THE CITY OF Fargo FAR MORE

The Approved 2019 Budget

The City of Fargo, North Dakota

[September 24, 2018]

2019

CITY OF FARGO, NORTH DAKOTA
2019 PRELIMINARY BUDGET
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THE OFFICE OF THE MAYOR, DR. TIMOTHY J. MAHONEY

Members of the Fargo community and Fargo City Commissioners,

The City of Fargo's 2019 Preliminary Budget is being presented for your review and consideration. I would like to express my appreciation to the department heads, division heads, Commissioners and the budget team for their excellent work arriving at a budget plan that will serve the citizens of Fargo.

The budget team met with each department, during which ideas, recommendations and conversations occurred to create the document before you today. Throughout this process, we have remained committed to providing the high quality service that our residents have come to expect, while also continuing our commitment to being fiscally prudent with the public's money. With the help of the Commissioners, the budget team feels the 2019 Preliminary Budget addresses the needs of a city transitioning into one of the Midwest's most vibrant urban areas.

BALANCING THE NEEDS OF A GROWING CITY

Our community is continuing its upward trajectory in several measureable ways, including population, geographic footprint, infill development activities and stronger neighborhoods. While there has been substantial progress, there is always more to attain as we strive to implement smart growth strategies. We consistently seek new partnerships with the private sector to achieve sustainable and impactful growth. The city has almost 40 recognized neighborhoods and we need to continually work together to ascertain ways of empowering and energizing residents to become civic leaders within these neighborhoods, truly allowing our city to thrive together.

We continue to see the necessity of a strong commitment to public safety within our city. Calls for service are ever increasing, which is the result of urbanization and an increasing population. Our new investments, coupled with our past commitments, are a testament to the value we place on ensuring Fargo is a safe community for everyone.

Emerging strategies for economic development and workforce training are complementary to one other, and are vital for the community's long-term success. While there have been notable achievements, we are intensifying our efforts in these sectors to ensure we are doing everything possible to lay the groundwork for the next decade and beyond.

PRIORITY AREAS IDENTIFIED FOR 2019

CONTINUATION OF CURRENT MAJOR INITIATIVES

- Lease/purchase of Border States Electric corporate and IT offices
- Permanent flood protection (F-M Diversion Project and in-town levees)
- Working towards Red River Water Supply Project
- New water treatment plant startup
- Focus on neighborhoods and code enforcement
- Fostering strategic economic development opportunities
- Opioid reduction efforts with treatment options
- Portion of General Fund Capital funded through Capital Project Fund

PRIORITIZING NEW INITIATIVES

- Reorganization of Engineering & Inspections Department
- Hiring a Facilities Manager
- Fit-up of Border States Electric corporate offices for the new Fargo Police Central Headquarters
- Wastewater Treatment Plant expansion
- New Fire Department pumper truck
- Performing Arts Center + Civic/City Plaza Task Force
- Proposed utility rate increases
- Potential redevelopment of Police Department, Health Department, Park East Apartments and Mid-America Steel locations
- Implement recommendations of Special Assessment Task Force

2019 PRELIMINARY BUDGET SUMMARY

City leaders have formulated a preliminary budget that is balanced, while also keeping our mill levy fixed at the 2018 level. The city will continue its commitment to in-town flood protection project and invest in organization-wide capital improvement projects in 2019.

The budget team is proposing modest fee adjustments in storm water, street light and forestry utilities. Fargo's municipal utility rates are among the lowest in comparison to other North Dakota cities and our neighbors. Our residents continue to highly rank the quality of Fargo utility services. These rate adjustments are a slight increase that will pay dividends in maintaining our services and facilities.

The City's General Fund expenses are proposed to slightly increase by 1.9%. The budget team is proposing the addition of 4.75 new full-time employees (a 0.5 reduction from the General Fund and 5.25 from the Enterprise Fund) out of the 29.75 positions requested. The budget team

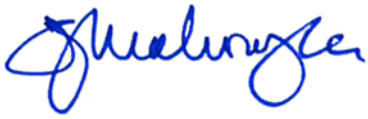
carefully evaluated all requests, has directed funding to high-priority operating and capital requests.

Simply put, this is a strategic and lean budget. It addresses the ongoing needs of our growing city, while minimizing the growth of government. Our entire City of Fargo team of employees are devoted to providing excellent services for the public at a reasonable cost. We are using technologies and efficiencies to improve our services while keeping costs down. Thank you to everyone who played an active role in this process.

LET'S WORK TOGETHER TO ACHIEVE OUR MISSION OF BEING 'FAR MORE'

Undoubtedly, the next several years will bring abundant opportunities, challenges and unexpected surprises. However, we have a strong foundation to build upon, and Fargo remains the model many look to in this region. It is a tremendous honor to be a part of this community and its local government. Fargo truly offers **Far More** than people expect. We can bring this city to even greater heights and success if we work together to advance the interests of our citizens.

Sincerely yours,



Dr. Timothy J. Mahoney
Mayor of the City of Fargo

The Board of Fargo City Commissioners

DR. TIM MAHONEY
Mayor

Elected: 2005, 2006, 2010, 2014, 2015, 2018

Term Expires: June 2022

Department Liaison: Police, Operations, City Commission, Finance and Human Resources

Committee Liaison: Greater F-M Economic Development Corporation, Position Evaluation, Vector Control, Ambulance Committee, Community Development, Tax Exempt Review, Lake Agassiz Water Authority, FM Diversion Authority, Cass County Planning, Finance, Public Works Projects Evaluation Committee and Utility Committee

DAVE PIEPKORN
Deputy Mayor & Commissioner

Elected: 2008, 2014, 2018

Term Expires: June 2022

Department Liaison: Engineering

Committee Liaison: Metropolitan Council of Governments, Greater F-M Economic Development Corporation, Liquor Control, Position Evaluation, Renaissance Zone, Tax Exempt Review, Fargodome Finance Committee, FM Diversion Authority, Alternate to the Lake Agassiz Water Authority and Finance Committee

Board Liaison: Fargo Dome Authority, Special Assessment, Auditorium, Parking, Airport Authority, Red River Basin Board and Downtown Community Partnership

TONY GEHRIG
Commissioner

Elected: 2015, 2018

Term Expires: June 2022

Department Liaison: Enterprise/ Utilities, Fire and Information Services

Committee Liaison: Metropolitan Council of Governments, Liquor Control, Alternate to FM Diversion Authority and Utility Committee

Board Liaison: Fargo Youth Initiative, Library and Red River Basin Board

TONY GRINDBERG
Commissioner

Elected: 2016

Term Expires: June 2020

Department Liaison: Planning

Committee Liaison: Metropolitan Council of Governments, Renaissance Zone, FM Diversion Authority and Metro Area Transit Coordinating Board

Board Liaison: Board of Appeals, Board of Adjustment, Civil Service and Housing Authority

JOHN STRAND
Commissioner

Elected: 2016

Term Expires: June 2020

Department Liaison: Health and Transit

Committee Liaison: Metropolitan Council of Governments, Community Development, Alternate to FM Diversion Authority, Metro Area Transit Coordinating Board, Food Systems Advisory Committee and Traffic Technical Advisory Committee

Board Liaison: Board of Health, Historic Preservation, Human Relations, Native American Commission and Arts & Culture

PRINCIPAL OFFICIALS FOR THE CITY OF FARGO

ELECTED OFFICIALS

Dr. Tim Mahoney	*Mayor*	Term Expires in June of 2022
Dave Piepkorn	*Deputy Mayor*	Term Expires in June of 2022
Tony Gehrig	*Commissioner*	Term Expires in June of 2022
Tony Grindberg	*Commissioner*	Term Expires in June of 2020
John Strand	*Commissioner*	Term Expires in June of 2020
Steve Dawson	*Municipal Judge*	Term Expires in June of 2020

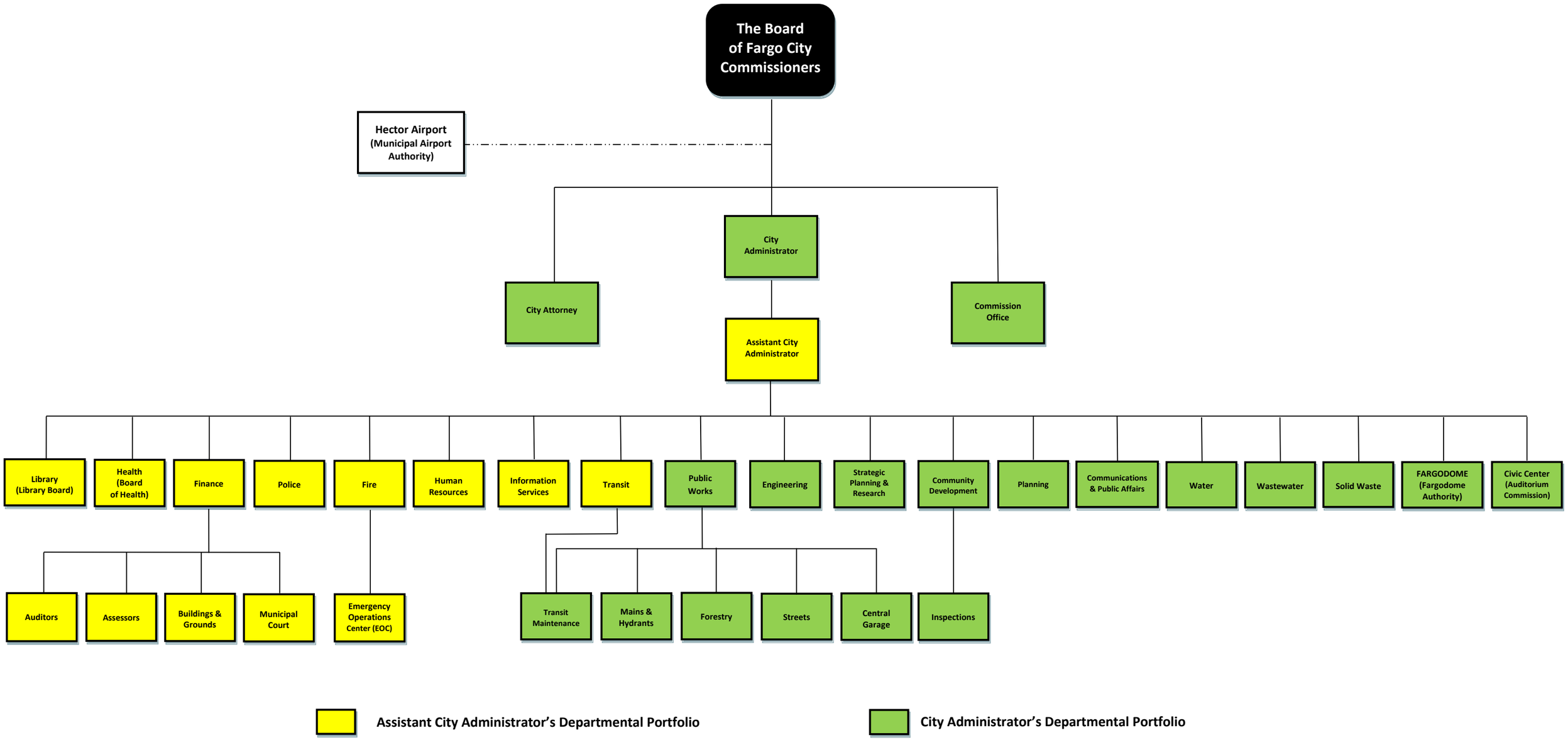
THE MAYOR'S CABINET

Bruce P. Grubb	*City Administrator*
Michael J. Redlinger	*Assistant City Administrator*
Kember Anderson	*Executive Assistant to the Commission*
Julie Bommelman	*Transit Director*
Nicole Crutchfield	*Director of Planning & Development*
Kent Costin	*Director of Finance*
Brenda Derrig	*City Engineer*
Timothy Dirks	*Library Director*
Steve Dirksen	*Fire Chief*
Ben Dow	*Director of Operations (Public Works)*
James Gilmour	*Director of Strategic Planning & Research*
Ron Gronneberg	*Chief Information Officer*
Troy Hall	*Water Utility Director*
Jim Hausauer	*Waste Water Utility Director*
Terry Ludlum	*Solid Waste Utility Director*
Jill Minette	*Director of Human Resources*
Ruth Roman	*Director of Fargo Cass Public Health*
Gregg Schildberger	*Manager of Communications & Public Affairs*
Rob Sobolik	*General Manager of the FARGODOME*
David Todd	*Chief of Police*

OTHER CITY OFFICIALS

Matt Andvik	*Public Works Services Manager*
Shawn Dobberstein	*Airport Executive Director*
Allan Erickson	*Fleet Services Manager*
Mark Fournier	*Interim Physical Plant Coordinator*
Jeremy Gorden	*Traffic Engineer*
Shiloh Hanson	*Clerk of Municipal Court*
Ben Hushka	*City Assessor*
Erik Johnson	*City Attorney*
Scott Liudahl	*City Forester*
Mark Miller	*Waste Water Treatment Plant Superintendent*
Leon Schlafmann	*Emergency Services Coordinator*
Steve Sprague	*City Auditor*
Bruce Taralson	*Inspections Administrator*
Brian Ward	*Water Treatment Plant Superintendent*

The City of Fargo's 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 Strategic 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 Expenditures	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********
Assessment of Economic Conditions	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********	**********
Board of Equalization 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 (15)**	**DEBT SERVICE (5)**	**CAPITAL PROJECTS (10)**	**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 Control	**Improvement Bonds (Major Fund)**	Building Fund	Wastewater	Vector Control	Police	Park District Special Assmts.
	Convention Bureau	Sidewalks	General Capital	Storm Sewer	Street Lighting		FM Diversion Authority
	Regional Training Center	**Sales Tax Bonds (Major Fund)**	Grant Equipment	Solid Waste	Forestry		Red River Regional Dispatch
	Court Forfeits	Other Revenue Debt	Disaster Recovery	FargoDome			
	Skyway Maintenance		Street Infrastructure	Municipal Airport			
	Parking Authority		Water Infrastructure				
	Parking Repairs		Wastewater Infrastructure				
	Community Development		Flood Sales Tax				
	HUD Home Program		FM Diversion Sales Tax				
	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 as 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 charges 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 accounts 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 fund 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 to sixty year period. Three authorizations are currently outstanding.

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 Summary of All Budgeted Funds FY 2019	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	$ 25,792,000	$ 4,509,000	$ 586,000	$ -	$ 1,059,000	$ -	$ 31,946,000
Sales Taxes	-	12,394,362	-	-	-	-	12,394,362
Other Taxes	-	-	2,292,150	-	-	-	2,292,150
Special Assessments	-	38,067,200	420,000	-	22,000	-	38,509,200
Franchise Fees	5,431,100	-	-	-	-	-	5,431,100
Licenses & Permits	5,559,000	-	-	-	-	-	5,559,000
Federal Intergovernmental	4,184,066	-	1,195,000	-	4,500,000	-	9,879,066
State/Local Intergovernmental	19,751,895	8,548,465	40,999	-	290,000	-	28,631,359
Charges for Services	15,837,863	-	2,092,000	-	12,548,135	-	30,477,998
Fines & Forfeits	2,142,500	-	100,000	-	-	-	2,242,500
Investment Income	3,595,000	500,000	-	13,012	2,560,650	8,281,000	14,949,662
Miscellaneous	1,754,976	-	315,956	15,000	4,249,000	-	6,334,932
Transfers In	14,494,600	9,979,444	112,545	1,148,275	10,399,000	-	36,133,864
Public Utility Revenue	-	-	-	25,096,200	38,796,556	-	63,892,756
Utility Byproduct Sales	-	-	-	-	1,405,000	-	1,405,000
Loans/Bonds Issued	-	978,800	-	-	-	-	978,800
Employee/Employer Contributions	-	-	-	-	-	7,259,164	7,259,164
Total Revenues & Transfers In	**98,543,000**	**74,977,271**	**7,154,650**	**26,272,487**	**75,829,341**	**15,540,164**	**298,316,913**
Financial Uses:							
General Government	18,617,367	-	-	-	-	-	18,617,367
Public Safety	39,443,187	-	240,534	-	-	-	39,683,721
Public Works	11,958,577	-	455,750	-	-	-	12,414,327
Public Health & Welfare	11,753,809	-	20,994	-	-	-	11,774,803
Recreation & Culture	5,142,664	-	2,993,355	-	5,928,640	-	14,064,659
Urban Development	-	-	1,364,801	-	-	-	1,364,801
Public Transportation	8,312,848	-	1,876,207	-	7,654,349	-	17,843,404
General Support	1,237,700	-	-	-	-	-	1,237,700
Unallocated	(1,789,932)	-	-	-	-	-	(1,789,932)
Public Utilities	-	-	-	14,176,213	18,923,952	-	33,100,165
Capital Outlay	636,835	-	-	5,032,923	30,066,427	-	35,736,185
Debt Service Normal Redemption	-	31,926,000	-	1,016,000	2,169,182	-	35,111,182
Debt Service - Interest & Fees	-	24,457,123	-	1,755,250	3,205,788	-	29,418,161
Plan Administration	-	-	-	-	-	311,500	311,500
Plan Benefits	-	-	-	-	-	7,450,000	7,450,000
Transfers Out	2,924,945	14,435,562	987,800	9,048,275	22,847,200	-	50,243,782
Total Financial Uses	**98,238,000**	**70,818,685**	**7,939,441**	**31,028,661**	**90,795,538**	**7,761,500**	**306,581,825**
Surplus (Deficit)	305,000	4,158,586	(784,791)	(4,756,174)	(14,966,197)	7,778,664	(8,264,912)
Fund/Equity Balance, Beginning	**33,489,491**	**76,637,131**	**419,765**	**299,129,539**	**553,537,603**	**113,638,120**	**1,076,851,649**
Fund/Equity Balance, Ending	**$ 33,794,491**	**$ 80,795,717**	**$ (365,026)**	**$ 294,373,365**	**$ 538,571,406**	**$ 121,416,784**	**$ 1,068,586,737**

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	GOVERNMENTAL FUNDS											
Three Year Summary of All Funds	General Fund (Major Fund)			Debt Service Fund (Major Fund)			Non Major Funds			Total Governmental Funds		
(In Thousands of Dollars)	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget
Revenues & Transfers In												
Property Taxes	$ 23,844.0	$ 24,498.0	**$ 25,792.0**	$ 3,875.9	$ 4,469.0	**$ 4,509.0**	$ 516.8	$ 556.0	**$ 586.0**	$ 28,236.7	$ 29,523.0	**$ 30,887.0**
Sales Taxes	-	-	**-**	11,913.4	12,092.1	**12,394.4**	-	-	**-**	11,913.4	12,092.1	**12,394.4**
Other Taxes	-	-	**-**	-	-	**-**	2,286.4	2,315.0	**2,292.2**	2,286.4	2,315.0	**2,292.2**
Special Assessments	-	-	**-**	37,728.6	33,936.8	**38,067.2**	349.7	420.0	**420.0**	38,078.3	34,356.8	**38,487.2**
Franchise Fees	5,109.0	5,391.5	**5,431.1**	-	-	**-**	-	-	**-**	5,109.0	5,391.5	**5,431.1**
Licenses & Permits	4,628.2	4,790.0	**5,559.0**	-	-	**-**	-	-	**-**	4,628.2	4,790.0	**5,559.0**
Federal Intergovernmental	5,300.8	5,049.1	**4,184.1**	-	-	**-**	996.3	1,567.0	**1,195.0**	6,297.1	6,616.1	**5,379.1**
State/Local Intergovernmental	17,871.4	18,766.2	**19,751.9**	756.5	7,499.7	**8,548.5**	53.0	41.0	**41.0**	18,681.0	26,306.9	**28,341.4**
Charges for Services	17,042.1	16,517.9	**15,837.9**	-	-	**-**	1,884.0	2,062.0	**2,092.0**	18,926.1	18,579.9	**17,929.9**
Fines & Forfeits	2,104.7	2,186.5	**2,142.5**	-	-	**-**	86.9	100.0	**100.0**	2,191.6	2,286.5	**2,242.5**
Investment Income	3,942.0	3,366.0	**3,595.0**	789.3	500.0	**500.0**	2.4	-	**-**	4,733.7	3,866.0	**4,095.0**
Miscellaneous	1,033.9	937.7	**1,755.0**	28.4	-	**-**	452.4	267.5	**316.0**	1,514.6	1,205.1	**2,070.9**
Transfers In	11,778.1	15,249.0	**14,494.6**	4,658.0	11,972.3	**9,979.4**	148.9	333.7	**112.5**	16,585.0	27,554.9	**24,586.6**
Public Utility Revenue	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**
Utility Byproduct Sales	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**
Loans/Bonds/Capital Leases Issued	-	-	**-**	64,845.0	683.9	**978.8**	-	-	**-**	64,845.0	683.9	**978.8**
Capital Contributions	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**
Total Revenues & Transfers In	**92,654.2**	**96,751.9**	**98,543.0**	**124,595.0**	**71,153.7**	**74,977.3**	**6,776.7**	**7,662.1**	**7,154.7**	**224,026.0**	**175,567.7**	**180,674.9**
Financial Uses:												
General Government	16,709.9	17,113.1	**18,617.4**	-	-	**-**	-	-	**-**	16,709.9	17,113.1	**18,617.4**
Public Safety	36,823.0	38,044.1	**39,443.2**	-	-	**-**	149.1	240.0	**240.5**	36,972.1	38,284.1	**39,683.7**
Public Works	10,710.7	11,492.2	**11,958.6**	845.0	-	**-**	349.9	426.0	**455.8**	11,905.6	11,918.2	**12,414.3**
Public Health & Welfare	11,533.6	11,242.4	**11,753.8**	-	-	**-**	45.6	20.4	**21.0**	11,579.2	11,262.8	**11,774.8**
Recreation & Culture	4,896.1	5,156.4	**5,142.7**	-	-	**-**	2,779.3	3,046.0	**2,993.4**	7,675.4	8,202.4	**8,136.0**
Urban Development	-	-	**-**	2,780.1	-	**-**	1,574.6	1,698.5	**1,364.8**	4,354.7	1,698.5	**1,364.8**
Public Transportation	7,374.0	8,050.1	**8,312.8**	-	-	**-**	908.0	1,005.1	**1,876.2**	8,282.0	9,055.2	**10,189.1**
General Support	1,151.6	1,279.1	**1,237.7**	-	-	**-**	-	-	**-**	1,151.6	1,279.1	**1,237.7**
Unallocated	-	(330.1)	**(1,789.9)**	-	-	**-**	-	-	**-**	-	(330.1)	**(1,789.9)**
Public Utilities	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**
Capital Outlay	2,094.9	1,943.0	**636.8**	-	-	**-**	100.5	-	**-**	2,195.4	1,943.0	**636.8**
Debt Service Normal Redemption	75.8	-	**-**	23,601.2	30,098.0	**31,926.0**	-	-	**-**	23,677.1	30,098.0	**31,926.0**
Debt Service Early Redemption & Refinancing	-	-	**-**	92,245.0	-	**-**	-	-	**-**	92,245.0	-	**-**
Debt Service - Interest & Fees	7.7	-	**-**	24,326.7	25,268.7	**24,457.1**	-	-	**-**	24,334.3	25,268.7	**24,457.1**
Non Operating Expenses	-	-	**-**	-	-	**-**	-	-	**-**	-	-	**-**
Transfers Out	1,626.9	5,918.5	**2,924.9**	8,406.5	15,534.9	**14,435.6**	1,519.3	1,700.3	**987.8**	11,552.6	23,153.8	**18,348.3**
Total Financial Uses	**93,004.2**	**99,909.0**	**98,238.0**	**152,204.5**	**70,901.6**	**70,818.7**	**7,426.2**	**8,136.3**	**7,939.4**	**252,634.9**	**178,947.0**	**176,996.1**
Surplus (Deficit)	(349.9)	(3,157.1)	**305.0**	(27,609.5)	252.1	**4,158.6**	(649.5)	(474.2)	**(784.8)**	(28,608.9)	(3,379.2)	**3,678.8**
Fund/Equity Balance, Beginning	**39,396.5**	**37,846.6**	**33,489.5**	**108,619.5**	**81,010.0**	**81,262.1**	**1,543.5**	**894.0**	**419.8**	**149,559.5**	**119,750.6**	**115,171.3**
Intra-fund Transfer	**(1,200.0)**	**(1,200.0)**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**(1,200.0)**	**(1,200.0)**	**-**
Fund/Equity Balance, Ending	**$ 37,846.6**	**$ 33,489.5**	**$ 33,794.5**	**$ 81,010.0**	**$ 81,262.1**	**$ 85,420.7**	**$ 894.0**	**$ 419.765**	**$ (365.0)**	**$ 119,750.6**	**$ 115,171.3**	**$ 118,850.1**

City of Fargo, North Dakota	PROPRIETARY FUNDS									CONSOLIDATED TOTALS		
Three Year Summary of All Funds	Water Utility (Major Fund)			Non Major Utilities			Total Proprietary Funds			GOVERNMENTAL & PROPRIETARY FUNDS		
(In Thousands of Dollars)	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget	2017 Actual	2018 Budget	2019 Budget
Revenues & Transfers In												
Property Taxes	$ -	$ -	**$ -**	$ 941.3	$ 1,003.0	**$ 1,059.0**	941.3	$ 1,003.0	**$ 1,059.0**	$ 29,178.0	$ 30,526.0	**$ 31,946.0**
Sales Taxes	-	-	**-**	-	-	**-**	-	-	**-**	11,913.4	12,092.1	**12,394.4**
Other Taxes	-	-	**-**	-	-	**-**	-	-	**-**	2,286.4	2,315.0	**2,292.2**
Special Assessments	-	-	**-**	-	22.0	**22.0**	-	22.0	**22.0**	38,078.3	34,378.8	**38,509.2**
Franchise Fees	-	-	**-**	-	-	**-**	-	-	**-**	5,109.0	5,391.5	**5,431.1**
Licenses & Permits	-	-	**-**	-	-	**-**	-	-	**-**	4,628.2	4,790.0	**5,559.0**
Federal Intergovernmental	-	-	**-**	5,824.1	8,000.0	**4,500.0**	5,824.1	8,000.0	**4,500.0**	12,121.2	14,616.1	**9,879.1**
State/Local Intergovernmental	-	-	**-**	379.7	290.0	**290.0**	379.7	290.0	**290.0**	19,060.6	26,596.9	**28,631.4**
Charges for Services	-	-	**-**	14,376.2	12,264.2	**12,548.1**	14,376.2	12,264.2	**12,548.1**	33,302.3	30,844.1	**30,478.0**
Fines & Forfeits	-	-	**-**	-	-	**-**	-	-	**-**	2,191.6	2,286.5	**2,242.5**
Investment Income	0.9	-	**13.0**	5,538.1	2,496.7	**2,560.7**	5,539.0	2,496.7	**2,573.7**	10,272.7	6,362.7	**6,668.7**
Miscellaneous	190.8	15.0	**15.0**	37.8	4,032.8	**4,249.0**	228.6	4,047.8	**4,264.0**	1,743.2	5,252.9	**6,334.9**
Transfers In	-	-	**1,148.3**	333.0	10,379.0	**10,399.0**	333.0	10,379.0	**11,547.3**	16,918.0	37,933.9	**36,133.9**
Public Utility Revenue	23,706.1	24,627.0	**25,096.2**	31,632.5	31,936.0	**38,796.6**	55,338.6	56,563.0	**63,892.8**	55,338.6	56,563.0	**63,892.8**
Byproduct Sales	-	-	**-**	1,370.5	1,405.0	**1,405.0**	1,370.5	1,405.0	**1,405.0**	1,370.5	1,405.0	**1,405.0**
Loans/Bonds Issued	-	5,400.0	**-**	-	-	**-**	-	5,400.0	**-**	64,845.0	6,083.9	**978.8**
Capital Contributions	50,057.8	-	**-**	20,385.0	-	**-**	70,442.8	-	**-**	70,442.8	-	**-**
Total Revenues & Transfers In	**73,955.6**	**30,042.0**	**26,272.5**	**80,818.0**	**71,828.7**	**75,829.3**	**154,773.7**	**101,870.7**	**102,101.8**	**378,799.6**	**277,438.4**	**282,776.7**
Financial Uses:												
General Government	-	-	**-**	-	-	**-**	-	-	**-**	16,709.9	17,113.1	**18,617.4**
Public Safety	-	-	**-**	-	-	**-**	-	-	**-**	36,972.1	38,284.1	**39,683.7**
Public Works	-	-	**-**	-	-	**-**	-	-	**-**	11,905.6	11,918.2	**12,414.3**
Public Health & Welfare	-	-	**-**	-	-	**-**	-	-	**-**	11,579.2	11,262.8	**11,774.8**
Recreation & Culture	-	-	**-**	-	5,762.5	**5,928.6**	-	5,762.5	**5,928.6**	7,675.4	13,964.9	**14,064.7**
Urban Development	-	-	**-**	-	-	**-**	-	-	**-**	4,354.7	1,698.5	**1,364.8**
Public Transportation	-	-	**-**	-	7,111.9	**7,654.3**	-	7,111.9	**7,654.3**	8,282.0	16,167.2	**17,843.4**
General Support	-	-	**-**	-	-	**-**	-	-	**-**	1,151.6	1,279.1	**1,237.7**
Unallocated	-	-	**-**	-	-	**-**	-	-	**-**	-	(330.1)	**(1,789.9)**
Public Utilities	13,030.2	14,553.4	**14,176.2**	29,060.3	18,388.5	**18,924.0**	42,090.4	32,941.9	**33,100.2**	42,090.4	32,941.9	**33,100.2**
Capital Outlay	-	7,255.0	**5,032.9**	-	27,761.1	**30,066.4**	-	35,016.1	**35,099.4**	2,195.4	36,959.1	**35,736.2**
Debt Service Normal Redemption	-	16.0	**1,016.0**	-	2,206.5	**2,169.2**	-	2,222.5	**3,185.2**	23,677.1	32,320.5	**35,111.2**
Debt Service Early Redemption & Refinancing	-	-	**-**	-	-	**-**	-	-	**-**	92,245.0	-	**-**
Debt Service - Interest & Fees	29.4	32.5	**1,755.3**	1,104.5	401.2	**3,205.8**	1,133.8	433.7	**4,961.0**	25,468.2	25,702.4	**29,418.2**
Depreciation	4,338.4	-	**-**	21,056.9	-	**-**	25,395.3	-	**-**	25,395.3	-	**-**
Non Operating Expenses	18.9	-	**-**	485.5	-	**-**	504.3	-	**-**	504.3	-	**-**
Transfers Out	5,548.1	9,604.7	**9,048.3**	7,367.4	14,987.0	**22,847.2**	12,915.5	24,591.7	**31,895.5**	24,468.0	47,745.5	**50,243.8**
Total Financial Uses	**22,964.9**	**31,461.6**	**31,028.7**	**59,074.4**	**76,618.7**	**90,795.5**	**82,039.4**	**108,080.4**	**121,824.2**	**334,674.2**	**287,027.3**	**298,820.3**
Surplus (Deficit)	50,990.7	(1,419.6)	**(4,756.2)**	21,743.6	(4,790.0)	**(14,966.2)**	72,734.3	(6,209.7)	**(19,722.4)**	44,125.4	(9,588.9)	**(16,043.6)**
Fund/Equity Balance, Beginning	**249,558.5**	**300,549.2**	**299,129.5**	**536,584.0**	**558,327.6**	**553,537.6**	**786,142.5**	**858,876.8**	**852,667.1**	**935,702.0**	**978,627.4**	**967,838.5**
Intra-fund Transfer	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**(1,200.0)**	**(1,200.0)**	**-**
Fund/Equity Balance, Ending	**$ 300,549.2**	**$ 299,129.5**	**$ 294,373.4**	**$ 558,327.6**	**$ 553,537.6**	**$ 538,571.4**	**$ 858,876.8**	**$ 852,667.1**	**$ 832,944.8**	**$ 978,627.4**	**$ 967,838.5**	**$ 951,794.9**

Major Revenue Sources Review and Discussion

The Government Finance Officers Association (GFOA) best budget practices guidance recommends a discussion of major revenue source 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 by the amount from largest to smallest and this discussion covers 72% of City-wide revenues.

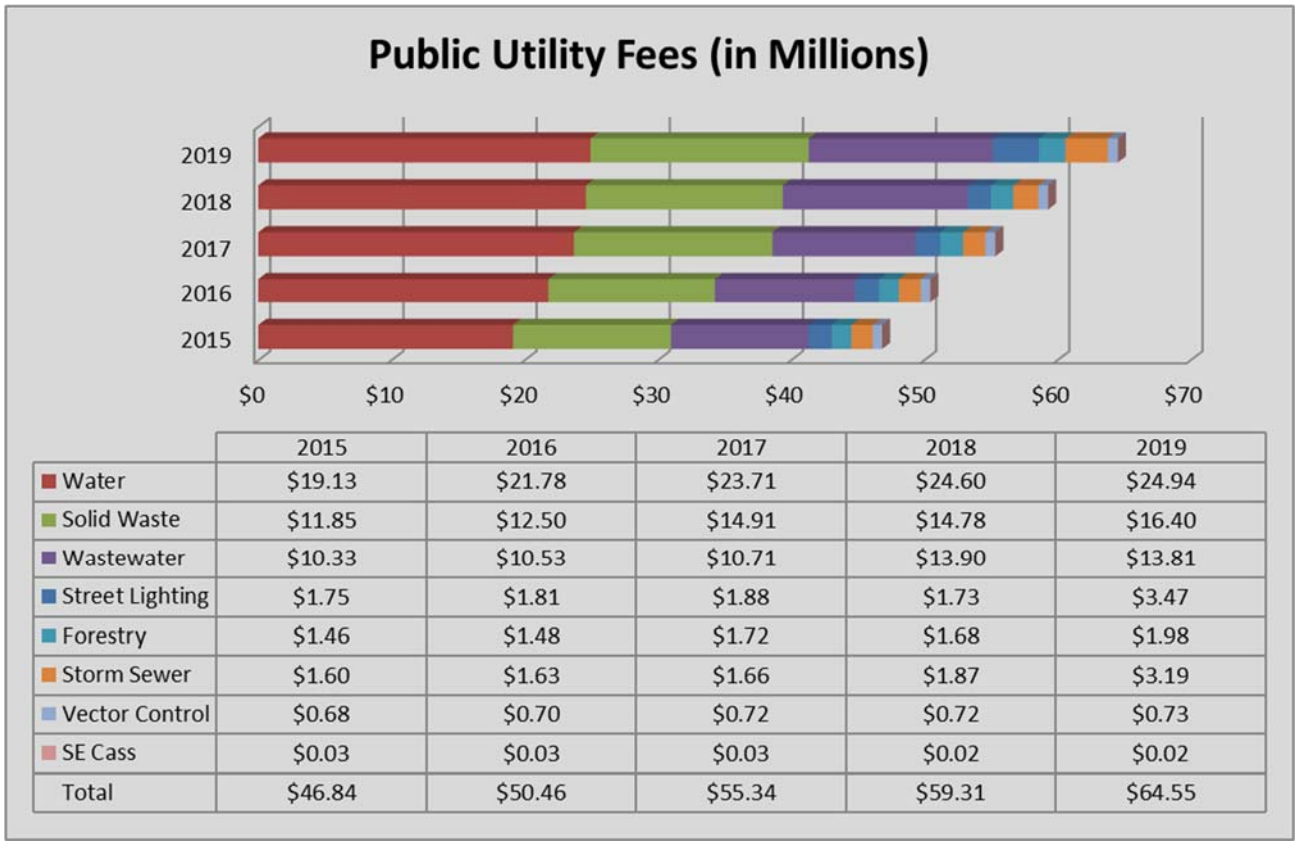
Public Utility Revenue

Utility Fees

The City provides municipal utilities including water, wastewater, solid waste, storm sewer, street lighting, vector control and forestry services. All fees are established by resolution of the City Commission and are set at levels to sustain our utility services. We anticipate collecting $64.55 million in public utility fees in 2019, up from $59.31 in 2018. In 2018, Fargo will become a wastewater service provider to the City of West Fargo and the City of Horace. The Wastewater Fund includes revenues of $1.6 million in 2019 due to the change in our customer base. Budgeting methodology for public utility fees include historical analysis of growth and demand for new services as new subdivisions develop. The City is a regional water service provider to Cass Rural Water Users District that operates in our southern areas as well as providing water services to smaller cities adjacent to Fargo, including West Fargo.

We are also cognizant of what other cities charge for these utility services and participate in a regional rate study each year that compares several rate structures in other nearby cities as well as using innovative methods to keep our rates as low as possible. Currently, Fargo utility fees for water, wastewater, and storm sewer fees are approximately 16% lower than the average of thirteen other North Dakota cities.

Long term master planning for both operational and capital planning is updated annually. Sales tax resources and utility rate revenues are used to fund expensive infrastructure. Current sales tax authorization for revenue allocated from sales tax expires in 2028.



	2015	2016	2017	2018	2019
Water	$19.13	$21.78	$23.71	$24.60	$24.94
Solid Waste	$11.85	$12.50	$14.91	$14.78	$16.40
Wastewater	$10.33	$10.53	$10.71	$13.90	$13.81
Street Lighting	$1.75	$1.81	$1.88	$1.73	$3.47
Forestry	$1.46	$1.48	$1.72	$1.68	$1.98
Storm Sewer	$1.60	$1.63	$1.66	$1.87	$3.19
Vector Control	$0.68	$0.70	$0.72	$0.72	$0.73
SE Cass	$0.03	$0.03	$0.03	$0.02	$0.02
Total	$46.84	$50.46	$55.34	$59.31	$64.55

Byproduct Revenue

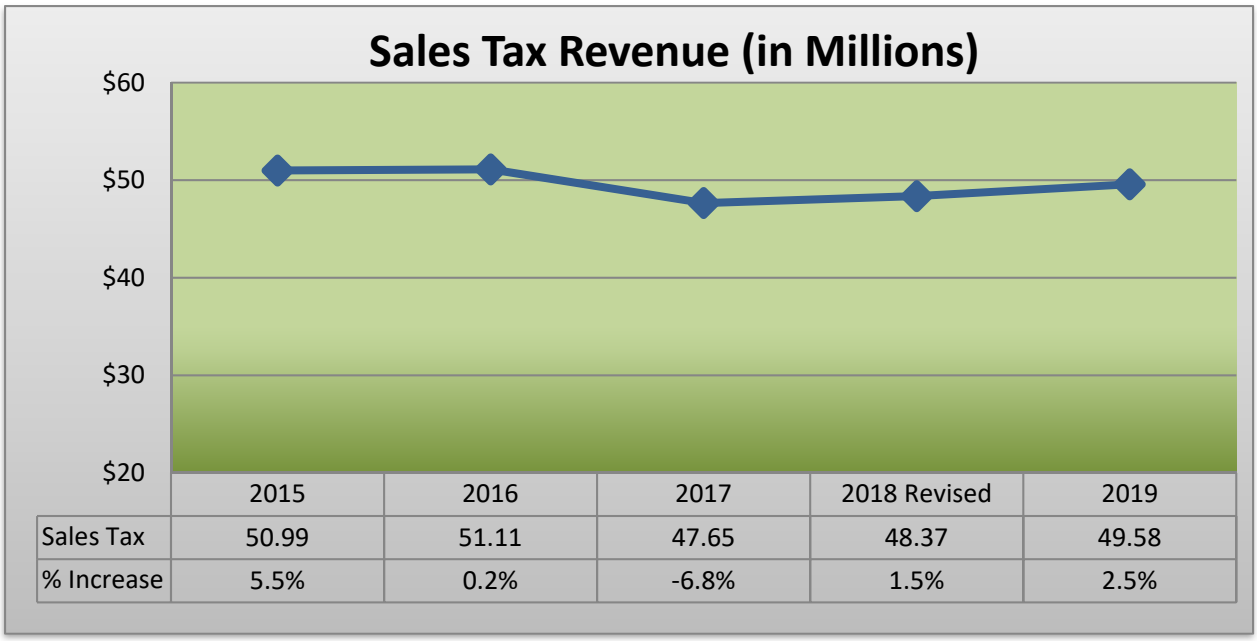
Fargo has been a leader in innovation by leveraging our utility operations to maximum benefit. Innovative projects include converting methane gas from our landfill to electricity, selling surplus methane gas to a local business, and reusing wastewater for ethanol production. All of these initiatives are producing additional revenue as byproducts of our traditional utility operations. Long-term agreements are in place and these operations continued to be a mutual benefit to our citizens and private partners. A total of $1.4 million is being budgeted for 2019.

Sales Taxes

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 collected are dedicated by Charter for infrastructure projects and financing. Section 3(T) and (U) are dedicated for exclusive use on flood risk mitigation projects while section 3(S) has 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 5% sales and use tax and Cass County collects another .5% for flood risk mitigation. The State Tax Commission's Office collects local sales tax revenues under contract with the City and is remitted monthly. The City uses historical trending and a local economic assessment process in projecting future sales tax revenues. The City uses the same sales tax exemptions methodology as deployed by the State of North Dakota. We are forecasting revenue of $49.5 million in 2019. Sales tax revenues have dipped in the last two years due to a slower North Dakota economy and depressed agricultural and oil prices. The US Supreme court ruled to begin collecting sales tax on internet purchases as a result of the Wayfair case. The State of North Dakota will begin enforcing collection effective October 1, 2018. Our budget projection for this revenue source assumes that it will increase, however, there is no credible data released to validate a more precise prediction.

All sales tax resources are dedicated for infrastructure funding. A portion of our sales tax revenue is pledged to long term debt repayment for projects already constructed. Of the total expected sales tax revenue of $49.5 million, $12.3 million is budgeted in the debt service funds and the remaining amount of $37.2 is allocated to the capital project fund. North Dakota State law does not require that capital project funds be included in our annual budget so the portion allocated to this fund group is not shown in our consolidated budget totals.

In November, 2016 the citizens of the City of Fargo voted to extend our sales tax authority for HRC Sections 3(T) and 3(U) until 2084. This will provide a long-term funding source for the FM Area Diversion Project which was approved by the Army Corp of Engineers in July, 2016. The City also dedicated an additional ½ cent sales tax, HRC Section 3(U), for flood control commencing January 1, 2017. The sales tax will be dedicated through the life of the project.

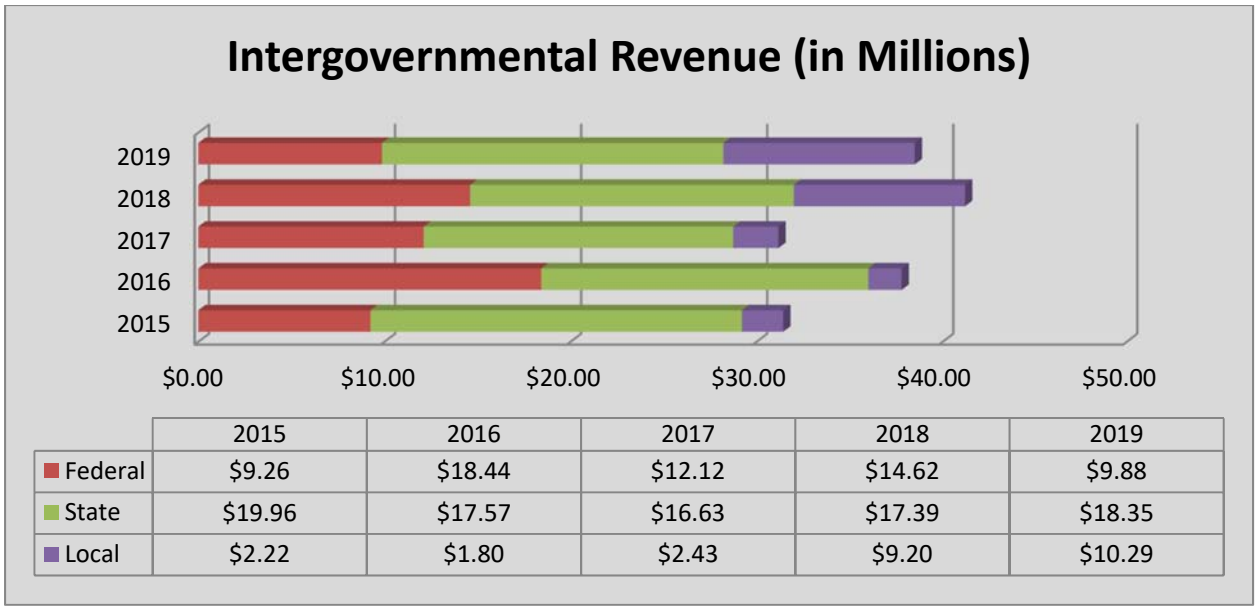


	2015	2016	2017	2018 Revised	2019
Sales Tax	50.99	51.11	47.65	48.37	49.58
% Increase	5.5%	0.2%	-6.8%	1.5%	2.5%

Intergovernmental Revenues

Intergovernmental revenues come directly from other governmental units. Funding is received from federal, state and local agencies. Revenues are commonly received in the form of grants for specific purposes or may be more general in nature.

In 2016 and 2017, we experienced a significant decline in the State of North Dakota's economic conditions which resulted in a decline to the City's state aid resources. There has been a reversal of this trend in 2018 in overall State sales tax collections as reported by the State Tax Commissioner. We are projecting increases in our larger state aid sources for 2019 as the economic activity improved and the impact of internet sales taxation matures. Local intergovernmental revenue shows an increase of $1 million. This increase is the result of flood protection related debt being folded into the FM Area Diversion Project financial plan. The debt service payments on this debt will be reimbursed to the City by the FM Diversion Authority. Historical revenue trends for intergovernmental revenues in governmental funds are shown in the chart on the following page.



	2015	2016	2017	2018	2019
Federal	$9.26	$18.44	$12.12	$14.62	$9.88
State	$19.96	$17.57	$16.63	$17.39	$18.35
Local	$2.22	$1.80	$2.43	$9.20	$10.29

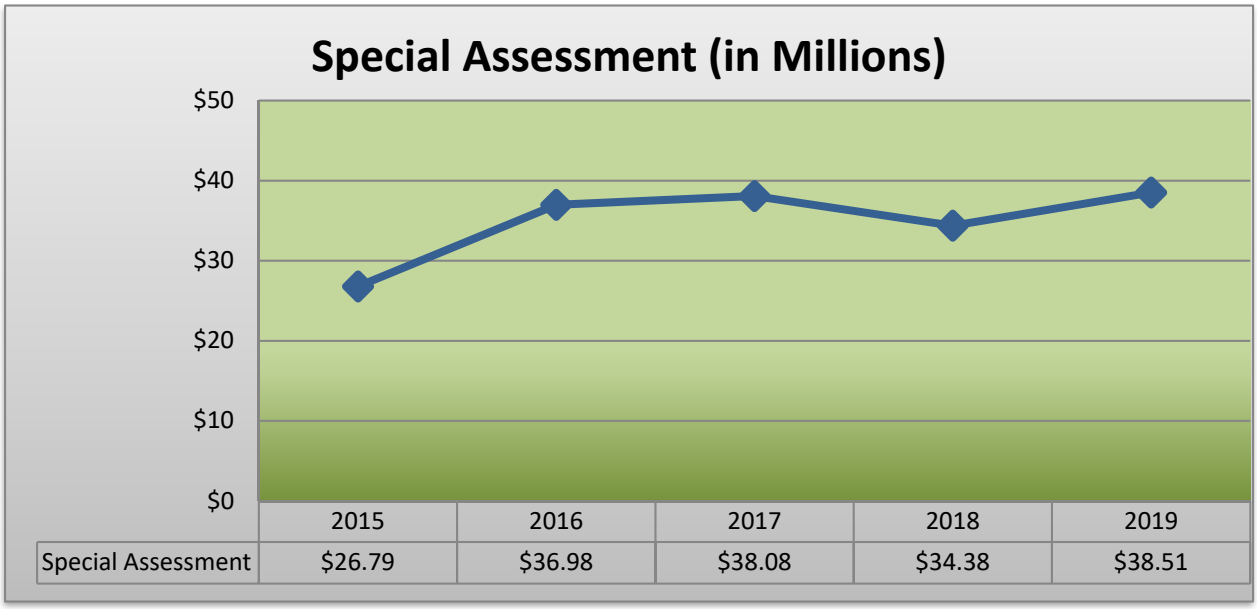
The City budgets for grant revenue based upon approved grant agreements. Budgets are modified during the year as new grants are awarded and approved by the Board of City Commissioners. State intergovernmental revenues are estimated based upon financial statistics reported by the State of North Dakota or other entities, historical trending and an assessment of the statewide economy. We do not use an external economist to predict State revenues sources; however, our existing budget process contains a mid-year revenue revision if needed. The City has an excellent record of accomplishment in overall revenue budgeting results.

Special Assessments

Special assessments are a widely used method of funding infrastructure projects in North Dakota.

Those who benefit from infrastructure projects help pay for these capital improvements. Special assessment benefit districts are established during the project planning phase and final project costs are allocated to property parcels after the projects are completed based upon the benefits they receive. Assessments are accounted for on a project specific basis and therefore we are able to predict our certified assessment revenues with a high degree of certainty. Most assessments are collected over a twenty-five-year period that mirrors the useful life of the infrastructure asset. A property owner may choose to prepay their entire assessment. Accumulated prepaid assessments are restricted within debt service funds for the payment of long-term debt.

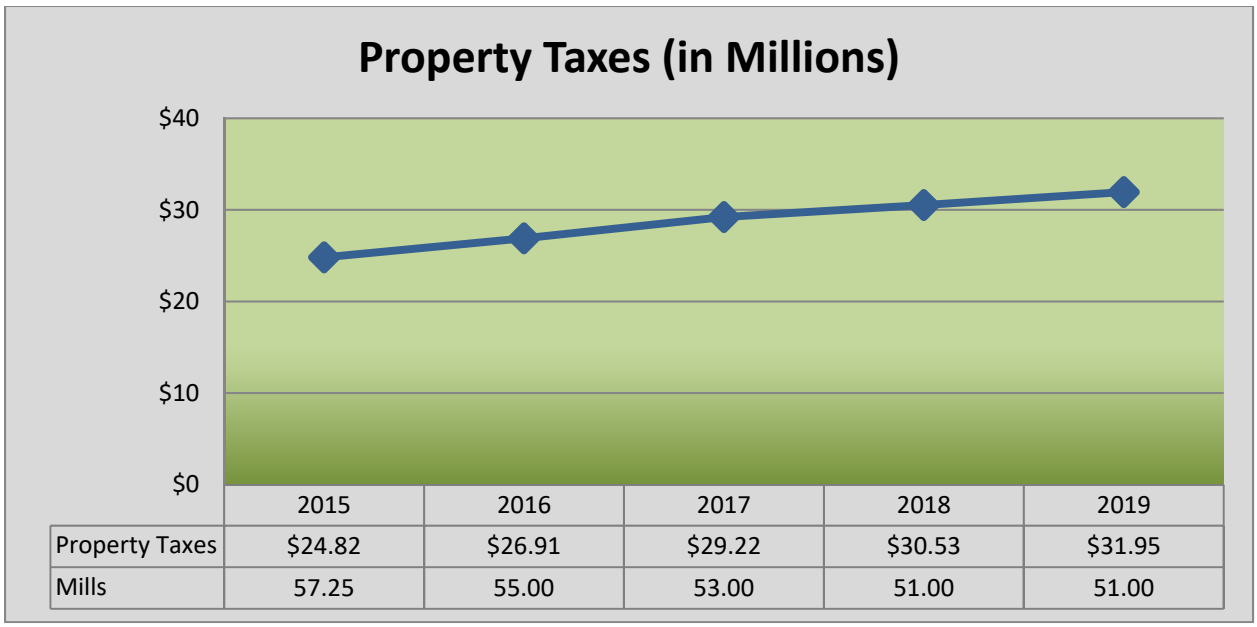
The amount budgeted for special assessment revenue in 2019 of $38 million is based upon projects currently on the assessment rolls and an allowance for assessment prepayments. This revenue source will continue to rise as our community continues to grow. Funds collected from certified assessment collections (annual payments) plus assessment prepayment accumulations are sufficient to cover our annual debt service requirements.



	2015	2016	2017	2018	2019
Special Assessment	$26.79	$36.98	$38.08	$34.38	$38.51

Property Taxes

Property taxes provide about 26% of our overall General Fund revenues. The City's Home Rule Charter contains a tax mill cap of 64 mills. The 2019 approved budget recommends no change in the current 51 mill levy. The City Commission reduced the mill levy in 2016, 2017 and 2018 at times when market values increased faster than our normal property tax growth rates. Tax collections are based upon the mill levy established by the Board of City Commissioners which is evaluated as part of our annual budget process. Tax collections are estimated based upon the final property tax rolls and are collected by Cass County and remitted to the City as they become due in February. We are projecting total property tax collections of $31.95 million an increase of 4.7%.

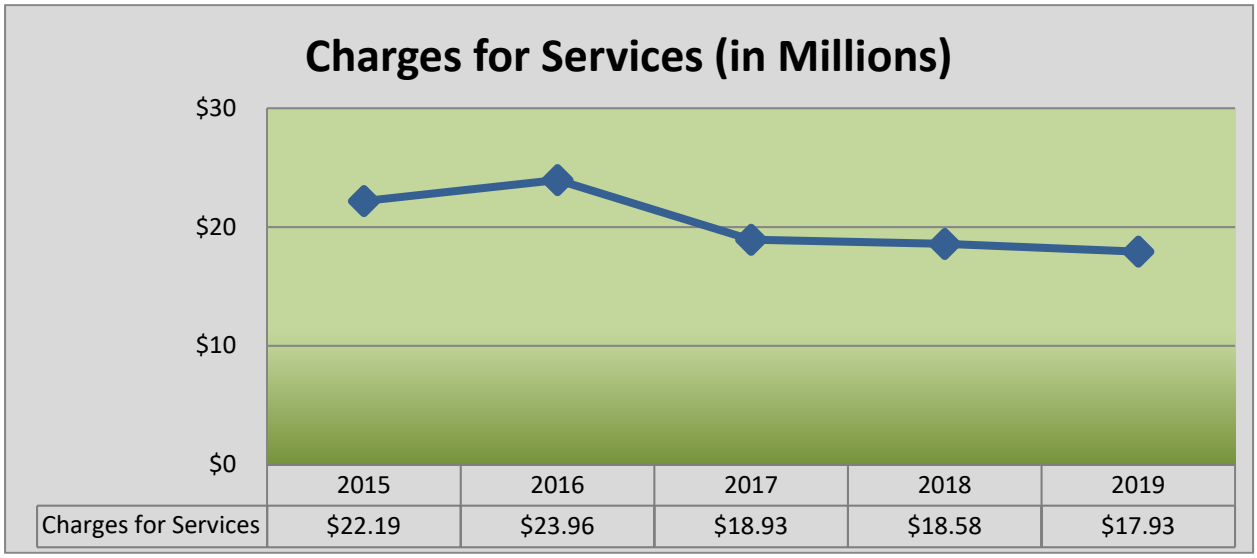


	2015	2016	2017	2018	2019
Property Taxes	$24.82	$26.91	$29.22	$30.53	$31.95
Mills	57.25	55.00	53.00	51.00	51.00

Charge for Services

Charge for Services

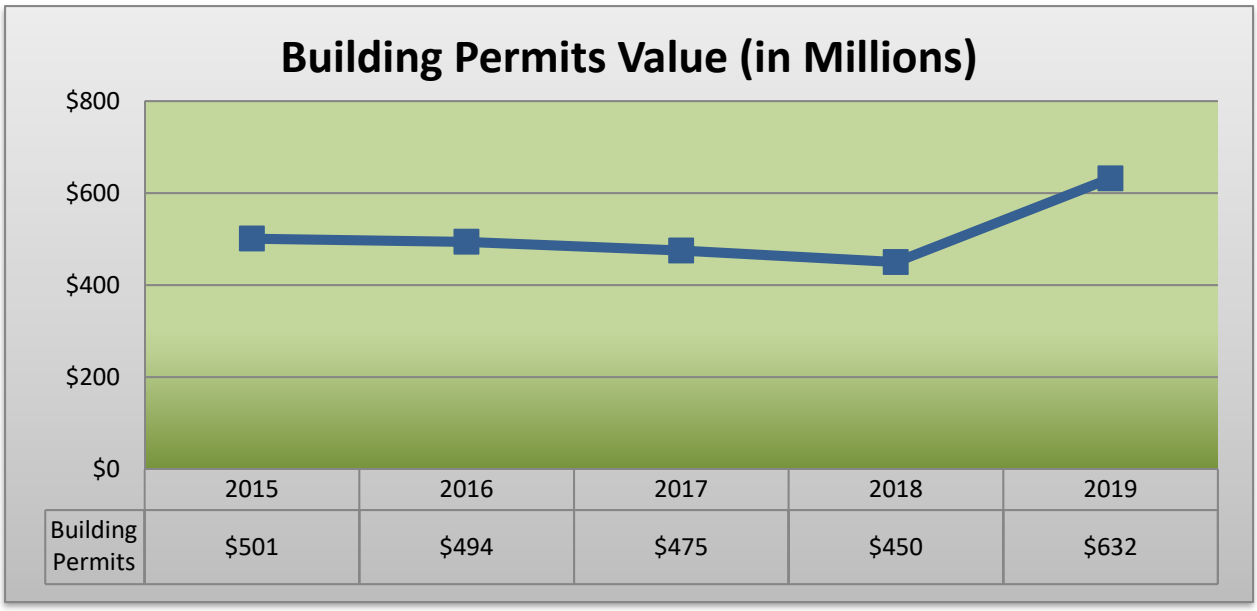
The trend for all charge for services revenue accounts is shown in the following graph. We anticipate overall revenue levels to decrease slightly due to a smaller than normal infrastructure capital improvement plan resulting from a change in our infrastructure funding policy amended in 2018.



Building Permits

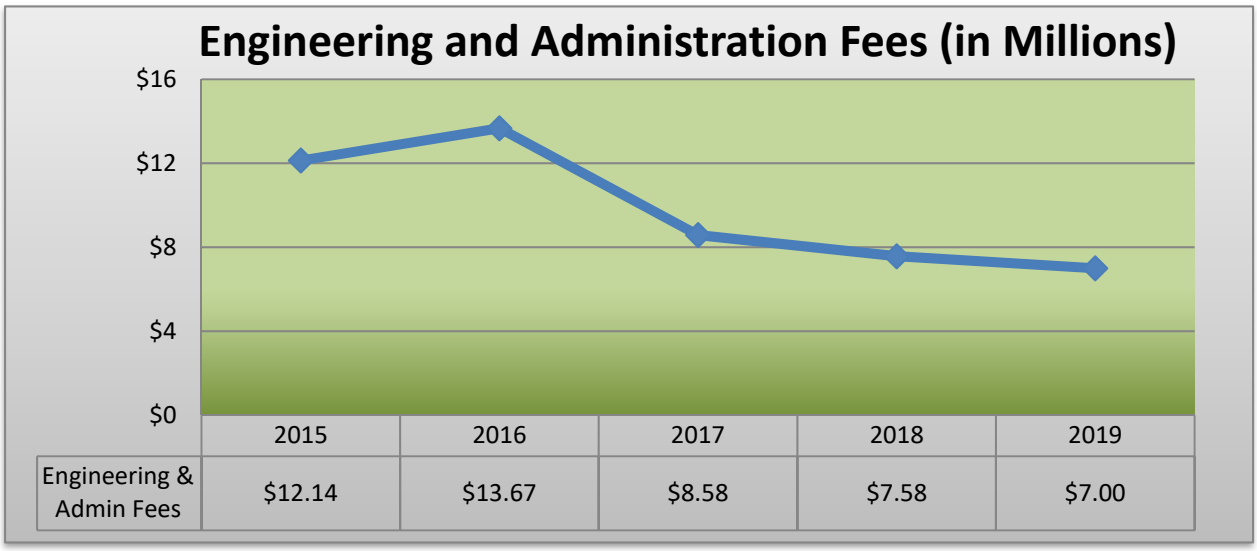
The City charges a variety of fees associated with the delivery of services to our citizens. Building permits are one of the most prominent of our fees. They are an important indicator of our economic strength and the level of construction activity in our local economy. Fees are established by the City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

Fargo set an all-time record level of building activity in 2014 with permit values exceeding $1 billion. Significant expansions are occurring in our health services sector with Sanford and Essentia hospitals building more or expanding capacity to meet the needs of the region. Since that time we are trending around $400 million in building permits issued annually. Sanford recently announced expansion plans for Fargo in the next few years that will total approximately $200 million of new facilities constructed just east of their new location adjacent to I94. Demand for both residential and commercial construction continues. The revenue projection for permit fees reflects continued confidence in our local economy. A $620,000 increase has been included in the 2019 budget.



Capital Project Engineering and Administrative Fees

Engineering and administrative fees are charged for the management and delivery of capital projects. These fees are part of our base revenues associated with the design, development, construction and administration of a robust infrastructure deployment program. The table below shows the trend of this revenue source. We expect this revenue source to decrease due to a smaller than normal infrastructure capital improvement plan and amended funding policy.



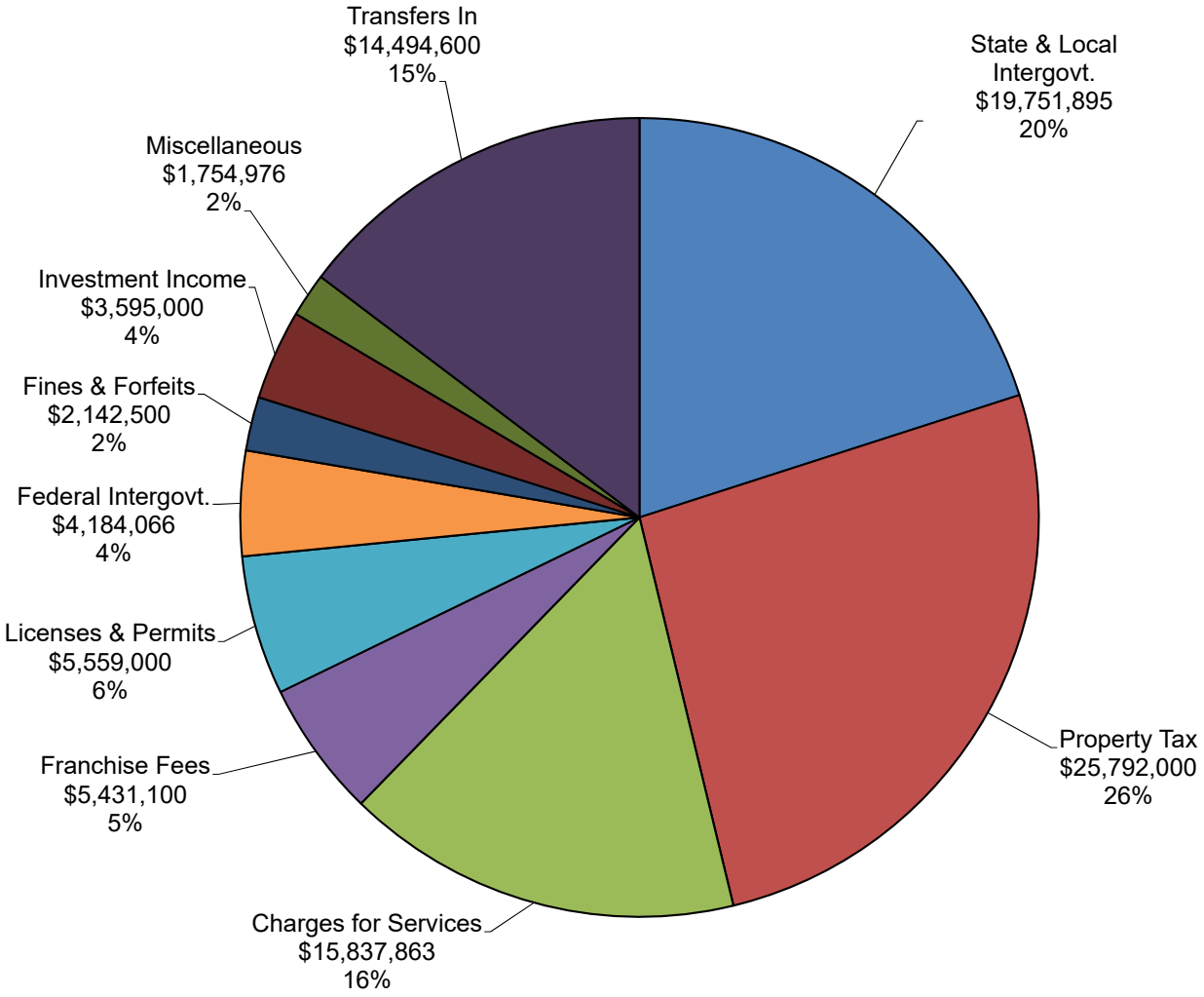
Fund Balance Definitions	Fiscal Trends and Comments
Fund balance is the difference between assets and liabilities and is one of many measurements of an entities overall financial strength. Pursuant to the Governmental Accounting Standards Board standard fund balances are categorized as follows: **Non-spendable** – Cannot be spent as is legally restricted. **Restricted** – Subject to externally imposed restrictions, laws, bond covenants or other means. **Committed** – Constrained by action of the Board of City Commissioners. Cannot be used for other purposes unless approved at the same level of authority. **Assigned** – Intended to be used for a specific purpose. Intent can be expressed by City Commission or someone to whom authority has been delegated. **Unassigned** – Unrestricted and available to appropriate.	• General Fund Balances are maintained in this budget in accordance with the City's fund balance policies. • There continues to be significant accumulation of resources in our Debt Service funds associated with the prepayment of special assessments. • 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	Intra-fund Transfer	Fund Balance December 31	Increase / (Decrease)	% Change In Fund Balance
General Fund								
	2015	37,230,038	92,760,292	90,814,278	-	39,176,052	1,946,014	5%
	2016	39,176,052	94,433,477	93,513,025	700,000	39,396,504	220,452	1%
	2017	39,396,504	92,654,237	93,004,167	1,200,000	37,846,574	(1,549,930)	-4%
	2018	37,846,574	96,751,911	99,908,994	1,200,000	33,489,491	(4,357,083)	-12%
	2019	33,489,491	98,543,000	98,238,000	-	33,794,491	305,000	1%
Special Revenue Funds								
	2015	1,821,148	7,002,858	6,284,612	-	2,539,394	718,246	39%
	2016	2,539,394	6,826,212	7,822,116	-	1,543,490	(995,904)	-39%
	2017	1,543,490	6,776,734	7,426,237	-	893,987	(649,503)	-42%
	2018	893,987	7,662,121	8,136,343	-	419,765	(474,222)	-53%
	2019	419,765	7,154,650	7,939,441	-	(365,026)	(784,791)	-187%
Debt Service Funds								
	2015	61,094,853	94,700,412	65,124,577	-	90,670,688	29,575,835	48%
	2016	90,670,688	146,089,924	128,141,138	-	108,619,474	17,948,786	20%
	2017	108,619,474	124,594,986	152,204,468	-	81,009,992	(27,609,482)	-25%
	2018	81,009,992	71,153,714	70,901,618	-	81,262,088	252,096	0%
	2019	81,262,088	74,977,271	70,818,685	-	85,420,674	4,158,586	5%
Total All Budgeted Governmental Funds								
	2015	100,146,039	194,463,562	162,223,467	-	132,386,134	32,240,095	32%
	2016	132,386,134	247,349,613	229,476,279	700,000	149,559,468	17,173,334	13%
	2017	149,559,468	224,025,957	252,634,872	1,200,000	119,750,553	(29,808,915)	-20%
	2018	119,750,553	175,567,746	178,946,955	1,200,000	115,171,344	(4,579,209)	-4%
	2019	115,171,344	180,674,921	176,996,126	-	118,850,139	3,678,795	3%

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. Our revenue sources include a diverse blend of taxes, licenses & permits, intergovernmental revenues, charges for services, fines and forfeits, interest and other revenues. Major functional programs include General Governmental Services, Public Safety, Public Works, Public Health and Welfare, Recreation & Culture, Public Transportation, General Support, and Capital Outlay.	• Budget strategy is focused on continuation of providing high quality services and lowering the budget growth and modest use of fund balance. Growth in the 2019 budget is lower than our long-term average budget growth. Additional staffing requested by Departments has been curtailed due to currently flat revenue projections. • Property tax values continue to increase as a result of a high level of residential and commercial construction. We expect this trend to continue. • State revenues have stabilized in 2018 and are predicted to increase in 2019 due to an increase in the oil economy in western ND. Recent ruling about taxation of internet purchases may help increase state aid levels in 2019. The impact of the Wayfair Supreme Court ruling has been factored into the General Fund revenue projections. • Construction activity and building permit revenues remain strong. Sanford announced a major expansion of their operations totaling $200 million over the next several years. Significant expansion of employment will result. • There are consistent demands upon our allocable resources for items related to growth such as municipal facilities, staffing and operational costs. • General Fund balance goals have been achieved in accordance with our fund balance policy which requires a 25% fund balance be maintained.

CITY OF FARGO, ND
2019 GENERAL FUND BUDGETED REVENUES



Total Budgeted Revenues = $98,543,000

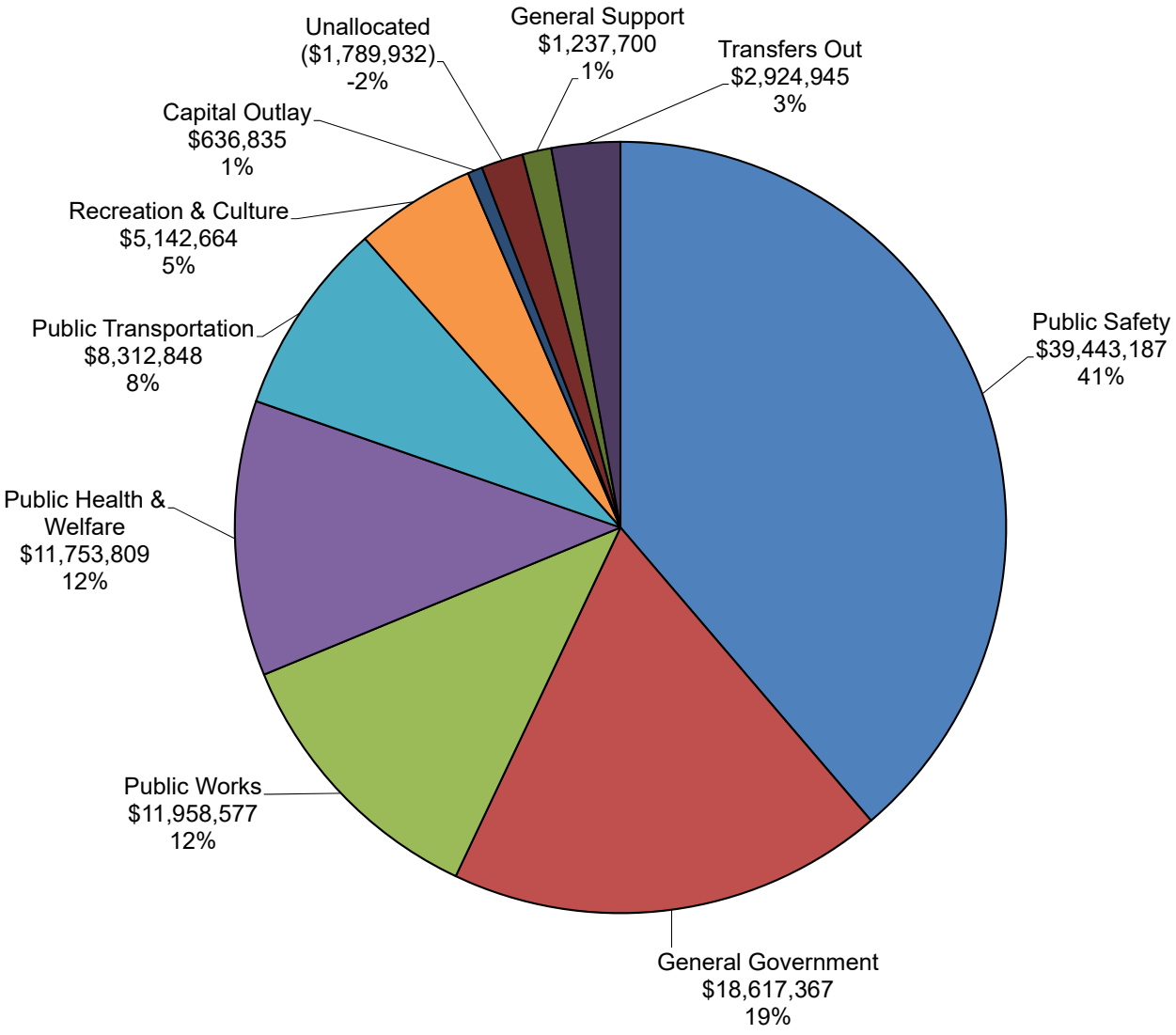
CITY OF FARGO, NORTH DAKOTA
GENERAL FUND REVENUE ANALYSIS
BY SOURCE

Revenue Source	2018 Approved Budget	2019 Approved Budget	$ Change	% Change
Property Taxes	$ 24,498,000	$ 25,792,000	1,294,000	5.3%
Franchise Fees	5,391,500	5,431,100	39,600	0.7%
Licenses & Permits	4,790,000	5,559,000	769,000	16.1%
Federal Grants	4,273,838	4,184,066	(89,772)	-2.1%
State Share Revenues	16,921,796	18,055,668	1,133,872	6.7%
Local Grant Revenues	1,580,831	1,696,227	115,396	7.3%
Charges for Services	16,837,863	15,837,863	(1,000,000)	-5.9%
Fines	2,536,500	2,142,500	(394,000)	-15.5%
Interest	3,366,000	3,595,000	229,000	6.8%
Miscellaneous	937,672	1,754,976	817,304	87.2%
Transfers In	15,249,000	14,494,600	(754,400)	-4.9%
Totals	**$ 96,383,000**	**$ 98,543,000**	**$ 2,160,000**	**2.2%**

CITY OF FARGO, NORTH DAKOTA
GENERAL FUND RESOURCES TRENDS

REVENUE SOURCES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 APPROVED BUDGET	2019 APPROVED BUDGET
Property Tax	$ 20,395,061	$ 22,100,797	$ 23,844,015	$ 24,498,000	$ 25,792,000
	24.7%	**26.8%**	**29.4%**	**30.2%**	**30.6%**
Franchise Fees	4,943,428	4,839,169	5,108,969	5,391,500	5,431,100
	6.0%	**5.8%**	**6.3%**	**6.6%**	**6.5%**
Licenses & Permits	4,990,708	4,832,455	4,628,182	4,790,000	5,559,000
	6.1%	**5.8%**	**5.7%**	**5.9%**	**6.6%**
Federal Intergovt.	4,325,830	4,799,729	5,300,819	4,273,838	4,184,066
	5.3%	**5.8%**	**6.6%**	**5.3%**	**5.0%**
State & Local Intergovt.	21,285,924	18,506,519	17,871,426	18,502,627	19,751,895
	25.8%	**22.3%**	**22.1%**	**22.8%**	**23.6%**
Charges for Services	20,609,014	22,161,433	17,042,076	16,837,863	15,837,863
	25.1%	**26.7%**	**21.1%**	**20.8%**	**18.8%**
Fines & Forfeits	2,443,652	2,121,582	2,104,662	2,536,500	2,142,500
	3.0%	**2.6%**	**2.6%**	**3.1%**	**2.5%**
Investment Income	2,117,194	2,525,865	3,942,045	3,366,000	3,595,000
	2.6%	**3.0%**	**4.9%**	**4.1%**	**4.3%**
Miscellaneous	1,144,199	1,030,899	1,033,911	937,672	1,754,976
	1.4%	**1.2%**	**1.3%**	**1.2%**	**2.1%**
Total Revenues	**$ 82,255,010**	**$ 82,918,448**	**$ 80,876,105**	**$ 81,134,000**	**$ 84,048,400**
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Operating Transfers In	10,505,282	11,515,029	11,778,132	15,249,000	14,494,600
Total Revenues & Transfers In	**$ 92,760,292**	**$ 94,433,477**	**$ 92,654,237**	**$ 96,383,000**	**$ 98,543,000**

CITY OF FARGO, ND
2019 GENERAL FUND BUDGETED EXPENDITURES



Total Budgeted Expenditures = $98,238,000

CITY OF FARGO, NORTH DAKOTA
GENERAL FUND EXPENDITURES
BY CATEGORY

Expense Category	2018 Approved Budget	2019 Divisional Requests	2019 Approved Budget	% of Total	Change from 2018 Approved Budget to 2019 Approved Budget	
					$	%
Salaries	$ 51,221,395	$ 53,480,319	$ 52,650,892	**53.6%**	$ 1,429,497	**2.8%**
Benefits	18,784,535	17,075,696	17,244,531	**17.6%**	(1,540,004)	**-8.2%**
Other Services	10,418,545	11,319,301	11,211,490	**11.4%**	792,945	**7.6%**
Capital Outlay	630,100	9,212,305	636,835	**0.6%**	6,735	**1.1%**
Transfers	3,076,151	3,193,400	2,924,945	**3.0%**	(151,206)	**-4.9%**
Major Cost Categories	84,130,726	94,281,021	84,668,693	**86.2%**	537,967	**0.6%**
Energy	2,327,203	2,483,390	2,829,890	**2.9%**	502,687	**21.6%**
Repairs and Maintenance	3,476,800	3,826,355	3,783,605	**3.9%**	306,805	**8.8%**
General Supplies	2,534,411	2,627,260	2,597,760	**2.6%**	63,349	**2.5%**
Rentals	1,006,735	1,415,274	1,399,946	**1.4%**	393,211	**39.1%**
Major Supplies	576,046	680,546	676,546	**0.7%**	100,500	**17.4%**
Miscellaneous	553,422	605,250	596,005	**0.6%**	42,583	**7.7%**
Travel & Education	822,779	876,887	860,787	**0.9%**	38,008	**4.6%**
Insurance	751,762	685,647	684,712	**0.7%**	(67,050)	**-8.9%**
Communications	488,456	558,206	444,396	**0.5%**	(44,060)	**-9.0%**
Advertising and Printing	282,560	296,560	278,560	**0.3%**	(4,000)	**-1.4%**
Debt Service	17,100	17,100	17,100	**0.0%**	-	**0.0%**
Unallocated	(600,000)	(600,000)	(600,000)	**-0.6%**	-	**0.0%**
Minor Cost Categories	12,237,274	13,472,475	13,569,307	**13.8%**	1,332,033	**10.9%**
Totals	**$ 96,368,000**	**$ 107,753,496**	**$ 98,238,000**	**100.0%**	**$ 1,870,000**	**1.9%**

CITY OF FARGO, NORTH DAKOTA
GENERAL FUND EXPENDITURES AND TRANSFERS

FUNCTIONAL COST CATEGORY	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 APPROVED BUDGET	2019 DIVISIONAL REQUESTS	2019 APPROVED BUDGET
General Government	$ 15,087,608	$ 15,850,432	$ 16,709,859	$ 17,171,212	$ 18,825,096	$ 18,617,367
	17.6%	**17.9%**	**18.2%**	**18.4%**	**18.0%**	**19.5%**
Public Safety	33,326,475	35,804,818	36,823,018	39,390,974	39,395,767	39,443,187
	38.9%	**40.4%**	**40.3%**	**42.2%**	**37.6%**	**41.5%**
Public Works	9,716,904	10,662,455	10,710,691	11,923,785	12,419,836	11,958,577
	11.3%	**12.0%**	**11.7%**	**12.8%**	**11.9%**	**12.5%**
Public Health & Welfare	10,412,765	10,762,458	11,533,635	11,755,199	11,827,483	11,753,809
	12.2%	**12.1%**	**12.6%**	**12.6%**	**11.3%**	**12.3%**
Recreation & Culture	4,390,993	4,770,797	4,896,092	4,909,457	5,093,577	5,142,664
	5.1%	**5.4%**	**5.4%**	**5.3%**	**4.9%**	**5.4%**
Unallocated	-	-	-	(2,214,235)	(1,828,185)	(1,789,932)
	0.0%	**0.0%**	**0.0%**	**-2.4%**	**-1.7%**	**-1.9%**
Public Transportation	7,031,084	7,092,990	7,374,024	8,442,657	8,369,517	8,312,848
	8.2%	**8.0%**	**8.1%**	**9.0%**	**8.0%**	**8.7%**
General Support	1,200,135	1,057,122	1,151,575	1,282,700	1,244,700	1,237,700
	1.4%	**1.2%**	**1.3%**	**1.4%**	**1.2%**	**1.3%**
Capital Outlay	4,504,952	2,689,823	2,178,422	630,100	9,212,305	636,835
	5.3%	**3.0%**	**2.4%**	**0.7%**	**8.8%**	**0.7%**
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Total Expenditures	**$ 85,670,916**	**$ 88,690,895**	**$ 91,377,316**	**$ 93,291,849**	**$ 104,560,096**	**$ 95,313,055**
Transfers Out to Other Funds	5,143,362	5,522,130	2,826,851	3,076,151	3,193,400	2,924,945
Total Expenditures and Transfers Out	**$ 90,814,278**	**$ 94,213,025**	**$ 94,204,167**	**$ 96,368,000**	**$ 107,753,496**	**$ 98,238,000**

CITY OF FARGO, NORTH DAKOTA
2018 GENERAL FUND MID-YEAR BUDGET ADJUSTMENTS

Adjustment Detail	Fund/Use	Type	Amounts	Account #	Reason For Adjustments
Recommended General Fund Revenue Adjustments:					
Grant Administration Allowance	Remove Revenue Line	CS	(300,000)	101-0000-349.20-01	Grants Safe Harbor Allowance Not Implemented
Fines & Forfeits	Declining Revenue Trend	FN	(300,000)	101-0000-351.10-01	Changes in Traffic Enforcement
Parking Tickets	Declining Revenue Trend	FN	(50,000)	101-0000-351.30-01	Changes in Parking Enforcement
Total General Fund Revenues			**$ (650,000)**		
Recommended General Fund Expenditure Adjustments:					
City Attorney	Contract Amendment		80,000	101-0530-403-33-25	Contract Amendment
City Prosection	Contract Amendment		8,500	101-0531-403-33-25	Contract Amendment
Transit Local Share Funding	Local Share of Federally Funded Equipment		220,000	101-9001-555.90-40	Decrease in federally funded percentage
Total General Fund Expenditures			**$ 308,500**		
Net Change in Budget Status			**$ (958,500)**		

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

Fiscal Year	Original Budget	Revised Budget	Actual	Variance $	Variance %
2017	91.6	92.8	92.6	(0.2)	-0.2%
2016	94.3	94.0	94.4	0.4	0.4%
2015	90.0	92.1	92.5	0.4	0.4%
2014	84.9	88.2	92.9	4.7	5.3%
2013	80.5	89.7	90.1	0.4	0.4%
2012	75.7	80.4	81.7	1.3	1.6%
2011	69.9	77.2	80.7	3.5	4.5%
2010	69.2	72.3	75.3	3.0	4.1%
2009	66.8	72.0	72.3	0.3	0.4%
2008	59.9	64.8	66.3	1.5	2.3%
Ten Year	**$ 691.2**	**$ 730.7**	**$ 746.2**	**$ 15.5**	**2.1%**

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.

Larger variance shown in 2014 was the result of a record year for building permits issued. The total value of building permits issued was $1.012 billion which is an all time record for the City. There was also a large increase in charges for services due to a large volume and demand for infrastructure in new housing developments.

Data has been extracted from audited financial statements which are posted online @ www.fargond.gov

Description of Service Provided	Current or Emerging Issues
The City Administrator's office serves in the lead staff position responsible for policy and overall operations of the City. It also serves as the primary liaison position between Departments and the City Commission. The administrative staff included in this budget consists of the City Administrator, Assistant City Administrator and Strategic Planning Director which are appointed positions. Responsibilities include leadership, direction and ongoing support for City operations including economic development initiatives. In addition, administrative staff represent the City on numerous other Agencies and Authorities including: **External:** FM Diversion Authority Lake Agassiz Water Authority North Dakota Water Coalition Devils Lake Outlet Management Committee Fargodome Building Committee Newman Outdoor Field Management Committee Metropolitan Council of Governments Red River Valley Dispatch Center Local Governmental & Educational Units **Internal:** Mayor's Budget Team Mayor's Cabinet Finance Committee Public Works Projects Evaluation Committee Utility Committee Community Development Committee Human Relations Committee Native American Commission New Americans Commission Position Evaluation Committee Other ad hoc committees assigned by the Mayor and City Commissioners.	In 2017, a reorganization of the Planning Department occurred and, as part of the reorganization, a new position was created in Administration titled Strategic Planning Director. As a result, Jim Gilmour was moved from the position of Planning Director to the position of Strategic Planning Director. In early 2019, the North Dakota Legislature will begin another biennial session in advance of the 2019-2021 biennium. It is anticipated that a considerable amount of time will be spent by staff and consultants participating in the session. **Major goals in 2019 include the following:** • Begin construction of FM Diversion Project • Continue construction of In-City Flood Protection • Begin construction of Red River Valley Water Supply Project • Subcommittee planning for a Performing Arts Venue • Subcommittee Visioning/Planning for the Civic Plaza • New focus on economic development opportunities • Focus and emphasis on neighborhoods • Focus and emphasis on affordable housing • Begin construction of a Wastewater Plant expansion • Begin conversion of landfill gas to compressed natural gas • Continued focus on Public Safety

City Administrator

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 341,258	$ 354,133	$ 512,095	$ 528,416
Benefits	61,992	69,100	117,278	117,294
Other Services	61,228	25,200	25,200	65,200
Repairs and Maintenance	-	500	500	500
Rentals	-	-	-	-
Insurance	749	730	730	730
Communications	1,939	1,400	1,400	1,400
Advertising and Printing	-	1,900	1,900	1,900
Travel & Education	16,410	15,700	15,700	20,700
Energy	-	-	-	-
General Supplies	1,251	7,600	7,600	2,600
Major Supplies	-	-	-	-
Miscellaneous	-	2,500	2,500	2,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 484,827	$ 478,763	$ 684,903	$ 741,240

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	2	2	3	3
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	2	2	3	3

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: • Recruiting and Promotional Processes • New Employee Orientation • Compensation • Job Classification • Job Descriptions • Benefit Administration • Policy Development • Performance Management • Employee Relations Safety and WSI Administration • Training and Development • Compliance with Federal, state and local laws and regulations.	• **Performance Management** The HR Team plans to focus on performance management, reinforcing the importance of on-going feedback in order for employees to be engaged and successful in their positions, ultimately providing the best service possible to our citizens. A Performance Management Platform provides a tool to automate the performance management process, creating efficiencies for managers and a more engaging, impactful experience for employees. • **Employee Engagement** *A* critical need exists to begin to measure the level of engagement and satisfaction for City of Fargo employees through an employee engagement survey. The survey results would give administration, HR and department heads the data needed to determine focus areas for continuous improvement in the employment experience. • **Training and Development** The implementation of LaunchPad, a learning management system, will allow an efficient and effective delivery method for essential training and organizational communication.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Total Employees	1,900	1,901	1,930
Total Positions Posted	121	145	160
Total Applicants	4,167	4,200	4,250
Employment Actions Processed	927	1,150	1,175

Human Resources

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 550,801	$ 588,671	$ 588,671	$ 644,985
Benefits	153,526	162,821	141,121	154,263
Other Services	176,130	164,010	164,010	223,550
Repairs and Maintenance	-	-	-	-
Rentals	7,715	9,506	9,506	9,506
Insurance	2,525	2,185	2,185	2,185
Communications	2,145	5,810	5,810	5,810
Advertising and Printing	30,318	34,000	34,000	34,000
Travel & Education	32,552	58,325	58,325	58,325
Energy	-	-	-	-
General Supplies	8,935	5,877	5,877	5,877
Major Supplies	-	-	-	-
Miscellaneous	16,085	77,500	77,500	77,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 980,732	$ 1,108,705	$ 1,087,005	$ 1,216,001

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	7	7	7	8
Part Time Benefited	1	1	1	-
Contracted Employees	-	-	-	-
TOTAL	8	8	8	8

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 HealthCare. The major services delivered are: • Support end users with the Helpdesk services to all technology needs. • Maintain and support hardware and software systems and lifecycle deployments. • Administer network infrastructure, servers, phone and deliver expansion for growth. • Manage the systems and software of all departments, including off-the-shelf and custom build software, integrations and data. • Manage and support the Public Safety software system used by all law enforcement and fire agencies in Cass and Clay Counties. • Lead and design custom-built software solutions for internal business process and public services. • 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. • Support and maintain the H.T.E. Accounting system on the IBM midrange platform. • Plan and support the technology needs for all city departments, the dispatch center, and Family HealthCare.	• Security issues across all devices and platforms. • Managing Tablets and Smart Phones. • Mobility of applications and access to software. • Security for the mobile trending workplace. • Cloud/Software-as-a-Service (SAAS) services and solutions changing the software being used and solutions being provided. • Increase dependency on GIS information and applications to support workflow processes in the field. • Data Privacy/Transparency. • Increased demands for greater bandwidth (both wireless and wired). • Promotion of open data.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Help Desk Tickets*	9,741	10,545	11,349

*Adjusted to reflect change method of recording tickets.

Information Services

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,557,196	$ 1,655,133	$ 1,655,133	$ 1,725,928
Benefits	464,466	514,813	440,467	437,486
Other Services	38,280	21,000	21,000	21,000
Repairs and Maintenance	817,247	876,392	876,392	1,106,392
Rentals	-	1,000	1,000	1,000
Insurance	8,445	5,895	5,895	5,895
Communications	131,743	85,560	85,560	130,560
Advertising and Printing	-	-	-	-
Travel & Education	17,199	36,000	36,000	36,000
Energy	848	1,443	1,443	1,443
General Supplies	17,221	19,000	19,000	19,000
Major Supplies	-	-	-	-
Miscellaneous	879	4,550	4,550	4,550
Capital Outlay	25,636	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 3,079,160	$ 3,220,786	$ 3,146,440	$ 3,489,254

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	24	24	24	24
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	24	24	24	24

Description of Service Provided	Current or Emerging Issues
The Department of Communications and Public Affairs provides **proactive administrative and technical assistance** to the Mayor, Commissioners, department heads and the media. The office also plans, coordinates and provides management direction to other departmental public information officers (PIOs) regarding the timely dissemination of information. Communications and Public Affairs oversees **external communications** for the City of Fargo, including media relations, multimedia promotional campaigns, the City websites, overall web presence, social media outlets, branding, citizen engagement platforms, organizational communication policies, printed publications and the operation of government access television channels. The Department also manages **internal communications**, including the quarterly employee newsletter, the intranet site, electronic communications and printed publications. It also maintains the City's **crisis communication plan** and directs communications efforts across departments during City emergencies. **Major services delivered include:** • Citizen engagement • Media relations • Employee outreach • Promotional campaigns • City websites • FargoOne mobile app • Social media • Communication policies • Publications • Operation of government access television channels • Coverage and production of 25 public monthly meetings • Operating and generating content for City Hall's external and internal public information displays • Creation of educational videos and Public Service Announcements (PSAs) • Oversight of external communications contractors working on behalf of the City	• **The influence of social media** is profound. There are currently **43 social media platforms** deployed throughout the City's departments, with another six planned for implementation in the second half of 2018. It is vital for the City to consider its unified presence while also encouraging each department or division to share creative content with our citizens. This involves planning, scheduling, engaging, responding and analyzing results. • **Video production services** is an important function of this Department. It will become especially vital with the new public information systems in the new City Hall facility and the continued proliferation of live streaming sites on the web. It is important for the City to reach its citizens via new, interactive outlets. • **Brand cohesiveness** continues to be a challenge across the various departments of the City. This Department will continually reinforce efforts to solidify the City's commitment to a unified brand presence. • **Freedom of Information Act (FOIA) requests** are now centralized in this Department to streamline the process and improve efficiencies. Working with the City Attorney's Office and individual divisions, this Department will look for additional ways to streamline processes to maximize the organization's effectiveness of information distribution internally and externally. **Department Goals for 2019:** • **Website optimization** - The value of the City's new website will only be fully realized if an ongoing commitment to content assessment, analytic review and improvement is made. An overall goal will be to review each department's web pages at least once annually with applicable departmental staff to maximize effectiveness. • **Media requests and reporting** – A peer analysis will be conducted of other local municipalities to assess the manner in which media interviews are facilitated, as well as solutions for dissemination of media reports to the applicable staff members within the City.

Operational Measures

Description	2015 Actual	2016 Actual	2017 Actual
Website Hits	1,378,527	2,751,964	2,635,927
Unique Website Users	759,584	653,841	565,904
COF Facebook Followers	N/A	3,775	4,182
COF Twitter Followers	N/A	9,734	11,030

Public Information

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 168,302	$ 157,484	$ 157,484	$ 259,653
Benefits	44,919	40,143	35,643	69,507
Other Services	54,705	52,400	52,400	79,820
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	521	730	730	730
Communications	1,909	1,250	1,250	2,350
Advertising and Printing	435	1,200	1,200	2,500
Travel & Education	6,857	7,720	7,720	7,900
Energy	-	-	-	-
General Supplies	758	1,000	1,000	1,000
Major Supplies	-	-	-	-
Miscellaneous	16,062	15,000	15,000	15,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 294,468	$ 276,927	$ 272,427	$ 438,460

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	2	2	2	3
Part Time Benefited	-	-	-	-
Contracted Employees	-	1	1	1
TOTAL	2	3	3	4

City Attorney

Description of Service Provided	Current or Emerging Issues
General legal services – upon request by all departments and elected officials. **Litigation oversight:** • Coordinate and support legal defense of claims against (and by) the city • NDIRF covers most claims (Serkland) **Additional affiliated or related services (billed separately):** • FargoDome Authority • FM HRA • Diversion Authority • Flood Property Acquisitions • RRRDC	• In recent past, handled increasing demand by off-loading work (e.g. Div Auth); however, demand for legal services continues to grow. Departments that generally demand legal services are becoming larger and are handling more complex issues (i.e. Engineering and Planning) • In addition, expected turnaround time is ever-shortening. This requires deeper level of resources to absorb demands for service • Attention areas include open record requests, code enforcement issues, HR, special projects.

City Attorney

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	741,774	558,000	638,000	658,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Claims	-	15,000	15,000	15,000
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 741,774	$ 573,000	$ 653,000	$ 673,000

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) Includes: • Codes enforcement in Municipal Court • Health Department matters (tobacco compliance and alcohol serving compliance) • Limited advising of police officers	• **ND Legislative change** (remand law)—as predicted, this change has caused significant increase in demand for prosecutors' time in Cass County District (City keeps 100% of fines when paid into Municipal Court and only 20% of fines when paid into District Court.) • **MARCY'S LAW** -- approved by voters in 2016. Some impact experienced but managed. Implementation of the "SAVIN" victim notification system helpful. • Since 2015, have had single full-time prosecutor and with assistance from contracted lawyers and from City Attorney office. We have needed greater coverage--new associate and new principal prosecutor will help in covering this vulnerability—deeper bench. • Established track record of returning unused budgeted funds.

City Prosecution

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	290,765	325,730	334,230	365,730
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	656	900	900	900
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 291,421	$ 326,630	$ 335,130	$ 366,630

Baseball Stadium

Description of Service Provided	Current or Emerging Issues
The City of Fargo constructed a 4,500-seat baseball stadium located on the campus of North Dakota State University (NDSU). It is the home of the FM-Redhawks baseball team, a member of the Northern League. The stadium is also leased to North Dakota State University for use by their college baseball program. Stadium naming rights and suite rentals pursuant to a lease agreement with Fargo Baseball, LLC, and Newman Outdoor Signs paid for the original cost the stadium ($5.2 million). This recreational and entertainment facility continues to provide top quality events for our citizens to enjoy during the summer season. Committee members include representatives from the City of Fargo, Fargo Baseball, LLC, and North Dakota State University.	• Maintenance costs are trending higher due to the age of the facility that was built in 1995. • A Stadium Management Committee structure is in place to oversee the operations and interaction with Stadium stakeholders.

Operational Measures

Description	2016 Actual	2017 Actual	2018 Expected
Number of Seats	4,422	4,172	4,172
RedHawks Attendance	180,345	176,062	175,000

Baseball Stadium

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	60	5,000	5,000	30,000
Repairs and Maintenance	33,741	59,900	59,900	59,900
Rentals	-	-	-	-
Insurance	5,944	2,000	2,000	2,000
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	2,000	2,000	2,000
Capital Outlay	110,416	25,000	25,000	-
Debt Service	3,133	2,100	2,100	2,100
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 153,294	$ 96,000	$ 96,000	$ 96,000

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 pursuant to fiscal services agreements. The major services delivered include: • General Accounting and Payroll • Budgeting • Capital Financing & Debt Management • Comprehensive Annual Financial Report • Treasury Management • Insurance and Risk Management • Auditing and Financial Reporting • Special Assessments • City Utility Billing • Licenses & Permits • Records Management • Defined Benefit Pension Administration • Financial Policy Development • Fiscal Agent for the FM Diversion • Fiscal agent for the Red River Dispatch Center	• We delivered our Comprehensive Annual Financial Report (CAFR) and related independent audit report with a clean opinion and no audit findings. We expect the same results going forward. Awarded the GFOA Certificate of Excellence in Financial Reporting for the past 20 years. • Our credit card bill payment method business strategy continues to grow producing an estimated rebate of $280,000 in 2017. Life to date rebates received total $913,000. • We expect interest rates to rise slightly in FY 2019 providing additional budgetary resources after several years of very low investment returns. • Our automated payment methods in our utility billing services exceed industry averages providing for efficiency in this business process.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Vendor Checks Processed	9,500	9,200	9,000
Credit Card Payments	$20 million	$22 million	$24 million
Credit Card Annual Rebate	$257,000	$280,000	$360,000
Number of Bond Issues	3	3	3
Number of Financial Documents Digitized	195,000	200,000	210,000

City Auditor

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 934,198	$ 981,564	$ 981,564	$ 1,028,057
Benefits	262,082	277,348	254,499	268,604
Other Services	87,836	78,900	78,900	87,900
Repairs and Maintenance	1,151	1,400	1,400	1,160
Rentals	2,371	3,500	3,500	3,500
Insurance	3,723	3,870	3,870	4,000
Communications	1,413	1,410	1,410	960
Advertising and Printing	1,450	6,800	6,800	8,000
Travel & Education	11,682	18,525	18,525	17,835
Energy	-	-	-	-
General Supplies	10,563	15,200	15,200	11,000
Major Supplies	-	-	-	-
Miscellaneous	1,129	750	750	1,000
Capital Outlay	9,763	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,327,361	$ 1,389,267	$ 1,366,418	$ 1,432,016

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	12	12	12	12
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	12	12	12	12

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 the City of Fargo. Municipal Court currently holds 5-6 court sessions per day on Tues, Wed and Thurs, and 1 session per day on Monday and Friday. Courtroom appearances can total over 100 per day. The Clerk's office is responsible for administration of court records according to state and local statute, rules and policies. The major services delivered include: • Court Case Management • Filing of Court Cases and Documents • Management of the Court Calendar • Court Policy Development • Court Sentence Programming • Monitoring of Court Sentences • Payments of Traffic Tickets • Fine Collection • Management of Warrants and Summons • 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. • 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. • 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	2017 Actual	2018 Expected	2019 Projected
Warrants Issued	2,832	3,000	2,900
Total collections	$1.5 million	$1.5 million	$1.6 million
Receipts Issued	12,683	11,973	11,500
Cases filed	17,169	16,500	16,500
# of Documents Filed and Scanned	104,980	102,000	103,000
Hearings Scheduled	16,028	17,525	17,700

Municipal Court

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 435,318	$ 490,208	$ 495,316	$ 483,167
Benefits	143,459	174,545	158,760	127,821
Other Services	230,153	227,450	227,450	245,010
Repairs and Maintenance	2,408	4,900	4,900	4,400
Rentals	-	-	-	-
Insurance	2,189	2,185	2,185	685
Communications	247	640	640	640
Advertising and Printing	1,090	1,500	1,500	1,500
Travel & Education	1,306	4,845	4,845	4,085
Energy	26,416	30,000	30,000	26,500
General Supplies	3,079	5,000	5,000	4,000
Major Supplies	-	-	-	-
Miscellaneous	144	1,500	1,500	1,200
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 845,809	$ 942,773	$ 932,096	$ 899,008

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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. Most offenses do not carry a minimum mandatory imprisonment. Mandatory sentencing means the Judge does not have the choice to impose a lesser sentence. Offenses requiring mandatory minimum imprisonment include: • Driving Under Suspension – suspension a result of a DUI requires 4 days' imprisonment. • DUI – second offense within 7 years requires 10 days' imprisonment. Incarceration services are provided by Cass County and Centre Inc. The City funds these costs from General Fund appropriation based upon incarceration service agreements in place. 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. 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 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. • 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. • Changes in DUS laws will result in fewer convictions and fewer sentences of incarceration. • Fargo Police Department has cut the amount of patrol officers operating in the city of Fargo, causing the amount of traffic tickets issued to decrease. • Fargo Police Department is now enforcing State rules regarding intoxicated individuals who refuse to go to detox. When these individuals refuse detox, they must be housed in the Cass County Jail to ensure their safety, as well as the public's safety. Therefore, the housing bill will dramatically increase.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Days served in Cass County Jail	7,932	8,052	7,900
Days served in Centre Inc.	3,666	2,715	3,000
Days served on electronic monitoring	1,197	1,575	1,600

Incarceration

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	873,504	820,000	820,000	870,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 873,504	$ 820,000	$ 820,000	$ 870,000

Description of Service Provided	Current or Emerging Issues
The City Assessor's Office is responsible for maintenance and circulation of all property ownership and legal description boundary 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. The major services delivered include: • Assist the public in understanding and utilizing available tax exemptions. • Provide property tax and valuation estimates to developers, real estate professionals, and taxpayers. • Assist and coordinate valuation efforts of proposed projects for future development & private/public financing concerns. • Provide the legislature information on assessment valuation, procedure, and administration matters. • Provide projected valuation information to local taxing jurisdictions for budgeting and levying purposes.	• Ongoing legislative action relating to property tax levels and administration continue to evolve. Anticipated issues upcoming are discretionary exemptions and increasing valuations. • Work processes are continually being analyzed and modified to create positive, productive, and efficient outcomes. We are currently advancing our efforts in using technology for field data collection and analyzing geographic influences on values. • Recent increases in market valuations appears to be tapering off to more normal levels. • Some commercial property submarkets are experiencing somewhat of a leveling off in activity, resulting in an increase in valuation appeals. • City Assessors office will relocate into City Hall in 2018 after several years of working from a remote location.

Operational Measures

Description	2016 Actual	2017 Actual	2018 Projected
True & Full Property Valuation	$13,284,450,300	$14,381,438,118	$15,322,721,143
True & Full Exempt Valuation	$2,764,283,000	$2,420,250,588	$2,789,915,613
Taxable Valuation	$489,481,255	$527,912,051	$555,534,708
Estimated Property Taxes Generated	$135,112,583	$139,063,591	$146,340,002
Estimated City Taxes Generated	$24,320,265	$25,031,446	$26,341,200
Number of Parcels	35,477	36,072	36,163

- Due to the fact that property taxes are paid in arrears, the valuations presented are for the assessment year prior to the column headings.
- These amounts will differ somewhat due to timing of value estimates, mill levy calculations, and actual tax payments.
- Current year projected taxes to be generated are based on the previous year certified mill levy.
- Taxable Valuation represents 9% of True & Full Value for residential property and 10% of True & Full for all other property classes.

City Assessor

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 813,073	$ 877,459	$ 877,459	$ 896,977
Benefits	260,209	288,788	255,388	263,086
Other Services	6,882	13,245	13,245	4,040
Repairs and Maintenance	-	2,600	2,600	2,600
Rentals	77,358	55,687	55,687	3,400
Insurance	5,860	4,505	4,505	4,505
Communications	3,696	160	160	3,678
Advertising and Printing	424	2,040	2,040	2,040
Travel & Education	17,712	24,480	24,480	25,280
Energy	9,812	11,093	11,093	2,973
General Supplies	20,099	13,100	13,100	15,100
Major Supplies	-	-	-	-
Miscellaneous	189	1,100	1,100	1,100
Capital Outlay	8,230	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,223,544	$ 1,294,257	$ 1,260,857	$ 1,224,779

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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. Cost categories include worker's 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. The Finance Department manages this cost center.	• The auditing budget will provide for proactive forensic auditing procedures to be developed and applied to our financial data. • Insurance costs will increase with the addition of new City facilities. • Banking service fees increased because of a change in our banking and investment management programs. • City staffs continue to refine our digital records management processes to reduce the cost of records administration. • Work continues to make accounting and financial reporting more efficient.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Workers Compensation Premiums	$390,000	$480,000	$480,000
Insurance Costs	194,691	200,000	203,900
Credit Card Fees	22,425	24,000	24,000

General Support

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	390,402	480,000	480,000	480,000
Other Services	416,146	360,800	357,200	391,800
Repairs and Maintenance	7,672	13,000	13,000	9,000
Rentals	-	-	-	-
Insurance	194,691	270,900	270,900	203,900
Communications	(835)	-	-	-
Advertising and Printing	51,269	63,000	63,000	58,000
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	80,177	95,000	95,000	95,000
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,139,522	$ 1,282,700	$ 1,279,100	$ 1,237,700

Description of Service Provided	Current or Emerging Issues
Buildings & Grounds is in charge of maintaining seven downtown structures, six "off-campus" facilities, a Public Safety Building, and the Fargo Cass Public Health facility. 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. Buildings & Grounds employees oversee grounds keeping, sidewalks, and parking lots through the four seasons. Staff also assists one City bus terminal and seven fire stations with troubleshooting and consultations on maintenance related issues. Buildings & Grounds is available for consultation with all City Departments regarding maintenance, roofs, asbestos, indoor air quality concerns, recommended vendors, etc.	• A new City Hall, currently under construction will open in the Fall 2018. The Buildings & Grounds budget increased to provide care of this new facility in addition to other new facilities. • Building maintenance functions will be automated and integrated into the City's centralized asset management system as a long term goal for this Division. The Downtown Public Library facility has been processed into this system in 2018. The new City Hall will be the next major facility to be incorporated in 2019. • The old City Hall will be demolished by the end of 2018. • Two new facilities will be added to locations maintained by this Division in 2019. Operating budget levels have been increased to accommodate these new locations.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Number of Buildings Serviced	15	17	18
Building Repairs	$87,000	$64,000	$55,000
Energy	$200,000	$251,500	$392,000

Buildings & Grounds

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 554,077	$ 657,187	$ 657,187	$ 710,751
Benefits	211,915	250,638	221,758	250,789
Other Services	587,442	367,000	367,000	579,920
Repairs and Maintenance	175,419	163,000	163,000	183,000
Rentals	6,150	7,000	7,000	7,000
Insurance	5,279	5,210	5,210	5,210
Communications	6,057	3,720	3,720	4,200
Advertising and Printing	-	-	-	-
Travel & Education	1,949	1,000	1,000	2,000
Energy	200,125	251,500	251,500	392,000
General Supplies	129,196	168,330	168,330	193,430
Major Supplies	-	-	-	-
Miscellaneous	8,237	11,000	11,000	11,000
Capital Outlay	1,460	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,887,306	$ 1,885,585	$ 1,856,705	$ 2,339,300

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	13	14	14	14
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	13	14	14	14

Description of Service Provided	Current or Emerging Issues
The department has restructured into four divisions: 1) Long-Range planning 2) Current planning 3) Community development 4) Urban development. These four divisions account for the following focus areas. **Comprehensive Planning (Long-Range)** - Responsibilities include land use, transportation, utility, safety, demographic analysis, growth plans, historic preservation, park plans, and area plans. Serves as liaison to governmental entities; such as, school districts and the Fargo Park District, Cass County, and FM MetroCOG. **Development Entitlement Review (Current Planning)** – Responsibilities includes processing applications for annexations, text amendments, map amendments, conditional use permits, variances, alternative access plans, and other applications provided for in the Land Development Code (LDC). Administration includes providing information and customer service to developers, builders, property owners, and enforcement of the code. **Community Development Planning** – Responsible for the development of neighborhood plans, housing plans and development for all income levels, land acquisition and non-profit housing development support. Oversees programs related to homeless prevention, supportive housing and non-profit network development. Includes the administration and implementation of housing and community development programs funded by HUD programs. **Urban Development Planning -** Downtown development and redevelopment, Renaissance Zone, incentive programs, DCP coordination, and public ROW design collaboration. Site plan reviews are done to check for compliance with the Land Development Code. Oversees Arts and Culture Commission, Historic Preservation, The Fargo Project and the planning and management of the downtown parking system, including parking ramps, the Ground Transportation Center, and surface lots. **Special Commissions & Boards** – Staff support is provided to 13 boards and commissions, including Planning Commission, Community Development Committee, Historic Preservation Commission, Human Relations Commission, Native American Commission, Arts and Culture Commission, Fargo Youth Initiative, and other special task forces.	• To accommodate a mix of housing choices, and to be adaptable to market needs, Fargo will need annexations, land use plans, and utility extensions to accommodate for demographic changes and geographic challenges. • Development review continues to be our highest priority. Applications are becoming increasingly more complex. As permit complexity requires additional communications the focus on future land use planning and special studies obtains less attention from staff. • Redevelopment and infill projects continue to gain interest as land value increases and availability of green fields decreases. Both preservation and higher density require careful context analysis and updates to the Land Development Code. • There is a continued need for neighborhood planning and code enforcement from older neighborhoods. • Federal resources are changing their priorities, requiring us to have more projects shovel ready. This requires careful curating prior to the federal grant funded year. • Investment in housing for the very low income and supportive housing require focused decisions, higher priority ranking and private partnerships. • As large companies and businesses locate downtown, parking for day time use increases and market need increases. Management of facilities for shared parking becomes a greater priority. • Downtown InFocus plan and the Public Arts Master Plan was adopted in late 2017. Implementation strategies is our focus in 2018 and 2019. • Opportunities for mutually benefiting projects emerge. Increased communication and coordination requires time to find these opportunities.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Planning Commission Cases Presented	96	98	98
City Commission Cases Presented	153	157	157
Site Plan Reviews	289	277	277
Home-Owner Rehab Projects	14	10	15

Planning and Development

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,041,737	$ 972,778	$ 814,816	$ 928,526
Benefits	296,626	277,046	200,928	238,909
Other Services	464,319	342,440	684,971	487,620
Repairs and Maintenance	-	-	-	-
Rentals	157	-	-	-
Insurance	3,736	2,430	2,430	3,750
Communications	1,890	1,800	1,800	2,300
Advertising and Printing	3,285	6,600	6,600	5,600
Travel & Education	41,473	24,250	28,010	27,750
Energy	-	-	-	-
General Supplies	1,417	2,000	8,000	2,500
Major Supplies	-	-	-	-
Miscellaneous	881	2,000	2,000	2,000
Capital Outlay	7,485	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,863,006	$ 1,631,344	$ 1,749,555	$ 1,698,955

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	15	14	14	14
Part Time Benefited	2	1	1	1
Contracted Employees	-	-	-	-
TOTAL	17	15	15	15

Description of Service Provided	Current or Emerging Issues
The Inspections Division provides building inspection, zoning and code enforcement services through review of building plans and the issuance of permits of various types for construction approval. Types of permits issued include building construction, energy, electrical, plumbing, HVAC, and signs. This is a law enforcement function of the City. Services provided: • Review of construction plans • Permit issuance • Construction inspections • Inspections of existing buildings – residential rentals • Inspections for junk and junked vehicle complaints • Interpretations of code requirements • Day care inspections • Complaint response- Junk, vehicle, parking surface, zoning, signs, misc • Zoning Inspections • Certificate of Occupancy issuance • 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 the timely and thorough manner to which our customers and citizens are accustomed. • Another current issue is maintenance of the city's stock of existing buildings through enforcement of its minimum standards. Downtown growth and existing and affordable homes continue to be a major issue. • An increasing reliance on digital records requires more connectivity on the parts of our inspectors. New software will allow customers to submit inspection requests on-line and flexible digital tools are needed to offer online permitting and payment. The public is coming to expect this and is currently offered in other cities. This is currently progressing and under consideration for and in the 2018 budget. • The area south of Interstate 94 and west of 45th Street will continue to develop rapidly with a wide variety of hotel, apartment, retail, and service industry projects intended to serve both the new hospital and the large amount of residential development in the southern end of the city.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Plan reviews	400	390	385
Permits (all types)	8,356	8,300	8,200
Inspections (all types)	28,168	28,000	28,000
Day care inspections	20	20	20
Apartment inspections	3,906 units	4,600 units	5,200 units
Vehicle removals	101	105	110

Inspections

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,427,450	$ 1,523,066	$ 1,523,066	$ 1,645,361
Benefits	504,764	528,388	460,782	502,113
Other Services	155,190	10,150	10,150	10,150
Repairs and Maintenance	437	500	500	500
Rentals	2,053	2,000	2,000	2,000
Insurance	10,317	8,565	8,565	8,565
Communications	15,233	17,000	17,000	17,000
Advertising and Printing	1,420	1,750	1,750	1,750
Travel & Education	26,603	32,500	32,500	32,500
Energy	17,336	23,075	23,075	23,075
General Supplies	7,653	8,000	8,000	8,000
Major Supplies	-	-	-	-
Miscellaneous	3,418	8,500	8,500	8,500
Capital Outlay	1,273	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 2,173,147	$ 2,163,494	$ 2,095,888	$ 2,259,514

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	23	23	23	24
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	23	23	23	24

Description of Service Provided	Current or Emerging Issues
Transit provides transportation services on the fixed route bus system and the complementary paratransit system (service for people with disabilities unable to navigate the fixed route system). In the past, the Transit Department has worked closely with the Central Garage Department for inventory control, technicians, building maintenance, and bus washers – with the addition of the Transit Fleet Services and Building Maintenance Position, improvements are beginning to emerge; the Finance Department assists with grant management; the IS Department has been a critical resource. Overall, Transit's responsibilities fall into the following categories: • Provide safe, efficient mass transportation within the community. • Fiscally responsible management of local, state and federal funding. • Market the Transit system to attract choice riders and still serve needs of transit dependent. • Develop and maintain relationships with partners. • Demonstrate the technical capacity to provide grants administration and fiscal cash management. • Participate in program management and coordinated plans within the region and at the state levels. • Ensure adequate oversight of contractors and lessees. • Work closely with Maintenance to ensure proper oversight of federally funded assets. • Develop programs and guidelines to ensure compliance with ADA and Civil Rights (i.e. Title VI and DBE). • Oversight of all procurements to ensure all local, state and federal requirements and certifications are met. • Satisfactory continuing control of all Transit assets. • Ensure public comment processes are followed for service and fare changes, Transit Plans and projects. • Ensure the federal criteria are met for fare structures. • Ensure there is an element of Safety and Security to the local Transit system. Develop, adopt and implement a Drug & Alcohol Policy which meets Federal Transit Requirements. This includes being responsible for the program and oversight of any contractors and lessees.	• The over-arching concern is the changes in funding formula from the Federal Transit Administration should the Fargo-Moorhead metro area reach the 200,000 population in the 2020 census. The current funding formula for operating is 50/50 (federal/local share). Should the population reach 200,000, the City needs to explore a Transit Authority concept to preempt funding changes and be prepared for funding change impacts. • The 5-year Transit Development Plan identified gaps in transit services and proposed various cost ranges of needs/improvements requiring attention. • An on-going concern is the lack of adequate administrative staffing to entirely address the needs of the Transit system. Existing staff has been able to *minimally* keep pace with all the requirements of the system. Additional staffing would foster a healthy growth of the Transit system and a more proactive approach. The administrative staff was increased by one position (Planner) in 2016, but had not increased since 2008 when the Mobility Manager position was moved from a half time position to a full time position. In comparison to relatively similar systems (offer same number of routes, operate similar hours, perform all the same functions, have similar ridership and population, have a robust college participation), Fargo is staffed at less than half the number of personnel similar agencies have yet Fargo Transit staff is required to meet the same levels of federal and state reporting, follow all the same requirements etc as a large agency would need to do. For example, Fargo is by far the largest urban transit system in North Dakota (Bismarck and Grand Forks are approximately 1/3 the size of Fargo's operation yet there is a propensity to compare the agencies when in fact there are very few similarities); conversely, comparing Fargo to St. Cloud is more closely related, but St. Cloud actually has lower ridership with more than double the administrative staff. A balance needs to be struck to provide more staffing which will yield far more oversight of the contractor, effective marketing and public outreach , better safety and customer service. • Capital investments are gradually catching up. The fixed route fleet and paratransit fleet status will be discussed in detail by Central Garage representatives. Please note access to discretionary funding for capital expenses has been drastically reduced.

	• The Metro Transit Garage (MTG) was built in late 2006. At the time, the facility was built 25% larger than the current need identified. This number has been exceeded and the MTG will require an expansion in the near future. There is a Fleet and Facilities Study being done by KLJ addressing a multitude of concerns with all transit facilities. • The Ground Transportation Center (GTC) was built in 1984 and acts as the main hub/transfer center for both Fargo and Moorhead. Moving forward the GTC will require not only on-going upkeep, but given the state of disrepair of both the exterior and interior, a remodel project will be required to address the concerns. • Federal funding is now in a transportation bill, but the current administration has proposed drastic cuts. State funding is diminishing and unpredictable. Fargo is a large regional destination for medical care, including the new regional Sanford medical complex which opened July 2017. As the population ages and the 'silver tsunami' hits, transit becomes a viable option for residents and visitors. That aging population will be the largest generation to require services.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Fixed Route Ridership	1,419,067	1,500,000	1,750,000
Paratransit Ridership	52,033	52,509	52,500
Peak number of buses in service in Fargo-West Fargo.	40	40	40

Transit Service Fixed Route

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 245,392	$ 277,755	$ 277,755	$ 302,089
Benefits	84,176	80,471	69,471	75,132
Other Services	2,557,131	2,819,112	2,819,112	2,897,931
Repairs and Maintenance	9,867	6,700	6,700	6,700
Rentals	-	-	-	-
Insurance	161,344	121,782	121,782	121,782
Communications	18,894	18,000	18,000	18,000
Advertising and Printing	15,698	21,300	21,300	21,300
Travel & Education	15,274	18,950	18,950	18,950
Energy	2,553	2,000	2,000	2,000
General Supplies	670	2,600	2,600	2,600
Major Supplies	-	-	-	-
Miscellaneous	89	1,000	1,000	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 3,111,088	$ 3,369,670	$ 3,358,670	$ 3,467,484

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	4	4	4	4
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	4	4	4	4

Paratransit

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 97,934	$ 110,109	$ 110,109	$ 116,001
Benefits	34,523	45,165	36,165	33,637
Other Services	745,997	782,000	782,000	782,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	14,256	35,425	35,425	35,425
Communications	2,231	9,800	9,800	9,800
Advertising and Printing	-	-	-	-
Travel & Education	-	2,000	2,000	2,500
Energy	87,256	33,193	100,193	110,000
General Supplies	6,636	7,400	7,400	7,400
Major Supplies	-	-	-	-
Miscellaneous	143	1,000	1,000	500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 988,976	$ 1,026,092	$ 1,084,092	$ 1,097,263

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	3	3	3	3
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	3	3	3	3

Ground Transportation Terminal

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	389,353	373,860	377,460	413,860
Repairs and Maintenance	7,452	30,500	30,500	30,500
Rentals	-	-	-	-
Insurance	4,046	3,180	3,180	3,180
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	26,852	27,808	27,808	27,808
General Supplies	18,347	17,000	17,000	17,000
Major Supplies	-	-	-	-
Miscellaneous	683	1,500	1,500	1,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 446,733	$ 453,848	$ 457,448	$ 493,848

Transit Planning

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 34,952	$ 36,925	$ 36,925	$ 43,586
Benefits	11,992	12,653	10,453	11,822
Other Services	-	20,100	20,100	20,100
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 46,944	$ 69,678	$ 67,478	$ 75,508

Transit Maintenance Organization

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 69,485	$ 73,346	$ 73,346	$ 76,972
Benefits	23,694	24,974	20,474	21,961
Other Services	1,100	1,600	1,600	1,600
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	457	500	500	500
Advertising and Printing	3,166	6,000	6,000	6,000
Travel & Education	807	4,000	4,000	4,000
Energy	-	-	-	-
General Supplies	29	600	600	600
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 98,738	$ 111,020	$ 106,520	$ 111,633

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	1	1	1	1
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	1	1	1	1

Transit Maintenance Facility

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 783,786	$ 825,573	$ 825,573	$ 818,476
Benefits	241,630	284,420	245,980	234,280
Other Services	47,635	58,100	58,100	58,100
Repairs and Maintenance	769,457	920,204	920,204	920,204
Rentals	-	-	-	-
Insurance	10,970	9,120	9,120	9,120
Communications	14,874	18,500	18,500	18,500
Advertising and Printing	2,531	3,500	3,500	3,500
Travel & Education	7,272	6,700	6,700	6,700
Energy	694,468	1,216,482	818,482	928,482
General Supplies	46,024	47,500	47,500	47,500
Major Supplies	-	-	-	-
Miscellaneous	24,191	22,250	22,250	22,250
Capital Outlay	3,024	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 2,645,862	$ 3,412,349	$ 2,975,909	$ 3,067,112

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	15	15	15	15
Part Time Benefited	2	2	2	2
Contracted Employees	-	-	-	-
TOTAL	17	17	17	17

Description of Service Provided	Current or Emerging Issues
Engineering Municipal infrastructure inventory and long-range planning Citizen support services including property line, fence, sanitary sewer issues and inquiries, etc. Coordination and management of cross functional agreements with other units of local, state, and federal government Maintains infrastructure records in excess of 100 years old Special Assessments-Benefit Calculations and spreading of those benefits Manage and update Infrastructure Funding Policies	Many miscellaneous areas of requests for information and for 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. Efforts are ongoing to improve access to digital records. Working to create redundancy and provide cross training within the department. This policy was updated in 2016, but have gone back to the 2013 Policy. We hope to have updates completed by end of this year to assist with the 2019 construction projects.
Engineering Services Division Support Platting Process with Technical Analysis of proposed plats Pre Development Support for Developers Site plan reviews Right of Way Acquisition, including permanent and temporary easements Annual Reporting Provides mapping support city-wide Surveying, building, and lawn grades, and sidewalk. Row of Way Occupancy and Encroachment Management including the development of appropriate agreement documents Excavation permitting Small Cell and WiFi Ordinance Mapping Utility locations & Providing field locates for City Owned Utilities	The number of new development plats has tapered, but there is a considerable amount of plats associated with redevelopment requests. The outlook for 2019 is that the new developments will continue around this level with redevelopment staying higher. With a number of plats and numerous infill projects, we have a high level of coordination for pre development 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. Service provided for both new developments and reconstruction projects, including within the downtown area. Needs in this area have been escalating to keep up with the demand. Many duties have been pushed to the City Attorney's office to assist us with agreements. We have been working to provide some redundancy of ability within this area. We have started cross training additional staff to assist with the increased demands. Survey has been increasingly busy as we continue to support the elevations certificates for the new flood map along with the numerous construction projects and sidewalks, driveways, and rear yard grades. The City continues to provide survey to the impacted properties for elevation certificates that they may need for insurance purposes.

New Development -Design and Construction Administration and Construction Inspection Oversight of Consultants that have been hired to perform Design, Construction Administration, and Construction Inspection of New Developments IT communication and software support	More ROW encroachments are being processed as a result of reconstruction projects and redevelopment of zero setback lots. There are more large construction projects that require extensive right-of-way use agreements with the owner/developer. As construction activity and the City grows, permitting and locating responsibilities pick up as well. There has been a continuous demand for Right of Occupancy Requests associated with private utilities. This year we also have an increase of excavation permits supporting our Small Cell permits. With the new Small Cell and WiFi ordinance, we have an approved attachment agreement and are currently processing 10 permits. We are also still in negotiation with other providers on an attachment agreement for 30 additional permits. We also have 9 WiFi permit and attachment agreements that we are implementing. There is additional staff time required to review routing to the small cell with fiber and power. Mid Continent has completed their buildout with cleanup occurring this year. There continue to be areas that need to be connected as consumers join their service. We are also seeing a high number of right of way route requests to support the increase service for cellular companies. The City hired 3 contract employees in 2014 to assist with the MidContinent buildout. We were approved to keep them for 2018 and are asking to keep the three staff for 2019. There continues to be a large need to keep the three contract staff for an additional year as we evaluate the Small Cell roll out along with locating and routing demands. We have not expanded our locating department with permanent staff since the inception of ONE CALL over 15 years ago. Driven by developer requests for infrastructure. We anticipate bidding an estimated $10 Million in new development. This does not include carry over from 2018. This area continues to be demanding as the areas being developed are established areas that do not have infrastructure or are on the perimeters of our existing infrastructure. As the City implements new programs, we need staff that is trained to manage and assist other staff with questions. This is crucial in keeping up with the demand whether it be project related, survey requests, locates, inspections, or resident question support.

Description of Service Provided	Current or Emerging Issues
Design and Construction Division	
Design and construction administration.	Responsible for consistency of practices in the design and installation of infrastructure.
Bidding process.	Need for online bidding in near future.
Construction specifications and standards.	Primary responsibility for keeping City construction practices up with industry standards.
New construction, reconstruction, and rehabilitation of municipal infrastructure.	
Oversight and management of a strategy for Watermain Replacement.	The overall City index is good, largely due to new streets that raise the average. However, to preserve an acceptable rating, we need to continue to invest in the Pavement Rehabilitation Program.
Pavement Management Program.	
Sidewalk construction and reconstruction Program.	The public requests drive these needs
Plan Review (In house- and Consultant designed) for New and Rehabilitation projects.	
Coordination of Sewer Spot Repair projects with Public Works.	
Day to day implementation and management of sewer repair policy.	

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Excavation Permits	4,242	7,600	8,000
Right of Occupancy Permits	12	13	15
One Call Tickets	20,275	23,000	25,000
Elevation Certificate Surveys	137	175	150
Sidewalk Survey	337	310	340
Driveway Survey	347	370	400
Yard Grades	273	250	280
Encroachment Agreements	8	8	10
Number of projects bid	53	43	40
Sidewalk Inspections	453	450	455
Driveway Approach Inspections	446	445	450

- One Call Tickets were $1.10 in 2017 with volume discounts and $1.20 in 2018.

Engineering

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 3,566,814	$ 3,757,914	$ 3,793,977	$ 3,746,843
Benefits	985,759	1,032,010	924,913	907,470
Other Services	30,185	58,500	58,500	58,500
Repairs and Maintenance	25,702	32,800	32,800	32,800
Rentals	1,866	2,500	2,500	2,500
Insurance	22,935	18,935	18,935	18,935
Communications	28,365	32,700	32,700	36,100
Advertising and Printing	8,360	18,350	18,350	18,350
Travel & Education	34,939	75,737	75,737	75,737
Energy	29,437	42,837	42,837	42,837
General Supplies	32,524	54,150	54,150	60,750
Major Supplies	-	-	-	-
Miscellaneous	9,843	20,100	20,100	20,100
Capital Outlay	1,508	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 4,778,237	$ 5,146,533	$ 5,075,499	$ 5,020,922

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	38	39	39	39
Part Time Benefited	1	1	1	1
Contracted Employees	3	3	3	-
TOTAL	42	43	43	40

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: • Design, operation, management and maintenance of the City's traffic signal & intelligent transportation system • Installation and maintenance of all regulatory, parking and warning signs (approx. 25,000) • Conducting traffic studies & traffic calming program • Construction administration of traffic signals, pavement markings and traffic safety devices • Coordinate and staff the City's Traffic Technical Advisory Committee • Review traffic related features of site plans, plats and long-range plans, most notably access control for driveways and intersections I to city roadways. • Coordination & planning with ND DOT & Metro COG Federal Aid transportation improvement projects • Coordination with Contractors on lane/road closures, and other entities for special event traffic control • Responsible for shared use path planning and construction • Responsible for management of City bridges • 11 full time staff - 6 located in City Hall, 5 at Sign & Signal Shop	• Improved intersection traffic controls at intersections, whether it be flashing yellow left turn arrows at traffic signals or roundabouts at other intersections, will continue to be recommended for implementation. • The Complete Street design concept, or streets planned and designed for all users, will continue to be recommended for implementation, as recommended in the G02030 comp plan. • As the City continues to grow and how the traffic signal world becomes more technologically based, we are requesting a new FTE for an Assistant Signals & Lighting Operations Manager to assist with maintaining the Citywide system. • We are looking to move the maintenance employees, and traffic control device maintenance needs into a modified Street Lighting System & Traffic Control Device System Utility, as the 7 FTE's are currently co-located and working on both systems.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Salaries	$875,024	$877,546	$493,585
Pavement Markings	$307,000	$510,000	$500,000
Traffic Signal Maintenance	$120,883	$193,400	$0
Electricity	$66,798	$67,000	$0
Truck Regulatory Revenues	$293,112	$375,000	$350,000

Traffic Engineering

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 875,024	$ 890,382	$ 890,382	$ 585,082
Benefits	213,412	222,410	197,410	133,169
Other Services	134,200	642,060	142,060	653,049
Repairs and Maintenance	2,082	17,000	17,000	-
Rentals	-	-	-	-
Insurance	7,196	3,645	3,645	3,645
Communications	6,215	5,500	5,500	5,500
Advertising and Printing	411	-	-	-
Travel & Education	3,744	13,650	13,650	13,650
Energy	76,552	65,000	69,000	-
General Supplies	120,884	176,400	176,400	400
Major Supplies	-	-	-	-
Miscellaneous	7,007	12,150	20,650	12,150
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 1,446,727	$ 2,048,197	$ 1,535,697	$ 1,406,645

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	11	11	11	6
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	11	11	11	6

Description of Service Provided	Current or Emerging Issues
The Public Works 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 also focuses on improving public infrastructure that will assist in safeguarding the health, safety and welfare of all citizens. 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 snowstorms. Overall the department's primary responsibilities can be categorized into the following activities: • Street & Bridge Maintenance: o Asphalt & Concrete Street Repair o Mudjacking o Gravel Street & Alley Maintenance including dust control o Sweeping o Snow Removal & Anti Ice Measures for all Public Streets o Maintenance & Snow Removal of all City Owned Sidewalks • Gravity Sanitary Sewer System Maintenance & Televising • Storm Sewer System Maintenance & Televising • Right-of-Way Grooming • Street Sign Designation Replacement & Repair • Sidewalk Ordinance Enforcement Parking Restriction Enforcement	• The Public Works facility has reached a point in which an expansion and remodel is needed to bring the workspace into ADA compliance, provide facilities for female employees and add needed office space to accommodate current staffing. The facility was built in 1968 and has had no improvements made to the office spaces, HVAC, plumbing and electrical since the original construction. o When built, ADA requirements were not a factor so the building was not designed to accommodate handicapped individuals. Staff offices and general public areas were constructed on the second floor and no elevator was installed. The facility currently has no ADA restroom within the staff office or general public areas. Door widths and door spacing throughout the facility do not meet the required widths to accommodate wheel chair movement. o When the building was built in 1968 the design focus was around an all-male workforce so only male locker room facilities were constructed. We have since diversified our workforce and have several female employees working in our Streets and Forestry Departments. We are not able to offer locker room and restroom facilities to our female employees as we are our male. o In 1968 the amount of office work space constructed was designed and built for staffing levels at that time. Now almost 50 years later we have optimized the space to accommodate as many people as possible which has led us to have two and three employees sharing a work space at one time. Additional space is needed to provide room for current and future staffing.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Miles of Roadway Maintained	500	503	505
Miles of Sanitary Sewer Maintained	428.81	432.25	436.25
Miles of Storm Sewer Maintained	489.78	494.43	500.83
Storm Lifts Stations Maintained	76	80	82
Acres Mowed	872.3	874.1	875.3

Street Department

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 3,009,591	$ 3,394,312	$ 3,394,312	$ 3,427,621
Benefits	1,017,184	1,148,022	988,502	1,010,116
Other Services	297,548	468,200	468,200	478,200
Repairs and Maintenance	16,329	64,600	64,600	64,600
Rentals	272,071	269,956	269,956	314,956
Insurance	61,826	95,925	95,925	95,925
Communications	10,746	8,800	8,800	8,800
Advertising and Printing	65	500	500	500
Travel & Education	21,919	19,700	19,700	19,700
Energy	206,658	467,741	266,741	467,741
General Supplies	350,742	301,750	301,750	411,750
Major Supplies	764,875	515,046	515,046	615,046
Miscellaneous	28,437	22,700	22,700	22,700
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 6,057,991	$ 6,777,252	$ 6,416,732	$ 6,937,655

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	55	55	55	55
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	55	55	55	55

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. Overall the department's primary responsibilities can be categorized into the following activities:
• Vehicle and Equipment Procurement
• Developing and managing the vehicle and equipment replacement schedule
• Liquidation of assets
• Preventative Maintenance Program
• Vehicle and Equipment Repairs
• Major Repair Outsourcing
• Road Service Assistance
• Process Licensing Documents
• Insurance Claim Processing
• Fuel Contract Purchases
• Fuel Sales to other Governmental Agencies
• Fueling Site Operation and Maintenance at Public Works and Metro Transit Garage
• Track Lifecycle Costs for Vehicles and Equipment
• DOT inspections, breathing apparatus certification, aerial equipment certification
• Parts Storeroom
  o Perform inventory control procedures
  o Ensure parts are processed to the work orders
  o Provide monthly billing reports
  o Reconcile purchasing documentation
	• The Public Works Building is in good overall condition, but there are deficiencies that need to be addressed.
	  o Installing an elevator for ADA compliance
	  o Upgrading the electrical infrastructure
	  o Adding additional office space
	
	• The nationwide technician shortage is still in effect. This trend is expected to continue as the number entering the workforce is not keeping up with the number of technicians retiring.
	
	• We are experiencing substantial increases in costs associated with equipment maintenance, especially related to diesel emissions. These added costs are prompting us to continue to look at other options like CNG fueled engines.
	
	• Key to overall Fleet condition is to have an adequately funded Vehicle Replacement Fund. Replacing vehicles and equipment on schedule helps keep maintenance costs in check by removing old high maintenance units and also helps reduce fuel costs by bringing in vehicles with increased fuel efficiencies. The General Fund Departments account for over $35,000,000 in vehicles and equipment. Assuming a 15 year life cycle, to maintain this schedule requires a budget of $2,330,000/year.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Repairs less than 1 day	81%	82%	80%
Repairs 1 to 2 days	6%	7%	8%
Repairs more than 2 days	13%	11%	12%
Fleet Availability	93.5%	93.8%	94%
Billable Labor Hours	28,356	28,100	28,350
Number of Work Orders Generated	8,950	8,902	9,000
Fuel Contract Savings	$450,000	$425,000	$200,000

Central Garage

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,222,048	$ 1,479,826	$ 1,479,826	$ 1,541,206
Benefits	464,256	563,244	491,674	506,851
Other Services	51,204	29,900	29,900	29,900
Repairs and Maintenance	867,192	909,452	909,452	944,452
Rentals	40,430	13,393	13,393	13,393
Insurance	11,132	11,150	11,150	11,150
Communications	3,814	4,300	4,300	4,300
Advertising and Printing	-	400	400	400
Travel & Education	7,751	28,300	28,300	28,300
Energy	(31,824)	197,794	96,794	197,794
General Supplies	33,696	37,950	37,950	37,950
Major Supplies	-	-	-	-
Miscellaneous	16,555	25,000	25,000	25,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 2,686,254	$ 3,300,709	$ 3,128,139	$ 3,340,696

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	23	24	24	24
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	23	24	24	24

Description of Service Provided	Current or Emerging Issues
The fire department provides fire prevention, emergency medical response and fire suppression response to the citizens, businesses, and visitors to the City of Fargo. • The Fire Marshal oversees the **Fire Prevention** division. Five Fire Inspector/Investigators are assigned the duties of inspections, fire investigations, plan review, and public education. Public education provides fire and life safety programs to area schools and business. • An Assistant Fire Chief oversees the **Operations** division. 108 (One hundred eight) personnel assigned to this division perform the duties of emergency medical services, fire suppression, hazardous materials, technical rescue response, and other response activities. The Operations personnel also perform annual commercial building inspections and hydrant flushing for the nearly 7,000 fire hydrants in Fargo. • An Assistant Fire Chief oversees the **Support Services** division. Two fire captains and the emergency manager assist in carrying out the duties of training, planning, personnel administration, accreditation, and emergency management. **2019 Departmental Goals** 1. Respond to all emergencies within 8 minutes and 12 seconds 2. Develop plan for replacement of current radio system. 3. Implementation of 5-year Strategic Plan. 4. Study opportunities to improve EMS delivery in an effective and efficient manner. 5. Implement plan to reduce apparatus responses. 6. Develop plan for hydrant flushing that will reduce vehicle fuel and maintenance costs.	• The current radio system will be unsupported, by the manufacturer, in 2019. This will require a major investment in radio system infrastructure in the next 2 years. This requires a $15 million investment for all of Cass County. The Cass County Commission has included funding for this much-needed upgrade in the 2019 budget. **Emerging Issues** • Calls for assistance continue to increase. The increase is most noticeable in the downtown and South Fargo areas. The City will need a station in South Fargo within the next 3 years to meet service demands. • Fire Station 2 is in need of an update. It was recommended by the accreditation team that we look to move the station. There is not a suitable area for the station to be moved to. A remodel of the building is needed. • The fire burn building located with Station 4 is in need of repairs. The building is over 40 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. • With the community growth we continue to upgrade and add to our warning system. New sirens are needed as well as replacement. • Using new technologies to provide a safer work environment. • Ensure full operational status of the UAS program.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Calls for Service	10,711	11,000	11,250
Number of Stations	7	7	7
Number of Apparatus	16	16	16
Property Preserved	$150,223,340	$200,000,000	$200,000,000
Property Lost	$2,051,063	$3,500,000	$3,500,000
Call to 1st Unit Arrival at 90th Percentile	8 min 12 sec	8 min 12 sec	8 min 12 sec
Percentage of Time Goal is Met	90.1%	90%	90%
Hydrants Flushed	7,000	7,000	7,150
Suppression Inspections	5,250	5,300	5,350
Bureau Inspections	1,300	1,350	1,400
ISO Rating	2	2	2

Fire Department

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 8,377,835	$ 8,514,583	$ 8,547,587	$ 8,900,092
Benefits	3,409,920	3,740,460	3,459,818	3,661,833
Other Services	219,093	175,000	152,802	161,500
Repairs and Maintenance	128,645	137,000	178,500	165,000
Rentals	3,000	-	10,728	-
Insurance	44,864	35,020	35,020	35,020
Communications	15,444	21,500	21,500	21,500
Advertising and Printing	4,253	9,500	9,500	9,500
Travel & Education	85,412	74,000	138,312	74,000
Energy	208,712	232,492	208,492	232,492
General Supplies	108,572	117,100	152,350	117,100
Major Supplies	-	-	-	-
Miscellaneous	125,736	122,000	122,000	132,000
Capital Outlay	51,452	-	71,330	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 12,782,938	$ 13,178,655	$ 13,107,939	$ 13,510,037

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	122	122	122	123
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	122	122	122	123

Description of Service Provided	Current or Emerging Issues
The Fargo Police Department provides the community with a wide range of basic, complex and emergency policing services, which includes investigating and resolving crime, enforcing the city's traffic regulations, responding to calls-for-service received from the public and mitigating public-safety concerns coming to our attention. The Fargo Police Department is divided into three operational divisions, each of which is commanded by a deputy chief: **The Field Services Division** consists of Patrol, SROs, Traffic Safety Unit, Truck Regulatory, Cultural Liaison Officer and Community Trust Officers. **The Investigations Division** consists of the following teams: Personal Crimes, Property Crimes, Financial Crimes, Intelligence, Narcotics and Street Crimes. **The Administrative Division** oversees training, budgets, grants, H.R., crime prevention, crime free housing, public information officer, media and marketing. The Field Services Division is 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 beats where the officers assigned each area are supervised by a police sergeant. The department utilizes processes known as "CompStat" and "Intelligence Led Policing". These processes facilitate the use of data and intelligence information to assess when and where department resources are deployed, thus making the most effective and efficient use of those resources.	• As Fargo continues its rapid and vibrant expansion the public-safety issues associated with this growth will continue 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 the city's growth rate (I have included spread sheets describing the necessary personnel needed for the future). • In addition to adding personnel to keep up with the city's growth, the department's on-going initiatives to mitigate crime through prevention, public interaction and public awareness will be the best approach in maintaining the existing quality of life status throughout the city. • Opioid overdoses and deaths have become a critical issue locally, regionally and nationally. The police department has dedicated significant resources in personnel to battle this through awareness, education and enforcement efforts. • We are very excited about the acquisition of the Border States Industries building at 105 25th St. N. for a Fargo Police Station. We have entered into a sublease agreement, completed phase 1 of the project and moved our Field Services Division into this location. In 2019, we will assume the full lease and complete phase 2 of this renovation project and move the Administrative and Investigations Divisions into the building to become one complete police station.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Calls-for-Service	89,162	98,078	107,884
Total Offenses	10,876	12,508	13,605
Traffic Crashes	4,100	4,200	4,300

Police Department

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 12,904,855	$ 13,880,439	$ 13,906,090	$ 14,214,782
Benefits	4,641,559	5,390,151	4,543,203	4,749,045
Other Services	210,021	179,100	186,700	236,850
Repairs and Maintenance	114,626	142,486	142,486	151,531
Rentals	410,095	561,102	561,102	958,200
Insurance	83,748	57,610	57,610	57,610
Communications	119,888	133,456	133,456	133,648
Advertising and Printing	15,921	34,500	34,500	34,500
Travel & Education	173,983	157,150	161,650	171,078
Energy	229,569	266,777	266,777	266,777
General Supplies	211,139	227,635	227,635	239,615
Major Supplies	-	-	-	-
Miscellaneous	153,980	150,222	155,622	183,355
Capital Outlay	70,631	-	107,779	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 19,340,015	$ 21,180,628	$ 20,484,610	$ 21,396,991

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	196	202	203	204
Part Time Benefited	-	-	-	-
Contracted Employees	1	1	1	1
TOTAL	197	203	204	205

Description of Service Provided	Current or Emerging Issues
Vision: Healthy People in Healthy Communities Mission: To prevent disease and injury, promote wellness, and protect community health Currently there are 149 employees (96 FT, 39PT, 14 variable) Services provided include: • Environmental Health (food inspections, water quality, nuisance complaints, other) • PH Emergency Preparedness • WIC Nutritional Supplement Program • Health Promotion (obesity prevention, tobacco prevention, worksite wellness, breastfeeding) • Clinic based services (family planning, immunizations) • Nursing (home based, school, correctional health) • Disease Control (tuberculosis, sexually transmitted disease, HIV) • Employee Health • Harm Reduction: Gladys Ray Shelter, Withdrawal Management, Syringe Services, Disease Prevention • Grants management/Accreditation/Quality Improvement	Substance abuse and behavioral health continue to affect the entire community as well as several of our program areas. We have expanded the work we do in the community surrounding behavioral health including substance abuse. We continue to apply for grant funding and collaborate with community partners to help support the work we are doing with this vulnerable population. Staff continue to be active on the Mayor's Blue Ribbon Commission on Addiction. The safety of FCPH staff at the shelter and detox center is of concern as they work with guests who are often unpredictable and under the influence of unknown substances. Nursing staff who visit individuals in their homes are reporting more clients with significant behavioral health and substance abuse issues. Grant funding at both the federal and state level remain stable, as do private insurance payments. We are seeing somewhat of shift from individual clinical/direct care services to more population-based programming. FCPH continues to move forward with voluntary National Public Health Accreditation. A site visit scheduled on June 27-28 will complete the next step in this process. Public Health Accreditation will identify FCPH as a nationally recognized, high quality health department, and lead to an increase in potential funding opportunities. Throughout this process, we continue to focus on continuous quality improvement, performance management, as well as reviewing policies, procedures and programmatic areas. **3-5 Year Needs:** The facility that houses the Gladys Ray Shelter/Detox needs to be addressed. While the goal is to have less clients in both of these facilities, we have not seen this trend as of yet.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Federal Grants	$1,941,349	$1,675,000	$1,630,000
State Grants	$616,069	$550,628	$686,000
State Aid	$560,008	$560,491	$547,668
Self-Pay Revenue	$358,425	$378,000	$310,000
Insurance Revenues	$846,280	$695,000	$690,000
Revenue from Environmental Health Licenses	$400,185	$375,000	$400,000

Fargo Cass Public Health

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 7,351,588	$ 7,379,630	$ 7,379,630	$ 7,651,599
Benefits	2,122,908	2,201,480	1,948,046	2,066,121
Other Services	893,462	1,001,020	936,065	801,070
Repairs and Maintenance	10,704	17,000	17,000	18,500
Rentals	8,476	15,000	15,000	18,400
Insurance	32,504	25,365	25,365	25,365
Communications	42,173	39,700	39,700	41,900
Advertising and Printing	16,792	16,600	16,600	16,100
Travel & Education	101,227	137,300	144,900	141,850
Energy	95,202	108,304	108,304	108,304
General Supplies	593,286	389,400	394,400	439,700
Major Supplies	25,186	20,000	20,000	20,500
Miscellaneous	1,112	1,000	1,000	1,000
Capital Outlay	68,894	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 11,363,514	$ 11,351,799	$ 11,046,010	$ 11,350,409

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	98	96	96	96
Part Time Benefited	38	36	36	36
Contracted Employees	-	-	-	-
TOTAL	136	132	132	132

Description of Service Provided	Current or Emerging Issues
Technology Access to include Public Internet, Wireless Internet and Printing: All Library locations provide public Internet stations, wireless access and printing for a small fee. Staff is also available to assist patrons with technology related questions. **Access to Books and AV Materials including non-English language resources:** The library provides both print and audio visual items for all ages to include a world language collection for non-English speaking residents. In 2014 Fargo Public Library circulated over 1 million items to local citizens and had over half a million. **Access to Statewide E-Content:** The library is part of a statewide E-book consortia know as Library 2GO. Our membership allows the citizens of Fargo to have access to E-content from twenty-eight different libraries statewide. **Technology Instruction/Programming:** We provide beginner computer and Internet classes to the public. We also provide beginner mobile device classes that give an overview of the many devices and how to use a mobile device to access E-books. We also provide programs related to emerging technologies such as 3D printing. **Children's Early Literacy Programming:** The library's children's department provides a number of programs designed to promote early literacy skills such as Baby Rhyme Time, **Story time for Preschoolers and Toddlers and Ready to Read workshops for parents and guardians.** **Cultural Events:** The library provides a wide variety of cultural events such as the Fall Jazz Concert series, author visits, story tellers and film series. **Inter-Library Loan Services:** Fargo residents are able to receive materials from other libraries around the country through our Inter-library loans services.	**The implementation of the library's new three year strategic plan.** The library's new strategic plan has identified over sixty action step goals that will impact all aspects of library services. **Continued growth of the community and user expectations:** The continued growth of the community adds the challenge of expanding programming and collections with limited resources. The citizens of Fargo continue to request additional programming and services. The community growth has also necessitated the development of services for vulnerable citizens. **Continue Growth in the demand for Electronic Content i.e. E-books:** 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. Fargo Public Library strives to be leader in providing high demand collections in the many formats available. To be successful in this regard the library will need to expand the number of content providers we offer to the community. **Continued challenges with serving vulnerable populations.** The library continues to seek proactive solutions to the challenges of serving citizens who suffer from various forms of mental illness. Along with the increased staffing and security presence, the library will look to partner with community resources to identify solutions.

Description of Service Provided	Current or Emerging Issues
Access to Electronic Databases: The library provides a wide variety of online resources. The topics include: Auto Repair, Books and Reading, Encyclopedias, Genealogy, Health Resources, Investing, Language Learning, Legal Resources, Library Catalogs, Local History, Magazines and Newspapers, Non Profits, Research, Small Business, Teachers and Educators, Test Preparation and Skill Improvements. **Reference and Readers Advisory Services:** The library provides staff dedicated to assisting patron's informational needs. **Community Gathering Spaces:** Each library location has meeting/program space available for community businesses, organizations and individual citizens. **Recreational and Educational Programming for all Ages:** Along with the cultural programs discussed above, the library continually provides the community a diverse offering of programs for all ages. http://www.cityoffargo.com/CityInfo/Departments/Library/CalendarofEvents **Outreach Services:** The library provides library materials to citizens in over twenty retirement and assistant living facilities to include a number of homebound individuals. **Job Seeker Services:** The library has provided classes for resume' building and interview skills.	

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Items Circulated	992,937	1,010,512	1,012,000
Library Visits	508,829	513,917	515,000
Program Attendance	26,353	27,671	28,000

Fargo Public Library

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 2,255,064	$ 2,326,717	$ 2,368,171	$ 2,464,457
Benefits	699,720	759,731	686,316	720,318
Other Services	63,496	55,700	94,700	145,429
Repairs and Maintenance	49,759	63,366	63,366	68,366
Rentals	60,829	63,591	63,591	63,591
Insurance	25,783	21,555	21,555	21,555
Communications	41,251	70,450	70,450	70,450
Advertising and Printing	28,147	27,000	27,000	27,000
Travel & Education	18,028	32,200	32,200	30,200
Energy	152,637	169,664	169,664	169,664
General Supplies	798,477	807,554	812,330	846,623
Major Supplies	-	-	-	-
Miscellaneous	2,564	2,100	2,100	2,100
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 4,195,755	$ 4,399,628	$ 4,411,443	$ 4,629,753

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	29	30	30	30
Part Time Benefited	22	22	22	22
Contracted Employees	-	-	-	-
TOTAL	51	52	52	52

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, Assistant City Administrator and Manager of Communications and Public Affairs. The Office also serves as the contact between constituents and their elected officials. **The major services delivered include:** • City Commission agenda creation • Compilation of agenda packets to include review of recommended motions to assure appropriate action by Commission • Preparation of on-line agenda packets to link agenda items with background information • Preparation of City Commission minutes • Proper follow-up of City Commission actions taken at meetings • Review of pending legislation prior to and during Legislative sessions and work with Legislators and various Departments • Ensure proper media notification of meetings to conform with open meeting laws • Liaison between City departments and the Commissioners • Liaison between the public and Commissioners • Arrange meetings for the Mayor, City Commissioners, the City Administrator and Assistant City Administrator. • Preparation of Proclamations Preparation of various documents for the Mayor, Commissioners and City Administrator and Assistant City Administrator	• The Commission Office in conjunction with the Auditor's Office and the IS Department are still hoping to begin a search for an Agenda/Meeting Management System, that will integrate with Laserfiche, in the coming year. • Incumbents Piepkorn and Gehrig were re-elected in June for a four-year term. Discussions also continue about the potential of adding two new City Commissioners. • The Legislature will again begin in January of 2019, which will bring about its own challenges and successes.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Agenda Preparation	26	26	27
Minute Preparation	26	26	27
Legislative Bills Review	N/A	834	N/A

City Commission

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 318,745	$ 336,284	$ 336,284	$ 348,186
Benefits	113,151	118,787	100,787	110,447
Other Services	15,815	11,000	11,000	11,000
Repairs and Maintenance	-	500	500	500
Rentals	-	-	-	-
Insurance	1,661	1,945	1,945	1,945
Communications	3,335	5,000	5,000	5,000
Advertising and Printing	24,949	26,000	26,000	26,000
Travel & Education	70,617	99,600	99,600	111,600
Energy	-	-	-	-
General Supplies	1,488	4,350	4,350	4,350
Major Supplies	-	-	-	-
Miscellaneous	31,631	43,000	43,000	43,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 581,392	$ 646,466	$ 628,466	$ 662,028

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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 multi-purpose event space for concerts, trade shows, sporting events, corporate functions and community/regional events. Event services provided by the Fargo Civic Center includes: • Staffing • Equipment set-up and rental • Ticketing • Concessions	Centennial Hall was decommissioned in March of 2015. The decommissioning resulted in a loss of 50% of the rentable square footage. Demolition of Centennial Hall began in July of 2016 to facilitate the construction of a new City Hall. In spite of the loss of Centennial Hall, the Civic Center auditorium continues to schedule and host events. The Civic staff is committed to increasing activity by scheduling more events in the Civic Center in 2019. On February 26, 2018, the City Commission approved the formation of a subcommittee to consider a private fund raising strategy and next steps regarding a potential repurposing of the Civic Center to a multi-purpose performance venue. The subcommittee members include both private and public representatives.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Days occupied	71	90	90

Fargo Civic Center

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 188,588	$ 240,967	$ 240,967	$ 248,519
Benefits	73,244	96,927	86,017	92,457
Other Services	14,594	22,500	22,500	22,500
Repairs and Maintenance	5,296	13,000	13,000	13,000
Rentals	2,136	2,500	2,500	2,500
Insurance	796	1,000	1,000	1,000
Communications	2,940	1,500	1,500	1,500
Advertising and Printing	-	120	120	120
Travel & Education	-	400	400	400
Energy	83,184	80,000	80,000	80,000
General Supplies	4,865	6,915	6,915	6,915
Major Supplies	19,506	41,000	41,000	41,000
Miscellaneous	3,946	3,000	3,000	3,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 399,095	$ 509,829	$ 498,919	$ 512,911

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	4	4	4	4
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	4	4	4	4

Description of Service Provided	Current or Emerging Issues
Historically, the City of Fargo has provided financial assistance to not-for-profit organizations that benefit youth, arts, human services and others. In 2016 Social Services and Arts were separated into their own allocations (line items). The Community Development manages the social service funds and provides recommendations for regranting allocations to the City Commission as part of a regranting program. Funds are typically disbursed in February in conjunction with the Dakota Medical Foundation Giving Hearts Day event. In 2016, the Arts funds were separated into its own line item and are administered by the Arts and Culture Commission. Some of this money is granted to the Arts Partnership for regranting to arts organizations in our community. Another portion of this money is allocated towards specific projects as opportunities or initiatives come forward. In early 2018 the City Commission adopted the first Public Arts Master Plan. The near future work is to implement this plan. The Community Development Committee and the Arts and Culture Commission serves as an important way to connect to our community and learn from individual requests that come to our attention.	• Our Social Services Grant program is recognized by Dakota Medical Foundation as a community gift. Agencies are eligible to leverage their grant dollars by using social service funding from the City of Fargo. This designation has increased funding to various non-profit agencies. • Approximately 60% of grants are made to human service agencies within the community. • There are many new organizational changes and new groups created in the last few years as important leaders in our community retire or move. New leaders emerge building awareness of new issues. The Planning and Development Department takes this opportunity to work with the public and the elected leaders to refine and focus our missions. • One of the current issue continuing to come forward is the identification of barriers and access to working, i.e. workforce development. The planning department staff supports, facilitates, and collaborates with members of our community to further implement strategies to overcome these barriers.

Operational Measures

Description	2016 Actual	2017 Actual	2018 Expected
Social Services			
Amount of Awards	$253,000	$253,000	$253,000
Number of Awards	24	24	29
Arts			
Amount of Awards	$110,000	$110,000	$150,000

Social Service & Arts

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	338,050	403,400	358,400	403,400
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	-	-	-
TOTAL	$ 338,050	$ 403,400	$ 358,400	$ 403,400

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. All General Fund capital outlay requests are accumulated in a capital outlay division for ease of budgeting and tracking. There is a detailed schedule of capital outlay requests and related funding in later section of this document. 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. 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.	General Fund capital outlay funding has been funded at commensurate levels to the 2018 approved budget due to revenue constraints. Management continues to evaluate equipment replacement schedules to determine optimum useful life strategies. Replacement lives have been extended in the past three budget cycles due to fiscal constraint on our overall budget.

Capital Outlay

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
City Auditor	$ 95,515	$ -	$ 99,392	$ 10,000
City Assessor	15,300	-	-	-
Buildings & Grounds	159,617	-	25,645	38,200
Transit	57,829	-	97,715	2,300
Planning	-	-	-	5,000
Inpsections	40,166	-	-	5,000
Engineering	110,390	28,000	28,000	29,500
Streets & Sewers	12,015	2,000	2,000	62,000
Central Garage	76,407	-	13,186	78,000
Fire Department	100,693	10,000	36,400	15,000
Police Department	223,388	37,600	247,231	38,500
Health Department	-	8,000	8,000	1,000
Public Library	39,500	-	-	24,000
City Commission	2,790	-	-	-
Human Resources	-	60,500	90,500	4,500
Municipal Court	16,793	-	-	2,335
Civic	-	-	25,000	-
Street Rehabilitation	5,828	-	-	-
Miscellaneous General Capital	20,696	-	-	-
Traffic Engineering	-	-	-	-
Citywide Initiatives	-	-	7,800	-
Outdoor Warning Sirens	120,342	-	-	-
Public Works Sewer Inspect	5,610	-	230,000	-
Public Information	9,991	-	-	-
IT Capital Pool	571,807	484,000	606,319	321,500
TOTAL	$ 1,684,677	$ 630,100	$ 1,517,188	$ 636,835

Description of Service Provided	Current or Emerging Issues
The Fleet Purchasing Department provides a wide range of services essential to all departments by utilizing the City of Fargo Purchasing policy. Overall the department's primary responsibilities can be categorized into the following activities: • Product evaluations • Vendor demonstrations • Department Requests • Fleet justifications • Developing equipment specifications • Requesting Proposals • Asset Management • Auction Services • Equipment Liquidation Enterprise fund vehicles and equipment are charged directly to the fund that utilizes them and are not included in this Divisional budget. This cost center is used to track ongoing end of life unit replacement of our fleet. Significant funding is needed to replace unit on a timely basis. Failure to replace them in an optimal timeline drives up repair costs. A Vehicle Replacement Committee meets periodically to monitor replacement recommendations and strategies to get the most value from our investment in these assets.	• Diesel engine emissions requirements resulting in higher maintenance cost. • Both fleet expansion and staffing increases make equipment requests difficult to fulfill within the given budget. • Cost benefit of early cycle trading to keep up with inflation and equipment's useful life. • Utilizing a motor pool system with a comprehensive life cycle billing. • Vehicle replacements have been moved into a capital projects fund in the 2018 and 2019 budgets and will be financed with other sources. Expected future equipment cost. • Street Sweeper $272,000 • Sewe Jet/Vac Unit $385,000 • Squad car w/equip $60,000 • Snow Plow Truck $190,000 • Motor grader $312,000

Operational Measures

Equipment Class	Equipment Count	Desired Replacement	Actual Replacement	Average Age by Year
Fire / Emergency Equipment	27	12	18	10
Police Squad	49	3	3.5	4
Sedans	70	10	12	6
SUV	56	10	14	7
Van	13	10	15	9
Pickup Trucks	71	10	15	10
1 Ton	31	12	15	6
Refuse	50	12	16	7
Dump / Plow trucks	54	12	15	11
Construction / Misc	66	12	14	7

Vehicle Replacement

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Streets & Sewers	$ 358,692	$ -	$ 307,140	$ -
Central Garage	285,137	-	-	-
Fire Department	-	-	-	-
Police Department	326,880	-	118,721	-
TOTAL	$ 970,709	$ -	$ 425,861	$ -

Unallocated Costs

Description of Service Provided	Current or Emerging Issues
The Unallocated Division is used during the budget process to posit budgetary resources that will be categorized into Divisional budgets after the budget has been approved. This procedure allows for efficient completion of the preliminary budget and integration of the approved budget into our core budget system. Reclassification of unallocated items occurs after the final budget has been approved.	• An estimate of $600,000 is included that represents a portion of our typical year-end spending patterns. Departments generally come in under budget by 2% - 3% each year. We believe that this trend will continue as part of our normal operations, and therefore this estimate these savings have been accounted for in the unallocated Division. • The City executes fixed price contracts for most of our overall fuel consumption to eliminate market fluctuation risk. We have saved approximately $1 million over the past five years using this cost containment strategy. • Preliminary competitive wage adjustments of 2% totaling $1,167,000, market pay allowances of $47,000, and PEC reclassification adjustments of $125,000 have been developed pending final decisions related to our market pay study and Departmental requests. • A portion of overall General Fund salary savings within Departmental budgets estimated at $700,000 are reserved to help offset pension costs in conjunction with the pension funding policy adopted in 2012.

Unallocated

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ (561,050)	$ (604,613)	$ (686,440)
Benefits	-	-	1,296,844	-
Other Services	-	(82,932)	(85,032)	(83,239)
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	(100,000)
Advertising and Printing	-	-	-	-
Travel & Education	-	(70,253)	(70,253)	(70,253)
Energy	-	(900,000)	(267,000)	(250,000)
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	12,053	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	-	-	-	-
Unallocated	-	(600,000)	(600,000)	(600,000)
TOTAL	$ 12,053	$ (2,214,235)	$ (330,054)	$ (1,789,932)

Transfers To Other Funds

Description of Service Provided	Current or Emerging Issues
Fund transfers move General Fund resources to other governmental funds for specific purposes as appropriated by the Board of City Commissioners. Specific uses include local share of capital grants, debt service obligations, special revenue funding and cost sharing of City capital projects. Certain budgeted expenditures are reclassified during the Comprehensive Annual Financial Report as transfers to other funds.	Transit equipment grant funding and related local share of grant funding is included for the transit system. Federal and local cost shares are typically 80% federal and 20% local funding. Amount include for local share is $430,000. Transfers to debt service funds have been reduced by $199,000 due to planned refinancing of a variable rate bank loan taken out in 2014 for the Public Health capital project recently completed.

Transfers To Other Funds

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
To Special Revenue Funds	$ 78,745	$ 69,000	$ 69,000	$ 76,545
To Debt Service Funds	1,559,288	2,617,151	2,617,151	2,418,400
To Capital Project Funds	1,185,818	390,000	3,232,353	430,000
To Street Rehabiliation	3,000	-	-	-
TOTAL	$ 2,826,851	$ 3,076,151	$ 5,918,504	$ 2,924,945

Fund Description	Fiscal Trends and Comments
There are fifteen Special Revenue Funds maintained by the City of Fargo. Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures of a particular purpose.	• An additional Downtown parking ramp was opened in 2017. The Robert Street facility is providing much needed parking in this area. Some of the construction costs were funded from the Parking Authority budget, and therefore, a deficit fund balance is projected into 2019. This will be recovered with future parking facility revenues. • Funds are appropriated to repair the Ground Transportation parking ramp. • There are no other significant changes in the composition or amount of Special Revenue Funds in 2018 other than the items listed above.

CITY OF FARGO, NORTH DAKOTA
SPECIAL REVENUE FUNDS 2019 BUDGET SUMMARY

Fund Name	Fund	1/1/2018 Fund Balance	2018 Revenues	2018 Mid Year Revenue Adjustments	2018 Expenditures	2018 Mid Year Expenditure Adjustments	1/1/2019 Projected Fund Balance	2019 Revenues	2019 Expenditures	1/1/2020 Projected Fund Balance
City Share of Special Assessments	202	$ 864,743	$ 556,000	$ -	$ (555,000)	$ -	$ 865,743	$ 586,000	$ (586,000)	$ 865,743
Noxious Weed Control	203	49,346	-	-	(35,000)	-	14,346	-	(25,000)	(10,654)
Convention & Visitors Bureau Operating	206	20,205	2,315,000	-	(2,360,000)	-	(24,795)	2,292,150	(2,267,355)	-
Regional Law Enforcement Training Center	208	228,608	100,000	-	(90,000)	-	238,608	100,000	(80,534)	258,074
Court Forfeits	215	137,581	100,000	-	(160,000)	-	77,581	100,000	(160,000)	17,581
Skyway Maintenance	219	123,574	90,000	-	(136,000)	-	77,574	90,000	(176,000)	(8,426)
Downtown Business Improvement District	221	111,955	330,000	-	(330,000)	-	111,955	373,000	(330,000)	154,955
NRI Loan Program	230	170,852	161,000	-	(21,409)	-	310,443	157,500	(5,150)	462,793
Community Development	231	75,730	723,000	-	(722,791)	-	75,939	720,000	(665,838)	130,101
HUD HOME Program	233	60,102	23,000	-	(30,000)	-	53,102	8,500	(30,000)	31,602
Neighborhood Stabilization	234	71,100	419,000	-	(419,308)	-	70,792	-	(148,025)	(77,233)
Home Participating Jurisdiction	239	192,163	483,000	-	(525,379)	-	149,784	596,000	(536,782)	209,002
Parking Authority	240	(317,076)	1,862,000	200,000	(1,811,456)	(300,000)	(366,532)	1,895,500	(1,952,007)	(423,039)
Parking Authority Repair & Replacement	241	229,376	500,121	(400,000)	(420,000)	-	(90,503)	36,000	(756,750)	(811,253)
Baseball Stadium	268	(1,124,272)	200,000	-	(220,000)	-	(1,144,272)	200,000	(220,000)	(1,164,272)
Total Special Revenue Funds		$ 893,987	$ 7,862,121	$ (200,000)	$(7,836,343)	$ (300,000)	$ 419,765	$ 7,154,650	$ (7,939,441)	$ (365,026)

CITY OF FARGO, NORTH DAKOTA
2018 SPECIAL REVENUE FUND MID-YEAR BUDGET ADJUSTMENTS

Adjustment Detail	Fund/Department	Amounts	Account #	Reason For Adjustments
Recommended Revenue Adjustments:				
ROCO Ramp	Parking Authority	200,000	240-2101-555.90-40	Lot sale for ROCO Ramp project
Civic Center Ramp Repairs	Parking Authority Repair & Replacement	(400,000)	241-2101-391.20-00	Repair costs funded in other accounts
Total Revenue Adjustments		**$ (200,000)**		
Recommended Expenditure Adjustments:				
ROCO Ramp	Parking Authority	700,000	240-2101-555.90-40	Final construction costs for ROCO Ramp project
Civic Center Ramp	Parking Authority	(400,000)	240-2101-555.90-20	Repair costs funded in other accounts
Total Expenditures Adjustments		**$ 300,000**		

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
REVENUES			
Fargo Lodging Tax	$ 1,528,100	$ 1,543,470	$ 1,558,755
In-Kind Contribution	125,000	188,120	125,000
Moorhead Lodging Tax	175,050	144,916	229,220
West Fargo Lodging Tax	166,000	125,000	118,930
Gift Shop Revenue	66,000	66,000	56,000
FMVG Advertising Revenue	12,500	15,000	15,000
Interest Income	9,166	9,166	7,172
Housing Bureau Revenue	284,825	233,494	263,170
Miscellaneous	2,500	2,500	2,500
Spending from Reserves	38,200	-	-
Frostival Event Revenue	15,000	26,850	24,000
TOTAL REVENUES	**2,422,341**	**2,354,516**	**2,399,747**
EXPENDITURES			
Salaries Expenditures			
Salaries	670,000	669,526	640,129
Temporary Salaries	91,632	82,656	78,315
Overtime	900	900	3,600
Payroll Taxes	58,265	57,542	54,961
Retirement	20,100	20,086	19,204
Unemployment	8,365	8,365	8,285
Workers Comp	1,650	1,650	1,650
Health-Dental Ins/Benefits	102,408	90,610	84,511
Total Salaries	**953,320**	**931,334**	**890,655**

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
Administration Expenditures			
Professional Fees	30,480	10,980	8,580
Accounting Services	19,320	20,070	17,520
Insurance	13,547	9,500	9,500
Postage & Shipping	18,000	18,000	22,800
Utilities	31,129	30,940	31,986
Telecommunications/PR	32,180	29,220	23,976
Office Repairs & Maintenance	1,800	1,800	2,000
Office & Clerical Supplies	8,920	9,860	9,125
Other Supplies	3,075	4,260	4,260
Maintenance Supplies	2,385	2,241	2,241
VIC Supplies	10,000	7,100	7,185
Airport Info Center	-	1,177	1,177
Scholarship	1,000	1,000	1,000
Maintenance Contracts - Office & Equipment	1,320	-	1,000
Software Leases	7,562	6,912	3,192
Dues & Subscriptions	27,874	28,008	30,527
Miscellaneous	1,200	1,200	2,400
Gift Shop Merchandise	40,000	52,000	51,520
Bank & Credit Card Fees	2,400	3,000	3,000
Rent	125,000	125,000	125,000
Airfare	5,900	6,050	7,350
Lodging, Meals, Misc.	11,200	9,750	13,950
Tradeshow Expenses	15,600	16,100	16,140
Entertaining	2,350	2,200	2,400
Relationship Building	1,800	-	-
Donations & Contributions	3,000	3,000	4,800
Travel - Vehicle	3,535	3,180	3,960
Promotional Products	600	400	400
Registration Fees	6,350	5,020	10,219
Staff Clothing	800	400	400
Promotional Sponsorships	29,250	26,750	32,050
Walk of Fame	1,050	1,050	1,400
Total Administration	**458,627**	**436,168**	**451,058**

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
Convention Sales Expenditures			
Software Leases & Subscriptions	13,500	13,500	13,500
Dues & Subscriptions	25,430	6,269	5,194
Airfare	6,600	7,350	4,100
Lodging, meals, misc.	10,500	9,735	8,650
Tradeshow Expenses	3,300	8,400	8,900
Entertaining	420	840	1,390
Relationship Building	850	1,140	1,140
Travel - Vehicle	1,250	3,600	3,600
Directories	-	-	1,135
Promotional Products	1,000	1,000	1,000
Events/Receptions	-	15,400	10,400
Annual Awards Event	-	-	4,500
Event Assistance	30,000	41,500	45,000
Event Hospitality	1,200	1,200	1,560
Registration Fees	24,202	22,216	5,178
Continuing Education	500	500	-
Staff Clothing	200	500	200
Fam Tours/Site Inspections	1,500	5,200	1,100
Promotional Sponsorships	7,500	7,000	11,750
Total Convention Sales	**127,952**	**145,350**	**128,297**

Tourism Sales Expenditures			
Dues & Subscriptions	4,000	6,000	4,000
Airfare	700	750	-
Lodging, Meals, Misc.	450	500	350
Tradeshow Expenses	250	250	250
Entertaining	500	500	500
Travel - Vehicle	-	-	430
Advertising	-	-	500
Promotional Products	250	250	200
Events/Receptions	-	500	500
FAM Tours/Site Inspections	2,500	3,000	6,500
Promotional Sponsorships	250	250	5,000
Total Tourism Sales	**8,900**	**12,000**	**18,230**

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
Marketing Expenditures			
Marketing Software Leases/Subscriptions	43,540	40,140	31,536
Dues & Subscriptions	1,050	1,050	1,745
Miscellaneous	900	900	1,200
Contract Labor	8,350	9,050	10,150
Airfare	4,300	4,100	3,550
Lodging, Meals, Miscellaneous	8,600	6,300	7,900
Entertaining	2,500	2,500	1,500
Relationship Building	480	600	600
Donations & Contributions	-	675	1,200
Travel-Vehicle	1,250	1,750	1,950
Advertising	4,500	1,200	2,400
Magazine	38,074	41,557	55,449
Radio/TV/Cable TV	-	-	20,500
Convention Program Ads	330	1,235	1,235
Photography/Film	11,800	2,300	1,675
Internet Advertising	96,475	64,275	85,371
Directories	4,750	8,035	12,402
Promotional Products	2,000	2,000	3,300
Display Booth	-	-	400
Brochures & Guides	8,000	-	-
Frostival Annual Event Expense	13,750	7,900	14,325
Visitor Guide	55,000	88,000	72,000
Visitor Guide Distribution	16,225	13,275	8,525
City Maps	3,600	3,600	5,900
Website	32,221	67,470	58,705
Agency Fees	19,100	24,000	27,000
Registration Fees	8,380	7,085	6,010
Continuing Education	400	400	400
Printing - Gen. & Admin	20,450	18,650	21,380
Special Promotions	8,000	10,000	10,080
Marketing Research	600	600	1,425
Staff Clothing	500	500	600
Promotional Sponsorships	2,500	2,500	2,500
Total Marketing Sales	**417,625**	**431,647**	**472,913**

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
Athletic Sales Expenditure			
Dues & Subscriptions	2,530	2,485	2,830
Miscellaneous	10	10	10
Airfare	5,500	4,380	3,320
Lodging, Meals, Misc	14,850	12,800	9,175
Tradeshow Expenses	550	550	500
Entertaining	2,525	1,800	1,800
Relationship Building	1,275	3,050	780
Travel - Vehicle	2,050	2,500	2,625
Promotional Products	4,800	5,200	5,200
Event Assistance	18,000	19,000	41,500
Frostival Annual Event Expense	-	45,850	46,000
Event Hospitality	22,550	13,700	14,500
Registration Fees	13,770	17,290	10,075
Continuing Education	2,700	3,150	1,800
Bid Fees	1,000	-	-
Staff Clothing	800	400	400
Fam Tours	1,000	1,000	600
Promotional Sponsorships	3,000	3,000	3,000
Total Athletic Sales	**96,910**	**136,165**	**144,115**
Housing Bureau Expenditures			
Housing Bureau/Meeting Max	48,450	38,842	42,660
Housing Bureau Activity	191,725	160,860	180,850
Total Housing Bureau	**240,175**	**199,702**	**223,510**
Event Services Expenditures			
In Town Delivery Service	360	900	900
Dues & Subscriptions	140	440	365
Contract Labor	-	1,000	2,250
Airfare	650	650	650
Lodging, Meals, Misc	1,300	1,600	1,300
Relationship Building	120	-	-
Travel - Vehicle	645	840	650
Promotional Products	5,000	8,000	7,000
Event Hospitality	8,630	8,630	8,980
Banners and Supplies	12,000	12,000	13,200
Badges	25,200	25,200	33,600
Registration Fees	1,614	2,084	1,179
Continuing Education	500	500	500
Event Services In-Town Meals	200	300	460
Total Event Services	**56,359**	**62,144**	**71,034**

2017 - 2019 FM CVB OPERATING BUDGET

	2018 - 2019 Budget	2017 - 2018 Budget	2016 - 2017 Budget
Special Events Expeditures			
Dues & Subscriptions	45	-	-
Lodging, meals, misc.	1,500	-	-
Entertaining	420	-	-
Relationship Building	840	-	-
Vehicle Mileage	1,800	-	-
Promotional Products	1,000	-	-
Annual Events	17,400	-	-
Event Hospitality	1,200	-	-
Registration Fees	1,235	-	-
Continuing Education	500	-	-
Staff Clothing	500	-	-
Frostival Insurance & Permits	1,600	-	-
Frostival Base Camp	18,455	-	-
Frostival Icicle Island	1,500	-	-
Frostival Kids Winter Boot Camp	4,500	-	-
Frostival Frozen Fortress	1,600	-	-
Frostival Volunteers	3,420	-	-
Frostival General Suppies	4,800	-	-
Total Event Services	**62,315**	**-**	**-**

TOTAL REVENUES	$ 2,422,341	$ 2,354,516	$ 2,399,747
TOTAL EXPENSES	$ 2,422,183	$ 2,354,511	$ 2,399,812

VARIANCE	**$ 158**	**$ 6**	**$ (65)**

2017 - 2019 FMCVB CAPITAL BUDGET

REVENUES	2018 - 2019 BUDGET	2017 - 2018 BUDGET	2016 - 2017 BUDGET
REVENUES			
Fargo Lodging Tax *	$ 764,050	$ 771,737	$ 774,377
West Fargo Lodging Tax **	83,000	69,546	58,370
Interest Income	7,067	7,067	7,277
TOTAL REVENUES	**854,117**	**848,350**	**840,024**
EXPENDITURES			
Furnishings - Asset (Unknown)	3,000	3,000	3,000
Technology Purchases - Asset	-	-	16,000
Bldg & Grounds Improv. - Asset	-	-	2,000
Vehicle - Asset (trade-in)	-	-	26,000
Capital Grant Program	436,250	435,000	437,500
Insurance (City Policies)	7,000	7,000	7,000
Telecommunications Expense	2,450	3,000	3,000
Technology Maintenance/Upgrades	38,002	41,932	105,609
Building Repair/Maintenance/Upgrades	20,750	20,750	17,450
Office Repair/Maintenance/Upgrades	2,900	1,200	1,200
Grounds Maintenance	35,350	35,350	33,350
Maintenance Contracts - Office & Equip	32,000	32,000	32,000
Depreciation	73,200	73,200	73,200
Real Estate Specials and Drains	5,000	5,000	5,000
Bid Fees/Event Assistance	85,000	119,250	102,750
Future Capital Allocation Fund	-	-	-
TOTAL EXPENSES	**740,902**	**776,682**	**865,059**
TOTAL REVENUES	$ 854,117	$ 848,350	$ 840,024
TOTAL EXPENSES	$ 740,902	$ 776,682	$ 865,059
VARIANCE	**$ 113,215**	**$ 71,668**	**$ (25,035)**

* Fargo Lodging Tax based on 1/2 of 2% estimate on operating budget

** West Fargo Lodging Tax based on 1/2 of 2% estimate on operating budget

Fund Description	Fiscal Trends and Comments
Debt Service Funds are used to accumulate resources for the payment of long-term debt. Financial resources are provided from various sources depending upon what type of debt is issued and what revenue streams are pledged for debt repayment. The City of Fargo has several different debt types currently outstanding and routinely issues additional bonds for infrastructure capital financing. 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. • A direct bank loan that was executed in 2016 for the FM Diversion project in the amount of $100 million. This note will be paid by sales tax resources that have are currently authorized. Cass County, ND a co-sponsor of this project borrowed an equal amount for this project. • Future debt issuance include continuation of Refunding Improvement Bonds for the growth and expansion of City infrastructure in 2019. The amount issued is dependent upon projects authorized by the City Commission and the status of their completion. We typically issue this type of debt in amounts in the $30 to $40 million range. • The City intends to debt finance the remodel of the new Police Department Headquarters located at 131 24th Street North. The estimated amount to finance is $5.2 million. • In 2014 the City issued a $6 million construction note to finance the Fargo Cass Public Health Expansion and Relocation Project. The note matures on May 1, 2019 and the City intends to refinance this as a long-term obligation. • The City intends to issue a $15 million Bank of North Dakota infrastructure loan in 2019 to finance various street rehabilitation projects using a newly low interest loan program approved by the State Legislature. • The City anticipates the maintenance of our existing bond ratings with Moody's and Standard & Poor's Corporation based upon the overall strength of our economy.

CITY OF FARGO, NORTH DAKOTA
GOVERNMENTAL DEBT SERVICE FUNDS
SUMMARY BUDGET DATA

Sources & Uses of Funds	Approved Budget 2018	Approved Budget 2019
Revenues:		
Tax Increment District Property Taxes	$ 4,469,000	$ 4,509,000
Special Assessments Certified	28,280,700	31,398,000
Special Assessment Prepayments	5,656,140	6,669,200
Sales Taxes	13,633,714	12,394,362
Metro Diversion Authority Reimbursement	7,499,650	8,548,465
Bond Proceeds	683,888	978,800
Interest on Debt Service Reserves	500,000	500,000
Transfer In From General Fund for GO Debt	2,617,151	2,418,400
Transfer In From Special Revenue	736,335	735,800
Transfer in From Debt Service	-	925,000
Transfer For Sales Tax Bond Payments and Reserves	8,618,788	5,900,244
Total Revenues	**$ 72,695,366**	**$ 74,977,271**
Expenditures & Transfers:		
General Obligation Bond Principal	2,040,000	1,646,000
General Obligation Bond Interest & Fees	3,200,974	4,574,800
Refunding Improvement Bond Principal	15,890,000	17,915,000
Refunding Improvement Bond Interest & Fees	15,732,752	15,454,414
Sales Tax Revenue Bonds and Notes Principal	7,624,000	7,769,000
Sales Tax Revenue Bonds and Notes Interest & Fees	6,334,978	4,427,909
Tax Increment District Development Obligations	4,469,000	4,509,000
Debt Residual Expenditures	75,000	87,000
Transfer Debt Residuals	1,450,000	1,450,000
Transfer To Debt Service Funds	8,618,788	6,040,244
Transfer Sidewalk and Sewer Assessments to Capital Project Fund	451,200	451,200
Transfer Sales Tax Surplus to Capital Project Funds	5,014,926	6,494,118
Total Expenditures & Transfers	**$ 70,901,618**	**$ 70,818,685**

CITY OF FARGO, NORTH DAKOTA
2019 DEBT SERVICE BUDGET
REFUNDING IMPROVEMENT (SPECIAL ASSESSMENT) BONDS

BOND ISSUES	FUND	CERTIFIED SPECIAL ASSMT.	UNCERTIFIED SPECIAL ASSMT.	INTEREST	TRANSFERS IN	OTHER SOURCES	TOTALS
Revenues:							
General Debt Service	310	$ 233,000	$ 46,600	$ 500,000	$ 140,000		$ 919,600
General Sidewalk	379	131,000	-				131,000
General Sewer	388	392,000	-				392,000
2000 Storm Sewer SRF	342	68,000		-	-	-	68,000
2005 RIB Refunding Series (2014D)	355	1,190,000	238,000	-	-	-	1,428,000
2009 RIB Series A	318	779,000	155,800	-	-	-	934,800
2016 RIB Series B (Refunding)	362	2,087,000	417,400	-	-	-	2,504,400
2010 B RIB (2014 E RIB)	363	1,336,000	267,200	-	-	-	1,603,200
2010 RIB Series C	364	385,000	77,000	-	-	730,000	1,192,000
2011 RIB Series A	365	1,145,000	229,000	-	-	-	1,374,000
2011 RIB Series C	366	990,000	198,000	-	-	-	1,188,000
2011 RIB Series B	324	321,000	64,200	-	-	-	385,200
2011 RIB Series D	325	654,000	130,800	-	-	-	784,800
2011 RIB Series E (Refunding)	367	768,000	153,600	-	-	-	921,600
2012 RIB Series A (Refunding 03D,04C,04E)	368	2,787,000	557,400	-	-	-	3,344,400
2013 RIB Series C	369	1,174,000	234,800	-	-	-	1,408,800
2014 RIB Series D	370	2,667,000	533,400	-	-	-	3,200,400
2014 RIB Series F	371	2,530,000	506,000	-	-	-	3,036,000
2014 Taxable RIB Series G	372	525,000	105,000	-	-	-	630,000
2014 Taxable RIB Series G	373	1,819,000	363,800	-	-	-	2,182,800
2015 RIB A Refunding (2006B & 2007B)	374	1,860,000	372,000	-	-	-	2,232,000
2015 RIB Series D	375	2,055,000	411,000	-	-	-	2,466,000
2016 RIB Series C	326	2,406,000	481,200	-	-	-	2,887,200
2017 RIB Series C	328	2,176,000	435,200	-	-	-	2,611,200
2018 RIB Series D	329	920,000	184,000	-	-	-	1,104,000
2018 BND Infrastructure Loan	331			-	164,000	507,800	671,800
TOTAL RIB FUND REVENUES		**$ 31,398,000**	**$ 6,161,400**	**$ 500,000**	**$ 304,000**	**$ 1,237,800**	**$ 39,601,200**

BOND ISSUES	FUND	ORIGINAL ISSUE	ANNUAL PRINCIPAL	ANNUAL INTEREST	PAYING AGENT	TRANSFERS OUT	TOTALS
Expenditures & Transfers :							
General Debt Service	310	$ -	$ -	$ -	$ -	$ 1,450,000	$ 1,450,000
General Sidewalk	379	-				131,000	131,000
General Sewer	388					392,000	392,000
2000 Storm Sewer SRF	342	1,816,295	110,000	5,500	3,175	-	118,675
2005 RIB Refunding Series (2014D)	355	12,640,000	725,000	423,425	1,800	-	1,150,225
2009 RIB Series A	318	13,190,000	1,325,000	24,844	1,800	140,000	1,491,644
2016 RIB Series B (Refunding 2009C)	362	27,485,000	740,000	936,188	1,800	-	1,677,988
2010 B RIB (2014 E RIB)	363	19,440,000	740,000	562,732	1,800	-	1,304,532
2010 RIB Series C	364	8,250,000	540,000	219,950	1,800	-	761,750
2011 RIB Series A & B	365	17,485,000	660,000	648,238	1,800	-	1,310,038
2011 RIB Series C	366	19,400,000	570,000	635,488	1,800	-	1,207,288
2011 RIB Series E (Refunding)	367	8,385,000	610,000	188,100	1,800	-	799,900
2012 RIB Series A (Refunding 03D,04C,04E)	368	34,180,000	2,445,000	823,600	1,800	-	3,270,400
2013 RIB Series C	369	16,705,000	520,000	1,017,730	1,800	-	1,539,530
2014 RIB Series D	370	52,400,000	1,240,000	1,502,400	1,800	-	2,744,200
2014 RIB Series F	371	40,445,000	1,180,000	1,637,550	1,800	-	2,819,350
2014 Taxable RIB Series G	372	8,355,000	260,000	284,175	1,800	-	545,975
2015 RIB A Refunding (2006B & 2007B)	373	18,250,000	1,105,000	648,637	1,800	-	1,755,437
2015 RIB Series B (Refunding 2008E)	374	15,325,000	1,350,000	580,062	1,800	-	1,931,862
2015 RIB Series D	375	34,675,000	1,105,000	1,113,369	1,800	-	2,220,169
2016 RIB Series C	326	41,745,000	1,180,000	1,363,625	1,800	-	2,545,425
2017 RIB Series C	328	39,850,000	1,140,000	1,337,750	1,800	-	2,479,550
2018 RIB Series D	329	42,965,000	-	1,161,876	1,800	-	1,163,676
2018 BND Infrastructure Loan	331	15,000,000	370,000	300,000	1,800	-	671,800
TOTAL EXPENDITURES & TRANSFERS		**$ 500,581,295**	**$ 17,915,000**	**$ 15,415,239**	**$ 39,175**	**$ 2,113,000**	**$ 35,482,414**

CITY OF FARGO, NORTH DAKOTA
2019 DEBT SERVICE REVENUES AND EXPENDITURES
SALES TAX REVENUE DEBT SERVICE FUNDS BUDGETS

BOND FUNDS:	FUND	SALES TAX COLLECTIONS	OTHER * SOURCES	TOTALS
REVENUES				
CFP FLOOD SALES TAX REVENUE BONDS	603		$ 6,296,665	$ 6,296,665
SRF UTILITY WATER PROJECTS BONDS	607	6,197,181	-	6,197,181
SRF UTILITY WASTEWATER PROJECTS BONDS	608	6,197,181	-	6,197,181
TOTAL SALES TAX COLLECTIONS		**$ 12,394,362**	**$ 6,296,665**	**$ 18,691,027**

BOND ISSUES OUTSTANDING:	FUND	ORIGINAL ISSUANCE	ANNUAL PRINCIPAL	ANNUAL INTEREST	STATE ADMIN. FEE	PAYING AGENT	TRANSFER OUT	TOTALS
EXPENDITURES & TRANSFERS								
SRF UTILITY PROJECTS WATER BONDS	607		-	-	-	-	$ 5,314,587	$ 5,314,587
SRF UTILITY PROJECTS WASTEWATER BONDS	608		-	-	-	-	1,179,531	1,179,531
CFP SALES TAX REVENUE BONDS:								
SERIES 2013A	603	51,375,000	2,110,000	1,603,100	-	1,800	-	3,714,900
SERIES 2014B	603	32,512,000	1,409,000	1,170,965	-	1,800	-	2,581,765
TOTAL FLOOD CONTROL SALES TAX BONDS		**83,887,000**	**3,519,000**	**2,774,065**	**-**	**3,600**	**-**	**6,296,665**
SRF NOTES: (UTILITY INFRASTRUCTURE)								
SALES TAX REVENUE BONDS, SERIES 2008A	630	63,725,000	3,300,000	1,056,500	211,300	1,800	-	4,569,600
SALES TAX REVENUE BONDS, SERIES 2008B	610	14,110,422	495,000	181,468	32,176	1,800	-	710,444
SALES TAX REVENUE BONDS, SERIES 2008C	632	1,630,000	90,000	25,250	5,050	1,800	-	122,100
SALES TAX REVENUE BONDS, SERIES 2008D	612	2,270,000	130,000	33,625	6,725	1,800	-	172,150
SALES TAX REVENUE BONDS, SERIES 2010A	634	699,374	40,000	2,275	2,275	1,800	-	46,350
SALES TAX REVENUE BONDS, SERIES 2010D	636	4,071,140	195,000	69,000	13,800	1,800	-	279,600
TOTAL SRF SALES TAX BONDS		**86,505,936**	**4,250,000**	**1,368,118**	**271,326**	**10,800**	**-**	**5,900,244**
TOTAL SALES TAX OBLIGATIONS		**$ 170,392,936**	**$ 7,769,000**	**$ 4,142,183**	**$ 271,326**	**$ 14,400**	**$ 6,494,118**	**$ 18,691,027**

REVENUE BOND DEBT SERVICE COVERAGE RATIOS:		DEBT COVERAGE %
CFP SALES TAX REVENUE BONDS (2 issues)	Flood Control	**100%**
SRF SALES TAX REVENUE WATER (3 issues)	Water	**702%**
SRF SALES TAX REVENUE WASTEWATER (4 issues)	Wastewater	**124%**

REVENUE BOND RESERVE REQUIREMENTS:			FINANCING RESERVE REQUIRED	RESERVE BALANCE 1/1/2018	DEPOSITS	DEPOSIT NO.	RESERVE BALANCE 12/31/2018
SALES TAX REVENUE BONDS, SERIES 2008A	631	Wastewater	$ 4,442,000	$ 4,442,000	-	5 of 5	4,442,000
SALES TAX REVENUE BONDS, SERIES 2008B	611	Water	2,094,826	2,094,826	-	5 of 5	2,094,826
SALES TAX REVENUE BONDS, SERIES 2008C	633	Wastewater	118,375	118,375	-	5 of 5	118,375
SALES TAX REVENUE BONDS, SERIES 2008D	613	Water	173,250	173,250	-	5 of 5	173,250
SALES TAX REVENUE BONDS, SERIES 2010A	635	Wastewater	47,794	47,794	-	5 of 5	47,794
SALES TAX REVENUE BONDS, SERIES 2010D	637	Wastewater	281,875	281,875	-	5 of 5	281,875
STATUS OF BOND RESERVE FUNDING			**$ 7,158,120**	**$ 7,158,120**	**$ -**		**$ 7,158,120**

CITY OF FARGO, NORTH DAKOTA
2019 OTHER GOVERNMENTAL DEBT

Other Obligations	FUND	CERTIFIED SPECIALS	UNCERTIFIED SPECIALS	OTHER SOURCES	TRANSFER IN	TOTALS
Revenues:						
2009 G.O. Development Revenue Bonds (Fire Station # 7)	384	-	-	-	189,800	189,800
2014 US Bank Direct Loan (Public Health Building)	390	-	-	-	277,800	277,800
2015E G.O. Development Bond, Series E (Parking)	376	-	-	-	735,800	735,800
2016A G.O. Development Bond, Series A (City Hall)	396	-	-	-	1,786,800	1,786,800
2017 Wells Fargo Loan, Metro Flood Diversion Financing *	398	-	-	2,251,800	-	2,251,800
2018 Annual Appropriations Bonds, Series B (Block 9)	391	-	-	978,800	-	978,800
TOTAL REVENUES		**$ -**	**$ -**	**$ 3,230,600**	**$ 2,990,200**	**$ 6,220,800**

BOND ISSUES	FUND	ORIGINAL ISSUE	PRINCIPAL	INTEREST	PAYING /FISCAL	TRANSFER OUT	TOTALS
Expenditures & Transfers:							
2009 G.O. Development Bonds (Fire Station #7)	384	2,875,000	130,000	58,000	1,800	-	189,800
2014 US Bank Direct Loan (Public Health Building)	390	6,000,000	126,000	150,000	1,800	-	277,800
2015E G.O. Development Bond, Series E (Parking)	376	10,230,000	440,000	294,000	1,800	-	735,800
2016A G.O. Development Bond, Series A (City Hall)	396	25,640,000	950,000	835,000	1,800	-	1,786,800
2017 Wells Fargo Loan, Metro Flood Diversion Financing	398	100,000,000	-	2,250,000	1,800	-	2,251,800
2018 Annual Appropriations Bonds, Series B (Block 9)	391	17,540,000	-	977,000	1,800	-	978,800
2019 Facility Loan, Police Headquarters	392	5,215,000	-	-	-	-	-
TOTAL EXPENDITURES & TRANSFERS		**$ 167,500,000**	**$ 1,646,000**	**$ 4,564,000**	**$ 10,800**	**$ -**	**$ 6,220,800**

CITY OF FARGO, NORTH DAKOTA
2019 TAX INCREMENT FINANCING REVENUE AND DISTRICT OBLIGATIONS

TAX INCREMENT DISTRICTS	FUND	CURRENT MARKET VALUE	BASE YEAR MARKET VALUE	YEAR STARTED	TIF PROPERTY TAXES
Revenues:					
C-1 TAX INCREMENT	301	$ 22,484,200	$ 2,846,200		$ 266,000
GREAT NORTHERN DEPOT	303	1,384,000	298,700		15,000
TAX INCREMENT 2001-01 (MATRIX)	305	226,441,600	347,289	2001	2,756,000
TAX INCREMENT 2002-01 (ND HORSEPARK)	306	5,313,000	78,040	2002	55,000
TAX INCREMENT 2005-01 (FAYLAND)	309	59,094,500	102,000	2005	730,000
TAX INCREMENT 2006-01 (BRISTOL ON BDWY)	311	7,097,500	408,100	2006	86,000
TAX INCREMENT 2006-02 (JPR 19TH AVE NO.)	313	15,375,400	1,408,400	2006	189,000
TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I)	314	2,633,000	208,080	2007	33,000
TAX INCREMENT 2007-02 (FEDER 12TH AVE N)	315	2,385,600	316,980	2007	28,000
TAX INCREMENT 2008-01 (FM DEVELOPMENT II)	320	4,254,000	334,140	2008	53,000
TAX INCREMENT 2011-01 (SHOTWELL)	321	6,664,000	462,444	2011	76,000
TAX INCREMENT 2012-01 (914 LLC)	323	2,639,000	195,900	2012	33,000
TAX INCREMENT 2016-03 (899 BARRETT)	330	2,446,000	1,011,000	2018	20,000
TAX INCREMENT (710 LOFTS)	304	1,703,000	163,400	2016	21,000
TAX INCREMENT (BUTLER BUSINESS PARK)	302	13,525,300	2,117,700	2016	141,000
TAX INCREMENT (ROBERT STREET PARKING RAMP)	307	719,000	236,000	2016	7,000
TOTAL TAX INCREMENT REVENUES		**$ 374,159,100**	**$ 10,534,373**		**$ 4,509,000**

TAX INCREMENT DISTRICTS	FUND	PAYMENT OF OBLIGATIONS
Expenditures & Transfers :		
C-1 TAX INCREMENT	301	$ 266,000
GREAT NORTHERN DEPOT	303	15,000
TAX INCREMENT 2001-01 (MATRIX)	305	2,756,000
TAX INCREMENT 2002-01 (ND HORSEPARK)	306	55,000
TAX INCREMENT 2005-01 (FAYLAND)	309	730,000
TAX INCREMENT 2006-01 (BRISTOL ON BDWY)	311	86,000
TAX INCREMENT 2006-02 (JPR 19TH AVE NO.)	313	189,000
TAX INCREMENT 2007-01 (FM DEVELOPMENT PHASE I)	314	33,000
TAX INCREMENT 2007-02 (FEDER 12TH AVE N)	315	28,000
TAX INCREMENT 2008-01 (FM DEVELOPMENT II)	320	53,000
TAX INCREMENT 2011-01 (SHOTWELL)	321	76,000
TAX INCREMENT 2012-01 (914 LLC)	323	33,000
TAX INCREMENT 2016-03 (JUNCTION 9 APARTMENTS)	330	20,000
TAX INCREMENT (710 LOFTS)	304	21,000
TAX INCREMENT (BUTLER BUSINESS PARK)	302	141,000
TAX INCREMENT (ROBERT STREET PARKING RAMP)	307	7,000
TOTAL EXPENDITURES & TRANSFERS		**$ 4,509,000**

CITY OF FARGO, NORTH DAKOTA
2018 DEBT SERVICE FUNDS MID-YEAR BUDGET ADJUSTMENT

Adjustment Detail	Fund/Department	Amounts	Account #	Reason For Adjustments
Revenue Adjustments:				
Sales Tax Revenue	Water Sales Tax Fund	(770,826)	607-8502-313.10-00	Declining Revenue Trend
Sales Tax Revenue	Wastewater Sales Tax Fund	(770,826)	608-8502-313.10-00	Declining Revenue Trend
Total Debt Service Fund Revenues		**$ (1,541,652)**		

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. 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. Because 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. A formalized and long-term capital improvement plan that spans a twenty-year planning horizon is updated annually for all municipal utility water and wastewater systems assets. 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, and are listed on the capital request lists in this document. 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. This is approved by the Board of City Commission outside of the annual budget process. 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 and commercial development remains strong. • Work continues on a multi-year flood control capital improvement plan to raise our flood levees to a higher level and seeking a permanent long-term solution to protecting ourselves from flooding. Additional in-town levee work will be needed resulting from final alignment and river flow decisions reached during the Governor's Task Force meetings held in early 2018. • The FM Diversion flood control project permit is currently being reviewed by the State of Minnesota Department of Natural Resources. We anticipate a permit decision by the end of the year. • Voters approved a long-term extension of our sales taxes dedicated to flood control in Fargo and Cass County to fund the FM Diversion project in 2016. Existing tax authorizations were extended until 2084. • One City remodeling project is included in the budget. The Police Department will be relocating to the former Borders States Industries building. A retrofit of this facility to meet the needs of law enforcement is expected to be debt financed in 2019. The budget request for this facility is $2.9 million. • There are several requests that were not funded in this budget. They will be carried forward and reconsidered in future budgets.

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 41,000 customers serviced in our municipal utility services. They include Water, Wastewater, Solid Waste, Forestry, Street Lighting, Storm Sewer, Vector Control, Southeast Cass Sewer, Municipal Airport and the FargoDome. The Water fund is the largest municipal utility and is shown as a major fund in this budget document. Enterprise funds are operated on a business-like basis and each fund carries all assets within the fund with final measurement of net assets. Utility rates are monitored annually and set by resolution of the Board of City Commissioners.	• Rate increases are recommended for Storm Sewer, Street Lighting and the Forestry utilities. • Fargo became a regional water services provide under contract with the City of West Fargo beginning in June, 2016, and will become a wastewater provider for West Fargo and Horace in 2018. Revenues will increase in proportion to this new customer base. • A recent comparison of Fargo's utility bill for an average household for water, wastewater and storm sewer fees showed that Fargo's fees were in the lower quadrant of fees charged by other North Dakota cities. • Local sales tax revenues and utility rate revenues 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. • 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. • A water treatment plant expansion was completed in July 2018 that will increase Fargo's treatment and distribution capacity to 45 mgd. • An enclosed parking skywalk project is planned at the Fargo Municipal Airport and is being funded with cash reserves and potentially some debt financing. • The Fargodome long-term capital fund is currently $43.5 million. This is reserved for the long-term care and maintenance of the Dome. • Wastewater Treatment Plant expansion and the Water Regionalization projects are funded and financed through the State Revolving Fund (SRF). Capital outlay related to projects is not included in operating totals.

CITY OF FARGO, NORTH DAKOTA
PROPRIETARY FUNDS REVENUE ANALYSIS BY FUND

Utility Funds	2018 Approved Budget	2019 Approved Budget	$ Change	% Change
Water	$ 30,042,000	$ 25,374,212	$ (4,667,788)	-15.5%
Water Debt Service Reserve	-	898,275	898,275	
Total Major Utility Funds	**30,042,000**	**26,272,487**	**(3,769,513)**	**-12.5%**
Non Major Utility Funds:				
Airport	29,735,589	26,475,274	(3,260,315)	-11.0%
Solid Waste	15,522,000	17,137,000	1,615,000	10.4%
Wastewater	14,071,000	14,334,420	263,420	1.9%
Fargodome	8,264,094	8,349,511	85,417	1.0%
Street Lighting	1,973,000	3,428,136	1,455,136	73.8%
Forestry	1,853,000	2,153,000	300,000	16.2%
Storm Sewer	1,870,000	3,190,000	1,320,000	70.6%
Vector Control	716,000	738,000	22,000	3.1%
Southeast Cass	24,000	24,000	-	0.0%
Total Other Utility Funds	**74,028,683**	**75,829,341**	**1,800,658**	**2.43%**
Total All Utility Funds	**$ 104,070,683**	**$ 102,101,828**	**$ (1,968,855)**	**-1.9%**

Budget Notes:
Street Lighting proposed fee increase to cover traffic signal maintenance
Storm Sewer fee increase pursuant to long term financial plan
Foresty commercial fee increase pursuant to rate study

CITY OF FARGO, NORTH DAKOTA
PROPRIETARY FUNDS REVENUE ANALYSIS BY SOURCE

Revenue Source	2018 Approved Budget	2019 Approved Budget	$ Change	% Change
Property Taxes	$ 1,003,000	$ 1,059,000	$ 56,000	5.6%
Special Assessments	22,000	22,000	-	0.0%
Federal Grants	8,000,000	4,500,000	(3,500,000)	-43.8%
State and Local Revenues	290,000	290,000	-	0.0%
Charges for Services	12,264,233	12,548,135	283,902	2.3%
Investment Income	2,496,650	2,573,662	77,012	3.1%
Miscellaneous	4,047,800	4,264,000	216,200	5.3%
Transfer In	10,379,000	11,547,275	1,168,275	11.3%
Public Utility Revenue	58,763,000	63,892,756	5,129,756	8.7%
Byproduct Sales	1,405,000	1,405,000	-	0.0%
Loans/Bonds Issued	5,400,000	-	(5,400,000)	-100.0%
Total	**$ 104,070,683**	**$ 102,101,828**	**$ (1,968,855)**	**-1.89%**

CITY OF FARGO, NORTH DAKOTA
PROPRIETARY FUNDS EXPENDITURE ANALYSIS BY FUND

Utility Funds	2018 Approved Budget	2019 Approved Budget	$ Change	% Change
Major Fund:				
Water	$ 31,461,641	$ 31,028,661	$ (432,980)	-1.4%
Water SRF Debt Service Reserve	-	-	-	0.0%
Total Major Utility Fund	**31,461,641**	**31,028,661**	**(432,980)**	**-1.4%**
Other Utility Funds:				
Airport	31,770,916	41,026,349	9,255,433	29.1%
Solid Waste	17,512,100	18,133,318	621,218	3.5%
Wastewater	12,864,775	15,994,132	3,129,357	24.3%
Fargodome	7,019,114	7,321,027	301,913	4.3%
Street Lighting	2,018,845	3,147,792	1,128,947	55.9%
Forestry	2,077,266	2,385,743	308,477	14.9%
Storm Sewer	2,201,000	2,042,877	(158,123)	-7.2%
Vector Control	1,106,000	695,600	(410,400)	-37.1%
Southeast Cass	48,700	48,700	-	0.0%
Total Other Utility Funds	**76,618,716**	**90,795,538**	**14,176,822**	**18.5%**
Total All Utility Funds	**$ 108,080,357**	**$ 121,824,199**	**$ 13,743,842**	**12.7%**

CITY OF FARGO, NORTH DAKOTA
PROPRIETARY FUNDS EXPENSE ANALYSIS BY COST CATEGORY (ALL FUNDS)

Expense Category	2018 Approved Budget	2019 Approved Budget	Change	% Change
Salaries	$ 13,499,483	$ 14,437,242	937,759	6.9%
Benefits	4,073,050	3,987,239	(85,811)	-2.1%
Other Services	9,966,347	9,347,263	(619,084)	-6.2%
Repairs and Maintenance	3,524,925	3,355,225	(169,700)	-4.8%
Rentals/ Leases	1,284,900	1,178,470	(106,430)	-8.3%
Insurance	615,368	639,968	24,600	4.0%
Communications	89,375	90,575	1,200	1.3%
Advertising / Printing	338,591	337,475	(1,116)	-0.3%
Travel / Education / Dues	271,449	314,670	43,221	15.9%
Energy	6,555,170	7,207,232	652,062	9.9%
General Supplies	1,629,348	1,783,928	154,580	9.5%
Miscellaneous	3,968,377	4,003,867	35,490	0.9%
Capital Outlay	35,016,055	35,099,350	83,295	0.2%
Debt Service	2,656,204	8,146,220	5,490,016	206.7%
Transfers To Other Funds	24,591,715	31,895,475	7,303,760	29.7%
Totals	**$ 108,080,357**	**$ 121,824,199**	**$ 13,743,842**	**12.7%**

CITY OF FARGO, NORTH DAKOTA
MUNICIPAL AIRPORT AUTHORITY
SUMMARY BUDGET

Fund	2018 Approved Budget	2019 Approved Budget	$ Change	% Change
Operation & Maintenance	$ 5,535,116	$ 5,367,549	$ (167,567)	-3.0%
Construction	24,655,800	34,058,800	9,403,000	38.1%
Passenger Facility Surcharge	1,580,000	1,600,000	20,000	1.3%
Totals	**$ 31,770,916**	**$ 41,026,349**	**$ 9,255,433**	**29.1%**

Budget Notes:

Construction fund includes a $14 million parking skyway.

CITY OF FARGO, NORTH DAKOTA
2018 ENTERPRISE FUNDS MID YEAR BUDGET ADJUSTMENTS

Adjustment Detail	Fund/Department	Type	Amounts	Account #	Reason For Adjustments
Recommended Enterprise Fund Revenue Adjustments:					
Storm Sewer Commercial Charges	Storm Sewer	CS	$ (200,000)	524-3064-380.20-10	Storm Sewer rate study impact
Residential Charges - Other Cities	Wastewater	CS	(2,000,000)	521-3060-380.10-30	Contracts with West Fargo and Horace
Total Enterprise Fund Revenues			**$ (2,200,000)**		

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, portions of the Cass Rural Water Users District (consecutive user), and the City of West Fargo as of June 1, 2016. The City's surface water treatment plant utilizes water from the Red and Sheyenne Rivers. River water is piped to the WTP from 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. Following treatment, the finished water is pumped through the City's water distribution system to meet the daily and peak demand of consumers.	• In 2015, the City began construction on a WTP expansion project. The project involves 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 is being financed with State Revolving Fund loan. The loan will be repaid with utility rate revenue. The ND State Water Commission has provided $30 million in grant funds toward design and construction. The membrane plant is expected to be operational in the Summer of 2018. • The 2019 budget request is similar to 2018, but accounts for membrane plant operation. In 2017, the water quality in the Red River was poorest on record from a high hardness perspective. This membrane plant will be extremely useful during periods of poor river water quality in the future. More water will be treated and processed through the membrane plant in 2019 during the initial equipment warranty period. • There are several regionalization-related capital projects in planning, design, or construction. The Water Utility is anticipating the use of rate revenue and infrastructure sales tax funds to cover these costs and has secured grant funds with the State Water Commission to assist in this effort (60% Cost-Share - construction).

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Average Day Demand	14,200,000 gallons	14,200,000 gallons	14,200,000 gallons
Peak Day Demand	29,500,000 gallons	30,000,000 gallons	30,000,000 gallons
Total Water Produced	5,200,000,000 gallons	5,200,000,000 gallons	5,200,000,000 gallons
Consecutive User Demand	1,150,000,000 gallons	1,150,000,000 gallons	1,150,000,000 gallons
Water Meter Count	29,333	29,500	29,680
WTP Expansion	80% Complete	100% Complete	100% Complete
Sheyenne Pump Station	10% Complete	100% Complete	100% Complete

Water Treatment

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,669,027	$ 2,181,240	$ 2,181,240	$ 2,206,459
Benefits	623,407	868,301	869,860	775,240
Other Services	2,040,374	1,540,776	1,540,776	1,363,776
Repairs and Maintenance	178,319	231,000	231,000	236,000
Rentals	4,460	7,000	7,000	5,000
Insurance	85,147	61,390	61,390	61,390
Communications	16,316	15,800	15,800	16,800
Advertising and Printing	13,108	14,000	14,000	14,000
Travel & Education	26,742	48,500	48,500	48,500
Energy	1,417,806	1,809,500	1,809,500	2,387,000
General Supplies	154,349	347,000	347,000	292,000
Major Supplies	3,197,481	3,050,000	3,050,000	3,000,000
Miscellaneous	18,697	18,500	18,500	20,500
Capital Outlay	145,167	228,500	378,320	222,000
Debt Service	-	-	-	-
Transfers	5,549,586	9,604,732	9,604,732	9,048,275
TOTAL	$ 15,139,986	$ 20,026,239	$ 20,177,618	$ 19,696,940

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	29	32	32	33
Part Time Benefited	-	1	1	-
Contracted Employees	-	-	-	-
TOTAL	29	33	33	33

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. The major services delivered include: • Repair of Water Main Failures • Fire Hydrant Maintenance Program • Water Main Valve Exercising Program • Water Main Valve Maintenance • Street Patch Repair • Water Service Inspection • New Construction/Rehab Inspection • Boulevard Restoration and Repair • Water Service Repairs • Water Main & Service Locations • Water Main Tapping Service • Assisting other Departments	• Cityworks has been implemented for over three years. The data collected has been better than ever and has provided the benefit of detailed analysis of the department's operation. However, the ways in which data has been collected and used have changed. For example, iPads are being utilized in the field for organizing workflow and uploading detailed photos with notes of assets. The utilization of the new technology has brought learning curves that will be ongoing for a while. • Mains & Hydrants has become more proactive in day-to-day operations. Water service lines prone to freezing are being lowered and the gate-turning program reduces the overall neighborhood impact in the event of a water main break. In addition, lead service lines that need maintenance are being replaced instead of repaired. These activities require more staff attention.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Water Main Breaks	41	45	43
Service Leaks/Frozen/Lowered/replaced	68/12/73/2	100	118
Water Main Valves Repaired	35	30	32
Water Main Taps	99	100	108
Hydrant Repair/Replaced	136	140	130
Water Service Inspections	407	475	502
Water Main Gates Exercised	7	100	275

Water Mains & Hydrants

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 719,409	$ 814,550	$ 814,550	$ 830,187
Benefits	271,103	281,465	281,792	265,612
Other Services	151,739	156,500	156,500	164,500
Repairs and Maintenance	30,408	47,800	47,800	47,800
Rentals	108,946	109,000	109,000	110,650
Insurance	-	-	-	-
Communications	4,228	7,100	7,100	7,100
Advertising and Printing	812	1,175	1,175	1,175
Travel & Education	6,373	15,800	15,800	16,300
Energy	41,352	74,069	74,069	74,069
General Supplies	162,938	145,900	145,900	155,900
Major Supplies	116,186	129,500	129,500	134,500
Miscellaneous	10,759	8,612	8,612	9,612
Capital Outlay	157,878	278,500	283,000	307,050
Debt Service	-	-	-	-
Transfers	-	-	-	-
TOTAL	$ 1,782,131	$ 2,069,971	$ 2,074,798	$ 2,124,455

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	12	12	12	12
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	12	12	12	12

Water Meters

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-inches 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 2017 was as follows: **Meter Size** — **Count** 5/8 — 13,474 3/4 — 12,155 1 — 841 1-1/2 — 1,295 2 — 1,178 3 — 273 4 — 85 6 — 19 8 — 3 10 — 10 **TOTAL** — **29,333**	• The Water Meters division currently obtains (reads) individual monthly meter data via manual reads, handheld touch pad devices or mobile radio devices. At this time, the meter reading technology distribution is as follows: Manual Read Meters — 3 Touch Pad Read Meters — 19,024 Mobile Read Meters — 10,306 • The meters division has been researching and evaluating newer technology for obtaining monthly meter data. The newer technology is referred to as a fixed network where all meter data can be obtained from a central location. The division is researching a migrate-able system to allow continued use of the City's existing radio read meters.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
New Meters	179	325	325
Meters Replaced	30	20	20
Registers Replaced	115	110	105
R900's Replaced	28	25	25
Frozen Meters	55	50	50
Total Meter Count	29,333	29,500	29,680

Water Meters

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 263,692	$ 261,658	$ 261,658	$ 269,772
Benefits	113,963	109,610	109,786	99,304
Other Services	605	10,000	10,000	10,000
Repairs and Maintenance	25,008	26,600	26,600	27,100
Rentals	27,600	27,600	27,600	27,600
Insurance	-	-	-	-
Communications	1,686	1,755	1,755	1,755
Advertising and Printing	545	550	550	550
Travel & Education	-	-	-	-
Energy	12,265	15,300	15,300	15,300
General Supplies	5,095	5,250	5,250	5,050
Major Supplies	-	-	-	-
Miscellaneous	1,337	2,300	2,300	2,300
Capital Outlay	159,027	180,000	180,000	155,000
Debt Service	-	-	-	-
Transfers	-	-	-	-
TOTAL	$ 610,823	$ 640,623	$ 640,799	$ 613,731

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	4	4	4	4
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	4	4	4	4

Description of Service Provided	Current or Emerging Issues
Utility Billing Services provides administration, analysis, and payment processing services for the city's utility bills. • Water Meter Reading & Analysis • Utility Bill Account Assessment and Production The City of Fargo is servicing approximately 32,000 utility accounts. Customer payment options include EFT debits, credit cards, and online. Automated payment options are available.	• There is significant, steady growth in the use of automatic payments as shown in the operational data table below. • Population projections expect continued steady growth in utility billing accounts.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Utility Accounts Active	31,644	32,500	33,000
Total Utility Revenue	39,680,850	40,606,000	41,500,000
Utility Phone Calls	36,500	37,000	37,500
Internet & IVR Payments	102,210	114,000	120,000
Utility ACH & Auto pay	122,422	120,000	117,000
Mail Utility Payments	111,768	110,000	105,000

Utility Billing Services

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 244,571	$ 264,731	$ 264,731	$ 274,121
Benefits	80,407	94,493	94,615	96,207
Other Services	32,889	31,000	31,000	19,000
Repairs and Maintenance	425	1,000	1,000	1,000
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	2,000	2,000	2,000	2,000
Major Supplies	-	-	-	-
Miscellaneous	181	2,000	2,000	2,000
Capital Outlay	-	3,000	3,000	502,000
Debt Service	-	-	-	-
Transfers	-	-	-	-
TOTAL	$ 360,473	$ 398,224	$ 398,346	$ 896,328

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	6	6	6	6
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	6	6	6	6

Water Operating

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	824,255	665,476	665,476	665,476
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	41,739	31,608	31,608	31,608
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	17,407	12,000	12,000	12,000
Capital Outlay	4,038,998	-	-	-
Debt Service	27,885	48,500	48,500	2,771,250
Transfers	-	-	-	-
TOTAL	$ 4,950,284	$ 757,584	$ 757,584	$ 3,480,334

Infrastructure Projects

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	42,475	1,004,000	1,004,000	370,000
Repairs and Maintenance	-	-	-	-
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	59,875	6,565,000	6,919,949	3,846,873
Debt Service	-	-	-	-
Transfers	-	-	-	-
TOTAL	$ 102,350	$ 7,569,000	$ 7,923,949	$ 4,216,873

Description of Service Provided	Current or Emerging Issues
State Revolving Loan Fund (SRF) debt has been issued and is currently outstanding to fund the current expansion of the water treatment plant. Pursuant to the bond resolution, a bond fund is required pay for the long-term debt outstanding. This debt is repaid with water utility revenues transferred into the bond fund.	• Construction of an expanded water treatment facility began in 2015. This project was funded by North Dakota State Water Commission budget appropriations and the local share will be financed with the issuance of State Revolving Loan Funds. • The expanded plant will increase Fargo's water treatment capacity to 45 mgd and sulphate removal equipment will be installed. We are now a regional water service provider to the cities of West Fargo and Horace. • The expanded water treatment plant will be operational August, 2018. • Debt service obligations for this loan will mature in 2048.

Water Revenue Bond

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	-	-	-	-
Repairs and Maintenance				
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	-	-	-	-
General Supplies	-	-	-	-
Major Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	20,384	-	-	-
Transfers	6,156	-	-	-
TOTAL	$ 26,540	$ -	$ -	$ -

Description of Service Provided	Current or Emerging Issues
The Wastewater Treatment Plant (WWTP) is responsible for the treatment of wastewater before it can be discharged into the Red River. The WWTP has the capacity to treat an average daily flow (ADF) of 15.0 million gallons per day (MGD). In 2017, the ADF was 11.81 MGD resulting in a total of 4.31 billion gallons of treated. The WWTP recorded a one-day peak flow of 19.36 MG. 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) accumulated and generated in the wastewater process are treated (stabilized) using a biological process known as anaerobic digestion. One of the beneficial byproducts of the digestion process is methane biogas. This biogas is used to heat WWTP buildings in the winter months. Stabilized biosolids are then dewatered using drying beds and belt filter presses. Dewatered biosolids are disposed of in the city's landfill. The total amount of biosolids delivered to the landfill in 2017 was 2951 dry metric tons. The WWTP also operates and maintains 67 sanitary lift stations throughout the City of Fargo as well as the surrounding area. The SE Cass sewer system, which includes many rural subdivisions and small cities, utilize over 52 grinder pumps that are maintained by WWTP staff. The Sump Pump Compliance program has been reclassified to a Wastewater Compliance group. This change will allow staff to regulate the sump pump and foundation drain program, but will expand duties to include investigation of fats, oils and grease (FOG) issues, odor complaints, sample collection and provide assistance with the EPA regulated Industrial Pretreatment Program. The WWTF staff also operates and maintains an Effluent Reuse Facility {ERF). Over 1 million gallons per day of treated effluent (wastewater) is diverted to the ERF and further treated to a high quality water that is pumped to the ethanol plant in Casselton, ND for use in their manufacturing process. The technology used to achieve this high quality water is microfiltration and reverse osmosis. In 2017, the ERF produced over 402 million gallons of reclaimed water, which is sold to the Tharaldson Ethanol Plant. By June of 2018, the ERF will have produced, pumped and sold over 3.13 billion gallons to Tharaldson Ethanol.	The WWTP has recently updated the 2010 Facility Plan to reflect significant changes that have occurred since the original document was submitted in October 2010. The Facility Plan recommendations are prioritized in a phased approach based on the immediate needs. Phase I recommendations include equipment upgrades to existing components due to age, condition, capacity and safety. These improvements were the most critical from a vulnerability standpoint to adequately and safely treat wastewater. The Phase I improvements were bid and awarded in 2015, completed in 2017. Nutrient reduction recommendations for both the existing WWTP and proposed future plant expansion were addressed in the new document. Potential impacts of becoming a larger regional facility (potential service to West Fargo, Horace & Mapleton) were also included. The updated facility plan included applicable technologies and costs to address nutrients in the WWTP effluent, and will provide staff a single document for Commissioners and Funding Agencies to illustrated that the Fargo Wastewater Utility is well prepared if additional effluent limits are implemented in the future. The plan also included analysis for Phase II expansion, 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 not limited to): • Integrated Fixed Film Activated Sludge (IFAS) • Moving Bed Biofilm Reactor (MBBR) • Membrane Bioreactor (MBR) • Ultra Violet Disinfection The WWTP historically has operated 24/7 with a minimum of one operator on duty at all times. In January 2015, the WWTP began to automate the processes so as not to have staff 24/7. Currently a call-out alarm system has successfully been implemented along with the installation of a security gate. These changes have allowed the plant to reduce staffing to 20 hours per day. The goal is to reduce staffing even further in the near future.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Treated Wastewater	4.31 billion gallons	4.4 billon gallons	4.9 billion gallons
Reclaimed Wastewater	402 million gallons	410 million gallons	420 million gallons
Communities, subdivisions, and sewer districts served	Fargo, N. Highland, Reiles Acres, Oxbow, Roundhill, Harwood, Lake Shur, SE Cass, Frontier, N. River, Prairie Rose, Brialrwood	Fargo, N. Highland, Reiles Acres, Oxbow, Roundhill, Harwood, Lake Shur, SE Cass, Frontier, N. River, Prairie Rose, Brialrwood, West Fargo, Horace	Fargo, N. Highland, Reiles Acres, Oxbow, Roundhill, Harwood, Lake Shur, SE Cass, Frontier, N. River, Prairie Rose, Brialrwood, West Fargo, Horace, Mapleton

Wastewater Treatment

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,323,089	$ 1,375,150	$ 1,375,150	$ 1,471,580
Benefits	439,524	487,424	487,939	467,799
Other Services	1,256,961	997,450	997,450	980,450
Repairs and Maintenance	1,095,558	1,121,500	1,121,500	1,121,500
Rentals	424	70,000	70,000	95,000
Insurance	62,114	50,200	50,200	50,200
Communications	13,258	8,000	8,000	8,000
Advertising and Printing	851	3,750	3,750	3,750
Travel & Education	11,715	14,100	14,100	14,100
Energy	1,005,319	945,568	945,568	945,568
General Supplies	73,869	71,200	71,200	71,200
Major Supplies	593,405	487,500	487,500	487,500
Miscellaneous	13,421	17,346	17,346	13,701
Capital Outlay	4,849,537	1,210,700	1,210,700	788,700
Debt Service	57,885	80,004	80,004	3,014,584
Transfers	3,591,357	5,924,883	5,924,883	6,460,500
TOTAL	$ 14,388,287	$ 12,864,775	$ 12,865,290	$ 15,994,132

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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
The Southeast Cass Sewer District provides wastewater collection and treatment services to rural Southeast Cass developments as well as numerous small communities such as Frontier, Prairie Rose, Briarwood and North River. Pursuant to the sewer agreements, operation, maintenance and monitoring of the SE Cass infrastructure is provided by the City of Fargo. The Southeast Cass collection system consists of six lift stations and over 55 grinder pumps. Southeast Cass residents are charged the prevailing rate that City of Fargo residents pay for sewer services as well as a surcharge to provide budgetary resources for their share of maintenance costs provided by the City.	The number of lift stations, grinder pumps, and service connections has decreased since the project was installed, due to flood protection buyouts as well as land annexed by the City of Fargo, resulting in infrastructure being converted to municipal standards. **2018** As per the SE Cass Sewer Agreement with the City of Fargo, user rates were increased to match the prevailing rate of Fargo users, from $16.00 to $16.50 per month. With the increase in electricity, labor and materials, the monthly surcharge was increased from $8.50 to $9.35 per month to cover costs, as well matching surcharges charged to other outside users. Finally, a $3.15 charge per user/mo. was implemented to establish a Capital Repair Fund to cover the costs of unexpected large capital failures and or repairs. The SE Cass Sewer District was established in 1989 and expectation of large capital repairs with aging infrastructure will become more common.

Operational Measures

Description	2016 Actual	2017 Expected	2018 Projected
Units Served	375	370	365
Fargo Prevailing Rate- (Fargo Infrastructure)	$72,000	$73,260	$72,270
Surcharge (SE Cass O/M)	$38,250	$41,514	$40,953
Capital Repair Fee (Large Capital Repairs)	N/A	$13,986	$13,797

Southeast Cass Sewer

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	-	-	-	-
Repairs and Maintenance	26,049	1,500	1,500	1,500
Rentals	-	-	-	-
Insurance	-	-	-	-
Communications	-	-	-	-
Advertising and Printing	-	-	-	-
Travel & Education	-	-	-	-
Energy	34,431	12,863	12,863	12,863
General Supplies	29,730	21,337	21,337	21,337
Major Supplies	-	-	-	-
Miscellaneous	-	13,000	13,000	13,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers	50,180	-	-	-
TOTAL	$ 140,390	$ 48,700	$ 48,700	$ 48,700

Description of Service Provided	Current or Emerging Issues
Site plan reviews - Floodplain-Stormwater (retention & quality). Floodplain: • Pre and post construction determinations & verifications of building elevations • Issuance of Elevation Certificates • LOMC administration, GIS & archive • LOMR-F Community Acknowledgement Form review and approval • Regulate and enforce restrictions on use of floodway and river setback ordinance Establishment of required minimum build elevations for developers. Review site plans for non-structural development in the floodplain and issue Development Permits for construction activities in the floodplain and river setback areas. Respond to citizen complaints regarding use of floodway, development of floodplain and/or disturbance within the river setbacks. Administer the Community Rating System (CRS) program by documenting actions being done to manage floodplain, developing new ways to educate public, and new ways to pro-actively manage the floodplain. The City receives a discount for its citizens required to carry flood insurance by participating in this program. The responsibility for this program is a function of floodplain management. Floodplain Mitigation: • Mange a list of properties affected by flooding. List information on elevation and river gage levels that affect the homes. • Proactively seek to increase the level of protection and affected residents through the Flood Protection and Incentive Program (FPIP) in areas that are not identified as areas of need for projects under the City-wide comprehensive plan. City provides a cost share for properties increasing their level of protection through elevation of rear yards or floodwalls. • Identify areas of greatest risk and work to develop concepts and ultimately construction	The site plan submittals still require substantial staff review time. Review time commitment is greater than one full time employee. Administration of the SFHA & 41 WSEIA has moved from a high frequency volume into challenging and complex enforcement issues requiring increasing staff time commitments. Letter of Map Change administrative tasks have decreased 25% by 1Q 2018 and is anticipated to continue declining throughout the end of 2018. Variance requests have begun to be submitted for the modification of the City Imposed 41' inundation area requirements. The City successfully completed a CRS 5-year cycle audit. Although FEMA experienced staffing changes resulting in a delayed "final review" ultimately we advanced to a Class 5 rating in 2017. This level of designation provides select flood insurance policies (those in high risk areas) a 25% premium reduction. This equates to a future monetary savings greater than $120,000 for residents and businesses. Unfortunately, this Class level mandates a 3-year cycle audit, which significantly increases the administrative requirements. Due to final review delays at FEMA, the starting of the audit period was postponed so, the next cycle will be in 2020. Due to the rapid growth south of current edges of the City, we are currently in the final process of completing a master planning study for future storm trunk lines, storm sewer lift stations and flood protection options. Alternative flood protection lines are also being explored to facilitate development until the Fargo Diversion project is completed. This master planning will be very beneficial in the future planning of new developments in the south area of the City. With the recent new development, we have constructed and are in the process of constructing additional lift stations to handle the new infrastructure within these new additions. The additional lift stations will require additional work for scheduled maintenance and up keep, while there is an increasing need for repairs/replacement

Description of Service Provided	Current or Emerging Issues
projects to reduce and/or eliminate risks associated with riverine flooding or flooding from intense storms. This typically requires the City to leverage partnerships with FEMA, USACE, NDSWC, SE Cass WRD, Cass County and other agencies. Stormwater: Create and administer Storm System maintenance programming and corresponding projects. • Maintain Storm Sewer Design Manual and Standards. • Keep record of existing lift stations and the equipment, design capacities and operational features that are unique to each station. • Develop and maintain comprehensive Storm Sewer Lift Station Operations and Maintenance Manual • Provide for scheduled maintenance and upkeep of lift stations • Review and track private connections to the storm sewer system • Review site-plans for minimum storm water retention/quality standards Develop concepts for long-term handling of storm water in areas of growth (Master Drainage Plan (MDP)). • Size trunk line infrastructure appropriately to handle future contributing drainage areas • Determine future locations where lift stations will be necessary • Develop concepts to relieve stress from existing, aging drain systems that are at or approaching capacity on a regular basis with current development. • Research, develop and gain approval for Storm Sewer Utility Fee to fund the MOP • Address ongoing concerns of the public related to individual local drainage systems and how they function Administer and update City of Fargo Stormwater Management Plan addressing the six minimum control measures mandated in the state MS4 discharge permit. Creating projects for maintenance to City's storm sewer system and development of a Storm Sewer Utility Fee.	to existing lift stations that are reaching the end of their useful life. Funds generated from the current rate are insufficient for being able to complete required maintenance to the storm sewer system. Current rate structure of the Storm Sewer Utility is proposed to be updated in late 2018 during the new budget cycle and a new rate fee will be implemented in January of 2019. The proposed fees will be based on storm runoff impacts (impervious area per parcel) versus the current rating criteria. With the success of the voluntary buyout program this list is ever changing. This list will continue to be updated as needed so that the City's emergency efforts during a possible flood fight are readily available. The implementation of the revised City-wide comprehensive flood plan is continuing. This year we have a couple projects under construction as well as continuing to design numerous projects with a goal of completing enough projects to start some property removals from the Special Flood Hazard Area by 2019/2020. Future considerations with the implementation of the flood protection measures will be the long-term annual inspections and operations and maintenance of the levees. Both items will require additional staff time and cost. The newer NDDOH NPDES permit has placed more stringent construction BMP requirements, which our staff is administrating along with the new MS4 permit. Funds generated from the current rate are insufficient for being able to complete required maintenance to the storm sewer system. Evaluation and project priorities have been utilized to maximize the resources available. Evaluate the existing storm sewer fee setup and determine a more equitable way to collect revenue to allow maintenance and repairs to occur at a higher level of service is scheduled to be completed for implementation in 2019. Update fee schedule parameters for impervious area each three-year cycle of the Aerial photography project.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Construction Stormwater Violations	263	337	350
Setback/Floodplain Violations	4	5	5
Stormwater Permits Issued	424	380	400
Floodplain Development Permits	12	20	20
Resident Calls (Drainage, Floodplain, Flood Insurance, etc.)	196	200	175
Building Elevation Requests & Issuance of Elevation Certificates	137	175	175
Number of Lift Stations	75	81	81

Storm Sewer

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 433,821	$ 463,766	$ 463,766	$ 480,000
Benefits	107,413	113,941	113,941	111,671
Other Services	160,842	135,832	135,832	135,832
Repairs and Maintenance	20,886	62,500	62,500	62,500
Rentals	-	-	-	-
Insurance	14,521	12,890	12,890	12,890
Communications	2,835	3,250	3,250	3,250
Advertising and Printing	2,325	3,400	3,400	4,400
Travel & Education	4,956	16,125	16,125	16,625
Energy	115,367	152,752	152,752	152,752
General Supplies	5,457	6,441	6,441	6,441
Major Supplies	-	-	-	-
Miscellaneous	9,679	5,748	5,748	5,761
Capital Outlay	4,645,725	182,355	182,355	62,755
Debt Service	155,554	-	-	-
Transfers	440,344	1,042,000	1,042,000	988,000
TOTAL	$ 6,119,725	$ 2,201,000	$ 2,201,000	$ 2,042,877

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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 annoying bite of our northern mosquito. 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. Without the Vector Control program within the City of Fargo we would see: • 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. • 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 increase efforts on standing water pretreatments. • The infectious West Nile Virus is a growing concern as nationwide human infections are on the rise. • 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. • The Zika Virus is a growing concern as nationwide human infections are on the rise in the southern portion of the United States.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Application of Pesticide Cost	$101,211.00	$105,283.53	$109,250.00
Total Vector Control Expenditures	$201,472.00	$290,690.52	$293,321.24
ULV Truck Cost Per Application	$3,000.00	$3,000.00	$3,000.00
ULV Aerial Cost Per Application	$53,416.00	$53,300.00	$54,300.00
ULV Truck Applications Per Year	8	8	8
ULV Aerial Applications Per Year	3	4	4

Vector Control

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ -	$ -	$ -	$ -
Benefits	-	-	-	-
Other Services	222,494	458,878	398,253	397,253
Repairs and Maintenance	-	6,200	-	-
Rentals	-	-	-	-
Insurance	2,198	3,020	3,020	3,020
Communications	-	-	-	-
Advertising and Printing	-	2,536	-	-
Travel & Education	-	-	-	-
Energy	-	7,216	7,216	7,216
General Supplies	-	6,000		
Major Supplies	101,211	65,000	140,511	140,511
Miscellaneous	216	150	-	-
Capital Outlay	5,309	-	-	-
Debt Service	-	-	-	-
Transfers	578,665	557,000	557,000	147,600
TOTAL	$ 910,093	$ 1,106,000	$ 1,106,000	$ 695,600

Description of Service Provided	Current or Emerging Issues
The Street lighting Department includes two Signals and lighting Operations Technicians. 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: • Operation and maintenance of the City's street lighting system • Scheduling and coordinating repairs utilizing contractors • Meeting with suppliers on the latest trends in street lighting • 2 full time staff, both located at Public Safety Building • Maintain approximately 10,000 City owned street lights • Coordinate, along with Xcel Energy and Cass County Electric Cooperative, the maintenance of over 1600 utility company owned street lights • Maintain over 425 street light feed points • Maintain over 400 miles of underground wire	• LED technology continues to be the new street light fixture of choice as we continue to design and construct new roadways in town. • We are looking to move the maintenance employees located within the Traffic Engineering Department into the Street Lighting System Utility, and the accompanying traffic control device maintenance needs into a modified Street Lighting System & Traffic Control Device System Utility, as the 7 FTE's are currently co-located and working on both systems. In order to accomplish this, Street Lighting Utility fees will need to be increased $1 on SR zoned properties, $2.50 on apartment units, and $8 on commercially zoned properties. • Street lights continue to be knocked over by vehicles at an alarming rate. For the past number of years, we have had more than 100 street lights knocked over and destroyed. In 50% of these knockdowns, the responsible vehicle drives off, with the Street Light System Utility Fund paying for the material and labor to replace the pole and fixture, at an average of $2000 per knockdown to fix.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Salaries	$165,177	$151,780	$575,302
Street Light & Traffic Control Devices Maintenance	$254,229	$300,000	$570,155
Electricity	$1,095,737	$1,235,800	$1,250,000

Street Lighting

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 167,631	$ 167,340	$ 167,340	$ 514,296
Benefits	42,049	43,058	43,058	115,932
Other Services	56,120	35,917	35,917	32,917
Repairs and Maintenance	180,741	182,000	158,711	270,000
Rentals	-	-	-	-
Insurance	7,780	-	7,900	-
Communications	2,266	2,000	2,000	2,000
Advertising and Printing	11	50	50	50
Travel & Education	343	2,525	2,525	2,525
Energy	1,140,884	1,250,000	1,242,100	1,324,800
General Supplies	73,490	73,155	73,155	300,000
Major Supplies	-	-	-	-
Miscellaneous	26,468	800	800	800
Capital Outlay	1,651,999	-	-	234,472
Debt Service	-	-	-	-
Transfers	257,000	262,000	285,289	350,000
TOTAL	$ 3,606,782	$ 2,018,845	$ 2,018,845	$ 3,147,792

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	2	2	2	7
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	2	2	2	7

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 materials recycling which occurs in the City of Fargo (public and private). Specifically, the Division provides solid waste services in the following areas: • Administration • Residential Collection • Commercial Collection • Roll-off Collection • Municipal Solid Waste (MSW) Landfill- to include Renewable Energies • Recycling • Household Hazardous Waste	Single Stream Recycling - Phase I: An optional service offered to all single-family residents to replace the existing sorted curbside program. Phase II: Begin implementing optional service to commercial account including businesses and multi-family dwellings. Reclamation and reuse of the former landfill- located on 150-acres directly east of the current landfill, utilized from 1950-1980. Reclamation involves 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. Renewable Energy Expansion – Complete Phase I of project, which is converting the landfill gas to natural gas quality1 which will require less maintenance on the LFG electric generator. Begin Phase It which will include utilizing the converted gas as a fuel source for the Solid Waste fleet. In addition, continue to explore other renewable energy markets for the sale of captured and converted landfill gas. January 1, 2017 landfill tipping fee increase of $5.00/ton or 13%. This was a routine three-year increase and was a result of a regional market study. Funds will be used for necessary landfill capital improvement. The increased landfill tipping fee also increased revenue components of commercial collection and roll-off services. Implemented a comingled recycling collection program for single-family residences in 2017. Began implementing same collection program for businesses and multi-family dwellings in 2018. The program will be funded by a monthly fee to all users.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Residential Accounts	24,941	25,323	25,710
Single Stream Recycling	50% Complete	80% Complete	Completed
Commercial Accounts	1,005	1,020	1,036
Roll Off Activity (Pulls)	3,633	3,800	3,900
Landfill Tonnage	214,817	215,600	217,000
Old Landfill Reclamation	10% Complete	20% Complete	25% Complete
Renewable Energy Expansion (LFG-CNG)	10% Complete	50% Complete	Completed

Solid Waste

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 3,027,812	$ 3,137,203	$ 3,137,203	$ 3,240,148
Benefits	1,139,394	1,161,394	1,163,782	1,123,304
Other Services	1,579,230	1,324,923	1,324,923	1,319,923
Repairs and Maintenance	699,239	1,083,025	1,083,025	785,525
Rentals	21,651	1,030,400	1,030,400	900,600
Insurance	123,109	94,020	94,020	94,020
Communications	11,271	11,270	11,270	11,270
Advertising and Printing	15,548	19,450	19,450	19,450
Travel & Education	6,287	37,770	37,770	37,770
Energy	660,054	924,976	924,976	924,976
General Supplies	489,236	539,600	539,600	539,600
Major Supplies	-	-	-	-
Miscellaneous	113,033	44,119	44,119	44,876
Capital Outlay	2,369,349	2,721,000	4,969,733	3,496,000
Debt Service	418,943	1,502,850	1,502,850	1,333,756
Transfers	2,300,000	3,880,100	3,880,100	4,262,100
TOTAL	$ 12,974,156	$ 17,512,100	$ 19,763,221	$ 18,133,318

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	50	50	50	50
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	50	50	50	50

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. • Increased storm resistance due to regular street tree pruning and maintenance • Insect and disease management • Planting: in-house and contracted • Residential Planting Assistance Program • Removals and diversification • Public education, workshops, & presentations • Volunteer coordination for forestry projects • Annual risk assessment • Respond to residential tree health requests • Planting beds and small tree maintenance • Residential Brush Chipping Program • Annual Arbor Day celebration	• 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 15,200 ash street trees that make up 26.7% of the entire population. • In 2017, Dutch Elm Disease caused the removal of nearly 300 city property elm trees. It is anticipated that 2018 and 2019 will be approximately the same. • Land Development Code requires that street trees be planted. Enforcement efforts are on-going in new residential areas. • 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. • In 2017, the Residential Brush Chipping Program cost $166,400. Recommend every other week beginning in 2019. Estimated savings: 40-50%, or approximately $66,000 to $83,000.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Trees Pruned	7,101	8,500	9,000
Trees Planted	1,459	2,000	2,200
Trees Removed	1,083	1,200	1,500
Service Volunteers	810	850	900

Forestry

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 751,107	$ 849,928	$ 849,928	$ 871,195
Benefits	257,751	268,506	268,877	260,390
Other Services	540,869	439,364	439,364	454,364
Repairs and Maintenance	53,813	51,000	51,000	51,000
Rentals	13,393	17,400	17,400	16,600
Insurance	13,527	11,940	11,940	11,940
Communications	2,111	2,500	2,500	2,500
Advertising and Printing	-	650	650	650
Travel & Education	11,672	20,650	20,650	17,850
Energy	30,561	63,276	63,276	54,038
General Supplies	54,911	57,200	57,200	57,200
Major Supplies	-	-	-	-
Miscellaneous	9,708	8,852	8,852	8,016
Capital Outlay	183,636	184,000	184,000	180,000
Debt Service	-	-	-	-
Transfers	100,000	102,000	102,000	400,000
TOTAL	$ 2,023,059	$ 2,077,266	$ 2,077,637	$ 2,385,743

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
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 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. The Municipal Airport Authority normally meets the 2nd and 4th Tuesday of each month in the boardroom at the terminal building. Fargo's Hector International Airport provides the following services: • Commercial air service to 11 markets, corporate, general and military aviation • 24/7 FAA Air Traffic Control Tower; US Customs & Border Protection clearance; Foreign Trade Zone #267 • Fixed Base Operator Services for charter, aircraft fuel and maintenance • 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. • Mergers in the airline industry have resulted in fewer airline options to provide service. • 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. • There is a need to increase State funding for North Dakota airports during the next biennium. Progress was made during the last session. • The Airport Authority is in the process of updating the Airport Master Plan and Airport Layout Plan. This project should be completed in late 2018.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Enplaned Passengers	402,315	412,000	414,000
Aircraft operations	85,135	86,000	87,500

Fargo Airport Authority

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 1,875,183	$ 1,847,343	$ 1,955,947	$ 2,149,269
Benefits	581,747	644,858	675,128	671,780
Other Services	1,555,946	2,887,800	2,887,800	3,117,100
Repairs and Maintenance	345,562	447,000	447,000	451,000
Rentals	-	1,000	1,000	1,000
Insurance	94,831	105,900	105,900	110,900
Communications	1,373	4,700	4,700	4,900
Advertising and Printing	255,020	248,650	248,650	258,450
Travel & Education	43,614	77,500	77,500	83,500
Energy	437,008	571,650	571,650	524,150
General Supplies	288,240	243,015	243,015	249,800
Major Supplies	-	-	-	-
Miscellaneous	44,310	32,500	32,500	32,500
Capital Outlay	3,401,646	22,889,000	22,889,000	24,582,000
Debt Service	57,427	100,000	100,000	100,000
Transfers	2,429,793	1,670,000	1,670,000	8,690,000
TOTAL	$ 11,411,700	$ 31,770,916	$ 31,909,790	$ 41,026,349

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	27	27	27	27
Part Time Benefited	-	-	-	-
Contracted Employees	-	-	-	-
TOTAL	27	27	27	27

FARGODOME

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 Spectra by Comcast Spectacor to manage FARGODOME Food & Beverage. Other than Spectra's onsite Director of Food & Beverage, FARGODOME full-time and part-time staff are employees of the City of Fargo. The FARGODOME is a multi-purpose facility. Events generally fall into one of the following categories: • Concerts • NDSU Football • Family Shows • Theatre Shows • Trade Shows • Festivals • Amateur Sports • Convention/Miscellaneous • Professional Sports • Motorsports • 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. • Throughout its 25-year history, the FARGODOME facility, our 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 line-up, etc. • The FARGODOME maintains a solid line-up of recurring events, including primary tenant NDSU football, trade shows, our Gate City Bank Broadway series, Happy Harry's Ribfest, motorsports, and amateur sporting events. • Since we rely on 600+ part-time employees, we are challenged to attract and retain part-time staff in Fargo's low unemployment environment.

Operational Measures

Description	2017 Actual	2018 Expected	2019 Projected
Net Operating Income	$619,828	$427,894	$378,765
Event Attendance	539,428	485,773	483,650
Event Days	97	91	93
Gross Ticket Revenues	$6,488,822	$6,239,533	$6,069,250
Gross Concessions Rev	$2,173,611	$1,977,071	$2,096,078

FARGODOME

Expenditures	2017 Actual	2018 Approved Budget	2018 Revised Budget	2019 Approved Budget
Salaries	$ 2,915,918	$ 2,136,574	$ 2,136,574	$ 2,130,215
Benefits	-	-	-	-
Other Services	333,772	243,431	243,431	316,672
Repairs and Maintenance	309,641	263,800	263,800	300,300
Rentals	16,169	22,500	22,500	22,020
Insurance	244,693	244,400	244,400	264,000
Communications	32,689	33,000	33,000	33,000
Advertising and Printing	886	44,380	44,380	35,000
Travel & Education	30,017	38,479	38,479	77,500
Energy	786,525	728,000	728,000	784,500
General Supplies	94,305	146,250	146,250	83,400
Major Supplies	-	-	-	-
Miscellaneous	744,680	70,450	70,450	76,290
Capital Outlay	3,544,367	574,000	574,000	722,500
Debt Service	414,644	924,850	924,850	926,630
Transfers	5,146,755	1,549,000	1,549,000	1,549,000
TOTAL	$ 14,615,061	$ 7,019,114	$ 7,019,114	$ 7,321,027

Authorized Positions	2017 Actual	2018 Approved	2018 Revised	2019 Approved
Full Time Employees	22	22	22	22
Part Time Benefited	1	1	1	1
Contracted Employees	-	-	-	-
TOTAL	23	23	23	23

FARGODOME

2019 APPROVED BUDGET

Operating Revenues	**$**	**4,450,511**
Operating Expenditures		
Labor		2,130,215
Operations		1,335,421
Management Fee		131,191
General and Administrative		449,780
Miscellaneous		25,139
Total Expenditures		**4,071,746**
Net Income	**$**	**378,765**

FARGODOME

2019 CAPITAL BUDGET

Description	Project #	Amount
Parking lot/misc concrete repair	FD1901	7,500
Architectural services	FD1902	75,000
Chiller overhaul/Eddy current testing	FD1903	40,000
Steam room condenser water piping replacement	FD1904	30,000
Yearly light fixture replacement	FD1905	60,000
Arena sound system	FD1906	250,000
Emergency generator room heat	FD1907	10,000
Equipment - food service	FD1908	25,000
Rigging gear	FD1909	13,000
Theatre rigging grid inspection	FD1910	13,000
A/V equipment	FD1911	18,000
Meeting room wall repair	FD1912	6,000
Suite catering kitchen	FD1913	140,000
Unallocated capital		35,000
		$ 722,500

Fund Description	Fiscal Trends and Comments
A defined benefit pension option is offered to all full-time employees of the City. Currently, the City administers two plans and has employee membership in two other plans that are maintained by other agencies. The pension plans include: City Employee Police North Dakota Public Employee Retirement System Fire Relief Association 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. City-administered plans are managed by elected Pension Board members who are City employees. Discretion includes asset management and investment policy recommendations. Accounting and financial reporting is handled by the City Finance and Human Resource staff. 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. Approximately 48% of eligible employees participate in Section 457 plans. <u>Active Members:</u> City Employee 114 Police 190 Fire Relief Assn. 120 NDPERS 577 <u>Retirees and beneficiaries:</u> City Employee 232 Police 117 Fire Relief Assn. 96 <u>Market Value of Investments held for Pension Benefits:</u> City Employee $47,988,942 Police $58,589,678 Fire Relief Assn. $31,780,516 <u>Net Pension Liability:</u> City Employee $9,987,694 Police $16,505,667 Fire Relief Assn. $17,437,698 NDPERS $46,812,999	• 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). The ADC is being funded in the 2019 budget. • Investment returns for 2017 exceeded the actuarial investment goal of 7.25% so funding status gains were realized. • A multi-year amortization period is in place with the goal of achieving a 100% funded status with current contribution levels for City sponsored plans. • The funded status of each plan as of as of the most recent actuarial study is: City Employee 82.8% Police 78.0% Fire Relief Assn. 64.6%

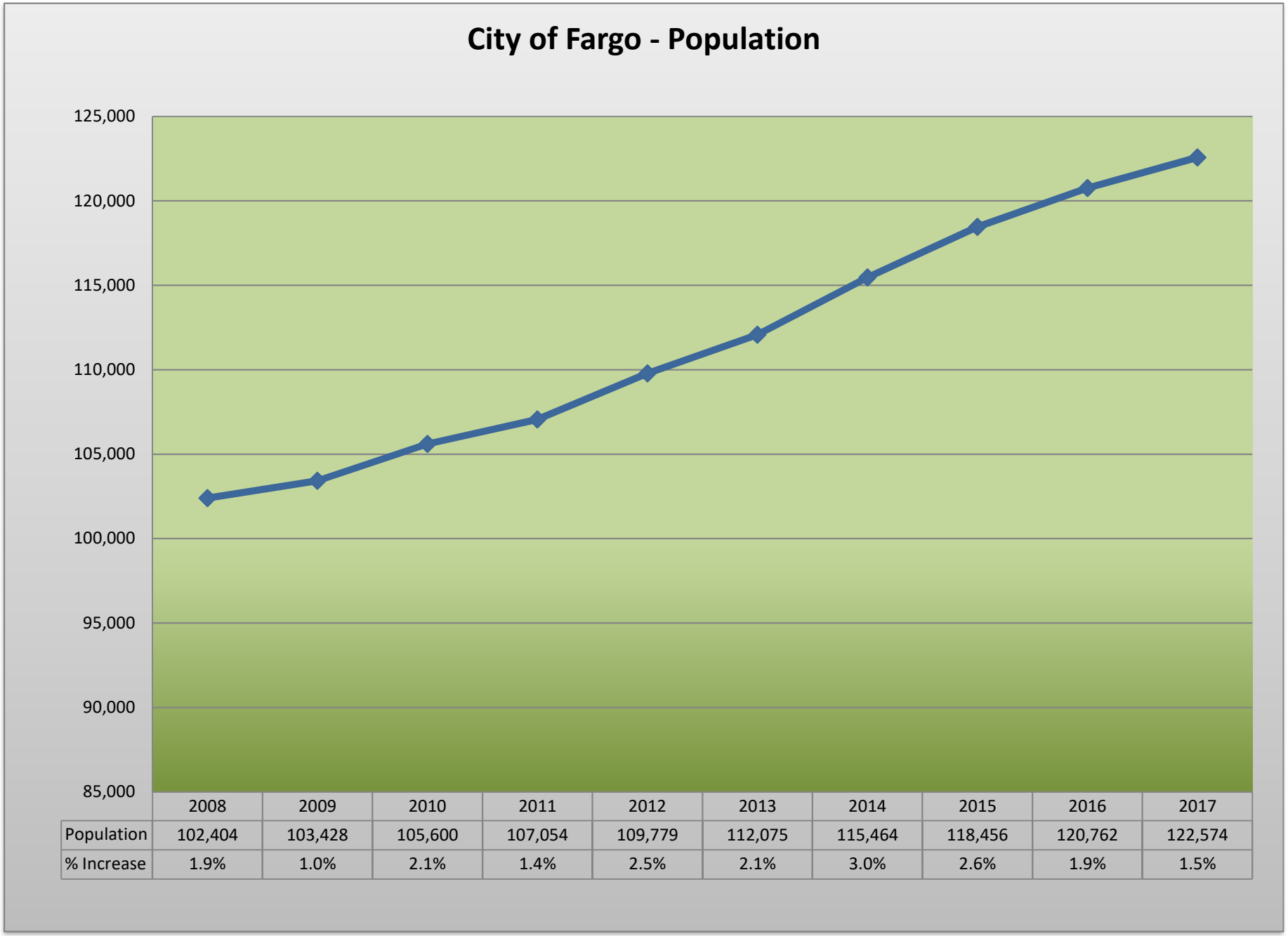
CITY OF FARGO, NORTH DAKOTA
PENSION TRUST FUNDS REVENUE ANALYSIS

Plans Administered	2018 Approved Budget	2019 Approved Budget
City Employees Pension: (Closed Membership)		
Investment Income	$ 3,190,000	$ 3,725,000
City - Employer Normal Contribution	531,000	512,000
Park - Employer Normal Contribution	106,000	106,000
City Supplemental ADC Contribution	1,390,000	1,390,855
Park Supplemental ADC Contribution	149,000	138,000
City Employee Contribution	450,000	434,000
Park Employee Contribution	90,000	90,000
Total City Employee Pension	**5,906,000**	**6,395,855**
Police Pension: (Open Membership)		
Investment Income	3,915,000	4,556,000
Employer Normal Contribution	1,816,000	1,961,000
Employer Supplemental ADC Contribution	1,457,000	1,248,309
Employee Contribution	1,277,000	1,379,000
Total Police Pension	**8,465,000**	**9,144,309**
Total City Administrated Plans	**$ 14,371,000**	**$ 15,540,164**

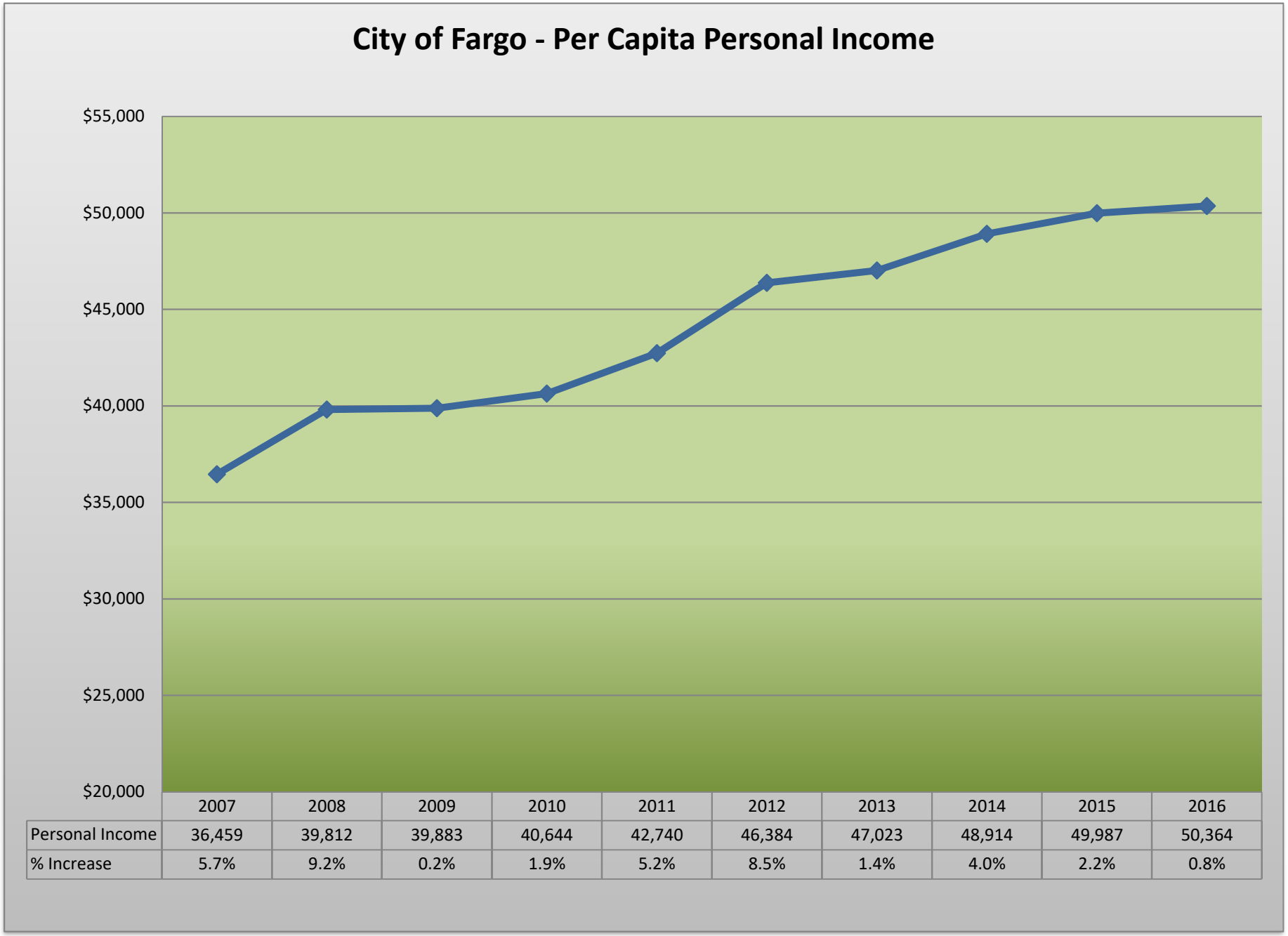
CITY OF FARGO, NORTH DAKOTA
PENSION TRUST FUNDS EXPENDITURE ANALYSIS

Plans Administered	2018 Approved Budget	2019 Approved Budget
City Employees Pension:		
Plan Administration	$ 66,000	$ 66,000
Plan Benefits	3,145,000	3,445,000
Total City Employee Pension	**3,211,000**	**3,511,000**
Police Pension:		
Plan Administration	245,500	245,500
Plan Benefits	3,855,000	4,005,000
Total Police Pension	**4,100,500**	**4,250,500**
Total Pension Funds	**$ 7,311,500**	**$ 7,761,500**

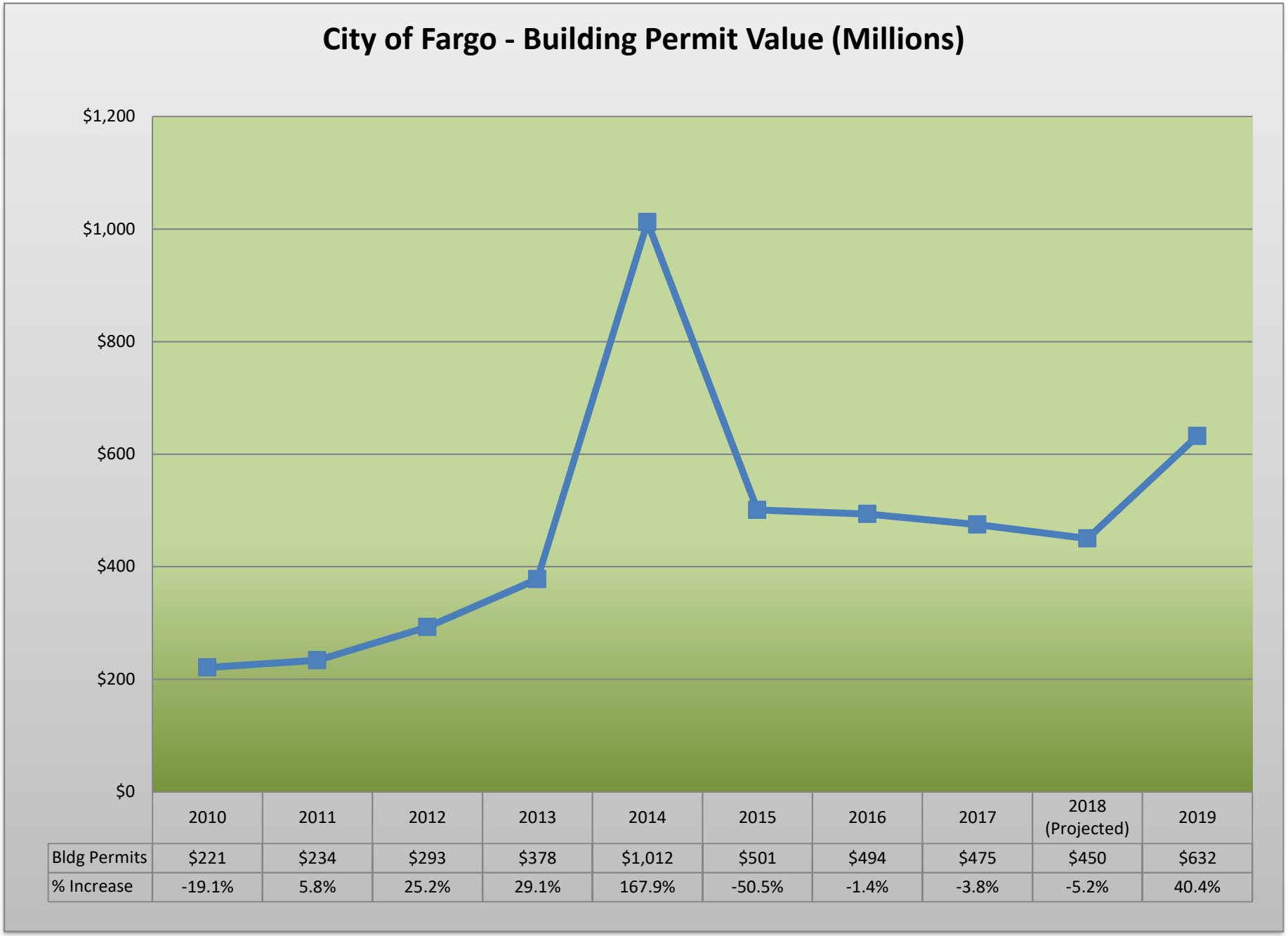
Description	Fiscal Trends and Comments
The statistical section of the budget is designed to give budget readers a longer-term view of significant financial and economic trends of the City over time. Several long-term data table and charts are included for review that helps readers to understand the consistent strength in our economy and the City's financial performance. Fargo has a long-standing track record of a consistently growing regional economy with a sound and stable employment base. The growth trend is evident and ongoing with population, income and property values. A more robust statistical section compiled in conformance with GFOA standards of reporting is included in the City's Comprehensive Annual Financial Report (CAFR) that can be accessed on our City web site at www.cityoffargo.com. Readers are encouraged to visit this section of the report as a compliment to the statistics compiled in this section of the budget.	The statistical section provides long term trend data for the following items: • Population • Per Capita Income • Labor Force • Building Permit Values • Property Value Trends • Major Employers • General Fund Balance Levels • Sales Tax Revenue • State Intergovernmental Revenues



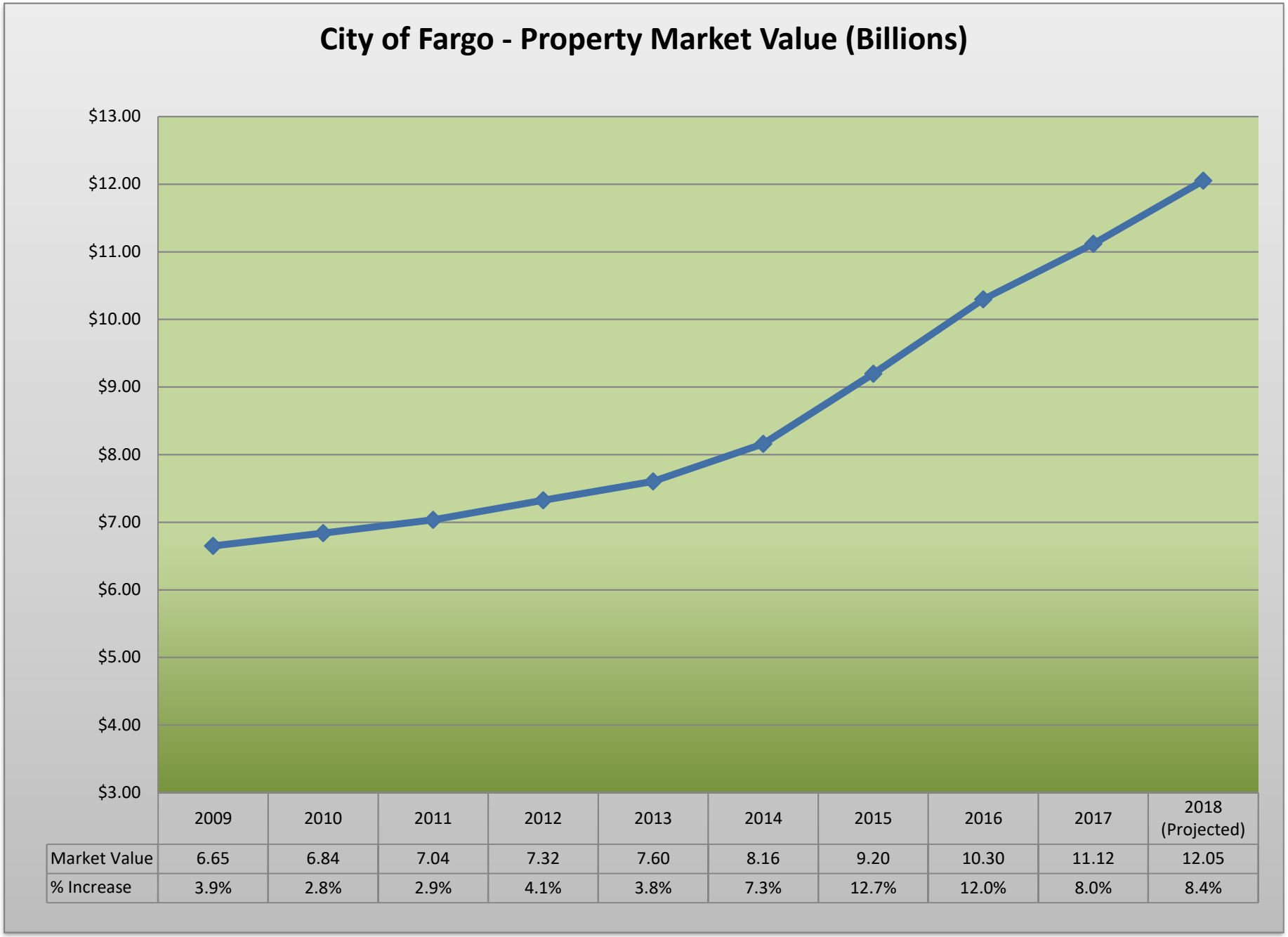
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Population	102,404	103,428	105,600	107,054	109,779	112,075	115,464	118,456	120,762	122,574
% Increase	1.9%	1.0%	2.1%	1.4%	2.5%	2.1%	3.0%	2.6%	1.9%	1.5%



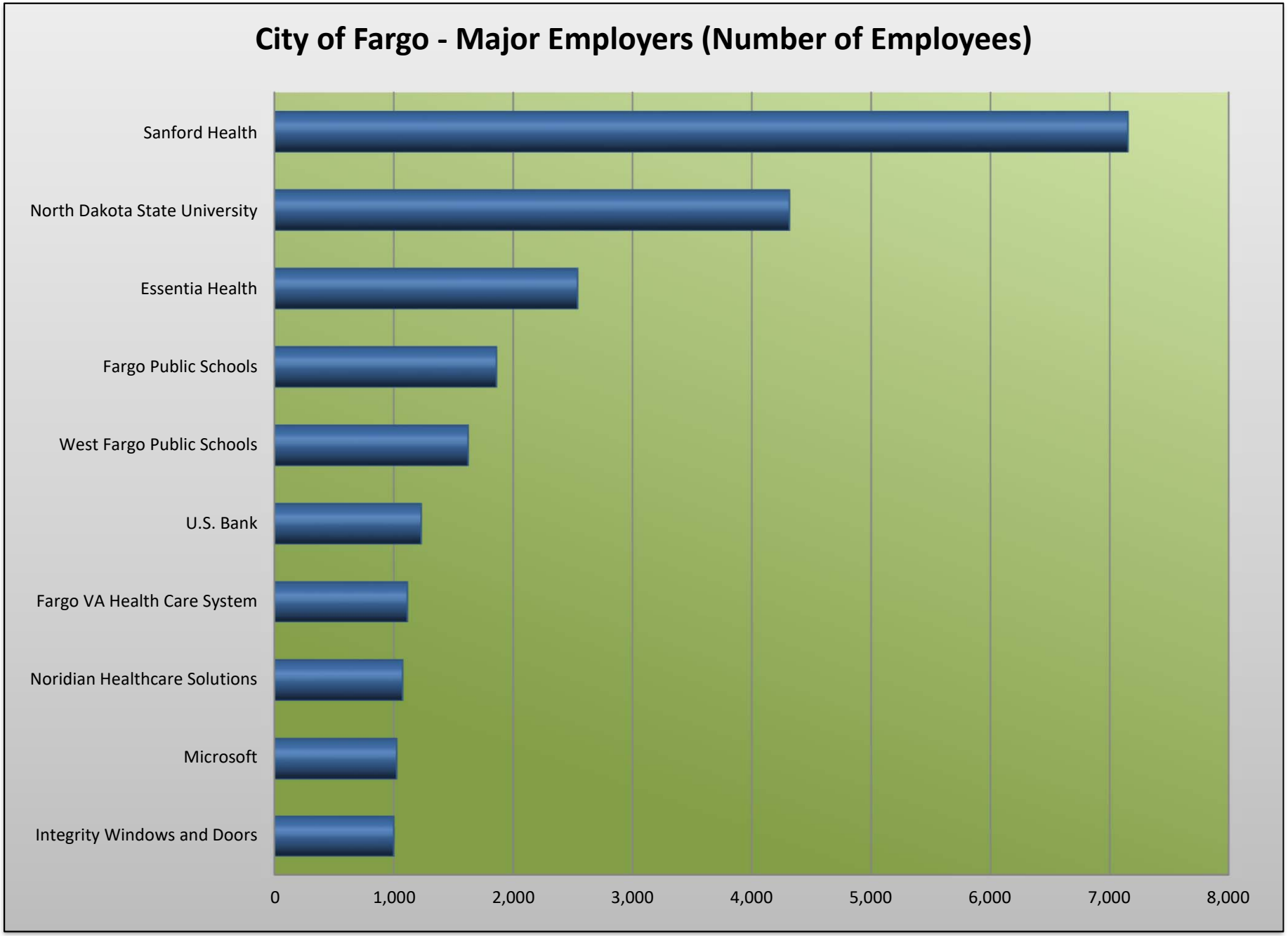
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Personal Income	36,459	39,812	39,883	40,644	42,740	46,384	47,023	48,914	49,987	50,364
% Increase	5.7%	9.2%	0.2%	1.9%	5.2%	8.5%	1.4%	4.0%	2.2%	0.8%

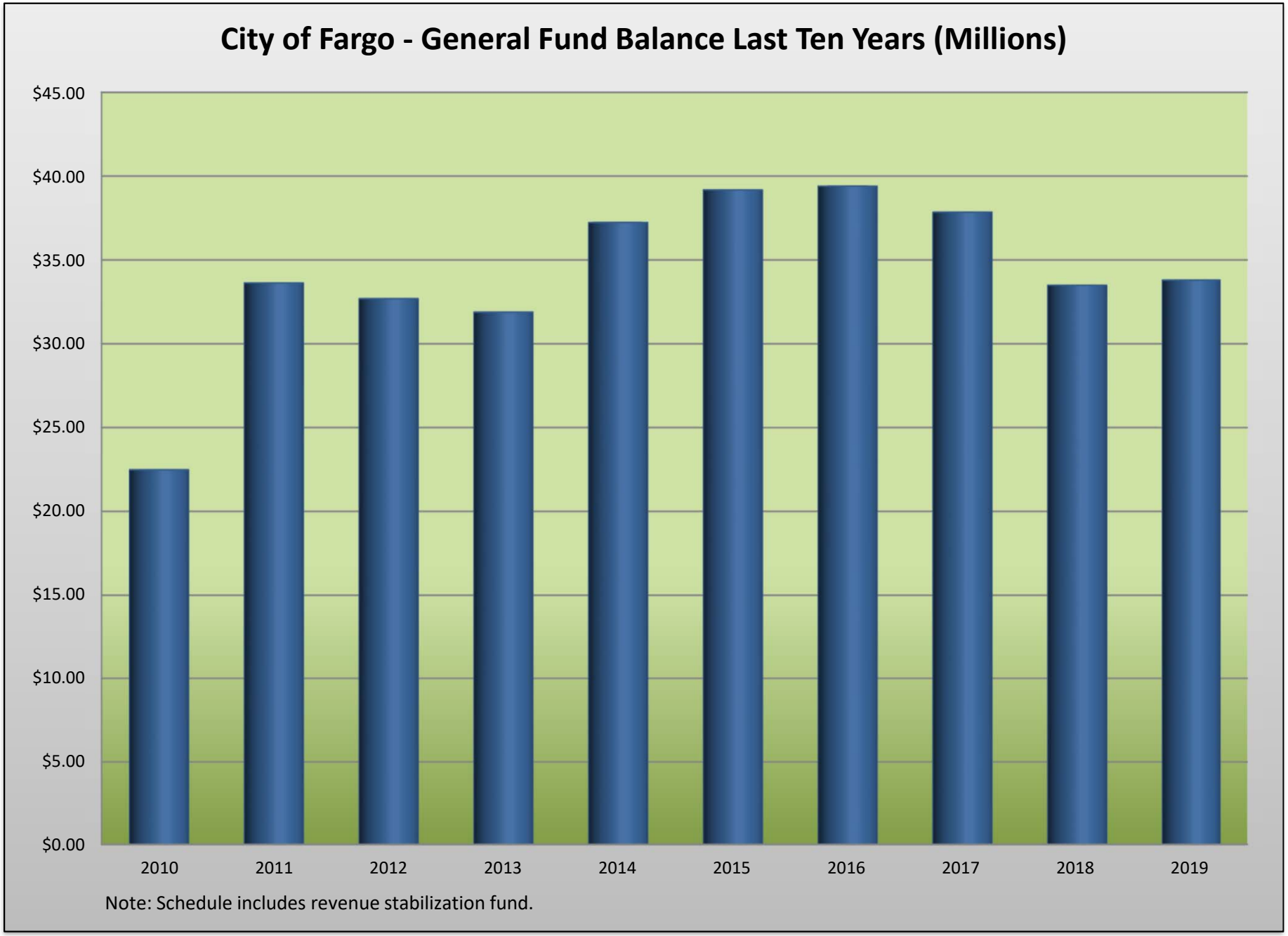


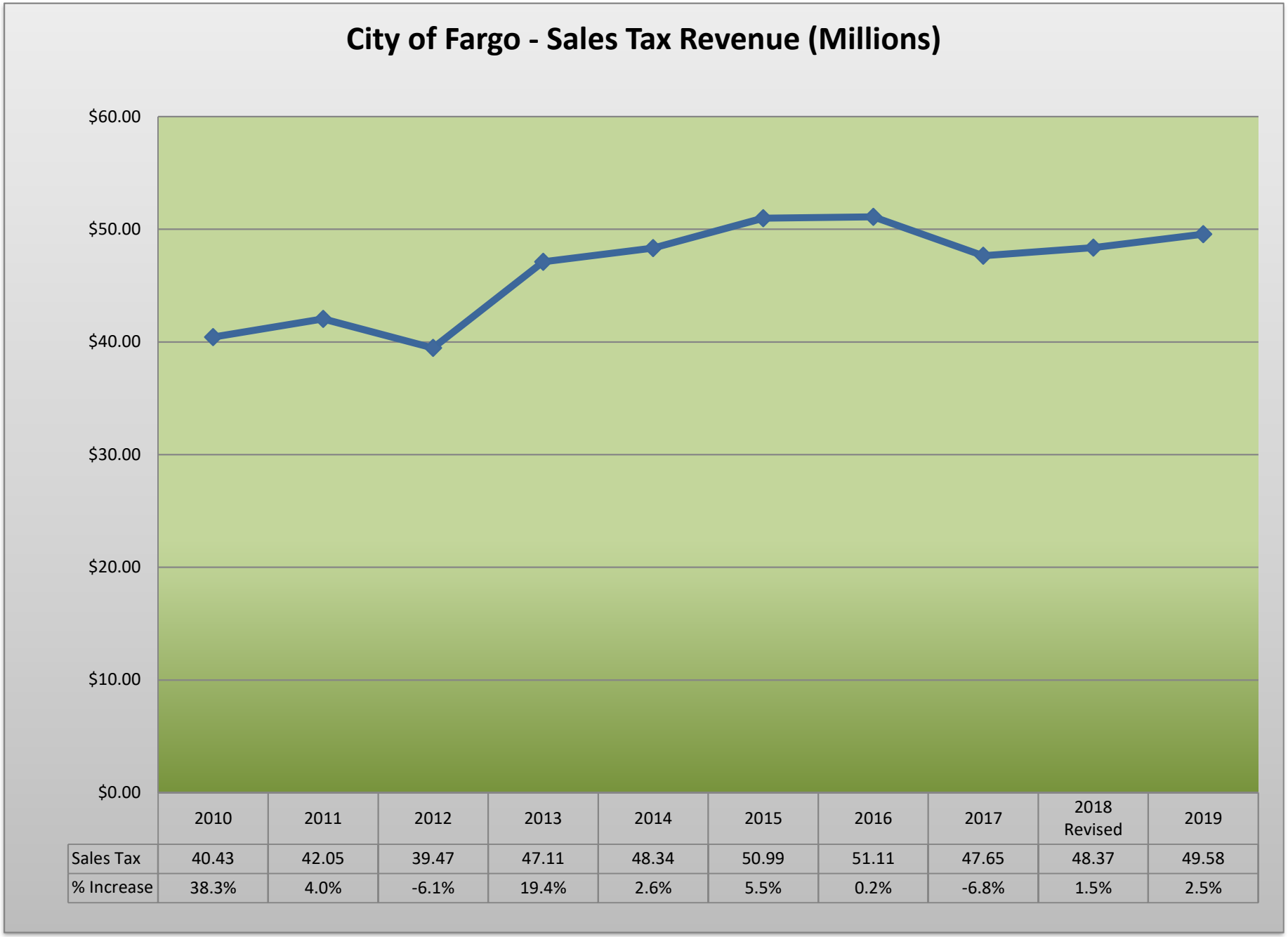
	2010	2011	2012	2013	2014	2015	2016	2017	2018 (Projected)	2019
Bldg Permits	$221	$234	$293	$378	$1,012	$501	$494	$475	$450	$632
% Increase	-19.1%	5.8%	25.2%	29.1%	167.9%	-50.5%	-1.4%	-3.8%	-5.2%	40.4%



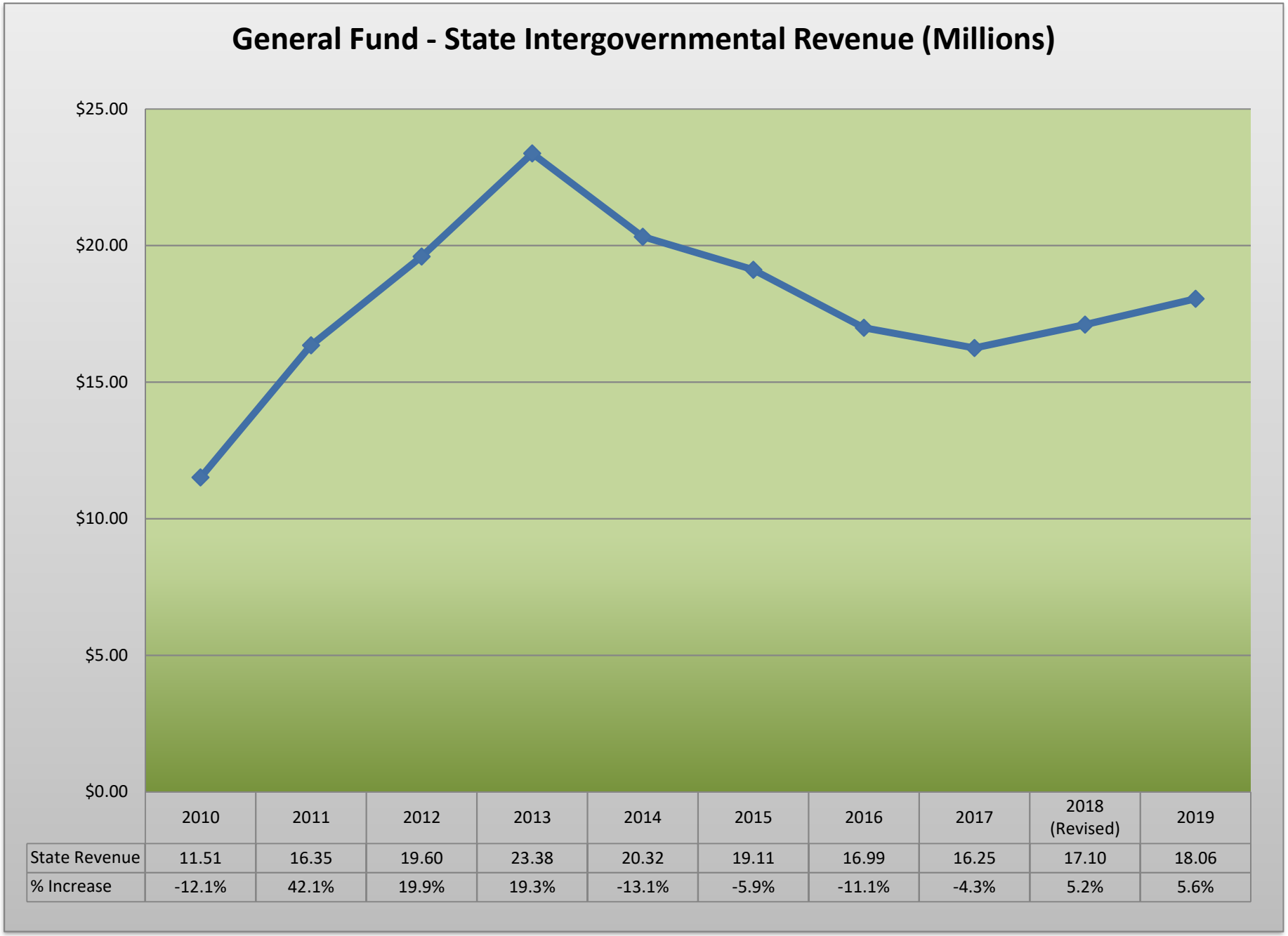
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 (Projected)
Market Value	6.65	6.84	7.04	7.32	7.60	8.16	9.20	10.30	11.12	12.05
% Increase	3.9%	2.8%	2.9%	4.1%	3.8%	7.3%	12.7%	12.0%	8.0%	8.4%


City of Fargo - Major Employers (Number of Employees)
Sanford Health
North Dakota State University
Essentia Health
Fargo Public Schools
West Fargo Public Schools
U.S. Bank
Fargo VA Health Care System
Noridian Healthcare Solutions
Microsoft
Integrity Windows and Doors
0
1,000
2,000
3,000
4,000
5,000
6,000
7,000
8,000


City of Fargo - General Fund Balance Last Ten Years (Millions)
$45.00
$40.00
$35.00
$30.00
$25.00
$20.00
$15.00
$10.00
$5.00
$0.00
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019
Note: Schedule includes revenue stabilization fund.



	2010	2011	2012	2013	2014	2015	2016	2017	2018 Revised	2019
Sales Tax	40.43	42.05	39.47	47.11	48.34	50.99	51.11	47.65	48.37	49.58
% Increase	38.3%	4.0%	-6.1%	19.4%	2.6%	5.5%	0.2%	-6.8%	1.5%	2.5%



	2010	2011	2012	2013	2014	2015	2016	2017	2018 (Revised)	2019
State Revenue	11.51	16.35	19.60	23.38	20.32	19.11	16.99	16.25	17.10	18.06
% Increase	-12.1%	42.1%	19.9%	19.3%	-13.1%	-5.9%	-11.1%	-4.3%	5.2%	5.6%

CITY OF FARGO, NORTH DAKOTA
CAPITAL OUTLAY REQUESTED AND FUNDED FOR 2019

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2019 APPROVED PROJECT EXPENSE	2019 APPROVED CASH OBLIGATION
GENERAL FUND						
Auditors	101-8550-510-77-01	Automated mailing/stuffer machine	$ 10,000	$ 10,000	**$ 10,000**	**$ 10,000**
Buildings and Grounds	101-8550-510-77-04	Cooling filters for Carlson and Main Libraries	10,200			
	101-8550-510-77-04	Gladys Ray Shelter bathroom restoration	8,000			
	101-8550-510-77-04	Main library variable speed HVAC drives	10,000			
	101-8550-510-77-04	Municipal Court circulation pumps for HVAC systems	10,000	38,200	**38,200**	**38,200**
Transit	101-8550-510-77-05	Replace furniture	25,000			
	101-8550-510-77-05	GTC exterior furniture	50,000			
	101-8550-510-77-05	Remix routing S/W	2,300	77,300	**2,300**	**2,300**
Planning	101-8550-510-77-06	Computer maintenance and equipment	5,000			
	101-8550-510-77-06	Furniture replacement	5,000	10,000	**5,000**	**5,000**
Inspections	101-8550-510-77-07	Computer maintenance and equipment	5,000			
	101-8550-510-77-07	Furniture replacement	5,000	10,000	**5,000**	**5,000**
Engineering	101-8550-510-77-09	Locator	10,000			
	101-8550-510-77-09	Laser levels	4,200			
	101-8550-510-77-09	Magnetic locators	1,600			
	101-8550-510-77-09	Small survey tools	2,200			
	101-8550-510-77-09	Masterworks report customization	5,000			
	101-8550-510-77-09	Survey controllers and software	6,500			
	101-8550-510-77-09	Vehicle	25,000			
	101-8550-510-77-09	Furniture and fixtures	15,000	69,500	**29,500**	**29,500**
Street Department	101-8550-510-77-10	Manhole saw skid steer attachment	25,000			
	101-8550-510-77-10	Pothole planer trackless attachment	35,000			
	101-8550-510-77-10	Ipads and laptops	2,000	62,000	**62,000**	**62,000**
Central Garage	101-8550-510-77-11	Warehouse scrubber	70,000	.		
	101-8550-510-77-11	Pressure washer	8,000	78,000	**78,000**	**78,000**
Fire	101-8550-510-77-13	Concrete replacement	15,000			
	101-8550-510-77-13	Pickup for QRD at Station 1	65,000	80,000	**15,000**	**15,000**
Police	101-8550-510-77-14	Patrol vehicles (4)	120,000			
	101-8550-510-77-14	Equipment for patrol vehicles (4)	120,000			
	101-8550-510-77-14	Physical readiness assessment (PRA) equipment and flooring	24,000			
	101-8550-510-77-14	PRA department analysis/certification	14,500	278,500	**38,500**	**38,500**
Health Department	101-8550-510-77-15	File Cabinets	1,000	1,000	**1,000**	**1,000**
Library	101-8550-510-77-16	Main library community room shade replacement	24,000	24,000	**24,000**	**24,000**
Human Resources	101-8550-510-77-18	Performance management platform	33,000			
	101-8550-510-77-18	Onboarding	19,500			
	101-8550-510-77-18	Computer equipment	4,500	57,000	**4,500**	**4,500**
Municipal Court	101-8550-510-77-19	Replace computer monitor	225			
	101-8550-510-77-19	Replace 2 office chairs	1,300			
	101-8550-510-77-19	Replace laser printer for courtroom	160			
	101-8550-510-77-19	Replace courtroom clerk chair	650	2,335	**2,335**	**2,335**
IS	101-8552-510-76-22	Laserfiche public portal	40,000			
	101-8552-510-76-22	Office standard (upgrade from 2007) (32)	7,712			
	101-8552-510-76-22	Office pro (upgrade from 2007) (5)	1,645			
	101-8552-510-76-22	Desktops - standard (87)	56,550			
	101-8552-510-76-22	Desktops - high end (6)	9,000			
	101-8552-510-76-22	Laptops - standard (20)	22,000			
	101-8552-510-76-22	Laptops - mid level (11)	16,500			
	101-8552-510-76-22	iPads	13,200			
	101-8552-510-76-22	Library public PCs	72,150			
	101-8552-510-76-22	Server/SAN	55,816			
	101-8552-510-76-22	Extreme networks lifecycle replacement	57,456			
	101-8552-510-76-22	VPN Appliance, small firewalls	13,500	365,529	**321,500**	**321,500**
TOTAL GENERAL FUND			**$ 1,163,364**	**$ 1,163,364**	**$ 636,835**	**$ 636,835**
CAPITAL PROJECT FUNDS						
CAPITAL EQUIPMENT FUND						
IS	475-0520-510	Police MDCs	$ 235,000	$ 235,000	**$ 235,000**	**$ 235,000**
Public Information	475-0525-510	Replacement of portable main camera	12,750			
	475-0525-510	Software to administer & manage Freedom of Information Act requests	15,000	27,750	**27,750**	**27,750**
City Auditor	475-1010-510	Telestaff/Kronos software	100,000	100,000	**100,000**	**100,000**
Buildings and Grounds	475-1050-510	Fargo Cass Public Health north lot drainage project	200,000			
	475-1050-510	Miscellaneous buildings and grounds projects	50,000	250,000	**250,000**	**250,000**
Inspections	475-2040-510	Sedan	25,000			
	475-2040-510	SUV	25,000	50,000	**50,000**	**50,000**
Engineering	475-3015-510	Scanner	50,000	50,000	**50,000**	**50,000**
Central Garage	475-3030-510	Repaint central garage building exterior	80,000	80,000	**80,000**	**80,000**
Fire	475-4010-510	Equipment for fire engine replacement	100,000			
	475-4010-510	Roof replacement at Station 4	40,000			
	475-4010-510	Car for inspector position	20,000			
	475-4010-510	Fire headquarters remodel	276,000	436,000	**436,000**	**436,000**
Police	475-5010-510	Dodge caravan for evidence/quartermaster	24,000			
	475-5010-510	Plain car for police detective	24,000			
	475-5010-510	Plain car for public information officer	24,000			
	475-5010-510	Plain car as pool car for administration	24,000	96,000	**96,000**	**96,000**
Health Department	475-6010-510	Facility plan for Gladys Ray/Detox building	50,000			
	475-6010-510	Art for building	25,000	75,000	**75,000**	**75,000**
Civic	475-8005-510	Site improvements	50,000	50,000	**50,000**	**50,000**
Outdoor Warning Sirens	475-8550-510	Replace 3 outdoor warning sirens	110,000	110,000	**110,000**	**110,000**
Street Department Vehicles	475-3025-510	Track loader/cycle trade (2)	10,000			
	475-3025-510	Tool cat/cycle trade (3)	15,000			
	475-3025-510	Street sweeper	290,000			
	475-3025-510	Truck (Tandem)	190,000			
	475-3025-510	1-Ton service truck	42,500			
	475-3025-510	1-Ton dump truck	42,500			
	475-3025-510	Riding mower (2)	22,000	612,000	**612,000**	**612,000**

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2019 APPROVED PROJECT EXPENSE	2019 APPROVED CASH OBLIGATION
Central Garage Vehicles	475-3030-510	Sedans (6)	108,000			
	475-3030-510	Small SUV (4)	100,000			
	475-3030-510	Large SUV	35,000			
	475-3030-510	Van motor pool	23,000			
	475-3030-510	Motor pool SUV/Truck (3)	100,000	366,000	**366,000**	**366,000**
Fire Vehicles	475-4010-510	Fire truck (pumper)	485,000			
	475-4010-510	4x4 Pickup replacement	29,000	514,000	**485,000**	**485,000**
Police Vehicles	475-5010-510	Patrol vehicles (10)	300,000			
	475-5010-510	Large patrol vehicle	38,851	338,851	**338,851**	**338,851**
Total Capital Equipment Fund			**3,390,601**	**3,390,601**	**3,361,601**	**3,361,601**
CITY BUILDING PROJECTS						
Redhawks Stadium	402-1003-510	Stadium capital improvements	500,000	500,000	-	-
Street Department	402-3025-510	Central garage ADA transition, HVAC, & office space remodel	80,170			
	402-3025-510	Fit up of Bergseth facility	180,000	260,170	-	-
Public Works	402-3030-510	Public works building remodel	2,053,730	2,053,730	-	-
Street Lights	402-3035-510	50' x 80' standalone garage	300,000	300,000	-	-
Fire	402-4010-510	Fire station 2 addition	300,000			
	402-4010-510	Fire training building	250,000	550,000	-	-
Police	402-5010-510	Border States Corporate building remodel (debt financed)*	1,600,000			
	402-5010-510	Border States Corporate building fit-up (debt financed)*	500,000			
	402-5010-510	Border States Corporate existing furniture (debt financed)*	430,000			
	402-5010-510	Border States IT existing furniture (debt financed)*	120,000			
	402-5010-510	Border States IT building (debt financed)*	2,300,000			
	402-5010-510	Border States contingency (debt financed)*	265,000	5,215,000	**5,215,000**	-
Total City Building Projects			**8,878,900**	**8,878,900**	**5,215,000**	-
GRANT FUNDED PROJECTS						
Buildings and Grounds	402-1050-510	Municipal Court lighting upgrade	8,000			
	402-1050-510	Main library lighting upgrade	5,000			
	402-1050-510	Public safety building electrical upgrades	3,000	16,000	-	-
Central Garage	402-3030-510	Shop lighting replacement to LED	13,000	13,000	-	-
Police	402-5010-510	Border States Corporate lighting upgrade	250,000			
	402-5010-510	Border States Corporate mechanical upgrade	200,000	450,000	-	-
Parking Authority	402-2101-510	Electric plug-ins and lighting upgrade	550,000	550,000	-	-
Total City Building Projects			**1,029,000**	**1,029,000**	-	-
GIS DEVELOPMENT FUND						
	403-0520-409.74-11	Computer equipment	53,000			
	403-0520-409.74-12	Computer software	12,000	65,000	**65,000**	**65,000**
Total GIS Development Fund			**65,000**	**65,000**	**65,000**	
TRANSIT						
Transit Capital Grant Equipment	404-2061-510-74-10	Partial GTC update - local share	200,000			
	404-2061-510-74-10	Forklift - local share	4,000			
	404-2061-510-74-10	Replace 15 shelters - local share	30,000			
	404-2061-510-74-10	Mobile lifts - local share	6,000			
	404-2061-510-74-10	Replace/upgrade fareboxes - local share	170,000			
	404-2061-510-74-10	WA shelter construction - facilities study - local share	20,000	430,000	**430,000**	**430,000**
Total Transit Fund			**430,000**	**430,000**	**430,000**	**430,000**
SALES TAX FUNDS						
Water - Sales Tax	Sales Tax Funded	Water facility R&R	208,000			
	Sales Tax Funded	RRVWSP Preliminary design	850,000			
	Sales Tax Funded	Residuals facility	250,000			
	Sales Tax Funded	Water main replacement	2,800,000	4,108,000	**1,308,000**	**1,308,000**
Wastewater - Sales Tax	Sales Tax Funded	WWTP facilities R & R	350,000			
	Sales Tax Funded	Wastewater master plan	1,442,350			
	Sales Tax Funded	WWTP flood protection	250,000			
	Sales Tax Funded	Effluent force main improvements	350,000			
	Sales Tax Funded	Lift station R&R	425,000			
	Sales Tax Funded	Lift station #1 & #2 improvements	100,000			
	Sales Tax Funded	Future lift stations & forcemains	270,000			
	Sales Tax Funded	Sewer cleaning and televising	146,000			
	Sales Tax Funded	Wastewater system GIS	97,000			
	Sales Tax Funded	Sanitary sewer rehab and replacement	675,000	4,105,350	**1,179,531**	**1,179,531**
Total Sales Tax Funds			**8,213,350**	**8,213,350**	**2,487,531**	**2,487,531**
TOTAL CAPITAL PROJECTS			**$ 22,006,851**	**$ 22,006,851**	**$ 11,559,132**	**$ 6,279,132**
PROPRIETARY FUNDS						
WATER						
Water Treatment Plant	501-3051-441-74-10	Inductive coupled plasma mass spec	120,000			
	501-3051-441-74-10	Phosphate analyzer	15,000			
	501-3051-441-74-10	Gantry Crane	6,000			
	501-3051-441-74-10	Waste reclaim pump	19,000			
	501-3051-441-74-10	Fork lift	25,000			
	501-3051-441-74-10	Pressure washer	6,000			
	501-3051-441-74-10	Pallet truck	5,000			
	501-3051-441-74-10	MWTP shop tools	8,000			
	501-3051-441-74-10	Fluoride transfer pump	5,000			
	501-3051-441-74-10	Man lift for MWTP	13,000	222,000	**222,000**	**222,000**
Water Mains/Hydrants	501-3052-441-74-10	Pipe burst equipment	10,000			
	501-3052-441-74-10	Skid steer trailer	4,500			
	501-3052-441-74-10	Combination jet truck	287,550			
	501-3052-441-74-11	Computer/IPAD maintenance and expansion	2,000			
	501-3052-441-74-30	Furniture replacement	3,000			
	501-3054-441.90-40	Distribution system extension	170,000	477,050	**477,050**	**477,050**
Water Meters	501-3053-441-74-10	Meter replacements	155,000	155,000	**155,000**	**155,000**

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	DIVISIONAL TOTALS	2019 APPROVED PROJECT EXPENSE	2019 APPROVED CASH OBLIGATION
Water Billing	501-3059-441-74-12	Computer software	2,000			
	501-3059-441-74-12	Replace utility billing legacy software	500,000			
	501-3059-441-74-30	Furniture replacement	1,000	503,000	**502,000**	**502,000**
Water Infrastructure Projects SRF Financed	501-3055-441-33-05	Regionalization project engineering services	2,022,000			
	501-3055-441-73-62	New downtown water project	1,540,000			
	501-3055-441-73-62	Drain 27 improvements	1,144,000			
	501-3055-441-73-62	High service pump station	220,000			
	501-3055-441-73-62	Red River PS flood protection	4,356,000			
	501-3055-441-73-62	Ultraviolet installation	3,960,000			
	501-3055-441-73-62	Ozone AOP improvements	3,608,000	16,850,000	**16,850,000**	**252,750**
Water Infrastructure Projects Cash	501-3055-441-33-05	Planning/master plan update	120,000			
	501-3055-441-73-62	Facility plan phase 2	2,841,873			
	501-3055-441-73-62	Water tower 7 reconditioning	700,000			
	501-3055-441-73-62	52nd Ave West Fargo connection	200,000			
	501-3055-441-74-12	Water distribution GIS	105,000	3,966,873	**3,966,873**	**3,966,873**
Total Water			**22,173,923**	**22,173,923**	**22,172,923**	**5,575,673**
WASTEWATER						
Wastewater Treatment	521-3061-442-74-10	Pickup with tommy lift	25,000	25,000	**25,000**	**25,000**
Sump Pump	521-3083-442-74-11	Computer equipment	500			
	521-3083-442-74-12	Computer software	200	700	**700**	**700**
Wastewater Reuse	521-3084-442-74-10	Machinery and equipment	13,000	13,000	**13,000**	**13,000**
Wastewater Infrastructure Projects SRF Financed	521-3065-442-33-05	Phase II Expansion - engineering	8,459,205			
	521-3065-442-73-63	Phase II Expansion - construction costs	24,150,000	32,609,205	**32,609,205**	**2,934,580**
Wastewater Infrastructure Projects Cash	521-3065-442-73-63	Regional connections	250,000			
	521-3065-442-73-63	Harwood lagoon decommissioning	500,000	750,000	**750,000**	**750,000**
Total Wastewater			**33,397,905**	**33,397,905**	**33,397,905**	**3,723,280**
STORM SEWER						
	524-3064-443.71-10	Land	2,755			
	524-3064-443.74-50	SCADA Systems on Storm Sewer lift stations	60,000	62,755	**62,755**	**62,755**
Total Storm Sewer			**62,755**	**62,755**	**62,755**	**62,755**
STREET LIGHTING						
	528-3035-415-73-60	Repair, rehab, and maintenance on street lights	117,236			
	528-3035-415-73-61	Repair, rehab, and maintenance on traffic signals	117,236	234,472	**234,472**	**234,472**
Total Street Lighting			**234,472**	**234,472**	**234,472**	**234,472**
SOLID WASTE						
Solid Waste - Admin	531-3071-431-74-30	Office equipment	4,000			
	531-3071-431-74-30	Office chairs	2,000			
	531-3071-431-73-20	Parking lot improvements	50,000			
	531-3071-431-72-20	Building improvements	50,000	106,000	**106,000**	**106,000**
Solid Waste - Residential	531-3072-432-44-20	2019 Automated truck (Lease financing)	215,932			
	531-3072-432-74-10	Residential carts	75,000	290,932	**290,932**	**122,500**
Solid Waste - Commercial	531-3073-432-74-10	Commercial containers	40,000	40,000	**40,000**	**40,000**
Solid Waste - Landfill	531-3074-433-44-20	Excavator (Lease financing)	195,476			
	531-3074-433-73-10	Lining cell #19 - East LF	2,100,000			
	531-3074-433-73-10	Partial closure - West LF	600,000			
	531-3074-433-73-10	Wellfield expansion - West LF	400,000			
	531-3074-433-74-10	Skid steer	5,000			
	531-3074-433-74-20	Vehicles	30,000	3,330,476	**3,330,476**	**3,178,000**
Solid Waste - Roll Off	531-3075-432-44-20	2019 Roll Off Truck (Lease financing)	136,379			
	531-3075-432-74-10	Containers	30,000	166,379	**166,379**	**60,000**
Solid Waste - Recycling	531-3076-432-73-10	Maintenance of existing drop sites	50,000			
	531-3076-432-74-10	Rear load containers	55,000	105,000	**105,000**	**105,000**
Solid Waste - Hazardous Waste	531-3079-433-72-20	Building improvements	5,000	5,000	**5,000**	**5,000**
Total Solid Waste			**4,043,787**	**4,043,787**	**4,043,787**	**3,616,500**
FORESTRY	541-3081-440.74-20	Vehicles	120,000			
	541-3081-440.74-52	Reforestation/trees	60,000	180,000	**180,000**	**180,000**
Total Forestry			**180,000**	**180,000**	**180,000**	**180,000**
FARGODOME BUILDING	570-7003-461.74-10	Parking lot/misc concrete repair	7,500			
	570-7003-461.74-10	Architectural services	75,000			
	570-7003-461.74-10	Chiller overhaul/Eddy current testing	40,000			
	570-7003-461.74-10	Steam room condenser water piping replacement	30,000			
	570-7003-461.74-10	Yearly light fixture replacement	60,000			
	570-7003-461.74-10	Arena sound system	250,000			
	570-7003-461.74-10	Emergency generator room heat	10,000			
	570-7003-461.74-10	Rigging gear	13,000			
	570-7003-461.74-10	Theatre rigging grid inspection	13,000			
	570-7003-461.74-10	A/V equipment	18,000			
	570-7003-461.74-10	Meeting room wall repair	6,000			
	570-7003-461.74-10	Suite catering kitchen	140,000			
	570-7003-461.74-10	Equipment - food service	25,000			
	570-7003-461.74-10	Unallocated capital	35,000	722,500	**722,500**	**722,500**
Total Fargodome			**722,500**	**722,500**	**722,500**	**722,500**
Total Proprietary Fund Capital Requests			**$ 60,815,342**	**$ 60,815,342**	**$ 60,814,342**	**$ 14,115,180**
TOTAL CAPITAL OUTLAY REQUESTS			**$ 83,985,557**	**$ 83,985,557**	**$ 73,010,309**	**$ 21,031,147**

* Project will be bonded for in 2019 and amortized over 20 years.

CITY OF FARGO, NORTH DAKOTA
DEPARTMENTAL PERSONNEL REQUESTS FOR 2019

Department	Div. No.	ADDITIONAL PERSONNEL REQUESTS / DESCRIPTION	FTE's	GRADE	Amount	APPROVED FUNDING	
GENERAL FUND							
HR	101-0515	Human Resources Associate	0.50	11	$ 30,683	0.50	$ 30,683
	101-0515	Human Resources Assistant	1.00	7	51,820		-
Public Information	101-0525	Creative Services Producer	1.00	9	58,826	1.00	58,826
	101-0525	Temporary/Seasonal Staff	N/A		(20,776)		(20,776)
	101-0525	Graphic Designer & Social Media Strategist	1.00	12	71,534		-
IS	101-0520	GIS Analyst	1.00	13	76,413		-
City Assessor	101-1030	Appraiser II	2.00	13	156,982		-
	101-1030	Intern Positions	N/A		(38,065)		-
Planning	101-2010	Assistant Planner	1.00	12	71,534		-
	101-2010	Temporary/Seasonal Staff	N/A		10,765		-
Inspectors	101-2040	Code Enforcement Inspector	1.00	12	71,534	1.00	71,534
Transit	101-2069	Equipment Technician I	1.00	8	55,178		-
Engineering	101-3017	Contract Engineering Technician I	3.00	10	186,220	(3.00)	(186,220)
	101-3015	Restructuring of Engineering	-	Various	(49,000)		(49,000)
Traffic Engineering	101-3020	Restructuring of Traffic Engineering and Street Lights	(5.00)		(410,256)	(5.00)	(410,256)
Streets and Sewers	101-3025	Equipment Operator II	3.00	9	176,478		-
	101-3025	Temporary/Seasonal Staff	N/A		13,435		-
Fire	101-4010	Firefighters	6.00	X11	401,069		-
	101-4010	Fire Inspector/Investigator	1.00	14	81,567	1.00	81,567
	101-4010	Full Time Overtime	N/A		85,775		-
Police	101-5010	Police Officers	5.00	P12	356,978		-
	101-5010	Crime Analyst	1.00	P12	71,396	1.00	71,396
	101-5010	Police Lieutenant Promotion	N/A	17	5,866		-
	101-5010	Police Sergeant Promotion	N/A	15	4,262		-
	101-5010	Office Associate III	1.00	9	58,826		-
Public Health	101-6013	Harm Reduction Program Coordinator	1.00	11	66,870		-
	101-60XX	Temporary/Seasonal Staff	N/A		194,504		-
TOTAL GENERAL FUND			**25.50**		**1,840,418**	**(3.50)**	**(352,246)**
ENTERPRISE FUNDS							
Water	501-3053	Full Time Overtime	N/A		538		-
	501-3051	Environmental Scientist	0.25	11	15,943	0.25	15,943
	501-3051	Reclassification of Supervisors	N/A	15	10,229		-
	501-3051	Enterprise I/C Coordinator	(1.00)	16	(103,652)		-
Wastewater	521-3061	Enterprise I/C Coordinator	1.00	16	103,652		-
	521-3061	Reclassification of Supervisors	N/A	15	9,258		-
	521-3061	Full Time Overtime	N/A		16,148		-
Street Lights	528-3035	Restructuring of Traffic Engineering and Street Lights	5.00	Various	410,256	5.00	410,256
	528-3035	Assistant Signals and Lighting Operations Manager	1.00	16	93,711		-
Forestry	541-3081	Arborist I	1.00	8	55,178		-
	541-3081	Temporary/Seasonal Staff	N/A		(25,337)		-
Airport	561-7004	Full Time Overtime	N/A		3,230		3,230
	561-7005	Full Time Overtime	N/A		10,765		10,765
TOTAL ENTERPRISE FUNDS			**7.25**		**599,919**	**5.25**	**440,194**
Total Staffing Budget Request			**32.75**		**$ 2,440,337**	**1.75**	**$ 87,948**

CITY OF FARGO, NORTH DAKOTA
GENERAL FUND DEPARTMENTAL OPERATING REQUESTS FOR 2019

Note: Only requests over $10,000 are detailed below

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	INCREASE (DECREASE) REQUESTED	DIVISIONAL TOTALS	2019 APPROVED FUNDING
GENERAL FUND					
City Administrator	101-0510-403.38-68	Lobbyist	$ 25,000		
	101-0510-403.39-99	Other services	15,000		
		All other accounts	3,100	$ 43,100	**$ 40,000**
Human Resources	101-0515-405.33-50	Doctors	59,540	59,540	**59,540**
IS	101-0520-409.43-50	Maintenance service contracts	250,000		
	101-0520-409.53-60	Other communications	45,000	295,000	**275,000**
Public Information		All other accounts	32,180	32,180	**30,000**
City Attorney	101-0530-403.33-25	Legal Services	127,000	127,000	**100,000**
City Prosecutor	101-0531-403.33-25	Legal Services	50,000	50,000	**40,000**
Auditors	101-1010-405.33-71	Temp other personnel	15,000		
		All other accounts	7,600	22,600	**5,000**
Municipal Court	101-1025-402.33-27	Indigent defense	10,000		
		All other accounts	290	10,290	**10,000**
Incarceration	101-1026-413.38-53	Prisoner care - Cass jail	40,000	40,000	**50,000**
City Assessor	101-1030-405.44-10	Land and building rent	(39,620)		
	101-1030-405.44-11	Lease property taxes	(12,667)		
		All other accounts	(11,007)	(63,294)	**(63,294)**
General Support	101-1040-505.34-15	Computer services	22,000		
	101-1040-505.34-35	Banking services	40,000		
	101-1040-505.34-36	Credit card fees	(20,000)		
	101-1040-505.38-30	Automobile impounding	(13,000)		
	101-1040-505.38-35	Animal impounding	14,000		
	101-1040-505.38-99	Other services	(12,000)		
	101-1040-505.52-30	General liability	(76,000)		
		All other accounts	7,000	(38,000)	**(45,000)**
Buildings and Grounds	101-1050-409.34-05	Electricians	20,000		
	101-1050-409-35-01	Window washing	25,000		
	101-1050-409.42-06	Cleaning service contracts	134,156		
	101-1050-409.42-20	Snow clearing	27,000		
	101-1050-409.42-21	Snow hauling	12,000		
	101-1050-409.43-50	Maintenance service contracts	29,000		
	101-1050-409.61-40	General supplies	25,000		
	101-1050-409.62-51	Electricity	133,000		
		All other accounts	3,582	408,738	**400,000**
Planning	101-2010-409.33-15	Planning services	120,000		
	101-2010-409.33-22	Human relations	20,000		
	101-2010-409.33-73	Native American commission	45,200		
	101-2010-409.33-97	Parking enforcement	(25,240)		
		All other accounts	(1,380)	158,580	**150,000**
Inspections		All other accounts	8,935	8,935	**-**
Transit	101-2061-491.33-86	Bus driver services	78,819		
	101-2061	All other accounts	5,100		
	101-2062-491.62-10	Gasoline	76,807		
	101-2063-491.33-80	Security services	40,000		
	101-2063	All other accounts	25,852		
	101-2069-491.62-11	Diesel fuel	(288,000)		
	101-2069	All other accounts	22,250	(39,172)	**(92,374)**
Engineering		All other accounts	2,000	2,000	**-**
Engineering - One Call	101-3017-422.61-40	General supplies	10,000		
		All other accounts	7,310	17,310	**10,000**
Traffic Engineering	101-3020-415.33-44	Metro COG local match	10,453		
	101-3020-415.43-26	ITS Equipment maintenance	(15,000)		
	101-3020-415.61-40	General supplies	(40,000)		
	101-3020-415.61-80	Traffic signs	(44,000)		
	101-3020-415-61-82	Traffic signal maintenance	(27,000)		
	101-3020-415.61-83	Traffic signal control equipment	(65,000)		
	101-3020-415.62-51	Electricity	(65,000)		
		All other accounts	(1,464)	(247,011)	**(247,011)**
Street Department	101-3025-423.38-99	Other services	10,000		
	101-3025-423.44-20	Equipment & vehicle rent	45,000		
	101-3025-423.61-92	Asphalt	100,000		
	101-3025-423.61-93	Mudjacking	10,000		
	101-3025-423.65-50	Ice control	100,000		
		All other accounts	24,000	289,000	**265,000**
Central Garage	101-3030-409.43-15	Fuel depot repair and maintenance	10,000		
	101-3030-409.43-30	Outside mechanic repairs	25,000		
		All other accounts	1,100	36,100	**35,000**
Fire	101-4010-412-38-99	Other services	(28,500)		
	101-4010-412.42-05	Custodial services	15,000		
	101-4010-412.43-10	Building repairs	10,000		
	101-4010-412.43-50	Maintenance service contracts	18,000		
	101-4010-412.64-10	Uniforms/clothing	(45,000)		
	101-4010-412.64-15	Personal protective gear	55,000		
		All other accounts	25,228	49,728	**24,500**

DEPARTMENT	ACCOUNT NUMBER	DESCRIPTION OF REQUEST	INCREASE (DECREASE) REQUESTED	DIVISIONAL TOTALS	2019 APPROVED FUNDING
Police	101-5010-411.38-99	Other services	60,200		
	101-5010-411.44-30	Operating leases - Includes new facility BSE building	397,098		
	101-5023-411.59-50	Training	12,000		
	101-5035-411.61-40	General supplies	21,000		
	101-5035-411.64-10	Uniforms/clothing	32,828		
		All other accounts	40,495	563,621	**523,126**
Health Department	101-6010-451.38-11	Contract services	(50,000)		
	101-6013-451.61-40	General supplies	10,000		
	101-6020-451.61-21	Pharmacy/drugs	50,000		
	101-6035-451.38-11	Contract services	(17,000)		
	101-6035-451.59-10	Dues and membership	10,000		
	101-6040-451.33-58	Ryan White	(131,000)		
	101-6040-451.61-21	Pharmacy/drugs	(10,000)		
		All other accounts	20,450	(117,550)	**(138,000)**
Library	101-7010-463.38-61	Security services	53,529		
	101-7010-463.54-11	Marketing	14,000		
	101-7010-463.61-70	Books and periodicals	33,500		
	101-7012-463.38-61	Security services	33,200		
	101-7012-463.61-70	Books and periodicals	14,000		
		All other accounts	(2,431)	145,798	**131,798**
City Commission	101-8001-403-59.10	Dues and membership instate	12,000	12,000	**12,000**
Unallocated	101-8570-570.53-20	Cell phone service	(100,000)		
	101-8570-570.62-11	Diesel fuel savings adjustment	650,000	550,000	**550,000**
TOTAL GENERAL FUND OPERATING EXPENDITURE REQUESTS			**$ 2,416,493**	**$ 2,416,493**	**$ 2,125,285**