899,000 to \$153,481,000 from 2011 to 2012. The increase in property tax dollars utilized therefore increased 3.89% or \$653,340. This includes an increase to the City's General Fund of \$494,588. Over the last ten years, the City has reduced its total mill rate by 19.11 mills, which is a 14.8 percent reduction.

Mill Levy History



Sales tax receipts have shown good growth in the past, but this growth had slowed in recent years. However 2011 was a strong year with 7% growth over 2010, and the 2012 year appears to show continued growth, currently up approximately 13%. Due to the volatile nature of this revenue source, we have budgeted a conservative 5% increase in sales tax collections for 2013.

Sales Tax Collections



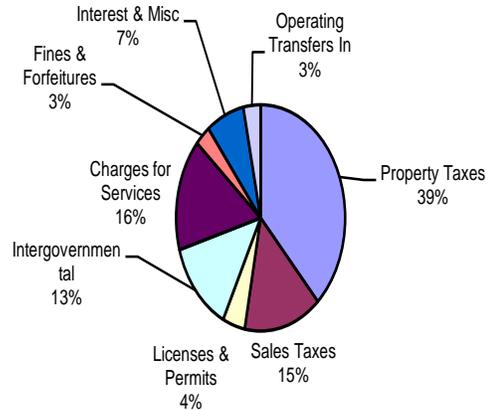
2013 Budget Message

General Fund & Operating Revenues – Where the Money Comes From

The General Fund, the primary operating fund, has budgeted revenue of \$33,000,955, representing a 4.93% increase over the 2012 adopted General Fund budget. We are striving to operate the city in an efficient manner. Revenues and cash balances are projected at \$39,043,455, producing a positive cash balance of \$5,900,000.

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 2012. As stated previously, we are budgeting conservatively with a 5% increase in sales tax. Property taxes generated by new construction and valuation increases will be approximately 3.08%. 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, which provides resources to pay for operating service demand increases. We believe the estimates used in developing 2013 revenue projections, by Grand Forks' historic economic standards, are conservative.

2013 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 (\$4.8 million) and property taxes (\$12.8 million).

The sales tax is 14.4 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 0.75 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.

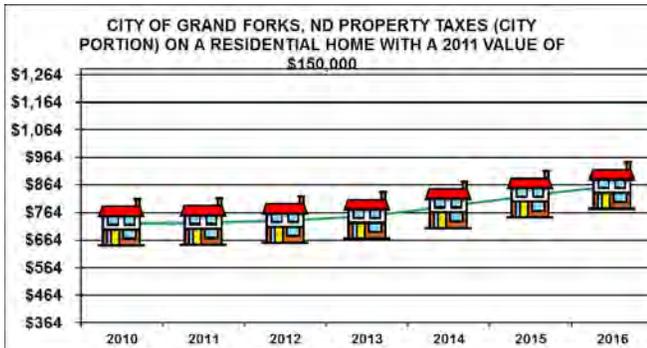
The following graph depicts the city's effort to hold the line on property taxes. This graph shows what a resident in the City of Grand Forks can expect to pay for city services based on our projections. The year on the graph represents the year of valuation. Each year, these projections will be analyzed and updated. Based on a home currently valued at \$150,000, projections indicate an annual city property tax increase of \$119, five years from now, or about \$10 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 2012 and 2013 budgets each included a 1 mill increase for this cause, and an additional 2 mill increase is projected. 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 2010	Adopted 2011	Adopted 2012	Adopted 2013	2013 Percent of Total
Property Taxes	\$ 10.6	\$ 11.9	\$ 12.4	\$ 12.8	38.66%
Sales Taxes	4.2	4.3	4.4	4.8	14.44%
Licenses & Permits	1.3	1.3	1.4	1.4	4.33%
Intergovernmental	3.3	3.0	3.3	4.4	13.30%
Charges for Services	4.6	5.0	5.4	5.3	16.20%
Fines & Forfeitures	0.8	0.7	0.8	0.8	2.39%
Interest & Miscellaneous	2.4	2.5	2.3	2.4	7.37%
Operating Transfers In	1.3	1.4	1.4	1.1	3.32%
Total	\$ 28.5	\$ 30.1	\$ 31.4	\$ 33.0	100%

Estimated General Fund revenue for 2013 increases \$1.6 million over 2012. A large part of this increase is due to property tax revenue, which accounts for about \$340,000. Sales tax and state aid also account for a large portion of the increase. As stated earlier, a 5% increase is budgeted for sales tax, which also accounts for about \$300,000. State aid is coming in very strong in 2012; the budget includes an increase in state aid of \$1,047,000.

2013 Budget Message



Year	2012	2013	2014	2015	2016	2017	2018
Mill Rate	109.07	110.07	111.07	112.07	112.07	112.07	112.07
Property Taxes	736	752	767	797	821	846	871

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 2013 budget are as follows. The water utility includes a 4% rate increase, wastewater includes a 4% increase, sanitation includes an increase of 3.5%, and storm water includes a 7% increase for storm water, and 7% increase for flood protection. An average Grand Forks City household can expect their utility bill to increase from \$61.04 to \$63.44 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 \$18.46 to \$19.20 per month for water in 2013.

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 \$22.88 to \$23.79 per month for wastewater in 2013.

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 \$2.27 and will increase to \$2.43 per unit. Beginning in 2006, fees are also charged for flood protection/greenway operation and maintenance. Flood protection and greenway fees will increase from \$1.30 to \$1.39 per residential unit per month and are based on a formula reflective of the number of square feet. Fees are studied annually to

2013 Budget Message

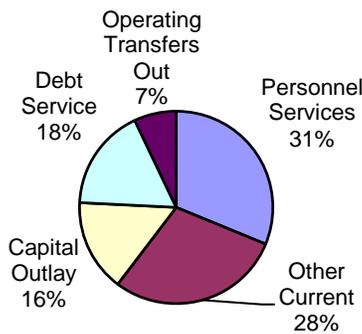
determine whether the fees are covering the cost of providing this service.

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 \$14.08 per month for sanitation services in 2013, which is up from \$13.60 in 2012.

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.

2013 Expenditures/Expenses by Type



**Budget Comparison by Expenditure Type
in Millions of Dollars**

Type	Adopted 2012	Adopted 2013
Personnel Services	\$ 39.7	\$ 40.7
Other Current	31.0	37.1
Capital Outlay	25.0	20.2
Debt Service	23.6	23.2
Operating Transfers Out	8.8	9.2
Total	\$ 128.1	\$ 130.4

Personnel Services represent 31 percent of the 2013 City Budget and have increased \$1.0 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 2013 budget includes a 2.71 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. 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. A similar increase was made to this plan in 2012.

Other Current Expenditures, representing 28 percent of the 2013 City Budget, has increased \$6.0 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 16 percent of the 2013 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 2012 and 2013. The 2013 budget includes \$891,110 General Fund capital, as well as \$269,405 to fund the reserve for future capital replacement. City Council and Administration decided not to set this reserve aside in 2010 and 2011 due to limits with the projected revenue stream, but resumed the practice in 2012 and projected years. Due to a generous revenue stream in 2011, actual revenue exceeded budget. It was recommended through this budget process that we fund the 2010 and 2011 allocation with this excess cash balance that was generated. 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 2013 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.

2013 Budget Message

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:

- Columbia Rd. overpass preventative maintenance
- 17th Ave. S. turn lanes
- Extend S. 34th St. & connect to 40th Ave S.
- Extend S. 34th St. to 45th Ave. S.
- Reconstruct Stanford Rd. (Univ. Ave. to 6th Ave.)
- Reconstruct Columbia Rd. (Demers Ave to 11th Ave S)
- Rehabilitate 32nd Ave. S. (I-29 to S. Washington St.)
- Concrete paving repair on S. Washington St. (32nd Ave. S. to Hammerling)
- 30th Ave. S. Major Rehab (34th St. to 38th St.) in 2014
- S. Columbia Rd. (36th Ave. S. – 47th Ave. S.) in 2015
- Major Water Treatment Plant project 2013 – 2018

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

In conclusion, the 2013 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

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.

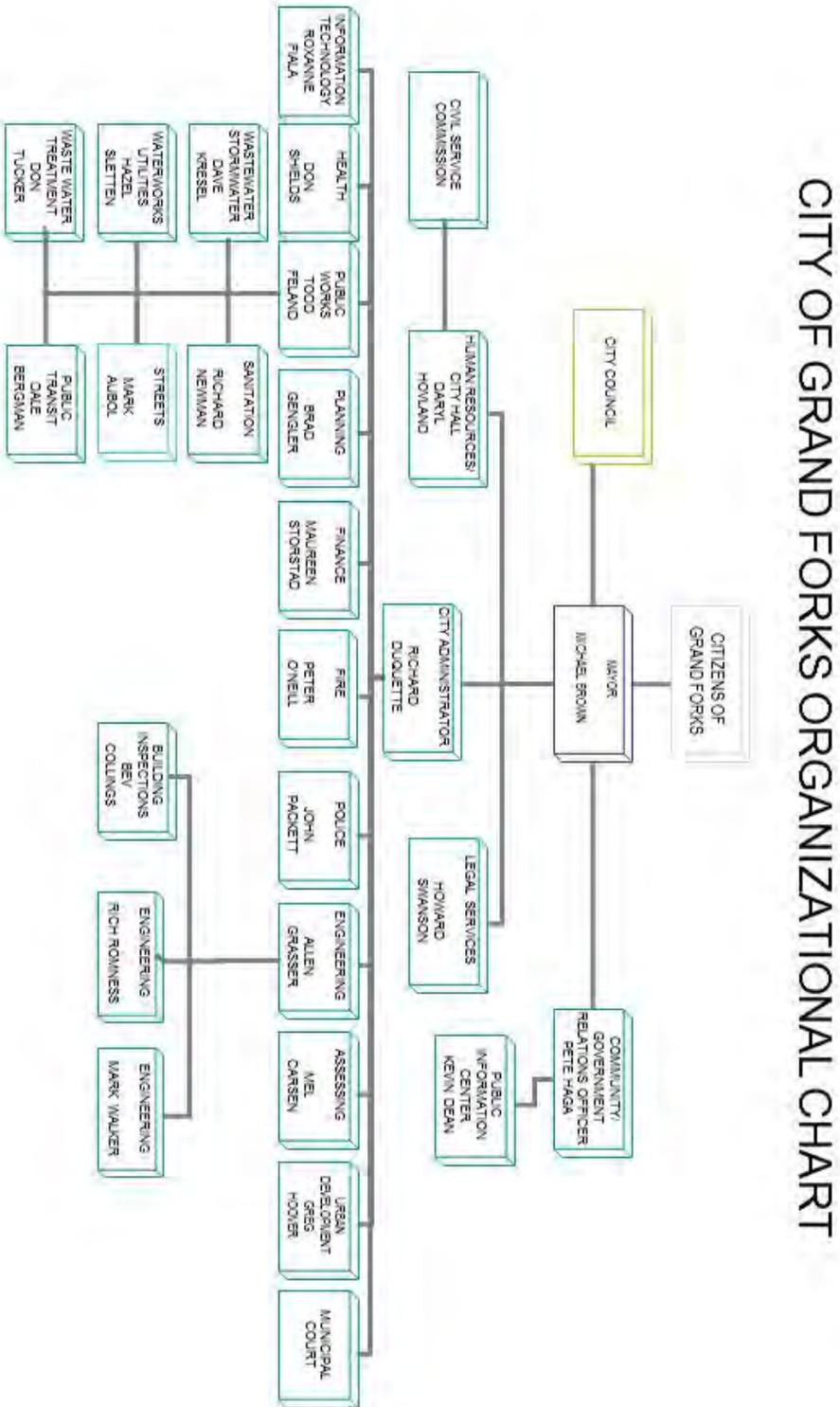
Elected Officials

Mayor Michael R. Brown		2012-2016
Council Members:		
Ward 1	Terry Bjerke	2012-2016
Ward 2	Tyrone Grandstrand	2010-2014
Ward 3	Bret Weber	2012-2016
Ward 4	Hal Gershman	2010-2014
Ward 5	Doug Christensen	2012-2016
Ward 6	Dana Sande	2010-2014
Ward 7	Ken Vein	2012-2016

City Managerial Staff

City Administrator	Richard Duquette
Director of Finance & Administrative Services	Maureen Storstad
City Attorney	Howard Swanson
City Assessor	John Herz
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



General Information
Departmental List with Major Functions

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

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 26 different boards, committees and commissions made up of 219 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:

Committee Name	Number of Members
911 Authority Board	4
Airport Authority Board	7
Board of Adjustment	6
Board of Appeals	6
Board of Health	8
Civil Service Commission	5
Convention and Visitors Bureau	10
Downtown Design Review Board	7
Electrical Board	4
Emergency Management Board	3
Events Center Commission	8
GF Mayor's Health and Human Services Cabinet	25
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	31

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
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
2011	20.51

Demographic Information:

Year	Population	MSA Population	Personal Income MSA (Thousands)	Per Capita Income MSA
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	98,577	3,708,830	36,548
2011	52,838	N/A	N/A	36,548

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

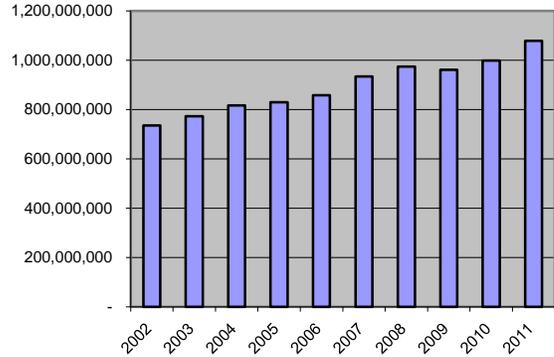
MSA Information Source: Bureau of Economic Analysis, US Dept of Commerce

Mill Levy and Valuation History:

Year of Levy	Mill Levy	Mill Valuation
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	\$142,210
2010	107.77	\$145,046
2011	109.07	\$148,899
2012	110.07	\$153,481*

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

Taxable Sales & Purchases:



Collection Year	Taxable Sales	Collection Year	Taxable Sales
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
2006	\$857,521,263	2011	\$1,078,995,179

Sales Tax Collections: (Cash Basis)

Collection Year	Collection Amount ⁽¹⁾	Increase or Decrease over Prior Year
2002	\$11,682,097.21	0.72%
2003	\$12,407,001.40	6.21%
2004	\$13,634,153.19	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%
2011	\$17,510,008.25	5.15%

(1) Amounts reported are cash basis.

General Information (Continued)
Statistical Information

Infrastructure:

Streets Paved (miles)	236.45
Paved Alleys (miles)	4.74
Street Lights.....	4200
Traffic Signals	60
School Crossing Signals.....	25
Water Mains (miles).....	236.5 ⁽¹⁾
Sanitary Sewer (miles).....	173
Sewage Lift Stations.....	42
Storm Sewer (miles)	195
Lift Stations	12
Flood Stations.....	12

(1)Starting in 2012, transmission lines to the clearwell and airport are no longer included in this statistic.

Fire Protection:

Fire Training Stations(including mobile)	4
Fire Stations.....	5
Aerial Trucks.....	2
Pumpers	6
Rescue Truck.....	1
Boats.....	3
Hazmat Vehicle.....	1
Fire Insurance Rating	3
Water Hydrants.....	2952
Emergency Responses	3,688
Average Response Time (minutes).....	4.01

Police Protection:

Stations	2
Patrol Units (marked).....	22
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	81
Civilian Employees	11
Auxiliary Personnel.....	4
Priority 1 Call Response Time	3Min.12Sec.
Number of 911 Calls	24,595
Incidents Requiring 911 Assistance	67,517

Criminal Investigations:

Aggravated Assaults.....	90
Arson	6
Auto Theft	97
Burglaries.....	312
DUI Citations.....	293
Larceny	1198
Murder	0
Rape	32
Robbery	9
Traffic Citations.....	8914

Job Development Authority:

Buildings and Structures.....	6
Businesses Assisted.....	4
New Jobs Projected.....	159

Culture and Recreation:

Library	1
Circulation.....	775,691
Door Count.....	272,363
Events Center	1
Alerus Event Center Number of Events.....	637
Alerus Event Center Attendance	224,687
Greenway(developed acres).....	800
Boat Ramps	2
Bikepaths (miles)	41

City-Owned Utilities:

Water:

Number of Customers.....	14,055
New Connections.....	116
Average Daily Consumption (MGD)	7.9
Peak Daily Consumpiton (MGD).....	11.0
Storage Facilities	7
Storage Capacity (MGD)	18.5
Intake Capacity (MGD)	24

Wastewater:

Number of Customers.....	13,807
Average Daily Treatment (MGD)	7.00
Treatment Capacity (MGD).....	10.0

Sanitation:

Number of Customers.....	12,687
Collection Trucks – Side Load	6
Collection Trucks – Front Load.....	6
Collection Trucks – Rear Load	3
Collection Trucks – Roll Off	5
Landfill (tons)	96,372
Recycled Materials (tons)	2,470

Public Transportation:

Fleet Vehicles:

35' Bus(Diesel Electric Hybrid)	2
35' Bus(Diesel).....	3
29' Bus	2
People Mover	3
Trolley	1
Senior Rider/Dial-A-Ride Vehicles.....	9

Ridership:

Cities Area Transit	328,880
Dial-A-Ride.....	39,122
Senior Rider	22,296

Mosquito Control:

Number City-Wide Sprays	9
Average Daily Trap Count	11

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 ⁽¹⁾
Altru Health System (medical)	3,762
GF Air Force Base (government)	1,800
GF School District (education).....	1,522
Valley Memorial Home (medical).....	652
City of Grand Forks (government).....	525
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:

2010 Total Taxable Value \$145,045,975

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%
Columbia Grand Forks LLC	\$1,547,785	1.07%
INREIT Properties, LLP	\$1,224,280	0.84%
Terrace Point, LLC	\$938,200	0.65%
Aurora Medical Park No. 2 LLC	\$826,810	0.57%
United Hospital	\$779,925	0.54%
Menard Inc.	\$750,390	0.52%
Aurora Medical Park LLC	\$728,925	0.50%
Total	\$12,861,511	8.87%

*As reported in 2011 Comprehensive Annual Financial Report.

Building Permits:

Commercial Construction:

Year	Number Of Permits	Estimated Actual Value
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
2011	13	\$17,467,243

Residential Construction:

Year	Number Of Units	Estimated Actual Value
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
2011	326	\$42,319,630

General Information (continued) Financial Policy

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.

Fund Balance Policy

- The City will strive to maintain unassigned fund balance at 18 percent of next year's budgeted operating expenditures in the General Fund.

General Information (continued) Financial Policy

- If spending unassigned fund balance in designated circumstances has reduced unassigned fund balance to a point below the minimum target level, replenishment will be made within three years.

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

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 2013 budget totals \$105.08 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 2012 is an estimated 26.5 cents out of each dollar. This includes 4.32 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

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 1st and ends December 31st 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
2013 City Budget**

**Budget Summary
Mill Levy Comparison**

**CITY OF GRAND FORKS
2012 - 2013
COMPARATIVE MILL RATE
AND REVENUE GENERATED**

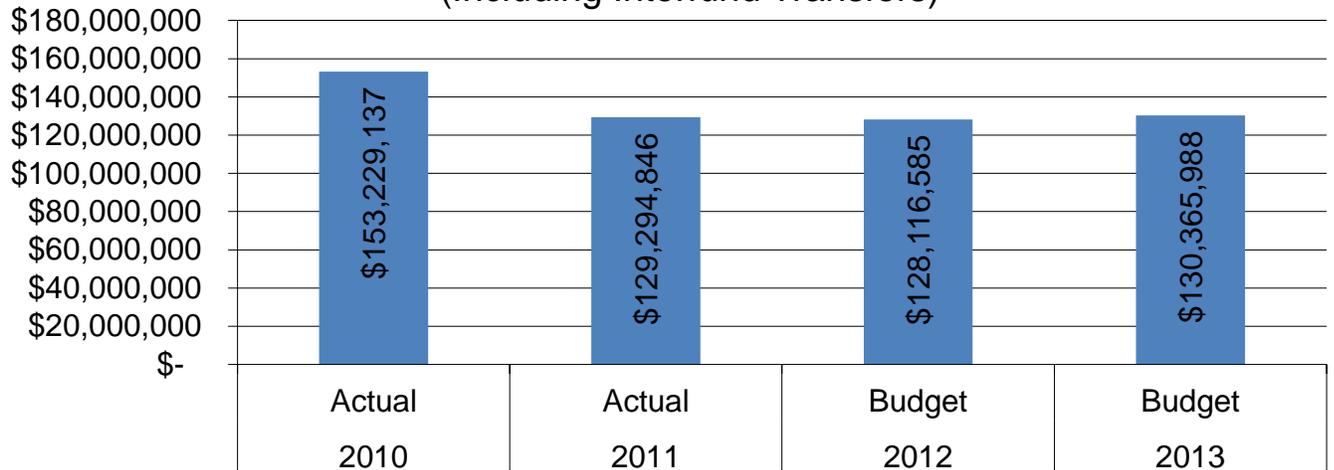
	2012 ACTUAL RATE	2013 ESTIMATED RATE	INCREASE (DECREASE)	2012 REVENUE GENERATED	2013 ESTIMATED REVENUE	INCREASE (DECREASE)
1100 General Fund	74.43	75.43	1.00 (1)	\$ 11,082,515	\$ 11,577,103	\$ 494,588
2106 Emergency Fund	1.00	1.00	-	148,899	153,481	4,582
2109 Municipal Band	0.11	0.11	-	16,378	16,883	505
2121 Public Building	3.61	3.61	-	537,524	554,068	16,544
2124 Library	9.59	9.59	-	1,427,937	1,471,887	43,950
2142 City Share of Special Improvements	0.45	0.45	-	67,004	69,067	2,063
2145 City Special Assessments	2.36	2.36	-	351,400	362,216	10,816
2151 Insurance Reserve Fund	1.35	1.35	-	201,013	207,200	6,187
2157 Noxious Weed	0.02	0.02	-	2,978	3,070	92
Airport	4.32	4.32	-	643,242	663,040	19,798
5500 Public Transportation	4.80	4.80	-	714,713	736,711	21,998
5600 Dial-A-Ride	1.00	1.00	-	148,899	153,481	4,582
7202 Animal Control	0.50	0.50	-	74,449	76,741	2,292
3100 Dike Construction	5.53	5.53	-	823,409	848,752	25,343
Total Mill Levy	109.07	110.07	1.00	\$ 16,240,360	\$ 16,893,700	\$ 653,340

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

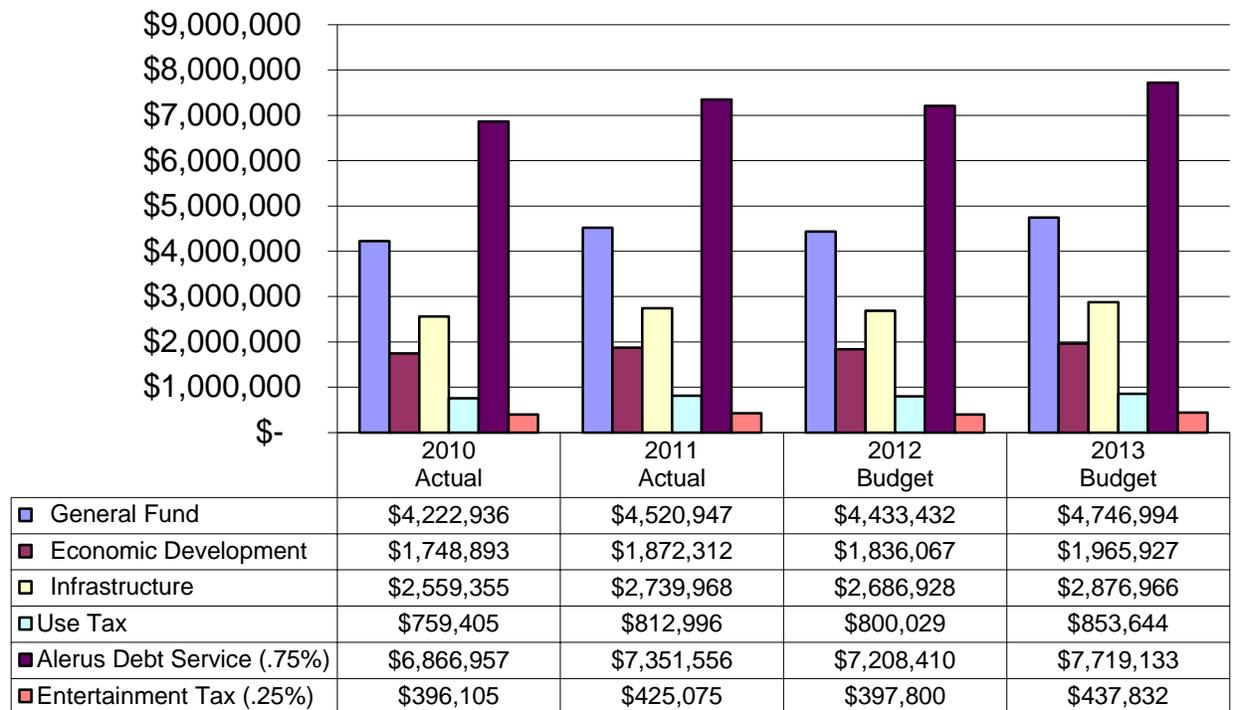
Note: 2012 Actual Rate - 1 Mill = \$148,899
2013 Estimated Rate - 1 Mill = \$153,481

City of Grand Forks
 2013 City Budget
 Budget Summary (continued)
 2010-2013 Total Actual/Budget (Including Interfund Transfers)
 2010-2013 Sales/Use Tax Revenue

2010-2013 Total Actual/Budget
 (Including Interfund Transfers)

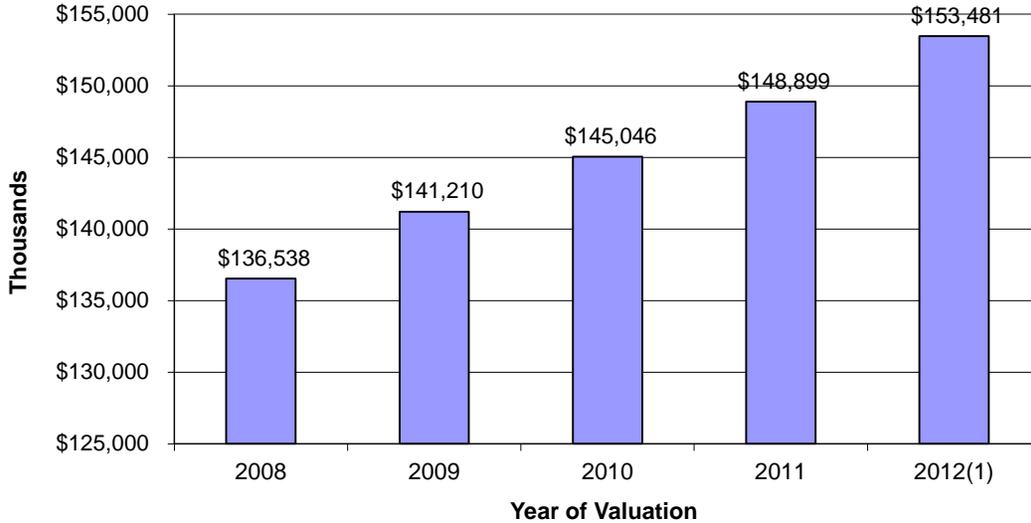


2010-2013 Sales/Use Tax Revenue



City of Grand Forks
2013 City Budget
Budget Summary (continued)
2008-2012 Real Property Taxable Valuation
2009-2013 Property Tax Levy

2008-2012 Real Property Taxable Valuation
(2009-2013 Tax Levy Year)



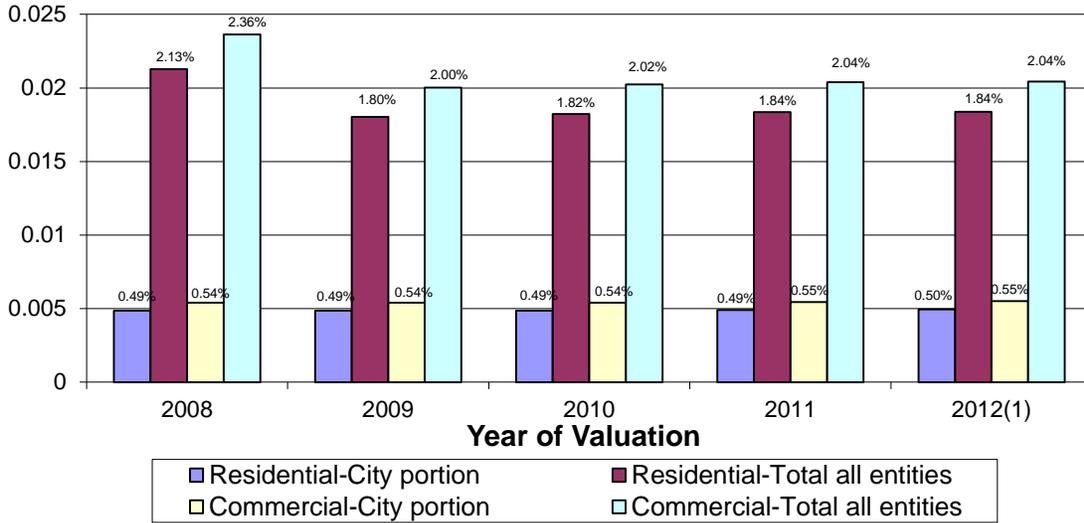
2009-2013 Property Taxes Levied



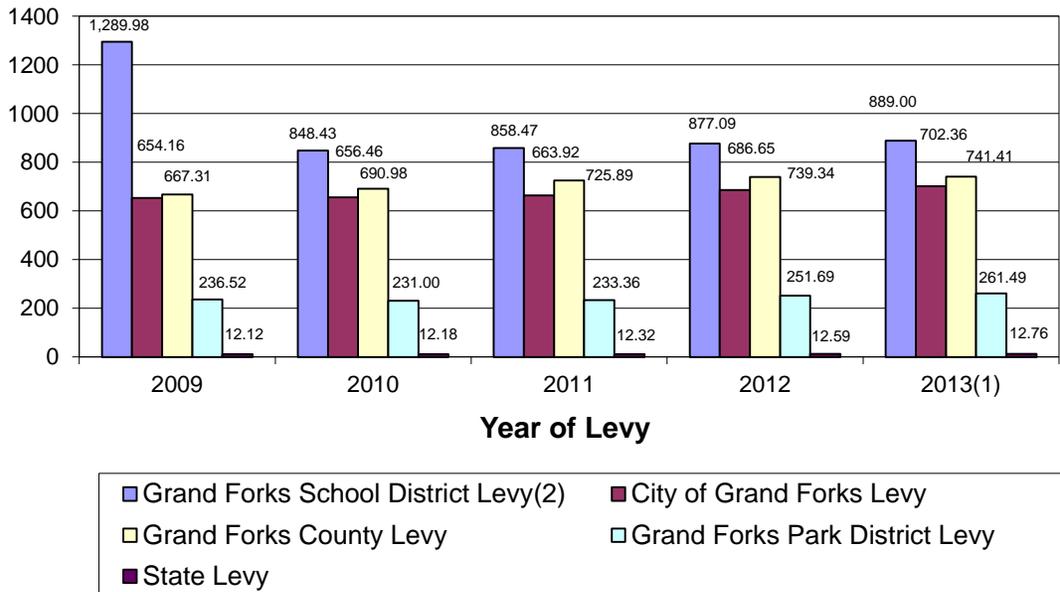
(1) These are projected values based on preliminary numbers available. Also, the city as a percent of total increases in 2010 due to less mills levied by the school district. The State is funding the schools with an additional amount, which equates to about 75 mills.

City of Grand Forks
 2013 City Budget
 Budget Summary (continued)
 2008 - 2012 Effective Tax Rate History
 2009 - 2013 Property Tax Burden

Effective Tax Rate History



2009-2013 Property Tax Burden on Residential by Entity



Property Tax Burden by Taxing Entity	2009	2010	2011	2012	2013(1)
Median Value of Residential(3)	\$ 134,700	\$ 135,300	\$ 136,900	\$ 139,900	\$ 141,800
Taxable Value (4.5%)	6,062	6,089	6,161	6,296	6,381
Total Mills Levied - all entities	472.72	400.60	404.83	407.81	408.56
Total Property Tax Burden	<u>\$ 2,865.39</u>	<u>\$ 2,439.05</u>	<u>\$ 2,493.96</u>	<u>\$ 2,567.37</u>	<u>\$ 2,607.02</u>

(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

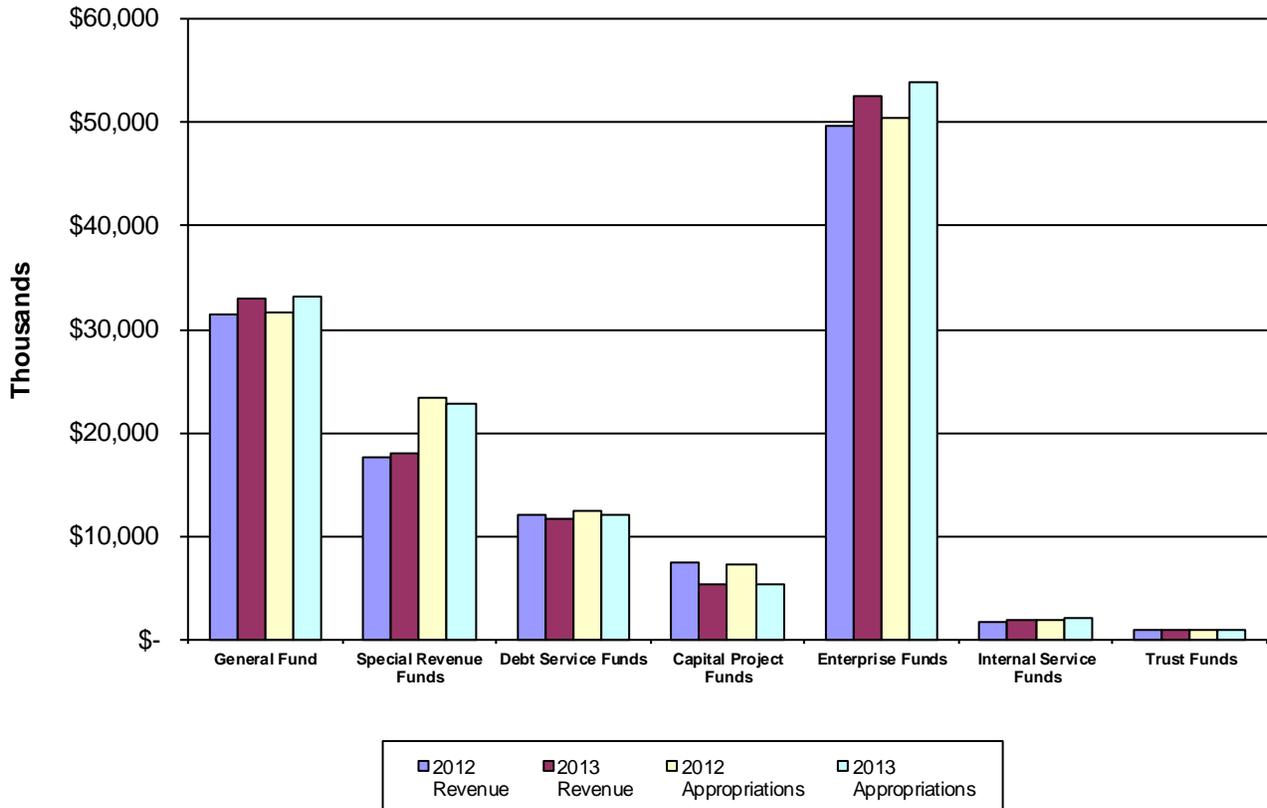
(3) Year of Valuation precedes year of levy (i.e. 2012 year of valuation for 2013 year of levy)

City of Grand Forks
2013 City Budget

Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type

	Revenues			Appropriations/Budgets		
	2013		2013 Approved	2013		2013 Approved
	2012 Approved	Mayor's Recommended		2012 Approved	Mayor's Recommended	
General Fund	\$ 31,451,230	\$ 33,000,955	\$ 33,000,955	\$ 31,564,384	\$ 33,143,455	\$ 33,143,455
Special Revenue Funds	17,619,215	18,014,060	18,014,060	23,437,066	22,835,806	22,835,806
Debt Service Funds	11,996,396	11,676,537	11,676,537	12,506,885	12,000,329	12,000,329
Capital Project Funds	7,370,184	5,362,484	5,362,484	7,229,080	5,397,000	5,397,000
Enterprise Funds	49,694,655	52,615,889	52,615,889	50,535,955	53,921,451	53,921,451
Internal Service Funds	1,743,710	1,937,666	1,937,666	1,856,255	2,077,666	2,077,666
Trust Funds	986,960	990,281	990,281	986,960	990,281	990,281
Total	<u>\$ 120,862,350</u>	<u>\$ 123,597,872</u>	<u>\$ 123,597,872</u>	<u>\$ 128,116,585</u>	<u>\$ 130,365,988</u>	<u>\$ 130,365,988</u>

2012-2013 Budget Comparison by Fund Type



City of Grand Forks
2013 City Budget

Budget Summary (continued)
2013 Budgeted Revenues/Expenditures/Expenses by Fund Type

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
General Fund	\$ 17,536,200	\$ 1,429,134	\$ 4,391,281	\$ 5,119,088	\$ 790,099
Special Revenue Funds	9,249,660	22,000	6,246,002	318,090	-
Debt Service Funds	859,090	-	17,659	-	-
Capital Project Funds	-	-	220,000	-	-
Enterprise Funds	9,047,157	45,000	2,420,862	34,339,192	-
Internal Service Funds	-	-	-	1,340,610	-
Trust Funds	950,741	-	1,170	-	-
Total	\$ 37,642,848	\$ 1,496,134	\$ 13,296,974	\$ 41,116,980	\$ 790,099

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
General Fund	\$ 24,913,782	\$ 6,362,605	\$ 891,110	\$ -	\$ 975,958
Special Revenue Funds	4,053,786	7,370,619	6,223,489	-	5,187,912
Debt Service Funds	-	-	-	10,759,842	1,240,487
Capital Project Funds	-	21,000	5,376,000	-	-
Expenses					
Enterprise Funds	11,296,996	21,282,878	7,083,510	12,471,171	1,786,896
Internal Service Funds	422,866	1,069,400	585,400	-	-
Trust Funds	-	990,281	-	-	-
Total	\$ 40,687,430	\$ 37,096,783	\$ 20,159,509	\$ 23,231,013	\$ 9,191,253

City of Grand Forks
2013 City Budget

Budget Summary (continued)
2013 Budgeted Revenues/Expenditures/Expenses by Fund Type (continued)

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond Proceeds	Total
\$ 125,000	\$ 206,384	\$ 2,307,644	\$ 1,096,125	\$ -	\$ 33,000,955
160,011	-	722,564	1,295,733	-	18,014,060
155,477	6,727,430	-	3,916,881	-	11,676,537
12,550	20,529	-	1,148,405	3,961,000	5,362,484
451,037	181,250	4,796,382	1,335,009	-	52,615,889
5,400	-	291,656	300,000	-	1,937,666
-	-	38,370	-	-	990,281
\$ 909,475	\$ 7,135,593	\$ 8,156,616	\$ 9,092,153	\$ 3,961,000	\$ 123,597,872

Total
\$ 33,143,455
22,835,806
12,000,329
5,397,000
-
53,921,451
2,077,666
990,281
\$ 130,365,988

City of Grand Forks
2013 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	-	-
Total	\$ 35,922,098	\$ 1,427,090	\$ 12,043,708	\$ 39,423,654	\$ 776,300

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	-	-
Expenses					
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	-	-	-
Total	\$ 39,636,521	\$ 31,028,836	\$ 25,100,172	\$ 23,641,819	\$ 8,709,237

City of Grand Forks
2013 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
\$ 1,446,562	\$ 6,936,374	\$ 7,298,287	\$ 8,709,237	\$ 6,879,040	\$ 120,862,350

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

**City of Grand Forks
2013 City Budget**

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

	<u>Taxes</u>	<u>Licenses and Permits</u>	<u>Inter- governmental</u>	<u>Charges for Goods and Services</u>	<u>Fines and Forfeitures</u>
Revenues					
General Fund	\$ 16,325,177	\$ 1,735,385	\$ 4,262,039	\$ 5,013,976	\$ 799,059
Special Revenue Funds	8,816,787	22,000	9,171,249	498,831	19,946
Debt Service Funds	809,416	-	17,294	-	-
Capital Project Funds	-	-	267,091	-	-
Enterprise Funds	8,163,019	61,183	1,710,321	31,109,967	-
Internal Service Funds	-	-	-	1,192,731	-
Trust Funds	1,064,216	-	1,539	-	-
Total	\$ 35,178,615	\$ 1,818,568	\$ 15,429,533	\$ 37,815,505	\$ 819,005
	<u>Personnel Services</u>	<u>Other Current</u>	<u>Capital Acquisition</u>	<u>Debt Service</u>	<u>Transfer Out</u>
Expenditures					
General Fund	\$ 22,703,364	\$ 5,676,398	\$ 799,345	\$ -	\$ 820,265
Special Revenue Funds	4,145,957.00	6,724,270.00	2,077,951.00	10,584.00	5,884,341.00
Debt Service Funds	-	113,298.00	-	15,630,348.00	2,768,582.00
Capital Project Funds	-	25,372.00	9,686,341.00	-	326,109.00
Expenses					
Enterprise Funds	10,123,678.00	18,181,262.00	6,956,424.00	12,902,051.00	3,770,242.00
Internal Service Funds	368,757.00	1,034,022.00	100,836.00	-	-
Trust Funds	-	1,091,778.00	-	-	-
	\$ 37,341,756	\$ 32,846,400	\$ 19,620,897	\$ 28,542,983	\$ 13,569,539

City of Grand Forks
2013 City Budget

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

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond/Notes Proceeds	Total
\$ 154,191	\$ 444,318	\$ 2,328,900	\$ 1,122,844	\$ -	\$ 32,185,889
250,100	-	1,752,639	1,152,164	-	21,683,716
1,350,272	7,596,046	-	5,454,274	15,780,000	31,007,302
159,279	-	-	4,450,588	5,695,000	10,571,958
748,800	46,371	4,494,178	1,329,669	-	47,663,508
3,649	-	306,774	-	-	1,503,154
3,624	-	36,241	-	-	1,105,620
\$ 2,669,915	\$ 8,086,735	\$ 8,918,732	\$ 13,509,539	\$ 21,475,000	\$ 145,721,147

Total	
\$	29,999,372
	18,843,103
	18,512,228
	10,037,822
	-
	51,933,657
	1,503,615
	1,091,778
\$	131,921,575

**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	-	-
Total	\$ 33,504,391	\$ 1,347,101	\$ 15,462,215	\$ 35,050,168	\$ 790,657

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
Expenses					
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	-	-	-
Total	\$ 37,160,151	\$ 30,089,260	\$ 23,085,964	\$ 44,314,118	\$ 20,107,237

City of Grand Forks
2012 City Budget

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

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
\$ 1,803,689	\$ 8,927,548	\$ 8,148,284	\$ 19,805,676	\$ 11,247,522	\$ 136,087,251

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

**City of Grand Forks
2013 City Budget**

**Budget Summary (continued)
2010-2013 Actual/Budgeted Revenues/Expenditures/Expenses**

2010 - 2013 Totals by Classification

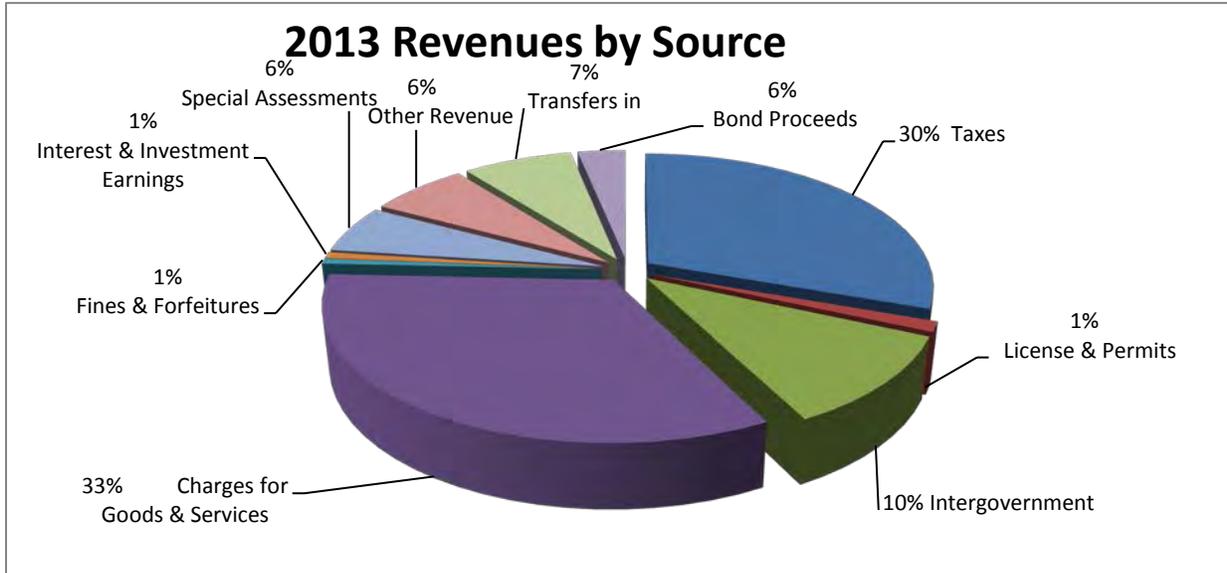
	2010	2011	2012	2013
	Actual	Actual	Budgeted	Budgeted
Revenues				
Taxes	\$ 33,504,391	\$ 35,223,617	\$ 35,922,098	\$ 37,642,848
Licenses and Permits	1,347,101	1,818,568	1,427,090	1,496,134
Intergovernmental	15,462,215	15,429,533	12,043,708	13,296,974
Charges for Goods and Services	35,050,168	37,815,505	39,423,654	41,116,980
Fines and Forfeitures	790,657	819,005	776,300	790,099
Interest and Investment Earnings	1,803,689	2,652,280	1,446,562	909,475
Special Assessments	8,927,548	8,086,735	6,936,374	7,135,593
Other Revenue	8,148,284	8,918,732	7,298,287	8,156,616
Transfers In	19,805,676	10,882,810	8,709,237	9,092,153
SRF/Bond Proceeds	11,247,522	24,137,635	6,879,040	3,961,000
Total	\$ 136,087,251	\$ 145,784,420	\$ 120,862,350	\$ 123,597,872
Expenditures/Expenses				
Personnel Services	\$ 37,160,151	\$ 37,341,756	\$ 39,636,521	\$ 40,687,430
Other Current	30,089,260	32,846,400	31,028,836	37,096,783
Capital Acquisition	21,558,371	19,620,897	25,100,172	20,159,509
Debt Service	44,314,118	28,542,983	23,641,819	23,231,013
Transfers Out	20,107,237	10,942,810	8,709,237	9,191,253
Total	\$ 153,229,137	\$ 129,294,846	\$ 128,116,585	\$ 130,365,988

2010 - 2013 Totals by Fund Type

	2010	2011	2012	2013
	Actual	Actual	Budgeted	Budgeted
Revenues				
General Fund	\$ 29,148,839	\$ 32,185,889	\$ 31,451,230	\$ 33,000,955
Special Revenue Funds	22,886,494	21,728,718	17,619,215	18,014,060
Debt Service Funds	22,244,820	31,007,302	11,996,396	11,676,537
Capital Project Funds	11,928,684	10,653,360	7,370,184	5,362,484
Enterprise Funds	47,460,977	47,600,377	49,694,655	52,615,889
Internal Service Funds	1,417,722	1,503,154	1,743,710	1,937,666
Trust Funds	999,715	1,105,620	986,960	990,281
Total	\$ 136,087,251	\$ 145,784,420	\$ 120,862,350	\$ 123,597,872
Expenditures				
General Fund	\$ 29,845,612	\$ 29,999,372	\$ 31,564,384	\$ 33,143,455
Special Revenue Funds	22,358,270	18,843,103	23,437,066	22,835,806
Debt Service Funds	30,574,815	18,512,228	12,506,885	12,000,329
Capital Project Funds	9,779,097	9,974,691	7,229,080	5,397,000
Expenses				
Enterprise Funds	58,133,939	49,370,059	50,535,955	53,921,451
Internal Service Funds	1,542,027	1,503,615	1,856,255	2,077,666
Trust Funds	995,377	1,091,778	986,960	990,281
Total	\$ 153,229,137	\$ 129,294,846	\$ 128,116,585	\$ 130,365,988

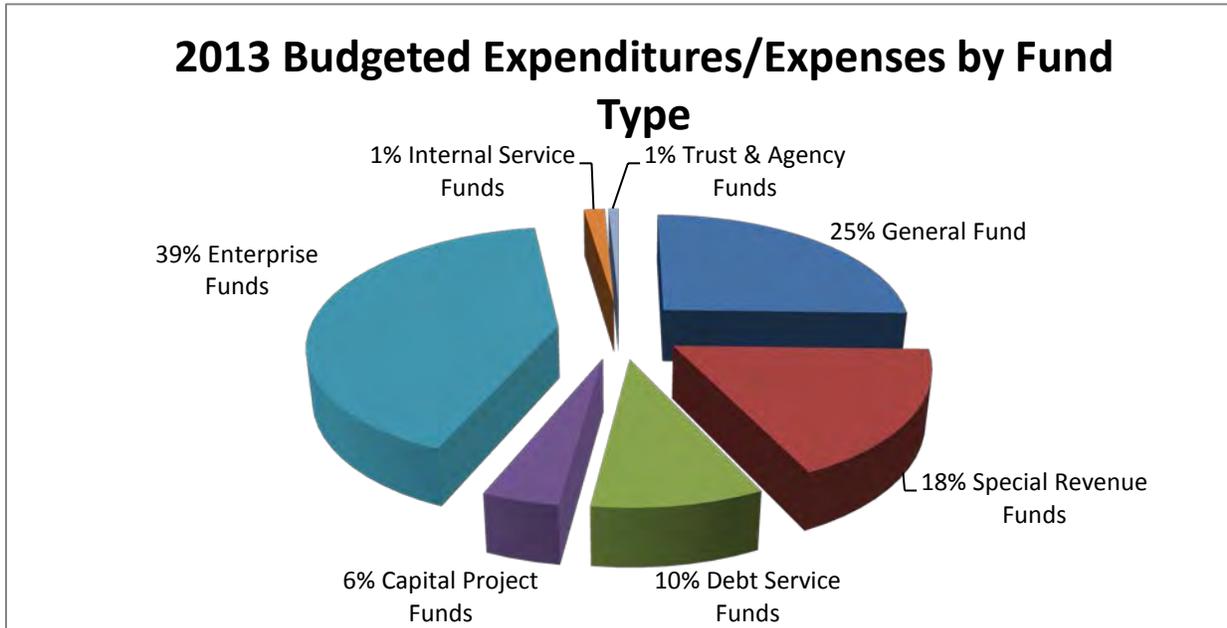
Budget Summary (continued)
2013 Budgeted Revenues by Source and Expenditures/Expenses by Fund Type

Where the money comes from...



Total Revenues - \$123,597,872

Where the money goes...



Total Expenditures/Expenses - \$130,365,988

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Salaries			Fringe Benefits		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
GENERAL FUND						
GENERAL GOVERNMENT						
Assessor	\$ 436,858	\$ 444,034	1.64%	\$ 198,810	\$ 204,298	2.76%
Attorney	-	-		-	-	0.00%
Finance & Administrative Services	799,141	788,858	-1.29%	276,000	299,249	8.42%
Planning & Zoning	257,452	264,982	2.92%	91,581	95,004	3.74%
City Hall	84,577	74,733	-11.64%	32,354	34,936	7.98%
Information Technology	552,707	583,756	5.62%	217,445	232,515	6.93%
Engineering	1,199,820	1,237,667	3.15%	429,035	445,597	3.86%
Inspections	670,154	685,745	2.33%	255,329	263,823	3.33%
Mayor & Council	178,192	207,256	16.31%	49,142	57,884	17.79%
City Administrator	170,774	174,080	1.94%	84,705	86,531	2.16%
Public Information Center	123,239	125,475	1.81%	41,474	44,165	6.49%
Miscellaneous	285,326	404,043	41.61%	298,156	210,000	-29.57%
Human Resources	331,579	428,463	29.22%	134,575	157,227	16.83%
HEALTH & WELFARE						
Health	783,264	792,139	1.13%	323,424	340,221	5.19%
4510 Nursing Fees	211,984	218,652	3.15%	50,812	71,611	40.93%
4560 Education Classes	-	-	0.00%	-	-	0.00%
4570 Local Health Svcs	74,727	79,945	6.98%	20,418	18,747	-8.18%
4580 Wellness Program	22,360	22,056	-1.36%	8,555	8,600	0.53%
PUBLIC SAFETY						
Fire	3,774,039	3,938,860	4.37%	1,512,098	1,622,758	7.32%
Municipal Court	183,128	187,269	2.26%	74,840	66,722	-10.85%
Police	5,218,397	5,568,360	6.71%	1,827,177	2,033,606	11.30%
PD40 Police Building	85,333	86,455	1.31%	44,572	45,825	2.81%
PD60 Training & Evidence Facility	-	-	0.00%	-	-	0.00%
Emergency Program Management	-	-	0.00%	-	-	0.00%
Public Safety Training Center	-	-	0.00%	-	-	0.00%
HIGHWAYS AND STREETS						
Street	1,567,828	1,620,715	3.37%	627,528	640,920	2.13%
Total General Fund	17,010,879	17,933,543	5.42%	6,598,030	6,980,239	5.79%
SPECIAL REVENUE FUNDS						
GENERAL GOVERNMENT						
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	150,000	150,000	0.00%	11,475	11,475	0.00%
Infrastructure	-	-	0.00%	-	-	0.00%
GF Housing Authority	337,405	-	-100.00%	146,665	-	-100.00%
Community Development	252,157	258,881	2.67%	71,648	65,962	-7.94%
HEALTH & WELFARE						
Health Grants	542,515	555,330	2.36%	187,512	187,379	-0.07%
Noxious Weed	-	-	0.00%	-	-	0.00%
PUBLIC SAFETY						
PSAP Communication Center	852,488	912,294	7.02%	287,277	309,045	7.58%
E-911 System	12,000	12,000	0.00%	1,018	1,018	0.00%
Emergency Levy	-	-	0.00%	-	-	0.00%
Police Grants	221,723	45,441	-79.51%	66,669	13,266	-80.10%
ECONOMIC DEVELOPMENT						
Economic Development	70,000	65,000	-7.14%	5,000	5,000	0.00%
CULTURE AND RECREATION						
Municipal Band	-	-	0.00%	-	-	0.00%
Public Library	1,118,621	1,045,038	-6.58%	364,592	370,592	1.65%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	-	0.00%
Special Grants	42,931	42,745	-0.43%	3,484	3,320	-4.71%
HIGHWAYS AND STREETS						
Highway Users Tax Distribution	-	-	0.00%	-	-	0.00%
Total Special Revenue Funds	3,599,840	3,086,729	-14.25%	1,145,340	967,057	-15.57%

City of Grand Forks
 2013 City Budget
 Budget Summary (continued)
 2012-2013 Budget Comparison by Fund Type/Category

	Salaries			Fringe Benefits		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
ENTERPRISE FUNDS						
Sanitation Utility	1,739,919	1,772,902	1.90%	775,446	806,043	3.95%
Wastewater Utility	1,223,739	1,211,491	-1.00%	448,723	482,665	7.56%
Waterworks Utility	1,558,440	1,568,020	0.61%	739,178	784,006	6.06%
Stormwater Utility	323,523	289,715	-10.45%	119,904	114,171	-4.78%
Public Transportation	962,655	959,330	-0.35%	365,724	357,387	-2.28%
Dial-A-Ride	76,432	127,672	67.04%	21,474	47,040	119.06%
Alerus	1,960,348	2,218,426	13.16%	-	-	0.00%
Mosquito	222,298	231,013	3.92%	43,711	46,445	6.25%
Job Development Authority	217,707	208,923	-4.03%	62,186	65,548	5.41%
Municipal Parking	9,149	4,350	-52.45%	3,604	1,849	-48.70%
Total Enterprise Funds	8,294,210	8,591,842	3.59%	2,579,950	2,705,154	4.85%
INTERNAL SERVICE FUNDS						
Computer Service Fund	-	-	0.00%	-	-	0.00%
Central Garage	245,685	253,938	3.36%	127,231	132,715	4.31%
Central Purchasing	-	-	0.00%	-	-	0.00%
Public Works Facility	26,374	26,918	2.06%	8,982	9,295	3.48%
Total Internal Service Funds	272,059	280,856	3.23%	136,213	142,010	4.26%
TRUST & AGENCY FUNDS						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
Total Trust & Agency Funds	-	-	0.00%	-	-	0.00%
Total Operating Budget	29,176,988	29,892,970	2.45%	10,459,533	10,794,460	3.20%
CAPITAL PROJECTS FUNDS						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Water Capital Projects (4201)	-	-	0.00%	-	-	0.00%
Capital Replacement Fund (4800)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2012 Special Assessment Project (4912)	-	-	0.00%	-	-	0.00%
2013 Special Assessment Project (4913)	-	-	0.00%	-	-	0.00%
Nuisance Abatement (4999)	-	-	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	-	-	0.00%
Total Capital Projects Funds	-	-	0.00%	-	-	0.00%
DEBT SERVICE FUNDS						
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 (Final Payr	-	-	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%
3121 GO Bonds - 2011E Dike 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%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	-	-	0.00%	-	-	0.00%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	-	-	0.00%	-	-	0.00%
3998 Sidewalk Warrants	-	-	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 Bond	-	-	0.00%	-	-	0.00%
Total Debt Service Funds	-	-	0.00%	-	-	0.00%
GRAND TOTALS	\$ 29,176,988	\$ 29,892,970	2.45%	\$ 10,459,533	\$ 10,794,460	3.20%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Maintenance & Operations			Capital Outlay		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
GENERAL FUND						
GENERAL GOVERNMENT						
Assessor	\$ 34,486	\$ 36,736	6.52%	\$ -	\$ -	0.00%
Attorney	255,900	255,900	0.00%	-	-	0.00%
Finance & Administrative Services	87,065	87,543	0.55%	-	-	0.00%
Planning & Zoning	25,450	22,450	-11.79%	-	-	0.00%
City Hall	203,396	204,261	0.43%	-	-	0.00%
Information Technology	65,980	67,950	2.99%	-	-	0.00%
Engineering	213,953	214,799	0.40%	74,430	27,500	-63.05%
Inspections	74,317	75,892	2.12%	53,531	5,000	-90.66%
Mayor & Council	100,938	104,688	3.72%	-	-	0.00%
City Administrator	7,953	7,953	0.00%	-	-	0.00%
Public Information Center	41,370	42,645	3.08%	-	10,000	100.00%
Miscellaneous	1,506,089	1,540,925	2.31%	79,000	-	-100.00%
Human Resources	104,511	105,811	1.24%	1,000	4,500	350.00%
HEALTH & WELFARE						
Health	75,896	79,015	4.11%	3,500	-	0.00%
4510 Nursing Fees	97,104	74,655	-23.12%	-	1,400	0.00%
4560 Education Classes	8,350	8,350	0.00%	-	-	0.00%
4570 Local Health Svcs	77,780	40,801	-47.54%	-	1,000	0.00%
4580 Wellness Program	3,085	3,344	8.40%	-	-	0.00%
PUBLIC SAFETY						
Fire	329,898	373,118	13.10%	234,364	43,750	-81.33%
Municipal Court	368,976	369,931	0.26%	2,965	-	-100.00%
Police	919,604	952,083	3.53%	258,600	362,460	40.16%
PD40 Police Building	168,470	173,987	3.27%	-	-	0.00%
PD60 Training & Evidence Facility	15,494	16,021	3.40%	-	-	0.00%
Emergency Program Management	48,108	48,108	0.00%	-	-	0.00%
Public Safety Training Center	66,084	64,584	-2.27%	500	50,500	10000.00%
HIGHWAYS AND STREETS						
Street	1,308,014	1,391,055	6.35%	385,000	385,000	0.00%
Total General Fund	6,208,271	6,362,605	2.49%	1,092,890	891,110	-18.46%
SPECIAL REVENUE FUNDS						
GENERAL GOVERNMENT						
General Fund Stabilization & Loan Fund	-	-	0.00%	-	-	0.00%
Public Building	50,161	70,092	39.73%	-	65,000	100.00%
City's Share Special Improvements	10,153	10,454	2.96%	-	-	0.00%
City Special Assessments	389,237	406,369	4.40%	-	-	0.00%
Insurance Reserve	245,175	270,175	10.20%	-	-	0.00%
General Sick Leave	-	-	0.00%	-	-	0.00%
Infrastructure	159,455	166,165	4.21%	2,870,000	2,060,000	-28.22%
GF Housing Authority	-	-	0.00%	-	-	0.00%
Community Development	1,510,578	2,985,707	97.65%	-	-	0.00%
HEALTH & WELFARE						
Health Grants	148,371	144,654	-2.51%	-	1,500	100.00%
Noxious Weed	2,899	3,070	5.90%	-	-	0.00%
PUBLIC SAFETY						
PSAP Communication Center	57,407	49,629	-13.55%	6,000	7,000	16.67%
E-911 System	419,284	508,127	21.19%	140,000	87,500	-37.50%
Emergency Levy	118,815	122,867	3.41%	-	-	0.00%
Police Grants	133,820	189,486	41.60%	-	-	0.00%
ECONOMIC DEVELOPMENT						
Economic Development	760,477	958,934	26.10%	-	-	0.00%
CULTURE AND RECREATION						
Municipal Band	16,684	17,143	2.75%	-	-	0.00%
Public Library	576,356	466,469	-19.07%	262,950	267,774	1.83%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	11,500	11,500	0.00%
Special Grants	177,445	177,605	0.09%	400	400	0.00%
HIGHWAYS AND STREETS						
Highway Users Tax Distribution	383,525	823,673	114.76%	4,358,734	3,722,815	-14.59%
Total Special Revenue Funds	5,159,842	7,370,619	42.85%	7,649,584	6,223,489	-18.64%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Maintenance & Operations			Capital Outlay		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
ENTERPRISE FUNDS						
Sanitation Utility	3,547,370	3,619,830	2.04%	1,375,000	1,510,000	9.82%
Wastewater Utility	3,021,643	3,157,629	4.50%	720,000	535,000	-25.69%
Waterworks Utility	4,378,959	4,352,234	-0.61%	1,356,060	1,514,700	11.70%
Stormwater Utility	1,107,520	1,134,250	2.41%	179,000	374,000	108.94%
Public Transportation	728,003	790,784	8.62%	1,136,000	415,000	-63.47%
Dial-A-Ride	537,593	577,800	7.48%	-	36,000	100.00%
Alerus	2,110,577	2,653,813	25.74%	3,534,108	1,433,771	-59.43%
Mosquito	396,857	394,651	-0.56%	32,000	34,000	6.25%
Job Development Authority	1,357,318	4,358,726	221.13%	97,600	640,239	555.98%
Municipal Parking	256,390	243,161	-5.16%	380,600	590,800	55.23%
Total Enterprise Funds	17,442,230	21,282,878	22.02%	8,810,368	7,083,510	-19.60%
INTERNAL SERVICE FUNDS						
Computer Service Fund	207,750	209,350	0.77%	161,150	170,400	5.74%
Central Garage	739,483	575,207	-22.21%	44,000	115,000	161.36%
Central Purchasing	9,000	9,000	0.00%	-	-	0.00%
Public Works Facility	251,600	275,843	9.64%	35,000	300,000	757.14%
Total Internal Service Funds	1,207,833	1,069,400	-11.46%	240,150	585,400	143.76%
TRUST & AGENCY FUNDS						
Convention & Visitors Bureau	874,000	874,000	0.00%	-	-	0.00%
Animal Control	112,960	116,281	2.94%	-	-	0.00%
Total Trust & Agency Funds	986,960	990,281	0.34%	-	-	0.00%
Total Operating Budget	31,005,136	37,075,783	19.58%	17,792,992	14,783,509	-16.91%
CAPITAL PROJECTS FUNDS						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Water Capital Projects (4201)	-	-	0.00%	3,800,000	-	-100.00%
Capital Replacement Fund (4800)	-	-	0.00%	-	416,000	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%
2013 Special Assessment Project (4913)	-	-	0.00%	-	4,490,000	100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	150,000	420,000	180.00%
Total Capital Projects Funds	21,000	21,000	0.00%	7,208,080	5,376,000	-25.42%
DEBT SERVICE FUNDS						
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 (Final Payr	-	-	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%
3121 GO Bonds - 2011E Dike Bonds	-	-	0.00%	-	-	0.00%
Debt Service Refundings						
3801 Sales Tax Res Rev Bond - 2001D	-	-	0.00%	-	-	0.00%
3802 Sales Tax Res Rev Bond - 2002H	1,350	-	-100.00%	-	-	0.00%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	-	-	0.00%	-	-	0.00%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	-	-	0.00%	-	-	0.00%
3998 Sidewalk Warrants	-	-	0.00%	-	-	0.00%
ECONOMIC DEVELOPMENT						
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 Bond	-	-	0.00%	-	-	0.00%
Total Debt Service Funds	2,700	-	-100.00%	-	-	0.00%
GRAND TOTALS	\$ 31,028,836	\$ 37,096,783	19.56%	\$ 25,001,072	\$ 20,159,509	-19.37%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Debt Service			Operating Transfers		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
GENERAL FUND						
GENERAL GOVERNMENT						
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%	-	31,732	100.00%
Inspections	-	-	0.00%	-	20,209	100.00%
Mayor & Council	-	-	0.00%	11,500	11,500	0.00%
City Administrator	-	-	0.00%	-	-	0.00%
Public Information Center	-	-	0.00%	-	-	0.00%
Miscellaneous	-	-	0.00%	642,814	695,053	8.13%
Human Resources	-	-	0.00%	-	-	0.00%
HEALTH & WELFARE						
Health	-	-	0.00%	-	3,500	100.00%
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%
PUBLIC SAFETY						
Fire	-	-	0.00%	-	213,964	100.00%
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%
HIGHWAYS AND STREETS						
Street	-	-	0.00%	-	-	0.00%
Total General Fund	-	-	0.00%	654,314	975,958	49.16%
SPECIAL REVENUE FUNDS						
GENERAL GOVERNMENT						
General Fund Stabilization & Loan Fund	-	-	0.00%	119,615	59,431	-50.31%
Public Building	-	-	0.00%	399,656	401,680	0.51%
City's Share Special Improvements	-	-	0.00%	83,908	78,027	-7.01%
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%	2,100,129	1,869,881	-10.96%
GF Housing Authority	-	-	0.00%	-	-	0.00%
Community Development	-	-	0.00%	380,600	56,800	-85.08%
HEALTH & WELFARE						
Health Grants	-	-	0.00%	25,000	25,000	0.00%
Noxious Weed	-	-	0.00%	-	-	0.00%
PUBLIC SAFETY						
PSAP Communication Center	-	-	0.00%	-	-	0.00%
E-911 System	-	-	0.00%	290,131	360,711	24.33%
Emergency Levy	-	-	0.00%	37,325	38,375	2.81%
Police Grants	-	-	0.00%	-	-	0.00%
ECONOMIC DEVELOPMENT						
Economic Development	-	-	0.00%	956,312	971,679	1.61%
CULTURE AND RECREATION						
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%
HIGHWAYS AND STREETS						
Highway Users Tax Distribution	-	-	0.00%	1,464,784	1,301,328	-11.16%
Total Special Revenue Funds	-	-	0.00%	5,882,460	5,187,912	-11.81%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Debt Service			Operating Transfers		
	2012 Budget	2013 Budget	% Increase (Decrease)	2012 Budget	2013 Budget	% Increase (Decrease)
ENTERPRISE FUNDS						
Sanitation Utility	954,695	953,070	-0.17%	-	90,000	100.00%
Wastewater Utility	3,261,075	3,214,188	-1.44%	58,009	548,177	844.99%
Waterworks Utility	1,701,398	1,920,205	12.86%	99,100	189,100	90.82%
Stormwater Utility	522,940	530,063	1.36%	-	30,000	100.00%
Public Transportation	-	-	0.00%	-	-	0.00%
Dial-A-Ride	-	-	0.00%	-	-	0.00%
Alerus	4,609,825	4,608,700	-0.02%	-	-	0.00%
Mosquito	114,657	112,107	-2.22%	-	-	0.00%
Job Development Authority	1,242,246	1,132,838	-8.81%	845,252	929,619	9.98%
Municipal Parking	-	-	0.00%	-	-	0.00%
Total Enterprise Funds	12,406,836	12,471,171	0.52%	1,002,361	1,786,896	78.27%
INTERNAL SERVICE FUNDS						
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%
Total Internal Service Funds	-	-	0.00%	-	-	0.00%
TRUST & AGENCY FUNDS						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
Total Trust & Agency Funds	-	-	0.00%	-	-	0.00%
Total Operating Budget	12,406,836	12,471,171	0.52%	7,539,135	7,950,766	5.46%
CAPITAL PROJECTS FUNDS						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Water Capital Projects (4201)	-	-	0.00%	-	-	0.00%
Capital Replacement Fund (4800)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2012 Special Assessment Project (4912)	-	-	0.00%	-	-	0.00%
2013 Special Assessment Project (4913)	-	-	0.00%	-	-	0.00%
Nuisance Abatement (4999)	-	-	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	-	-	0.00%
Total Capital Projects Funds	-	-	0.00%	-	-	0.00%
DEBT SERVICE FUNDS						
PUBLIC SAFETY						
3118 GO Bonds - 2006B Public Bldg Bonds	116,419	113,819	-2.23%	-	-	0.00%
3119 GO Bonds - 2007A Public Bldg Bonds	285,237	288,861	1.27%	-	-	0.00%
PERM FLOOD PROTECTION - PUBLIC WORKS						
3114 GO Bonds - 2001A Hwy Ref Bond (Final Payr	173,425	-	-100.00%	-	-	0.00%
3117 GO Bonds - 2002G Dike Bonds	287,288	-	-100.00%	-	-	0.00%
3120 GO Bonds - 2008B Dike Refunding Bonds	681,675	704,175	3.30%	286,288	260,800	-8.90%
3121 GO Bonds - 2011E Dike Bonds	-	260,800	100.00%	-	-	0.00%
Debt Service Refundings	7,281,517	7,157,078	-1.71%	982,914	979,687	-0.33%
3801 Sales Tax Res Rev Bond - 2001D	997,307	-	-100.00%	-	-	0.00%
3802 Sales Tax Res Rev Bond - 2002H	533,613	-	-100.00%	-	-	0.00%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	-	448,650	100.00%	-	-	0.00%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	-	930,600	100.00%	-	-	0.00%
3998 Sidewalk Warrants	-	-	0.00%	-	-	0.00%
ECONOMIC DEVELOPMENT						
3209 Tax Increment - American Woods	32,250	-	-100.00%	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	305,337	314,944	3.15%	-	-	0.00%
3898 Corporate Center Bond	540,915	540,915	0.00%	-	-	0.00%
Total Debt Service Funds	11,234,983	10,759,842	-4.23%	1,269,202	1,240,487	-2.26%
GRAND TOTALS	\$ 23,641,819	\$ 23,231,013	-1.74%	\$ 8,808,337	\$ 9,191,253	4.35%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	<u>Grand Total</u>		
	2012 <u>Budget</u>	2013 <u>Budget</u>	% Increase <u>(Decrease)</u>
<u>GENERAL FUND</u>			
<u>GENERAL GOVERNMENT</u>			
Assessor	\$ 670,154	\$ 685,068	2.23%
Attorney	255,900	255,900	0.00%
Finance & Administrative Services	1,162,206	1,175,650	1.16%
Planning & Zoning	374,483	382,436	2.12%
City Hall	320,327	313,930	-2.00%
Information Technology	836,132	884,221	5.75%
Engineering	1,917,238	1,957,295	2.09%
Inspections	1,053,331	1,050,669	-0.25%
Mayor & Council	339,772	381,328	12.23%
City Administrator	263,432	268,564	1.95%
Public Information Center	206,083	222,285	7.86%
Miscellaneous	2,811,385	2,850,021	1.37%
Human Resources	571,665	696,001	21.75%
<u>HEALTH & WELFARE</u>			
Health	1,186,084	1,214,875	2.43%
4510 Nursing Fees	359,900	366,318	1.78%
4560 Education Classes	8,350	8,350	0.00%
4570 Local Health Svcs	172,925	140,493	-18.75%
4580 Wellness Program	34,000	34,000	0.00%
<u>PUBLIC SAFETY</u>			
Fire	5,850,399	6,192,450	5.85%
Municipal Court	629,909	623,922	-0.95%
Police	8,223,778	8,916,509	8.42%
PD40 Police Building	298,375	306,267	2.64%
PD60 Training & Evidence Facility	15,494	16,021	3.40%
Emergency Program Management	48,108	48,108	0.00%
Public Safety Training Center	66,584	115,084	72.84%
<u>HIGHWAYS AND STREETS</u>			
Street	<u>3,888,370</u>	<u>4,037,690</u>	<u>3.84%</u>
Total General Fund	31,564,384	33,143,455	5.00%
<u>SPECIAL REVENUE FUNDS</u>			
<u>GENERAL GOVERNMENT</u>			
General Fund Stabilization & Loan Fund	119,615	59,431	-50.31%
Public Building	449,817	536,772	19.33%
City's Share Special Improvements	94,061	88,481	-5.93%
City Special Assessments	414,237	431,369	4.14%
Insurance Reserve	245,175	270,175	10.20%
General Sick Leave	161,475	161,475	0.00%
Infrastructure	5,129,584	4,096,046	-20.15%
GF Housing Authority	484,070	-	-100.00%
Community Development	2,214,983	3,367,350	52.03%
<u>HEALTH & WELFARE</u>			
Health Grants	903,398	913,863	1.16%
Noxious Weed	2,899	3,070	5.90%
<u>PUBLIC SAFETY</u>			
PSAP Communication Center	1,203,172	1,277,968	6.22%
E-911 System	862,433	969,356	12.40%
Emergency Levy	156,140	161,242	3.27%
Police Grants	422,212	248,193	-41.22%
<u>ECONOMIC DEVELOPMENT</u>			
Economic Development	1,791,789	2,000,613	11.65%
<u>CULTURE AND RECREATION</u>			
Municipal Band	16,684	17,143	2.75%
Public Library	2,322,519	2,149,873	-7.43%
Library Capital Maintenance	-	-	0.00%
Community Enhancement	11,500	11,500	0.00%
Special Grants	224,260	224,070	-0.08%
<u>HIGHWAYS AND STREETS</u>			
Highway Users Tax Distribution	<u>6,207,043</u>	<u>5,847,816</u>	<u>-5.79%</u>
Total Special Revenue Funds	23,437,066	22,835,806	-2.57%

City of Grand Forks
2013 City Budget
Budget Summary (continued)
2012-2013 Budget Comparison by Fund Type/Category

	Grand Total		
	<u>2012 Budget</u>	<u>2013 Budget</u>	<u>% Increase (Decrease)</u>
<u>ENTERPRISE FUNDS</u>			
Sanitation Utility	8,392,430	8,751,845	4.28%
Wastewater Utility	8,733,189	9,149,150	4.76%
Waterworks Utility	9,833,135	10,328,265	5.04%
Stormwater Utility	2,252,887	2,472,199	9.73%
Public Transportation	3,192,382	2,522,501	-20.98%
Dial-A-Ride	635,499	788,512	24.08%
Alerus	12,214,858	10,914,710	-10.64%
Mosquito	809,523	818,216	1.07%
Job Development Authority	3,822,309	7,335,893	91.92%
Municipal Parking	649,743	840,160	29.31%
Total Enterprise Funds	50,535,955	53,921,451	6.70%
<u>INTERNAL SERVICE FUNDS</u>			
Computer Service Fund	368,900	379,750	2.94%
Central Garage	1,156,399	1,076,860	-6.88%
Central Purchasing	9,000	9,000	0.00%
Public Works Facility	321,956	612,056	90.11%
Total Internal Service Funds	1,856,255	2,077,666	11.93%
<u>TRUST & AGENCY FUNDS</u>			
Convention & Visitors Bureau	874,000	874,000	0.00%
Animal Control	112,960	116,281	2.94%
Total Trust & Agency Funds	986,960	990,281	0.34%
Total Operating Budget	108,380,620	112,968,659	4.23%
<u>CAPITAL PROJECTS FUNDS</u>			
PERM FLOOD PROTECTION - PUBLIC WORKS			
Water Capital Projects (4201)	3,800,000	-	-100.00%
Capital Replacement Fund (4800)	-	416,000	100.00%
Sidewalk Repair (4891)	50,000	50,000	0.00%
2012 Special Assessment Project (4912)	3,208,080	-	-100.00%
2013 Special Assessment Project (4913)	-	4,490,000	100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%
CULTURE AND RECREATION			
Bikeway Capital Projects (4108)	150,000	420,000	180.00%
Total Capital Projects Funds	7,229,080	5,397,000	-25.34%
<u>DEBT SERVICE FUNDS</u>			
PUBLIC SAFETY			
3118 GO Bonds - 2006B Public Bldg Bonds	116,419	113,819	-2.23%
3119 GO Bonds - 2007A Public Bldg Bonds	285,237	288,861	1.27%
PERM FLOOD PROTECTION - PUBLIC WORKS			
3114 GO Bonds - 2001A Hwy Ref Bond (Final Payr	173,425	-	-100.00%
3117 GO Bonds - 2002G Dike Bonds	287,288	-	-100.00%
3120 GO Bonds - 2008B Dike Refunding Bonds	967,963	964,975	-0.31%
3121 GO Bonds - 2011E Dike Bonds	-	260,800	100.00%
Debt Service Refundings	8,264,431	8,136,765	-1.54%
3801 Sales Tax Res Rev Bond - 2001D	997,307	-	-100.00%
3802 Sales Tax Res Rev Bond - 2002H	534,963	-	-100.00%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	-	448,650	100.00%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	-	930,600	100.00%
3998 Sidewalk Warrants	-	-	0.00%
ECONOMIC DEVELOPMENT			
3209 Tax Increment - American Woods	32,250	-	-100.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	306,687	314,944	2.69%
3898 Corporate Center Bond	540,915	540,915	0.00%
Total Debt Service Funds	12,506,885	12,000,329	-4.05%
GRAND TOTALS	\$ 128,116,585	\$ 130,365,988	1.76%

**City of Grand Forks
2013 City Budget**

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

	Budgeted Revenue	Projected Beginning Cash 1-1-13	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2014
GENERAL FUND					
1100 General Fund	\$ 33,000,955	\$ 5,900,000	\$ 39,043,455	\$ 33,143,455	\$ 5,900,000
Use of Department Carryover		142,500			
SPECIAL REVENUE FUNDS					
General Government					
2101 General Fund Stabilization & Loan Fund	8,368	836,828	845,196	59,431	785,765
2121 Public Buildings	538,021	43,000	581,021	536,772	44,249
2142 City Share Special Improvements	70,877	36,000	106,877	88,481	18,396
2145 City Special Assessments	370,316	110,000	480,316	431,369	48,947
2151 Insurance Reserve	270,175	-	270,175	270,175	-
2154 General Sick Leave	5,315	531,518	536,833	161,475	375,358
2169 Infrastructure	3,760,260	2,995,000	6,755,260	4,096,046	2,659,214
2196 GF Housing Authority	-	-	-	-	-
2199 Community Development	1,724,502	1,642,848	3,367,350	3,367,350	-
Health and Welfare					
2146 Health Grants	913,863	-	913,863	913,863	-
2157 Noxious Weed Control	3,070	-	3,070	3,070	-
Public Safety					
2104 PSAP Communication Center	1,202,968	295,717	1,498,685	1,277,968	220,717
2105 E-911 System	829,488	490,450	1,319,938	969,356	350,582
2106 Emergency	161,242	355,000	516,242	161,242	355,000
2170 Police Grants	248,193	-	248,193	248,193	-
Economic Development					
2163 Economic Development	1,997,632	1,030,303	3,027,935	2,000,613	1,027,322
Culture and Recreation					
2109 Municipal Band	17,143	3,000	20,143	17,143	3,000
2124 Public Library	2,105,622	500,000	2,605,622	2,149,873	455,749
2127 Public Library Capital Maint.	-	363,500	363,500	-	363,500
2136 Community enhancement Grant	11,500	-	11,500	11,500	-
2139 Special Grants	224,070	-	224,070	224,070	-
Highways and Streets					
2115 Highway Users Tax Distribution	3,550,435	6,929,141	10,479,576	5,847,816	4,631,760
Total Special Revenue Funds	18,013,060	16,162,305	34,175,365	22,835,806	11,339,559
ENTERPRISE FUNDS					
5100 Sanitation	8,753,549	255,000	9,008,549	8,751,845	256,704
5200 Wastewater	9,150,541	336,600	9,487,141	9,149,150	337,991
5300 Waterworks	9,844,252	695,000	10,539,252	10,328,265	210,987
5400 Stormwater	2,262,663	592,000	2,854,663	2,472,199	382,464
5500 Public Transportation	2,636,972	500,000	3,136,972	2,522,501	614,471
5600 Dial-A-Ride	788,512	500,000	1,288,512	788,512	500,000
5700 Alerus Center	12,206,726	2,496,000	14,702,726	10,914,710	3,788,016
5800 Mosquito Control	818,216	70,000	888,216	818,216	70,000
5996 Job Development Authority	5,635,298	1,700,595	7,335,893	7,335,893	-
5997 Parking Lots	519,160	321,000	840,160	840,160	-
Total Enterprise Funds	52,615,889	7,466,195	60,082,084	53,921,451	6,160,633
INTERNAL SERVICE FUNDS					
6101 Computer Service Fund	279,750	100,000	379,750	379,750	-
6102 Central Garage	1,056,860	20,000	1,076,860	1,076,860	-
6103 Central Purchasing	9,000	-	9,000	9,000	-
6104 Public Works Facility	592,056	20,000	612,056	612,056	-
Total Internal Service	1,937,666	140,000	2,077,666	2,077,666	-
TRUST & AGENCY FUNDS					
7201 Convention & Visitors Bureau	874,000	-	874,000	874,000	-
7202 Animal Control	116,281	-	116,281	116,281	-
Total Trust & Agency	990,281	-	990,281	990,281	-
Total Operating Budget	106,557,851	29,668,500	136,368,851	112,968,659	23,400,192

**City of Grand Forks
2013 City Budget**

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

	Budgeted Revenue	Projected Beginning Cash 1-1-13	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2014
CAPITAL PROJECT FUNDS					
Permanent Flood Protection - Public Works					
4122 Bridge Repair/Rehab	212,100	1,210,000	1,422,100	-	1,422,100
4800 Capital Replacement Fund	269,405	416,000	685,405	416,000	269,405
4891 Sidewalk Repair	50,000	-	50,000	50,000	-
4913 2013 Special Assessment Proj	4,490,000	-	4,490,000	4,490,000	-
4999 Nuisance Abatements	20,979	65,000	85,979	21,000	64,979
Culture and Recreation					
4108 Bikeway Capital Project	320,000	294,000	614,000	420,000	194,000
Total Capital Projects	5,362,484	1,985,000	7,347,484	5,397,000	1,950,484
DEBT SERVICE FUNDS					
Public Safety					
3118 2006B GO Public Bldg Bonds	113,819	-	113,819	113,819	-
3119 2007A GO Public Bldg Bonds	287,913	5,228	293,141	288,861	4,280
Permanent Flood Protection - Public Works					
3114 2001A Hwy Ref Bond (Final Pmt 12/1/12)	-	-	-	-	-
3120 2008B GO Dike Refunding Bond	868,010	160,120	1,028,130	964,975	63,155
3121 2011E GO Dike Refunding Bond	260,800	-	260,800	260,800	-
Total General Obligation	1,530,542	165,348	1,695,890	1,628,455	67,435
Tax Increment					
Economic Development					
3204 1986A Tax Incr. - Norby's	-	(106,616)	(106,616)	-	(106,616)
3209 1993G Tax Incr. - American Woods	10,340	(25,000)	(14,660)	-	(14,660)
Total Tax Increment	10,340	(131,616)	(121,276)	-	(121,276)
Permanent Flood Protection - Public Works					
3400 Debt Service - Refundings	7,864,316	14,810,119	22,674,435	8,136,765	14,537,670
Revenue Bonds					
Permanent Flood Protection - Public Works					
3805 2011A Sales Tax Res Rev Bond	447,650	1,000	448,650	448,650	-
3806 2011F Sales Tax Res Rev Bond	929,600	1,000	930,600	930,600	-
Economic Development					
3804 2007C Sales Tax Res Rev Bond - Cirrus	314,175	23,147	337,322	314,944	22,378
3898 Corporate Center Bonds	540,915	-	540,915	540,915	-
Total Revenue Bonds	2,232,340	25,147	2,257,487	2,235,109	22,378
Warrants					
Permanent Flood Protection - Public Works					
3998 Sidewalk Warrants	38,999	376,024	415,023	-	415,023
Total Debt Service	11,676,537	15,245,022	26,921,559	12,000,329	14,921,230
GRAND TOTAL	\$ 123,596,872	\$ 47,041,022	\$ 170,637,894	\$ 130,365,988	\$ 40,271,906

Budget Summary (continued) Financial Forecasts

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 2013 through 2018 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 6.9 percent over the past ten years. Our projections are based on a 3.49 to 5.49 percent growth rate from the increase in the tax base.

The sales tax is 15 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 2011 was 5.15 percent. 2012 collections are coming in very well, and currently up about 13 percent over 2011. We have projected a 5 percent increase in this revenue stream for 2013, and a conservative 3 percent increase in years 2014 through 2018. 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 2013. Building permits have seen great growth in the past, but had slowed in most recent years. We are seeing good building activity in 2011 and 2012. We are budgeting a \$50,000 increase in 2013 for this revenue stream. 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 an average of 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.

Expenditures:

Personnel services expenditures are the largest portion of expenditures within the General Fund. A 2.71 percent average salary increase is included in the 2013 budget. Our 2014 to 2018 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 2013 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. A similar increase was made in 2012.

**Budget Summary (continued)
Financial Forecasts**

Special Revenue Funds

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

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 2013 budget includes a \$59,431 transfer is also budgeted in 2013 to the Insurance Reserve Fund. This transfer will only be made if needed. This fund has also been used to fund a portion of contributions to the defined benefit pension. No transfer is budgeted in 2013.

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. The projection includes a 3 percent annual increase for the years 2014 through 2018.

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 3.49 to 5.49 percent annually.

A small portion of property taxes also goes to fund the city's band. These projections are also tied to the projected 3.49 to 5.49 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 2012. We have increased our revenue projections for 2013 and project a conservative 3 percent per year thereafter. We will review this annually. We also benefited from a legislative distribution received from the state for our streets. 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 3.49 to 5.49 percent projected annual increase as stated earlier. Salaries are projected to increase at a rate of 3 percent per year.

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 2013 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 5 percent increase in sales tax in 2013, as well as a 3 percent increase per year thereafter.

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 by 5 percent and an increase 3 percent annually thereafter. The Infrastructure Fund is currently being reviewed as part

**Budget Summary (continued)
Financial Forecasts**

of a multi-year study, analyzing utility and street projects, revenue gaps, and revenue generating options. This study will be complete for the 2014 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 2013 budget includes one officer.

No projection is included for GF Housing Authority. This fund's purpose has been to receive and disburse funds provided by the GF Housing Authority to run payroll for GF Housing employees. They will no longer be utilizing the City for this service.

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.

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. The Highway User Fund pays \$50,000 annually for sidewalks

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 increases are included in the 2013 budget: Water includes a 4 percent increase; Wastewater includes 4 percent rate increase; Sanitation includes a 3.5 increase; and stormwater projects a 7 percent increase for stormwater, and 7 percent for flood protection. A 2.71 percent increase in 2013 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 2014 budget process. A more detailed summary of Capital related items will be found in the CIP section of the budget document.

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 2.71 percent in 2013, 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 Center 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 5 percent for 2013, and then projected with a 3 percent annual increase thereafter.

**Budget Summary (continued)
Financial Forecasts**

The Job Development Authority (JDA) Fund's portfolio services 32 loans valued at over \$2.3 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

Departmental Summaries
Departmental Index

	Page
Citywide Mission/Goals	65
General Fund	69
General Government	
Assessing	71
City Attorney.....	73
Finance and Administrative Services	74
Planning and Zoning	76
City Hall.....	78
Information Technology.....	80
Engineering.....	82
Inspections.....	84
Mayor and Council	86
City Administrator.....	88
Public Information Center.....	90
Miscellaneous	92
Human Resources	93
Health and Welfare	
Health	95
Health – Nursing Fees	97
Health – Education Classes	99
Health – Local Health Services	100
Health – Wellness Program.....	102
Public Safety	
Fire.....	104
Municipal Court	106
Police	108
Police – Police Building.....	110
Police – Police Annex Building.....	112
Emergency Management	113
Public Safety Training Center.....	114
Highways and Streets	
Streets.....	115
Special Revenue Funds	
General Government	
GFLoan and Stabilization	117
Public Building.....	119
City’s Share of Special Improvements	121
City Special Assessments	123
Insurance Reserve	125
General Sick Leave.....	127
Infrastructure	129
GF Housing Authority	131
Community Development.....	133
Health and Welfare	
Health Grants	135
Noxious Weed.....	137
Public Safety	
PSAP	139
E911	141
Emergency Levy	143
Fire Grants	145
Police Grants.....	146
Economic Development	
Economic Development	148
Culture and Recreation	
Municipal Band.....	150

**City of Grand Forks
2013 City Budget**

**Departmental Summaries
Departmental Index**

Library	152
Library Capital Maintenance.....	154
Community Enhancement	156
Special Grant	157
Highways and Streets	
Highway Users Tax Distribution	159
Capital Project Funds	
General Government	
Capital Replacement.....	161
Permanent Flood Protection – Public Works	
Flood Control Projects.....	162
Flood Protection	163
Greenway	164
Clearwell	165
Bridge Repari/Rehab.....	165
Public Works Facility Remodel.....	167
Waterworks Capiatl Projects	168
Wastewater Capital Projects	169
Stormwater Capital Projects.....	170
Sanitation Capital Projects	171
Sidewalk Repair	172
2007-2010 Special Assessment Projects.....	174
2011 Special Assessment Projects	175
2012 Special Assessment Projects	176
Nuisance Abatement.....	177
Health and Welfare	
Mosquito Control Facility	179
Public Safety	
Public Safety Training Facility	180
Public Safety Answering Point (PSAP) Expansion.....	181
Culture and Recreation	
Bikeway Capital Projects.....	182
Proprietary Funds	
Enterprise Funds	
Sanitation	185
Wastewater	188
Water	191
Stormwater.....	194
Public Transit	197
Dial-A-Ride/Senior Rider.....	199
Alerus Center	201
Mosquito Control	203
Job Development Authority	205
Municipal Parking System	207
Internal Service Funds	
Computer Service Fund	209
Central Garage.....	211
Central Purchasing.....	213
Public Works Facility	215
Fiduciary Fund Types	
Trust and Agency Funds	
Convention and Visitors Bureau.....	217
Animal Control.....	219

Departmental Summaries (continued) Citywide Goals and Objectives

The city provides the services and opportunities to support Grand Forks as a responsive, transparent, effective and efficient organization and is responsible for leading the community in upholding the **Grand Forks Promise: “All individuals and businesses have the opportunity to grow”**.

Through budget and practice, the city makes quantifiable and measurable commitments in the five Grand Forks Promise pillar areas:

- 1) A safe environment
- 2) An affordable & competitive place to live & do business
- 3) A commitment to our youth
- 4) Opportunities to be engaged
- 5) Rich cultural & healthy experiences

The following goals, expectations and methods illustrate measurable ways to focus on and achieve the Grand Forks Promise.

A safe environment

GOAL 1(a): Ensure public safety

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 entities have appropriate resources:

- Provide adequate resources for police, fire, 911 answering point and health functions
- Provide opportunities for up-to-date training
- Proceed with Police Department accreditation
- Ensure effective and most up to date communications systems for first responders
- Continue budgeting and planning for south-end fire station
- Prioritize health issues such as west nile, H1N1 and other communicable diseases
- Inform the public, through multiple methods, about community emergency response plans

Goal 1(b): Promote partnerships within the organization and between other entities.

Partnerships must be fostered and strengthened through planning, communication and training:

- Partner with local, regional and state partners in coordinated disaster/emergency response
- Enter into and keep current memorandums of understanding and memorandums of agreement with regional/state first responders
- Continue partnership with GF Air Force Base
- Partner with community entities to provide necessary services for individual, family and community safety.

Goal 1(c): Plan for long-term safety

Long-term safety plans provide assurance to both residents and businesses, which results in greater ability to invest in our community.

- Properly maintained flood protection system
- Plan for provision of core public safety response and operations through capital and personnel budgeting
- Develop metrics and include processes that will benchmark services and routinely measure effectiveness

An affordable & competitive place to live & do business

GOAL 2(a): Deliver excellent services at a good value

The public entrusts the city to provide expected services at a reasonable cost – with transparency and openness. Those services begin with policies adopted by the Mayor and City Council, and are carried out through the City Administrator and Department Heads. Emphasis is placed on properly funding services and delivering them efficiently:

- 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 employees to provide the highest levels of service
- Provide accessibility for the public to voice questions and concerns about services to ensure expectations are understood and met

Departmental Summaries (continued)
Citywide Goals and Objectives

GOAL 2b: Fuel a thriving economy with partnerships and business-favorable policies

City government will work as a catalyst to business and industrial growth to promote a job creation and commercial development. It will also partner with other community, state, regional and federal entities to promote economic opportunities. The city can help create a strong business climate with the right policies, regulations and practices:

- Continue to dedicate a portion of sales tax to economic development
- Work with key partners including the Grand Forks Region Economic Development Corporation, Grand Forks County, The Chamber, UND and Federal and State partners on coordinated economic development efforts
- Leverage existing resources and assets including existing businesses, a well-educated workforce and excellent quality of life to strengthen, expand and attract business
- Continue to promote Grand Forks as a Destination City, working with the Greater Grand Forks Convention and Visitor's Bureau and other local and state partners to promote tourism
- Promote growth and commercial investment in Industrial Park and Grand Forks Business Park
- 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
- 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 to develop tools such as market and customer information to further strengthen the retail economy
- 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

2c: Promote Housing Opportunities for All

The city is a catalyst for many housing opportunities. It works with local, state and federal partners to provide everything from emergency housing and assisted living to affordable rentals and first-time homeownership. Particular attention is also paid to neighborhoods and community areas that promote a high quality of living for families and the workforce:

- Carry out and/or expand upon the recommendations of the Blue Ribbon Commission on Housing
- Provide resources for the Office of Urban Development programs
- Strengthen partnerships with HUD and the state
- Innovative approaches like the Mayor's Urban Neighborhood Initiative (MUNI)
- Partnerships with local entities such as Red River Valley Community Action (RRVCA)
- Continue the work of the Homeless Coalition
- Develop plans to implement Long-term or Maturing Population Housing
- Develop partnerships to address potential UND/Near UND neighborhood issues
- Update rental codes and landlord/tenant issues

GOAL 2(d): Prioritize sustainable infrastructure planning and maintenance

The City of Grand Forks provides for orderly and consistent growth in the community for all sectors. The city is accountable for long-range planning for vital services such as transportation and affordable utilities infrastructure like water and wastewater. The city has taken a leadership role in sustainability – looking after the long term maintenance of economic, social and environmental well-being, while also encouraging commercial and education opportunities in developing energy sectors.

- Review and amend planning codes to ensure consistency with overall land-use goals
- Continue to develop asset management practices and long-term infrastructure plan
- Continue to dedicate sales tax for infrastructure
- Investigate and implement innovative solutions to meet regulatory requirements and minimize negative effects to positive development
- Use Six Year Plan to budget and prepare for future infrastructure
- Plan for large projects such as a Wastewater Treatment Facility and to develop partnerships and budgets to assure effective completion
- Seek federal and state partnerships to implement actions that promote sustainability
- Lead by example on energy efficient use and effective resource management
- Conduct public education on what the city is doing to promote responsible land use
- Support Sustainability Program and strengthen partnerships with UND, EERC, State Energy Office and Congressional Delegation

Departmental Summaries (continued)
Citywide Goals and Objectives

A commitment to our youth

GOAL 3(a): Demonstrate leadership on youth issues

The City will continue to take leadership roles in promoting positive environments and opportunities for young people. It will strive to mitigate or eliminate detrimental impacts to Grand Forks youth.

- Continue partnering with School District on Grand Forks Youth Commission and YORS
- Continue leadership and supportive roles in the Safer Tomorrows Coalition to end or mitigate childhood exposure to violence
- Communicate Grand Forks' recognition – six times in a row – as one of the 100 Best Communities for Young People by the America's Promise Alliance
- Continue to champion child safety issues like safe visitation, increased awareness and response to domestic violence, particularly involving children
- Facilitate engagement of young people in community issues through channels like the Youth Commission

GOAL 3(b): Support partners on youth issues

There are many, many organizations, entities and individuals working to improve the conditions, opportunities and environment for young people. From health and wellness to leadership and engagement opportunities, the Grand Forks Community is full of people dedicated to a bright future for our children. The City has a major role in finding ways to support these entities in the appropriate way:

- When working with community partners – on any issue – consider the impact to young people
- Continue communications and relationships with local non-profits and taxing entities to foster a collaborative approach to partners
- Find ways to support efforts like reducing alcohol and drug abuse and support organizations like SafeKids Coalition
- Continue supporting special events and arts events that provide positive youth and family opportunities

Opportunities to be engaged

GOAL 4(a): Build community engagement through broad-based partnerships

The key to an effective government is accessibility and accountability by the public. Traditional media will be employed along with the internet and social media to most effectively engage all populations. The city will focus on productively creating a customer service-oriented culture and ensuring communication is clear, consistent and reliable.

- Continue emphasizing the value of an informed & educated public and accessible government.
- 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

GOAL 4(b): Promote diverse opportunities for citizen engagement

Citizens must be active and involved in city committees and community boards. Involvement must be promoted, acknowledged and appreciated.

- Continue partnered efforts like www.engagetheforks.com to promote engagement in non-traditional methods
- Provide print and electronic material and options to be informed and engaged
- Adopt a communication plan to effectively communicate on all levels
- Continue to publish opportunities to participate in city committees
- Maintain files of interested parties and follow up when openings appear
- Treat volunteer members with respect and celebrate contributions made

Departmental Summaries (continued) Citywide Goals and Objectives

Rich cultural & health experiences

GOAL 5(a): Promote an inclusive community and high quality of life for all populations

The city must continue to balance the needs of diverse populations when planning for future growth. All community members deserve respect, a place in our community, and the opportunities to build a future for themselves and their families. The city can provide tangible support and leadership to achieve and sustain an inclusive community.

- Ensure vital services like public transit (CAT) meet expectations, including access, reliability and cost effectiveness
- Support United Way and partnerships with Non-Profits to maximize efforts to address vulnerable populations and those in need in our community
- Continue Grand Forks Immigrant Integration Initiative efforts and activities
- Respect all views, including existing and new residents, and tolerate open dialogue
- Provide leadership and assist with developing resources to welcome and effectively incorporate New Americans to the community
- Engage community partners – individuals and non-profits – in dialogue about community needs and opportunities including major issues like the Grand Forks Public Library.
- Continue the Youth Commission, Mayor's Cabinet on Young People and UND Student Government coordination

Goal 5(b): Promote health and recreation

Grand Forks is a healthy and active community and its residents have demonstrated an appreciation and demand for ongoing healthy opportunities. The city will provide leadership in the issues of recreational opportunities and overall community health and supports facilities, programming and resources in a variety of ways from community partnerships with other non-profits, promotion of participatory athletic events and continued investment/management in amenities like the Greenway.

- Support Grand Forks Public Health department
- Encourage community wide solutions from threats to healthy choices and environment
- Support ongoing Greenway operations and maintenance, including programs
- Consider pilot projects and promote public-private partnerships to create and sustain new events and programs

GOAL 5(c): Support special events and the organizations that hold them

Special events compose a large part of the community's quality of life by providing entertainment options and validating individual, neighborhood and specific demographic interests. The city is in a role to support but not necessarily initiate or manage special events. Implicit in this role is providing guidance and resources.

- Continue to support organizations and efforts that emphasize the arts (NOVAC, UND, Artist in Residence, ArtFest, etc.), recreation (Park District, Wellness Center, Altru, etc.) and special events (Special Events fund and administration)
- Continue Arts Funding and Special Events funding to preserve and promote the unique character of Grand Forks and region like Extreme North Dakota & Rollin' on the Red.

GOAL 5(d): Preserve and promote an historic, cultural and innovative Spirit

Government, working with community partners, is a catalyst for preserving and promoting the historic character and innovative spirit of community and business development. Our neighborhoods are the key to our quality of life. The City will provide incentives and encouragement for arts and special events that yield diverse new ideas. It will encourage programs and partnerships to champion the continued development of non-traditional approaches.

- Support/partner with programs like GGF Young Professionals and NV360 Community Visioning
- 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 citywide Renaissance Zone projects
- Support the Historic Preservation Commission recommendations and actions
- Emphasize neighborhoods (MUNI) as critical components of the community and provide for planning and resources to strengthen them
- Continue Sister City efforts, reinforcing support for diversity, educational opportunities, and openness to different peoples, cultures and ideas and to foster the world-view necessary for next generation business

**City of Grand Forks
2013 City Budget**

**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.

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.

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.

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.

Continue to plan for additional fire station to serve the Southeast Quadrant of the city and its operational impact when the station is projected to come online in 2016.

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

2013 Objectives

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

Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Property Tax	\$ 11,096,321	\$ 11,782,018	\$ 12,425,900	\$ 12,768,206	\$ 12,768,206
Sales Tax	4,222,936	4,520,947	4,433,432	4,746,994	4,746,994
Other Tax	21,711	22,212	21,000	21,000	21,000
License & Permits	1,293,388	1,735,385	1,362,090	1,429,134	1,429,134
Intergovernmental	3,440,560	4,262,039	3,343,992	4,391,281	4,391,281
Charges for Services	4,200,039	5,013,976	5,152,634	5,119,088	5,119,088
Special Assessments	410,965	444,318	230,612	206,384	206,384
Fines & Forfeitures	788,214	799,059	776,300	790,099	790,099
Interest	178,493	154,191	150,000	125,000	125,000
Other Revenue	2,189,939	2,328,900	2,198,735	2,307,644	2,307,644
Transfers In	1,306,273	1,122,844	1,356,535	1,096,125	1,096,125
Cash Carryover - budget	-	-	4,162,465	6,042,500	6,042,500
Totals	\$ 29,148,839	\$ 32,185,889	\$ 35,613,695	\$ 39,043,455	\$ 39,043,455
Expenditures by Function(1)					
General Government	9,142,525	9,167,620	10,127,793	10,364,874	10,364,874
Health & Welfare	1,618,209	1,696,908	1,761,259	1,760,536	1,760,536
Public Safety	13,987,138	14,593,748	15,132,648	16,004,397	16,004,397
Highway & Streets	3,684,805	3,720,831	3,888,370	4,037,690	4,037,690
Transfer Out(2)	1,412,935	820,265	654,314	975,958	975,958
Totals	\$ 29,845,612	\$ 29,999,372	\$ 31,564,384	\$ 33,143,455	\$ 33,143,455
Director: Maureen Storstad					

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

(2) The transfer out is primarily to PSAP for the City's portion of PSAP expenses; 2010 actual includes a transfer to the Loan & Stabilization Fund from excess bond proceeds; 2011 actual includes a \$112,000 transfer to the Municipal Parking Fund and a \$50,000 transfer from Police Department carryover for share of PSAP building expansion project. 2013 budget also includes transfer of capital reserve to capital replacement fund.

City of Grand Forks
2013 City Budget

Departmental Summaries
General Fund

Projection					
Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Property Tax	13,661,326	14,477,697	15,341,129	16,151,713	16,993,843
Sales/Other Tax	4,910,404	5,057,086	5,208,169	5,363,784	5,524,067
License & Permits	1,472,008	1,516,168	1,561,653	1,608,503	1,656,758
Intergovernmental	4,562,154	4,740,706	4,927,283	5,122,246	5,325,972
Charges for Services	5,281,150	5,397,653	5,564,438	5,687,469	5,843,074
Special Assessments	154,638	106,005	13,522	13,522	13,522
Fines & Forfeitures	815,373	823,527	831,762	840,080	848,480
Interest	125,000	125,000	150,000	175,000	175,000
Other Revenue	2,419,421	2,530,365	2,646,848	2,769,161	2,897,616
Transfers In	1,117,292	1,147,654	1,188,504	1,222,449	1,268,115
(Reserve)/Use of Reserve for SE Fire Stati	(478,953)	(667,532)	1,602,758	-	-
Cash Carryover - budget	5,900,000	5,404,649	5,259,987	5,923,611	5,915,161
Totals	\$ 39,939,813	\$ 40,658,978	\$ 44,296,053	\$ 44,877,538	\$ 46,461,608
Expenditures by Function(1)					
General Government	10,886,480	11,234,273	11,684,149	12,096,545	12,671,943
Health & Welfare	1,869,030	1,848,207	1,924,739	1,911,233	1,982,604
Public Safety(2)	16,803,263	17,204,654	19,452,550	19,494,855	20,325,828
Highway & Streets	4,190,331	4,303,733	4,457,802	4,583,614	4,756,584
Transfers Out(3)	786,060	808,124	853,202	876,130	899,743
Totals	\$ 34,535,164	\$ 35,398,991	\$ 38,372,442	\$ 38,962,377	\$ 40,636,702

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

(2) Increase in Public Safety Function in 2016 due to operational impact of SE Fire Station in 2016.

(3) The transfer out is to PSAP for the City's portion of PSAP expenses as well as transfer of capital reserve dollars to capital replacement fund.

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 1st 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 90% 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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Coefficient of Dispersion - Residential	6.517	6.250	6.165	6.204	5.759
Coefficient of Dispersion - Commercial	12.418	11.538	9.512	19.337	10.994
Price-Related Differential - Residential	1.004	1.006	1.008	1.004	1.007
Price-Related Differential - Commercial	0.957	1.042	0.997	1.108	0.995
Percent Assessed by February 1	100.0%	100.0%	100.0%	100.0%	100.0%
Percentage of Properties Re-appraised	13.3%	12.0%	6.0%	5.8%	6.8%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 610,638	\$ 629,344	\$ 635,668	\$ 648,332	\$ 648,332
Mtce & Operations	26,812	33,049	34,486	36,736	36,736
Capital	-	464	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 637,450	\$ 662,857	\$ 670,154	\$ 685,068	\$ 685,068

Director: John Herz

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 672,909	\$ 688,187	\$ 715,297	\$ 731,505	\$ 761,392
Mtce Operations	37,091	37,451	37,815	38,184	38,558
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 710,000	\$ 725,638	\$ 753,112	\$ 769,689	\$ 799,950

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	1.00	1.00	1.00	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	7.00	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)*	-	-	-	-	-
Total FTE	7.00	7.00	7.00	7.00	7.00

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.

2013 Objectives

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

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Maintenance & Operations	\$ 285,041	\$ 241,029	\$ 255,900	\$ 255,900	\$ 255,900
Capital	-	-	-	-	-
Totals	<u>\$ 285,041</u>	<u>\$ 241,029</u>	<u>\$ 255,900</u>	<u>\$ 255,900</u>	<u>\$ 255,900</u>
Director: Howard Swanson					

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget				
Expenditures					
Mtce Operations	\$ 258,802	\$ 261,741	\$ 264,719	\$ 267,736	\$ 270,793
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 258,802</u>	<u>\$ 261,741</u>	<u>\$ 264,719</u>	<u>\$ 267,736</u>	<u>\$ 270,793</u>

**City of Grand Forks
2013 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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Alcohol Beverage Licenses	75	74	73	74	80
Moody's Bond Rating	Aa3	Aa3	Aa3	Aa2	Aa2
Avg number-checks per month	906	885	854	876	844
Avg number-water meters read monthly	13,493	13,611	13,789	13,921	14,084
Percent of Utility accounts collected within 30 Days	86%	90%	87%	88%	86%

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Expenditures					
Personnel Services	\$ 1,051,318	\$ 1,043,846	\$ 1,075,141	\$ 1,088,107	\$ 1,088,107
Mtce & Operations	69,466	85,536	87,065	87,543	87,543
Capital	-	3,853	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,120,784	\$ 1,133,235	\$ 1,162,206	\$ 1,175,650	\$ 1,175,650

Director: Maureen Storstad

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Expenditures					
Personnel Services	\$ 1,128,482	\$ 1,155,826	\$ 1,200,030	\$ 1,229,039	\$ 1,277,525
Mtce Operations	88,394	89,254	90,125	91,007	91,900
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,216,876	\$ 1,245,080	\$ 1,290,155	\$ 1,320,046	\$ 1,369,425

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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
Grant Accountant, Sr.	-	-	-	-	0.15
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	3.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	15.00	15.00	15.00	15.00	14.15
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	15.00	15.00	15.00	15.00	14.15

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.

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 and School Districts, and Metropolitan Planning Organization, with a goal of maintaining and improving the quality of life and economic base in the community.

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 2040 Land Use Plan was adopted in 2011.

2013 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.

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.

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 2040 Land Use Plan.

Statistics	2007	2008	2009	2010	2011
Amendments, and Site Plans Reviewed	36	24	18	20	30
Conventional & Planned Unit Developments Rezoning	7	1	2	6	7
Number of annexations	-	6	5	4	10
Total acres annexed	-	43.15	37.99	39.00	129.69
Number of Plats and Replats	53	13	13	24	17

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 414,721	\$ 378,520	\$ 349,033	\$ 359,986	\$ 359,986
Mtce & Operations	17,234	13,757	25,450	22,450	22,450
Capital	251	1,564	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 432,206	\$ 393,842	\$ 374,483	\$ 382,436	\$ 382,436

Director: Brad Gengler

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Contracted Personnel Services	\$ 372,420	\$ 381,821	\$ 395,340	\$ 405,313	\$ 420,036
Mtce Operations	22,644	22,940	23,242	23,549	23,864
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 395,064	\$ 404,761	\$ 418,582	\$ 428,862	\$ 443,900

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
City Planner***	1.00	1.00	1.00	1.00	1.00
Planner, Senior	2.00	2.00	2.00	1.00	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	3.00	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)*	-	-	-	-	-
Total FTE	5.00	5.00	5.00	4.00	4.00

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

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.

2013 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	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 118,076	\$ 109,261	\$ 116,931	\$ 109,669	\$ 109,669
Mtce & Operations	167,020	206,664	203,396	204,261	204,261
Capital	14,267	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	54,222	-	-	-	-
Totals	\$ 353,585	\$ 315,924	\$ 320,327	\$ 313,930	\$ 313,930
Director: Daryl Hovland					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 113,902	\$ 116,530	\$ 121,188	\$ 123,976	\$ 129,111
Mtce Operations	219,393	235,902	253,922	273,598	295,095
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 333,295	\$ 352,432	\$ 375,110	\$ 397,574	\$ 424,206

Staffing Chart	Appropriated Positions 2003	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Building Maintenance, Lead (1)	1.00	-	1.00	1.00	1.00
Building Maintenance Worker	1.00	2.00	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)*	-	-	-	-	-
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 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, analysis and 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.

2013 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 Public Works with asset management.

Statistics	2007	2008	2009	2010	2011
Number of Phones Supported	596	582	581	602	638
Number of Computers Supported	455	507	444	455	498
Number of Notes Databases Supported	110	124	132	136	146
Number of Yearly hours saved	3,750	4,340	4,900	5,300	5,500

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 746,584	\$ 758,945	\$ 770,152	\$ 816,271	\$ 816,271
Mtce & Operations	34,323	65,951	65,980	67,950	67,950
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 780,907	\$ 824,896	\$ 836,132	\$ 884,221	\$ 884,221

Director: Roxanne Fiala

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Expenditures					
Personnel Services	\$ 846,603	\$ 866,730	\$ 899,978	\$ 921,331	\$ 957,845
Mtce Operations	68,319	68,697	69,079	69,468	69,865
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 914,922	\$ 935,427	\$ 969,057	\$ 990,799	\$ 1,027,710

Staffing Chart	Appropriated Positions	Appropriated Positions	Appropriated Positions	Appropriated Positions	Appropriated Positions
	2009	2010	2011	2012	2013
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	-	-
Total FTE	9.20	9.20	9.20	9.00	9.00

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Flood fight plan % complete by March 15	98%	98%	98%	98%	98%
Infrastructure damage due to flooding	\$0	\$0	\$0	\$0	\$0
% of plats recorded within 2 weeks of final signature	98%	99%	99%	99%	99%
Infrastructure data updated by March 15	95%	95%	95%	95%	95%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 1,526,383	\$ 1,553,152	\$ 1,628,855	\$ 1,683,264	\$ 1,683,264
Mtce & Operations	144,492	164,276	213,953	214,799	214,799
Capital	87,357	46,084	74,430	27,500	27,500
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	-	31,732	31,732
Totals	\$ 1,758,232	\$ 1,763,513	\$ 1,917,238	\$ 1,957,295	\$ 1,957,295
Director: Allen Grasser					
(1) transfer out to capital replacement fund					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 1,745,453	\$ 1,788,016	\$ 1,856,061	\$ 1,901,217	\$ 1,975,804
Mtce Operations	220,867	227,296	234,118	241,367	249,079
Capital	54,700	45,000	30,000	30,000	30,000
Debt Service	-	-	-	-	-
Transfers Out(1)	31,260	35,114	35,114	36,596	36,661
Totals	\$ 2,052,280	\$ 2,095,426	\$ 2,155,293	\$ 2,209,180	\$ 2,291,544
(1) transfer to capital replacement fund					

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
City Engineer***	1.00	1.00	1.00	1.00	1.00
Asst. City Engineer	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	1.00	1.00	1.00	1.00	3.00
City Electrician	1.00	1.00	1.00	1.00	-
Electrical Division Manager	-	-	-	-	1.00
Civil Engineer	2.00	2.00	2.00	2.00	1.00
Civil Engineering Specialist	1.00	1.00	1.00	1.00	2.00
Master Electrician	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	4.00	4.00	2.00
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	0.40	0.40	0.40	0.40
Traffic Signal Painter*	0.25	0.20	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist**	0.50	0.75	0.75	0.75	0.75
Total Classified(Permanent)	18.00	18.00	17.00	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)**	-	-	-	-	0.75
Total Non-Classified(Seasonal)*	1.85	1.85	1.85	1.85	1.10
Total FTE	20.85	20.85	19.85	19.85	19.85

**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 City of Grand Forks is also one of the only cities in North Dakota that holds a Building Code Effectiveness Grading Schedule (BCEGS) rating that helps lower building insurance rates for its citizens.

The 2011 construction season was a very good year for construction, after having a couple more average years. The number of housing units constructed in 2011 was three hundred and twenty-six (326) compared to one hundred twenty-eight (128) in 2010 and two hundred sixty-seven (267) in 2009. Other construction numbers for various categories were up for the year. The total value of construction for 2011 was \$144,053,797 compared to \$82,175,820 for 2010. This total is up over seventy-five percent (75%) over last year's total value of construction and seventy-eight percent (78%) of 2009's value of \$80,847,912. The value of construction is the second highest experience by the Department with the highest being recorded in 2006 of \$156,559,059. 2011's value of construction was ninety-two (92%) of the highest on record. Because revenue is fairly closely related to value of construction it was the second highest generated by the department also at \$1,130,752 compared to 2006's record revenue of \$1,201,601 which is only six percent (6%) less than that record. What stands out about this revenue number is that it is almost forty-five percent (45%) more than 2010's revenue number of \$781,937. The department experienced four years of lower revenue from 2007 to 2010 but now has seen a significant increase. This increase was not due to anything other than additional construction activity. These numbers indicated that the department is covering 117% 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 energy programs. The department implemented the first energy codes for the City of Grand Forks. All of these steps are prudent for the City's commitment to do whatever can be done to improve the use of energy and conservation where possible.

The Building Inspection Department started to have a more involved role in asbestos and lead abatement programs for the city owned buildings. The Department continued this year to review, permit and inspect storm water/erosion control permits and to work with other city departments on various programs such as the FOG program (Fats, Oils, and Grease), Green and Energy Programs.

2013 Objectives

Staff continues to increase our education on the LED (Leadership in Energy and Environment Design) certification and other "Green" technologies. To assist other city departments and the public with energy efficiency, green programs, GOD (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 develop a more comprehensive building maintenance program for city owned buildings in order to establish better budgeting for large maintenance items.

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

Statistics	2007	2008	2009	2010	2011
CRS Rating	5	5	5	5	5
Average Miles Per Month Mechanical Inspections	492	541	498	504	643
Average Miles Per Month Sign Permits	211	223	22	34	178
Building Permits Issued	1,365	1,282	1,524	1,682	1,480
Value of Permits Issued	\$94,157,731	\$81,594,739	\$80,847,912	\$82,175,820	\$144,053,797

City of Grand Forks
2013 City Budget

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

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Expenditures					
Personnel Services	\$ 877,868	\$ 899,228	\$ 925,483	\$ 949,568	\$ 949,568
Mtce & Operations	47,933	49,065	74,317	75,892	75,892
Capital	33,710	-	53,531	5,000	5,000
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	-	20,209	20,209
Totals	\$ 959,511	\$ 948,293	\$ 1,053,331	\$ 1,050,669	\$ 1,050,669
Director: Allen Grasser					
Building & Zoning Administrator: Bev Collings					
(1) transfer to capital replacement fund					

Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget3	2018 Projected Budget
Expenditures					
Personnel Services	\$ 983,058	\$ 1,006,482	\$ 1,043,126	\$ 1,067,980	\$ 1,108,099
Mtce Operations	74,935	81,136	80,582	87,224	87,153
Capital	16,000	15,000	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	15,726	15,236	17,146	17,677	17,769
Totals	\$ 1,089,719	\$ 1,117,854	\$ 1,140,854	\$ 1,172,881	\$ 1,213,021
(1) transfer to capital replacement fund					

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Building & Zoning Adminsitrator	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	1.00
Office Specialist, Senior(1)	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
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
2013 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.

2013 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 and to continue to develop ways to engage citizens.

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

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.

Statistics	2007	2008	2009	2010	2011
General Fund Mill Levy(1)	72.48	70.29	73.34	73.26	74.43
Appointments to Boards/Commissions	227	227	227	227	227
(1) General Fund Mill levy for 2012 is 74.43 and 2012 is 75.43.					
Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 222,019	\$ 225,332	\$ 227,334	\$ 265,140	\$ 265,140
Mtce & Operations	107,783	122,585	100,938	104,688	104,688
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	3,875	11,500	11,500	11,500
Totals	\$ 329,802	\$ 351,792	\$ 339,772	\$ 381,328	\$ 381,328
Director: Mayor Michael R. Brown					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 276,228	\$ 283,604	\$ 295,755	\$ 293,581	\$ 316,924
Mtce Operations	107,209	109,803	112,469	115,210	118,031
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 383,437	\$ 393,407	\$ 408,224	\$ 408,791	\$ 434,955

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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
Total FTE	10.00	10.00	10.00	10.00	10.00

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.

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.

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

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.

2013 Objectives

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

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

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.

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.

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.

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	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 255,089	\$ 254,747	\$ 255,479	\$ 260,611	\$ 260,611
Mtce & Operations	5,381	5,843	7,953	7,953	7,953
Capital	-	258	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	3,875	-	-	-
Totals	<u>\$ 260,470</u>	<u>\$ 264,723</u>	<u>\$ 263,432</u>	<u>\$ 268,564</u>	<u>\$ 268,564</u>
Director: Richard Duquette					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 269,323	\$ 275,268	\$ 284,803	\$ 291,111	\$ 301,563
Mtce Operations	8,028	8,102	8,179	8,255	8,335
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 277,351	\$ 283,370	\$ 292,982	\$ 299,366	\$ 309,898

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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)*	-	-	-	-	-
Total FTE	2.00	2.00	2.00	2.00	2.00

**City of Grand Forks
2013 City Budget**

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

Mission Statement

The Grand Forks Public Information Center proactively supports the City of Grand Forks, ND by providing effective internal communication within City Government and with all external constituents, including residents, visitors, businesses and stakeholders.

Program Description

The Public Information Center provides a broad range of services to the City, including serving as the first point of contact for all inquiries, tracking and following up on citizen concerns and requests, playing a key communication role during emergencies, assisting other city departments with information documents and dissemination, creation and daily maintenance of the city website www.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, videotaping other city meetings and handling media requests.

2013 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.

Statistics	2007	2008	2009	2010	2011
Sponsors per Council meeting	16	14	13	18	16
Annual Revenue Generated	\$8,276	\$7,400	\$5,898	\$9,845	\$8,276
Calls per Month	1,500	1,600	1,600	1,600	1,600
Web site hits (avg monthly)	31,500	25,500	18,333	21,500	33,200
Implementation of Communication Plan	80%	85%	87%	87%	89%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Actual	Actual	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 152,854	\$ 156,489	\$ 164,713	\$ 169,640	\$ 169,640
Mtce & Operations	38,844	39,880	41,370	42,645	42,645
Capital	12,483	1,916	-	10,000	10,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 204,181	\$ 198,284	\$ 206,083	\$ 222,285	\$ 222,285
Director: Pete Haga					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 177,425	\$ 181,979	\$ 190,573	\$ 195,404	\$ 204,907
Mtce Operations	43,850	45,090	46,367	47,683	49,039
Capital	10,000	34,000	23,000	10,000	23,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 231,275	\$ 261,069	\$ 259,940	\$ 253,087	\$ 277,446

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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)*	-	-	-	-	-
Total FTE	2.50	2.50	2.50	2.50	2.50

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

2013 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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Expenditures					
Personnel Services(1)	\$ 392,490	\$ 127,704	\$ 583,482	\$ 614,043	\$ 614,043
Mtce & Operations	1,151,571	1,290,579	1,506,089	1,540,925	1,540,925
Capital	-	104,211	79,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	1,331,745	762,515	642,814	695,053	695,053
Totals	\$ 2,875,806	\$ 2,285,009	\$ 2,811,385	\$ 2,850,021	\$ 2,850,021
Director: Maureen Storstad					
(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	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 675,699	\$ 746,479	\$ 827,744	\$ 921,067	\$ 1,028,250
Mtce Operations	1,598,537	1,685,563	1,783,445	1,884,738	1,997,939
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	826,060	808,124	853,202	876,130	899,743
Totals	\$ 3,100,296	\$ 3,240,166	\$ 3,464,391	\$ 3,681,935	\$ 3,925,932

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 six 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.

2013 Objectives

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

Statistics	2007	2008	2009	2010	2011
Percentage of salary line increase overall (City Council goal is to maintain 100% of defined market midpoint)	3.16%	3.07%	3.45%	3.36%	1.72%
Number of New Hires	25.00	29.00	28.00	30.00	30.00
Number Retired	9.00	3.00	15.00	11.00	15.00
Number Resigned	20.00	23.00	13.00	17.00	26.00
Number Terminated	3.00	1.00	2.00	-	2.00
Number Deceased	2	-	-	-	-

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Recommended	Budget	Budget
Expenditures					
Personnel Services	\$ 437,649	\$ 450,680	\$ 466,154	\$ 585,690	\$ 585,690
Mtce & Operations	91,863	103,438	104,511	105,811	105,811
Capital	1,005	370	1,000	4,500	4,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 530,517	\$ 554,488	\$ 571,665	\$ 696,001	\$ 696,001

Director: Daryl Hovland

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 601,882	\$ 617,125	\$ 634,441	\$ 650,613	\$ 669,144
Mtce Operations	107,340	108,899	110,488	112,111	113,765
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 709,222	\$ 726,024	\$ 744,929	\$ 762,724	\$ 782,909

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	3.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	0.10	-	-	-
Total Classified(Permanent)	5.00	5.00	5.00	5.00	6.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.10	0.10	-	-	-
Total FTE	5.10	5.10	5.00	5.00	6.00

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Customer Service Satisfaction Rate	97.50%	97.00%	99.00%	98.50%	96.00%
Complaints investigated within 24 hours	99.85%	99.10%	99.10%	99.75%	99.20%
Complaints resolved within 30 days	97.20%	98.30%	97.68%	98.33%	97.35%
Percent of pools coliform free	97.30%	95.00%	94.15%	96.90%	97.05%
Average restaurant inspection rating	93.50%	93.75%	92.65%	93.68%	92.50%
Age appropriate immunization rate for 2 year-olds	65.00%	78.00%	60.00%	59.00%	68.00%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 1,078,927	\$ 1,070,150	\$ 1,106,688	\$ 1,132,360	\$ 1,132,360
Mtce & Operations	59,188	67,836	75,896	79,015	79,015
Capital	442	1,921	3,500	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	-	3,500	3,500
Totals	\$ 1,138,557	\$ 1,139,907	\$ 1,186,084	\$ 1,214,875	\$ 1,214,875

Director: Don Shields

(1) transfer to capital replacement fund

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 1,175,347	\$ 1,202,594	\$ 1,249,836	\$ 1,278,743	\$ 1,330,764
Mtce Operations	80,247	81,507	82,795	84,115	85,464
Capital	56,500	-	28,000	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	10,176	17,346	17,346	19,614	19,614
Totals	\$ 1,322,270	\$ 1,301,447	\$ 1,377,977	\$ 1,382,472	\$ 1,435,842

(1) transfer to capital replacement fund

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	1.00
Total Classified(Permanent)	13.00	13.00	13.00	13.00	13.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	13.00	13.00	13.00	13.00	13.00

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Age appropriate immunization rate for 2 year-olds(1)	65.00%	78.00%	60.00%	59.00%	68.00%
Satisfactory HIV/AIDS Client Counseling	100.00%	100.00%	100.00%	100.00%	100.00%
Achieve 100% TB Treatment Completion	71.00%	68.00%	79.00%	79.00%	70.00%
(1) In 2007 there were seven additional vaccine doses added to the required schedule.					
	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 209,664	\$ 237,933	\$ 262,796	\$ 290,263	\$ 290,263
Mtce & Operations	99,607	109,802	97,104	74,655	74,655
Capital	1,371	2,454	-	1,400	1,400
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 310,642	\$ 350,189	\$ 359,900	\$ 366,318	\$ 366,318
Director: Don Shields					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 290,263	\$ 290,263	\$ 290,263	\$ 290,263	\$ 290,263
Mtce Operations	74,655	74,655	74,655	74,655	74,655
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 364,918				

Staffing Chart(1)	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Team Leader(1)	0.25	0.30	0.40	0.40	0.60
Public Health Nurse (1)	2.25	2.45	3.00	3.00	2.15
Public Health Nurse *	0.25	0.50	0.40	0.40	-
Total Classified(Permanent)	2.50	2.75	3.40	3.40	2.75
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.25	0.50	0.40	0.40	-
Total FTE	2.75	3.25	3.80	3.80	2.75

(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
2013 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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Certified Restaurant Managers- Trained	77%	78.65%	75.80%	75.50%	75.00%

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -		\$ -
Mtce & Operations	4,442	4,230	8,350	8,350	8,350
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 4,442	\$ 4,230	\$ 8,350	\$ 8,350	\$ 8,350

Director: Don Shields

Projection	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Department Summary					
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	5,150	5,150	5,150	5,150	5,150
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 5,150				

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

2013 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.

Statistics	2007	2008	2009	2010	2011
Provide Satisfactory Customer Service	97.50%	97.00%	99.00%	99.00%	96.00%
Assess 90% of clients for Tobacco use and offer resources to quit	N/A	N/A	N/A	84.17%	97.80%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 75,390	\$ 96,852	\$ 95,145	\$ 98,692	\$ 98,692
Mtce & Operations	44,241	61,123	77,780	40,801	40,801
Capital	11,482	10,882	-	1,000	1,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 131,113	\$ 168,857	\$ 172,925	\$ 140,493	\$ 140,493
Director: Don Shields					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget				
Expenditures					
Personnel Services	\$ 98,692	\$ 98,692	\$ 98,692	\$ 98,692	\$ 98,692
Mtce Operations	40,801	40,801	40,801	40,801	40,801
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 139,493				

Staffing Chart	Appropriated Positions				
	2009	2010	2011	2012	2013
Public Health Nurse	0.45	0.45	0.65	0.65	0.70
Office Specialist	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	0.10
Public Health Nurse *	0.15	0.15	-	-	-
Total Classified(Permanent)	1.20	1.20	1.40	1.40	0.70
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.15	0.15	-	0.10	0.10
Total FTE	1.35	1.35	1.40	1.50	0.80

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Positively influence lifestyle behaviors(1) (1) This is a new statistic first tracked in 2007.	84.3%	83.5%	84.6%	84.0%	84.0%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 28,709	\$ 28,673	\$ 30,915	\$ 30,656	\$ 30,656
Mtce & Operations	4,746	5,051	3,085	3,344	3,344
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 33,455	\$ 33,725	\$ 34,000	\$ 34,000	\$ 34,000

Director: Don Shields

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 30,656	\$ 30,656	\$ 30,656	\$ 30,656	\$ 30,656
Mtce Operations	3,344	3,344	3,344	3,344	3,344
Capital					
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 34,000				

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Public Health Dietician	0.40	0.40	0.40	0.40	0.40
Total Classified(Permanent)	0.40	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)*	-	-	-	-	-
Total FTE	0.40	0.40	0.40	0.40	0.40

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Average response time (in minutes)	4.60	4.25	3.95	3.89	4.01
Number of fire alarms	598	570	516	535	632
ISO Fire Insurance Rating	3	3	3	3	3
# Fire Code Inspections	1303	1350	1367	1289	931
Avg # violations found per building	2.40	2.01	2.60	2.34	3.20

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 5,070,403	\$ 5,173,244	\$ 5,286,137	\$ 5,561,618	\$ 5,561,618
Mtce & Operations	230,981	383,039	329,898	373,118	373,118
Capital	35,217	37,701	234,364	43,750	43,750
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	-	213,964	213,964
Totals	\$ 5,336,601	\$ 5,593,984	\$ 5,850,399	\$ 6,192,450	\$ 6,192,450

Director: Pete O'Neill

(1) transfer to capital replacement fund

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services(1)	\$ 5,788,309	\$ 5,928,723	\$ 7,251,150	\$ 7,431,341	\$ 7,761,612
Mtce Operations	392,521	413,353	468,244	495,096	524,058
Capital	39,423	39,423	490,748	19,135	27,645
Debt Service	-	-	-	-	-
Transfers Out(2)	284,660	284,660	286,780	279,335	281,335
Totals	\$ 6,504,913	\$ 6,666,159	\$ 8,496,922	\$ 8,224,907	\$ 8,594,650

(1) In 2016, add 10 to 12 firefighters to staff new southeast fire station
(2) transfer to capital replacement fund

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	-
Fire Battalion Chief	3.00	3.00	3.00	3.00	4.00
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	13.00	15.00	15.00	15.00	18.00
Firefighter(1)	17.00	15.00	15.00	15.00	12.00
Fleet Maintenance Mechanic, Lead	-	-	-	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	-	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	1.00
Office Specialist, Senior	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)*	-	-	-	-	-
Total FTE	66.00	66.00	66.00	66.00	66.00

(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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Cases tried within 90 days on intake	100%	100%	94%	94%	100%
Install Computerized fine pymt system	99%	99%	99%	99%	99%
Collections posted within 24 hours	100%	100%	100%	100%	100%
*excluding fines					

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 244,330	\$ 249,380	\$ 257,968	\$ 253,991	\$ 253,991
Mtce & Operations	356,805	357,589	368,976	369,931	369,931
Capital	-	-	2,965	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 601,135	\$ 606,970	\$ 629,909	\$ 623,922	\$ 623,922
Director: Judge Alvin Boucher					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 260,128	\$ 269,814	\$ 276,324	\$ 286,933	\$ 293,840
Mtce Operations	376,899	384,007	391,263	398,664	406,216
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 637,027	\$ 653,821	\$ 667,587	\$ 685,597	\$ 700,056

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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
Total FTE	4.30	4.30	4.30	4.30	4.30

**City of Grand Forks
2013 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 41,308 calls for service in 2011. A motivated staff of sworn officers and support personnel enable the department to set and exceed high standards of performance.

Uniformed Patrol Officer Response Time to Priority One calls for service averaged 3 minutes and 12 seconds in 2011.

The department continues to partner with the community in a variety of crime prevention initiatives, school programs, and community activities. The benefit of these partnerships and the department's initiatives continue to facilitate a safe community. 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 2011, the department investigated 1,441 reportable accidents and issued 8,914 citations.

2013 Objectives

The Office of Professional Standards will ensure compliance with local, state, and federal standards as applicable to law enforcement and administrative best practices.

The Accreditation Manager will facilitate compliance with nationally recognized law enforcement best practices and guide the department toward national accreditation through the Commission of Accreditation of Law Enforcement Agencies.

The Uniform Patrol Bureau will provide efficient and effective uniformed patrol response within four minutes to Priority One (Emergency) calls for service.

The Criminal Investigations Bureau will maintain a high case clearance rate on cases assigned to the Criminal Investigation Bureau (CIB).

The Community Resources Bureau will facilitate community-based crime prevention efforts through neighborhood associations, schools, civic groups, business associations, and general citizen contacts.

The Human Resources Bureau will ensure timely and high quality instruction of basic, advanced, specialized, and in-service training for departmental employees.

The Records Administration Bureau will provide comprehensive administrative support to local, state and federal users of official records and case documents.

The Facilities and Equipment Bureau will effectively manage capital item purchases, property and evidence services, and facility maintenance activities of the agency.

Statistics	2007	2008	2009	2010	2011
Number of citizen complaints officially filed	7	15	14	15	13
Grant/Financial reports completed	64	64	111	118	94
Average Response time Priority 1 calls	3 min 6 sec	3 min 12 sec	3 min 3 sec	2min55sec	3 Min 12 Sec
Citizen Contacts	25,272	25,500	26,250	57,303	62,756
Percent of cases cleared	53%	55%	60%	70%	63%
Average training hours/sworn officers	103	90	99	84.6	113.9
Submitted WSI On-Duty Injury Claims	N/A	16	10	12	8
Reports completed and filed	10,259	10,445	10,012	9,792	9,193

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 6,773,439	\$ 6,990,839	\$ 7,045,574	\$ 7,601,966	\$ 7,601,966
Mtce & Operations	680,996	788,361	919,604	952,083	952,083
Capital	231,100	259,300	258,600	362,460	362,460
Debt Service	-	-	-	-	-
Transfers Out	-	50,000	-	-	-
Totals	\$ 7,685,535	\$ 8,088,499	\$ 8,223,778	\$ 8,916,509	\$ 8,916,509
Director: John Packet					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services(1)	\$ 7,898,175	\$ 8,095,328	\$ 8,420,876	\$ 8,630,961	\$ 8,989,412
Mtce Operations	991,356	1,033,484	1,078,729	1,127,381	1,179,759
Capital	266,289	274,909	283,831	291,854	300,123
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 9,155,820	\$ 9,403,721	\$ 9,783,436	\$ 10,050,196	\$ 10,469,294

(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.

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	7.00	7.00
Police Sargeant	13.00	13.00	13.00	13.00	13.00
Master Police Officer	33.00	30.00	35.00	34.00	32.00
Police Officer (1)	22.00	25.00	20.00	20.00	26.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	-	1.00	1.00
Property/Evidence Technician	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 (2)	4.00	5.00	4.00	4.00	4.00
Community Service Officer **	1.00	-	-	-	-
Total Classified(Permanent)	89.00	90.00	89.00	89.00	93.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	1.00	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	91.00	91.00	90.00	90.00	94.00

(1) Includes total of 4 additional police officer positions in General Fund as they have come off grant funding 0 same number sworn positions in total.
(2) 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, citizens conducting business, and attending meetings within this facility. To manage the facility in a cost-efficient and effective manner.

Emergency Operations Center and the Public Safety Media Conference Room. The grounds associated with this facility include communications infrastructure and off-street parking.

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 Office,

2013 Objectives

Ensure proper maintenance of the facility and grounds in order to maximize use, minimize operating costs, and provide a safe working environment for agency employees and visitors.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Expenditures					
Personnel Services	\$ 123,494	\$ 125,414	\$ 129,905	\$ 132,280	\$ 132,280
Mtce & Operations	145,892	116,734	168,470	173,987	173,987
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 269,386</u>	<u>\$ 242,149</u>	<u>\$ 298,375</u>	<u>\$ 306,267</u>	<u>\$ 306,267</u>
Director: John Packett					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Expenditures					
Personnel Services	\$ 135,025	\$ 141,216	\$ 144,128	\$ 151,030	\$ 154,119
Mtce Operations	185,688	198,428	212,310	227,441	243,946
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 320,713	\$ 339,644	\$ 356,438	\$ 378,471	\$ 398,065

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Building Maintenance, lead	1.00	1.00	1.00	-	1.00
Building Maintenance Worker	-	-	-	1.00	1.00
Building & Grounds Worker	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)*	-	-	-	-	-
Total FTE	2.00	2.00	2.00	2.00	2.00

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 a fenced and secure location used to store vehicles and other property being held due to an ongoing criminal investigation and/or seized by the police department. The facility serves as a holding area for abandoned vehicles, found bicycles, or other property turned over to the Police Department for disposal.

Program Description

The Police Annex Building is a field support facility serving the Operations Division. This facility includes officer workstations, special purpose vehicle storage, fleet maintenance, and storage for specialized equipment.

2013 Objectives

Ensure proper maintenance of facilities and grounds in order to maximize use, minimize operating costs, and provide a safe working environment for agency employees and visitors.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	10,895	16,598	15,494	16,021	16,021
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 10,895</u>	<u>\$ 16,598</u>	<u>\$ 15,494</u>	<u>\$ 16,021</u>	<u>\$ 16,021</u>
Director: John Packett					

Department Summary	2014	2015	2016	2017	2018
	Projected Budget				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	17,196	18,475	19,734	21,249	22,901
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 17,196</u>	<u>\$ 18,475</u>	<u>\$ 19,734</u>	<u>\$ 21,249</u>	<u>\$ 22,901</u>

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.

2013 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.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	42,444	49,706	48,108	48,108	48,108
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 42,444	\$ 49,706	\$ 48,108	\$ 48,108	\$ 48,108

Director: Jim Campbell

Department Summary	2014	2015	2016	2017	2018
	Projected Budget				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	49,054	50,019	51,004	52,008	53,032
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 49,054	\$ 50,019	\$ 51,004	\$ 52,008	\$ 53,032

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.

2013 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	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	40,316	43,950	66,084	64,584	64,584
Capital	825	1,894	500	50,500	50,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 41,141	\$ 45,844	\$ 66,584	\$ 115,084	\$ 115,084
Director: Pete O'Neill					

Department Summary	2014	2015	2016	2017	2018
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	68,541	72,814	77,432	82,426	87,830
Capital	50,000	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 118,541	\$ 72,814	\$ 77,432	\$ 82,426	\$ 87,830

**City of Grand Forks
2013 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.

2013 Objectives

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

Statistics	2007	2008	2009	2010	2011
Cost per lane mile swept	\$ 801	\$ 864	\$ 897	\$ 963	\$ 992
Cost per year for Pothole patching	\$ 210,266	\$ 226,724	\$ 235,525	\$ 252,690	\$ 260,458
Cost per lane mile for snow removal	\$ 1,902	\$ 2,051	\$ 2,131	\$ 2,286	\$ 2,357
Cost per lane mile for street marking	\$ 227	\$ 216	\$ 224	\$ 241	\$ 248

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 2,123,859	\$ 2,143,631	\$ 2,195,356	\$ 2,261,635	\$ 2,261,635
Mtce & Operations	1,258,680	1,250,727	1,308,014	1,391,055	1,391,055
Capital	302,267	326,472	385,000	385,000	385,000
Debt Service	-	-	-	-	-
Transfers Out	26,968	-	-	-	-
Totals	\$ 3,711,774	\$ 3,720,831	\$ 3,888,370	\$ 4,037,690	\$ 4,037,690
Director: Todd Feland					
Street Superintendent: Mark Aubol					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Expenditures					
Personnel Services	\$ 2,343,847	\$ 2,397,831	\$ 2,488,121	\$ 2,545,398	\$ 2,644,632
Mtce Operations	1,446,484	1,505,904	1,569,680	1,638,216	1,711,952
Capital	400,000	400,000	400,000	400,000	400,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 4,190,331	\$ 4,303,735	\$ 4,457,801	\$ 4,583,614	\$ 4,756,584

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
Public Works Director***	0.15	0.15	0.15	0.15	0.15
Street Maintenance Sperintendent	1.00	1.00	1.00	1.00	-
Street/Facility Maintenance Manager	-	-	-	-	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	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.15
Equipment Operator, Lead	4.00	4.00	4.00	4.00	4.00
Equipment Operator, Senior	16.00	16.00	16.00	16.00	16.00
Equipment Operator	8.00	8.00	8.00	8.00	8.00
Sign & Marking Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist, Senior	0.15	0.15	0.15	0.15	0.30
Administrative Specialist	0.50	0.50	0.15	0.15	-
Equipment Operator*	1.25	1.25	1.25	1.25	1.25
Total Classified(Permanent)	34.80	34.80	34.45	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
Total FTE	36.20	36.20	35.85	35.85	35.85

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 2012, a transfer was budgeted to the General Fund. This was to 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. No transfer is needed in 2013 as projected revenue in the General Fund is sufficient to cover the contribution.

2013 Objectives

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

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	9,196	11,247	10,426	8,368	8,368
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	646,667	-	-	-	-
Cash Carryover-budget	-	-	695,105	836,828	836,828
Totals	\$ 655,863	\$ 11,247	\$ 705,531	\$ 845,196	\$ 845,196
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	598	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	185,702	36,615	119,615	59,431	59,431
Totals	\$ 185,702	\$ 37,213	\$ 119,615	\$ 59,431	\$ 59,431
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	7,858	7,331	6,574	6,116	5,698
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	785,765	733,076	657,370	611,567	569,835
Totals	\$ 793,623	\$ 740,407	\$ 663,944	\$ 617,683	\$ 575,533
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	60,547	83,037	52,377	47,848	43,064
Totals	\$ 60,547	\$ 83,037	\$ 52,377	\$ 47,848	\$ 43,064

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.

2013 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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 488,235	\$ 517,331	\$ 510,644	\$ 526,365	\$ 526,365
Intergovernmental	9,533	11,082	9,276	11,226	11,226
Interest & Miscellaneous	5,340	4,156	494	430	430
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	118,149	-	-	-	-
Cash Carryover-budget	-	-	24,714	43,000	43,000
Totals	<u>\$ 621,257</u>	<u>\$ 532,569</u>	<u>\$ 545,128</u>	<u>\$ 581,021</u>	<u>\$ 581,021</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	90,010	111,917	50,161	70,092	70,092
Capital	225,962	831	-	65,000	65,000
Debt Service	-	-	-	-	-
Transfers Out	401,568	398,218	399,656	401,680	401,680
Totals	<u>\$ 717,540</u>	<u>\$ 510,966</u>	<u>\$ 449,817</u>	<u>\$ 536,772</u>	<u>\$ 536,772</u>
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 544,740	\$ 572,325	\$ 608,546	\$ 642,551	\$ 677,880
Intergovernmental	11,226	11,226	11,226	11,226	11,226
Interest & Miscellaneous	443	1,084	2,919	2,520	2,394
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	44,249	108,383	194,625	167,991	159,632
Totals	\$ 600,658	\$ 693,018	\$ 817,316	\$ 824,288	\$ 851,132
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	40,995	41,925	42,882	43,869	44,885
Capital	50,000	60,000	60,000	75,000	75,000
Debt Service	-	-	-	-	-
Transfers Out	401,280	396,468	396,443	395,787	394,712
Totals	\$ 492,275	\$ 498,393	\$ 499,325	\$ 514,656	\$ 514,597

**City of Grand Forks
2013 City Budget**

**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

2013 Objectives

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

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 61,862	\$ 64,665	\$ 67,190	\$ 69,067	\$ 69,067
Intergovernmental	1,245	1,433	1,150	1,450	1,450
Interest & Miscellaneous	2,819	1,870	900	360	360
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	60,000	36,000	36,000
Totals	<u>\$ 65,926</u>	<u>\$ 67,968</u>	<u>\$ 129,240</u>	<u>\$ 106,877</u>	<u>\$ 106,877</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	6,151	6,094	10,153	10,454	10,454
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	94,985	90,450	83,908	78,027	78,027
Totals	<u>\$ 101,136</u>	<u>\$ 96,544</u>	<u>\$ 94,061</u>	<u>\$ 88,481</u>	<u>\$ 88,481</u>
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 66,713	\$ 70,091	\$ 70,978	\$ 74,944	\$ 79,065
Intergovernmental	1,465	1,479	1,494	1,509	1,524
Interest & Miscellaneous	184	22	10	57	514
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	18,396	2,233	995	5,677	51,429
Totals	\$ 86,758	\$ 73,825	\$ 73,477	\$ 82,187	\$ 132,532
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	10,548	10,642	10,962	11,290	11,630
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	73,977	62,188	56,838	19,468	18,346
Totals	\$ 84,525	\$ 72,830	\$ 67,800	\$ 30,758	\$ 29,976

**City of Grand Forks
2013 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.

2013 Objectives

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

Program Description

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

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 319,614	\$ 337,709	\$ 350,881	\$ 362,216	\$ 362,216
Intergovernmental	6,266	7,252	6,000	7,000	7,000
Interest & Miscellaneous	4,684	3,109	3,685	1,100	1,100
Sale of Property	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	184,251	110,000	110,000
Totals	\$ 330,564	\$ 348,070	\$ 544,817	\$ 480,316	\$ 480,316
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	388,112	342,201	389,237	406,369	406,369
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	15,500	25,000	25,000	25,000
Totals	\$ 413,112	\$ 357,701	\$ 414,237	\$ 431,369	\$ 431,369
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 379,627	\$ 398,850	\$ 427,642	\$ 451,538	\$ 476,364
Intergovernmental	7,070	7,141	7,212	7,284	7,357
Interest & Miscellaneous	489	47	23	16	208
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	25,000	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	48,947	4,708	2,261	1,582	20,759
Totals	\$ 436,133	\$ 435,746	\$ 437,138	\$ 460,420	\$ 504,688
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	406,425	408,485	410,556	414,661	426,986
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	25,000	25,000	25,000	25,000
Totals	\$ 431,425	\$ 433,485	\$ 435,556	\$ 439,661	\$ 451,986

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

2013 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 2013, 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.

2013 Objectives

To continue to provide an accurate accounting for Insurance Reserve funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 183,387	\$ 193,992	\$ 201,570	\$ 207,200	\$ 207,200
Intergovernmental	3,580	4,154	3,300	3,300	3,300
Interest & Miscellaneous	(704)	(37)	690	244	244
Operating Revenue	-	-	-	-	-
Transfers In	-	36,615	39,615	59,431	59,431
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 186,263	\$ 234,725	\$ 245,175	\$ 270,175	\$ 270,175
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	235,310	240,689	245,175	270,175	270,175
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 235,310	\$ 240,689	\$ 245,175	\$ 270,175	\$ 270,175
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 214,434	\$ 225,292	\$ 239,550	\$ 252,936	\$ 266,843
Intergovernmental	3,300	3,300	3,300	3,300	3,300
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	60,547	58,037	52,377	47,848	43,064
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	(1)	(2)	(2)
Totals	\$ 278,281	\$ 286,629	\$ 295,226	\$ 304,082	\$ 313,205
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	278,281	286,630	295,228	304,084	313,207
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 278,281	\$ 286,630	\$ 295,228	\$ 304,084	\$ 313,207

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.

2013 Objectives

To continue to provide an accurate accounting for General Sick Leave funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	11,887	9,479	7,200	5,315	5,315
Operating Revenue	-	-	-	-	-
Transfers In	21,143	18,154	-	-	-
Cash Carryover-budget	-	-	480,000	531,518	531,518
Totals	\$ 33,030	\$ 27,633	\$ 487,200	\$ 536,833	\$ 536,833
Expenses					
Personnel Services	\$ 54,007	\$ 38,444	\$ 161,475	\$ 161,475	\$ 161,475
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 54,007	\$ 38,444	\$ 161,475	\$ 161,475	\$ 161,475
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – General Government - General Sick Leave

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,754	3,291	2,824	2,352	1,876
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	375,358	329,112	282,403	235,227	187,579
Totals	\$ 379,112	\$ 332,403	\$ 285,227	\$ 237,579	\$ 189,455
Expenditures					
Personnel Services	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 50,000				

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 2014 budget process.

2013 Objectives

To continue to fund infrastructure needs in the community.

To accurately account for infrastructure funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
General Sales Tax	\$ 3,318,760	\$ 3,552,964	\$ 3,486,957	\$ 3,730,610	\$ 3,730,610
Intergovernmental	-	60,541	-	-	-
Interest & Miscellaneous	32,779	58,866	48,073	29,650	29,650
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Reserve	-	-	-	30,000	30,000
Cash Carryover-budget	-	-	2,403,666	2,965,000	2,965,000
Totals	\$ 3,351,539	\$ 3,672,370	\$ 5,938,696	\$ 6,755,260	\$ 6,755,260
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	9,442	36,940	159,455	166,165	166,165
Capital	192,814	248,746	2,870,000	2,060,000	2,060,000
Debt Service	-	-	-	-	-
Transfers Out	2,187,299	1,860,386	2,100,129	1,869,881	1,869,881
Totals	\$ 2,389,555	\$ 2,146,072	\$ 5,129,584	\$ 4,096,046	\$ 4,096,046
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

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

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
General Sales Tax	\$ 3,842,528	\$ 3,957,804	\$ 4,076,538	\$ 4,198,835	\$ 4,324,799
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	26,592	2,155	1,820	284	(47,988)
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	2,900,000	-	2,000,000	-
Bond Proceeds	-	-	-	-	-
Reserve	30,000	30,000	50,000	700,000	1,500,000
Cash Carryover-budget	2,659,214	2,155,473	2,155,473	28,415	(4,798,845)
Totals	\$ 6,558,334	\$ 9,045,432	\$ 6,283,831	\$ 6,927,534	\$ 977,966
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	171,150	176,285	181,573	187,020	192,631
Capital	2,310,000	6,750,000	2,040,000	9,370,000	4,190,000
Debt Service	-	-	-	-	-
Transfers Out	1,921,710	1,976,553	2,060,366	2,169,359	2,097,340
Totals	\$ 4,402,860	\$ 8,902,838	\$ 4,281,939	\$ 11,726,379	\$ 6,479,971

**City of Grand Forks
2013 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.

working on Housing Authority activities. The City was providing payroll processing services for their employees as they worked on Housing Authority activities. The Housing Authority would then reimburse the City for those expenditures. The Interest and Miscellaneous revenue amount listed consists of the reimbursement from the Grand Forks Housing Authority.

Program Description

The purpose of the Housing Authority fund was to receive and disburse funds provided by Grand Forks Housing Authority to pay the payroll expenses for City employees

In 2012 the Grand Forks Housing Authority made a decision to employ those that were working on Housing Authority activities. Due to the change, this fund will no longer be used.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	513,484	442,247	484,070	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 513,484	\$ 442,247	\$ 484,070	\$ -	\$ -
Expenses					
Personnel Services	\$ 514,001	\$ 442,347	\$ 484,070	-	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 514,001	\$ 442,347	\$ 484,070	\$ -	\$ -
Director: Terry Hanson					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – General Government - Housing Authority

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
Finance & Support Services Manager	0.50	0.50	0.50	0.50	-
Housing Manager	1.00	-	-	-	-
Client Services Manager	1.00	-	-	-	-
Accountant	0.50	0.50	0.50	0.50	-
Housing Administrator	5.00	3.00	3.00	3.00	-
Accounting Technician	-	-	-	-	-
Housing Technician	2.00	2.00	2.00	1.00	-
Accounting Specialist	1.00	1.00	1.00	1.00	-
Office Specialist, Senior	1.50	1.50	1.20	0.60	-
Administrative Specialist					
Community Betterment Specialist	0.25	-	-	-	-
Total Classified(Permanent)	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)*	-	-	-	-	-
Total FTE	12.75	8.50	8.20	6.60	-

**City of Grand Forks
2013 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.

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

Zone Program offers state income tax credits and local property tax credits for private investment in projects in the City's Renaissance Zone.

2013 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.

Statistics	2007	2008	2009	2010	2011
American Dream Program - Expended/Households Served	\$556,000 / 48	\$393,500 / 30	\$710,000 / 61	\$283,285/33	\$107,766/17
Homeowner Rehab Loans (RRVCA)- Obligated Projects	\$349,406 / 17	\$370,000 / 10	\$255,500 / 10	not reported/9	not reported/16
Homeowner Rehab Grants (RRVCA) - Obligated Projects	\$15,594 / 3	\$12,795 / 2	N / A	N / A	N/A
Public Services - Expended / Projects	\$192,000 / 10	\$187,600 / 12	\$175,000 / 12	\$150,000 / 11	\$150,000 / 10
Public Facility Improvements - Expended / Project	\$550,034 / 3	\$271,077 / 3	\$350,780 / 4	\$312,642 / 6	\$464,092 / 5
Special Energy Conservation Projects - Expended or Obligated / Completed or In Progress	N / A	N / A	N / A	\$319,004 / 3	\$247,084 / 7
Residential Energy Efficiency Audits - Expended / Completed	N / A	N / A	N / A	\$2,315 / 12	\$575 / 4
Residential Energy Efficiency Retrofit Loans - Expended / Completed	N / A	N / A	N / A	\$97,915 / 15	\$16,000 / 2
Public Building Energy Efficiency Audits - Obligated / Completed	N / A	N / A	N / A	\$52,815 / 11	\$3,737 / 3

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Budget	Recommended	Budget
Revenues					
Intergovernmental	3,197,404	1,508,927	960,599	735,000	735,000
Interest & Miscellaneous	859,219	1,268,160	600,000	691,364	691,364
Charge for Services	93,521	50,653	50,000	-	-
Proceeds of Notes	440,341	-	-	-	-
Transfers In	280,913	281,063	223,784	298,138	298,138
Cash Carryover-budget	-	-	380,600	1,642,848	1,642,848
Totals	\$ 4,871,398	\$ 3,108,804	\$ 2,214,983	\$ 3,367,350	\$ 3,367,350
Expenses					
Personnel Services	\$ 296,809	\$ 262,120	\$ 323,805	\$ 324,843	\$ 324,843
Mtce & Operations	3,512,821	3,202,323	1,510,578	2,985,707	2,985,707
Capital	127,346	36,503	-	-	-
Debt Service	423,159	-	-	-	-
Transfers Out	-	-	380,600	56,800	56,800
Totals	\$ 4,360,135	\$ 3,500,945	\$ 2,214,983	\$ 3,367,350	\$ 3,367,350
Director: Greg Hoover					

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Special Revenue Fund – General Government - Community Development**

Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	829,069	837,518	859,851	919,059	915,122
Interest & Miscellaneous	769,320	762,203	740,515	687,158	682,158
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	676,628	310,453	319,766	329,359	337,240
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 2,275,017	\$ 1,910,174	\$ 1,920,132	\$ 1,935,576	\$ 1,934,520
Expenditures					
Personnel Services	\$ 332,493	\$ 336,214	\$ 340,046	\$ 343,992	\$ 338,057
Mtce Operations	1,567,306	1,573,960	1,580,086	1,591,584	1,596,463
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	375,218	-	-	-	-
Totals	\$ 2,275,017	\$ 1,910,174	\$ 1,920,132	\$ 1,935,576	\$ 1,934,520

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Finance & Support Services Manager	0.25	0.25	0.25	0.50	-
Community Development/Manager	1.00	0.75	0.75	0.75	1.00
Community Development Specialist(1)	0.95	-	-	-	-
Accountant	0.25	0.25	0.25	0.25	-
Construction Compliance Officer(1)	1.00	0.50	0.50	0.50	0.50
Program Compliance Officer	-	0.68	0.75	0.75	1.00
Accounting Technician	0.50	0.50	0.50	0.50	-
Administrative Sepcialist Sr.	-	-	-	-	0.30
Office Specialist, Senior	0.90	0.90	0.50	0.50	-
Grant Accountant, Sr.	-	-	-	-	0.175
Buildings & Grounds Worker**	1.00	-	-	-	-
Community Betterment Specialist	0.45	0.75	0.80	0.80	1.00
Energy Sustainability Coordinator**	-	-	1.00	0.80	1.00
Crew Leader*	1.45	-	-	-	-
Total Classified(Permanent)	4.85	3.83	3.50	3.75	3.98
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	1.45	0.75	1.80	1.60	1.00
Total Non-Classified(Seasonal)*	1.45	-	-	-	-
Total FTE	7.75	4.58	5.30	5.35	4.98

**City of Grand Forks
2013 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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Age appropriate immunization rate for 2 year-olds	73%	74%	63%	59%	68%
Breastfeeding rate at time of discharge	65%	67%	65%	82%	71%
To Provide Satisfactory Customer Service	98%	97%	99%	98.5%	96.0%
Satisfactory HIV/AIDS Client Counseling	100%	100%	100%	100%	100%

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Intergovernmental	\$ 1,032,383	\$ 909,553	\$ 883,898	\$ 891,363	\$ 891,363
Interest & Miscellaneous	11,024	11,000	11,000	11,000	11,000
License & Permit Fees	-	-	-	-	-
Charge for Services	-	5,208	8,500	11,500	11,500
Transfers In	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
Totals	\$ 1,043,407	\$ 925,760	\$ 903,398	\$ 913,863	\$ 913,863
Expenses					
Personnel Services	\$ 662,928	\$ 676,516	\$ 730,027	\$ 742,709	\$ 742,709
Mtce & Operations	216,552	179,308	148,371	144,654	144,654
Capital	29,933	23,682	-	1,500	1,500
Debt Service	-	-	-	-	-
Transfers Out	-	6,150	25,000	25,000	25,000
Totals	\$ 909,413	\$ 885,656	\$ 903,398	\$ 913,863	\$ 913,863

Director: Don Shields

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Health and Welfare - Health Grants

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental	\$ 918,104	\$ 945,647	\$ 974,016	\$ 1,003,237	\$ 1,033,334
Interest & Miscellaneous	11,449	11,190	15,206	15,134	19,693
License & Permit Fees					
Charges for Services					
Transfers In					
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
Totals	\$ 929,553	\$ 956,837	\$ 989,222	\$ 1,018,371	\$ 1,053,027
Expenditures					
Personnel Services	\$ 779,218	\$ 803,740	\$ 833,281	\$ 859,501	\$ 891,137
Mtce Operations	147,335	150,097	152,941	155,870	158,890
Capital	3,000	3,000	3,000	3,000	3,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 929,553	\$ 956,837	\$ 989,222	\$ 1,018,371	\$ 1,053,027

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	0.75	0.75	0.75	0.75	-
Environmental Health Specialist****	-	-	-	-	1.00
Public Health Nurse****	5.15	3.95	3.95	3.95	3.95
Public Health Dietitian****	0.40	0.40	0.40	0.40	0.40
Public Health Team Leader****	1.30	1.30	1.30	1.30	2.00
Communications Specialist****	0.50	0.50	0.50	0.50	0.50
Administrative Speicalist****	1.50	1.50	1.50	1.50	1.50
Office Specialist, Senior****	0.30	0.50	0.50	0.50	0.50
Regional Bioterrorism Coordinator**	-	-	-	-	-
Regional Environmental Health Specialist, Sr**	-	-	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	10.90	9.90	9.90	9.90	10.85
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	10.90	9.90	9.90	9.90	10.85

**City of Grand Forks
2013 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

2013 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.

Statistics	2007	2008	2009	2010	2011
Complaints investigated within 24 hours	99.85%	99.10%	99.10%	99.75%	99.20%
Complaints resolved within 30 days	97.2%	98.3%	97.7%	98.33%	97.35%

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 2,717	\$ 2,874	\$ 2,986	\$ 3,070	\$ 3,070
Intergovernmental	52	61	35	-	-
Interest & Miscellaneous	478	162	165	-	-
Operating Revenue	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	11,000	-	-
Totals	\$ 3,247	\$ 3,097	\$ 14,186	\$ 3,070	\$ 3,070
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	1,684	1,821	2,899	3,070	3,070
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	-	-	-	-
Totals	\$ 26,684	\$ 1,821	\$ 2,899	\$ 3,070	\$ 3,070

Director: Don Shields

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Health and Welfare - Noxious Weed

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 3,177	\$ 3,338	\$ 3,549	\$ 3,747	\$ 3,953
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 3,177	\$ 3,338	\$ 3,549	\$ 3,747	\$ 3,953
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	3,177	3,338	3,549	3,747	3,953
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 3,177	\$ 3,338	\$ 3,549	\$ 3,747	\$ 3,953

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

2013 Objectives

- Review and update personnel training plan, with training needs identified over the next 3 years.
- Create succession planning model for attrition.
- Create material for public distribution that describes the service we provide to our citizens.
- Enhance Quality Assurance / Quality Control Program.

Statistics	2007	2008	2009	2010	2011
PSAP Cost share to City	\$ 607,591	\$ 558,217	\$ 499,551	\$ 590,710	\$ 632,361
PSAP Cost share to County	\$ 124,468	\$ 120,046	\$ 111,874	\$ 135,604	\$ 153,150
PSAP cost share to UND	\$ 91,277	\$ 86,605	\$ 76,913	\$ 87,307	\$ 85,962

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	8,817	6,101	7,210	5,914	5,914
License & Permit Fees	15,948	22,000	20,000	22,000	22,000
Charge for Services	230,911	243,112	242,117	248,390	248,390
Transfers In	705,880	748,953	783,845	926,664	926,664
Cash Carryover-budget	-	-	360,501	295,717	295,717
Totals	\$ 961,556	\$ 1,020,166	\$ 1,413,673	\$ 1,498,685	\$ 1,498,685
Expenses					
Personnel Services	\$ 942,807	\$ 1,077,009	\$ 1,139,765	\$ 1,221,339	\$ 1,221,339
Mtce & Operations	20,210	25,761	57,407	49,629	49,629
Capital	-	-	6,000	7,000	7,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 963,017	\$ 1,102,769	\$ 1,203,172	\$ 1,277,968	\$ 1,277,968

PSAP Director: Becky Ault

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Public Safety - PSAP

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	4,414	3,714	3,014	3,014	3,014
License & Permit Fees	22,000	22,000	22,000	22,000	22,000
Charges for Services	277,731	322,629	340,258	349,340	358,694
Transfers In	981,915	972,412	1,026,214	1,053,932	1,082,478
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	220,717	185,717	150,717	150,717	150,717
Totals	\$ 1,506,777	\$ 1,506,472	\$ 1,542,203	\$ 1,579,003	\$ 1,616,903
Expenditures					
Personnel Services	\$ 1,265,748	\$ 1,300,053	\$ 1,335,386	\$ 1,371,780	\$ 1,447,874
Mtce Operations	48,311	48,703	49,101	49,508	50,346
Capital	7,000	7,000	7,000	7,000	7,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,321,059	\$ 1,355,756	\$ 1,391,487	\$ 1,428,288	\$ 1,505,220

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	9.00
911 Dispatcher Trainee	-	-	-	-	2.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	15.00	15.00	15.00	15.00	16.00
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 FTE	16.00	16.00	16.00	16.00	17.00

**City of Grand Forks
2013 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.

2013 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.

Assess asset inventory with product lifespan projections. Update long-term plan projection equipment acquisition needs over the next 5-10 years to meet Next Generation technology needs.

Statistics	2007	2008	2009	2010	2011
Number of 911 Calls*	19,191	19,885	21,929	22,366	24,595
Incidents Requiring 911 Assistance	67,451	65,263	64,210	64,447	67,517

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Other Taxes	\$ 801,480	\$ 741,584	\$ 739,440	\$ 742,954	\$ 742,954
Intergovernmental	77,024	74,843	77,500	76,725	76,725
Interest & Miscellaneous	18,771	6,171	8,291	9,809	9,809
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	414,526	490,450	490,450
Totals	\$ 897,275	\$ 822,597	\$ 1,239,757	\$ 1,319,938	\$ 1,319,938
Expenses					
Personnel Services	\$ 13,006	\$ 12,938	\$ 13,018	\$ 13,018	\$ 13,018
Mtce & Operations	435,018	467,941	419,284	508,127	508,127
Capital	2,392	6,291	140,000	87,500	87,500
Debt Service	-	10,585	-	-	-
Transfers Out	1,681,143	791,544	290,131	360,711	360,711
Totals	\$ 2,131,559	\$ 1,289,298	\$ 862,433	\$ 969,356	\$ 969,356

PSAP/E911 Director: Becky Ault

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Public Safety - E-911

Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Other Taxes	\$ 746,542	\$ 750,203	\$ 753,939	\$ 757,751	\$ 761,638
Intergovernmental	75,958	75,198	74,446	73,702	72,965
Interest & Miscellaneous	7,012	5,421	5,385	4,445	3,856
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	350,582	271,061	269,266	222,245	192,784
Totals	\$ 1,180,094	\$ 1,101,883	\$ 1,103,036	\$ 1,058,143	\$ 1,031,243
Expenditures					
Personnel Services	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018
Mtce Operations	498,500	508,192	518,216	528,583	539,310
Capital	65,000	35,000	65,000	35,000	365,000
Debt Service	-	-	-	-	-
Transfers Out	332,514	276,407	284,558	288,757	235,273
Totals	\$ 909,032	\$ 832,617	\$ 880,792	\$ 865,358	\$ 1,152,601

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

2013 Objectives

To provide an accurate accounting for emergency levy funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 135,842	\$ 143,698	\$ 149,311	\$ 153,481	\$ 153,481
Intergovernmental	(65,421)	98,915	2,419	2,436	2,436
Interest & Miscellaneous	4,471	17,717	4,410	5,325	5,325
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	55,879	-	-	-
Cash Carryover-budget	-	-	294,000	355,000	355,000
Totals	\$ 74,892	\$ 316,209	\$ 450,140	\$ 516,242	\$ 516,242
Expenses					
Personnel Services	\$ 21,831	\$ 52,246	\$ -	\$ -	\$ -
Mtce & Operations	20,158	28,499	118,815	122,867	122,867
Capital	42,568	64,224	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	92,121	37,325	38,375	38,375
Totals	\$ 84,557	\$ 237,090	\$ 156,140	\$ 161,242	\$ 161,242
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Public Safety - Emergency Levy

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 158,840	\$ 166,883	\$ 177,445	\$ 187,360	\$ 197,661
Intergovernmental	2,436	2,436	2,436	2,436	2,436
Interest & Miscellaneous	3,550	3,550	3,550	3,550	3,550
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	355,000	355,000	355,000	355,000	355,000
Totals	\$ 519,826	\$ 527,869	\$ 538,431	\$ 548,346	\$ 558,647
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	125,116	131,148	139,070	146,506	154,232
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	39,710	41,721	44,361	46,840	49,415
Totals	\$ 164,826	\$ 172,869	\$ 183,431	\$ 193,346	\$ 203,647

**City of Grand Forks
2013 City Budget**

**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.

training grants, as well as a Hazardous Materials Emergency Preparedness Grant. No additional fire grants are budgeted in 2013. 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 Grant, Department of Homeland Security equipment and

2013 Objectives

To accurately account for fire grant funds, if any are awarded.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	438,245	271,295	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 438,245	\$ 271,295	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ 22,839	\$ 7,022	\$ -	\$ -	\$ -
Mtce & Operations	23,569	13,373	-	-	-
Capital	393,186	251,009	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 439,594	\$ 271,404	\$ -	\$ -	\$ -
Director: Peter O'Neill					

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Special Revenue Fund – Public Safety - Police Grants**

Mission Statement

Utilize grant funds for specific police department initiatives which enhance our service to the community.

funded by an ongoing grant award from the North Dakota Department of Health STOP (Domestic Violence) grant.

Program Description

The Police Grants fund tracks Police Department grants which include: USOJ Bullet Proof Vests, Edward J. Byrne Justice Assistance Grant(s), and the Narcotics Task Force Grant. One police officer positions is partially

2013 Objectives

Continue funding of police department initiatives which improve our service to the community.

Accurate and transparent accounting of grant funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	1,422,744	552,737	317,448	248,193	248,193
Interest & Miscellaneous	2,437	20,253	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	106,959	120,864	104,764	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 1,532,140	\$ 693,854	\$ 422,212	\$ 248,193	\$ 248,193
Expenses					
Personnel Services	\$ 298,299	\$ 311,409	\$ 288,392	\$ 58,707	\$ 58,707
Mtce & Operations	154,335	194,879	133,820	189,486	189,486
Capital	1,332,807	151,125	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,785,441	\$ 657,412	\$ 422,212	\$ 248,193	\$ 248,193
Director: John Packett					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Public Safety - Police Grants

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	250,071	235,121	237,151	240,304	242,500
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 250,071	\$ 235,121	\$ 237,151	\$ 240,304	\$ 242,500
Expenditures					
Personnel Services	\$ 60,585	\$ 63,454	\$ 65,485	\$ 68,637	\$ 70,834
Mtce Operations	189,486	171,667	171,666	171,667	171,666
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 250,071	\$ 235,121	\$ 237,151	\$ 240,304	\$ 242,500

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
Police Officer****	1.00	5.00	5.00	5.00	1.00
Total Classified (Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	1.00	5.00	5.00	5.00	1.00
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	1.00	5.00	5.00	5.00	1.00

**City of Grand Forks
2013 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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Beautification Projects	0	1	1	2	4
Special Events - Number	14	13	17	23	20
Arts Events - Number	48	48	14	14	15

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
General Sales Tax	\$ 1,748,893	\$ 1,872,312	\$ 1,836,067	\$ 1,965,927	\$ 1,965,927
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	9,420	23,673	8,761	11,705	11,705
License & Permit Fees	-	-	-	-	-
Charge for Services	11,563	15,805	20,000	20,000	20,000
Transfers In	20,000	-	-	-	-
Cash Carryover-budget	-	-	584,099	780,303	780,303
Totals	\$ 1,789,876	\$ 1,911,790	\$ 2,448,927	\$ 2,777,935	\$ 2,777,935
Expenses					
Personnel Services	\$ 46,882	\$ 53,020	\$ 75,000	\$ 70,000	\$ 70,000
Mtce & Operations	714,768	584,737	760,477	958,934	958,934
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	828,491	828,491	956,312	971,679	971,679
Totals	\$ 1,590,141	\$ 1,466,248	\$ 1,791,789	\$ 2,000,613	\$ 2,000,613
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Economic Development - Economic Development

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
General Sales Tax	\$ 2,024,904	\$ 2,085,651	\$ 2,148,220	\$ 2,212,667	\$ 2,279,047
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	15,410	18,416	18,001	18,322	19,397
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	221,600
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	127,322	1,227,739	1,200,066	1,221,461	1,293,130
Totals	\$ 2,222,393	\$ 3,397,945	\$ 3,439,841	\$ 3,535,195	\$ 3,833,174
Expenditures					
Personnel Services	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Mtce Operations	976,357	878,581	891,120	906,604	922,553
Capital	-	-	-	-	-
Debt Service	214,900	583,900	583,900	583,900	583,900
Transfers Out	633,397	665,399	673,361	681,561	690,008
Totals	\$ 1,894,654	\$ 2,197,880	\$ 2,218,381	\$ 2,242,065	\$ 2,266,461

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

2013 Objectives

To provide entertainment and promote cultural awareness in the community.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 14,943	\$ 15,806	\$ 16,424	\$ 16,883	\$ 16,883
Intergovernmental	291	339	260	260	260
Interest & Miscellaneous	92	51	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	3,000	3,000	3,000
Totals	\$ 15,326	\$ 16,196	\$ 19,684	\$ 20,143	\$ 20,143
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	15,058	16,431	16,884	17,143	17,143
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 15,058	\$ 16,431	\$ 16,884	\$ 17,143	\$ 17,143
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation - Municipal Band

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ 17,472	\$ 18,357	\$ 19,519	\$ 20,610	\$ 21,743
Intergovernmental	260	260	260	260	260
Interest & Miscellaneous	30	30	30	30	30
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	3,000	3,000	3,000	3,000	3,000
Totals	\$ 20,762	\$ 21,647	\$ 22,809	\$ 23,900	\$ 25,033
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	17,762	18,647	19,809	20,900	22,033
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 17,762	\$ 18,647	\$ 19,809	\$ 20,900	\$ 22,033

**City of Grand Forks
2013 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.

- Developing connections between people, community, ideas and inspiration

Program Description

The vision of the Grand Forks Public Library is to be a cornerstone of the community that is committed to meeting the public’s evolving needs by engaging minds and transforming lives.

2013 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 Core Values of the Grand Forks Public Library are:

- Providing customer-focused service excellence
- Encouraging a love of reading and lifelong learning
- Acting with integrity, respect and kindness

To strive for continuous quality improvement and innovation to ensure operational excellence.

To serve as a visible, vital, and thriving center for community and cultural life.

Statistics	2007	2008	2009	2010	2011
Number of Items Borrowed	863,364	876,287	852,129	863,230	775,691
Door Count	275,730	306,559	283,956	271,540	272,363

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 1,300,008	\$ 1,373,852	\$ 1,573,354	\$ 1,471,887	\$ 1,471,887
Intergovernmental	548,692	699,993	545,665	581,535	581,535
Interest & Miscellaneous	62,877	22,063	15,000	14,000	14,000
License & Permit Fees	-	-	-	-	-
Charge for Services	43,207	44,739	38,500	38,200	38,200
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	500,000	500,000	500,000
Totals	\$ 1,954,784	\$ 2,140,647	\$ 2,672,519	\$ 2,605,622	\$ 2,605,622
Expenses					
Personnel Services	\$ 1,118,735	\$ 1,168,772	\$ 1,483,213	\$ 1,415,630	\$ 1,415,630
Mtce & Operations	480,926	506,043	576,356	466,469	466,469
Capital	222,147	234,689	262,950	267,774	267,774
Debt Service	-	-	-	-	-
Transfers Out	40,100	-	-	-	-
Totals	\$ 1,861,908	\$ 1,909,505	\$ 2,322,519	\$ 2,149,873	\$ 2,149,873
Director: Wendy Wendt					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation - Library

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ 1,523,272	\$ 1,600,406	\$ 1,701,695	\$ 1,796,783	\$ 1,895,573
Intergovernmental	598,981	616,950	635,459	654,523	674,158
Interest & Miscellaneous	8,557	7,838	7,344	6,983	7,209
License & Permit Fees	-	-	-	-	-
Charges for Services	38,200	38,200	38,200	38,200	38,200
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	455,749	383,839	334,413	298,309	320,929
Totals	\$ 2,624,759	\$ 2,647,233	\$ 2,717,111	\$ 2,794,798	\$ 2,936,069
Expenditures					
Personnel Services	\$ 1,484,040	\$ 1,528,562	\$ 1,603,810	\$ 1,651,924	\$ 1,701,482
Mtce Operations	485,363	278,946	288,589	279,751	294,106
Capital	271,517	505,314	526,403	542,195	558,460
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 2,240,920	\$ 2,312,822	\$ 2,418,802	\$ 2,473,870	\$ 2,554,048

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.

2013 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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -		\$ -	\$ -	\$ -
Intergovernmental	-		-	-	-
Interest & Miscellaneous	28,907	854	1,000	1,000	1,000
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	40,100	-	-	-	-
Cash Carryover-budget	-	-	61,500	362,500	362,500
Totals	\$ 69,007	\$ 854	\$ 62,500	\$ 363,500	\$ 363,500
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	67,493	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 67,493	\$ -	\$ -	\$ -	\$ -
Director: Wendy Wendt					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation - Library Capital Maintenance

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,635	3,671	3,708	3,745	3,783
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	363,500	267,135	370,806	374,514	378,260
Totals	\$ 367,135	\$ 270,806	\$ 374,514	\$ 378,259	\$ 382,043
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -				

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.

2013 Objectives

To utilize grant application software to look and apply for grants that will be used to help enrich our community.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	11,500	11,500	11,500	11,500
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ 11,500	\$ 11,500	\$ 11,500	\$ 11,500
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	11,500	11,500	11,500	11,500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ 11,500	\$ 11,500	\$ 11,500	\$ 11,500
Director: Maureen Storstad					

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation - Special Grant**

Mission Statement

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

of a Traffic Safety Program and First Night Greater Grand Forks. These are no longer included under this fund.

2013 Objectives

To continue to provide an accurate accounting for special grant funds.

To expend grant funds in the most cost effective manner possible to maximize the benefit to the citizens of the community.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	269,724	426,343	192,020	192,870	192,870
Interest & Miscellaneous	29,845	31,175	32,240	31,200	31,200
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 299,569	\$ 457,518	\$ 224,260	\$ 224,070	\$ 224,070
Expenses					
Personnel Services	\$ 43,964	\$ 44,114	\$ 46,415	\$ 46,065	\$ 46,065
Mtce & Operations	253,109	412,590	177,445	177,605	177,605
Capital	1,944	-	400	400	400
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 299,017	\$ 456,704	\$ 224,260	\$ 224,070	\$ 224,070
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation - Special Grant

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	200,623	210,058	219,948	230,314	241,181
Interest & Miscellaneous	32,136	33,100	34,093	35,116	36,169
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 232,759	\$ 243,158	\$ 254,041	\$ 265,430	\$ 277,350
Expenditures					
Personnel Services	\$ 47,447	\$ 51,870	\$ 50,337	\$ 51,847	\$ 53,402
Mtce Operations	185,312	194,288	203,704	213,583	223,948
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 232,759	\$ 246,158	\$ 254,041	\$ 265,430	\$ 277,350

**City of Grand Forks
2013 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.

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.

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 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.

The 2013 Adopted Budget also includes funding for the following:

- Use of trunk reserve cash for:
 - South 34th Street connect to 40th Ave South
 - South 34th Street/45th Avenue South
- 17th Avenue South/Columbia Road Turn Lanes
- Columbia Road Overpass repairs
- DeMers Ave Skyway Ramp Relocation
- Stanford Road Reconstruction (University Ave-6th Ave N)
- Reconstruct Franklin (4th-5th in Granitoid)
- Mill, Overlay & Mitigate 4th Ave S (Walnut St-Cottonwood)

2012 Objectives

To provide a funding source for street related projects, thereby lessening the burden on general tax dollars.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ 3,079,215	\$ 4,543,781	\$ 2,965,645	\$ 3,494,644	\$ 3,494,644
Interest & Miscellaneous	98,299	84,368	78,877	55,791	55,791
License & Permit Fees	-	-	-	-	-
Charge for Services	-	18,451	-	-	-
Transfers In	-	-	-	-	-
Reserve	-	-	1,360,000	1,350,000	1,350,000
Cash Carryover-budget	-	-	4,853,869	5,579,141	5,579,141
Totals	\$ 3,177,514	\$ 4,646,600	\$ 9,258,391	\$ 10,479,576	\$ 10,479,576
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	361,972	352,126	383,525	823,673	823,673
Capital	781,475	1,049,351	4,358,734	3,722,815	3,722,815
Debt Service	-	-	-	-	-
Transfers Out	1,960,646	1,764,866	1,464,784	1,301,328	1,301,328
Totals	\$ 3,104,093	\$ 3,166,342	\$ 6,207,043	\$ 5,847,816	\$ 5,847,816
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Special Revenue Fund – Highways and Streets - Highway Users Tax Distribution

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	3,599,483	3,707,468	3,818,692	3,252	4,051,250
Interest & Miscellaneous	46,318	45,999	18,187	14,530	1,866
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 3,645,801	\$ 3,753,467	\$ 3,836,879	\$ 17,782	\$ 4,053,116
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	402,924	413,060	423,503	434,257	445,336
Capital	1,826,515	4,647,025	2,267,945	3,239,286	1,191,051
Debt Service	-	-	-	-	-
Transfers Out	1,448,204	1,474,598	1,511,159	1,540,656	1,581,943
Totals	\$ 3,677,643	\$ 6,534,683	\$ 4,202,607	\$ 5,214,199	\$ 3,218,330

Departmental Summaries (continued)
Capital Project Funds – General Government - Capital Replacement

Mission Statement

To account for the reserve for and replacement of General Fund vehicles.

Program Description

The fund is used to track monies set aside for the purpose of General Fund vehicle replacement. Annual allocations will be transferred from General Fund departments to be set aside in this fund as a reserve for future replacement. Vehicles will be replaced according to the replacement schedule. The money will be available in this fund at time of

scheduled replacement. This helps in budgeting the General Fund, as it will prevent spikes in budgeting when large capital items come due.

2013 Objectives

Transfer annual reserve allocations from the General Fund for future capital replacement.

Purchase General Fund vehicles per replacement schedule and use this fund as the mechanism of using the reserve for such purpose.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	269,405	269,405
Cash Carryover-budget	-	-	-	416,000	-
Totals	\$ -	\$ -	\$ -	\$ 685,405	\$ 269,405
Expenses					
Mtce & Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	-	416,000	416,000
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 416,000	\$ 416,000

Director: Maureen Storstad

Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	341,822	352,356	356,386	353,222	355,379
Cash Carryover-budget	269,405	595,227	927,583	706,269	1,012,491
Totals	\$ 611,227	\$ 947,583	\$ 1,283,969	\$ 1,059,491	\$ 1,367,870
Expenditures					
Mtce Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	16,000	20,000	577,700	47,000	90,000
Transfers Out	-	-	-	-	-
Totals	\$ 16,000	\$ 20,000	\$ 577,700	\$ 47,000	\$ 90,000

**City of Grand Forks
2013 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.

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 40th Avenue North, purchase of a generator, perimeter drainage study, and haul road restoration. The Flood 5by

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.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	512,952	9,306	-	-	-
License & Permit Fees	-	-	-	-	-
Sale of Property	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 512,952	\$ 9,306	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	119,015	21,796	-	-	-
Capital	185,428	29,675	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 304,443	\$ 51,471	\$ -	\$ -	\$ -
Director: Allen Grasser					

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
Office Specialist, Senior**	0.50	-	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	0.50	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	0.50	-	-	-	-

**City of Grand Forks
2013 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.

The Flood Control Project has been declared substantially complete 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 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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	27,823	649	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 27,823	\$ 649	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	9,161	774	-	-	-
Capital	2,885	30,348	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	559,924	-	-	-	-
Totals	\$ 571,970	\$ 31,122	\$ -	\$ -	\$ -
Director: Allen Grasser					
Assistant City Engineer: Mark Walker					

**City of Grand Forks
2013 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. Therefore, no budget is included for this fund going forward.

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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Interest & Miscellaneous	\$ (6,541)	\$ 725	\$ -	\$ -	\$ -
Transfers In	51,620	-	-	-	-
Proceeds of Bonds/Notes	264,424	-	-	-	-
Totals	\$ 309,503	\$ 725	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	6,985	2,192	-	-	-
Totals	\$ 6,985	\$ 2,192	\$ -	\$ -	\$ -
Director: Todd Feland					

**City of Grand Forks
2013 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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	592,577	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 592,577</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Todd Feland					

**City of Grand Forks
2013 City Budget**

**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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	15,594	14,227	16,125	12,100	12,100
Charge for Services	-	-	-	-	-
Transfers In	100,000	100,000	125,000	200,000	200,000
Cash Carryover-budget	-	-	1,075,000	1,210,000	1,210,000
Totals	\$ 115,594	\$ 114,227	\$ 1,216,125	\$ 1,422,100	\$ 1,422,100
Expenses					
Mtce & Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ -	\$ -
Director: Allen Grasser					

Department Summary	2014 Projected Budget	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	12,161	14,783	17,931	22,110	27,331
Charges for Services	-	-	-	-	-
Transfers In	250,000	300,000	400,000	500,000	500,000
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	1,216,125	1,478,286	1,793,069	2,211,000	2,733,110
Totals	\$ 1,478,286	\$ 1,793,069	\$ 2,211,000	\$ 2,733,110	\$ 3,260,441
Expenditures					
Mtce Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -				

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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	6,762	1,361	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	1,897,713	64,000	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 1,904,475	\$ 65,361	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	1,246	-	-	-	-
Capital	1,719,221	262,559	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,720,467	\$ 262,559	\$ -	\$ -	\$ -
Director: Todd Feland					

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. No projects are budgeted for 2013.

2013 Objectives

To continue to accurately account for revenue and expenses related to the Water Fund capital projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	3,800,000	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ -	\$ 3,800,000	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	21,911	3,800,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ 21,911	\$ 3,800,000	\$ -	\$ -
Director: Todd Feland					

**City of Grand Forks
2013 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. There are no wastewater capital projects budgeted for 2013.

Program Description

This fund is used to account for the costs related to the construction of current year capital projects in the

2013 Objectives

To continue to accurately account for revenue and expenses related to the Wastewater Fund capital projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(11)	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Transfers In	-	2,526,509	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ (11)	\$ 2,526,509	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	782,673	2,138,149	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	63,131	-	-	-
Totals	\$ 782,673	\$ 2,201,280	\$ -	\$ -	\$ -
Director: Todd Feland					

**City of Grand Forks
2013 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. There are no new stormwater projects budgeted in 2013.

Program Description

This fund is used to account for the costs related to the construction of current year capital projects in the

2013 Objectives

To continue to accurately account for revenue and expenses related to the Stormwater Fund capital projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	(40)	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	360,585	37,089	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 360,545</u>	<u>\$ 37,089</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	325,902	27,428	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 325,902</u>	<u>\$ 27,428</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Todd Feland					

**City of Grand Forks
2013 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

2013 Objectives

To continue to accurately account for revenue and expenses related to the Sanitation Fund capital projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(4,409)	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ (4,409)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	988,104	120,632	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	301,560	-	-	-	-
Totals	<u>\$ 1,289,664</u>	<u>\$ 120,632</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Todd Feland					

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 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.

2013 Objectives

To continue to accurately account for revenue and expenses of the ADA approach walks.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	(5)	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	41,000	48,000	50,000	50,000	50,000
Proceeds of Sidewalk Warrants	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 40,995</u>	<u>\$ 48,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	40,411	48,219	50,000	50,000	50,000
Debt Service	-	-	-	-	-
Transfers Out	33,090	-	-	-	-
Totals	<u>\$ 73,501</u>	<u>\$ 48,219</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Director: Allen Grasser					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Capital Project Funds – Permanent Flood Protection/Public Works - Sidewalk Repair

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
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	-	-	-	-	-
Totals	\$ 50,000				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	50,000	50,000	50,000	50,000	50,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 50,000				

**City of Grand Forks
2013 City Budget**

Departmental Summaries (continued)

Capital Project Funds—Permanent Flood Protection/Public Works- 2007-2011 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.

2013 Objectives

To accurately account for revenue and expenses of special assessment projects.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	544,777	237,369	-	-	-
Interest & Miscellaneous	24,459	106,468	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	774,171	863,990	-	-	-
Proceeds of Bonds/Notes	4,805,000	5,695,000	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 6,148,407	\$ 6,902,827	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	70	-	-	-	-
Capital	4,865,551	5,552,183	-	-	-
Debt Service	60,014	-	-	-	-
Transfers Out	34,072	262,978	-	-	-
Totals	\$ 4,959,707	\$ 5,815,161	\$ -	\$ -	\$ -
Director: Allen Grasser					

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.

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 2012 improvement projects deemed advisable to benefit the properties against which special assessments were levied.

2013 Objectives

To accurately account for revenue and expenses of the 2012 special assessment projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
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	-	-	-	-	-
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,208,080</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	3,208,080	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,208,080</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Allen Grasser					

Departmental Summaries (continued)
Capital Project Funds–Permanent Flood Protection/Public Works- 2013 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 2013 improvement projects deemed advisable to benefit the properties against which special assessments were levied.

2013 Objectives

To accurately account for revenue and expenses of the 2011 special assessment projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	529,000	529,000
Proceeds of Bonds/Notes	-	-	-	3,961,000	3,961,000
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 4,490,000	\$ 4,490,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	4,490,000	4,490,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 4,490,000	\$ 4,490,000
Director: Allen Grasser					

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

2013 Objectives

To continue to accurately account for revenue and expenses of the nuisance abatement projects.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	27,438	18,445	20,979	20,979	20,979
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	30,000	65,000	65,000
Totals	\$ 27,438	\$ 18,445	\$ 50,979	\$ 85,979	\$ 85,979
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	11,403	2,802	21,000	21,000	21,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 11,403	\$ 2,802	\$ 21,000	\$ 21,000	\$ 21,000
Director: Todd Feland					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Capital Project Funds– Permanent Flood Protection/Public Works-Nuisance
Abatements

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
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	64,979	64,503	64,018	63,523	63,018
Totals	\$ 85,503	\$ 85,018	\$ 84,523	\$ 84,018	\$ 83,503
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	21,000	21,000	21,000	21,000	21,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 21,000				

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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	77	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 77</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	4,425	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 4,425</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Don Shields					

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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,043	788	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	50,000	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 3,043</u>	<u>\$ 50,788</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	116,551	80,588	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 116,551</u>	<u>\$ 80,588</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Pete O'Neill					

**City of Grand Forks
2013 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	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	24,186	-	-	-
Interest & Miscellaneous	10,409	2,217	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	1,500,000	607,000	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 1,510,409	\$ 633,403	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	886,531	1,245,350	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 886,531	\$ 1,245,350	\$ -	\$ -	\$ -
Director: Becky Ault					

**City of Grand Forks
2013 City Budget**

**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 2013 budget also includes \$220,000 Federal share and \$100,000 transfer from the Highway User Fund for the city share of a bike path on 20th Street South from 34th to 47th Avenue South.

2013 Objectives

To continue to provide an accurate accounting for Bikeway Development funds.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	172,071	5,536	-	220,000	220,000
Interest & Miscellaneous	2,195	5,093	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	205,000	154,000	150,000	100,000	100,000
Cash Carryover-budget	-	-	-	294,000	294,000
Totals	\$ 379,266	\$ 164,629	\$ 150,000	\$ 614,000	\$ 614,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	255,466	127,107	150,000	420,000	420,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 255,466	\$ 127,107	\$ 150,000	\$ 420,000	\$ 420,000
Director: Allen Grasser					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Capital Project Funds – Culture and Recreation - Bikeway Capital Projects

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
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
Totals	\$ 256,060	\$ 259,181	\$ 262,365	\$ 265,612	\$ 268,924
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	100,000	100,000	100,000	100,000	100,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 100,000				



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FOR NOTES

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund – Sanitation**

Mission Statement

To provide integrated efficient waste collection, transport, and disposal services for residential and commercial customers within the City of Grand Forks.

To provide autumn vacuum style and drop site leaf collection methods as a component of the City's storm water protection program. Leaves collected are reused for protective seasonal insulation for the clay stockpiles necessary for daily cover material at the City Landfill(s).

Program Description

The Sanitation Department is responsible for operations maintenance, and capital planning including solid waste collection, transportation, disposal, recycling, and waste reduction/diversion services. These operations are provided through Solid Waste Collection Operations, Recycling Contract Administration, Municipal Solid Waste Baling/Bagging/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. Annual/Seasonal events include an electronics collection event, clean up week, and seasonal yard waste collection.

2013 Objectives

To provide for safe, effective, and efficient operations including integrated recycling, diversion, collection, and disposal operations and programs.

To utilize the Baling/Bagging/Transfer Facility to provide optimum compaction to increase the life of the landfill, to minimize the bird attraction in cooperation with the Federal Aviation Administration (FAA), and to reduce litter at the landfill.

To maximize the percentage of waste recycled and/or diverted from the landfill to extend the life of the landfill, and to provide the level of service necessary to demonstrate environmental stewardship and fiscal responsibility.

To continue to provide for the post-closure activities related to the closed MSW landfill.

To provide City and regional landfill services with comprehensive and sustainable recycling and diversion programs to maximize the life of the landfill facilities.

Statistics	2007	2008	2009	2010	2011
Total percentage diverted from Landfill	34%	35%	36%	36%	37%
Percentage diverted due to recycling	5%	6%	7%	7%	7%
Cost of leaf collection per residence per year	\$ 5.78	\$ 6.11	\$ 6.10	\$ 6.10	\$ 7.25
Cost per ton to bale municipal waste	\$ 14.24	\$ 14.48	\$ 14.08	\$ 14.08	\$ 17.33
Cost per ton of recycling	\$ 210.85	\$ 217.02	\$ 179.41	\$ 179.41	\$ 182.00
Cost per residence of curbside recycling per month	\$ 1.55	\$ 1.69	\$ 1.57	\$ 1.57	\$ 1.63
Residential Collection cost per residential customer per month	\$ 5.27	\$ 5.35	\$ 4.98	\$ 4.98	\$ 7.33

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	295,761	272,750	309,069	247,572	247,572
Charges for Services	7,484,959	7,890,340	8,021,909	8,471,557	8,471,557
Bond Proceeds	2,635,000	-	-	-	-
Transfers In	63,365	34,200	34,234	34,420	34,420
Cash Carryover-budget	-	-	255,000	255,000	255,000
Totals	\$ 10,479,085	\$ 8,197,290	\$ 8,620,212	\$ 9,008,549	\$ 9,008,549
Expenses					
Personnel Services	\$ 2,403,347	\$ 2,370,844	\$ 2,515,365	\$ 2,578,945	\$ 2,578,945
Mtce & Operations	2,765,623	4,365,224	3,547,370	3,619,830	3,619,830
Capital	1,335,769	1,624,201	1,375,000	1,510,000	1,510,000
Debt Service	3,655,965	937,496	954,695	953,070	953,070
Transfers Out	457,563	15,360	-	90,000	90,000
Totals	\$ 10,618,267	\$ 9,313,125	\$ 8,392,430	\$ 8,751,845	\$ 8,751,845
Director: Todd Feland					
Sanitation Superintendent: Richard Newman					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund – Sanitation

Expenditures By Division	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 5,032,602	\$ 2,137,149	\$ 2,242,548	\$ 2,368,828	\$ 2,368,828
Landfill Services	946,878	2,228,603	1,943,766	1,424,219	1,424,219
Baling Facility	973,224	2,231,138	1,040,041	1,009,381	1,009,381
Refuse Collection	3,281,448	2,272,508	2,714,275	3,329,617	3,329,617
Recycling Program	384,115	443,727	451,800	619,800	619,800
Totals	\$ 10,618,267	\$ 9,313,125	\$ 8,392,430	\$ 8,751,845	\$ 8,751,845

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	220,951	218,851	216,519	238,763	235,753
Charges for Services(1)	8,827,020	8,982,140	9,183,354	9,275,062	9,367,689
Transfers In	34,536	34,615	34,663	34,655	34,613
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	256,704	271,561	269,355	233,924	291,805
Totals	\$ 9,339,211	\$ 9,507,167	\$ 9,703,891	\$ 9,782,404	\$ 9,929,860
Expenditures					
Personnel Services	\$ 2,675,986	\$ 2,734,676	\$ 2,841,595	\$ 2,903,860	\$ 3,021,897
Mtce Operations	3,735,725	3,855,847	3,980,396	4,109,588	4,243,654
Capital	1,705,000	1,705,000	1,705,000	1,535,000	1,370,000
Debt Service	950,939	942,289	942,976	942,151	928,926
Transfers Out	-	-	-	-	-
Totals	\$ 9,067,650	\$ 9,237,812	\$ 9,469,967	\$ 9,490,599	\$ 9,564,477

(1) Projections include a utility rate increase of 3 percent in 2014; 0 percent in 2015; 1 percent in 2016; and 0 percent in 2017 & 2018.

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund – Sanitation

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist, Senior(1)	0.27	0.27	0.27	0.27	0.54
Administrative Specialist(1)	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	12.00	12.00	12.00
Equipment Operator	19.00	19.00	15.00	15.00	15.00
Fleet Maintenance Technician	1.00	1.00	-	-	-
Equipment Operator*	4.50	4.50	4.50	4.50	4.50
Total Classified(Permanent)	33.04	33.04	32.81	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)*	4.50	4.50	4.50	4.50	4.50
Total FTE	37.81	37.81	37.58	37.58	37.58

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund - Wastewater**

Mission Statement

To efficiently, effectively, and safely collect and treat wastewater within federal, state, and local regulations.

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.

Program Description

The Wastewater Department provides for the collection and treatment of wastewater generated via residential, commercial, and industrial customers. The Wastewater Department is responsible for the collection, pumping, treatment, and final discharge of wastewater in Grand Forks.

As part of the Multi Year (10 years) Infrastructure Master Planning Study, the Wastewater Enterprise Fund is being examined regarding future requirements related to operation, maintenance, and capital areas. In particular, the wastewater treatment plant biosolids management, western wastewater treatment lagoons decommissioning, and wastewater continuous/direct discharge projects are being examined.

2013 Objectives

Operate and maintain the wastewater collection system in a cost efficient and effective manner.

As part of the Asset Management Program, the Wastewater Enterprise Fund is being studied regarding strategic and needed investments in the operation, maintenance, and capital of the wastewater related infrastructure.

To ensure no sanitary sewer overflows.

Statistics	2007	2008	2009	2010	2011
Miles of Sanitary Sewer	154.58	156.45	156.16	156.16	173.00
Cost of Maintenance & Operations per mile of Sanitary Sewer	\$ 1,050	\$ 1,042	\$ 1,050	\$ 1,689	\$ 1,655
Number of Pump Stations	42	42	42	42	42
Cost of Maintenance & Operations per Pump Station	\$ 15,618	\$ 14,723	\$ 15,275	\$ 12,898	\$ 14,282

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees	37,765	61,183	45,000	45,000	45,000
Interest & Miscellaneous	166,511	107,250	129,000	104,000	104,000
Charges for Services	7,399,380	8,078,738	8,589,222	9,001,541	9,001,541
Sale of Property	-	-	-	-	-
Transfers In	30,000	63,131	-	-	-
Proceeds	-	-	-	-	-
Cash Carryover-budget	-	-	336,600	336,600	336,600
Totals	\$ 7,633,656	\$ 8,310,302	\$ 9,099,822	\$ 9,487,141	\$ 9,487,141
Expenses					
Personnel Services	\$ 1,520,626	\$ 1,540,188	\$ 1,672,462	\$ 1,694,156	\$ 1,694,156
Mtce & Operations	2,170,788	2,835,411	3,021,643	3,157,629	3,157,629
Capital	772,842	539,914	720,000	535,000	535,000
Debt Service	3,081,809	2,985,781	3,261,075	3,214,188	3,214,188
Transfers Out	401,470	2,601,984	58,009	548,177	548,177
Totals	\$ 7,947,535	\$ 10,503,278	\$ 8,733,189	\$ 9,149,150	\$ 9,149,150
Director: Todd Feland					
Wastewater/Storm-Water Superintendent: Dave Kresel					
Wastewater Treatment Plant Superintendent: Don Tucker					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund - Wastewater

Expenditures By Division	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 4,758,663	\$ 7,394,167	\$ 5,015,304	\$ 5,133,038	\$ 5,133,038
Collection System	284,815	340,016	448,057	485,415	485,415
Pumping	806,211	670,214	958,554	1,170,417	1,170,417
Forcemain	425,717	397,101	333,227	336,581	336,581
Wastewater Treatment	1,479,420	1,516,542	1,858,877	1,899,722	1,899,722
Lab	192,709	185,238	119,170	123,977	123,977
Totals	\$ 7,947,535	\$ 10,503,278	\$ 8,733,189	\$ 9,149,150	\$ 9,149,150

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees					
Interest & Miscellaneous	56,576	56,536	52,989	55,892	58,454
Charges for Services(1)	9,329,228	9,670,134	10,024,794	10,393,761	10,777,613
Transfers In					
Bond Proceeds	1,424,888		2,755,017	2,838,077	4,027,823
Cash Carryover-budget	337,992	464,494	621,279	955,865	1,246,510
Totals	\$ 11,148,684	\$ 10,191,164	\$ 13,454,079	\$ 14,243,595	\$ 16,110,400
Expenditures					
Personnel Services	\$ 1,760,673	\$ 1,802,935	\$ 1,876,057	\$ 1,920,923	\$ 2,001,459
Mtce Operations	3,312,607	3,478,303	3,655,647	3,845,652	4,049,438
Capital	2,374,888	950,000	3,735,017	3,808,077	4,977,823
Debt Service	3,177,753	3,279,977	3,172,830	3,363,699	3,585,309
Transfers Out	58,268	58,670	58,664	58,733	58,584
Totals	\$ 10,684,189	\$ 9,569,885	\$ 12,498,215	\$ 12,997,084	\$ 14,672,613

(1) Projections include a 4.5 percent utility rate increase per year 2013-2014; 2.0 percent increase 2015-2017..

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund - Wastewater**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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	-
Wastewater/Stormwater Asset Manager	-	-	-	-	1.75
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	1.00	2.00	2.00	4.00
Wastewater Treatment Plant Operator	2.00	2.00	2.00	2.00	-
Wastewater/Storm-Water Superintendent	0.75	0.75	0.75	0.75	-
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	-
Environmental/Greenway Administrative Manager	-	-	-	-	0.50
Environmental Specialist	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	1.00	1.00	2.00
Wastewater/Storm-Water Service Worker	2.00	3.00	3.00	3.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist, Senior	0.77	0.77	0.77	0.77	1.04
Administrative Specialist	-	-	0.27	0.27	-
Industrial Pretreatment Specialist	1.00	1.00	1.00	1.00	1.00
Lab Analyst	1.00	1.00	-	-	-
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Lab Helper*	1.00	1.00	-	-	-
Bldgs & Grounds Worker*	0.40	0.40	0.40	0.40	0.40
Operation Assistant**	-	-	1.00	1.00	1.00
Total Classified(Permanent)	21.04	22.04	21.31	21.31	20.56
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	1.00	1.00
Total Non-Classified(Seasonal)*	1.90	1.90	0.90	0.90	0.90
Total FTE	23.21	24.21	23.48	23.48	22.73

**City of Grand Forks
2013 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.

Flush and check 95% of all hydrants annually.

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.

2013 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.

Exercise 25% of distribution system valves.

Statistics	2007	2008	2009	2010	2011
Water Charge(based on 8,000 gal)	\$ 26.93	\$ 26.93	\$ 26.93	\$ 26.93	\$ 30.90
Water loss as a percent	4%	4%	7.5%	4.0%	4%
Number of major breaks repaired	37	44	46	26	27
Percent of meters read each month	99.96%	99.96%	99.96%	99.96%	99.96%
Meters Installed	110	62	74	163	131
Number of gallons treated	3 Billion	3 Billion	2.9 Billion	2.89Billion	2.89 Billion
Water Utility Cost per 1,000 gallons(includes capital)	\$ 2.81	\$ 3.00	\$ 3.05	\$ 3.01	\$ 3.00
Number of visitors to the Plant	396	223	135	135	261
Percent of time water quality standards are met	100%	100%	100%	100%	100%
Chemical costs per 1,000 gallons*	\$ 0.26	\$ 0.33	\$ 0.40	\$ 0.40	\$ 0.35

* Chemical cost per 1,000 gallons increase due to increase in bid costs for chemicals.

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ 275,000	\$ 395,000	\$ 395,000
Interest & Miscellaneous	344,693	242,044	355,250	216,571	216,571
Charges for Services	7,711,447	8,155,231	8,615,308	9,029,824	9,029,824
Transfers In	126,497	111,050	189,278	202,857	202,857
Proceeds	-	-	-	-	-
Reserve Cash	-	-	387,500	395,000	395,000
Cash Carryover-budget	-	-	204,000	300,000	300,000
Totals	\$ 8,182,637	\$ 8,508,325	\$ 10,026,336	\$ 10,539,252	\$ 10,539,252
Expenses					
Personnel Services	\$ 2,154,278	\$ 2,024,562	\$ 2,297,618	\$ 2,352,026	\$ 2,352,026
Mtce & Operations	3,471,725	3,752,268	4,378,959	4,352,234	4,352,234
Capital	1,427,862	1,639,579	1,455,160	1,514,700	1,514,700
Debt Service	6,434,732	1,577,716	1,701,398	1,920,205	1,920,205
Transfers Out	1,164,564	90,050	-	189,100	189,100
Totals	\$ 14,653,161	\$ 9,084,175	\$ 9,833,135	\$ 10,328,265	\$ 10,328,265
Director: Todd Feland					
Water Utility Superintendent: Hazel Sletten					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund - Water

Expenditures By Division	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 9,034,201	\$ 3,317,922	\$ 3,630,867	\$ 3,844,617	\$ 3,844,617
Water Distribution	1,813,470	1,700,096	2,078,259	2,154,003	2,154,003
Water Treatment	3,677,473	3,947,571	3,959,865	4,158,778	4,158,778
Lab	128,017	118,586	164,144	170,867	170,867
Totals	\$ 14,653,161	\$ 9,084,175	\$ 9,833,135	\$ 10,328,265	\$ 10,328,265

Projection Department Summary	-----	-----	-----	-----	-----
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	775,000	2,500,000	3,200,000	20,400,000	20,400,000
Interest & Miscellaneous	57,110	59,836	66,844	74,972	82,339
Charges for Services(1)	9,743,154	10,417,708	10,624,863	10,836,159	11,587,477
Transfers In	203,793	201,124	198,157	198,157	137,548
Bond Proceeds				17,744,262	20,400,000
Reserve	825,000	2,550,000	3,250,000	2,705,735	
Cash Carryover-budget	210,988	483,571	1,184,422	1,997,262	2,733,900
Totals	\$ 11,815,045	\$ 16,212,239	\$ 18,524,286	\$ 53,956,547	\$ 55,341,264
Expenditures					
Personnel Services	\$ 2,444,348	\$ 2,498,493	\$ 2,600,377	\$ 2,657,821	\$ 2,770,479
Mtce Operations	4,519,747	4,696,031	4,881,722	5,077,515	5,284,167
Capital(2)	2,426,000	5,876,000	7,276,000	41,714,000	41,676,000
Debt Service	1,842,279	1,858,194	1,669,825	1,674,213	3,096,158
Transfers Out	99,100	99,100	99,100	99,100	41,292
Totals	\$ 11,331,474	\$ 15,027,818	\$ 16,527,024	\$ 51,222,649	\$ 52,868,096

(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.
(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.

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund - Water**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Water Utility Superintendent	1.00	1.00	1.00	1.00	-
Water Works Asset Manager	-	-	-	-	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	-
Public Works.Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist, Senior(1)	1.77	1.77	1.77	1.77	2.04
Administrative Specialist(1)	-	-	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	7.00
Water Plant Operator, Senior	3.00	3.00	3.00	3.00	4.00
Water Plant Operator	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*	0.45	0.45	0.45	0.45	0.45
Total Classified(Permanent)	28.04	28.04	28.31	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)**	1.45	1.45	1.00	1.00	1.00
Total Non-Classified(Seasonal)*	0.45	0.45	0.45	0.45	0.45
Total FTE	30.21	30.21	30.03	30.03	30.03

**City of Grand Forks
2013 City Budget**

**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 federal, state, and local regulations. To maintain the integrity and strategic functions of the flood protection and greenway systems.

Program Description

The drainage and stormwater program provides for the planning, operation, and maintenance of the City's stormwater collection, flood protection, and greenway systems. The stormwater department is responsible for the maintenance of stormwater main lines, stormwater outfall lines, and stormwater pumping stations, flood pumping stations and gates, flood protection levees and walls, and greenway areas.

2013 Objectives

Operate and maintain stormwater collection, flood protection, and greenway systems in a cost efficient and effective manner.

As part of the Multi-Year (10 years) Infrastructure Master Planning Study, the Wastewater Enterprise Fund is being examined regarding future requirements related to the operation, maintenance, and capital areas. In particular, the Stormwater Management Plan implementation is being studied related to future development requirements..

As part of the Asset Management Program, the Stormwater Enterprise Fund is being studied regarding strategic and needed investments in the operation, maintenance, and capital of the stormwater related infrastructure.

Statistics	2007	2008	2009	2010	2011
Miles of Storm Sewer	102.40	102.64	136.46	136.46	195.00
Cost of Mtce & Operations per mile of Storm Sewer*	\$ 629	\$ 979	\$ 1,038	\$ 640	\$ 518
Number of Storm Stations	12	12	12	12	12
Number of Flood Stations	12	12	12	12	12
Cost of Mtce & Operations per Storm Station*	\$ 7,373	\$ 10,209	\$ 10,671	\$ 9,973	\$ 11,288
Cost of Mtce & Operations per Flood Station*	\$ 6,598	\$ 8,061	\$ 13,081	\$ 12,295	\$ 14,051

*excludes capital ** Updated mileage number based on change to a GIS based tabulation method.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ 32,427	\$ 8,627	\$ -	\$ -	\$ -
Interest & Miscellaneous	59,514	71,651	40,000	137,000	137,000
Charges for Services	1,664,554	1,772,576	2,081,713	2,125,663	2,125,663
Transfers In	5,000	-	-	-	-
Reserve Cash	-	-	131,174	242,000	242,000
Cash Carryover-budget	-	-	178,500	350,000	350,000
Totals	\$ 1,761,495	\$ 1,852,854	\$ 2,431,387	\$ 2,854,663	\$ 2,854,663
Expenses					
Personnel Services	\$ 358,318	\$ 387,666	\$ 443,427	\$ 403,886	\$ 403,886
Mtce & Operations	729,943	910,330	1,107,520	1,134,250	1,134,250
Capital	106,704	149,164	179,000	374,000	374,000
Debt Service	520,043	516,728	522,940	530,063	530,063
Transfers Out	722,394	42,179	-	30,000	30,000
Totals	\$ 2,437,402	\$ 2,006,067	\$ 2,252,887	\$ 2,472,199	\$ 2,472,199
Director: Todd Feland					
WasteWater/Storm-Water Superintendent: Dave Kresel					

**City of Grand Forks
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund – Stormwater**

Expenditures By Division	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 1,622,772	\$ 1,060,385	\$ 1,152,480	\$ 1,168,080	\$ 1,168,080
Collection System	172,271	203,711	234,758	469,943	469,943
Storm Stations	139,509	155,181	211,223	191,498	191,498
Flood Stations	147,545	168,615	212,116	184,601	184,601
Flood Gates/Dikes/Walls	98,922	94,886	136,372	131,319	131,319
Lab	6,194	352	10,900	10,900	10,900
Greenway Admin/Mtce	250,189	322,937	295,038	315,858	315,858
Totals	\$ 2,437,402	\$ 2,006,067	\$ 2,252,887	\$ 2,472,199	\$ 2,472,199

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental					
Interest & Miscellaneous	110,362	107,619	105,225	103,946	102,892
Charges for Services	2,214,151	2,306,527	2,388,302	2,473,145	2,561,174
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	382,465	421,843	496,011	681,821	889,994
Totals	\$ 2,706,978	\$ 2,835,989	\$ 2,989,538	\$ 3,258,912	\$ 3,554,060
Expenditures					
Personnel Services	\$ 418,617	\$ 429,060	\$ 445,144	\$ 456,221	\$ 473,814
Mtce Operations	1,181,767	1,232,063	1,285,360	1,341,897	1,401,931
Capital	163,000	163,000	163,000	163,000	163,000
Debt Service	521,750	515,855	414,213	407,800	406,238
Transfers Out					
Totals	\$ 2,285,134	\$ 2,339,978	\$ 2,307,717	\$ 2,368,918	\$ 2,444,983

(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
2013 City Budget**

**Departmental Summaries (continued)
Enterprise Fund – Stormwater**

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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	-
Wastewater/Stormwater Asset Manager Environmental Compliance / Greenway Manager	-	-	-	-	0.25
Environmental/Greenway/Administrative Manager	0.50	0.50	0.50	0.50	-
Public Works Services Coordinator	-	-	-	-	0.50
Public Works/Sanitation Asset Manager	0.04	0.04	0.04	0.04	-
Environmental Specialist	-	-	-	-	0.04
Greenway Specialist(2)	0.25	0.25	0.25	0.25	-
Greenway Training Support Specialist	1.00	1.00	1.00	1.00	-
Administrative Specialist, Senior(1)	-	-	-	-	1.00
Administrative Specialist(1)	0.04	0.04	0.04	0.04	0.08
Wastewater/Storm-Water Svc Worker, Lead	-	-	0.04	0.04	-
Wastewater/Storm-Water Svc Worker, Sr.	1.00	1.00	2.00	2.00	2.00
Wastewater/Storm-Water Svc Worker	1.00	1.00	-	1.00	1.00
Public Service Worker*	1.00	1.00	1.00	-	-
	0.50	0.50	0.50	0.50	0.50
Total Classified(Permanent)	5.08	5.08	5.12	5.12	4.87
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept 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	5.62	5.62	5.66	5.66	5.41

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Cost per hour of fixed routes	\$ 59.68	\$ 59.04	\$ 59.20	\$ 64.14	\$ 73.30
Cost per mile of fixed routes	\$ 3.98	\$ 4.02	\$ 4.03	\$ 4.34	\$ 4.79
Number of passengers - fixed route	221,088	246,397	271,704	282,627	328,880
Number of passengers - night route	10,208	11,297	10,426	10,546	11,293
Property tax subsidy per passenger	\$ 2.50	\$ 2.35	\$ 2.25	\$ 2.31	\$ 1.26

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Property Tax	\$ 653,898	\$ 671,314	\$ 715,199	\$ 736,711	\$ 736,711
Intergovernmental	903,623	1,175,840	1,951,439	1,389,361	1,389,361
Interest & Miscellaneous	24,437	7,257	20,000	20,000	20,000
Charges for Services	431,198	498,674	406,600	490,900	490,900
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	390,000	500,000	500,000
Totals	\$ 2,013,156	\$ 2,353,085	\$ 3,483,238	\$ 3,136,972	\$ 3,136,972
Expenses					
Personnel Services	\$ 1,212,460	\$ 1,204,750	\$ 1,328,379	\$ 1,316,717	\$ 1,316,717
Mtce & Operations	716,131	691,159	728,003	790,784	790,784
Capital	2,765,065	405,349	1,136,000	415,000	415,000
Debt Service	-	-	-	-	-
Transfers Out	-	180,797	-	-	-
Totals	\$ 4,693,656	\$ 2,482,055	\$ 3,192,382	\$ 2,522,501	\$ 2,522,501

Director: Todd Feland
Transportation Superintendent: Dale Bergman

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund –Public Transit

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Property Tax	\$ 762,430	\$ 801,038	\$ 851,735	\$ 899,328	\$ 948,775
Intergovernmental	2,392,093	1,180,496	1,159,929	1,172,643	1,185,520
Interest & Miscellaneous	6,145	3,945	4,318	4,789	4,955
Charges for Services	495,809	500,767	505,775	510,833	515,941
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	614,471	394,534	431,754	478,892	495,520
Totals	\$ 4,270,948	\$ 2,880,780	\$ 2,953,511	\$ 3,066,485	\$ 3,150,711
Expenditures					
Personnel Services	\$ 1,356,219	\$ 1,424,648	\$ 1,470,238	\$ 1,545,701	\$ 1,595,163
Mtce Operations	806,195	822,377	839,380	857,265	876,094
Capital	1,714,000	202,000	165,000	168,000	171,060
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 3,876,414	\$ 2,449,025	\$ 2,474,618	\$ 2,570,966	\$ 2,642,317

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Transportation Superintendent	0.95	0.95	0.95	0.95	-
Public Transportation Asset Manager	-	-	-	-	0.95
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00
Grant Accountant, Sr	-	-	-	-	0.50
Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	2.00
Administrative Specialist	0.95	0.95	0.95	-	-
Bus Operator	14.00	14.00	14.00	14.00	14.00
Office Specialist, Senior	1.50	1.50	1.50	1.50	1.50
Fleet Maintenance Technician**	2.00	2.00	2.00	2.00	1.00
Mobility Manager**	-	-	-	0.95	-
Bus Operator*	0.40	0.60	0.60	0.60	0.60
Total Classified(Permanent)	19.40	19.40	19.40	18.45	19.95
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	2.00	2.00	2.00	2.95	1.00
Total Non-Classified(Seasonal)*	0.40	0.60	0.60	0.60	0.60
Total FTE	21.80	22.00	22.00	22.00	21.55

**City of Grand Forks
2013 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.

Senior Rider transportation for persons over the age of 62.

Grand Forks Taxi is currently under contract with the City to provide drivers for Dial-A-Ride and Senior Rider.

2013 Objectives

Replace vehicles that have met their useful life.

Install cameras in all paratransit vehicles to improve safety and security.

Pursue federal funding to purchase electronic fare collection system for the paratransit vehicle.

Program Description

The Federal government mandates that complementary paratransit (Dial-A-Ride) service be provided to individuals who cannot access City bus fixed-route City Bus service due to a disability. Above and beyond the required ADA paratransit service, the City also provides

Statistics	2007	2008	2009	2010	2011
Cost per hour of Dial-A-Ride/Senior Rider (1)	\$ 19.59	\$ 13.49	\$ 12.93	\$ 21.70	\$ 35.03
Cost per mile of Dial-A-Ride/Senior Rider	\$ 1.53	\$ 2.04	\$ 2.05	\$ 2.00	\$ 3.04
Number of Dial-A-Ride passengers	39,485	39,725	38,502	40,241	37,669
Number of Senior Rider passengers	16,568	20,328	23,128	24,999	22,296
Dial-A-Ride cost per passenger (2)	\$ 4.38	\$ 5.63	\$ 5.63	\$ 5.93	\$ 2.91
Senior Rider cost per passenger (2)	\$ 4.38	\$ 5.63	\$ 5.63	\$ 5.93	\$ 2.91
(1) New contract resulted in increased cost.					
(2) Combined Dial-A-Ride and Senior Rider services beginning in 2006 for cost savings.					

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Property Tax	\$ 136,513	\$ 140,149	\$ 149,311	\$ 153,481	\$ 153,481
Intergovernmental	287,811	510,854	480,016	624,501	624,501
Interest & Miscellaneous	8,765	5,781	10,000	10,000	10,000
Charges for Services	2,521	584	2,030	530	530
Transfers In	-	180,797	-	-	-
Cash Carryover-budget	-	-	275,000	500,000	500,000
Totals	\$ 435,610	\$ 838,165	\$ 916,357	\$ 1,288,512	\$ 1,288,512
Expenses					
Personnel Services	\$ 25,229	\$ 73,027	\$ 97,906	\$ 174,712	\$ 174,712
Mtce & Operations	361,221	563,699	537,593	577,800	577,800
Capital	-	180,796	-	36,000	36,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 386,450	\$ 817,522	\$ 635,499	\$ 788,512	\$ 788,512
Director: Todd Feland					
Transportation Superintendent: Dale Bergman					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund –Dial-A-Ride/Senior Rider

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Property Tax	\$ 158,840	\$ 166,883	\$ 177,445	\$ 187,360	\$ 197,661
Intergovernmental	656,820	663,940	671,141	678,427	684,625
Interest & Miscellaneous	5,000	4,658	4,060	3,243	2,144
Charges for Services	535	541	546	552	557
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	500,000	465,838	405,992	324,288	214,411
Totals	\$ 1,321,195	\$ 1,301,860	\$ 1,259,184	\$ 1,193,870	\$ 1,099,398
Expenditures					
Personnel Services	\$ 179,953	\$ 189,006	\$ 200,555	\$ 205,037	\$ 211,598
Mtce Operations	606,452	636,530	662,603	701,248	736,043
Capital	68,952	70,331	71,738	73,173	73,173
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 855,357	\$ 895,867	\$ 934,896	\$ 979,458	\$ 1,020,814

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Transportation Superintendent	0.05	0.05	0.05	0.05	-
Public Transportation Asset Manager	-	-	-	-	0.05
Administrative Specialist	0.05	0.05	0.05	-	-
Office Specialist, Senior (1)	0.50	0.50	0.50	0.50	0.50
Mobility Manager**	-	-	-	0.05	1.00
Paratransit Dispatcher**	-	-	-	2.00	2.00
Total Classified(Permanent)	0.60	0.60	0.60	0.55	0.55
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	2.05	3.00
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	0.60	0.60	0.60	2.60	3.55

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.

2013 Objectives

Become the conference/ tradeshow/ meeting/ ballroom destination of North Dakota and the region.

Create a regional entertainment destination.

Create an entertainment/hospitality campus destination.

Statistics	2007	2008	2009	2010	2011
Total attendance for the year	263,372	289,441	248,565	204,753	224,687
Number of events held annually	541	577	518	538	637

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax(1)	7,263,062	7,351,556	7,606,210	8,156,965	8,156,965
Interest & Miscellaneous	131,210	529,387	77,160	65,000	65,000
Charges for Services	3,488,985	3,589,220	3,670,964	3,984,761	3,984,761
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	-	-	2,844,044	2,496,000	2,496,000
Totals	\$ 10,883,257	\$ 11,470,163	\$ 14,198,378	\$ 14,702,726	\$ 14,702,726
Expenses					
Personnel Services	\$ 2,038,017	\$ 2,009,949	\$ 1,960,348	\$ 2,218,426	\$ 2,218,426
Mtce & Operations	1,925,841	2,127,906	2,110,577	2,653,813	2,653,813
Capital	1,984,206	1,143,443	3,534,108	1,433,771	1,433,771
Debt Service(2)	4,808,648	4,842,153	4,609,825	4,608,700	4,608,700
Transfers Out	-	-	-	-	-
Totals	\$ 10,756,712	\$ 10,123,451	\$ 12,214,858	\$ 10,914,710	\$ 10,914,710

Director: Cheryl Swanson

(1) Collections over amount for annual debt service and capital are allocated to debt service cash

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund –Alerus Center

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax	8,320,104	8,486,506	8,656,237	8,829,361	9,005,948
Charges for Services	4,064,456	4,186,390	4,249,186	4,312,924	4,399,182
Interest & Miscellaneous	66,290	59,844	72,473	60,589	68,805
Transfers In					
Cash Carryover-budget	3,788,016	3,234,819	4,998,116	3,786,805	4,914,678
Totals	\$ 16,238,866	\$ 15,967,559	\$ 17,976,012	\$ 16,989,679	\$ 18,388,613
Expenditures					
Personnel Services	\$ 2,329,347	\$ 2,399,228	\$ 2,519,189	\$ 2,645,149	\$ 2,777,406
Mtce Operations	2,216,487	2,276,182	2,387,367	2,499,401	2,628,616
Capital	3,848,713	1,687,134	4,675,000	2,319,800	4,157,000
Debt Service	4,609,500	4,606,900	4,607,650	4,610,650	4,615,400
Transfers Out(1)	-	-	-	-	-
Totals	\$ 13,004,047	\$ 10,969,444	\$ 14,189,206	\$ 12,075,000	\$ 14,178,422

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.

2013 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.

Statistics	2007	2008	2009	2010	2011
Average Daily Mosquito Counts					
Annual (Season Average)	25	13	9	29	11
June	46	15	5	33	7
July	29	15	13	17	25
August	17	9	8	36	8
September	6	14	11	10	6

Department Summary	2010	2011	2012	2013	2013
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ 15,880	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	8,255	5,186	1,400	1,400	1,400
Charges for Services	779,310	802,039	796,151	804,816	804,816
Transfers In	3,000	-	-	-	-
Cash Carryover-budget	-	-	70,000	70,000	70,000
Totals	\$ 806,445	\$ 822,225	\$ 879,551	\$ 888,216	\$ 888,216
Expenses					
Personnel Services	\$ 267,205	\$ 261,717	\$ 266,009	\$ 277,458	\$ 277,458
Mtce & Operations	424,006	387,901	396,857	394,651	394,651
Capital	142,659	37,574	32,000	34,000	34,000
Debt Service	114,507	112,383	114,657	112,107	112,107
Transfers Out	-	-	-	-	-
Totals	\$ 948,377	\$ 799,575	\$ 809,523	\$ 818,216	\$ 818,216

Public Health Director: Don Shields
Mosquito Control Supervisor: Todd Hanson

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund –Mosquito Control

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	700	819	822	693	439
Charges for Services	812,864	820,993	830,024	839,154	848,385
Transfers In					
Bond Proceeds					
Cash Carryover	70,000	81,879	82,152	69,261	43,887
Totals	\$ 895,564	\$ 915,691	\$ 924,998	\$ 921,108	\$ 904,711
Expenditures					
Personnel Services	\$ 285,781	\$ 297,704	\$ 306,635	\$ 319,628	\$ 329,217
Mtce Operations	389,348	400,040	411,152	422,705	434,723
Capital	25,000	25,000	25,000	25,000	25,000
Debt Service	113,556	110,794	112,950	109,888	111,738
Transfers Out					
Totals	\$ 813,685	\$ 833,538	\$ 855,737	\$ 877,221	\$ 900,678

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Mosquito Control Supervisor	1.00	1.00	1.00	1.00	1.00
Mosquito Control Field Assistant, Lead	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	0.38
Mosquito Control Field Assistants*	2.75	2.75	2.75	2.75	2.75
Total Classified(Permanent)	2.00	2.00	2.00	2.00	2.38
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	2.75	2.75	2.75	2.75	2.75
Total FTE	4.75	4.75	4.75	4.75	5.13

**City of Grand Forks
2013 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 services 32 loans that had at the start of 2011 a cumulative principal balance of \$2,305,885. It also leases six buildings located downtown and in the Industrial Park and one farm lease that collectively generated \$1,276,198 in 2011.

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.

2013 Objectives

Attract good businesses into the City of Grand Forks that will bring in good jobs with good wages.

Statistics	2007	2008	2009	2010	2011
Number of approved projects	5	4	2	4	4
Number of Jobs expected	107	19	32	750	159
Dollars per job created	\$ 3,324	\$ 4,691	\$ 7,395	\$ 1,479	\$ 1,479
Dollars provided	\$ 639,923	\$ 206,495	\$ 236,636	\$ 1,108,893	\$ 935,988
Dollars leveraged	\$ 44,723,795	\$ 5,003,350	\$ 3,878,000	\$ 3,248,034	\$ 8,876,000

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	3,950,053	4,045,738	3,467,137	4,625,926	4,625,926
Charges for Services	-	-	-	43,200	43,200
Transfers In	828,491	828,491	956,312	966,172	966,172
Sale of Property	-	-	-	-	-
Proceeds - Bank of ND	172,181	-	-	-	-
Cash Carryover-budget	-	-	1,704,645	1,700,595	1,700,595
Totals	\$ 4,950,725	\$ 4,874,229	\$ 6,128,094	\$ 7,335,893	\$ 7,335,893
Expenses					
Personnel Services	\$ 236,127	\$ 243,419	\$ 279,893	\$ 274,471	\$ 274,471
Mtce & Operations(1)	2,953,579	2,341,909	1,357,318	4,358,726	4,358,726
Capital	80,303	1,236,404	97,600	640,239	640,239
Debt Service	1,365,458	1,929,794	1,242,246	1,132,838	1,132,838
Transfers Out	859,106	839,872	845,252	929,619	929,619
Totals	\$ 5,494,573	\$ 6,591,398	\$ 3,822,309	\$ 7,335,893	\$ 7,335,893
Director: Greg Hoover					
(1) 2013 budget includes the remaining cash available in the contingency line of the budget.					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund –Job Development Authority

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental					
Charges for Services					
Interest & Miscellaneous	3,085,832	2,443,364	2,329,987	2,021,941	1,360,736
Transfers In	3,624,687	906,086	914,822	923,820	933,087
Cash Carryover-budget	-	2,072,754	2,809,845	3,426,302	3,990,220
Totals	\$ 6,710,519	\$ 5,422,204	\$ 6,054,654	\$ 6,372,063	\$ 6,284,043
Expenditures					
Personnel Services	\$ 282,705	\$ 291,186	\$ 299,922	\$ 308,920	\$ 318,187
Mtce Operations	898,721	916,700	935,311	952,978	951,772
Capital	142,391	-	-	-	-
Debt Service	2,287,461	1,404,473	1,393,119	1,119,945	524,954
Transfers Out	1,026,487	-	-	-	-
Totals	\$ 4,637,765	\$ 2,612,359	\$ 2,628,352	\$ 2,381,843	\$ 1,794,913

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	-
Accountant	0.25	0.25	0.25	0.25	-
Community Development Manager	-	0.25	0.25	0.25	-
Community Development Specialist	1.05	-	-	-	-
Construction Compliance Officer	-	0.50	0.50	0.50	0.50
Program Compliance Officer	-	0.25	0.25	0.25	-
Administrative Specialist, Senior	-	-	-	-	0.70
Administrative Specialist	0.25	-	-	-	-
Accounting Technician	0.50	0.50	0.50	0.50	-
Office Specialist, Senior	0.60	0.60	0.30	0.15	-
Grant Accountant Sr.	-	-	-	-	0.175
Office Specialist**	-	-	-	-	0.80
Community Betterment Specialist (1)**	0.30	-	-	-	-
UD Intern*	-	-	-	-	-
Total Classified(Permanent)	2.90	2.60	2.30	2.15	1.38
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	-	-	-	0.80
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	4.20	3.60	3.30	3.15	3.18

(1) Position change - created a project grant position entitled Community Betterment Specialist approved by Council 3/08.

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.

Program Description

The Municipal Parking System provides nearly 1,600 off-street parking spaces to patrons of downtown businesses. Revenues are generated from reserved parking rental fees, operating

2013 Objectives

Implement Council-approved projects from MPO Parking Study.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -		\$ -	\$ -	\$ -
Interest & Miscellaneous	1,114	2,305	1,200	1,200	1,200
Charges for Services	313,796	322,565	305,943	386,400	386,400
Transfers In	-	112,000	380,600	131,560	131,560
Cash Carryover-budget	-	-	-	321,000	321,000
Totals	\$ 314,910	\$ 436,870	\$ 687,743	\$ 840,160	\$ 840,160
Expenses					
Personnel Services	\$ 4,346	\$ 7,556	\$ 12,753	\$ 6,199	\$ 6,199
Mtce & Operations	193,458	205,455	256,390	243,161	243,161
Capital	-	-	380,600	590,800	590,800
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 197,804	\$ 213,011	\$ 649,743	\$ 840,160	\$ 840,160
Director: Greg Hoover					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Enterprise Fund – Municipal Parking System

Projection					
Department Summary	2014 Projected Budget	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget
Revenues					
Intergovernmental					
Interest & Miscellaneous	-	250	1,388	2,417	3,330
Charges for Services	386,400	386,400	386,400	386,400	386,400
Transfers In	375,218				
Bond Proceeds					
Reserve					
Cash Carryover-budget	-	25,041	138,809	241,681	332,964
Totals	\$ 761,618	\$ 411,691	\$ 526,597	\$ 630,498	\$ 722,694
Expenditures					
Personnel Services	\$ 6,515	\$ 6,710	\$ 7,057	\$ 7,270	\$ 7,654
Mtce Operations	255,152	266,172	277,859	290,264	303,450
Capital	474,910				
Debt Service					
Transfers Out	-	-	-	-	-
Totals	\$ 736,577	\$ 272,882	\$ 284,916	\$ 297,534	\$ 311,104

Staffing Chart	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Community Betterment Specialist	-	0.25	0.20	0.20	-
Office Specialist**	-	-	-	-	0.20
Total Classified(Permanent)	-	0.25	0.20	0.20	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	0.20
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	-	0.25	0.20	0.20	0.20

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.

2013 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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -		\$ -	\$ -	\$ -
Interest & Miscellaneous	2,984	3,166	5,000	5,000	5,000
Charges for Services	133,510	247,100	263,900	274,750	274,750
Transfers In	-		-	-	-
Cash Carryover-budget	-	-	100,000	100,000	100,000
Totals	\$ 136,494	\$ 250,266	\$ 368,900	\$ 379,750	\$ 379,750
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	136,582	157,295	207,750	209,350	209,350
Capital	28,654	74,676	161,150	170,400	170,400
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 165,236	\$ 231,971	\$ 368,900	\$ 379,750	\$ 379,750
Director: Roxanne Fiala					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Internal Service Fund – Computer Service Fund

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	289,350	289,350	289,350	289,350	289,350
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 289,350				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	209,350	209,350	209,350	209,350	209,350
Capital	80,000	80,000	80,000	80,000	80,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 289,350				

Departmental Summaries (continued)
Internal Service Fund – Central Garage

Mission Statement

To provide for internal services related to comprehensive vehicle and equipment maintenance including preventative, seasonal, scheduled, and emergency maintenance. To manage and provide for the availability, operations, and maintenance of the bulk fuel system 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 for the maintenance of mobile vehicles and equipment as well as installed mechanical equipment utilized by the various City departments and other participating governmental units. Costs for fleet consulting, maintenance, and repair services are billed to the using entity, department, or division.

2013 Objectives

To work with various departments and divisions to research, evaluate, maintain, and plan for replacement of vehicles, equipment, and installed mechanical equipment

in a safe, efficient, professional, 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 in consideration of internal and external recommendations and available services.

To research, consult, and provide for communications related to pricing, quantity, and quality of fuel, maintenance products, and replacement schedules, thereby providing value added services to the departments or divisions served.

To maximize efficiencies by coordinating efforts for cross-utilization and effective communication, thereby providing support and assistance in the management and control of costs related to asset operation and maintenance.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	979,100	939,276	1,156,399	1,056,860	1,056,860
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	20,000	20,000
Totals	\$ 979,100	\$ 939,276	\$ 1,156,399	\$ 1,076,860	\$ 1,076,860
Expenses					
Personnel Services	\$ 316,858	\$ 334,543	\$ 372,916	\$ 386,653	\$ 386,653
Mtce & Operations	648,622	596,617	739,483	575,207	575,207
Capital	20,893	1,041	44,000	115,000	115,000
Debt Service	-	-	-	-	-
Transfers Out	8,850	-	-	-	-
Totals	\$ 995,223	\$ 932,201	\$ 1,156,399	\$ 1,076,860	\$ 1,076,860
Director: Todd Feland					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Internal Service Fund – Central Garage

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	974,975	988,484	1,002,397	1,016,728	1,031,490
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 974,975	\$ 988,484	\$ 1,002,397	\$ 1,016,728	\$ 1,031,490
Expenditures					
Personnel Services	\$ 398,254	\$ 410,200	\$ 422,506	\$ 435,181	\$ 448,237
Mtce Operations	576,721	578,284	579,891	581,547	583,253
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 974,975	\$ 988,484	\$ 1,002,397	\$ 1,016,728	\$ 1,031,490

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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)*	-	-	-	-	-
Total FTE	6.00	6.00	6.00	6.00	6.00

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.

2013 Objectives

To offer merchandise that will promote the City of Grand Forks in a positive manner.

To accurately account for all inventory.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	(14)	-	-	-
Charges for Services	7,767	6,355	9,000	9,000	9,000
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 7,767	\$ 6,341	\$ 9,000	\$ 9,000	\$ 9,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	9,593	6,232	9,000	9,000	9,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 9,593	\$ 6,232	\$ 9,000	\$ 9,000	\$ 9,000
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Internal Service Fund – Central Purchasing

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	9,000	9,000	9,000	9,000	9,000
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 9,000				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	9,000	9,000	9,000	9,000	9,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 9,000				

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.

2013 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.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	294,361	307,271	309,411	292,056	292,056
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	300,000	300,000
Cash Carryover-budget	-	-	20,000	20,000	20,000
Totals	\$ 294,361	\$ 307,271	\$ 329,411	\$ 612,056	\$ 612,056
Expenses					
Personnel Services	\$ 34,634	\$ 34,214	\$ 35,356	\$ 36,213	\$ 36,213
Mtce & Operations	179,815	273,878	251,600	275,843	275,843
Capital	13,526	25,119	35,000	300,000	300,000
Debt Service	-	-	-	-	-
Transfers Out	141,000	-	-	-	-
Totals	\$ 368,975	\$ 333,211	\$ 321,956	\$ 612,056	\$ 612,056
Director: Todd Feland					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Internal Service Fund – Public Works Facility

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	329,593	347,958	360,430	370,545	379,846
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 329,593	\$ 347,958	\$ 360,430	\$ 370,545	\$ 379,846
Expenditures					
Personnel Services	\$ 37,951	\$ 39,088	\$ 40,998	\$ 42,228	\$ 44,330
Mtce Operations	291,642	308,870	319,432	328,317	335,516
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 329,593	\$ 347,958	\$ 360,430	\$ 370,545	\$ 379,846

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2009	2010	2011	2012	2013
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)*	-	-	-	-	-
Total FTE	1.00	1.00	1.00	1.00	1.00

**City of Grand Forks
2013 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.

2013 Objectives

To continue to accurately account for the tax receipts and disbursements in this fund.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Selective Sales Tax	\$ 891,532	\$ 992,367	\$ 874,000	\$ 874,000	\$ 874,000
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	2,835	3,123	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 894,367	\$ 995,490	\$ 874,000	\$ 874,000	\$ 874,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	890,377	982,013	874,000	874,000	874,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 890,377	\$ 982,013	\$ 874,000	\$ 874,000	\$ 874,000
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Trust & Agency Funds – Convention & Visitor’s Bureau

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
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	-	-	-	-	-
Totals	\$ 900,220	\$ 927,227	\$ 955,043	\$ 983,695	\$ 1,013,206
Expenditures					
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
Totals	\$ 900,220	\$ 927,227	\$ 955,043	\$ 983,695	\$ 1,013,206

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.

2013 Objectives

To continue to accurately account for the mill levy collected for animal control.

Department Summary	2010 Actual	2011 Actual	2012 Adopted Budget	2013 Mayor Recommended	2013 Adopted Budget
Revenues					
Real Estate Taxes	\$ 67,921	\$ 71,849	\$ 74,655	\$ 76,741	\$ 76,741
Intergovernmental	1,326	1,539	980	1,170	1,170
Interest & Miscellaneous	36,101	36,742	37,325	38,370	38,370
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 105,348</u>	<u>\$ 110,130</u>	<u>\$ 112,960</u>	<u>\$ 116,281</u>	<u>\$ 116,281</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	105,000	109,765	112,960	116,281	116,281
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 105,000</u>	<u>\$ 109,765</u>	<u>\$ 112,960</u>	<u>\$ 116,281</u>	<u>\$ 116,281</u>
Director: Maureen Storstad					

City of Grand Forks
2013 City Budget

Departmental Summaries (continued)
Trust & Agency Funds – Animal Control

Projection					
Department Summary	2014	2015	2016	2017	2018
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ 79,420	\$ 83,441	\$ 88,722	\$ 93,680	\$ 98,831
Intergovernmental	1,170	1,170	1,170	1,170	1,170
Interest & Miscellaneous	41,440	44,755	48,335	52,202	56,378
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 122,030	\$ 129,366	\$ 138,227	\$ 147,052	\$ 156,379
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	122,030	129,366	138,227	147,052	156,379
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 122,030	\$ 129,366	\$ 138,227	\$ 147,052	\$ 156,379

Debt Service Funds
Debt Summary

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 \$13,740,000 as of December 31, 2011. Beginning in 1999, the City began issuing G.O. debt for our flood protection project. As of December 31, 2011, \$7,120,000 of the total GO debt outstanding is 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 \$120,976,561 as of December 31, 2011. 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 \$55,125,000 as of December 31, 2011.

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, 2011 is \$61,860,000.

On the pages following you will find a breakdown of the debt service payments due in 2013. The payment amount includes the principal, interest and fiscal charges due in 2013.

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 2011 fiscal year as compared to 2010 are as follows:

Net Bonded Debt & Debt Per Capita				
Year	Net Direct Bonded Debt Amount	Ratio of Debt to Assessed Value	Ratio of Debt to Market Value	Debt Per Capita
2010	\$13,695,463	109.91	219.82	259.20
2011	\$12,855,145	120.24	240.47	243.29

Debt Service Funds (continued) 2013 Debt Summary

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:

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. Principle 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. Principle 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. Principle payments range from \$500,000 to \$650,000 with final payment due December 1, 2019. Financing is provided by a general property tax levy.

2011 “E” GO Dike Refunding Bonds

A \$2,260,000 bond issue. This is a crossover refunding of 2002G for a net present value benefit of \$218,127. Interest ranges from 2.0 percent to 3.0 percent. Principle payments range from \$205,000 to \$250,000 with final payment due December 1, 2022. 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. Principle 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. Principle 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. Principle payments range from \$105,000 to \$150,000 with final payment due September 1, 2018. The funding source is user utility fees.

2000 “A” SRF Loan

A \$13,200,000 Clearwell State Revolving Loan. Interest is at 2.5 percent. Principle 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. Principle payments range from \$55,000 to \$95,000 with final payment due September 1, 2015. The funding source is user utility fees.

Debt Service Funds (continued)

2013 Debt Summary

2001 "D" SRF Loan

A \$13,781,500 State Revolving Loan for the Wastewater Treatment Plant – Phase 2. Interest is at 2.5 percent. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle payments range from \$105,000 to \$640,000 with final payment due September 1, 2020. The funding source is user utility fees.

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. Principle payments range from \$225,000 to \$300,000 with final payment due September 1, 2020. The funding source is utility fees.

2011 "D" Sewer Reserve Revenue Bond

A \$2,645,000 bond issue to finance sewer system improvements. Interest ranges from 2.0 percent to 3.75 percent. Principle payments range from \$110,000 to \$170,000 with the final payment due September 1, 2031. The funding source is utility fees.

Debt Service Funds (continued)
2013 Debt Summary

Sales Tax Revenue Bonds:

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. Principle 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. Principle payments range from \$180,000 to \$300,000 with final payment due May 1, 2017.

2011 “A” Sales Tax Reserve Revenue Bond – Dike

A \$3,860,000 bond issue to refinance 2002H Sales Tax Reserve Revenue Bonds (Dike). Interest ranges from 2.0 percent to 3.0 percent. Principle payments range from \$350,000 to \$430,000 with the final payment due September 1, 2021.

2011 “F” Sales Tax Reserve Revenue Bond – Dike

A \$6,830,000 bond issue to refinance 2001D Sales Tax Reserve Revenue Bonds (Dike). Interest ranges from 3.0 percent to 5.0 percent. Principle payments range from \$515,000 to \$760,000 with the final payment due September 1, 2021.

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. Principle 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. Principle 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. Principle 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. Principle 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. Principle payments range from \$55,000 to \$95,000 with final payment due December 1, 2022.

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. Principle payments range from \$100,000 to \$315,000 with final payment due December 1, 2024.

Debt Service Funds (continued)
2013 Debt Summary

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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle 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. Principle payments range from \$90,000 to \$140,000 with final payment due December 1, 2030.

2010 “B” Refunding Improvement Dike Bond

A \$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. Principle 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. Principle payments range from \$195,000 to \$320,000 with final payment due December 1, 2031.

Debt Service Funds (continued)
2013 Debt Summary

2011 "B" Refunding Improvement Refunding Bond

A \$2,830,000 crossover bond issue to refinance 2003A Refunding Improvement Bond (Dike) for interest savings. Interest ranges from 2.0 percent to 3.125 percent. Principle payments range from \$115,000 to \$400,000 with final payment due December 1, 2023.

2011 "C" Refunding Improvement Bond

A \$5,695,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied. Interest ranges from 2.0 percent to 3.75 percent. Principle payments range from \$195,000 to \$410,000 with the final payment due December 1, 2032.

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
2013 City Budget

Debt Service Funds (continued)
2013 Debt Schedule

	Principal Pmt Due	Interest Pmt Due	Fiscal & Consultant Charges Due	Operating Transfers Out	Total Payment
<u>General Obligation Bonds:</u>					
2006 "B" GO Public Bldg Bonds	\$ 65,000	\$ 47,819	\$ 1,000	\$ -	\$ 113,819
2007"A" GO Public Bldg Bond	160,000	127,861	1,000	-	288,861
2008"B" GO Dike Refunding Bond	540,000	163,175	1,000	260,800	964,975
2011 "E" GO Dike Bonds(1)	205,000	54,800	1,000	-	260,800
Total General Obligation Bonds	970,000	393,655	4,000	260,800	1,628,455
(1) 20011E - Refunding of 2002G					
<u>Revenue Bonds:</u>					
2007 "C" Sales Tax Res Rev Bond - Cirrus	265,000	48,944	1,000	-	314,944
1997 "B" SRL Wastewater Treatment Plant-Phase I	760,000	121,000	24,678	-	905,678
1997 "D" SRL Southend Drainway-Phase I	220,000	34,875	7,757	-	262,632
1998 SRL Southern Drainway-Phase II	135,000	21,250	5,243	-	161,493
2000 "A" SRL Clearwell	590,000	131,000	27,000	-	748,000
2000 "C" Storm Water Reserve Revenue Bond	90,000	14,938	1,000	-	105,938
2001 "D" SRL Wastewater Treatment Plant-Phase II	710,000	176,250	35,853	-	922,103
2002 "C" SRL Wastewater Treatment Plant-Phase III	345,000	86,250	18,766	-	450,016
2004 "B" Water Reserve Revenue Refunding Bond	160,000	15,005	1,000	-	176,005
2005 "A" Sales Tax Revenue Refunding -Alerus	2,105,000	2,503,200	500	-	4,608,700
2005 "E" SRL BioSolids	210,000	79,250	17,703	-	306,953
2007 "B" Mosquito Revenue Bond	60,000	50,607	1,500	-	112,107
2008 "C" Sewer Reserve Revenue Refunding Bond	100,000	12,000	1,000	-	113,000
2009B Wastewater Reserve Revenue Bond	230,000	98,950	1,000	-	329,950
2009A Sanitation Revenue Bond	195,000	435,920	750	-	631,670
2009D Water Reserve Revenue Refunding Bond	535,000	134,200	1,000	-	670,200
2010A Sanitation Res Revenue Refunding Bond	250,000	70,650	750	-	321,400
2011D Sewer Reserve Revenue Bond	110,000	75,488	1,000	-	186,488
2011 "A" SalesTax Reserve Revenue Bond - Dike(1)	365,000	82,650	1,000	-	448,650
2011 "F" SalesTax Reserve Revenue Bond - Dike(2)	655,000	274,600	1,000	-	930,600
2012 Water Reserve Revenue Bond	200,000	125,000	1,000	-	326,000
Total Revenue Bonds	8,290,000	4,592,027	150,500	-	13,032,527
(1) 2011A Refunding of 2002H					
(2) 2011F Refunding of 2001D					

**City of Grand Forks
2013 City Budget**

**Debt Service Funds (continued)
2013 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	290,000	21,863	1,000	-	312,863
2002F Refunding Improvement Bond	70,000	29,750	1,000	-	100,750
2003B Refunding Improvement Bond	275,000	111,010	1,000	-	387,010
2004A Refunding Improvement Bond	135,000	52,855	1,000	-	188,855
2005B Refunding Improvement Bond	130,000	55,856	1,000	-	186,856
2006C Refunding Improvement Bond	430,000	204,100	1,000	-	635,100
2007 Refunding Improvement Bond	390,000	191,240	1,000	69,054	651,294
2006A Refunding Improvement Ref Bond	185,000	7,863	1,000	-	193,863
2008A Refunding Improvement Refunding Bond	305,000	52,150	1,000	-	358,150
2008D Refunding Improvement Bond	215,000	114,069	1,000	-	330,069
2009E Refunding Improvement Bond	130,000	68,424	1,000	-	199,424
2009C Refunding Improvement Refunding Bond	805,000	207,675	1,000	632,102	1,645,777
2010C Refunding Improvement Bond	310,000	117,458	1,000	-	428,458
2001C Def Impr War - Dike	515,000	128,375	24,388	-	667,763
2002A SRL Water Reclamation Phase I	84,000	21,100	4,010	-	109,110
2002B SRL Water Reclamation Phase II	110,000	27,750	5,275	-	143,025
2010B Refunding improvement Dike Bond	200,000	70,305	1,000	-	271,305
2011B Refunding Improvement Bond-Dike(1)	400,000	64,806	1,000	278,531	744,337
2011C Refunding Improvement Bond	410,000	171,756	1,000	-	582,756
Total Refunding Improvement Bonds	5,389,000	1,718,405	49,673	979,687	8,136,765
(1) 2011B Refunding of 2003A					
<u>Industrial Development Revenue Notes:</u>					
Corporate Center Project, Series 1999	422,774	113,341	4,800	-	540,915
Total Industrial Development Revenue Notes	422,774	113,341	4,800	-	540,915
Total Liability	\$ 15,071,774	\$ 6,817,428	\$ 208,973	\$ 1,240,487	\$23,338,662

**City of Grand Forks
2013 City Budget**

**Debt Service Funds (continued)
Legal Debt Margin**

December 31, 2011

<u>Market Value</u>		<u>\$ 3,091,276,960</u>
Debt Limit - 5% of 50% of Market Value		77,281,924
Amount of Debt Applicable to Debt Limit:		
General Obligation Bonds	\$ 13,740,000	
City Share of Special Assessments	331,102	
Special Assessment on City Owned General Government Property	<u>1,599,791</u>	
Gross Bonded Debt		\$ 15,670,893
Less:		
Cash in Debt Service Funds (1)		<u>2,815,748</u>
Net Bonded Debt		<u>12,855,145</u>
Legal Debt Margin		<u>\$ 64,426,779</u>

(1) Sinking Funds



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FOR NOTES

**CIP
Capital Improvement Program Overview**

The 2013-18 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 2014 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 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, Public Works, 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. The current plan includes a bond to be sold for financing the construction cost of this new Fire Station. The bond will be funded by property tax through the Public Building Fund. The timeline and funding 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, which began with the 2012 budget, 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 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.

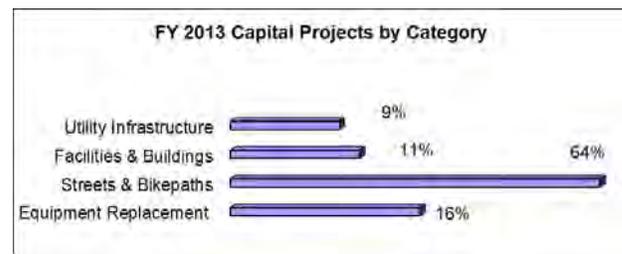
Projects relating to Water, Wastewater, Storm-water, Sanitation, and Mosquito are funded by the fees that are collected within these Enterprise Funds. Public Transportation capital needs are supported by a portion of the property tax collected by the City. The Public Transportation department also receives 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. The 2013 budget includes a newly created Capital Replacement Capital Project Fund to track this reserve and its use. 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 2013 CIP is distributed into the following categories:

- Utility Infrastructure \$ 2,352,000
- Facilities & Buildings \$ 2,799,365
- Streets & Bikepaths \$16,287,407
- Equipment Replacement \$ 4,101,270



City of Grand Forks
2013 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
Utility Infrastructure								
Enterprise Fund - Sanitation								
	Baling Facility and Landfill Renewal & Rehab Sanitation Revenue	210,000	250,000	250,000	250,000	250,000	250,000	1,460,000
	Landfill Renewal and Rehab Reserve Sanitation Revenue	125,000	500,000	500,000	500,000	500,000	500,000	2,625,000
The following projects and programs are currently being analyzed as part of the multi-year infrastructure study (timing and funding to be determined in 2013) :								
Solid Waste Landfill Cell A Closure and Cell B Construction Costs								
Asset Management Program								
Enterprise Fund - Wastewater								
<u>Wastewater Collection & 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 & Rehab</u>								
	Pump Station Rehab Wastewater Revenue	400,000	500,000	500,000	500,000	500,000	500,000	2,900,000
	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 and programs are currently being analyzed as part of a multi-year infrastructure study (timing and funding to be determined in 2013) :								
Biosolids Management Planning & Project								
Continuous Discharge								
Lagoon Decommissioning								
EGF Interconnect								
Asset Management Program								
Enterprise Fund - Water								
<u>Water Distribution - 5340</u>								
	Water Main Replacement Water Revenue	347,000	500,000	500,000	500,000	500,000	500,000	2,847,000
<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>								
	Regional Water Treatment Plant Planning & Project Reserve	395,000	775,000	2,500,000	3,200,000	2,655,738	-	9,525,738
	Grant/Sales Tax	395,000	775,000	2,500,000	3,200,000	20,400,000	20,400,000	47,670,000
	Revenue Bond	-	-	-	-	17,744,262	20,400,000	38,144,262
	Total	790,000	1,550,000	5,000,000	6,400,000	40,800,000	40,800,000	95,340,000
	7 Million Gallon pump Station Roof Water Revenue	50,000	100,000	100,000	100,000	100,000	100,000	550,000
The following projects and programs are currently being analyzed as part of a multi-year infrastructure study:								
Regional Water Treatment Plan Planning and Project								
Asset Management Program								
Enterprise Fund - Stormwater								
	Storm Sewer Repair Storm Water Revenue	70,000	100,000	100,000	100,000	100,000	100,000	570,000
	Pump Station Repair Storm Water Revenue	30,000	30,000	30,000	30,000	30,000	30,000	180,000
The following projects and programs are currently being analyzed as part of multi-year infrastructure study (timing and funding to be determined in 2013):								
Regional Stormwater Plan Implementation								
CATEGORY SUBTOTAL		2,352,000	5,434,888	7,460,000	11,615,017	46,098,077	47,287,823	120,247,805

City of Grand Forks
2013 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
Facilities, Buildings, & Furnishings								
General Fund - City Hall								
	Carpeting - 3rd Floor & Mayor/City Administrator Office Public Building Fund	65,000	-	-	-	-	-	65,000
General Fund - Public Buildings								
	Reserve for Building & Capital Needs Public Building Fund	30,000	50,000	60,000	60,000	75,000	75,000	350,000
General Fund - Fire Department								
	Southeast Fire Station GO Bond - Public Building Fund	-	-	1,500,000	-	-	-	1,500,000
General Fund - Public Safety Training Facility								
	Outdoor training classroom and shelter General Fund	40,000	-	-	-	-	-	40,000
	Drill Field Improvements General Fund	-	50,000	-	-	-	-	50,000
Enterprise Fund - Public Transportation								
	Building Rehabilitation & Upgrades(1)							
	Public Transit (5500)	-	222,200	-	-	-	-	222,200
	FTA	-	888,800	-	-	-	-	888,800
	Total	-	1,111,000	-	-	-	-	1,111,000
	Bus Shelter Replacement & Renovation							
	Public Transit (5500)	-	3,000	3,000	3,000	3,000	3,000	15,000
	FTA	-	12,000	12,000	12,000	12,000	12,000	60,000
	Total	-	15,000	15,000	15,000	15,000	15,000	75,000
Enterprise Fund - Alerus Center								
	Reserve for Future Capital Trust Alerus Debt Service Cash	500,000	500,000	500,000	1,500,000	1,500,000	1,500,000	6,000,000
	Scoreboards Alerus Debt Service Cash	-	-	150,000	-	-	-	150,000
	Video Boards Alerus Debt Service Cash	-	2,000,000	-	-	-	-	2,000,000
	Football Equipment Alerus Debt Service Cash	150,000	-	-	-	-	-	150,000
	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	-	-	-	-	-	1,352,000	1,352,000
	Signage-Building Interior Alerus Debt Service Cash	25,000	20,000	25,000	100,000	-	-	170,000
	Carpet Alerus Debt Service Cash	25,000	-	-	-	-	-	25,000
	Suite Improvements Alerus Debt Service Cash	165,000	75,000	-	-	-	-	240,000

City of Grand Forks
2013 City Budget

CIP
Six Year CIP Summary Listing

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
	Vestibules							
	Alerus Debt Service Cash	100,000	-	-	-	-	-	100,000
	Painting							
	Alerus Debt Service Cash	-	-	-	50,000	-	-	50,000
	Lighting - Arena							
	Alerus Debt Service Cash	-	-	-	-	-	125,000	125,000
	Lighting - Exterior Areas							
	Alerus Debt Service Cash	60,000	-	75,000	-	-	75,000	210,000
	Plants/Trees/Shrubs							
	Alerus Debt Service Cash	-	-	-	10,000	-	-	10,000
	Asphalt/Seal Parking Lot							
	Alerus Debt Service Cash	-	-	-	400,000	-	-	400,000
	Bullard & Fencing							
	Alerus Debt Service Cash	-	-	-	-	-	25,000	25,000
	Cup Holders for Arena							
	Alerus Debt Service Cash	31,000	33,000	-	-	-	-	64,000
	Risers/Refurbishment							
	Alerus Debt Service Cash	-	-	45,000	-	-	-	45,000
	Air Handlers & other Mechanical							
	Alerus Debt Service Cash	309,000	225,000	225,000	225,000	225,000	225,000	1,434,000
	Hot Water Heaters/Tank							
	Alerus Debt Service Cash	50,000	-	-	-	-	-	50,000
	CCTV System							
	Alerus Debt Service Cash	-	-	180,000	-	-	-	180,000
	Fire Alarm System							
	Alerus Debt Service Cash	50,000	-	-	-	-	-	50,000
	Card Access System							
	Alerus Debt Service Cash	27,040	-	-	-	-	-	27,040
	Total	1,492,040	2,853,000	1,300,000	2,885,000	2,025,000	3,552,000	14,107,040
Enterprise Fund - Job Development Authority								
	1550 S 48th St (Noah's Ark Bldg) Repairs / Maintenance							
	JDA Revenue	613,525	142,391	-	-	-	-	755,916
Enterprise Fund - Municipal Parking								
	1st Ave (Central) Parking Ramp							
	Municipal Parking Revenue	181,000	99,692	-	-	-	-	280,692
	Municipal Parking Cash	321,000	-	-	-	-	-	321,000
	Community Dev Unrestricted Cash Reserve	56,800	375,218	-	-	-	-	432,018
	Total	558,800	474,910	-	-	-	-	1,033,710
CATEGORY SUBTOTAL		\$ 2,799,365	\$ 4,696,301	\$ 2,875,000	\$ 2,960,000	\$ 2,115,000	\$ 3,642,000	\$ 19,087,666

City of Grand Forks
2013 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
Streets & Bikepaths								
Federal Aid Street Projects								
	Bridge Repair/Rehab(Washington Underpass/Sorlie/Kennedy as determined by priorities set by the NDDOT)(1)							
	Infrastructure	200,000	250,000	300,000	400,000	500,000	500,000	2,150,000
	S Washington Preventative Maintenance (32nd Ave S to Hammerling)							
	Federal Share Regional	1,200,000	-	-	-	-	-	1,200,000
	State Share	150,000	-	-	-	-	-	150,000
	City Share Match (Infrastructure)	200,000	30,000	-	-	-	-	230,000
	Total	1,550,000	30,000	-	-	-	-	1,580,000
	Columbia Road (Overpass to 11th Ave S)							
	Federal Share Urban	3,480,000	-	-	-	-	-	3,480,000
	Special Assessment	200,000	-	-	-	-	-	200,000
	City Share (Infrastructure)	1,000,000	200,000	-	-	-	-	1,200,000
	Total	4,680,000	200,000	-	-	-	-	4,880,000
	32nd Ave S (I-29 to Washington) Rehab							
	Federal Share Regional	3,000,000	-	-	-	-	-	3,000,000
	State Share	375,000	-	-	-	-	-	375,000
	City Share (Infrastructure)	450,000	50,000	-	-	-	-	500,000
	Total	3,825,000	50,000	-	-	-	-	3,875,000
	Intersection Improvements (24th & 34th Roundabout)							
	Federal Share Urban	-	479,000	-	-	-	-	479,000
	City Share Match (Infrastructure)	30,000	160,000	-	-	-	-	190,000
	Total	30,000	639,000	-	-	-	-	669,000
	Intersection Improvement (S Washington & 40th Ave S)							
	Federal Share Urban	-	446,000	-	-	-	-	446,000
	City Share Match (Infrastructure)	-	250,000	30,000	-	-	-	280,000
	Total	-	696,000	30,000	-	-	-	726,000
	Intersection Improvements @ 11th AS/42nd Street							
	Federal Urban Share	-	480,000	-	-	-	-	480,000
	City Share Match (Infrastructure)	50,000	100,000	20,000	-	-	-	170,000
	Alerus Debt Service	-	150,000	-	-	-	-	150,000
	Total	50,000	730,000	20,000	-	-	-	800,000
	Gateway Drive Preventative Maintenance (I-29 to N55th)							
	Federal Share Regional	-	1,200,000	-	-	-	-	1,200,000
	State Share	-	300,000	-	-	-	-	300,000
	City Share Match (Infrastructure)	-	30,000	-	-	-	-	30,000
	Total	-	1,530,000	-	-	-	-	1,530,000
	42nd St. Underpass Land Purchase							
	Federal Share Urban	-	-	-	-	-	-	-
	City Share Match (Infrastructure)	-	370,000	-	-	-	-	370,000
	Total	-	370,000	-	-	-	-	370,000
	Demers Ave Maintenance (I-29 to Washington)							
	Federal Share Regional	-	-	2,000,000	-	-	-	2,000,000
	State Share	-	-	250,000	-	-	-	250,000
	City Share (Infrastructure)	-	-	300,000	50,000	-	-	350,000
	Total	-	-	2,550,000	50,000	-	-	2,600,000
	Columbia Rd (36th Ave S to 47th Ave S)(3-lane section)							
	Federal Share Urban	-	-	-	-	-	-	-
	Special Assessments(2016)	-	-	400,000	-	-	-	400,000
	City Share (Infrastructure)	-	800,000	5,800,000	300,000	200,000	-	7,100,000
	Total	-	800,000	6,200,000	300,000	200,000	-	7,500,000
	Columbia Road (11th - 14th Ave South)							
	Federal Share Urban	-	-	-	4,027,000	-	-	4,027,000
	Special Assessment	-	-	-	200,000	-	-	200,000
	City Share (Infrastructure)	300,000	200,000	100,000	900,000	200,000	-	1,700,000
	Total	300,000	200,000	100,000	5,127,000	200,000	-	5,927,000
	Kennedy Bridge							
	Federal Share Regional	-	-	-	4,000,000	-	-	4,000,000
	State Share-North Dakota	-	-	-	1,000,000	-	-	1,000,000
	City Share (Infrastructure)	-	-	-	50,000	-	-	50,000
	Total	-	-	-	5,050,000	-	-	5,050,000
	Reconstruct N 42nd St (University to Gateway)							
	Special Assessment	-	-	-	-	500,000	-	500,000
	City Share (Highway User)	-	-	-	-	2,000,000	-	2,000,000
	Total	-	-	-	-	2,500,000	-	2,500,000
	N Washington Reconstruct (5th Ave S to 1st Ave N) - Includes Underpass							
	Federal Share Regional	-	-	-	-	11,280,000	-	11,280,000
	State Share	-	-	-	-	1,410,000	-	1,410,000
	City Share (Use of Bridge Reserve)	-	-	-	-	500,000	-	500,000
	City Share (Infrastructure)	-	-	-	50,000	1,000,000	50,000	1,100,000
	Total	-	-	-	50,000	14,190,000	50,000	14,290,000
	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 (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
	Sorlie Bridge							
	Federal Share	-	-	-	-	-	10,000,000	10,000,000
	State Share	-	-	-	-	-	1,250,000	1,250,000
	City Share (Use of Bridge Reserve)	30,000	30,000	50,000	50,000	200,000	1,500,000	1,860,000
	Total	30,000	30,000	50,000	50,000	200,000	12,750,000	13,110,000

City of Grand Forks
2013 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
	Traffic Signals							
	Federal Share Urban	-	-	-	-	-	500,000	500,000
	City Share (Infrastructure)	-	-	-	-	100,000	100,000	200,000
	Total	-	-	-	-	100,000	600,000	700,000
	42nd St Widening (17th-32nd Ave S)							
	Federal Share Urban (2019)	-	-	-	-	-	-	-
	Special Assessment	-	-	-	-	-	-	-
	City Share (Infrastructure)	-	-	-	100,000	400,000	500,000	1,000,000
	Total	-	-	-	100,000	400,000	500,000	1,000,000
	42nd St & 32nd Ave S/I-29 Ram Reconfiguration							
	Federal Share Interstate & Regional (2019)	-	-	-	-	-	-	-
	Federal Share Urban (2019)	-	-	-	-	-	-	-
	City Share (Infrastructure)	-	-	-	-	20,000	1,500,000	1,520,000
	Total	-	-	-	-	20,000	1,500,000	1,520,000
	47th Ave S Interchange							
	Federal Share Interstate	-	-	-	-	-	-	-
	Federal Share Urban	-	-	-	-	-	-	-
	City Share (Infrastructure)	-	-	-	-	300,000	500,000	800,000
	Total	-	-	-	-	300,000	500,000	800,000
	Other Projects							
	Extend S 34th St & connect to 40th Ave S (New)							
	Special Assessment	300,000	-	-	-	-	-	300,000
	City Share (New Trunk Reserve)	900,000	-	-	-	-	-	900,000
	Total	1,200,000	-	-	-	-	-	1,200,000
	Extend S 34th St to 45th Ave S (New)							
	Special Assessment	150,000	-	-	-	-	-	150,000
	City Share (New Trunk Reserve)	600,000	-	-	-	-	-	600,000
	Total	750,000	-	-	-	-	-	750,000
	Fiber Optice Interconnect Cable	60,000	-	-	-	-	-	60,000
	Columbia Road Overpass							
	City Share (Highway User)	220,000	-	-	-	-	-	220,000
	17th Ave S/Columbia Turn Lanes							
	City Share (Highway User)	200,000	-	-	-	-	-	200,000
	Demers Ave Skyway Ramp Relocation							
	City Share (Highway User)	100,000	-	-	-	-	-	100,000
	Reconstruct Franklin (4th to 5th Granitoid)							
	Special Assessment	30,000	-	-	-	-	-	30,000
	City Share (Highway User)	120,000	-	-	-	-	-	120,000
	Total	150,000	-	-	-	-	-	150,000
	Mill, Overlay, & Mitigate 4th Ave (Walnut - Cottonwood)							
	Special Assessment	30,000	-	-	-	-	-	30,000
	City Share (Highway User)	150,000	-	-	-	-	-	150,000
	Total	180,000	-	-	-	-	-	180,000
	Stanford Road Reconstruction (University Ave - 6th)							
	Special Assessment	100,000	-	-	-	-	-	100,000
	City Share (Highway User)	480,000	-	-	-	-	-	480,000
	Total	580,000	-	-	-	-	-	580,000
	Citywide Concrete CPR							
	Special Assessment	-	300,000	-	-	-	-	300,000
	City Share (Highway User)	-	300,000	-	-	-	-	300,000
	Total	-	600,000	-	-	-	-	600,000

City of Grand Forks
2013 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
	30th Ave S Major Rehab (34th to 38th St)							
	Special Assessment	-	200,000	-	-	-	-	200,000
	City Share (Highway User)	-	200,000	-	-	-	-	200,000
	Total	-	400,000	-	-	-	-	400,000
	University Ave. Bridge Repair							
	Highway Users	-	100,000	500,000	-	-	-	600,000
	Traffic Signal Software/Hardware Update							
	Highway Users	-	-	-	1,000,000	-	-	1,000,000
	Quiet Zone Redundancy							
	Highway Users	50,000	50,000	50,000	50,000	-	-	200,000
	Traffic Signal Interconnect							
	Highway Users	50,000	50,000	50,000	50,000	50,000	-	250,000
Bikeway								
	Bikeway Capital & Maintenance							
	Highway Users	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	20th St Bikepath (34th - 47th Ave S)							
	Federal Share T.E.	220,000	-	-	-	-	-	220,000
	City Share (Bikeway Capital Project Fund)	100,000	-	-	-	-	-	100,000
		320,000	-	-	-	-	-	320,000
	Bikepath (New)							
	Federal Share T.E.	-	-	200,000	-	200,000	-	400,000
	City Share (Infrastructure)	-	40,000	50,000	40,000	50,000	40,000	220,000
		-	40,000	250,000	40,000	250,000	40,000	620,000
Sidewalk								
	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
Ongoing Street Maintenance and Repair Projects								
	Minor Street Repairs							
	Highway Users	164,032	167,313	170,659	174,072	177,554	181,105	1,034,734
	Street Maintenance Program							
	Highway Users	304,631	310,724	316,938	323,277	329,742	336,338	1,921,650
	Controllers & Conflict Monitors							
	Highway Users	23,433	23,902	24,380	24,867	25,365	25,872	147,818
	Traffic Signal Maintenance							
	Highway Users	82,719	84,373	86,061	87,782	89,538	91,328	521,801
	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	20,000	220,000
	Transportation System Projects							
	HighwayUsers	104,000	104,000	104,000	104,000	104,000	104,000	624,000
	HighwayUsers - LMI areas	104,000	104,000	104,000	104,000	104,000	104,000	624,000
	Special Assessments	104,000	104,000	104,000	104,000	104,000	104,000	624,000
	Total	312,000	312,000	312,000	312,000	312,000	312,000	1,872,000
Paving & Lighting								
	2600 ft. @ \$150/ft (Increased 2% per year)							
	Highway Users	430,592	439,204	447,988	456,948	466,087	475,408	2,716,226
Category Subtotal		\$ 16,287,407	\$ 8,607,515	\$ 12,003,025	\$ 14,490,946	\$ 21,255,285	\$ 25,287,052	\$ 97,931,230

(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
2013 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
Equipment Replacement								
General Fund - Engineering Department								
	Current Year Fleet Vehicle Replacement							
	General Fund	\$ -	\$ 40,700	\$ 15,000	\$ 34,700	\$ 14,000	\$ 15,000	\$ 119,400
	General Fund - (Department Carryover)	20,000	-	-	-	-	-	20,000
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	-	(34,700)	(14,000)	(15,000)	(63,700)
	Reserve for future replacement of vehicles							
	General Fund	31,732	31,260	35,114	35,114	36,596	36,661	206,477
	Total Fleet Vehicle Replacement	51,732	71,960	50,114	35,114	36,596	36,661	282,177
General Fund - Inspections Department								
	Current Year Fleet Vehicle Replacement							
	General Fund	16,000	16,000	15,000	15,000	15,000	15,000	92,000
	Use of Reserve for future replacement of vehicles							
	General Fund	(16,000)	(16,000)	-	(15,000)	(15,000)	(15,000)	(77,000)
	Reserve for future replacement of vehicles							
	General Fund	20,209	15,726	15,236	17,146	17,677	17,769	103,763
	Total Fleet Vehicle Replacement	20,209	15,726	30,236	17,146	17,677	17,769	118,763
General Fund - Health Department								
	Current Year Fleet Vehicle Replacement							
	General Fund	-	56,500	-	56,000	-	-	112,500
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	-	(28,000)	-	-	(28,000)
	Reserve for future replacement of vehicles							
	General Fund	3,500	10,176	17,346	17,346	19,614	19,614	87,596
	Total Fleet Vehicle Replacement	3,500	66,676	17,346	45,346	19,614	19,614	172,096
General Fund - Fire Department								
	Fire Engine for Southeast Station							
	General Fund	-	-	-	400,000	-	-	400,000
	(Construction projected in 2015; Fire Engine projected to be needed in 2016)							
	Current Year Fleet Vehicle Replacement							
	General Fund	400,000	-	20,000	555,000	18,000	60,000	1,053,000
	Use of Reserve for future replacement of vehicles							
	General Fund	(400,000)	-	-	(500,000)	-	-	(900,000)
	Reserve for future replacement of vehicles							
	General Fund	213,964	284,660	284,660	286,780	279,335	281,335	1,630,734
	Total Fleet Vehicle Replacement	213,964	284,660	304,660	741,780	297,335	341,335	2,183,734
General Fund - Mayor/Council - Public Information Center Department								
	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
General Fund - Police Department								
	Replacement 7 Police Vehicles							
	General Fund	218,360	226,003	233,913	242,100	249,363	256,844	1,426,581
	Changeover Vehicle Costs							
	General Fund	19,600	20,286	20,996	21,731	22,491	23,279	128,383
	Total Fleet Vehicle Replacement	237,960	246,289	254,909	263,831	271,854	280,122	1,554,964
	Mobile Visual - Audio Recording Component							
	General Fund - (Department & General Carryover)	100,000	-	-	-	-	-	100,000
	Mobile Data Computer Systems & Peripheral Equipment							
	General Fund - (Department & General Carryover)	12,500	-	-	-	-	-	12,500

City of Grand Forks
2013 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
General Fund - Street Department								
	Current Year Equipment Replacement General Fund	385,000	400,000	400,000	400,000	400,000	400,000	2,385,000
Special Revenue Fund - E-911 System								
	Technical Communication Equipment Upgrades E-911 (2105)	20,000	20,000	350,000	50,000	25,000	25,000	490,000
Special Revenue Fund - Library								
	Books/Audio-Visual/Periodicals Library Mill Levy	245,274	252,632	260,211	268,018	276,058	284,340	1,586,533
Enterprise Fund - Sanitation								
	Replacement 2 Garbage Units Sanitation Revenue	740,000	500,000	500,000	500,000	500,000	500,000	3,240,000
	Refuse Containers Sanitation Revenue	225,000	225,000	225,000	225,000	225,000	60,000	1,185,000
	Recycling Containers Sanitation Revenue	195,000	195,000	195,000	195,000	25,000	25,000	830,000
Enterprise Fund - Wastewater								
	Reserve for Vactor Sewer Cleaner Wastewater Revenue	-	20,000	20,000	20,000	20,000	20,000	100,000
	Replace Fleet vehicle @ collection Wastewater Revenue	25,000	-	-	30,000	-	-	55,000
	Replace 1979 Crane Wastewater Revenue	86,000	-	-	-	-	-	86,000
	Replace 2 vehicles with 1 pickup Wastewater Revenue	30,000	-	-	-	-	-	30,000
	Replace Fleet vehicle @ Electrician Wastewater Revenue	-	-	-	-	20,000	-	20,000
Enterprise Fund - Water Distribution								
	Water Meters Annual Bids & ERT replacements Water Revenue	140,000	100,000	100,000	100,000	100,000	100,000	640,000
	Replace Fleet vehicle Water Revenue	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Enterprise Fund - Water Treatment								
	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
Enterprise Fund - Stormwater								
	Reserve for Vactor Sewer Cleaner Stormwater Revenue	-	15,000	15,000	15,000	15,000	15,000	75,000
	New Vecto Sewer Cleaner Truck Stormwater Reserve	250,000	-	-	-	-	-	250,000
Enterprise Fund - Public Transit								
	Vehicle Replacement (1) Public Transit (5500)	80,000	99,960	31,790	25,490	26,010	26,530	289,780
	FTA	320,000	488,040	155,210	124,510	126,990	129,530	1,344,280
	Total	400,000	588,000	187,000	150,000	153,000	156,060	1,634,060
Public Transportation Facility Renewal & Rehab Porject and related grant funding is currenttt being sought.								
Enterprise Fund - Dial-A-Ride								
	Vehicle Replacement (1) Dial-A-Ride (5600)	7,200	13,790	14,066	14,348	14,635	14,635	78,674
	FTA	28,800	55,162	56,265	57,390	58,538	58,538	314,693
	Total	36,000	68,952	70,331	71,738	73,173	73,173	393,367
Enterprise Fund - Alerus Center								
	Computers/Concentrics System/File Cabinets/Office Equip/Network System Alerus Debt Service Cash	48,979	35,000	42,500	20,000	24,800	20,000	191,279
	Modular Office Furniture/Pre-function Furniture Alerus Debt Service Cash	30,000	-	-	-	70,000	-	100,000
	Audio/Visual, Sound System Alerus Debt Service Cash	25,000	15,000	15,000	1,750,000	15,000	15,000	1,835,000
	Landscape Equipment Alerus Debt Service Cash	-	-	84,663	-	-	-	84,663

City of Grand Forks
2013 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

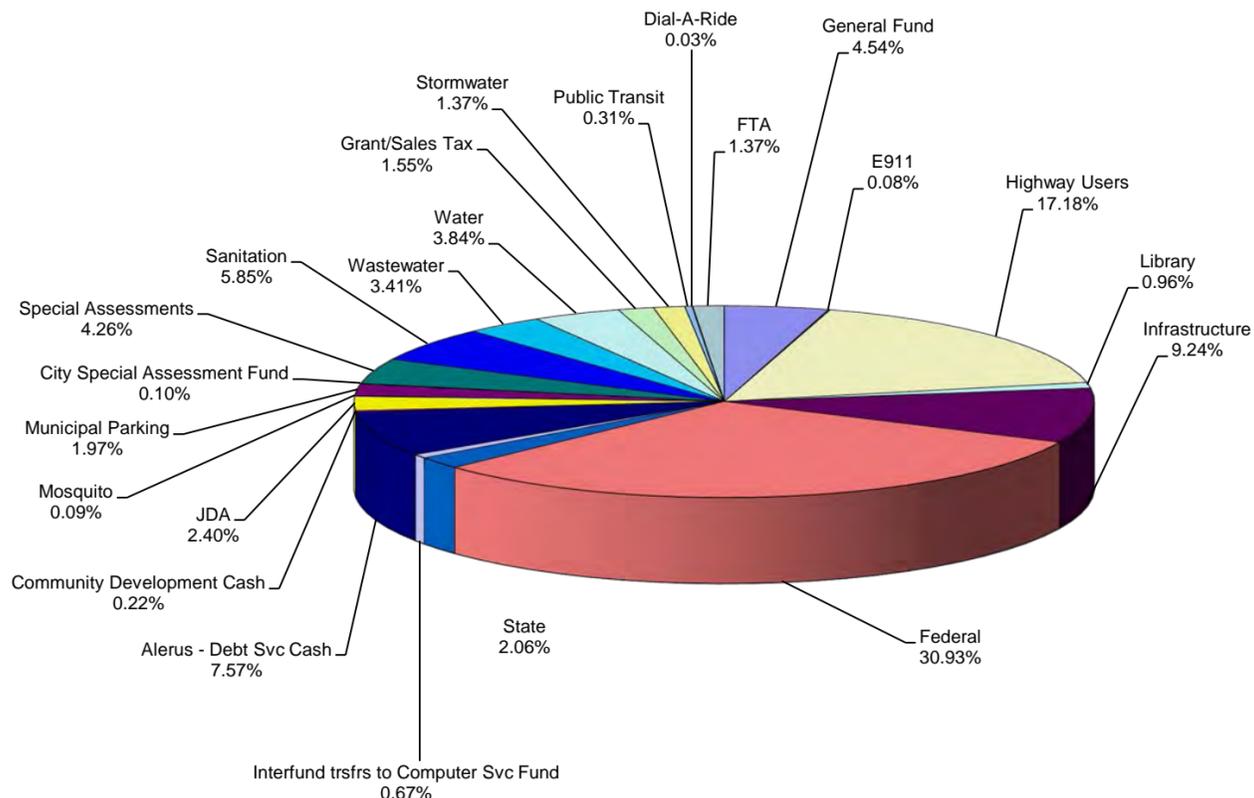
Department	Category/Project Source of Funds	2013	2014	2015	2016	2017	2018	Estimated Total Cost
	Pickup Alerus Debt Service Cash	-	-	45,000	-	-	-	45,000
	Pipe & Drape Alerus Debt Service Cash	26,142	-	-	-	-	-	26,142
	ADA/Ramps/Bike Barricades Alerus Debt Service Cash	7,055	-	17,971	-	-	-	25,026
	Scissor Lift Alerus Debt Service Cash	50,000	-	-	-	-	-	50,000
	Power Towers, Trade Show power Alerus Debt Service Cash	50,000	-	50,000	-	-	150,000	250,000
	Telephone System Alerus Debt Service Cash	-	-	100,000	-	-	-	100,000
	Concessions/Catering Equipment Alerus Debt Service Cash	80,000	70,000	30,000	20,000	15,000	20,000	235,000
	Half House Curtain, Permanent Alerus Debt Service Cash	-	-	-	-	-	225,000	225,000
	Half House Curtain, Portable Alerus Debt Service Cash	-	-	-	-	-	175,000	175,000
	Portable Chairs Alerus Debt Service Cash	75,000	-	-	-	170,000	-	245,000
	Security/Medical/Waste Recepticles/Tables/Chairs Alerus Debt Service Cash	36,555	27,500	2,000	-	-	-	66,055
	Dryer/Washing Machine Alerus Debt Service Cash	13,000	-	-	-	-	-	13,000
	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	441,731	845,713	387,134	1,790,000	294,800	605,000	4,364,378
Enterprise Fund - Mosquito Control								
	Reserve for future replacement vehicles/Equip Mosquito Revenue (5800)	-	25,000	25,000	25,000	25,000	25,000	125,000
	Replace Pickup Mosquito Revenue (5800)	22,000	-	-	-	-	-	22,000
Internal Service Fund - Computer Service								
	Office Equipment Intergovernmental	170,400	80,000	80,000	80,000	80,000	80,000	570,400
CATEGORY SUBTOTAL		\$ 4,101,270	\$ 4,080,608	\$ 3,555,941	\$ 5,095,972	\$ 2,955,107	\$ 3,137,574	\$ 22,926,472

CIP (continued)
Six Year CIP Summary Listing

By Funding Source

Funding Source	Fiscal Year						Estimated Total Cost
	2013	2014	2015	2016	2017	2018	
General Fund	\$ 1,159,865	\$ 1,195,311	\$ 1,151,265	\$ 1,586,217	\$ 1,128,076	\$ 1,194,001	\$ 7,414,735
E-911 (2105)	20,000	20,000	350,000	50,000	25,000	25,000	490,000
Highway Users	2,888,407	2,178,516	2,099,026	2,619,946	3,591,286	1,543,051	14,920,232
Highway Users-New Trunk Reserve	1,500,000	-	-	-	-	-	1,500,000
Library Mill Levy	245,274	252,632	260,211	268,018	276,058	284,340	1,586,533
City Share Match (2169 Infrastructure)	2,360,000	2,570,000	6,750,000	2,340,000	3,970,000	5,690,000	23,680,000
Federal Share (Urban,Regional, T.E., and Bridge)	7,900,000	2,605,000	2,200,000	8,027,000	11,480,000	15,900,000	48,112,000
State Share	525,000	300,000	250,000	1,000,000	1,410,000	1,250,000	4,735,000
GO Bond - Public Building Fund	-	-	1,500,000	-	-	-	1,500,000
Interfund Transfers-to Computer Svc Fund	170,400	80,000	80,000	80,000	80,000	80,000	570,400
Alerus Debt Service Cash	1,933,771	3,848,713	1,687,134	4,675,000	2,319,800	4,157,000	18,621,418
Comm. Dev. Unrestricted Cash Reserve	56,800	375,218	-	-	-	-	-
JDA Revenue	613,525	142,391	-	-	-	-	755,916
Mosquito Revenue	22,000	25,000	25,000	25,000	25,000	25,000	147,000
City Special Assessment Fund	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Municipal Parking	502,000	99,692	-	-	-	-	601,692
Special Assessments	1,089,000	779,000	679,000	479,000	779,000	879,000	4,684,000
Sanitation Revenue	1,495,000	1,670,000	1,670,000	1,670,000	1,500,000	1,335,000	9,340,000
Wastewater Revenue	871,000	950,000	950,000	980,000	970,000	950,000	5,671,000
Wastewater Revenue Bond	-	1,424,888	-	2,755,017	2,838,077	4,027,823	11,045,805
Water Revenue	587,000	750,000	750,000	750,000	770,000	750,000	4,357,000
Water Revenue Bond	-	-	-	-	17,744,262	20,400,000	38,144,262
Water Reserve	395,000	825,000	2,550,000	3,250,000	2,705,738	50,000	9,775,738
Grant/Sales Tax	395,000	775,000	2,500,000	3,200,000	20,400,000	20,400,000	47,670,000
Stormwater Revenue	350,000	145,000	145,000	145,000	145,000	145,000	1,075,000
Public Transit (5500)	80,000	325,160	34,790	28,490	29,010	29,530	526,980
Dial-A-Ride (5600)	7,200	13,790	14,066	14,348	14,635	14,635	78,674
FTA	348,800	1,444,002	223,475	193,900	197,528	200,068	2,607,773
	\$ 25,540,042	\$ 22,819,313	\$ 25,893,967	\$ 34,161,936	\$ 72,423,470	\$ 79,354,448	\$ 259,761,158

2013 CIP by Funding Source



**City of Grand Forks
2013 City Budget**

**CIP (continued)
Highway User Tax Fund – Multi-Year Plan**

Sources of Funds	2013	2014	2015	2016	2017	2018
Highway Users Tax (3% increase/yr)	\$ 3,494,644	\$ 3,599,483	\$ 3,707,468	\$ 3,818,692	\$ 3,933,252	\$ 4,051,250
Interest	55,791	46,318	45,999	18,187	14,530	1,866
Estimated Yearly Revenue	3,550,435	3,645,801	3,753,467	3,836,879	3,947,782	4,053,116
Use of New Trunk Reserve	1,350,000					
Estimated Carryover at Beginning of Year	5,579,141	4,631,761	4,599,919	1,818,702	1,452,973	186,557
Available for Expenditure	10,479,576	8,277,561	8,353,386	5,655,581	5,400,755	4,239,673
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr)	280,056	288,458	297,111	306,025	315,205	324,662
Interdepartmental Charges-Mtce & Operations(3% increase/yr)	48,025	49,466	50,949	52,478	54,052	55,674
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)	1,002,750	1,047,582	1,075,933	1,114,450	1,145,903	1,189,146
Transfer to fund #3434(S 42nd St Project)(2020)	44,578	42,622	40,665	38,709	36,753	34,797
MPO Matching	65,000	65,000	65,000	65,000	65,000	65,000
Traffic Signal Mtce(2% increase/yr)	82,719	84,373	86,061	87,782	89,538	91,328
Minor Street Repair(2% increase/yr)	164,032	167,313	170,659	174,072	177,554	181,105
Street Mtce Program(2% increase/yr)	304,631	310,724	316,938	323,277	329,743	336,338
Controllers & Conflict Monitors(2% increase/yr)	23,433	23,902	24,380	24,867	25,365	25,872
New Trunk Paving & Lighting(2% increase/yr)	430,592	439,203	447,987	456,947	466,086	475,408
Bikeway Capital & Maintenance	100,000	100,000	100,000	100,000	100,000	100,000
Transportation System Projects (50% SA;50% City))	104,000	104,000	104,000	104,000	104,000	104,000
Transportation System Projects (LMI areas)	104,000	104,000	104,000	104,000	104,000	104,000
UPS Replacement Batteries	6,000	6,000	6,000	6,000	6,000	6,000
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	40,000	40,000	40,000	40,000	40,000	20,000
Sub-total Ongoing Obligations	2,904,816	2,977,642	3,034,684	3,102,608	3,164,199	3,218,329
Use of New Trunk Reserve:						
Extend S 34th St to 45th Ave S (New)	600,000	-	-	-	-	-
Extend S 34th St & Connect to 40th Ave S (New)	900,000	-	-	-	-	-
Special Projects:						
UPS Backup System	9,000	-	-	-	-	-
Cable Fault Finder	4,000	-	-	-	-	-
Traffic Signal Interconnect	50,000	50,000	50,000	50,000	50,000	-
Fiber Optic Interconnect Cable	60,000	-	-	-	-	-
Citywide Concrete CPR	-	300,000	-	-	-	-
17th Ave S/Columbia Turn Lanes	200,000	-	-	-	-	-
Columbia Rd Overpass Repair	220,000	-	-	-	-	-
Demers Ave Skyway Ramp Relocation	100,000	-	-	-	-	-
Stanford Rd Reconst(Univ Ave to 6th)(1/2 from Legislative HB1012)	480,000	-	-	-	-	-
Reconstruct Franklin (4th to 5th Granitoid)	120,000	-	-	-	-	-
Mill, Overlay & Mitigate 4th Ave (Walnut - Cottonwood)	150,000	-	-	-	-	-
30th Ave S Major Rehab (34th to 36th St)	-	200,000	-	-	-	-
University Ave Bridge Repair	-	100,000	500,000	-	-	-
Traffic Signal Software/Hardware Update	-	-	-	1,000,000	-	-
Quiet Zone Redundancy	50,000	50,000	50,000	50,000	-	-
Projected Transfer to Infrastructure Fund - if needed	-	-	2,900,000	-	2,000,000	-
Total Expenditures	5,847,816	3,677,642	6,534,684	4,202,608	5,214,199	3,218,329
Amount Available for Carryover	\$ 4,631,761	\$ 4,599,919	\$ 1,818,702	\$ 1,452,973	\$ 186,557	\$ 1,021,344
Revenue over/(under) expenditures annually	\$ (2,297,380)	\$ (31,841)	\$ (2,781,217)	\$ (365,729)	\$ (1,266,416)	\$ 834,787

**City of Grand Forks
2013 City Budget**

**CIP (continued)
Public Building Fund – Multi-Year Plan**

Sources of Funds	2013	2014	2015	2016	2017	2018
Real Estate Tax (3.6 mills with growth as projected in budget model)	\$ 554,068	\$ 573,411	\$ 602,447	\$ 640,575	\$ 676,370	\$ 713,558
Discount on Real Estate Tax	(27,703)	(28,671)	(30,122)	(32,029)	(33,819)	(35,678)
Senior Citizens Tax	2,750	2,750	2,750	2,750	2,750	2,750
Disabled Veteran Credit	2,900	2,900	2,900	2,900	2,900	2,900
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	430	442	1,084	2,919	2,520	2,394
Estimated Yearly Revenue	538,021	556,409	584,634	622,692	656,297	691,501
Estimated Carryover at Beginning of Year	43,000	44,249	108,383	194,625	167,991	159,632
Available for Expenditure	581,021	600,658	693,017	817,316	824,288	851,133
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr)	30,092	30,995	31,925	32,882	33,869	34,885
Interdepartmental Charges-Mtce & Operations(fixed)	10,000	10,000	10,000	10,000	10,000	10,000
Debt Service (2006B GO Public Bldg Bond)(2025)	113,819	115,219	112,419	114,619	116,619	113,419
Debt Service (2007A GO Public Safety Bldg Bond- for Training Facility)(2026)	287,861	286,061	284,049	281,824	279,168	281,293
Sub-total Ongoing Obligations	441,772	442,275	438,393	439,325	439,656	439,597
2015 - Bond sale for the following:						
SouthEast Fire Station (\$1,500,000)(1)						
Debt Service based on 20 year bond	-	-	-	150,000	150,000	150,000
2013 Capital item - City Hall Carpet 3rd floor & Mayor/City Administrator Offices						
	65,000	-	-	-	-	-
Reserve for Building & Capital Needs	30,000	50,000	60,000	60,000	75,000	75,000
Total Expenditures	536,772	492,275	498,393	649,325	664,656	664,597
Amount Available for Carryover	\$ 44,249	\$ 108,383	\$ 194,625	\$ 167,991	\$ 159,632	\$ 186,536
Revenue over/(under) expenditures annually	\$ 1,249	\$ 64,134	\$ 86,242	\$ (26,634)	\$ (8,358)	\$ 26,904
(1) \$1.5M based on estimates from EAPC; does not include land purchase						

**City of Grand Forks
2013 City Budget**

**CIP (continued)
Infrastructure Fund – Multi-Year Plan**

Sources of Funds	2013	2014	2015	2016	2017	2018
Sales Tax Revenue (3% increase annually)	\$ 2,876,966	\$ 2,963,275	\$ 3,052,173	\$ 3,143,738	\$ 3,238,051	\$ 3,335,192
Use Tax (3% increase annually)	853,644	879,253	905,631	932,800	960,784	989,607
Interest	29,650	26,592	21,555	1,820	284	(47,988)
Estimated Yearly Revenue	3,760,260	3,869,120	3,979,359	4,078,358	4,199,119	4,276,811
Transfer from Highway User Fund			2,900,000		2,000,000	
Use of Bridge Reserve Cash	30,000	30,000	50,000	50,000	700,000	1,500,000
Estimated Carryover at Beginning of Year	2,965,000	2,659,214	2,155,473	181,996	28,415	(4,798,845)
Available for Expenditure	6,755,260	6,558,334	9,084,832	4,310,354	6,927,534	977,966
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges (Est 3% increase/yr)	90,159	92,864	95,650	98,519	101,475	104,519
Contingency	76,006	78,286	80,635	83,054	85,545	88,112
Landscaping (3% increase/yr)	116,331	119,821	123,416	127,118	130,932	134,860
Property Management (3% increase/yr)	176,300	181,589	187,037	192,648	198,427	204,380
Debt Service-Flood Protection Project (2011A Sales Tax Rev Bond - Dike)(2021)-refinanced 2002H in 2011	447,650	445,350	432,950	440,650	438,050	440,350
Debt Service-Flood Protection Project (2011F Sales Tax Rev Bond - Dike)(2021) - Refinanced 2001D in 2011	929,600	924,950	933,150	899,950	901,950	817,750
Sub-total Ongoing Obligations	1,836,046	1,842,860	1,852,837	1,841,939	1,856,379	1,789,970
Discretionary Projects						
Reserve for Bridge Project*	200,000	250,000	300,000	400,000	500,000	500,000
Bikepath Development	-	40,000	50,000	40,000	50,000	40,000
Sorlie Bridge - (Use of Bridge Reserve Funds)	30,000	30,000	50,000	50,000	200,000	1,500,000
Intersection Improvements(11th Ave S/42nd St)	50,000	100,000	20,000	-	-	-
S Washington Prev Maintenance (32nd Ave S to Hammerling)	200,000	30,000	-	-	-	-
Columbia Rd (overpass to 11th Ave S)	1,000,000	200,000	-	-	-	-
32nd Ave S Rehab (I-29 to Washington)	450,000	50,000	-	-	-	-
Intersection Improvements(24th & 34th Roundabout)	30,000	160,000	-	-	-	-
Gateway Drive Preventative Maintenance (I-29 to Washington)	-	30,000	-	-	-	-
Columbia Rd (11th - 14th Ave S)	300,000	200,000	100,000	900,000	200,000	-
Columbia Rd (36th Ave S to 47th Ave S) - 3-Lane	-	800,000	5,800,000	300,000	200,000	-
47th Ave S Reconstruction (S Washington to Columbia Rd)	-	50,000	400,000	500,000	4,400,000	-
Intersection Improvements (S Washington St & 40th Ave S)	-	250,000	30,000	-	-	-
Demers Ave Maintenance (I-29 to Washington St)	-	-	300,000	50,000	-	-
N Wash Reconst (5th Ave S to 1st Ave N-includes Underpass)	-	-	-	50,000	1,000,000	50,000
N Washington Reconstruct - portion from Bridge Res Cash	-	-	-	-	500,000	-
Kennedy Bridge	-	-	-	50,000	-	-
Traffic Signals	-	-	-	-	100,000	100,000
42nd Street Underpass Land Purchase	-	370,000	-	-	-	-
42nd Street & 32nd Ave S/I29 Ramp Reconfiguration	-	-	-	-	20,000	1,500,000
42nd Street Widening (17th to 32nd Ave S)	-	-	-	100,000	400,000	500,000
47th Ave S Interchange	-	-	-	-	300,000	500,000
N 42nd Street Reconstruct (University Ave to Gateway Drive)	-	-	-	-	2,000,000	-
Total Expenditures	4,096,046	4,402,860	8,902,837	4,281,939	11,726,379	6,479,970
Amount Available for Carryover	\$ 2,659,214	\$ 2,155,473	\$ 181,996	\$ 28,415	\$ (4,798,845)	\$ (5,502,005)

*This reserve may be used for the Washington Street Underpass, Sorlie or Kennedy Bridge replacement subject to the priorities set by the NDDOT

CIP (continued)
Utility Infrastructure

Baling Facility and Landfill Renewal & Rehabilitation and Future Cell Closure Project Number: N/A

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). In particular, the funds will pay for future cell closure and renewal activities at the new solid waste landfill. In 2013, the City is undergoing a solid waste landfill permit renewal process, which will reexamine the existing landfill and baling facilities from operational, maintenance, capital planning, and cost of service analysis perspectives.

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 and to construct a new 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/LeahRae Amundson

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Sanitation Revenue	\$210,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,460,000
Total Cost:	\$210,000	\$ 250,000	\$ 1,460,000				

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

Landfill renewal and Rehabilitation Reserve Project Number: N/A

Project Location: Municipal Solid Waste (MSW) landfill facilities, Inert landfill facility, and existing baling facility



Description: The landfill renewal and rehabilitation reserve project funds provide ongoing funds to close and renew landfill facilities (MSW and inert). The funds will pay for future cell closure and renewal activities at the new solid waste landfill. In 2013, the City is undergoing a solid waste landfill permit renewal process, which will reexamine the existing landfill and baling facilities from operational, maintenance, capital planning, and cost of service analysis perspectives. The landfill renewal and rehabilitation reserve funds will be set aside for future landfill renewal and rehabilitation capital projects

Justification: The landfill renewal and rehabilitation reserve project funds are needed in order to maintain capital landfill facilities on an ongoing basis. The 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, and these landfill renewal and rehabilitation reserve funds are meant to sustain the capital needs of the landfill facilities.

Project Status: On-going **Department:** Public Works **Supervisor(s):** T. Feland/R. Newman/LeahRae Amundson

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Sanitation Revenue	\$125,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,625,000
Total Cost:	\$125,000	\$ 500,000	\$ 2,625,000				

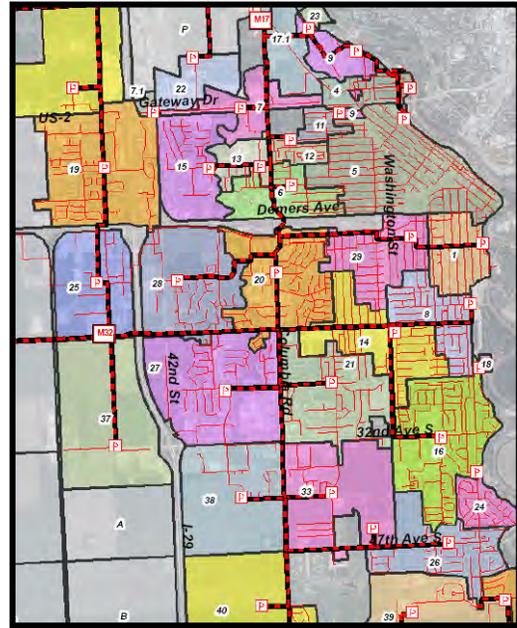
Impact on Operations: The capital project funds provided needed funds to fund ongoing landfill renewal & rehabilitation, and future cell construction and closure activities at the landfill facilities.

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 Forks' 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. As part of the ongoing Infrastructure Master Planning Project and Asset Management Program, the City is evaluating the justification for the ongoing sanitary sewer rehabilitation, inspection, and cleaning projects to include project costs and timing.

Project Status: On-going **Department:** Public Works **Supervisor(s):** T. Feland/D. Kresel

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Wastewater Revenue	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 780,000
Total Cost:	\$ 130,000	\$ 780,000					

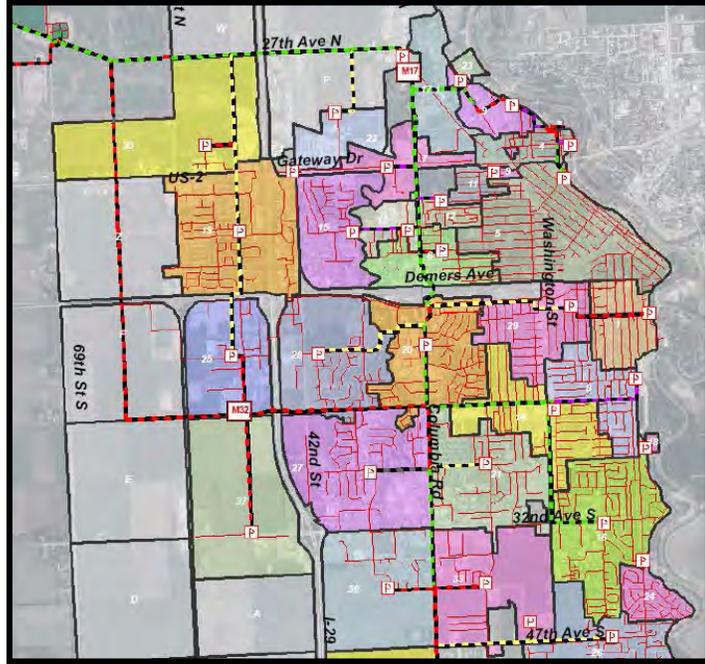
Impact on Operations: Inspection processes and potential rehabilitation will require temporary re-routing of some flows or shut-off of services. Strategic timing can minimize the impact on City Service.

CIP (continued)
Utility Infrastructure

FORCEMAIN REHAB, INSPECTION & CLEANING

Project Number: N/A

Location: City-wide (Pipelines in Green are 1st priority. Pipelines in Yellow are 2nd 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 H₂S 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 and around the Columbia Road corridor. As part of the ongoing Infrastructure Master Planning Project and Asset Management Program, the City is evaluating the justification for the ongoing forcemain rehabilitation, inspection, and cleaning projects to include project costs and timing.

Project Status: On-going **Department:** Public Works **Supervisor(s):** T. Feland/D. Kresel

Project Funding:
Funding

Source:	2013	2014	2015	2016	2017	2018	TOTAL
Wastewater Revenue	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,200,000
Total Cost:	\$ 200,000	\$ 1,200,000					

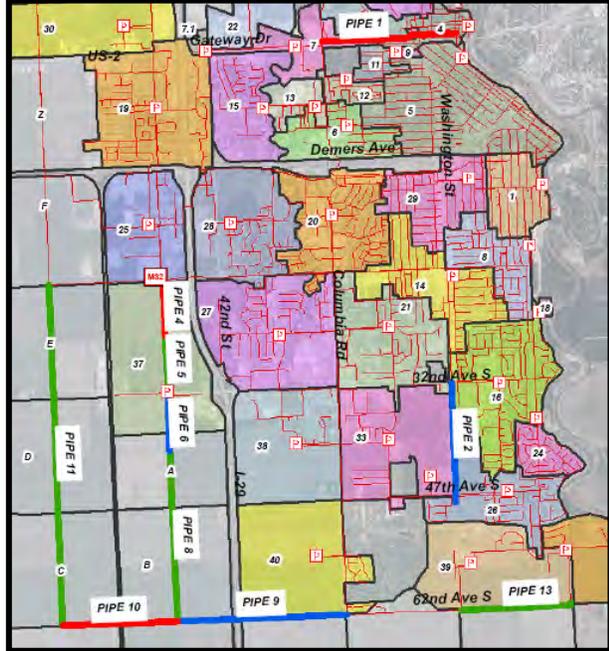
Impact on Operations: Inspection processes and potential rehabilitation will require temporary re-routing of some flows. Strategic timing will be required to minimize the impact on City Service.

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 and Asset Management Program, 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:	2013	2014	2015	2016	2017	2018	TOTAL
Revenue							
Bond	\$ -	\$ -	\$ -	\$ 2,755,017	\$ 2,838,077	\$ 4,027,823	\$ 9,620,917
Total Cost:	\$ -	\$ -	\$ -	\$ 2,755,017	\$ 2,838,077	\$ 4,027,823	\$ 9,620,917

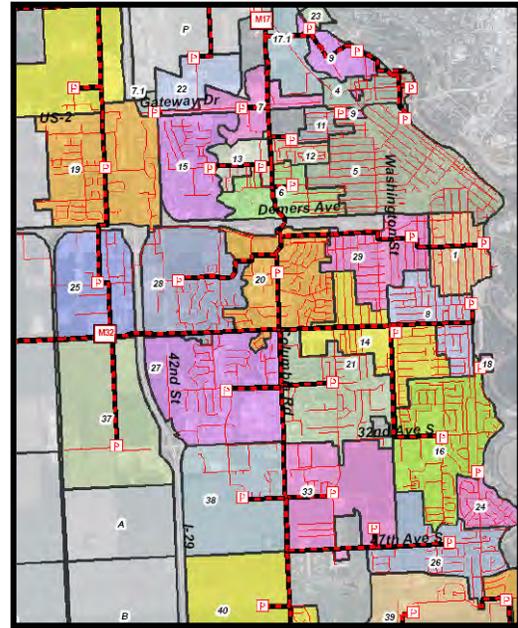
Impact on Operations: The installation of additional forcemain will ultimately result in some temporary disruptions to service in some areas of the City. Long-term operation and maintenance costs will also increase due to the addition of new infrastructure. Overall these projects would have a positive 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 and Asset Management Program, 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:	2013	2014	2015	2016	2017	2018	TOTAL
Wastewater Revenue	\$ 400,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,900,000
Total Cost:	\$ 400,000	\$ 500,000	\$ 2,900,000				

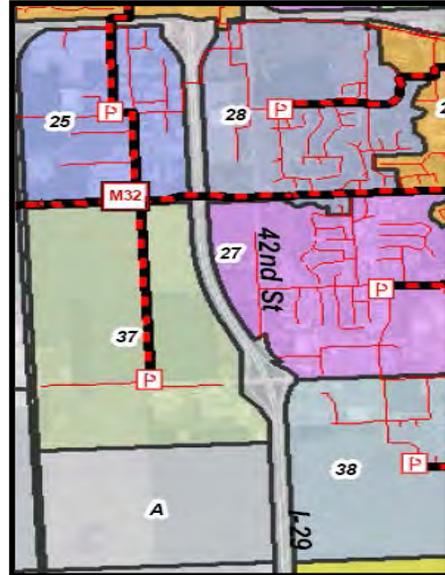
Impact on Operations: Pump Station rehabilitation may require temporary re-routing of subsystem specific flows. Overall these projects should have a positive impact on operations, as they will result in an updated facility that requires less attention than one that is suffering from deteriorated equipment and requires frequent maintenance activities.

CIP (continued)
Utility Infrastructure

NEW PUMP STATION CONSTRUCTION

Project Number: N/A

Location: Westside of the City – Proposed 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:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Revenue	\$ -	\$ 1,424,888	\$ -	\$ -	\$ -	\$ -	\$ 1,424,888
Bond	\$ -	\$ 1,424,888	\$ -	\$ -	\$ -	\$ -	\$ 1,424,888
Total Cost:	\$ -	\$ 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)
N/A

Project Number:

Project Location: 3251 N 69th 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 and Asset Management Program, 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, JR Simplot Facility anaerobic digestion pretreatment modifications, 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:	2013	2014	2015	2016	2017	2018	TOTAL
Wastewater Revenue		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Total Cost:	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

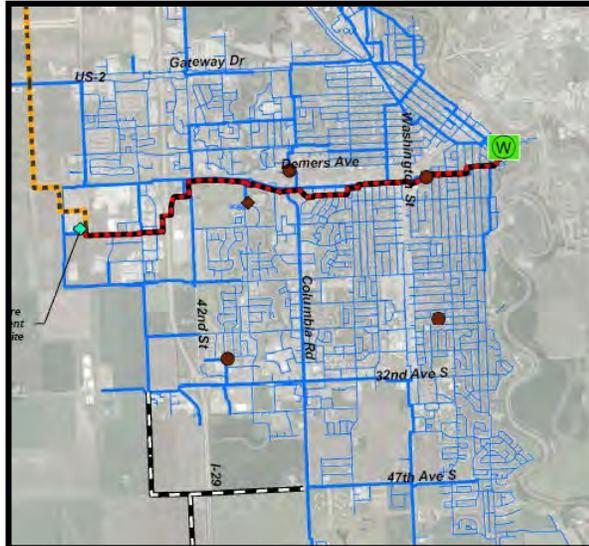
Impact on Operations: The renewal and replacement of systems and equipment will be coordinated so that the operation of the wastewater treatment plant is not affected. These funds are needed to have the ability to renew and rehabilitate the wastewater treatment plant as needed.

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 as part of a project prioritization process, and locations are largely determined through this prioritization process. This prioritization process consists of an asset management replacement process that takes several criteria into consideration, such as age, type, failures, and capacity. 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. As part of the ongoing Infrastructure Master Planning Project and Asset Management Program, the City is evaluating the justification for the Water Main Projects to include project costs and timing.

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 challenging 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:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Water Revenue	\$ 347,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,847,000
Total Cost:	\$ 347,000	\$ 500,000	\$ 2,847,000				

Impact on Operations: Temporary service disruption may occur. However, if this disruption is extended, temporary service connection will be provided.

CIP (continued)
Utility Infrastructure

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 federal Record of Decision on the project. Pending the federal Record of Decision, project stakeholders will be asked for further participation in the project. Due to the concern regarding receiving federal approval of the Record of Decision, a non-federal or State of North Dakota only project is also being considered at this time. Grand Forks Water Utility will continue to monitor and participate in the project's progression.

Project Status: On-going **Department:** Public Works **Supervisor(s):** T. Feland/H. Sletten

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Water Revenue	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Total Cost:	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

Impact on Operations: 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 11th Ave S



Description: This project is a multi-phased project that will result in the construction of a new water treatment facility at 5650 11th 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 and further keeping in mind potential impacts of Devils Lake's 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 percent funding support from the State of North Dakota for this project.

Justification: The existing WTP faces three primary challenges, including capacity issues, condition concerns, and regulatory compliance pressures. In 2008/2009, the Water Utility conducted a WTP risk assessment and water demand study to evaluate existing infrastructure, and approximately \$2 million was invested in the existing WTP. The assessment analysis provided that there is a good probability that an updated and upgraded WTP facility 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 and 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:	2013	2014	2015	2016	2017	2018	TOTAL
Reserve	\$ 395,000	\$ 775,000	\$ 2,500,000	\$ 3,200,000	\$ 2,655,738	\$ -	\$ 9,525,738
Grant/Sales							
Tax Revenue	395,000	775,000	2,500,000	3,200,000	20,400,000	20,400,000	47,670,000
Bond	-	-	-	-	17,744,262	20,400,000	38,144,262
Total Cost:	\$ 790,000	\$ 1,550,000	\$ 5,000,000	\$ 6,400,000	\$ 40,800,000	\$ 40,800,000	\$ 95,340,000

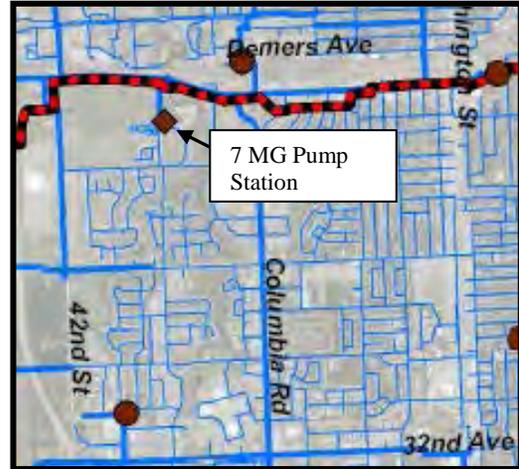
Impact on Operations: Depending on the scope of the future project, there could be a significant impact on operations. When a new facility is constructed, there will be a small impact on water users as the current facility can operate while a new one is being built.

CIP (continued)
Utility Infrastructure

7 Million Gallon Pump Station Roof Repair

Project Number: N/A

Location: South 34th Street,
just south of Demers Avenue



Description: This project will involve routine roof repair at the 7 Million Gallon Pump Station Roof Repair Project.

Justification: As part of ongoing water facilities renewal and rehabilitation, 7 Million Gallon Pump Station Roof Repair will be repaired.

Project Status: Future **Department:** Public Works **Supervisor(s):** T. Feland/H. Sletten

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Water Revenue	\$ 60,000						\$ 60,000
Total Cost:	\$ 60,000	\$ -	\$ 60,000				

Impact on Operations:

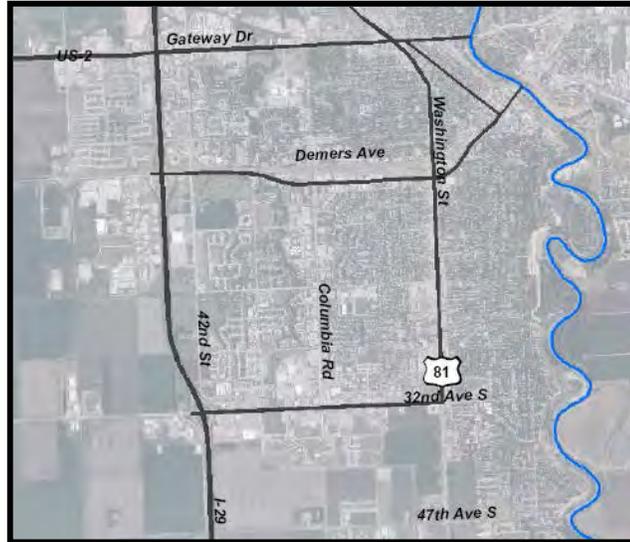
The 7 Million Gallon Pump Station Roof Repair Project will not impact ongoing operations but will extend the life of the water facility.

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:	2013	2014	2015	2016	2017	2018	TOTAL
Stormwater Revenue	\$ 70,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 570,000
Total Cost:	\$ 70,000	\$ 100,000	\$ 570,000				

Impact on Operations:

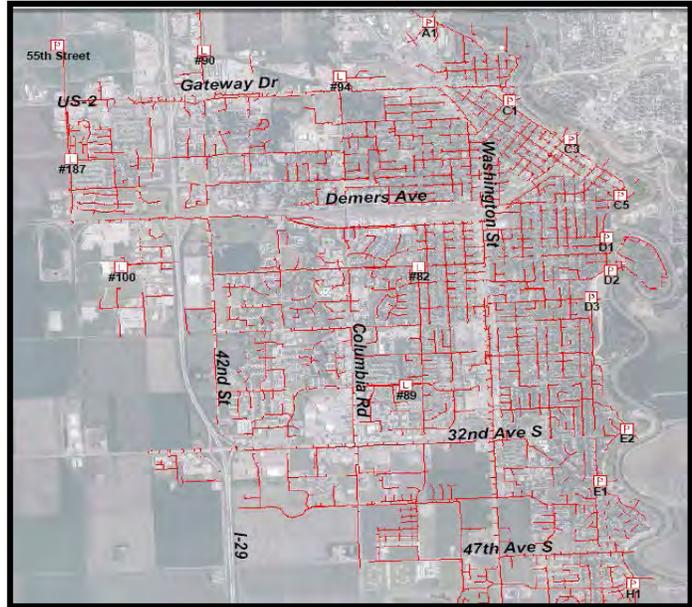
Inspection processes and potential rehabilitation will require temporary re-routing of some flows or shut-off of services. Strategic timing can minimize the impact on City Service.

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 more challenging. In addition, it helps sustain capacity within the storm sewer pump stations and maintains or increases the level of service provided to customers.

Project Status: Ongoing **Department:** Public Works **Supervisor(s):** T. Feland/D. Kresel

Project Funding:

Funding Source:	2013	2014	2015	2016	2017	2018	TOTAL
Stormwater Revenue	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Total Cost:	\$ 30,000	\$ 180,000					

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
2013 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) ⁽¹⁾



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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Infrastructure	\$ 200,000	\$ 250,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 2,150,000
Total Cost	\$ 200,000	\$ 250,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 2,150,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: S Washington Preventative Maintenance
(32nd Ave S to Hammerling)



Description: This project is a NDDOT maintenance project that the City shares in the cost. The work is to be minor in general and include partial and full depth repairs, joint stitching and crack sealing to extend the life of the roadway.

Justification: Doing preventive maintenance will extend the life of the pavement reducing the need for costly repairs in the near future

Project Status: Under Development-NDDOT **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
State Share	150,000	-	-	-	-	-	150,000
City Share Match (2169)	200,000	30,000	-	-	-	-	230,000
Total Cost	\$ 1,550,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 1,580,000

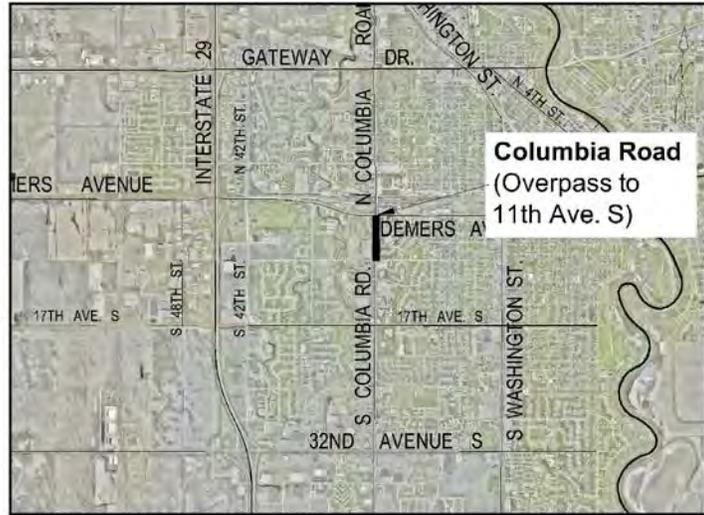
Impacts on Operation: Traffic will need to be reduced to one lane each direction during construction

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Columbia Road Overpass to 11th 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ 3,480,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,480,000
Special Assessment	200,000	-	-	-	-	-	200,000
City Share Match (Infrastructure)	1,000,000	200,000	-	-	-	-	1,200,000
Total Cost	\$ 4,680,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 4,880,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : 32nd 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: 32nd 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
State Share	375,000	-	-	-	-	-	375,000
City Share (Infrastructure)	450,000	50,000	-	-	-	-	500,000
Total Cost	\$ 3,825,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 3,875,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Intersection Improvements
(24th Ave S & S 34th Roundabout)



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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ 479,000	\$ -	\$ -	\$ -	\$ -	\$ 479,000
City Share Match (Infrastructure)	30,000	160,000	-	-	-	-	190,000
Total Cost	\$ 30,000	\$ 639,000	\$ -	\$ -	\$ -	\$ -	\$ 669,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Intersection Improvements
(S Washington & 40th Ave S)



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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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ 446,000	\$ -	\$ -	\$ -	\$ -	\$ 446,000
City Share Match (Infrastructure)	-	250,000	30,000	-	-	-	\$ 280,000
Total Cost	\$ -	\$ 696,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 726,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Intersection Improvements
at 11th Ave S / 42nd 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. 42nd 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Urban Share	\$ -	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ 480,000
City Share Match (2169)	50,000	100,000	20,000	-	-	-	170,000
Alerus Bond Cash	-	150,000	-	-	-	-	150,000
Total Cost	\$ 50,000	\$ 730,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 800,000

Impacts on Operation: Four-lanes of traffic may need to be reduced to two-lanes during construction.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Gateway Dr Preventive Maintenance
(I-29 to N 55th St)



Description: This is a regional project involving the rehabilitation of the existing pavement on Gateway Drive from N. 55th Street to I-29. Work will include panel replacement, dowel bar retrofitting, and pavement grinding.

Justification: This is a project proposed by the NDDOT to rehabilitate and preserve the roadway installed in 1987. The project will improve the ride and extend the life of the pavement.

Project Status: Under development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
State Share	-	300,000	-	-	-	-	\$ 300,000
City Share Match (Infrastructure)	-	30,000	-	-	-	-	\$ 30,000
Total Cost	\$ -	\$ 1,530,000	\$ -	\$ -	\$ -	\$ -	\$ 1,530,000

Impacts on Operation: Traffic will need to be reduced to one lane each way during construction resulting in minor delays in traffic.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : 42nd 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 42nd 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 acquisition has to take place.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Share Match (Infrastructure)	-	370,000	-	-	-	-	\$ 370,000
Total Cost	\$ -	\$ 370,000	\$ -	\$ -	\$ -	\$ -	\$ 370,000

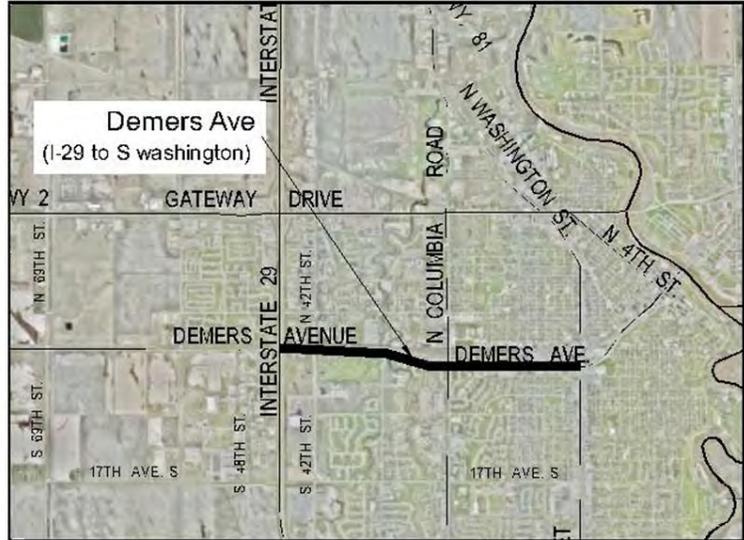
Impacts on Operation: None

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: DeMers Ave Maintenance
(I-29 to Washington)



Description: This is a regional project involving the rehabilitation of the existing pavement on DeMers Avenue from I-29 to Washington Street. Work will include panel replacement, dowel bar retrofitting, and pavement grinding.

Justification: This is a project proposed by the NDDOT to rehabilitate and preserve the roadway installed in 1987. The project will improve the ride and extend the life of the pavement.

Project Status: Under development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
State Share	-	-	250,000	-	-	-	250,000
City Share Match (Infrastructure)	-	-	300,000	50,000	-	-	350,000
Total Cost	\$ -	\$ -	\$ 2,550,000	\$ 50,000	\$ -	\$ -	\$ 2,600,000

Impacts on Operation: Traffic will need to be reduced to one lane each way during construction resulting in minor delays in traffic.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Columbia Road
(36th Ave S to 47th
Ave S)



Description: Columbia Road south of 36th 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 47th Ave S. Included in this project will be new traffic signals at 40th Ave S and 47th Ave S, and a three-quarter intersection at 36th 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 32nd Ave South. A large amount of development has taken place south of 32nd 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessments (2016)	-	-	400,000	-	-	-	400,000
City Share Match (Infrastructure)	-	800,000	5,800,000	300,000	200,000	-	7,100,000
Total Cost	\$ -	\$ 800,000	\$ 6,200,000	\$ 300,000	\$ 200,000	\$ -	\$ 7,500,000

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
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Columbia Road
(11th – 14th 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ 4,027,000	\$ -	-	\$ 4,027,000
Special Assessment	-	-	-	200,000	-	-	200,000
City Share Match (Infrastructure)	300,000	200,000	100,000	900,000	200,000	-	1,700,000
Total Cost	\$ 300,000	\$ 200,000	\$ 100,000	\$ 5,127,000	\$ 200,000	\$ -	\$ 5,927,000

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
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 4,000,000
State Share - North Dakota	-	-	-	1,000,000	-	-	1,000,000
City Share Match(Infrastructure)	-	-	-	50,000	-	-	50,000
Total	\$ -	\$ -	\$ -	\$ 5,050,000	\$ -	\$ -	\$ 5,050,000

Impacts on Operation: Traffic will be detoured during construction. Utility service disruption will be determined in the future if any.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Reconstruct N 42nd St
(University Ave to Gateway Dr)



Description: This project consists of a complete reconstruction of the roadway. North 42nd Street has reached the end of its service life as evidenced by the large amount of cracking, faulting and settlement. The road is no longer able to serve the current or future traffic loadings anticipated.

Justification: The roadway has reached the level of disrepair and any maintenance would not be cost effective.

Project Status: Under development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

Funding Source	2013	2014	2015	2016	2017	2018	Total
Special Assessment	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
City Share Match (Infrastructure)	-	-	-	-	2,000,000	-	2,000,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ 2,500,000

Impacts on Operation: Traffic will need to be reduced to a single road in each direction and at times closed completely to construct the project in an efficient manner.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: N Washinton Reconstruction
(5th Ave S to 1st Ave N)
(Includes Underpass)



Description: This project consists of reconstructing the entire road from 1st Ave N to 5th Ave S. The railway underpass will be completely reconstructed under this project. The current bridge is reaching terminal serviceability.

Justification: The railway bridge is beginning to show signs of distress and is in need of replacement.

Project Status: Under development-NDDOT **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ -	\$ 11,280,000	\$ -	\$ 11,280,000
State Share	-	-	-	-	1,410,000	-	1,410,000
City Share (use of Bridge Reserve)	-	-	-	-	500,000	-	500,000
City Share Match (Infrastructure)	-	-	-	50,000	1,000,000	50,000	1,100,000
Total Cost	\$ -	\$ -	\$ -	\$ 50,000	\$ 14,190,000	\$ 50,000	\$ 14,290,000

Impacts on Operation: Traffic will be congested during construction with single lane traffic in each direction.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : 47th Ave S Reconstruction
(S Wash to Columbia Rd)



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Description: Currently 47th 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</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
Total Cost	\$ -	\$ 60,000	\$ 100,000	\$ 400,000	\$ 500,000	\$ 7,000,000	\$ 8,060,000

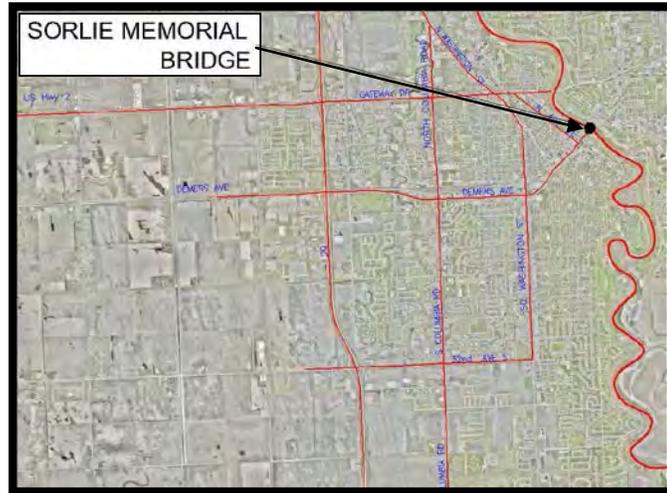
Impacts on Operations: Capacity will be increased as well as safety due to dedicated turn lanes and a wider roadway.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Sorlie Bridge



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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ 10,000,000
State Share	-	-	-	-	-	1,250,000	\$ 1,250,000
City Share (Ise of Bride Reserve)	30,000	30,000	50,000	50,000	200,000	1,500,000	\$ 1,860,000
Total Cost	\$ 30,000	\$ 30,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ 12,750,000	\$ 13,110,000

Impacts on Operation: None during this phase of the project.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Traffic Signals



Description: Construction of one new traffic signal.

Justification: As the city of Grand Forks extends its street network and the population grows additional traffic control devices will be needed. Traffic signals are needed at high volume intersections where stop signs or a round-about is not appropriate. The exact location of this signal will be based on the most current need at the time.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000
City Share(Infrastructure)	-	-	-	-	100,000	100,000	200,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 600,000	\$ 700,000

Impacts on Operations: Minor traffic Impacts.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: 42nd St Widening
(17th-32nd Ave S)



Description: This project consists of widening South 42nd Street to a four lane road. Currently, 42nd Street is a 5 lane road north of 17th Ave S and two lanes to the south.

Justification: Commercial development has increased significantly along this corridor creating greater traffic counts which warrant a larger capacity

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Urban (2019)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessment	-	-	-	-	-	-	-
City Share Match (Infrastructure)	-	-	-	100,000	400,000	500,000	1,000,000
Total Cost	\$ -	\$ -	\$ -	\$ 100,000	\$ 400,000	\$ 500,000	\$ 1,000,000

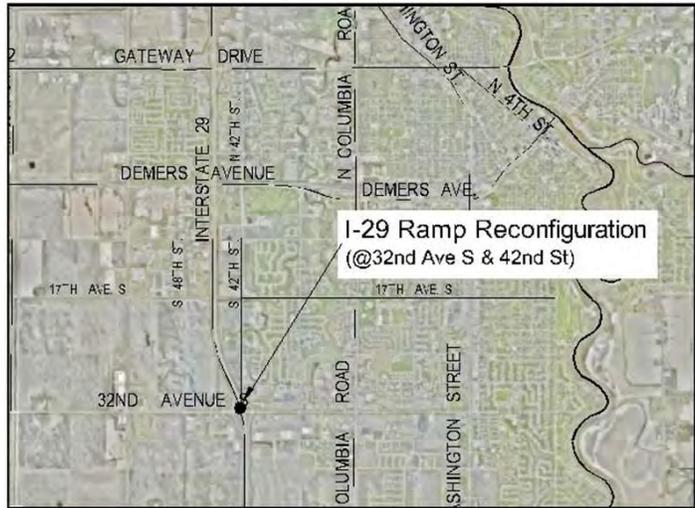
Impacts on Operations: Once complete, traffic will move more freely along this north-south corridor. Construction impacts will not be significant.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: 42nd St & 32nd Ave S /
I-29 Ramp Reconfiguraion



Description: Re-connect S. 42nd Street to 32nd Ave. on the west side of Nodak Electric.

Justification: Improve traffic safety and flow on 42nd street..

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Interstate & Regional (2019)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Share Urban (2019)	-	-	-	-	-	-	-
City Share Match (Infrastructure)	-	-	-	-	20,000	1,500,000	1,520,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 1,500,000	\$ 1,520,000

Impacts on Operations: Minor traffic disruptions will take place on 32nd Ave, S, and the I-29 on ramp.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: I-29 Interchange
At 47th Ave S



Description: Construct a new interchange on I-29 at 47th Avenue including on & off ramps and turn lanes.

Justification: Continued growth south of 32nd Avenue indicates a need for an additional access to the interstate system to relieve congestion on local streets and 32nd Avenue..

Project Status: Under development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share Interstate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Share Urban	-	-	-	-	-	-	-
City Share Match (Infrastructure)	-	-	-	-	300,000	500,000	800,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 500,000	\$ 800,000

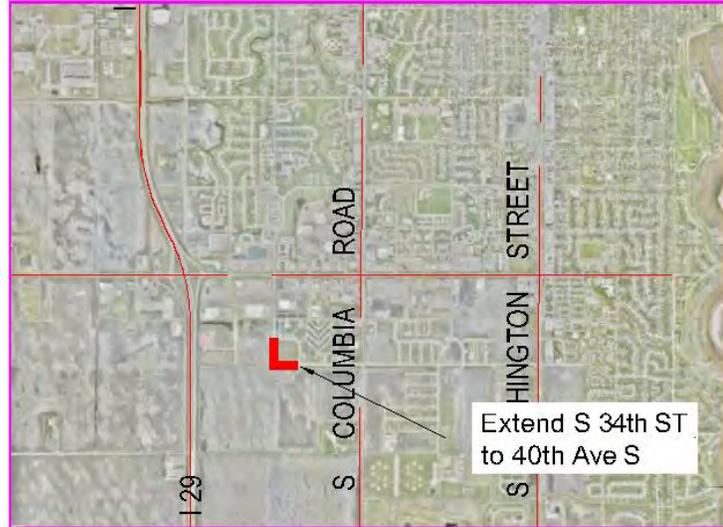
Impacts on Operations: Periodic lane shifts and lane widening will be required on I-29 and 47th Avenue will need to be closed temporarily near the interchange to provide tie-ins. Right of way will need to be purchased.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Extend S 34th St to
40th Ave S



Description: This project consists of constructing a roundabout at the future intersection of S 34th St and 40th Ave S. S 34th St will be extended across the Southend Drainway and will provide access to develop lands.

Justification: This project will allow the ability for development on the southern side of the Southend Drainway as well as removing traffic off of Ruemelle Road which is intended to handle the traffic it is currently seeing.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
City Share(New Trunk Reserve)	900,000	-	-	-	-	-	900,000
Total Cost	\$ 1,200,000	\$ -	\$ 1,200,000				

Impacts on Operations: No construction impacts. Will allow city growth

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Extend S 34th St to
45th Ave S



Description: This project consists of extending S 34th St from the ending point of the 34th St & 40th Ave S intersection project to 45th Ave S. This road will serve as the collector street for this section of undeveloped land.

Justification: Roads need to be constructed to facilitate development.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
City Share(New Trunk Reserve)	600,000	-	-	-	-	-	600,000
Total Cost	\$ 750,000	\$ -	\$ 750,000				

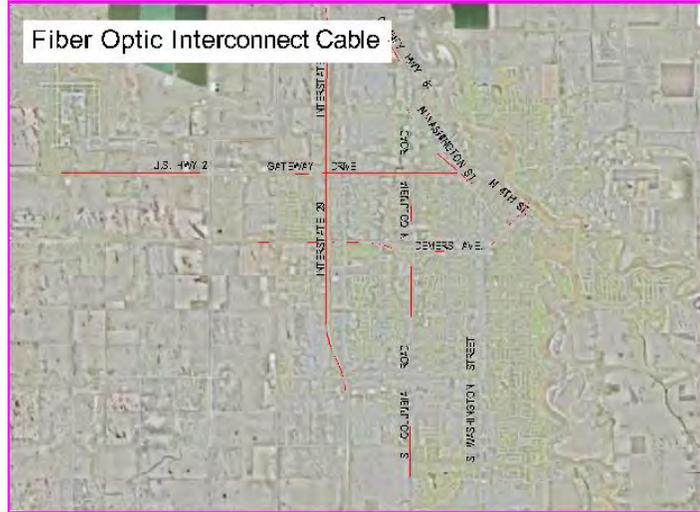
Impacts on Operations: No impacts anticipated

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Fiber Optic Interconnect Cable



Description: To fully communicate with the ITS components and the traffic signals fiber interconnect has become necessary. Several of the data transmissions between the signals (and data collection devices) and the Traffic Management Center (TMC) require the bandwidth only available with fiber optic. (Other isolated signals not in the coordinated system are in communication via radio) The 2013 project will concentrate on connecting the southern fiber system to Gateway Dr and the TMC. Columbia Road – N 6th St to Gateway Drive

Justification: The interconnection of the signals allows for the coordination plans to be implemented and the communications to the intersections established. The traffic signal coordination system has saved the citizens of Grand Forks millions of dollars in time by reducing delay and fuel consumption. Maintenance of this system and additional connections is critical to continue this program for the citizens of Grand Forks

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway User Fund	60,000	-	-	-	-	-	60,000
Total Cost	\$ 60,000	\$ -	\$ 60,000				

Impacts on Operations: Minor traffic disruption during construction.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Columbia Road Overpass



Description: This project consist of repairing the east lane of the Columbia Road Overpass deck and repair of two of the bridge bearing plates..

Justification: The NDDOT conducted a field inspection of the bridge and found multiple delaminations and cracks in the decking of the east lane of the bridge. A subsequent structural evaluation indicated that two of the bearing plates also need to be repaired.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
City Share(New Trunk Reserve)	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000
Total Cost	\$ 220,000	\$ -	\$ 220,000				

Impacts on Operations: The bridge will be limited to one lane traffic in each direction during construction.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: 17th Ave S / Columbia Road
Turn Lanes



Description: This project will add right turn lanes to the intersection of 17th Ave S and Columbia Road.

Justification: Traffic congestion is a common occurrence at this intersection with traffic not being able to navigate through the intersection during one signal phase.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
City Share(New Trunk Reserve)	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total Cost	\$ 200,000	\$ -	\$ 200,000				

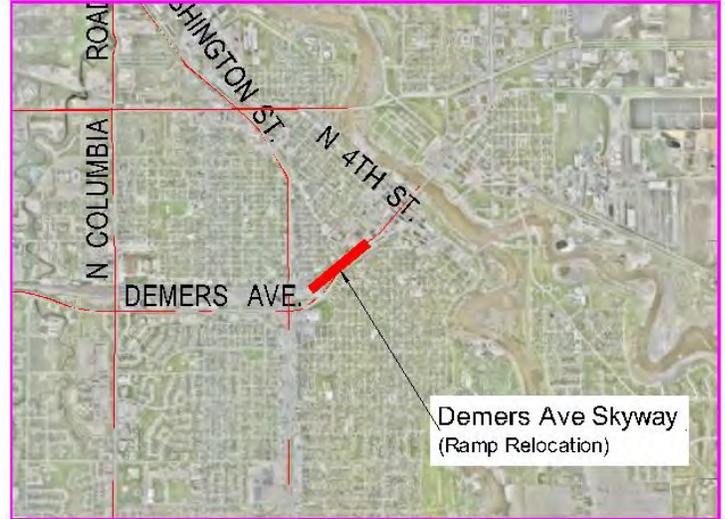
Impacts on Operations: Once complete traffic congestion will be reduced. Traffic operations during construction will be minimally affected.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: DeMers Ave Skyway
Ramp Relocation



Description: Reconstruct ramps between to Demers Avenue and 4th Avenue S. to provide a stop condition at 4th Avenue.

Justification: Current ramp configuration causes safety concerns with the angle of merging traffic. Redesign would improve safety and provide better access

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

Funding Source	2013	2014	2015	2016	2017	2018	Total
City Share(New Trunk Reserve)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	100,000
Total Cost	\$ 100,000	\$ -	\$ 100,000				

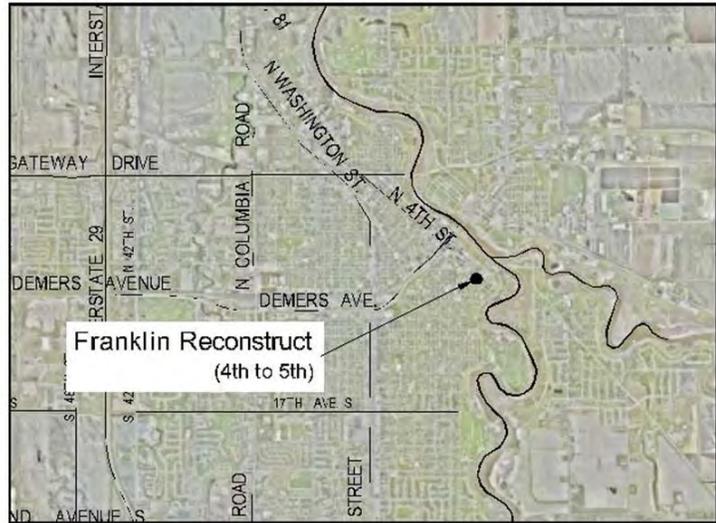
Impacts on Operations: During construction, traffic would be detoured at the intersection to 5th Street intersection. Project would potentially reduce accident frequency and severity..

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Reconstruct Franklin
(4th to 5th Granitoid)



Description: This is a special assessment project initiated by a property owner for the replacement of curb & gutter on the north side of Franklin Avenue.

Justification: There is no curb & gutter remaining on Franklin Avenue in this location.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
City Share(Highway User)	120,000	-	-	-	-	-	120,000
Total Cost	\$ 150,000	\$ -	\$ 150,000				

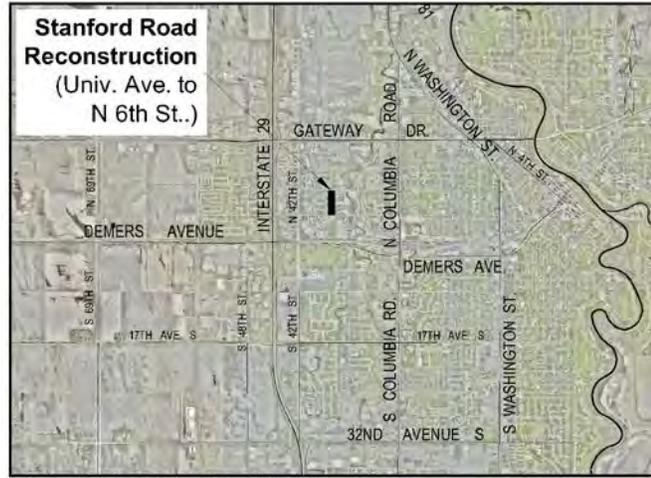
Impacts on Operations: Traffic will be confined to one lane during construction. The street will remain the same width after construction.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project: Stanford Road Reconstruction
(University Ave – 6th Ave N)



Description: This is a special assessment project consisting of the complete reconstruction of Stanford Road from University Ave – 6th Ave N. Dimensions of the road will remain.

Justification: Stanford Road has reached the level of disrepair. Pavement cracks and spalling has appeared in the majority of the concrete panels to a point where maintenance is no longer a feasible option

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
City Share Match (Highway User)	480,000	-	-	-	-	-	480,000
Total	\$ 580,000	\$ -	\$ 580,000				

Impacts on Operations: The road will be closed during the summer during UND's summer recess to avoid added traffic impacts.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
City Share(Highway User)	-	300,000	-	-	-	-	300,000
Total	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Impacts on Operations: Reduction in potential accidents and improved ride quality.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project: 30th Ave S Major Rehab
(34th-38th St)



Description: This project will rehabilitate 30th Ave S. The existing concrete surface will be removed and replaced with the curb and gutter remaining in place

Justification: The road has been ruined due to past construction activities in the area.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Special Assessment	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
City Share(Highway User)	-	200,000	-	-	-	-	200,000
Total	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Impacts on Operations: The road will have to be closed during construction

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 200,000

Impacts on Operations: None anticipated

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project: Traffic Signal interconnect



Description: The city's traffic signal system is interconnected to allow for the coordination of traffic signal which improves traffic flow and allows the system to communication with the master. The Intelligent Transportation System also uses the traffic signal interconnect as its conduit for communication and data retrieval. To maintain this system requires the replacement of old fiber optic cable and repair and replacement inoperative equipment. Columbia Rd, 32nd Ave S to 24th Ave S is the targeted cable replacement project for 2013 along with the maintenance of the remainder of the system.

Justification: The interconnection of the signals allows for the coordination plans to be implemented and the communications to the intersections established. The traffic signal coordination system has saved the citizens of Grand Forks millions of dollars in time by reducing delay and fuel consumption. Maintenance of this system and additional connections is critical to continue this program for the citizens of Grand Forks.

Project Status: Under Development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 250,000
Total	\$ 50,000	\$ -	\$ 250,000				

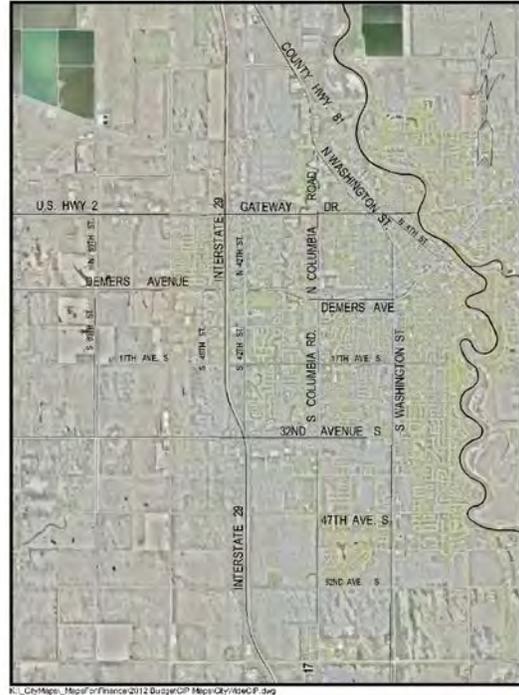
Impacts on Operations: Construction (if any) tends to be relatively quick with only minor inconveniences.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
	-	-	-	-	-	-	-
Total Cost	\$ 100,000	\$ 600,000					

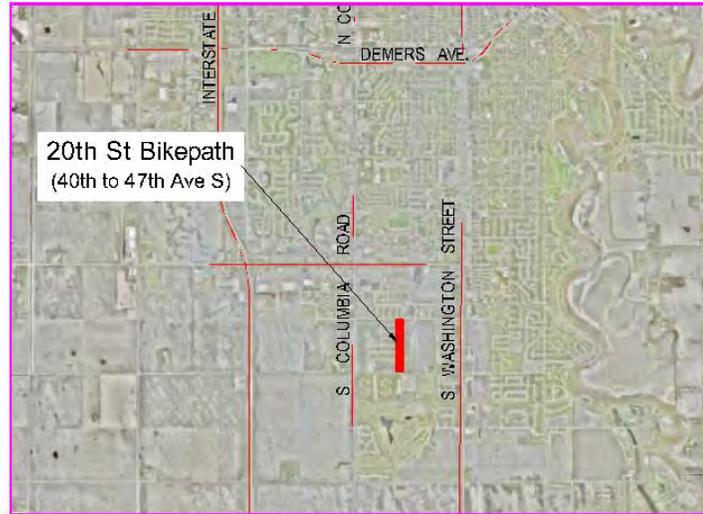
Impacts on Operation: Construction tends to be relatively quick with only minor inconveniences.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Bikeway

Project: 20th St Bikepath
(34th-47th Ave S)



Description: The existing 8 foot wide asphalt bikepath will be removed and replaced with a 10 foot wide concrete bikepath.

Justification: The existing path is in poor shape and this path provides pedestrian access to parks and schools in the area

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share T.E.	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000
City Share Match (Highway Users)	100,000	-	-	-	-	-	\$ 100,000
Total Cost	\$ 320,000	\$ -	\$ 320,000				

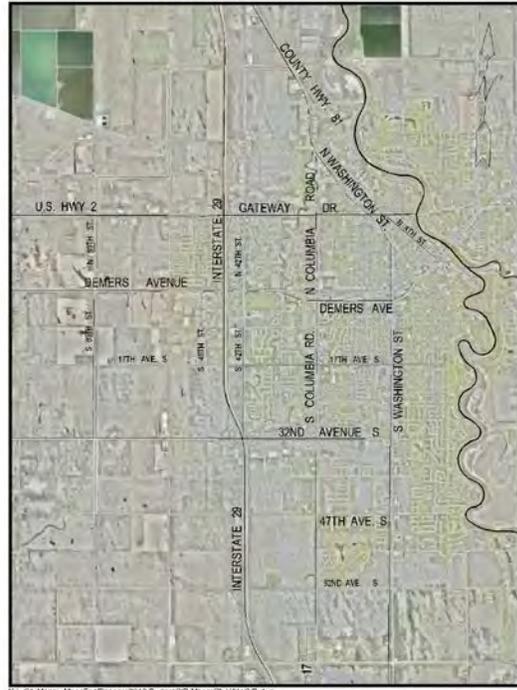
Impacts on Operation: No Impacts

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Federal Share T.E.	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 400,000
City Share (Highway Users)	-	40,000	50,000	40,000	50,000	40,000	\$ 220,000
Total Cost	\$ -	\$ 40,000	\$ 250,000	\$ 40,000	\$ 250,000	\$ 40,000	\$ 620,000

Impacts on Operation: If a project is selected the construction impacts are minimal. Extensions of the City's bikepath network allow alternative means of transportation.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</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
Total Cost	\$ 250,000	\$ 1,500,000					

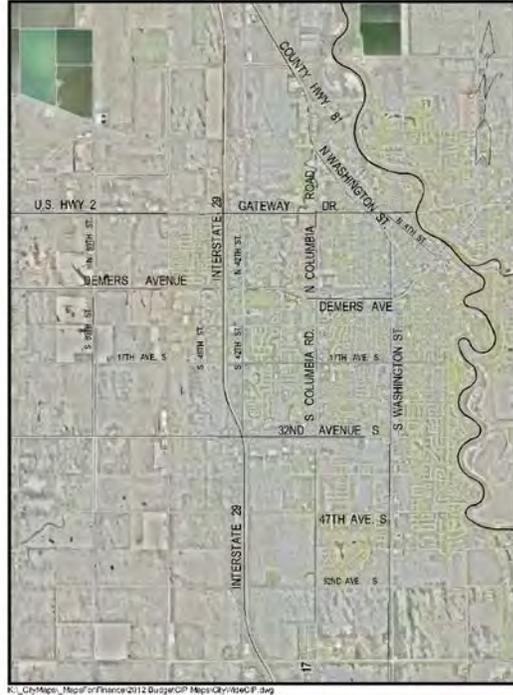
Impacts on Operation: Potential hazards to the walking public are reduced.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 164,032	\$ 167,313	\$ 170,659	\$ 174,072	\$ 177,554	\$ 181,105	\$ 1,034,735
Total Cost	\$ 164,032	\$ 167,313	\$ 170,659	\$ 174,072	\$ 177,554	\$ 181,105	\$ 1,034,735

Impacts on Operation: Reduction in potential accidents and improved ride quality.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 304,631	\$ 310,724	\$ 316,938	\$ 323,277	\$ 329,742	\$ 336,338	\$ 1,921,650
Total Cost	\$ 304,631	\$ 310,724	\$ 316,938	\$ 323,277	\$ 329,742	\$ 336,338	\$ 1,921,650

Impacts on Operation: Reduction in potential accidents and improved ride quality.

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Ongoing Street Maintenance and Repair Projects

Project : Controllers & Conflict Monitors
 (Citywide)



Description: The City has the responsibility of maintaining approximately 60 traffic signals. This project addresses ongoing required repair and or replacement of controller and conflict monitors to meet the needs of the specific signal.

Justification: Controllers (computers) and conflict monitors are vital pieces of equipment for the traffic signal, without these pieces of equipment the signals cannot operate. As with any computer or other electronics there are failures that require repair or replacement.

Project Status: Under development **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	23,433	23,902	24,380	24,867	25,365	25,872	147,819
Total Cost	\$ 23,433	\$ 23,902	\$ 24,380	\$ 24,867	\$ 25,365	\$ 25,872	\$ 147,819

Impacts on Operations: Minor traffic interruption when units are replaced.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	82,719	84,373	86,061	87,782	89,538	91,328	521,801
Total Cost	\$ 82,719	\$ 84,373	\$ 86,061	\$ 87,782	\$ 89,538	\$ 91,328	\$ 521,801

Impacts on Operations: Proper maintenance keeps traffic moving in an orderly fashion.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Total Cost	\$ 30,000	\$ 180,000					

Impacts on Operations: None.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
Total Cost	\$ 25,000	\$ 150,000					

Impacts on Operations: Varies dependent on the type of project.

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 20,000	\$ 220,000
Total Cost	\$ 40,000	\$ 20,000	\$ 220,000				

Impacts on Operations: None

**City of Grand Forks
2013 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>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users	\$ 104,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 624,000
Highway Users-LMI Areas	104,000	104,000	104,000	104,000	104,000	104,000	624,000
Special Assessments	104,000	104,000	104,000	104,000	104,000	104,000	624,000
Total Cost	\$ 312,000	\$ 1,872,000					

Impacts on Operations: None Defined

**City of Grand Forks
2013 Budget**

**CIP (continued)
Streets and Bikepaths**

Paving & Lighting

Project : Collector Street Extensions



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:

<u>Funding Source</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Highway Users (2115)	\$ 430,592	\$ 439,204	\$ 447,988	\$ 456,948	\$ 466,087	\$ 475,408	\$ 2,716,227
Total Cost	\$ 430,592	\$ 439,204	\$ 447,988	\$ 456,948	\$ 466,087	\$ 475,408	\$ 2,716,227

Impacts of operation: Increase in street capacity



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FOR NOTES

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type		2012 Fee	2013 Fee
Airport Limousine		\$ 35.00	\$ 35.00
Alcoholic Beverage License:			
Application Fee:			
	New Application	\$ 335.00	\$ 335.00
	Renewal Application	\$ 70.00	\$ 70.00
Issuance Fee:			
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 5.1	Hotel-Motel Limited Service Wine & Beer	N/A	\$ 4,255.00
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
Transfer Fee:		\$ 16,425.00	\$ 16,425.00
Annual Fee:			
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 5.1	Hotel-Motel Limited Service Wine & Beer	N/A	\$ 1,110.00
Class 6	Farigrounds 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
* You must hold a permanent Alcoholic Beverage License with the City of Grand Forks in order to apply for a Class 11 license.			
Amusement Center		\$ 225.00	\$ 225.00
Animal Licensing:			
	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
	Animal Impound Fee	\$ 35.00	\$ 35.00
Animal Kennel Fee		\$ 25.00	\$ 25.00

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2012 Fee	2013 Fee
Bakery		
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
Bed & Breakfast		
	\$ 95.00	\$ 95.00
Board of Adjustments Fee		
	\$ 85.00	\$ 85.00
Board of Appeals Fee		
	\$ 55.00	\$ 55.00
Building Contractor		
	\$ 60.00	\$ 60.00
Building Permit Fees:		
Commercial Construction (Based on Valuation):		
\$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)		
Residential Construction (Based on Valuation):		
\$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
Butcher		
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
Carnival or Circus		
	\$ 1,675.00	\$ 1,675.00
Change of Address		
	\$ 30.00	\$ 30.00
Christmas Tree Sales Permit		
	\$ 50.00	\$ 50.00
Conditional Use Permit		
	\$ 175.00	\$ 175.00
Conventional Rezoning		
	\$ 155.00	\$ 155.00
Dance Hall		
	\$ 115.00	\$ 115.00
Demolition Permit:		
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

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

	License and Permit Type	2012 Fee	2013 Fee
Driveway Permit			
	First Business / Industrial & Repairs	\$ 35.00	\$ 35.00
	First Residential & Repairs	\$ 20.00	\$ 20.00
Emergency Alarm Systems:			
	Business	\$ 100.00	\$ 100.00
	User Fee	\$ 40.00	\$ 40.00
	False Alarm Fee 1-4 in 6 month period	No charge	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
Electric Contractor			
		\$ 170.00	\$ 170.00
Electrical Permits			
		\$ 55.00	\$ 55.00
Excavation Permit			
	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
Excavator			
		\$ 115.00	\$ 115.00
Fire Permits			
		\$ 57.00	\$ 57.00
Fire Protection - Outside City Limits (Minimum Fee)			
		\$ 1,120.00	\$ 1,120.00
	* This fee is based on valuation of property at site with listed fee as a minimum charge.		
Fire Response - Outside City Limits/Negligence/Violation of Law			
	(Minimum Charge of \$250)	Std Hourly Rate + Materials	
Fireworks Display Permit			
		\$ 280.00	280.00*
Flammable Liquids Handler, bulk storage			
		\$ 170.00	170.00*
Games of Chance			
	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
Going out of Business Sale			
		\$ 60.00	\$ 60.00
Grocery Store:			
	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
Hide & Junk Dealers			
		\$ 200.00	\$ 200.00
Hotel / Motel			
	100 Guest Rooms or Less	\$ 115.00	\$ 115.00
	Over 100 Guest Rooms	\$ 225.00	\$ 225.00

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2012 Fee	2013 Fee
House Mover	\$ 170.00	\$ 170.00
Industrial Waste	\$ 130.00	\$ 135.00
Mechanical Installers:		
Journeyman	\$ 55.00	\$ 55.00
Master	\$ 170.00	\$ 170.00
Mechanical Permits:		
Issuance Fee (in addition to below)	\$ 30.00	\$ 30.00
Furnace Up to 2Hp/100Mbh	\$ 17.00	\$ 17.00
Over 100 Mbh	\$ 21.00	\$ 21.00
Rooftop HVAC Unit	\$ 21.00	\$ 21.00
Unit Heater	\$ 17.00	\$ 17.00
Air Conditioning Unit	\$ 12.00	\$ 12.00
Compressor Up to 3Hp/100Mbh	\$ 17.00	\$ 17.00
Over 3 to 15 HP/Over 100 to 500 Mbh	\$ 30.00	\$ 30.00
Over 15 to 30 HP/Over 500 to 1,000 Mbh	\$ 41.00	\$ 41.00
Over 30 to 50 HP/Over 1,000 to 1,750 Mbh	\$ 61.00	\$ 61.00
Over 50 HP/Over 1,750 Mbh	\$ 100.00	\$ 100.00
Air Handling Up to 10,000 Cfm	\$ 12.00	\$ 12.00
Over 10,000 Cfm	\$ 21.00	\$ 21.00
Exhaust Fan - Kitchen/Laboratory	\$ 12.00	\$ 12.00
Incinerator - Commercial	\$ 80.00	\$ 80.00
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 C System of 1 to 4 Outlets	\$ 8.00	\$ 8.00
Each Additional Outlet over 4	\$ 1.50	\$ 1.50
Air to Air Exchanger	\$ 12.00	\$ 12.00
Mobile Home Connection	\$ 17.00	\$ 17.00
Mobile Food Vendor:		
Per Vehicle	\$ 45.00	\$ 45.00
Annual Fee	\$ 70.00	\$ 70.00
Moving Permit		
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
Noxious Weed Cutting Fee		
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		
Outside Seating Permit		
Initial Fee	\$ 100.00	\$ 100.00
Renewal if no changes from initial	\$ 25.00	\$ 25.00

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

	License and Permit Type	2012 Fee	2013 Fee
Parabolic Antenna Permit		\$ 55.00	\$ 55.00
Parking Ramp Space Rental	Ramp Space, per month	\$ 35.00	\$ 35.00
	Surface Lot, per month	\$ 30.00	\$ 30.00
Pawnbroker		\$ 225.00	\$ 225.00
Plumber -Master		\$ 170.00	\$ 170.00
Plumbing Permit Fee			
	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
Rental License		\$ 20.00	\$ 20.00
Private Collector of Recyclable Materials (3 yr. License)		\$ 670.00	\$ 693.00
Private Collector of Rubbish, Construction Refuse		\$ 60.00	\$ 62.00
PUD			
	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
Restaurant and/or Hired Caterer:			
	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
Roller Rink		\$ 165.00	\$ 165.00
Sexually Oriented Business *			
	Business License, Initial	\$ 100.00	\$ 100.00
	Business License, Renewal	\$ 50.00	\$ 50.00
	Employee License, Initial	\$ 50.00	\$ 50.00
	Employee License, Renewal	\$ 25.00	\$ 25.00

* This license was adopted by City Council on April 16, 2012.

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2012 Fee	2013 Fee
Shooting Range	\$ 85.00	\$ 85.00
Sidewalk Builder	\$ 75.00	\$ 75.00
Sidewalk Permit:		
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.		
Sign Hanger		
Regular	\$ 115.00	\$ 115.00
Neon	\$ 120.00	\$ 120.00
Sign Permit		
Regular Sign (Per \$1,000 of Valuation)	\$ 21.00	\$ 21.00
Neon Sign (Per \$1,000 of Valuation)	\$ 40.00	\$ 40.00
Site Plan Reviews		
Improvements (\$5,000 or less)	\$ 85.00	\$ 85.00
Improvements (More than \$5,000)	\$ 250.00	\$ 250.00
Stormwater Pollution Permit Fee	\$ 25.00	\$ 25.00
Stormwater Pollution Prevention Permit (SWPP)		
Base Fee	\$ 55.00	\$ 55.00
Plus per acre	\$ 16.00	\$ 16.00
Subdivisions		
Major Subdivisions	\$ 670.00	\$ 670.00
Minor Subdivisions	\$ 390.00	\$ 390.00
Variance	\$ 70.00	\$ 70.00
Swimming Pool		
Base Fee for 1st Pool	\$ 225.00	\$ 225.00
Tatooning (Body Art)	\$ 225.00	\$ 225.00
Taxi (Vehicle)		
Per Vehicle	\$ 35.00	\$ 35.00
Taxi / Chauffer Driver:		
Application Fee	\$ 20.00	\$ 20.00
Initial Fee	\$ 35.00	\$ 35.00
Renewal Fee	\$ 35.00	\$ 35.00
Duplicate License	\$ 5.00	\$ 5.00
Theatre		
Per Screen	\$ 115.00	\$ 115.00
Retail Tobacco (Annual):		
Dealer	\$ 85.00	\$ 85.00
Vending Machine	\$ 25.00	\$ 25.00
Temporary Buildings Permit	\$ 50.00	\$ 50.00

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2012 Fee	2013 Fee
<i>Towing License</i>		
Application Fee	\$	25.00
Annual Fee	\$	25.00
<i>Towing Vehicle Driver's License</i>		
Application Fee	\$ 25.00	\$ 25.00
Annual Fee	\$ 25.00	\$ 25.00
<i>Towing Fees:</i>		
Street Maintenance (No Impound)	\$ 35.00	\$ 35.00
Vehicle Impound (May also include additional charges if any incurred)	\$ 45.00	\$ 45.00
<i>Trailer Park/Mobile Home Lot:</i>		
Base Fee	\$ 145.00	\$ 145.00
Plus, per lot	\$ 2.50	\$ 2.50
<i>Transient Merchant</i>		
Annual Fee	\$ 450.00	\$ 450.00
Per Day (Also Requires \$5,000 Surety Bond)	\$ 60.00	\$ 60.00
<i>Vacation of Street, Alley, or Public Ground</i>		
	\$ 195.00	\$ 195.00
<i>Vehicle Storage Fees</i>		
Day 1-7, Per Day	\$ 7.50	\$ 7.50
Each Additional Day	\$ 5.00	\$ 5.00
<i>Wedding Fee</i>		
	\$ 60.00	\$ 60.00
<i>Zoning Letter</i>		
	\$ 35.00	\$ 35.00

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Utility Fees**

	2012	2013
Sanitation:		
Standard Rates (2013 = 3.5% increase)		
<i>Residential:</i>		
Base Container - Single Family	13.60	14.08
Base Container - Apartment or Trailer	13.60	14.08
Base Container - Commerical Unit	13.60	14.08
<i>Commercial:</i>		
2-Yard, dumped 1 time a week	40.74	42.17
2-Yard, dumped 2 times a week	81.48	84.33
2-Yard, dumped 3 times a week	122.22	126.50
2-Yard, dumped 4 times a week	162.96	168.66
2-Yard, dumped 5 times a week	203.70	210.83
2-Yard, dumped 6 times a week	244.44	253.00
4-Yard, dumped 1 time a week	79.43	82.21
4-Yard, dumped 2 times a week	158.89	164.45
4-Yard, dumped 3 times a week	238.31	246.65
4-Yard, dumped 4 times a week	318.07	329.20
4-Yard, dumped 5 times a week	397.18	411.08
4-Yard, dumped 6 times a week	476.63	493.31
6-Yard, dumped 1 time a week	118.14	122.27
6-Yard, dumped 2 times a week	236.26	244.53
6-Yard, dumped 3 times a week	354.41	366.81
6-Yard, dumped 4 times a week	472.53	489.07
6-Yard, dumped 5 times a week	590.67	611.34
6-Yard, dumped 6 times a week	708.80	733.61
8-Yard, dumped 1 times a week	156.85	162.34
8-Yard, dumped 2 times a week	313.72	324.70
8-Yard, dumped 3 times a week	470.57	487.04
8-Yard, dumped 4 times a week	627.42	649.38
8-Yard, dumped 5 times a week	784.27	811.72
8-Yard, dumped 6 times a week	941.13	974.07
300 Gallon, dumped 1 time a week	28.17	29.16
300 Gallon, dumped 2 times a week	56.33	58.30
300 Gallon, dumped 3 times a week	84.49	87.45
300 Gallon, dumped 4 times a week	112.67	116.61
300 Gallon, dumped 5 times a week	140.84	145.77
300 Gallon, dumped 6 times a week	169.01	174.93
Compactor Service (per dump)	409.32	423.65
10 Yard Open Roll-Off Container, per dump	154.85	160.27
15 Yard Open Roll-Off Container, per dump	177.79	184.01
22 Yard Open Roll-Off Container, per dump	214.50	222.01
40 Yard Open Roll-Off Container, per dump	357.87	370.40

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Utility Fees**

	2012	2013
Sanitation (Con't)		
Landfill Rates:		
Minimum Fee	10.00	10.00
Inert (per ton)	23.00	23.81
Ash (per ton)	34.70	35.91
MSW (per ton)	42.33	43.81
Miscellaneous Fees ⁽¹⁾		
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	15.00
300 Gallon	15.00	20.00
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
Wastewater		
Standard Rates ^(2013 = 4% increase)		
Base Fee, per month:		
Residential	11.84	12.31
Commercial/Industrial	11.97	12.45
Heavy Industrial Use Class A	2410.60	2,507.02
Heavy Industrial Use Class B	938.90	976.46
Residential Flow (per 1,000 gallons)	2.76	2.87
Commercial/Industrial Flow (per 1,000 gallons)	2.80	2.91
Heavy Industrial Class A Flow (per 1,000 gallons)	2.20	2.29
Heavy Industrial Class B Flow (per 1,000 gallons)	2.40	2.50
Biochemical Oxygen Demand (BOD) (per pound)	0.2500	0.26
Suspended Solids (SS) (per pound)	0.0700	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
2013 City Budget**

**Supplemental (continued)
Utility Fees**

	2012	2013
Waterworks		
Standard Rates <small>(2013 = 4% increase)</small>		
Base Fee, per month:		
5/8" Meter	6.02	6.26
3/4" Meter	6.76	7.03
1" Meter	10.91	11.35
1 1/2" Meter	28.90	30.06
2" Meter	40.93	42.57
3" Meter	74.62	77.60
4" Meter	186.57	194.03
6" Meter	337.04	350.52
8" Meter	563.34	585.87
Flow (per 1,000 gallons):		
Residential	3.11	3.23
Commercial/Light Industrial:		
5/8" - 1" Meters	3.11	3.23
1 1/2" - 3" Meters	2.83	2.94
4" - 8" Meters	2.60	2.70
Heavy Industrial Flow	2.41	2.51
Bulk Rate (Sold at Vendor Location) (per 125 gallons including sales tax)	0.73	0.76
Miscellaneous Fees ⁽¹⁾		
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
2013 City Budget**

**Supplemental (continued)
Utility Fees**

	2012	2013
<i>Waterworks (Con't)</i>		
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
Stormwater		
Standard Rates (2013 = 7% increase)		
Base Fee Residential, per month:		
Stormwater	2.27	2.43
Flood Protection Project/Greenway	1.30	1.39
Base Fee Nonresidential:		
Stormwater (per run off unit)	0.99	1.06
Stormwater Minimum Charge (per month)	2.27	2.43
Flood Protection/Greenway(per 1,000 sq. ft.)	0.12	0.13
Flood Protection/Greenway minimum charge (per month)	1.30	1.39
Mosquito Control		
Standard Rates		
Base Fee Residential, per month, per unit	2.55	2.55
Commercial, per 1,000 square feet	0.036	0.036

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Utility Fees**

	2012	2013
<i>Environmental Lab Fees (Water, Wastewater, Wastewater Treatment)</i>		
<i>Miscellaneous Fees⁽¹⁾</i>		
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 2012-2013 Changes in Staffing

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

The major change to staffing in the General Fund is the addition of four police officer positions previously funded with grant funds. Two of these positions had been previously projected to be funded by the General Fund beginning in 2013, as this was a three year grant and was set to expire in 2013. There is a one year retention commitment with this grant. There are also two officer positions previously paid through Transportation Security Administration (TSA) funds. The Mayor includes public safety as one of his top priorities. It was recommended by the Mayor, and Council approved funding these positions in 2013.

Other changes to staffing in the General Fund include an additional human resource generalist in the Human Resource Department to meet the needs and demands of the department and the city. The Finance Department is down 0.85 FTE. This is the net effect of decreasing one accounting technician in the utility billing function and a 0.15 FTE share of a Grant Accountant position, which

will be located in the Finance Department. This is a shared position with Community Development and Public Transit. A similar position was previously funded within the special revenue funds. The decreased accounting technician position is due to efficiencies in the operations of utility billing. We have initiated online payments. This offers greater customer service, and at the same time should decrease the call volume. This will be monitored as we move forward.

The Health department includes some minor shifting in personnel based on the services staff provides and the fees that pay for these services.

Along with the Mayor's focus on public safety, the projection 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 Police Grant Fund includes a total of one police officer position. This is a reduction of four police officer positions as compared to the 2012 budget. The remaining position is supported by a grant that directly relates to the service provided, which works with Domestic Violence. As with other grants, this position ends when grant funding ends. The reduction of 4 officers is due to the expiration of grant funding. These positions are highlighted in more detail within the General Fund discussion, as the City retained all four positions. The funding source in 2013 will be the General Fund.

Also, as the GF Housing Authority separates itself from the city, six employees that were in the 2012 budget will no longer be included as city employees in 2013.

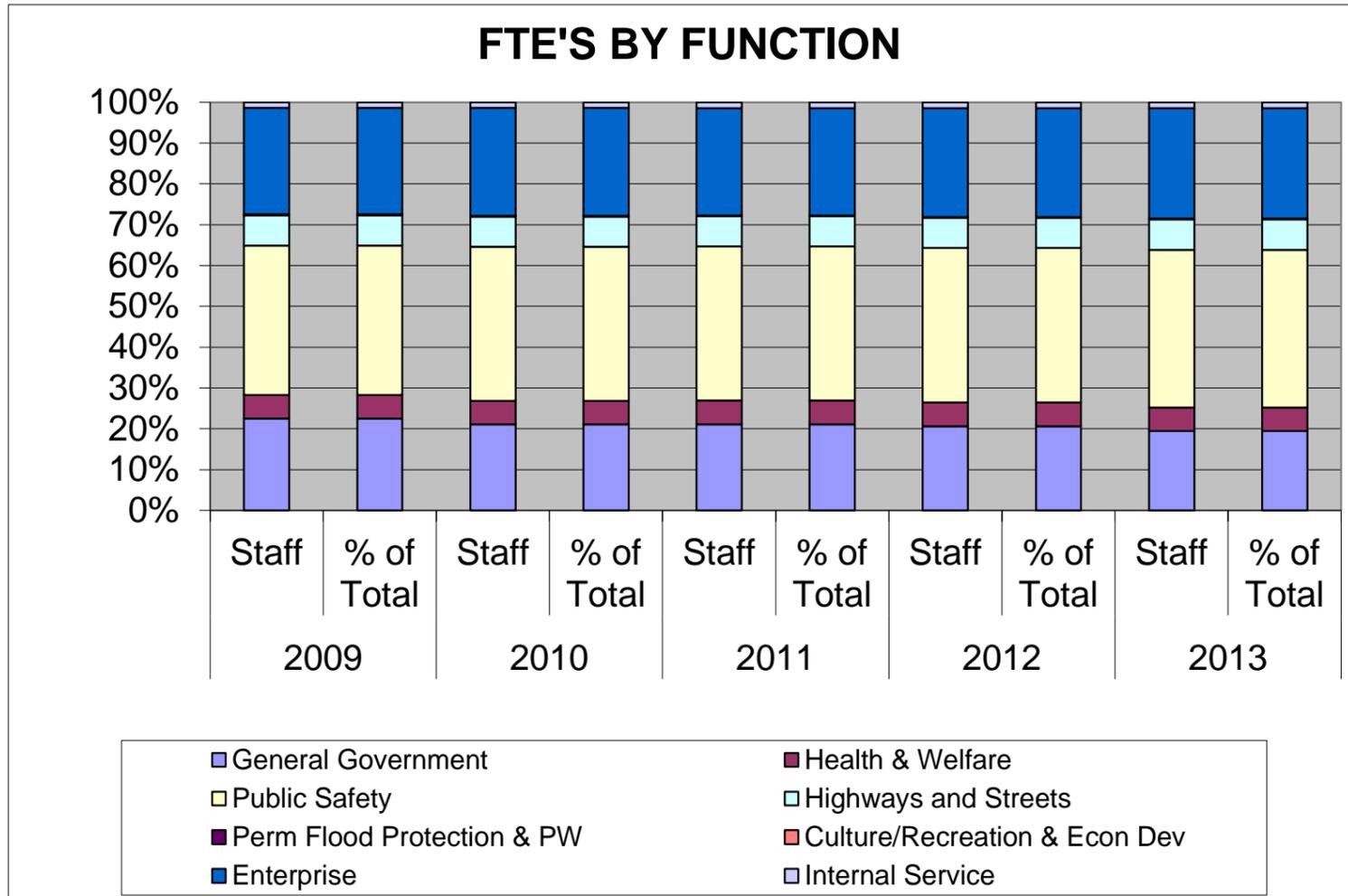
Enterprise Funds

Public Transit and Dial-A-Ride funds include a contract, grant funded mobility manager position. This was in the 2012 budget within Public Transit. This position has been shifted to the Dial-A-Ride budget. As highlighted in the General Fund, the Public Transit also shares in a Grant Accountant position. This position is shared with Finance and Community Development.

Internal Service Funds

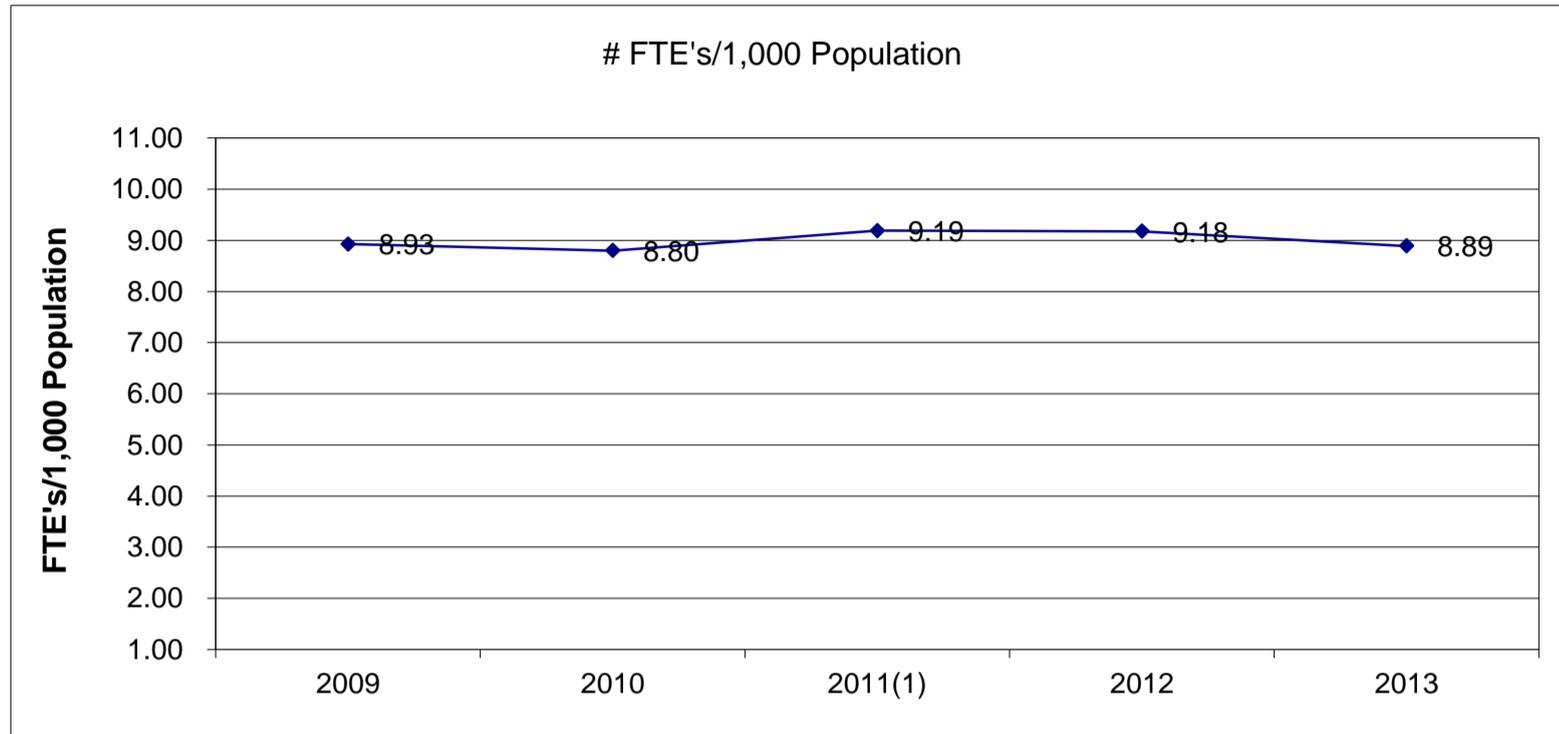
There will be no changes in staffing levels within these funds for 2013.

Supplemental (continued)
Authorized Staff Levels by Function



	2009		2010		2011		2012		2013	
	Staff	% of Total								
General Government	110.65	22.48%	103.23	21.12%	102.35	21.07%	99.80	20.58%	92.98	19.44%
Health & Welfare	28.40	5.77%	27.90	5.71%	28.60	5.89%	28.60	5.90%	27.80	5.81%
Public Safety	180.30	36.63%	184.30	37.71%	183.30	37.74%	183.30	37.79%	184.30	38.53%
Highways and Streets	36.20	7.35%	36.20	7.41%	35.85	7.38%	35.85	7.39%	35.85	7.50%
Perm Flood Protection & PW	0.50	0.10%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
Culture/Recreation & Econ Dev	1.00	0.20%	1.00	0.20%	1.00	0.21%	1.00	0.21%	1.00	0.21%
Enterprise	128.20	26.04%	129.05	26.41%	127.60	26.27%	129.45	26.69%	129.36	27.05%
Internal Service	7.00	1.42%	7.00	1.43%	7.00	1.44%	7.00	1.44%	7.00	1.46%
Total	492.25	100.00%	488.68	100.00%	485.70	100.00%	485.00	100.00%	478.28	100.00%

**Supplemental
Staff Levels Tracked to Population Growth**



	2009	2010	2011(1)	2012	2013
# FTE's/1,000 Population	8.93	8.80	9.19	9.18	8.89
Grand Forks Population(1)	55,136	55,537	52,838	52,838	53,802
Employees(FTE's)	492.25	488.68	485.70	485.00	478.28

(1) Readjusted MPO's population estimates for 2010 US Census data.

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

GENERAL FUND

General Government

005 Assessing

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	4.00	4.00	4.00
Real Estate Appraiser	1.00	1.00	-	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified	7.00	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	7.00	7.00	7.00	7.00	7.00

015 Finance

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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
Grant Accountant, Sr.	-	-	-	-	0.15
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	3.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified	15.00	15.00	15.00	15.00	14.15
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	14.15

018 Planning & Zoning

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
City Planner***	1.00	1.00	1.00	1.00	1.00
Planner, Senior	2.00	2.00	2.00	1.00	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	3.00	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	4.00	4.00

025 City Hall

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Building Maintenance, Lead(1)	1.00	-	1.00	1.00	1.00
Building Maintenance Worker	1.00	2.00	1.00	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
2013 City Budget

Supplemental (continued)
Staffing Chart - City Staff by Position

030 Information Technology	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	2.00
IT Technician	2.00	2.00	2.00	-	-
IS Intern*	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	-	-	-
Total FTE	9.20	9.20	9.00	9.00	9.00
035 Engineering	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	3.00
City Electrician	1.00	1.00	1.00	1.00	-
Electrical Division Manager	-	-	-	-	1.00
Civil Engineer	2.00	2.00	2.00	2.00	1.00
Civil Engineering Specialist	1.00	1.00	1.00	1.00	2.00
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	4.00	4.00	2.00
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	0.40	0.40	0.40	0.40
Traffic Signal Painter*	0.25	0.20	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist**	0.50	0.75	0.75	0.75	0.75
Total Classified	18.00	18.00	17.00	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)**	0.50	0.75	0.75	0.75	0.75
Total Non-Classified (Seasonal)*	1.35	1.10	1.10	1.10	1.10
Total FTE	20.85	20.85	19.85	19.85	19.85
036 Inspections	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	-	1.00	1.00	1.00	1.00
Office Specialist, Senior	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

City of Grand Forks
2013 City Budget

Supplemental (continued)
Staffing Chart - City Staff by Position

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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
0051 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
0052 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	3.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	0.10	-	-	-
Total Classified	5.00	5.00	5.00	5.00	6.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.10	0.10	-	-	-
Total FTE	5.10	5.10	5.00	5.00	6.00

City of Grand Forks
2013 City Budget

Supplemental (continued)
Staffing Chart - City Staff by Position

Health and Welfare					
045 Health	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	1.00	1.00	1.00	1.00	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
045 4510 Health - Nursing Fees	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Team Leader	0.25	0.30	0.40	0.40	0.60
Public Health Nurse	2.25	2.45	3.00	3.00	2.15
Public Health Nurse*	0.25	0.50	0.40	0.40	-
Total Classified	2.50	2.75	3.40	3.40	2.75
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.25	0.50	0.40	0.40	-
Total FTE	2.75	3.25	3.80	3.80	2.75
045 4570 Health - Local Health Services	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Public Health Nurse	0.45	0.45	0.65	0.65	0.70
Office Specialist	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	0.10
Public Health Nurse*	0.15	0.15	-	-	-
Total Classified	1.20	1.20	1.40	1.40	0.70
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	0.10
Total FTE	1.35	1.35	1.50	1.50	0.80
045 4580 Health - Wellness Program	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Public Health Dietitian	0.40	0.40	0.40	0.40	0.40
Total Classified	0.40	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	0.40	0.40	0.40	0.40	0.40

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Public Safety					
040 Fire	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	-
Fire Battalion Chief	3.00	3.00	3.00	3.00	4.00
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	13.00	15.00	15.00	15.00	18.00
Firefighter (1)	17.00	15.00	15.00	15.00	12.00
Fleet Maintenance Mechanic, Lead	-	-	-	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	-	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	1.00
Office Specialist, Senior	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 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
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	7.00	7.00
Police Sergeant	13.00	13.00	13.00	13.00	13.00
Corporals	33.00	30.00	35.00	34.00	32.00
Police Officer(1)	22.00	25.00	20.00	20.00	26.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	-	1.00	1.00
Property/Evidence Technician	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	5.00	4.00	4.00	4.00
Building Maintenance, Lead	1.00	1.00	1.00	-	1.00
Building Maintenance Worker	-	-	-	1.00	1.00
Building and Grounds Worker	1.00	1.00	1.00	1.00	-
Community Service Officer**(2)	1.00	-	-	-	-
Total Classified	91.00	92.00	91.00	91.00	95.00
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	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	93.00	93.00	92.00	92.00	96.00

(1) Includes total of 4 additional police officer positions in General Fund as they have come off grant funding - same number sworn positions in total

(2) Community Service Officer Position change from Project/Grant to a Classified position with the 2010 budget.

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Highways and Streets					
075 Streets					
	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Public Works Director***	0.15	0.15	0.15	0.15	0.15
Street Maintenance Superintendent	1.00	1.00	1.00	1.00	-
Street/Facility Maintenance Manager	-	-	-	-	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	-
Public Works/Sanitation Asset manager	-	-	-	-	0.15
Equipment Operator, Lead	4.00	4.00	4.00	4.00	4.00
Equipment Operator, Senior	16.00	16.00	16.00	16.00	16.00
Equipment Operator	8.00	8.00	8.00	8.00	8.00
Sign & Marking Specialist	3.00	3.00	3.00	3.00	3.00
Administrative Specialist Senior	0.15	0.15	0.15	0.15	0.30
Administrative Specialist	0.50	0.50	0.15	0.15	-
Equipment Operator *	1.25	1.25	1.25	1.25	1.25
Total Classified	34.80	34.80	34.45	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	35.85	35.85	35.85
SPECIAL REVENUE FUNDS					
General Government					
2196 GF Housing Authority					
	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Finance & Support Services Manager	0.50	0.50	0.50	0.50	-
Housing Manager	1.00	-	-	-	-
Client Services Manager	1.00	-	-	-	-
Accountant	0.50	0.50	0.50	0.50	-
Housing Administrator	5.00	3.00	3.00	3.00	-
Housing Technician	2.00	2.00	2.00	1.00	-
Accounting Specialist	1.00	1.00	1.00	1.00	-
Office Specialist, Senior	1.50	1.50	1.20	0.60	-
Community Betterment Specialist(1)**	0.25	-	-	-	-
Total Classified	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	12.75	8.50	8.20	6.60	-
2199 Community Development					
	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Finance & Support Services Manager	0.25	0.25	0.25	0.50	-
Community Development Manager	1.00	0.75	0.75	0.75	1.00
Community Development Specialist(1)	0.95	-	-	-	-
Accountant	0.25	0.25	0.25	0.25	-
Construction Compliance Officer(1)	1.00	0.50	0.50	0.50	0.50
Program Compliance Officer	-	0.68	0.75	0.75	1.00
Accounting Technician	0.50	0.50	0.50	0.50	-
Administrative Specialist, Sr.	-	-	-	-	0.30
Administrative Specialist	-	-	-	-	-
Office Specialist, Senior	0.90	0.90	0.50	0.50	-
Grant Accountant, Sr.	-	-	-	-	0.175
Community Betterment Specialist	0.45	0.75	0.80	0.80	1.00
Buildings&Grounds Worker**	1.00	-	-	-	-
Energy Sustainability Coordinator**	-	-	1.00	0.80	1.00
Crew Leader*	1.45	-	-	-	-
Total Classified	5.30	4.58	4.30	4.55	3.98
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	1.00	-	1.00	0.80	1.00
Total Non-Classified (Seasonal)*	1.45	-	-	-	-
Total FTE	7.75	4.58	5.30	5.35	4.98

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Health and Welfare					
2146 Health Grants	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	0.75	0.75	0.75	0.75	-
Environmental Health Specialist****	-	-	-	-	1.00
Public Health Nurse****	5.15	3.95	3.95	3.95	3.95
Public Health Dietitian****	0.40	0.40	0.40	0.40	0.40
Public Health Team Leader****	1.30	1.30	1.30	1.30	2.00
Communications Specialist****	0.50	0.50	0.50	0.50	0.50
Administrative Specialist****	1.50	1.50	1.50	1.50	1.50
Office Specialist Senior****	0.30	0.50	0.50	0.50	0.50
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	10.90	9.90	9.90	9.90	10.85
Total Contract Department Head****	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	10.90	9.90	9.90	9.90	10.85
Public Safety					
2104 PSAP	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2010	Appropriated Positions 2012	Appropriated Positions 2013
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	9.00	9.00
911 Dispatcher Trainee	-	-	-	1.00	2.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified	15.00	15.00	15.00	15.00	16.00
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	17.00
2170 Police Grants					
	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Police Officer****(1)	1.00	5.00	5.00	5.00	1.00
Total Classified (Grant Funded)****	1.00	5.00	5.00	5.00	1.00
<small>(1) Police Officer position moves from police grant fund 2170 to General Fund Police department</small>					
Culture and Recreation					
2139 Special Grant	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Coordinator-Historical Preserv.**	1.00	1.00	1.00	1.00	1.00
Total Non-Class(Project/Grant Funded)**	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00
CAPITAL PROJECT FUNDS					
Permanent Flood Protection - Public Works					
4103 1989 Flood Control Project	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
Office Specialist, Senior**	0.50	-	-	-	-
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head****	-	-	-	-	-
Total Non-Classified (Project/Grant)**	0.50	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.50	-	-	-	-

City of Grand Forks
2013 City Budget

Supplemental (continued)
Staffing Chart - City Staff by Position

ENTERPRISE FUNDS

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
5100 Sanitation					
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	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist, Senior	0.27	0.27	0.27	0.27	0.54
Administrative Specialist	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	12.00	12.00	12.00
Equipment Operator	19.00	19.00	15.00	15.00	15.00
Fleet Mtce Technician	1.00	1.00	-	-	-
Equipment Operator*	4.50	4.50	4.50	4.50	4.50
Total Classified	33.04	33.04	32.81	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	37.58	37.58	37.58
5200 Wastewater					
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	-
Wastewater/Stormwater Asset Manager	-	-	-	-	1.75
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	1.00	2.00	2.00	4.00
Wastewater Treatment Plant Operator	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	-
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	-
Environmental/Greenway Administrative Manager	-	-	-	-	0.50
Environmental Specialist	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	1.00	2.00	2.00
Wastewater/Stormwater Service Worker	2.00	3.00	3.00	2.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist Senior	0.77	0.77	0.77	0.77	1.04
Administrative Specialist	-	-	0.27	0.27	-
Industrial Pretreatment Specialist	1.00	1.00	1.00	1.00	1.00
Laboratory Analyst	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	-	-	-
Operation Assistant**	-	-	1.00	1.00	1.00
Total Classified	21.04	22.04	21.31	21.31	20.56
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	1.00
Total Non-Classified (Seasonal)*	1.90	1.90	0.90	0.90	0.90
Total FTE	23.21	24.21	23.48	23.48	22.73

City of Grand Forks
2013 City Budget

Supplemental (continued)
Staffing Chart - City Staff by Position

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
5300 Waterworks					
Public Works Director***	0.27	0.27	0.27	0.27	0.27
Water Utility Superintendent	1.00	1.00	1.00	1.00	-
Water Works Asset Manager	-	-	-	-	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	3.00	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	4.00	4.00
Public Works Services Coordinator	0.27	0.27	0.27	0.27	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.27
Administrative Specialist Senior	1.77	1.77	1.77	1.77	2.04
Administrative Specialist	-	-	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	7.00
Water Plant Operator, Senior	3.00	3.00	3.00	2.00	4.00
Water Plant Operator	2.00	2.00	2.00	3.00	-
Labaratory 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*	0.45	0.45	0.45	0.45	0.45
Total Classified	28.04	28.04	28.31	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)**	1.45	1.45	1.00	1.00	1.00
Total Non-Classified (Seasonal)*	0.45	0.45	0.45	0.45	0.45
Total FTE	30.21	30.21	30.03	30.03	30.03
5400 Stormwater					
Public Works Director***	0.04	0.04	0.04	0.04	0.04
Wastewater/Stormwater Superintendent	0.25	0.25	0.25	0.25	-
Wastewater/Stormwater Asset Manager	-	-	-	-	0.25
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	0.50	-
Environmental/Greenway/Administrative Manager	-	-	-	-	0.50
Public Works Services Coordinator	0.04	0.04	0.04	0.04	-
Public Works/Sanitation Asset Manager	-	-	-	-	0.04
Environmental Specialist	0.25	0.25	0.25	0.25	-
Greenway Specialist	1.00	1.00	1.00	1.00	-
Greenway/Training Support Specialist	-	-	-	-	1.00
Wastewater/Stormwater Svc Worker, Lead	1.00	1.00	2.00	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	-	-
Administrative Specialist Senior	0.04	0.04	0.04	0.04	0.08
Administrative Specialist	-	-	0.04	0.04	-
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Total Classified	5.08	5.08	5.12	5.12	4.87
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	5.62	5.62	5.66	5.66	5.41
5500 Public Transportation					
Transportation Superintendent	0.95	0.95	0.95	0.95	-
Public Transportation Asset Manager	-	-	-	-	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	2.00
Administrative Specialist	0.95	0.95	0.95	-	-
Bus Operator	14.00	14.00	14.00	14.00	14.00
Grant Accountant, Sr.	-	-	-	-	0.50
Office Specialist Senior	1.50	1.50	1.50	1.50	1.50
Fleet Mtce Technician**	2.00	2.00	2.00	2.00	1.00
Mobility Manager**	-	-	-	0.95	-
Bus Operator*	0.40	0.60	0.60	0.60	0.60
Total Classified	19.40	19.40	19.40	18.45	19.95
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	2.00	2.00	2.00	2.95	1.00
Total Non-Classified (Seasonal)*	0.40	0.60	0.60	0.60	0.60
Total FTE	21.80	22.00	22.00	22.00	21.55

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
5600 Dial-A-Ride					
Transportation Superintendent	0.05	0.05	0.05	0.05	-
Public Transportation Asset Manager					0.05
Administrative Specialist	0.05	0.05	0.05	-	-
Office Specialist Senior	0.50	0.50	0.50	0.50	0.50
Mobility Manager**	-	-	-	0.05	1.00
Paratransit Dispatcher**	-	-	-	2.00	2.00
Total Classified	0.60	0.60	0.60	0.55	0.55
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	2.05	3.00
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.60	0.60	0.60	2.60	3.55
5800 Mosquito Control Program*					
Mosquito Control Supervisor	1.00	1.00	1.00	1.00	1.00
Mosquito Control Field Assistant, Lead	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	-	0.38
Mosquito Control Field Assistants*	2.75	2.75	2.75	2.75	2.75
Total Classified	2.00	2.00	2.00	2.00	2.38
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	2.75	2.75	2.75	2.75	2.75
Total FTE	4.75	4.75	4.75	4.75	5.13
5996 Job Development Authority					
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	-
Accountant	0.25	0.25	0.25	0.25	-
Community Development Manager	-	0.25	0.25	0.25	-
Community Development Specialist	1.05	-	-	-	-
Construction Compliance Officer	-	0.50	0.50	0.50	0.50
Program Compliance Officer	-	0.25	0.25	0.25	-
Administrative Specialist, Sr.	-	-	-	-	0.70
Administrative Specialist	0.25	-	-	-	-
Accounting Technician	0.50	0.50	0.50	0.50	-
Office Specialist, Senior	0.60	0.60	0.30	0.15	-
Grant Accountant, Sr.	-	-	-	-	0.175
Office Specialist**	-	-	-	-	0.80
Community Betterment Specialist**	0.30	-	-	-	-
Total Classified	2.90	2.60	2.30	2.15	1.38
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	-	-	-	0.80
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	4.20	3.60	3.30	3.15	3.18
5997 Parking Lots					
Community Betterment Specialist	-	0.25	0.20	0.20	-
Office Specialist**	-	-	-	-	0.20
Total Classified	-	0.25	0.20	0.20	-
Total Non-Classified (Project/Grant)**	-	-	-	-	0.20
Total FTE	-	0.25	0.20	0.20	0.20
INTERNAL SERVICE FUNDS					
6102 Central Garage					
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
6104 Public Works Facility					
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

**City of Grand Forks
2013 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2009	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013
GENERAL FUND					
Total Classified	286.40	287.65	286.15	285.15	287.95
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	6.15	6.15	6.15	6.15	6.15
Total Non-Classified (Project/Grant)**	1.50	0.75	0.75	0.75	0.75
Total Non-Classified (Seasonal)*	4.10	4.10	3.65	3.65	3.25
Total Non-Classified (Elected Official)*****	9.00	9.00	9.00	9.00	9.00
Total FTE	307.15	307.65	305.70	304.70	307.10
SPECIAL REVENUE FUNDS					
Total Classified	32.80	28.08	27.50	26.15	19.98
Total Classified (Grant Funded)****	11.90	14.90	14.90	14.90	11.85
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	2.25	1.00	2.00	1.80	2.00
Total Non-Classified (Seasonal)*	1.45	-	-	-	-
Total FTE	49.40	44.98	45.40	43.85	34.83
CAPITAL PROJECT FUNDS					
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	0.50	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	0.50	-	-	-	-
ENTERPRISE FUNDS					
Total Classified	112.10	113.05	112.05	110.90	110.81
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.85	1.85	1.85	1.85	1.85
Total Non-Classified (Project/Grant)**	3.75	3.45	4.00	7.00	7.00
Total Non-Classified (Seasonal)*	10.50	10.70	9.70	9.70	9.70
Total FTE	128.20	129.05	127.60	129.45	129.36
INTERNAL SERVICE FUNDS					
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	437.30	434.78	431.70	428.20	424.73
Total Classified (Grant Funded)****	11.90	14.90	14.90	14.90	11.85
Total Contract Dept. Head***	9.00	9.00	9.00	9.00	9.00
Total Non-Classified (Project/Grant)**	9.00	6.20	7.75	10.55	10.75
Total Non-Classified (Seasonal)*	16.05	14.80	13.35	13.35	12.95
Total Non-Classified (Elected Officials)*****	9.00	9.00	9.00	9.00	9.00
Total Authorized Positions	492.25	488.68	485.70	485.00	478.28

Supplemental (continued) Glossary of Key Terms

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

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.

F

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 convert 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

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

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

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**

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.

GGF – Greater Grand Forks.

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.

NOVAC – Northern Valley Arts Council.

**Supplemental (continued)
Glossary of Acronyms**

NV360 – New Vision 360

O

OJP – Office of Justice Programs.

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.

I

T.E. – Transportation Enhancement.

TIF – Tax Increment Financing.

TSA – Transportation Security Administration.

U

UAV – Unmanned Aerial Vehicles.

UAS – Unmanned Aerial Systems.

UND – University of North Dakota.

UPS – Uninterrupted Power Source.

USACE – United States Army Corps of Engineers.

Y

YORS – Youth gaining Opportunities, Recognition, and Skills



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FOR NOTES