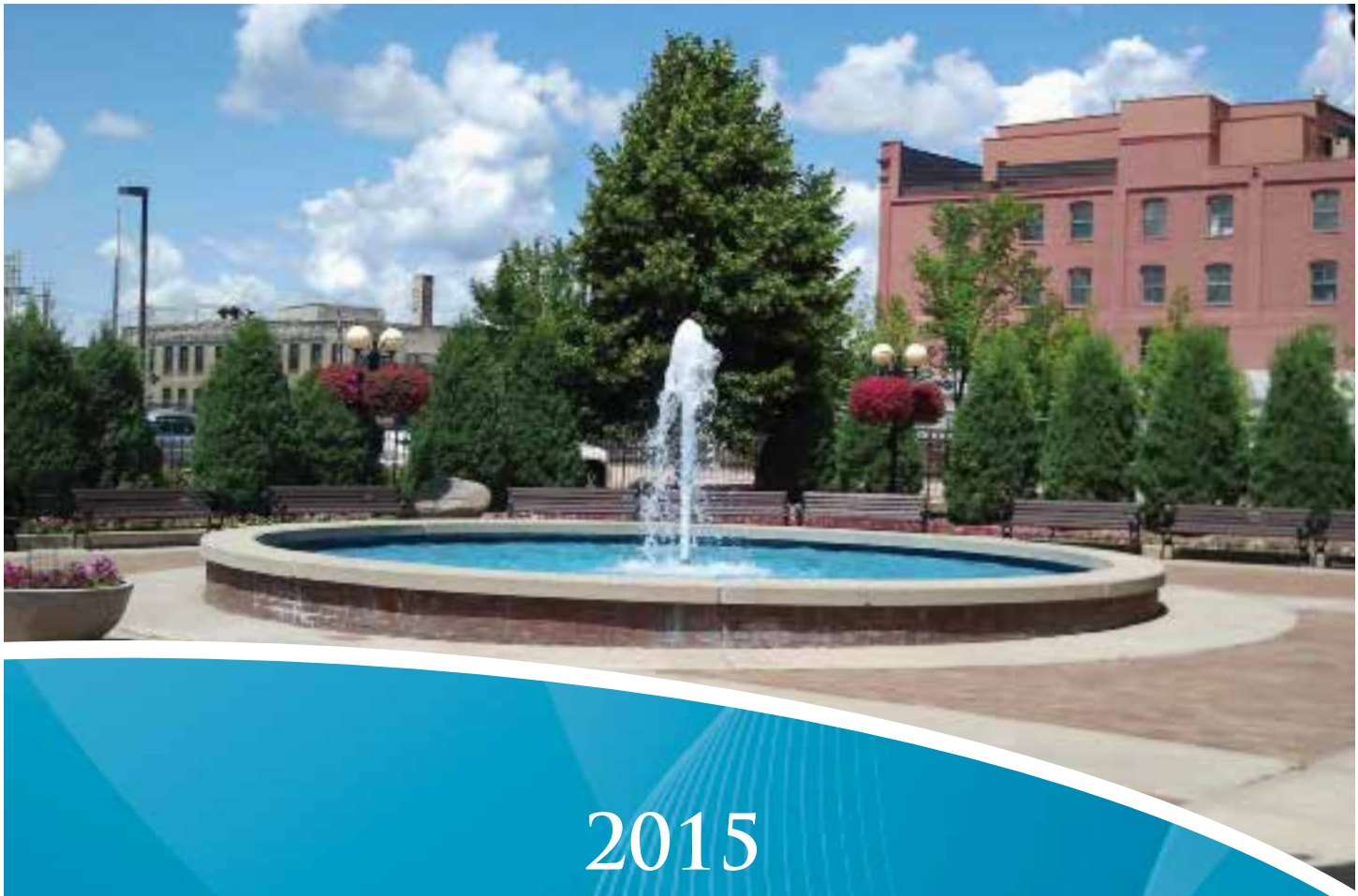

# 2015 Mayor's Preliminary Budget

City of Fargo

City of Fargo, North Dakota
August 18, 2014

# CITY OF FARGO, NORTH DAKOTA
# 2015 PRELIMINARY BUDGET
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CITY OF Fargo

Mayor Dennis R. Walaker
200 3rd Street North
Fargo, North Dakota 58102
Phone (701) 241-1310
Fax (701) 476-4136

August 18, 2014

Dear Citizens of Fargo and Fargo City Commissioners,

The preliminary budget for 2015 is being presented for your review and consideration. The Budget Team, Liaison Commissioners, Department and Division Heads have been an integral part of the budget development process. I want to thank those who participated in the preliminary budget formulation. It was well organized and communicated as we moved through budget review meetings.

The format of the budget document has been enhanced this year to transform our budget data into a format recommended by the Government Finance Officers Association for best budget practices. The Departmental summary data is very informative and provides a deeper insight into operational and budgetary issues. This also helps improve our fiscal transparency and provides comparative data for a three-year period.

We encourage those who review the budget to spend time looking over Departmental data, as it provides more insight into the challenges and opportunities of providing quality services to our citizenry.

**Summary Budget Results**

The budget presented is structurally balanced, meaning that ongoing revenues are adequate to fund the ongoing operations of the City. The total budget recommended for next year is $282.3 million, up from last year's original budget of $259.1 million.

The General Fund budget, where most of our governmental operations are accounted for, totals $89.8 million, a 6% increase over last year. Budget requests in all areas of the budget were up this year for personnel requests, operating expenditures and capital outlay funds. The Budget Team, with the assistance of Department and Division Heads, has prioritized and reduced the requested funding down to manageable levels when considering our projected revenues.

**Permanent Flood Protection**

Permanent flood protection is a key initiative of City leaders. Managing major flooding concerns continues to be the highest priority for our community. Extensive efforts have been made in the past years to increase the height of our levees and the FM Diversion project will provide a permanent and trusted solution for managing our ongoing flood risk. The FM Diversion project was granted approval by the US Senate and Congress in 2014; however, federal funding challenges remain. Work will progress on this project as soon as federal funds are appropriated.



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## Budget Challenges

Continued growth of the City's population and land mass contribute to the need for increased funding levels for basic services. Funding has been increased in the Police Department for staffing and the Street and Traffic Engineering Departments due to operational costs associated with additional miles of streets constructed in recent years.

Capital funding requests of $14.4 million far surpass our allocable resources. New facilities will be needed in the near future; however, they are not being funded this year since we are already working on two large building projects expected to be completed in 2015 and 2016.

We believe that a balance of resources is allocated in the budget for staffing, operational and capital needs to allow a high level of public service to be continued. The Budget Team is recommending that a year-end evaluation process be considered after we close out 2014 and some additional capital funding may be recommended contingent upon year-end results.

## Changes in Budgeted Resources

A total of 18 new full-time staff positions are recommended in the budget for 2015. This level of funding is approximately half of the total requested by City Departments. The most significant staffing expansions are in the Police Department and Public Works, which are necessary due to the continuous growth and expansion of the City. A schedule of requested and funded staff positions is included on page 177. Salaries currently consume about 67% of our General Fund budget.

A 2% cost-of-living wage adjustment was approved effective July 1, 2014 and we anticipate the ability to fund another adjustment on July 1, 2015.

The impact of the Patient Protection and Affordable Care Act (ACA) has been minimal since our existing benefit structure is very compatible with the newly-enacted requirements. The estimated cost of full compliance is $36,000 and we intend to modify our benefit policies to assure that we are compliant with the Act in 2015.

## Property Tax Levies and Fee Changes

I am recommending that the mill levy remain unchanged at 57.25 mills. You may recall that last year we reduced the City's property tax mill levy by one mill. There are no utility fee changes recommended for 2015. We are well below the property taxing cap of 64 mills authorized in our Home Rule Charter.

Fargo's existing E911 surcharge of $1.00 per month per phone line was initiated in November of 1984 and was passed overwhelmingly by the voters. We recommend that this fee be increased to $1.50 per month for continued funding of the Red River Regional Dispatch Center which is a key component of our emergency response system. Revenues remain flat with the discontinuance of landlines and saturation of cell phones, while expenditures continue to rise each year.

The City Attorney and Police Chief have been asked to review traffic data and recommend a new fine schedule for certain high risk traffic violations subject to our local control, such as school and construction zones.

Parking rates on City owned parking lots will be increased in 2015 to help fund our municipal parking system. We are nearing capacity on City-owned parking facilities in Downtown.

**Mid-Year Budget Amendments**

Modest budget adjustments are recommended for revenue projections and supplemental budget appropriations based upon our mid-year assessment. The Budget Team is recommending that revenue projections be increased by $1.5 million, or 1.7% of the original budget, while expenditures and transfers should be increased by $1.7 million. Of these amounts $500,000 will be contingent upon achieving projected year-end results. State revenue sources support original budget projections while building permit activity has accelerated significantly over last year's all time record.

**Community Outlook**

Fargo was recently named the #1 best small city in the nation for business and careers by Forbes magazine. This is just one example of why we continue to grow in population and provide great job opportunities for our citizens. We continue to attract people who are seeking a high quality of life and related services in Fargo.

**Closing Comments**

We are a city that continues to improve our infrastructure, which we believe is a prudent responsibility to move forward. Deferred maintenance would not be the direction to take. Meeting the ongoing challenges is the right process. Thank you for another term in office to continue the success of our City.

Sincerely,

Dennis Walaker
Mayor

# Fargo Mayor and Commissioners

**Mayor Dennis Walaker**

**Elected:** 2006, 2010, 2014

**Department Liaisons:** Engineering, Enterprise, Operations, City Commission,
Human Resources

**Committee Liaisons:** Greater Fargo-Moorhead Economic Development Corporation, Tax Exempt Review, Finance, Liquor Control, Utility, Vector Control, Diversion Authority, Position Evaluation

**Board Liaisons:** Airport Authority

**Commissioner Tim Mahoney**

**Elected:** 2005, 2006, 2010, 2014

**Department Liaison:** Health, Finance

**Committee Liaisons:** Metropolitan Council of Governments, Greater Fargo Moorhead Economic Development Corporation, Community Development, Finance, Diversion Authority

**Board Liaisons:** Board of Health

**Commissioner Mike Williams**

**Elected:** 2004, 2008, 2012

**Department Liaisons:** Fire, Information Services

**Committee Liaisons:** Metropolitan Council of Governments, Traffic Technical Advisory, Parking, Utility, Cable Review, Metro Area Transit Coordinating Board, Renewable Energy and Conservation

**Board Liaisons:** Library, Auditorium, Red River Basin

**Commissioner Melissa Sobolik**

**Elected:** 2012

**Department Liaison:** Planning

**Committee Liaisons:** Metropolitan Council of Governments, Cass County Planning, Community Development, Metro Area Transit Coordinating Board, Renaissance Zone, Diversion Authority, Fargo Youth Initiative

**Board Liaisons:** Board of Adjustment, Historic Preservation, Housing Authority, Human Relations, Native American, Planning, Downtown Community Partnership

**Commissioner Dave Piepkorn**

**Elected:** 2008, 2014

**Department Liaison: Police**

**Committee Liaisons:** MetroCOG, Liquor Control, Position Evaluation, Renaissance Zone, Tax Exempt Review, Fargodome Finance Committee

**Board Liaisons:** Fargo Dome Authority, Civil Service, Special Assessment

*Mayor and Commissioners serve four year terms.

# CITY OF FARGO, NORTH DAKOTA
# PRINCIPAL OFFICIALS

## ELECTED OFFICIALS

| | | Term Expires |
|---|---|---|
| Dennis Walaker | Mayor | May, 2018 |
| Tim Mahoney | Deputy Mayor | May, 2018 |
| Mike Williams | Commissioner | May, 2016 |
| Melissa Sobolik | Commissioner | May, 2016 |
| Dave Piepkorn | Commissioner | May, 2018 |
| Steve Dawson | Municipal Judge | May, 2016 |

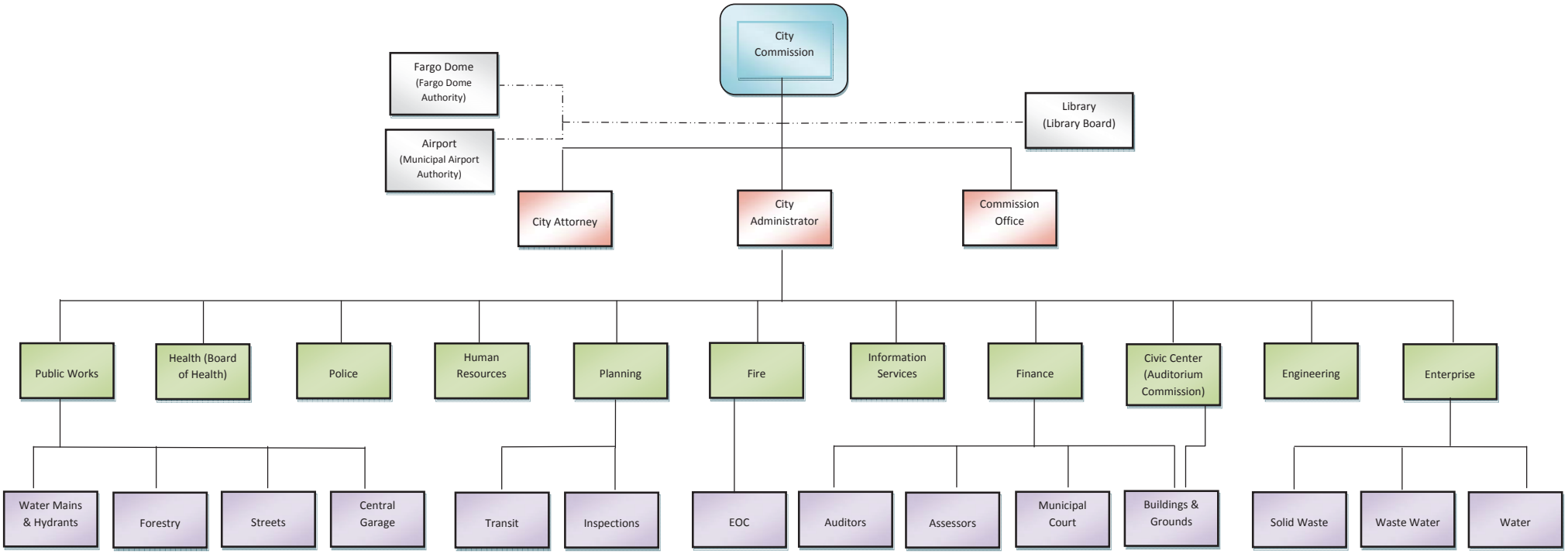
## MAYOR'S CABINET

| | |
|---|---|
| Pat Zavoral | City Administrator |
| Bruce Grubb | Assistant City Administrator |
| Kent Costin | Director of Finance |
| Ron Gronneberg | Chief Information Officer |
| Jill Minette | Director of Human Resources |
| Sharon Odegaard | Commission Executive Assistant |
| James Gilmour | Director of Planning and Development |
| Steve Dirksen | Fire Chief |
| Keith Ternes | Police Chief |
| Mark Bittner | Director of Engineering |
| April Walker | City Engineer |
| Ben Dow | Public Works Operations Manager |
| Ruth Bachmeier | Director of Fargo Cass Public Health |
| Timothy Dirks | Library Director |

## APPOINTED OFFICIALS

| | |
|---|---|
| Shawn Dobberstein | Airport Executive Director |
| Ben Hushka | City Assessor |
| Erik Johnson | City Attorney |
| Steve Sprague | City Auditor |
| Scott Liudahl | City Forester |
| Bob Getz | Civic Memorial Auditorium / Bldg. & Grounds |
| Susan Thompson | Clerk of Municipal Court |
| Harold Pedersen | Fleet Services Manager |
| Ron Strand | Head of Inspections |
| Karena Carlson | Public Information Officer |
| Terry Ludlum | Solid Waste Utility Director |
| Jeremy Gorden | Traffic Engineer |
| Julie Bommelman | Transit Administrator |
| Jim Hausauer | Waste Water Utility Director |
| Don Tucker | Waste Water Treatment Plant Superintendent |
| Troy Hall | Water Utility Director |
| Mark Peterson | Water Treatment Plant Superintendent |

# Organizational Chart



## City of Fargo Budget Development Process

A budget timeline and related budget development tasks are summarized in the chart below:

| Overview of Budget Process | Jan | Feb | Mar. | April | May | June | July | Aug | Sept. | Oct. | Nov. | Dec. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Reporting Financial Results** | | | | | | | | | | | | |
| Prepare CAFR and Complete Audit | ********** | ********** | ********** | ********** | ********** | ********** | | | | | | |
| Present Financial Results to City Commission | | | | | | ********** | | | | | | |
| GFOA Certificate of Excellence in Reporting Award | | | | | | ******** | | | | | | |
| Publish CAFR and Post to Municipal Disclosure Repository | | | | | | | **** | | | | | |
| **Ongoing Stategic Planning** | | | | | | | | | | | | |
| Assessment of Community Needs | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** |
| Update of Utility Infrastructure Master Plan | | ********** | ********** | ********** | | | | | | | | |
| Update of Capital Improvement Plans | | | | | ********** | ********** | ********** | ********** | ********** | ********** | ********** | |
| Timelines Developed for Long Term Financings | ******** | | | | | | | | | | | |
| **Budget Development Activities** | | | | | | | | | | | | |
| Monitor Revenues and Expenditues | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** | ********** |
| Assessment of Economic Conditions | | | ********** | ********** | | | | | | | | |
| Board of Adjustments Property Tax Valuations | | | ******** | | | | | | | | | |
| Finance Department Revenue Projections | | | | ********** | ********** | ********** | ********** | | | | | |
| Departmental Budget Instructions / Calendar Set | | | | | ******** | | | | | | | |
| Departmental Budget Proposals Developed | | | | | ********** | ********** | | | | | | |
| Budget Team Meetings with Department Heads | | | | | | | ******** | | | | | |
| Preparation of Mayor's Preliminary Budget | | | | ********** | ********** | ********** | ********** | ********** | | | | |
| Mayor's Preliminary Budget Message Finalized | | | | | | | | ****** | | | | |
| **Budget Adoption Process** | | | | | | | | | | | | |
| Mayor's Preliminary Budget Filed with Commission | | | | | | | | ** | | | | |
| Commission Adoption of Preliminary Budget | | | | | | | | | ** | | | |
| Notice of Budget Hearings Published | | | | | | | | | ** | | | |
| Public Hearings on Tax Levies and Preliminary Budget | | | | | | | | | | ** | | |
| Approval of Final Budget (October 7th) | | | | | | | | | | ** | | |
| Certification of Tax Levies and Final Budget | | | | | | | | | | ** | | |

**CITY OF FARGO**
**BUDGETED FUNDS STRUCTURE**

| GOVERNMENTAL FUNDS | | | | PROPRIETARY FUNDS | | TRUST FUNDS | AGENCY FUNDS |
|---|---|---|---|---|---|---|---|
| **GENERAL (1)** | **SPECIAL REVENUE (18)** | **DEBT SERVICE (5)** | **CAPITAL PROJECTS (9)** | **MAJOR ENTERPRISE (6)** | **NON-MAJOR ENTERPRISE (4)** | **PENSION TRUST (2)** | **(4)** |
| **General (Major Fund)** | City Share Assessments | Tax Increment | **General Infrastructure (Major Fund)** | **Water (Major Fund)** | SE Cass Sewer | City Employee | Performance Deposits |
| | Noxious Weed | **Improvement Bonds (Major Fund)** | Building Fund | Wastewater | Vector Control | Police | Park District Special Assmts. |
| | Emergency 911 | Sidewalks | Grant Equipment | Storm Sewer | Street Lighting | | FM Diversion Authority |
| | Convention Bureau | **Sales Tax Bonds (Major Fund)** | Disaster Recovery | Solid Waste | Forestry | | Red River Regional Dispatch |
| | Regional Training Center | Other Revenue Debt | Street Infrastructure | FargoDome | | | |
| | Transit Capital Escrow | | Water Infrastructure | Municipal Airport | | | |
| | Court Forfeits | | Wastewater Infrastructure | | | | |
| | Skyway Maintenance | | Flood Sales Tax | | | | |
| | Parking Authority | | FM Diversion Sales Tax | | | | |
| | Parking Repairs | | | | | | |
| | Parking Surplus | | | | | | |
| | Community Development | | | | | | |
| | HUD Home Program | | | | | | |
| | Neighborhood Stabilization | | | | | | |
| | HUD Home Participating Jurisdiction | | | | | | |
| | Downtown BID | | | | | | |
| | NRI Loans | | | | | | |
| | Baseball Stadium | | | | | | |

**Budgeted Funds Information:**

- North Dakota Century Code (NDCC) 40-40 requires budget approval for General, Special Revenue and Debt Service Funds
- City of Fargo budgets for funds required in NDCC 40-40 plus enterprise funds, and pension trust funds
- Capital project funds are not budgeted as projects are authorized in capital improvement plans or as developed and approved individually
- Agency Funds are not budgeted
- Major funds are identified in the chart above and are categorized based upon being more than 10% of the consolidated budget total are further described on the next page
- All capital project and debt service funds are consolidated in the presentation of our Comprehensive Annual Financial Report (CAFR)

**Major Fund Descriptions:**

**General Fund:**
The General Fund accounts for all financial resources not allocated to other funds. Majority of revenues derived from State Intergovernmental revenues, property taxes, and charge for services.

**Improvement Bond Fund:**
This fund accounts for all refunding improvement bond funds required by bond covenants from individual Refunding Improvement Bond issues. It account for all special assessments levied for the payment of bonded indebtedness.

**Sales Tax Bonds Fund:**
The Sales Tax Bond Fund accounts for all resources and related debt payments associated with sales tax revenue bonds. This funds is structured to comply with various bond covenants associated with individual sales tax backed debt issues. Sales tax resources are voter approved and have been authorized for a twenty year period.

**Water Fund:**
This fund accounts for the activities (revenues, operating and capital expenses) of the City's water system. The City receives user fee revenues derived from sale of water and other related services to the general public.

| City of Fargo, North Dakota<br>Summary of All Budgeted Fund<br>FY 2015 | Governmental Funds | | | Proprietary Funds | | Fiduciary Funds | |
|---|---|---|---|---|---|---|---|
| | General Fund | Debt Service | Special Revenue | Water Utility | Non Major Utilities | Pension Funds | Consolidated Totals |
| **Revenues & Transfers In** | | | | | | | |
| Property Taxes | $ 20,458,000 | $ 3,003,000 | $ 420,000 | $ - | $ 735,000 | $ - | $ 24,616,000 |
| Sales Taxes | - | 25,200,000 | - | - | - | - | 25,200,000 |
| Other Taxes | 1,154,000 | - | 4,597,000 | - | - | - | 5,751,000 |
| Special Assessments | - | 24,417,000 | 294,000 | - | 8,000 | - | 24,719,000 |
| Franchise Fees | 5,249,000 | - | - | - | - | - | 5,249,000 |
| License & Permits | 4,802,000 | - | - | - | - | - | 4,802,000 |
| Federal Intergovernmental | 3,873,000 | - | 1,678,000 | - | 20,753,750 | - | 26,304,750 |
| State/Local Intergovernmental | 23,039,000 | - | 49,155 | - | 288,000 | - | 23,376,155 |
| Charges for Services | 16,543,000 | - | 1,073,633 | - | - | - | 17,616,633 |
| Fines & Forfeits | 2,658,000 | - | 100,000 | - | - | - | 2,758,000 |
| Investment Income | 1,957,000 | 150,000 | 8,100 | 60,000 | 2,873,400 | 6,447,000 | 11,495,500 |
| Miscellaneous | 894,000 | - | 274,900 | 15,000 | 565,000 | - | 1,748,900 |
| Transfers In | 9,436,000 | 9,682,456 | 437,212 | 5,262,050 | 4,932,931 | - | 29,750,649 |
| Public Utility Fees | - | - | - | 18,751,700 | 40,320,243 | - | 59,071,943 |
| Utility Byproduct Sales | - | - | - | - | 1,185,000 | - | 1,185,000 |
| Loans/ Bonds Issued | - | - | - | - | - | - | - |
| Capital Contributions | - | - | - | - | - | - | - |
| Employee/Employer Contributions | - | - | - | - | - | 6,328,000 | 6,328,000 |
| **Total Revenues & Transfers In** | **90,063,000** | **62,452,456** | **8,932,000** | **24,088,750** | **71,661,324** | **12,775,000** | **269,972,530** |
| **Financial Uses:** | | | | | | | |
| General Government | 14,663,507 | - | - | - | - | - | 14,663,507 |
| Public Safety | 32,992,024 | - | 2,390,000 | - | - | - | 35,382,024 |
| Public Works | 10,699,811 | - | 302,000 | - | - | - | 11,001,811 |
| Public Health & Welfare | 10,711,567 | - | 50,000 | - | - | - | 10,761,567 |
| Recreation & Culture | 4,371,319 | - | 2,837,480 | - | 6,121,216 | - | 13,330,015 |
| Urban Development | - | - | 1,867,000 | - | - | - | 1,867,000 |
| Public Transportation | 7,386,450 | - | 739,777 | - | 30,879,667 | - | 39,005,894 |
| General Support | 999,488 | - | - | - | - | - | 999,488 |
| Unallocated | (537,166) | - | - | - | - | - | (537,166) |
| Public Utilities | - | - | - | 10,371,674 | 21,596,124 | - | 31,967,798 |
| Capital Outlay | 7,639,000 | - | - | - | - | - | 7,639,000 |
| Debt Service Normal Redemption | - | 22,405,000 | - | 3,146,000 | 3,174,368 | - | 28,725,368 |
| Debt Service Early Redemption | - | 14,420,000 | - | - | - | - | 14,420,000 |
| Debt Service - Interest & Fees | - | 19,552,050 | - | 864,550 | 829,386 | - | 21,245,986 |
| Plan Administration | - | - | - | - | - | 605,000 | 605,000 |
| Plan Benefits | - | - | - | - | - | 5,661,000 | 5,661,000 |
| Non Operating Expenses | - | - | - | - | - | - | - |
| Transfers Out | 931,000 | 22,973,400 | 467,743 | 10,168,050 | 11,068,931 | - | 45,609,124 |
| **Total Financial Uses** | **89,857,000** | **79,350,450** | **8,654,000** | **24,550,274** | **73,669,692** | **6,266,000** | **282,347,416** |
| **Surplus (Deficit)** | 206,000 | (16,897,994) | 278,000 | (461,524) | (2,008,368) | 6,509,000 | (12,374,886) |
| **Fund/ Equity Balance, Beginning** | **31,900,820** | **99,679,920** | **642,900** | **169,289,364** | **464,911,330** | **88,118,623** | **854,542,957** |
| **Fund/ Equity Balance, Ending** | **$ 32,106,820** | **$ 82,781,926** | **$ 920,900** | **$ 168,827,840** | **$ 462,902,962** | **$ 94,627,623** | **$ 842,168,071** |

**Notes:**
- NDCC 40-40 defines Municipal Budget laws
- Non Major Utility Funds includes Wastewater, Storm Sewer, Solid Waste, Street Lighting, Forestry, Vector Control, SE Cass, FargoDome and Airport Authority. Budget approval required pursuant to City Home Rule Charter
- All Debt Service fund balances are restricted for future debt payments in accordance with bond covenants
- Capital project funds are considered non budgeted funds pursuant to NDCC 40-40
- Proprietary Fund Equity = Total Net Assets
- Depreciation of Net Assets is not a budgeted item

| City of Fargo, North Dakota<br>Three Year Summary of All Funds<br>(In Thousands of Dollars) | GOVERNMENTAL FUNDS | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | General Fund (Major Fund) | | | Debt Service Fund ( Major Fund) | | | Non Major Funds | | | Total Governmental Funds | | |
| | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget |
| **Revenues & Transfers In** | | | | | | | | | | | | |
| Property Taxes | $ 18,792.6 | $ 19,099.0 | **$ 20,458.0** | $ 2,834.4 | $ 2,600.0 | **$ 3,003.0** | $ 370.9 | $ 379.0 | **$ 420.0** | $ 21,997.8 | $ 22,078.0 | **$ 23,881.0** |
| Sales Taxes | - | - | **-** | 38,275.0 | 48,000.0 | **25,200.0** | - | - | **-** | 38,275.0 | 48,000.0 | **25,200.0** |
| Other Taxes | 1,535.9 | 1,748.0 | **1,154.0** | - | - | **-** | 3,682.0 | 4,361.3 | **4,597.0** | 5,217.9 | 6,109.3 | **5,751.0** |
| Special Assessments | - | - | **-** | 26,783.0 | 23,218.7 | **24,417.0** | 424.3 | 313.5 | **294.0** | 27,207.3 | 23,532.2 | **24,711.0** |
| Franchise Fees | 4,789.0 | 4,681.4 | **5,249.0** | - | - | **-** | - | - | **-** | 4,789.0 | 4,681.4 | **5,249.0** |
| Licenses & Permits | 3,672.2 | 4,081.1 | **4,802.0** | - | - | **-** | - | - | **-** | 3,672.2 | 4,081.1 | **4,802.0** |
| Federal Intergovernmental | 4,603.4 | 3,735.5 | **3,873.0** | 350.2 | 357.0 | **-** | 590.7 | 1,468.0 | **1,678.0** | 5,544.2 | 5,560.5 | **5,551.0** |
| State/Local Intergovernmental | 23,849.0 | 20,887.4 | **23,039.0** | - | - | **-** | 77.9 | 49.7 | **49.2** | 23,926.9 | 20,937.1 | **23,088.2** |
| Charges for Services | 16,884.0 | 16,412.5 | **16,543.0** | - | - | **-** | 1,425.6 | 1,165.5 | **1,073.6** | 18,309.6 | 17,578.0 | **17,616.6** |
| Fines & Forfeits | 2,459.0 | 2,741.5 | **2,658.0** | - | - | **-** | 156.9 | 100.0 | **100.0** | 2,615.9 | 2,841.5 | **2,758.0** |
| Investment Income | 2,320.2 | 1,819.5 | **1,957.0** | 305.1 | 85.0 | **150.0** | 2.8 | 8.1 | **8.1** | 2,628.1 | 1,912.6 | **2,115.1** |
| Miscellaneous | 1,067.7 | 725.99 | **894.00** | 61.7 | - | **-** | 953.6 | 425.0 | **274.9** | 2,082.9 | 1,151.0 | **1,168.9** |
| Transfers In | 10,099.9 | 8,990.0 | **9,436.0** | 4,387.0 | 10,600.1 | **9,682.5** | 578.8 | 407.2 | **437.2** | 15,065.7 | 19,997.3 | **19,555.7** |
| Public Utility Fees | - | - | **-** | - | - | **-** | - | - | **-** | - | - | **-** |
| Utility Byproduct Sales | - | - | **-** | - | - | **-** | - | - | **-** | - | - | **-** |
| Loans/Bonds Issued | - | - | **-** | 939.0 | - | **-** | - | - | **-** | 939.0 | - | **-** |
| Capital Contributions | - | - | **-** | - | - | **-** | - | - | **-** | - | - | **-** |
| **Total Revenues & Transfers In** | **90,072.7** | **84,922.0** | **90,063.0** | **73,935.4** | **84,860.8** | **62,452.5** | **8,263.5** | **8,677.4** | **8,932.0** | **172,271.5** | **178,460.2** | **161,447.5** |
| **Financial Uses:** | | | | | | | | | | | | |
| General Government | 13,227.5 | 14,086.4 | **14,663.5** | - | - | **-** | - | - | **-** | 13,227.5 | 14,086.4 | **14,663.5** |
| Public Safety | 29,192.0 | 31,820.4 | **32,992.0** | - | - | **-** | 2,084.6 | 2,279.5 | **2,390.0** | 31,276.6 | 34,099.9 | **35,382.0** |
| Public Works | 8,989.5 | 9,545.2 | **10,699.8** | 752.2 | - | **-** | 232.1 | 302.0 | **302.0** | 9,973.7 | 9,847.2 | **11,001.8** |
| Public Health & Welfare | 9,487.1 | 9,472.5 | **10,711.6** | - | - | **-** | 19.9 | 50.0 | **50.0** | 9,507.0 | 9,522.5 | **10,761.6** |
| Recreation & Culture | 4,095.9 | 4,295.6 | **4,371.3** | - | - | **-** | 2,661.6 | 2,590.8 | **2,837.5** | 6,757.5 | 6,886.3 | **7,208.8** |
| Urban Development | - | - | **-** | 75.04 | 2,600.00 | **3,003.0** | 1,153.0 | 1,823.7 | **1,867.0** | 1,228.0 | 4,423.7 | **4,870.0** |
| Public Transporation | 7,032.4 | 7,150.0 | **7,386.5** | - | - | **-** | 647.7 | 748.2 | **739.8** | 7,680.1 | 7,898.3 | **8,126.2** |
| General Support | 1,214.2 | 1,100.5 | **999.5** | - | - | **-** | - | - | **-** | 1,214.2 | 1,100.5 | **999.5** |
| Unallocated | - | (477.0) | **(537.2)** | - | - | **-** | - | - | **-** | - | (477.0) | **(537.2)** |
| Public Utilities | - | - | **-** | - | - | **-** | - | - | **-** | - | - | **-** |
| Capital Outlay | 3,785.2 | 6,851.1 | **7,639.0** | - | - | **-** | 45.4 | - | **-** | 3,830.6 | 6,851.1 | **7,639.0** |
| Debt Service Normal Redemption | 39.67 | - | **-** | 27,314.2 | 26,979.0 | **19,402.0** | - | - | **-** | 27,353.9 | 26,979.0 | **19,402.0** |
| Debt Service Early Redemption | - | - | **-** | 10,695.0 | - | **14,420.0** | - | - | **-** | 10,695.0 | - | **14,420.0** |
| Debt Service - Interest & Fees | 7.54 | - | **-** | 16,462.9 | 18,455.5 | **19,552.1** | - | - | **-** | 16,470.5 | 18,455.5 | **19,552.1** |
| Non Operating Expenses | - | - | **-** | - | - | **-** | - | - | **-** | - | - | **-** |
| Transfers Out | 13,805.6 | 1,061.0 | **931.0** | 19,369.6 | 40,021.1 | **22,973.4** | 1,281.1 | 620.2 | **467.7** | 34,456.3 | 41,702.3 | **24,372.1** |
| **Total Financial Uses** | **90,876.6** | **84,905.6** | **89,857.0** | **74,669.0** | **88,055.6** | **79,350.5** | **8,125.3** | **8,414.4** | **8,654.0** | **173,670.9** | **181,375.6** | **177,861.4** |
| **Surplus (Deficit)** | (803.9) | 16.4 | **206.0** | (733.6) | (3,194.8) | **(16,898.0)** | 138.1 | 263.0 | **278.0** | (1,399.3) | (2,915.4) | **(16,414.0)** |
| **Fund/Equity Balance, Beginning** | **32,688.3** | **31,884.5** | **31,900.9** | **103,608.3** | **102,874.7** | **99,680.0** | **241.81** | **379.9** | **642.9** | **136,538.5** | **135,139.1** | **132,223.7** |
| **Fund/Equity Balance, Ending** | **$ 31,884.5** | **$ 31,900.9** | **$ 32,106.9** | **$ 102,874.7** | **$ 99,680.0** | **$ 82,782.0** | **$ 379.9** | **$ 642.9** | **$ 920.9** | **$ 135,139.1** | **$ 132,223.7** | **$ 115,809.7** |

| City of Fargo, North Dakota<br>Three Year Summary of All Funds<br>(In Thousands of Dollars) | PROPRIETARY FUNDS | | | | | | | | | CONSOLIDATED TOTALS | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Water Utility (Major Fund) | | | Non Major Utilities | | | Total Proprietary Funds | | | GOVERNMENTAL & PROPRIETARY FUNDS | | |
| | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget | 2013 Actual | 2014 Budget | 2015 Budget |
| **Revenues & Transfers In** | | | | | | | | | | | | |
| Property Taxes | $ - | $ - | **$ -** | $ 664.036 | $ 684.0 | **$ 735.0** | 664.0 | $ 684.0 | **$ 735.0** | $ 22,661.9 | 22,762.0 | **$ 24,616.0** |
| Sales Taxes | - | - | **-** | - | - | **-** | - | - | **-** | 38,275.0 | 48,000.0 | **25,200.0** |
| Other Taxes | - | - | **-** | - | - | **-** | - | - | **-** | 5,217.9 | 6,109.3 | **5,751.0** |
| Special Assessments | - | - | **-** | - | 8.0 | **8.0** | - | 8.0 | **8.0** | 27,207.3 | 23,540.2 | **24,719.0** |
| Franchise Fees | - | - | **-** | - | - | **-** | - | - | **-** | 4,789.0 | 4,681.4 | **5,249.0** |
| Licenses & Permits | - | - | **-** | - | - | **-** | - | - | **-** | 3,672.2 | 4,081.1 | **4,802.0** |
| Federal Intergovernmental | - | - | **-** | - | 2,600.0 | **20,753.8** | - | 2,600.0 | **20,753.8** | 5,544.2 | 8,160.5 | **26,304.8** |
| State/Local Intergovernmental | - | - | **-** | - | 200.0 | **288.0** | - | 200.0 | **288.0** | 23,926.9 | 21,137.1 | **23,376.2** |
| Charges for Services | - | - | **-** | - | - | **-** | - | - | **-** | 18,309.6 | 17,578.0 | **17,616.6** |
| Fines & Forfeits | - | - | **-** | - | - | **-** | - | - | **-** | 2,615.9 | 2,841.5 | **2,758.0** |
| Investment Income | 27.9 | 60.0 | **60.0** | 5,570.0 | 2,207.0 | **2,873.4** | 5,597.9 | 2,267.0 | **2,933.4** | 8,226.0 | 4,179.6 | **5,048.5** |
| Miscellaneous | 157.3 | - | **15.00** | 207.2 | 565.0 | **565.0** | 364.6 | 565.0 | **580.0** | 2,447.5 | 1,716.0 | **1,748.9** |
| Transfers In | 1,276.3 | 5,472.1 | **5,262.1** | 461.9 | 4,043.0 | **4,932.9** | 1,738.2 | 9,515.1 | **10,195.0** | 16,803.9 | 29,512.4 | **29,750.6** |
| Public Utility Fees | 19,051.9 | 18,277.0 | **18,751.7** | 40,520.5 | 40,280.8 | **40,320.2** | 59,572.5 | 58,557.8 | **59,071.9** | 59,572.5 | 58,557.8 | **59,071.9** |
| Byproduct Sales | - | - | **-** | 1,217.4 | 1,185.0 | **1,185.0** | 1,217.4 | 1,185.0 | **1,185.0** | 1,217.4 | 1,185.0 | **1,185.0** |
| Loans/Bonds Issued | - | - | **-** | - | | | - | - | **-** | 939.0 | - | **-** |
| Capital Contributions | 10,049.5 | - | **-** | 21,276.0 | - | | 31,325.5 | - | **-** | 31,325.5 | - | **-** |
| **Total Revenues & Transfers In** | **30,562.9** | **23,809.1** | **24,088.8** | **69,917.2** | **51,772.8** | **71,661.3** | **100,480.1** | **75,581.8** | **95,750.1** | **272,751.6** | **254,042.0** | **257,197.5** |
| **Financial Uses:** | | | | | | | | | | - | - | |
| General Government | - | - | **-** | - | - | | - | - | **-** | 13,227.5 | 14,086.4 | **14,663.5** |
| Public Safety | - | - | **-** | - | - | | - | - | **-** | 31,276.6 | 34,099.9 | **35,382.0** |
| Public Works | - | - | **-** | - | - | | - | - | **-** | 9,973.7 | 9,847.2 | **11,001.8** |
| Public Health & Welfare | - | - | **-** | - | - | | - | - | **-** | 9,507.0 | 9,522.5 | **10,761.6** |
| Recreation & Culture | - | - | **-** | 5,363.5 | 5,648.5 | **6,121.2** | 5,363.5 | 5,648.5 | **6,121.2** | 12,121.0 | 12,534.9 | **13,330.0** |
| Urban Development | - | - | **-** | - | - | | - | - | **-** | 1,228.0 | 4,423.7 | **4,870.0** |
| Public Transporation | - | - | **-** | 4,406.9 | 8,628.5 | **30,879.7** | 4,406.9 | 8,628.5 | **30,879.7** | 12,087.0 | 16,526.8 | **39,005.9** |
| General Support | - | - | **-** | - | - | | - | - | **-** | 1,214.2 | 1,100.5 | **999.5** |
| Unallocated | - | - | **-** | - | - | | - | - | **-** | - | (477.0) | **(537.2)** |
| Public Utilities | 9,704.6 | 10,258.4 | **10,371.7** | 17,012.3 | 20,499.6 | **21,596.1** | 26,717.0 | 30,758.0 | **31,967.8** | 26,717.0 | 30,758.0 | **31,967.8** |
| Capital Outlay | - | - | **-** | - | - | **-** | - | - | **-** | 3,830.6 | 6,851.1 | **7,639.0** |
| Debt Service Normal Redemption | - | 3,146.0 | **3,146.0** | - | 2,761.4 | **3,174.4** | - | 5,907.4 | **6,320.4** | 27,353.9 | 32,886.4 | **25,722.4** |
| Debt Service Early Redemption | - | - | **-** | - | - | **-** | - | - | **-** | 10,695.0 | - | **14,420.0** |
| Debt Service - Interest & Fees | 792.0 | 864.6 | **864.6** | 1,033.8 | 697.0 | **829.4** | 1,825.7 | 1,561.6 | **1,693.9** | 18,296.2 | 20,017.0 | **21,246.0** |
| Depreciation | 3,881.4 | - | **-** | 16,184.8 | | | 20,066.3 | | | 20,066.3 | - | **-** |
| Non Operating Expenses | - | - | **-** | - | | | - | - | **-** | - | - | **-** |
| Transfers Out | 5,387.6 | 9,662.1 | **10,168.1** | 7,405.7 | 9,839.6 | **11,068.9** | 12,793.3 | 19,501.7 | **21,237.0** | 47,249.7 | 61,204.0 | **45,609.1** |
| **Total Financial Uses** | **19,765.6** | **23,931.0** | **24,550.3** | **51,407.1** | **48,074.7** | **73,669.7** | **71,172.7** | **72,005.7** | **98,220.0** | **244,843.6** | **253,381.3** | **276,081.4** |
| **Surplus (Deficit)** | 10,797.3 | (122.0) | **(461.5)** | 18,510.1 | 3,698.1 | **(2,008.4)** | 29,307.4 | 3,576.1 | **(2,469.9)** | 27,908.1 | 660.7 | **(18,883.9)** |
| **Fund/Equity Balance, Beginning** | **158,614.0** | **169,411.3** | **169,289.4** | **442,703.2** | **461,213.2** | **464,911.3** | **601,317.2** | **630,624.6** | **634,200.7** | **737,855.6** | **765,763.7** | **766,424.4** |
| **Fund/Equity Balance, Ending** | **$ 169,411.3** | **$ 169,289.4** | **$ 168,827.8** | **$ 461,213.2** | **$ 464,911.3** | **$ 462,903.0** | **$ 630,624.6** | **$ 634,200.7** | **$ 631,730.8** | $ 765,763.7 | $ 766,424.4 | **$ 747,540.5** |

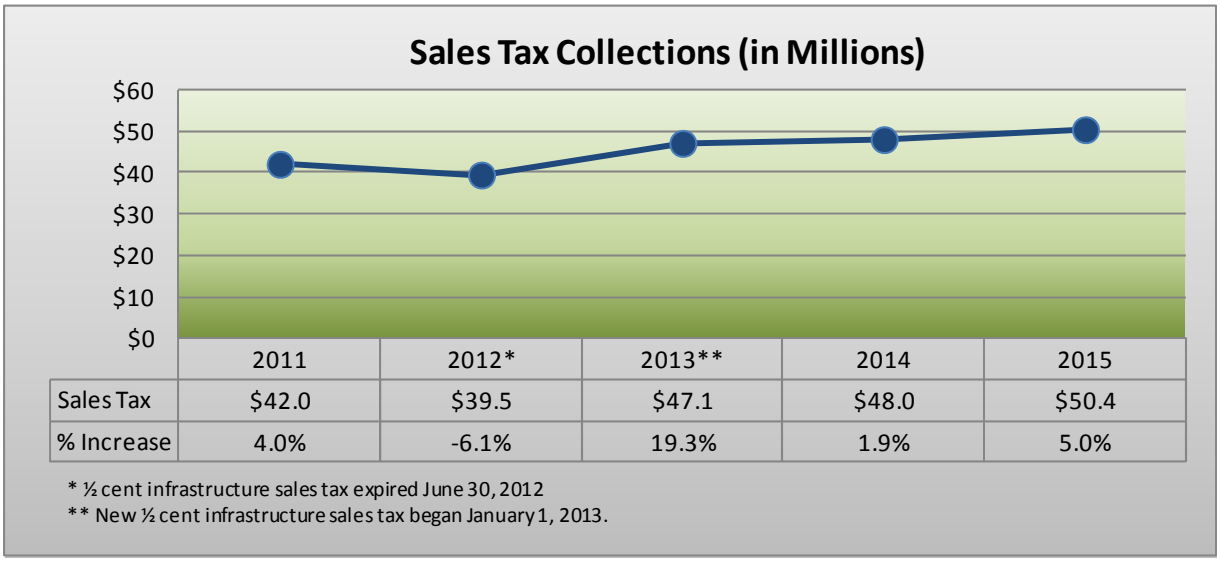
## Major Revenue Sources Review and Discussion

The Governmental Finance Officers Association (GFOA) best budget practices guidance requires a discussion of major revenue sources as an integral part of the budget document. A discussion of each major revenue source is provided to assist budget users in understanding where our funding is derived and how it is predicted in the annual budget process. The revenue categories are listed in order of magnitude from largest to smallest and this discussion covers about 78% of our total revenues.

### Sales Tax

Sales taxes have been voter approved and are managed in accordance with the City's Home Rule Charter sections 3(S), (T) and (U). All sales tax collections are dedicated by charter for infrastructure projects and financing. Section 3(T) is dedicated for exclusive use on flood risk mitigation projects while sections 3(S) and (U) have a broader definition of infrastructure. The combined sales tax rate levied by the City of Fargo is 2%. The State of North Dakota currently levies a 5% sales tax and Cass County collects another .5% adding up to a combined rate of 7.5%. All collections are administered by the State Tax Commissioner's Office under contract with the City. Collections are remitted monthly by the State. The City uses historical trending and a local economic assessment process in projecting future sales tax revenues and uses the same sales tax exemptions as deployed by the State of North Dakota. We are forecasting collections of $50.4 million in 2015 and a continuation of consistent growth in the future due to the strength of our overall economic conditions. A 5% growth assumption has been applied to the sales tax revenue forecast based upon past budget practices and monitoring of our long term collection trends.

The table below provides a historical perspective of our sales tax collections over the past five years:




| | 2011 | 2012* | 2013** | 2014 | 2015 |
|---|---|---|---|---|---|
| Sales Tax | $42.0 | $39.5 | $47.1 | $48.0 | $50.4 |
| % Increase | 4.0% | -6.1% | 19.3% | 1.9% | 5.0% |

* ½ cent infrastructure sales tax expired June 30, 2012
** New ½ cent infrastructure sales tax began January 1, 2013.

Sales taxes are considered economically sensitive in our budget development process. A worst case projection would be a no growth scenario, while an aggressive projection would be in excess of 7-8%.

Sales tax revenues have been pledged for the repayment of several revenue bond issues. Debt service coverage for 2015 is within our bond covenant requirements. Additional sales tax revenue bonds will be issued in 2015 and 2016 for flood control projects which will lower our coverage levels in the future.

The City of Fargo, as a local sponsor of the FM Diversion project has pledged a portion of our sales tax revenues to pay our obligations related to a joint powers agreement with several entities. For 2015 we are obligated to pay 45% of the interest on a loan issued by Cass County. Cass County issued $50 million of sales tax revenue bonds in 2014 for funding flood control projects.

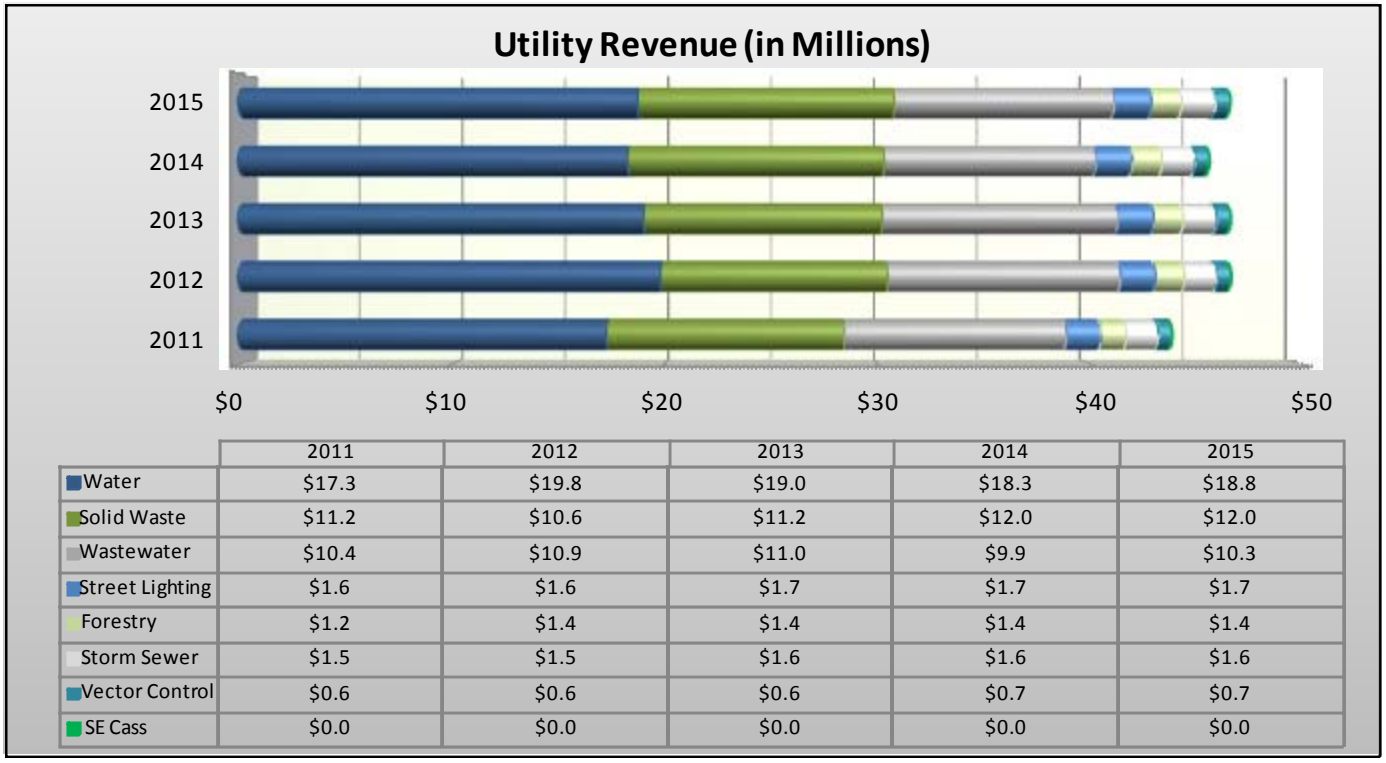
## Public Utility Fees

## Utility Fees

The City provides municipal utilities including water, wastewater, solid waste, storm sewer, street lighting, vector control, and forestry services. The Municipal Airport and the Fargodome are also reported as enterprise funds. All fees are established by resolution of the City Commission and are set at levels to sustain our business operations. We anticipate collecting about $46.5 million in utility fees in 2015, up just slightly over 2014 due to continued growth in household units. This does not include the Airport or Fargodome revenues. We bill about 30,000 residential and commercial customers each month. No utility rate increases are proposed for 2015.

The budgeting methodology used for public utility fees includes a historical analysis of growth and demand for new services with the addition of new housing developments each year. The City is also a regional water service provider to Cass Rural Water Users District which operates in our southern areas as well as providing wastewater services to smaller cities adjacent to Fargo.

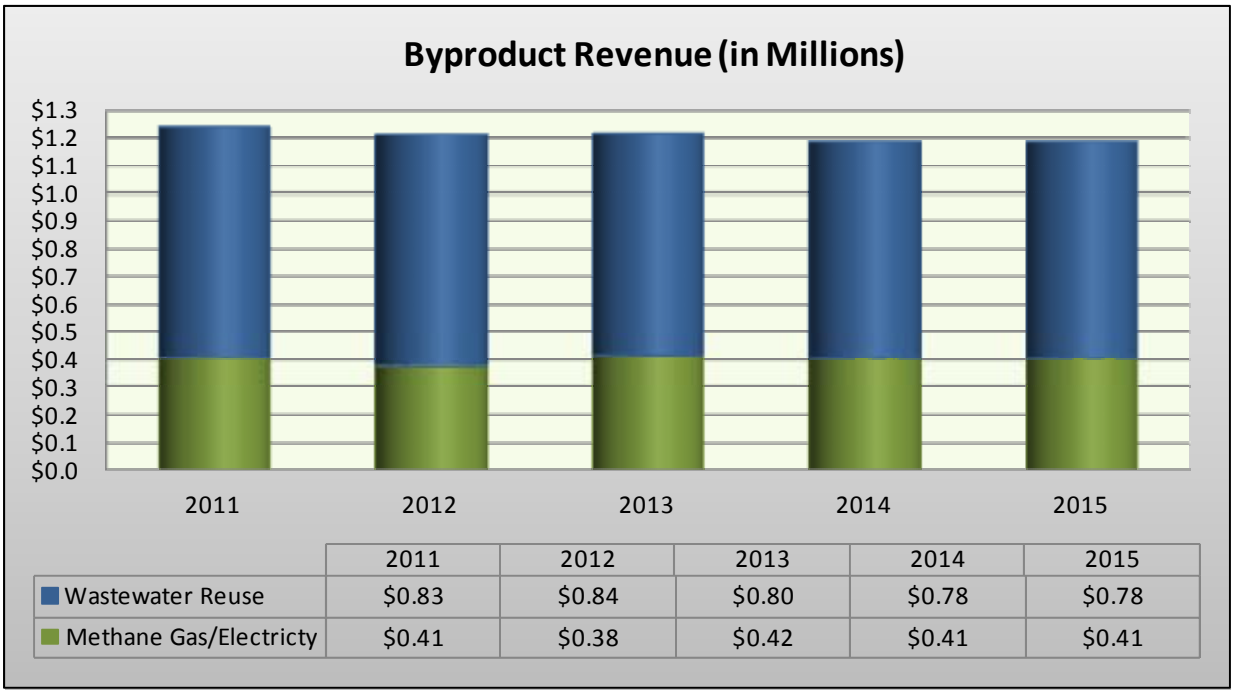
We are also cognizant of what other cities charge for these services and participate in a utility rate study each year that compares several rate structures in different cities as well as using innovative methods to keep our rates as low as possible. In the most recent regional rate study Fargo ranked in the mid-percentile for water charges, and top percentile for the lowest wastewater charges. Long term master planning for both operational and capital planning is updated annually. Sales tax resources are used to fund expensive infrastructure components and therefore there has not been a lot of pressure to raise water and wastewater rates over the past several years.




| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| Water | $17.3 | $19.8 | $19.0 | $18.3 | $18.8 |
| Solid Waste | $11.2 | $10.6 | $11.2 | $12.0 | $12.0 |
| Wastewater | $10.4 | $10.9 | $11.0 | $9.9 | $10.3 |
| Street Lighting | $1.6 | $1.6 | $1.7 | $1.7 | $1.7 |
| Forestry | $1.2 | $1.4 | $1.4 | $1.4 | $1.4 |
| Storm Sewer | $1.5 | $1.5 | $1.6 | $1.6 | $1.6 |
| Vector Control | $0.6 | $0.6 | $0.6 | $0.7 | $0.7 |
| SE Cass | $0.0 | $0.0 | $0.0 | $0.0 | $0.0 |

## Byproduct Revenues

Fargo has been a leader in innovation by leveraging our utility operations to maximum benefit. Innovative projects include converting methane gas from our landfill to electricity, selling surplus methane gas to a local business, and reusing wastewater for ethanol production. All of these initiatives are producing additional revenue as byproducts of our traditional utility operations. Long term agreements are in place and these operations continue to be a mutual benefit to our citizens and private partners.




| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| Wastewater Reuse | $0.83 | $0.84 | $0.80 | $0.78 | $0.78 |
| Methane Gas/Electricty | $0.41 | $0.38 | $0.42 | $0.41 | $0.41 |

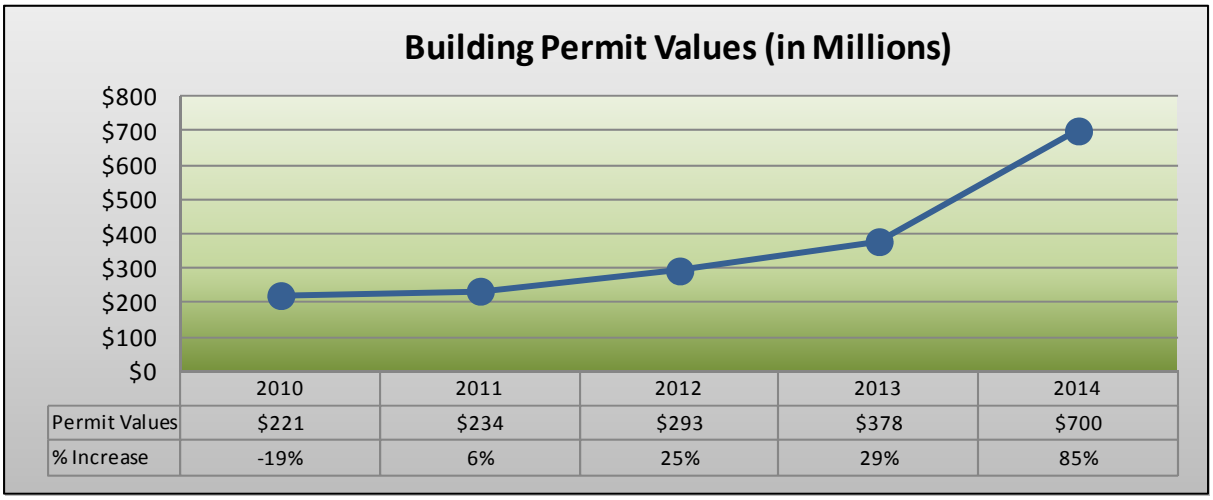
We do not consider these revenues to be economically sensitive due to the ongoing record of business continuity and the initial investment in this unique infrastructure.

## Charge for Services

## Building Permits

The City charges a variety of fees associated with delivery of services to our citizens. Building permits are one of the most prominent of our fees. They are an important indicator of our economic strength and construction activity in our local economy. Fees are assessed in accordance with the fee structure established by the City Commission and are updated periodically.

A record number and value of permits was reached in 2013. Fargo officials expect that the 2014 permit valuations will exceed $700 million in 2014, with continued strong demand for housing in 2015. Budget projections are made based upon longer term averages as adjusted for the impact of large projects at the time that revenue projections are completed.

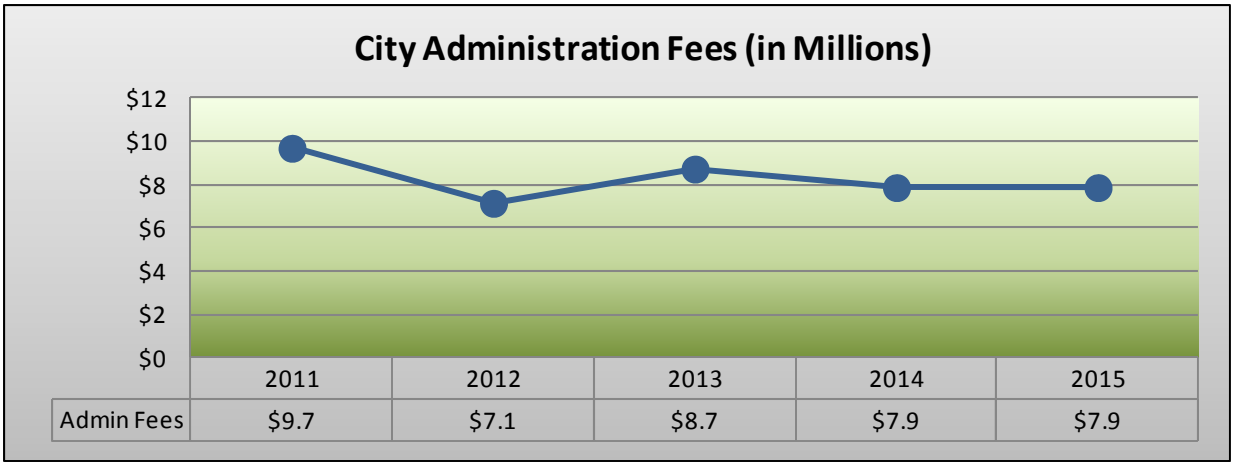



| | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|
| Permit Values | $221 | $234 | $293 | $378 | $700 |
| % Increase | -19% | 6% | 25% | 29% | 85% |

Building permits are considered economically sensitive in our budget revenue development process and will rise and fall with the demand for residential and commercial development. The budgeting methodology includes a detailed assessment of current activities and long term trending.

## Capital Project Engineering and Administrative Fees

Engineering and administration fees are charged for the management and delivery of capital projects. These fees are part of our base revenue and are intended to offset costs associated with the design, development, construction and administration of our infrastructure. The table below shows the trend of this revenue. Budgeted revenue for this source is derived from capital improvement plans approved by the Board of City Commissioners.




| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| Admin Fees | $9.7 | $7.1 | $8.7 | $7.9 | $7.9 |

## Special Assessments

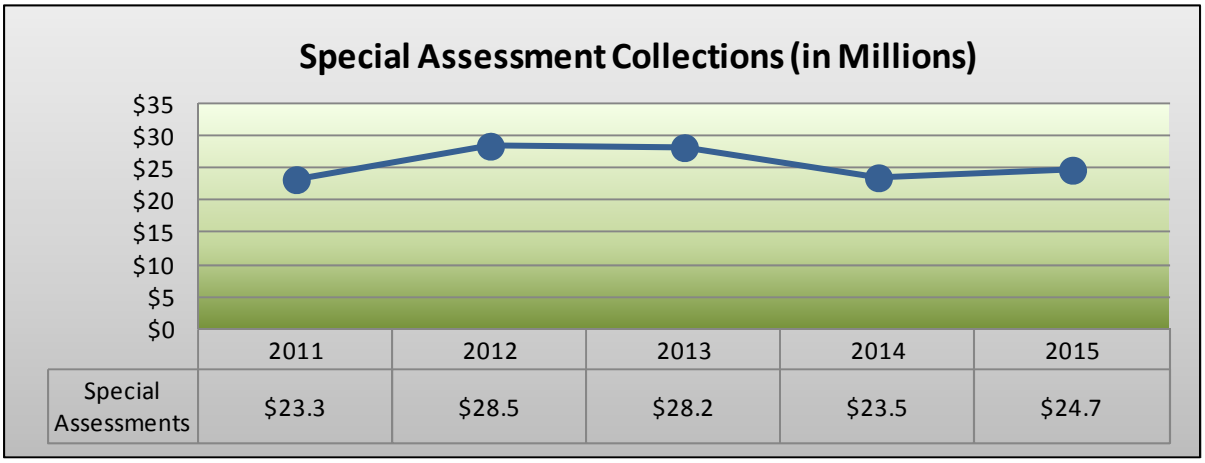
Special assessments are a primary revenue source to fund infrastructure projects that benefit our citizens. Special assessments are authorized in sections 40-22 through 40-29 of the North Dakota Century Code and are a widely used method across the State. Pursuant to these laws, those who benefit from the infrastructure are the ones that pay for the cost of the infrastructure. Citizens have the right to protest certain projects as prescribed by law with a 50% majority protest. As part of the financing cycle associated with special assessment projects, the City issues Refunding Improvement Bonds that are paid off over a twenty-five year amortization period. Assessments are incorporated into the property tax bills that are prepared by the Cass County Auditor's Office each year. Assessment revenue is collected on the same due dates as our property tax revenue which is February and October of each year.

Special assessment funding polices are approved and updated by the Board of City Commissioners. They were last updated in March 2014. There are approximately 700 active special assessment districts currently in place.

Budgeted revenues are based upon the annual certified special assessment projections plus an estimate for assessment prepayments. Prepayments occur when a property owner or lender decides to pay off their assessment obligations earlier than a normal amortization period. Property owners that do not want to amortize their special assessment levies can prepay either the entire amount at the time of levy or any time thereafter.

The City also uses special assessments as a method to collect revenues for various maintenance activities such as cleaning sidewalks, mowing, and other maintenance items.

Special assessment collections for 2015 are projected at $24.7 million which is based upon the current assessment rolls and an estimated amount of prepayments. Special assessment revenues will continue to grow in the future with the addition of new assessments for developments. A historical chart of collections for the past five years is shown below:



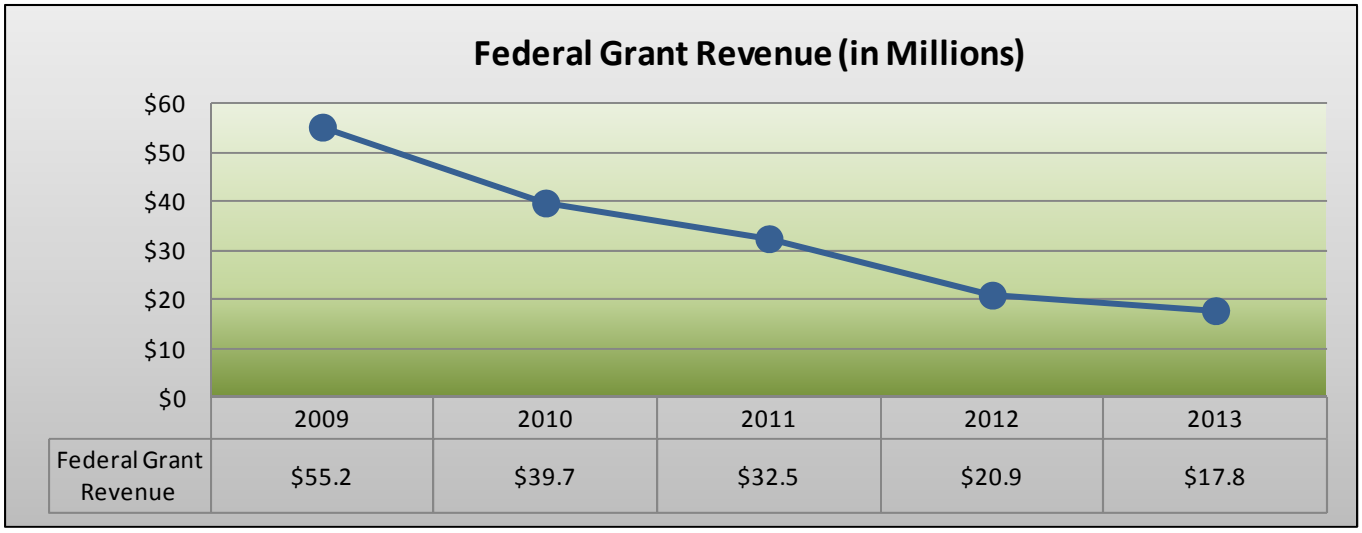

| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| Special Assessments | $23.3 | $28.5 | $28.2 | $23.5 | $24.7 |

Assessment revenues are sufficient to pay all of the debt service related to our long term bonds. The total amount of Refunding Improvement Bonds (special assessment debt) outstanding as of June 1, 2014 is $282.7 million.

## Intergovernmental Revenue

Intergovernmental revenues are collected from other agencies including Federal, State and local governmental units. About 35% of our General Fund Revenues come from this source. Revenues are commonly received in the form of grants for specific purposes or may be more general in nature. The trend in intergovernmental revenue has been increasing, however, the components of agency participation has been changing over the past few years. Federal revenues have been declining while State revenues have increased significantly due to the robust nature of our State-wide economy. The largest single State intergovernmental revenue source is from state aid. This projection of overall General Fund intergovernmental revenues is $28 million, up by 6.4% over 2014.

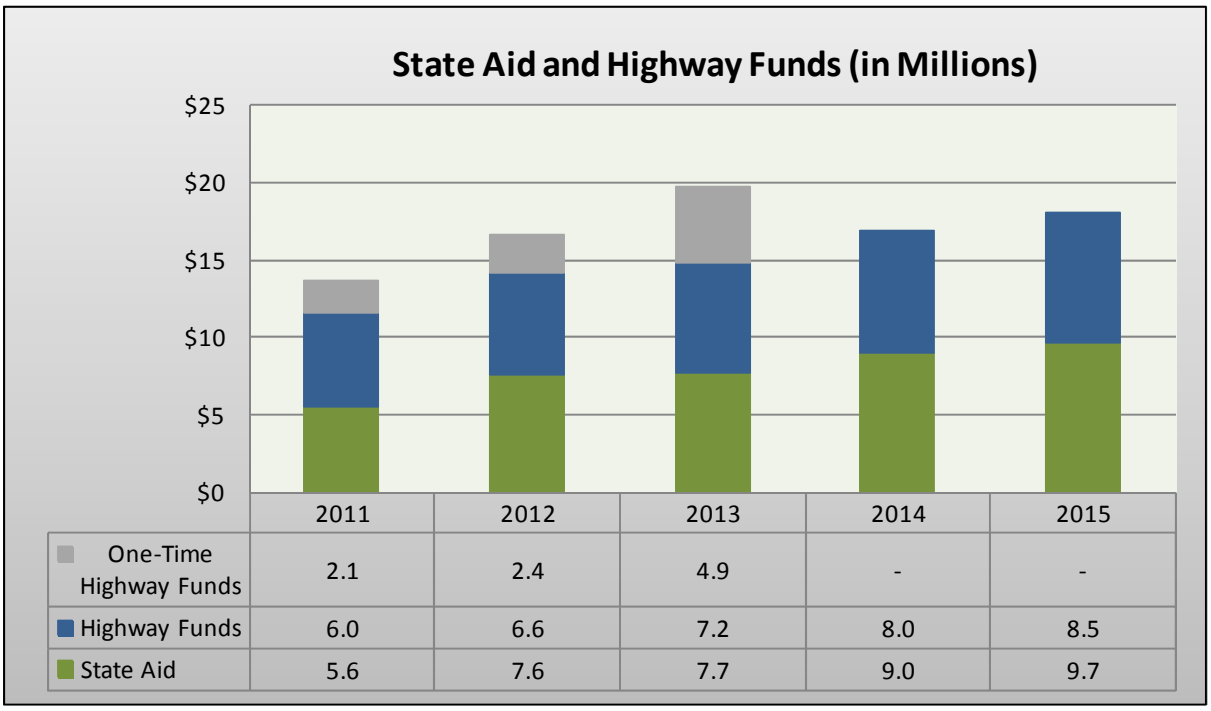
Federal grants are received for a variety of programs; however, the largest program funded by Federal grants is our fixed route and paratransit systems. Approximately one half of our transit system costs are funded by Department of Transportation grants. We also receive funding from the US Department of Transportation for highway projects. Overall, federal revenues are expected to continue to decline in 2015.




| | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|---|---|---|---|---|
| Federal Grant Revenue | $55.2 | $39.7 | $32.5 | $20.9 | $17.8 |

There are several State of North Dakota revenue sharing programs that benefit city and county budgetary resources. The two most significant programs include State Aid and Municipal Highway funds. Funding formulas are mandated by the State Legislature State aid is derived from a share of the State-wide sales tax collections while Municipal Highway Funds are derived from the collection of motor fuel tax and motor vehicle license registrations. The State Legislature has appropriated “one time” funding in the last two legislative sessions. No additional funds are included for “one time” highway funds for 2015 since it is subject to legislative approval.

These resources have been increasing over the past five years as shown below.




| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| One-Time Highway Funds | 2.1 | 2.4 | 4.9 | - | - |
| Highway Funds | 6.0 | 6.6 | 7.2 | 8.0 | 8.5 |
| State Aid | 5.6 | 7.6 | 7.7 | 9.0 | 9.7 |

A 7.3% revenue growth assumption has been applied to the state aid revenue source while a 6.2% increase is anticipated for municipal highway funds. These are our two largest State revenue operational revenue sources.

The State of North Dakota also appropriates capital grants or cost sharing programs for major infrastructure projects that are critical to the needs of our community. There are two large scale projects currently in process that have an element of State funding as part of the project funding plans.

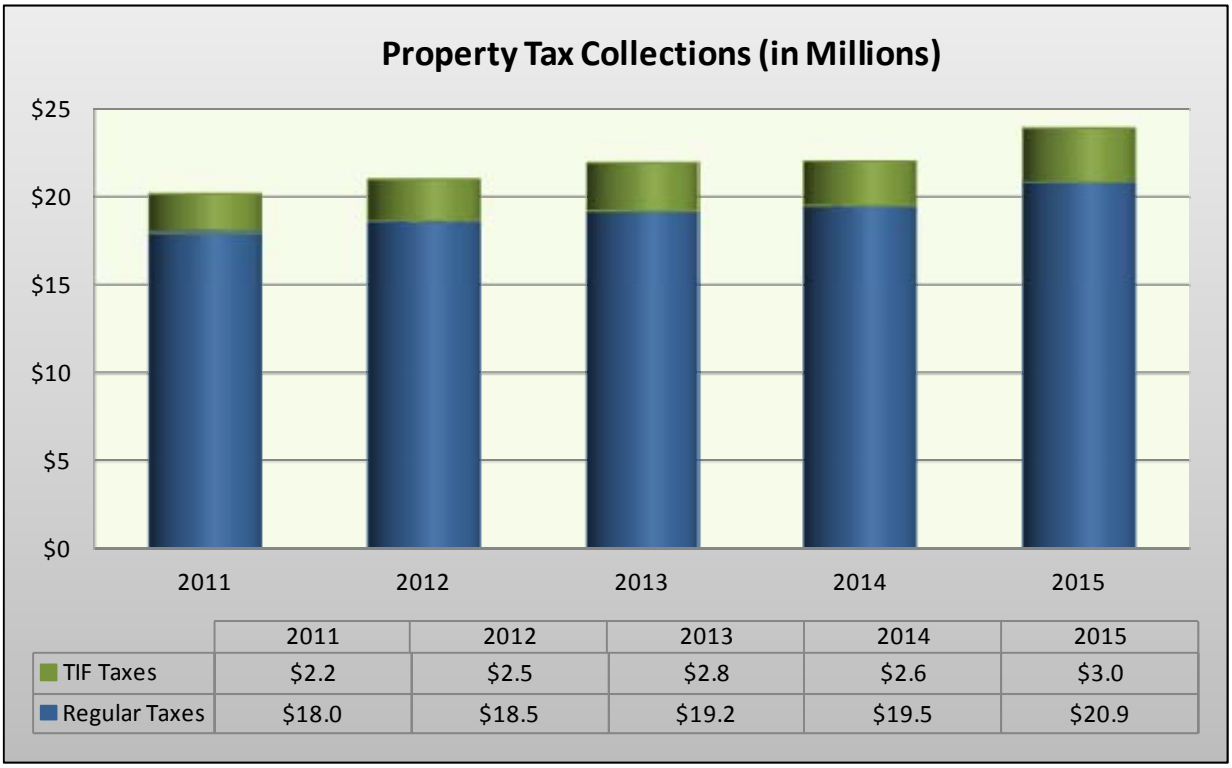
The Legislature has approved a long term commitment of $450 million to fund the State share of the FM Diversion flood control project. To date $175 million has been appropriated by the Legislature and the balance will be appropriated in future legislative sessions. The FM Diversion project was authorized in the Water Resources Development Act and signed into law on June 3, 2014. The total project cost is expected to be $1.8 billion and this project will take several years to construct.

The State is also providing funds for an expansion of our water treatment plant that will include the ability to treat sulfate as a result of water discharges from the Devils Lake Basin. This project will be constructed in the 2015-2016 timeframe. The total project cost is expected to be $90 million with $45 million provided by State Water Commission grants. The balance of funding will come from sales tax resources allocated to City waterworks projects.

## Property Taxes

The City of Fargo is authorized by our Home Rule Charter to levy up to a maximum of 64 mills. All levies are subject to the charter imposed limits with the exception of tax levies to pay for the City share of special assessments. Fargo's overall mill levy was reduced by one tax mill in the 2014 budget from a total of 58.25 to 57.25. The preliminary budget recommended leaving the existing 57.25 mill levy in place for 2015 which will generate about $20 million. This leaves some margin of unused taxing authority in place.

Fargo's tax burden for residential class of property is about 1.3% of fair market value while commercial property is taxed at about 1.4% of fair market value.




| | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|
| TIF Taxes | $2.2 | $2.5 | $2.8 | $2.6 | $3.0 |
| Regular Taxes | $18.0 | $18.5 | $19.2 | $19.5 | $20.9 |

Tax increment financing is used as a development incentive to help local projects mature. This type of financing is governed by NDCC Chapter 40-58. There are presently 12 tax increment financing districts active for projects in various locations throughout the City. We do not anticipate that any of the active districts will mature in 2015. All tax increment proceeds are dedicated to the project for which the district was originally created. The maximum time allowed for a tax increment district to run is 25 years, however, they can be extended for up to 15 years beyond the initial term by approval of the Board of City Commissioners.

| Fund Balance Definitions | Fiscal Trends and Comments |
|---|---|
| Fund balance is the difference between assets and liabilities and is one of many measurements of an entities overall financial strength.<br><br>Pursuant to the Governmental Accounting Standards Board standard fund balances should be categorized as follows:<br><br>**Non-spendable** – Cannot be spent as is legally restricted.<br><br>**Restricted** – Subject to externally imposed restrictions, laws, bond covenants or other means.<br><br>**Committed** – Constrained by action of the Board of City Commissioners. Cannot be used for other purposes unless approved at the same level of authority.<br><br>**Assigned** – Intended to be used for a specific purpose. Intent can be expressed by City Commission or someone to whom authority has been delegated.<br><br>**Unassigned** – Unrestricted and available to appropriate. | • General Fund Balances are maintained in this budget in accordance with the City's fund balance policies.<br><br>• The General Fund balance is projected to increase by $206,000 in 2015.<br><br>• There continues to be significant accumulation of resources in our Debt Service funds associated with the prepayment of special assessments.<br><br>• A schedule of projected changes in governmental fund balances is included in the following pages by fund type. Capital project funds have been excluded since they are not required to be included in the budget pursuant to North Dakota budget law. |

## Schedule of Changes in Governmental Fund Balances

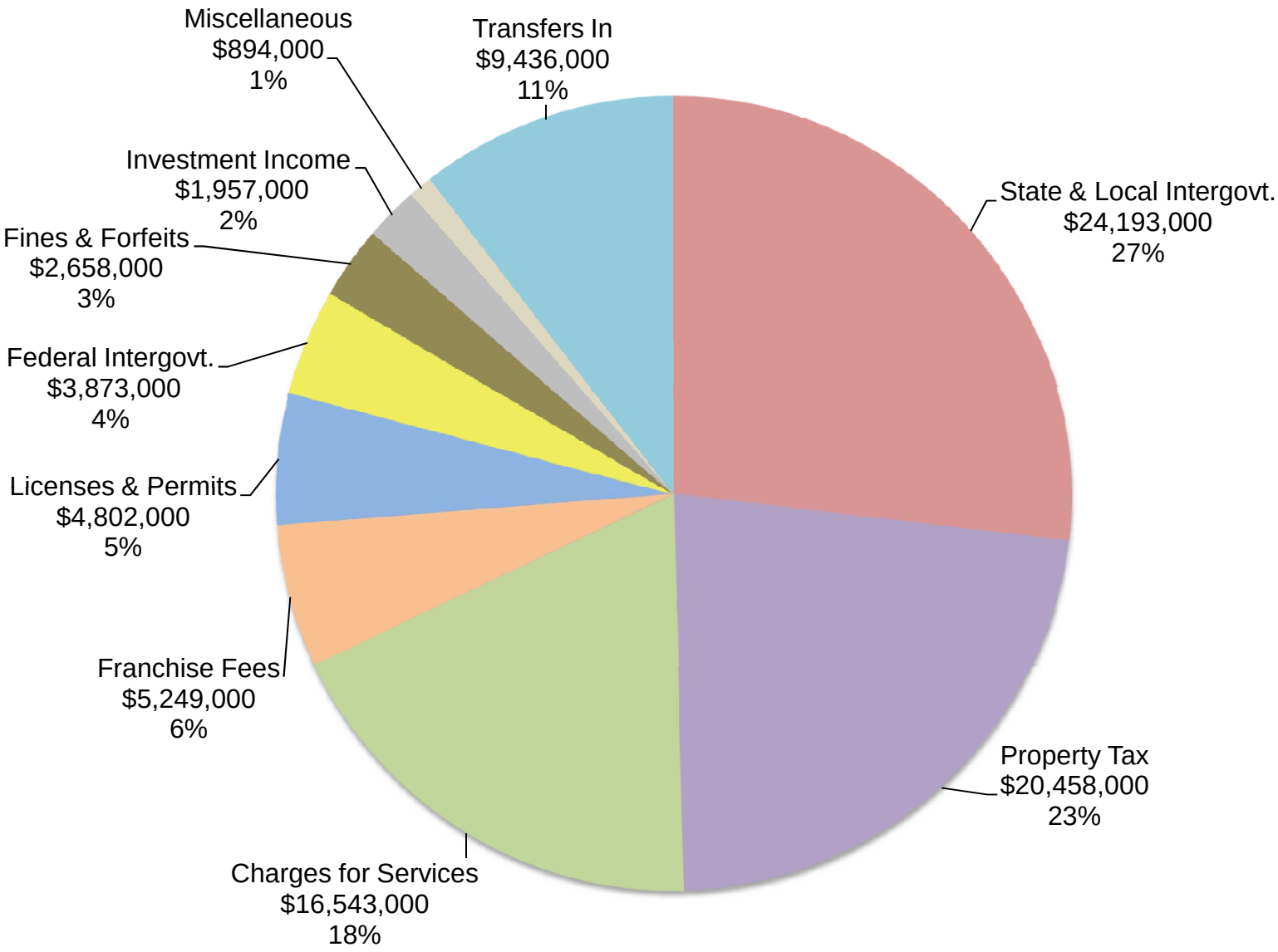
| Fund | Year | Fund Balance January 1 | Revenues & Transfers In | Expenditures & Transfers Out | Fund Balance December 31 | Increase / (Decrease) | % Change In Fund Balance | Changes Explained |
|---|---|---|---|---|---|---|---|---|
| **General Fund** | | | | | | | | |
| | 2011 | $ 26,280,943 | $ 80,923,497 | $ 73,578,834 | $ 33,625,606 | $ 7,344,663 | 28% | Strong Economic Activity |
| | 2012 | 33,625,606 | 81,822,294 | 82,759,560 | 32,688,340 | (937,266) | -3% | Pay Go Capital Financing |
| | 2013 | 32,688,340 | 90,072,673 | 90,876,563 | 31,884,450 | (803,890) | -2% | Pay Go Capital Financing |
| | 2014 | 31,884,450 | 84,922,000 | 84,905,630 | 31,900,820 | 16,370 | 0% | |
| | 2015 | 31,900,820 | 90,063,000 | 89,857,000 | 32,106,820 | 206,000 | 1% | |
| **Special Revenue Funds** | | | | | | | | |
| | 2011 | (83,679) | 8,688,026 | 8,114,382 | 489,965 | 573,644 | 686% | |
| | 2012 | 489,965 | 9,185,640 | 9,433,798 | 241,807 | (248,158) | -51% | |
| | 2013 | 241,807 | 8,263,452 | 8,125,310 | 379,949 | 138,142 | 57% | |
| | 2014 | 379,949 | 8,677,363 | 8,414,412 | 642,900 | 262,951 | 69% | |
| | 2015 | 642,900 | 8,932,000 | 8,654,000 | 920,900 | 278,000 | 43% | |
| **Debt Service Funds** | | | | | | | | |
| | 2011 | 67,151,036 | 82,308,439 | 66,191,882 | 83,267,593 | 16,116,557 | 24% | Funds Escrowed for Refinancing |
| | 2012 | 83,267,593 | 100,470,671 | 80,129,922 | 103,608,342 | 20,340,749 | 24% | Funds Escrowed for Refinancing |
| | 2013 | 103,608,342 | 73,935,525 | 74,669,179 | 102,874,688 | (733,654) | -1% | |
| | 2014 | 102,874,688 | 84,860,818 | 88,055,586 | 99,679,920 | (3,194,768) | -3% | |
| | 2015 | 99,679,920 | 62,452,456 | 79,350,450 | 82,781,926 | (16,897,994) | -17% | One Time Bond Defeasance Planned |
| **Total All Budgeted Governmental Funds** | | | | | | | | |
| | 2011 | 93,348,300 | 171,919,962 | 147,885,098 | 117,383,164 | 24,034,864 | 26% | |
| | 2012 | 117,383,164 | 191,478,605 | 172,323,280 | 136,538,489 | 19,155,325 | 16% | |
| | 2013 | 136,538,489 | 172,271,650 | 173,671,052 | 135,139,087 | (1,399,402) | -1% | |
| | 2014 | 135,139,087 | 178,460,181 | 181,375,628 | 132,223,640 | (2,915,447) | -2% | |
| | 2015 | 132,223,640 | 161,447,456 | 177,861,450 | 115,809,646 | (16,413,994) | -12% | |

| Fund Description | Fiscal Trends |
| --- | --- |
| The General Fund accounts for all revenues and expenditures of the City of Fargo which are not accounted for in other funds and is the largest and most important operating fund.<br><br>Our revenue sources include a diverse blend of taxes, licenses & permits, intergovernmental revenues, charges for services, fines and forfeits, interest and other revenues.<br><br>Major functional programs include General Governmental Services, Public Safety, Public Works, Public Health and Welfare, Recreation & Culture, Public Transportation, General Support, and Capital Outlay. | • State intergovernmental revenues surpassed all other General Fund revenue sources in 2013 due to the strength of the North Dakota economy. Currently 24% of our General Fund revenues come from the State. We anticipate future growth to continue in this revenue source.<br><br>• Construction activity and building permit revenues are exceeding all time highs set in 2013. Market demand for housing and commercial development is strong.<br><br>• There are consistent demands upon our allocable resources for items related to growth such as municipal facilities, staffing and operational costs.<br><br>• Budget strategy is focused on maintenance of fund balances and allocation of resources at levels to sustain our operations.<br><br>• Largest increases in budget authority are for Public Safety and Public Works due to the continued growth of the City.<br><br>• Municipal facilities currently underway include a major remodeling of a Public Health facility and a new City Hall.<br><br>• No new building projects will be initiated in 2015.<br><br>• General Fund balance goals will be maintained in accordance with our fund balance policies. |

# CITY OF FARGO, NORTH DAKOTA
# GENERAL FUND
# 2015 BUDGET SUMMARY
## (NDCC 40-40 Compliance Format)

| | |
|---|---|
| **2014** | |
| Fund Balance, Beginning of Year | **$ 31,884,450** |
| Original Budgeted Resources | 84,922,000 |
| Revenue Revisions Approved Y-T-D | 1,280,000 |
| Mid-Year Revenue Adjustments | 1,000,000 |
| Growth Related Revenues Contingent on Year End Results | 500,000 |
| **REVISED RESOURCES AVAILABLE** | **87,702,000** |
| Original Budget Expenditures & Transfers | (84,905,630) |
| Year End Budget Carryover of Capital Funds | (1,827,711) |
| Appropriations Other Adjustments | (807,000) |
| Mid-Year Expenditure Adjustments Recommended | (1,200,000) |
| Capital Funding Contingent on Year End Results | (500,000) |
| **REVISED EXPENDITURES AND TRANSFERS** | **(89,240,341)** |
| **2015:** | |
| Projected Fund Balance, Beginning of Year | **$ 30,346,109** |
| **PROJECTED REVENUES & TRANSFERS** | **90,063,000** |
| Projected Resources Available In 2015 | 120,409,109 |
| **PROJECTED EXPENDITURES & TRANSFERS** | **(89,857,000)** |
| Projected Fund Balance - December 31, 2015 | **$ 30,552,109** |
| **Summary 2015 Totals** | |
| Total Resources | **$ 90,063,000** |
| Total Expenditures & Transfers | **(89,857,000)** |
| Projected Net Annual Surplus | **$ 206,000** |

# CITY OF FARGO, ND
# 2015 GENERAL FUND BUDGETED REVENUES




Total Budgeted Revenues = $90,063,000

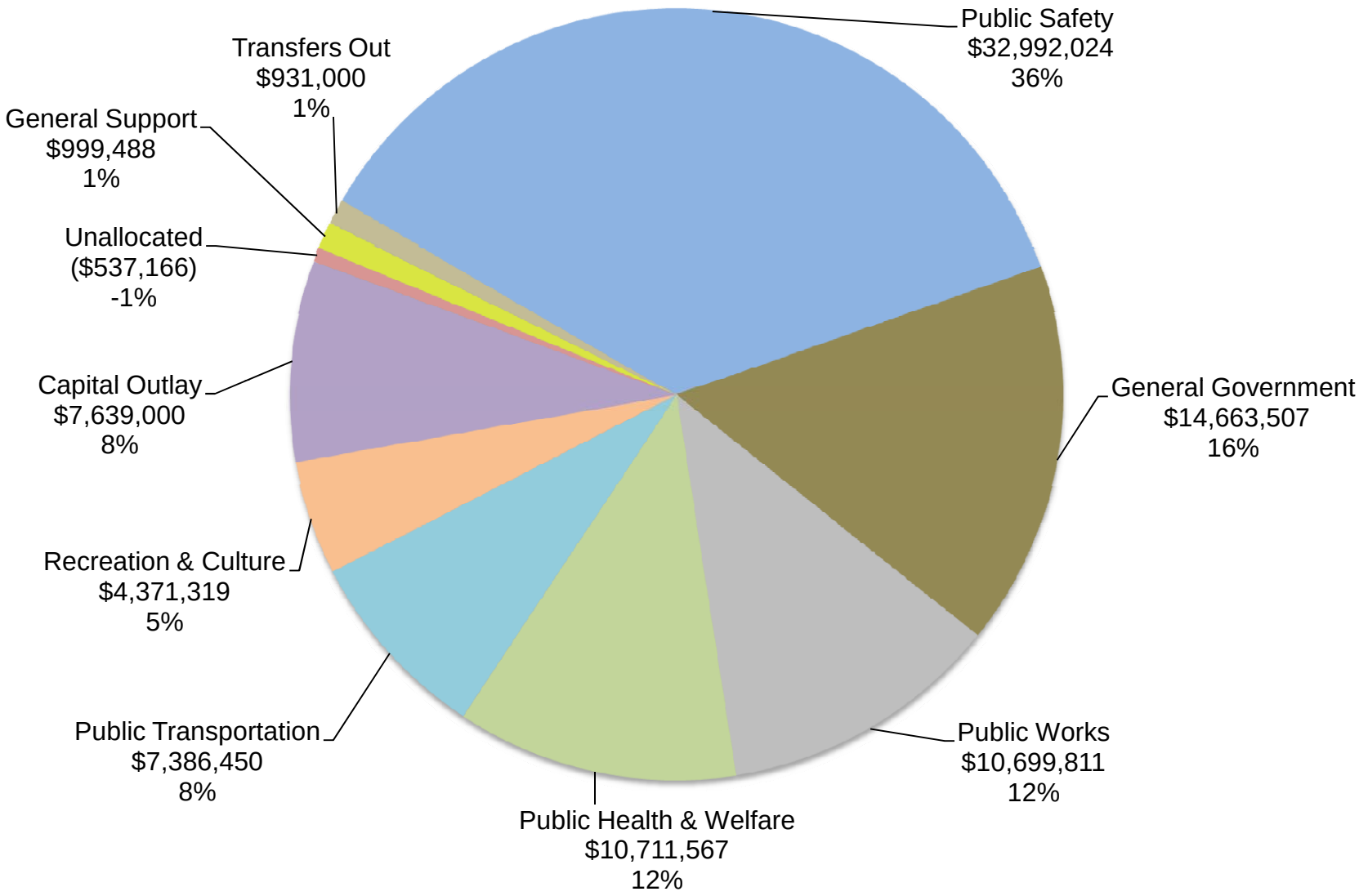
**CITY OF FARGO, NORTH DAKOTA**
**GENERAL FUND REVENUE ANALYSIS**
**BY SOURCE**

| Revenue Source | 2014 Approved Budget | 2015 Proposed Budget | $ Change | % Change |
|---|---|---|---|---|
| Property Taxes | $ 19,099,001 | $ 20,458,000 | $ 1,358,999 | 7.1% |
| Franchise Fees | 4,681,400 | 5,249,000 | 567,600 | 12.1% |
| Licenses & Permits | 4,081,149 | 4,802,000 | 720,851 | 17.7% |
| Federal Grants | 3,735,500 | 3,873,000 | 137,500 | 3.7% |
| State Share Revenues | 20,572,126 | 22,085,000 | 1,512,874 | 7.4% |
| Local Grant Revenues | 2,063,320 | 2,108,000 | 44,680 | 2.2% |
| Charges for Services | 16,412,519 | 16,543,000 | 130,481 | 0.8% |
| Fines | 2,741,500 | 2,658,000 | (83,500) | -3.0% |
| Interest | 1,819,500 | 1,957,000 | 137,500 | 7.6% |
| Miscellaneous | 725,985 | 894,000 | 168,015 | 23.1% |
| Transfers In | 8,990,000 | 9,436,000 | 446,000 | 5.0% |
| **Totals** | **$ 84,922,000** | **$ 90,063,000** | **$ 5,141,000** | **6.1%** |

# City of Fargo, North Dakota
# General Fund Resources Trends

| REVENUE SOURCES | 2011 ACTUAL | 2012 ACTUAL | 2013 ACTUAL | 2014 APPROVED BUDGET | 2015 PROPOSED BUDGET |
|---|---|---|---|---|---|
| **Taxes** | $ 17,949,130 | $ 17,611,749 | $ 20,328,451 | $ 19,099,001 | $ 20,458,000 |
| | **24.5%** | **24.3%** | **25.4%** | **25.2%** | **25.4%** |
| **Franchise Fees** | 4,474,974 | 4,360,497 | 4,789,000 | 4,681,400 | 5,249,000 |
| | **6.1%** | **6.0%** | **6.0%** | **6.2%** | **6.5%** |
| **Licenses & Permits** | 2,697,940 | 3,195,162 | 3,672,167 | 4,081,149 | 4,802,000 |
| | **3.7%** | **4.4%** | **4.6%** | **5.4%** | **6.0%** |
| **Federal Intergovt.** | 6,026,815 | 5,300,559 | 4,603,373 | 3,735,500 | 3,873,000 |
| | **8.2%** | **7.3%** | **5.8%** | **4.9%** | **4.8%** |
| **State & Local Intergovt.** | 17,474,591 | 21,500,134 | 23,849,002 | 22,635,446 | 24,193,000 |
| | **23.8%** | **29.7%** | **29.8%** | **29.8%** | **30.0%** |
| **Charges for Services** | 17,182,396 | 15,171,281 | 16,883,991 | 16,412,519 | 16,543,000 |
| | **23.4%** | **20.9%** | **21.1%** | **21.6%** | **20.5%** |
| **Fines & Forfeits** | 2,593,128 | 2,617,015 | 2,458,979 | 2,741,500 | 2,658,000 |
| | **3.5%** | **3.6%** | **3.1%** | **3.6%** | **3.3%** |
| **Investment Income** | 2,393,473 | 1,824,198 | 2,320,162 | 1,819,500 | 1,957,000 |
| | **3.3%** | **2.5%** | **2.9%** | **2.4%** | **2.4%** |
| **Miscellaneous** | 2,535,095 | 837,761 | 1,067,674 | 725,985 | 894,000 |
| | **3.5%** | **1.2%** | **1.3%** | **1.0%** | **1.1%** |
| **Total Revenues** | **$ 73,327,542** | **$ 72,418,356** | **$ 79,972,799** | **$ 75,932,000** | **$ 80,627,000** |
| | **100.0%** | **100.0%** | **100.0%** | **100.0%** | **100.0%** |
| **Operating Transfers In** | 7,593,955 | 9,403,938 | 10,099,874 | 8,990,000 | 9,436,000 |
| **Total Revenues & Transfers In** | **$ 80,921,497** | **$ 81,822,294** | **$ 90,072,673** | **$ 84,922,000** | **$ 90,063,000** |

# CITY OF FARGO, ND
# 2015 GENERAL FUND BUDGETED EXPENDITURES




Total Budgeted Expenditures = $89,857,000

## CITY OF FARGO, NORTH DAKOTA
## GENERAL FUND EXPENDITURES BY CATEGORY
## 2015 vs. 2014

| Expense Category | 2014 Approved Budget | 2015 Proposed Budget | % of Total | $ Change | % Change |
|---|---|---|---|---|---|
| Salaries | $ 42,131,033 | $ 44,687,275 | **50%** | $ 2,556,242 | **6.1%** |
| Benefits | 14,081,691 | 15,083,473 | **17%** | 1,001,782 | **7.1%** |
| Other Services | 8,719,452 | 9,150,744 | **10%** | 431,292 | **4.9%** |
| Capital Outlay | 6,899,076 | 7,639,600 | **9%** | 740,524 | **10.7%** |
| Major Cost Categories | 71,831,252 | 76,561,092 | **85%** | 4,729,840 | **6.6%** |
| Transfers | 1,061,000 | 931,000 | **1%** | (130,000) | **-12.3%** |
| Energy | 3,234,380 | 3,362,051 | **4%** | 127,671 | **3.9%** |
| Repairs and Maintenance | 2,817,751 | 2,930,954 | **3%** | 113,203 | **4.0%** |
| General Supplies | 2,464,903 | 2,459,117 | **3%** | (5,786) | **-0.2%** |
| Miscellaneous | 790,229 | 914,318 | **1%** | 124,089 | **15.7%** |
| Travel & Education | 764,317 | 833,949 | **1%** | 69,632 | **9.1%** |
| Insurance | 594,162 | 606,647 | **1%** | 12,485 | **2.1%** |
| Communications | 544,515 | 481,890 | **1%** | (62,625) | **-11.5%** |
| Rentals | 414,161 | 441,122 | **0%** | 26,961 | **6.5%** |
| Advertising and Printing | 273,960 | 273,360 | **0%** | (600) | **-0.2%** |
| Major Supplies | 65,000 | 61,500 | **0%** | (3,500) | **-5.4%** |
| Debt Service | 50,000 | - | **0%** | (50,000) | **-100.0%** |
| Minor Cost Categories | 13,074,378 | 13,295,908 | **15%** | 221,530 | **1.7%** |
| **Totals** | **$ 84,905,630** | **$ 89,857,000** | **100%** | **$ 4,951,370** | **5.8%** |

# GENERAL FUND EXPENDITURES AND TRANSFERS

| FUNCTIONAL COST CATEGORY | 2011 ACTUAL | 2012 ACTUAL | 2013 ACTUAL | 2014 APPROVED BUDGET | 2015 PROPOSED BUDGET |
|---|---|---|---|---|---|
| **General Government** | $ 12,394,822 | $ 12,839,223 | $ 13,227,490 | $ 14,086,390 | $ 14,663,507 |
| | **17.8%** | **17.4%** | **17.2%** | **16.8%** | **16.5%** |
| **Public Safety** | 26,256,010 | 26,611,782 | 29,191,990 | 31,820,353 | 32,992,024 |
| | **37.9%** | **36.0%** | **37.8%** | **38.0%** | **37.2%** |
| **Public Works** | 8,682,297 | 8,094,587 | 8,989,463 | 9,545,217 | 10,699,811 |
| | **12.5%** | **11.0%** | **11.7%** | **11.4%** | **12.0%** |
| **Public Health & Welfare** | 8,971,084 | 8,975,046 | 9,487,094 | 9,472,541 | 10,711,567 |
| | **12.9%** | **12.2%** | **12.3%** | **11.3%** | **12.0%** |
| **Recreation & Culture** | 3,965,324 | 3,944,312 | 4,095,944 | 4,295,570 | 4,371,319 |
| | **5.7%** | **5.4%** | **5.3%** | **5.1%** | **4.9%** |
| **Unallocated** | - | - | - | (477,030) | (537,166) |
| | **0.0%** | **0.0%** | **0.0%** | **-0.6%** | **-0.6%** |
| **Public Transportation** | 5,648,696 | 6,256,802 | 7,032,387 | 7,150,031 | 7,386,450 |
| | **8.1%** | **8.5%** | **9.1%** | **8.5%** | **8.3%** |
| **General Support** | 982,211 | 1,200,633 | 1,214,200 | 1,100,483 | 999,488 |
| | **1.4%** | **1.6%** | **1.6%** | **1.3%** | **1.1%** |
| **Capital Outlay & Debt Service** | 2,588,471 | 5,790,364 | 3,832,405 | 6,851,075 | 7,639,000 |
| | **3.7%** | **7.9%** | **5.0%** | **8.2%** | **8.6%** |
| | **100.0%** | **100.0%** | **100.0%** | **100.0%** | **100.0%** |
| **Total Expenditures** | **$ 69,488,915** | **$ 73,712,749** | **$ 77,070,973** | **$ 83,844,630** | **$ 88,926,000** |
| **Transfers Out to Other Funds** | 4,089,919 | 9,046,811 | 13,805,590 | 1,061,000 | 931,000 |
| **Total Expenditures and Transfers Out** | **$ 73,578,834** | **$ 82,759,560** | **$ 90,876,563** | **$ 84,905,630** | **$ 89,857,000** |

## CITY OF FARGO, NORTH DAKOTA
## 2014 General Fund Mid-Year Budget Adjustments

| Adjustment Detail | Fund/Department | Type | Amounts | Accounts | Reason For Adjustments |
|---|---|---|---|---|---|
| **General Fund Revenue Adjustments:** | | | | | |
| Corporate Bank Taxes | General | IG | 390,000 | 101-0000-311.30-00 | Trailing Final Payment |
| Building Permits | General | L&P | 800,000 | 101-0000-322-10-01 | Construction Demand |
| Plan Review Fees | General | L&P | 200,000 | 101-0000-322-10-03 | Building Demand |
| **Total General Fund Revenues** | | | **$ 1,000,000** | | |
| **General Fund Expenditure Adjustments:** | | | | | |
| Contracted Plan Review Services | General / Inspections | EX | 250,000 | 101-2040-414-38-99 | Increase in Building Permits |
| City Engineering - Part Time | General / Engineering | EX | 150,000 | 101-3015-414-11-01 | Workload Demands - Midcontinent |
| Transfer to E911 Fund | General /Transfers | EX | 800,000 | 101-9001-555-90-20 | E911 Funding |
| **Total General Fund Expenditures** | | | **$ 1,200,000** | | |

**City of Fargo**
**General Fund Revenue Projection Accuracy (In Millions)**
**Summary of Last Ten Fiscal Years**

| Fiscal Year | Original Budget | Revised Budget | Final Results | Variance | Variance % |
|---|---|---|---|---|---|
| 2013 | $ 70.5 | $ 79.5 | $ 79.9 | $ 0.4 | 0.5% |
| 2012 | 66.0 | 71.0 | 72.4 | 1.4 | 2.0% |
| 2011 | 60.3 | 67.4 | 73.1 | 5.7 | 8.5% |
| 2010 | 58.9 | 62.8 | 66.8 | 4.0 | 6.4% |
| 2009 | 56.2 | 62.6 | 63.5 | 0.9 | 1.4% |
| 2008 | 52.1 | 56.1 | 58.7 | 2.6 | 4.6% |
| 2007 | 48.1 | 52.9 | 51.6 | (1.3) | -2.5% |
| 2006 | 49.7 | 51.6 | 49.7 | (1.9) | -3.7% |
| 2005 | 43.8 | 47.1 | 48.0 | 0.9 | 1.9% |
| 2004 | 41.8 | 43.5 | 44.9 | 1.4 | 3.2% |
| **Ten Year** | **$ 547.4** | **$ 594.5** | **$ 608.6** | **$ 14.1** | **2.2%** |

**Analysis Notes:**

Larger variances shown in 2010 and 2011 are a result of rapidly increasing State intergovernmental revenues derived from a very strong North Dakota economy which were unprecedented and very difficult to predict.

Data has been extracted from audited financial statements which are posted online @ www.cityoffargo.com

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Pat Zavoral, the City Administrator is the lead staff person responsible for policy and overall operations of the City and is the primary liaison between Department Heads and the City Commission. The Administrator is an appointed position. Services include providing leadership, direction and ongoing support for City operations in addition to several other Agencies or Authorities to include:<br><br>**External Agencies**<br><br>FM Diversion Authority<br>Lake Agassiz Water Authority<br>North Dakota Water Coalition<br>Fargodome Building Committee<br>Metropolitan Council of Governments<br>Red River Valley Dispatch Center<br>Local Governmental & Educational Units<br><br>**Internal Activities & Committees**<br><br>Budget Team, Public Works Evaluation, Personnel Evaluation Review, Utilities, CDBG, Building Authority, Chair of Mayor's Cabinet, Emergency Management, and other ad hoc committees assigned by the Mayor and City Commission. | Significant time has been and will continue to be expended on the FM Diversion project and local flood control planning and construction activities. Work will continue throughout 2014 and into 2015 seeking Federal assistance required to begin this project. State and local funding sources have been secured and now Federal appropriations are needed.<br><br>Bruce Grubb has been appointed by the City Commission as assistant City Administrator to begin to learn Citywide functions and establish relationships with key people who interact with the City on an ongoing basis.<br><br>The City of Fargo has two building projects that are currently active to include remodeling of a Fargo Cass Public Health facility, and the design and construction of a new City Hall. As part of the overall strategic plan for City Hall the entire 2nd Street Corridor is being redeveloped with the installation of a flood wall, realignment of the street and changing of the aesthetics in this area.<br><br>The State of North Dakota Legislators will be in session during 2015. The City will continue to initiate legislative proposals and will monitor bills that are of significance to our operations. |

# City Administrator

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 174,895 | $ 176,844 | $ 176,844 | $ 179,694 |
| Benefits | 33,937 | 39,566 | 39,566 | 40,932 |
| Other Services | 35,913 | 15,200 | 15,200 | 55,200 |
| Repairs and Maintenance | - | 500 | 500 | 500 |
| Rentals | - | - | - | - |
| Insurance | 718 | 730 | 730 | 730 |
| Communications | 1,497 | 800 | 800 | 800 |
| Advertising and Printing | 597 | 1,900 | 1,900 | 1,900 |
| Travel & Education | 4,661 | 9,550 | 9,550 | 9,550 |
| Energy | - | - | - | - |
| General Supplies | 193 | 5,100 | 5,100 | 5,100 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 10 | 1,050 | 1,050 | 1,050 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 252,421 | $ 251,240 | $ 251,240 | $ 295,456 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 1 | 1 | 1 | 1 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 1 | 1 | 1 | 1 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Human Resources Department is responsible for the direction of all human resource programs including the following:<br><br>• Recruiting and Promotional Processes<br>• New Employee Orientation<br>• Compensation<br>• Job Classification<br>• Job Descriptions<br>• Benefit Administration<br>• Policy Development<br>• Performance Management<br>• Employee Relations<br>• Safety and WSI Administration<br>• Training and Development<br>• Compliance with Federal, State and Local laws and regulations. | • Kronos configuring and testing continues to be a priority for the HR and Finance teams with a goal of implementation in the near future. Time and attendance policies and practices have been reviewed and revised and have been approved by the City Commission with an effective date to coincide with Kronos implementation.<br><br>• Plans for implementation and on-going compliance with the Affordable Care Act (ACA) continue, including a review of our employment definitions, benefit eligibility and premium structure for all employment definition categories.<br><br>• A critical need exists to formalize a training program for new and current employees, as well as supervisors in order to develop and maintain a well trained, highly skilled workforce and ensure compliance with state and federal law.<br><br>• The current job application system does not allow for comprehensive upgrades without rebuilding the system entirely. In consultation with an IS Manager, it has been determined the most efficient and effective path forward would be to purchase a system from a vendor. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Total Employees | 1,030 | 1,066 | 1,076 |
| Total Positions Posted | 119 | 130 | 150 |
| Total Applicants | 4,315 | 4,750 | 5,000 |
| Employment Actions Processed | 458 | 475 | 500 |

# Human Resources

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 383,668 | $ 405,095 | $ 405,095 | $ 430,885 |
| Benefits | 111,366 | 124,527 | 124,527 | 126,927 |
| Other Services | 134,904 | 152,260 | 152,260 | 139,760 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | 5,695 | 9,506 | 9,506 | 9,506 |
| Insurance | 2,183 | 2,185 | 2,185 | 2,185 |
| Communications | 1,768 | 3,110 | 3,110 | 3,110 |
| Advertising and Printing | 24,780 | 31,000 | 31,000 | 31,000 |
| Travel & Education | 20,330 | 48,325 | 48,325 | 58,325 |
| Energy | - | - | - | - |
| General Supplies | 5,231 | 5,877 | 5,877 | 5,877 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 22,066 | 76,300 | 76,300 | 76,300 |
| Capital Outlay | 3,114 | 2,040 | 2,040 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 715,105 | $ 860,225 | $ 860,225 | $ 883,875 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 6 | 6 | 6 | 6 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 6 | 6 | 6 | 6 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Information Services Department provides technology innovations, solutions, services and support to all City of Fargo Departments and the Red River Regional Dispatch Center. IS also provides the same services to the Family Health Care Center.<br><br>The major services delivered are:<br><br>• Support end users with Helpdesk services for all technology needs.<br>• Maintain and support hardware and software systems and lifecycle deployments.<br>• Administer network infrastructure, servers and phones and deliver expansion for growth.<br>• Manage the systems and software of all departments, including off-the-shelf and custom built software, integrations and data.<br>• Manage and support the Public Safety software system used by all law enforcement and fire agencies in Cass and Clay Counties.<br>• Lead and design custom built software solutions for internal business processes and public services.<br>• Provide, maintain and analyze GIS solutions, maps, aerial imagery, and data sets used throughout the city and regional area for city, regional, state and federal projects.<br>• Support and maintain the H.T.E. Accounting system on the IBM midrange platform.<br>• Plan and support the technology needs for all city departments, the dispatch center and Family Health Care. | • Managing tablets and smart phones.<br><br>• Mobility of applications and access to software.<br><br>• Security for the mobile trending workplace.<br><br>• Cloud/Software-as-a-Service (SAAS) services and solutions changing the software being used and solutions being provided.<br><br>• Increase dependency on GIS information and applications to support workflow processes in the field.<br><br>• Data privacy/transparency.<br><br>• Increased demands for greater bandwidth (both wireless and wired). |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Help Desk Tickets | 9,800 | 10,000 | 11,000 |
| Number of Computers | 911 | 915 | 920 |
| Mobile Data Terminals (All Agencies Connected) | 190 | 190 | 190 |

# Information Services

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,268,718 | $ 1,350,777 | $ 1,350,777 | $ 1,423,602 |
| Benefits | 352,719 | 411,755 | 411,755 | 429,833 |
| Other Services | 5,577 | 21,000 | 21,000 | 21,000 |
| Repairs and Maintenance | 430,799 | 550,179 | 550,179 | 630,179 |
| Rentals | - | 1,000 | 1,000 | 1,000 |
| Insurance | 5,893 | 5,895 | 5,895 | 5,895 |
| Communications | 104,297 | 85,560 | 85,560 | 85,560 |
| Advertising and Printing | - | - | - | - |
| Travel & Education | 28,793 | 36,000 | 36,000 | 36,000 |
| Energy | 1,972 | 1,860 | 1,813 | 1,813 |
| General Supplies | 20,692 | 19,000 | 19,000 | 19,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 851 | 4,550 | 4,550 | 4,550 |
| Capital Outlay | 111,173 | - | 20,000 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 2,331,484 | $ 2,487,576 | $ 2,507,529 | $ 2,658,432 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 22 | 23 | 22 | 22 |
| Part Time Benefited | 1 | - | 1 | 1 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 23 | 23 | 23 | 23 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Communications Manager manages external communications for the City of Fargo and assists with internal communications.<br><br>**Major services delivered include:**<br>• media relations<br>• promotions<br>• city website<br>• social media<br>• web and social media related policies<br>• publications<br>• operation of public and government access television channels<br>• creation of educational videos | • The new city website is expected to be completed and live by 2016.<br><br>• Planning for a web based 311 citizen reporting system is in the early stages. The goal is to make this operational by mid-year 2016. A third party will be needed to design the app.<br><br>• The use of social media to share information and interact with residents continues to grow along with the need to archive the data for legal purposes. Archiving expenses will grow with the number of accounts we archive.<br><br>• The use of graphic design assistance for promotions and logos is growing. These are currently being outsourced by departments.<br><br>• We are preparing to convert the access channels to HD in the coming years. This will require HD capable broadcast equipment in the commission room for the broadcast of meetings.<br><br>• The transition from DVD to digital video is on the tail end. This requires greater storage capacity in our PEG servers and external hard drives for archiving city videos. Server capacity will likely need to be expanded in the next 2 years. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Website Hits | 1,269,295 | 1,300,000 | 1,330,000 |
| Unique Visitors | 716,763 | 745,000 | 785,000 |

# Public Information

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 90,576 | $ 93,774 | $ 93,774 | $ 98,246 |
| Benefits | 17,218 | 15,507 | 15,507 | 22,306 |
| Other Services | 894 | 1,500 | 1,500 | 7,600 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | 650 | 730 | 730 | 730 |
| Communications | - | - | - | - |
| Advertising and Printing | 105 | 450 | 450 | 450 |
| Travel & Education | 3,561 | 3,970 | 3,970 | 3,970 |
| Energy | - | - | - | - |
| General Supplies | 675 | 800 | 800 | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | 7,483 | 15,000 | 15,000 | 15,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 121,162 | $ 131,731 | $ 131,731 | $ 148,302 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 2 | 2 | 2 | 2 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 2 | 2 | 2 | 2 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| General legal services – upon request by all departments and elected officials.<br><br>**Litigation oversight:**<br><br>• Coordinate and support legal defense of claims against (and by) the city<br>• NDIRF covers most claims<br>• Non-NDIRF-covered claims<br><br>**Additional affiliated or related services (billed separately):**<br><br>• Diversion Authority<br>• Bond Counsel services<br>• Fargo Dome Authority<br>• FM HRA<br>• RRRDC (i.e. New World) | • Diversion Authority litigation oversight and coordination is extensive<br><br>• Diversion Authority property acquisitions will be extensive<br><br>• New Department Heads – demand additional legal assistance (Engineering, Planning, Environmental Health)<br><br>• Demands from Police and Planning Departments necessitated a shift in staffing patterns for general legal work.<br><br>• Additional staff assigned 50% to City Prosecution and 50% to general legal work. |

# City Attorney

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 583,646 | 500,000 | 500,000 | 512,000 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | 197 | 50,000 | 50,000 | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 583,843 | $ 550,000 | $ 550,000 | $ 512,000 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

# City Prosecution

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Prosecution of all violations of city ordinance in Municipal Court and Cass County District Court (occasional appeals to ND Supreme Court)<br><br>**Includes:**<br><br>• Code enforcement<br>• Health Department matters (tobacco compliance and alcohol serving compliance)<br>• Limited advising of police officers | • Numbers down – traffic ticket numbers and more serious driving violations down.<br><br>• Adjusted to lower volume by replacing a departing staff member with part-time legal assistant.<br><br>• Adjusting to lower volume by assigning some "city attorney" work to prosecutors (i.e. Jodi Bass on Liquor Control Board matters).<br><br>• New ordinance – marijuana.<br><br>• State law change (2013) – No insurance. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| City Prosecution | $315,741 | $321,730 | $327,730 |

# City Prosecution

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 315,000 | 321,000 | 321,000 | 327,000 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | 741 | 730 | 730 | 730 |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 315,741 | $ 321,730 | $ 321,730 | $ 327,730 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Auditor's Office provides fiscal administration services in support of our governmental functions. It also provides services to the Red River Regional Dispatch Center and the FM Diversion Authority.<br><br>The major services delivered include:<br><br>• General Accounting and Payroll<br>• Budgeting and Capital Financing<br>• Comprehensive Annual Financial Report<br>• Treasury Management<br>• Insurance and Risk Management<br>• Auditing and Financial Reporting<br>• Special Assessments<br>• City Utility Billing<br>• Licenses & Permits<br>• Records Management<br>• Defined Benefit Pension Administration<br>• Financial Policy Development<br>• Internal Control Assessment | • There is a trend toward alternative non-traditional payment methods. The City offers interactive voice response payments, online web based payments, credit card payments, and traditional mail and window payments. Automated payment methods are increasing in volume.<br><br>• Annual work plans include improvement of core financial support systems. Recent focus has been to provide users with digital documentation with fast and efficient records handling.<br><br>• Operational support continues for the FM Metro Diversion project. The City of Fargo serves as its fiscal agent.<br><br>• Taxpayer transparency is becoming a bigger issue nationwide in the governmental sector. The City will launch a web based financial portal that will allow users to view financial trend data for City operations in 2015. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Vendor Checks | 9,900 | 8,400 | 7,200 |
| Credit Card Payments | $15 million | $17 million | $20 million |
| Utility Accounts Active | 29,000 | 29,500 | 31,000 |
| Utility Phone Calls | 42,000 | 44,000 | 46,000 |
| Internet & IVR Payments | 39,273 | 51,240 | 67,930 |
| # of Bond Issues | 2 | 6 | 3 |
| # of Financial Documents Digitized | 145,000 | 180,000 | 214,000 |

# City Auditor

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 962,910 | $ 987,502 | $ 987,502 | $ 1,020,453 |
| Benefits | 278,611 | 310,425 | 310,425 | 316,952 |
| Other Services | 102,585 | 78,727 | 78,727 | 84,500 |
| Repairs and Maintenance | - | 1,000 | 1,000 | 1,500 |
| Rentals | 1,918 | 2,000 | 2,000 | 2,000 |
| Insurance | 4,188 | 4,370 | 4,370 | 4,370 |
| Communications | 960 | 1,000 | 1,000 | 1,000 |
| Advertising and Printing | 2,838 | 4,000 | 4,000 | 4,000 |
| Travel & Education | 13,719 | 15,550 | 15,550 | 17,100 |
| Energy | - | - | - | - |
| General Supplies | 18,468 | 16,900 | 16,900 | 16,400 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 606 | 1,000 | 1,000 | 1,000 |
| Capital Outlay | 6,693 | 2,100 | 2,100 | 600 |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,393,496 | $ 1,424,574 | $ 1,424,574 | $ 1,469,875 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 15 | 15 | 15 | 15 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 15 | 15 | 15 | 15 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Fargo Municipal Court has jurisdiction over criminal and non-criminal violations of Fargo City Ordinances. These include Class B misdemeanors, infractions and traffic violations (as defined by the Fargo Municipal Code) that occur within City limits.<br><br>Municipal Court currently holds 5-6 court sessions per day on Tuesday, Wednesday and Thursday, and 1 session per day on Monday and Friday. Courtroom appearances can total over 100 per day.<br><br>The Clerk's office is responsible for administration of court records according to state and local statute, rules and policies.<br><br>The major services delivered include:<br><br>• Court Case Management<br>• Filing of Court Cases and Documents<br>• Management of the Court Calendar<br>• Court Policy Development<br>• Court Sentence Programming<br>• Monitoring of Court Sentences<br>• Payments of Traffic Tickets<br>• Fine Collection<br>• Management of Warrants and Summons<br>• Online access to court cases. Public terminal provides access to scanned court documents. | • Municipal Court recently migrated to the North Dakota Supreme Court's case management program. Ongoing collaboration with the Supreme Court to enhance features, and improve reporting and programming.<br><br>• Continual research and interpretation of city and state laws and pending legislation, court rules, judicial system policies and court operations; determining any changes in operational procedures necessary to comply with law.<br><br>• There is a trend toward alternative non-traditional payment methods. Municipal Court offers phone payments, online web based payments, debit and credit card payments, and traditional mail and window payments. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Warrants Issued | 2,533 | 2,000 | 2,500 |
| Total collections | $1.8 million | $1.7 million | $1.9 million |
| Receipts Issued | 23,200 | 28,000 | 30,000 |
| Cases filed | 20,695 | 26,000 | 28,000 |
| # of Documents Filed and Scanned | 141,924 | 140,000 | 145,000 |
| Hearings Scheduled | 15,878 | 15,000 | 16,000 |

# Municipal Court

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 393,986 | $ 405,911 | $ 405,911 | $ 419,066 |
| Benefits | 121,855 | 130,886 | 130,886 | 130,651 |
| Other Services | 202,777 | 201,644 | 201,644 | 203,344 |
| Repairs and Maintenance | 1,979 | 4,900 | 4,900 | 4,900 |
| Rentals | 30,000 | 30,000 | - | 30,000 |
| Insurance | 2,143 | 2,185 | 2,185 | 2,185 |
| Communications | 685 | 640 | 640 | 640 |
| Advertising and Printing | 1,209 | 2,500 | 2,500 | 1,500 |
| Travel & Education | 1,280 | 4,845 | 4,845 | 4,845 |
| Energy | 23,814 | 25,693 | 25,693 | 26,443 |
| General Supplies | 3,192 | 5,000 | 5,000 | 5,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 578 | 3,100 | 3,100 | 3,100 |
| Capital Outlay | 3,080 | 9,061 | 9,061 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 786,578 | $ 826,365 | $ 796,365 | $ 831,674 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 7 | 7 | 7 | 7 |
| Part Time Benefited | 1 | 1 | 1 | 1 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 8 | 8 | 8 | 8 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Class B misdemeanors are the only offenses under Fargo Municipal Code subject to imprisonment. These carry a maximum imprisonment penalty of 30 days.<br><br>Most offenses do not carry a minimum mandatory imprisonment. Mandatory sentencing means the Judge does not have the choice to impose a lesser sentence.<br>Offenses requiring mandatory minimum imprisonment include:<br>• Driving Under Suspension – suspension as the result of a DUI requires 4 days imprisonment.<br>• DUI – second offense within 7 years requires 10 days imprisonment.<br><br>Incarceration services are provided by Cass County and Centre Inc. The City funds these costs from General Fund appropriations based upon incarceration service agreements in place.<br><br>Centre Inc. provides minimum security incarceration at a lesser cost to the City than traditional jail. Centre inmates are sometimes assessed court costs if there is an indication that the person has the ability to pay, which further reduces the cost to the City.<br><br>In-home electronic monitoring is an additional option which is self-pay by the defendant. | Current trends are to sentence first time offenders to incarceration at Centre or to electronic monitoring. A majority of these include DUI and DUS sentences. Sentences served on electronic monitoring are generally of a short duration due to being self-pay in advance.<br><br>The majority of sentences served in the Cass County Jail are repeat offenders and those arrested on warrants for failing to comply with their sentences.<br><br>Changes in DUS laws will result in fewer convictions and fewer sentences of incarceration. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Days served in Cass County Jail | 7,656 | 6,800 | 6,800 |
| Days served in Centre Inc. | 2,082 | 2,400 | 2,400 |
| Days served on electronic monitoring | 2,857 | 2,700 | 2,700 |

# Incarceration

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 702,733 | 767,000 | 767,000 | 767,000 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 702,733 | $ 767,000 | $ 767,000 | $ 767,000 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The City Assessor's Office is responsible for maintenance and distribution of all property ownership, legal description boundaries and address information in the City of Fargo. The Assessor's Office also appraises the value of property in the City as well as administers all property tax exemptions.<br><br>The major services delivered include:<br>• Assist the public in understanding and achieving available tax exemptions.<br>• Provide property tax estimates to developers, real estate professionals and taxpayers.<br>• Assist and coordinate valuation efforts of proposed projects for future development & private/public financing concerns.<br>• Provide projected valuation information to local taxing jurisdictions for budgeting and levying purposes. | • Current legislative concerns over property taxes have expanded the requirement of our department to provide legislators and the public information, expertise, and assistance.<br>• Functional support is ongoing to assist in assuring expedient and equitable property acquisitions for City and Diversion flood protection efforts.<br>• Recent staff turnovers have both challenged our current ability to maintain the volume of output and, yet allow us to evaluate, assess, and work to enhance our methods and processes.<br>• Efforts are underway to facilitate discussions with other departments to evaluate and gain efficiencies of workflows where data and processes are shared. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| True & Full Property Valuation | $9,144,332,000 | $10,069,379,300 | $10,818,566,700 |
| True & Full Exempt Valuation | $1,728,163,700 | $2,315,483,695 | $2,475,349,900 |
| Taxable Valuation (% of T&F) | $346,750,408 | $360,271,576 | $387,192,470 |
| Property Taxes Generated | $92,645,600 | $94,198,600 | $103,232,900 |
| City Taxes Generated | $17,469,300 | $18,150,500 | $19,506,800 |
| Number of Parcels | 33,123 | 33,464 | 34,278 |

- Since property taxes are paid in arrears, the valuations presented are for the year prior to the column headings.
- These amounts will differ somewhat due to timing of value estimates, mill levy calculations and actual tax payments.

# City Assessor

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 696,616 | $ 764,939 | $ 764,939 | $ 781,874 |
| Benefits | 206,355 | 233,625 | 233,625 | 238,247 |
| Other Services | 4,838 | 9,320 | 39,320 | 9,320 |
| Repairs and Maintenance | - | 6,700 | 6,700 | 6,700 |
| Rentals | 45,323 | 46,019 | 46,019 | 47,298 |
| Insurance | 4,184 | 4,505 | 4,505 | 4,505 |
| Communications | - | 880 | 880 | 880 |
| Advertising and Printing | 1,372 | 2,040 | 2,040 | 2,040 |
| Travel & Education | 15,245 | 20,880 | 20,880 | 20,880 |
| Energy | 3,160 | 3,266 | 3,003 | 3,003 |
| General Supplies | 7,158 | 8,000 | 8,000 | 8,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | 1,100 | 1,100 | 1,100 |
| Capital Outlay | 1,675 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 985,926 | $ 1,101,274 | $ 1,131,011 | $ 1,123,847 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 11 | 11 | 11 | 11 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 11 | 11 | 11 | 11 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| General Support is a divisional cost center that pools costs that have not been allocated to other General Fund departmental budgets.<br><br>Cost categories include workers compensation, communications, auditing fees, banking fees, credit card fees, security services, automobile and animal impounding, insurance, investment management fees, office supplies, publishing and other administrative costs.<br><br>It is also used to account for overtime billed for special events and expenditures associated with the weight restriction program. | The operational costs associated with our phone system were reduced by $40k in this budget due to the installation of a new IP based phone system in 2013.<br><br>Costs incurred for duplication and printing are dropping due to higher utilization of digital records.<br><br>The State Fire and Tornado Fund waived property insurance premiums in FY 2015 due to the strength of their financial resources saving approximately $120,000. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Property Ins. Premiums | $115,172 | $0 | $120,000 |
| Animal Impound Costs | $125,836 | $130,000 | $130,000 |
| Phone Costs | $40,105 | $0 | $0 |

# General Support

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 115,742 | $ 75,000 | $ 75,000 | $ 75,000 |
| Benefits | 437,576 | 255,738 | 255,738 | 255,738 |
| Other Services | 374,214 | 423,850 | 373,850 | 369,400 |
| Repairs and Maintenance | 3,290 | 6,000 | 6,000 | 18,000 |
| Rentals | - | - | - | - |
| Insurance | 120,870 | 111,895 | 111,895 | 126,350 |
| Communications | 51,177 | 78,000 | 78,000 | 10,000 |
| Advertising and Printing | 48,151 | 45,000 | 45,000 | 45,000 |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | 58,588 | 95,000 | 95,000 | 95,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 3,373 | 10,000 | 10,000 | 5,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,212,981 | $ 1,100,483 | $ 1,050,483 | $ 999,488 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Buildings & Grounds is in charge of maintaining seven downtown structures, five "off-campus" facilities, and one Public Safety Building.<br><br>At these locations staff takes care of the HVAC systems, plumbing, electrical, and mechanical. In addition inspections, testing, and service for alarm systems, sprinkler systems, emergency generators, fire extinguishers, and elevators are provided.<br><br>Buildings & Grounds employees oversee grounds keeping, sidewalks, and parking lots through the four seasons.<br><br>Staff also assists one City Bus Terminal and seven Fire Stations with troubleshooting and consultations.<br><br>Buildings & Grounds is available for consultation with all City Departments regarding maintenance, roofs, asbestos, indoor air quality concerns, recommended vendors, etc. | Construction has begun on the combined Public Health/Morgue/PD Substation, consisting of 60,000 sq. ft. This is expected to open in July of 2015.<br><br>The new City Hall is in the planning stages, and will be 90,000 sq. ft. with an est. opening in late 2016.<br><br>Newer facilities are moving toward:<br><br>• Rapidly changing electrical upgrades (LED's, Ballasts, Auto Switches) resulting in higher initial costs but provide long life, low maintenance, and very high energy efficiency.<br>• Compact, energy efficient boilers & updated chiller systems.<br>• Computerized HVAC monitoring systems. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Number of Buildings Serviced | 13 | 13 | 14 |
| Number of Full Time Employees | 7 | 7 | 8 |
| Repair Costs (Bldg/Equip/Sup) | $366,500 | $391,000 | $437,579 |
| Custodial Costs (Inc. Supplies) | $416,949 | $450,243 | $487,374 |

# Buildings & Grounds

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 383,035 | $ 350,461 | $ 350,461 | $ 365,345 |
| Benefits | 140,651 | 141,684 | 141,684 | 144,123 |
| Other Services | 423,638 | 415,644 | 415,644 | 457,644 |
| Repairs and Maintenance | 286,932 | 268,707 | 279,175 | 282,607 |
| Rentals | 5,122 | 6,500 | 6,500 | 10,700 |
| Insurance | 4,807 | 5,065 | 5,065 | 5,065 |
| Communications | 4,625 | 3,100 | 3,100 | 3,100 |
| Advertising and Printing | - | - | - | - |
| Travel & Education | 771 | - | - | - |
| Energy | 184,055 | 187,183 | 188,446 | 200,946 |
| General Supplies | 132,077 | 130,421 | 130,421 | 142,921 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 12,257 | 8,500 | 8,500 | 8,500 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,577,970 | $ 1,517,265 | $ 1,528,996 | $ 1,620,951 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 7 | 7 | 7 | 7 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 7 | 7 | 7 | 7 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| **Land Use Planning** - Responsibilities include comprehensive planning, growth plans, park plans, and special plans, studies, and regulations.<br><br>**Development Review** – Responsibilities include review of applications for text amendments, map amendments, conditional use permits, variances, alternative access plans, and other applications provided for in the Land Development Code (LDC). Site plan reviews are done to check for compliance with the Land Development Code.<br><br>**Land Development Code Administration** – Responsibilities include providing information on regulations to developers, builders, and property owners, and enforcement of the code.<br><br>**Community Development Planning** – This includes the development of community development plans, housing plans, and neighborhood plans.<br><br>**Community Development Program Administration** – This is the administration and implementation of housing and community development programs funded by HUD programs.<br><br>**Downtown Development and Redevelopment** – Responsibilities are planning for and encouraging redevelopment. Programs include the Renaissance Zone program, tax increment financing and PILOT incentives.<br><br>**Parking** – This is the planning and management of the downtown parking system, including parking ramps the Ground Transportation Center, and surface lots.<br><br>**Special Commissions** – Staff support is provided to the Historic Preservation Commission, Human Relations Commission, the Native American Commission, and the Youth Commission. | • The growth of Fargo will require annexations, land use plans, and utility extensions to allow for future growth in the city.<br><br>• The larger number of requests for development review may cause delays in their review. The volume of requests also delays land use planning and special studies.<br><br>• Decreasing federal resources makes it more difficult to address community development and housing needs.<br><br>• There is a growing interest in new buildings in downtown, as many underutilized buildings have been redeveloped. This will require more parking.<br><br>• All downtown parking facilities are at capacity, and parking will be lost because of the floodwall project. New buildings downtown are being built on surface parking lots, further removing surface parking spaces. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Plan Review Fees | $374,897 | $500,000 | $350,000 |
| Number of Parking Lots/Ramps | 11 | 11 | 11 |

# Planning and Development

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 649,871 | $ 735,507 | $ 726,133 | $ 761,744 |
| Benefits | 165,075 | 199,640 | 197,684 | 216,666 |
| Other Services | 110,714 | 227,200 | 275,121 | 272,200 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | 4,507 | 2,695 | 2,695 | 2,695 |
| Communications | 2,328 | 2,400 | 2,400 | 2,400 |
| Advertising and Printing | 3,493 | 8,100 | 8,100 | 8,100 |
| Travel & Education | 26,865 | 18,250 | 21,607 | 20,250 |
| Energy | 255 | 331 | 304 | 304 |
| General Supplies | 2,998 | 3,000 | 4,753 | 3,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 3,249 | 1,000 | 1,000 | 1,000 |
| Capital Outlay | 8,064 | - | 5,000 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 977,419 | $ 1,198,123 | $ 1,244,797 | $ 1,288,359 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 12 | 13 | 13 | 13 |
| Part Time Benefited | - | - | - | 1 |
| Contracted Employees | 1 | 1 | 1 | - |
| **TOTAL** | 13 | 14 | 14 | 14 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Inspections Division provides code enforcement services through review of building plans and the issuance of permits for various types of construction approval. Types of permits issued include: building construction, energy, electrical, plumbing, HVAC and signs. This is a law enforcement function of the City.<br><br>Services provided include:<br>• Review of construction plans<br>• Permit issuance<br>• Construction inspections<br>• Inspections of existing buildings – residential rentals<br>• Inspections for junk and junked vehicle complaints<br>• Interpretations of code requirements<br>• Day care inspections<br>• Certificate of Occupancy issuance<br>• Records retention | • An all-pervasive issue is the scope, diversity, and number of building projects coming into the community as well as the need to maintain the resources to provide the expected service in a manner that satisfies demand effectively and assures the continued safety of our built community. Increasing geographic distance adds to the complexity of providing inspections in a timely and thorough manner to which our customers and citizens are accustomed.<br><br>• Another current issue is maintenance of the city's stock of existing buildings through enforcement of its minimum standards.<br><br>• An increasing reliance on digital records requires more connectivity on the parts of our inspectors. New software allows customers to submit inspection requests on-line but more-flexible digital tools will be needed to offer the utility in permitting and payment that the public is coming to expect. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Permits (all types) | 10,552 | 11,500 | 12,000 |
| Inspections (all types) | 24,009 | 25,500 | 27,000 |
| Day care inspections | 52 | 45 | 50 |
| Apartment inspections | 6,541 units | 7,500 units | 8,000 units |

# Inspections

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,215,362 | $ 1,257,962 | $ 1,257,962 | $ 1,363,081 |
| Benefits | 374,345 | 396,399 | 396,399 | 446,213 |
| Other Services | 38,260 | 208,150 | 241,314 | 259,150 |
| Repairs and Maintenance | - | 500 | 500 | 500 |
| Rentals | 1,658 | 2,000 | 2,000 | 2,000 |
| Insurance | 8,390 | 8,565 | 8,565 | 8,565 |
| Communications | 16,449 | 11,100 | 11,100 | 17,000 |
| Advertising and Printing | 1,382 | 1,750 | 1,750 | 1,750 |
| Travel & Education | 26,862 | 28,500 | 28,500 | 35,500 |
| Energy | 26,632 | 29,850 | 27,444 | 27,444 |
| General Supplies | 8,187 | 8,000 | 8,000 | 8,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 4,152 | 4,500 | 4,500 | 6,500 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,721,679 | $ 1,957,276 | $ 1,988,034 | $ 2,175,703 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 20 | 20 | 20 | 21 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 20 | 20 | 20 | 21 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| • **Fixed Route Buses** - The City of Fargo operates a fixed route bus system which is known as MATBUS or Metro Area Transit. The system provides bus service in Fargo and West Fargo and is coordinated with the City of Moorhead fixed route bus system. Additional bus service is provided in the NDSU campus area and between the main campus and the downtown during spring and fall semesters.<br><br>• **Paratransit Bus Service** – Fargo operates paratransit service to people with disabilities who are not able to use the fixed route bus service. Service is provided in Fargo, West Fargo, Moorhead and Dilworth. Fargo has contracts with each of the other cities to provide bus service in all cities in the metro area.<br><br>• **Mobility Management** – Fargo and Moorhead work together to coordinate and provide public transportation throughout the metro area. Partners in this work include the Senior Ride Program, Handiwheels and social service providers. | • Additional bus routes are going to be needed to keep up with Fargo's growth and the new Sanford Hospital.<br><br>• An aging population and population growth, including more people with disabilities, is increasing the demand for paratransit services. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Fixed Route Ridership | 1,682,267 | 1,730,000 | 1,780,000 |
| Paratransit Ridership | 53,403 | 54,000 | 55,000 |
| Peak number of buses in service in Fargo-West Fargo. | 22 | 22 | 22 |

# Transit Service Fixed Route

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 186,255 | $ 156,731 | $ 166,105 | $ 164,037 |
| Benefits | 52,046 | 48,437 | 50,874 | 57,516 |
| Other Services | 1,970,671 | 2,138,171 | 2,138,171 | 2,254,577 |
| Repairs and Maintenance | 3,732 | 5,200 | 5,200 | 5,200 |
| Rentals | - | - | - | - |
| Insurance | 134,352 | 121,782 | 121,782 | 121,782 |
| Communications | 1,553 | 2,200 | 2,200 | 16,200 |
| Advertising and Printing | 12,556 | 26,300 | 26,300 | 26,300 |
| Travel & Education | 10,024 | 14,950 | 14,950 | 14,950 |
| Energy | 1,938 | 1,800 | 1,800 | 1,890 |
| General Supplies | 2,435 | 600 | 600 | 600 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 716 | 1,000 | 1,000 | 1,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 2,376,278 | $ 2,517,171 | $ 2,528,982 | $ 2,664,052 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 3 | 3 | 3 | 3 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 3 | 3 | 3 | 3 |

# Paratransit

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 88,285 | $ 124,814 | $ 124,814 | $ 128,693 |
| Benefits | 31,928 | 38,962 | 38,962 | 49,638 |
| Other Services | 689,487 | 764,307 | 764,307 | 782,567 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | 32,171 | 35,425 | 35,425 | 35,425 |
| Communications | 3,991 | 3,000 | 3,000 | 7,500 |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | 1,500 | 1,500 | 1,500 |
| Energy | 40,622 | 32,000 | 37,348 | 37,348 |
| General Supplies | 10,315 | 7,300 | 7,300 | 7,300 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 711 | 1,000 | 1,000 | 1,000 |
| Capital Outlay | 970 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 898,480 | $ 1,008,308 | $ 1,013,656 | $ 1,050,971 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 2 | 2 | 2 | 3 |
| Part Time Benefited | 1 | 1 | 1 | - |
| Contracted Employees | 1 | 1 | - | - |
| **TOTAL** | 4 | 4 | 3 | 3 |

# Ground Transportation Terminal

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 259,625 | 295,844 | 295,844 | 307,044 |
| Repairs and Maintenance | 13,340 | 13,000 | 13,000 | 14,000 |
| Rentals | - | - | - | - |
| Insurance | 3,198 | 3,180 | 3,180 | 3,180 |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | 26,656 | 24,009 | 24,009 | 24,819 |
| General Supplies | 14,730 | 19,000 | 19,000 | 19,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 2,707 | 1,500 | 1,500 | 1,500 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 320,256 | $ 356,533 | $ 356,533 | $ 369,543 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

# Transit Planning

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 30,573 | $ 31,659 | $ 31,659 | $ 33,147 |
| Benefits | 7,914 | 9,040 | 9,040 | 9,521 |
| Other Services | - | 10,000 | 10,000 | 20,100 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 38,487 | $ 50,699 | $ 50,699 | $ 62,768 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

# Transit Maintenance Organization

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 84,137 | $ 65,659 | $ 65,659 | $ 68,696 |
| Benefits | 18,727 | 18,455 | 18,455 | 19,423 |
| Other Services | 115,175 | 12,000 | 12,000 | 12,000 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | 829 | 770 | 770 | 770 |
| Advertising and Printing | 2,209 | 8,500 | 8,500 | 8,500 |
| Travel & Education | 678 | 1,200 | 1,200 | 1,200 |
| Energy | - | - | - | - |
| General Supplies | 1,142 | 1,000 | 1,000 | 1,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | 12,349 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 235,246 | $ 107,584 | $ 107,584 | $ 111,589 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 1 | 1 | 1 | 1 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | 1 | - |
| **TOTAL** | 1 | 1 | 2 | 1 |

# Transit Maintenance Facility

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 609,490 | $ 612,070 | $ 612,070 | $ 623,693 |
| Benefits | 171,067 | 202,663 | 202,663 | 204,370 |
| Other Services | 37,968 | 42,100 | 42,100 | 42,600 |
| Repairs and Maintenance | 1,024,801 | 815,000 | 815,000 | 830,500 |
| Rentals | - | - | - | - |
| Insurance | 9,267 | 9,120 | 9,120 | 9,120 |
| Communications | 6,102 | 14,900 | 14,900 | 12,500 |
| Advertising and Printing | 2,542 | 3,800 | 3,800 | 3,000 |
| Travel & Education | 1,448 | 4,700 | 4,700 | 4,700 |
| Energy | 1,235,914 | 1,340,633 | 1,328,494 | 1,332,294 |
| General Supplies | 32,427 | 42,500 | 42,500 | 42,500 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 19,121 | 22,250 | 22,250 | 22,250 |
| Capital Outlay | 13,499 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 3,163,646 | $ 3,109,736 | $ 3,097,597 | $ 3,127,527 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 11 | 12 | 12 | 12 |
| Part Time Benefited | 1 | 2 | 2 | 2 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 12 | 14 | 14 | 14 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| **General Division**<br><br>Municipal infrastructure inventory and long-range planning.<br><br>Citizen support services .<br><br>Sanitary Sewer issues and inquiries.<br><br>Coordination and management of cross functional agreements with other units of local, state and federal government.<br><br>Maintains infrastructure records in excess of 100 years old.<br><br>Special Assessments-Benefit Calculations and spreading of those benefits.<br><br>Manage and update Infrastructure Funding Policies. | Many miscellaneous areas of requests for information and assistance. This area is fairly consistent each year. We are looking forward to the rollout of City Works to assist in the tracking of these requests.<br><br>Efforts are ongoing to improve access to digital records.<br><br>Need to create redundancy and provide cross training within this department.<br><br>Policy was updated in 2013 but will require evaluation at the end of 2014 for potential changes to be implemented for 2015 construction projects. |
| **Design and Construction Division**<br><br>Design and construction administration.<br><br>Bidding process.<br><br>Construction specifications and standards.<br><br>New construction, reconstruction and rehabilitation of municipal infrastructure.<br><br>Oversight and management of a strategy for Watermain Replacement.<br><br>Pavement Management Program.<br><br>Sidewalk construction and reconstruction Program.<br><br>Plan Review (In house- and Consultant designed) for New and Rehabilitation projects. | Responsible for consistency of practices in the design and installation of infrastructure.<br><br>Need for online bidding in near future.<br><br>Primary responsibility for keeping City construction practices up with industry standards.<br><br>These are currently suffering due to new development pressure driving up costs and taking contractors from the bidding pool, causing projects to be delayed and increasing the backlog of work to be completed.<br><br>This is driven completely by public requests and needs. |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Coordination of Sewer Spot Repair projects with Public Works.<br><br>Day to day implementation and management of sewer repair policy. | |
| **Engineering Services Division**<br><br>Support Platting Process with Technical Analysis of proposed plats<br><br>Pre development Support for Developers<br><br>Site plan reviews<br><br>Right-of-Way Acquisitions, including permanent and temporary easements<br><br>Annual Reporting<br><br>Provides mapping support city-wide<br><br>Surveying, building, lawn grades and sidewalks<br><br>Right-of-Way Occupancy and Encroachment Management including the development of appropriate agreement documents<br><br>Excavation permitting<br><br>Mapping Utility locations & Providing field locates for City Owned Utilities<br><br>New Development –Design and Construction Administration and Construction Inspection<br><br>Oversight of Consultants that have been hired to perform Design, Construction Administration and Construction Inspection of New Developments | We have received a record number of requests for new developments in 2013 and 2014. Driven by developer requests for infrastructure, the outlook for 2015 is that this trend will continue. $40.2 million has been bid to date in 2014. This does not include carry over from 2013 and projects in the queue for bidding yet this year. This area continues to be aggressively expanding.<br><br>With a record number of plats, we have a high level of coordination for predevelopment meetings and site plan reviews. This has taken staff away from the normal design activities. The size and complexity of site plans has increased the time needed for staff review.<br><br>Service provided for both new developments and reconstruction projects. Needs in this area have been escalating and to keep up with the demand many duties have been pushed to the City Attorney's office.<br><br>We have been working to provide some redundancy of ability within this area. Currently one staff member performs this work and due to increased demands on his time a need was identified to provide cross training in this area.<br><br>Survey has been increasingly busy as we prepare for the rollout of the new flood map. The city has been surveying impacted properties to provide elevation certificates that they may need for insurance purposes. There are approximately 2,500 impacted structures. This is in addition to keeping up with a record number of new construction requests and the continued high |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| | level of reconstruction projects.<br><br>As construction activity grows permitting and locating responsibilities pick up as well. There has been a continuous demand for Right of Occupancy requests associated with private utilities.<br><br>In addition with the aggressive rollout of Mid Continent we have hired 3 contract employees in 2014 to assist us in keeping up with the effort.<br><br>We are seeing a general increase in requests due to other construction projects including the in town levees associated with the Diversion. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Number of Projects Bid | 57 | 75 | 70 |
| Sidewalk Inspections | 310 | 335 | 300 |
| Driveway Approach Insp. | 429 | 370 | 400 |
| Excavation Permits | 1,346 | 1,980 | 2,500 |
| Right of Occupancy Permits | 7 | 3 | 5 |
| One Call Tickets | $18,216.20 | $19,000 | $20,000 |
| Elevation Certificate Surveys | 139 | 200 | 200 |
| Sidewalk Survey | 256 | 230 | 240 |
| Driveway Survey | 296 | 260 | 270 |
| Yard Grades | 101 | 195 | 205 |
| Encroachment Agreements | 4 | 5 | 7 |

- **One Call Tickets were $1.25 in 2013 and are $1.10 in 2014.**
- **Midcontinent is now franchised which will reduce the Right of Occupancy Permits.**

# Engineering

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 2,918,217 | $ 3,171,341 | $ 3,171,341 | $ 3,511,995 |
| Benefits | 703,028 | 785,672 | 785,672 | 903,786 |
| Other Services | 36,600 | 75,500 | 61,017 | 80,500 |
| Repairs and Maintenance | 22,337 | 43,390 | 43,390 | 36,100 |
| Rentals | 1,803 | 5,000 | 5,000 | 2,000 |
| Insurance | 19,372 | 18,935 | 18,935 | 18,935 |
| Communications | 23,895 | 24,375 | 24,375 | 24,300 |
| Advertising and Printing | 14,283 | 18,600 | 18,600 | 18,600 |
| Travel & Education | 21,330 | 52,325 | 52,325 | 65,317 |
| Energy | 44,625 | 58,551 | 53,832 | 53,832 |
| General Supplies | 26,761 | 37,750 | 37,750 | 37,750 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 1,944 | 6,800 | 6,800 | 14,500 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 3,834,195 | $ 4,298,239 | $ 4,279,037 | $ 4,767,615 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 36 | 36 | 36 | 38 |
| Part Time Benefited | 1 | 1 | 1 | 1 |
| Contracted Employees | - | - | 5 | 3 |
| **TOTAL** | 37 | 37 | 42 | 42 |

# Traffic Engineering

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Traffic Engineering Department includes the City Transportation Engineer and the Sign and Signal Shop Operations. The Department is jointly operated and managed as part of the City's Engineering Department. The Traffic Engineering Department is responsible for the following activities:<br>• Design, operation, management and maintenance of the City's traffic signal & intelligent transportation system.<br>• Installation and maintenance of all regulatory, parking and warning signs.<br>• Conducting traffic studies & traffic calming programs.<br>• Construction administration of traffic signals, pavement markings and traffic safety devices.<br>• Coordinate and staff the City's Traffic Technical Advisory Committee.<br>• Review traffic related features of site plans, plats and long range plans, most notably access control for driveways and intersections to city roadways.<br>• Coordination & planning with NDDOT & Metro COG Federal Aid Transportation improvement projects.<br>• Coordination with contractors on lane/road closures, and other entities for special event traffic control.<br>• Shared use path planning and construction<br>• Management of city bridges.<br>• 9 full time staff – 4 located in City Hall and 5 at Sign & Signal Shop. | • Construction inflation costs continue to escalate in this economic climate in ND where work is plenty and contractors overburdened. Pavement markings and traffic signal costs are increasing 10-15% per year.<br>• Improved intersection traffic controls, whether flashing yellow left turn arrows at traffic signals or roundabouts at other intersections, will continue to be recommended for implementation.<br>• The Complete Street Design Concept, or streets planned and designed for all users, will continue to be recommended for implementation, as recommended in the GO2030 comp plan.<br>• As the City continues to grow and the traffic signal world becomes more technologically based, there will be a need in the future for a new FTE Traffic Signal Electronic Specialist to assist with maintaining the Citywide system. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Sign Inventory | 25,000 | 25,000 | 25,000 |
| Traffic Lane Miles | 1,987 | 2,042 | 2,097 |

# Traffic Engineering

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 576,082 | $ 644,444 | $ 644,444 | $ 730,115 |
| Benefits | 165,452 | 172,563 | 172,563 | 202,167 |
| Other Services | 253,821 | 235,000 | 235,000 | 485,000 |
| Repairs and Maintenance | 986 | 7,000 | 7,000 | 7,000 |
| Rentals | - | - | - | - |
| Insurance | 5,910 | 6,240 | 6,240 | 6,240 |
| Communications | 5,793 | 5,850 | 5,850 | 5,850 |
| Advertising and Printing | 464 | 500 | 500 | 500 |
| Travel & Education | 12,110 | 13,500 | 13,500 | 13,500 |
| Energy | 67,004 | 80,214 | 78,692 | 81,692 |
| General Supplies | 175,835 | 156,400 | 156,400 | 156,400 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 1,666 | 2,150 | 2,150 | 22,150 |
| Capital Outlay | - | 30,000 | 80,000 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,265,123 | $ 1,353,861 | $ 1,402,339 | $ 1,710,614 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 9 | 9 | 9 | 10 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 9 | 9 | 9 | 10 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Street Department strives diligently to preserve and enhance the social and environmental quality of life in the City of Fargo. Through effective, efficient, and quality service the department not only maintains but focuses on improving public infrastructure that will assist in safeguarding the health, safety and welfare of all citizens.<br><br>The Street Department provides a wide range of services essential to the public which can vary from street and utility repair to fighting major floods and snow storms. Overall the department's primary responsibilities can be categorized into the following activities:<br>• Street & Bridge Maintenance:<br>o Asphalt & Concrete Street Repair<br>o Mudjacking<br>o Gravel Street & Alley Maintenance<br>o Sweeping<br>o Snow Removal & Anti Ice Measures for all Public Streets<br>o Maintenance & Snow Removal of all City Owned Sidewalks<br>• Gravity Sanitary Sewer System Maintenance & Televising<br>• Storm Sewer System Maintenance & Televising<br>• Right-of-Way Grooming<br>• Street Sign Designation Replacement & Repair<br>• Sidewalk Ordinance Enforcement<br>• Parking Restriction Enforcement | • The rapid expansion in city development will have long term effects on departmental functions. Without adequate additions to staffing a decline in levels of service will take place causing taxpayer frustration.<br><br>• Both fleet expansion and increased equipment size has caused Public Works to quickly out grow current facilities. Short term accommodations have been met through the rental of 24,000 square feet of building storage from the Fargo Park District but a long term solution is needed.<br><br>• Snow storage for downtown snow removal and other required widening and hauling operations is quickly becoming a rising issue. The need to purchase and develop a permanent city owned snow storage facility in close proximity to the downtown will be imperative as we are forced out of our current facility by both the EPA and flood protective measures.<br><br>• Through EPA regulations salt and other deicing products are required to be stored under cover. Both the growth of the city and market material constraints have caused concern of suitable capacity with our current 8,000 ton facility. Location of the current facility is also causing issues as our community now surpasses 76th Avenue S. We now see operators traveling more than 70 blocks to reload material with a downtime reaching forty-five minutes or more. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Lane Miles of Roadway Maintained | 1,987 | 2,042 | 2,097 |
| Miles of Sanitary Sewer Maintained | 405.36 | 414.83 | 425.00 |
| Miles of Storm Sewer Maintained | 434.89 | 450.80 | 470.00 |
| Storm Lifts Stations Maintained | 75 | 76 | 80 |
| Acres Mowed | 981.64 | 1,056.64 | 1,131.64 |

# Street Department

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 2,909,135 | $ 2,860,847 | $ 2,860,847 | $ 3,146,237 |
| Benefits | 829,336 | 873,001 | 873,001 | 992,343 |
| Other Services | 152,112 | 125,100 | 125,100 | 205,100 |
| Repairs and Maintenance | 33,371 | 45,000 | 31,352 | 35,000 |
| Rentals | 79,110 | 171,500 | 171,500 | 195,256 |
| Insurance | 89,944 | 95,925 | 95,925 | 95,925 |
| Communications | 7,333 | 8,900 | 8,900 | 9,900 |
| Advertising and Printing | 1,706 | 900 | 900 | 900 |
| Travel & Education | 13,411 | 16,700 | 16,700 | 19,700 |
| Energy | 524,004 | 398,959 | 522,489 | 522,489 |
| General Supplies | 189,468 | 318,600 | 348,983 | 296,600 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 409,582 | 326,746 | 326,746 | 412,746 |
| Capital Outlay | 1,411 | 4,800 | 4,800 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 5,239,923 | $ 5,246,978 | $ 5,387,243 | $ 5,932,196 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 51 | 51 | 51 | 54 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 51 | 51 | 51 | 54 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Along with its two divisions, Emergency Services and Transit, Central Garage provides a wide range of services to the City of Fargo departments. This is achieved by operating a maintenance facility and parts storeroom at both the Public Works building and the Metro Transit Garage. The department's primary responsibilities can be categorized into the following activities:<br>• Vehicle and Equipment Procurement<br>• Developing and managing the vehicle and equipment replacement schedule<br>• Liquidation of assets<br>• Preventative Maintenance Program<br>• Vehicle and Equipment Repairs<br>• Major Repair Outsourcing<br>• Road Service Assistance<br>• Process Licensing Documents<br>• Insurance Claim Processing<br>• Fuel Contract Purchases<br>• Fuel Sales to other Governmental Agencies<br>• Fueling Site Operation and Maintenance at Public Works and Metro Transit Garage<br>• Mandated Certification and Inspection Completion<br>• DOT inspections, breathing apparatus inspection, aerial equipment certification<br>• Parts Storeroom:<br>o Perform inventory control procedures<br>o Ensure parts are processed to the work orders<br>o Provide monthly billing reports<br>o Reconcile purchasing documentation | • Our biggest challenge is hiring and retaining qualified technicians. With the advent of the Bakken Oil Field boom our already short supply of technicians has become even smaller. We have expanded our range of advertising and have even retained employment agencies. This is a grave concern and we have approached the local vocational college and now participate in their apprenticeship programs. We currently have 2 part time student techs hired while they are going to school and they are fulfilling their apprenticeship requirement with us. We are working with HR continually to explore possible options.<br>• Finding room for vehicles and equipment. Currently we are forced to park some equipment outside where it is exposed to the elements. While this is okay for cars and pickups, leaving larger equipment exposed to the elements causes accelerated wear and increases repair costs.<br>• Additional maintenance costs are being experienced with the mandate of cleaner emissions and utilization of advanced technology.<br>• The rising cost of vehicles and equipment is putting a strain on the vehicle replacement budget which replaces vehicles and equipment for the general fund departments. For those departments we have over $33 million in vehicles and equipment. If we give everything a 15 year life cycle we would need $2.2m/year. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| % PM Oil Chg completed on time/early | 92.5% | 91.7% | 92.0% |
| Repairs less than 1 day | 83.4% | 82.95% | 85.0% |
| Repairs 1 to 2 days | 7.0% | 6.6% | 7.5% |
| Repairs more than 2 days | 9.7% | 10.6% | 7.5% |
| Fleet Availability | 93.2% | 93.7% | 95.0% |
| Technician % of Billable Labor Hours | 72.0% | 74.3% | 75.0% |
| Parts issued cost | $1,552,263 | $696,472 | $1,500,000 |

# Central Garage

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,133,514 | $ 1,247,752 | $ 1,247,752 | $ 1,274,308 |
| Benefits | 368,384 | 397,054 | 397,054 | 413,923 |
| Other Services | 15,307 | 4,900 | 43,153 | 9,400 |
| Repairs and Maintenance | 804,706 | 840,359 | 843,859 | 853,402 |
| Rentals | - | 500 | 500 | 500 |
| Insurance | 10,927 | 8,840 | 8,840 | 8,840 |
| Communications | 4,708 | 5,600 | 5,600 | 5,000 |
| Advertising and Printing | 230 | 400 | 400 | 400 |
| Travel & Education | 9,393 | 18,090 | 18,090 | 22,300 |
| Energy | (15,113) | 229,644 | 219,261 | 218,950 |
| General Supplies | 24,727 | 29,400 | 29,400 | 29,400 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 16,131 | 20,000 | 20,000 | 25,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 2,372,914 | $ 2,802,539 | $ 2,833,909 | $ 2,861,423 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 23 | 23 | 23 | 23 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 23 | 23 | 23 | 23 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Fire department service is usually considered a public good that has traditionally been provided by the community for the benefit of its citizens. By publicly providing these services, citizens can have services that would be cost prohibitive for individuals to provide for themselves. Consistent with that philosophy, the Fargo Fire Department continually recognizes the value of serving the needs of the citizens. Firefighting forces are the assets that protect the community's economic and tax base as well as its health and welfare. This is a valuable asset that must be carefully provided and wisely managed.<br><br>The major services delivered include:<br>• Fire Suppression Responses<br>• Emergency Medical Response<br>• Fire Inspections<br>• Hazardous Materials Response (local and regional)<br>• Technical Rescue Response (local and regional)<br>• Hydrant Flushing<br>• Public Education<br>• Public Access Defibrillation Program | • Community growth is requiring that we look at adding a fire station in South Fargo in the near future. We have seen a growth in call volume of 273% in the past 3 years.<br>• Facilities are in need of updating. Fire Headquarters is not set up for efficient and effective service delivery. The building continues to have plumbing, electrical and roof issues.<br>• The fire burn building is in need of repairs. The building is over 30 years old and the interior protective coating is starting to fall off. The facility needs to be made usable in the interim but a new facility is needed.<br>• With the community growth we continue to upgrade and add to our warning system. New sirens are needed as well as replacements.<br>• Changes in Fire department responses have caused us to evaluate how we would respond with Fargo PD to an active shooter situation. Additional protective equipment is needed to ensure firefighter safety in these situations.<br>• Annual fire service business inspections continue. In an effort to be more efficient and effective we are working to transition into a paperless system. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Calls for Service | 6,984 | 7,332 | 7,699 |
| Number of Stations | 7 | 7 | 7 |
| Number of Apparatus | 16 | 16 | 17 |
| Cost of Protective Gear | $2,094.54 | $2,199.26 | $2,500.00 |
| Hydrants Flushed | 6,380 | 6,500 | 6,700 |
| Suppression Inspections | 5,365 | 5,450 | 5,550 |
| Bureau Inspections | 1,187 | 1,350 | 1,800 |
| Average Response Time | 244 sec. | 240 sec. | 240 sec. |
| ISO Rating | 3 | 2 | 2 |

# Fire Department

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 7,104,539 | $ 7,595,090 | $ 7,644,208 | $ 7,810,534 |
| Benefits | 2,528,856 | 2,803,432 | 2,803,432 | 2,870,326 |
| Other Services | 61,392 | 144,530 | 144,530 | 169,750 |
| Repairs and Maintenance | 115,097 | 86,276 | 86,276 | 87,000 |
| Rentals | - | - | - | - |
| Insurance | 36,265 | 35,020 | 35,020 | 35,020 |
| Communications | 17,192 | 28,250 | 28,250 | 28,250 |
| Advertising and Printing | 4,405 | 6,000 | 6,000 | 6,000 |
| Travel & Education | 68,205 | 54,762 | 102,683 | 59,062 |
| Energy | 229,017 | 233,398 | 234,661 | 243,661 |
| General Supplies | 104,476 | 86,700 | 86,700 | 95,100 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 101,070 | 95,145 | 99,595 | 102,000 |
| Capital Outlay | 11,814 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 10,382,328 | $ 11,168,603 | $ 11,271,355 | $ 11,506,703 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 117 | 121 | 121 | 121 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 117 | 121 | 121 | 121 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Police Department provides the community with a wide range of both basic and emergency policing services, which include investigating and resolving crime, enforcing the city's traffic regulations, responding to calls-for-service received from the general public, and mitigating the other public-safety concerns coming to our attention.<br><br>The department is divided into three operational divisions – Administration, Investigations and Field Services (patrol), each of which is commanded by a Deputy Police Chief.<br><br>The Field Services Division is sub-divided into four patrol districts, each of which is managed by a police lieutenant who is responsible for police operations within their district. Each district is further divided into three patrol areas where the officers assigned to each area are supervised by a police sergeant.<br><br>The department utilizes a process known as "CompStat" which facilitates the use of data to assess when and where department resources are deployed, thus making the most effective and efficient use of those resources.<br><br>The primary services provided include Patrol, Investigations, Emergency Response, School Resource Officers, Downtown Resource Officers, Crimes Against Children Investigations, Cultural Liaison Officer, GLBT Liaison Officer, Native American Liaison Officer, Animal Control, Parking Enforcement, Crime Prevention and Records Management. | As Fargo continues its rapid and vibrant expansion, the public-safety issues associated with such growth are likely to increase as well. In order to maintain a relatively low crime rate throughout the city, the police department will need to add both sworn and non-sworn personnel at a rate that meets or exceeds the city's growth rate. In addition, the department's on-going initiative to mitigate crime through prevention and public awareness will be the best approach towards maintaining the existing quality of life status throughout the city.<br><br>The non-emergency services provided by the police department are currently being reviewed to determine what (if any) services are no longer necessary. Animal calls, parking enforcement, administrative licensing, public service fingerprinting, etc., are examples of services that the police department may no longer provide or are better provided by private entities. Providing citizens with the ability to engage in electronic "on-line" reporting of non-emergency incidents is also being assessed to determine the most effective and efficient use of existing police resources.<br><br>The rapid geographical and elongated growth of the city presents a significant challenge for the police department's response capabilities. A more centrally located police headquarters facility or a second police "precinct" facility requires immediate consideration. The current police station no longer meets the workspace needs of the police department, to include the vehicle parking needs of on-duty police personnel or those who come to the police station looking for assistance. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Calls-for-Service | 62,836 | 64,000 | 70,000 |
| Police Incident Reports | 16,260 | 16,000 | 18,000 |
| Traffic Crashes | 4,045 | 4,000 | 3,750 |

# Police Department

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 10,360,290 | $ 10,859,389 | $ 10,908,426 | $ 11,346,525 |
| Benefits | 3,607,535 | 3,982,525 | 3,982,525 | 4,175,099 |
| Other Services | 161,214 | 152,180 | 157,180 | 154,340 |
| Repairs and Maintenance | 22,116 | 40,500 | 40,500 | 40,500 |
| Rentals | 23,209 | 38,056 | 38,793 | 38,056 |
| Insurance | 60,909 | 57,610 | 57,610 | 57,610 |
| Communications | 126,610 | 133,780 | 133,780 | 133,780 |
| Advertising and Printing | 43,329 | 36,500 | 36,500 | 36,500 |
| Travel & Education | 97,468 | 151,920 | 152,050 | 160,900 |
| Energy | 334,754 | 362,114 | 333,351 | 333,297 |
| General Supplies | 186,585 | 202,592 | 207,686 | 200,425 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 129,755 | 129,972 | 129,972 | 154,972 |
| Capital Outlay | 196,749 | - | 194,150 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 15,350,523 | $ 16,147,138 | $ 16,372,523 | $ 16,832,004 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 165 | 169 | 169 | 175 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | 4 | 3 | 3 | 3 |
| **TOTAL** | 169 | 172 | 172 | 178 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Fargo Cass Public Health's mission is to assure a healthy community for all people through ongoing assessment, education, advocacy, prevention and collaboration.<br><br>The major services delivered include:<br><br>• Environmental Health (food inspections, water quality, nuisance complaints, other)<br>• PH Emergency Preparedness<br>• WIC Nutritional Supplement Program<br>• Health Promotion (obesity prevention, tobacco prevention, worksite wellness)<br>• Clinic based services (family planning, immunizations)<br>• Nursing: home based, school, correctional health<br>• Disease Control (tuberculosis, sexually transmitted disease, HIV)<br>• Gladys Ray Shelter<br>• Fargo Detox Center<br>• Grants management | • We continue to see a decrease in funds from existing federal and state grant sources. We need to continue to seek out alternative grant sources and position FCPH to be eligible for other funding sources.<br><br>• Continue to prepare for our move to a new location and with this the ability to provide Public Health services at a central location.<br><br>• Increasingly, grant funding is being awarded on a regional basis and not per county. This trend has increased our need to work collaboratively with other counties in the SE region. This trend will continue and increase as federal and state funding patterns change.<br><br>• Currently transitioning from paper records to Electronic Health Records. Will be agency wide within the next 12 months.<br><br>• Need to prepare and obtain National Public Health Accreditation. Doing so will allow us to be eligible for additional federal and state funding, as well as other private foundation funds. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Federal Grants | $1,551,181 | $1,352,500 | $1,466,500 |
| State Grants | $569,662 | $451,700 | $602,200 |
| % of Health Records converted to electronic | 0% | 50% | 80% |
| Self Pay revenue | $690,000 | $665,000 | $715,000 |
| Environmental Health licenses issued | 1,396 | 1,430 | 1,520 |

# Fargo Cass Public Health

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 5,690,466 | $ 6,134,663 | $ 6,134,663 | $ 6,819,669 |
| Benefits | 1,508,640 | 1,734,464 | 1,734,464 | 2,048,606 |
| Other Services | 1,060,606 | 877,950 | 1,036,874 | 693,550 |
| Repairs and Maintenance | 8,133 | 6,500 | 6,500 | 9,500 |
| Rentals | 86,802 | 50,080 | 50,080 | 42,610 |
| Insurance | 27,579 | 27,335 | 27,335 | 25,365 |
| Communications | 32,120 | 39,800 | 39,800 | 32,300 |
| Advertising and Printing | 14,855 | 20,400 | 21,400 | 19,600 |
| Travel & Education | 128,195 | 126,600 | 144,728 | 133,700 |
| Energy | 19,390 | 21,858 | 20,622 | 38,267 |
| General Supplies | 514,009 | 489,900 | 502,724 | 472,900 |
| Major Supplies | 5,984 | 5,000 | 6,500 | 12,500 |
| Miscellaneous | 5,564 | 24,466 | 24,466 | 1,000 |
| Capital Outlay | 131,064 | - | 11,256 | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 9,233,407 | $ 9,559,016 | $ 9,761,412 | $ 10,349,567 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 77 | 77 | 87 | 93 |
| Part Time Benefited | 34 | 35 | 40 | 44 |
| Contracted Employees | 5 | 4 | 2 | 1 |
| **TOTAL** | 116 | 116 | 129 | 138 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| • All Library locations provide public Internet stations, wireless access and printing for a small fee. Also provided are beginner computer and Internet classes, beginner mobile device classes and classes related to emerging technologies.<br>• The library provides print and audio visual items for all ages to include a world language collection for non-English speaking residents. A wide variety of online resources are also available.<br>• The library is part of a statewide E-book consortia know as Library 2GO. This allows the citizens of Fargo to have access to E-content from 28 different libraries statewide.<br>• Programs designed to promote early literacy skills are provided.<br>• The library continually provides the community a diverse offering of programs for all ages. Cultural events such as the Fall Jazz Concert series, author visits, story tellers and film series are offered.<br>• Fargo residents are able to receive materials from libraries around the country through the Inter-library loan service.<br>• Dedicated staff to assist in patron's informational needs.<br>• Each library location has meeting space available for businesses, organizations and individual citizens.<br>• Library materials are provided to citizens in over 20 retirement and assistant living facilities.<br>• Classes for resume building and interview skills. | • Per our community research for our strategic plan, the community has very high expectations regarding the ease of use and overall functionality of the library's service platform. Our current integrated library system that we have through the Online Dakota Information Network is designed for academic libraries and is over ten years old. In our 2015 Capital request we are asking for monies to move to a new integrated library system in order to keep up with the community's expectations and the evolution of technologies.<br>• The continued growth of the community adds the challenge of expanding programming and collections with limited resources.<br>• The planned opening of the Ed Clapp Elementary School in the fall of 2015 has the potential to greatly impact the Dr. James Carlson Library. The challenge will be to maintain the current level of services to current visitors while meeting the program, collection and staff-time needs of the students.<br>• The continued growth of the number of mobile devices in our community has fueled the continued demand for more E-book and E-Audio book offerings from our Library 2Go consortia. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Items Circulated | 997,492 | 1,0137,567 | 1,018,836 |
| Library Visits | 510,356 | 512,908 | 515,465 |
| Program Attendance | 17,599 | 17,687 | 18,041 |
| Fine Revenue | $95,267 | $100,000 | $100,000 |

# Fargo Public Library

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,828,685 | $ 1,912,141 | $ 1,912,141 | $ 1,966,988 |
| Benefits | 507,100 | 570,520 | 570,520 | 574,096 |
| Other Services | 89,326 | 86,200 | 86,238 | 86,200 |
| Repairs and Maintenance | 45,386 | 69,540 | 75,366 | 60,366 |
| Rentals | 46,762 | 48,000 | 64,050 | 56,196 |
| Insurance | 22,100 | 21,555 | 21,555 | 21,555 |
| Communications | 67,151 | 82,900 | 76,850 | 73,450 |
| Advertising and Printing | 28,448 | 27,000 | 27,500 | 27,000 |
| Travel & Education | 22,712 | 32,200 | 32,200 | 32,200 |
| Energy | 133,719 | 143,700 | 143,652 | 158,977 |
| General Supplies | 694,782 | 766,148 | 762,816 | 783,729 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 12,760 | 2,100 | 2,100 | 2,100 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 3,498,931 | $ 3,762,004 | $ 3,774,988 | $ 3,842,857 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 26 | 27 | 27 | 27 |
| Part Time Benefited | 22 | 22 | 22 | 22 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 48 | 49 | 49 | 49 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The City Commission Office provides administrative services in support of the governing body including the Mayor and City Commissioners as well as the City Administrator.<br><br>The major services delivered include:<br>• City Commission agenda creation<br>• Compilation of agenda packets to include review of recommended motions to assure appropriate action by Commission<br>• Preparation of City Commission minutes<br>• Proper follow-up of City Commission actions taken at meetings<br>• Review of pending legislation prior to and during Legislative sessions and work with Legislators and various Departments<br>• Ensure proper media notification of meetings to conform with open meetings laws<br>• Liaison between City departments and the Commissioners<br>• Liaison between the public and Commissioners<br>• Arrange meetings for the Mayor and City Commissioners, and the City Administrator<br>• Preparation of Proclamations<br>• Preparation of various documents for the Mayor, Commissioners and City Administrator | • This department is currently involved in implementation of a new agenda and meeting management software program, ensuring that all legal requirements and proper procedures for minutes are included. This new software will provide better information about agenda items and allow constituents to access discussion of specific agenda items on the meeting video without listening to the entire meeting.<br><br>• This department has been assisting the HR Department with digitizing a great deal of documents and I'm not sure how much longer that will continue before their office is able to take that project over. We have not kept track of the numbers, but know we have already digitized a substantial amount of records. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Agenda Preparation | 27 | 26 | 26 |
| Minute Preparation | 27 | 26 | 26 |
| Legislative Bills Review | 918 | - | 1,100 |
| HR Document Scanning | - | 1,000's | 1,000's |

# City Commission

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 300,168 | $ 307,908 | $ 307,908 | $ 316,474 |
| Benefits | 91,030 | 93,520 | 93,520 | 97,866 |
| Other Services | 52,566 | 57,975 | 57,975 | 62,698 |
| Repairs and Maintenance | 497 | 500 | 500 | 500 |
| Rentals | - | - | - | - |
| Insurance | 1,859 | 1,945 | 1,945 | 1,945 |
| Communications | 5,065 | 6,100 | 6,100 | 6,100 |
| Advertising and Printing | 21,163 | 28,200 | 28,200 | 30,200 |
| Travel & Education | 60,793 | 89,600 | 89,600 | 98,100 |
| Energy | - | - | - | - |
| General Supplies | 987 | 2,000 | 2,000 | 1,700 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 28,046 | 26,000 | 26,000 | 26,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 562,174 | $ 613,748 | $ 613,748 | $ 641,583 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 3 | 3 | 3 | 3 |
| Part Time Benefited | 5 | 5 | 5 | 5 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 8 | 8 | 8 | 8 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Fargo Civic Center provides event space for concerts, trade shows, sporting events, corporate functions and community and regional events.<br><br>Event services provided by the Civic Center include:<br><br>• Staffing<br>• Equipment set-up and rental<br>• Ticketing<br>• Concessions | The Centennial Hall will be decommissioned in March 2015.<br><br>This will reduce rentable square footage by 50%. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Days occupied - Auditorium | 85 | 84 | 74 |
| Days occupied – Centennial Hall | 100 | 107 | 34 |

# Fargo Civic Center

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 288,962 | $ 279,783 | $ 279,783 | $ 289,340 |
| Benefits | 90,662 | 91,631 | 91,631 | 96,205 |
| Other Services | 25,036 | 15,200 | 15,200 | 13,200 |
| Repairs and Maintenance | 1,160 | 7,000 | 7,000 | 7,000 |
| Rentals | 5,947 | 4,000 | 4,000 | 4,000 |
| Insurance | 1,624 | 1,700 | 1,700 | 1,700 |
| Communications | 2,074 | 1,500 | 1,500 | 1,500 |
| Advertising and Printing | - | 120 | 120 | 120 |
| Travel & Education | 1 | 400 | 400 | 400 |
| Energy | 79,044 | 59,317 | 59,317 | 54,582 |
| General Supplies | 4,607 | 7,915 | 7,915 | 6,415 |
| Major Supplies | 56,047 | 60,000 | 60,000 | 49,000 |
| Miscellaneous | 10,538 | 5,000 | 5,000 | 5,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 565,702 | $ 533,566 | $ 533,566 | $ 528,462 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 5 | 5 | 5 | 5 |
| Part Time Benefited | 1 | 1 | 1 | 1 |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 6 | 6 | 6 | 6 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The City of Fargo provides financial assistance to certain not-for-profit organizations that benefit youth, arts, human services and others.<br><br>Funds are appropriated in the annual budget process. The amount funded is the equivalent of one tax mill.<br><br>This social services grant allocation process is managed by the Community Development Committee and final funding recommendations are approved by the City Commission.<br><br>Funds are typically disbursed in February in conjunction with the Dakota Medical Foundation Giving Hearts Day event. | Our Social Services Grant program is recognized by Dakota Medical Foundation as a community gift. Agencies are now eligible to leverage their grant dollars by using social service funding from the City of Fargo.<br><br>Approximately 60% of grants are made to human service agencies within the community. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Number of Awards | 23 | 23 | 25 |
| DMF Match Granted | $48,000 | $48,000 | $48,000 |

# Social Service Allocation

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 303,203 | 340,000 | 311,847 | 362,000 |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 303,203 | $ 340,000 | $ 311,847 | $ 362,000 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

# Capital Outlay

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Capital assets are a key part of providing quality services to our citizens. Resources need to be allocated in amounts sufficient to meet the demands of our growing City.<br><br>All General Fund capital outlay requests are accumulated in the Capital Outlay Division for ease of budgeting and tracking.<br><br>Department Heads are responsible to forecast their need for capital items to include buildings, heavy equipment, vehicles, equipment, software and other items that may be unique to their service delivery.<br><br>The Budget Team reviews all capital requests and allocates budgetary resources for the highest priority initiatives. In some cases a fixed dollar amount is allocated and Department Heads can determine which items will be purchased. | There is a significant increase in capital requests in the 2015 budget. A detailed schedule of capital requests can be found starting on page 173. Requests total $14.2 million.<br><br>There are several large requests that include land purchases for future Fire Stations, remodeling of the Downtown Fire Station, a new building to house sand and salt for street maintenance, and a snow storage facility.<br><br>The preliminary budget funds about 50% of the items requested for a total of $7.6 million.<br><br>There are no new general governmental buildings approved in 2015 as two building projects are currently underway. (City Hall & the Fargo Cass Public Health Remodeling) |

# Capital Outlay

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| City Auditor | $ 75,320 | $ - | $ 157,994 | $ - |
| City Assessor | - | - | - | 68,000 |
| Buildings & Grounds | 24,535 | 60,000 | 85,215 | 75,000 |
| Planning | - | - | 75,000 | - |
| Engineering | 179,217 | 70,000 | 189,083 | 100,000 |
| Streets & Sewers | 497,925 | 268,000 | 607,894 | 600,000 |
| Central Garage | 96,550 | 100,000 | 136,598 | 70,000 |
| Fire Department | 262,658 | 120,000 | 260,653 | 140,000 |
| Police Department | 17,594 | - | - | - |
| Health Department | - | 14,000 | 14,000 | - |
| Public Library | 13,510 | 65,000 | 90,490 | - |
| City Commission | 28,239 | - | 59,761 | - |
| Human Resources | - | - | - | 5,000 |
| Civic | 8,115 | - | 70,885 | - |
| Street Rehabilitation | 5,851 | 4,000,000 | - | 4,000,000 |
| Miscellaneous General Capital | 33,460 | - | - | - |
| Traffic Engineering | - | - | - | 43,000 |
| Citywide Initiatives | 277,732 | - | - | - |
| Outdoor Warning Sirens | 60,498 | 120,000 | 120,000 | 130,000 |
| Public Works Sewer Inspect | 955 | - | 119,847 | - |
| Public Information | - | - | - | 60,000 |
| IT Capital Pool | 594,254 | 600,000 | 722,281 | 650,000 |
| **TOTAL** | $ 2,176,413 | $ 5,417,000 | $ 2,709,701 | $ 5,941,000 |

# Vehicle Replacement

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| A large fleet of vehicles including cars, pickups, large trucks, buses, vans, squad cars, fire trucks, and boom trucks, are maintained by Central Garage. These units are used in providing City services for various General Fund functions.<br><br>Enterprise fund vehicles and equipment are charged directly to the fund that utilizes them and are not included in this Divisional budget.<br><br>This cost center is used to track ongoing end of life unit replacement of our fleet. Significant funding is needed to replace units on a timely basis. Failure to replace them in an optimal timeline drives up repair costs.<br><br>A Vehicle Replacement Committee meets periodically to monitor replacement recommendations and strategies to get the most value from our investment in these assets.<br><br>A detailed listing of vehicles scheduled to be replaced can be found on page 174 of this document. | Costs are increasing as a direct result of tighter federal emission standards.<br><br>Part of our bus fleet is being equipped with hybrid coaches that lower our overall operating costs.<br><br>In the past some used units were purchased for our passenger cars and pickup trucks. As the cost of used cars has risen we have discontinued this practice and are purchasing new units.<br><br>A Fire Department multi-purpose truck will be purchased next year. The unit cost for this replacement is significant at just over $800k and will be financed over a three to five year time frame. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Police Squad Units | 41 | 41 | 43 |
| Fire Pumper Trucks | 12 | 12 | 12 |
| Street Dept. Trucks | 52 | 52 | 52 |
| Motor Graders | 6 | 6 | 6 |
| Pay Loaders | 5 | 5 | 5 |
| Street Sweepers | 5 | 5 | 5 |

# Vehicle Replacement

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| City Engineering | $ - | $ - | $ 33,862 | $ - |
| Traffic Engineering | - | 50,000 | - | - |
| Streets & Sewers | 503,169 | 777,275 | 1,096,804 | 872,000 |
| Central Garage | 187,407 | 317,000 | 317,000 | 261,000 |
| Fire Department | 585,648 | - | 281,087 | 298,500 |
| Police Department | 234,023 | 289,800 | 289,800 | 266,500 |
| **TOTAL** | $ 1,510,247 | $ 1,434,075 | $ 2,018,553 | $ 1,698,000 |

# Unallocated

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ (477,030) | $ (477,030) | $ (462,166) |
| Benefits | - | - | - | - |
| Other Services | - | - | - | (75,000) |
| Repairs and Maintenance | - | - | - | - |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | 1,219 | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,219 | $ (477,030) | $ (477,030) | $ (537,166) |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

# Transfers To Other Funds

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Fund transfers are used to move General Fund resources to other governmental funds for specific purposes.<br><br>Specific uses include local share of capital grants, non-appropriation debt service, special revenue funding and capital projects.<br><br>Certain budgeted expenditures are reclassified during the Comprehensive Annual Financial Report as transfers to other funds. | Fund transfers increased dramatically in 2013 as a result of receiving additional state aid that was restricted for use on highways. This was transferred to a capital projects fund.<br><br>The total amount of transfers to other funds declined in 2015 due to the uncertainty of receiving state aid that will require legislative approval.<br><br>Funds have been budgeted for debt service on the Fargo Cass Public Health remodeling project.<br><br>Debt service requirements will increase in 2016 once bonds are issued for the new City Hall. |

# Transfers To Other Funds

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| To Special Revenue Funds | $ 153,059 | $ 100,000 | $ 100,000 | $ 70,000 |
| To Debt Service Funds | 1,936,700 | 761,000 | 261,000 | 761,000 |
| To Capital Project Funds | 3,349,690 | 200,000 | 700,000 | 100,000 |
| To Street Rehabiliation | 8,366,140 | - | 4,000,000 | - |
| **TOTAL** | $ 13,805,589 | $ 1,061,000 | $ 5,061,000 | $ 931,000 |

| Fund Description | Fiscal Trends and Comments |
| --- | --- |
| There are twenty Special Revenue Funds maintained by the City of Fargo.<br><br>Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures of a particular purpose.<br><br>The operations accounted for within these funds category have not changed significantly since last year, however, some modifications of revenue are recommended in the 2015 budget. | • The Emergency 911 fund currently has a deficit fund balance. Changes to phone technologies and the use of smart phones are causing a consistent loss of traditional land line revenues and cell phone revenues have stabilized. The City Commission will consider placing a vote to increase this fee from $1.00 per month to $1.50 per month effective January 1, 2015. These funds are used to pay the operational costs of the Red River Regional Dispatch Center.<br><br>• The original cost of Newman Outdoor Stadium was fully recovered in 2014. The revenue sharing contract arrangements move to different revenue sharing terms going forward with FM Baseball, LLC.<br><br>• The Budget Team and the Parking Authority members are recommending increases in municipal parking fees in 2015 to help fund and expand our municipal parking operations. |

CITY OF FARGO, NORTH DAKOTA
SPECIAL REVENUE FUNDS 2015 BUDGET SUMMARY

| Fund Name | Fund | 1/1/2014 Fund Balance | 2014 Revenues | 2014 Mid Year Adjustments | 2014 Expenditures | 1/1/2015 Projected Fund Balance | 2015 Revenues | 2015 Expenditures | 1/1/2016 Projected Fund Balance |
|---|---|---|---|---|---|---|---|---|---|
| City Share of Special Assessments | 202 | $ (5,717) | $ 345,000 | $ - | $ (359,000) | $ (19,717) | $ 383,000 | $ (359,000) | $ 4,283 |
| Noxious Weed Control | 203 | 132,192 | 34,000 | - | (50,000) | 116,192 | 37,000 | (50,000) | 103,192 |
| Emergency 911 | 204 | (937,941) | 2,109,000 | - | (2,039,000) | (867,941) | 2,077,000 | (2,156,000) | (946,941) |
| Convention & Visitors Bureau Operating | 206 | 11,527 | 2,258,310 | - | (2,258,310) | 11,527 | 2,526,000 | (2,526,000) | 11,527 |
| Regional Law Enforcement Training Center | 208 | 153,770 | 105,544 | - | (90,534) | 168,780 | 105,000 | (84,000) | 189,780 |
| Transit Capital Escrow | 213 | 30,000 | - | (30,000) | - | - | - | - | - |
| Court Forfeits | 215 | 255,771 | 100,000 | - | (160,000) | 195,771 | 100,000 | (160,000) | 135,771 |
| Skyway Maintenance | 219 | 205,834 | 120,000 | - | (86,425) | 239,409 | 100,000 | (90,000) | 249,409 |
| Downtown Business Improvement District | 221 | 189,570 | 193,542 | - | (193,542) | 189,570 | 194,000 | (194,000) | 189,570 |
| NRI Loan Program | 230 | 97,366 | 93,500 | - | (121,996) | 68,870 | 194,000 | (21,000) | 241,870 |
| Community Development | 231 | 390,874 | 683,600 | - | (687,101) | 387,373 | 683,000 | (704,000) | 366,373 |
| HUD HOME Program | 233 | 47,254 | 23,000 | - | (30,000) | 40,254 | 23,000 | (30,000) | 33,254 |
| Neighborhood Stabilization | 234 | 200,183 | 870,000 | (250,000) | (601,769) | 218,414 | 600,000 | (600,000) | 218,414 |
| Home Participating Jurisdiction | 239 | 92,401 | 473,000 | - | (487,969) | 77,432 | 453,000 | (512,000) | 18,432 |
| Parking Authority | 240 | 409,203 | 1,320,867 | - | (1,001,286) | 728,784 | 1,321,000 | (993,000) | 1,056,784 |
| Parking Authority Repair & Replacement | 241 | 226,646 | 36,000 | - | (75,000) | 187,646 | 36,000 | (75,000) | 148,646 |
| Parking Authority Surplus Fund | 242 | 224,124 | - | - | - | 224,124 | - | - | 224,124 |
| Baseball Stadium | 268 | (1,343,108) | 192,000 | - | (172,480) | (1,323,588) | 100,000 | (100,000) | (1,323,588) |
| Total Special Revenue Funds | | $ 379,949 | $ 8,957,363 | $ (280,000) | $ (8,414,412) | $ 642,900 | $ 8,932,000 | $ (8,654,000) | $ 920,900 |

# 2014 - 2015 FM CVB OPERATING BUDGET

| | 2014 - 2015 Budgets | 2013 - 2014 Projected Actuals | 2013 - 2014 Budgets |
|---|---|---|---|
| **REVENUES** | | | |
| Fargo Lodging Tax | 1,679,699 | 1,567,448 | 1,497,140 |
| Moorhead Lodging Tax | 254,241 | 247,559 | 238,500 |
| West Fargo Lodging Tax | 60,000 | 28,806 | 24,000 |
| Grant Income | 8,000 | 3,525 | 4,000 |
| Gift Shop Sales | 16,800 | 15,804 | 10,925 |
| FMVG Advertising Income | 0 | 0 | 0 |
| Interest Income | 8,589 | 5,438 | 7,299 |
| Industry Partner Participation | 0 | 0 | 0 |
| Miscellaneous | 4,000 | 5,707 | 0 |
| **TOTAL REVENUES** | **2,031,329** | **1,874,287** | **1,781,864** |
| | | | |
| **EXPENDITURES** | | | |
| **Salaries Expenditures** | | | |
| Salaries | 546,700 | 497,031 | 492,500 |
| Temporary Salaries | 88,030 | 84,160 | 80,150 |
| FICA Expense | 48,557 | 43,702 | 43,808 |
| Retirement | 16,401 | 13,259 | 14,775 |
| Unemployment | 9,532 | 4,975 | 5,125 |
| Workers Compensation | 1,650 | 731 | 1,650 |
| Health Insurance | 66,365 | 55,703 | 58,419 |
| **Total Salaries** | **777,235** | **699,561** | **696,427** |
| | | | |
| **Administration Expenditures** | | | |
| Professional Fees | 8,500 | 9,208 | 9,500 |
| Accounting Service/Payroll | 16,490 | 15,047 | 15,765 |
| Insurance | 8,350 | 8,600 | 8,600 |
| Utilities | 28,366 | 26,803 | 26,802 |
| Repairs and Maintenance | 1,200 | 1,411 | 1,200 |
| Office & Clerical Supplies | 9,000 | 7,324 | 9,000 |
| Other Supplies | 3,600 | 6,260 | 3,600 |
| Maintenance Supplies | 1,200 | 1,028 | 1,200 |
| VIC Supplies | 6,000 | 5,723 | 6,000 |
| Airport VIC Expenses | 900 | 679 | 900 |
| Scholarship | 1,000 | 1,000 | 1,000 |
| Software Leases | 0 | 0 | 0 |
| Bank/Credit Card Fees | 1,200 | 1,377 | 1,200 |
| **Total Administration** | **85,806** | **84,460** | **84,767** |
| | | | |
| **Sales/Mktg. Expenditures** | | | |
| Postage & Shipping | 26,250 | 24,859 | 30,850 |
| Telecommunications | 18,600 | 19,122 | 19,800 |

# 2014 - 2015 FM CVB OPERATING BUDGET

| | 2014 - 2015 Budgets | 2013 - 2014 Projected Actuals | 2013 - 2014 Budgets |
|---|---|---|---|
| Marketing Research | 1,450 | 1,875 | 4,250 |
| Agency Fee | 42,800 | 16,500 | 18,000 |
| Advertising | 308,588 | 251,134 | 247,486 |
| Indoor (Display Booth) | 1,500 | 3,944 | 1,500 |
| Promotional Products | 20,950 | 14,872 | 14,300 |
| Brochures & Guides | 13,000 | 7,800 | 14,000 |
| Photography | 3,530 | 4,043 | 4,740 |
| Staff Clothing | 3,000 | 629 | 1,000 |
| Printing | 23,500 | 3,456 | 7,700 |
| Web Site | 11,100 | 18,032 | 29,060 |
| Visitor Guide | 60,000 | 48,022 | 40,000 |
| Visitor Guide Distribution | 17,550 | 17,951 | 13,900 |
| Travel: Air Fare | 36,340 | 22,214 | 36,550 |
| Travel: Lodging/Meals/Misc. | 66,485 | 53,083 | 55,000 |
| Trade Shows | 36,270 | 55,313 | 45,645 |
| Travel: Vehicle | 18,480 | 8,924 | 17,070 |
| Entertaining | 8,820 | 10,157 | 12,550 |
| City Maps | 5,000 | 5,438 | 6,000 |
| Events & Receptions | 22,400 | 14,070 | 22,200 |
| Event Assistance | 102,000 | 80,901 | 115,200 |
| Event Hospitality | 36,730 | 31,867 | 33,800 |
| Registrations | 38,690 | 25,345 | 36,960 |
| Special Promotions | 18,000 | 5,981 | 6,000 |
| Festival Marketing Assistance | 18,000 | 12,212 | 9,750 |
| Stakeholder Training | 0 | 0 | 0 |
| Banners | 7,200 | 6,259 | 5,000 |
| Name Badges | 24,000 | 22,443 | 21,000 |
| Marketing Software | 19,580 | 13,208 | 9,100 |
| Dues & Subscriptions | 44,888 | 32,943 | 31,898 |
| Annual Meeting | 10,200 | 10,819 | 10,100 |
| Fam Tours/Site Inspections | 2,000 | 4,029 | 3,100 |
| Contract Services | 800 | 710 | 1,100 |
| Housing Bureau | 1,000 | 1,000 | 1,000 |
| Housing Bureau Activity | 0 | 0 | 0 |
| Continuing Education | 3,800 | 3,650 | 4,095 |
| Miscellaneous | 5,135 | 3,103 | 4,000 |
| Promotional Sponsorships | 74,800 | 63,291 | 38,150 |
| Bid Fees | 0 | 11,250 | 15,000 |
| Earned Media | 0 | 0 | 0 |
| **Total Sales & Marketing** | **1,152,436** | **930,449** | **986,854** |

# 2014 - 2015 FM CVB OPERATING BUDGET

| | 2014 - 2015 Budgets | 2013 - 2014 Projected Actuals | 2013 - 2014 Budgets |
|---|---|---|---|
| **Other Expenditures** | | | |
| Walk of Fame | 2,700 | 550 | 2,250 |
| Gift Shop Costs | 13,500 | 7,813 | 10,300 |
| Maintenance Contracts | 940 | 449 | 0 |
| **Total Other** | **17,140** | **8,812** | **12,550** |
| | | | |
| **TOTAL EXPENSES** | $2,032,617 | $1,723,282 | $1,780,598 |
| **TOTAL REVENUES** | $2,031,329 | $1,874,287 | $1,781,864 |
| | | | |
| **VARIANCE** | **-$1,288** | **$151,005** | **$1,266** |

# 2014 - 2015 FMCVB CAPITAL BUDGET

| ACCOUNT # | REVENUES | TOTALS | 2013 - 2014 BUDGET |
|---|---|---|---|
| 400-1000-85 | Fargo Lodging Tax | 839,850 | **748,570** |
| 415-1000-85 | West Fargo Lodging Tax | 30,000 | **13,200** |
| 440-1000-85 | Interest Income | 12,948 | **12,696** |
| | Misc Capital | | **0** |
| | **TOTAL REVENUES** | **$882,798** | **$774,466** |
| | | | |
| | **EXPENDITURES** | | |
| 170-0000-85 | Furnishings - Asset (Unk) | 3,000 | 2,000 |
| 175-0000-85 | Technology Purchases - Asset | 7,600 | 7,500 |
| 180-0000-85 | Bldg/Grounds Improv. - Asset | 2,000 | 15,000 |
| 190-0000-85 | Vehicle - Asset (trade-in) | 25,000 | 0 |
| 505-1075-85 | Telecommunications Expense | 1,500 | 2,000 |
| 505-1085-85 | Technology Maintenance/Upgrades | 118,979 | 81,540 |
| 506-1000-85 | Building Maintenance/Upgrades | 22,300 | 22,000 |
| 506-1001-85 | Office Maintenance/Upgrades | 6,200 | 1,200 |
| 506-1010-85 | Grounds Maintenance | 31,400 | 29,400 |
| 511-1000-85 | Equipment Leases | 0 | 0 |
| 512-1000-85 | Maintenance Contracts | 31,850 | 31,220 |
| 502-1000-85 | Insurance (City Policies) | 6,800 | 6,360 |
| 518-1000-85 | Depreciation | 66,000 | 66,000 |
| 500-0050-85 | Capital Grant Program | 460,000 | 428,750 |
| 558-1000-85 | Real Estate Specials and Drains | 5,000 | 425 |
| 632-1000-85 | Unknown Bid Fees | 35,000 | 0 |
| | Future Capital Allocation Fund | 60,000 | 60,000 |
| | **TOTAL EXPENSES** | **$882,629** | **$753,395** |
| | | | |
| | **Total Revenues** | **$882,798** | **$774,466** |
| | **Total Expenses** | **$882,629** | **$753,395** |
| | **Variance** | **$169** | **$21,071** |

| Fund Description | Fiscal Trends and Comments |
|---|---|
| Debt Service Funds are used to accumulate resources for the payment of long term debt.<br><br>Financial resources are provided from various sources depending upon what type of debt is issued and what revenue streams are pledged for debt repayment.<br><br>The City of Fargo has several different debt types currently outstanding and routinely issues additional bonds for infrastructure capital financing.<br><br>Fargo is highly rated by Moody's and Standard & Poor's Corporation. Moody's assigns an Aa1 rating for Fargo's refunding improvement bonds while Standard & Poor's assigns an AA- rating. Their credit rating reports cite strong economic data and consistently managed financial results. | • Adequate financial resources are available to pay all scheduled debt service payments and maintain the City's bond covenant requirements.<br><br>• The City anticipates the issuance of Sales Tax Revenue Bonds of $40 million to fund flood control projects and Refunding Improvement Bonds of $25-30 million in 2015 to fund ongoing infrastructure expansion.<br><br>• Existing taxable Building America Bonds previously issued were defeased in 2014.<br><br>• A defeasance of Series 2005A Refunding Improvement Bonds of $14.4 million is scheduled during 2015 as part of a refinancing completed in Series 2014D.<br><br>• Long term bonding for the City Hall construction project will be recommended in the future as the construction timeline is finalized.<br><br>• All State Revolving Loan Fund debt service reserves are fully funded with the exception of Series 2013B. The funding of this reserve will start in 2016 as work begins on a Water Treatment Plant expansion.<br><br>• The City anticipates the maintenance of our existing bond ratings with Moody's and Standard & Poor's Corporation. |

**City of Fargo**
**Governmental Debt Service Funds**
**Summary Budget Data for 2014 & 2015**

| Sources & Uses of Funds | Approved Budget 2014 | Proposed Budget 2015 |
|---|---|---|
| **Revenues:** | | |
| Tax Increment District Property Taxes | $ 2,600,000 | $ 3,003,000 |
| Special Assessments Certified | 21,112,000 | 21,814,000 |
| Special Assessment Prepayments | 2,106,700 | 2,603,000 |
| Sales Taxes | 48,000,000 | 25,200,000 |
| Federal Direct Pay Build America Bond Subsidy | 357,000 | - |
| Interest on Debt Service Reserves | 85,000 | 150,000 |
| Transfer In From General Fund for GO Debt | 750,431 | 761,600 |
| Transfer in From Debt Service | 225,000 | 225,000 |
| Transfer In From Special Revenue | 221,000 | 171,000 |
| Transfer For Sales Tax Bond Payments and Reserves | 9,403,687 | 8,524,856 |
| **Total Revenues** | **$ 84,860,818** | **$ 62,452,456** |
| **Expenditures & Transfers:** | | |
| Refunding Improvement Bond Principal | - | 28,100,000 |
| Refunding Improvement Bond Interest & Fees | - | 11,585,050 |
| Sales Tax Revenue Bond Principal | - | 7,929,000 |
| Sales Tax Revenue Bonds Interest & Fees | - | 7,620,200 |
| General Obligation Bond Principal | - | 641,000 |
| General Obligation Bond Interest & Fees | - | 127,800 |
| Bond Principal | 26,979,000 | - |
| Bond Interest & Fiscal Fees | 18,455,473 | 60,000 |
| Tax Increment District Development Obligations | 2,600,000 | 3,003,000 |
| Transfer Refunding Improvement Bond Residuals | 1,450,000 | 1,450,000 |
| Transfer To Debt Service Funds | 7,963,905 | 8,524,856 |
| Transfer Sidewalk Assessments to Capital Project Fund | 682,500 | 736,800 |
| Transfer Sales Tax Surplus to Capital Project Fund | 29,924,708 | 9,572,744 |
| **Total Expenditures & Transfers** | **$ 88,055,586** | **$ 79,350,450** |

## CITY OF FARGO, NORTH DAKOTA
## REFUNDING IMPROVEMENT (SPECIAL ASSESSMENT) BONDS

| BOND ISSUES | FUND | CERTIFIED SPECIAL ASSMT. | UNCERTIFIED SPECIAL ASSMT. | INTEREST | OTHER SOURCES | TOTALS |
|---|---|---|---|---|---|---|
| **Revenues:** | | | | | | |
| General Debt Service | 310 | $ 1,017,000 | $ 122,000 | $ 150,000 | - | $ 1,289,000 |
| 2000 SRF | 342 | 65,000 | 8,000 | - | - | 73,000 |
| 2005 A RIB | 355 | 1,342,000 | 161,000 | - | - | 1,503,000 |
| 2005 B RIB | 356 | 595,000 | 71,000 | - | 396,000 | 1,062,000 |
| 2006 A RIB | 357 | 1,219,000 | 146,000 | - | - | 1,365,000 |
| 2006 C RIB | 359 | 713,000 | 86,000 | - | - | 799,000 |
| 2007 A RIB | 360 | 783,000 | 94,000 | - | - | 877,000 |
| 2008 A RIB | 361 | 1,964,000 | 236,000 | - | - | 2,200,000 |
| 2009 C RIB | 362 | 1,878,000 | 225,000 | - | - | 2,103,000 |
| 2009 A RIB | 318 | 1,017,000 | 122,000 | - | - | 1,139,000 |
| 2010 B RIB (2014E RIB) | 363 | 1,224,000 | 147,000 | - | - | 1,371,000 |
| 2010 C RIB | 364 | 439,000 | 53,000 | - | - | 492,000 |
| 2011 A & B RIB | 365 | 1,417,000 | 170,000 | - | - | 1,587,000 |
| 2011 C & D RIB | 366 | 1,513,000 | 182,000 | - | - | 1,695,000 |
| 2011 E RIB | 367 | 827,000 | 99,000 | - | - | 926,000 |
| 2012 SERIES A Refunding RIB | 368 | 2,847,000 | 341,000 | - | - | 3,188,000 |
| 2013 C RIB | 369 | 1,077,000 | 129,000 | - | - | 1,206,000 |
| 2014 D RIB | 370 | 1,200,000 | 144,000 | - | - | 1,344,000 |
| **TOTAL REVENUES** | | **$ 21,137,000** | **$ 2,536,000** | **$ 150,000** | **$ 396,000** | **$ 24,219,000** |

| BOND ISSUES | FUND | PRINCIPAL | INTEREST | FISCAL SERVICES | TRANSFERS OUT | TOTALS |
|---|---|---|---|---|---|---|
| **Expenditures & Transfers :** | | | | | | |
| General Debt Service | 310 | $ - | $ - | $ - | $ 1,450,000 | $ 1,450,000 |
| 2000 SRF | 342 | 100,000 | 16,000 | 5,000 | - | 121,000 |
| 2005 A RIB (2014 D RIB) | 355 | 15,220,000 | 660,000 | 1,800 | - | 15,881,800 |
| 2005 B RIB | 356 | 1,015,000 | 76,000 | 1,800 | - | 1,092,800 |
| 2006 A RIB | 357 | 715,000 | 600,000 | 1,800 | - | 1,316,800 |
| 2006 C RIB | 359 | 755,000 | 73,000 | 1,800 | - | 829,800 |
| 2007 A RIB | 360 | 440,000 | 441,000 | 1,800 | - | 882,800 |
| 2008 A RIB | 361 | 750,000 | 1,183,000 | 1,800 | - | 1,934,800 |
| 2009 A RIB | 318 | 1,265,000 | 219,000 | 1,800 | - | 1,485,800 |
| 2009 C RIB | 362 | 805,000 | 1,350,000 | 1,800 | - | 2,156,800 |
| 2010 B RIB (2014 E RIB) | 363 | 720,000 | 1,003,000 | 1,800 | - | 1,724,800 |
| 2010 C RIB | 364 | 450,000 | 296,000 | 1,800 | - | 747,800 |
| 2011 A & B RIB | 365 | 710,000 | 934,000 | 1,800 | - | 1,645,800 |
| 2011 C & D RIB | 366 | 830,000 | 1,020,000 | 1,800 | - | 1,851,800 |
| 2011 E RIB | 367 | 580,000 | 236,000 | 1,800 | - | 817,800 |
| 2012 SERIES A Refunding RIB | 368 | 2,365,000 | 1,119,000 | 1,800 | - | 3,485,800 |
| 2013 C RIB | 369 | 485,000 | 633,000 | 1,800 | - | 1,119,800 |
| 2014 D RIB | 370 | 895,000 | 1,692,250 | 1,800 | - | 2,589,050 |
| **TOTAL EXPENDITURES & TRANSFERS** | | **$ 28,100,000** | **$ 11,551,250** | **$ 33,800** | **$ 1,450,000** | **$ 41,135,050** |

## CITY OF FARGO, NORTH DAKOTA
## SALES TAX REVENUE BONDS (SALES TAX BACKED)

| BOND FUNDS: | FUND | SALES TAX COLLECTIONS | TOTALS |
|---|---|---|---|
| **REVENUES** | | | |
| CFP FLOOD SALES TAX REVENUE BOND FUND | 603 | $ 12,600,000 | $ 12,600,000 |
| SRF UTILITY PROJECTS BOND FUND | 607 | 6,300,000 | 6,300,000 |
| SRF UTILITY PROJECTS BOND FUND | 608 | 6,300,000 | 6,300,000 |
| **TOTAL SALES TAX COLLECTIONS** | | **$ 25,200,000** | **$ 25,200,000** |

| BOND ISSUES OUTSTANDING: | FUND | PRINCIPAL | INTEREST | PAYING /FISCAL | TRANSFER OUT | TOTALS |
|---|---|---|---|---|---|---|
| **EXPENDITURES & TRANSFERS** | | | | | | |
| CFP FLOOD SALES TAX REVENUE BOND FUND | 603 | - | - | - | $ 5,497,600 | $ 5,497,600 |
| SRF UTILITY PROJECTS BOND FUND | 607 | - | - | - | 3,007,200 | 3,007,200 |
| SRF UTILITY PROJECTS BOND FUND | 608 | - | - | - | 1,067,944 | 1,067,944 |
| CFP SALES TAX REVENUE BONDS: | | | | | | - |
| SERIES 2013A | 603 | 1,810,000 | 1,906,000 | 1,800 | - | 3,717,800 |
| SERIES 2014B | 603 | 1,269,000 | 1,312,000 | 1,800 | - | 2,582,800 |
| SERIES 2015A | 603 | - | 800,000 | 1,800 | - | 801,800 |
| **TOTAL FLOOD CONTROL SALES TAX BONDS** | | **3,079,000** | **4,018,000** | **5,400** | **9,572,744** | **16,675,144** |
| SRF NOTES: (UTILITY INFRASTRUCTURE) | | | | | | |
| SALES TAX REVENUE BONDS, SERIES 2008A | 630 | 3,065,000 | 1,374,000 | 269,000 | - | 4,708,000 |
| SALES TAX REVENUE BONDS, SERIES 2008B | 610 | 1,380,000 | 714,000 | 125,000 | - | 2,219,000 |
| SALES TAX REVENUE BONDS, SERIES 2008C | 632 | 80,000 | 34,000 | 9,000 | - | 123,000 |
| SALES TAX REVENUE BONDS, SERIES 2008D | 612 | 115,000 | 46,000 | 11,000 | - | 172,000 |
| SALES TAX REVENUE BONDS, SERIES 2010A | 634 | 40,000 | 3,000 | 5,000 | - | 48,000 |
| SALES TAX REVENUE BONDS, SERIES 2010D | 636 | 170,000 | 86,000 | 19,000 | - | 275,000 |
| SALES TAX REVENUE BONDS, SERIES 2013B | 614 | - | 900,000 | 1,800 | - | 901,800 |
| **TOTAL SALES TAX REVENUE BONDS** | | **4,850,000** | **3,157,000** | **439,800** | **-** | **8,446,800** |
| **TOTAL SALES TAX OBLIGATIONS** | | **$ 7,929,000** | **$ 7,175,000** | **$ 445,200** | **$ 9,572,744** | **$ 25,121,944** |

| REVENUE BOND DEBT SERVICE COVERAGE | DEBT COVERAGE % |
|---|---|
| CFP SALES TAX REVENUE BONDS (All Issues) | **188%** |
| SRF UTILITY PROJECTS BONDS (All Issues) | **149%** |

| REVENUE BOND RESERVE REQUIREMENTS | | FINANCING RESERVE REQUIRED | RESERVE BALANCE 1/1/2015 | DEPOSITS | DEPOSIT NO. | RESERVE BALANCE 12/31/2015 |
|---|---|---|---|---|---|---|
| SALES TAX REVENUE BONDS, SERIES 2008A | 631 | $ 4,442,000 | $ 4,442,000 | - | 5 of 5 | 4,442,000 |
| SALES TAX REVENUE BONDS, SERIES 2008B | 611 | 2,094,826 | 2,094,826 | - | 5 of 5 | 2,094,826 |
| SALES TAX REVENUE BONDS, SERIES 2008C | 633 | 118,375 | 118,375 | - | 5 of 5 | 118,375 |
| SALES TAX REVENUE BONDS, SERIES 2008D | 613 | 173,250 | 173,250 | - | 5 of 5 | 173,250 |
| SALES TAX REVENUE BONDS, SERIES 2010A | 635 | 47,794 | 37,922 | 9,872 | 5 of 5 | 47,794 |
| SALES TAX REVENUE BONDS, SERIES 2010D | 637 | 281,875 | 213,691 | 68,184 | 5 of 5 | 281,875 |
| SALES TAX REVENUE BONDS, SERIES 2013B | 615 | 4,248,300 | - | - | - | - |
| **STATUS OF BOND RESERVE FUNDING** | | **$ 11,406,420** | **$ 7,080,064** | **$ 78,056** | | **$ 7,158,120** |

## CITY OF FARGO, NORTH DAKOTA
## OTHER GOVERNMENTAL DEBT

| Other Obligations | FUND | CERTIFIED SPECIALS | UNCERTIFIED SPECIALS | OTHER SOURCES | TRANSFER IN | TOTALS |
|---|---|---|---|---|---|---|
| **Revenues:** | | | | | | |
| 2004 Sidewalk | 377 | $ 24,000 | 2,000 | $ - | $ - | $ 26,000 |
| 2005 Sidewalk | 378 | 34,000 | 3,000 | - | - | 37,000 |
| 2006-2014 Sidewalk | 379 | 210,000 | 21,000 | - | - | 231,000 |
| General Sewer | 388 | 409,000 | 41,000 | - | - | 450,000 |
| 2009 G.O. Development Revenue Bonds | 384 | - | - | - | 198,800 | 198,800 |
| 2014 General Obligation Bonds | 390 | - | - | - | 562,800 | 562,800 |
| **TOTAL REVENUES** | | **$ 677,000** | **$ 67,000** | **$ -** | **$ 761,600** | **$ 1,505,600** |

| BOND ISSUES | FUND | PRINCIPAL | INTEREST | PAYING /FISCAL | TRANSFER OUT | TOTALS |
|---|---|---|---|---|---|---|
| **Expenditures & Transfers:** | | | | | | |
| 2004 Sidewalk | 377 | | | $ 1,800 | $ 24,200 | $ 26,000 |
| 2005 Sidewalk | 378 | | | 1,800 | 35,200 | 37,000 |
| 2006-2014 Sidewalk | 379 | | | 1,800 | 229,200 | 231,000 |
| General Sewer | 388 | | | 1,800 | 448,200 | 450,000 |
| | | | | | | - |
| 2009 G.O. Development Revenue Bonds | 384 | 125,000 | 72,000 | 1,800 | - | 198,800 |
| 2014 US Bank Direct Loan | 390 | 516,000 | 45,000 | 1,800 | - | 562,800 |
| **TOTAL EXPENDITURES & TRANSFERS** | | **$ 641,000** | **$ 117,000** | **$ 10,800** | **$ 736,800** | **$ 1,505,600** |

## CITY OF FARGO, NORTH DAKOTA
## TAX INCREMENT FINANCING DISTRICT OBLIGATIONS

| TAX INCREMENT DISTRICTS | YEAR STARTED | MATURITY DATE | PROPERTY TAXES |
|---|---|---|---|
| **Revenues:** | | | |
| C-1 TAX INCREMENT | | | $ 233,000 |
| GREAT NORTHERN DEPOT | | | 11,000 |
| TAX INCREMENT 2001-01 ( MATRIX) | 2001 | 2017 | 1,879,000 |
| TAX INCREMENT 2002-01 ( ND HORSEPARK) | 2002 | NA | 55,000 |
| TAX INCREMENT 2003-01 ( SCATTERED HSG.) | 2003 | 2018 | 14,000 |
| TAX INCREMENT 2005-01 ( FAYLAND) | 2005 | 2020 | 415,000 |
| TAX INCREMENT 2006-01 (BRISTOL ON BDWY) | 2006 | 2021 | 67,000 |
| TAX INCREMENT 2004-01 ( SCATTERED HSG.) | 2004 | 2019 | 15,000 |
| TAX INCREMENT 2006-02 (JPR 19TH AVE NO.) | 2006 | 2021 | 172,000 |
| TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I) | 2007 | 2022 | 32,000 |
| TAX INCREMENT 2007-02 (FEDER 12TH AVE N) | 2007 | 2022 | 24,000 |
| TAX INCREMENT 2008-01 (FM DEVELOPMENT II) | 2008 | 2023 | 46,000 |
| TAX INCREMENT 2011-01 (SHOTWELL) | 2011 | 2026 | 40,000 |
| **TOTAL TAX INCREMENT REVENUES** | | | **$ 3,003,000** |

| TAX INCREMENT DISTRICTS | | | DEVELOPER ASSISTANCE |
|---|---|---|---|
| **Expenditures & Transfers :** | | | |
| C-1 TAX INCREMENT | | | $ 233,000 |
| GREAT NORTHERN DEPOT | | | 11,000 |
| TAX INCREMENT 2001-01 ( MATRIX) | 2001 | 2017 | 1,879,000 |
| TAX INCREMENT 2002-01 ( ND HORSEPARK) | 2002 | NA | 55,000 |
| TAX INCREMENT 2003-01 ( SCATTERED HSG.) | 2003 | 2018 | 14,000 |
| TAX INCREMENT 2005-01 ( FAYLAND) | 2005 | 2020 | 415,000 |
| TAX INCREMENT 2006-01 (BRISTOL ON BDWY) | 2006 | 2021 | 67,000 |
| TAX INCREMENT 2004-01 ( SCATTERED HSG.) | 2004 | 2019 | 15,000 |
| TAX INCREMENT 2006-02 (JPR 19TH AVE NO.) | 2006 | 2021 | 172,000 |
| TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I) | 2007 | 2022 | 32,000 |
| TAX INCREMENT 2007-02 (FEDER 12TH AVE N) | 2007 | 2022 | 24,000 |
| TAX INCREMENT 2008-01 (FM DEVELOPMENT II) | 2008 | 2023 | 46,000 |
| TAX INCREMENT 2011-01 (SHOTWELL) | 2011 | 2026 | 40,000 |
| **TOTAL EXPENDITURES & TRANSFERS** | | | **$ 3,003,000** |

| Fund Description and Purpose | Fiscal Trends and Comments |
|---|---|
| Capital Project funds are used to account for ongoing investment in municipal capital assets. Currently, the State of North Dakota's budget law does not require a budget for capital project funds, and therefore none is presented.<br><br>Fargo is a large regional economic center that requires quality infrastructure. Continued and systematic expansion of the City creates the need for extended collector roadways, local neighborhood streets, bridges, flood control assets, sanitary sewer, storm sewer, and water and wastewater infrastructure. As a result of continued need for infrastructure, voters have approved a local sales tax to help fund these expensive projects. Sales taxes are our largest single revenue source.<br><br>A formalized and long term capital improvement plan that spans a twenty-year planning horizon is updated annually for all municipal utility assets to include water and wastewater systems. A master planning effort links the needs of critical infrastructure projects to funding sources. Projects related to the utility master plan are incorporated into the budget approval process.<br><br>General infrastructure planning for streets & roadways, subdivision underground utilities, pavement management, sidewalk construction, flood control projects, and other non utility projects are administered by the City Engineering Department. A capital improvement plan is prepared annually at year-end which provides authorization to proceed with the subsequent year's construction season.<br><br>All assets in excess of $5,000 with an expected life of at least two years are capitalized and reported in the annual financial statements. | • Demand for expansion of new housing subdivisions is strong. The amount of building permit values issued in 2013 was at an all-time record. FY 2014 levels at mid-year have surpassed last year's record levels.<br><br>• A single largest capital project in 2015 is the expansion of our water treatment plant. The expansion will increase our capacity to 45 mgd and will be capable of removing sulphate from Devils Lake discharges into the Sheyenne River. This includes actual plant expansion and work on the Sheyenne River pumping station. The estimated value of work to be completed in 2015 is $36 million.<br><br>• Work continues on a multi-year flood control capital improvement plan to raise our flood levees to a higher level and seek a permanent long term solution to protecting ourselves from flooding. Funds will be allocated for home removals and raising protection levels along the Red River Corridor when the Engineering Department's capital improvement plan is approved in December.<br><br>• Work has begun on flood mitigation projects. Construction began on the Oxbow, Hickson and Bakke flood control project in June 2014. Work on eligible elements of the FM Diversion project will continue in 2015, however, large scale construction is not anticipated in 2015 pending the appropriation of Federal funds. |

| Fund Description | Fiscal Trends and Comments |
|---|---|
| The City of Fargo operates ten Enterprise Funds to provide traditional municipal utility services to our citizens. There are approximately 30,000 customers serviced in our municipal utility services.<br><br>They include Water, Wastewater, Solid Waste, Forestry, Street Lighting, Storm Sewer, Vector Control, Southeast Cass Sewer, Municipal Airport and the FargoDome.<br><br>The Water fund is the largest municipal utility and is shown as a major fund in this budget document.<br><br>Enterprise funds are operated on a business-like basis and each fund carries all assets within the fund with final measurement of net assets.<br><br>Utility rates are monitored annually and set by resolution of the Board of City Commissioners. | • There are no rate increases proposed in the 2015 budget for utilities.<br><br>• A recent comparison of Fargo's utility bill for an average household for water, wastewater and storm sewer fees was $53 per month. Other communities in North Dakota range from a low of $34 to $73. Minnesota communities ranged from $26 to $102.<br><br>• Local sales tax revenues are used to pay for capital projects associated with utility infrastructure and, as a result, Fargo has been able to keep utility rates constant for the past several years.<br><br>• A twenty-year capital improvement plan and related revenue adequacy model is updated annually to assure that there will be adequate resources to provide high quality utility services. This includes rate revenue as well as sales tax revenue for capital programming.<br><br>• A water treatment plant expansion is currently underway that will increase Fargo's treatment and distribution capacity to 45 mgd.<br><br>• Wastewater reuse is currently utilized and this byproduct is sold for the production of ethanol in a nearby community.<br><br>• Fargo was selected as having the best tasting water in the State of North Dakota in 2011.<br><br>• The Fargodome long-term capital escrow fund exceeded the $40 million threshold in 2014. This fund is managed by the State Investment Board with a long-term investment objective. |

## City of Fargo
## Proprietary Funds Revenue Analysis By Fund 2014 vs. 2015

| Utility Funds | 2014 Approved Budget | 2015 Revenue Projections | $ Change | % Change |
|---|---|---|---|---|
| **Major Fund:** | | | | |
| Water | $ 19,847,000 | $ 20,126,700 | $ 279,700 | 1.4% |
| Water Bond | 3,962,050 | 3,962,050 | - | 0.0% |
| **Total Major Utility Fund** | **23,809,050** | **24,088,750** | **279,700** | **1.2%** |
| **Other Utility Funds:** | | | | |
| Airport | 13,418,620 | 30,905,760 | 17,487,140 | 130.3% |
| Solid Waste | 12,988,000 | 12,988,000 | - | 0.0% |
| Wastewater | 11,366,000 | 11,741,300 | 375,300 | 3.3% |
| Fargodome | 8,174,143 | 10,054,264 | 1,880,121 | 23.0% |
| Street Lighting | 1,819,000 | 1,887,000 | 68,000 | 3.7% |
| Forestry | 1,766,000 | 1,802,000 | 36,000 | 2.0% |
| Storm Sewer | 1,550,000 | 1,590,000 | 40,000 | 2.6% |
| Vector Control | 651,000 | 669,000 | 18,000 | 2.8% |
| Southeast Cass | 40,000 | 24,000 | (16,000) | -40.0% |
| **Total Other Utility Funds** | **51,772,763** | **71,661,324** | **19,888,561** | **38.4%** |
| **Total All Utility Funds** | **$ 75,581,813** | **$ 95,750,074** | **$ 20,168,261** | **26.7%** |

**Budget Notes:**

There are no utility rate changes recommended in 2015
A study will be conducted in 2015 regarding a new storm sewer user charge system

## City of Fargo
## Proprietary Funds Expenditure Analysis By Fund 2014 vs. 2015

| Utility Funds | 2014 Approved Budget | 2015 Proposed Budget | $ Change | % Change |
|---|---|---|---|---|
| **Major Fund:** | | | | |
| Water | $ 19,968,969 | $ 20,588,224 | $ 619,255 | 3.1% |
| Water Bond | 3,962,050 | 3,962,050 | - | - |
| **Total Major Utility Fund** | **23,931,019** | **24,550,274** | **619,255** | **2.6%** |
| **Other Utility Funds:** | | | | |
| Airport | 10,832,429 | 33,835,293 | 23,002,864 | 212.4% |
| Solid Waste | 11,925,730 | 12,434,868 | 509,138 | 4.3% |
| Wastewater | 10,892,144 | 11,004,366 | 112,222 | 1.0% |
| Fargodome | 8,389,914 | 9,749,702 | 1,359,788 | 16.2% |
| Street Lighting | 1,823,442 | 1,846,577 | 23,135 | 1.3% |
| Forestry | 1,945,759 | 2,006,103 | 60,344 | 3.1% |
| Storm Sewer | 1,534,920 | 1,997,539 | 462,619 | 30.1% |
| Vector Control | 681,790 | 746,081 | 64,291 | 9.4% |
| Southeast Cass | 48,550 | 49,163 | 613 | 1.3% |
| **Total Other Utility Funds** | **48,074,678** | **73,669,692** | **25,595,014** | **53.2%** |
| **Total All Utility Funds** | **$ 72,005,697** | **$ 98,219,966** | **$ 26,214,269** | **36.4%** |

## City of Fargo
## Proprietary Funds Expense Analysis by Cost Category (All Funds)
## 2014 vs. 2015

| Expense Category | 2014 Approved Budget | 2015 Proposed Budget | Change | % Change |
|---|---|---|---|---|
| Salaries | $ 11,313,569 | $ 12,246,697 | 933,128 | 8.2% |
| Benefits | 3,024,748 | 3,169,733 | 144,985 | 4.8% |
| Other Services | 6,898,935 | 8,342,128 | 1,443,193 | 20.9% |
| Repairs and Maintenance | 2,049,700 | 2,507,800 | 458,100 | 22.3% |
| Rentals/ Leases | 974,308 | 1,086,508 | 112,200 | 11.5% |
| Insurance | 591,478 | 607,478 | 16,000 | 2.7% |
| Communications | 82,020 | 86,295 | 4,275 | 5.2% |
| Advertising / Printing | 602,979 | 585,779 | (17,200) | -2.9% |
| Travel / Education / Dues | 318,985 | 338,405 | 19,420 | 6.1% |
| Energy | 4,584,395 | 4,880,987 | 296,592 | 6.5% |
| General Supplies | 1,325,714 | 1,347,814 | 22,100 | 1.7% |
| Miscellaneous | 4,409,711 | 4,557,607 | 147,896 | 3.4% |
| Capital Outlay | 8,858,550 | 29,211,450 | 20,352,900 | 229.8% |
| Debt Service | 7,468,922 | 8,014,304 | 545,382 | 7.3% |
| Transfers To Other Funds | 19,501,683 | 21,236,981 | 1,735,298 | 8.9% |
| **Totals** | **$ 72,005,697** | **$ 98,219,966** | **$ 26,214,269** | **36.4%** |

## City of Fargo, North Dakota
## Municipal Airport Authority
## 2014 vs. 2015 Summary Budget

| Fund | 2014 Approved Budget | 2015 Proposed Budget | $ Change | % Change |
|---|---|---|---|---|
| Operation & Maintenance | $ 3,972,698 | $ 4,350,145 | $ 377,447 | 9.5% |
| Construction | 4,755,800 | 26,635,522 | 21,879,722 | 460.1% |
| Passenger Facility Surcharge | 1,450,000 | 1,422,813 | (27,187) | -1.9% |
| PFC Bond Fund | 653,931 | 1,426,813 | 772,882 | 118.2% |
| **Totals** | **$ 10,832,429** | **$ 33,835,293** | **$ 23,002,864** | **212.4%** |

# FARGODOME

## 2015 APPROVED BUDGET

| | | |
|---|---|---|
| Operating Revenues | **$** | **4,884,146** |
| | | |
| Operating Expenditures | | |
| Labor | | 2,421,647 |
| Event Related | | 647,930 |
| Operations | | 1,140,250 |
| Management Fee | | 169,404 |
| General and Administrative | | 417,635 |
| Total Expenditures | | **4,796,866** |
| | | |
| Advertising Revenues | | 618,455 |
| Less: NDSU Advertising Allocation | | (110,000) |
| Less: Advertising Commission & Costs | | (52,600) |
| Less: Transfer to Dome Capital | | (455,851) |
| | | 4 |
| **Net Income** | **$** | **87,284** |

## FARGODOME

## 2015 CAPITAL BUDGET

| Description | Project # | | Amount |
|---|---|---|---|
| Capital Lease Payment #3 on Turf and Parking Projects | FD1500 | $ | 1,208,368 |
| Parking Lot/Misc Concrete Repair | FD1501 | | 25,000 |
| Arch. Services for Building Improvements | FD1502 | | 75,000 |
| Steam Reducing Stations Replacement | FD1503 | | 41,000 |
| Steam Popoff Valve Replacement | FD1504 | | 35,000 |
| Damper Replacement on Air Handler 103 | FD1505 | | 8,750 |
| Loading Dock Airflow Efficiencies | FD1506 | | 30,000 |
| Cooling Tower Turbine Pumps | FD1507 | | 24,500 |
| Chiller Overhaul | FD1508 | | 35,000 |
| Motor Replacement for Arena Supply/Return Fans - 2nd yr | FD1509 | | 270,000 |
| Cable/CC TV Distribution System | FD1510 | | 75,000 |
| Sound System Amp Replacement | FD1511 | | 80,000 |
| Communications Cabinet in West Parking Lot | FD1512 | | 8,500 |
| Building Computer System Switch Upgrade | FD1513 | | 65,000 |
| Cat5 Cable Runs | FD1514 | | 6,500 |
| Industrial 9 cubic foot Washing Machine - Custodial | FD1515 | | 17,500 |
| Staging | FD1516 | | 23,000 |
| Foodservice Equipment | FD1517 | | 25,000 |
| Football Field Wall Padding | FD1518 | | 42,000 |
| Building Pipe/Drape Expo Equipment | FD1519 | | 10,000 |
| Spotlights - (2) Robert Juliat | FD1520 | | 55,000 |
| 2-way Portable Radios | FD1521 | | 25,000 |
| Updated Televisions for Conc/Lobby/Other Areas | FD1522 | | 150,000 |
| Budget / Unallocated | | | 35,000 |
| | | $ | 2,370,118 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Water Treatment Plant is responsible for operating and maintaining a state-of-the-art 30 million gallon per day (MGD) surface water treatment plant and all reserve storage facilities that supplement the City's water distribution system. The reserve storage facilities include 11 elevated storage tanks and 2 ground storage reservoirs and pumping stations with a total capacity of 20 million gallons. The water treatment plant supplies safe drinking water to the City of Fargo and portions of the Cass Rural Water Users District (consecutive user).<br><br>The City's surface water treatment plant utilizes water from the Red and Sheyenne Rivers. River water is delivered to the WTP through pumping stations located on both the Red and Sheyenne Rivers. At the WTP, the water goes through a series of treatment processes including pretreatment, lime and soda ash softening, ozone disinfection and filtration.<br><br>Following treatment, the finished water is pumped through the City's water distribution system to meet the daily and peak demand of consumers. | In 2014, the City will begin construction of a WTP expansion project. The project will involve installation of a parallel membrane treatment system which will expand the overall treatment capacity to 45 MGD. The new treatment system will include pretreatment, MF/UF (micro/ultra filtration) membranes, RO (reverse osmosis) membranes and disinfection. The capital expense associated with the WTP expansion will be financed with infrastructure sales tax and ND State Water Commission grant funds.<br><br>In 2014, the City is also planning to initiate a project to improve and expand its Sheyenne River pumping station and delivery pipeline. At this time, a Facility Plan is being completed to provide an improvement strategy and estimate of costs. It is anticipated that the costs associated with the project will be financed with an unused balance from a previously approved SRF loan with the debt service to be repaid with infrastructure sales tax funds.<br><br>The City has also begun discussions with the City of West Fargo regarding the possibility of becoming an additional consecutive user of the Fargo water system. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Average Day Demand | 11,200,000 gallons | 11,450,000 gallons | 11,700,000 gallons |
| Peak Day Demand | 18,400,000 gallons | 18,400,000 gallons | 18,400,000 gallons |
| Total Water Produced | 4,100,000,000 gallons | 4,150,000,000 gallons | 4,200,000,000 gallons |
| Consecutive User Demand | 117,700,000 gallons | 119,500,000 gallons | 121,300,000 gallons |
| WTP Expansion | NA | 10% Complete | 35% Complete |
| Sheyenne Pump Station | NA | 5% Complete | 50% Complete |

# Water Treatment

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,559,072 | $ 1,642,004 | $ 1,642,004 | $ 1,714,456 |
| Benefits | 494,993 | 589,948 | 589,948 | 603,485 |
| Other Services | 1,807,287 | 1,614,176 | 1,614,176 | 1,612,647 |
| Repairs and Maintenance | 226,472 | 203,000 | 203,000 | 193,000 |
| Rentals | 4,528 | 17,000 | 17,000 | 17,000 |
| Insurance | 101,867 | 93,023 | 93,023 | 93,023 |
| Communications | 11,927 | 12,200 | 12,200 | 12,200 |
| Advertising and Printing | 15,075 | 20,500 | 20,500 | 20,500 |
| Travel & Education | 29,036 | 124,100 | 124,100 | 124,100 |
| Energy | 964,926 | 834,780 | 838,318 | 839,568 |
| General Supplies | 252,943 | 228,100 | 228,100 | 228,100 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 2,090,649 | 2,036,500 | 2,036,500 | 2,024,500 |
| Capital Outlay | 133,274 | 169,000 | 169,000 | 230,200 |
| Debt Service | 24,688 | 48,500 | 48,500 | 48,500 |
| Transfers | 9,575,230 | 9,662,050 | 9,662,050 | 10,168,050 |
| **TOTAL** | $ 17,291,967 | $ 17,294,881 | $ 17,298,419 | $ 17,929,329 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 26 | 26 | 26 | 27 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | 1 | 1 | 1 | 1 |
| **TOTAL** | 27 | 27 | 27 | 28 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Mains and Hydrants Department provides a wide range of services essential to the public which can vary from fire hydrant repair to repair of broken water mains and even assisting with flood/snow events.<br><br>The major services delivered include:<br><br>• Repair of Watermain Failures<br>• Fire Hydrant Maintenance Program<br>• Watermain Valve Exercising Program<br>• Watermain Valve Maintenance<br>• Street Patch Repair<br>• Water Service Inspection<br>• Boulevard Restoration and Repair<br>• Water Service Repairs<br>• Watermain & Service Locations<br>• Watermain Tapping Service<br>• Assisting other Departments | • From January 2014 to April 2014, approximately 300 water services froze. This required a combination of mechanical thawing and physically digging the service to repair.<br><br>• The watermain gate turning program is growing in importance requiring more attention. The program is a proactive approach to maintaining water distribution condition.<br><br>• The department is researching methods to pinpoint watermain leaks with new technology. Currently holes are drilled into the pavement then rods are pushed into the ground until they touch the water main.<br><br>• Midcontinent Communications is expanding services to Fargo. They have a three-year plan to cover the entire city. The expansion has greatly increased watermain locates within the department. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Watermain Breaks | 61 | 61 | 61 |
| Service Leaks | 145 | 150 | 150 |
| Watermain Valves Repaired | 35 | 50 | 55 |
| Watermain Taps | 117 | 125 | 130 |
| Hydrant Repair/Replaced | 86 | 85 | 85 |
| Water Service Inspections | 729 | 800 | 900 |
| Watermain Gates Exercised | 483 | 450 | 800 |

# Water Mains & Hydrants

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 600,552 | $ 712,183 | $ 712,183 | $ 725,080 |
| Benefits | 217,339 | 235,464 | 235,464 | 250,443 |
| Other Services | 126,295 | 124,500 | 124,500 | 131,000 |
| Repairs and Maintenance | 26,481 | 43,300 | 43,300 | 43,300 |
| Rentals | 1,200 | 14,000 | 14,000 | 26,500 |
| Insurance | - | - | - | - |
| Communications | 1,544 | 2,200 | 2,200 | 3,700 |
| Advertising and Printing | 578 | 1,575 | 1,575 | 1,575 |
| Travel & Education | 10,279 | 10,800 | 10,800 | 13,300 |
| Energy | 79,091 | 78,082 | 82,076 | 82,076 |
| General Supplies | 130,587 | 101,900 | 101,900 | 105,900 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 157,952 | 162,500 | 162,500 | 167,500 |
| Capital Outlay | 55,846 | 296,500 | 296,500 | 299,000 |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 1,407,744 | $ 1,783,004 | $ 1,786,998 | $ 1,849,374 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 11 | 11 | 11 | 11 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 11 | 11 | 11 | 11 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Water Meters division is responsible for procuring and installing all public water meters in the City of Fargo ranging in size from 5/8 of an inch to 10-inches. The division is also responsible for the replacement, calibration and maintenance of all public water meters in the City. At the request of the Auditor's office, the division conducts all water service shut-off or turn-on activities. At the request of the Auditor's office, the division assists with gathering monthly meter reading data for billing purposes. The meter count at the end of 2013 was as follows:<br><br>**Meter Size** — **Count**<br>5/8 — 13,618<br>3/4 — 11,368<br>1 — 780<br>1-1/2 — 1,151<br>2 — 1,027<br>3 — 219<br>4 — 74<br>6 — 18<br>8 — 3<br>10 — 7<br>**TOTAL** — **28,265** | The Water Meters division currently obtains (reads) individual monthly meter data via manual reads, handheld touch pad devices or mobile read meters. At this time, the meter reading technology distribution is as follows:<br><br>Manual Read Meters — 5<br>Touch Pad Read Meters — 19,784<br>Mobile Read Meters — 8,476<br><br>The meters division has been researching/evaluating newer technology for obtaining monthly meter data. The newer technology is referred to as fixed network where all meter data can be obtained from a central location. The division is researching a migratable system to allow continued use of the City's existing mobile read meters. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| New Meters | 314 | 325 | 350 |
| Meters Replaced | 30 | 35 | 40 |
| Registers Replaced | 124 | 150 | 175 |
| R900's Replaced | 24 | 25 | 30 |
| Frozen Meters | 62 | 75 | 90 |
| Total Meter Count | 28,265 | 28,515 | 28,765 |

# Water Meters

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 325,636 | $ 340,585 | $ 340,585 | $ 350,796 |
| Benefits | 109,066 | 105,145 | 105,145 | 125,491 |
| Other Services | 18,421 | 140,000 | 140,000 | 10,000 |
| Repairs and Maintenance | 28,131 | 29,500 | 29,500 | 24,000 |
| Rentals | 53,192 | 40,000 | 40,000 | 27,600 |
| Insurance | - | - | - | - |
| Communications | 728 | 1,000 | 1,000 | 1,775 |
| Advertising and Printing | 120 | 400 | 400 | 400 |
| Travel & Education | - | - | - | - |
| Energy | 20,642 | 23,754 | 22,105 | 24,209 |
| General Supplies | 8,071 | 7,250 | 7,250 | 6,750 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 1,606 | 1,450 | 1,450 | 1,500 |
| Capital Outlay | 178,843 | 202,000 | 202,000 | 237,000 |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 744,456 | $ 891,084 | $ 889,435 | $ 809,521 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 5 | 5 | 5 | 5 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | 2 | 2 | 2 | 2 |
| **TOTAL** | 7 | 7 | 7 | 7 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Water revenue bonds have been issued to pay for the water treatment plant built in 1992.<br><br>Pursuant to the bond resolution, a bond fund has been established to pay for the long-term debt outstanding.<br><br>Bonds were issued in 1992 and were refinanced in 2007. They have a final maturity date of 1/1/2017.<br><br>All bonds from this series are non-callable bonds and will be paid in accordance with the existing debt service schedule. | Construction of an expanded water treatment facility is scheduled to begin in 2015. This project will be funded by North Dakota State Water Commission appropriations and the local share will be financed with the issuance of State Revolving Fund loans repaid with infrastructure sales tax.<br><br>The expanded plant will increase Fargo's water treatment capacity to 45 mgd and sulphate removal equipment will be installed. |

# Water Revenue Bond

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 400 | - | - | - |
| Repairs and Maintenance | | | | |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | - | - | - | - |
| General Supplies | - | - | - | - |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Debt Service | 3,979,435 | 3,962,050 | 3,962,050 | 3,962,050 |
| Transfers | - | - | - | - |
| **TOTAL** | $ 3,979,835 | $ 3,962,050 | $ 3,962,050 | $ 3,962,050 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Wastewater Treatment Plant (WWTP) is responsible for the treatment of wastewater before the effluent can be discharged into the Red River. The WWTP has the capacity to treat an average daily flow of 15 million gallons per day (MGD).<br>The WWTP employs a mechanical and biological process creating a high quality effluent that is discharged to the Red River after meeting strict regulatory standards. Biosolids (solids) handling and processing includes anaerobic digestion and a sludge drying facility to remove water from the biosolids. The Biosolids are then disposed in the landfill where they are used for daily cover and/or topsoil conditioners.<br>The City of Fargo wastewater stabilization ponds may be used in the event that federal standards cannot be met through the normal treatment process, or as an alternative to manage wet weather flows.<br>As a regional provider for wastewater treatment, the WWTP operates and maintains lift stations and grinder pumps throughout the City, rural SE Cass, various subdivisions and small cities.<br>The WWTP operates a sump pump and foundation drain program in an effort to remove illegal connections to the sanitary sewer system.<br>The WWTP staff also operates and maintains an Effluent Reuse Facility (ERF). Treated effluent is diverted to the facility and is further treated to high quality water that is pumped to an ethanol plant. The technology used to achieve this high quality includes microfiltration and reverse osmosis. | The WWTP is currently updating the 2010 Facility Plan to reflect significant changes that have occurred since the original document was turned over to the City in October 2010. Nutrient reduction recommendations for both the existing WWTP and proposed future plant expansion will be addressed in the new document. Potential impacts of becoming a larger regional facility (service to West Fargo, Horace and Mapleton) will also be included.<br>The amended facility plan will include applicable technologies and costs for reducing phosphorus and nitrogen in the WWTP effluent and will provide staff a single document for Commissioners and Funding Agencies to illustrate that the Fargo Wastewater Utility is well prepared if additional effluent nutrient limits are implemented.<br>The updated facility plan will also include analysis for various improvements, an opinion of cost with an implementation schedule. The improvements will be ranked in order of importance to ensure efficient, reliable and trouble free operation of the WWTP well into the future. Some of the new technologies being considered include (but are not limited to):<br>• Integrated Fixed Film Activated Sludge (IFAS)<br>• Moving Bed Biofilm Reactor (MBBR)<br>• Membrane Bioreactor (MBR) |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Average Daily Flow | 13.393 mgd | 13.45 mgd | 13.55 mgd |
| Yearly Flow | 4.888 billion gallons | 4.9 billion gallons | 4.946 billion gallons |
| Peak Flow (day) | 28.123 million gallons | 28.5 million gallons | 28.75 million gallons |
| ERF Production (year) | 315 million gallons | 320 million gallons | 325 million gallons |
| Biosolids disposed in landfill | 9,997 tons/yr | 10,000 tons/yr | 10,125 tons/yr |
| Sanitary Lift Stations | 63 | 64 | 66 |
| Sump Pump Inspections | 1700 | 2800 | 3200 |

# Wastewater Treatment

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 1,215,085 | $ 1,232,853 | $ 1,232,853 | $ 1,233,339 |
| Benefits | 375,785 | 417,409 | 417,409 | 434,376 |
| Other Services | 904,932 | 822,887 | 822,887 | 850,181 |
| Repairs and Maintenance | 934,646 | 631,500 | 631,500 | 996,500 |
| Rentals | 3,238 | 60,000 | 60,000 | 60,000 |
| Insurance | 51,045 | 50,200 | 50,200 | 50,200 |
| Communications | 8,956 | 8,000 | 8,000 | 8,000 |
| Advertising and Printing | 1,213 | 3,750 | 3,750 | 3,750 |
| Travel & Education | 10,128 | 14,100 | 14,100 | 14,100 |
| Energy | 974,706 | 828,849 | 829,381 | 877,597 |
| General Supplies | 80,439 | 71,200 | 71,200 | 71,200 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 632,407 | 454,200 | 454,200 | 479,200 |
| Capital Outlay | 531,499 | 1,365,700 | 1,365,700 | 1,362,700 |
| Debt Service | 263,674 | 1,310,223 | 1,310,223 | 933,223 |
| Transfers | 3,834,271 | 3,621,273 | 3,621,273 | 3,630,000 |
| **TOTAL** | $ 9,822,024 | $ 10,892,144 | $ 10,892,676 | $ 11,004,366 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 20 | 20 | 20 | 20 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 20 | 20 | 20 | 20 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| Southeast Cass Sewer provides wastewater collection services to rural Cass County. Pursuant to an agreement, maintenance and monitoring of their infrastructure is provided by the City of Fargo. | The number of service connections decreases as additional land is annexed by the City of Fargo and services are converted to urban standards.<br><br>Southeast Cass Sewer provides budgetary resources needed to pay for their share of maintenance costs provided by the City. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Units Served | 225 | 205 | 195 |

# Southeast Cass Sewer

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 6,196 | $ - | $ - | $ - |
| Benefits | 1,268 | - | - | - |
| Other Services | - | 300 | 300 | 300 |
| Repairs and Maintenance | 16,862 | 1,500 | 1,500 | 1,500 |
| Rentals | - | - | - | - |
| Insurance | - | - | - | - |
| Communications | - | - | - | - |
| Advertising and Printing | - | - | - | - |
| Travel & Education | - | - | - | - |
| Energy | 18,459 | 12,250 | 12,250 | 12,863 |
| General Supplies | 24,977 | 21,500 | 21,500 | 21,500 |
| Major Supplies | - | - | - | - |
| Miscellaneous | - | 13,000 | 13,000 | 13,000 |
| Capital Outlay | - | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | - | - | - | - |
| **TOTAL** | $ 67,762 | $ 48,550 | $ 48,550 | $ 49,163 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Storm Sewer Utility collects, routes and discharges precipitation back into the river throughout the City. To achieve this, a complex series of conveyances including natural features, legal drains, inlets, underground pipes, lift stations and retention ponds are used.<br><br>The major services delivered include:<br>• Storm Water Management Program<br>o Public education and outreach<br>o Public participation and involvement<br>o Illicit discharge detection and elimination<br>o Construction site storm water runoff control<br>o Post-construction storm water management<br>o Pollution prevention and best management practices<br>• Floodplain Management<br>o Administer Flood Protection Incentive Program<br>o Administer Community Rating System<br>o Design and construct flood protection projects<br>o Administer floodplain development permits<br>o Provide flood map information<br>▪ Oversee status of map changes<br>▪ Letters of map amendments<br>o Establish required minimum build elevations<br>o Determine/verify building elevations<br>o Provide elevation certificates<br>o Enforce floodway and river setback ordinance<br>o Maintain list of flood prone properties<br>• Storm Sewer Design and Construction<br>o Site plan reviews<br>• Storm Sewer Maintenance<br>o Keep record of existing lift stations<br>o Track private connections to the storm sewer system | • The City's fast-paced growth has resulted in high levels of site plan submittals and letters of map amendments. Significant staff time is needed to review these.<br><br>• A 2014 change to the floodproofing construction policy has resulted in more staff time to ensure compliance.<br><br>• The anticipated 2015 adoption of the preliminary Flood Insurance Study will require outreach to our residents and updates to our ordinances. An increase in development permits to be issued for activities in the floodplain is also expected.<br><br>• This new map comes when there are significant changes occurring to the National Flood Insurance Program.<br><br>• A 2015 CRS audit to determine if our Class 7 rating is being met. A future goal is to achieve a Class 6 rating.<br><br>• A master planning study for future storm trunk lines, storm sewer lift stations and flood protection options are expected to be completed in 2014. This will be beneficial in the future planning of new developments in the southwest quadrant of the City.<br><br>• A number of lift stations are being added or reconstructed due to new developments and flood protection projects. There are 12 lift stations that are either under construction/reconstruction, being designed, or planned.<br><br>• The implementation of the City-wide comprehensive plan is continuing. This year Fargo has been creating projects in areas where 2013 buyouts occurred. The planning for 2015 projects will begin in August. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Stormwater Violations | 243 | 450 | 450 |
| Setback/Floodplain Violations | 5 | 2 | New maps - unknown |
| Stormwater Permits Issued | 585 | 400 | 400-500 |
| Resident Calls | 278 | 350 | New maps – significantly more |
| Elevation Requests & Certificates | 139 | 200 | 200 |
| Number of Lift Stations | 74 | 75 | 75 |

# Storm Sewer

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 373,367 | $ 398,013 | $ 398,013 | $ 412,405 |
| Benefits | 86,970 | 103,093 | 103,093 | 97,402 |
| Other Services | 63,137 | 119,567 | 119,567 | 118,863 |
| Repairs and Maintenance | 48,470 | 47,000 | 47,000 | 60,000 |
| Rentals | - | - | - | - |
| Insurance | 12,617 | 12,890 | 12,890 | 12,890 |
| Communications | 3,584 | 3,250 | 3,250 | 3,250 |
| Advertising and Printing | 2,860 | 3,700 | 3,700 | 3,700 |
| Travel & Education | 3,337 | 15,225 | 15,225 | 15,475 |
| Energy | 139,676 | 183,762 | 183,459 | 153,459 |
| General Supplies | 6,161 | 6,600 | 6,600 | 6,600 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 4,873 | 5,220 | 5,220 | 5,220 |
| Capital Outlay | 29,549 | 41,600 | 41,600 | 498,275 |
| Debt Service | 123,246 | - | - | - |
| Transfers | 407,784 | 595,000 | 595,000 | 610,000 |
| **TOTAL** | $ 1,305,631 | $ 1,534,920 | $ 1,534,617 | $ 1,997,539 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 5 | 5 | 5 | 5 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 5 | 5 | 5 | 5 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The City of Fargo Vector Control program focuses on the widespread prevention of mosquitoes. Through aggressive adulticide management, along with the use of both truck and aerial ULV applications, the Vector Control program has been successful in providing the residents of Fargo relief from the pesky bite of the northern mosquito.<br><br>Integrated mosquito management methods employed by the City's Vector Control program have been specifically tailored to safely counteract each stage of the mosquito life cycle. Larval control through water management and source reduction is a prudent pest management alternative, as is the use of the environmentally friendly EPA-registered larvicides.<br><br>Without the Vector Control program within the City of Fargo we would see:<br><br>• Parents having to console their child as they attempt to fall asleep with 30 fresh mosquito bites from playing in the backyard for 15 minutes earlier in the evening.<br><br>• Residents having to stay indoors on glorious, warm, balmy evenings; constantly lathering up with sticky repellents; or wearing long-sleeves and long pants during hot weather. | • Through the expansion of neighborhood developments, along with the growth of the City's extraterritorial limits, the Vector Control program will need to increase efforts on standing water pretreatments.<br><br>• The infectious West Nile Virus is a growing concern, as nationwide human infections are on the rise.<br><br>• With more conscious mosquito efforts taking place by other communities, resources needed for aerial applications have become more difficult to schedule on a moment's notice. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| ULV Truck Applications | 8 | 8 | 8 |
| ULV Arial Aerial Applications | 3 | 4 | 4 |
| West Nile Cases – Cass County | 17 | YTD – 0 | Unknown |

# Vector Control

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ - | $ - | $ - | $ - |
| Benefits | - | - | - | - |
| Other Services | 343,399 | 466,439 | 466,439 | 450,304 |
| Repairs and Maintenance | 4,694 | 6,200 | 6,200 | 6,200 |
| Rentals | - | - | - | - |
| Insurance | 3,133 | 3,020 | 3,020 | 3,020 |
| Communications | - | - | - | - |
| Advertising and Printing | - | 2,536 | 2,536 | 2,536 |
| Travel & Education | - | - | - | - |
| Energy | 2,932 | 9,085 | 8,871 | 8,871 |
| General Supplies | 3,991 | 6,000 | 6,000 | 6,000 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 72,338 | 65,150 | 65,150 | 65,150 |
| Capital Outlay | 26,547 | - | - | - |
| Debt Service | - | - | - | - |
| Transfers | 123,000 | 123,360 | 123,360 | 204,000 |
| **TOTAL** | $ 580,034 | $ 681,790 | $ 681,576 | $ 746,081 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | - | - | - | - |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | - | - | - | - |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Street Lighting Department includes two Street Lighting Maintenance Electricians. The Department is jointly operated and managed as part of the City's Engineering Department. The Street Lighting Department is responsible for the following activities:<br><br>• Operation and maintenance of the City's street lighting system<br>• Scheduling and coordinating repairs utilizing contractors<br>• Meeting with suppliers on the latest trends in street lighting<br>• 2 full-time staff, both located at the Public Safety Building<br>• Maintain City owned street lights<br>• Coordinate, along with Xcel Energy and Cass County Electric Cooperative, the maintenance of over 1600 utility company owned street lights<br>• Maintain street light feed points<br>• Maintain underground wire | • Construction inflation costs continue to escalate in the economic climate of ND where work is plenty and contractors scarce.<br><br>• As the City continues to grow, there will be a need in the future for another FTE Maintenance Electrician to assist with maintaining the Citywide system.<br><br>• LED technology continues to be the new street light fixture of choice as Fargo continues to design and construct new roadways in town. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| City Owned Street Lights | 9,000 | 9,000 | 9,000 |
| Street Light Feed Points | 425 | 425 | 425 |
| Miles of Underground Wire | 400 | 400 | 400 |

# Street Lighting

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 133,858 | $ 144,368 | $ 144,368 | $ 145,648 |
| Benefits | 34,086 | 38,750 | 38,750 | 39,799 |
| Other Services | 8,069 | 18,900 | 18,900 | 18,900 |
| Repairs and Maintenance | 94,499 | 133,400 | 133,400 | 147,400 |
| Rentals | - | - | - | - |
| Insurance | 6,120 | 6,085 | 6,085 | 6,085 |
| Communications | 2,784 | 1,200 | 1,200 | 1,200 |
| Advertising and Printing | 17 | 50 | 50 | 50 |
| Travel & Education | 171 | 2,525 | 2,525 | 2,525 |
| Energy | 1,105,276 | 1,112,000 | 1,111,806 | 1,166,806 |
| General Supplies | 46,833 | 65,364 | 65,364 | 65,364 |
| Major Supplies | - | - | - | - |
| Miscellaneous | (2,231) | 800 | 800 | 800 |
| Capital Outlay | - | 100,000 | 100,000 | - |
| Debt Service | - | - | - | - |
| Transfers | 240,000 | 200,000 | 200,000 | 252,000 |
| **TOTAL** | $ 1,669,482 | $ 1,823,442 | $ 1,823,248 | $ 1,846,577 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 2 | 2 | 2 | 2 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 2 | 2 | 2 | 2 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Division of Solid Waste is responsible for managing and directing all aspects of waste collection, disposal, and recycling materials which occur in the City of Fargo (public and private).<br><br>Specifically, the Division provides solid waste services in the following areas:<br><br>• Administration<br>• Residential Collection<br>• Commercial Collection<br>• Roll-off Collection<br>• Municipal Solid Waste (MSW) Landfill – to include Renewable Energies<br>• Recycling<br>• Household Hazardous Waste | • Re-route Residential Collection - accommodate significant residential growth south of 52nd avenue area.<br><br>• Facility plan development – A review of all current Solid Waste operations and a thorough evaluation of options available to the City to address both short and long-term disposal needs.<br><br>• Reclamation and reuse of the former landfill – located on 150-acres directly east of the current landfill, utilized from 1950-1980. Reclamation would involve removal of the existing waste and placement in a newly constructed cell at the site. The intent would be for additional future landfill capacity and elimination of potential environmental liability due to off-site migration of contaminants.<br><br>• Renewable Energy Expansion – Expand the landfill gas collection system in filled areas of the current landfill and enhance existing usages, or explore additional renewable energy opportunities. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Residential Accounts | 23,295 | 24,875 | 26,455 |
| Commercial Accounts | 885 | 951 | 1,017 |
| Roll Off Activity (Pulls) | 2,951 | 3,246 | 3,571 |
| Landfill Tonnage | 210,132 | 217,667 | 211,503 |
| Facility Plan Development | 50% Complete | 90% Complete | 100% Complete |
| Old Landfill Reclamation | 5% Complete | 5% Complete | 10% Complete |
| Renewable Energy Expansion | NA | 20% Complete | 60% Complete |

# Solid Waste

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 2,615,059 | $ 2,788,897 | $ 2,788,897 | $ 2,820,966 |
| Benefits | 920,336 | 992,055 | 992,055 | 965,340 |
| Other Services | 995,378 | 914,144 | 914,144 | 931,102 |
| Repairs and Maintenance | 965,638 | 575,400 | 575,400 | 575,400 |
| Rentals | 38,996 | 838,308 | 838,308 | 950,408 |
| Insurance | 96,176 | 94,020 | 94,020 | 94,020 |
| Communications | 12,206 | 11,270 | 11,270 | 11,270 |
| Advertising and Printing | 11,266 | 24,450 | 24,450 | 24,450 |
| Travel & Education | 6,931 | 51,770 | 51,770 | 51,770 |
| Energy | 948,455 | 913,484 | 963,113 | 984,710 |
| General Supplies | 472,132 | 539,600 | 539,600 | 539,600 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 310,206 | 41,482 | 41,482 | 41,482 |
| Capital Outlay | 1,367,094 | 1,725,000 | 2,504,597 | 1,675,000 |
| Debt Service | 187,903 | 235,850 | 235,850 | 379,350 |
| Transfers | 2,613,686 | 2,180,000 | 2,180,000 | 2,390,000 |
| **TOTAL** | $ 11,561,462 | $ 11,925,730 | $ 12,754,956 | $ 12,434,868 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 50 | 50 | 50 | 50 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 50 | 50 | 50 | 50 |

Forestry

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Forestry Division works aggressively to promote and maintain a safe, healthy and continuously progressive urban forest for the benefit of all residents.<br><br>The major services delivered include:<br>• Street tree pruning and maintenance<br>• Insect and disease management<br>• Planting: in-house and contracted<br>• Residential Planting Assistance Program<br>• Removals and diversification<br>• Public education, workshops and presentations<br>• Volunteer coordination for forestry projects<br>• Annual risk assessment<br>• Respond to residential tree health requests<br>• Planting beds and small tree maintenance<br>• Residential Brush Chipping Program<br>• Annual Arbor Day celebration | • The preparation efforts for the arrival of Emerald Ash Borer continues. This includes aggressive diversification, in-fill of vacant street tree locations, contractor agreements, public education opportunities, and partnerships with the ND Dept. of Agriculture and the ND Forest Service. Currently there are approximately 16,000 ash street trees that make up about 30% of the entire population.<br><br>• In 2013, Dutch Elm Disease caused the removal of 303 elm trees. It is anticipated that 2014 will be approximately the same.<br><br>• Land Development Code requires that street trees be planted. Enforcement efforts are on-going in new residential areas.<br><br>• Median and enhanced landscaping requests are becoming increasingly common from developers and planning. Additional funds for either in-house or contracted staff will be necessary to keep up with required maintenance of these areas. Examples include 45th St S, 52nd Ave S, South University Dr and Veterans Boulevard. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Trees Pruned | 7,989 | 8,200 | 8,500 |
| Trees Planted | 2,008 | 1,800 | 2,500 |
| Trees Removed | 1,278 | 900 | 1,200 |
| Service Volunteers | 404 | 450 | 475 |

# Forestry

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 703,079 | $ 771,773 | $ 771,773 | $ 790,208 |
| Benefits | 199,526 | 230,222 | 230,222 | 238,254 |
| Other Services | 432,113 | 433,775 | 433,775 | 414,873 |
| Repairs and Maintenance | 33,969 | 36,000 | 36,000 | 45,000 |
| Rentals | 4,800 | 4,000 | 4,000 | 4,000 |
| Insurance | 11,168 | 11,940 | 11,940 | 11,940 |
| Communications | 2,312 | 2,500 | 2,500 | 2,500 |
| Advertising and Printing | 404 | 650 | 650 | 650 |
| Travel & Education | 12,624 | 15,150 | 15,150 | 18,450 |
| Energy | 51,238 | 74,349 | 71,828 | 71,828 |
| General Supplies | 52,787 | 54,300 | 54,300 | 54,300 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 5,908 | 9,100 | 9,100 | 9,100 |
| Capital Outlay | 82,641 | 215,000 | 215,000 | 255,000 |
| Debt Service | - | - | - | - |
| Transfers | 87,000 | 87,000 | 87,000 | 90,000 |
| **TOTAL** | $ 1,679,569 | $ 1,945,759 | $ 1,943,238 | $ 2,006,103 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 10 | 11 | 11 | 11 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 10 | 11 | 11 | 11 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The Municipal Airport Authority is a five-member board that was established to oversee airport activities and implementation of the airport master plan, and has since invested time and money into improvements to provide a safe and efficient airport.<br><br>The Municipal Airport Authority normally meets the 2nd and 4th Tuesday of each month in the boardroom at the terminal building.<br><br>Fargo's Hector International Airport provides the following services:<br><br>• Commercial air service to 11 markets, corporate, general and military aviation<br>• 24/7 FAA Air Traffic Control Tower; US Customs & Border Protection clearance; Foreign Trade Zone #267<br>• Fixed Base Operator Services for charter, aircraft fuel and maintenance<br>• Long term auto parking and car rental services | • There are ongoing issues regarding the timely availability of Federal funding via the Airport Improvement Program. These funds are used to pay for eligible airport improvement projects.<br><br>• Mergers in the airline industry have resulted in fewer airline options to provide service.<br><br>• The industry is experiencing a pilot shortage that will have a significant impact on service to small communities unless the federal government reverses recent changes to pilot qualification requirements.<br><br>• There is a need to increase State funding for North Dakota airports during the next biennium. Progress was made during the last session.<br><br>• The Airport Authority is in the process of updating the Airport Master Plan and Airport Layout Plan.<br><br>• The Airport Authority will assume Aircraft Rescue and Firefighting functions effective October 1, 2014. The services had been provided by the ND Air National Guard since 1972. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Enplaned Passengers | 403,945 | 440,000 | 450,000 |
| Aircraft operations | 80,438 | 81,000 | 81,600 |

# Fargo Airport Authority

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 929,944 | $ 1,026,586 | $ 1,026,586 | $ 1,632,152 |
| Benefits | 332,302 | 312,662 | 312,662 | 415,143 |
| Other Services | 1,967,956 | 2,045,200 | 2,045,200 | 3,597,397 |
| Repairs and Maintenance | 342,103 | 340,500 | 340,500 | 411,000 |
| Rentals | - | 1,000 | 1,000 | 1,000 |
| Insurance | 76,663 | 102,300 | 102,300 | 104,300 |
| Communications | 2,925 | 11,600 | 11,600 | 13,600 |
| Advertising and Printing | 259,500 | 239,450 | 239,450 | 239,450 |
| Travel & Education | 39,905 | 46,700 | 46,700 | 59,700 |
| Energy | 500,127 | 514,000 | 514,000 | 659,000 |
| General Supplies | 174,749 | 204,900 | 204,900 | 222,600 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 13,305 | 21,600 | 21,600 | 31,800 |
| Capital Outlay | 3,945,064 | 3,762,000 | 3,762,000 | 23,492,525 |
| Debt Service | 293,656 | 703,931 | 703,931 | 1,482,813 |
| Transfers | 2,433,070 | 1,500,000 | 1,500,000 | 1,472,813 |
| **TOTAL** | $ 11,311,269 | $ 10,832,429 | $ 10,832,429 | $ 33,835,293 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 16 | 16 | 26 | 26 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 16 | 16 | 26 | 26 |

| Description of Service Provided | Current or Emerging Issues |
|---|---|
| The FARGODOME is a City-owned 19,000 seat indoor entertainment arena. The venue is governed by the seven-member Fargo Dome Authority (FDA) who are appointed by the Fargo City Commission from nominations from the City of Fargo (2), NDSU (2), the Fargo Park Board (1), the Fargo School Board (1) and the Cass County Commission (1). The FDA contracts with Global Spectrum, LLP to manage the FARGODOME.<br><br>The FARGODOME is a multi-purpose facility. Events generally fall into one of the following categories:<br><br>• Concerts<br>• NDSU Football<br>• Family Shows<br>• Theatre Shows<br>• Trade Shows<br>• Festivals<br>• Amateur Sports<br>• Convention/Miscellaneous<br>• Professional Sports<br>• Motorsports<br>• Meeting Rooms | • Management and the FDA strive to keep the FARGODOME efficient, modern and relevant through annual capital upgrades funded by the FARGODOME's escrow account.<br><br>• Throughout its 20+ year history, the FARGODOME facility, staff and the community have developed a strong reputation within the concert industry. Promoters know that the building will accommodate their exact specifications, staff will be attentive to their show and patron needs, and the region will purchase tickets. That said, entertainment venues are at the mercy of the often cyclical concert touring business: which artists are touring, what genres are being represented, how does the geographical routing lineup, etc.<br><br>• The FARGODOME maintains a solid lineup of recurring events, including primary tenant national champion NDSU football, trade shows, family shows, Gate City Bank Broadway series, Happy Harry's Ribfest, motorsports and amateur sporting events.<br><br>• Since the Fargodome relies on 400+ part-time employees, the challenge is to attract and retain part-time staff in Fargo's low unemployment environment. |

**Operational Measures**

| Description | 2013 Actual | 2014 Expected | 2015 Projected |
|---|---|---|---|
| Net Operating Income | $189,030 | $321,582 | $87,276 |
| Event Attendance | 539,285 | 487,202 | 493,250 |
| Event Days | 99 | 86 | 92 |
| Gross Ticket Revenues | $5,350,446 | $9,013,635 | $4,948,150 |
| Gross Concessions Rev | $2,022,179 | $2,185,336 | $1,750,305 |

# FARGODOME

| Expenditures | 2013 Actual | 2014 Approved Budget | 2014 Revised Budget | 2015 Proposed Budget |
|---|---|---|---|---|
| Salaries | $ 2,262,392 | $ 2,256,307 | $ 2,256,307 | $ 2,421,647 |
| Benefits | - | - | - | - |
| Other Services | 476,940 | 199,047 | 199,047 | 206,561 |
| Repairs and Maintenance | 13,013 | 2,400 | 2,400 | 4,500 |
| Rentals | - | - | - | - |
| Insurance | 222,801 | 218,000 | 218,000 | 232,000 |
| Communications | 26,864 | 28,800 | 28,800 | 28,800 |
| Advertising and Printing | 37,104 | 305,918 | 305,918 | 288,718 |
| Travel & Education | 32,518 | 38,615 | 38,615 | 38,985 |
| Energy | - | - | - | - |
| General Supplies | 336,105 | 19,000 | 19,000 | 19,900 |
| Major Supplies | - | - | - | - |
| Miscellaneous | 1,957,948 | 1,598,709 | 1,598,709 | 1,718,355 |
| Capital Outlay | - | 981,750 | 981,750 | 1,161,750 |
| Debt Service | 165,274 | 1,208,368 | 1,208,368 | 1,208,368 |
| Transfers | 2,286,506 | 1,533,000 | 1,533,000 | 2,420,118 |
| **TOTAL** | $ 7,817,465 | $ 8,389,914 | $ 8,389,914 | $ 9,749,702 |

| Authorized Positions | 2013 Actual | 2014 Approved | 2014 Revised | 2015 Proposed |
|---|---|---|---|---|
| Full Time Employees | 20 | 21 | 21 | 21 |
| Part Time Benefited | - | - | - | - |
| Contracted Employees | - | - | - | - |
| **TOTAL** | 20 | 21 | 21 | 21 |

| Fund Description | Fiscal Trends and Comments |
| --- | --- |
| A defined benefit pension option is offered to all full-time employees of the City.<br><br>Currently, the City administers two plans and has employee membership in two other plans that are maintained by other agencies.<br><br>The pension plans includes:<br><br>City Employee<br>Police<br>Fire Relief<br>North Dakota Public Employee Retirement System<br><br>The Board of City Commissioners have administrative control over the City Employee and Police pension systems, while the Fire Relief and the NDPERS is maintained by other governmental bodies.<br><br>Operational oversight for City-administered plans is done by a Pension Board.<br><br>In addition to defined benefit pension plans, voluntary employee elective contributions can be made to Section 457 deferred compensation plans. These plans allow employees to save for retirement on a pre-tax basis. | • A defined benefit pension funding policy was adopted in 2012 that increased employee and employer contributions to sustainable levels with the goal of fully funding the actuarial determined contribution (ADC) by FY 2018.<br><br>• Investment returns on plan assets have improved significantly since 2008.<br><br>• Funding levels are rising as a result of an improved funding policy and positive investment results.<br><br>• The City Employee and Police Pension plans have achieved the goal of fully funding the ADC as of FY 2013.<br><br>• A multi-year amortization period will be needed to maintain a 100% funded status with current contribution levels for all plans that are offered to employees.<br><br>• Governmental Accounting Standards Board Statements No. 67 and 68 will be implemented in 2016 as required. This will increase the financial transparency for pension fund assets and liabilities. |

## City of Fargo
## Pension Trust Funds Revenue Analysis 2014 vs. 2015

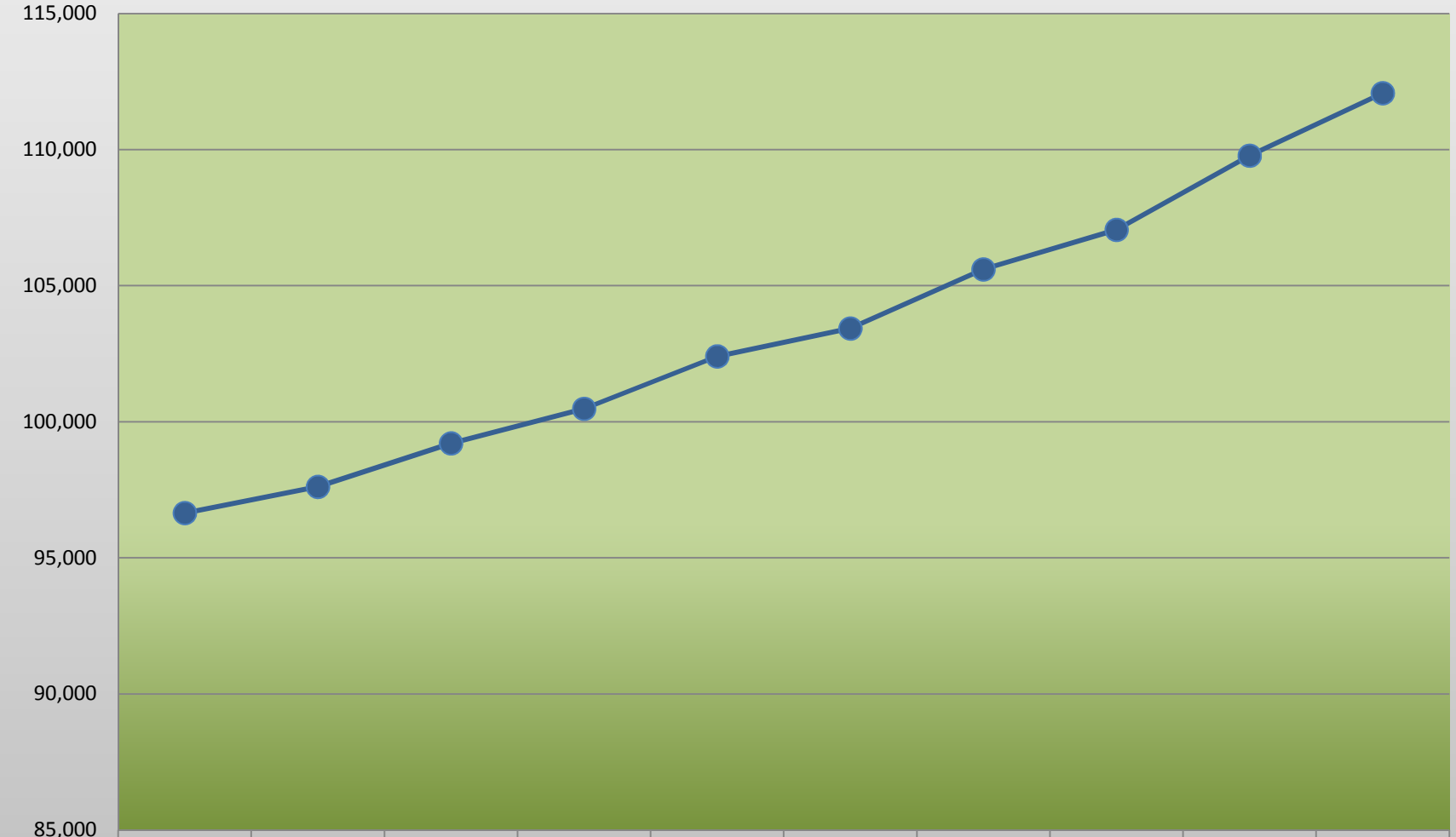
| Plans Administered | 2014 Approved Budget | 2015 Preliminary Budget |
|---|---|---|
| **City Employees Pension: (Closed Membership)** | | |
| Investment Income | $ 2,700,000 | $ 2,951,000 |
| City - Employer Normal Contribution | 920,000 | 889,000 |
| Park - Employer Normal Contribution | 96,000 | 96,000 |
| City Supplemental ARC Contribution | 889,000 | 889,000 |
| Fargo Parks Supplemental ARC Contribution | 120,000 | 120,000 |
| City Employee Contribution | 560,000 | 533,000 |
| Park Employee Contribution | 110,000 | 113,000 |
| **Total City Employee Pension** | **5,395,000** | **5,591,000** |
| **Police Pension: (Open Membership)** | | |
| Investment Income | 3,000,000 | 3,496,000 |
| Employer Normal Contribution | 1,484,000 | 1,519,000 |
| Employer Supplemental ARC Contribution | 1,103,000 | 1,103,000 |
| Employee Contribution | 1,023,000 | 1,066,000 |
| **Total Police Pension** | **6,610,000** | **7,184,000** |
| | | |
| **Total City Administrated Plans** | **$ 12,005,000** | **$ 12,775,000** |

## City of Fargo
## Pension Trust Funds Expenditure Analysis 2014 vs. 2015

| Plans Administered | 2014 Approved Budget | 2015 Preliminary Budget |
|---|---|---|
| **City Employees Pension:** | | |
| Plan Administration | $ 160,000 | $ 220,000 |
| Plan Benefits | 2,375,000 | 2,525,000 |
| **Total City Employee Pension** | **2,535,000** | **2,745,000** |
| **Police Pension:** | | |
| Plan Administration | 376,000 | 385,000 |
| Plan Benefits | 2,800,000 | 3,136,000 |
| **Total Police Pension** | **3,176,000** | **3,521,000** |
| | | |
| **Total Pension Funds** | **$ 5,711,000** | **$ 6,266,000** |

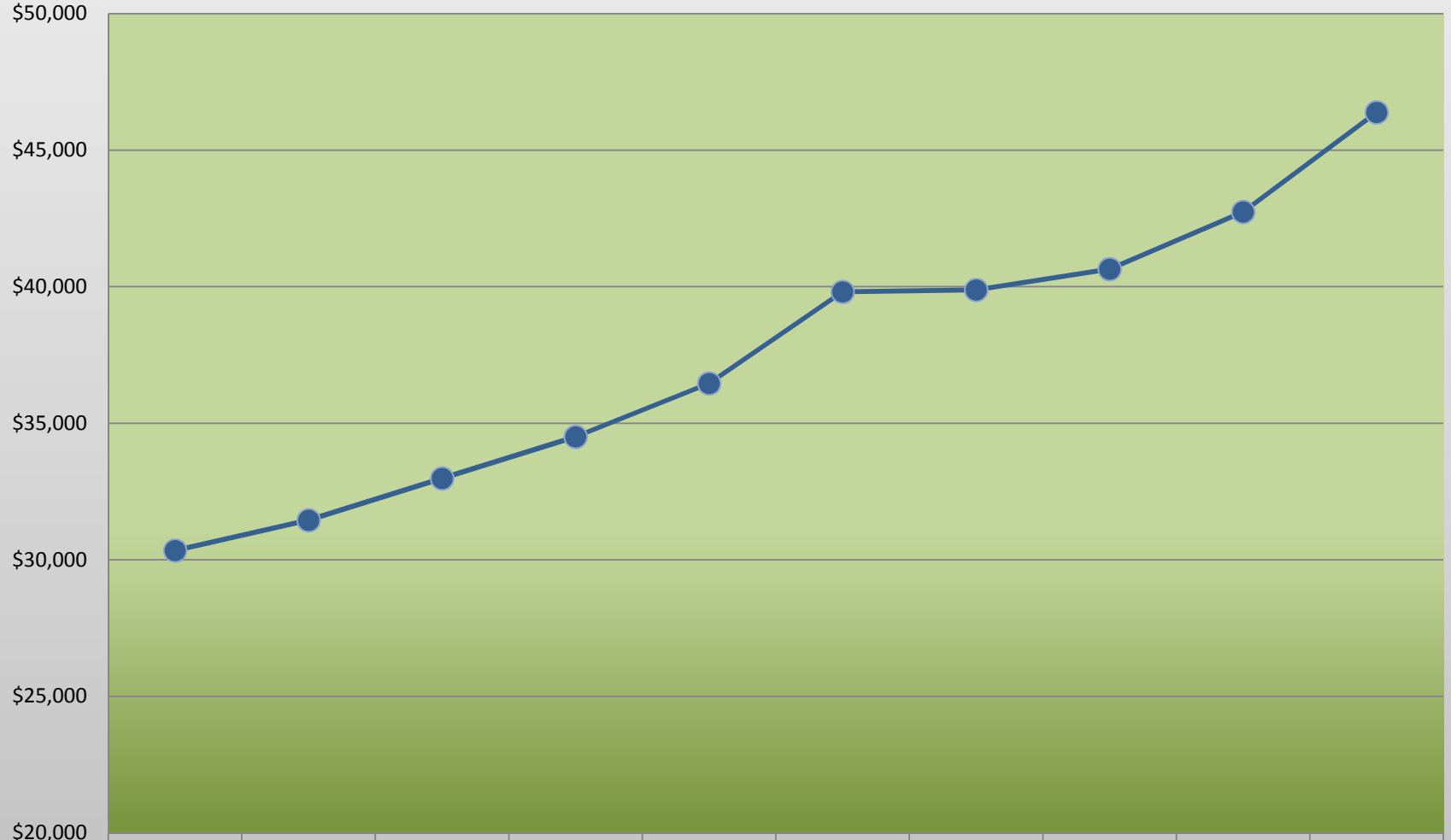
| Importance of Statistical Data | Statistical Trend Data |
|---|---|
| The goal of the statistical section of the budget is to provide a context for understanding decisions incorporated into the rest of the budget. Data is shown here or in other sections of the budget.<br><br>A more robust statistical section is contained in the Comprehensive Annual Financial Report which is posted on the City's Web site: www.cityoffargo.com<br><br>This section provides data that helps users understand our community, its long-term growth trends and ongoing expansion and some of the reasons that people choose to pick Fargo as a great place for work and to raise a family. | This section contains long-term trend data along with other significant data for the community.<br><br>• Population Trends<br>• Per Capita Income<br>• Labor Force<br>• Building Permit Values<br>• Property Value Trends<br>• Major Employers<br>• Maintenance of General Fund Balance<br>• Sales Tax Revenue<br>• State Intergovernmental Revenues |

# City of Fargo - Population



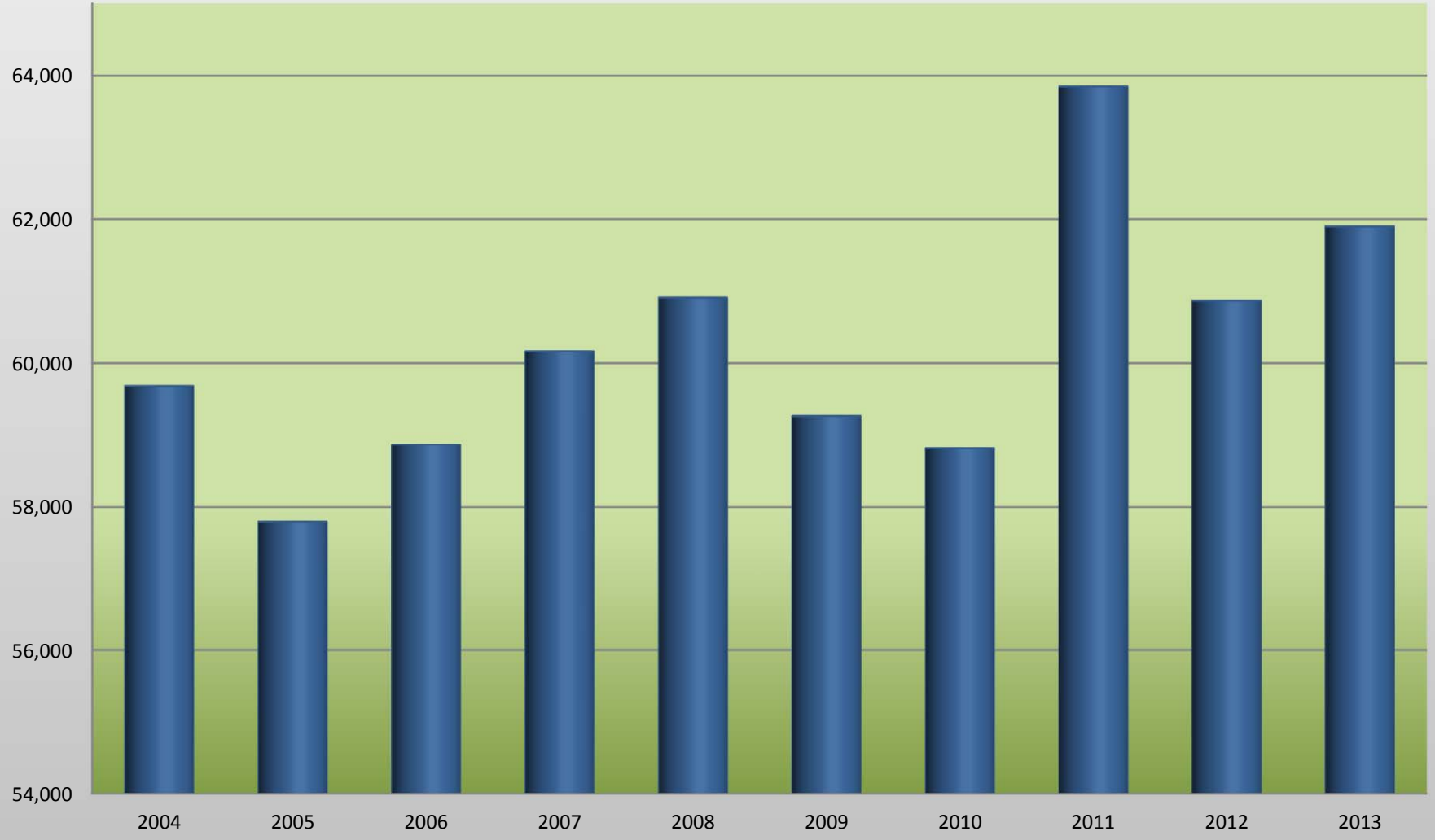

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|---|---|---|---|---|---|---|---|---|---|
| Population | 96,647 | 97,610 | 99,208 | 100,477 | 102,404 | 103,428 | 105,600 | 107,054 | 109,779 | 112,075 |
| % Increase | 1.7% | 1.0% | 1.6% | 1.3% | 1.9% | 1.0% | 2.1% | 1.4% | 2.5% | 2.1% |

# City of Fargo - Per Capita Personal Income

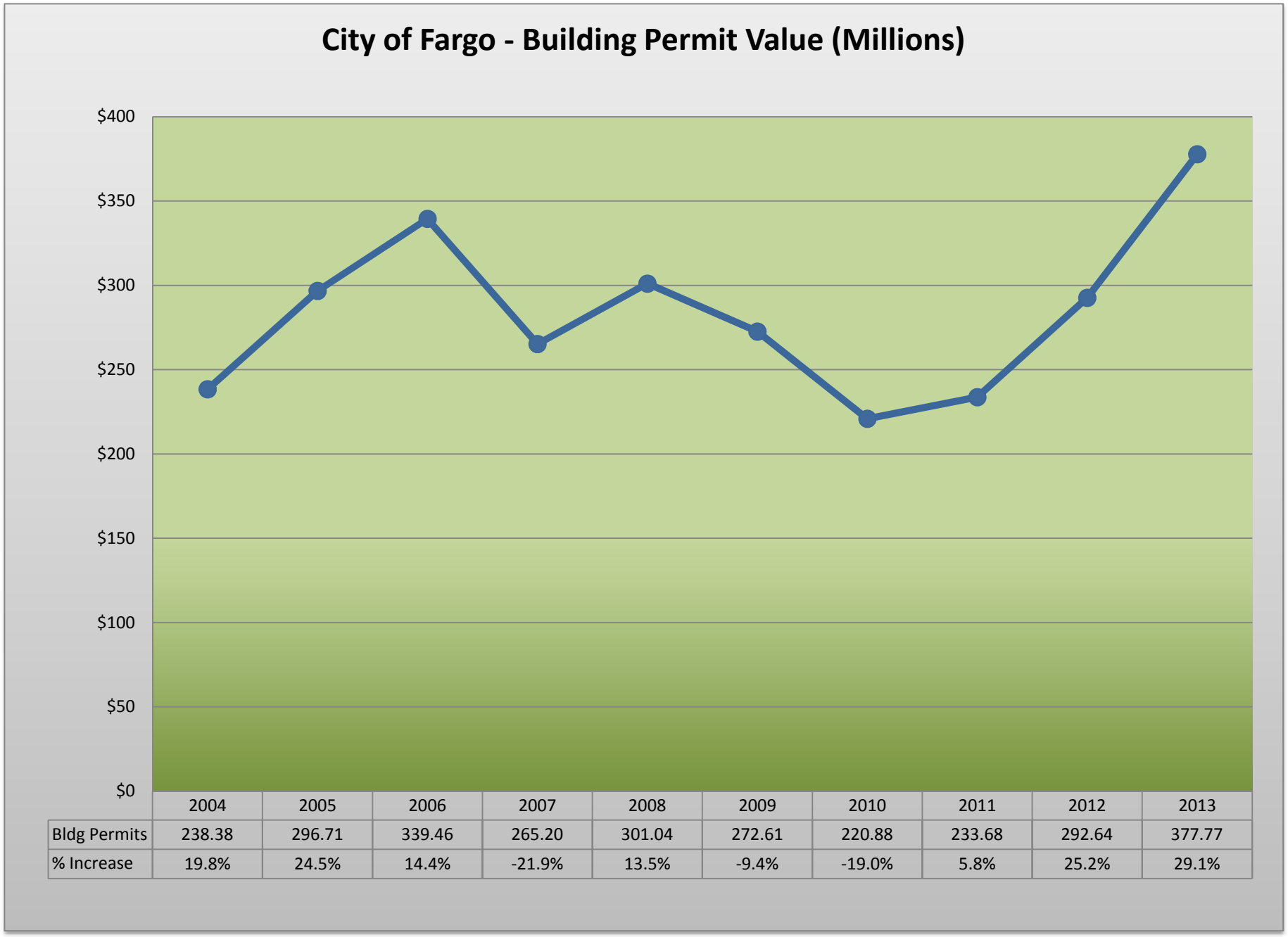



| | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|---|---|---|---|---|---|---|---|---|---|---|
| Personal Income | 30,341 | 31,450 | 32,981 | 34,505 | 36,459 | 39,812 | 39,883 | 40,644 | 42,740 | 46,384 |
| % Increase | 3.4% | 3.7% | 4.9% | 4.6% | 5.7% | 9.2% | 0.2% | 1.9% | 5.2% | 8.5% |

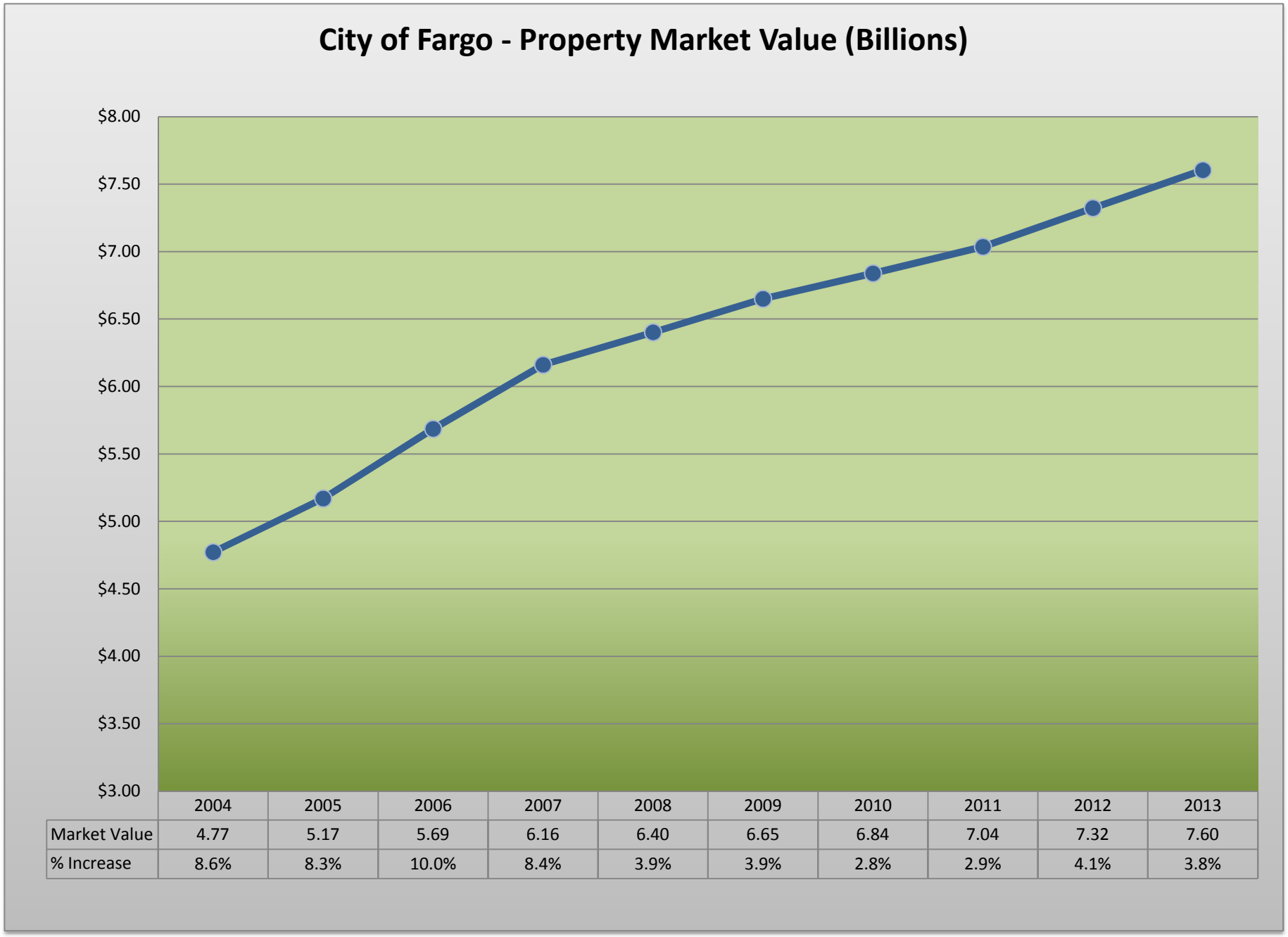
# City of Fargo - Labor Force



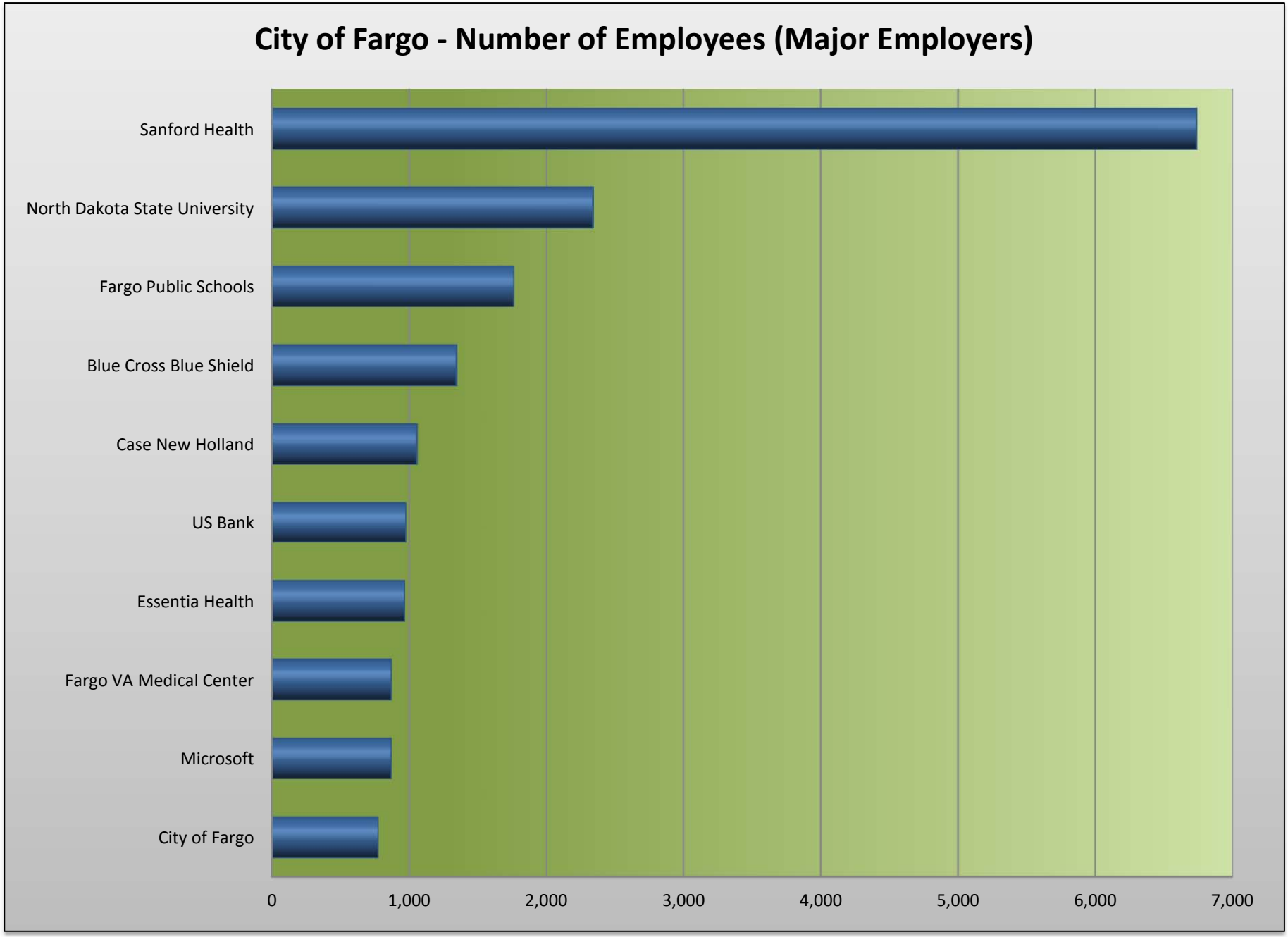

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|---|---|---|---|---|---|---|---|---|---|
| Labor Force | 59,682 | 57,779 | 58,867 | 60,159 | 60,909 | 59,265 | 58,817 | 63,842 | 60,869 | 61,896 |
| % Increase | 2.6% | -3.2% | 1.9% | 2.2% | 1.2% | -2.7% | -0.8% | 8.5% | -4.7% | 1.7% |

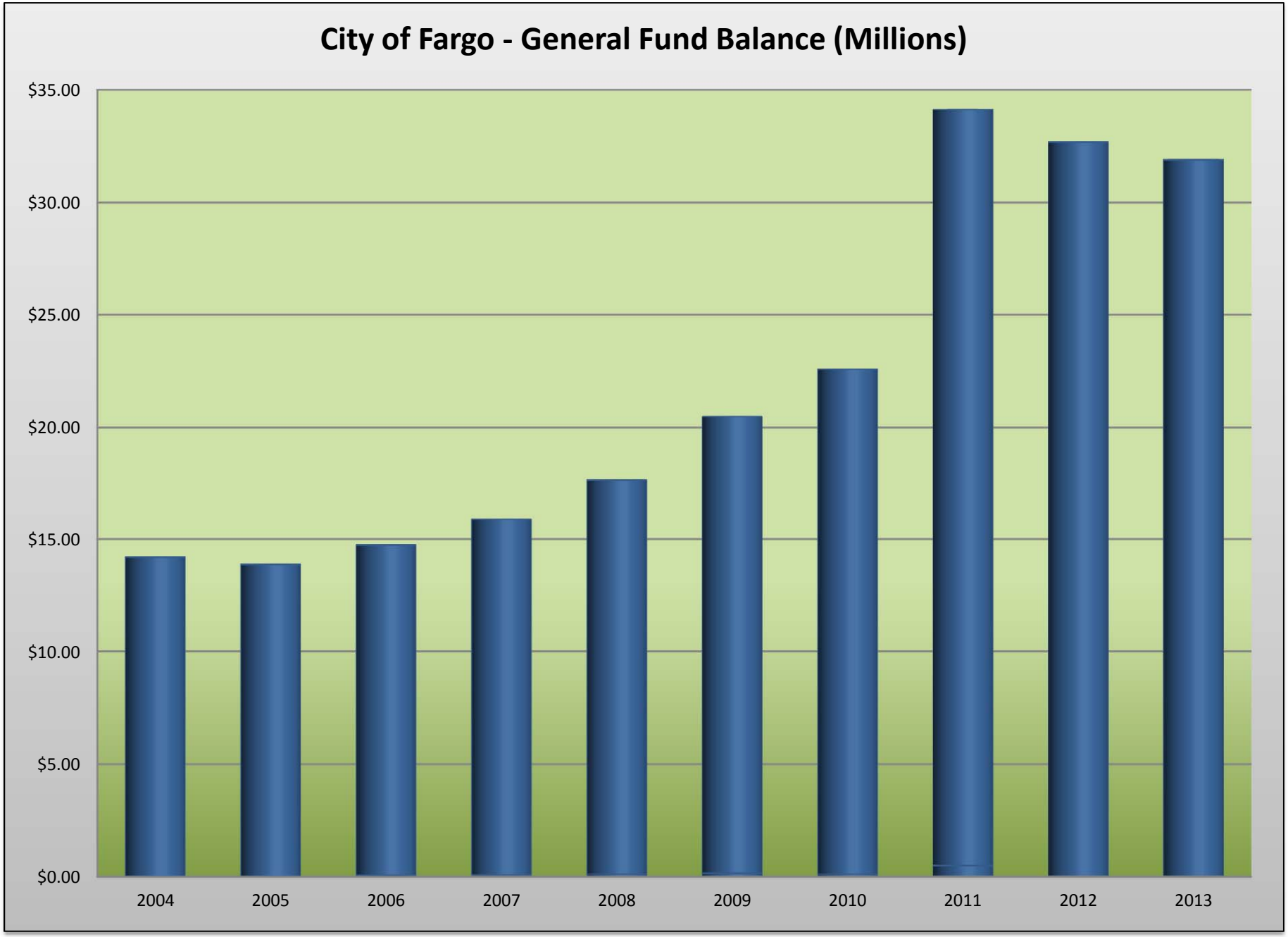


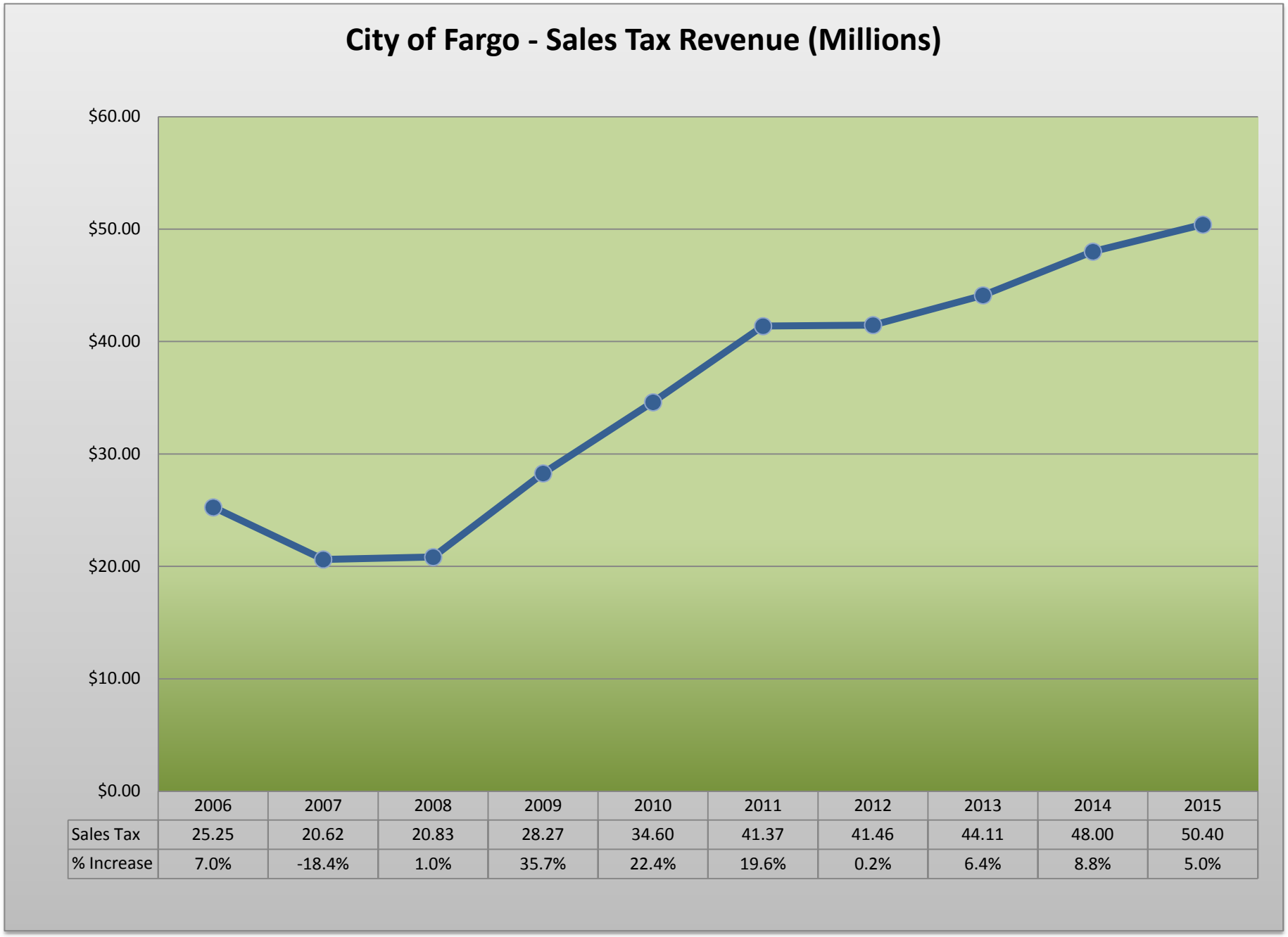

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|---|---|---|---|---|---|---|---|---|---|
| Bldg Permits | 238.38 | 296.71 | 339.46 | 265.20 | 301.04 | 272.61 | 220.88 | 233.68 | 292.64 | 377.77 |
| % Increase | 19.8% | 24.5% | 14.4% | -21.9% | 13.5% | -9.4% | -19.0% | 5.8% | 25.2% | 29.1% |



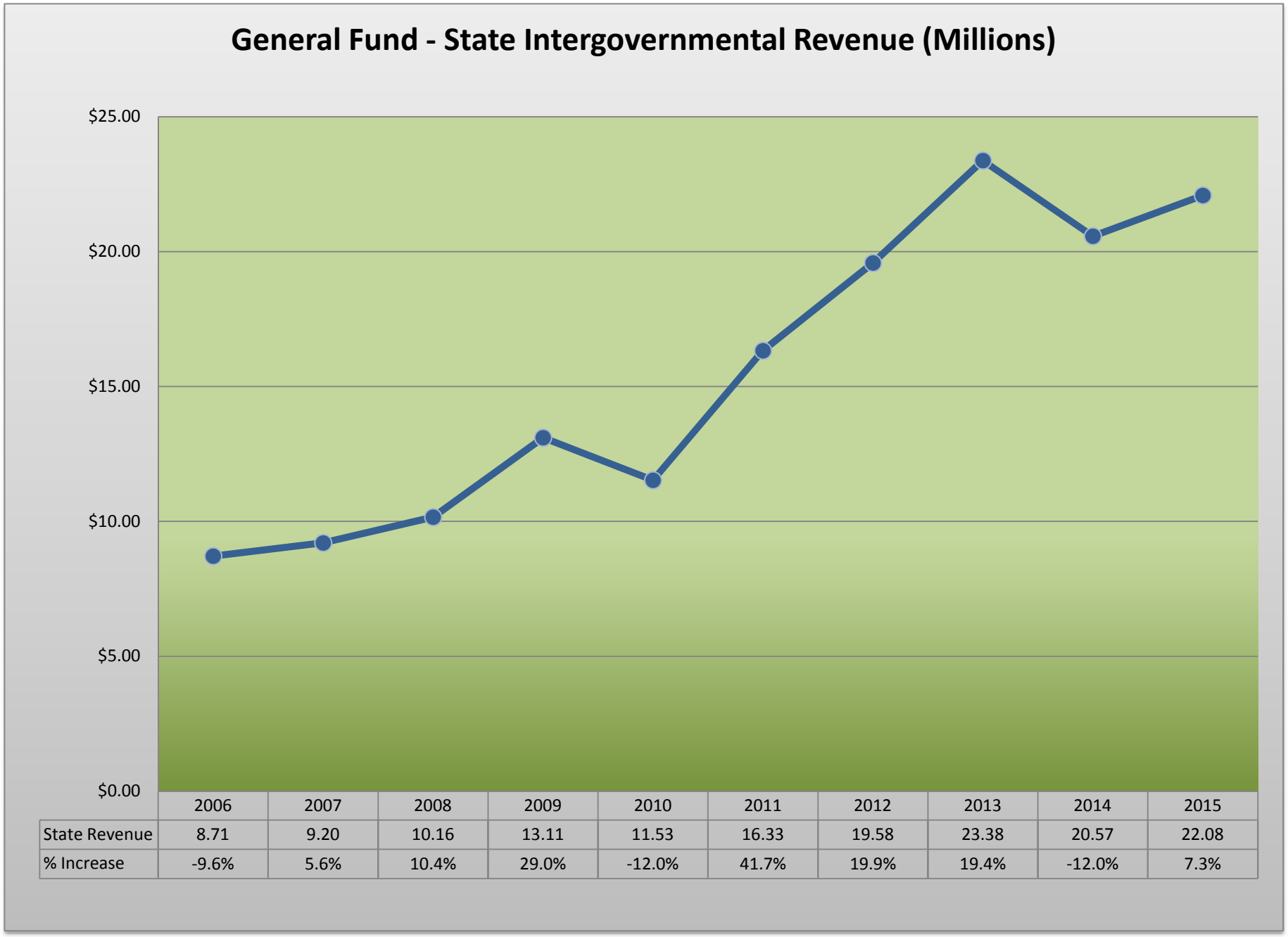

| | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|---|---|---|---|---|---|---|---|---|---|
| Market Value | 4.77 | 5.17 | 5.69 | 6.16 | 6.40 | 6.65 | 6.84 | 7.04 | 7.32 | 7.60 |
| % Increase | 8.6% | 8.3% | 10.0% | 8.4% | 3.9% | 3.9% | 2.8% | 2.9% | 4.1% | 3.8% |


City of Fargo - Number of Employees (Major Employers)
Sanford Health
North Dakota State University
Fargo Public Schools
Blue Cross Blue Shield
Case New Holland
US Bank
Essentia Health
Fargo VA Medical Center
Microsoft
City of Fargo
0
1,000
2,000
3,000
4,000
5,000
6,000
7,000


City of Fargo - General Fund Balance (Millions)
$35.00
$30.00
$25.00
$20.00
$15.00
$10.00
$5.00
$0.00
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013




| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|---|---|---|---|---|
| Sales Tax | 25.25 | 20.62 | 20.83 | 28.27 | 34.60 | 41.37 | 41.46 | 44.11 | 48.00 | 50.40 |
| % Increase | 7.0% | -18.4% | 1.0% | 35.7% | 22.4% | 19.6% | 0.2% | 6.4% | 8.8% | 5.0% |




| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---|---|---|---|---|---|---|---|---|---|---|
| State Revenue | 8.71 | 9.20 | 10.16 | 13.11 | 11.53 | 16.33 | 19.58 | 23.38 | 20.57 | 22.08 |
| % Increase | -9.6% | 5.6% | 10.4% | 29.0% | -12.0% | 41.7% | 19.9% | 19.4% | -12.0% | 7.3% |

# CITY OF FARGO, NORTH DAKOTA
# CAPITAL OUTLAY REQUESTS FOR 2015

| DEPARTMENT | ACCOUNT NUMBER | DESCRIPTION OF REQUEST | AMOUNT REQUESTED | DIVISIONAL TOTALS | 2015 PROPOSED FUNDING |
|---|---|---|---|---|---|
| **GENERAL FUND** | | | | | |
| **CAPITAL REQUESTS** | | | | | |
| Human Resources | 101-8550-510.77-18 | Job Application System | $ 30,000 | | |
| | 101-8550-510.77-18 | Computer Equipment | 5,000 | $ 35,000 | $ 5,000 |
| City Auditor | 101-8550-510.77-01 | Cognos Software | 10,000 | | |
| | 101-8550-510.77-01 | Unified cash receipts posting software | 60,000 | 70,000 | - |
| Assessor | 101-8550-510-77-03 | Vanguard Appraisal System | 68,500 | | |
| | 101-8550-510-77-03 | Pictrometery Imagery Data | 46,000 | 114,500 | 68,000 |
| Buildings & Grounds | 101-8550-510-77-04 | Replace City Hall/Civic Center Cooling Tower Holding Tank | 21,750 | | |
| | 101-8550-510-77-04 | Replace Caulking at PD, Civic Center, and Main Liibrary | 13,275 | | |
| | 101-8550-510-77-04 | Replace 2 Circulating Pumps in PD HVAC System | 12,300 | | |
| | 101-8550-510-77-04 | Metasys Updates Required at 5 Buildings | 52,956 | 100,281 | 75,000 |
| Engineering | 101-8550-510-77-09 | Furnishings and Copier for new survey offices | 52,000 | | |
| | 101-8550-510-77-09 | 5 Survey controllers ($6,500 ea) | 32,500 | | |
| | 101-8550-510-77-09 | 2 GPS receivers ($23,000 ea) | 46,000 | | |
| | 101-8550-510-77-09 | Storage racking record room | 2,100 | | |
| | 101-8550-510-77-09 | Record conversion yearly maintenance | 5,000 | | |
| | 101-8550-510-77-09 | Furniture - retrofitting spaces | 10,000 | | |
| | 101-8550-510-77-09 | 10 Chairs ($500 ea) | 5,000 | | |
| | 101-8550-510-77-09 | Velobind electric binder | 2,000 | | |
| | 101-8550-510-77-09 | Metal Locators ($800 ea) | 1,600 | | |
| | 101-8550-510-77-09 | Software upgrades | 6,200 | 162,400 | 100,000 |
| Traffic Engineering | 101-8550-510.77-25 | Replacement program for Traffic Signal Controllers | 50,000 | | |
| | 101-8550-510.77-25 | Accessories for sign truck (2014 budget rollover) | 50,000 | | |
| | 101-8550-510.77-25 | Computer, software, office supplies | 5,000 | 105,000 | 43,000 |
| Street Department | 101-8550-510-77-10 | Permanent conveying system @ salt facility | 180,000 | | |
| | 101-8550-510-77-10 | South Side salt/sand fabric storage structure | 342,000 | | |
| | 101-8550-510-77-10 | Snow Storage Facility | 2,256,220 | | |
| | 101-8550-510-77-10 | Wheel Loader | 225,000 | | |
| | 101-8550-510-77-10 | Wheel lLoader Snow Plow | 36,000 | | |
| | 101-8550-510-77-10 | Motor Grader | 260,000 | | |
| | 101-8550-510-77-10 | Toro Groundsmaster 16' mower | 98,880 | | |
| | 101-8550-510-77-10 | Street Sweeper | 228,000 | | |
| | 101-8550-510-77-10 | Ipads (4) | 2,000 | 3,628,100 | 600,000 |
| Central Garage | 101-8550-510-77-11 | HVAC system upgrade (Central Garage Share) | 13,111 | | |
| | 101-8550-510-77-11 | Replace cement - Drive through lane | 60,000 | | |
| | 101-8550-510-77-11 | Lighting upgrade | 28,000 | | |
| | 101-8550-510-77-11 | Building camera system | 46,000 | 147,111 | 70,000 |
| Fire | 101-8550-510-77-13 | Fire Station #1 Remodel | 2,000,000 | | |
| | 101-8550-510-77-13 | Repairs to Fire Training Burn Building | 25,000 | | |
| | 101-8550-510-77-13 | Land Purchase for Fire Station #8 | 100,000 | | |
| | 101-8550-510-77-13 | Architectural Design of Fire Station #8 | 250,000 | | |
| | 101-8550-510-77-13 | Concrete Replacement at Fire Stations | 25,000 | | |
| | 101-8550-510-77-13 | Fire Truck Equipment | 100,000 | | |
| | 101-8550-510-77-13 | Body Armor | 25,000 | 2,525,000 | 140,000 |
| Police | 101-8550-510-77-14 | Two Squad cars and equipment | 120,000 | | |
| | 101-8550-510-77-14 | Carpet and paint upgrade for downtown station | 25,000 | 145,000 | - |
| Health Department | 101-8550-510-77-15 | File Cabinets | 1,000 | | |
| | 101-8550-510-77-15 | Microscope | 2,500 | | |
| | 101-8550-510-77-15 | Office Furniture | 10,000 | 13,500 | - |
| Library | 101-8550-510-77-16 | Integrated Library System Replacement | 120,000 | 120,000 | - |
| Street Rehabilitation | 101-8550-510-77-22 | Street Repair / Reconstruction Project Funding | 4,000,000 | 4,000,000 | 4,000,000 |
| Outdoor Warning Sirens | 101-8550-510-77-27 | Outdoor Warning Sires - 4 New Sirens and 4 Repaired Sirens | 200,000 | | |
| | 101-8550-510-77-27 | Warning Siren Testing Software | 100,000 | 300,000 | 130,000 |
| IS | 101-8552-510-76-22 | Lifecycle - Computers | 130,000 | | |
| | 101-8552-510-76-22 | Lifecycle - Infrastructure | 166,000 | | |
| | 101-8552-510-76-22 | Lifecycle - Software | 70,000 | | |
| | 101-8552-510-76-22 | CVS Build-out (Health & Police) | 42,000 | | |
| | 101-8552-510-76-22 | Gladys Ray Security System | 30,000 | | |
| | 101-8552-510-76-22 | Infrastructure Growth (servers/storage) | 66,000 | | |
| | 101-8552-510-76-22 | Development - 311 | 40,000 | | |
| | 101-8552-510-76-22 | Development - Laserfiche | 80,000 | | |
| | 101-8552-510-76-22 | Development - Sharepoint | 60,000 | | |
| | 101-8552-510-76-22 | Development - Test environment | 50,000 | | |
| | 101-8552-510-76-22 | Library - ILS | 2,000 | | |
| | 101-8552-510-76-22 | PSB data center | 200,000 | | |
| | 101-8552-510-76-22 | Midco Inner-duct/fiber placement | 115,000 | | |
| | 101-8552-510-76-22 | Miscellaneous | 3,000 | 1,054,000 | 650,000 |
| Public Information | 101-8550-510-77-31 | Website Update | 60,000 | 60,000 | 60,000 |
| **TOTAL CAPITAL REQUESTS** | | | **12,544,892** | **12,544,892** | **5,941,000** |

## CITY OF FARGO, NORTH DAKOTA
## CAPITAL OUTLAY REQUESTS FOR 2015

| DEPARTMENT | ACCOUNT NUMBER | DESCRIPTION OF REQUEST | AMOUNT REQUESTED | DIVISIONAL TOTALS | 2015 PROPOSED FUNDING |
|---|---|---|---|---|---|
| **VEHICLE REPLACEMENTS** | | | | | |
| Street Department | 101-8551-510-78-06 | 2 Track Loaders | 10,000 | | |
| | 101-8551-510-78-06 | 2 Truck (Tandem) | 323,000 | | |
| | 101-8551-510-78-06 | Snow Blower (loader) | 194,000 | | |
| | 101-8551-510-78-06 | Aebi Slope Mower | 140,000 | | |
| | 101-8551-510-78-06 | 2 One Ton (dump) | 67,000 | | |
| | 101-8551-510-78-06 | Trackless | 120,000 | | |
| | 101-8551-510-78-06 | Mower - riding | 18,000 | 872,000 | 872,000 |
| Central Garage | 101-8551-510-78-07 | 2 Police sedans | 36,000 | | |
| | 101-8551-510-78-07 | 5 SUV/Trucks - Engineering | 125,000 | | |
| | 101-8551-510-78-07 | 4 SUV/Trucks - Motor pool | 100,000 | 261,000 | 261,000 |
| Fire | 101-8551-510-78-08 | Quint (1st of 3 yr lease) | 270,000 | | |
| | 101-8551-510-78-08 | 3/4 Ton pickup | 28,500 | 298,500 | 298,500 |
| Police | 101-8551-510-78-09 | 10 Patroll vehicles | 266,800 | 266,800 | 266,500 |
| **TOTAL VEHICLE REPLACEMENTS** | | | **1,698,300** | **1,698,300** | **1,698,000** |
| **TOTAL GENERAL FUND** | | | **$ 14,243,192** | **$ 14,243,192** | **$ 7,639,000** |
| **CAPITAL PROJECT FUNDS** | | | | | |
| **GIS Development** | 403-0520-409-74-11 | | $ 50,500 | | |
| | 403-0520-409-74-12 | | 12,000 | $ 62,500 | $ 62,500 |
| **GIS Development Fund** | | | **62,500** | **62,500** | **62,500** |
| **Transit Capital Equipment** | 404-2061-510.74-10 | Paratransit Bus Replacement | 65,000 | | |
| | 404-2061-510.74-10 | Fixed Route Bus Expansion (Hybrid) | 650,000 | | |
| | 404-2061-510.74-10 | GTC Deck - Renovation | 300,000 | | |
| | 404-2061-510.74-10 | Transit Garage - Fall Restraint System | 35,000 | 1,050,000 | 1,050,000 |
| **Transit Capital Equipment** | | | **1,050,000** | **1,050,000** | **1,050,000** |
| **Water - SRF & Sales Tax** | SRF Funded | Sheyenne Pump Station Improvements | 6,213,900 | | |
| | SRF Funded | Water Plant Expansion | 27,350,800 | 33,564,700 | 33,564,700 |
| | Sales Tax funded | Water Tower #3 Rehabilitation | 1,329,000 | | |
| | Sales Tax funded | Automated Meter Reading Pilot Study | 75,000 | | |
| | Sales Tax funded | Water Distribution System Flow Control | 350,000 | | |
| | Sales Tax funded | Water Tower Level Controls | 363,000 | | |
| | Sales Tax funded | Water Facilities R and R | 473,000 | | |
| | Sales Tax funded | Water System GIS | 89,000 | | |
| | Sales Tax funded | Planning/Master Plan Update | 150,000 | 2,829,000 | 2,829,000 |
| **Water Sales Tax Fund** | | | **36,393,700** | **36,393,700** | **36,393,700** |
| **WW - SRF & Sales Tax** | SRF Funded | WWTP Headworks | 4,250,000 | | |
| | SRF Funded | Primary Clarifier Improvements | 250,000 | | |
| | SRF Funded | BOD Trickling Filter Improvements | 821,333 | | |
| | SRF Funded | Secondary Digester Improvements | 730,500 | 6,051,833 | 6,051,833 |
| | Sales Tax Funded | WWTP Expansion PE Report | 260,000 | | |
| | Sales Tax Funded | Lift Station #1 I/I Improvements | 165,350 | | |
| | Sales Tax Funded | Lift Station #2 I/I Improvements | 171,000 | | |
| | Sales Tax Funded | Broadway Interceptor I/I Improvements | 421,079 | | |
| | Sales Tax Funded | Effluent Forcemain Improvements | 108,000 | | |
| | Sales Tax Funded | Lift Stations R and R | 363,000 | | |
| | Sales Tax Funded | Wastewater Facilities R and R | 300,000 | | |
| | Sales Tax Funded | Sewer Cleaning and Televising | 130,000 | | |
| | Sales Tax Funded | Wastewater System GIS | 86,000 | 2,004,429 | 2,004,429 |
| **Wastewater Sales Tax Fund** | | | **8,056,262** | **8,056,262** | **8,056,262** |
| **CAPITAL PROJECT FUNDS** | | | **$ 45,562,462** | **$ 45,562,462** | **$ 45,562,462** |

# CITY OF FARGO, NORTH DAKOTA
# CAPITAL OUTLAY REQUESTS FOR 2015

| DEPARTMENT | ACCOUNT NUMBER | DESCRIPTION OF REQUEST | AMOUNT REQUESTED | DIVISIONAL TOTALS | 2015 PROPOSED FUNDING |
|---|---|---|---|---|---|
| **PROPRIETARY FUNDS** | | | | | |
| **WATER** | | | | | |
| Water Treatment Plant | 501-3051-441.74-10 | Bromate Analyzer | $ 15,000 | | |
| | 501-3051-441.74-10 | Ozone Gas Flowmeters | 29,000 | | |
| | 501-3051-441.74-10 | Carbon Transfer Pump | 8,000 | | |
| | 501-3051-441.74-10 | Sludge Pump Replacement | 17,000 | | |
| | 501-3051-441.74-10 | Filter Influent Free Chlorine Analyzer | 8,000 | | |
| | 501-3051-441.74-10 | Actuators and Valves | 22,000 | | |
| | 501-3051-441.74-10 | Ambient Ozone Monitors | 14,000 | | |
| | 501-3051-441.74-10 | Supplemental Air Blowers | 9,000 | | |
| | 501-3051-441.74-10 | Influent Turbidity Analyzer | 4,000 | | |
| | 501-3051-441.74-10 | Chlorine/Ammonia Ambient Analyzers | 32,000 | | |
| | 501-3051-441.74-10 | HVAC Hardware Upgrade | 30,000 | | |
| | 501-3051-441.74-10 | Belt Press Machine Rehabilitation | 20,000 | | |
| | 501-3051-441.74-10 | Sludge Belts | 13,000 | | |
| | 501-3051-441.74-10 | Belt Press Rollers | 9,200 | $ 230,200 | $ 230,200 |
| Water Mains/Hydrants | 501-3052-441-74-10 | 1 1/2 Ton Fire Hydrant Maintenance Truck | 81,500 | | |
| | 501-3052-441-74-10 | Compact Rubber Track Excavator | 89,000 | | |
| | 501-3052-441-74-10 | Trailer for Rubber Tract Excavator | 25,000 | | |
| | 501-3052-441-74-10 | Acoustic Water Leak Detectror | 6,000 | | |
| | 501-3052-441-74-10 | Water Leak Correlating Detector | 34,000 | | |
| | 501-3052-441.74-11 | Laptop PCs for vehicles | 4,000 | | |
| | 501-3052-441.74-20 | 1/2 Ton Pickup | 54,000 | | |
| | 501-3052-441.74-30 | Furniture replacement for office personnel | 5,500 | | |
| | Rate Funded | Water Main Replacement | 2,800,000 | | |
| | Rate Funded | Distribution System Extension | 151,000 | 3,250,000 | 3,250,000 |
| Water Meters | 501-3053-441.74-10 | Machinery & Equipment | 175,000 | | |
| | 501-3053-441.74-20 | Vehicles | 47,000 | | |
| | 501-3053-441.74-20 | Meter Reader Vehicle - Replace one unit per year for next three years | 15,000 | 237,000 | 237,000 |
| **Total Water** | | | **3,717,200** | **3,717,200** | **3,717,200** |
| **WASTEWATER** | | | | | |
| | 521-3061-442-73-63 | ERF debt service | 377,000 | | |
| | 521-3061-442-73-63 | Sewer main replacement | 600,000 | | |
| | 521-3061-442-73-63 | Future lift stations & forcemains | 250,000 | 1,227,000 | 1,227,000 |
| | 521-3061-442-74-10 | East Bar Screen Chain - Main Inf Lift Station | 9,000 | | |
| | 521-3061-442-74-10 | LS's 23, 10 (seals, valves) | 25,000 | | |
| | 521-3061-442-74-10 | Sludge Circ Pumps (Vaugn) | 18,000 | | |
| | 521-3061-442-74-10 | Filter Lift Pumps (rehab) | 25,000 | | |
| | 521-3061-442-74-10 | Mower | 10,000 | | |
| | 521-3061-442-74-10 | Clarifier Control Panels (4, 5) Rehab | 10,000 | | |
| | 521-3061-442-74-10 | Utility Pickup | 25,000 | 122,000 | 122,000 |
| | 521-3083-442.74-11 | Computer Equipment | 500 | | |
| | 521-3083-442.74-12 | Computer Software | 200 | 700 | 700 |
| | 521-3084-442.74-10 | Machinery & Equipment | 13,000 | 13,000 | 13,000 |
| **Total Wastewater** | | | **1,362,700** | **1,362,700** | **1,362,700** |
| **STORM SEWER** | | | | | |
| | 524-3064-443-71-10 | Land purchase - 10% annual increase charged by railroad management | 1,775 | | |
| | 524-3064-443-74-11 | Computer equipment | 6,000 | | |
| | 524-3064-443-74-12 | Computer software | 500 | | |
| | 524-3064-443-74-20 | Vehicles | 10,000 | | |
| | 524-3064-443.74-50 | SCADA systems on storm sewer lifts | 30,000 | | |
| | 524-3064-443.74-50 | Consultant for utility fee rate study & Storm water retention policy revision | 150,000 | | |
| | 524-3064-443.74-50 | Construction and planning at Rabanus Park Pond | 625,000 | 823,275 | 498,275 |
| **Total Storm Sewer** | | | **823,275** | **823,275** | **498,275** |
| **SOLID WASTE** | | | | | |
| Solid Waste- Admin | 531-3071-431-73-20 | Parking Lot Improvements | 50,000 | | |
| | 531-3071-431-74-11 | Computer Equipment | 3,000 | | |
| | 531-3071-431-74-30 | Office Equipment | 4,000 | | |
| | 531-3071-431-74-30 | Office Chairs | 2,000 | 59,000 | 59,000 |
| Solid Waste-Residential | 531-3072-432-74-10 | Carts | 75,000 | 75,000 | 75,000 |
| Solid Waste-Commercial | 531-3073-432-74-10 | Containers | 40,000 | 40,000 | 40,000 |
| Solid Waste-Landfill | 531-3074-433-73-10 | Old Landfill Cell Construction | 420,000 | | |
| | 531-3074-433-73-10 | Placement of Reclaimed Waste | 240,000 | | |
| | 531-3074-433-73-10 | Scale Upgrade | 130,000 | | |
| | 531-3074-433-73-10 | Expand Landfill Gas System | 210,000 | | |
| | 531-3074-433-73-10 | LFG Conversion to CNG | 350,000 | | |
| | 531-3074-433-74-20 | Service Truck / LF Vehicles | 50,000 | 1,400,000 | 1,400,000 |
| Solid Waste - Roll Off | 531-3075-432-74-10 | Containers | 30,000 | 30,000 | 30,000 |
| Solid Waste - Recycling | 531-3076-432-73-10 | Drop-Site Improvements | 50,000 | | |
| | 531-3076-432-74-10 | Containers | 20,000 | | |
| | 531-3076-432-74-11 | Computer Equipment | 500 | 70,500 | 70,500 |
| Solid Waste - Hazardous Waste | 531-3079-433-74-11 | Computer Equipment | 500 | 500 | 500 |
| **Total Solid Waste** | | | **1,675,000** | **1,675,000** | **1,675,000** |
| **FORESTRY** | 541-3081-440.74-20 | Used 35 ft aerial unit | 40,000 | | |
| | 541-3081-440.74-20 | 57 ft aerial unit | 160,000 | | |
| | 541-3081-440.74-52 | Reforestation/Trees | 55,000 | 255,000 | 255,000 |
| **Total Forestry** | | | **255,000** | **255,000** | **255,000** |
| **Total Proprietary Fund Capital Requests** | | | **$ 7,833,175** | **$ 7,833,175** | **$ 7,508,175** |
| **TOTAL CAPITAL OUTLAY REQUESTS** | | | **$ 67,638,829** | **$ 67,638,829** | **$ 60,709,637** |

## City of Fargo
## Summary of Personnel Requests For 2015 Budget

| Division | Div. No. | FTE's | Requested Positions | Amount | Funded FTE's | Budget |
|---|---|---|---|---|---|---|
| Human Resources | 101-0515 | 1.00 | Training Coordinator | $ 79,000 | | $ - |
| Human Resources | 101-0515 | 0.50 | PTB Office Associate II | 24,000 | | - |
| Information Technology | 101-0520 | 1.00 | Network Services Tech | 81,000 | | - |
| Information Technology | 101-0520 | 1.00 | GIS Analyst | 81,000 | | - |
| Planning | 101-2010 | 0.75 | 3/4 Office Associate | 37,000 | | 33,000 |
| Planning | 101-2010 | (0.75) | 3/4 CT Office Associate | (35,000) | | (31,000) |
| Inspections | 101-2040 | 1.00 | Plan Reviewer II | 83,000 | 1.00 | 83,000 |
| Inspections | 101-2040 | | PT Non Benefit - Temporary Inspectors | 70,000 | | - |
| Transit | 101-2061 | 1.00 | Public Information Specialist | 69,000 | | - |
| Transit | 101-2062 | 1.00 | FT Paratransit Reservationist | 48,000 | 1.00 | 50,000 |
| Transit | 101-2062 | (0.50) | PT Paratransit Reservationist | (18,000) | | (18,000) |
| Transit | 101-2068 | (0.50) | 1/2 CT Paratransit Reservationist | (19,000) | | (19,000) |
| Engineering | 101-3015 | 2.00 | Engineering Tech II | 120,000 | 2.00 | 120,000 |
| Engineering | 101-3015 | (2.00) | CT Engineering Tech II | (52,000) | | (52,000) |
| Engineering | 101-3015 | 1.00 | Engineering Tech I | 60,000 | | - |
| Traffic Engineering | 101-3020 | 1.00 | Civil Engineer II | 96,000 | 1.00 | 96,000 |
| Streets | 101-3025 | 5.00 | Public Works Operator 1 | 312,000 | 3.00 | 187,000 |
| Streets | 101-3025 | | FT Overtime | 54,000 | | 54,000 |
| Streets | 101-3025 | | PT Non Benefit | 17,000 | | - |
| Police | 101-5010 | | Funding | - | 4.00 | 276,000 |
| Police | 101-5010 | 7.00 | Police Officers | 483,000 | | - |
| Police | 101-5010 | 2.00 | Police Suport Specialists | 108,000 | 2.00 | 108,000 |
| Health | 101-6010 | | Funding | - | 3.00 | 208,000 |
| Health | 101-6010 | 1.00 | Public Health Nurse | 74,000 | | - |
| Health | 101-6010 | 1.00 | Nutritionist | 61,000 | | - |
| Health | 101-6010 | 2.00 | Evnironmental Health Practitioner | 138,000 | | - |
| Health | 101-6010 | 1.00 | Public Health Analyst | 74,000 | | - |
| Health | 101-6010 | | Contract Part Time Correctional Nurses | 108,000 | | 108,000 |
| Library | 101-7010 | 1.00 | Library Associate III - Reference | 57,000 | | - |
| Library | 101-7010 | 1.00 | Library Associate III - Children | 57,000 | | - |
| **Total General Fund** | | **28.50** | | **2,267,000** | **17.00** | **1,203,000** |
| Water | 501-3051 | 1.00 | Equipment Technician II | 61,000 | 1.00 | 61,000 |
| Mains & Hydrants | 501-3052 | 1.00 | Equipment Operator III | 61,000 | | - |
| Mains & Hydrants | 501-3052 | | FT Overtime | (11,000) | | - |
| **Total Enterprise Funds** | | **2.00** | | **111,000** | **1.00** | **61,000** |
| **Total Staffing Budget Requests** | | **30.50** | | **$ 2,378,000** | **18.00** | **$ 1,264,000** |