

ANNUAL BUDGET FOR 2014



CITY OF GRAND FORKS, ND



2014 City Budget

City of Grand Forks, North Dakota

For the Year Beginning January 1, 2014

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

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Letter of Transmittal



City of Grand Forks

255 N 4th Street – PO Box 5200
Grand Forks, ND 58203
www.grandforksgov.com

September 16, 2013

Honorable Mayor and City Council Members

The City Council adopted the 2014 budget by ordinance on September 16, 2013. The 2014 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 2014 budget process began in March 2013. 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 strong. Building permits, hotel/motel tax, airline boardings, and border crossings are all on the rise. State aid is comparable to 2012. The City has also received funds from the State for street capital maintenance.

Having said that, the 2014 budget is built on economic truism and conservative principles.

The 2014 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 2014.

- 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 2014 budget for all funds is \$139,677,322 compared to \$130,365,988 for 2013, an increase of 7.14%. There is no mill increase in General Fund operations, the primary operating fund of the city. Also, one of these mills will be set aside along with 2 mills already allocated 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 109.88, the same as last year. In 2014 one mill is estimated to be valued at \$162,851 compared to \$153,749 in 2013, an increase of 5.92% (50% of this from new construction and 50% 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 one engineer and ¼ administrative specialist in the engineering department. Also, many expenditures were cut from the amount requested to bring to a balanced budget.

Highlights of the 2014 Budget include:

- No mill increase for 2014
- Balanced budget

Letter of Transmittal

- Six-year operations and capital improvement plan
- Full funding of the pension plans as recommended through actuarial calculations and State required employer contribution levels.
- Increased funding for street maintenance
- Funding for ongoing street projects and for new trunk paving and lighting.
- Columbia Road (11th to 14th Ave South).
- Major Water Treatment Plant project 2014-2019.
- University Ave bridge repair
- Continue funding of capital replacement reserve for General Fund vehicles
- 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 \$30.6 million is budgeted for Capital Improvements in 2014, \$6.5 million for equipment replacement, \$13.5 million for street and bike-paths, \$4.7 million for facilities and buildings, and \$5.9 million for utility infrastructure.

Financial Status of the City

General Fund

The General Fund, the primary operating fund, is budgeted at \$34,712,316 representing a 4.73% increase over the 2013 adopted budget. Revenues projected at \$34,691,216 use of cash carryover of \$21,100 beginning cash balance of \$6,000,000 with total available funds of \$40,712,316 producing an ending balance of 6,000,000. The total Revenue shown is net of 488,553, which equates to the value of 3 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 2014 over 2013. This increase is largely due to property tax, which accounts for approximately \$500,000. Other increases are generated from sales tax \$140,000 and state aid \$590,000. 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 2013 are currently up 3.9%. We have budgeted a 3% increase in 2014. This is 3% over the budgeted amount in 2013. We feel this is conservative in nature, as the 2013 budgeted amount of sales tax is less than actual collections in 2012.

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 2014 budget is a transfer of

approximately 15% 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 Special Revenue funds included in the 2014 budget. All have positive fund balances. Two funds account for special sales/use taxes. Four 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 2014 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, or a transfer from the Loan & Stabilization Fund.

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 2014 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 2014, we continue to build a fund to accumulate a reserve for future bridge repair/rehab. We are reserving \$100,000 - \$200,000 per year, which started in 2008 through 2013, \$250,000 in 2014, and \$200,000 - \$500,000 in 2015 through 2019. 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 2014 projects money is being set aside to build up reserve for renewal and rehab of the

Letter of Transmittal

balancing facility and landfill. The landfill is also projected for construction of Cell B in the year 2016. An 8% rate increase is anticipated in 2014.

Wastewater Fund: A 7% rate increase is anticipated to meet expenses. A major project that is in the 6 year timeframe is the Wastewater Treatment Biosolids Facility. Also, money is set aside for forcemain and pump station rehab, as well as sanitary sewer rehab, inspection and cleaning. These projects are funded from revenue generated through user fee and planned spend down of existing reserves. We are projecting to bond in 2014 for the pump station that is budgeted for \$2M.

Waterworks Fund: An 8% rate increase is anticipated. The city has been proactively planning and developing its water utility through the recent construction of facilities and infrastructure such as a new raw water intake, a new clearwell and pump station, and transmission lines that are strategically located in anticipation of a new water treatment facility at the new site. The latest estimated cost of the new regional water treatment plant is \$132 million. The city is seeking funding support from the state government. A local and state 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. Another ongoing initiative is the planning to determine the best method to guarantee a water source during drought conditions. The city is working with the State regarding funding of this initiative. The 2014 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 12% rate increase in storm water and a 0% rate increase for flood protection/greenway maintenance are anticipated in 2014 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.

With the above stated rate increases in the sanitation, wastewater, water, and storm water effective January 1, 2014, an average Grand Forks City household using 4,000 gallons of water can expect their utility bill to increase from \$63.44 to \$68.03 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, 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. The 2014 budget projects a slight 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 2014.

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, 2013.

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



About us...

Grand Forks is innovative, entrepreneurial and 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.

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 26.01 square miles and serves a population of 54,358. Grand Forks is the proud home to the University of North Dakota that has a student body of 15,250 and is the flagship institution of the North Dakota University System. Located approximately 15 miles west of Grand Forks, and a very crucial part of the region is the Grand Forks Air Force Base, which has a population of just

fewer than four thousand. Grand Forks International Airport, located 5 miles west of the City, hosts a hub for Federal Express and is served by the commercial air carriers, Delta and Allegiant Airlines with non-stop service to Las Vegas, NV, Orlando, FL, and Phoenix, AZ. The City also continues to have both passenger and freight rail services with Amtrak's “Empire Builder” and Burlington Northern. Two bus lines serve the area and a number of trucking firms provide daily service.

Grand Forks adopted its Home Rule Charter in 1970 and operates under a strong mayor-council form of government. Policymaking and legislative authority vests with the City Council, which is made up of seven Council Members, one from each ward of the City, and the Mayor. Under the direction of the Mayor, the City Administrator carries out the policies of the Council and oversees the day-to-day operations of city government.

Grand Forks continues to play a vital role as a “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' 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.

Introduction

The Grand Forks Air Force Base is producing new missions to support the country's defense strategies and capabilities including the 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. Odegaard 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.

Grand Forks County recently received approval from the US Air Force to move forward with the development of Grand Sky, a business park for unmanned aerial systems to be built at the Grand Forks Air Force Base on land which the County will lease. The Grand Sky project is part of the state's push to become an industry hub for unmanned aerial systems. Grand Forks Air Force Base is also currently a finalist for selection as a site to house the new KC-46A tankers. The expanding UAS mission as well as potential new missions are another example of the growth opportunities in our region.

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.

Currently the Police Department is working toward accreditation, the City is in the planning stages for addition of a new fire station to serve the rapidly developing southeast quadrant of the City, and making technology improvements that will help enhance the performance of our first responders and public safety answering point personnel.

Another example maintaining the Grand Forks Promise is the city's leadership in a US Department of Justice grant program called *Defending Childhood Initiative* 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. The City was selected to receive funding for Phase 3 of this project which will extend the work of the program for one additional year.

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. Grand Forks is one of a very few communities nationwide to have been recognized each year the award has been given.

Another example of meeting the 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.

The Budget also supports opportunities that lead to the enrichment of the community such as the newly formed Downtown Development Association, Youth Commission, special events and arts program funding, and encourages new opportunities for community engagement and growth.

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 2014 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 2014 budget is as follows:

- Review of the 2013 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 2008 – 2013
- Review of City sales tax projections
- Review of license and permit fees
- Review of salaries as compared to market as analyzed by the human resources department
- 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 2012 and 2013 budget status

- Review of utility funds and summary of 2012 and 2013 budget status
- Review of all other funds

This information gives the city administration a look at estimated resources and needs for the budget year, 2013, 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 2014 budget.

2. The Preparation Phase – The Finance department distributes detailed budget instructions in April, 2013 to all departments. In May, 2013 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 26, 2013 at a Special Committee of the Whole meeting. Council gave preliminary approval on September 3, 2013. Public Hearing was set and final approval of the 2014 budget was adopted on September 16, 2013.

<u>Date</u>	<u>Required Activity</u>
May 3	Departments send completed budget worksheets and CIP requests to Finance Department
May 17	Human Resources, Finance and City Administrator review staffing requests
May 20	Finance Department and City Administrator review budget and CIP requests
June 10 & 12	Mayor, City Administrator, and Finance Department meet with each department head to review and discuss budget and CIP requests
May 6	Budget “kick off” work session held with council members to set priorities; review growth indicators; discuss outlook and concerns for 2014 and beyond.
May 20	Discussion of priorities
May 28	Budget work session held with council members to discuss Salary Plan

A more detailed budget timeline is as follows:

<u>Date</u>	<u>Required Activity</u>	<u>Date</u>	<u>Required Activity</u>
March 1	Finance begins to review preliminary financial information and city financial condition	June 10	Budget work session held with council members for discussion on the CIP - Streets
April 11	Budget worksheets and CIP information requests sent out to departments along with guidelines from the Mayor	July 8	Budget work session held with council members for discussion on General Fund; City Administrator position and its upcoming vacancy
April 11	Departments allowed access to enter detailed budget data and memo sent to departments with instructions for data input	July 22	Budget work session held with council members for discussion of the CIP for utility funds as well as utility fund operations. Further discussion on Salary Plan
May 3	Departments send any staffing requests to Finance & Human Resources	July 31	Departments send performance measurement data to Finance Department
May 3	Human Resources enter all payroll data into budget system by this date	August 26	Presentation of the 2014 Mayor’s Proposed Budget to City Council

Introduction (continued)
Budget Process/Calendar

<u>Date</u>	<u>Required Activity</u>
September 3	City Council approves Preliminary Budget
September 16	City Council approves Final Budget & Fee Booklet to include Utility Rate increases.
October 10	2014 Budget filed with the County
December 16	Submit budget book to GFOA for review program

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.

Amending the Adopted Budget

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.

Unexpended Appropriations

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

**City of Grand Forks
2014 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 16th day of September 2013, the governing body of the City of Grand Forks, North Dakota, levied a tax of \$17,894,070 upon all of the taxable property in said municipality for municipal purposes for the current fiscal year beginning January 1, 2014 and ending December 31, 2014, which levy is itemized as follows:

Name of Fund	Amount Levied
General Levies	
General Fund	\$ 12,262,680
Airport	<u>701,888</u>
	\$ 12,964,568
Band	17,914
Library	<u>1,558,484</u>
	<u>1,576,398</u>
Total General Levies	14,540,966
Levies for Funded or Fixed Indebtedness	
Flood Control - Dike Project	898,938
City's Special Assessments	416,899
City's Share of Special Improvements	40,713
Insurance Reserve	219,849
Emergency	162,851
Public Buildings	586,264
Public Transportation	780,056
Dial-A-Ride	162,851
Noxious Weed Control	3,257
Animal Control	<u>81,426</u>
Total Levied for Funded or Fixed Indebtedness	3,353,104
Total Amount Levied	\$ <u>17,894,070</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 16th day of September 2013.

Maureen Storstad

Maureen Storstad, City Auditor

Introduction (continued)
Annual Appropriation Ordinance

ORDINANCE NO. 4434

AN ORDINANCE ENTITLED "THE ANNUAL APPROPRIATIONS BILL FOR 2014" APPROPRIATING THE SUMS OF MONEY NECESSARY TO DEFRAY EXPENSES AND LIABILITIES OF THE CITY OF GRAND FORKS, NORTH DAKOTA, AND MAKING THE ANNUAL TAX LEVY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2014 AND ENDING DECEMBER 31, 2014.

BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAND FORKS, NORTH DAKOTA, PURSUANT TO THE HOME RULE CHARTER OF THE CITY OF GRAND FORKS, NORTH DAKOTA, THAT:

SECTION 1. ADOPTING CLAUSE

The following ordinance relating to annual appropriations for 2014 is hereby adopted and it is hereby appropriated the sums of money deemed necessary to defray the expenses and liabilities of the City of Grand Forks, North Dakota for the fiscal year beginning January 1, 2014 and ending December 31, 2014, inclusive, as follows:

General Government:

General Fund	\$	34,712,316
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Special Revenue Funds:

GF Loan & Stabilization	158,374
PSAP	1,368,830
E-911 System	933,037
Emergency Levy	169,896
Municipal Band	18,174
Highway Users Tax Distribution	7,736,983
Public Building	562,500
Library	2,886,184
Library Capital Maintenance	663,500
Special Grants	230,370
City's Share of Special Improvements	48,582
City Special Assessments	499,454
Health Grants	850,449
Insurance Reserve	278,175
General Sick Leave	161,475
Noxious Weed	3,257
Economic Development	1,899,718
Infrastructure	3,161,112
Police Grants	302,785
Community Development	2,192,176

Introduction (continued)
Annual Appropriation Ordinance

Debt Service Funds: \$ 10,443,816

Capital Projects Funds:

Bikeway Capital Projects	180,000
Wastewater Capital Projects	2,000,000
Bridge Repair/Rehab	30,000
Capital Replacement Fund	16,000
Sidewalk Repairs	50,000
Special Assessment Projects	5,000,000
Nuisance Abatement	21,000

Enterprise Funds:

Sanitation	9,241,994
Wastewater	9,120,862
Waterworks	11,942,574
Stormwater	2,414,035
Public Transportation	2,604,927
Dial-A-Ride	2,942,127
Alerus Center	13,665,198
Mosquito Control	840,932
Job Development Authority	6,769,267
Municipal Parking	378,251

Internal Service Funds:

Computer Service	374,950
Central Garage	1,034,426
Central Purchasing	9,000
Public Works Facility	713,307

Trust & Agency Funds:

Convention & Visitors Bureau	924,000
Animal Control	<u>123,309</u>

Total \$ 139,677,322

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, 2014 and ending December 31, 2014, inclusive, the following sums of money, to-wit:

General Fund	\$ 12,262,680
Airport	701,888
Animal Control	81,426
Municipal Band	17,914
City Share of Special Improvements	40,713
City Special Assessments	416,899
Insurance Reserve	219,849
Emergency	162,851
Library	1,558,484
Noxious Weed Control	3,257
Public Buildings	586,264
Public Transportation	780,056
Dial-A-Ride	162,851
Flood Control - Dike Construction	<u>898,938</u>
Total Levy	<u>\$ 17,894,070</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 3, 2013
Public Hearing: September 16, 2013
Second Reading and Final Passage: September 16, 2013
Approved: September 16, 2013
Published: September 26, 2013

2014 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 2014 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 2014 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 2014 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 2014 overall Budget is a 7.14% increase from 2013.
- The General Fund budget increases 4.73%, mainly due to salaries and benefits. The budget includes 1 additional engineer as well as an additional 0.25 administrative specialist in the engineering department to meet their needs. This department currently has a three quarter administrative specialist

position. This adjustment will make the position full time.

- The City's mill rate is budgeted to remain the same from 2013 to 2014 and the total effective mill rate (City, Schools, County and Parks) is currently under 2% at only 1.65%. The City's effective tax rate is just 0.49%.
- The City's share of property tax revenue increase is 5.92% (approximated 50% of this due to new construction and 50% from revaluation)
- Employees remain a priority with Pay for Performance and market adjustments budgeted at a 3.1% 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 3.1%.

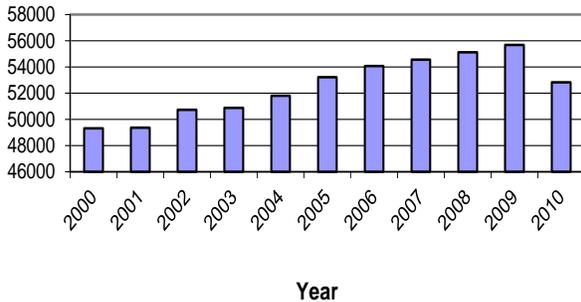
Overall, the City of Grand Forks remains in sound fiscal health. Despite the ongoing costs of flood protection that are funded by debt, special assessments and property tax, the city's bond rating is very strong at an Aa2. Efforts

2014 Budget Message

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 had projected a 1 mill increase to be set aside for a future fire station to serve the south-east quadrant of the city. The increase in the value of the mill due to growth and revaluation was sufficient to be able to operate the 2014 budget with a 1 mill decrease and set aside the equivalent of 1 mill for future operations of the fire station. In total, there is a zero mill increase for 2014. The resulting 2014 Budget impact to city residents on a home valued at \$150,000, is \$742 in city taxes. This equates to about \$62 per month for city services.

The population growth has been steady and is projected to continue at a pace of about 1 percent per year. According to the 2010 Census, the population at that time was 52,838. Recent year's estimates were computed by the Grand Forks/East Grand Forks Metropolitan Planning Organization (MPO), based on units built in the city. Grand Forks is seeing growth in these numbers. 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.

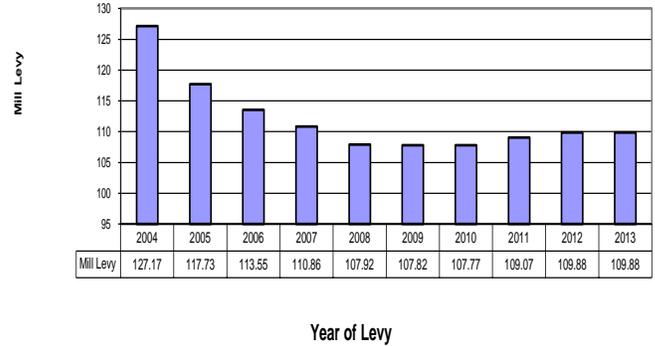
Population History



The adopted budget for all funds for 2014 is \$139,677,322, which represents a 7.14% increase in the overall budget. This budget includes a 0 mill increase, maintaining the estimated total city mills to 109.88. The total taxable value of property increased 5.92% from \$153,748,846 to \$162,851,000 from 2012 to 2013. The increase in property tax dollars utilized therefore increased 5.92% or \$1,000,146. This includes an increase to the City's General Fund of \$685,391. The equivalent of 3 mills (\$488,553) will be set aside for future operations and will not impact funding for current

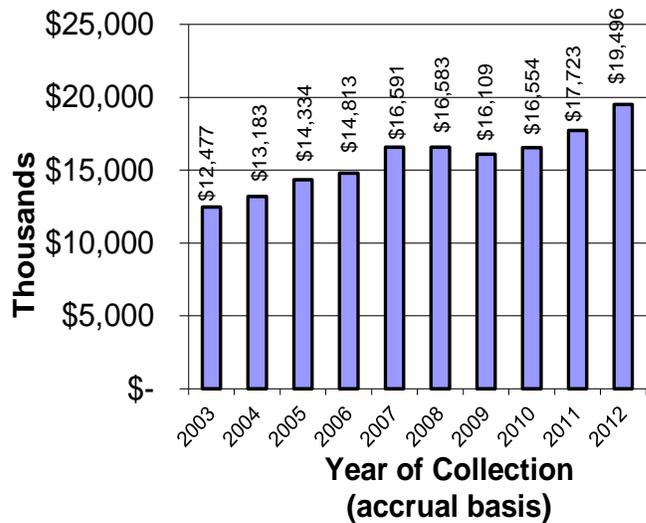
operations. Since 2000, the City has reduced its total mill rate by 29.5 mills, which is a 21.17 percent reduction.

Mill Levy History



Sales tax receipts have shown good growth. 2012 was a strong year with 10% growth over 2011, and the 2013 year appears to show continued growth, currently up approximately 3.9%. Due to the volatile nature of this revenue source, we have budgeted a conservative 3% increase, over 2013 budget, in sales tax collections for 2014.

Sales Tax Collections



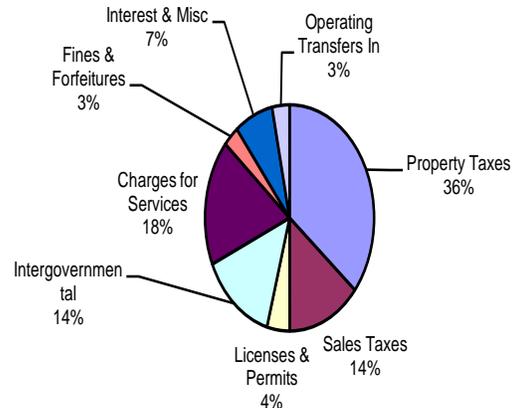
2014 Budget Message

General Fund & Operating Revenues – Where the Money Comes From

The General Fund, the primary operating fund, has budgeted revenue of \$34,691,216, representing a 5.12% increase over the 2013 adopted General Fund budget. We are striving to operate the city in an efficient manner. Revenues and cash balances are projected at \$40,712,316, producing a positive cash balance of \$6,000,000.

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 expect to continue strong economic growth in North Dakota & Grand Forks through 2013. As stated previously, we are budgeting conservatively with a 3% increase in sales tax. Property taxes generated by new construction and valuation increases will be approximately 5.92%. 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 2014 revenue projections, by Grand Forks' historic economic standards, are conservative.

2014 General Fund Operating Revenue by Source



Local taxes represent 50 percent of general operating resources, which are Grand Forks' largest source of revenue. Local taxes are comprised primarily of sales taxes (\$4.9 million) and property taxes (\$12.5 million).

The sales tax is 14 percent of General Fund revenue and is obtained from the 1.75 percent tax on retail and other sales. The 1 percent portion of the sales tax is used for general governmental operations, infrastructure and economic development. The 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 36 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.

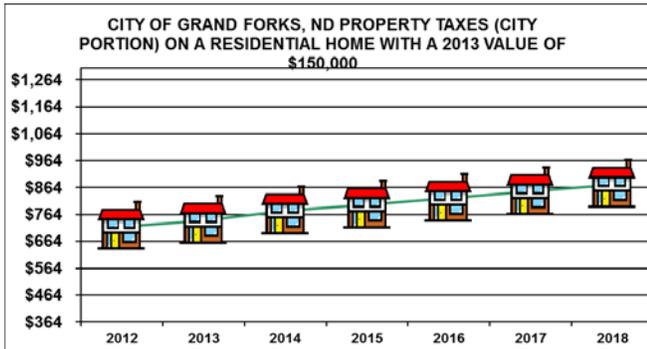
The following graph depicts the city's effort to hold the line on property taxes. This graph shows what a resident in the City of Grand Forks can expect to pay for city services based on our projections. The year on the graph represents the year of valuation. Each year, these projections will be analyzed and updated. Based on a home currently valued at \$150,000, projections indicate an annual city property tax increase of \$132, five years from now, or about \$11 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. The projection shows no more mill increases should be needed. This 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 2011	Actual 2012	Adopted 2013	Adopted 2014	2014 Percent of Total
Property Taxes	\$ 10.6	\$ 10.9	\$ 12.0	\$ 12.5	36.13%
Sales Taxes	4.5	5.0	4.8	4.9	14.16%
Licenses & Permits	1.7	1.8	1.4	1.5	4.34%
Intergovernmental	4.2	5.1	4.4	5.1	14.74%
Charges for Services	6.1	6.2	6.1	6.2	17.92%
Fines & Forfeitures	0.8	0.9	0.8	0.9	2.60%
Interest & Miscellaneous	2.5	2.4	2.4	2.4	6.94%
Operating Transfers In	1.1	0.1	1.1	1.1	3.18%
Total	\$ 31.5	\$ 32.4	\$ 33.0	\$ 34.6	100%

Estimated General Fund revenue for 2014 increases \$1.6 million over 2013. A large part of this increase is due to property tax revenue, which accounts for about \$500,000. Sales tax and state aid also account for a large portion of the increase. As stated earlier, a 3% increase is budgeted for sales tax, which also accounts for about \$140,000. State aid is coming in strong in 2013. The budget includes an increase in state aid of \$590,000.

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Year	2013	2014	2015	2016	2017	2018	2019
Mill Rate	109.88	109.88	109.88	109.88	109.88	109.88	109.88
Property Taxes	742	777	800	824	849	874	901

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. A large portion included within this category of revenue is franchise fees. The city collects a franchise fee through Xcel Energy, Nodak Electric, and Midcontinent Communications.

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 2014 budget are as follows. The water utility includes a 8% rate increase, wastewater includes a 7% increase, sanitation includes an increase of 8%, and storm water includes a 12% increase for storm water, and 0% increase for flood protection. An average Grand Forks City household can expect their utility bill to increase from \$63.44 to \$68.03 per month. This is based on a family with 4,000 gallons usage per month.

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 \$19.20 to \$20.71 per month for water in 2014.

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 \$23.79 to \$25.46 per month for wastewater in 2014.

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 \$2.43 and will increase to \$2.72 per unit. Flood protection and greenway fees will remain at \$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 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

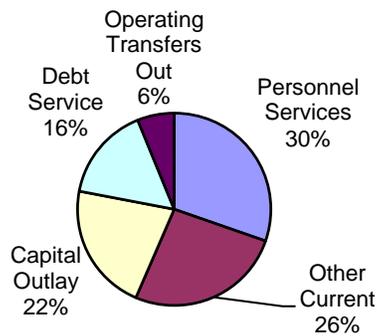
2014 Budget Message

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. Residential utility customers will pay \$15.21 per month for sanitation services in 2014, which is up from \$14.08 in 2013.

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.

2014 Expenditures/Expenses by Type



Budget Comparison by Expenditure Type in Millions of Dollars			
Type	Adopted 2013	Adopted 2014	
Personnel Services	\$ 40.7	\$ 42.4	
Other Current	37.1	36.5	
Capital Outlay	20.2	30.1	
Debt Service	23.2	22.1	
Operating Transfers Out	9.2	8.6	
Total	\$ 130.4	\$ 139.7	

Personnel Services represent 30 percent of the 2014 City Budget and have increased \$1.7 million. Years ago, the Mayor and City Council implemented a salary plan, which is based on the market and pay for performance. This helps the City remain competitive according to the market. The 2014 budget includes a 3.1 percent average increase in wages. The City continues to support a defined benefit pension plan for employees hired before 1996. 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 & 2013.

Other Current Expenditures, representing 26 percent of the 2014 City Budget, has decreased \$0.6 million. 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 22 percent of the 2014 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 and this effort has continued. The 2014 budget includes \$889,544 General Fund capital, as well as \$296,582 to fund the reserve for future capital replacement. 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 16 percent of the 2014 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. This rating was upheld in 2013. 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.

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

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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:

- Increased funding for street maintenance
- 17th Ave. S. turn lanes
- Extend S. 34th St. & connect to 40th Ave S.
- Extend S. 34th St. to 45th Ave. S.
- N 55th St (Gateway Drive) in 2014
- Intersection Improvements (11th Ave S/42nd St); (24th & 34th Roundabout); South Washington Street and 40th Ave S) in 2014/2015
- University Ave Bridge Repair in 2014/2015
- Columbia Rd (11th to 14th Ave S) in 2014-2017
- Columbia Rd (14th to 17th Ave S) in 2017
- Columbia Rd. (36th Ave. S. – 47th Ave. S.) in 2014-2016
- Columbia Rd (40th to 47th Ave S) in 2015-2018
- 24th Ave S (48th to 46th St) in 2014
- 30th Ave. S. Major Rehab (34th St. to 38th St.) in 2014
- 47th Ave S (Washington to 20th St) in 2015-2017
- 47th Ave S (20th St to Columbia Rd) in 2017-2019
- S 38th St (40th to 43rd Ave S) in 2015
- S 38th St (43rd to 47th Ave S) in 2018
- Washington St Reconstruct (5th Ave S to 1st Ave N; includes underpass) in 2018-2019
- Major Water Treatment Plant project 2013 – 2018

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

In conclusion, the 2014 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

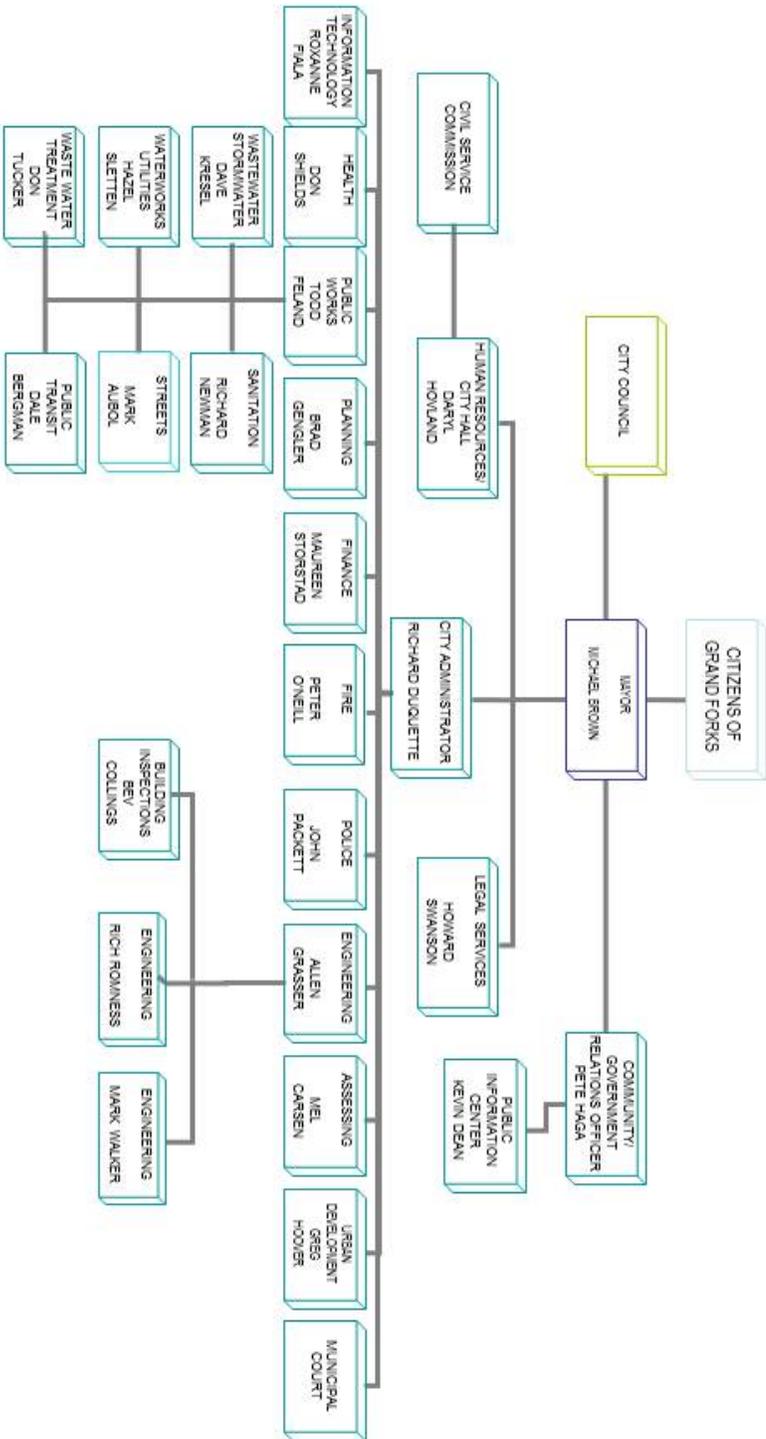
City Managerial Staff*

City Administrator	Rick 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

*As of September 16, 2013

General Information (Continued)
Organizational Chart

CITY OF GRAND FORKS 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
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
2012	26.01

Demographic Information:

Year	Population	MSA Population	Personal Income MSA (Thousands)	Per Capita Personal Income MSA
2003	50,872	96,267	2,730,686	28,366
2004	51,808	98,164	2,778,570	28,305
2005	53,230	97,777	2,892,421	29,582
2006	54,083	98,266	3,076,387	31,307
2007	54,576	97,606	3,305,729	33,868
2008	55,136	98,092	3,626,132	36,967
2009	55,691	97,941	3,558,651	36,335
2010	52,838	98,599	3,740,121	37,933
2011	53,502	98,061	3,931,551	40,093
2012	54,358	98,888	4,342,808	43,916

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

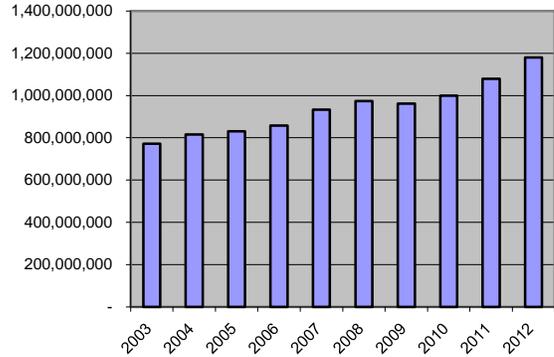
MSA Information Source: Bureau of Economic Analysis, US Dept of Commerce

Mill Levy and Valuation History:

Year of Levy	Mill Levy	Mill Valuation
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	109.88	\$153,749
2013	109.88	\$162,851*

Information shown is based on City portion only.
2014 mill valuation is estimated.

Taxable Sales & Purchases:



Collection Year	Taxable Sales	Collection Year	Taxable Sales
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
2007	\$933,798,844	2012	\$1,179,498,604

Sales Tax Collections: (Cash Basis)

Collection Year	Collection Amount ⁽¹⁾	Increase or Decrease over Prior Year
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%
2012	\$19,384,384.18	10.70%

(1) Amounts reported are cash basis.

General Information (Continued)
Statistical Information

Infrastructure:

Streets Paved (miles)	249.0
Paved Alleys (miles)	4.74
Street Lights.....	4,200
Traffic Signals	60
School Crossing Signals.....	25
Water Mains (miles).....	241
Sanitary Sewer (miles).....	176
Sewage Lift Stations.....	42
Storm Sewer (miles)	198
Lift Stations	12
Flood Stations.....	12

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.....	2,958
Emergency Responses	4,087
Average Response Time (minutes).....	3.61

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	2Min.57Sec.
Number of 911 Calls.....	41,332
Incidents Requiring 911 Assistance	75,917

Criminal Investigations:

Aggravated Assaults.....	93
Arson	2
Auto Theft	93
Burglaries.....	237
DUI Citations.....	328
Larceny	1,169
Murder	1
Rape	39
Robbery	20
Traffic Citations.....	10,656

Job Development Authority:

Buildings and Structures.....	6
Businesses Assisted.....	5
New Jobs Projected.....	118

Culture and Recreation:

Library	1
Circulation.....	818,907
Door Count.....	231,948
Events Center	1
Alerus Event Center Number of Events.....	613
Alerus Event Center Attendance	289,441
Greenway(developed acres).....	800
Boat Ramps	2
Bikepaths (miles)	41

City-Owned Utilities:

Water:

Number of Customers.....	14,200
New Connections.....	151
Average Daily Consumption (MGD)	7.4
Peak Daily Consumpiton (MGD).....	12.0
Storage Facilities	7
Storage Capacity (MGD)	18.5
Intake Capacity (MGD)	24

Wastewater:

Number of Customers.....	13,937
Average Daily Treatment (MGD)	6.80
Treatment Capacity (MGD).....	10.0

Sanitation:

Number of Customers.....	12,804
Collection Trucks – Side Load	6
Collection Trucks – Front Load	6
Collection Trucks – Rear Load	3
Collection Trucks – Roll Off	5
Landfill (tons)	86,554
Recycled Materials (tons)	2,672

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	371,242
Dial-A-Ride.....	35,358
Senior Rider	19,854

Mosquito Control:

Number City-Wide Sprays	0
Average Daily Trap Count	6

Municipal Parking:

Parking Ramps	2
Number of Ramp Parking Spaces	760

**General Information (Continued)
Statistical Information**

Major Employers:

Altru Health System(medical)	4,069
GF Air Force Base (government)	3,741
University of North Dakota(education) ⁽¹⁾	2,850
GF School District (education) ⁽²⁾	1,500
Valley Memorial Home (medical).....	714
Alerus Financial(bank) ⁽²⁾	559
City of Grand Forks(government)	525
Amazon.com (call center).....	450
Hugo's (grocery stores) ⁽²⁾	443
J.R.Simplot (manufacturing)	400

(1) Does not include Student employees.
(2) Includes full and part-time employees

Principal Taxpayers:

2011 Total Taxable Value \$148,898,501

Taxpayer	Taxable Assessed Value	% of Total Taxable Assessed Value
IRET Properties	\$2,022,965	1.36%
Xcel Energy	\$1,852,849	1.24%
Mikkelson Consolidated Limited Partnership	\$1,816,370	1.22%
Altru Health System ⁽¹⁾	1,590,815	1.04%
Columbia Grand Forks LLC	\$1,547,785	0.84%
INREIT Properties, LLP	\$1,247,115	0.65%
Terrace Point, LLC	\$968,080	0.63%
Menard Inc.	\$752,970	0.51%
Aurora Medical Park LLC	\$738,740	0.50%
Total	\$13,475,889	8.61%

*As reported in 2012 Comprehensive Annual Financial Report.
(1) This has previously been reported as United Hospital with only a value for the property owned by the former United Hospital. United Hospital and Grand Forks Clinic integrated to become Altru Health System in 1997. Beginning in 2012, we have changed the name to Altru Health System and will be showing the full value of all property held by Altru Health System.

Building Permits:

Commercial Construction:

Year	Number Of Permits	Estimated Actual Value
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
2012	12	\$27,780,374

Residential Construction:

Year	Number Of Units	Estimated Actual Value
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
2012	424	53,710,209

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 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 2014 budget totals \$114 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 2013 was 109.88 mills. This includes 4.31 mills allocated for the Grand Forks Regional Airport Authority. The total mills for all entities totaled 408.10. The State recently passed a property tax relief measure, which buys down 50 mills for the school portion of the tax bill. This will result in a decrease in total mills beginning in 2014.

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 absence 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.

The 2011 and 2013 legislative sessions approved additional notifications in regards to the public hearing on the budget. An additional notice is now published according to the size and content requirements set by the State. Also, beginning with the 2014 budget, an additional letter must be sent as notice of public hearing of the budget. This letter is required to be sent to those properties who's value increased 10% or greater.

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 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
2014 City Budget**

**Budget Summary
Mill Levy Comparison**

**CITY OF GRAND FORKS
2013 - 2014
COMPARATIVE MILL RATE
AND REVENUE GENERATED**

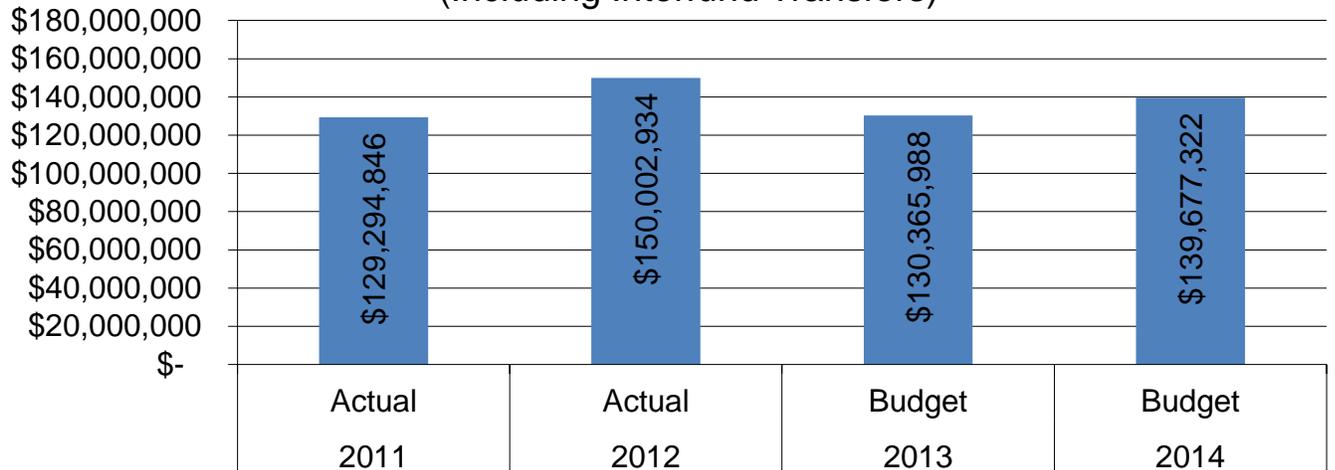
	2013 ACTUAL RATE	2014 ESTIMATED RATE	INCREASE (DECREASE)	2013 REVENUE GENERATED	2014 ESTIMATED REVENUE	INCREASE (DECREASE)
1100 General Fund	75.30	75.30	- (1)	\$ 11,577,289	\$ 12,262,680	\$ 685,391
2106 Emergency Fund	1.00	1.00	-	153,749	162,851	9,102
2109 Municipal Band	0.11	0.11	-	16,912	17,914	1,002
2121 Public Building	3.60	3.60	-	553,496	586,264	32,768
2124 Library	9.57	9.57	-	1,471,377	1,558,484	87,107
2142 City Share of Special Improvements	0.45	0.25	(0.20)	69,187	40,713	(28,474)
2145 City Special Assessments	2.36	2.56	0.20	362,847	416,899	54,052
2151 Insurance Reserve Fund	1.35	1.35	-	207,561	219,849	12,288
2157 Noxious Weed	0.02	0.02	-	3,075	3,257	182
Airport	4.31	4.31	-	662,658	701,888	39,230
5500 Public Transportation	4.79	4.79	-	736,457	780,056	43,599
5600 Dial-A-Ride	1.00	1.00	-	153,749	162,851	9,102
7202 Animal Control	0.50	0.50	-	76,874	81,426	4,552
3100 Dike Construction	5.52	5.52	-	848,693	898,938	50,245
Total Mill Levy	109.88	109.88	0.00	\$ 16,893,924	\$ 17,894,070	\$ 1,000,146

(1) Operating with one mill decrease in 2014; Set aside equivalent of one mill in reserve to be used toward future SE fire station projected for 2016

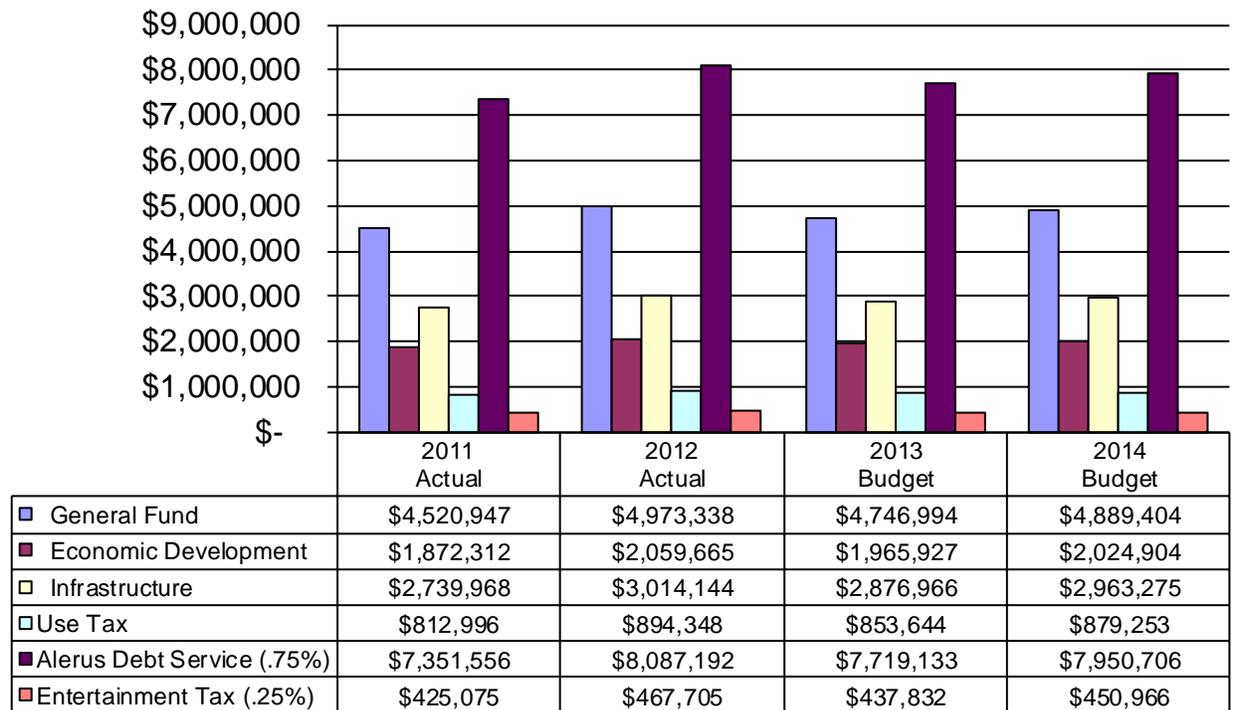
Note: 2013 Actual Rate - 1 Mill = \$153,749
 2014 Estimated Rate - 1 Mill = \$162,851
 (approximately 50% of this increase coming from revaluation; 50% from all changes excluding revaluation)

City of Grand Forks
 2014 City Budget
 Budget Summary (continued)
 2011-2014 Total Actual/Budget (Including Interfund Transfers)
 2011-2014 Sales/Use Tax Revenue

2011-2014 Total Actual/Budget
 (Including Interfund Transfers)

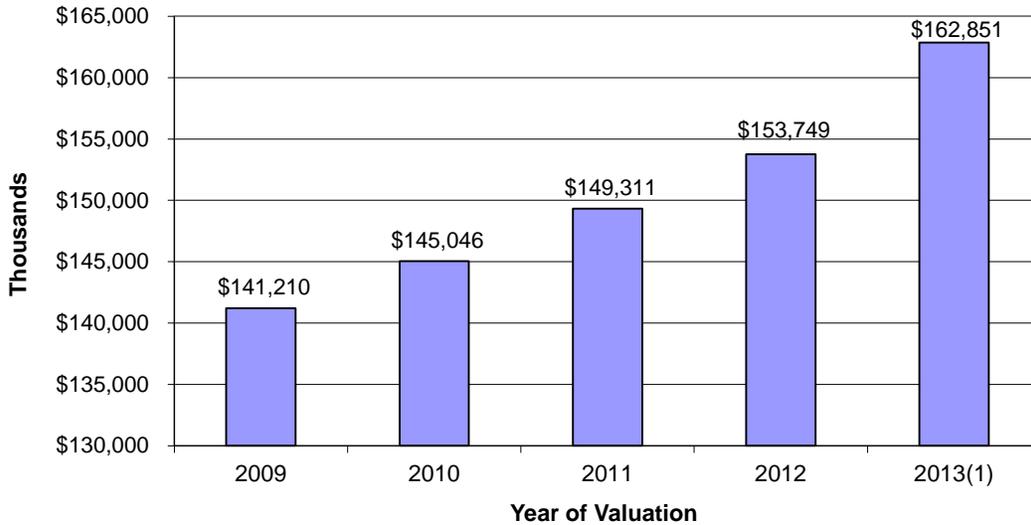


2010-2013 Sales/Use Tax Revenue



City of Grand Forks
2014 City Budget
Budget Summary (continued)
2009-2013 Real Property Taxable Valuation
2010-2014 Property Tax Levy

2009-2013 Real Property Taxable Valuation
(2010-2014 Tax Levy Year)



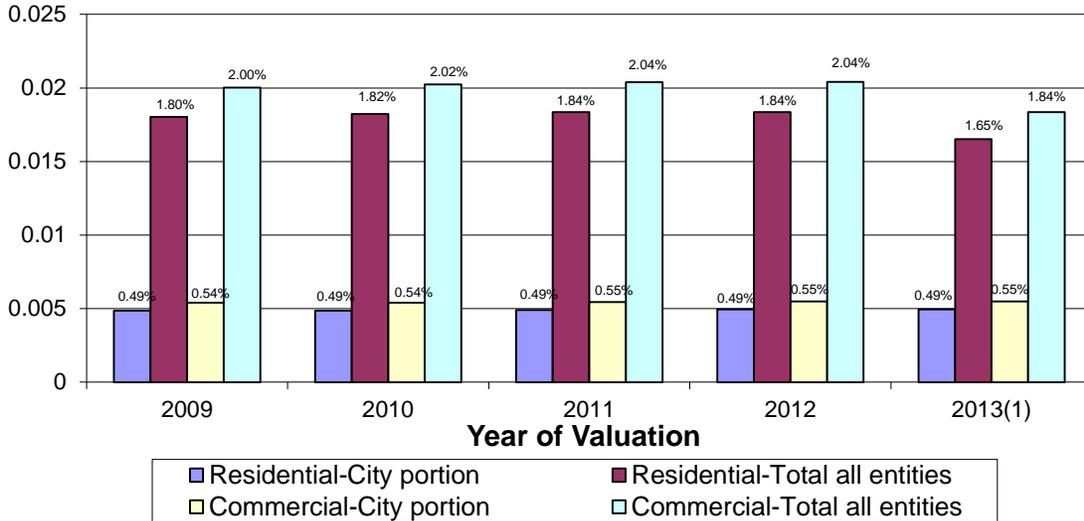
2010-2014 Property Taxes Levied



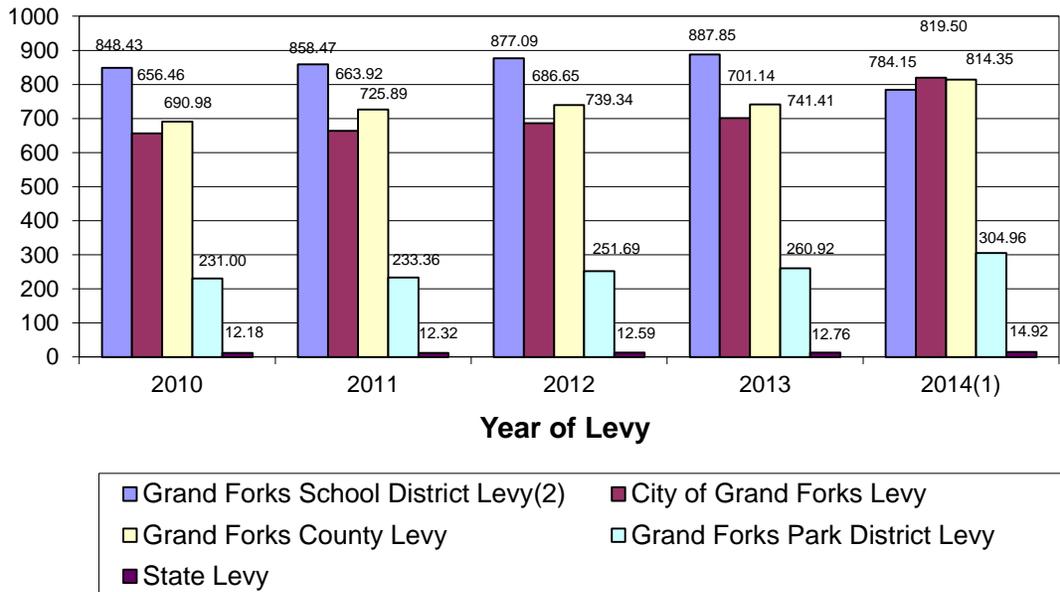
(1) These are projected values based on preliminary numbers available. Also, the city as a percent of total increases in 2014 is due to less mills levied by the school district. The State is funding the schools with an additional 50 mills, in addition to the 75 mills funded since 2009.

City of Grand Forks
 2014 City Budget
 Budget Summary (continued)
 2009 - 2013 Effective Tax Rate History
 2010 - 2014 Property Tax Burden

Effective Tax Rate History



2010-2014 Property Tax Burden on Residential by Entity



Property Tax Burden by Taxing Entity	2010	2011	2012	2013	2014(1)
Median Value of Residential(3)	\$ 135,300	\$ 136,900	\$ 139,900	\$ 141,800	\$ 149,400
Taxable Value (4.5%)	6,089	6,161	6,296	6,381	6,723
Total Mills Levied - all entities	400.60	404.83	407.81	408.10	367.10
Total Property Tax Burden	<u>\$ 2,439.05</u>	<u>\$ 2,493.96</u>	<u>\$ 2,567.37</u>	<u>\$ 2,604.09</u>	<u>\$ 2,468.01</u>

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

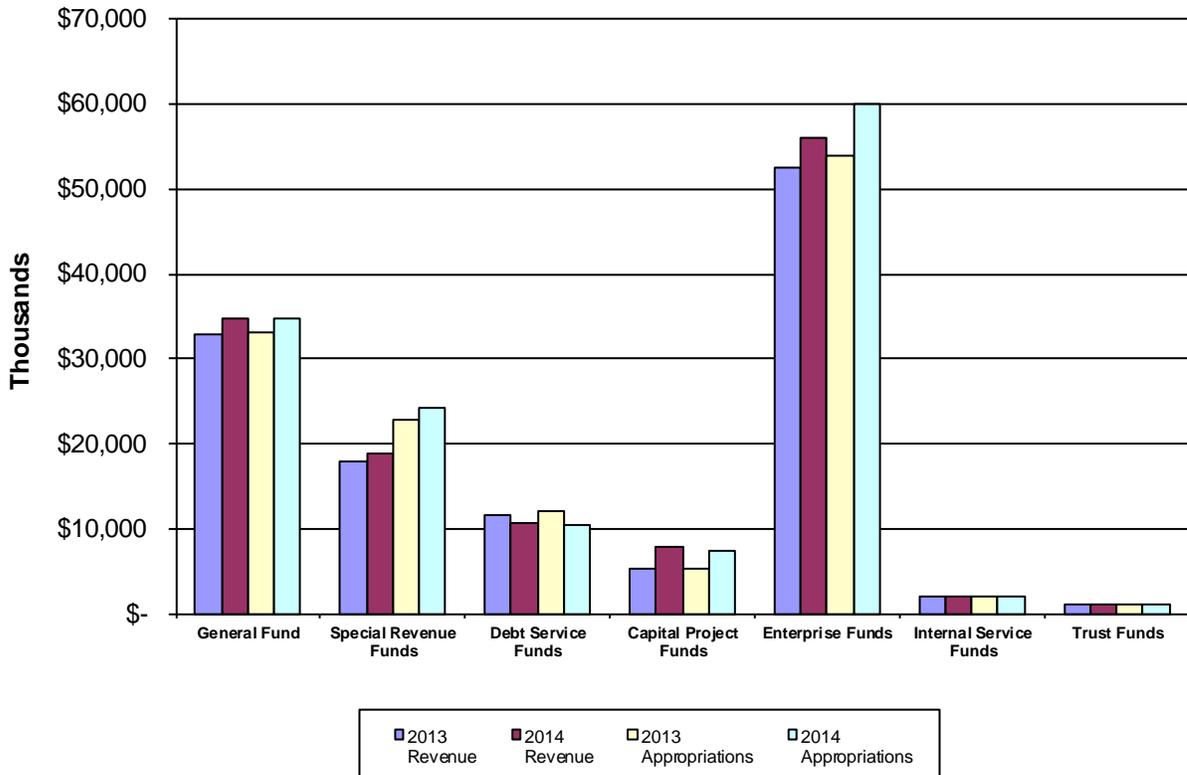
(2) The State of ND increased its funding of schools beginning in 2014 by an amount equivalent to 50 mills. This is in addition to 75 mills funded in 20

(3) Year of Valuation precedes year of levy(i.e. 2013 year of valuation for 2014 year of levy)

Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type

	Revenues			Appropriations/Budgets		
	2014		2014 Approved	2014		2014 Approved
	2013 Approved	Mayor's Recommended		2013 Approved	Mayor's Recommended	
General Fund	\$ 33,000,955	\$ 34,691,216	\$ 34,691,216	\$ 33,143,455	\$ 34,712,316	\$ 34,712,316
Special Revenue Funds	18,014,060	18,961,892	\$ 18,961,892	22,835,806	24,125,031	\$ 24,125,031
Debt Service Funds	11,676,537	10,723,623	\$ 10,723,623	12,000,329	10,443,816	\$ 10,443,816
Capital Project Funds	5,362,484	7,757,730	\$ 7,757,730	5,397,000	7,297,000	\$ 7,297,000
Enterprise Funds	52,615,889	55,997,276	\$ 55,997,276	53,921,451	59,920,167	\$ 59,920,167
Internal Service Funds	1,937,666	2,013,789	\$ 2,013,789	2,077,666	2,096,683	\$ 2,131,683
Trust Funds	990,281	1,047,309	\$ 1,047,309	990,281	1,047,309	\$ 1,047,309
Total	<u>\$ 123,597,872</u>	<u>\$ 131,192,835</u>	<u>\$ 131,192,835</u>	<u>\$ 130,365,988</u>	<u>\$ 139,642,322</u>	<u>\$ 139,677,322</u>

2013-2014 Budget Comparison by Fund Type



City of Grand Forks
2014 City Budget

Budget Summary (continued)
2014 Budgeted Revenues/Expenditures/Expenses by Fund Type

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
	General Fund	\$ 18,244,041	\$ 1,540,004	\$ 5,090,493	\$ 5,240,119
Special Revenue Funds	9,587,304	24,000	6,458,042	363,015	-
Debt Service Funds	909,278	-	18,394	-	-
Capital Project Funds	-	-	-	-	-
Enterprise Funds	9,344,579	60,000	4,994,743	36,439,521	-
Internal Service Funds	-	-	-	1,316,176	-
Trust Funds	1,005,426	-	1,170	-	-
Total	\$ 39,090,628	\$ 1,624,004	\$ 16,562,842	\$ 43,358,831	\$ 912,300

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
	General Fund	\$ 26,145,077	\$ 6,611,185	\$ 889,544	\$ -
Special Revenue Funds	4,328,276	6,726,629	7,615,265	11,080	5,443,781
Debt Service Funds	-	-	-	9,748,096	695,720
Capital Project Funds	-	21,000	7,276,000	-	-
Expenses					
Enterprise Funds	11,552,293	20,552,705	14,126,188	12,300,729	1,388,252
Internal Service Funds	443,199	1,028,484	660,000	-	-
Trust Funds	-	1,047,309	-	-	-
Total	\$ 42,468,845	\$ 35,987,312	\$ 30,566,997	\$ 22,059,905	\$ 8,594,263

City of Grand Forks
2014 City Budget

Budget Summary (continued)
2014 Budgeted Revenues/Expenditures/Expenses by Fund Type (continued)

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond Proceeds	Total
\$ 100,000	\$ 165,809	\$ 2,285,636	\$ 1,112,814	\$ -	\$ 34,691,216
207,325	-	569,058	1,753,148	-	18,961,892
103,517	6,332,649	-	3,359,785	-	10,723,623
18,323	2,825	-	761,582	6,975,000	7,757,730
409,806	103,250	3,438,443	1,206,934	-	55,997,276
5,000	-	292,613	400,000	-	2,013,789
-	-	40,713	-	-	1,047,309
\$ 843,971	\$ 6,604,533	\$ 6,626,463	\$ 8,594,263	\$ 6,975,000	\$ 131,192,835

Total
\$ 34,712,316
24,125,031
10,443,816
7,297,000
59,920,167
2,131,683
1,047,309
\$ 139,677,322

City of Grand Forks
2014 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
2014 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
2014 City Budget

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

Revenues	Taxes	Licenses and Permits	Inter- governmental	Charges for Goods and Services	Fines and Forfeitures
General Fund	\$ 17,093,516	\$ 1,806,907	\$ 5,154,994	\$ 5,216,198	\$ 936,279
Special Revenue Funds	9,378,515	24,020	10,051,771	492,639	22,356
Debt Service Funds	813,235	-	18,312	-	-
Capital Project Funds	-	-	9,579	-	-
Enterprise Funds	8,923,239	120,969	2,001,118	33,594,085	-
Internal Service Funds	-	-	-	1,186,765	-
Trust Funds	1,171,765	1,649	-	-	-
Total	\$ 37,380,270	\$ 1,953,545	\$ 17,235,774	\$ 40,489,687	\$ 958,635

Expenditures	Personnel Services	Other Current	Capital Acquisition	Debt Service	Transfer Out
General Fund	\$ 23,365,556	\$ 4,934,095	\$ 789,501	\$ -	\$ 2,176,926
Special Revenue Funds	3,948,395	6,909,948	4,467,274	16,200	4,953,520
Debt Service Funds	-	20,000	-	35,570,548	2,475,456
Capital Project Funds	-	3,027	9,719,362	-	208,084
Expenses					
Enterprise Funds	10,387,799	16,177,878	7,929,484	12,306,015	1,031,697
Internal Service Funds	393,950	770,656	126,152	-	8,268
Trust Funds	-	1,313,143	-	-	-
Total	\$ 38,095,700	\$ 30,128,747	\$ 23,031,773	\$ 47,892,763	\$ 10,853,951

City of Grand Forks
2014 City Budget

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

Interest and Investment Earnings	Special Assessments	Other Revenue	Transfers In	SRF/Bond Proceeds	Total
\$ 201,791	\$ 326,655	\$ 2,263,436	\$ 112,325	\$ -	\$ 33,112,101
371,668	-	1,550,075	1,381,323	-	23,272,367
337,957	7,127,837	120,948	5,183,863	2,120,166	15,722,318
386,594	12,654	3,584	2,700,873	6,998,786	10,112,070
434,042	206,603	4,151,958	1,421,117	48,688	50,901,819
6,313	-	309,404	-	-	1,502,482
1,907	-	37,327	-	-	1,212,648
\$ 1,740,272	\$ 7,673,749	\$ 8,436,732	\$ 10,799,501	\$ 9,167,640	\$ 135,835,805

Total
\$ 31,266,078
20,295,337
38,066,004
9,930,473
-
47,832,873
1,299,026
1,313,143
\$ 150,002,934

**City of Grand Forks
2014 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	8,816,789	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	\$ 35,178,617	\$ 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	-	262,978.00
Expenses					
Enterprise Funds	10,123,678.00	18,181,262.00	6,956,424.00	12,902,051.00	1,206,644.00
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	\$ 10,942,810

City of Grand Forks
2014 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	-	21,683,718
1,350,272	7,596,046	-	5,454,274	15,780,000	31,007,302
141,644	-	-	1,886,990	8,357,635	10,653,360
748,800	46,371	4,494,178	1,266,538	-	47,600,377
3,649	-	306,774	-	-	1,503,154
3,624	-	36,241	-	-	1,105,620
\$ 2,652,280	\$ 8,086,735	\$ 8,918,732	\$ 10,882,810	\$ 24,137,635	\$ 145,739,420

Total	
\$	29,999,372
	18,843,103
	18,512,228
	9,974,691
	-
	49,370,059
	1,503,615
	1,091,778
\$	129,294,846

**City of Grand Forks
2014 City Budget**

**Budget Summary (continued)
2011-2014 Actual/Budgeted Revenues/Expenditures/Expenses**

2011 - 2014 Totals by Classification

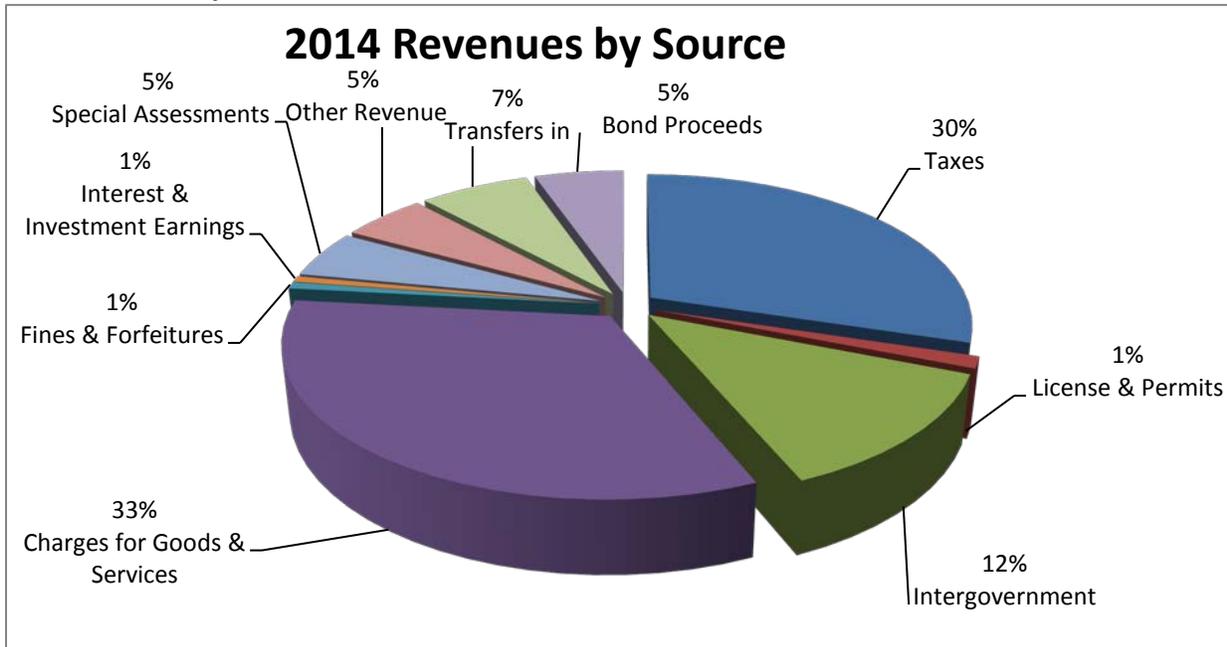
	2011	2012	2013	2014
	Actual	Actual	Budgeted	Budgeted
Revenues				
Taxes	\$ 35,178,617	\$ 37,380,270	\$ 37,642,848	\$ 39,090,628
Licenses and Permits	1,818,568	1,953,545	1,496,134	1,624,004
Intergovernmental	15,429,533	17,235,774	13,296,974	16,562,842
Charges for Goods and Services	37,815,505	40,489,687	41,116,980	12,336,259
Fines and Forfeitures	819,005	958,635	790,099	912,300
Interest and Investment Earnings	2,652,280	1,740,272	909,475	843,971
Special Assessments	8,086,735	7,673,749	7,135,593	6,604,533
Other Revenue	8,918,732	8,436,732	8,156,616	37,649,035
Transfers In	10,882,810	10,799,501	9,092,153	8,594,263
SRF/Bond Proceeds	24,137,635	9,167,640	3,961,000	6,975,000
Total	\$ 145,739,420	\$ 135,835,805	\$ 123,597,872	\$ 131,192,835
Expenditures/Expenses				
Personnel Services	\$ 37,341,756	\$ 38,095,700	\$ 40,687,430	\$ 42,468,845
Other Current	32,846,400	30,128,747	37,096,783	35,987,312
Capital Acquisition	19,620,897	23,031,773	20,159,509	30,566,997
Debt Service	28,542,983	47,892,763	23,231,013	22,059,905
Transfers Out	10,942,810	10,853,951	9,191,253	8,594,263
Total	\$ 129,294,846	\$ 150,002,934	\$ 130,365,988	\$ 139,677,322

2011 - 2014 Totals by Fund Type

	2011	2012	2013	2014
	Actual	Actual	Budgeted	Budgeted
Revenues				
General Fund	\$ 32,185,889	\$ 33,112,101	\$ 33,000,955	\$ 34,691,216
Special Revenue Funds	21,683,718	23,272,367	18,014,060	18,961,892
Debt Service Funds	31,007,302	15,722,318	11,676,537	10,723,623
Capital Project Funds	10,653,360	10,112,070	5,362,484	7,757,730
Enterprise Funds	47,600,377	50,901,819	52,615,889	55,997,276
Internal Service Funds	1,503,154	1,502,482	1,937,666	2,013,789
Trust Funds	1,105,620	1,212,648	990,281	1,047,309
Total	\$ 145,739,420	\$ 135,835,805	\$ 123,597,872	\$ 131,192,835
Expenditures				
General Fund	\$ 29,999,372	\$ 31,266,078	\$ 33,143,455	\$ 34,712,316
Special Revenue Funds	18,843,103	20,295,337	22,835,806	24,125,031
Debt Service Funds	18,512,228	38,066,004	12,000,329	10,443,816
Capital Project Funds	9,974,691	9,930,473	5,397,000	7,297,000
Expenses				
Enterprise Funds	49,370,059	47,832,873	53,921,451	59,920,167
Internal Service Funds	1,503,615	1,299,026	2,077,666	2,131,683
Trust Funds	1,091,778	1,313,143	990,281	1,047,309
Total	\$ 129,294,846	\$ 150,002,934	\$ 130,365,988	\$ 139,677,322

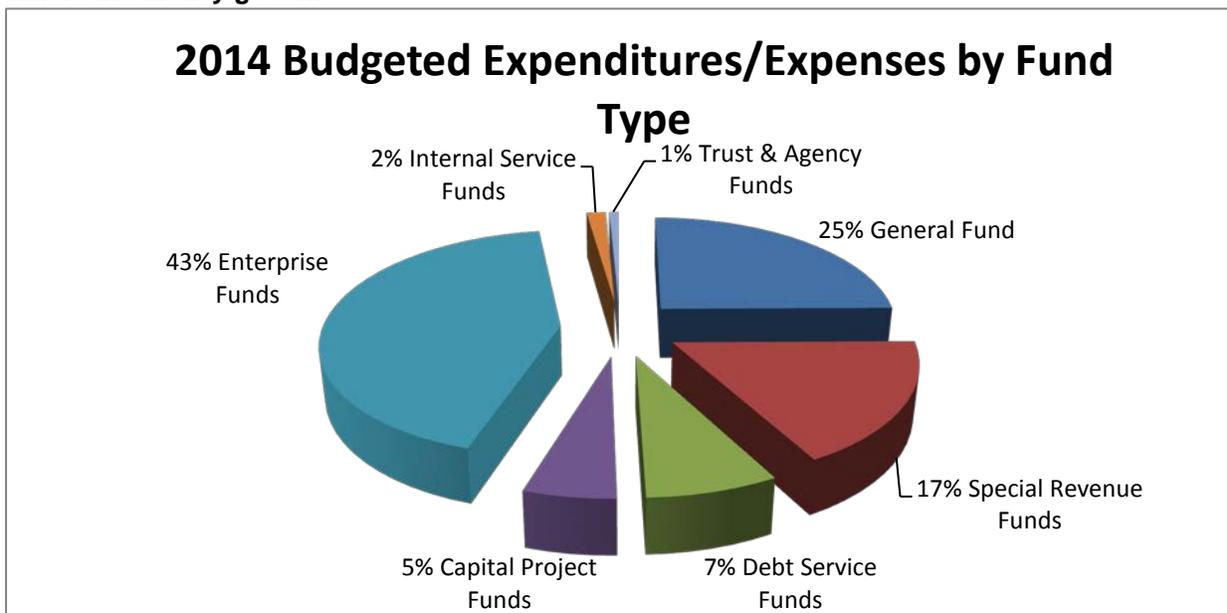
Budget Summary (continued)
2014 Budgeted Revenues by Source and Expenditures/Expenses by Fund Type

Where the money comes from...



Total Revenues - \$131,192,835

Where the money goes...



Total Expenditures/Expenses - \$139,677,322

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	Salaries			Fringe Benefits		
	2013 Budget	2014 Budget	% Increase (Decrease)	2013 Budget	2014 Budget	% Increase (Decrease)
GENERAL FUND						
GENERAL GOVERNMENT						
Assessor	\$ 444,034	\$ 442,450	-0.36%	\$ 204,298	\$ 205,924	0.80%
Attorney	-	-		-	-	0.00%
Finance & Administrative Services	788,858	820,105	3.96%	299,249	305,848	2.21%
Planning & Zoning	264,982	284,057	7.20%	95,004	85,474	-10.03%
City Hall	74,733	79,722	6.68%	34,936	28,001	-19.85%
Information Technology	583,756	607,003	3.98%	232,515	251,167	8.02%
Engineering	1,237,667	1,341,747	8.41%	445,597	516,186	15.84%
Inspections	685,745	740,524	7.99%	263,823	292,920	11.03%
Mayor & Council	207,256	219,050	5.69%	57,884	60,722	4.90%
City Administrator	174,080	178,470	2.52%	86,531	85,682	-0.98%
Public Information Center	125,475	149,284	18.98%	44,165	47,478	7.50%
Miscellaneous	404,043	466,249	15.40%	210,000	243,000	15.71%
Human Resources	428,463	452,006	5.49%	157,227	165,712	5.40%
HEALTH & WELFARE						
Health	792,139	812,324	2.55%	340,221	353,804	3.99%
4510 Nursing Fees	218,652	212,960	-2.60%	71,611	62,770	-12.35%
4560 Education Classes	-	-	0.00%	-	-	0.00%
4570 Local Health Svcs	79,945	76,442	-4.38%	18,747	17,378	-7.30%
4580 Wellness Program	22,056	29,000	31.48%	8,600	5,505	-35.99%
PUBLIC SAFETY						
Fire	3,938,860	4,073,962	3.43%	1,622,758	1,722,914	6.17%
Municipal Court	187,269	197,983	5.72%	66,722	74,277	11.32%
Police	5,568,360	5,748,921	3.24%	2,033,606	2,177,424	7.07%
PD40 Police Building	86,455	88,473	2.33%	45,825	50,804	10.87%
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	1,620,715	1,674,021	3.29%	640,920	697,334	8.80%
Total General Fund	17,933,543	18,694,753	4.24%	6,980,239	7,450,324	6.73%
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%
Community Development	258,881	295,127	14.00%	65,962	77,795	17.94%
HEALTH & WELFARE						
Health Grants	555,330	559,037	0.67%	187,379	188,525	0.61%
Noxious Weed	-	-	0.00%	-	-	0.00%
PUBLIC SAFETY						
PSAP Communication Center	912,294	968,059	6.11%	309,045	345,096	11.67%
E-911 System	12,000	-	-100.00%	1,018	-	-100.00%
Emergency Levy	-	-	0.00%	-	-	0.00%
Police Grants	45,441	44,221	-2.68%	13,266	13,697	3.25%
ECONOMIC DEVELOPMENT						
Economic Development	65,000	65,000	0.00%	5,000	5,000	0.00%
CULTURE AND RECREATION						
Municipal Band	-	-	0.00%	-	-	0.00%
Public Library	1,045,038	1,153,584	10.39%	370,592	399,405	7.77%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	-	0.00%
Special Grants	42,745	44,035	3.02%	3,320	8,220	147.59%
HIGHWAYS AND STREETS						
Highway Users Tax Distribution	-	-	0.00%	-	-	0.00%
Total Special Revenue Funds	3,086,729	3,279,063	6.23%	967,057	1,049,213	8.50%

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	<u>Salaries</u>			<u>Fringe Benefits</u>		
	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>
<u>ENTERPRISE FUNDS</u>						
Sanitation Utility	1,772,902	1,814,500	2.35%	806,043	840,075	4.22%
Wastewater Utility	1,211,491	1,237,771	2.17%	482,665	489,484	1.41%
Waterworks Utility	1,568,020	1,595,105	1.73%	784,006	807,641	3.01%
Stormwater Utility	289,715	304,856	5.23%	114,171	128,567	12.61%
Public Transportation	959,330	962,054	0.28%	357,387	377,219	5.55%
Dial-A-Ride	127,672	135,782	6.35%	47,040	50,865	8.13%
Alerus	2,218,426	2,236,814	0.83%	-	-	0.00%
Mosquito	231,013	241,405	4.50%	46,445	52,038	12.04%
Job Development Authority	208,923	205,861	-1.47%	65,548	66,093	0.83%
Municipal Parking	4,350	4,350	0.00%	1,849	1,813	-1.95%
Total Enterprise Funds	8,591,842	8,738,498	1.71%	2,705,154	2,813,795	4.02%
<u>INTERNAL SERVICE FUNDS</u>						
Computer Service Fund	-	-	0.00%	-	-	0.00%
Central Garage	253,938	270,267	6.43%	132,715	136,425	2.80%
Central Purchasing	-	-	0.00%	-	-	0.00%
Public Works Facility	26,918	27,020	0.38%	9,295	9,487	2.07%
Total Internal Service Funds	280,856	297,287	5.85%	142,010	145,912	2.75%
<u>TRUST & AGENCY FUNDS</u>						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
Total Trust & Agency Funds	-	-	0.00%	-	-	0.00%
Total Operating Budget	29,892,970	31,009,601	3.74%	10,794,460	11,459,244	6.16%
<u>CAPITAL PROJECTS FUNDS</u>						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Wastewater Capital Projects (4202)	-	-	0.00%	-	-	0.00%
Bridge Repair/Rehab (4122)	-	-	0.00%	-	-	0.00%
Capital Replacement Fund (4800)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2013 Special Assessment Project (4913)	-	-	0.00%	-	-	0.00%
2014 Special Assessment Project (4914)	-	-	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%
<u>DEBT SERVICE FUNDS</u>						
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						
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%
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%
ECONOMIC DEVELOPMENT						
3209 Tax Increment - American Schools	-	-	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	\$ 29,892,970	\$ 31,009,601	3.74%	\$ 10,794,460	\$ 11,459,244	6.16%

City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category

	<u>Maintenance & Operations</u>			<u>Capital Outlay</u>		
	<u>2013</u> <u>Budget</u>	<u>2014</u> <u>Budget</u>	<u>%</u> <u>Increase</u> <u>(Decrease)</u>	<u>2013</u> <u>Budget</u>	<u>2014</u> <u>Budget</u>	<u>%</u> <u>Increase</u> <u>(Decrease)</u>
<u>GENERAL FUND</u>						
<u>GENERAL GOVERNMENT</u>						
Assessor	\$ 36,736	\$ 45,897	24.94%	\$ -	\$ -	0.00%
Attorney	255,900	255,900	0.00%	-	-	0.00%
Finance & Administrative Services	87,543	86,843	-0.80%	-	-	0.00%
Planning & Zoning	22,450	22,450	0.00%	-	-	0.00%
City Hall	204,261	204,812	0.27%	-	-	0.00%
Information Technology	67,950	67,950	0.00%	-	-	0.00%
Engineering	214,799	230,095	7.12%	27,500	52,100	89.45%
Inspections	75,892	76,409	0.68%	5,000	6,500	30.00%
Mayor & Council	104,688	116,780	11.55%	-	-	0.00%
City Administrator	7,953	11,053	38.98%	-	-	0.00%
Public Information Center	42,645	44,420	4.16%	10,000	6,000	-40.00%
Miscellaneous	1,540,925	1,620,040	5.13%	-	-	0.00%
Human Resources	105,811	116,780	10.37%	4,500	-	-100.00%
<u>HEALTH & WELFARE</u>						
Health	79,015	80,612	2.02%	-	-	0.00%
4510 Nursing Fees	74,655	95,770	28.28%	1,400	-	0.00%
4560 Education Classes	8,350	8,200	-1.80%	-	-	0.00%
4570 Local Health Svcs	40,801	45,949	12.62%	1,000	724	0.00%
4580 Wellness Program	3,344	3,495	4.52%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
Fire	373,118	380,053	1.86%	43,750	29,000	-33.71%
Municipal Court	369,931	372,981	0.82%	-	-	0.00%
Police	952,083	1,005,367	5.60%	362,460	394,720	8.90%
PD40 Police Building	173,987	173,987	0.00%	-	-	0.00%
PD60 Training & Evidence Facility	16,021	16,819	4.98%	-	-	0.00%
Emergency Program Management	48,108	48,108	0.00%	-	-	0.00%
Public Safety Training Center	64,584	64,584	0.00%	50,500	500	-99.01%
<u>HIGHWAYS AND STREETS</u>						
Street	1,391,055	1,415,831	1.78%	385,000	400,000	3.90%
Total General Fund	6,362,605	6,611,185	3.91%	891,110	889,544	-0.18%
<u>SPECIAL REVENUE FUNDS</u>						
<u>GENERAL GOVERNMENT</u>						
General Fund Stabilization & Loan Fund	-	-	0.00%	-	-	0.00%
Public Building	70,092	40,219	-42.62%	65,000	120,000	84.62%
City's Share Special Improvements	10,454	10,891	4.18%	-	-	0.00%
City Special Assessments	406,369	474,454	16.75%	-	-	0.00%
Insurance Reserve	270,175	278,175	2.96%	-	-	0.00%
General Sick Leave	-	-	0.00%	-	-	0.00%
Infrastructure	166,165	169,402	1.95%	2,060,000	1,030,000	-50.00%
Community Development	2,985,707	1,819,254	-39.07%	-	-	0.00%
<u>HEALTH & WELFARE</u>						
Health Grants	144,654	102,887	-28.87%	1,500	-	-100.00%
Noxious Weed	3,070	3,257	6.09%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
PSAP Communication Center	49,629	48,675	-1.92%	7,000	7,000	0.00%
E-911 System	508,127	510,456	0.46%	87,500	62,500	-28.57%
Emergency Levy	122,867	129,183	5.14%	-	-	0.00%
Police Grants	189,486	244,867	29.23%	-	-	0.00%
<u>ECONOMIC DEVELOPMENT</u>						
Economic Development	958,934	900,430	-6.10%	-	-	0.00%
<u>CULTURE AND RECREATION</u>						
Municipal Band	17,143	18,174	6.01%	-	-	0.00%
Public Library	466,469	772,695	65.65%	267,774	260,500	-2.72%
Library Capital Maintenance	-	663,500	100.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	11,500	-	-100.00%
Special Grants	177,605	177,365	-0.14%	400	750	87.50%
<u>HIGHWAYS AND STREETS</u>						
Highway Users Tax Distribution	823,673	841,948	2.22%	3,722,815	5,655,312	51.91%
Total Special Revenue Funds	7,370,619	7,205,832	-2.24%	6,223,489	7,136,062	14.66%

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	<u>Maintenance & Operations</u>			<u>Capital Outlay</u>		
	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>
<u>ENTERPRISE FUNDS</u>						
Sanitation Utility	3,619,830	3,967,980	9.62%	1,510,000	1,548,000	2.52%
Wastewater Utility	3,157,629	3,198,700	1.30%	535,000	725,000	35.51%
Waterworks Utility	4,352,234	4,439,586	2.01%	1,514,700	3,138,300	107.19%
Stormwater Utility	1,134,250	1,194,149	5.28%	374,000	224,000	-40.11%
Public Transportation	790,784	780,654	-1.28%	415,000	485,000	16.87%
Dial-A-Ride	577,800	597,830	3.47%	36,000	2,157,650	5893.47%
Alerus	2,653,813	2,324,384	-12.41%	1,433,771	4,494,000	213.44%
Mosquito	394,651	399,432	1.21%	34,000	34,000	0.00%
Job Development Authority	4,358,726	3,408,820	-21.79%	640,239	1,189,320	85.76%
Municipal Parking	243,161	241,170	-0.82%	590,800	130,918	-77.84%
Total Enterprise Funds	21,282,878	20,552,705	-3.43%	7,083,510	14,126,188	99.42%
<u>INTERNAL SERVICE FUNDS</u>						
Computer Service Fund	209,350	149,950	-28.37%	170,400	225,000	32.04%
Central Garage	575,207	592,734	3.05%	115,000	35,000	-69.57%
Central Purchasing	9,000	9,000	0.00%	-	-	0.00%
Public Works Facility	275,843	276,800	0.35%	300,000	400,000	33.33%
Total Internal Service Funds	1,069,400	1,028,484	-3.83%	585,400	660,000	12.74%
<u>TRUST & AGENCY FUNDS</u>						
Convention & Visitors Bureau	874,000	924,000	5.72%	-	-	0.00%
Animal Control	116,281	123,309	6.04%	-	-	0.00%
Total Trust & Agency Funds	990,281	1,047,309	5.76%	-	-	0.00%
Total Operating Budget	37,075,783	36,445,515	-1.70%	14,783,509	22,811,794	54.31%
<u>CAPITAL PROJECTS FUNDS</u>						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Wastewater Capital Projects (4202)	-	-	0.00%	-	2,000,000	100.00%
Bridge Repair/Rehab (4122)	-	-	0.00%	-	30,000	100.00%
Capital Replacement Fund (4800)	-	-	0.00%	416,000	16,000	-96.15%
Sidewalk Repair (4891)	-	-	0.00%	50,000	50,000	0.00%
2013 Special Assessment Project (4913)	-	-	0.00%	4,490,000	-	-100.00%
2014 Special Assessment Project (4914)	-	-	0.00%	-	5,000,000	100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%	-	-	0.00%
CULTURE AND RECREATION						
Bikeway Capital Projects (4108)	-	-	0.00%	420,000	180,000	-57.14%
Total Capital Projects Funds	21,000	21,000	0.00%	5,376,000	7,276,000	35.34%
<u>DEBT SERVICE FUNDS</u>						
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						
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%
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%
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	\$ 37,096,783	\$ 36,466,515	-1.70%	\$ 20,159,509	\$ 30,087,794	49.25%

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	<u>Debt Service</u>			<u>Operating Transfers</u>		
	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>
GENERAL FUND						
<u>GENERAL GOVERNMENT</u>						
Assessor	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%
Attorney	-	-	0.00%	-	-	0.00%
Finance & Administrative Services	-	-	0.00%	-	-	0.00%
Planning & Zoning	-	-	0.00%	-	-	0.00%
City Hall	-	-	0.00%	-	-	0.00%
Information Technology	-	-	0.00%	-	-	0.00%
Engineering	-	-	0.00%	31,732	27,174	-14.36%
Inspections	-	-	0.00%	20,209	14,748	-27.02%
Mayor & Council	-	-	0.00%	11,500	-	-100.00%
City Administrator	-	-	0.00%	-	-	0.00%
Public Information Center	-	-	0.00%	-	-	0.00%
Miscellaneous	-	-	0.00%	695,053	769,928	10.77%
Human Resources	-	-	0.00%	-	-	0.00%
<u>HEALTH & WELFARE</u>						
Health	-	-	0.00%	3,500	3,500	0.00%
4510 Nursing Fees	-	-	0.00%	-	-	0.00%
4560 Education Classes	-	-	0.00%	-	-	0.00%
4570 Local Health Svcs	-	-	0.00%	-	-	0.00%
4580 Wellness Program	-	-	0.00%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
Fire	-	-	0.00%	213,964	251,160	17.38%
Municipal Court	-	-	0.00%	-	-	0.00%
Police	-	-	0.00%	-	-	0.00%
PD40 Police Building	-	-	0.00%	-	-	0.00%
PD60 Training & Evidence Facility	-	-	0.00%	-	-	0.00%
Emergency Program Management	-	-	0.00%	-	-	0.00%
Public Safety Training Center	-	-	0.00%	-	-	0.00%
<u>HIGHWAYS AND STREETS</u>						
Street	-	-	0.00%	-	-	0.00%
Total General Fund	-	-	0.00%	975,958	1,066,510	9.28%
SPECIAL REVENUE FUNDS						
<u>GENERAL GOVERNMENT</u>						
General Fund Stabilization & Loan Fund	-	-	0.00%	59,431	158,374	166.48%
Public Building	-	-	0.00%	401,680	402,281	0.15%
City's Share Special Improvements	-	-	0.00%	78,027	37,691	-51.69%
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%	1,869,881	1,961,710	4.91%
Community Development	-	-	0.00%	56,800	-	-100.00%
<u>HEALTH & WELFARE</u>						
Health Grants	-	-	0.00%	25,000	-	-100.00%
Noxious Weed	-	-	0.00%	-	-	0.00%
<u>PUBLIC SAFETY</u>						
PSAP Communication Center	-	-	0.00%	-	-	0.00%
E-911 System	-	11,080	100.00%	360,711	349,001	-3.25%
Emergency Levy	-	-	0.00%	38,375	40,713	6.09%
Police Grants	-	-	0.00%	-	-	0.00%
<u>ECONOMIC DEVELOPMENT</u>						
Economic Development	-	-	0.00%	971,679	929,288	-4.36%
<u>CULTURE AND RECREATION</u>						
Municipal Band	-	-	0.00%	-	-	0.00%
Public Library	-	-	0.00%	-	300,000	100.00%
Library Capital Maintenance	-	-	0.00%	-	-	0.00%
Community Enhancement	-	-	0.00%	-	-	0.00%
Special Grants	-	-	0.00%	-	-	0.00%
<u>HIGHWAYS AND STREETS</u>						
Highway Users Tax Distribution	-	-	0.00%	1,301,328	1,239,723	-4.73%
Total Special Revenue Funds	-	11,080	100.00%	5,187,912	5,443,781	4.93%

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	<u>Debt Service</u>			<u>Operating Transfers</u>		
	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>
<u>ENTERPRISE FUNDS</u>						
Sanitation Utility	953,070	951,439	-0.17%	90,000	120,000	33.33%
Wastewater Utility	3,214,188	3,291,638	2.41%	548,177	178,269	-67.48%
Waterworks Utility	1,920,205	1,841,942	-4.08%	189,100	120,000	-36.54%
Stormwater Utility	530,063	522,463	-1.43%	30,000	40,000	33.33%
Public Transportation	-	-	0.00%	-	-	0.00%
Dial-A-Ride	-	-	0.00%	-	-	0.00%
Alerus	4,608,700	4,610,000	0.03%	-	-	0.00%
Mosquito	112,107	114,057	1.74%	-	-	0.00%
Job Development Authority	1,132,838	969,190	-14.45%	929,619	929,983	0.04%
Municipal Parking	-	-	0.00%	-	-	0.00%
Total Enterprise Funds	12,471,171	12,300,729	-1.37%	1,786,896	1,388,252	-22.31%
<u>INTERNAL SERVICE FUNDS</u>						
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%
<u>TRUST & AGENCY FUNDS</u>						
Convention & Visitors Bureau	-	-	0.00%	-	-	0.00%
Animal Control	-	-	0.00%	-	-	0.00%
Total Trust & Agency Funds	-	-	0.00%	-	-	0.00%
Total Operating Budget	12,471,171	12,311,809	-1.28%	7,950,766	7,898,543	-0.66%
<u>CAPITAL PROJECTS FUNDS</u>						
PERM FLOOD PROTECTION - PUBLIC WORKS						
Wastewater Capital Projects (4202)	-	-	0.00%	-	-	0.00%
Bridge Repair/Rehab (4122)	-	-	0.00%	-	-	0.00%
Capital Replacement Fund (4800)	-	-	0.00%	-	-	0.00%
Sidewalk Repair (4891)	-	-	0.00%	-	-	0.00%
2013 Special Assessment Project (4913)	-	-	0.00%	-	-	0.00%
2014 Special Assessment Project (4914)	-	-	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%
<u>DEBT SERVICE FUNDS</u>						
PUBLIC SAFETY						
3118 GO Bonds - 2006B Public Bldg Bonds	113,819	116,219	2.11%	-	-	0.00%
3119 GO Bonds - 2007A Public Bldg Bonds	288,861	287,062	-0.62%	-	-	0.00%
PERM FLOOD PROTECTION - PUBLIC WORKS						
3120 GO Bonds - 2008B Dike Refunding Bonds	704,175	713,925	1.38%	260,800	256,700	-1.57%
3121 GO Bonds - 2011E Dike Bonds	260,800	256,700	-1.57%	-	-	0.00%
Debt Service Refundings	7,157,078	6,142,204	-14.18%	979,687	439,020	-55.19%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	448,650	446,350	-0.51%	-	-	0.00%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	930,600	925,950	-0.50%	-	-	0.00%
ECONOMIC DEVELOPMENT						
3209 Tax Increment - American Woods	-	-	0.00%	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	314,944	318,771	1.22%	-	-	0.00%
3898 Corporate Center Bond	540,915	540,915	0.00%	-	-	0.00%
Total Debt Service Funds	10,759,842	9,748,096	-9.40%	1,240,487	695,720	-43.92%
GRAND TOTALS	\$ 23,231,013	\$ 22,059,905	-5.04%	\$ 9,191,253	\$ 8,594,263	-6.50%

City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category

	<u>Grand Total</u>		
	<u>2013</u>	<u>2014</u>	<u>%</u>
	<u>Budget</u>	<u>Budget</u>	<u>Increase</u>
			<u>(Decrease)</u>
<u>GENERAL FUND</u>			
<u>GENERAL GOVERNMENT</u>			
Assessor	\$ 685,068	\$ 694,271	1.34%
Attorney	255,900	255,900	0.00%
Finance & Administrative Services	1,175,650	1,212,796	3.16%
Planning & Zoning	382,436	391,981	2.50%
City Hall	313,930	312,535	-0.44%
Information Technology	884,221	926,120	4.74%
Engineering	1,957,295	2,167,302	10.73%
Inspections	1,050,669	1,131,101	7.66%
Mayor & Council	381,328	396,552	3.99%
City Administrator	268,564	275,205	2.47%
Public Information Center	222,285	247,182	11.20%
Miscellaneous	2,850,021	3,099,217	8.74%
Human Resources	696,001	734,498	5.53%
<u>HEALTH & WELFARE</u>			
Health	1,214,875	1,250,240	2.91%
4510 Nursing Fees	366,318	371,500	1.41%
4560 Education Classes	8,350	8,200	-1.80%
4570 Local Health Svcs	140,493	140,493	0.00%
4580 Wellness Program	34,000	38,000	11.76%
<u>PUBLIC SAFETY</u>			
Fire	6,192,450	6,457,089	4.27%
Municipal Court	623,922	645,241	3.42%
Police	8,916,509	9,326,432	4.60%
PD40 Police Building	306,267	313,264	2.28%
PD60 Training & Evidence Facility	16,021	16,819	4.98%
Emergency Program Management	48,108	48,108	0.00%
Public Safety Training Center	115,084	65,084	-43.45%
<u>HIGHWAYS AND STREETS</u>			
Street	4,037,690	4,187,186	3.70%
Total General Fund	33,143,455	34,712,316	4.73%
<u>SPECIAL REVENUE FUNDS</u>			
<u>GENERAL GOVERNMENT</u>			
General Fund Stabilization & Loan Fund	59,431	158,374	166.48%
Public Building	536,772	562,500	4.79%
City's Share Special Improvements	88,481	48,582	-45.09%
City Special Assessments	431,369	499,454	15.78%
Insurance Reserve	270,175	278,175	2.96%
General Sick Leave	161,475	161,475	0.00%
Infrastructure	4,096,046	3,161,112	-22.83%
Community Development	3,367,350	2,192,176	-34.90%
<u>HEALTH & WELFARE</u>			
Health Grants	913,863	850,449	-6.94%
Noxious Weed	3,070	3,257	6.09%
<u>PUBLIC SAFETY</u>			
PSAP Communication Center	1,277,968	1,368,830	7.11%
E-911 System	969,356	933,037	-3.75%
Emergency Levy	161,242	169,896	5.37%
Police Grants	248,193	302,785	22.00%
<u>ECONOMIC DEVELOPMENT</u>			
Economic Development	2,000,613	1,899,718	-5.04%
<u>CULTURE AND RECREATION</u>			
Municipal Band	17,143	18,174	6.01%
Public Library	2,149,873	2,886,184	34.25%
Library Capital Maintenance	-	663,500	100.00%
Community Enhancement	11,500	-	-100.00%
Special Grants	224,070	230,370	2.81%
<u>HIGHWAYS AND STREETS</u>			
Highway Users Tax Distribution	5,847,816	7,736,983	32.31%
Total Special Revenue Funds	22,835,806	24,125,031	5.65%

**City of Grand Forks
2014 City Budget
Budget Summary (continued)
2013-2014 Budget Comparison by Fund Type/Category**

	Grand Total		
	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>% Increase (Decrease)</u>
<u>ENTERPRISE FUNDS</u>			
Santitation Utility	8,751,845	9,241,994	5.60%
Wastewater Utility	9,149,150	9,120,862	-0.31%
Waterworks Utility	10,328,265	11,942,574	15.63%
Stormwater Utility	2,472,199	2,414,035	-2.35%
Public Transportation	2,522,501	2,604,927	3.27%
Dial-A-Ride	788,512	2,942,127	273.12%
Alerus	10,914,710	13,665,198	25.20%
Mosquito	818,216	840,932	2.78%
Job Development Authority	7,335,893	6,769,267	-7.72%
Municipal Parking	840,160	378,251	-54.98%
Total Enterprise Funds	53,921,451	59,920,167	11.12%
<u>INTERNAL SERVICE FUNDS</u>			
Computer Service Fund	379,750	374,950	-1.26%
Central Garage	1,076,860	1,034,426	-3.94%
Central Purchasing	9,000	9,000	0.00%
Public Works Facility	612,056	713,307	16.54%
Total Internal Service Funds	2,077,666	2,131,683	2.60%
<u>TRUST & AGENCY FUNDS</u>			
Convention & Visitors Bureau	874,000	924,000	5.72%
Animal Control	116,281	123,309	6.04%
Total Trust & Agency Funds	990,281	1,047,309	5.76%
Total Operating Budget	112,968,659	121,936,506	7.94%
<u>CAPITAL PROJECTS FUNDS</u>			
PERM FLOOD PROTECTION - PUBLIC WORKS			
Wastewater Capital Projects (4202)	-	2,000,000	100.00%
Bridge Repair/Rehab (4122)	-	30,000	100.00%
Capital Replacement Fund (4800)	416,000	16,000	-96.15%
Sidewalk Repair (4891)	50,000	50,000	0.00%
2013 Special Assessment Project (4913)	4,490,000	-	-100.00%
2014 Special Assessment Project (4914)	-	5,000,000	100.00%
Nuisance Abatement (4999)	21,000	21,000	0.00%
CULTURE AND RECREATION			
Bikeway Capital Projects (4108)	420,000	180,000	-57.14%
Total Capital Projects Funds	5,397,000	7,297,000	35.20%
<u>DEBT SERVICE FUNDS</u>			
PUBLIC SAFETY			
3118 GO Bonds - 2006B Public Bldg Bonds	113,819	116,219	2.11%
3119 GO Bonds - 2007A Public Bldg Bonds	288,861	287,062	-0.62%
PERM FLOOD PROTECTION - PUBLIC WORKS			
3120 GO Bonds - 2008B Dike Refunding Bonds	964,975	970,625	0.59%
3121 GO Bonds - 2011E Dike Bonds	260,800	256,700	-1.57%
Debt Service Refundings	8,136,765	6,581,224	-19.12%
3805 Sales Tax Res Rev Bond - 2011A (Was 3802)	448,650	446,350	-0.51%
3806 Sales Tax Res Rev Bond - 2011F (Was 3801)	930,600	925,950	-0.50%
ECONOMIC DEVELOPMENT			
3209 Tax Increment - American Woods	-	-	0.00%
3804 Sales Tax Res Rev Bond(Cirrus) - 2007C	314,944	318,771	1.22%
3898 Corporate Center Bond	540,915	540,915	0.00%
Total Debt Service Funds	12,000,329	10,443,816	-12.97%
GRAND TOTALS	\$ 130,365,988	\$ 139,677,322	7.14%

**City of Grand Forks
2014 City Budget**

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

	Budgeted Revenue	Projected Beginning Cash 1/1/2014	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2015
<u>GENERAL FUND</u>					
1100 General Fund	\$ 34,691,216	\$ 6,000,000	\$ 40,712,316	\$ 34,712,316	\$ 6,000,000
Use of Department Carryover		21,100			
<u>SPECIAL REVENUE FUNDS</u>					
General Government					
2101 General Fund Stabilization & Loan Fund	8,600	860,000	868,600	158,374	710,226
2121 Public Buildings	568,177	-	568,177	562,500	5,677
2142 City Share Special Improvements	42,344	18,122	60,466	48,582	11,884
2145 City Special Assessments	474,454	25,000	499,454	499,454	-
2151 Insurance Reserve	278,175	-	278,175	278,175	-
2154 General Sick Leave	3,895	389,526	393,421	161,475	231,946
2169 Infrastructure	3,884,691	4,246,297	8,130,988	3,161,112	4,969,876
2199 Community Development	1,550,171	642,005	2,192,176	2,192,176	-
Health and Welfare					
2146 Health Grants	850,449	-	850,449	850,449	-
2157 Noxious Weed Control	3,257	-	3,257	3,257	-
Public Safety					
2104 PSAP Communication Center	1,318,811	258,671	1,577,482	1,368,830	208,652
2105 E-911 System	823,896	421,743	1,245,639	933,037	312,602
2106 Emergency	169,896	460,944	630,840	169,896	460,944
2170 Police Grants	302,785	-	302,785	302,785	-
Economic Development					
2163 Economic Development	2,100,156	1,366,344	3,466,500	1,899,718	1,566,782
Culture and Recreation					
2109 Municipal Band	18,174	3,000	21,174	18,174	3,000
2124 Public Library	2,286,184	600,000	2,886,184	2,886,184	-
2127 Public Library Capital Maint.	301,000	362,500	663,500	663,500	-
2139 Special Grants	230,370	-	230,370	230,370	-
Highways and Streets					
2115 Highway Users Tax Distribution	3,746,407	10,502,779	14,249,186	7,736,983	6,512,203
Total Special Revenue Funds	18,961,892	20,156,931	39,118,823	24,125,031	14,993,792
<u>ENTERPRISE FUNDS</u>					
5100 Sanitation	9,263,939	255,000	9,518,939	9,241,994	276,945
5200 Wastewater	9,441,779	336,600	9,778,379	9,120,862	657,517
5300 Waterworks	11,173,925	1,245,000	12,418,925	11,942,574	476,351
5400 Stormwater	2,443,657	700,000	3,143,657	2,414,035	729,622
5500 Public Transportation	2,593,390	500,000	3,093,390	2,604,927	488,463
5600 Dial-A-Ride	2,938,890	500,000	3,438,890	2,942,127	496,763
5700 Alerus Center	12,674,366	3,400,000	16,074,366	13,665,198	2,409,168
5800 Mosquito Control	858,069	168,000	1,026,069	840,932	185,137
5996 Job Development Authority	4,231,010	2,538,257	6,769,267	6,769,267	-
5997 Parking Lots	378,251	-	378,251	378,251	-
Total Enterprise Funds	55,997,276	9,642,857	65,640,133	59,920,167	5,719,966
<u>INTERNAL SERVICE FUNDS</u>					
6101 Computer Service Fund	277,750	275,000	552,750	374,950	177,800
6102 Central Garage	1,034,426	-	1,034,426	1,034,426	-
6103 Central Purchasing	9,000	-	9,000	9,000	-
6104 Public Works Facility	692,613	80,000	772,613	713,307	59,306
Total Internal Service	2,013,789	355,000	2,368,789	2,131,683	237,106
<u>TRUST & AGENCY FUNDS</u>					
7201 Convention & Visitors Bureau	924,000	-	924,000	924,000	-
7202 Animal Control	123,309	-	123,309	123,309	-
Total Trust & Agency	1,047,309	-	1,047,309	1,047,309	-
Total Operating Budget	112,711,482	36,154,788	148,887,370	121,936,506	26,950,864

**City of Grand Forks
2014 City Budget**

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

	Budgeted Revenue	Projected Beginning Cash 1/1/2014	Total Available Funds	Expenditures	Projected Ending Cash Balance 1/1/2015
<u>CAPITAL PROJECT FUNDS</u>					
Permanent Flood Protection - Public Works					
4122 Bridge Repair/Rehab	264,315	1,431,595	1,695,910	30,000	1,665,910
4808 Wastewater Capital Proj	2,000,000	-	2,000,000	2,000,000	-
4800 Capital Replacement Fund	296,582	16,000	312,582	16,000	296,582
4891 Sidewalk Repair	50,000	-	50,000	50,000	-
4914 2014 Special Assessment Proj	5,000,000	-	5,000,000	5,000,000	-
4999 Nuisance Abatements	3,591	76,695	80,286	21,000	59,286
Culture and Recreation					
4108 Bikeway Capital Project	143,242	324,207	467,449	180,000	287,449
Total Capital Projects	7,757,730	1,848,497	9,606,227	7,297,000	2,309,227
<u>DEBT SERVICE FUNDS</u>					
Public Safety					
3118 2006B GO Public Bldg Bonds	116,219	-	116,219	116,219	-
3119 2007A GO Public Bldg Bonds	286,112	5,048	291,160	287,062	4,098
Permanent Flood Protection - Public Works					
3120 2008B GO Dike Refunding Bond	970,625	-	970,625	970,625	-
3121 2011E GO Dike Refunding Bond	256,700	-	256,700	256,700	-
Total General Obligation	1,629,656	5,048	1,634,704	1,630,606	4,098
<u>Tax Increment</u>					
Economic Development					
3204 1986A Tax Incr. - Norby's	-	(95,960)	(95,960)	-	(95,960)
3209 1993G Tax Incr. - American Woods	10,340	(23,870)	(13,530)	-	(13,530)
Total Tax Increment	10,340	(119,830)	(109,490)	-	(109,490)
Permanent Flood Protection - Public Works					
3400 Debt Service - Refundings	6,846,222	9,424,122	16,270,344	6,581,224	9,689,120
<u>Revenue Bonds</u>					
Permanent Flood Protection - Public Works					
3805 2011A Sales Tax Res Rev Bond	449,745	439,586	889,331	446,350	442,981
3806 2011F Sales Tax Res Rev Bond	925,046	9,614	934,660	925,950	8,710
Economic Development					
3804 2007C Sales Tax Res Rev Bond - Cirrus	317,949	17,826	335,775	318,771	17,004
3898 Corporate Center Bonds	540,915	-	540,915	540,915	-
Total Revenue Bonds	2,233,655	467,026	2,700,681	2,231,986	468,695
<u>Warrants</u>					
Permanent Flood Protection - Public Works					
3998 Sidewalk Warrants	3,750	375,500	379,250	-	379,250
Total Debt Service	10,723,623	10,151,866	20,875,489	10,443,816	10,431,673
GRAND TOTAL	\$ 131,192,835	\$ 48,176,251	\$ 179,369,086	\$ 139,677,322	\$ 39,691,764

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 2014 through 2019 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 5 to 5.49 percent growth rate from the increase in the tax base.

The sales tax is 14 percent of General Fund revenue and is obtained from the 1.75 percent tax on retail and other sales. The one percent portion of the sales tax is used for general governmental operations, infrastructure and economic development. The .75 percent tax is restricted for construction, acquisition and/or leasing of a multi-use Alerus Center and related infrastructure. The rolling 12 month increase in sales tax collections as of December 2010 was 10 percent. 2013 collections are coming in well, and currently up about 3.9 percent over 2012. We have projected a 3 percent increase in this revenue stream for 2014, and a conservative 3 percent increase in years 2015 through 2019. 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 2014. We have seen good building activity in 2011 and 2012. We are budgeting an \$85,000 increase in 2014 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 3 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 have seen lower interest rates.

Expenditures:

Personnel services expenditures are the largest portion of expenditures within the General Fund. A 3.1 percent average salary increase is included in the 2014 budget. Our 2015 to 2019 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 2014 budget includes a premium increase of 10.72 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 and 2013.

Special Revenue Funds

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

**Budget Summary (continued)
Financial Forecasts**

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 2014 budget includes a \$53,293 transfer to the dike bond fund, \$50,305 transfer to the City Special Assessment Fund, and a \$54,776 transfer is budgeted for the Insurance Reserve Fund. These transfers 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 2014.

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 2015 through 2019.

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. We are seeing revenue drop off in the area of fees generated from land lines. This will be monitored as we look at this in conjunction with the fees from wireless phones as well as other factors.

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 5 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 5 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 2013. We have increased our revenue projections for 2014 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 of energy efficiency building projects that the city is looking at in conjunction with other priority building needs. 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 Library has been a point of discussion as the building is in need of repair. This will be one of the topics discussed at strategic infrastructure planning sessions that are set to begin in October.

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 2014 budget includes a shift of 0.2 mills from the City Share of Special Assessment Improvement Fund to the City Special Assessment Fund. The budget also includes a transfer from the Loan and Stabilization Fund in 2014 through 2017. This is projected to be sufficient along with holding the tax levy constant, as the revenue generated from increased value becomes enough to support these funds without increasing taxes. This will be analyzed annually.

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 2014 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 3 percent increase in sales tax in 2014, as well as a 3 percent increase per year thereafter.

**Budget Summary (continued)
Financial Forecasts**

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 3 percent and an increase 3 percent annually thereafter. The Infrastructure Fund is currently the topic of strategic infrastructure planning sessions, which begin in October. Priorities and needs will be considered in conjunction with related gaps in funding as we work with the State on possible funding partnerships and solutions. 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 2014 budget includes one officer.

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.

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 2014 budget: Water includes a 8 percent increase; Wastewater includes 7 percent rate increase; Sanitation includes a 8 percent increase; and stormwater projects a 12 percent increase for stormwater, and 0 percent for flood protection. A 3.1 percent increase in 2014 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. Along with streets, the strategic infrastructure planning sessions that begin in October will address utility infrastructure needs such as the Water Treatment Plant. 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 3.1 percent in 2014, and 3 percent 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 when the debt service is retired, which is set for 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 3 percent for 2014, and then projected with a 3 percent annual increase thereafter.

**Budget Summary (continued)
Financial Forecasts**

The Job Development Authority (JDA) Fund's portfolio services many loans as aide to developing or expanding businesses. 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.

Internal Service Funds

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

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

The Central Purchasing Fund is projected to remain steady.

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

Trust & Agency Funds

There are two funds that fall into this category: Convention & Visitor's Bureau and Animal Control.

The Convention and Visitor's Bureau is used to account for the receipt of a motel tax and the disbursement of these funds for the Bureau's use.

The Animal Control fund receives a .5 mill portion of the property tax collected, along with the value of .25 mills, contributed from the General Fund. There is no real effect to this fund for projection purposes, as the projected revenues increase, so does the corresponding expense.



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FOR NOTES

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**City of Grand Forks
2014 City Budget**

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Departmental Summaries (continued) Citywide Goals and Objectives

The goal of the City of Grand Forks is to be responsive, transparent and efficient and provide the services and promote the environment that helps the city lead 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 to be responsive, transparent and efficient and to excel 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 our vision.

Responsive, Transparent and Efficient

Goal1(a): Be Responsive to our customers

The city will demonstrate through its interactions with its diverse customers and partners an attentiveness to their expectations and concerns and will empower employees, divisions and departments the flexibility to respond effectively.

- Empower individuals and teams with leadership training and mentorship
- Focus on interdepartmental teams and collaborative approaches to seek innovative solutions
- Establish a comprehensive communications strategy to help all city staff and leaders be the most effective team members and ambassadors

Goal 1(b): Be transparent in doing the city’s business

Good government requires trust. Building and maintaining trust is an intentional action made by an organization, its leaders, departments and individuals.

- Maintain publication of city meetings
- Publish print and electronic information on city business, programs and policies.
- Follow ND Open Records/Open Meetings laws

Goal 1(c): Continually strive to be the most efficient in delivering the services our customers expect

- Continue to focus budget process on providing most effective and efficient services the city’s constituents expect
- Look for innovative and cross-departmental collaborations
- Monitor service satisfaction and respond appropriately to concerns

A safe environment

Goal 2(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 2(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.

Departmental Summaries (continued)
Citywide Goals and Objectives

Goal 2(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 3(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

Goal 3(b): 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

Goal 3(c): 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

Departmental Summaries (continued)
Citywide Goals and Objectives

- Develop partnerships to address potential UND/Near UND neighborhood issues
- Update rental codes and landlord/tenant issues

Goal 3(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

A commitment to our youth

Goal 4(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 4(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 5(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.

Departmental Summaries (continued) Citywide Goals and Objectives

- 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 5(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

Rich cultural & health experiences

Goal 6(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 6(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 6(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.

Departmental Summaries (continued)
Citywide Goals and Objectives

Goal 6(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



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FOR NOTES

**City of Grand Forks
2014 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.

2014 Objectives

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

Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Property Tax	\$ 11,782,018	\$ 12,099,129	\$ 12,768,206	\$ 13,333,637	\$ 13,333,637
Sales Tax	4,520,947	4,973,338	4,746,994	4,889,404	4,889,404
Other Tax	22,212	21,049	21,000	21,000	21,000
License & Permits	1,735,385	1,806,907	1,429,134	1,540,004	1,540,004
Intergovernmental	4,262,039	5,154,994	4,391,281	5,090,493	5,090,493
Charges for Services	5,013,976	5,216,198	5,119,088	5,240,119	5,240,119
Special Assessments	444,318	326,655	206,384	165,809	165,809
Fines & Forfeitures	799,059	936,279	790,099	912,300	912,300
Interest	154,191	201,791	125,000	100,000	100,000
Other Revenue	2,328,900	2,263,436	2,307,644	2,285,636	2,285,636
Transfers In	1,122,844	112,325	1,096,125	1,112,814	1,112,814
Cash Carryover - budget	-	-	6,042,500	6,021,100	6,021,100
Totals	\$ 32,185,889	\$ 33,112,101	\$ 39,043,455	\$ 40,712,316	\$ 40,712,316
Expenditures by Function(1)					
General Government	9,167,620	8,813,035	10,364,874	11,032,810	11,032,810
Health & Welfare	1,696,908	1,733,579	1,760,536	1,804,933	1,804,933
Public Safety	14,593,748	14,923,621	16,004,397	16,620,877	16,620,877
Highway & Streets	3,720,831	3,618,917	4,037,690	4,187,186	4,187,186
Transfer Out(2)	820,265	2,176,926	975,958	1,066,510	1,066,510
Totals	\$ 29,999,372	\$ 31,266,078	\$ 33,143,455	\$ 34,712,316	\$ 34,712,316
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; 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. 2012 actual includes \$1,517,539 transfer of capital reserve to capital replacement fund.

City of Grand Forks
2014 City Budget

Departmental Summaries
General Fund

Projection					
Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Property Tax	14,474,662	15,163,573	15,963,805	16,808,795	17,683,974
Sales/Other Tax	5,057,086	5,208,169	5,363,784	5,524,067	5,689,159
License & Permits	1,571,384	1,603,661	1,636,864	1,671,019	1,706,153
Intergovernmental	5,223,243	5,360,021	5,500,949	5,646,154	5,795,768
Charges for Services	5,373,854	5,520,936	5,662,799	5,818,822	5,969,309
Special Assessments	104,960	15,074	-	-	-
Fines & Forfeitures	921,423	930,637	939,944	949,343	958,836
Interest	100,000	100,000	125,000	150,000	150,000
Other Revenue	2,391,193	2,502,075	2,618,564	2,740,961	2,869,584
Transfers In	1,143,695	1,184,375	1,218,341	1,264,509	1,302,810
(Reserve)/Use of Reserve for SE Fire Stati	(684,188)	1,025,032	260,960	343,022	-
Cash Carryover - budget	6,000,000	5,939,595	5,939,595	5,939,596	5,878,101
Totals	\$ 41,677,312	\$ 44,553,148	\$ 45,230,605	\$ 46,856,288	\$ 48,003,694
Expenditures by Function(1)					
General Government	11,470,293	11,918,598	12,342,679	12,929,464	13,405,018
Health & Welfare	1,838,772	1,886,006	1,917,675	1,969,552	2,003,286
Public Safety(2)	17,301,141	19,475,900	19,550,693	20,405,257	20,913,646
Highway & Streets	4,300,707	4,452,004	4,575,300	4,744,928	4,882,053
Transfers Out(3)	826,804	881,045	904,662	928,986	954,037
Totals	\$ 35,737,717	\$ 38,613,553	\$ 39,291,009	\$ 40,978,187	\$ 42,158,040

(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.

2014 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	2008	2009	2010	2011	2012
Coefficient of Dispersion - Residential	6.250	6.165	6.204	5.759	6.100
Coefficient of Dispersion - Commercial	11.538	9.512	19.337	10.994	14.195
Price-Related Differential - Residential	1.006	1.008	1.004	1.007	1.004
Price-Related Differential - Commercial	1.042	0.997	1.108	0.995	1.078
Percent Assessed by February 1	100.0%	100.0%	100.0%	100.0%	100.0%
Percentage of Properties Re-appraised	12.0%	6.0%	5.8%	6.8%	12.1%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 629,344	\$ 621,455	\$ 648,332	\$ 648,374	\$ 648,374
Mtce & Operations	33,049	28,782	36,736	45,897	45,897
Capital	464	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 662,857	\$ 650,237	\$ 685,068	\$ 694,271	\$ 694,271

Director: John Herz

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 665,261	\$ 691,257	\$ 708,284	\$ 736,914	\$ 755,091
Mtce Operations	46,345	46,797	47,253	47,717	48,186
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 711,606	\$ 738,054	\$ 755,537	\$ 784,631	\$ 803,277

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	2.00
Real Estate Appraiser	1.00	1.00	-	-	2.00
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.

2014 Objectives

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

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Maintenance & Operations	\$ 241,029	\$ 310,231	\$ 255,900	\$ 255,900	\$ 255,900
Capital	-	-	-	-	-
Totals	<u>\$ 241,029</u>	<u>\$ 310,231</u>	<u>\$ 255,900</u>	<u>\$ 255,900</u>	<u>\$ 255,900</u>
Director: Howard Swanson					

Projection					
Department Summary	2015	2016	2017	2018	2019
	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
2014 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.

2014 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	2008	2009	2010	2011	2012
Alcohol Beverage Licenses	74	73	74	80	82
Moody's Bond Rating	Aa3	Aa3	Aa2	Aa2	Aa2
Avg number-checks per month	885	854	876	844	869
Avg number-water meters read monthly	13,611	13,789	13,921	14,084	14,000
Percent of Utility accounts collected within 30 Days	90%	87%	88%	86%	90.19%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 1,043,846	\$ 1,042,776	\$ 1,088,107	\$ 1,125,953	\$ 1,125,953
Mtce & Operations	85,536	79,190	87,543	86,843	86,843
Capital	3,853	5,678	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,133,235	\$ 1,127,645	\$ 1,175,650	\$ 1,212,796	\$ 1,212,796

Director: Maureen Storstad

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Expenditures					
Personnel Services	\$ 1,156,873	\$ 1,200,356	\$ 1,231,571	\$ 1,279,197	\$ 1,312,506
Mtce Operations	87,688	88,542	89,407	90,282	91,168
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,244,561	\$ 1,288,898	\$ 1,320,978	\$ 1,369,479	\$ 1,403,674

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
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	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	3.00	3.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	15.00	15.00	15.00	14.15	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	14.15	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.

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.

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

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

2014 Objectives

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

Continue the update process for the Land Development Code which will allow for the implementation of a plan which will meet the goals and objectives as set forth in the 2040 Land Use Plan.

Statistics	2008	2009	2010	2011	2012
Amendments, and Site Plans Reviewed	24	18	20	30	30
Conventional & Planned Unit Developments Rezonings	1	2	6	7	12
Number of annexations	6	5	4	10	7
Total acres annexed	43.15	37.99	39.00	129.69	3,518.73
Number of Plats and Replats	13	13	24	17	13

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 378,520	\$ 338,589	\$ 359,986	\$ 369,531	\$ 369,531
Mtce & Operations	13,757	22,788	22,450	22,450	22,450
Capital	1,564	391	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 393,842	\$ 361,768	\$ 382,436	\$ 391,981	\$ 391,981
Director: Brad Gengler					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Contracted Personnel Services	\$ 380,062	\$ 393,998	\$ 404,795	\$ 419,968	\$ 431,467
Mtce Operations	22,640	22,933	23,231	23,535	23,845
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 402,702	\$ 416,931	\$ 428,026	\$ 443,503	\$ 455,312

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
City Planner***	1.00	1.00	1.00	1.00	1.00
Deputy City Planner	-	-	-	-	1.00
Planner, Senior	2.00	2.00	1.00	1.00	1.00
Planner	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	3.00	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	4.00	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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Expenditures					
Personnel Services	\$ 109,261	\$ 76,117	\$ 109,669	\$ 107,723	\$ 107,723
Mtce & Operations	206,664	182,576	204,261	204,812	204,812
Capital	-	42,764	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 315,924</u>	<u>\$ 301,457</u>	<u>\$ 313,930</u>	<u>\$ 312,535</u>	<u>\$ 312,535</u>
Director: Daryl Hovland					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 110,858	\$ 115,635	\$ 118,756	\$ 124,022	\$ 127,358
Mtce Operations	14,956	236,156	254,018	273,532	294,857
Capital	40,000	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 165,814	\$ 351,791	\$ 372,774	\$ 397,554	\$ 422,215

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Building Maintenance, Lead (1)	-	1.00	1.00	1.00	1.00
Building Maintenance Worker	2.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	2.00	2.00	2.00	2.00	2.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
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.

2014 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	2008	2009	2010	2011	2012
Number of Mobile Devices	N/A	N/A	N/A	14	33
Number of Notes Databases Supported	124	132	136	146	154
Number of Yearly hours saved	4,340	4,900	5,300	5,300	5,700

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 758,945	\$ 792,842	\$ 816,271	\$ 858,170	\$ 858,170
Mtce & Operations	65,951	58,364	67,950	67,950	67,950
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 824,896	\$ 851,205	\$ 884,221	\$ 926,120	\$ 926,120

Director: Roxanne Fiala

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 880,388	\$ 913,584	\$ 936,216	\$ 972,658	\$ 996,782
Mtce Operations	68,319	68,696	69,079	69,468	69,865
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 948,707	\$ 982,280	\$ 1,005,295	\$ 1,042,126	\$ 1,066,647

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	2.00
IT Technician	2.00	2.00	2.00	-	-
IS Intern*	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	-	-	-
Total FTE	9.20	9.20	9.00	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.

2014 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	2008	2009	2010	2011	2012
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	99%	99%	99%	99%	99%
Infrastructure data updated by March 15	95%	95%	95%	95%	95%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 1,553,152	\$ 1,645,124	\$ 1,683,264	\$ 1,857,933	\$ 1,857,933
Mtce & Operations	164,276	180,902	214,799	230,095	230,095
Capital	46,084	52,804	27,500	52,100	52,100
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	31,732	27,174	27,174
Totals	\$ 1,763,513	\$ 1,878,830	\$ 1,957,295	\$ 2,167,302	\$ 2,167,302
Director: Allen Grasser					
(1) transfer out to capital replacement fund					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 1,907,381	\$ 1,978,584	\$ 2,028,795	\$ 2,106,828	\$ 2,160,370
Mtce Operations	236,567	243,412	250,663	258,352	266,514
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	29,799	32,075	34,032	34,362	34,410
Totals	\$ 2,173,747	\$ 2,254,071	\$ 2,313,490	\$ 2,399,542	\$ 2,461,294

(1) transfer to capital replacement fund

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	2.00
Civil Engineer, Principal (Traffic Eng)	1.00	1.00	1.00	1.00	1.00
Civil Engineer, Senior	1.00	1.00	1.00	3.00	3.00
City Electrician	1.00	1.00	1.00	-	-
Electrical Division Manager	-	-	-	1.00	1.00
Civil Engineer	2.00	2.00	2.00	1.00	-
Civil Engineering Specialist	1.00	1.00	1.00	2.00	3.00
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	4.00	4.00	2.00	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
Administrative Specialist	-	-	-	-	1.00
Survey Technician*	0.40	0.40	0.40	0.40	0.40
Traffic Signal Painter*	0.20	0.20	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist**	0.75	0.75	0.75	0.75	-
Total Classified(Permanent)	18.00	17.00	17.00	17.00	19.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	1.85	1.85	1.85	1.85	1.10
Total FTE	20.85	19.85	19.85	19.85	21.10

**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 2012 construction season was a great year for construction and is only a start of significant activity to come in 2013 & 2014. The number of housing units constructed in 2012 was four hundred twenty-four (424) compared to 2011 where three hundred and twenty-six (326) were constructed. These numbers continue to increase as witnessed by the only one hundred twenty-eight (128) in 2010 and two hundred sixty-seven (267) in 2009. Also, other construction numbers for various categories were up for the year. The total value of construction for 2012 was \$127,729,350.00 which was down from 2011's construction value of \$144,053,797, only because of some permit timing issues at the close of 2011. This year's revenue was \$1,179,851.45 compared to \$1,104,258.17 in 2011. To give some reference to these numbers the average of the past 10 year's revenue is only \$867,469.96. These numbers indicated that the department is covering 118% 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 new Blue Ribbon Committee on Housing was initiated in 2012. This committee involved the public along with staff from many different departments. The Building Inspections Department was intricately involved in this process and committee in 2012 and going forward.

The Department was once again 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. This year the department increased its involvement by being an instrumental part of reviewing City owned buildings.

The Building Inspection Department as always was involved in the 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.

2014 Objectives

To take a close look at the structure of the Department and its staff and duties, in this ever evolving building environment.

To develop a more comprehensive building maintenance program for city owned buildings in order to establish better budgeting for large maintenance items. Along with maintenance item this program will have an emphasis on cost saving and green issues.

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

Staff continues to increase our education on the LEED (Leadership in Energy and Environment Design) certification and other "Green" technologies. To assist other city departments and the public with energy efficiency, green programs, FOG (Fats, Oils and Grease), and storm water programs.

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

To maintain or improve the Building Code Effectiveness Grading Schedule (BCEGS) rating for the City and its jurisdiction.

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.

Statistics	2008	2009	2010	2011	2012
CRS Rating	5	5	5	5	5
Average Miles Per Month Mechanical Inspections	541	498	504	643	646
Average Miles Per Month Sign Permits	223	22	34	178	132
Building Permits Issued	1,282	1,524	1,682	1,480	1,506
Value of Permits Issued	\$81,594,739	\$80,847,912	\$82,175,820	\$144,053,797	\$127,729,530

City of Grand Forks
2014 City Budget

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Expenditures					
Personnel Services	\$ 899,228	\$ 932,845	\$ 949,568	\$ 1,033,444	\$ 1,033,444
Mtce & Operations	49,065	50,905	75,892	76,409	76,409
Capital	-	14,069	5,000	6,500	6,500
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	20,209	14,748	14,748
Totals	\$ 948,293	\$ 997,819	\$ 1,050,669	\$ 1,131,101	\$ 1,131,101
Director: Allen Grasser					
Building & Zoning Administrator: Bev Collings					
(1) transfer to capital replacement fund					

Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget3	2019 Projected Budget
Expenditures					
Personnel Services	\$ 1,059,639	\$ 1,097,039	\$ 1,123,997	\$ 1,164,888	\$ 1,193,589
Mtce Operations	75,758	82,299	82,125	89,189	89,588
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	14,816	15,522	17,279	15,853	16,602
Totals	\$ 1,150,213	\$ 1,194,860	\$ 1,223,401	\$ 1,269,930	\$ 1,299,779
(1) transfer to capital replacement fund					

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	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	1.00	1.00	1.00	1.00	1.00
Electrical Inspector*	0.50	0.50	0.50	0.50	0.50
Total Classified(Permanent)	11.00	11.00	11.00	11.00	11.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.50	0.50	0.50	0.50	0.50
Total FTE	11.50	11.50	11.50	11.50	11.50

**City of Grand Forks
2014 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.

2014 Objectives

To assist the Mayor and City Council in preserving and promoting Grand Forks as a safe, attractive, prosperous and desirable community.

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.

Champion and communicate The Grand Forks Promise to internal and external audiences to build awareness and a team approach to meeting it.

To facilitate an inter-departmental effort to ensure the highest level of responsiveness, teamwork and effectiveness possible.

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

To promote positive relationships region-wide.

To encourage citizen engagement and involvement in the City through traditional and through new and innovative ways.

Statistics	2008	2009	2010	2011	2012
General Fund Mill Levy(1)	70.29	73.34	73.26	73.22	74.43
Appointments to Boards/Commissions	227	227	227	227	227
(1) General Fund Mill levy for 2013 is 75.3 and 2014 is 75.30.					
Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 225,332	\$ 249,569	\$ 265,140	\$ 279,772	\$ 279,772
Mtce & Operations	122,585	127,752	81,988	116,780	116,780
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	3,875	11,500	11,500	-	-
Totals	\$ 351,792	\$ 388,821	\$ 358,628	\$ 396,552	\$ 396,552
Director: Mayor Michael R. Brown					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 288,238	\$ 300,627	\$ 309,141	\$ 322,750	\$ 331,838
Mtce Operations	119,653	122,610	125,652	128,783	132,006
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 407,891	\$ 423,237	\$ 434,793	\$ 451,533	\$ 463,844

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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.

2014 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	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 254,747	\$ 251,821	\$ 260,611	\$ 264,152	\$ 264,152
Mtce & Operations	5,843	28,399	7,953	11,053	11,053
Capital	258	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	3,875	-	-	-	-
Totals	\$ 264,723	\$ 280,220	\$ 268,564	\$ 275,205	\$ 275,205
Director: Richard Duquette					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 270,378	\$ 279,753	\$ 286,206	\$ 296,479	\$ 303,343
Mtce Operations	11,159	11,265	11,373	11,481	11,593
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 281,537	\$ 291,018	\$ 297,579	\$ 307,960	\$ 314,936

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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
2014 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.

2014 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	2008	2009	2010	2011	2012
Sponsors per Council meeting	14	13	18	16	19
Annual Revenue Generated	\$7,400	\$5,898	\$9,845	\$8,276	\$10,557
Calls per Month	1,600	1,600	1,600	1,600	1,600
Web site hits (avg monthly)	25,500	18,333	21,500	33,200	20,200
Implementation of Communication Plan	85%	87%	87%	89%	90%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 156,489	\$ 161,288	\$ 169,640	\$ 196,762	\$ 196,762
Mtce & Operations	39,880	39,234	42,645	44,420	44,420
Capital	1,916	1,018	10,000	6,000	6,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 198,284	\$ 201,540	\$ 222,285	\$ 247,182	\$ 247,182
Director: Pete Haga					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 203,094	\$ 212,051	\$ 218,230	\$ 228,090	\$ 234,710
Mtce Operations	45,678	46,974	48,307	49,681	51,097
Capital	34,000	23,000	10,000	23,500	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 282,772	\$ 282,025	\$ 276,537	\$ 301,271	\$ 285,807

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	1.70
Total Classified(Permanent)	2.50	2.50	2.50	2.50	2.70
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	2.70

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

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Expenditures					
Personnel Services(1)	\$ 127,704	\$ 129,244	\$ 614,043	\$ 709,249	\$ 709,249
Mtce & Operations	1,290,579	626,985	1,540,925	1,620,040	1,620,040
Capital	104,211	89,295	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	762,515	2,165,426	695,053	769,928	769,928
Totals	\$ 2,285,009	\$ 3,010,949	\$ 2,850,021	\$ 3,099,217	\$ 3,099,217
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.					

Projection Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 780,326	\$ 861,928	\$ 955,630	\$ 1,063,241	\$ 1,186,845
Mtce Operations	1,704,427	1,796,650	1,900,463	2,012,826	2,132,970
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	826,804	881,045	904,662	928,986	954,037
Totals	\$ 3,311,557	\$ 3,539,623	\$ 3,760,755	\$ 4,005,053	\$ 4,273,852

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.

2014 Objectives

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

Statistics	2008	2009	2010	2011	2012
Percentage of salary line increase overall (City Council goal is to maintain 100% of defined market midpoint)	3.07%	3.45%	3.36%	1.72%	2.34%
Number of New Hires	29.00	28.00	30.00	30.00	42.00
Number Retired	3.00	15.00	11.00	15.00	14.00
Number Resigned	23.00	13.00	17.00	26.00	24.00
Number Terminated	1.00	2.00	-	2.00	3.00
Number Deceased	-	-	-	-	-

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Recommended	Budget	Budget
Expenditures					
Personnel Services	\$ 450,680	\$ 513,970	\$ 585,690	\$ 617,718	\$ 617,718
Mtce & Operations	103,438	105,285	105,811	116,780	116,780
Capital	370	9,984	4,500	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 554,488	\$ 629,238	\$ 696,001	\$ 734,498	\$ 734,498

Director: Daryl Hovland

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 633,918	\$ 655,001	\$ 671,627	\$ 694,551	\$ 712,258
Mtce Operations	118,431	120,114	121,830	123,581	125,366
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 752,349	\$ 775,115	\$ 793,457	\$ 818,132	\$ 837,624

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	3.00	1.00
Human Resource Generalist, Senior	-	-	-	-	2.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	-	-	-	-
Total Classified(Permanent)	5.00	5.00	5.00	6.00	6.00
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.10	-	-	-	-
Total FTE	5.10	5.00	5.00	6.00	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.

2014 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	2008	2009	2010	2011	2012
Customer Service Satisfaction Rate	97.00%	99.00%	98.50%	96.00%	98.50%
Complaints investigated within 24 hours	99.10%	99.10%	99.75%	99.20%	100.00%
Complaints resolved within 30 days	98.30%	97.68%	98.33%	97.35%	97.48%
Percent of pools coliform free	95.00%	94.15%	96.90%	97.05%	98.55%
Average restaurant inspection rating	93.75%	92.65%	93.68%	92.50%	92.48%
Age appropriate immunization rate for 2 year-olds	78.00%	60.00%	59.00%	68.00%	66.00%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 1,070,150	\$ 1,098,820	\$ 1,132,360	\$ 1,166,128	\$ 1,166,128
Mtce & Operations	67,836	62,515	79,015	80,612	80,612
Capital	1,921	15,210	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	3,500	3,500	3,500
Totals	\$ 1,139,907	\$ 1,176,545	\$ 1,214,875	\$ 1,250,240	\$ 1,250,240
Director: Don Shields					
(1) transfer to capital replacement fund					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 1,195,938	\$ 1,241,892	\$ 1,272,252	\$ 1,322,788	\$ 1,355,151
Mtce Operations	81,865	83,145	84,454	85,795	87,167
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(1)	3,500	3,500	3,500	3,500	3,500
Totals	\$ 1,281,303	\$ 1,328,537	\$ 1,360,206	\$ 1,412,083	\$ 1,445,818

(1) transfer to capital replacement fund

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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(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.

2014 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	2008	2009	2010	2011	2012
Age appropriate immunization rate for 2 year-olds(1)	78.00%	60.00%	59.00%	68.00%	66.00%
Satisfactory HIV/AIDS Client Counseling	100.00%	100.00%	100.00%	100.00%	100.00%
Achieve 100% TB Treatment Completion	68.00%	79.00%	79.00%	70.00%	78.00%

	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 237,933	\$ 251,189	\$ 290,263	\$ 275,730	\$ 275,730
Mtce & Operations	109,802	81,125	74,655	95,770	95,770
Capital	2,454	510	1,400	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 350,189	\$ 332,824	\$ 366,318	\$ 371,500	\$ 371,500
Director: Don Shields					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 275,730	\$ 275,730	\$ 275,730	\$ 275,730	\$ 275,730
Mtce Operations	95,770	95,770	95,770	95,770	95,770
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 371,500				

Staffing Chart(1)	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Team Leader(1)	0.30	0.40	0.40	0.60	0.60
Public Health Nurse (1)	2.45	3.00	3.00	2.15	2.15
Public Health Nurse *	0.50	0.40	0.40	-	-
Total Classified(Permanent)	2.75	3.40	3.40	2.75	2.75
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.50	0.40	0.40	-	-
Total FTE	3.25	3.80	3.80	2.75	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
2014 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.

2014 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	2008	2009	2010	2011	2012
Certified Restaurant Managers- Trained	78.65%	75.80%	75.50%	75.00%	89.15%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -		\$ -
Mtce & Operations	4,230	4,684	8,350	8,200	8,200
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 4,230	\$ 4,684	\$ 8,350	\$ 8,200	\$ 8,200

Director: Don Shields

Projection	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Department Summary					
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	8,200	8,200	8,200	8,200	8,200
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 8,200				

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

2014 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	2008	2009	2010	2011	2012
Provide Satisfactory Customer Service	97.00%	99.00%	99.00%	96.00%	98.50%
Assess 90% of clients for Tobacco use and offer resources to quit	N/A	N/A	84.17%	97.80%	94.10%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 96,852	\$ 108,727	\$ 98,692	\$ 93,820	\$ 93,820
Mtce & Operations	61,192	73,378	40,801	45,949	45,949
Capital	10,882	2,648	1,000	724	724
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 168,926	\$ 184,753	\$ 140,493	\$ 140,493	\$ 140,493
Director: Don Shields					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 93,820	\$ 93,820	\$ 93,820	\$ 93,820	\$ 93,820
Mtce Operations	45,949	45,949	45,949	45,949	45,949
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 139,769				

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Health Nurse	0.45	0.65	0.65	0.70	0.70
Office Specialist	0.50	0.50	0.50	-	-
Regional Env. Health Specialist Sr.	0.25	0.25	0.25	-	-
Administrative Specialist*	-	0.10	0.10	0.10	0.10
Public Health Nurse *	0.15	-	-	-	-
Total Classified(Permanent)	1.20	1.40	1.40	0.70	0.70
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.15	-	0.10	0.10	0.10
Total FTE	1.35	1.40	1.50	0.80	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.

2014 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	2008	2009	2010	2011	2012
Positively influence lifestyle behaviors	83.5%	84.6%	84.0%	84.0%	73.0%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 28,673	\$ 28,013	\$ 30,656	\$ 34,505	\$ 34,505
Mtce & Operations	5,051	6,760	3,344	3,495	3,495
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 33,725	\$ 34,773	\$ 34,000	\$ 38,000	\$ 38,000

Director: Don Shields

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 34,505	\$ 34,505	\$ 34,505	\$ 34,505	\$ 34,505
Mtce Operations	3,495	3,495	3,495	3,495	3,495
Capital					
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 38,000				

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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 48,960 total departments who have been rated by the Insurance Services Office (ISO), the Grand Forks Fire Department is one of 2,237 nationwide and one of only 4 within the state of North Dakota to have attained an ISO Public Protection Classification (PPC) rating of 3 – 716 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.

2014 Objectives

To meet the national standard of less than 5 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 further develop public fire education as a fire prevention tool to the citizens of Grand Forks.

Statistics	2008	2009	2010	2011	2012
Average response time (in minutes)	4.25	3.95	3.89	4.01	3.61
Number of fire alarms	570	516	535	632	594
ISO Fire Insurance Rating	3	3	3	3	3
# Fire Code Inspections	1350	1367	1289	931	1001
Avg # violations found per building	2.01	2.60	2.34	3.20	3.45

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 5,173,244	\$ 5,322,514	\$ 5,561,618	\$ 5,796,876	\$ 5,796,876
Mtce & Operations	383,039	330,574	373,118	380,053	380,053
Capital	37,701	25,052	43,750	29,000	29,000
Debt Service	-	-	-	-	-
Transfers Out(1)	-	-	213,964	251,160	251,160
Totals	\$ 5,593,984	\$ 5,678,140	\$ 6,192,450	\$ 6,457,089	\$ 6,457,089
Director: Pete O'Neill					
(1) transfer to capital replacement fund					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services(1)	\$ 5,947,566	\$ 7,265,529	\$ 7,449,437	\$ 7,771,764	\$ 7,968,103
Mtce Operations	77,150	453,211	478,586	505,927	535,408
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out(2)	304,660	741,780	297,335	341,335	286,500
Totals	\$ 6,329,376	\$ 8,460,520	\$ 8,225,358	\$ 8,619,026	\$ 8,790,011

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

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	-	-
Fire Battalion Chief	3.00	3.00	3.00	4.00	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	15.00	15.00	15.00	18.00	18.00
Firefighter(1)	15.00	15.00	15.00	12.00	12.00
Fleet Maintenance Mechanic, Lead	-	-	1.00	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	-	-	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	1.00	1.00
Office Specialist, Senior	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 35% of the cases in 2012 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.

2014 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, unbiased, and reliable adjudication of cases.

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	2008	2009	2010	2011	2012
Cases tried within 90 days on intake	100%	94%	94%	100%	95%
Collections posted within 24 hours	100%	100%	100%	100%	100%
*excluding fines					

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Recommended	Budget	Budget
Expenditures					
Personnel Services	\$ 249,380	\$ 240,687	\$ 253,991	\$ 272,260	\$ 272,260
Mtce & Operations	357,589	347,741	369,931	372,981	372,981
Capital	-	3,365	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 606,970	\$ 591,792	\$ 623,922	\$ 645,241	\$ 645,241
Director: Judge Alvin O. Boucher					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 278,945	\$ 289,245	\$ 296,238	\$ 307,525	\$ 314,957
Mtce Operations	380,006	387,171	394,486	401,948	409,561
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 658,951	\$ 676,416	\$ 690,724	\$ 709,473	\$ 724,518

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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
2014 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 44,860 calls for service in 2012. 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 2 minutes and 57 seconds in 2012.

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 2012, the department investigated 1,367 reportable accidents and issued 10,656 citations.

2014 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	2008	2009	2010	2011	2012
Number of citizen complaints officially filed	15	14	15	13	11
Grant/Financial reports completed	64	111	118	94	91
Average Response time Priority 1 calls	3 min 12 sec	3 min 3 sec	2min55sec	3min12sec	2min57sec
Citizen Contacts	25,500	26,250	57,303	62,756	47,019
Percent of cases cleared	55%	60%	70%	63%	49%
Average training hours/sworn officers	90	99	84.6	113.9	88.0
Submitted WSI On-Duty Injury Claims	16	10	12	8	14
Reports completed and filed	10,445	10,012	9,792	9,193	9,923

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ 6,990,839	\$ 7,206,346	\$ 7,601,966	\$ 7,926,345	\$ 7,926,345
Mtce & Operations	788,361	875,499	952,083	1,005,367	1,005,367
Capital	259,300	186,313	362,460	394,720	394,720
Debt Service	-	-	-	-	-
Transfers Out	50,000	-	-	-	-
Totals	\$ 8,088,499	\$ 8,268,158	\$ 8,916,509	\$ 9,326,432	\$ 9,326,432
Director: John Packett					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services(1)	\$ 8,138,603	\$ 8,457,867	\$ 8,672,401	\$ 9,023,383	\$ 9,252,276
Mtce Operations	1,047,680	1,093,105	1,141,930	1,194,474	1,251,083
Capital	290,576	298,795	307,264	315,990	324,983
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 9,476,859	\$ 9,849,767	\$ 10,121,595	\$ 10,533,847	\$ 10,828,342

(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 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	7.00	7.00	7.00
Police Sargeant	13.00	13.00	13.00	13.00	13.00
Corporals	30.00	35.00	34.00	32.00	31.00
Police Officer (1)	25.00	20.00	20.00	26.00	27.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	1.00	1.00	1.00
Property/Evidence Technician	1.00	1.00	-	-	-
Administrative Services Coordinator	-	-	-	-	1.00
Administrative Specialist, Senior	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)	5.00	4.00	4.00	4.00	4.00
Community Service Officer **	-	-	-	-	-
Total Classified(Permanent)	90.00	89.00	89.00	93.00	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)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	91.00	90.00	90.00	94.00	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. Manage the facility demonstrating a commitment to cost-effectiveness and efficiency.

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,

2014 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	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
	Actual	Actual	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 125,414	\$ 131,995	\$ 132,280	\$ 139,277	\$ 139,277
Mtce & Operations	116,734	134,405	173,987	173,987	173,987
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 242,149	\$ 266,399	\$ 306,267	\$ 313,264	\$ 313,264
Director: John Packett					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 142,086	\$ 148,494	\$ 151,474	\$ 158,621	\$ 161,782
Mtce Operations	185,688	198,428	212,310	227,441	243,946
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 327,774	\$ 346,922	\$ 363,784	\$ 386,062	\$ 405,728

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Building Maintenance, lead	1.00	1.00	-	1.00	1.00
Building Maintenance Worker	-	-	1.00	1.00	1.00
Building & Grounds Worker	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. Manage the facility demonstrating a commitment to cost-effectiveness and efficiency.

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.

2014 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	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	16,598	10,899	16,021	16,819	16,819
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 16,598</u>	<u>\$ 10,899</u>	<u>\$ 16,021</u>	<u>\$ 16,819</u>	<u>\$ 16,819</u>
Director: John Packett					

Department Summary	2015	2016	2017	2018	2019
	Projected Budget				
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	18,074	19,441	20,796	22,418	24,186
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 18,074</u>	<u>\$ 19,441</u>	<u>\$ 20,796</u>	<u>\$ 22,418</u>	<u>\$ 24,186</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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	49,706	53,511	48,108	48,108	48,108
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 49,706	\$ 53,511	\$ 48,108	\$ 48,108	\$ 48,108

Director: Jim Campbell

Projection Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 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.

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.

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 Police Department will continue to utilize the Public Safety Training Center to advance its goal of providing high quality law enforcement training to officers of the Grand Forks Police Department and the surrounding region. The PSTC will continue to be a critical piece in our continuing partnership with Lake Region State College in the annual hosting of the Peace Officer Training Academy.

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.

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

2014 Objectives

Advance training opportunities for an ever increasing number of students.

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

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	43,950	51,881	64,584	64,584	64,584
Capital	1,894	2,840	50,500	500	500
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 45,844</u>	<u>\$ 54,721</u>	<u>\$ 115,084</u>	<u>\$ 65,084</u>	<u>\$ 65,084</u>
Director: Pete O'Neill					

Department Summary	2015	2016	2017	2018	2019
	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	<u>\$ 118,541</u>	<u>\$ 72,814</u>	<u>\$ 77,432</u>	<u>\$ 82,426</u>	<u>\$ 87,830</u>

**City of Grand Forks
2014 City Budget**

**Departmental Summaries
General Fund – Highways and Streets - Street**

Mission Statement

To provide for efficient and effective maintenance of City Streets and designated public areas for increased safety in passage and use by the traveling public.

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 streets snow removal and ice control, sweeping, signage and striping, alley maintenance, crack sealing, mowing, and pothole patching.

2014 Objectives

To sweep the City streets from April through October to strive for dust and storm sewer debris control, thereby

assisting with the overall air and water quality in Grand Forks as part of the City's Storm Water Pollution Prevention Program.

To maintain public median and berm areas by providing for mowing, trimming, and snow hauling for increased travel safety for pedestrians and vehicle operators.

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

To provide for prioritized snow removal, ice pre-treatment and/or street sanding as necessary to provide for passage by emergency, public transportation and passenger vehicles, as well as to provide for pedestrian/recreational passage in public areas.

To maintain adequate signage and pavement marking for increased visibility and improved traffic conditions.

Statistics	2008	2009	2010	2011	2012
Cost per lane mile swept	\$ 864	\$ 897	\$ 963	\$ 992	\$ 965
Cost per year for Pothole patching	\$ 226,724	\$ 235,525	\$ 252,690	\$ 260,458	\$ 253,324
Cost per lane mile for snow removal	\$ 2,051	\$ 2,131	\$ 2,286	\$ 2,357	\$ 2,292
Cost per lane mile for street marking	\$ 216	\$ 224	\$ 241	\$ 248	\$ 279

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
	Budget	Budget	Budget	Recommended	Budget
Expenditures					
Personnel Services	\$ 2,143,631	\$ 2,221,626	\$ 2,261,635	\$ 2,371,355	\$ 2,371,355
Mtce & Operations	1,250,727	1,059,732	1,391,055	1,415,831	1,415,831
Capital	326,472	337,558	385,000	400,000	400,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 3,720,831	\$ 3,618,917	\$ 4,037,690	\$ 4,187,186	\$ 4,187,186
Director: Todd Feland					
Street Superintendent: Mark Aubol					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Expenditures					
Personnel Services	\$ 2,429,193	\$ 2,520,813	\$ 2,580,073	\$ 2,680,903	\$ 2,744,028
Mtce Operations	1,471,514	1,531,190	1,595,226	1,664,025	1,738,025
Capital	400,000	400,000	400,000	400,000	400,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 4,300,707	\$ 4,452,003	\$ 4,575,299	\$ 4,744,928	\$ 4,882,053

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Works Director***	0.15	0.15	0.15	0.15	0.10
Street Maintenance Sperintendent	1.00	1.00	1.00	-	-
Street/Facility Maintenance Manager	-	-	-	1.00	1.00
Street Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Service Coordinator	0.15	0.15	0.15	-	-
Public Works/Sanitation Asset Manager	-	-	-	0.15	0.10
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	0.30	0.20
Administrative Specialist	0.50	0.15	0.15	-	-
Equipment Operator*	1.25	1.25	1.25	1.25	1.25
Total Classified(Permanent)	34.80	34.45	34.45	34.45	34.30
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.15	0.15	0.15	0.15	0.10
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	1.25	1.25	1.25	1.25	1.25
Total FTE	36.20	35.85	35.85	35.85	35.65

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. Per the Fund Balance Policy adopted 12/5/11 these funds may be used for special assessment deficiencies, infrastructure and pension needs.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	11,247	21,324	8,368	8,600	8,600
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	836,828	860,000	860,000
Totals	<u>\$ 11,247</u>	<u>\$ 21,324</u>	<u>\$ 845,196</u>	<u>\$ 868,600</u>	<u>\$ 868,600</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	598	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	36,615	48,115	59,431	158,374	158,374
Totals	<u>\$ 37,213</u>	<u>\$ 48,115</u>	<u>\$ 59,431</u>	<u>\$ 158,374</u>	<u>\$ 158,374</u>
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	7,102	6,018	5,148	4,565	4,132
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	710,226	601,781	514,762	456,532	413,250
Totals	\$ 717,328	\$ 607,799	\$ 519,909	\$ 461,098	\$ 417,382
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	115,547	93,037	63,377	47,848	43,064
Totals	\$ 115,547	\$ 93,037	\$ 63,377	\$ 47,848	\$ 43,064

**City of Grand Forks
2014 City Budget**

**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.

2014 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 implement energy efficiency projects as funding allows.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 517,331	\$ 524,133	\$ 526,365	\$ 556,951	\$ 556,951
Intergovernmental	11,082	11,901	11,226	11,226	11,226
Interest & Miscellaneous	4,156	3,580	430	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	43,000	-	-
Totals	\$ 532,569	\$ 539,614	\$ 581,021	\$ 568,177	\$ 568,177
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 1
Mtce & Operations	111,917	50,161	70,092	70,219	70,219
Capital	831	96,850	65,000	90,000	90,000
Debt Service	-	-	-	-	-
Transfers Out	398,218	399,656	401,680	402,281	402,281
Totals	\$ 510,966	\$ 546,667	\$ 536,772	\$ 562,500	\$ 562,501
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 615,769	\$ 646,922	\$ 683,108	\$ 721,319	\$ 760,895
Intergovernmental	11,226	11,226	11,226	11,226	11,226
Interest & Miscellaneous	54	1,295	4,322	4,997	6,222
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	5,677	129,534	288,104	333,140	414,818
Totals	\$ 632,726	\$ 788,977	\$ 986,760	\$ 1,070,682	\$ 1,193,161
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	71,914	74,405	77,176	80,078	83,077
Capital	30,000	30,000	30,000	30,000	30,000
Debt Service	-	-	-	-	-
Transfers Out	401,280	396,468	546,443	545,787	544,712
Totals	\$ 503,194	\$ 500,873	\$ 653,619	\$ 655,865	\$ 657,789

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

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 64,665	\$ 65,343	\$ 69,067	\$ 40,713	\$ 40,713
Intergovernmental	1,433	1,492	1,450	1,450	1,450
Interest & Miscellaneous	1,870	1,440	360	181	181
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	36,000	18,122	18,122
Totals	\$ 67,968	\$ 68,275	\$ 106,877	\$ 60,466	\$ 60,466
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	6,094	10,153	10,454	10,891	10,891
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	90,450	83,907	78,027	37,691	37,691
Totals	\$ 96,544	\$ 94,060	\$ 88,481	\$ 48,582	\$ 48,582
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 42,762	\$ 44,925	\$ 47,438	\$ 50,092	\$ 52,840
Intergovernmental	1,465	1,479	1,494	1,509	1,524
Interest & Miscellaneous	121	64	56	4	207
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	12,063	6,445	5,637	367	20,739
Totals	\$ 56,411	\$ 52,913	\$ 54,626	\$ 51,971	\$ 75,311
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	10,989	11,088	11,421	11,764	12,116
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	38,977	36,188	42,838	19,468	18,346
Totals	\$ 49,966	\$ 47,276	\$ 54,259	\$ 31,232	\$ 30,462

**City of Grand Forks
2014 City Budget**

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

Mission Statement

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

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

Program Description

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

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 337,709	\$ 342,654	\$ 362,216	\$ 416,899	\$ 416,899
Intergovernmental	7,252	7,787	7,000	7,000	7,000
Interest & Miscellaneous	3,109	4,021	1,100	250	250
Sale of Property	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	110,000	25,000	25,000
Totals	\$ 348,070	\$ 354,462	\$ 480,316	\$ 449,149	\$ 449,149
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	342,201	358,588	406,369	474,454	474,454
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	15,500	25,000	25,000	25,000	25,000
Totals	\$ 357,701	\$ 383,588	\$ 431,369	\$ 499,454	\$ 499,454
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 437,880	\$ 460,033	\$ 485,766	\$ 512,938	\$ 541,081
Intergovernmental	7,070	7,141	7,212	7,284	7,357
Interest & Miscellaneous	-	4	7	4	115
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	55,000	35,000	11,000	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	440	706	366	11,474
Totals	\$ 499,950	\$ 502,618	\$ 504,691	\$ 520,592	\$ 560,027
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	474,510	476,912	479,325	484,118	498,524
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	25,000	25,000	25,000	25,000	25,001
Totals	\$ 499,510	\$ 501,912	\$ 504,325	\$ 509,118	\$ 523,525

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

2014 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 2014, the transfer will not be made. We project small transfers from the Loan and Stabilization fund through 2019 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.

2014 Objectives

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

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Real Estate Taxes	\$ 193,992	\$ 196,029	\$ 207,200	\$ 219,849	\$ 219,849
Intergovernmental	4,154	4,453	3,300	3,550	3,550
Interest & Miscellaneous	(37)	133	244	-	-
Operating Revenue	-	-	-	-	-
Transfers In	36,615	48,115	59,431	54,776	54,776
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 234,725</u>	<u>\$ 248,730</u>	<u>\$ 270,175</u>	<u>\$ 278,175</u>	<u>\$ 278,175</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	240,689	263,104	270,175	278,175	278,175
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 240,689</u>	<u>\$ 263,104</u>	<u>\$ 270,175</u>	<u>\$ 278,175</u>	<u>\$ 278,175</u>
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 230,913	\$ 242,596	\$ 256,166	\$ 270,495	\$ 285,336
Intergovernmental	3,550	3,550	3,550	3,550	3,550
Interest & Miscellaneous	-	85	176	259	350
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	60,547	58,037	52,377	47,848	43,064
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	8,490	17,642	25,942	35,006
Totals	\$ 295,010	\$ 312,758	\$ 329,911	\$ 348,094	\$ 367,306
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	286,520	295,116	303,969	313,088	322,481
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 286,520	\$ 295,116	\$ 303,969	\$ 313,088	\$ 322,481

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.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	9,479	11,742	5,315	3,895	3,895
Operating Revenue	-	-	-	-	-
Transfers In	18,154	5,073	-	-	-
Cash Carryover-budget	-	-	531,518	389,526	389,526
Totals	\$ 27,633	\$ 16,815	\$ 536,833	\$ 393,421	\$ 393,421
Expenses					
Personnel Services	\$ 38,444	\$ 151,968	\$ 161,475	\$ 161,475	\$ 161,475
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 38,444	\$ 151,968	\$ 161,475	\$ 161,475	\$ 161,475
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	2,319	1,843	1,361	875	383
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	231,946	184,265	136,108	87,469	38,344
Totals	\$ 234,265	\$ 186,108	\$ 137,469	\$ 88,344	\$ 38,727
Expenditures					
Personnel Services	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,001
Mtce Operations	-	-	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,001

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 2015 budget process.

2014 Objectives

To continue to fund infrastructure needs in the community.

To accurately account for infrastructure funds.

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
General Sales Tax	\$ 3,552,964	\$ 3,908,492	\$ 3,730,610	\$ 3,842,528	\$ 3,842,528
Intergovernmental	60,541	11,002	-	-	-
Interest & Miscellaneous	58,866	105,432	29,650	42,163	42,163
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Reserve	-	-	30,000	30,000	30,000
Cash Carryover-budget	-	-	2,965,000	4,216,297	4,216,297
Totals	\$ 3,672,371	\$ 4,024,926	\$ 6,755,260	\$ 8,130,988	\$ 8,130,988
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	36,940	110,663	166,165	169,402	169,402
Capital	248,746	1,412,048	2,060,000	1,030,000	1,030,000
Debt Service	-	-	-	-	-
Transfers Out	1,860,386	1,747,381	1,869,881	1,961,710	1,961,710
Totals	\$ 2,146,072	\$ 3,270,092	\$ 4,096,046	\$ 3,161,112	\$ 3,161,112
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
General Sales Tax	\$ 3,919,379	\$ 3,997,766	\$ 4,077,721	\$ 4,159,276	\$ 4,242,461
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	99,398	100,338	121,991	137,010	177,958
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	50,000	50,000	200,000	1,500,000	700,000
Cash Carryover-budget	4,969,876	5,016,911	6,099,565	6,850,523	8,897,902
Totals	\$ 9,038,653	\$ 9,165,015	\$ 10,499,277	\$ 12,646,809	\$ 14,018,321
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	174,484	179,719	185,110	190,663	196,383
Capital	1,590,000	800,000	1,200,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	2,207,257	2,035,732	2,063,644	2,058,244	2,110,669
Totals	\$ 3,971,741	\$ 3,015,451	\$ 3,448,754	\$ 2,248,907	\$ 2,307,052

**City of Grand Forks
2014 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 needed.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	442,247	440	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 442,247	\$ 440	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ 442,347	\$ 40,809	-	-	\$ -
Mtce & Operations	-	19,631	-	-	-
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 442,347	\$ 60,440	\$ -	\$ -	\$ -
Director: Terry Hanson					

City of Grand Forks
2014 City Budget

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

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Finance & Support Services Manager	0.50	0.50	0.50	-	-
Housing Manager	-	-	-	-	-
Client Services Manager	-	-	-	-	-
Accountant	0.50	0.50	0.50	-	-
Housing Administrator	3.00	3.00	3.00	-	-
Accounting Technician	-	-	-	-	-
Housing Technician	2.00	2.00	1.00	-	-
Accounting Specialist	1.00	1.00	1.00	-	-
Office Specialist, Senior	1.50	1.20	0.60	-	-
Administrative Specialist	-	-	-	-	-
Community Betterment Specialist	-	-	-	-	-
Total Classified(Permanent)	8.50	8.20	6.60	-	-
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	8.50	8.20	6.60	-	-

**City of Grand Forks
2014 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 primarily for grant funds, the majority of which are provided by the US Departments of Housing and Urban Development (HUD). HUD funds are intended to principally benefit low-to-moderate income persons. Funding has also been provided recently from the Department of Energy, private grants, as well as local Beautification and Special Events Program funds. Funds are used to sustain community and neighborhood viability through

public facilities, housing, public services, economic development and energy efficiency projects.

2014 Objectives

To administer various projects that assist the needs of low to moderate income residents.

To assist in the preservation and creation of affordable housing.

Facilitate the revitalization of old neighborhoods.

To provide citizens and businesses with sustainable energy options.

Statistics	2008	2009	2010	2011	2012
American Dream Program - Expended/Households Served	\$393,500 / 30	\$710,000 / 61	\$283,285/33	\$107,766/17	\$49,285/12
HomeCents Rehab Loans (RRVCA)- Loans Closed	10	10	7	8	8
Public Services - Expended / Projects	\$187,600 / 12	\$175,000 / 12	\$150,000 / 11	\$150,000 / 10	\$120,000 / 12
Public Facility - Expended / Projects	\$271,077 / 3	\$350,780 / 4	\$312,642 / 6	\$464,092 / 5	\$964,619 / 5
Special Events - Expended / Events	\$106,500 / 14	\$109,697 / 19	\$112,998 / 23	\$110,728 / 21	\$112,943 / 24
Special Energy Conservation Projects - Expended	N / A	N / A	\$ 200,683	\$ 10,097	\$ 6,274
Residential Energy Efficiency Retrofit Loans - Revolving Loan Fund - Expended / Completed	N / A	N / A	\$97,915 / 15	\$16,000 / 2	\$24,000 / 3
Public Building Energy Efficiency Audits - Upgrades - Expended	N / A	N / A	\$ 20,176	\$ 97,912	\$ 231,536

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	1,508,927	1,581,972	735,000	705,000	705,000
Interest & Miscellaneous	1,268,160	1,468,133	691,364	532,770	532,770
Charge for Services	50,653	59,404	-	5,000	5,000
Proceeds of Notes	-	-	-	-	1
Transfers In	281,063	223,784	298,138	307,401	307,401
Cash Carryover-budget	-	-	1,642,848	642,005	642,005
Totals	\$ 3,108,804	\$ 3,333,293	\$ 3,367,350	\$ 2,192,176	\$ 2,192,177
Expenses					
Personnel Services	\$ 262,120	\$ 239,115	\$ 324,843	\$ 372,922	\$ 372,922
Mtce & Operations	3,202,323	2,335,158	2,985,707	1,819,254	1,819,254
Capital	36,503	602,532	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	380,600	56,800	-	-
Totals	\$ 3,500,945	\$ 3,557,405	\$ 3,367,350	\$ 2,192,176	\$ 2,192,176

Director: Greg Hoover

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	829,069	837,518	859,851	919,059	915,122
Interest & Miscellaneous	774,470	778,314	767,685	50,720,488	731,748
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	676,628	310,453	319,766	329,359	337,240
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	1,080,580	2,170,631	3,270,206	4,379,360
Totals	\$ 2,280,167	\$ 3,006,865	\$ 4,117,933	\$ 55,239,112	\$ 6,363,470
Expenditures					
Personnel Services	\$ 360,823	\$ 365,394	\$ 370,100	\$ 374,949	\$ 369,943
Mtce Operations	463,546	470,839	477,627	489,803	495,382
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	375,218	-	-	-	-
Totals	\$ 1,199,587	\$ 836,233	\$ 847,727	\$ 864,752	\$ 865,325

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Finance & Support Services Manager	0.25	0.25	0.50	-	-
Community Development/Manager	0.75	0.75	0.75	1.00	-
Community Development Specialist(1)	-	-	-	-	1.00
Accountant	0.25	0.25	0.25	-	-
Construction Compliance Officer(1)	0.50	0.50	0.50	0.50	0.50
Program Compliance Officer	0.68	0.75	0.75	1.00	1.00
Accounting Technician	0.50	0.50	0.50	-	-
Administrative Sepcialist Sr.	-	-	-	0.30	0.30
Office Specialist, Senior	0.90	0.50	0.50	-	-
Grant Accountant, Sr.	-	-	-	0.175	0.175
Buildings & Grounds Worker**	-	-	-	-	1.00
Community Betterment Specialist	0.75	0.80	0.80	1.00	-
Energy Sustainability Coordinator**	-	1.00	0.80	1.00	1.00
Crew Leader*	-	-	-	-	-
Total Classified(Permanent)	3.83	3.50	3.75	3.98	3.98
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	0.75	1.80	1.60	1.00	1.00
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	4.58	5.30	5.35	4.98	4.98

**City of Grand Forks
2014 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.

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.

2014 Objectives

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

Ensure that 80% of Health Tracks clients have a dental home.

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.

Increase the proportion of employers that have worksite lactation support programs in Grand Forks County (Healthy People 2010).

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.

Provide culturally competent health support services to newly resettled refugees.

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.

Statistics	2008	2009	2010	2011	2012
Age appropriate immunization rate for 2 year-olds	74%	63%	59%	68%	66%
Employers with Worksite Lactation Program*	N/A	N/A	N/A	N/A	2
To Provide Satisfactory Customer Service	97%	99%	98.5%	96.0%	98.5%
Satisfactory HIV/AIDS Client Counseling	100%	100%	100%	100%	100%

* New metric beginning in 2012

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ 909,553	\$ 885,975	\$ 891,363	\$ 825,791	\$ 825,791
Interest & Miscellaneous	11,000	10,998	11,000	11,158	11,158
License & Permit Fees	-	-	-	-	-
Charge for Services	5,208	1,956	11,500	13,500	13,500
Transfers In	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
Totals	\$ 925,760	\$ 898,929	\$ 913,863	\$ 850,449	\$ 850,449
Expenses					
Personnel Services	\$ 676,516	\$ 720,839	\$ 742,709	\$ 747,562	\$ 747,562
Mtce & Operations	179,308	131,301	144,654	102,887	102,887
Capital	23,682	-	1,500	-	-
Debt Service	-	-	-	-	-
Transfers Out	6,150	25,000	25,000	-	-
Totals	\$ 885,656	\$ 877,140	\$ 913,863	\$ 850,449	\$ 850,449

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental	\$ 864,470	\$ 890,404	\$ 917,116	\$ 944,629	\$ 972,968
Interest & Miscellaneous	27,786	28,667	33,889	35,039	40,888
License & Permit Fees					
Charges for Services					
Transfers In					
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-Budget	-	-	-	-	-
Totals	\$ 892,256	\$ 919,071	\$ 951,005	\$ 979,668	\$ 1,013,856
Expenditures					
Personnel Services	\$ 784,304	\$ 808,987	\$ 838,719	\$ 865,109	\$ 896,949
Mtce Operations	104,952	107,084	109,286	111,559	113,908
Capital	3,000	3,000	3,000	3,000	3,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 892,256	\$ 919,071	\$ 951,005	\$ 979,668	\$ 1,013,857

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	0.75	0.75	0.75	-	-
Environmental Health Specialist****	-	-	-	1.00	1.00
Public Health Nurse****	3.95	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	2.00	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****	0.50	0.50	0.50	0.50	0.50
Regional Bioterrorism Coordinator**	-	-	-	-	-
Regional Environmental Health Specialist, Sr**	-	-	-	-	-
Total Classified(Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	9.90	9.90	9.90	10.85	10.85
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	9.90	9.90	9.90	10.85	10.85

**City of Grand Forks
2014 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

2014 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	2008	2009	2010	2011	2012
Complaints investigated within 24 hours	99.10%	99.10%	99.75%	99.20%	100.00%
Complaints resolved within 30 days	98.3%	97.7%	98.33%	97.35%	97.48%

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Real Estate Taxes	\$ 2,874	\$ 2,904	\$ 3,070	\$ 3,257	\$ 3,257
Intergovernmental	61	66	-	-	-
Interest & Miscellaneous	162	224	-	-	-
Operating Revenue	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 3,097	\$ 3,194	\$ 3,070	\$ 3,257	\$ 3,257
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	1,821	2,835	3,070	3,257	3,257
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,821	\$ 2,835	\$ 3,070	\$ 3,257	\$ 3,257
Director: Don Shields					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 3,421	\$ 3,594	\$ 3,795	\$ 4,007	\$ 4,227
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 3,421	\$ 3,594	\$ 3,795	\$ 4,007	\$ 4,227
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	3,369	3,536	3,753	3,958	4,169
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 3,369	\$ 3,536	\$ 3,753	\$ 3,958	\$ 4,169

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

Mission Statement

To provide a single point of contact for the citizens, visitors, and emergency responders and Grand Forks County and cities therein for immediate and direct access to fire, police, and medical services.

Vision: We are dedicated to serving as a vital link between the public and public safety organizations. We strive for excellence through integrity, leadership, training, and teamwork.

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, rural fire, rural ambulance, 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

2014 Objectives

- Review and update personnel training plan and enhance succession planning model for attrition.
- Enhance Public Relations Program that describe the service we provide to our citizens.
- Continue to work to leverage cost savings through regional and statewide venues where possible.
- Enhance Quality Assurance / Quality Control Program.

City of Grand Forks
2014 City Budget

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

Statistics	2008	2009	2010	2011	2012
PSAP Cost share to City	\$ 558,217	\$ 499,551	\$ 590,710	\$ 632,361	\$ 851,138
PSAP Cost share to County	\$ 120,046	\$ 111,874	\$ 135,604	\$ 153,150	\$ 210,252
PSAP cost share to UND	\$ 86,605	\$ 76,913	\$ 87,307	\$ 85,962	\$ 101,841

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ 10,833	\$ -	\$ -	\$ -
Interest & Miscellaneous	6,101	7,124	5,914	2,587	2,587
License & Permit Fees	22,000	24,020	22,000	24,000	24,000
Charge for Services	243,112	242,117	248,390	286,315	286,315
Transfers In	748,953	783,845	926,664	1,005,909	1,005,909
Cash Carryover-budget	-	-	295,717	258,671	258,671
Totals	\$ 1,020,166	\$ 1,067,939	\$ 1,498,685	\$ 1,577,482	\$ 1,577,482
Expenses					
Personnel Services	\$ 1,077,009	\$ 1,132,826	\$ 1,221,339	\$ 1,313,155	\$ 1,313,155
Mtce & Operations	25,761	43,533	49,629	48,675	48,675
Capital	-	492	7,000	7,000	7,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,102,770	\$ 1,176,851	\$ 1,277,968	\$ 1,368,830	\$ 1,368,830

PSAP Director: Becky Ault

Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	4,173	3,812	3,458	3,111	3,471
License & Permit Fees	24,000	24,000	24,000	24,000	24,000
Charges for Services	284,692	292,504	300,545	316,977	325,333
Transfers In	923,992	949,711	976,180	1,030,270	1,057,777
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	208,652	190,615	172,917	155,567	173,569
Totals	\$ 1,445,509	\$ 1,460,642	\$ 1,477,100	\$ 1,529,925	\$ 1,584,150
Expenditures					
Personnel Services	\$ 1,204,224	\$ 1,236,683	\$ 1,270,114	\$ 1,304,549	\$ 1,340,018
Mtce Operations	43,670	44,042	44,420	44,807	45,202
Capital	7,000	7,000	7,000	7,000	7,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,254,894	\$ 1,287,725	\$ 1,321,534	\$ 1,356,356	\$ 1,392,220

City of Grand Forks
2014 City Budget

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

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
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	9.00	9.00
911 Dispatcher Trainee	-	-	-	2.00	2.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified(Permanent)	15.00	15.00	15.00	16.00	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	17.00	17.00

**City of Grand Forks
2014 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.

2014 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	2008	2009	2010	2011	2012
Number of 911 Calls*	19,885	21,929	22,366	24,595	41,332
Incidents Requiring 911 Assistance	65,263	64,210	64,447	67,517	75,913

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Other Taxes	\$ 741,584	\$ 725,864	\$ 742,954	\$ 742,954	\$ 742,954
Intergovernmental	74,843	94,804	76,725	76,725	76,725
Interest & Miscellaneous	6,171	8,613	9,809	4,217	4,217
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	500	-	-	-
Cash Carryover-budget	-	-	490,450	421,743	421,743
Totals	\$ 822,597	\$ 829,781	\$ 1,319,938	\$ 1,245,639	\$ 1,245,639
Expenses					
Personnel Services	\$ 12,938	\$ 12,939	\$ 13,018	\$ -	\$ -
Mtce & Operations	467,941	455,602	508,127	510,456	510,456
Capital	6,291	28,879	87,500	62,500	62,500
Debt Service	10,585	16,200	-	11,080	11,080
Transfers Out	791,544	237,616	360,711	349,001	349,001
Totals	\$ 1,289,298	\$ 751,236	\$ 969,356	\$ 933,037	\$ 933,037

PSAP/E911 Director: Becky Ault

City of Grand Forks
2014 City Budget

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

Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Other Taxes	\$ 742,954	\$ 746,542	\$ 750,203	\$ 753,939	\$ 757,751
Intergovernmental	76,725	75,958	75,198	74,446	73,702
Interest & Miscellaneous	6,252	6,772	5,174	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	312,602	338,575	258,702	(59,774)	(8,543)
Totals	\$ 1,138,533	\$ 1,167,847	\$ 1,089,277	\$ 768,611	\$ 822,910
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	449,612	454,171	459,315	442,686	496,625
Capital	35,000	135,000	365,000	-	40,000
Debt Service	-	-	-	-	-
Transfers Out	315,346	319,974	324,736	334,468	339,417
Totals	\$ 799,958	\$ 909,145	\$ 1,149,051	\$ 777,154	\$ 876,042

**City of Grand Forks
2014 City Budget**

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

Mission Statement

To account for the operation of a fund, which provides funding in the event of an emergency.

accordance with State Law Section 57-15-48 and limited to unexpended funds equal to five dollars per capita or five mills on the taxable valuation of the City, whichever is greater.

Program Description

The Emergency Levy fund is a fund used to account for the operation of a fund, which provides funding for use in the event of an emergency. Property taxes are levied in

2014 Objectives

To provide an accurate accounting for emergency levy funds.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 143,698	\$ 145,080	\$ 153,481	\$ 162,851	\$ 162,851
Intergovernmental	98,915	3,298	2,436	2,436	2,436
Interest & Miscellaneous	17,717	8,065	5,325	4,609	4,609
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	55,879	8,506	-	-	-
Cash Carryover-budget	-	-	355,000	460,944	460,944
Totals	\$ 316,209	\$ 164,949	\$ 516,242	\$ 630,840	\$ 630,840
Expenses					
Personnel Services	\$ 52,246	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	28,499	10,794	122,867	129,183	129,183
Capital	64,224	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	92,121	45,831	38,375	40,713	40,713
Totals	\$ 237,090	\$ 56,625	\$ 161,242	\$ 169,896	\$ 169,896
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 171,047	\$ 179,700	\$ 189,752	\$ 200,366	\$ 211,360
Intergovernmental	2,436	2,436	2,436	2,436	2,436
Interest & Miscellaneous	4,609	4,609	4,609	4,609	4,609
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	460,944	460,944	460,944	460,944	460,944
Totals	\$ 639,036	\$ 647,689	\$ 657,741	\$ 668,355	\$ 679,349
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	135,311	141,821	149,360	157,320	165,565
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	42,762	44,925	47,438	50,092	52,840
Totals	\$ 178,073	\$ 186,746	\$ 196,798	\$ 207,412	\$ 218,405

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 2014. 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

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	271,295	354,999	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 271,295	\$ 354,999	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ 7,022	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	13,373	2,450	-	-	-
Capital	251,009	352,549	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 271,404	\$ 354,999	\$ -	\$ -	\$ -
Director: Peter O'Neill					

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

2014 Objectives

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

Accurate and transparent accounting of grant funds.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
General Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	552,737	579,380	248,193	302,785	302,785
Interest & Miscellaneous	20,253	22,739	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	120,864	70,305	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 693,854	\$ 672,424	\$ 248,193	\$ 302,785	\$ 302,785
Expenses					
Personnel Services	\$ 311,409	\$ 300,074	\$ 58,707	\$ 57,918	\$ 57,918
Mtce & Operations	194,879	290,837	189,486	244,867	244,867
Capital	151,125	79,782	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 657,412	\$ 670,693	\$ 248,193	\$ 302,785	\$ 302,785
Director: John Packett					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	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	\$ 59,771	\$ 62,645	\$ 64,650	\$ 67,810	\$ 69,980
Mtce Operations	190,300	172,476	172,501	172,494	172,520
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
	2010	2011	2012	2013	2014
Police Officer****	5.00	5.00	5.00	1.00	1.00
Total Classified (Permanent)	-	-	-	-	-
Total Classified(Grant Funded)****	5.00	5.00	5.00	1.00	1.00
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	5.00	5.00	5.00	1.00	1.00

**City of Grand Forks
2014 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.

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.

Special Events – new or expanding events that promote the City as a center for entertainment, recreation, and tourism.

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.

2014 Objectives

To efficiently and timely administer programs.

To evaluate and revise programs where necessary.

Statistics	2008	2009	2010	2011	2012
Beautification Projects	1	1	2	4	4
Special Events - Number	13	17	23	20	24
Arts Events - Number	48	14	14	15	17

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
General Sales Tax	\$ 1,872,312	\$ 2,059,665	\$ 1,965,927	\$ 2,024,904	\$ 2,024,904
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	23,673	74,195	11,705	20,495	20,495
License & Permit Fees	-	-	-	-	-
Charge for Services	15,805	24,057	20,000	20,000	20,000
Transfers In	-	-	-	34,757	34,757
Cash Carryover-budget	-	-	1,030,303	1,366,344	1,366,344
Totals	\$ 1,911,790	\$ 2,157,917	\$ 3,027,935	\$ 3,466,500	\$ 3,466,500
Expenses					
Personnel Services	\$ 53,020	\$ 66,247	\$ 70,000	\$ 70,000	\$ 70,000
Mtce & Operations	584,737	823,615	958,934	900,430	900,430
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	828,491	834,899	971,679	929,288	929,288
Totals	\$ 1,466,248	\$ 1,724,761	\$ 2,000,613	\$ 1,899,718	\$ 1,899,718
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2018 Projected Budget
Revenues					
General Sales Tax	\$ 2,065,402	\$ 2,106,710	\$ 2,148,844	\$ 2,191,821	\$ 2,235,658
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	31,336	41,233	51,780	66,255	70,104
License & Permit Fees	-	-	-	-	-
Charges for Services	20,000	20,000	20,000	20,000	20,001
Transfers In	-	-	34,757	46,139	53,554
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	1,566,782	2,061,632	2,589,017	3,312,728	3,505,206
Totals	\$ 3,683,520	\$ 4,229,575	\$ 4,844,398	\$ 5,636,943	\$ 5,884,523
Expenditures					
Personnel Services	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Mtce Operations	810,477	819,287	828,273	812,438	821,786
Capital	-	-	-	-	-
Debt Service	-	-	-	583,900	583,900
Transfers Out	741,411	751,271	633,397	665,399	673,361
Totals	\$ 1,621,888	\$ 1,640,558	\$ 1,531,670	\$ 2,131,737	\$ 2,149,047

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

2014 Objectives

To provide entertainment and promote cultural awareness in the community.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 15,806	\$ 15,973	\$ 16,883	\$ 17,914	\$ 17,914
Intergovernmental	339	363	260	260	260
Interest & Miscellaneous	51	76	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	3,000	3,000	3,000
Totals	\$ 16,196	\$ 16,412	\$ 20,143	\$ 21,174	\$ 21,174
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	16,430	16,246	17,143	18,174	18,174
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 16,430	\$ 16,246	\$ 17,143	\$ 18,174	\$ 18,174
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ 18,815	\$ 19,767	\$ 20,873	\$ 22,040	\$ 23,250
Intergovernmental	260	260	260	260	261
Interest & Miscellaneous	30	30	30	30	31
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	3,000	3,000	3,000	3,000	3,001
Totals	\$ 22,105	\$ 23,057	\$ 24,163	\$ 25,330	\$ 26,543
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	19,015	20,057	21,163	22,330	23,540
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 19,015	\$ 20,057	\$ 21,163	\$ 22,330	\$ 23,540

**City of Grand Forks
2014 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.

2014 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	2008	2009	2010	2011	2012
Number of Items Borrowed	876,287	852,129	863,230	775,691	818,907
Door Count	306,559	283,956	271,540	272,363	231,948

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Real Estate Taxes	\$ 1,373,852	\$ 1,392,378	\$ 1,471,887	\$ 1,558,484	\$ 1,558,484
Intergovernmental	699,993	675,475	581,535	670,500	670,500
Interest & Miscellaneous	22,064	31,143	14,000	19,000	19,000
License & Permit Fees	-	-	-	-	-
Charge for Services	44,739	45,765	38,200	38,200	38,200
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	500,000	600,000	600,000
Totals	\$ 2,140,648	\$ 2,144,761	\$ 2,605,622	\$ 2,886,184	\$ 2,886,184
Expenses					
Personnel Services	\$ 1,168,772	\$ 1,192,216	\$ 1,415,630	\$ 1,552,989	\$ 1,552,989
Mtce & Operations	506,043	375,326	466,469	772,695	772,695
Capital	234,689	238,129	267,774	260,500	260,500
Debt Service	-	-	-	-	-
Transfers Out	-	300,000	-	300,000	300,000
Totals	\$ 1,909,505	\$ 2,105,671	\$ 2,149,873	\$ 2,886,184	\$ 2,886,184
Director: Wendy Wendt					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ 1,636,918	\$ 1,719,733	\$ 1,815,930	\$ 1,917,507	\$ 2,022,713
Intergovernmental	690,615	711,333	732,673	754,654	777,293
Interest & Miscellaneous	4,000	5,862	5,131	4,905	5,231
License & Permit Fees	-	-	-	-	-
Charges for Services	38,200	38,200	38,200	38,200	38,200
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	300,000	186,082	113,072	90,534	123,094
Totals	\$ 2,669,733	\$ 2,661,210	\$ 2,705,006	\$ 2,805,800	\$ 2,966,531
Expenditures					
Personnel Services	\$ 1,627,538	\$ 1,676,363	\$ 1,758,330	\$ 1,811,081	\$ 1,865,413
Mtce Operations	603,481	611,564	588,124	595,567	603,144
Capital	252,632	260,211	268,018	276,058	284,340
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 2,483,651	\$ 2,548,138	\$ 2,614,472	\$ 2,682,706	\$ 2,752,897

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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes		\$ -	\$ -	\$ -	\$ -
Intergovernmental		-	-	-	-
Interest & Miscellaneous	855	3,773	1,000	1,000	1,000
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	300,000	-	300,000	300,000
Cash Carryover-budget	-	-	362,500	362,500	362,500
Totals	\$ 855	\$ 303,773	\$ 363,500	\$ 663,500	\$ 663,500
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	623,500	623,500
Capital	-	-	-	40,000	40,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 663,500	\$ 663,500
Director: Wendy Wendt					

**City of Grand Forks
2014 City Budget**

**Departmental Summaries (continued)
Special Revenue Fund – Culture and Recreation – Community Enhancement**

Mission Statement

To provide an accurate accounting for grant proceeds received for the purpose of enhancing our community.

Program Description

This fund was created to support the strategic priorities and initiatives of the City of Grand Forks with the leveraging of local resources with State, Federal and Foundation funding. The Community Enhancement Grant Fund is used to accept and administer external funding, primarily grant funding, that support strategic

initiatives of the City of Grand Forks and its partners. This includes providing an efficient, interdepartmental grant search, application and function and therefore avoids more costly duplicative efforts. This fund is also used to provide for adequate tools and resources to perform this vital function of leveraging outside resources for community priorities.

There are no expenditures planned in 2014.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	66,166	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	11,500	11,500	11,500	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 11,500	\$ 77,666	\$ 11,500	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	64,332	-	-	-
Capital	11,500	13,334	11,500	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 11,500	\$ 77,666	\$ 11,500	\$ -	\$ -
Director: Maureen Storstad					

**City of Grand Forks
2014 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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	426,343	1,225,567	192,870	196,740	196,740
Interest & Miscellaneous	31,175	29,000	31,200	33,630	33,630
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 457,518	\$ 1,254,567	\$ 224,070	\$ 230,370	\$ 230,370
Expenses					
Personnel Services	\$ 44,114	\$ 79,244	\$ 46,065	\$ 52,255	\$ 52,255
Mtce & Operations	412,590	1,172,042	177,605	177,365	177,365
Capital	-	3,042	400	750	750
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 456,704	\$ 1,254,328	\$ 224,070	\$ 230,370	\$ 230,370
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	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	36,100	37,093	35,116	36,169
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 232,759	\$ 246,158	\$ 257,041	\$ 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

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. 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 2013 North Dakota Legislative Session also included a distribution to municipalities for street related projects. These monies are allocated for various street projects in 2013 and 2014.

The 2014 Adopted Budget also includes funding for the following:

- 17th Avenue South/Columbia Road Turn Lanes
- Extend S 34th St & Connect to 43rd Ave S & 40th Ave S
- Columbia Road – 36th to 40th Ave S
- Construct 24th Ave S – 48th to 46th
- N 55th Street - Gateway

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ 4,543,781	\$ 4,536,238	\$ 3,494,644	\$ 3,654,579	\$ 3,654,579
Interest & Miscellaneous	84,368	131,904	55,791	91,828	91,828
License & Permit Fees	-	-	-	-	-
Charge for Services	18,451	49,035	-	-	-
Transfers In	-	-	-	-	-
Reserve	-	-	1,350,000	1,320,000	1,320,000
Cash Carryover-budget	-	-	5,579,141	9,182,779	9,182,779
Totals	\$ 4,646,600	\$ 4,717,177	\$ 10,479,576	\$ 14,249,186	\$ 14,249,186
Expenses					
Personnel Services	\$ -	\$ 12,119	\$ -	\$ -	\$ -
Mtce & Operations	352,126	373,576	393,081	402,745	402,745
Capital	1,049,351	1,639,637	4,153,407	6,094,515	6,094,515
Debt Service	-	-	-	-	-
Transfers Out	1,764,866	825,515	1,301,328	1,239,723	1,239,723
Totals	\$ 3,166,343	\$ 2,850,847	\$ 5,847,816	\$ 7,736,983	\$ 7,736,983
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	4,764,216	4,877,143	4,993,457	5,113,261	5,236,659
Interest & Miscellaneous	65,122	37,265	(134)	6,605	(8,838)
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 4,829,338	\$ 4,914,408	\$ 4,993,323	\$ 5,119,866	\$ 5,227,821
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	412,878	423,314	434,063	445,135	456,539
Capital	6,555,546	8,267,901	2,652,687	6,135,015	8,410,005
Debt Service	-	-	-	-	-
Transfers Out	1,166,598	1,203,159	1,232,656	1,273,943	1,307,662
Totals	\$ 8,135,022	\$ 9,894,374	\$ 4,319,406	\$ 7,854,093	\$ 10,174,206

**City of Grand Forks
2014 City Budget**

**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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	2,621	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	1,517,539	269,405	296,582	296,582
Cash Carryover-budget	-	-	416,000	16,000	16,000
Totals	\$ -	\$ 1,520,160	\$ 685,405	\$ 312,582	\$ 312,582
Expenses					
Mtce & Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	416,000	16,000	16,000
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ 416,000	\$ 16,000	\$ 16,000

Director: Maureen Storstad

Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	332,775	337,877	334,146	335,050	341,012
Cash Carryover-budget	-	315,775	153,652	451,798	753,848
Totals	\$ 332,775	\$ 653,652	\$ 487,798	\$ 786,848	\$ 1,094,860
Expenditures					
Mtce Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	17,000	500,000	36,000	33,000	38,100
Transfers Out	-	-	-	-	-
Totals	\$ 17,000	\$ 500,000	\$ 36,000	\$ 33,000	\$ 38,100

**City of Grand Forks
2014 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.

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 is

certified 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.

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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	9,306	10,091	-	-	-
License & Permit Fees	-	-	-	-	-
Sale of Property	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 9,306</u>	<u>\$ 10,091</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	21,796	(4,792)	-	-	-
Capital	29,675	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	150,000	-	-	-
Totals	<u>\$ 51,471</u>	<u>\$ 145,208</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Allen Grasser					

**City of Grand Forks
2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	649	5,922	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	150,000	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 649	\$ 155,922	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	774	-	-	-	-
Capital	30,348	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 31,122	\$ -	\$ -	\$ -	\$ -
Director: Allen Grasser					
Assistant City Engineer: Mark Walker					

**City of Grand Forks
2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Interest & Miscellaneous	\$ 725	\$ 961	\$ -	\$ -	\$ -
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Totals	<u>\$ 725</u>	<u>\$ 961</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	<u>2,192</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 2,192</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Todd Feland					

**City of Grand Forks
2014 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	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	14,227	21,676	12,100	12,100	14,315
Charge for Services	-	-	-	-	-
Transfers In	100,000	125,000	200,000	200,000	250,000
Cash Carryover-budget	-	-	1,210,000	1,210,000	1,431,595
Totals	\$ 114,227	\$ 146,676	\$ 1,422,100	\$ 1,422,100	\$ 1,695,910
Expenses					
Mtce & Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	-	-	30,000
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Director: Allen Grasser

Department Summary	2015	2016	2017	2018	2019
	Projected Budget				
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	14,783	17,931	22,110	27,331	32,604
Charges for Services	-	-	-	-	-
Transfers In	300,000	400,000	500,000	500,000	200,000
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	1,478,286	1,793,069	2,211,000	2,733,110	3,260,441
Totals	\$ 1,793,069	\$ 2,211,000	\$ 2,733,110	\$ 3,260,441	\$ 3,493,045
Expenditures					
Mtce Operations	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -				

**City of Grand Forks
2014 City Budget**

**Departmental Summaries (continued)
Capital Project Funds – Permanent Flood Protection/Public Works – PWF Remodel**

Mission Statement

To account for the costs associated with the Public Works Facility remodel.

streets, sanitation, water, wastewater and stormwater departments. The cost of this project was shared between all of the users of the facility. No bonding was needed, as the City internally financed through the utility funds.

Program Description

The Public Works Facility (PWF) Remodel Fund is used to account for expenses related to the remodel of our Public Works Facility Building. This building is the home to

This project has been completed; therefore, no information is presented for subsequent years.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	1,361	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	64,000	7,768	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 65,361	\$ 7,768	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	262,559	(3,750)	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 262,559	\$ (3,750)	\$ -	\$ -	\$ -
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 included a residuals pond system upgrade project. This project involved 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 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 2014.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	1,810	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	3,800,000	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ 3,801,810	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	21,911	3,499,328	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 21,911	\$ 3,499,328	\$ -	\$ -	\$ -
Director: Todd Feland					

**City of Grand Forks
2014 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.

Program Description

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

Wastewater Fund. The 2014 budget includes the construction of a lift station.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	22	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Bond Proceeds	2,526,509	24,253	-	2,000,000	2,000,000
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 2,526,509	\$ 24,275	\$ -	\$ 2,000,000	\$ 2,000,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	2,138,149	184,614	-	2,000,000	2,000,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 2,138,149	\$ 184,614	\$ -	\$ 2,000,000	\$ 2,000,000
Director: Todd Feland					

**City of Grand Forks
2014 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 2014.

Program Description

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

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Bond Proceeds	37,089	4,699	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 37,089</u>	<u>\$ 4,699</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	27,428	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 27,428</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Todd Feland					

**City of Grand Forks
2014 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

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	430	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ -</u>	<u>\$ 430</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	120,632	14,686	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 120,632</u>	<u>\$ 14,686</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.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	4	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	48,000	40,000	50,000	50,000	50,000
Proceeds of Sidewalk Warrants	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 48,000</u>	<u>\$ 40,004</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	48,219	39,815	50,000	50,000	50,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 48,219</u>	<u>\$ 39,815</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Director: Allen Grasser					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	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
2014 City Budget**

Departmental Summaries (continued)

Capital Project Funds—Permanent Flood Protection/Public Works- 2008-2012 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.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	237,369	9,579	-	-	-
Interest & Miscellaneous	106,468	338,200	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	863,990	663,981	-	-	-
Proceeds of Bonds/Notes	5,695,000	3,169,834	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 6,902,827	\$ 4,181,594	\$ -	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	5,552,183	5,586,453	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	262,978	58,084	-	-	-
Totals	\$ 5,815,161	\$ 5,644,537	\$ -	\$ -	\$ -
Director: Allen Grasser					

**City of Grand Forks
2014 City Budget**

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.

2014 Objectives

To accurately account for revenue and expenses of the 2013 special assessment projects.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	(99)	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	529,000	-	-
Proceeds of Bonds/Notes	-	-	3,961,000	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ (99)	\$ 4,490,000	\$ -	\$ -
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	260,535	4,490,000	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ 260,535	\$ 4,490,000	\$ -	\$ -
Director: Allen Grasser					

**City of Grand Forks
2014 City Budget**

**Departmental Summaries (continued)
Capital Project Funds–Permanent Flood Protection/Public Works- 2014 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 2014 improvement projects deemed advisable to benefit the properties against which special assessments were levied.

2014 Objectives

To accurately account for revenue and expenses of the 2014 special assessment projects.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	25,000	25,000
Proceeds of Bonds/Notes	-	-	-	4,975,000	4,975,000
Cash Carryover-budget	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	-	-	-	5,000,000	5,000,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000
Director: Allen Grasser					

**City of Grand Forks
2014 City Budget**

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

Mission Statement

To account for the costs related to nuisance abatement projects.

failed to comply with City Ordinance. Such costs are recovered by special assessing the charges against those properties.

Program Description

This fund is used to account for the costs of clean up projects within the City limits, i.e. long grass, weed cutting and snow removal on private property where the owner has

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	18,445	14,003	20,979	3,591	3,591
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	65,000	76,695	76,695
Totals	<u>\$ 18,445</u>	<u>\$ 14,003</u>	<u>\$ 85,979</u>	<u>\$ 80,286</u>	<u>\$ 80,286</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	2,802	2,019	21,000	21,000	21,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 2,802</u>	<u>\$ 2,019</u>	<u>\$ 21,000</u>	<u>\$ 21,000</u>	<u>\$ 21,000</u>
Director: Todd Feland					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	21,186	21,189	21,193	21,197	21,201
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	59,286	59,472	59,661	59,854	60,051
Totals	\$ 80,472	\$ 80,661	\$ 80,854	\$ 81,051	\$ 81,252
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 – 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.

Program Description

This fund is used to account for construction of a Public Safety Training Facility. The site construction work is paid

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.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	788	88	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	50,000	-	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 50,788</u>	<u>\$ 88</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	80,588	23,716	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 80,588</u>	<u>\$ 23,716</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Pete O'Neill					

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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	24,186	-	-	-	-
Interest & Miscellaneous	2,217	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	607,000	46,585	-	-	-
Proceeds of Bonds/Notes	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 633,403</u>	<u>\$ 46,585</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	1,245,350	61,094	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 1,245,350</u>	<u>\$ 61,094</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Director: Becky Ault					

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 2014 budget also includes an additional \$40,000 transfer from the Highway User Fund for the city share of a bike path development.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	5,536	-	220,000	-	-
Interest & Miscellaneous	5,093	7,103	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	154,000	150,000	100,000	140,000	140,000
Cash Carryover-budget	-	-	294,000	324,207	324,207
Totals	<u>\$ 164,629</u>	<u>\$ 157,103</u>	<u>\$ 614,000</u>	<u>\$ 464,207</u>	<u>\$ 464,207</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	-	-	-	-	-
Capital	127,107	58,671	420,000	180,000	180,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 127,107</u>	<u>\$ 58,671</u>	<u>\$ 420,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>
Director: Allen Grasser					

City of Grand Forks
2014 City Budget

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

Projection	2015	2016	2017	2018	2019
Department Summary	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	5,749	5,864	5,981	6,101	8,223
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	158,749	164,613	170,594	176,695
Totals	\$ 258,749	\$ 264,613	\$ 270,594	\$ 276,695	\$ 284,918
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
2014 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.

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.

2014 Objectives

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

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 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).

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.

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 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	2008	2009	2010	2011	2012
Total percentage diverted from Landfill	35%	36%	36%	37%	36%
Percentage diverted due to recycling	6%	7%	7%	7%	8%
Cost of leaf collection per residence per year	\$ 6.11	\$ 6.10	\$ 6.10	\$ 7.25	\$ 6.39
Cost per ton to bale municipal waste	\$ 14.48	\$ 14.08	\$ 14.08	\$ 17.33	\$ 15.41
Cost per ton of recycling	\$ 217.02	\$ 179.41	\$ 179.41	\$ 182.00	\$ 164.00
Cost per residence of curbside recycling per month	\$ 1.69	\$ 1.57	\$ 1.57	\$ 1.63	\$ 1.61
Residential Collection cost per residential customer per month	\$ 5.35	\$ 4.98	\$ 4.98	\$ 7.33	\$ 4.98

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	272,750	620,573	247,572	195,931	195,931
Charges for Services	7,890,340	8,093,757	8,471,557	9,033,471	9,033,471
Bond Proceeds					-
Transfers In	34,200	34,526	34,420	34,537	34,537
Cash Carryover-budget	-	-	255,000	255,000	255,000
Totals	\$ 8,197,290	\$ 8,748,856	\$ 9,008,549	\$ 9,518,939	\$ 9,518,939
Expenses					
Personnel Services	\$ 2,370,844	\$ 2,390,200	\$ 2,578,945	\$ 2,654,575	\$ 2,654,575
Mtce & Operations	4,365,224	3,756,826	3,619,830	3,967,980	3,967,980
Capital	1,624,201	1,292,916	1,510,000	1,423,000	1,423,000
Debt Service	937,496	952,097	953,070	951,439	951,439
Transfers Out	15,360	-	90,000	245,000	245,000
Totals	\$ 9,313,125	\$ 8,392,039	\$ 8,751,845	\$ 9,241,994	\$ 9,241,994
Director: Todd Feland					
Sanitation Superintendent: Richard Newman					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund – Sanitation

Expenditures By Division	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 2,137,149	\$ 2,208,200	\$ 2,368,828	\$ 2,455,315	\$ 2,455,315
Landfill Services	2,228,603	1,464,559	1,424,219	1,482,647	1,482,647
Baling Facility	2,231,138	1,949,211	1,009,381	1,090,996	1,090,996
Refuse Collection	2,272,508	2,330,584	3,329,617	3,608,004	3,608,004
Recycling Program	443,727	439,485	619,800	605,032	605,032
Totals	\$ 9,313,125	\$ 8,392,039	\$ 8,751,845	\$ 9,241,994	\$ 9,241,994

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	208,985	206,823	204,268	226,478	223,444
Charges for Services(1)	9,213,080	9,375,472	9,517,877	9,818,141	10,129,680
Transfers In	34,615	34,663	34,655	34,613	127,444
Bond Proceeds	-	6,600,000	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	276,945	509,420	770,916	506,792	483,301
Totals	\$ 9,733,625	\$ 16,726,378	\$ 10,527,716	\$ 10,586,024	\$ 10,963,869
Expenditures					
Personnel Services	\$ 2,753,456	\$ 2,813,988	\$ 2,922,866	\$ 2,987,084	\$ 3,107,203
Mtce Operations	4,094,460	4,225,498	4,361,306	4,502,112	4,648,158
Capital	1,434,000	7,973,000	1,265,000	1,155,000	1,185,000
Debt Service	942,289	942,976	1,471,752	1,458,527	1,459,552
Transfers Out	-	-	-	-	-
Totals	\$ 9,224,205	\$ 15,955,462	\$ 10,020,924	\$ 10,102,723	\$ 10,399,913

(1) Projections includes no utility rate increases in 2015 through 2017; 3 percent in 2018 & 2019.

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund – Sanitation

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Sanitation Superintendent	1.00	1.00	1.00	1.00	1.00
Sanitation Supervisor	2.00	2.00	2.00	2.00	1.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works/Sanitation Asset Manager	-	-	-	0.27	0.32
Administrative Specialist, Senior(1)	0.27	0.27	0.27	0.54	0.56
Administrative Specialist(1)	0.50	0.27	0.27	-	-
Equipment Operator, Lead	2.00	2.00	2.00	2.00	2.00
Equipment Operator, Senior	7.00	12.00	12.00	12.00	12.00
Equipment Operator	19.00	15.00	15.00	15.00	16.00
Fleet Mtc Technician	1.00	-	-	-	-
Equipment Operator*	4.50	4.50	4.50	4.50	4.50
Total Classified(Permanent)	33.04	32.81	32.81	32.81	32.88
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	4.50	4.50	4.50	4.50	4.50
Total FTE	37.81	37.58	37.58	37.58	37.66

**City of Grand Forks
2014 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.

2014 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	2008	2009	2010	2011	2012
Miles of Sanitary Sewer	156.45	156.16	156.16	173.00	176.00
Cost of Maintenance & Operations per mile of Sanitary Sewer	\$ 1,042	\$ 1,050	\$ 1,689	\$ 1,655	\$ 1,691
Number of Pump Stations	42	42	42	42	42
Cost of Maintenance & Operations per Pump Station	\$ 14,723	\$ 15,275	\$ 12,898	\$ 14,282	\$ 14,674

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees	61,183	120,969	45,000	60,000	60,000
Interest & Miscellaneous	107,250	72,908	104,000	61,000	61,000
Charges for Services	8,078,738	8,177,055	9,001,541	9,320,779	9,320,779
Sale of Property	-	-	-	-	-
Transfers In	-	-	-	-	-
Proceeds	-	-	-	-	-
Cash Carryover-budget	-	-	336,600	336,600	336,600
Totals	\$ 8,247,171	\$ 8,370,932	\$ 9,487,141	\$ 9,778,379	\$ 9,778,379
Expenses					
Personnel Services	\$ 1,540,188	\$ 1,534,955	\$ 1,694,156	\$ 1,727,255	\$ 1,727,255
Mtce & Operations	2,835,411	2,645,616	3,157,629	3,198,700	3,198,700
Capital	539,914	1,041,706	535,000	725,000	725,000
Debt Service	2,985,781	3,196,774	3,214,188	3,291,638	3,291,638
Transfers Out	75,475	58,295	548,177	178,269	178,269
Totals	\$ 7,976,769	\$ 8,477,346	\$ 9,149,150	\$ 9,120,862	\$ 9,120,862
Director: Todd Feland					
Wastewater/Storm-Water Superintendent: Dave Kresel					
Wastewater Treatment Plant Superintendent: Don Tucker					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund - Wastewater

Expenditures By Division	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 7,394,167	\$ 4,824,571	\$ 5,133,038	\$ 5,504,897	\$ 5,504,897
Collection System	340,016	331,991	485,415	464,445	464,445
Pumping	670,214	930,193	1,170,417	1,027,329	1,027,329
Forcemain	397,101	389,698	336,581	338,829	338,829
Wastewater Treatment	1,516,542	1,868,560	1,899,722	1,659,397	1,659,397
Lab	185,238	132,333	123,977	125,965	125,965
Totals	\$ 10,503,278	\$ 8,477,346	\$ 9,149,150	\$ 9,120,862	\$ 9,120,862

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
License & Permit Fees					
Interest & Miscellaneous	74,771	78,151	77,600	70,725	66,598
Charges for Services(1)	9,664,431	10,022,018	10,394,106	11,509,802	12,749,077
Transfers In					
Bond Proceeds	2,959,806	13,169,934	7,852,685	1,000,000	2,989,577
Cash Carryover-budget	657,517	1,126,001	1,582,433	939,189	560,887
Totals	\$ 13,356,525	\$ 24,396,104	\$ 19,906,824	\$ 13,519,716	\$ 16,366,139
Expenditures					
Personnel Services	\$ 1,794,420	\$ 1,837,746	\$ 1,911,518	\$ 1,957,512	\$ 2,038,696
Mtce Operations	3,356,667	3,525,603	3,706,461	3,900,282	4,108,209
Capital	3,714,806	13,954,934	8,827,685	1,955,000	3,944,577
Debt Service	3,306,363	3,436,718	4,463,307	5,087,302	5,746,209
Transfers Out	58,268	58,670	58,664	58,733	58,584
Totals	\$ 12,230,524	\$ 22,813,671	\$ 18,967,635	\$ 12,958,829	\$ 15,896,275

(1) Projections include a 3 percent utility rate increase per year 2015-2017; 10 percent increase 2018-2019..

**City of Grand Forks
2014 City Budget**

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

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Wastewater Treatment Plant Superintendent	1.00	1.00	1.00	-	-
Wastewater/Stormwater Asset Manager	-	-	-	1.75	1.75
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	2.00	2.00	4.00	3.00
Wastewater Treatment Plant Operator	2.00	2.00	2.00	-	-
Wastewater/Storm-Water Superintendent	0.75	0.75	0.75	-	-
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	-	-
Environmental/Greenway Administrative Manager	-	-	-	0.50	0.50
Environmental Specialist	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	1.00	1.00	2.00	2.00
Wastewater/Storm-Water Service Worker	3.00	3.00	3.00	2.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works/Sanitation Asset Manager	-	-	-	0.27	0.27
Administrative Specialist, Senior	0.77	0.77	0.77	1.04	1.06
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	-	-	-	-
Bldgs & Grounds Worker*	0.40	0.40	0.40	0.40	0.40
Operation Assistant**	-	1.00	1.00	1.00	1.00
Total Classified(Permanent)	22.04	21.31	21.31	20.56	20.58
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified(Project/Grant)**	-	1.00	1.00	1.00	1.00
Total Non-Classified(Seasonal)*	1.90	0.90	0.90	0.90	0.90
Total FTE	24.21	23.48	23.48	22.73	22.76

**City of Grand Forks
2014 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.

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.

2014 Objectives

Maintain affordable water rates.

Minimize the amount of water loss.

Exercise 25% of distribution system valves.

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.

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.

Treat the water in order for it to be safe for drinking, while monitoring chemical dose to reduce water treatment chemical costs.

Minimize the cost of chemical treatment by selectively blending our source waters.

Statistics	2008	2009	2010	2011	2012
Water Charge(based on 8,000 gal)	\$ 26.93	\$ 26.93	\$ 26.93	\$ 30.90	\$ 32.10
Water loss as a percent	4%	7.5%	4.0%	4%	3%
Number of major breaks repaired	44	46	26	27	36
Percent of meters read each month	99.96%	99.96%	99.96%	99.96%	99.96%
Meters Installed	62	74	163	131	144
Number of gallons treated	3 Billion	2.9 Billion	2.89Billion	2.89 Billion	2.90 Billion
Water Utility Cost per 1,000 gallons(includes capital)	\$ 3.00	\$ 3.05	\$ 3.01	\$ 3.00	\$ 3.00
Number of visitors to the Plant	223	135	135	261	203
Percent of time water quality standards are met	100%	100%	100%	100%	100%
Chemical costs per 1,000 gallons*	\$ 0.33	\$ 0.40	\$ 0.40	\$ 0.35	\$ 0.35

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

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ 395,000	\$ 945,000	\$ 945,000
Interest & Miscellaneous	242,044	318,160	216,571	191,330	191,330
Charges for Services	8,155,231	8,731,128	9,029,824	9,825,035	9,825,035
Transfers In	111,050	97,392	202,857	212,560	212,560
Proceeds	-	-	-	-	-
Reserve Cash	-	-	395,000	945,000	945,000
Cash Carryover-budget	-	-	300,000	300,000	300,000
Totals	\$ 8,508,325	\$ 9,146,680	\$ 10,539,252	\$ 12,418,925	\$ 12,418,925
Expenses					
Personnel Services	\$ 2,024,562	\$ 2,153,905	\$ 2,352,026	\$ 2,402,746	\$ 2,402,746
Mtce & Operations	3,752,268	3,789,388	4,352,234	4,439,586	4,439,586
Capital	1,639,579	671,361	1,514,700	3,138,300	3,138,300
Debt Service	1,577,716	1,587,754	1,920,205	1,841,942	1,841,942
Transfers Out	90,050	54,450	189,100	120,000	120,000
Totals	\$ 9,084,175	\$ 8,256,858	\$ 10,328,265	\$ 11,942,574	\$ 11,942,574
Director: Todd Feland					
Water Utility Superintendent: Hazel Sletten					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund - Water

Expenditures By Division	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 3,317,922	\$ 3,403,181	\$ 3,844,617	\$ 3,858,176	\$ 3,858,176
Water Distribution	1,700,096	1,779,453	2,154,003	2,588,308	2,588,308
Water Treatment	3,947,571	2,942,381	4,158,778	5,317,229	5,317,229
Lab	118,586	131,843	170,867	178,861	178,861
Totals	\$ 9,084,175	\$ 8,256,858	\$ 10,328,265	\$ 11,942,574	\$ 11,942,574

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	2,904,000	15,296,443	33,097,270	13,889,790	210,575
Interest & Miscellaneous	59,764	67,492	78,720	82,477	61,343
Charges for Services(1)	10,214,030	10,618,632	11,039,469	12,786,521	14,181,704
Transfers In	203,793	201,124	198,157	198,157	137,548
Bond Proceeds		11,149,728	49,097,270	29,889,790	20,010,885
Reserve	2,934,000	4,176,715	30,000	-	-
Cash Carryover-budget	476,351	1,249,209	2,371,974	2,747,672	634,346
Totals	\$ 16,791,938	\$ 42,759,343	\$ 95,912,860	\$ 59,594,407	\$ 35,236,401
Expenditures					
Personnel Services	\$ 2,497,465	\$ 2,552,945	\$ 2,657,480	\$ 2,716,338	\$ 2,831,936
Mtce Operations	4,609,860	4,789,000	4,977,650	5,176,508	5,386,335
Capital(2)	6,478,110	31,276,499	82,862,062	44,461,427	17,117,753
Debt Service	1,858,194	1,669,825	2,568,896	6,506,688	8,905,322
Transfers Out	99,100	99,100	99,100	99,100	41,292
Totals	\$ 15,542,729	\$ 40,387,369	\$ 93,165,188	\$ 58,960,061	\$ 34,282,638
(1) Projections include a 3 percent increase in utility fees in years 2015 through 2017; 15% increase in 2018; 10% increase in 2019					
(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
2014 City Budget**

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

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Water Utility Superintendent	1.00	1.00	1.00	-	-
Water Works Asset Manager	-	-	-	1.00	1.00
Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Water Service Worker, Lead	4.00	4.00	4.00	3.00	3.00
Water Service Worker, Senior	3.00	3.00	3.00	3.00	2.00
Water Service Worker	3.00	3.00	3.00	4.00	4.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works.Sanitation Asset Manager	-	-	-	0.27	0.27
Administrative Specialist, Senior(1)	1.77	1.77	1.77	2.04	2.06
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	7.00	7.00
Water Plant Operator, Senior	3.00	3.00	3.00	4.00	1.00
Water Plant Operator	2.00	2.00	2.00	-	4.00
Lab Analyst, Senior	1.00	1.00	1.00	1.00	-
Water Plant Operator**	1.00	1.00	1.00	1.00	-
Lab Assistant**	0.45	-	-	-	-
Public Service Worker*	0.45	0.45	0.45	0.45	0.45
Total Classified(Permanent)	28.04	28.31	28.31	28.31	27.33
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified(Project/Grant)**	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	30.03	30.03	30.03	28.06

**City of Grand Forks
2014 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.

2014 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	2008	2009	2010	2011	2012
Miles of Storm Sewer	102.64	136.46	136.46	195.00	198.00
Cost of Mtce & Operations per mile of Storm Sewer*	\$ 979	\$ 1,038	\$ 640	\$ 518	\$ 482
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*	\$ 10,209	\$ 10,671	\$ 9,973	\$ 11,288	\$ 6,560
Cost of Mtce & Operations per Flood Station*	\$ 8,061	\$ 13,081	\$ 12,295	\$ 14,051	\$ 11,119
*excludes capital ** Updated mileage number based on change to a GIS based tabulation method.					

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ 8,627	\$ 5,000	\$ -	\$ -	\$ -
Interest & Miscellaneous	71,651	200,065	137,000	122,000	122,000
Charges for Services	1,772,576	2,105,626	2,125,663	2,321,657	2,321,657
Transfers In	-	-	-	-	-
Reserve Cash	-	-	242,000	-	-
Cash Carryover-budget	-	-	350,000	700,000	700,000
Totals	\$ 1,852,854	\$ 2,310,691	\$ 2,854,663	\$ 3,143,657	\$ 3,143,657
Expenses					
Personnel Services	\$ 387,666	\$ 382,508	\$ 403,886	\$ 433,423	\$ 433,423
Mtce & Operations	910,330	815,411	1,134,250	1,194,149	1,194,149
Capital	149,164	120,506	374,000	224,000	224,000
Debt Service	516,728	517,399	530,063	522,463	522,463
Transfers Out	5,090	-	30,000	40,000	40,000
Totals	\$ 1,968,978	\$ 1,835,824	\$ 2,472,199	\$ 2,414,035	\$ 2,414,035
Director: Todd Feland					
WasteWater/Storm-Water Superintendent: Dave Kresel					

**City of Grand Forks
2014 City Budget**

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

Expenditures By Division	2011	2012	2013	2014	2014
	Actual	Actual	Adopted Budget	Mayor Recommended	Adopted Budget
Administrative & General	\$ 1,023,296	\$ 998,821	\$ 1,168,080	\$ 1,236,176	\$ 1,236,176
Collection System	203,711	179,631	469,943	278,488	278,488
Storm Stations	155,181	100,099	191,498	240,526	240,526
Flood Stations	168,615	133,424	184,601	188,600	188,600
Flood Gates/Dikes/Walls	94,886	118,244	131,319	139,339	139,339
Lab	352	1,143	10,900	10,900	10,900
Greenway Admin/Mtce	322,937	304,462	315,858	320,006	320,006
Totals	\$ 1,968,978	\$ 1,835,824	\$ 2,472,199	\$ 2,414,035	\$ 2,414,035

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental					
Interest & Miscellaneous	113,833	110,451	109,190	107,676	105,743
Charges for Services	2,417,718	2,517,976	2,607,779	2,700,971	2,797,682
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	729,622	704,956	892,510	1,054,830	1,175,142
Totals	\$ 3,261,173	\$ 3,333,383	\$ 3,609,479	\$ 3,863,477	\$ 4,078,567
Expenditures					
Personnel Services	\$ 449,294	\$ 460,338	\$ 477,684	\$ 489,401	\$ 508,395
Mtce Operations	1,243,420	1,295,525	1,350,684	1,409,137	1,471,148
Capital	347,648	270,797	318,481	383,559	728,047
Debt Service	515,855	414,213	407,800	406,238	-
Transfers Out					
Totals	\$ 2,556,217	\$ 2,440,873	\$ 2,554,649	\$ 2,688,335	\$ 2,707,590

(1) Projections include utility rate increases of 3% annually 2015 through 2019. These will be reviewed annually.

**City of Grand Forks
2014 City Budget**

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

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
Public Works Director***	0.04	0.04	0.04	0.04	0.06
Wastewater/Storm-Water Superintendent	0.25	0.25	0.25	-	-
Wastewater/Stormwater Asset Manager Environmental Compliance / Greenway Manager	-	-	-	0.25	0.25
Environmental/Greenway/Administrative Manager	0.50	0.50	0.50	-	-
Public Works Services Coordinator	-	-	-	0.50	0.50
Public Works/Sanitation Asset Manager	0.04	0.04	0.04	-	-
Environmental Specialist	-	-	-	0.04	0.04
Greenway Specialist(2)	0.25	0.25	0.25	-	-
Greenway Training Support Specialist	1.00	1.00	1.00	-	-
Administrative Specialist, Senior(1)	-	-	-	1.00	1.00
Administrative Specialist(1)	0.04	0.04	0.04	0.08	2.00
Wastewater/Storm-Water Svc Worker, Lead	-	0.04	0.04	-	1.00
Wastewater/Storm-Water Svc Worker, Sr.	1.00	2.00	2.00	2.00	-
Wastewater/Storm-Water Svc Worker	1.00	-	1.00	1.00	0.12
Public Service Worker*	1.00	1.00	-	-	-
	0.50	0.50	0.50	0.50	0.50
Total Classified(Permanent)	5.08	5.12	5.12	4.87	4.91
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	0.04	0.04	0.04	0.04	0.06
Total Non-Classified(Project/Grant)**	-	-	-	-	-
Total Non-Classified(Seasonal)*	0.50	0.50	0.50	0.50	0.50
Total FTE	5.62	5.66	5.66	5.41	5.47

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.

2014 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.

Provide Google Transit mapping of bus service.

Statistics	2008	2009	2010	2011	2012
Cost per hour of fixed routes	\$ 59.04	\$ 59.20	\$ 64.14	\$ 73.30	\$ 70.94
Cost per mile of fixed routes	\$ 4.02	\$ 4.03	\$ 4.34	\$ 4.79	\$ 4.64
Number of passengers - fixed route	246,397	271,704	282,627	328,880	371,243
Number of passengers - night route	11,297	10,426	10,546	11,293	9,718
Property tax subsidy per passenger	\$ 2.35	\$ 2.25	\$ 2.31	\$ 1.26	\$ 1.93

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Property Tax	\$ 671,314	\$ 691,898	\$ 736,711	\$ 780,056	\$ 780,056
Intergovernmental	1,175,840	1,345,885	1,389,361	1,272,234	1,272,234
Interest & Miscellaneous	7,257	11,050	20,000	20,000	20,000
Charges for Services	498,674	526,513	490,900	521,100	521,100
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	500,000	500,000	500,000
Totals	\$ 2,353,085	\$ 2,575,346	\$ 3,136,972	\$ 3,093,390	\$ 3,093,390
Expenses					
Personnel Services	\$ 1,204,750	\$ 1,194,366	\$ 1,316,717	\$ 1,339,273	\$ 1,339,273
Mtce & Operations	691,159	709,376	790,784	780,654	780,654
Capital	405,349	460,163	415,000	485,000	485,000
Debt Service	-	-	-	-	-
Transfers Out	180,797	73,700	-	-	-
Totals	\$ 2,482,055	\$ 2,437,605	\$ 2,522,501	\$ 2,604,927	\$ 2,604,927
Director: Todd Feland					
Transportation Superintendent: Dale Bergman					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund –Public Transit

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Property Tax	\$ 819,314	\$ 860,765	\$ 908,914	\$ 959,755	\$ 1,012,413
Intergovernmental	2,392,093	1,180,496	1,159,929	1,172,643	1,185,520
Interest & Miscellaneous	4,885	6,309	7,499	8,687	9,577
Charges for Services	526,311	531,574	536,890	542,259	547,681
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	488,463	630,869	749,919	868,719	957,721
Totals	\$ 4,231,066	\$ 3,210,013	\$ 3,363,151	\$ 3,552,063	\$ 3,712,912
Expenditures					
Personnel Services	\$ 1,379,452	\$ 1,450,014	\$ 1,496,415	\$ 1,574,292	\$ 1,624,670
Mtce Operations	797,115	814,379	832,497	851,530	871,541
Capital	1,423,630	195,700	165,520	168,520	141,530
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 3,600,197	\$ 2,460,093	\$ 2,494,432	\$ 2,594,342	\$ 2,637,741

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Transportation Superintendent	0.95	0.95	0.95	-	-
Public Transportation Asset Manager	-	-	-	0.95	0.95
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00
Grant Accountant, Sr	-	-	-	0.50	2.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	2.00	-
Administrative Specialist	0.95	0.95	-	-	14.00
Bus Operator	14.00	14.00	14.00	14.00	0.50
Office Specialist, Senior	1.50	1.50	1.50	1.50	1.50
Fleet Maintenance Technician**	2.00	2.00	2.00	1.00	1.00
Mobility Manager**	-	-	0.95	-	-
Bus Operator*	0.60	0.60	0.60	0.60	0.60
Total Classified(Permanent)	19.40	19.40	18.45	19.95	19.95
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	2.00	2.00	2.95	1.00	1.00
Total Non-Classified(Seasonal)*	0.60	0.60	0.60	0.60	0.60
Total FTE	22.00	22.00	22.00	21.55	21.55

**City of Grand Forks
2014 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.

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 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.

Program Description

The Federal government mandates that complementary paratransit (Dial-A-Ride) service be provided to

2014 Objectives

Replace vehicles that have met their useful life.

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

Statistics	2008	2009	2010	2011	2012
Cost per hour of Dial-A-Ride/Senior Rider (1)	\$ 13.49	\$ 12.93	\$ 21.70	\$ 35.03	\$ 43.83
Cost per mile of Dial-A-Ride/Senior Rider	\$ 2.04	\$ 2.05	\$ 2.00	\$ 3.04	\$ 4.46
Number of Dial-A-Ride passengers	39,725	38,502	40,241	37,669	35,358
Number of Senior Rider passengers	20,328	23,128	24,999	22,296	19,854
Dial-A-Ride cost per passenger (2)	\$ 5.63	\$ 5.63	\$ 5.92	\$ 10.61	\$ 11.51
Senior Rider cost per passenger (2)	\$ 5.63	\$ 5.63	\$ 5.92	\$ 10.61	\$ 11.51
(1) New contract resulted in increased cost.					
(2) Combined Dial-A-Ride and Senior Rider services beginning in 2006 for cost savings.					
(2) In 2011, began Dial-A-Ride dispatching & complete vehicle fueling and maintenance.					

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Property Tax	\$ 140,149	\$ 144,149	\$ 153,481	\$ 162,851	\$ 162,851
Intergovernmental	510,854	350,904	624,501	2,765,509	2,765,509
Interest & Miscellaneous	5,781	7,511	10,000	10,000	10,000
Charges for Services	584	2,633	530	530	530
Transfers In	180,797	73,700			-
Cash Carryover-budget	-	-	500,000	500,000	500,000
Totals	\$ 838,165	\$ 578,897	\$ 1,288,512	\$ 3,438,890	\$ 3,438,890
Expenses					
Personnel Services	\$ 73,027	\$ 164,711	\$ 174,712	\$ 186,647	\$ 186,647
Mtce & Operations	563,699	556,248	577,800	597,830	597,830
Capital	180,796	9,580	36,000	2,157,650	2,157,650
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 817,522	\$ 730,539	\$ 788,512	\$ 2,942,127	\$ 2,942,127
Director: Todd Feland					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Property Tax	\$ 171,047	\$ 179,700	\$ 189,752	\$ 200,366	\$ 211,360
Intergovernmental	656,820	663,940	671,141	678,427	684,625
Interest & Miscellaneous	4,968	4,426	3,626	2,599	1,290
Charges for Services	535	541	546	552	557
Transfers In					
Bond Proceeds					
Reserve					
Cash Carryover-budget	496,763	442,576	362,618	259,882	128,982
Totals	\$ 1,330,133	\$ 1,291,183	\$ 1,227,683	\$ 1,141,826	\$ 1,026,814
Expenditures					
Personnel Services	\$ 192,246	\$ 201,961	\$ 208,423	\$ 219,138	\$ 226,150
Mtce Operations	626,362	656,272	687,641	720,532	755,025
Capital	68,952	70,331	71,738	73,173	73,173
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 887,560	\$ 928,564	\$ 967,802	\$ 1,012,843	\$ 1,054,348

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Transportation Superintendent	0.05	0.05	0.05	-	-
Public Transportation Asset Manager	-	-	-	0.05	0.05
Administrative Specialist	0.05	0.05	-	-	-
Office Specialist, Senior (1)	0.50	0.50	0.50	0.50	0.50
Mobility Manager**	-	-	0.05	1.00	1.00
Paratransit Dispatcher**	-	-	2.00	2.00	2.00
Total Classified(Permanent)	0.60	0.60	0.55	0.55	0.55
Total Classified(Grant Funded)****	-	-	-	-	-
Total Contract Dept Head***	-	-	-	-	-
Total Non-Classified(Project/Grant)**	-	-	2.05	3.00	3.00
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	0.60	0.60	2.60	3.55	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.

2014 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	2008	2009	2010	2011	2012
Total attendance for the year	289,441	248,565	204,753	224,687	219,256
Number of events held annually	577	518	538	637	491

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax(1)	7,351,556	8,087,192	8,156,965	8,401,672	8,401,672
Interest & Miscellaneous	529,387	584,679	65,000	65,000	65,000
Charges for Services	3,589,220	4,660,448	3,984,761	4,207,694	4,207,694
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Cash Carryover-budget	-	-	2,496,000	3,400,000	3,400,000
Totals	\$ 11,470,163	\$ 13,332,319	\$ 14,702,726	\$ 16,074,366	\$ 16,074,366
Expenses					
Personnel Services	\$ 2,009,949	\$ 2,074,504	\$ 2,218,426	\$ 2,236,814	\$ 2,236,814
Mtce & Operations	2,127,906	2,271,675	2,653,813	2,324,384	2,324,384
Capital	1,143,443	4,017,698	1,433,771	4,494,000	4,494,000
Debt Service(2)	4,842,153	4,803,636	4,608,700	4,610,000	4,610,000
Transfers Out	-	-	-	-	-
Totals	\$ 10,123,451	\$ 13,167,513	\$ 10,914,710	\$ 13,665,198	\$ 13,665,198
Director: Cheryl Swanson					
(1) Collections over amount for annual debt service and capital are allocated to debt service cash					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund –Alerus Center

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax	8,569,705	8,741,100	8,915,922	9,094,240	9,276,125
Charges for Services	4,291,848	4,420,603	4,486,912	4,554,216	4,645,300
Interest & Miscellaneous	42,160	37,091	56,805	45,679	57,738
Transfers In					
Cash Carryover-budget	2,409,168	2,004,906	3,917,601	2,854,935	4,124,152
Totals	\$ 15,312,881	\$ 15,203,700	\$ 17,377,240	\$ 16,549,070	\$ 18,103,315
Expenditures					
Personnel Services	\$ 2,348,655	\$ 2,419,114	\$ 2,540,070	\$ 2,667,074	\$ 2,800,427
Mtce Operations	2,503,708	2,572,200	2,696,585	2,822,644	2,966,778
Capital	2,350,594	5,190,000	1,742,914	6,011,261	2,177,465
Debt Service	4,606,900	4,607,650	4,610,650	4,615,400	4,609,150
Transfers Out(1)	-	-	-	-	-
Totals	\$ 11,809,857	\$ 14,788,964	\$ 11,590,219	\$ 16,116,379	\$ 12,553,820

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.

2014 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	2008	2009	2010	2011	2012
Average Daily Mosquito Counts					
Annual (Season Average)	13	9	29	11	6
June	15	5	33	7	9
July	15	13	17	25	5
August	9	8	36	8	6
September	14	11	10	6	4

Department Summary	2011	2012	2013	2014	2014
	Actual	Actual	Adopted	Mayor	Adopted
			Budget	Recommended	Budget
Revenues					
Intergovernmental	\$ 15,000	\$ 15,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	5,186	5,137	1,400	1,400	1,400
Charges for Services	802,039	812,942	804,816	844,669	844,669
Transfers In					-
Cash Carryover-budget	-	-	70,000	168,000	168,000
Totals	\$ 822,225	\$ 833,079	\$ 888,216	\$ 1,026,069	\$ 1,026,069
Expenses					
Personnel Services	\$ 261,717	\$ 219,202	\$ 277,458	\$ 293,443	\$ 293,443
Mtce & Operations	387,901	291,119	394,651	399,432	399,432
Capital	37,574	26,933	34,000	34,000	34,000
Debt Service	112,383	114,887	112,107	114,057	114,057
Transfers Out	-	-	-	-	-
Totals	\$ 799,575	\$ 652,141	\$ 818,216	\$ 840,932	\$ 840,932

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

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund –Mosquito Control

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest & Miscellaneous	1,851	1,947	1,870	1,710	1,368
Charges for Services	853,116	861,647	871,125	880,707	890,395
Transfers In					
Bond Proceeds					
Cash Carryover	185,137	194,715	187,026	171,007	136,786
Totals	\$ 1,052,104	\$ 1,070,309	\$ 1,072,021	\$ 1,065,424	\$ 1,040,549
Expenditures					
Personnel Services	\$ 302,246	\$ 315,066	\$ 324,518	\$ 338,504	\$ 348,660
Mtce Operations	419,349	430,267	441,609	453,396	465,653
Capital	25,000	25,000	25,000	25,000	25,000
Debt Service	110,794	112,950	109,888	111,738	108,363
Transfers Out					
Totals	\$ 857,389	\$ 883,283	\$ 901,015	\$ 928,638	\$ 947,676

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	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	2.38	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	5.13	5.13

**City of Grand Forks
2014 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 24 active loans that had, at the start of 2013, a cumulative principal balance of \$1,505,683. It also has 11 tenants with leases in six buildings located downtown and in the Industrial Park, and one farm lease that collectively generated \$2,857,566.38 in 2013.

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.

2014 Objectives

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

Statistics	2008	2009	2010	2011	2012
Number of approved projects	4	2	4	4	6
Number of Jobs expected	19	32	750	159	144
Dollars per job created	\$ 4,691	\$ 7,395	\$ 1,479	\$ 1,479	\$ 8,178
Dollars provided	\$ 206,495	\$ 236,636	\$ 1,108,893	\$ 935,988	\$ 1,177,648
Dollars leveraged	\$ 5,003,350	\$ 3,878,000	\$ 3,248,034	\$ 8,876,000	\$ 18,892,710

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ 284,329	\$ -	\$ -	\$ -
Interest & Miscellaneous	4,045,738	2,962,751	4,625,926	3,280,338	3,280,338
Charges for Services			43,200	27,375	27,375
Transfers In	828,491	834,899	966,172	923,297	923,297
Sale of Property					-
Proceeds - Bank of ND		48,688			-
Cash Carryover-budget	-	-	1,700,595	2,538,257	2,538,257
Totals	\$ 4,874,229	\$ 4,130,667	\$ 7,335,893	\$ 6,769,267	\$ 6,769,267
Expenses					
Personnel Services	\$ 243,419	\$ 260,505	\$ 274,471	\$ 271,954	\$ 271,954
Mtce & Operations(1)	2,341,909	1,029,307	4,358,726	3,408,820	3,408,820
Capital	1,236,404	288,585	640,239	1,189,320	1,189,320
Debt Service	1,929,794	1,133,468	1,132,838	969,190	969,190
Transfers Out	839,872	845,252	929,619	929,983	929,983
Totals	\$ 6,591,398	\$ 3,557,117	\$ 7,335,893	\$ 6,769,267	\$ 6,769,267
Director: Greg Hoover					
(1) 2013 budget includes the remaining cash available in the contingency line of the budget.					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund –Job Development Authority

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	-	-	-	-	-
Interest & Miscellaneous	3,375,351	3,394,817	3,479,383	3,554,641	3,488,499
Transfers In	880,299	888,261	896,461	904,908	698,708
Cash Carryover-budget	-	1,196,136	2,402,939	4,522,997	6,763,348
Totals	\$ 4,255,650	\$ 5,479,214	\$ 6,778,783	\$ 8,982,546	\$ 10,950,555
Expenditures					
Personnel Services	\$ 291,186	\$ 299,922	\$ 308,920	\$ 318,187	\$ 327,733
Mtce Operations	1,086,361	1,107,450	1,129,316	1,151,980	1,146,076
Capital	-	-	-	-	-
Debt Service	778,884	760,634	165,339	527,431	518,179
Transfers Out	903,083	908,269	652,211	221,600	230,725
Totals	\$ 3,059,514	\$ 3,076,275	\$ 2,255,786	\$ 2,219,198	\$ 2,222,713

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Director, Urban Development***	1.00	1.00	1.00	1.00	1.00
Finance & Support Services Manager	0.25	0.25	0.25	-	-
Accountant	0.25	0.25	0.25	-	-
Community Development Manager	0.25	0.25	0.25	-	-
Community Development Specialist	-	-	-	-	-
Construction Compliance Officer	0.50	0.50	0.50	0.50	0.50
Program Compliance Officer	0.25	0.25	0.25	-	-
Administrative Specialist, Senior	-	-	-	0.70	0.70
Administrative Specialist	-	-	-	-	-
Accounting Technician	0.50	0.50	0.50	-	-
Office Specialist, Senior	0.60	0.30	0.15	-	-
Grant Accountant Sr.	-	-	-	0.175	0.175
Office Specialist**	-	-	-	0.80	0.80
Community Betterment Specialist (1)**	-	-	-	-	-
UD Intern*	-	-	-	-	-
Total Classified(Permanent)	2.60	2.30	2.15	1.38	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)**	-	-	-	0.80	0.80
Total Non-Classified(Seasonal)*	-	-	-	-	-
Total FTE	3.60	3.30	3.15	3.18	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.

2014 Objectives

Implement Council-approved projects from MPO Parking Study.

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental			\$ -	\$ -	\$ -
Interest & Miscellaneous	2,305	9,769	1,200	4,500	4,500
Charges for Services	322,565	483,983	386,400	337,211	337,211
Transfers In	112,000	380,600	131,560	36,540	36,540
Cash Carryover-budget	-	-	321,000	-	-
Totals	\$ 436,870	\$ 874,352	\$ 840,160	\$ 378,251	\$ 378,251
Expenses					
Personnel Services	\$ 7,556	\$ 12,943	\$ 6,199	\$ 6,163	\$ 6,163
Mtce & Operations	205,455	312,912	243,161	241,170	241,170
Capital	-	36	590,800	130,918	130,918
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 213,011	\$ 325,891	\$ 840,160	\$ 378,251	\$ 378,251
Director: Greg Hoover					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Enterprise Fund – Municipal Parking System

Projection					
Department Summary	2015 Projected Budget	2016 Projected Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget
Revenues					
Intergovernmental					
Interest & Miscellaneous	-	-	445	995	1,424
Charges for Services	337,211	337,211	337,211	337,211	337,211
Transfers In	375,218				
Bond Proceeds					
Reserve					
Cash Carryover-budget	-	(22,013)	44,466	99,470	142,417
Totals	\$ 712,429	\$ 315,198	\$ 382,122	\$ 437,676	\$ 481,052
Expenditures					
Personnel Services	\$ 6,430	\$ 6,672	\$ 6,970	\$ 7,235	\$ 7,562
Mtce Operations	253,102	264,060	275,682	288,024	301,142
Capital	474,910				
Debt Service					
Transfers Out	-	-	-	-	-
Totals	\$ 734,442	\$ 270,732	\$ 282,652	\$ 295,259	\$ 308,704

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	-

**City of Grand Forks
2014 City Budget**

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

Mission Statement

To provide centralized planning, review, and acquisition of technology related services and supplies to City departments.

In 2014, the City will be launching a newly designed website. Capital expenditures have been increased for this year to cover the development cost.

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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental			\$ -	\$ -	\$ -
Interest & Miscellaneous	3,166	4,349	5,000	5,000	5,000
Charges for Services	247,100	273,800	274,750	272,750	272,750
Transfers In			-	-	-
Cash Carryover-budget	-	-	100,000	275,000	275,000
Totals	\$ 250,266	\$ 278,149	\$ 379,750	\$ 552,750	\$ 552,750
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	157,295	84,642	209,350	149,950	149,950
Capital	74,676	65,229	170,400	190,000	190,000
Debt Service	-	-	-	-	-
Transfers Out	-	500	-	-	-
Totals	\$ 231,971	\$ 150,371	\$ 379,750	\$ 339,950	\$ 339,950
Director: Roxanne Fiala					

City of Grand Forks
2014 City Budget

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

Projection	2015	2016	2017	2018	2019
Department Summary	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	3,556	4,771	6,010	7,274	8,563
Charges for Services	287,144	287,138	287,131	287,124	287,117
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	177,800	238,550	296,011	350,070	400,613
Totals	\$ 468,500	\$ 530,459	\$ 589,152	\$ 644,468	\$ 696,293
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	149,950	154,449	159,082	163,854	168,770
Capital	80,000	80,000	80,000	80,000	80,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 229,950	\$ 234,449	\$ 239,082	\$ 243,854	\$ 248,770

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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	393	-	-	-
Charges for Services	939,276	894,779	1,056,860	1,034,426	1,034,426
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	20,000	-	-
Totals	\$ 939,276	\$ 895,172	\$ 1,076,860	\$ 1,034,426	\$ 1,034,426
Expenses					
Personnel Services	\$ 334,543	\$ 359,404	\$ 386,653	\$ 406,692	\$ 406,692
Mtce & Operations	596,617	480,404	575,207	592,734	592,734
Capital	1,041	42,152	115,000	35,000	35,000
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 932,201	\$ 881,960	\$ 1,076,860	\$ 1,034,426	\$ 1,034,426
Director: Todd Feland					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Internal Service Fund – Central Garage

Projection Department Summary	2015	2016	2017	2018	2019
	Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	-	-	-	-	-
Charges for Services	1,013,147	1,027,280	1,041,837	1,056,830	1,072,274
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 1,013,147	\$ 1,027,280	\$ 1,041,837	\$ 1,056,830	\$ 1,072,274
Expenditures					
Personnel Services	\$ 418,893	\$ 431,459	\$ 444,403	\$ 457,736	\$ 471,468
Mtce Operations	594,254	595,821	597,434	599,094	600,806
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 1,013,147	\$ 1,027,280	\$ 1,041,837	\$ 1,056,830	\$ 1,072,274

Staffing Chart	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
	Fleet Maintenance Mechanic, Lead	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

**City of Grand Forks
2014 City Budget**

**Departmental Summaries (continued)
Internal Service Fund – Central Purchasing**

Mission Statement

To promote the City of Grand Forks through the offering of city logo merchandise.

Program Description

The Central Purchasing fund is used to account for the costs of City Logo Merchandise. This merchandise is stocked with the intent of selling it to citizens and employees to promote the City of Grand Forks. A booth for the sale of these items is used at the Farmers Market and a variety of other community events. Individuals can

also purchase the items at the Public Information Center at any time. Items in this inventory are also used as gifts for visiting dignitaries, uniform wear for some department personnel and as promotional give away items for community events.

2014 Objectives

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

To accurately account for all inventory.

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	(14)	28	-	-	-
Charges for Services	6,355	18,186	9,000	9,000	9,000
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 6,341	\$ 18,214	\$ 9,000	\$ 9,000	\$ 9,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	6,232	19,476	9,000	9,000	9,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 6,232	\$ 19,476	\$ 9,000	\$ 9,000	\$ 9,000
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

Departmental Summaries (continued)
Internal Service Fund – Central Purchasing

Projection					
Department Summary	2015	2016	2017	2018	2019
	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.

2014 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	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	307,271	310,947	292,056	292,613	292,613
Charges for Services	-	-	-	-	-
Transfers In	-	-	300,000	400,000	400,000
Cash Carryover-budget	-	-	20,000	80,000	80,000
Totals	\$ 307,271	\$ 310,947	\$ 612,056	\$ 772,613	\$ 772,613
Expenses					
Personnel Services	\$ 34,214	\$ 34,546	\$ 36,213	\$ 36,507	\$ 36,507
Mtce & Operations	273,878	186,134	275,843	276,800	276,800
Capital	25,119	18,771	300,000	400,000	400,000
Debt Service	-	-	-	-	-
Transfers Out	-	7,768	-	-	-
Totals	\$ 333,211	\$ 247,219	\$ 612,056	\$ 713,307	\$ 713,307
Director: Todd Feland					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	593	599	605	611	617
Charges for Services	330,895	349,299	361,827	371,969	381,330
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	59,306	59,899	60,498	61,103	61,714
Totals	\$ 390,794	\$ 409,797	\$ 422,930	\$ 433,683	\$ 443,661
Expenditures					
Personnel Services	\$ 38,267	\$ 39,415	\$ 41,349	\$ 42,589	\$ 44,720
Mtce Operations	292,628	309,884	320,478	329,380	336,610
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 330,895	\$ 349,299	\$ 361,827	\$ 371,969	\$ 381,330

Staffing Chart	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions	Positions	Positions	Positions	Positions
	2010	2011	2012	2013	2014
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
2014 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.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Selective Sales Tax	\$ 992,367	\$ 1,099,162	\$ 874,000	\$ 924,000	\$ 924,000
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	3,123	1,667	-	-	-
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 995,490	\$ 1,100,829	\$ 874,000	\$ 924,000	\$ 924,000
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	982,013	1,200,183	874,000	924,000	924,000
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 982,013	\$ 1,200,183	\$ 874,000	\$ 924,000	\$ 924,000
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Selective Sales Taxes	\$ 951,720	\$ 980,272	\$ 1,009,680	\$ 1,039,970	\$ 1,071,169
Intergovernmental	-	-	-	-	-
Interest & Miscellaneous	-	-	-	-	-
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 951,720	\$ 980,272	\$ 1,009,680	\$ 1,039,970	\$ 1,071,169
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	9,270	9,548	9,835	10,130	10,433
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	942,450	970,724	999,845	1,029,840	1,060,736
Totals	\$ 951,720	\$ 980,272	\$ 1,009,680	\$ 1,039,970	\$ 1,071,169

**City of Grand Forks
2014 City Budget**

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

Mission Statement

To accurately account for the mill levy designated for Animal Control.

Program Description

The Animal Control Fund is a fund used to account for the receipt of a .5 mill levy, along with the value of .25

mill, contributed from the General Fund. These funds are disbursed to the Humane Society to be used to offset the expenses related to animal control.

2014 Objectives

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

Department Summary	2011 Actual	2012 Actual	2013 Adopted Budget	2014 Mayor Recommended	2014 Adopted Budget
Revenues					
Real Estate Taxes	\$ 71,849	\$ 72,603	\$ 76,741	\$ 81,426	\$ 81,426
Intergovernmental	1,539	1,649	1,170	1,170	1,170
Interest & Miscellaneous	36,742	37,567	38,370	40,713	40,713
License & Permit Fees	-	-	-	-	-
Charge for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	<u>\$ 110,130</u>	<u>\$ 111,819</u>	<u>\$ 116,281</u>	<u>\$ 123,309</u>	<u>\$ 123,309</u>
Expenses					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce & Operations	109,765	112,960	116,281	123,309	123,309
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	<u>\$ 109,765</u>	<u>\$ 112,960</u>	<u>\$ 116,281</u>	<u>\$ 123,309</u>	<u>\$ 123,309</u>
Director: Maureen Storstad					

City of Grand Forks
2014 City Budget

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

Projection					
Department Summary	2015	2016	2017	2018	2019
	Projected	Projected	Projected	Projected	Projected
	Budget	Budget	Budget	Budget	Budget
Revenues					
Real Estate Taxes	\$ 85,523	\$ 89,850	\$ 94,876	\$ 100,183	\$ 105,680
Intergovernmental	1,170	1,170	1,170	1,170	1,170
Interest & Miscellaneous	43,970	47,488	51,287	55,390	59,821
License & Permit Fees	-	-	-	-	-
Charges for Services	-	-	-	-	-
Transfers In	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Reserve	-	-	-	-	-
Cash Carryover-budget	-	-	-	-	-
Totals	\$ 130,663	\$ 138,508	\$ 147,333	\$ 156,743	\$ 166,671
Expenditures					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Mtce Operations	130,663	138,508	147,333	156,743	166,671
Capital	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers Out	-	-	-	-	-
Totals	\$ 130,663	\$ 138,508	\$ 147,333	\$ 156,743	\$ 166,671



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FOR NOTES

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 \$10,440,000 as of December 31, 2012. Beginning in 1999, the City began issuing G.O. debt for our flood protection project. As of December 31, 2012, \$6,445,000 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 \$117,146,560 as of December 31, 2012. 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 \$53,095,000 as of December 31, 2012.

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, 2012 is \$47,799,000.

On the pages following you will find a breakdown of the debt service payments due in 2014. The payment amount includes the principal, interest and fiscal charges due in 2014.

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 2012 fiscal year as compared to 2011 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
2011	\$12,855,145	120.24	240.47	243.29
2012	\$11,347,908	140.55	281.11	208.76

Debt Service Funds (continued) 2014 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 3.0 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 3.0 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 3.0 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 3.0 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) 2014 Debt Summary

2001 "D" SRF Loan

A \$13,781,500 State Revolving Loan for the Wastewater Treatment Plant – Phase 2. Interest is at 3.0 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 3.0 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 3.0 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)
2014 Debt Summary

2012 “B” Water Reserve Revenue Bonds

A \$3,880,000 bond issue to finance water utility improvements. Interest ranges from 2.0 percent to 2.75 percent. Principle payments range from \$175,000 to \$240,000 with the final payment due September 1, 2032. The funding source is utility fees.

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.

2002 “A” SRF Loan

A \$1,835,570 Water Reclamation – Phase 1 State Revolving Loan. Interest is at 3.0 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 3.0 percent. Principle payments range from \$121,077 to \$194,000 with final payment due September 1, 2021.

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.

Debt Service Funds (continued) 2014 Debt Summary

2006 "A" Refunding Improvement Refunding Bond

A \$2,075,000 bond issue, which refinances 1996B and 1997C bond issues. Interest ranges from 4.125 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.

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.

Debt Service Funds (continued)
2014 Debt Summary

2012 "A" Refunding Improvement Refunding Bond

A \$5,290,000 bond issue for Special Improvements deemed to benefit the properties against which special assessments are levied, as well as refinanced existing Refunding Improvement Bond Issues 2002F and 2003B, resulting in a Net Present Value Benefit of \$360,000. Interest ranges from 2.0 percent to 3.0 percent. Principle payments range from \$100,000 to \$475,000 with the final payment due December 1, 2033.

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
2014 City Budget

Debt Service Funds (continued)
2014 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	\$ 70,000	\$ 45,219	\$ 1,000	\$ -	\$ 116,219
2007"A" GO Public Bldg Bond	165,000	121,062	1,000	-	287,062
2008"B" GO Dike Refunding Bond	570,000	142,925	1,000	256,700	970,625
2011 "E" GO Dike Bonds	205,000	50,700	1,000	-	256,700
Total General Obligation Bonds	1,010,000	359,906	4,000	256,700	1,630,606
<u>Revenue Bonds:</u>					
2007 "C" Sales Tax Res Rev Bond - Cirrus	280,000	37,771	1,000	-	318,771
1997 "B" SRL Wastewater Treatment Plant-Phase I	775,000	102,000	18,463	-	895,463
1997 "D" SRL Southend Drainway-Phase I	225,000	29,375	5,313	-	259,688
1998 SRL Southen Drainway-Phase II	135,000	17,876	3,238	-	156,114
2000 "A" SRL Clearwell	610,000	116,249	23,250	-	749,499
2000 "C" Storm Water Reserve Revenue Bond	95,000	10,213	1,000	-	106,213
2001 "D" SRL Wastewater Treatment Plant-Phase II	725,000	158,500	29,888	-	913,388
2002 "C" SRL Wastewater Treatment Plant-Phase III	360,000	79,500	15,900	-	455,400
2004 "B" Water Reserve Revenue Refunding Bond	165,000	9,317	1,000	-	175,317
2005 "A" Sales Tax Revenue Refunding -Alerus	2,190,000	2,419,000	1,000	-	4,610,000
2005 "E" SRL BioSolids	215,000	74,000	14,263	-	303,263
2007 "B" Mosquito Revenue Bond	65,000	48,057	1,000	-	114,057
2008 "C" Sewer Reserve Revenue Refunding Bond	100,000	8,000	1,000	-	109,000
2009B Wastewater Reserve Revenue Bond	235,000	94,350	1,000	-	330,350
2009A Sanitation Revenue Bond	200,000	431,289	1,000	-	632,289
2009D Water Reserve Revenue Refunding Bond	545,000	123,500	1,000	-	669,500
2010A Sanitation Res Revenue Refuding Bond	255,000	63,150	1,000	-	319,150
2011D Sewer Reserve Revenue Bond	110,000	73,288	1,000	-	184,288
2011 "A" SalesTax Reserve Revenue Bond - Dike	370,000	75,350	1,000	-	446,350
2011 "F" SalesTax Reserve Revenue Bond - Dike	670,000	254,950	1,000	-	925,950
2012 "B" Water Reserve Revenue Bond	160,000	86,625	1,000	-	247,625
Total Revenue Bonds	8,485,000	4,312,360	124,315	-	12,921,675

**City of Grand Forks
2014 City Budget**

**Debt Service Funds (continued)
2014 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	240,000	9,900	1,000	-	250,900
2004A Refunding Improvement Bond	135,000	48,130	1,000	-	184,130
2005B Refunding Improvement Bond	130,000	50,657	1,000	-	181,657
2006C Refunding Improvement Bond	420,000	187,975	1,000	-	608,975
2007D Refunding Improvement Bond	375,000	175,640	1,000	64,714	616,354
2008A Refunding Improvement Refunding Bond	285,000	40,713	1,000	-	326,713
2008D Refunding Improvement Bond	200,000	105,469	1,000	-	306,469
2009E Refunding Improvement Bond	125,000	65,304	1,000	-	191,304
2009C Refunding Improvement Refunding Bond	775,000	183,525	1,000	100,808	1,060,333
2010C Refunding Improvement Bond	305,000	113,893	1,000	-	419,893
2002A SRL Water Reclamation Phase I	86,000	19,000	3,585	-	108,585
2002B SRL Water Reclamation Phase II	120,000	25,000	4,700	-	149,700
2010B Refunding improvement Dike Bond	195,000	68,005	1,000	-	264,005
2011B Refunding Improvement Bond-Dike	380,000	56,807	1,000	273,498	711,305
2011C Refunding Improvement Bond	400,000	163,557	1,000	-	564,557
2012A Refunding Improvement Refunding Bond (1)	490,000	145,344	1,000	-	636,344
Total Refunding Improvement Bonds	4,661,000	1,458,919	22,285	439,020	6,581,224
(1) 2012A Refunding of 2002F & 2003B					
<u>Industrial Development Revenue Notes:</u>					
Corporate Center Project, Series 1999	446,496	89,619	4,800	-	540,915
Total Industrial Development Revenue Notes	446,496	89,619	4,800	-	540,915
Total Liability	\$ 14,602,496	\$ 6,220,804	\$ 155,400	\$ 695,720	\$21,674,420

**City of Grand Forks
2014 City Budget**

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

December 31, 2012

<u>Market Value</u>		<u>\$ 3,190,006,180</u>
Debt Limit - 5% of 50% of Market Value		79,750,155
Amount of Debt Applicable to Debt Limit:		
General Obligation Bonds	\$ 10,440,000	
Unamortized Premium/Discount/Deferred Amt on Refundir	\$ (597,730)	
City Share of Special Assessments	269,765	
Special Assessment on City Owned General Government Property	<u>1,573,857</u>	
Gross Bonded Debt (1)	\$ 11,685,892	
Less:		
Cash in Debt Service Funds (2)	<u>337,984</u>	
Net Bonded Debt		<u>11,347,908</u>
Legal Debt Margin		<u>\$ 68,402,247</u>

(1) In accordance with State of North Dakota Constitution Article X, Section 15, Special Assessment debt is not included in this calculation

(2) Sinking Funds



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**CIP
Capital Improvement Program Overview**

The 2014-19 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 continuously analyzing all projects, to include priorities, timing, and funding. The CIP document will be updated in future budgets reflect any changes made as a result of future analysis.

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 and Public Works Director analyze 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 General Fund buildings 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 timeline and funding of the new Fire Station has been a point of discussion with city leaders. The plan in previous budgets was to issue a bond as the financing tool for the construction cost of this new Fire Station. The bond was to be funded by property tax through the Public Building Fund. This plan has been revised. Rather than bonding, we built enough reserves in 2012 and with this budget, will set these funds aside for the purpose of funding the land and construction cost. An area of concern has been the operational cost of adding 12 firefighters to staff a new fire station. We added 2 mills over the previous 2 budget years, and have set these aside in a reserve. This will be used to offset operational expenses once the station becomes operational. The 2014 budget includes the equivalent of one additional mill to be set aside without an increase to mills in total to the budget. In effect, we will be operating the 2014 budget with a decrease of one mill. This will be analyzed annually.

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. Based on this recent history, our projections include the assumption that these distributions from the State Legislative Body will continue. If this or any other assumptions change, we will adjust accordingly.

The Infrastructure Fund is used to fund the capital and maintenance associated with 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. There are currently many unknowns as to the future federal funding of these projects. We will be following this budget with more analysis.

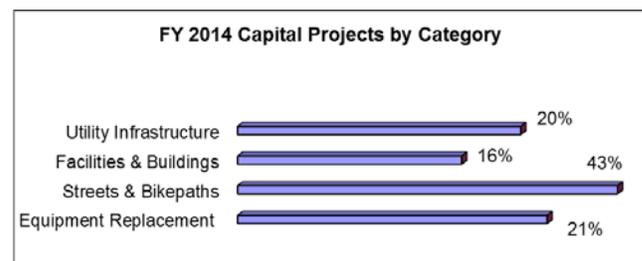
Projects relating to Water, Wastewater, Storm-water, Sanitation, and Mosquito are funded by the fees that are collected within the Enterprise Funds. Public Transportation capital needs are supported by a portion of the property tax collected by the city. The Public Transportation department also receives a large portion from the 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. This is accomplished by setting aside a reserve for future capital replacement. The budget includes a Capital Replacement Capital Project Fund used 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 2014 CIP is distributed into the following categories:

- Utility Infrastructure \$ 5,962,000
- Facilities & Buildings \$ 4,716,800
- Streets & Bikepaths \$13,179,515
- Equipment Replacement \$ 6,515,726



City of Grand Forks
2014 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
Utility Infrastructure								
Enterprise Fund - Sanitation								
	Baling Facility and Landfill Renewal & Rehab Sanitation Revenue	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
	Landfill Renewal and Rehab Reserve Sanitation Revenue	125,000	125,000	125,000	125,000	125,000	125,000	750,000
	Solid Waste Landfill Construction - Cell B Revenue Bond	-	-	6,600,000	-	-	-	6,600,000
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	-	-	562,248	-	-	2,356,192	2,918,440
	<u>Pump Stations Construction & Rehab</u> Pump Station Rehab Wastewater Revenue	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
	Pump Station Rehab Revenue Bond	-	1,000,000	-	-	1,000,000	-	2,000,000
	New Pump Station Construction Revenue Bond	2,000,000	-	-	-	-	-	2,000,000
	<u>Wastewater Treatment Plant</u> Reserve for Renewal & Rehabilitation Replacement Wastewater Revenue	-	100,000	100,000	300,000	300,000	300,000	1,100,000
	Biosolids Facility Capital Revenue Bond	-	1,959,806	12,346,849	5,450,252	-	-	19,756,907
	Primary Cell No. 2 Sludge Disposal Capital Revenue Bond	-	-	260,837	2,402,433	-	-	2,663,270
	Continuous Discharge Capital Revenue Bond	-	-	-	-	-	506,708	506,708
	Lagoon Decommissioning Capital Revenue Bond	-	-	-	-	-	126,677	126,677
Enterprise Fund - Water								
	<u>Water Distribution - 5340</u> Water Main Replacement Water Revenue	437,000	450,110	463,613	477,522	491,847	506,603	2,826,695
	<u>Water Treatment - 5355</u> Regional Water Treatment Plant Planning & Project Reserve	945,000	2,904,000	4,146,715	-	-	-	7,995,715
	Grant/Sales Tax Revenue Bond	945,000	2,904,000	15,296,443	33,097,270	13,889,790	210,575	66,343,078
	Total	1,890,000	5,808,000	30,592,886	66,194,540	27,779,580	421,150	132,686,156
	7 Million Gallon pump Station Roof Water Revenue	450,000	-	-	-	-	-	450,000
The following project is also currently being analyzed through water supply planning: Red River Valley Water Supply (RRVWS)								
Enterprise Fund - Stormwater								
	Storm Sewer Repair Storm Water Revenue	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	Vactor Sewer Cleaner (Transfer to Reserve) Storm Water Revenue	25,000	25,000	25,000	25,000	25,000	25,000	150,000
	Storm Water Storm Stations Capital Storm Water Revenue	75,000	189,648	112,797	160,481	225,559	570,047	1,333,532
CATEGORY SUBTOTAL		5,932,000	10,587,564	52,119,230	76,065,228	30,876,986	5,867,377	181,448,385

City of Grand Forks
2014 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
Facilities, Buildings, & Furnishings								
General Fund - City Hall								
	HVAC - 1st & 2nd Floors Public Building Fund	30,000	-	-	-	-	-	30,000
	Security System/Software Public Building Fund	45,000	35,000	-	-	-	-	80,000
General Fund - Public Buildings								
	Energy Efficiency Lighting Project Public Building Fund	-	85,800	-	-	-	-	85,800
	Reserve for Building & Capital Needs Public Building Fund	30,000	25,000	150,000	200,000	275,000	300,000	980,000
General Fund - Fire Department								
	Southeast Fire Station Reserve Fund	-	2,000,000	-	-	-	-	2,000,000
	New HVAC system for Fire Station #1 Public Building Fund	30,000	-	-	-	-	-	30,000
Enterprise Fund - Public Transportation								
	Building Upgrades							
	Public Transit (5500) - Card Access - 20%	8,000	-	-	-	-	-	8,000
	FTA - 80%	32,000	-	-	-	-	-	32,000
	Total	40,000	-	-	-	-	-	40,000
	City Bus Facility Renewal and Rehabilitation							
	Public Transit (5500) - 20%	-	-	-	1,100,000	-	-	1,100,000
	FTA - 80%	-	-	-	4,400,000	-	-	4,400,000
	Total	-	-	-	5,500,000	-	-	5,500,000
	City Bus Facility Vehicle Storage Expansion							
	Public Transit (5500) - 20%	-	-	-	400,000	-	-	400,000
	FTA - 80%	-	-	-	1,600,000	-	-	1,600,000
	Total	-	-	-	2,000,000	-	-	2,000,000
	New Transit Center							
	Public Transit (5500) - 20%	-	-	-	-	72,960	-	72,960
	FTA - 80%	-	-	-	-	18,240	-	18,240
	Total	-	-	-	-	91,200	-	91,200
	Downtown MTC Renewal and Rehabilitation							
	Public Transit (5500) - 20%	-	-	-	-	-	40,000	40,000
	FTA - 80%	-	-	-	-	-	160,000	160,000
	Total	-	-	-	-	-	200,000	200,000
Enterprise Fund - Alerus Center								
	Reserve for Future Capital Trust							
	Alerus Debt Service Cash	500,000	500,000	1,150,000	703,114	3,314,261	1,767,465	7,934,840
	Scoreboards							
	Alerus Debt Service Cash	230,000	-	-	-	-	-	230,000
	Video Boards							
	Alerus Debt Service Cash	2,400,000	-	-	-	-	-	2,400,000
	Football Equipment							
	Alerus Debt Service Cash	-	-	-	-	-	-	-
	Loading Dock Expansion							
	Alerus Debt Service Cash	-	-	750,000	-	-	-	750,000
	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
	Doors and Hardware							

City of Grand Forks
2014 City Budget

CIP
Six Year CIP Summary Listing

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
	Alerus Debt Service Cash	-	25,000	-	-	-	-	25,000
	Finishes - Floors							
	Alerus Debt Service Cash	-	50,000	-	-	-	75,000	125,000
	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	100,000	-	-	-	125,000
	Carpet							
	Alerus Debt Service Cash	-	-	-	-	-	-	-
	Suite Improvements							
	Alerus Debt Service Cash	75,000	-	-	-	-	-	75,000
	Vestibules							
	Alerus Debt Service Cash	-	175,000	150,000	-	-	-	325,000
	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	-	75,000	-	-	75,000	-	150,000
	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	33,000	-	-	-	-	-	33,000
	Risers/Refurbishment							
	Alerus Debt Service Cash	-	45,000	-	-	-	-	45,000
	Air Handlers & other Mechanical							
	Alerus Debt Service Cash	225,000	225,000	225,000	225,000	225,000	225,000	1,350,000
	Hot Water Heaters/Tank							
	Alerus Debt Service Cash	-	-	-	-	-	-	-
	CCTV System							
	Alerus Debt Service Cash	-	225,000	-	-	-	-	225,000
	Fire Alarm System							
	Alerus Debt Service Cash	-	-	-	-	-	-	-
	Card Access System							
	Alerus Debt Service Cash	15,000	-	-	-	-	-	15,000
	Total	3,478,000	1,445,000	2,835,000	1,228,114	5,366,261	2,067,465	16,419,840
Enterprise Fund - Job Development Authority								
	1550 S 48th St (Noah's Ark Bldg) Repairs / Maintenance							
	JDA Revenue	1,017,500	-	-	-	-	-	1,017,500
Enterprise Fund - Municipal Parking								
	Corporate Center Parking Ramp							
	Municipal Parking Revenue	46,300	88,600	58,900	-	-	-	193,800
	Total	46,300	88,600	58,900	-	-	-	193,800
CATEGORY SUBTOTAL		\$ 4,716,800	\$ 3,679,400	\$ 3,043,900	\$ 8,928,114	\$ 5,732,461	\$ 2,567,465	\$ 28,668,140

(1) These projects are currently being analyzed as part of a Five-year Transportation & Development Plan (TDP) Update.

City of Grand Forks
2014 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	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 sales tax	250,000	300,000	400,000	500,000	500,000	200,000	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 (Infrastructure Sales Tax)	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	-	-	-	-	-	-	-
	Special Assessment	-	-	-	-	-	-	-
	City Share (Infrastructure Sales Tax)	100,000	-	-	-	-	-	100,000
	Total	100,000	-	-	-	-	-	100,000
	32nd Ave S (I-29 to Washington) Rehab							
	Federal Share Regional	-	-	-	-	-	-	-
	State Share	-	-	-	-	-	-	-
	City Share (Infrastructure Sales Tax)	25,000	-	-	-	-	-	25,000
	Total	25,000	-	-	-	-	-	25,000
	Intersection Improvements (24th & 34th Roundabout)							
	Federal Share Urban	479,000	-	-	-	-	-	479,000
	City Share (Infrastructure Sales Tax)	200,000	40,000	-	-	-	-	240,000
	Total	679,000	40,000	-	-	-	-	719,000
	Intersection Improvement (S Washington & 40th Ave S)							
	Federal Share Urban	446,000	-	-	-	-	-	446,000
	City Share (Infrastructure Sales Tax)	150,000	30,000	-	-	-	-	180,000
	Total	596,000	30,000	-	-	-	-	626,000
	Intersection Improvements (11th AS/42nd Street)							
	Federal Urban Share	480,000	-	-	-	-	-	480,000
	City Share Match (Infrastructure sales tax)	100,000	70,000	-	-	-	-	170,000
	Alerus Debt Service	150,000	-	-	-	-	-	150,000
	Total	730,000	70,000	-	-	-	-	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 (Infrastructure Sales Tax)	25,000	-	-	-	-	-	25,000
	Total	1,525,000	-	-	-	-	-	1,525,000
	Demers Ave Maintenance (I-29 to Fire Station)							
	Federal Share Regional	-	2,000,000	-	-	-	-	2,000,000
	State Share	-	250,000	-	-	-	-	250,000
	City Share (Infrastructure Sales Tax)	-	300,000	50,000	-	-	-	350,000
	Total	-	2,550,000	50,000	-	-	-	2,600,000
	Columbia Rd (40th Ave S to 47th Ave S)							
	Federal Share Urban	-	-	-	3,000,000	-	-	3,000,000
	Special Assessments	-	-	-	300,000	-	-	300,000
	City Share (Infrastructure Sales Tax)	-	100,000	400,000	900,000	200,000	-	1,600,000
	Total	-	100,000	400,000	4,200,000	200,000	-	4,900,000
	Columbia Road & 24th - Pole Foundations							
	Federal Share Urban	20,000	-	-	-	-	-	20,000
	City Share (Infrastructure Sales Tax)	50,000	-	-	-	-	-	50,000
	Total	70,000	-	-	-	-	-	70,000
	Columbia Road (11th - 14th Ave South)							
	Federal Share Urban	-	-	4,027,000	-	-	-	4,027,000
	Special Assessment	-	-	265,000	-	-	-	265,000
	City Share (Infrastructure Sales Tax)	50,000	250,000	1,500,000	200,000	-	-	2,000,000
	Total	50,000	250,000	5,792,000	200,000	-	-	6,292,000
	Bus US 81 (Gateway to I-29) Asphalt							
	Federal Share Regional	-	-	1,200,000	-	-	-	1,200,000
	State Share	-	-	250,000	-	-	-	250,000
	City Share (Infrastructure Sales Tax)	-	-	75,000	-	-	-	75,000
	Total	-	-	1,525,000	-	-	-	1,525,000
	Kennedy Bridge							
	Federal Share Regional	-	-	10,000,000	-	-	-	10,000,000
	State Share-North Dakota	-	-	2,500,000	-	-	-	2,500,000
	City Share (Infrastructure Sales Tax)	-	-	50,000	-	-	-	50,000
	Total	-	-	12,550,000	-	-	-	12,550,000
	Traffic Signal (42nd & Garden View)							
	Federal Share Urban	-	-	-	640,000	-	-	640,000
	City Share (Infrastructure Sales Tax)	-	-	50,000	200,000	25,000	-	275,000
	Total	-	-	50,000	840,000	25,000	-	915,000
	N. 42nd St Reconstruction (University to Gateway)							
	Federal Share Urban	-	-	-	-	-	3,300,000	3,300,000
	Special Assessment	-	-	-	-	-	400,000	400,000
	City Share (Infrastructure Sales Tax)	-	-	-	-	300,000	800,000	1,100,000
	Total	-	-	-	-	300,000	4,500,000	4,800,000

City of Grand Forks
2014 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
	Demers Ave/Columbia Signalize West Ramp							
	Federal Share Regional	-	-	-	240,000	-	-	240,000
	State Share	-	-	-	30,000	-	-	30,000
	City Share (Infrastructure Sales Tax)	-	-	-	50,000	-	-	50,000
	Total	-	-	-	320,000	-	-	320,000
	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 (Infrastructure Sales Tax-use of bridge reserve)	-	-	-	-	-	500,000	500,000
	City Share (Infrastructure Sales Tax)	-	-	-	-	50,000	1,000,000	1,050,000
	Total	-	-	-	-	50,000	14,190,000	14,240,000
	Business US 2 Reconstruct							
	Federal Share Regional	-	-	-	-	3,200,000	-	3,200,000
	State Share	-	-	-	-	400,000	-	400,000
	City Share (Infrastructure Sales Tax)	-	-	-	-	500,000	-	500,000
	Total	-	-	-	-	4,100,000	-	4,100,000
	Sorlie Bridge							
	Federal Share	-	-	-	-	10,000,000	-	10,000,000
	State Share	-	-	-	-	1,250,000	-	1,250,000
	City Share (Infrastructure Sales Tax-use of bridge reserve)	30,000	50,000	50,000	200,000	1,500,000	200,000	2,030,000
	Total	30,000	50,000	50,000	200,000	12,750,000	200,000	13,280,000
	Traffic Signals (TBD)							
	Federal Share Urban	-	-	-	-	500,000	-	500,000
	City Share (Infrastructure Sales Tax)	-	-	-	20,000	150,000	30,000	200,000
	Total	-	-	-	20,000	650,000	30,000	700,000
	42nd St & 32nd Ave S/I-29 Ramp Reconfiguration							
	Federal Share Interstate & Regional (2021)	-	-	-	-	-	-	-
	Federal Share Urban (2021)	-	-	-	-	-	-	-
	City Share (Infrastructure Sales Tax)	-	-	-	-	-	50,000	50,000
	Total	-	-	-	-	-	50,000	50,000
	47th Ave S Interchange							
	Federal Share Interstate	-	-	-	-	-	-	-
	Federal Share Urban	-	-	-	-	-	-	-
	City Share (Infrastructure Sales Tax)	100,000	100,000	-	-	200,000	-	400,000
	Total	100,000	100,000	-	-	200,000	-	400,000
	Other Projects							
	Extend S 34th St & connect to 40th Ave S							
	Special Assessment	400,000	-	-	-	-	-	400,000
	City Share (Highway User)	2,000,000	-	-	-	-	-	2,000,000
	Total	2,400,000	-	-	-	-	-	2,400,000
	N 55th St. (Gateway to 17th Ave. N)							
	Special Assessment	200,000	-	-	-	-	-	200,000
	City Share (Hwy Users-use of trunk reserve)	800,000	-	-	-	-	-	800,000
	Total	1,000,000	-	-	-	-	-	1,000,000
	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
	Pedestrian Activated Beacon (Washington & 55th)							
	Highway Users	20,000	-	-	-	-	-	20,000
	Columbia Road (36th-40th Ave S)							
	Special Assessment	-	300,000	-	-	-	-	300,000
	City Share (Highway User)	400,000	3,700,000	50,000	-	-	-	4,150,000
	Total	400,000	4,000,000	50,000	-	-	-	4,450,000
	17th Ave S/Columbia Turn Lanes							
	City Share (Highway User)	200,000	100,000	-	-	-	-	300,000
	Reconstruct Granitoid							
	Special Assessment	30,000	-	-	-	-	-	30,000
	City Share (Highway User)	120,000	-	-	-	-	-	120,000
	Total	150,000	-	-	-	-	-	150,000
	Construct 24th Ave S (48th to 46th)							
	City Share (Hwy Users-use of trunk reserve)	520,000	-	-	-	-	-	520,000
	Special Assessments	130,000	-	-	-	-	-	130,000
	Total	650,000	-	-	-	-	-	650,000
	S. 38th St. (40th-43rd Ave S)							
	Special Assessment	-	130,000	-	-	-	-	130,000
	City Share (Hwy-use of trunk reserve)	-	520,000	-	-	-	-	520,000
	Total	-	650,000	-	-	-	-	650,000

City of Grand Forks
2014 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
	47th Ave. South (Washington-20th St.)							
	Special Assessment	-	-	300,000	-	-	-	300,000
	City Share (Highway User)	-	100,000	3,500,000	100,000	-	-	3,700,000
	Total	-	100,000	3,800,000	100,000	-	-	4,000,000
	N. 62nd (Gateway - 10th Ave)							
	Special Assessment	-	-	156,000	-	-	-	156,000
	City Share (Hwy-use of trunk reserve)	-	-	625,000	-	-	-	625,000
	Total	-	-	781,000	-	-	-	781,000
	Cherry St. (55th-58th Ave S)							
	Special Assessment	-	-	130,000	-	-	-	130,000
	City Share (Hwy-use of trunk reserve)	-	-	520,000	-	-	-	520,000
	Total	-	-	650,000	-	-	-	650,000
	University Ave. (55th-58th Ave S)							
	Special Assessment	-	-	180,000	-	-	-	180,000
	City Share (Hwy-use of trunk reserve)	-	-	720,000	-	-	-	720,000
	Total	-	-	900,000	-	-	-	900,000
	S. 34th St. (43rd to 47th Ave South)							
	Special Assessment	-	-	140,000	-	-	-	140,000
	City Share (Highway User)	-	-	560,000	-	-	-	560,000
	Total	-	-	700,000	-	-	-	700,000
	Traffic Signal (42nd/Garden View) (Temp)							
	Highway Users	-	-	150,000	-	-	-	150,000
	Traffic Signal (Wash/44th) (Temp)							
	Highway Users	-	-	150,000	-	-	-	150,000
	Columbia Road Rehab (14th-17th Ave S)							
	Highway Users	-	-	-	500,000	-	-	500,000
	47th Ave S. (20th St. - Columbia)							
	Special Assessment	-	-	-	-	300,000	-	300,000
	City Share (Highway User)	-	-	-	100,000	3,000,000	100,000	3,200,000
	Total	-	-	-	100,000	3,300,000	100,000	3,500,000
	S. 38th St. (43th-47th Ave S)							
	Special Assessment	-	-	-	-	130,000	-	130,000
	City Share (Hwy Users-use of trunk reserve)	-	-	-	-	520,000	-	520,000
	Total	-	-	-	-	650,000	-	650,000
	62nd Ave. South (Belmont - Washington)							
	Special Assessment	-	-	-	-	-	700,000	700,000
	City Share (Highway User)	-	-	-	-	150,000	6,300,000	6,450,000
	Total	-	-	-	-	150,000	7,000,000	7,150,000
	Cherry St. (58th-62nd Ave S)							
	Special Assessment	-	-	-	-	130,000	-	130,000
	City Share (Hwy-use of trunk reserve)	-	-	-	-	520,000	-	520,000
	Total	-	-	-	-	650,000	-	650,000
	University Ave. Bridge Repair							
	Highway Users	100,000	250,000	50,000	-	-	-	400,000
	Quiet Zone Redundancy							
	Highway Users	50,000	50,000	50,000	-	-	-	150,000
	Traffic Signal Interconnect							
	Highway Users	50,000	50,000	50,000	50,000	-	-	200,000
Bikeway								
	Bikeway Capital & Maintenance							
	Highway Users	100,000	100,000	100,000	100,000	100,000	100,000	600,000
	Bikepath (New)							
	Federal Share T.E.	-	200,000	-	200,000	-	-	400,000
	City Share (Bikeway-Infrastructure funds)	40,000	-	-	-	-	-	40,000
	City Share (Infrastructure Sales Tax)	40,000	50,000	40,000	50,000	40,000	40,000	260,000
	Total	80,000	250,000	40,000	250,000	40,000	40,000	700,000

City of Grand Forks
2014 City Budget

CIP (continued)
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
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	167,313	170,659	174,072	177,554	181,105	184,727	1,055,431
	Street Maintenance Program							
	Highway Users	814,724	855,460	898,233	943,145	990,302	1,039,817	5,541,681
	Controllers & Conflict Monitors							
	Highway Users	23,902	24,380	24,868	25,365	25,872	26,389	150,776
	Traffic Signal Maintenance							
	Highway Users	84,373	86,060	87,782	89,537	91,328	93,155	532,235
	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	20,000	20,000	200,000
Paving & Lighting								
	2600 ft. @ \$150/ft (Increased 2% per year)							
	Highway Users	439,203	447,987	456,947	466,086	475,407	484,916	2,770,546
Category Subtotal		\$ 13,179,515	\$ 10,999,547	\$ 30,274,902	\$ 9,426,687	\$ 25,754,015	\$ 28,564,004	\$ 118,198,669

(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
2014 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
Equipment Replacement								
General Fund - Engineering Department								
	Current Year Fleet Vehicle Replacement							
	General Fund	\$ -	\$ 22,100	\$ 19,000	\$ 19,000	\$ 16,000	\$ 21,100	\$ 97,200
	General Fund - (Department Carryover)	21,100	-	-	-	-	-	21,100
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	-	(19,000)	(16,000)	(21,100)	(56,100)
	Reserve for future replacement of vehicles							
	General Fund	27,174	29,799	32,075	34,032	34,362	34,410	191,852
	Total Fleet Vehicle Replacement	48,274	51,899	51,075	34,032	34,362	34,410	254,052
General Fund - Inspections Department								
	Current Year Fleet Vehicle Replacement							
	General Fund	16,000	17,000	17,000	17,000	17,000	17,000	101,000
	Use of Reserve for future replacement of vehicles							
	General Fund	(16,000)	(17,000)	-	(17,000)	(17,000)	(17,000)	(84,000)
	Reserve for future replacement of vehicles							
	General Fund	14,748	14,816	15,522	17,279	15,853	16,602	94,820
	Total Fleet Vehicle Replacement	14,748	14,816	32,522	17,279	15,853	16,602	111,820
General Fund - Health Department								
	Reserve for future replacement of vehicles							
	General Fund	3,500	3,500	3,500	3,500	3,500	3,500	21,000
	Total Fleet Vehicle Replacement	3,500	3,500	3,500	3,500	3,500	3,500	21,000
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	-	20,000	555,000	18,000	60,000	-	653,000
	Use of Reserve for future replacement of vehicles							
	General Fund	-	-	(500,000)	-	-	-	(500,000)
	Reserve for future replacement of vehicles							
	General Fund	251,160	284,660	286,780	279,335	281,335	286,500	1,669,770
	Total Fleet Vehicle Replacement	251,160	304,660	741,780	297,335	341,335	286,500	2,222,770
General Fund - Mayor/Council - Public Information Center Department								
	Video on demand electronic server							
	General Fund	6,000	-	-	-	-	-	6,000
	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	243,000	250,290	257,799	265,533	273,499	281,704	1,571,824
	Changeover Vehicle Costs							
	General Fund	19,600	20,286	20,996	21,731	22,491	23,279	128,383
	Total Fleet Vehicle Replacement	262,600	270,576	278,795	287,264	295,990	304,982	1,700,207
	Mobile Data Computer System Replacement							
	General Fund	120,120	-	-	-	-	-	120,120
General Fund - Street Department								
	Current Year Equipment Replacement							
	General Fund	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000

City of Grand Forks
2014 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
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	800,000	630,000	660,000	690,000	720,000	750,000	4,250,000
	Refuse Containers Sanitation Revenue	192,000	190,000	190,000	190,000	50,000	50,000	862,000
	Recycling Containers Sanitation Revenue	156,000	254,000	163,000	25,000	25,000	25,000	648,000
	Replace Fleet Vehicle @ Landfill Sanitation Revenue	25,000	-	-	-	-	-	25,000
	Replace Fleet Vehicle @ Bailing Sanitation Revenue	25,000	-	-	-	-	-	25,000
	Replace Fleet Vehicle @ Refuse Collection Sanitation Revenue	25,000	-	-	-	-	-	25,000
Enterprise Fund - Wastewater								
	Reserve for Vactor Sewer Cleaner Wastewater Revenue	-	25,000	25,000	25,000	25,000	25,000	125,000
	Replace Fleet vehicle @ collection Wastewater Revenue	-	-	30,000	-	-	-	30,000
	Replace Fleet Vehicle @ Pumping Wastewater Revenue	30,000	-	-	-	-	-	30,000
	Replace Fleet Vehicle 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	140,000	140,000	140,000	140,000	140,000	840,000
	Water Meter System Changeout Bond Revenue	-	-	-	-	-	3,800,310	3,800,310
	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	125,000
Enterprise Fund - Stormwater								
	Reserve for Vactor Sewer Cleaner Stormwater Revenue	-	15,000	15,000	15,000	15,000	15,000	75,000
Enterprise Fund - Public Transit								
	Fixed Route Vehicles (1)							
	Public Transit (5500) - 17%	-	204,000	81,260	-	-	-	285,260
	FTA - 83%	-	996,000	396,740	-	-	-	1,392,740
	Total	-	1,200,000	478,000	-	-	-	1,678,000
	Bus Signs							
	Public Transit (5500) - 20%	20,000	-	-	-	-	-	20,000
	FTA - 80%	80,000	-	-	-	-	-	80,000
	Total	100,000	-	-	-	-	-	100,000
	Bus Washer							
	Public Transit (5500) - 20%	36,000	-	-	-	-	-	36,000
	FTA - 80%	144,000	-	-	-	-	-	144,000
	Total	180,000	-	-	-	-	-	180,000
	Fare Vending Equipment							
	Public Transit (5500) -20%	24,000	-	-	-	-	-	24,000
	FTA - 80%	96,000	-	-	-	-	-	96,000
	Total	120,000	-	-	-	-	-	120,000

City of Grand Forks
2014 City Budget

CIP
Six Year CIP Summary Listing

By Project Type

Department	Category/Project Source of Funds	2014	2015	2016	2017	2018	2019	Estimated Total Cost
	Non-Revenue Vehicle Replacement (Fleet Vehicle)							
	Public Transit (5500) -20%	6,000	-	7,600	4,000	-	-	17,600
	FTA - 80%	24,000	-	30,400	16,000	-	-	70,400
	Total	30,000	-	38,000	20,000	-	-	88,000
Enterprise Fund - Dial-A-Ride								
	Dial-A-Ride/Sr. Ride Vehicles							
	Dial-A-Ride (5600) - 17%	-	22,100	7,106	7,310	7,650	7,820	51,986
	FTA - 83%	-	107,900	34,694	35,690	37,350	38,180	253,814
	Total	-	130,000	41,800	43,000	45,000	46,000	305,800
	VTCLI Modules, Phone System & Fare Collection System							
	Dial-A-Ride (5600)	381,530	-	-	-	-	-	381,530
	FTA	1,776,120	-	-	-	-	-	1,776,120
Enterprise Fund - Alerus Center								
	Computers/Concentrics System/File Cabinets/Office Equip/Network System							
	Alerus Debt Service Cash	35,000	42,500	20,000	24,800	20,000	10,000	152,300
	Modular Office Furniture/Pre-function Furniture	-	-	-	70,000	-	-	70,000
	Alerus Debt Service Cash	-	-	-	70,000	-	-	70,000
	Audio/Visual, Sound System							
	Alerus Debt Service Cash	135,000	80,000	2,000,000	100,000	15,000	-	2,330,000
	Landscape Equipment							
	Alerus Debt Service Cash	-	84,663	-	-	-	-	84,663
	Bike Racks							
	Alerus Debt Service Cash	-	20,000	-	-	-	-	20,000
	Pickup							
	Alerus Debt Service Cash	-	45,000	-	-	-	-	45,000
	ADA/Ramps/Bike Barricades							
	Alerus Debt Service Cash	-	17,971	-	-	-	-	17,971
	Ticket Office System							
	Alerus Debt Service Cash	-	-	250,000	-	-	-	250,000
	Power Towers, Trade Show power							
	Alerus Debt Service Cash	-	50,000	-	-	150,000	-	200,000
	Telephone System							
	Alerus Debt Service Cash	-	100,000	-	-	-	-	100,000
	Concessions/Catering Equipment							
	Alerus Debt Service Cash	230,000	260,500	85,000	150,000	60,000	-	785,500
	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	-	-	-	170,000	-	-	170,000
	Security/Medical/Waste Recepticles/Tables/Chairs							
	Alerus Debt Service Cash	16,000	-	-	-	-	-	16,000
	Rest Room Auto Flushers and Fixtures							
	Alerus Debt Service Cash	-	-	-	-	-	100,000	100,000
	Riding Floor Scrubber/Sweeper							
	Alerus Debt Service Cash	-	145,000	-	-	-	-	145,000
	Carts - Electric							
	Alerus Debt Service Cash	-	59,960	-	-	-	-	59,960
	Video Production Equipment							
	Alerus Debt Service Cash	500,000	-	-	-	-	-	500,000
	Total -Alerus Center Equipment	916,000	905,594	2,355,000	514,800	645,000	110,000	5,446,394
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		\$ 6,515,726	\$ 4,996,677	\$ 6,431,683	\$ 3,225,227	\$ 3,235,598	\$ 6,471,644	\$ 30,495,025

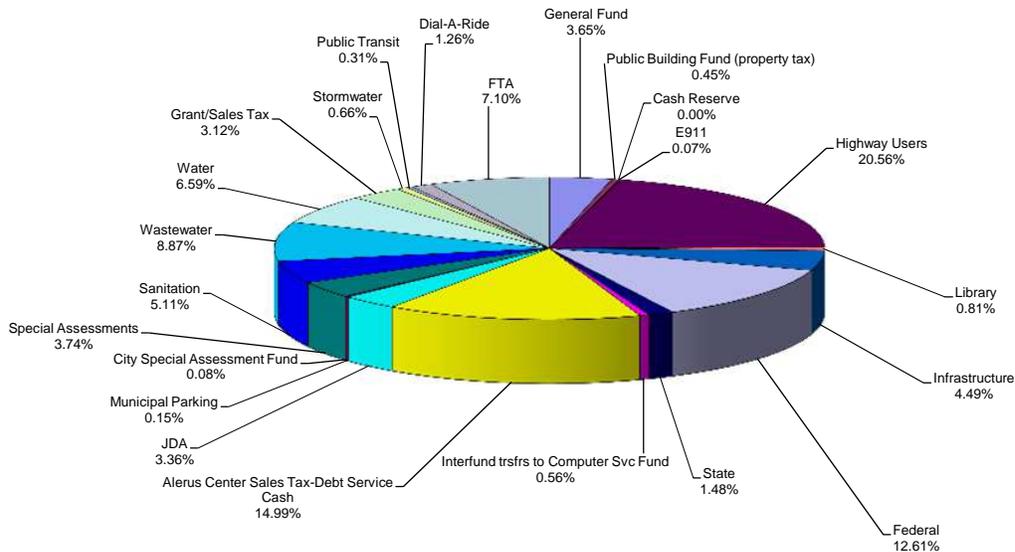
(1) These projects are currently being analyzed as part of a Five-year Transportation & Development Plan (TDP) Update.

CIP (continued)
Six Year CIP Summary Listing

By Funding Source

Funding Source	Fiscal Year						Estimated Total Cost
	2014	2015	2016	2017	2018	2019	
General Fund	\$ 1,106,402	\$ 1,079,451	\$ 1,530,672	\$ 1,049,410	\$ 1,114,540	\$ 1,045,994	\$ 6,926,469
Public Building Fund (property tax)	135,000	145,800	150,000	200,000	275,000	300,000	1,205,800
Cash Reserve	-	2,000,000	-	-	-	-	2,000,000
E-911 (2105)	20,000	20,000	350,000	50,000	25,000	25,000	490,000
Highway Users	4,914,515	6,079,547	6,446,902	2,696,687	5,139,015	8,454,004	33,730,669
Highway Users-New Trunk Reserve	1,320,000	520,000	1,865,000	-	1,040,000	-	4,745,000
Library Mill Levy	245,274	252,632	260,211	268,018	276,058	284,340	1,586,533
City Share (Infrastructure sales tax)	1,360,000	1,320,000	2,615,000	2,120,000	3,465,000	2,820,000	13,700,000
Federal Share (Urban,Regional, T.E..)	3,825,000	2,200,000	15,227,000	4,080,000	13,700,000	14,580,000	53,612,000
State Share	450,000	250,000	2,750,000	30,000	1,650,000	1,410,000	6,540,000
Interfund Transfers-to Computer Svc Fund	170,400	80,000	80,000	80,000	80,000	80,000	570,400
Alerus Center Sales Tax-Debt Service Cash	4,544,000	2,350,594	5,190,000	1,742,914	6,011,261	2,177,465	22,016,234
JDA Revenue	1,017,500	-	-	-	-	-	1,017,500
Mosquito Fee 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	46,300	88,600	58,900	-	-	-	193,800
Special Assessments	1,135,000	605,000	1,346,000	475,000	735,000	1,275,000	5,571,000
Sanitation Revenue	1,548,000	1,399,000	7,938,000	1,230,000	1,120,000	1,150,000	14,385,000
Wastewater Revenue	690,000	755,000	785,000	975,000	955,000	955,000	5,115,000
Wastewater Revenue Bond	2,000,000	2,959,806	13,169,934	7,852,685	1,000,000	2,989,577	29,972,002
Water Revenue	1,052,000	640,110	653,613	687,522	681,847	696,603	4,411,695
Water Revenue Bond	-	-	11,149,728	33,097,270	13,889,790	4,010,885	62,147,673
Water Reserve	945,000	2,904,000	4,146,715	-	-	-	7,995,715
Grant/Sales Tax	945,000	2,904,000	15,296,443	33,097,270	13,889,790	210,575	66,343,078
Stormwater Revenue	200,000	329,648	252,797	300,481	365,559	710,047	2,158,532
Public Transit (5500)	94,000	204,000	88,860	1,504,000	72,960	40,000	2,003,820
Dial-A-Ride (5600)	381,530	22,100	7,106	7,310	7,650	7,820	433,516
FTA	2,152,120	1,103,900	461,834	6,051,690	55,590	198,180	10,023,314
	\$30,344,041	\$ 30,263,188	\$91,869,714	\$ 97,645,256	\$65,599,060	\$43,470,490	\$ 359,191,749

2014 CIP by Funding Source



**City of Grand Forks
2014 City Budget**

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

Sources of Funds	2014	2015	2016	2017	2018	2019
Highway Users Tax (3% increase/yr)	\$ 3,654,579	\$ 3,764,216	\$ 3,877,143	\$ 3,993,457	\$ 4,113,261	\$ 4,236,659
Legislative distribution*	-	1,000,000	1,000,000	1,000,000	1,000,000	\$ 1,000,000
Interest	91,828	65,122	37,265	(134)	6,605	(8,838)
Estimated Yearly Revenue	3,746,407	4,829,338	4,914,408	4,993,323	5,119,866	5,227,821
Transfer from Infrastructure fund for 62nd Ave S project	-	-	-	-	150,000	6,300,000
Use of New Trunk Reserve(have \$1,321,606 @ 12/31/12)(1)	1,320,000	520,000	1,240,000	-	1,040,000	-
Est Carryover Beginning Yr (includes \$2.4M 2013 Legislative \$)	9,182,779	6,512,203	3,726,519	(13,448)	660,469	(883,758)
Available for Expenditure	14,249,186	11,861,541	9,880,927	4,979,875	6,970,335	10,644,063
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr)	289,720	298,412	307,364	316,585	326,082	335,865
Interdepartmental Charges-Mtce & Operations(3% increase/yr)	48,025	49,466	50,950	52,478	54,053	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)	1,047,101	1,075,933	1,114,450	1,145,903	1,189,146	1,224,820
Transfer to fund #3448(S 42nd St Project)(2020)	42,622	40,665	38,709	36,753	34,797	32,842
MPO Matching	65,000	65,000	65,000	65,000	65,000	65,000
Traffic Signal Mtce	84,373	86,061	87,782	89,538	91,328	93,155
Minor Street Repair	167,313	170,659	174,072	177,554	181,105	184,727
Street Mtce Program(5% increase/yr)	814,724	855,460	898,233	943,145	990,302	1,039,817
Controllers & Conflict Monitors	23,902	24,380	24,867	25,365	25,872	26,389
New Trunk Paving & Lighting	439,203	447,987	456,947	466,086	475,408	484,916
Bikeway Capital & Maintenance	100,000	100,000	100,000	100,000	100,000	100,000
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	20,000	20,000
Sub-total Ongoing Obligations	3,272,983	3,365,022	3,469,374	3,569,406	3,664,093	3,774,206
Special Projects:						
Cable Fault Finder	4,000	-	-	-	-	-
Traffic Signal Interconnect	50,000	50,000	50,000	50,000	-	-
Pedestrian Activated Beacon for S Washington & 55th	20,000	-	-	-	-	-
Extend S 34th St & Connect to 43rd Ave S & 40th Ave S	2,000,000	-	-	-	-	-
17th Ave S/Columbia, 32nd & 38th Turn Lanes	200,000	100,000	-	-	-	-
Columbia Rd (36th to 40th Ave S)	400,000	3,700,000	50,000	-	-	-
Construct 24th Ave S (48th to 46th)(1)	520,000	-	-	-	-	-
Reconstruct Granitoid	120,000	-	-	-	-	-
47th Ave S (Washington St to 20th)	-	100,000	3,500,000	100,000	-	-
47th Ave S (20th to Columbia Rd)	-	-	-	100,000	3,000,000	100,000
30th Ave S Major Rehab (34th to 38th St)	200,000	-	-	-	-	-
University Ave Bridge Repair	100,000	250,000	50,000	-	-	-
S 38th St (40th-43rd Ave S)(1)	-	520,000	-	-	-	-
N 55th St (Gateway to 17th Ave N)(1)	800,000	-	-	-	-	-
N 62nd (Gateway to 10th)	-	-	625,000	-	-	-
University Ave (55th to 58th Ave S)(1)	-	-	720,000	-	-	-
Cherry St (55th to 58th Ave S)(1)	-	-	520,000	-	-	-
S 34th St (43rd to 47th Ave S)	-	-	560,000	-	-	-
Columbia Rd Rehab (14th to 17th Ave S)	-	-	-	500,000	-	-
Cherry St (58th to 62nd Ave S)(1)	-	-	-	-	520,000	-
S 38th St (43rd to 47th Ave S)(1)	-	-	-	-	520,000	-
62nd Ave S (Belmont to Washington)	-	-	-	-	150,000	6,300,000
Traffic Signal-temporary (42nd & Gardenview)	-	-	150,000	-	-	-
Traffic Signal-temporary (Washinton & 44th Ave S)	-	-	150,000	-	-	-
Quiet Zone Redundancy	50,000	50,000	50,000	-	-	-
Total Expenditures	7,736,983	8,135,022	9,894,374	4,319,406	7,854,093	10,174,206
Amount Available for Carryover	\$ 6,512,203	\$ 3,726,519	\$ (13,448)	\$ 660,469	\$ (883,758)	\$ 469,857
Revenue over/(under) expenditures annually	\$ (3,990,576)	\$ (3,305,684)	\$ (4,979,966)	\$ 673,917	\$ (2,734,227)	\$ (4,946,385)
(1) Use of Trunk Reserve Cash						

LMI Projects of \$200K Annually Funded in Community Development (CDBG - 2199)

*Includes assumption of funding from the State based on recent history of legislative distributions; adjust priority of projects if funding from State is not realized

**City of Grand Forks
2014 City Budget**

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

Sources of Funds	2014	2015	2016	2017	2018	2019
Real Estate Tax (3.6 mills with growth as projected in budget model)	\$ 586,264	\$ 615,769	\$ 646,922	\$ 683,108	\$ 721,319	\$ 760,895
Discount on Real Estate Tax	(29,313)	(30,788)	(32,346)	(34,155)	(36,066)	(38,045)
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	(0)	57	278	992	1,627	1,848
Estimated Yearly Revenue	568,177	596,263	626,080	661,170	698,106	735,924
Transfer available GF Contingency funds	-	-	-	-	-	-
Use of Reserve for Capital	-	-	-	-	-	-
Estimated Carryover at Beginning of Year	(0)	5,677	18,546	66,124	108,486	123,169
Available for Expenditure	568,177	601,940	644,626	727,295	806,593	859,093
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges-Wages (Est 3% increase/yr; then phase out) (1)	30,219	31,126	32,059	23,021	13,712	4,123
Interdepartmental Charges-Mtce & Operations(1)	10,000	10,000	-	-	-	-
Debt Service (2006B GO Public Bldg Bond)(2025)	116,219	112,419	114,619	116,619	113,419	115,139
Debt Service (2007A GO Public Safety Bldg Bond- for Training Facility)(2026)	286,062	284,049	281,824	279,168	281,293	277,980
Sub-total Ongoing Obligations	442,500	437,594	428,502	418,808	408,424	397,242
*HVAC - City Hall	15,000	-	-	-	-	-
- Central Fire	30,000	-	-	-	-	-
Energy Efficiency Lighting Project:						
City Hall	-	31,700	-	-	-	-
Central Fire	-	35,500	-	-	-	-
North Fire	-	9,300	-	-	-	-
Police	-	9,300	-	-	-	-
Security System/Software	45,000	35,000	-	-	-	-
Reserve Allocation for Bldg & Capital Needs- project priority to be determined(2)	30,000	25,000	150,000	200,000	275,000	300,000
Total Expenditures	562,500	583,394	578,502	618,808	683,424	697,242
Amount Available for Carryover	\$ 5,677	\$ 18,546	\$ 66,124	\$ 108,486	\$ 123,169	\$ 161,851
Amount Available in Reserve for building projects(2)	\$ 30,000	\$ 55,000	\$ 205,000	\$ 405,000	\$ 680,000	\$ 980,000
* Exploring possibility of EECBG funding for HVAC systems						
(1) Decrease beginning in 2016 due to the estimated savings realized to the General Fund for effect of Energy Efficiency projects						
(2) Building reserve to be used for general fund buildings; includes energy efficiency projects as well as other priority needs; future studies will follow						

**City of Grand Forks
2014 City Budget**

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

Sources of Funds	2014	2015	2016	2017	2018	2019
Sales Tax Revenue (3% increase annually)	\$ 2,963,275	\$ 3,052,173	\$ 3,143,738	\$ 3,238,051	\$ 3,335,192	\$ 3,435,248
Use Tax (3% increase annually)	879,253	905,631	932,800	960,784	989,607	1,019,296
Interest	42,163	49,699	58,563	55,864	60,666	65,491
Estimated Yearly Revenue	3,884,691	4,007,503	4,135,102	4,254,698	4,385,465	4,520,034
Use of Bridge Reserve Cash	30,000	50,000	50,000	200,000	1,500,000	700,000
Estimated Carryover at Beginning of Year	4,216,297	4,969,876	5,856,342	5,586,359	6,066,588	6,549,050
Available for Expenditure	8,130,988	9,027,379	10,041,444	10,041,057	11,952,054	11,769,084
Uses Of Funds						
Ongoing Obligations:						
Interdepartmental Charges (Est 3% increase/yr)	91,116	93,849	96,665	99,565	102,552	105,628
Contingency	78,286	80,635	83,054	85,545	88,112	90,755
Landscaping (3% increase/yr)	119,821	123,416	127,118	130,932	134,860	138,905
Property Management (3% increase/yr)	181,589	187,037	192,648	198,427	204,380	210,511
Debt Service-Flood Protection Project (2011A Sales Tax Rev Bond - Dike)(2021)-refinanced 2002H in 2011	445,350	432,950	440,650	438,050	440,350	440,475
Debt Service-Flood Protection Project (2011F Sales Tax Rev Bond - Dike)(2021) - Refinanced 2001D in 2011	924,950	933,150	899,950	901,950	817,750	834,000
Sub-total Ongoing Obligations	1,841,112	1,851,037	1,840,085	1,854,469	1,788,003	1,820,275
Discretionary Projects						
Reserve for Bridge Project*	250,000	300,000	400,000	500,000	500,000	200,000
Bikepath Development	40,000	50,000	40,000	50,000	40,000	50,000
Sorlie Bridge - (Use of Bridge Reserve Funds)	30,000	50,000	50,000	200,000	1,500,000	200,000
Intersection Improvements (11th Ave S/42nd St)	100,000	70,000	-	-	-	-
S Washington Prev Maintenance (32nd Ave S to Hammerling)	200,000	30,000	-	-	-	-
Columbia Rd (overpass to 11th Ave S)	100,000	-	-	-	-	-
32nd Ave S Rehab (I-29 to Washington)	25,000	-	-	-	-	-
Intersection Improvements (24th & 34th Roundabout)	200,000	40,000	-	-	-	-
Columbia Rd (11th - 14th Ave S)	50,000	250,000	1,500,000	200,000	-	-
Intersection Improvements (S Washington St & 40th Ave S)	150,000	30,000	-	-	-	-
Gateway Dr/Hwy 2 (I-29 to 55th St) Prev. Mtce	25,000	-	-	-	-	-
Columbia Rd (40th to 47th Ave S)	-	100,000	400,000	900,000	200,000	-
Demers Ave Maintenance (I-29 to Fire Station)	-	300,000	50,000	-	-	-
N Wash Reconst (5th Ave S to 1st Ave N-includes Underpass)	-	-	-	-	50,000	1,000,000
N Washington Reconstruct - portion from Bridge Res Cash	-	-	-	-	-	500,000
Kennedy Bridge	-	-	50,000	-	-	-
Business Hwy 2 (Gateway to I-29) Asphalt	-	-	75,000	-	-	-
Demers Ave/Columbia Signalize West Ramp	-	-	-	50,000	-	-
Traffic Signals - 42nd & Gardenview	-	-	50,000	200,000	25,000	-
Traffic Signals	-	-	-	20,000	150,000	30,000
Columbia Rd & 24th Ave S)	50,000	-	-	-	-	-
42nd Street & 32nd Ave S/I29 Ramp Reconfiguration	-	-	-	-	-	50,000
47th Ave S Interchange	100,000	100,000	-	-	200,000	-
Business US 2 Reconstruction	-	-	-	-	500,000	-
N 42nd Street Reconstruct (University Ave to Gateway Drive)	-	-	-	-	300,000	800,000
Transfer to Highway User Fund for 62nd Ave Project	-	-	-	-	150,000	6,300,000
Total Expenditures	3,161,112	3,171,037	4,455,085	3,974,469	5,403,003	10,950,275
Amount Available for Carryover	\$ 4,969,876	\$ 5,856,342	\$ 5,586,359	\$ 6,066,588	\$ 6,549,050	\$ 818,809
*This reserve may be used for the Washington Street Underpass, Sorlie or Kennedy Bridge replacement subject to the priorities set by the NDDOT						
Revenue over/(under) expenditures annually	\$ 723,579	\$ 836,466	\$ (319,983)	\$ 280,229	\$ (1,017,538)	\$ (6,430,241)

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 2014, 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):** Todd Feland/LeahRae Amundson/Richard Newman

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Sanitation Revenue	\$200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,200,000
Total Cost:	\$200,000	\$ 200,000	\$ 1,200,000				

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 2014, 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:

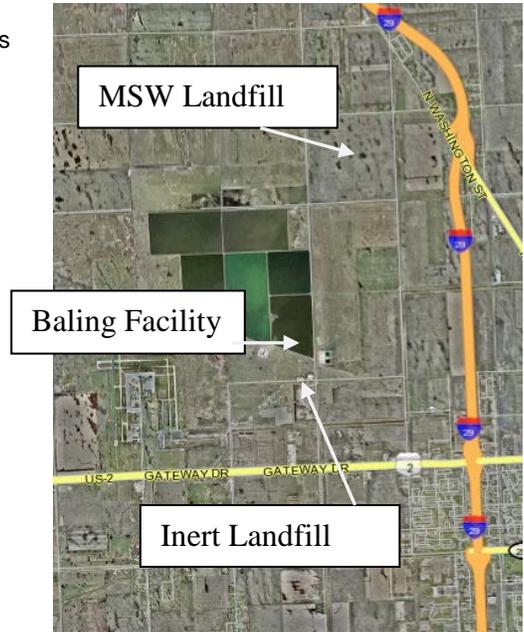
Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Sanitation Revenue	\$125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 750,000
Total Cost:	\$125,000	\$ 125,000	\$ 750,000				

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

Solid Waste Landfill Construction Cell B

Project Location: Municipal Solid Waste (MSW) landfill facilities



Description: The Solid Waste Landfill Construction Cell B Project is the second of 10 landfill cell construction projects. This project's construction will begin in 2016 and will be ready to accept and dispose of solid waste in 2017. Solid waste cell B is needed in anticipation of solid waste cell A closure in 2017. Solid waste landfill cell A final closure project is planned to occur as part of the solid waste cell C construction.

Justification: The solid waste landfill is planned and designed with ten (10) solid waste cells, and each solid waste cell is anticipated to last approximately 8-10 years thus the entire landfill life is expected to last 80 to 100 years. These 10 solid waste landfill cell construction and closure projects will occur sequentially over the next 80 to 100 years.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Bond Revenue	\$ -	\$ -	\$ 6,600,000	\$ -	\$ -	\$ -	\$ 6,600,000
Total Cost:	\$ -	\$ -	\$ 6,600,000	\$ -	\$ -	\$ -	\$ 6,600,000

Impact on Operations:

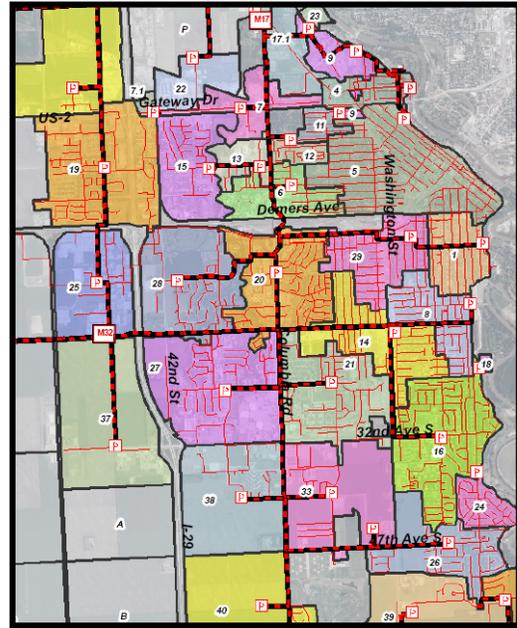
The capital project funds will provide needed funds related to solid waste landfill cell B construction.

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:	2014	2015	2016	2017	2018	2019	TOTAL
Wastewater Revenue	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 780,000
Total Cost:	\$ 130,000	\$ 780,000					

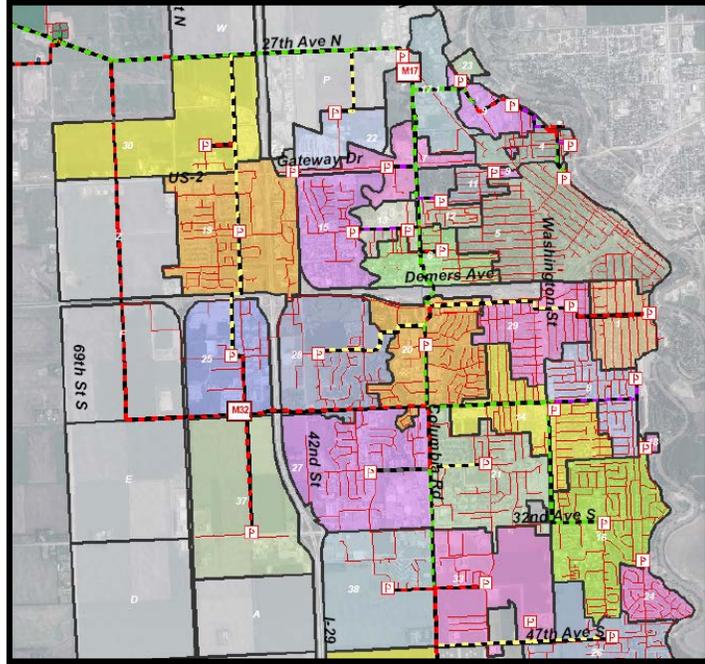
Impact on Operations: Inspection processes and potential rehabilitation will require temporary re-routing of some flows or shut-off of services. Strategic timing can minimize the impact on City Service.

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:	2014	2015	2016	2017	2018	2019	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					

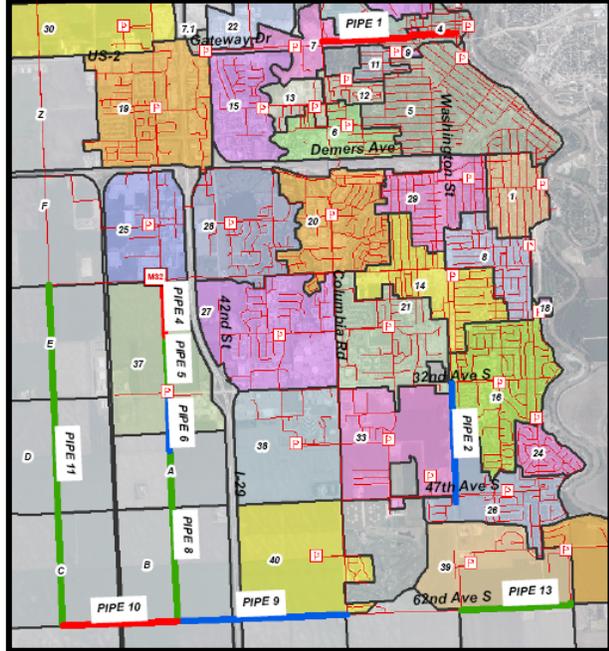
Impact on Operations: Inspection processes and potential rehabilitation will require temporary re-routing of some flows. Strategic timing will be required to minimize the impact on City Service.

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 annually to include project costs and timing and pumping capacity to support additional flows.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Revenue							
Bond	\$ -	\$ -	\$ 562,248			\$ 2,356,192	\$ 2,918,440
Total Cost:	\$ -	\$ -	\$ 562,248	\$ -	\$ -	\$ 2,356,192	\$ 2,918,440

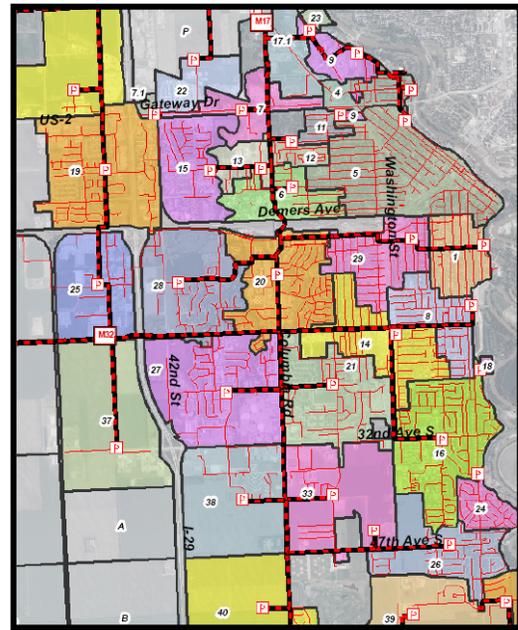
Impact on Operations: The installation of additional forcemain will ultimately result in some temporary disruptions to service in some areas of the City. Long-term operation and maintenance costs will also increase due to the addition of new infrastructure. Overall these projects would have a positive 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:	2014	2015	2016	2017	2018	2019	TOTAL
Wastewater Revenue	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,800,000
Total Cost:	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,800,000

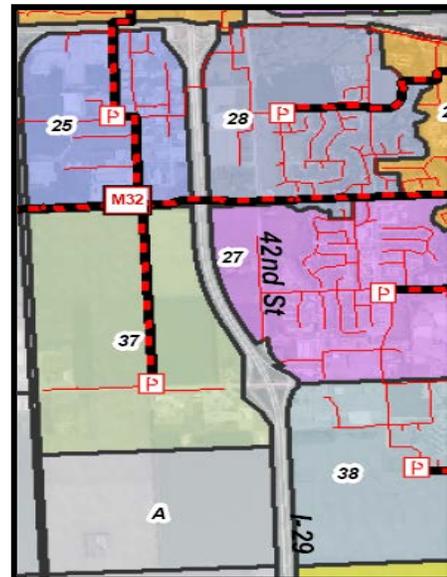
Impact on Operations: Pump Station rehabilitation may require temporary re-routing of subsystem specific flows. Overall these projects should have a positive impact on operations, as they will result in an updated facility that requires less attention than one that is suffering from deteriorated equipment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

CIP (continued)
Utility Infrastructure

Pump Station Rehab

Project Number: N/A

Location: To Be Determined



Description: These projects involve constructing new pump stations to facilitate development or address capacity issues with existing pump stations.

Justification: The Wastewater Collections system is evaluated on an annual basis and priorities set regarding the need for rehabilitation and or the need to increase system capacity. Priorities are based on evaluation of operating data.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Revenue							
Bond	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 2,000,000
Total Cost:	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 2,000,000

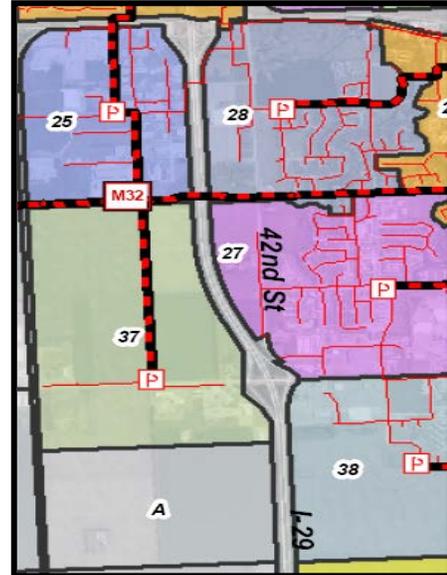
Impact on Operations: Replacement of existing pump stations may require temporary service disruptions to connect to new facilities. Overall these projects will result in increased operation and maintenance costs, as additional infrastructure will need to be supported.

CIP (continued)
Utility Infrastructure

NEW PUMP STATION CONSTRUCTION

Project Number: N/A

Location: To be determined based on city growth areas



Description: These projects involve constructing new pump stations to facilitate development or address capacity issues with existing pump stations.

Justification: Pump stations must be adequately sized to serve growth areas with high wastewater-producing facilities such as hotels and multi-family housing. An assessment of the need for additional capacity at various locations is required. Subsystem areas A (as shown on map above) and Z (which is located on the northwest edge of the City) are examples of future development impacts.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Revenue							
Bond	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Total Cost:	\$ 2,000,000	\$ -	\$ 2,000,000				

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
RESERVE FOR RENEWAL & REPLACEMENT (R&R)

Project Number: N/A

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:	2014	2015	2016	2017	2018	2019	TOTAL
Wastewater Revenue	\$ -	\$ 100,000	\$ 100,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,100,000
Total Cost:	\$ -	\$ 100,000	\$ 100,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,100,000

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

WASTEWATER TREATMENT PLANT BIOSOLIDS

Project Number: N/A

Project Location: 3251 N 69th Street



Description: The Wastewater Treatment Facility is currently working on a project to develop a Bio-solids Facility Plan. Design and construction of a new Bio-solids Facility is anticipated to begin in 2015.

Justification: The Wastewater Treatment Mechanical Facility was put into service in 2003 without a mechanism to permanently treat and dispose of bio-solids generated at the wastewater facility. In 2005 a decision was made to defer construction of a permanent bio-solids facility in favor of using the bio-solids in the lagoons to enhance treatment. This was seen as a temporary way of handling bio-solids. This project is being developed as a permanent solution to treatment and disposal of wastewater bio-solids for the City of Grand Forks.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Bond Revenue		\$ 1,959,806	\$ 12,346,849	\$ 5,450,252			\$ 19,756,907
Total Cost:	\$ -	\$ 1,959,806	\$ 12,346,849	\$ 5,450,252	\$ -	\$ -	\$ 19,756,907

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.

CIP (continued)
Utility Infrastructure

WASTEWATER TREATMENT
PRIMARY CELL #2 SLUDGE DISPOSAL CAPITAL

Project Number: N/A

Project Location: 3251 N 69th Street



Description: The Wastewater Treatment Facility has stored bio-solids generated in its mechanical facility in this primary 2 lagoon cell. State and Federal regulations will require that these solids be removed and disposed of within three years of the time the lagoon is no longer using them to enhance treatment.

Justification: Assets to facilitate the conveyance of primary No. 2 solids to the newly constructed bio-solids facility will need to be put into place. These funds will be needed to design and construct a way of disposing solids accumulated in the Primary No. 2 Lagoon Cell.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Bond Revenue			\$ 260,837	\$ 2,402,433			\$ 2,663,270
Total Cost:	\$ -	\$ -	\$ 260,837	\$ 2,402,433	\$ -	\$ -	\$ 2,663,270

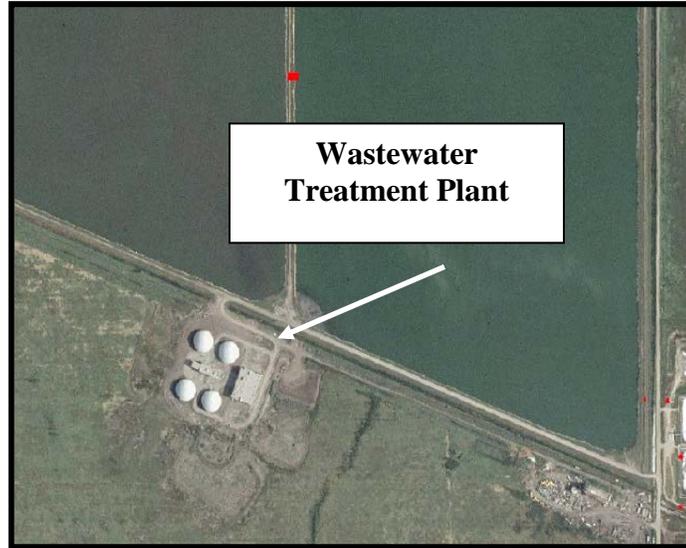
Impact on Operations: The renewal and replacement of systems and equipment will be coordinated so that the operation of the wastewater treatment plant is not affected.

CIP (continued)
Utility Infrastructure

WASTEWATER TREATMENT PLANT - CONTINUOUS DISCHARGE

Project Number: N/A

Project Location: 3251 N 69th Street



Description: Currently wastewater from the mechanical wastewater facility is discharged into the existing lagoon system prior to final discharge into the Red River. This capital project would allow the mechanical facility to discharge directly into the Red River.

Justification: The ability to discharge directly into the Red River would allow the City of Grand Forks to begin decommissioning its lagoon cells and thereby reducing its lagoon footprint. This project would also allow Grand Forks to discharge a more quality effluent to the Red River without the possibility of further degradation through the lagoon system.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Bond Revenue						\$ 506,708	\$ 506,708
Total Cost:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 506,708	\$ 506,708

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.

CIP (continued)
Utility Infrastructure

WASTEWATER TREATMENT - LAGOON DECOMMISSIONING

Project Number: N/A

Project Location: 3251 N 69th Street



Description: There will be a future need to reduce the lagoon footprint at the wastewater facility. This project will facilitate lagoon decommissioning.

Justification: Lagoons will need to be taken out of service and decommissioned in a way that is environmentally safe and does not allow large amounts of standing water to accumulate. This capital project will design and construct a way of decommissioning the lagoons which is environmentally safe.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Bond Revenue						\$ 126,677	\$ 126,677
Total Cost:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,677	\$ 126,677

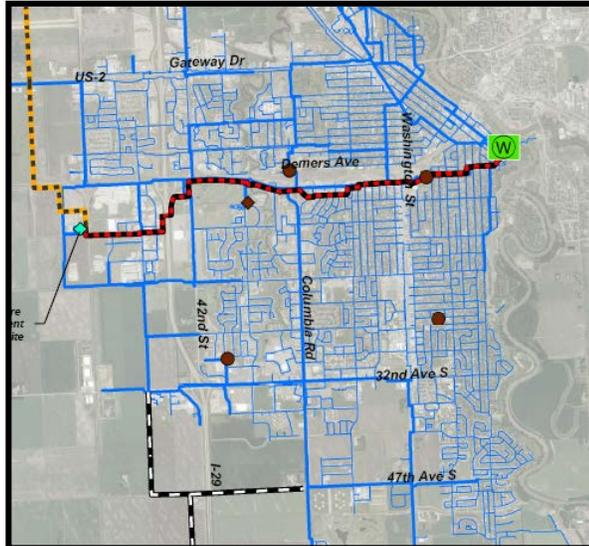
Impact on Operations: The renewal and replacement of systems and equipment will be coordinated so that the operation of the wastewater treatment plant is not affected.

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:	2014	2015	2016	2017	2018	2019	TOTAL
Water Revenue	\$ 437,000	\$ 450,110	\$ 463,613	\$ 477,522	\$ 491,847	\$ 506,603	\$ 2,826,695
Total Cost:	\$ 437,000	\$ 450,110	\$ 463,613	\$ 477,522	\$ 491,847	\$ 506,603	\$ 2,826,695

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 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. Additional pilot testing of pretreatment options, low and high pressure membranes was completed in 2013. 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 will be incorporated into future planning, providing 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:	2014	2015	2016	2017	2018	2019	TOTAL
Reserve	\$ 945,000	\$ 2,904,000	\$ 4,146,715			\$ -	\$ 7,995,715
Grant/Sales							
Tax	945,000	2,904,000	15,296,443	33,097,270	13,889,790	210,575	66,343,078
Revenue							
Bond	-	-	11,149,728	33,097,270	13,889,790	210,575	58,347,363
Total Cost:	\$ 1,890,000	\$ 5,808,000	\$ 30,592,886	\$ 66,194,540	\$ 27,779,580	\$ 421,150	\$ 132,686,156

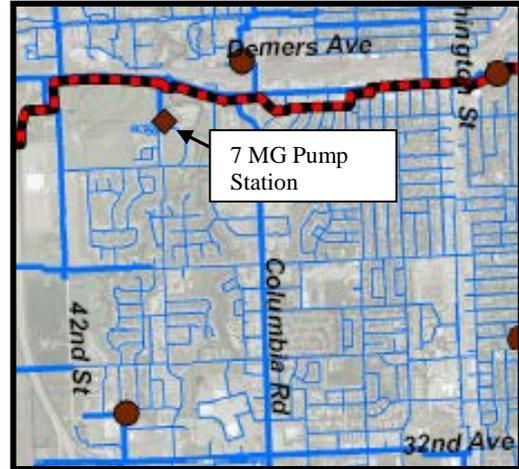
Impact on Operations: Depending on the scope of the future project, there could be a significant impact on operations. When a new facility is constructed, there will be a small impact on water users as the current facility can operate while a new one is being built.

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 address roof replacement, update HVAC systems, implement electronic security measures and bring chemical storage areas up to code at the 7 Million Gallon Pump Station.

Justification: As part of ongoing water facilities renewal and rehabilitation the 7 Million Gallon Pump Station building and grounds will be rehabilitated to address building codes for chemical storage, building security, and economies associated with energy conservation.

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

Project Funding:

Funding Source:	2014	2015	2016	2017	2018	2019	TOTAL
Water Revenue	\$ 450,000						\$ 450,000
Total Cost:	\$ 450,000	\$ -	\$ 450,000				

Impact on Operations: The 7 Million Gallon Pump Station Rehabilitation will not impact ongoing operations.

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:	2014	2015	2016	2017	2018	2019	TOTAL
Stormwater Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
Total Cost:	\$ 100,000	\$ 600,000					

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

STORMWATER PUMP STATION REPAIR & REHAB

Project Number: N/A

Location: Citywide



Description: This project involves rehab of storm 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:	2014	2015	2016	2017	2018	2019	TOTAL
Stormwater Revenue	\$ 75,000	\$ 189,648	\$ 112,797	\$ 160,481	\$ 225,559	\$ 570,047	\$ 1,333,532
Total Cost:	\$ 75,000	\$ 189,648	\$ 112,797	\$ 160,481	\$ 225,559	\$ 570,047	\$ 1,333,532

Impact on Operations:

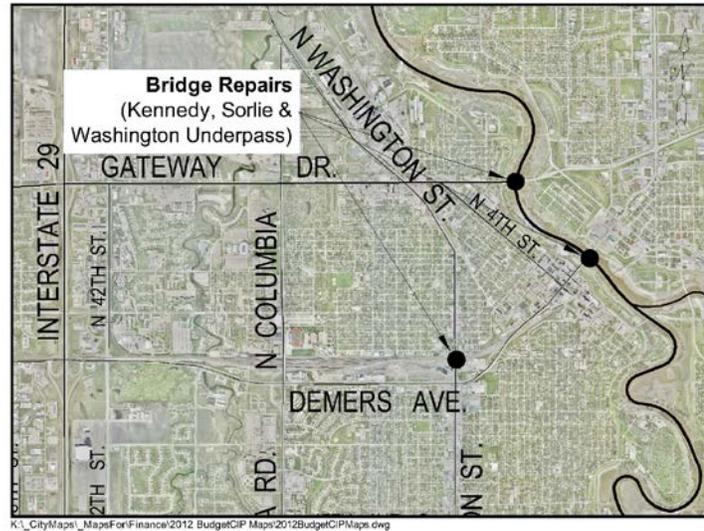
Storm sewer pump station repair may require temporary re-routing of subsystem specific flows. Overall these projects should have a positive impact on operations, as they will result in appropriate repairs that require less attention than one that is suffering from deteriorated equipment and requires frequent maintenance activities.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Infrastructure	\$ 250,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 200,000	\$ 2,150,000
Total Cost	\$ 250,000	\$ 300,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 200,000	\$ 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.

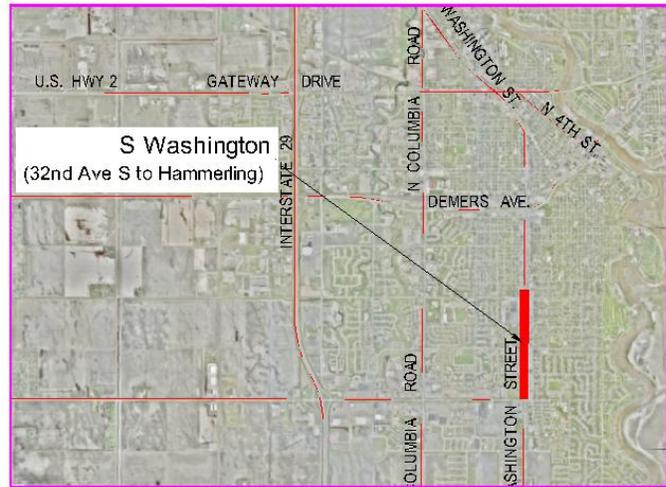
(1) Sorlie Bridge 2018/2019 \$61,500,000 (estimated City Share \$3,000,000); Washington Underpass not included at this time.

**City of Grand Forks
2014 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:

Funding Source	2014	2015	2016	2017	2018	2019	Total
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

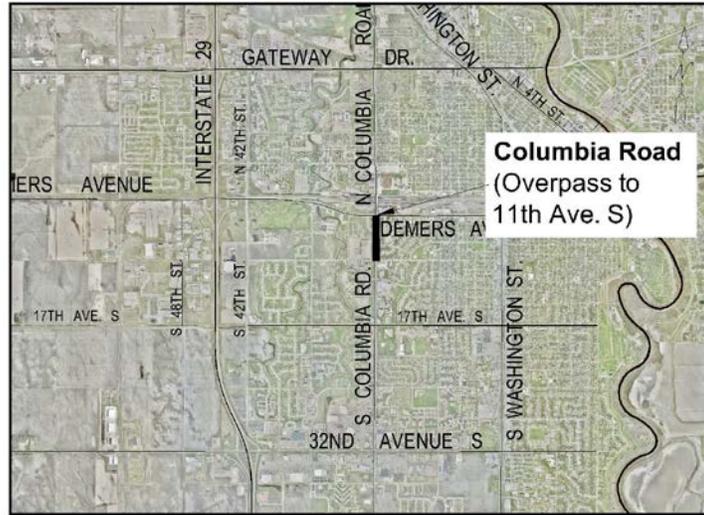
Impacts on Operation: Traffic will need to be reduced to one lane each direction during construction

**City of Grand Forks
2014 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:

Funding Source	2014	2015	2016	2017	2018	2019	Total
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessment	-	-	-	-	-	-	-
City Share Match (Infrastructure)	100,000	-	-	-	-	-	100,000
Total Cost	\$ 100,000	\$ -	\$ 100,000				

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
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Share	-	-	-	-	-	-	-
City Share (Infrastructure)	25,000	-	-	-	-	-	25,000
Total Cost	\$ 25,000	\$ -	\$ 25,000				

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
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ 479,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,000
City Share Match (Infrastructure)	200,000	40,000	-	-	-	-	240,000
Total Cost	\$ 679,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 719,000

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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

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



Description: The traffic volume has been increasing at this intersection, and with new residential, recreational and commercial development currently underway, traffic will increase even more creating congestion and safety concerns. To help alleviate these problems, the intersection will be signalized so traffic can safely cross South Washington Street which is an arterial road. In addition to the traffic signal, right turn lanes will be constructed on South Washington Street for north and south bound traffic.

Justification: Recent and anticipated development in the area has necessitated the need for a signal at this intersection.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ 446,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 446,000
City Share Match (Infrastructure)	150,000	30,000	-	-	-	-	180,000
Total Cost	\$ 596,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	626,000

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
2014 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:

Funding Source	2014	2015	2016	2017	2018	2019	Total
Federal Urban Share	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000
City Share Match (2169)	100,000	70,000	-	-	-	-	170,000
Alerus Debt Service	150,000	-	-	-	-	-	150,000
Total Cost	\$ 730,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000

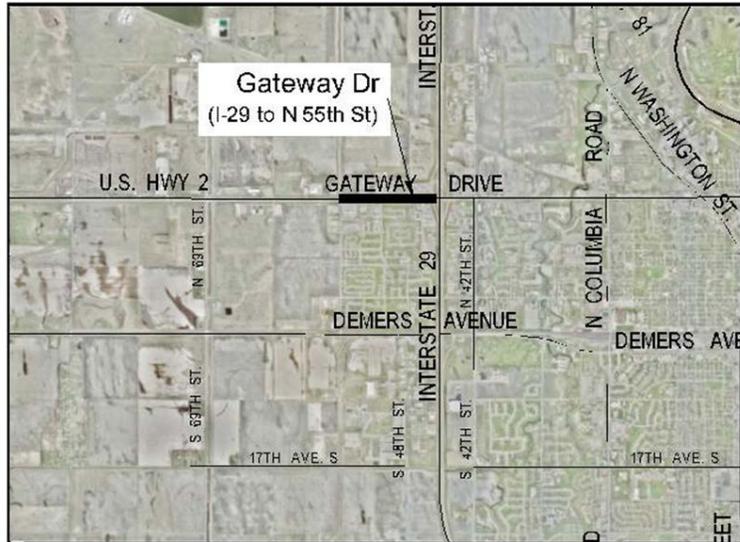
Impacts on Operation: Four-lanes of traffic may need to be reduced to two-lanes during construction.

**City of Grand Forks
2014 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:

Funding Source	2014	2015	2016	2017	2018	2019	Total
Federal Share Regional	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
State Share	300,000	-	-	-	-	-	\$ 300,000
City Share Match (Infrastructure)	25,000	-	-	-	-	-	\$ 25,000
Total Cost	\$ 1,525,000	\$ -	\$ 1,525,000				

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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: DeMers Ave Maintenance
(I-29 to Fire Station)



Description: This is a regional project involving the rehabilitation of the existing pavement on DeMers Avenue from I-29 to Central Fire Station. 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:

Funding Source	2014	2015	2016	2017	2018	2019	Total
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	\$ -	\$ 300,000	\$ 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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Columbia Road
(40th Ave S to 47th Ave S)



Description: Columbia Road south of 40th 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. 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
Special Assessments (2016)	-	-	-	300,000	-	-	300,000
City Share Match (Infrastructure)	-	100,000	400,000	900,000	200,000	-	1,600,000
Total Cost	\$ -	\$ 100,000	\$ 400,000	\$ 4,200,000	\$ 200,000	\$ -	\$ 4,900,000

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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Columbia Road & 24th – Pole Foundations



Description: Replace the signal pole foundations at all four corners of the intersection.

Justification: NDDOT has updated the design of signal pole foundations due to the instability of the traffic signals. One of the signals in this intersection is leaning. Therefore these foundations are scheduled for replacement.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ 20,000	\$ -	\$ -	\$ -	\$ -	-	\$ 20,000
City Share Match (Infrastructure)	50,000	-	-	-	-	-	\$ 50,000
Total Cost	\$ 70,000	\$ -	\$ 70,000				

Impacts on Operation: No permanent impact is anticipated. Short term lane closures, construction noise and short term change in signal operations are expected.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ 4,027,000	\$ -	\$ -	\$ -	\$ 4,027,000
Special Assessment	-	-	265,000	-	-	-	265,000
City Share Match (Infrastructure)	50,000	250,000	1,500,000	200,000	-	-	2,000,000
Total Cost	\$ 50,000	\$ 250,000	\$ 5,792,000	\$ 200,000	\$ -	\$ -	\$ 6,292,000

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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Bus US 81 Asphalt
(Gateway to I-29)



Description: This is a regional project involving the preservation of the existing pavement on US 81 from US Hwy 2 to I-29. Work will include mill and overlay of the existing asphalt pavement.

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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ 1,200,000
State Share	-	-	250,000	-	-	-	250,000
City Share Match (InfrastructureSales Tax)	-	-	75,000	-	-	-	\$ 75,000
Total Cost	\$ -	\$ -	\$ 1,525,000	\$ -	\$ -	\$ -	\$ 1,525,000

Impacts on Operation: Traffic will need to be reduced to one lane each way during construction resulting in minor delays in traffic. Flagging and pilot vehicles will be considered as possible construction traffic control.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ 10,000,000	\$ -	\$ -	\$ -	\$ 10,000,000
State Share - North Dakota	-	-	2,500,000	-	-	-	2,500,000
City Share Match(Infrastructure)	-	-	50,000	-	-	-	50,000
Total	\$ -	\$ -	\$ 12,550,000	\$ -	\$ -	\$ -	\$ 12,550,000

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Traffic Signal
(42nd & Garden View)



Description: Construction of a new traffic signal with cameras and fiber interconnect.

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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ 640,000	\$ -	-	\$ 640,000
City Share Match (Infrastructure)	-	-	50,000	200,000	25,000	-	\$ 275,000
Total Cost	\$ -	\$ -	\$ 50,000	\$ 840,000	\$ 25,000	\$ -	\$ 915,000

Impacts on Operation: Minor traffic impacts are expected including short term lane closures.

**City of Grand Forks
2014 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	2014	2015	2016	2017	2018	2019	Total
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ 3,300,000
Special Assessment	-	-	-	-	-	400,000	400,000
City Share Match (Highway User)	-	-	-	-	300,000	800,000	1,100,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 4,500,000	\$ 4,800,000

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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : DeMers Ave/Columbia
Signalize West Ramp



Description: Construction of a traffic signal with striping, cameras and fiber interconnect.

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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ 240,000	\$ -	\$ -	\$ 240,000
State Share	-	-	-	30,000	-	-	-
City Share Match (Infrastructure)	-	-	-	50,000	-	-	\$ 50,000
Total Cost	\$ -	\$ -	\$ -	\$ 320,000	\$ -	\$ -	\$ 320,000

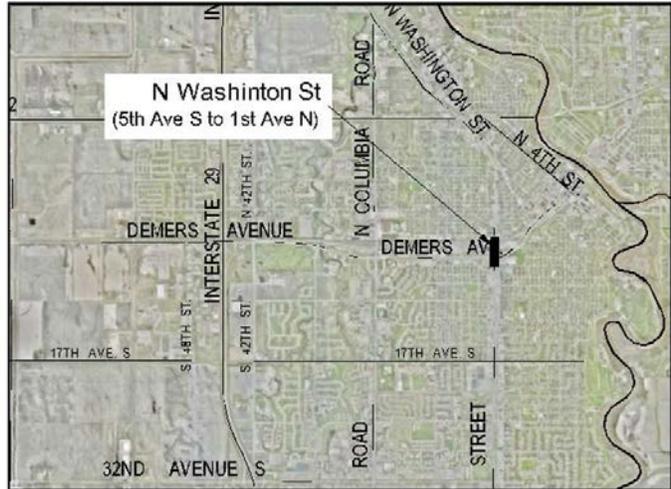
Impacts on Operation: Minor traffic impacts are expected including short term lane closures.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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	\$ 1,050,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 1,000,000	\$ 14,240,000

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project : Business US2 Reconstruct



Description: This is a regional project involving the pavement reconstruction on BUSINESS US 2 (DeMers Ave) from N 5th Street to the Sorlie Bridge. Work will include reconstruction of the existing pavement.

Justification: This is a project proposed by the NDDOT to reconstruct the roadway. 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Regional	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	-	\$ 3,200,000
State Share	-	-	-	-	400,000	-	-
City Share Match (Infrastructure)	-	-	-	-	500,000	-	\$ 500,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 4,100,000	\$ -	\$ 4,100,000

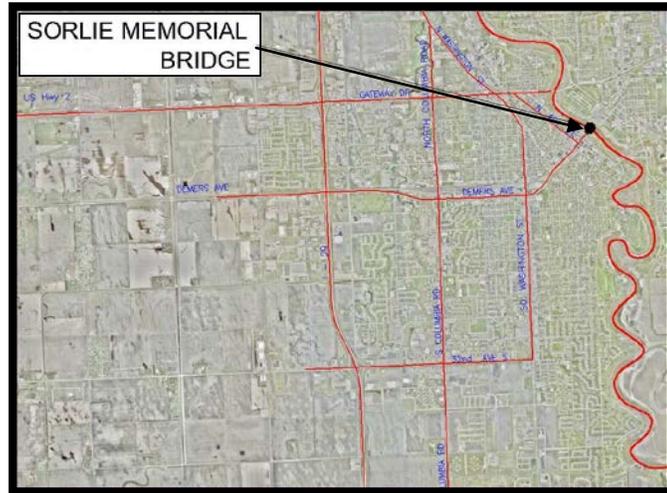
Impacts on Operation: Traffic will likely need to be detoured at times and reduced to one lane each way during construction resulting in minor delays in traffic. Flagging will be considered as possible construction traffic control.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ -	\$ 10,000,000
State Share	-	-	-	-	1,250,000	-	\$ 1,250,000
City Share (Use of Bride Reserve)	30,000	50,000	50,000	200,000	1,500,000	200,000	\$ 2,030,000
Total Cost	\$ 30,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ 1,500,000	\$ 200,000	\$ 13,280,000

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: Traffic Signals (TBD)



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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Urban	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
City Share(Infrastructure)	-	-	-	20,000	150,000	30,000	200,000
Total	\$ -	\$ -	\$ -	\$ 20,000	\$ 150,000	\$ 30,000	\$ 700,000

Impacts on Operations: Minor traffic Impacts.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Interstate & Regional (2021)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Share Urban (2021)	-	-	-	-	-	-	-
City Share Match (Infrastructure)	-	-	-	-	-	50,000	50,000
Total Cost	\$ -	\$ 50,000	\$ 50,000				

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Federal Aid Street Projects

Project: 47th Ave S Interchange



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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share Interstate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Share Urban	-	-	-	-	-	-	-
City Share Match (Infrastructure)	100,000	100,000	-	-	200,000	-	400,000
Total Cost	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 200,000	\$ -	\$ 400,000

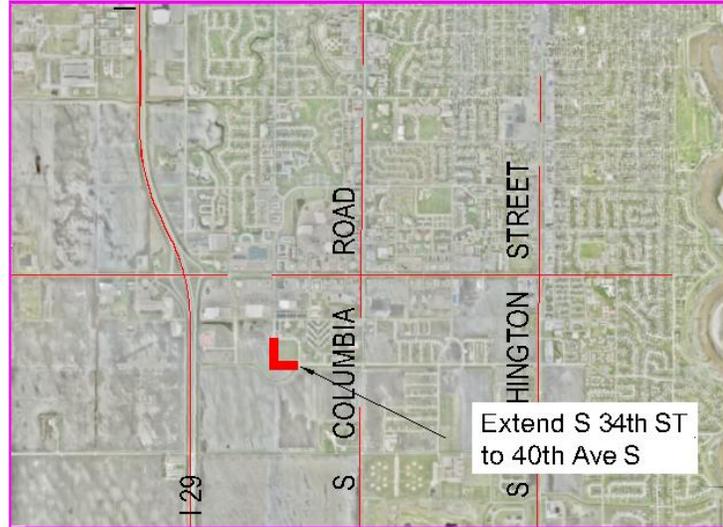
Impacts on Operations: Periodic lane shifts and lane widening will be required on I-29 and 47th Avenue will need to be closed temporarily near the interchange to provide tie-ins. Right of way will need to be purchased.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Extend S 34th St and connect 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
City Share(New Trunk Reserve)	2,000,000	-	-	-	-	-	2,000,000
Total Cost	\$ 2,400,000	\$ -	\$ 2,400,000				

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: N 55th St
(Gateway to 17th Ave N)



Description: Currently N 55th Street is a rural section gravel roadway. This project will include watermain extension, stormsewer and concrete paving.

Justification: An increase in development in the vicinity and annexation of the parcel in the northeast corner of the intersection have triggered the need to reconstruct the road to meet city standards.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
City Share(Highway Users)	800,000	-	-	-	-	-	800,000
Total Cost	\$ 1,000,000	\$ -	\$ 1,000,000				

Impacts on Operations: Traffic will likely be reduced to one lane each way during construction resulting in minor delays in traffic. Flagging will be considered as possible construction traffic control.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
City Share(Highway User)	200,000	-	-	-	-	-	200,000
Total	\$ 200,000	\$ -	\$ 400,000				

Impacts on Operations: The road will have to be closed during construction

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project: Columbia Road
(36th -40th Ave S)



Description: This project will reconstruct the existing two lane rural section road. Columbia Road is a five lane wide urban section road north of 36th Avenue South. This project will continue the five lane section south to about 300 feet south of 40th Avenue South.

Justification: Columbia Road is an arterial street that is experiencing large volume increases due to fast growth in the southern extents of the City. There are currently preliminary plans for the development of the remaining lands adjacent to Columbia Road and a large development and new school under construction south of 40th Ave S that will greatly increase traffic congestion in the immediate future.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
City Share(Highway User)	400,000	3,700,000	50,000	-	-	-	4,150,000
Total	\$ 400,000	\$ 4,000,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 4,450,000

Impacts on Operations: The road will be closed for construction which will cause delays and the need for detouring traffic to other roads.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
City Share(Highway User)	\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Total Cost	\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Impacts on Operations: Once complete traffic congestion will be reduced. Traffic operations during construction will be minimally affected.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Granitoid Pavement Preservation on 3rd and 2nd Avenues and Cottonwood St. in the Near South Side Historic District.



Description: This project is proposed to include crack cleaning & sealing, minor patching and full dept concrete repair.

Justification: The existing pavements are concrete pavements constructed in 1910 and 1911 using a patented process called Granitoid. These pavements were placed on the National Historic Registry in early 1990's. The purpose of this project is to apply minimal preservation techniques that will not serious affect the historic nature of the pavements and extend the useful life.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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: Significant short term local traffic impacts will reduce access to driveways that access these streets. Some lane closures should be expected during construction. Construction will be limited to the street surface and curb & gutter. The street will remain the same width after construction.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project: S. 38th St
(40th – 43rd)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, and street lighting.

Justification: The landowner/developer has targeted this area for development in the next few years. It is anticipated that S 38th Street will need to be constructed to provide access and utilities to this area.

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

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
City Share (Highway Users)	-	520,000	-	-	-	-	520,000
Total Cost	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 650,000

Impacts on Operations: Once complete, traffic will move more freely along this north-south corridor. Construction impacts will not be significant. Final completion will extend the street network by 0.25 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project : 47th Ave S Reconstruction
(S Washington -20th St)

Phase 1 – S Washington Street to the Drainway
Phase 2 – S 20th Street to the Drainway



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 be constructed in two phases. The first phase will be in 2014 and will be from S Washington Street to just west of the Southend Drainway. Phase two will be from the drainway to South 20th Street. Both phases will include the removal of 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ 300,000	\$ -	\$ -	-	\$ 300,000
City Share Match(Highway Users)	-	100,000	3,500,000	100,000	-	-	3,700,000
Total Cost	\$ -	\$ 100,000	\$ 3,800,000	\$ 100,000	\$ -	\$ -	\$ 4,000,000

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

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project : N 62nd (Gateway-10th Ave)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, and street lighting.

Justification: Continued commercial development is expected in the next few years. It is anticipated that N. 62nd Street will need to be constructed to provide access and utilities to this area.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ 156,000	\$ -	\$ -	-	\$ 156,000
City Share Match(Highway Users)	-	-	625,000	-	-	-	625,000
Total Cost	\$ -	\$ -	\$ 781,000	\$ -	\$ -	\$ -	\$ 781,000

Impacts on Operations: Only minor impacts are expected during construction. Final completion will extend the street network by 0.25 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project : Cherry St (55th – 58th)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, and street lighting.

Justification: The landowner/developer has targeted this area for development in the next few years. It is anticipated that Cherry Street will need to be constructed to provide access and utilities to this area.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ 130,000
City Share Match(Highway Users)	-	-	520,000	-	-	-	520,000
Total Cost	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000

Impacts on Operations: Only minor impacts are expected during construction. Final completion will extend the street network by 0.5 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Project : University Avenue (55th – 58th)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, and street lighting.

Justification: The landowners have targeted this area for development in the next few years. It is anticipated that University Avenue will need to be constructed to provide access and utilities to this area.

Project Status: Under development

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
City Share Match(Highway Users)	-	-	720,000	-	-	-	720,000
Total Cost	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ 900,000

Impacts on Operations: Only minor impacts are expected during construction. Final completion will extend the street network by 0.25 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: S 34th St (43rd – 47 Ave S)



Description: This project consists of extending S 34th St from 43rd Ave S intersection project to 47th Ave S. This road will serve as a collector street for this section of undeveloped land. The portion of S. 34th St. from Ruemmele Road to 43rd Avenue will be constructed in 2014.

Justification: Roads need to be constructed to facilitate development. The large amounts of residential construction and a new school will have an immediate impact on the street network which will need to be expanded for this growth.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000
City Share(New Trunk Reserve)	-	-	560,000	-	-	-	560,000
Total Cost	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000

Impacts on Operations: Minor impacts are anticipated.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Traffic Signal -Temporary
(42nd/Garden View)



Description: Install temporary traffic signal on wood poles with cameras and controller.

Justification: The traffic growth on 42nd Avenue and the opening of a 600 unit student housing development on Garden View Drive will require improved access to 42nd Street from Garden View Drive.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway User Fund	-	-	150,000	-	-	-	150,000
Total Cost	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000

Impacts on Operations: Minor traffic impacts including short term lane closures. Construction noise associated with signal installation will be experienced.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Traffic Signal -Temporary
(Washington/44th)



Description: Install temporary traffic signal on wood poles with cameras and controller.

Justification: The traffic growth on 44th Avenue and Washington Street along with development on the east and west sides of Washington Street will require improved access to Washington Street.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway User Fund	-	-	150,000	-	-	-	150,000
Total Cost	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000

Impacts on Operations: Minor traffic impacts with short term lane closures and construction noise typical of signal construction are expected.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Columbia Road Rehab
(14th – 17th Ave S)



Description: This project will be a major rehab of these three blocks of Columbia Road. This section of road has major longitudinal cracking, faulting and spalling. These deficiencies have caused very poor ride quality and slow drainage. The goal is to prolong the life of the pavement and make the road drive and drain better.

Justification: A rehab will prolong the life of the existing pavement, delaying a costly reconstruction project. The construction will improve drainage and the smoothness of the road will be greatly increased.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway User Fund	-	-	-	500,000	-	-	500,000
Total Cost	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000

Impacts on Operations: There will be alternating lanes closed during construction but the road will remain open.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: 47th Ave S
(20th St-Columbia)



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 include the removal of 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: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000
City Share (Highway Users)	-	-	-	100,000	3,000,000	100,000	3,200,000
Total Cost	\$ -	\$ -	\$ -	\$ 100,000	\$ 3,000,000	\$ 100,000	\$ 3,500,000

Impacts on Operations: The road will be closed during construction. Traffic will be detoured.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: S 38th St
(43rd-47th)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, and street lighting.

Justification: The landowner/developer has targeted this area for development in the next few years. It is anticipated that Cherry Street will need to be constructed to provide access and utilities to this area.

Project Status: Ongoing

Department: Engineering

Supervisor: Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ 130,000
City Share (Highway Users)	-	-	-	-	520,000	-	520,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000

Impacts on Operations: Only minor impacts are expected during construction. Final completion will extend the street network by 0.5 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: 62nd Ave South
(Belmont – Washington)



Description: Currently 62nd Avenue South is a rural section asphalt roadway. Development is quickly approaching 62nd Ave S from the north and east. Reconstructing this road to city standards before the adjacent lands are developed will greatly reduce the construction costs. The project will include the removal of the existing road and replacing it with an urban section 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 future amounts of traffic or pedestrians.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700,000	\$ 700,000
City Share (Highway Users)	-	-	-	-	150,000	6,300,000	6,450,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 7,000,000	\$ 7,150,000

Impacts on Operations: The road will be closed during construction. Traffic will be detoured.

**City of Grand Forks
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Other Projects

Location: Cherry St
(58th-62nd)



Description: This project includes the installation of utilities, concrete paving and curb & gutter, bikepath and street lighting.

Justification: The landowner/developer has targeted this area for development in the next few years. It is anticipated that Cherry Street will need to be constructed to provide access and utilities to this area.

Project Status: Ongoing **Department:** Engineering **Supervisor:** Allen Grasser

Project Funding:

<u>Funding Source</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Special Assessment	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ 130,000
City Share (Highway Users)	-	-	-	-	520,000	-	520,000
Total Cost	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ 650,000

Impacts on Operations: Only minor impacts are expected during construction. Final completion will extend the street network by 0.5 miles and will require additional maintenance including street sweeping and snow removal.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 150,000
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 150,000

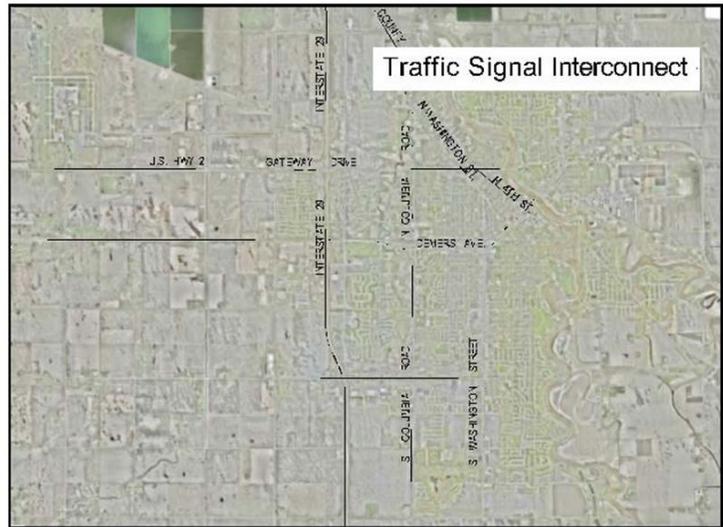
Impacts on Operations: None anticipated

**City of Grand Forks
2014 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, DeMers Ave to 2nd Ave N is the targeted cable replacement project for 2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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

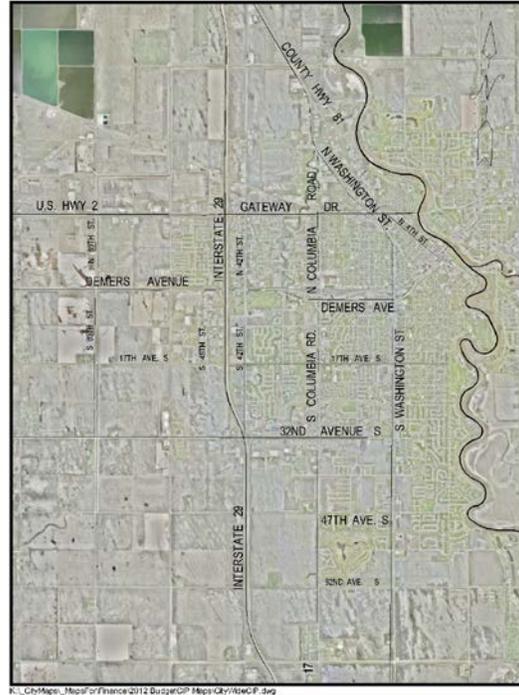
Impacts on Operations: Construction (if any) tends to be relatively quick with only minor inconveniences.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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
2014 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. The current priorities are DeMers Avenue from 55th Street to 42nd Street and 40th Avenue S. from Columbia Road to S 34th Street.

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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Federal Share T.E.	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 400,000
City Share (Infrastructure)	\$ 40,000	\$ 50,000	\$ 40,000	\$ 50,000	\$ 40,000	\$ 40,000	
City Share (Bikeway Capital Proj. Fund)	40,000	-	-	-	-	-	\$ 40,000
Total Cost	\$ 80,000	\$ 250,000	\$ 40,000	\$ 250,000	\$ 40,000	\$ 40,000	\$ 440,000

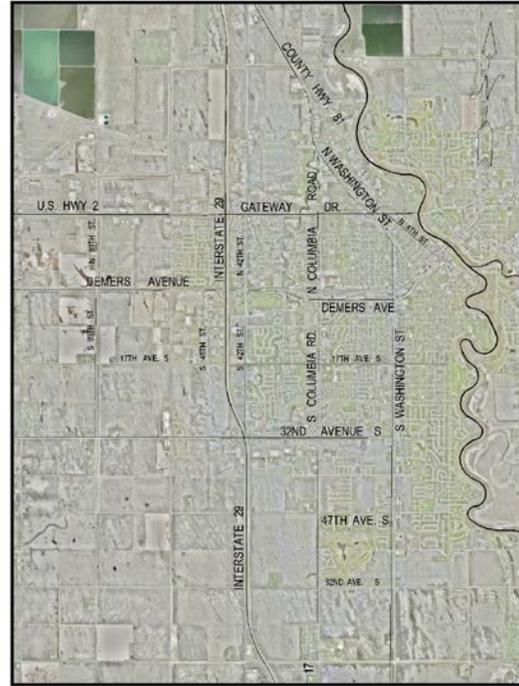
Impacts on Operation: If a project is selected the construction impacts are minimal. Extensions of the City's bikepath network allow alternative means of transportation.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	\$ 167,313	\$ 170,659	\$ 174,072	\$ 177,554	\$ 181,105	\$ 184,727	\$ 1,055,430
Total Cost	\$ 167,313	\$ 170,659	\$ 174,072	\$ 177,554	\$ 181,105	\$ 184,727	\$ 1,055,430

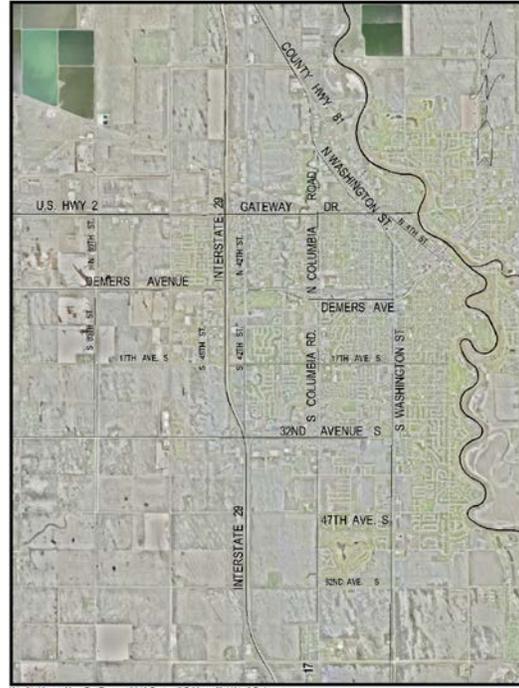
Impacts on Operation: Reduction in potential accidents and improved ride quality.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	\$ 814,724	\$ 855,460	\$ 898,233	\$ 943,145	\$ 990,302	\$ 1,039,817	\$ 5,541,681
Total Cost	\$ 814,724	\$ 855,460	\$ 898,233	\$ 943,145	\$ 990,302	\$ 1,039,817	\$ 5,541,681

Impacts on Operation: Reduction in potential accidents and improved ride quality.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	23,902	24,380	24,868	25,365	25,872	26,389	150,776
Total Cost	\$ 23,902	\$ 24,380	\$ 24,868	\$ 25,365	\$ 25,872	\$ 26,389	\$ 150,776

Impacts on Operations: Minor traffic interruption when units are replaced.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	84,373	86,060	87,782	89,537	91,328	93,155	532,235
Total Cost	\$ 84,373	\$ 86,060	\$ 87,782	\$ 89,537	\$ 91,328	\$ 93,155	\$ 532,235

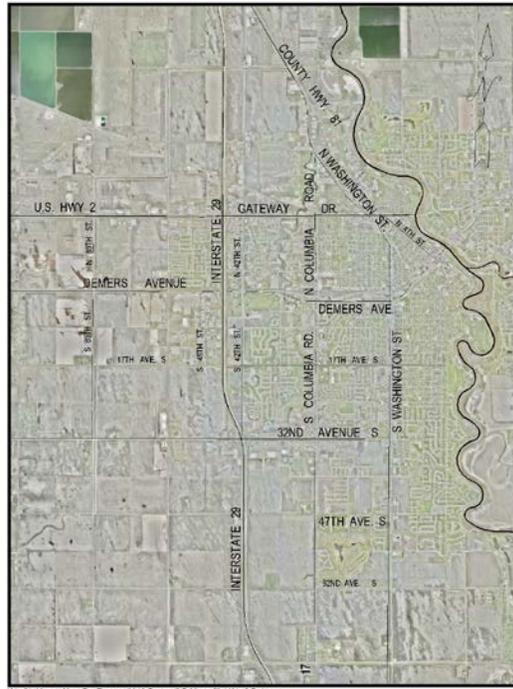
Impacts on Operations: Proper maintenance keeps traffic moving in an orderly fashion.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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					

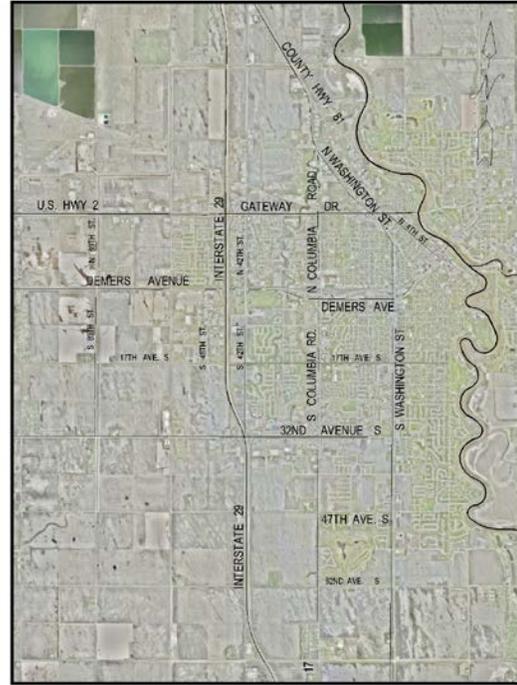
Impacts on Operations: None.

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</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
2014 Budget**

**CIP (continued)
Streets and Bikepaths**

Ongoing Street Maintenance and Repair Projects

Location: Diamond Grade Reflectivity
(Citywide)



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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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 20,000	\$ 20,000	\$ 200,000
Total Cost	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 20,000	\$ 20,000	\$ 200,000

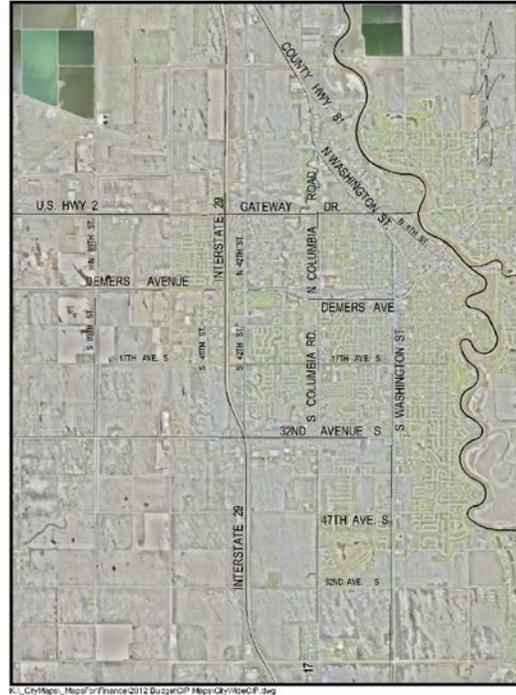
Impacts on Operations: None

**City of Grand Forks
2014 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>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Highway Users	\$ 439,203	\$ 447,987	\$ 456,947	\$ 466,086	\$ 475,407	\$ 484,916	\$ 2,770,546
Total Cost	\$ 439,203	\$ 447,987	\$ 456,947	\$ 466,086	\$ 475,407	\$ 484,916	\$ 2,770,546

Impacts of operation: Increase in street capacity

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type		2014 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	\$ 4,255.00	\$ 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	\$ 1,110.00	\$ 1,110.00
Class 6	Fairgrounds Beer	\$ 1,670.00	\$ 1,670.00
Class 7	Golf Course	\$ 1,110.00	\$ 1,110.00
Class 8	Airport	\$ 165.00	\$ 165.00
Class 8.1	Kraft Field Beer	\$ 1,110.00	\$ 1,110.00
Class 8.2	Alerus Center	\$ 3,335.00	\$ 3,335.00
Class 8.3	Engelstad Arena	\$ 3,335.00	\$ 3,335.00
Class 9	Bowling Center	\$ 3,895.00	\$ 3,895.00
Class 10	Excursion Boat	\$ 1,110.00	\$ 1,110.00
Class 11*	Special or limited license, per license	\$ 55.00	\$ 55.00
Class 12	Sunday Alcoholic Beverage	\$ -	\$ -
Class 13	Service, Convenience or Mini-Bar	\$ 1,110.00	\$ 1,110.00
Class 14	Wine & Beer Maker	\$ 390.00	\$ 390.00
Class 15	Retail Wine	\$ 615.00	\$ 615.00
* 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
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2014 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 to \$1,000	\$ 52.00	\$ 52.00
\$1,001 - \$2,000	\$ 77.00	\$ 77.00
Each addtl \$1,000 from \$2,001 - \$25,000	\$ 15.00	\$ 15.00
Each addtl \$1,000 from \$25,001 - \$50,000	\$ 11.00	\$ 11.00
Each addtl \$1,000 from \$50,001 - \$100,000	\$ 7.00	\$ 7.00
Each addtl \$1,000 from \$100,001 - \$500,000	\$ 6.00	\$ 6.00
Each addtl \$1,000 from \$500,001 - \$1,000,000	\$ 5.00	\$ 5.00
Each addtl \$1,000 from \$1,000,001 - \$25,000,000	\$ 4.00	\$ 4.00
* Each addtl \$1,000 from \$25000,001 and up	\$ 3.50	\$ 4.00
*Proposed change in fee pending City Council final approval December 16, 2013		
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
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2014 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
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type		2014 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/Dryers/Bath	\$ 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
	* VAV/Similar Type Box	\$ 12.00	\$ 12.00
*New proposed fees for Dryers and Bath added to Exhause Fan and Vav/Similar Type Boxpending final City Council approval December 16, 2013			
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
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type		2014 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
	Short-term Restaurant Fee	\$ 95.00	\$ 95.00
	Temporary Restaurant, Per Day (Annual cap \$180)*	\$ 95.00	\$ 95.00
	<small>*In 2013 this license was changed to a perday license with an annual cap for fees paid of \$180. Once the cap is reached, additional licenses are at no charge. Prior to the change licenses were good for up to 14 days.</small>		
	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

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type		2014 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
2014 City Budget**

**Supplemental (continued)
List of Fees**

License and Permit Type	2014 Fee	2013 Fee
<i>Towing License</i>		
Application Fee	\$ 25.00	\$ 25.00
Annual Fee	\$ 25.00	\$ 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
2014 City Budget**

**Supplemental (continued)
Utility Fees**

	2014	2013
Sanitation:		
Standard Rates (2013 = 3.5% increase)		
<i>Residential:</i>		
Base Container - Single Family	15.21	14.08
Base Container - Apartment or Trailer	15.21	14.08
Base Container - Commerical Unit	15.21	14.08
<i>Commercial:</i>		
2-Yard, dumped 1 time a week	45.54	42.17
2-Yard, dumped 2 times a week	91.08	84.33
2-Yard, dumped 3 times a week	136.62	126.50
2-Yard, dumped 4 times a week	182.15	168.66
2-Yard, dumped 5 times a week	227.70	210.83
2-Yard, dumped 6 times a week	273.24	253.00
4-Yard, dumped 1 time a week	88.79	82.21
4-Yard, dumped 2 times a week	177.61	164.45
4-Yard, dumped 3 times a week	266.38	246.65
4-Yard, dumped 4 times a week	355.54	329.20
4-Yard, dumped 5 times a week	443.97	411.08
4-Yard, dumped 6 times a week	532.77	493.31
6-Yard, dumped 1 time a week	132.05	122.27
6-Yard, dumped 2 times a week	264.09	244.53
6-Yard, dumped 3 times a week	396.15	366.81
6-Yard, dumped 4 times a week	528.20	489.07
6-Yard, dumped 5 times a week	660.25	611.34
6-Yard, dumped 6 times a week	792.30	733.61
8-Yard, dumped 1 times a week	175.33	162.34
8-Yard, dumped 2 times a week	350.68	324.70
8-Yard, dumped 3 times a week	526.00	487.04
8-Yard, dumped 4 times a week	701.33	649.38
8-Yard, dumped 5 times a week	876.66	811.72
8-Yard, dumped 6 times a week	1052.00	974.07
300 Gallon, dumped 1 time a week	31.49	29.16
300 Gallon, dumped 2 times a week	62.96	58.30
300 Gallon, dumped 3 times a week	94.45	87.45
300 Gallon, dumped 4 times a week	125.94	116.61
300 Gallon, dumped 5 times a week	157.43	145.77
300 Gallon, dumped 6 times a week	188.92	174.93
Compactor Service (per dump)	457.54	423.65
10 Yard Open Roll-Off Container, per dump	166.68	160.27
15 Yard Open Roll-Off Container, per dump	191.37	184.01
22 Yard Open Roll-Off Container, per dump	230.89	222.01
40 Yard Open Roll-Off Container, per dump	385.22	370.40

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Utility Fees**

	2014	2013
Sanitation (Con't)		
Landfill Rates:		
Minimum Fee	10.00	10.00
Inert (per ton)	24.76	23.81
Ash (per ton)	37.35	35.91
MSW (per ton)	45.56	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	15.00	15.00
300 Gallon	20.00	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	13.17	12.31
Commercial/Industrial	13.32	12.45
Heavy Industrial Use Class A	2682.51	2,507.02
Heavy Industrial Use Class B	1044.81	976.46
Residential Flow (per 1,000 gallons)	3.07	2.87
Commercial/Industrial Flow (per 1,000 gallons)	3.11	2.91
Heavy Industrial Class A Flow (per 1,000 gallons)	2.45	2.29
Heavy Industrial Class B Flow (per 1,000 gallons)	2.68	2.50
Biochemical Oxygen Demand (BOD) (per pound)	0.1450	0.26
Suspended Solids (SS) (per pound)	0.0731	0.07
Total Kjeldahl Nitrogen (TKN) (per pound)	0.3132	N/A
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
2014 City Budget**

**Supplemental (continued)
Utility Fees**

	2014	2013
Waterworks		
Standard Rates (2013 = 4% increase)		
Base Fee, per month:		
5/8" Meter	6.76	6.26
3/4" Meter	7.59	7.03
1" Meter	12.26	11.35
1 1/2" Meter	32.46	30.06
2" Meter	45.98	42.57
3" Meter	83.81	77.60
4" Meter	209.55	194.03
6" Meter	378.56	350.52
8" Meter	632.74	585.87
Flow (per 1,000 gallons):		
Residential	3.49	3.23
Commercial/Light Industrial:		
5/8" - 1" Meters	3.49	3.23
1 1/2" - 3" Meters	3.18	2.94
4" - 8" Meters	2.92	2.70
Heavy Industrial Flow	2.71	2.51
Bulk Rate (Sold at Vendor Location) (per 125 gallons including sales tax)	0.82	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
2014 City Budget**

**Supplemental (continued)
Utility Fees**

	2014	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	2.72	2.43
Flood Protection Project/Greenway	1.39	1.39
Base Fee Nonresidential:		
Stormwater (per run off unit)	1.19	1.06
Stormwater Minimum Charge (per month)	2.72	2.43
Flood Protection/Greenway(per 1,000 sq. ft.)	0.13	0.13
Flood Protection/Greenway minimum charge (per month)	1.39	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
2014 City Budget**

**Supplemental (continued)
Utility Fees**

	2014	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 2013-2014 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 total increase in staffing within the General Fund is 1.25 FTE's.

There are two main changes to staffing within the General Fund. These include an additional principal civil engineer in the engineering department as well as a 0.25 increase in staffing for an administrative specialist. The administrative specialist was a non-classified project/grant position. Beginning in 2014, the administrative specialist will be a classified position for 1.0 FTE in total. There has been a recent increase in the growth of our city, which has greatly impacted the workload in the engineering department. The positions are added now with the intent to reanalyze in future years as retirements occur.

Other changes to staffing in the General Fund occur in the street department and the public information center budgets. Included within the street department budget is a shift in allocation of funding for the public works director and an

administrative specialist senior position. A larger portion of these positions will be funded within the Enterprise Funds. The 2014 budget includes a shift in the funding of 0.20 FTE from the General Fund to the Utility Funds. The public information department budget includes an increased allocation to fund one of the communication specialists. This position was previously funded half general fund, and half from health grants. As the grant funding phases out, the 2014 budget shifts funding equivalent to 0.20 additional to the General Fund.

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 2014 budget includes no major changes in total staffing within the Special Revenue Funds. As noted within the General Fund discussion, there is a shift in funding of the communication specialist. This means a decrease in funding from the health grants for a total of 0.20 FTE.

The Community Development Fund does include a shift in a position to better serve the department. Beginning in 2014, the community development manager will be the deputy urban development director.

Enterprise Funds

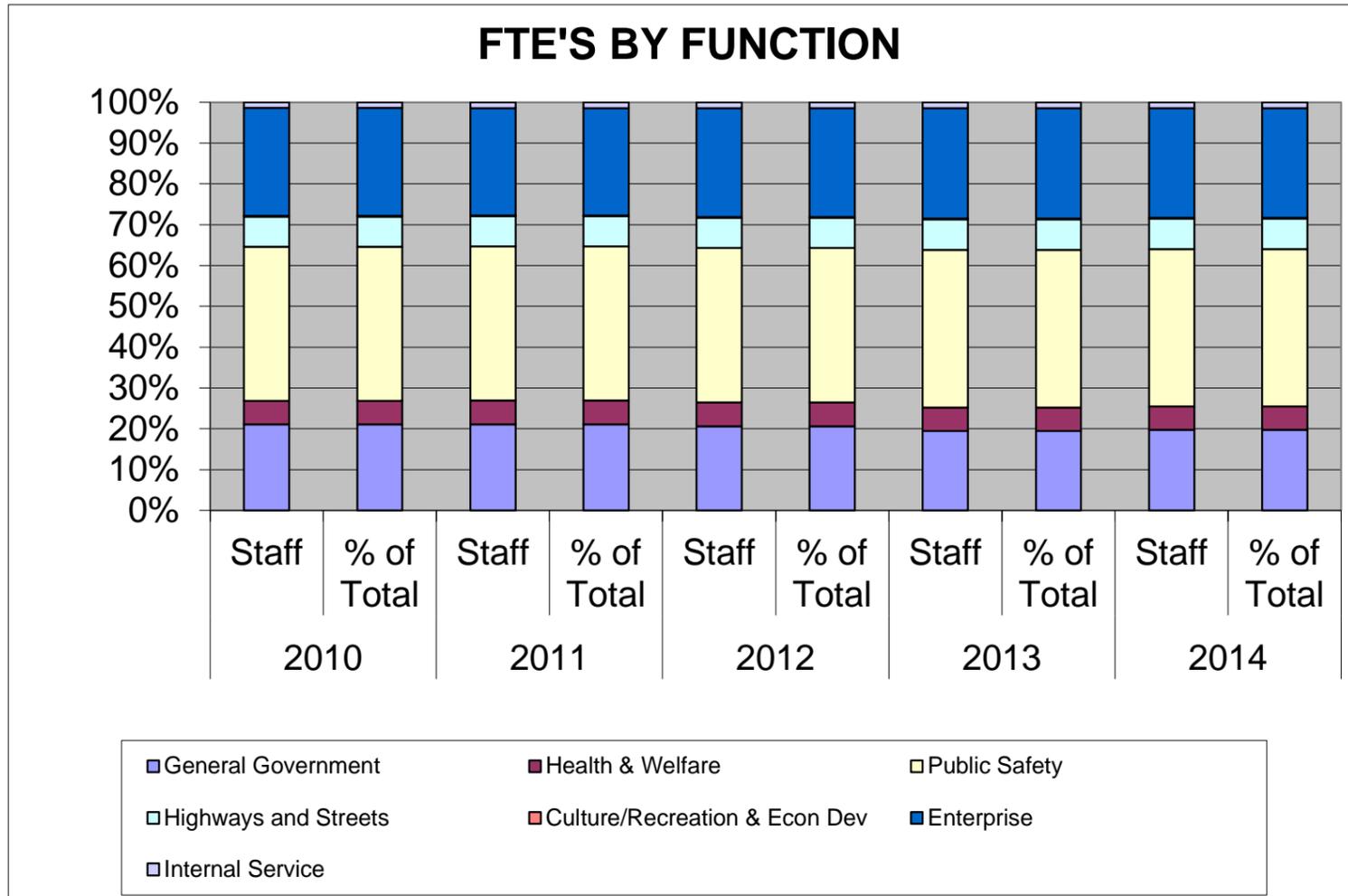
There are no major changes in staffing within the Enterprise Funds. The water fund does include a decrease in one non-classified project/grant position for a water plant operator. The water fund also includes a shift in the water utility worker senior position to a water utility worker. This is due to the retirement of a senior level employee.

Also, as noted within the General Fund discussion, this budget includes a shift in allocation of funding for the public works director and an administrative specialist senior position. The shift moves funding of 0.20 FTE from the General Fund to the Utility Funds. This reflects a better accounting of the workload and the positions.

Internal Service Funds

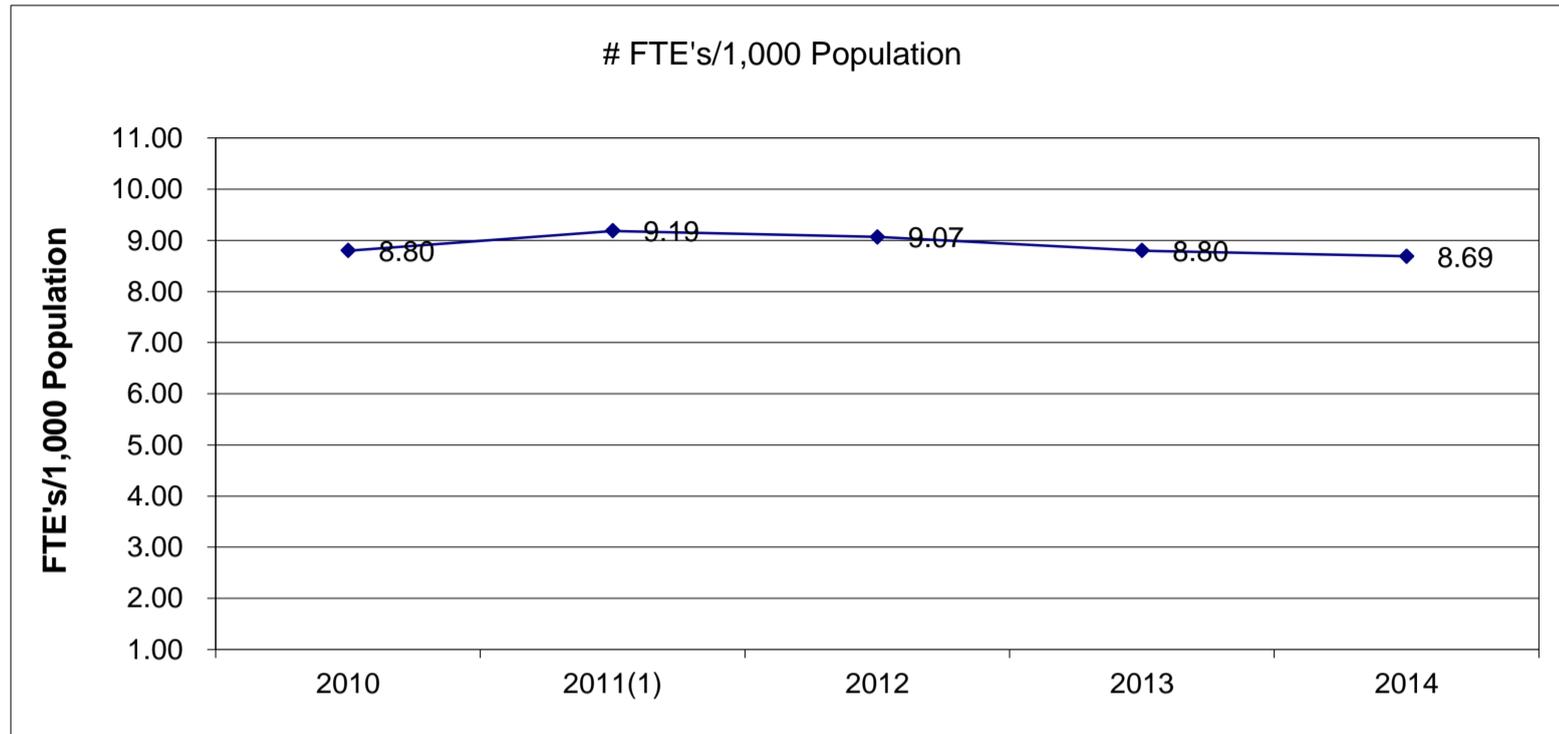
There will be no changes in staffing levels within these funds for 2014.

Supplemental (continued)
Authorized Staff Levels by Function



	2010		2011		2012		2013		2014	
	Staff	% of Total								
General Government	103.23	21.12%	102.35	21.07%	99.80	20.58%	92.98	19.44%	94.43	19.73%
Health & Welfare	27.90	5.71%	28.60	5.89%	28.60	5.90%	27.80	5.81%	27.60	5.77%
Public Safety	184.30	37.71%	183.30	37.74%	183.30	37.79%	184.30	38.53%	184.30	38.51%
Highways and Streets	36.20	7.41%	35.85	7.38%	35.85	7.39%	35.85	7.50%	35.65	7.45%
Culture/Recreation & Econ Dev	1.00	0.20%	1.00	0.21%	1.00	0.21%	1.00	0.21%	1.00	0.21%
Enterprise	129.05	26.41%	127.60	26.27%	129.45	26.69%	129.36	27.05%	128.56	26.86%
Internal Service	7.00	1.43%	7.00	1.44%	7.00	1.44%	7.00	1.46%	7.00	1.46%
Total	488.68	100.00%	485.70	100.00%	485.00	100.00%	478.28	100.00%	478.53	100.00%

**Supplemental
Staff Levels Tracked to Population Growth**



	2010	2011(1)	2012	2013	2014
# FTE's/1,000 Population	8.80	9.19	9.07	8.80	8.69
Grand Forks Population(1)	55,537	52,875	53,502	54,358	55,079
Employees(FTE's)	488.68	485.70	485.00	478.28	478.53

(1) Readjusted MPO's population estimates for 2010 US Census data.

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

GENERAL FUND

General Government

005 Assessing	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	4.00	4.00	4.00	2.00
Real Estate Appraiser	1.00	-	-	-	2.00
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 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	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	3.00	3.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Total Classified	15.00	15.00	15.00	14.15	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	14.15	14.15

018 Planning & Zoning	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
City Planner***	1.00	1.00	1.00	1.00	1.00
Deputy City Planner	-	-	-	-	1.00
Planner, Senior	2.00	2.00	1.00	1.00	1.00
Planner	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	3.00	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	4.00	4.00	4.00

025 City Hall	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Building Maintenance, Lead(1)	-	1.00	1.00	1.00	1.00
Building Maintenance Worker	2.00	1.00	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
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
030 Information Technology					
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	2.00
IT Technician	2.00	2.00	-	-	-
IS Intern*	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	-	-	-	-
Total FTE	9.20	9.00	9.00	9.00	9.00
035 Engineering					
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	2.00
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	3.00	3.00
City Electrician	1.00	1.00	1.00	-	-
Electrical Division Manager	-	-	-	1.00	1.00
Civil Engineer	2.00	2.00	2.00	1.00	-
Civil Engineering Specialist	1.00	1.00	1.00	2.00	3.00
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	4.00	4.00	2.00	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
Administrative Specialist	-	-	-	-	1.00
Survey Technician*	0.40	0.40	0.40	0.40	0.40
Traffic Signal Painter*	0.20	0.20	0.20	0.20	0.20
MS4 Inspector*	0.50	0.50	0.50	0.50	0.50
Office Specialist**	0.75	0.75	0.75	0.75	-
Total Classified	18.00	17.00	17.00	17.00	19.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	0.75	0.75	0.75	0.75	-
Total Non-Classified (Seasonal)*	1.10	1.10	1.10	1.10	1.10
Total FTE	20.85	19.85	19.85	19.85	21.10
036 Inspections					
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	1.00
Office Specialist, Senior	-	-	-	-	-
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
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	1.70
Total Classified	2.50	2.50	2.50	2.50	2.70
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	2.70
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	3.00	1.00
Human Resource Generalist, Senior					2.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00
Human Resource Intern*	0.10	-	-	-	-
Total Classified	5.00	5.00	5.00	6.00	6.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.10	-	-	-	-
Total FTE	5.10	5.00	5.00	6.00	6.00

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Health and Welfare

045 Health	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	1.00
Environmental Health Specialist	-	-	-	-	2.00
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 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Team Leader	0.30	0.40	0.40	0.60	0.60
Public Health Nurse	2.45	3.00	3.00	2.15	2.15
Public Health Nurse*	0.50	0.40	0.40	-	-
Total Classified	2.75	3.40	3.40	2.75	2.75
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.50	0.40	0.40	-	-
Total FTE	3.25	3.80	3.80	2.75	2.75

045 4570 Health - Local Health Services	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Health Nurse	0.45	0.65	0.65	0.70	0.70
Office Specialist	0.50	0.50	0.50	-	-
Regional Environmental Health Specialist Sr	0.25	0.25	0.25	-	-
Administrative Specialist*	-	0.10	0.10	0.10	0.10
Public Health Nurse*	0.15	-	-	-	-
Total Classified	1.20	1.40	1.40	0.70	0.70
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.15	0.10	0.10	0.10	0.10
Total FTE	1.35	1.50	1.50	0.80	0.80

045 4580 Health - Wellness Program	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Public Safety

040 Fire	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Fire Chief***	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	-	-
Fire Battalion Chief	3.00	3.00	3.00	4.00	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	15.00	15.00	15.00	18.00	18.00
Firefighter (1)	15.00	15.00	15.00	12.00	12.00
Fleet Maintenance Mechanic, Lead	-	-	1.00	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	-	-	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	-	-	-	1.00	1.00
Office Specialist, Senior	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 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

070 Police	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	7.00	7.00	7.00
Police Sergeant	13.00	13.00	13.00	13.00	13.00
Corporals	30.00	35.00	34.00	32.00	31.00
Police Officer(1)	25.00	20.00	20.00	26.00	27.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence & Property Coordinator	-	-	1.00	1.00	1.00
Property/Evidence Technician	1.00	1.00	-	-	-
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	-
Administrative Services Coordinator	-	-	-	-	1.00
Police Records Specialist	6.00	6.00	6.00	6.00	6.00
Community Service Officer	5.00	4.00	4.00	4.00	4.00
Building Maintenance, Lead	1.00	1.00	-	1.00	1.00
Building Maintenance Worker	-	-	1.00	1.00	1.00
Building and Grounds Worker	1.00	1.00	1.00	-	-
Total Classified	92.00	91.00	91.00	95.00	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)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	93.00	92.00	92.00	96.00	96.00

(1) Includes total of 4 additional police officer positions in General Fund as they have come off grant funding in 2013

Highways and Streets

075 Streets	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Works Director***	0.15	0.15	0.15	0.15	0.10
Street Maintenance Superintendent	1.00	1.00	1.00	-	-
Street/Facility Maintenance Manager	-	-	-	1.00	1.00
Street Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Public Works Service Coordinator	0.15	0.15	0.15	-	-
Public Works/Sanitation Manager	-	-	-	0.15	0.10
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	0.30	0.20
Administrative Specialist	0.50	0.15	0.15	-	-
Equipment Operator *	1.25	1.25	1.25	1.25	1.25
Total Classified	34.80	34.45	34.45	34.45	34.30
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.15	0.15	0.15	0.15	0.10
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	1.25	1.25	1.25	1.25	1.25
Total FTE	36.20	35.85	35.85	35.85	35.65

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

SPECIAL REVENUE FUNDS

General Government

2196 GF Housing Authority	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Finance & Support Services Manager	0.50	0.50	0.50	-	-
Housing Manager	-	-	-	-	-
Client Services Manager	-	-	-	-	-
Accountant	0.50	0.50	0.50	-	-
Housing Administrator	3.00	3.00	3.00	-	-
Housing Technician	2.00	2.00	1.00	-	-
Accounting Specialist	1.00	1.00	1.00	-	-
Office Specialist, Senior	1.50	1.20	0.60	-	-
Community Betterment Specialist(1)**	-	-	-	-	-
Total Classified	8.50	8.20	6.60	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head****	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	8.50	8.20	6.60	-	-
2199 Community Development	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Finance & Support Services Manager	0.25	0.25	0.50	-	-
Community Development Manager	0.75	0.75	0.75	1.00	-
Deputy Urban Development Director	-	-	-	-	1.00
Community Development Specialist(1)	-	-	-	-	-
Accountant	0.25	0.25	0.25	-	-
Construction Compliance Officer(1)	0.50	0.50	0.50	0.50	0.50
Program Compliance Officer	0.68	0.75	0.75	1.00	1.00
Accounting Technician	0.50	0.50	0.50	-	-
Administrative Specialist, Sr.	-	-	-	0.30	0.30
Administrative Specialist	-	-	-	-	-
Office Specialist, Senior	0.90	0.50	0.50	-	-
Grant Accountant, Sr.	-	-	-	0.175	0.175
Community Betterment Specialist	0.75	0.80	0.80	1.00	1.00
Buildings&Grounds Worker**	-	-	-	-	-
Energy Sustainability Coordinator**	-	1.00	0.80	1.00	1.00
Crew Leader*	-	-	-	-	-
Total Classified	4.58	4.30	4.55	3.98	3.98
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head****	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	1.00	0.80	1.00	1.00
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	4.58	5.30	5.35	4.98	4.98

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

Health and Welfare					
2146 Health Grants	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Regional Bioterrorism Coordinator****	1.00	1.00	1.00	1.00	1.00
Regional Environmental Health Specialist, Sr****	0.75	0.75	0.75	-	-
Environmental Health Specialist****	-	-	-	1.00	1.00
Public Health Nurse****	3.95	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	2.00	2.00
Communications Specialist****	0.50	0.50	0.50	0.50	0.30
Administrative Specialist****	1.50	1.50	1.50	1.50	1.50
Office Specialist Senior****	0.50	0.50	0.50	0.50	0.50
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	9.90	9.90	9.90	10.85	10.65
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	9.90	9.90	9.90	10.85	10.65
Public Safety					
2104 PSAP	Appropriated Positions 2010	Appropriated Positions 2010	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	9.00	9.00	9.00
911 Dispatcher Trainee	-	-	1.00	2.00	2.00
Administrative Specialist, Senior	1.00	1.00	1.00	1.00	1.00
Total Classified	15.00	15.00	15.00	16.00	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	17.00	17.00
2170 Police Grants	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Police Officer****(1)	5.00	5.00	5.00	1.00	1.00
Total Classified (Grant Funded)****	5.00	5.00	5.00	1.00	1.00
(1) Police Officer position moves from police grant fund 2170 to General Fund Police department					
Culture and Recreation					
2139 Special Grant	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

ENTERPRISE FUNDS

5100 Sanitation	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Sanitation Superintendent	1.00	1.00	1.00	1.00	1.00
Sanitation Supervisor	2.00	2.00	2.00	2.00	1.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works/Sanitation Manager	-	-	-	0.27	0.32
Administrative Specialist, Senior	0.27	0.27	0.27	0.54	0.56
Administrative Specialist	0.50	0.27	0.27	-	-
Equipment Operator, Lead	2.00	2.00	2.00	2.00	2.00
Equipment Operator, Senior	7.00	12.00	12.00	12.00	12.00
Equipment Operator	19.00	15.00	15.00	15.00	16.00
Fleet Mtce Technician	1.00	-	-	-	-
Equipment Operator*	4.50	4.50	4.50	4.50	4.50
Total Classified	33.04	32.81	32.81	32.81	32.88
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	4.50	4.50	4.50	4.50	4.50
Total FTE	37.81	37.58	37.58	37.58	37.66
5200 Wastewater	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Wastewater Treatment Plant Superintendent	1.00	1.00	1.00	-	-
Wastewater/Stormwater Manager	-	-	-	1.75	1.75
Wastewater Treatment Plant Operator, Lead	2.00	2.00	2.00	2.00	2.00
Wastewater Treatment Plant Operator, Senior	1.00	2.00	2.00	4.00	3.00
Wastewater Treatment Plant Operator	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	-	-
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	-	-
Environmental/Greenway Manager	-	-	-	0.50	0.50
Environmental Specialist	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	1.00	2.00	2.00	2.00
Wastewater/Stormwater Service Worker	3.00	3.00	2.00	2.00	2.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works/Sanitation Manager	-	-	-	0.27	0.27
Administrative Specialist Senior	0.77	0.77	0.77	1.04	1.06
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	-	-	-	-
Operation Assistant**	-	1.00	1.00	1.00	1.00
Total Classified	22.04	21.31	21.31	20.56	20.58
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified (Project/Grant)**	-	1.00	1.00	1.00	1.00
Total Non-Classified (Seasonal)*	1.90	0.90	0.90	0.90	0.90
Total FTE	24.21	23.48	23.48	22.73	22.76

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

5300 Waterworks	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions 2010	Positions 2011	Positions 2012	Positions 2013	Positions 2014
Public Works Director***	0.27	0.27	0.27	0.27	0.28
Water Utility Superintendent	1.00	1.00	1.00	-	-
Water Works Manager	-	-	-	1.00	1.00
Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Water Service Worker, Lead	4.00	4.00	3.00	3.00	3.00
Water Utility Worker, Senior	3.00	3.00	3.00	3.00	2.00
Water Utility Worker	3.00	3.00	4.00	4.00	4.00
Public Works Services Coordinator	0.27	0.27	0.27	-	-
Public Works/Sanitation Manager	-	-	-	0.27	0.27
Administrative Specialist Senior	1.77	1.77	1.77	2.04	2.06
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	7.00	7.00
Water Utility Worker, Senior	3.00	3.00	2.00	4.00	1.00
Water Utility Worker	2.00	2.00	3.00	-	4.00
Labaratory Analyst, Sr	1.00	1.00	1.00	1.00	1.00
Water Plant Operator**	1.00	1.00	1.00	1.00	-
Lab Assistant**	0.45	-	-	-	-
Public Service Worker*	0.45	0.45	0.45	0.45	0.45
Total Classified	28.04	28.31	28.31	28.31	28.33
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.27	0.27	0.27	0.27	0.28
Total Non-Classified (Project/Grant)**	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	30.03	30.03	30.03	29.06
5400 Stormwater	Appropriated	Appropriated	Appropriated	Appropriated	Appropriated
	Positions 2010	Positions 2011	Positions 2012	Positions 2013	Positions 2014
Public Works Director***	0.04	0.04	0.04	0.04	0.06
Wastewater/Stormwater Superintendent	0.25	0.25	0.25	-	-
Wastewater/Stormwater Manager	-	-	-	0.25	0.25
Environmental Compliance/Greenway Manager	0.50	0.50	0.50	-	-
Environmental/Greenway Manager	-	-	-	0.50	0.50
Public Works Services Coordinator	0.04	0.04	0.04	-	-
Public Works/Sanitation Manager	-	-	-	0.04	0.04
Environmental Specialist	0.25	0.25	0.25	-	-
Greenway Specialist	1.00	1.00	1.00	-	-
Greenway/Training Support Specialist	-	-	-	1.00	1.00
Wastewater/Stormwater Svc Worker, Lead	1.00	2.00	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	-	-	-
Administrative Specialist Senior	0.04	0.04	0.04	0.08	0.12
Administrative Specialist	-	0.04	0.04	-	-
Public Service Worker*	0.50	0.50	0.50	0.50	0.50
Total Classified	5.08	5.12	5.12	4.87	4.91
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	0.04	0.04	0.04	0.04	0.06
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	0.50	0.50	0.50	0.50	0.50
Total FTE	5.62	5.66	5.66	5.41	5.47

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
5500 Public Transportation					
Transportation Superintendent	0.95	0.95	0.95	-	-
Public Transportation Manager	-	-	-	0.95	0.95
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Mechanic	1.00	1.00	1.00	2.00	2.00
Administrative Specialist	0.95	0.95	-	-	-
Bus Operator	14.00	14.00	14.00	14.00	14.00
Grant Accountant, Sr.	-	-	-	0.50	0.50
Office Specialist Senior	1.50	1.50	1.50	1.50	1.50
Fleet Mtce Technician**	2.00	2.00	2.00	1.00	1.00
Mobility Manager**	-	-	0.95	-	-
Bus Operator*	0.60	0.60	0.60	0.60	0.60
Total Classified	19.40	19.40	18.45	19.95	19.95
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	2.00	2.00	2.95	1.00	1.00
Total Non-Classified (Seasonal)*	0.60	0.60	0.60	0.60	0.60
Total FTE	22.00	22.00	22.00	21.55	21.55
5600 Dial-A-Ride					
Transportation Superintendent	0.05	0.05	0.05	-	-
Public Transportation Manager	-	-	-	0.05	0.05
Administrative Specialist	0.05	0.05	-	-	-
Office Specialist Senior	0.50	0.50	0.50	0.50	0.50
Mobility Manager	-	-	0.05	1.00	1.00
Paratransit Dispatcher	-	-	2.00	2.00	2.00
Total Classified	0.60	0.60	0.55	0.55	3.55
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	2.60	3.55	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	0.38
Mosquito Control Field Assistants*	2.75	2.75	2.75	2.75	2.75
Total Classified	2.00	2.00	2.00	2.38	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	5.13	5.13

**City of Grand Forks
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

5996 Job Development Authority	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Director, Urban Development***	1.00	1.00	1.00	1.00	1.00
Finance & Support Services Manager	0.25	0.25	0.25	-	-
Accountant	0.25	0.25	0.25	-	-
Community Development Manager	0.25	0.25	0.25	-	-
Community Development Specialist	-	-	-	-	-
Construction Compliance Officer	0.50	0.50	0.50	0.50	0.50
Program Compliance Officer	0.25	0.25	0.25	-	-
Administrative Specialist, Sr.	-	-	-	0.70	0.70
Administrative Specialist	-	-	-	-	-
Accounting Technician	0.50	0.50	0.50	-	-
Office Specialist, Senior	0.60	0.30	0.15	-	-
Grant Accountant, Sr.	-	-	-	0.175	0.175
Office Specialist**	-	-	-	0.80	0.80
Community Betterment Specialist**	-	-	-	-	-
Total Classified	2.60	2.30	2.15	1.38	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)**	-	-	-	0.80	0.80
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	3.60	3.30	3.15	3.18	3.18
5997 Parking Lots	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
Community Betterment Specialist	0.25	0.20	0.20	-	-
Office Specialist**	-	-	-	0.20	0.20
Total Classified	0.25	0.20	0.20	-	-
Total Non-Classified (Project/Grant)**	-	-	-	0.20	0.20
Total FTE	0.25	0.20	0.20	0.20	0.20
INTERNAL SERVICE FUNDS					
6102 Central Garage	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
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
2014 City Budget**

**Supplemental (continued)
Staffing Chart - City Staff by Position**

	Appropriated Positions 2010	Appropriated Positions 2011	Appropriated Positions 2012	Appropriated Positions 2013	Appropriated Positions 2014
GENERAL FUND					
Total Classified	287.65	286.15	285.15	287.95	290.00
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	6.15	6.15	6.15	6.15	6.10
Total Non-Classified (Project/Grant)**	0.75	0.75	0.75	0.75	-
Total Non-Classified (Seasonal)*	4.10	3.65	3.65	3.25	3.25
Total Non-Classified (Elected Official)*****	9.00	9.00	9.00	9.00	9.00
Total FTE	307.65	305.70	304.70	307.10	308.35
SPECIAL REVENUE FUNDS					
Total Classified	28.08	27.50	26.15	19.98	19.98
Total Classified (Grant Funded)****	14.90	14.90	14.90	11.85	11.65
Total Contract Department Head***	1.00	1.00	1.00	1.00	1.00
Total Non-Classified (Project/Grant)**	1.00	2.00	1.80	2.00	2.00
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	44.98	45.40	43.85	34.83	34.63
CAPITAL PROJECT FUNDS					
Total Classified	-	-	-	-	-
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	-	-	-	-	-
Total Non-Classified (Project/Grant)**	-	-	-	-	-
Total Non-Classified (Seasonal)*	-	-	-	-	-
Total FTE	-	-	-	-	-
ENTERPRISE FUNDS					
Total Classified	113.05	112.05	110.90	110.81	113.96
Total Classified (Grant Funded)****	-	-	-	-	-
Total Contract Department Head***	1.85	1.85	1.85	1.85	1.90
Total Non-Classified (Project/Grant)**	3.45	4.00	7.00	7.00	3.00
Total Non-Classified (Seasonal)*	10.70	9.70	9.70	9.70	9.70
Total FTE	129.05	127.60	129.45	129.36	128.56
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	434.78	431.70	428.20	424.73	429.93
Total Classified (Grant Funded)****	14.90	14.90	14.90	11.85	11.65
Total Contract Dept. Head***	9.00	9.00	9.00	9.00	9.00
Total Non-Classified (Project/Grant)**	6.20	7.75	10.55	10.75	6.00
Total Non-Classified (Seasonal)*	14.80	13.35	13.35	12.95	12.95
Total Non-Classified (Elected Officials)*****	9.00	9.00	9.00	9.00	9.00
Total Authorized Positions	488.68	485.70	485.00	478.28	478.53

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 covert part time hours to equivalent full time positions. Full time employee salaries are based on 2,080 hours per year. The full time equivalent of a part time employee is calculated by dividing the number of hours budgeted by 2,080.

Supplemental (continued) Glossary of Key Terms

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